



AGENDA

CITY OF LENOIR CITY
COUNCIL MEETING
905 WEST AVENUE
TUESDAY, JUNE 1, 2021
6:00 P.M.



I. CALL TO ORDER

- A. Moment of Silence & Pledge of Allegiance
- B. On behalf of City Council, Mayor Gibbons will recognize the Police Department's new K9 handler, Yongla "Joe" Lo and his K9 Atos.

II. MATTERS SCHEDULED FOR PUBLIC HEARINGS

- A. FY2021-2022 Annual Budget: A public hearing will be held to receive public comments regarding the Annual Budget for the fiscal year beginning July 1, 2021 through June 30, 2022 for the City of Lenoir. Upon conclusion of the public hearing, Council may take action on adoption of the enclosed FY2021-22 Budget Ordinance.
- B. A public hearing will be held to consider amendments to Chapters 18 (Streets and Sidewalks) and Chapter 19 (Subdivisions) of the Lenoir Code of Ordinances. Staff recommends adoption of the submitted Ordinance.

The purpose of the amendments is to update the subdivision chapter in accordance with N.C.G.S. Chapter 160D, as well as to better organize, clarify, and separate the various rules related to the physical characteristics of public streets and sidewalks from the rules that address the subdivision process.

III. CONSENT AGENDA ITEMS

- A. Minutes: Approval of the minutes of the City Council meeting of Tuesday, May 18, 2021 as submitted.
- B. Minutes: Approval of the minutes of the City Council Budget Workshop of Thursday, May 20, 2021 as submitted.
- C. Capital Project Budget Ordinance; 2021 Community Development Block Grant: Approval of a Capital Project Budget in the amount of \$164,146.00 for the 2021 Community Development Block Grant (CDBG) as submitted by Rick Oxford, Plan Administrator.
- D. Capital Project Budget Ordinance; 2021 Unifour Consortium HOME Program: Approval of a Capital Project Budget Ordinance in the amount of \$1,454,095.00 for the 2021 Unifour Consortium HOME Program.

IV. REQUESTS AND PETITIONS OF CITIZENS

V. REPORTS OF BOARDS AND COMMISSIONS**VI. REPORT AND RECOMMENDATIONS OF THE CITYMANAGER****A. Items of Information**

1. A Cruise-End Event will be held on Saturday, July 5 in the downtown area.
2. The Caldwell County Economic Development Commission will conduct a virtual meeting on Tuesday, June 8 at 8:00 a.m.
3. The ABC Board will meet on Thursday, June 10 at 2:00 p.m.
4. The Lenoir Tourism Development Authority will meet on Thursday, June 10 at 4:00 p.m.
5. The Lenoir Business Advisory Board will meet on Thursday, June 10 at 6:00 p.m.
6. The City/County Services Committee will meet on Monday, June 14 at noon.

B. Items for Council Action**VII. REPORT AND RECOMMENDATIONS OF THE CITY ATTORNEY****VIII. REPORT AND RECOMMENDATIONS OF THE MAYOR****IX. REPORT AND RECOMMENDATIONS OF COUNCIL MEMBERS****X. ADJOURNMENT**

**CITY OF LENOIR
COUNCIL ACTION FORM**

- I. **Agenda Item: FY 2021-2022 Annual Budget:** A public hearing is scheduled to receive public comments regarding the annual budget for the fiscal year beginning July 1, 2021 through June 30, 2022 for the City of Lenoir.
- II. **Background Information:** The Recommended FY 2021-22 Budget is comprised of General Fund - \$18,594,890, Special District Fund - \$184,638, Tourism Development Fund - \$80,000 and Water/Sewer Fund - \$9,629,744, for a total budget of \$28,489,272.

Under North Carolina law, counties must conduct a revaluation of all real property (land, buildings, and other improvements) within the county at least every eight years. The purpose of revaluation is to re-establish equity among properties that may have appreciated or depreciated in value at different rates since the county's last revaluation.

Due to Caldwell County's revaluation this year, the proposed General Fund budget is balanced with a net revenue neutral property tax rate of 57¢ per \$100 of assessed property value, a reduction of 1¢ per \$100 from the current tax rate. The budget maintains the current Rescue Readiness Tax Rate of .85¢ per \$100 of assessed property value for a total tax rate of 57.85¢ per \$100. All other General Fund charges/fees are unchanged.

The proposed Downtown Municipal Service District budget is balanced with the net revenue neutral property tax rate of 20¢ per \$100 of assessed district property value. This is a reduction of 5¢ per \$100 from the FY 2020-21 Downtown tax rate of 25¢ per \$100.

The proposed Water/Sewer Fund budget is balanced and includes a 2% increase in water and sewer rates. For budget year 2020-2021, there was no increase in water and sewer rates due to the pandemic. All other Water/Sewer Fund charges and fees are unchanged.

The Recommended Budget contains no borrowing and does not use any fund balance.

In accordance with NCGS 159-12, the Recommended Budget has been submitted to the Mayor and City Council and made available for public inspection and notice given that a public hearing will be held on Tuesday, June 1, 2021, beginning at 6:00 p.m., for the purpose of receiving input from citizens wishing to comment on the proposed budget.

- III. **Staff Recommendation:** Upon conclusion of the public hearing, Council may take action on adoption of the enclosed FY 2021-22 Budget Ordinance.
- IV. **Reviewed by:**

City Attorney:
City Manager:



CITY MANAGER
SCOTT E. HILDEBRAN

CITY OF LENOIR
NORTH CAROLINA

MAYOR
JOSEPH L. GIBBONS

CITY COUNCIL
J. T. BEAL
T. H. PERDUE
J. I. PERKINS
R. S. PRESTWOOD
D. F. STEVENS
C. D. THOMAS
B. K. WILLIS

May 18, 2021

Honorable Mayor Gibbons and Members of the City Council:

Pursuant to Section 159-11 of the North Carolina General Statutes (NCGS), Local Government Budget and Fiscal Control Act, I am pleased to submit the Recommended FY 2021-2022 Budget for your review and consideration. This document provides a financial plan for the upcoming fiscal year and was developed in accordance with the City Council's priorities established in both the February Strategic Planning Retreat and the March Budget Retreat as well as during Council/Departmental meetings held over the past year. As we hopefully round the corner on the COVID-19 pandemic, the budget was developed with the expectation of a more "normal" year.

A work session to review the Recommended FY 2021-2022 Budget is scheduled to be held Thursday, May 20, 2021, at 6:00 p.m. and a public hearing on the budget is scheduled on Tuesday, June 1, 2021, at 6:00 p.m.

General Fund

The proposed General Fund budget totals \$18,594,890 and is balanced with the reduced property tax rate of 57¢ per \$100 of assessed property value, a reduction of 1¢ per \$100 from the current tax rate. The budget maintains the current Rescue Readiness Tax Rate of .85¢ per \$100 of assessed property value for a total tax rate of 57.85¢ per \$100. All other General Fund charges/fees are unchanged.

Under North Carolina law, each county must conduct a countywide revaluation of all real property (land, buildings, and other improvements) within the county at least every eight years for tax assessment determination. The purpose of revaluation is to re-establish equity among properties that may have appreciated or depreciated in value at different rates since the county's last revaluation. In 2021, Caldwell County completed the real property revaluation process. Business personal property and motor vehicles are assessed for taxation every year.

Based on the revaluation, there was a 9% increase in assessed values for real property. Personal property values decreased by approximately 12%. Registered motor vehicle values remain unchanged. Public service company properties are anticipated to decrease and are currently in the appeals process conducted by the State of NC. Overall, the combined actual values for real property, personal property, registered motor vehicles, and public service companies for 2020 compared to the estimated values for 2021 is relatively unchanged.

NCGS 159-11 also requires local governments to publish the revenue-neutral property tax after a revaluation. Per the statute, "the revenue-neutral property tax rate is the rate that is estimated to produce revenue for the next fiscal year equal to the revenue that would have been produced for the next fiscal year by the current tax rate if no reappraisal had occurred." This general statute also provides instruction on how the rate is to be calculated: 1) Determine a rate that would produce revenues equal those produced for the current fiscal year, and 2) Increase the rate by a factor equal to the average annual growth. The revenue neutral rate is the tax rate that would generate the same amount of revenue the City would expect to receive if no revaluation had occurred, including growth. Based on the information from Caldwell County discussed above, the estimated



revenue-neutral property tax rate for 2021 equals 62.83¢ per \$100. Due to fluctuations in refunded business personal property and the delayed impact of improvements being included in assessed values, staff made revenue-neutral calculations excluding refunded business property taxes as well as with only real property values. The average of all these calculations is a tax rate of 57¢ per \$100 of assessed value, which is what is recommended in the budget and reflects the net revenue-neutral rate.

The Rescue Readiness revenue-neutral tax calculation produced a rate of .92¢ per \$100. Since there is no impact on the Rescue Readiness Tax for business personal property as it is not refunded, it is recommended to leave the rate at .85¢ per \$100.

The American Rescue Plan, recently adopted by Congress, will provide \$5.6 billion in state fiscal relief with \$1.35 billion earmarked for cities and towns, and specifically \$3,834,691 allocated for Lenoir. The proposed budget does not allocate any of the approved revenue. We expect further guidance and clarification on eligible expenditures for these funds to be forthcoming from the United States Treasury, N.C. Local Government Commission, the UNC School of Government and the NC League of Municipalities. Staff is currently developing a draft plan for the approved funding, focusing on long-term capital assets and master planning.

The Recommended Budget contains no borrowing and does not use any fund balance.

Downtown Municipal Service District

The proposed Downtown Municipal Service District budget is balanced with the reduced property tax rate of 20¢ per \$100 of assessed district property value. This is a reduction of 5¢ per \$100 from the FY 2020-21 Downtown tax rate of 25¢ per \$100. The revenue neutral calculation was performed with total values as well excluding the impact of improvements not included in the year they were made. The average of all these calculations is a tax rate of 20¢ per \$100 of assessed value, which is what is recommended in the budget and reflects the net revenue-neutral rate.

Water and Wastewater Fund

The proposed Water/Sewer Fund budget totals \$9,629,744 and includes a 2% increase in water and sewer rates. For budget year 2020-2021, there was no increase in water and sewer rates due to the pandemic. All other Water/Sewer Fund charges and fees are unchanged.

For reference, the Consumer Price Index - South Region for All Urban Consumers over the past 12-month period is 2.0% (February 2021).

Budget Highlights

The key components of this budget are:

- Core services are continued with revenue projections estimated in a realistic, conservative manner. The projections include consideration for continued uncertainties as we emerge from the COVID-19 pandemic and evaluate the impact on the future economic environment.
- Employee Compensation: City Council and Management continue to recognize that our employees are vital to the delivery of quality municipal services and represent our most valuable asset. As our top strategic priority, the budget includes a 3.0% cost of living increase effective January 1, 2022. Further, the budget funds the mandated 1.2% increase for the Local Government Retirement System. The budget also includes a restructure of the pay plan for the Fire Department to adjust salaries closer to regional norms. These adjustments would be implemented in January 2022.

- The City's group health insurance premiums will increase by 6%, while maintaining the current plan benefit levels. The cost of the City's property and liability insurance will increase by 9.5% while the workers' compensation insurance coverages will decrease by 7%.
- Allocated Positions: The budget recommends an overall increase of three (3) new positions, two (2) in Sanitation and one (1) in Vehicle Services.
 - Last year's budget eliminated two (2) positions from the Sanitation Department with the assumption that the switch to automated garbage pick-up would reduce the need for the positions. As the new processes, routes and equipment were implemented, it became apparent that these positions would still be needed to provide timely and efficient services. One position will continue to be utilized for sanitation collection and one will be transitioned to downtown providing an increased focus on the cleanliness of the area. This position will also clean three city facilities that previously contracted their cleaning services, negating the costs of one (1) of these funded positions.
 - Vehicle Services has focused heavily on routine maintenance over the past few years to prolong the life of our fleet and avoid costly repairs. As discussed previously, Vehicle Services has been very creative in finding ways to reduce repair costs, which can take up a tremendous amount of time of senior staff. One (1) entry-level position is included to help with routine maintenance, which will allow the senior staff more time to manage more complex repairs.
- Street Resurfacing: The budget allocates \$390,000 to continue implementation of our Pavement Study, though State Powell Bill funding is expected to be further reduced in the coming year. Also, the budget includes \$200,000 in funding for strategic paving for the various Council's priorities regarding roads/bridges improvements.
- Greenway/Rail Trail: The budget also funds \$75,000 for greenway improvements and \$50,000 for greenway/rail trail planning.
- Downtown: The budget allocates funds from the CDBG Capital Project Fund to continue improvements to the old Lenoir High School auditorium, gym and Mack Cook Stadium. As mentioned above, there will be an emphasis on Downtown cleanliness by utilizing a dedicated employee.
- Code Enforcement: The budget adds an additional \$5,040 in funding for building demolition, which increases funding to \$60,750 for building demolitions, foreclosure and nuisance enforcement. There has been an increase in budget allocations of \$22,750 over the past two years for code enforcement in response to the City Council's priorities.
- Diversity, Equity & Inclusion: The budget includes funding in travel/training areas to initiate awareness of and develop strategies for diversity, equity and inclusion.
- Technology: Funds are appropriated for continued computer/information technology upgrades throughout the organization to enhance and improve operations and security and for the ongoing implementation of the Advance Metering Infrastructure Project.
- Environmental: The budget continues to fund the Western Piedmont Council of Governments Stormwater Partnership's management and oversight of our Federal Phase II Stormwater Program. Work is concluding on the Environmental Protection Agency Brownfield Grant which conducted environmental assessments and the Appalachian Regional Commission Grant to clean-up city-owned property on College and Virginia Street.
- The budget funds all debt obligations.

The following General Fund capital projects are included: garage lift replacement, Streets Department service truck, repairs for the creek bank at Fire Station II, (30) portable radios, Police Department parking lot repaving, firing range repairs, (2) detective cars – used, (4) patrol cars, Aquatic Center lights and roof replacement, Martin Luther King Center entrance awning and roof replacement.

The following Water/Sewer Fund capital projects are included: (2) flash basin repairs, America Water Infrastructure Act Compliance Project – generators and cameras, Operations Building upgrades, (2) bleach pumps, divisional valve replacement, air handler improvements, manhole improvements, concrete pad for parking, mixer replacement, dump truck replacement, and a vehicle replacement.

Summary

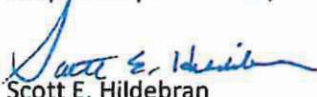
In closing, the Recommended FY 2021-2022 Budget is balanced in accordance with State Statutes and attempts to address the goals and priorities that have been established by City Council for the City's future while being mindful of the current economic conditions. Though the budget does not fund all of the requested operating and capital needs, the Recommended FY 2021-2022 Budget represents a financial plan that allows the City to maintain and enhance current service levels while making organizational changes to be cost effective and more efficient. Further, as noted in the information distributed for the retreat in February, our staff continues to display a culture that encourages cost savings to maximize resources to accomplish budget initiatives.

I would like to recognize the efforts of Finance Director Donna Bean, as she has been instrumental in the preparation of this document. Her thoroughness and guidance are appreciated.

Finally, I would also like to express my thanks to the Department Directors, Team Lenoir and City Council for their patience, understanding, and dedicated work on this important policy document. Our primary goal, each and every day, via our employee-led customer service initiative, remains to provide "Service Beyond Measure".

Come "Create With Us" in Lenoir!

Respectfully submitted,



Scott E. Hildebran
City Manager

City of Lenoir
Budget Ordinance
Fiscal Year July 1, 2021– June 30, 2022

BE IT ORDAINED by the Lenoir City Council in regular session assembled on June 1st, 2021.

Section 1. That the following amounts are hereby appropriated for the operation of the government of the City of Lenoir and its activities for the fiscal year beginning July 1, 2021, and ending June 30, 2022.

<u>Fund</u>	<u>Estimated Revenues</u>	<u>Fund Balance Appropriated</u>	<u>Total Budget</u>	<u>Appropriated</u>
General	\$ 18,594,890	\$ -	\$ 18,594,890	\$ 18,594,890
Water & Wastewater	\$ 9,629,744	\$ -	\$ 9,629,744	\$ 9,629,744
Total	\$ 28,224,634	\$ -	\$ 28,224,634	\$ 28,224,634

Section 2. That for said fiscal year there is hereby appropriated as expenditures of the General Fund the following:

Legislative	\$ 360,035
Administrative	\$ 612,787
Finance	\$ 765,379
Planning	\$ 435,006
Police	\$ 6,112,425
Fire	\$ 4,255,092
Recreation	\$ 1,897,921
Public Works	
Administrative	\$ 237,993
Cemetery & Grounds	\$ 379,091
Building Maintenance	\$ 335,242
Sanitation	\$ 808,898
Streets	\$ 2,110,116
Vehicle Services	\$ 284,906
Total	<u>\$ 18,594,890</u>

2021-2022 is a property revaluation year and it has been eight (8) years since the last property revaluation. The Revenue Neutral Rate is the rate that is estimated to produce revenue for the next fiscal year equal to the revenue that would have been produced for the next fiscal year by the current rate if no reappraisal had occurred including growth. Based on the information from Caldwell County, the estimated revenue-neutral property tax rate for 2021 equals 62.83¢ per \$100. Due to fluctuations in refunded business personal property and the delayed impact of improvements being included in assessed values, staff made revenue-neutral calculations excluding refunded business property taxes as well as with only real property values. The average of all these calculations is a tax rate of 57¢ per \$100 of assessed value, which is what is recommended in the budget and reflects the net revenue-neutral rate.

City of Lenoir
Budget Ordinance
Fiscal Year July 1, 2021– June 30, 2022

Section 3. That for said fiscal year there is hereby appropriated as expenditures of the Water & Wastewater Fund the following:

<u>DEPARTMENT/DIVISIONS</u>	<u>APPROPRIATION</u>
Admin/Engineering	\$ 394,256
Utilities Maintenance	\$ 345,125
Rhodhiss Water Treatment Plant	\$ 2,801,674
Water Distribution	\$ 1,953,981
Wastewater Collection	\$ 1,440,222
Wastewater Pretreatment	\$ 176,811
Gunpowder Wastewater Plant	\$ 1,279,002
Lower Creek Wastewater Plant	\$ 1,238,673
Total	<u>\$ 9,629,744</u>

Section 4. There is hereby levied for the fiscal year ending June 30, 2022, the following rate of taxes on each one hundred dollars of assessed valuation of taxable property listed as of January 1, 2021, and of registered vehicles in accordance with G.S. 105-330.3(a)(1) for the purpose of raising the revenues from the current year's listed and registered property as set forth in the foregoing estimates of the General Fund revenues and in order to finance the foregoing General Fund appropriations.

General Fund.....\$.57 cents tax rate per one hundred dollars assessed valuation.

Rescue Readiness Tax.....\$.0085 cents tax rate per one hundred dollars assessed valuation.

Said General Fund tax rates are based on an estimated total appraisal value of real and personal property for the purpose of taxation of \$2,287,000,000 with an assessment ratio of one hundred percent (100%) of appraised value and estimated collection rate of 96.2%. Said collection rates are based on the actual 2019-2020 collection rates.

Section 5. That for said fiscal year there is hereby appropriated as expenditures of the special Downtown Tax District Fund for the operation of the Economic Development/Main Street Lenoir program and Tourism Development.

Fund	<u>Estimated Revenues</u>	<u>Fund Balance Appropriated</u>	<u>Total Budget</u>	<u>Appropriated</u>
Special Downtown District	\$ 184,638	\$ -	\$ 184,638	\$ 184,638
Tourism Development	\$ 80,000	\$ -	\$ 80,000	\$ 80,000
TOTAL	<u>\$ 264,638</u>	<u>\$ -</u>	<u>\$ 264,638</u>	<u>\$ 264,638</u>

**City of Lenoir
Budget Ordinance
Fiscal Year July 1, 2021– June 30, 2022**

Section 6. There is hereby levied for the fiscal year ending June 30, 2022, the following rate of taxes on each one hundred dollars of assessed valuation of taxable property listed as of January 1, 2021, and of registered vehicles in accordance with G.S. 105-330.3(a)(1) for the purpose of raising the revenues from the current year's listed and registered property set forth in the foregoing estimates of Special Downtown District Fund revenues and in order to finance the foregoing Special Downtown District Fund appropriations.

Special Downtown District.....\$.20 cents tax rate per one hundred dollars assessed valuation.

Said Special Downtown District tax is based on an estimated total appraised value of property for the purpose of taxation of \$ 18,079,600 with an assessment ratio of one hundred percent (100%) of appraised and registered real and personal property value. The estimated collection rate is 96.20%.

The proposed Downtown Municipal Service District budget is balanced with the reduced property tax rate of 20¢ per \$100 of assessed district property value. This is a reduction of 5¢ per \$100 from the FY 2020-21 Downtown tax rate of 25¢ per \$100. The revenue neutral calculation was performed with total values as well excluding the impact of improvements not included in the year they were made. The average of all these calculations is a tax rate of 20¢ per \$100 of assessed value, which is what is recommended in the budget and reflects the net revenue-neutral rate.

Section 7. It is estimated that \$80,000 in revenue will be available in the Tourism Development Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

Section 8. Water & Sewer rates are established to be effective July 1, 2021 according to the following schedule:

Water Inside Corporate Limits	
0 -1,000 gallons	\$10.75
Over 1,000 gallons	\$3.40 per 1,000 gallons
Sewer Inside Corporate Rates	
1 - 1,000 gallons	\$9.42
Over 1,000 gallons	\$3.99 per 1,000 gallons
Water Outside Corporate Limits	
0 - 1,000 gallons	\$21.50
Over 1,000 gallons	\$6.80 per 1,000 gallons
Sewer Outside Corporate Limits	
0 -1,000 gallons	\$18.86
Over 1,000 gallons	\$7.99 per 1,000 gallons
Resale Water	
\$2.26 per 1,000 gallons	
Resale Sewer	
\$3.94 per 1,000 gallons	

City of Lenoir
Budget Ordinance
Fiscal Year July 1, 2021– June 30, 2022

Section 9. Salaries & wages accounts provide for funding of all budgeted employee positions and City Council.

Section 10. The City Manager and Finance Director shall notify the City Council of any items of over-expenditure or shortfalls in revenue on a timely basis throughout the fiscal year. Request for appropriations not contained in the Budget Ordinance will be presented to Council after a review of the necessary revenue sources to offset the expenditure has been conducted by the Finance Director. Recommended budget amendments will be presented to the Council at the time the request for appropriation is submitted by the Finance Director.

Section 11. Copies of this Budget Ordinance shall be furnished to the Finance Director and the City Manager of the City of Lenoir, North Carolina, to be kept on file by them for their direction in the collection of revenues and the expenditures of amounts appropriated.

Section 12. The City Manager is authorized to amend the budget by transfer of appropriations within each fund. All amendments affecting revenues or total fund appropriations shall be approved by ordinance by the City Council, to be acted on at any regular or special meeting and approved by a simple majority of those present and voting, a quorum being present. Only one reading will be required and a public hearing or publication of notice is not necessary unless requested by Council.

Adopted this 1st day of June, 2021.

SEAL

Joseph L. Gibbons, Mayor

ATTEST:

Shirley M. Cannon, City Clerk

CITY OF LENOIR
COUNCIL ACTION FORM
June 1, 2021

I. Agenda Item:

Ordinance amendments relating to Chapters 18 (Streets & Sidewalks) and Chapter 19 (Subdivisions) of the Lenoir Code of Ordinances.

II. Background Information:

These chapters were excluded from the omnibus ordinance that Council adopted in January 2021, and must be amended prior to July 1, 2021. Proposed changes eliminate duplicate sections between chapters, update reference to statutes that changed with the adoption of NCGS Chapter 160D, streamline the process for approving major subdivisions, clarify that preliminary plats are quasi-judicial, and add a roll for the Technical Review Committee.

See attached ordinance with strike-throughs indicating deleted text and underlines indicating inserted text.

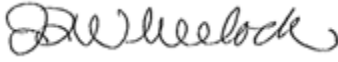
III. Staff & Planning Board Recommendation:

Adoption of the attached ordinance. (The Planning Board is not required by law to review these changes, as they do not change any of the Zoning regulations for the City, but reviewed the ordinance at their May 24 meeting and did have any recommended changes.)

IV. Reviewed by:

City Attorney: _____

Finance Director: _____

Planning Director: _____  _____

**AN ORDINANCE OF THE CITY COUNCIL OF LENOIR,
NORTH CAROLINA, AMENDING CHAPTERS 18 AND 19
OF THE LENOIR CODE OF ORDINANCES RELATED TO
STREETS, SIDEWALKS, AND SUBDIVISIONS,
PROVIDING FOR SEVERABILITY, CODIFICATION, AND
AN EFFECTIVE DATE.**

Whereas, the NC General Statutes that give local governments authority to regulate land use and development, previously located in N.C.G.S. Chapter 160A, Article 19, have been updated and re-codified as N.C.G.S. Chapter 160D, prompting the need for the City of Lenoir to update our local ordinances both to comply with legislative changes as well as to reference the new section citations; and

Whereas, the Lenoir Planning Board finds and declares that this ordinance and these amendments are consistent with the City’s adopted Comprehensive Plan, which calls for straight-forward regulation, interconnected streets, and sidewalks; and

Whereas, the Lenoir City Council hereby finds and declares that this ordinance and these amendments are reasonable and in the best interest of the public health, safety, and welfare, since they will ensure the City remains compliant with State law and eliminate potential conflicts or confusion resulting from outdated or unlawful provisions in our local ordinances that are enacted pursuant to authorities granted under the newly codified G.S. Chapter 160D; and

**NOW, THEREFORE, LET IT BE ENACTED BY THE CITY COUNCIL OF THE
CITY OF LENOIR, NORTH CAROLINA, AS FOLLOWS:**

SECTION 1. Chapter 18 of the Code of Ordinances, City of Lenoir, North Carolina, “Streets and Sidewalks” is hereby amended to read as follows:

Chapter 18 - STREETS AND SIDEWALKS

ARTICLE I. - IN GENERAL

Sec. 18-1. - Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

~~Review committee shall be the committee comprised of the city manager, police chief, fire chief, planning director, public works director and city engineer.~~

Street shall mean a dedicated and accepted public right-of-way for vehicular traffic, which has been improved to meet the minimum street standards and has been accepted for maintenance by the city council or the state. Streets are classified according to volume and design:

(1) Major thoroughfare means any part of a street which is used for carrying heavy volumes of traffic expeditiously within and through the city and has been designated as a major thoroughfare on the thoroughfare plan.

(2) Minor thoroughfare means a street of considerable continuity which collects traffic from other streets, such as local streets to major thoroughfares.

(3) Local street means a street whose principal function is to provide direct access to adjacent properties and higher street systems.

(4) Marginal access street means a local street that runs parallel to a major or minor thoroughfare, in order to limit private driveways having direct access to the major thoroughfare.

(5) Cul-de-sac means a short local street having one end open to traffic and the other permanently terminated by a vehicular turn around.

Storm drainage maintenance shall mean cleaning, clearing or replacing existing storm drainage facilities due to structural failures.

Technical Review Committee (TRC) is the committee comprised of the police chief, fire chief, planning director, public works director and public utilities director.

ARTICLE II. - STREETS

Sec. 18-21. - General Standard~~conditions~~.

- (a) Access to adjacent properties. Where, in the opinion of the review committee it is necessary to provide for street access to an adjoining property, proposed streets shall be extended by dedication to the boundary of such property and a temporary turn around shall be provided.
- (b) Plans required. Plans demonstrating compliance with this chapter must be reviewed and approved by the Public Works director prior to beginning construction on any improvements to existing streets or construction of new streets.
- (c) Additional width on existing streets. Properties that adjoin existing streets with no recorded right-of-way or with insufficient right-of-way width shall~~must~~ dedicate additional rights-of-way necessary to meet the minimum width requirement prior to any road widening or improvement. When any part of the properties are on both sides of an existing street the entire minimum right-of-way shall be provided. When the properties are located on only one side of existing street, then one-half of the minimum right-of-way, measured from the center line of the existing street, shall be provided.
- ~~(b)~~(d) Unopened Streets (a/k/a “paper streets”). Where a plat map shows a public street, but such street has never been opened or improved, either the City or a private developer may make improvements consistent with the requirements of this Chapter the same as if it was a newly dedicated right-of-way. If the platted width of the unopened street is insufficient to meet City standards, additional right-of-way must be secured as described in (b) above.
- ~~(e)~~(e) Coordination and continuation of streets. Any proposed street layout shall be in coordination with the existing street system of the surrounding area and where possible shall be extended to meet an existing street.
- ~~(d)~~(f) Deceleration and/or acceleration lanes. Deceleration and/or acceleration lanes may be required upon review by the city and/or state department of transportation to provide for ingress and egress to adjacent proportion from major or minor thoroughfares. Such lanes shall be designed not to impede the design capacity of existing or proposed thoroughfare.
- ~~(e)~~(g) Utility relocation. Utilities requiring adjustment or relocation to conform to the city requirement (reference water and sewer specifications) shall be made at no expense to the city. Existing and/or relocated utilities may remain within the rights-of-way provided utilities do not run underneath curb and gutter or any other storm drainage facility. Any utility outside the street rights-of-way shall have an easement recorded with the county register of deeds that has been mutually agreed upon between the city engineer and/or the public works director and the developer.

Sec. 18-28. - ~~Concrete curb and gutter constructed by petition~~Special Assessments; Petition Required.

The City may construct, reconstruct, pave, widen, or otherwise build or improve streets, sidewalks, public utilities, and storm drainage in accordance with standards of this Chapter, and may make special assessments against benefited property, when a valid petition signed by a majority of the affected property owners in accordance with NCGS 160A-217 is received.

- ~~(a) Concrete curb and gutter shall be placed on any street upon a valid petition being received by the city council. The aforementioned petition shall be signed by at least 51 percent of property owners and at least 51 percent of the property to be curbed and guttered. The total cost of the curb and gutter shall be borne by the property owners.~~
- ~~(b) All other expenses, i.e., paving, storm sewer, etc., shall be borne by the city. The total cost of replacing items such as walls, driveways, trees, fences, etc., shall be borne by the property owner.~~

State Law reference— Similar provisions, G.S. 160A-~~216~~ and 217.

ARTICLE IV. - STORM DRAINAGE

Sec. 18-79. - Drainage structures.

On all newly constructed or reconstructed streets the contractor/developer shall be responsible for the construction of all stormwater drainage, which may include but shall not be limited to curb and gutter, catch basins and inlets, storm sewers, ~~road ditches, open channels, water retention structures and settling basins~~ vegetative swales, or structural control measures. All newly constructed or reconstructed streets shall include stormwater conveyance approved by the Public Works director and the Stormwater Administrator. ~~curb and gutter which meets the city's specifications. All cost of curb and gutter shall be the responsibility of the contractor/developer. When designing such structure, the engineer must consider that:~~

Stormwater drainage must conform to the following standards:

- (1) All drainage facilities shall be of adequate size and grade to hydraulically accommodate the anticipated flow and shall be so designed as to prevent and control soil erosion and sedimentation and to present no hazard to life and property.
- (2) Earthen ditches shall have side slopes of at ~~least~~ least three feet of horizontal distance for each foot of vertical distance and be seeded or sodded as grass waterways.
- (3) All storm drainage shall be adequate so that the road may be maintained without excessive cost, and not cause flooding on private property from storm runoff of the design frequency.

Permanent drainage easements may be required. The minimum design frequency shall be as follows but may be increased at the recommendation of the ~~city engineer~~public works director:

a. Storm sewer collector - 10 years

b. Street cross drainage - 25 years

*All calculations concerning pipe sizing shall be submitted with design.

In areas where ditch grades or quantities of flow deem it impracticable to establish and maintain vegetation, an erosive resistant lining such as paving or rock rip rap may be required.

Subsurface drainage shall be adequately designed in order to maintain a stable subgrade.

When road crossings are within areas designated as flood hazard areas under the Federal Flood Insurance Program, ~~the design must be approved by the department of planning and the city engineer~~a Floodplain Development Permit is required and the provisions of Chapter 9 must be met.

(4) Cross pipes under streets shall be constructed of approved reinforced concrete, asphalt coated corrugated metal or aluminum.

(5) Culverts shall be of adequate size and grade to hydraulically accommodate the design frequency storm and to function properly with the overall storm sewer system. Pipes shall not be less than 15 inches in diameter. Culverts shall be of sufficient length to permit full width roadway and the required slopes. Cross drains shall be built on a straight line and grade shall be laid on a firm base, but not on rock. Pipes shall be laid with the spigot pointing in the direction of the flow and with the ends filled and matched to provide tight joints and a smooth uniform invert. They shall be placed at a sufficient depth below the road bed to avoid dangerous pressure of impact, and in no case shall the top of the pipe be less than one foot below the road bed.

Sec. 18-82. - Ditch enclosure by city.

The city may participate in enclosing private ditches in accordance with Sec. 18-28 of this Chapter. ~~will participate in enclosing private ditches on a priority basis. The city, after determining the feasibility of enclosing the ditch, will notify the property owner of its intentions. If approved, the city will participate in enclosing the private ditch by furnishing labor and equipment at no cost to the property owner to construct a catch basin or junction box. All cost of materials for the catch basin or junction box will be borne by the property owner. All materials that will be used in the ditch enclosure must be approved by the city. All material cost will be borne by the property owner and all installation of enclosure material will be the responsibility of the property owner or his contractor. Priority will be based on the following list:~~

~~1st priority—Ditch lines receiving direct discharge from a city maintained street.~~

~~2nd priority—Ditch lines receiving secondary discharge from a city maintained street. Example—A ditch line receiving water from an abutting lot which receives direct discharge from a city maintained street.~~

~~3rd priority—Side ditches on reconstructed or resurfaced streets.~~

~~4th priority—Side ditches along existing city maintained streets.~~

Secs. 18-83—18-107. - Reserved.

ARTICLE V. - DRIVEWAYS

Sec. 18-108. - Permit required.

A permit issued by the Planning Department in consultation with the Public Works Department ~~director of public works or his designee~~ shall be obtained for any new driveway or the widening or relocation of any existing driveway.

Sec. 18-112. - Driveway materials.

- (a) Where either concrete curb and gutter or concrete sidewalk is adjacent to a proposed drive, concrete shall be the only material used for construction of the driveway connection must be concrete, unless another acceptable hard surface (not asphalt) is approved under subsection (e), below.
- (b) ~~Asphalt or stone connections will be~~ permitted on a dirt or asphalt street when no concrete is adjacent.
- (c) Stone connections are prohibited, except when connecting to stone or dirt streets. Where stone drives are otherwise allowed, the driveway apron, all portions of the drive within the public right-of-way, and the first 15' of the drive on private property must be asphalt or concrete, in accordance with this Section.
- (d) The material standards of this subsection apply to all portions of the driveway located within 15 feet of the public right-of-way.
- (~~b~~)(e) The intent of this section is to ensure driveways do not negatively impact public safety or impede function or maintenance of public streets or sidewalks, by ensuring proper pedestrian crossings and stormwater drainage and preventing loose stone or dirt from washing into public roadways. The public works director may approve alternative driveway materials, such as pavers (including pervious pavers), open-weave concrete

blocks, brick, or other durable hard surfaces where concrete or asphalt connections would normally be required, such that the intent of this Section is achieved.

Sec. 18-113. - Driveway connection limits.

The control limits of this chapter for any driveway shall be the street right-of-way line, or the back side of a concrete walk or the back side of concrete curb and gutter, or the pavement-shoulder line, except that regulations on driveway materials apply as described in Sec. 18-112(d).

Sec. 18-117. - Joint driveways.

Joint driveways ~~will be permitted~~are encouraged, and must if the driveway conforms to all other sections of this article.

Sec. 18-120. – Driveways Within Unopened Streets

Where a plat map shows a public street, but such street has never been opened or improved, private driveways conforming to the standards of this section may be approved within the platted right-of-way. In determining acceptable width and materials, the control limits of this Chapter will be applied to the line where city-maintained pavement meets the proposed private drive. Maintenance responsibility for private driveways falls to the property owner, and the City reserves the right to remove the driveway without compensation to the owner in order to improve the street to the standards contained in this Chapter and open the street for public use.

Secs. 18-120~~121~~—18-136. - Reserved.

ARTICLE VI. - SIDEWALKS

Sec. 18-137. - New sidewalks.

No new sidewalks shall be constructed along any street until the plans and specifications have been approved by the director of public works.

Sec. 18-138. - Concrete curb and gutter required.

No new sidewalks shall be constructed along any street until concrete curb and gutter and adequate storm drainage facilities have been installed, or adequate grass/vegetative safety separation is provided.

Sec. 18-139. - Petitions required.

The city council will act on petitions for sidewalk construction on any curb and gutter street. The petition must be signed by a majority of the property owners on both sides of the street who own a majority of the property footage, in accordance with Sec. 18-28 of this Chapter and NCGS160A-217.

Sec. 18-140. - Rights-of-way granted.

~~Rights-of-way shall be granted to the city by 100 percent of the property owners on the side or sides on which the sidewalk will be constructed.~~ Where insufficient width exists from the back-of-curb or edge of pavement to the property line for the required sidewalk section, additional right-of-way or easements must be granted to the City prior to start of construction or acceptance of any sidewalk for public maintenance. When a sidewalk will encroach in a state right-of-way, a three-party agreement must be executed with the NCDOT, the City, and the property owner prior to the start of construction.

Sec. 18-141. - Side selection.

On local residential streets, The the property owners or subdivider may select the side or sides on which the sidewalk or sidewalks will be constructed, provided the proper rights-of-way have been acquired.

Sec. 18-142. - Cost ~~(new—cost by developer).~~

(a) Existing streets. The city will pay one-third of the total project cost. The property owners shall pay two-thirds of the total project cost or one-third per each side.

~~(a)(b)~~ New Development. Where ever sidewalks are installed as a part of a new development, the entire cost shall be the responsibility of the developer.

Secs. 18-146—18-173. - Reserved.

ARTICLE VII. - PENALTIES

Sec. 18-174. - Penalties.

A violation of any provisions of this Chapter may subject the offender to civil and criminal penalties as stated in section 1-15 of this Code. ~~Any person who shall violate any provision within this Code, unless the ordinance specifically provides otherwise, shall be subject to a civil penalty of \$50.00, to be recovered in a civil action in the nature of a debt if not paid voluntarily within 72 hours after having been cited for said violation. Each day the violation continues to exist after original citation (72 hours) shall be considered a separate offense and shall be subject to a civil~~

penalty of \$10.00 per day to be added to the original civil penalty of \$50.00 for said violation. This provision is adopted pursuant to and in accordance with G.S. 160A-175(c) and shall not constitute a misdemeanor or infraction pursuant to G.S. 14-4.

Secs. 18-175—18-201. - Reserved.

ARTICLE VIII. - STREET NAMING, NUMBERING AND DISPLAY

Sec. 18-205. - ~~Land subdivisions~~Street Naming Standards.

- ~~(a)~~ Each subdivision submitted for approval shall not have duplicated the name of an existing street and "sound alike" street names shall be avoided when possible. In assigning names to new streets or renaming existing streets, duplication of existing names and "sound alike" names must be avoided.
- ~~(a)(b)~~ Proposed streets which are obviously in alignment with existing streets, or within 150 ft. of alignment, shall bear the name of the existing street.
- ~~(c)~~ All street designations such as street, avenue, court and quadrant designations shall be assigned by the city planning department, as follows:-
 - a. Street (St.). Any street that connects other streets.
 - b. Court (Ct.). A dead end street with a cul-de-sac.
 - c. Place (Pl.). A dead end street with no turn around area.
 - d. Avenue (Ave.). A street that is a minimum of three blocks or longer.
 - e. Drive (Dr.). A street that is generally lengthy, connecting to other streets.
 - f. Boulevard (Blvd.). A highway of four lanes or more.
 - g. Circle (Cir.). A street that connects back upon the same street without a break.
 - h. Road (Rd.). Generally, a state-maintained street that leads from the city to the county.
 - i. NW Quadrant – portions of streets located north of the centerline of Harper Avenue and West of the Centerline of Blowing Rock Blvd
 - j. NE Quadrant – portions of streets located north of the centerline of Wilkesboro Blvd and East of the Centerline of Blocking Rock Blvd.
 - k. SW Quadrant – portions of streets located south of the centerline of Harper Avenue and West of the centerline of Hickory Blvd.
 - l. SE Quadrant – portions of streets located south of the centerline of Wilkesboro Blvd and east of the centerline of Hickory Blvd.

~~(b)~~

Sec. 18-206. - Street naming procedure.

- (1) All requests for street name changes on public streets shall be submitted to the Planning Department for verification of duplicate/sound-alike names and assignment of street designations and quadrants, consistent with Sec. 18-205. Once verified, the Planning Department will forward the request for the street name change to the city council for approval.
 - (2) Names for streets created through a Major Subdivision Plat may be reviewed and approved during the review and approval of the Final Plat. Separate action by the Council to approve the street names is not required, provided the names are clearly shown on the face of the final plat and verified by the Planning Department.
 - (3) Names for private streets will be assigned in the same manner as names on public streets, except that when a private street is controlled by a single property owner, the Planning Department may assign a name consistent with 18-205 at the request of the property owner without action by City Council.
- ~~(1) Proposed street names for existing or proposed streets shall not bear the names of existing streets. Proposed streets that are in alignment or within 150 feet of alignment shall bear the name of the existing street. Existing streets not connected may bear the same name provided that preliminary subdivision plats or proposed thoroughfares indicated future connections. Designations for streets, avenues, etc., shall be given by the city as follows:~~
- ~~(1) Street (St.). Any street that connects other streets.~~
 - ~~(2) Court (Ct.). A dead end street with a cul-de-sac.~~
 - ~~(3) Place (Pl.). A dead end street with no turn-around area.~~
 - ~~(4) Avenue (Ave.). A street that is a minimum of three blocks or longer.~~
 - ~~(5) Drive (Dr.). A street that is generally lengthy, connecting to other streets.~~
 - ~~(6) Boulevard (Blvd.). A highway of four lanes or more.~~
 - ~~(7) Circle (Cir.). A street that connects back upon the same street without a break.~~
 - ~~(8)(4) Road (Rd.). Generally, a state-maintained street that leads from the city to the county.~~
- ~~(2) All submittals for street names shall be verified as to duplications and sound-alike names. Street designations shall be assigned by the planning department.~~

SECTION 2. Chapter 19 of the Code of Ordinances, City of Lenoir, North Carolina, "Subdivisions" is hereby amended to read as follows:

ARTICLE I. - IN GENERAL

Sec. 19-1. - Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning.

The definitions in Appendix A: Zoning are incorporated herein by reference and shall have the same meaning in this Chapter.

~~Subdivision means all division of a tract or parcel of land into two or more lots, building sites, or other divisions when any one or more of those divisions is created for the purpose of sale or building development (whether immediate or future) and includes all division of land involving the dedication of a new street or a change in existing streets; however, the following is not included within this definition and is not subject to any regulations enacted pursuant to this chapter:~~

- ~~(1) The combination or recombination of portions of previously platted subdivided and recorded lots where the total number of lots is not increased and the resultant lots are equal to or exceed the standards of the City of Lenoir as shown in its subdivision regulations;~~
- ~~(2) The division of land into parcels greater than ten acres where no street right of way dedication is involved, and all parcels have legal ingress and egress;~~
- ~~(3) The public acquisition by purchase of strips of land for the widening or opening of streets; and~~
- ~~(4) The division of a tract in single ownership whose entire area is no greater than two acres into not more than three lots, where no street right of way dedication is involved and where the resultant lots are equal to or exceed the standards of the municipality as shown in this chapter.~~

Building setback line means a line parallel to the front property line in front of which no structure shall be erected.

~~Concrete curb and gutter means the standard two feet six inches, section number 846.01 in the state department of transportation "Roadway Standards", unless otherwise approved by the department of public works.~~

Construction means work being performed in grading, building or rebuilding in widening, placing of concrete curb and gutter, surfacing or resurfacing of a street.

Cul-de-sac means a short local street having only one end open with a special provision for turning around.

~~*Deceleration and acceleration lanes* means an additional lane for ingress and egress to adjacent properties, along major and minor thoroughfares so as not to impede the normal flow of traffic.~~

Dedication means a gift, by the owner, or a right to the use of land for a specified purpose or purposes. Because a transfer of property rights is entailed, dedication must be made by written instrument and completed with an acceptance.

~~*Ditch line* means that part of the roadway approximately six feet wide on one or both sides of the road, graded and sloped to carry off stormwaters.~~

Easement means a grant by the property owner of a strip of land for a specific purpose and use by the public, corporation or persons.

Extra-territorial Jurisdiction (ETJ) means the defined area adjacent to the corporate limits of Lenoir in which Lenoir exercises its planning and development authority.

~~*Group developments* means a group of two or more buildings or cluster of development, where contemplated streets and lots are not subdivided in the original fashion.~~

Lot means a portion of a subdivision, or any other parcel of land, intended as a unit for transfer of ownership or for development ~~of~~ or both.

Lot, corner, means a lot which abuts the right-of-way of two streets at their intersection.

Lot, double frontage, means a continuous (through) lot which is accessible from both streets upon which it fronts.

Lot, record of, means a lot which is part of a subdivision, a plat of which has been recorded in the office of the county register of deeds of prior to the adoption of this chapter, or a lot described by metes and bounds, the description of which has been so recorded prior to the adoption of the ordinance from which this chapter is derived.

Lot, single-tier, means a lot which backs upon a limited access highway, a railroad, a physical barrier, or another type of land use and to which access from the rear is usually prohibited.

Lot, width of, means the width of the lot at the building setback line.

May is permissive.

Official maps or plans means any maps or plan officially adopted by the city council as a guide to the development of the city.

~~*Open space* means an area (land and/or water) generally lacking in manmade structures and reserved for enjoyment in its unaltered state.~~

Person means any individual, firm, company, association, society, corporation, or group.

~~*Planned unit development* means a design providing for the incorporation of a single type or a variety of residential and related uses which are planned and developed as a unit. Such development may consist of individual lots or common building sites. Common land must be an element of the plan related to effecting the longterm value of the entire development.~~

~~*Planning area* means the land located with the corporate limits of the city and within the territorial jurisdiction of the city, not to exceed one mile from the corporate limits.~~

Plat means a map or plan of a parcel of land which is to be, or has been subdivided.

Private entrances means any entrance off a public street to one or more pieces of property which does not have a right-of-way dedicated and accepted by the city council for public use.

~~*Private ditches* means any ditch which originates on private property or exists outside of an accepted right-of-way or storm drainage easement.~~

Reservation means a reservation of land does not involve any transfer of property rights. It simply constitutes an obligation to keep property free from development for a stated period of time.

~~*Review committee* means a committee comprised of the city manager, police chief, fire chief, planning director, chief building inspector and city engineer.~~

Right-of-way means a strip of land dedicated to a governmental entity for public use.

~~*Safe stopping sight distance* means the length of roadway that a driver can see. It is assumed that the drivers' eyes will be approximately 3.5 feet above the ground. The sight distance should be long enough to allow a driver traveling at the maximum allowed speed to stop before coming upon an observed object. This required distance is known as the stopping sight distance. It is assumed that the object being observed has a height of 0.5 feet or greater.~~

Shall is mandatory.

~~*Shoulder* means that part of the roadway between the edge of the pavement and the ditch line.~~

~~*Sight distance* means the distance a driver can see while sitting in his vehicle.~~

~~*Site plan* means an accurately scaled development plan that illustrates the existing conditions on a land parcel as well as depicting details of a proposed development.~~

Streets means a dedicated and accepted public right-of-way for vehicular traffic. The following classifications shall apply to streets within the city.

- (1) *Major thoroughfare* means any part of a street which is used for carrying heavy volumes of traffic expeditiously within and through the city and has been designated as a major thoroughfare on the thoroughfare plan.
- (2) *Minor thoroughfare* means a street of considerable continuity which collects traffic from other streets, such as local streets to major thoroughfares.
- (3) *Local street* means a street whose principal function is to provide direct access to adjacent properties and higher street systems.
- (4) *Marginal access street* means a local street that runs parallel to a major or minor thoroughfare, in order to limit private driveways having direct access to the major thoroughfare, ~~where a tract of land to be subdivided adjoins a major thoroughfare, the subdivider may be required to provide a marginal access street parallel to the major thoroughfare or reverse frontage on a local street for the lots to be developed adjacent to the thoroughfare. Where reverse frontage is established, private driveways shall be prevented from having direct access to the major thoroughfare.~~
- (5) *Cul-de-sac* means a short local street having one end open to traffic and the other permanently terminated by a vehicular turn around.

Subdivider means any person, firm, or corporation who subdivides or develops any land deemed to be a subdivision as herein defined.

Subdivision means any division of a tract or parcel of land into two or more lots, building sites, or other divisions when any one or more of those divisions is created for the purpose of sale or building development (whether immediate or future) and includes all division of land involving the dedication of a new street or a change in existing streets; however, this definition does not include any division of land exempted from subdivision review by NCGS 160D-802(a).

Subdivision, Expedited means a minor subdivision of a tract or parcel of land in single ownership into no more than three lots, when such tract or parcel is greater than 5 acres and meets the criteria in NCGS 160D-802(c).

Subdivision, Family means a residential subdivision in the extra-territorial jurisdiction in which lots are intended to be conveyed to members of the owners' lineal family. Lineal family members only include the owners and the direct lineal descendants (children and grandchildren) and direct lineal ascendants (parents and grandparents), as well as the spouses/widows of such persons.

Subdivision, Major means any subdivision that includes dedication of new streets, changes to existing streets, or otherwise commits the expenditure of city funds, or creates more than 10 lots, and is not exempt from review. All subdivisions are presumed to be major subdivisions unless specifically exempt, expedited, or meeting the definition for minor subdivision in this ordinance.

Subdivision, Minor means a subdivision that is not exempt under NCGS 160D-802(a), or expedited under NCGS 160D-802(b), and meets the following criteria:

- (1) Involving not more than ten lots fronting on an existing public street;
- (2) Not involving any new street or easement for access to lots within the subdivision or to interior property;
- (3) Not requiring extension of public sewage or water lines or creation of new drainage easements through lots to serve property at the rear;
- (4) Not adversely affecting the development of the remainder of the parcel or of adjoining property;
- (5) Creating no new or residual parcels not conforming to the requirements of these or other regulations; and
- (6) Not committing the expenditure of city funds.

Technical Review Committee means a committee comprised of the police chief, fire chief, planning director, public works director, and public utilities director, or their designees.

Sec. 19-3. - County register of deeds.

~~The city council shall have a copy of this chapter filed with the county register of deeds. The~~ register of deeds shall not ~~thereafter~~ file or record a plat of a subdivision located within the municipal boundaries of the city or its ~~municipal perimeter~~ Extra-territorial Jurisdiction (ETJ), as defined, without the approval of the ~~planning board and the city council~~ city as required in this chapter. The landowner of a subdivision plat submitted for recording or his authorized agent shall sign a statement on the plat as to whether or not any land thereon is within the jurisdiction of this chapter as defined herein. The filing or recording of a plat of a subdivision without the approval of the ~~planning board and city council~~ city as required by this chapter shall be null and void. The clerk of superior court of the county shall not order or direct the recording of a plat where such recording would be in conflict with this chapter.

Sec. 19-4. - Effect of plat approval on dedications.

Pursuant to G.S. ~~160A-374~~ 160D-806, the approval of a plat shall not be deemed to constitute or effect the acceptance by the city or dedication of any street or other ground, public utility line or other facility shown on the plat. However, the city council may, by resolution, accept any dedication made to the public of lands or facilities for streets, parks, public utility lines, or other public purposes, when the lands or facilities are located within its subdivision regulation jurisdiction. Acceptance of dedication of lands or facilities located within the subdivision regulation jurisdiction, but outside the corporate limits of the city shall not place on the city any duty to operate, repair, or maintain any street, utility line, or other land or facility, the city shall in no event be held to answer in any civil action or proceeding for failure to repair, or maintain any street located outside its corporate limits.

Sec. 19-8. - ~~Public facilities.~~ Exempt Subdivisions

(a) The following types of divisions of land are not subject to the regulations in this Chapter:

- (1) The combination or recombination of portions of previously subdivided and recorded lots where the total number of lots is not increased and the resultant lots are equal to or exceed the standards of the city.
- (2) The division of land into parcels greater than 10 acres where no street right-of-way dedication is involved.
- (3) The public acquisition by purchase of strips of land for the widening or opening of streets or for public transportation system corridors.
- (4) The division of a tract in single ownership whose entire area is no greater than 2 acres into not more than three lots, where no street right-of-way dedication is involved and where the resultant lots are equal to or exceed the standards of the city.
- (5) The division of a tract into parcels in accordance with the terms of a probated will or in accordance with intestate succession under Chapter 29 of the General Statutes.

(B) *Certificate of Exemption.* The following certification is required to be shown on the face of the plat and signed by the subdivision administrator prior to recording when a proposal is claiming an exemption under (A)(1) or (A)(4) above:

Certificate of Exemption

I hereby certify that this division of land is exempt from the City of Lenoir Subdivision Ordinance in accordance with N.C.G.S. 160D-802(a). The resulting lots are equal to or exceed the standards of the City of Lenoir and the plat is hereby approved for recording in the office of the Caldwell County Register of Deeds within ninety (90) days of the date of this approval.

Subdivision Administrator

Date

~~In the event that a proposed park, recreation area, school, or other public or community service facility is located in whole or part within a proposed subdivision, the city council or the Caldwell County Board of Education may require the subdivider to reserve for acquisition such land for public use. If the city or board of education wishes to obtain such land, they shall have 18 months beginning on the date of final plat approval of the subdivision within which to acquire such land by purchase or by initiating condemnation proceedings. If the board of education or the city has not purchased or begun proceedings to condemn the site within 18 months, the subdivider may treat the land as freed of the reservation.~~

Sec. 19-9. - Arrangement.

Every lot must front for at least 25 feet on a public street or highway, except for attached dwellings which must meet the lot standards prescribed in the zoning ordinance for that use. Insofar as practical, side lot lines shall be at right angles to straight street lines or radial to curved street lines. ~~Double frontage lot shall be permitted only under peculiar circumstances. In some cases where the subdivision consists of parcels larger than ordinary building lots, such parcels shall be so arranged as to allow the opening of future streets and logical further subdivision.~~

Sec. 19-10. - Dimensions.

~~All residential, business, or industrial lots shall comply with the minimum standards as required by the zoning district and the proposed use, as applicable. ordinance.~~

Sec. 19-11. - Drainage.

Lots shall be laid out so as to provide positive drainage away from all buildings and individual lots shall be coordinated with the general storm drainage pattern for the areas. Drainage shall be designed so as to avoid concentration of storm drainage water from each lot to adjacent lots.

Sec. 19-12 – 19-15. - Perimeter lots. Reserved.

~~(a) Residential lots which are served by a public or community water supply, but not by public or community sewerage shall be no less than 75 feet wide at the building line and no less than 15,000 square feet in area.~~

~~(b) Residential lots which are not served by a public or community water supply or sewerage, shall be not less than 90 feet wide at the building line and no less than 20,000 square feet in area.~~

Sec. 19-13. — Lots and Blocks.

- (a) *General.* All lots shall comply with the minimum standards as required by the zoning district and the proposed use. Length, width, and the shape of block shall be determined with due regard and special consideration given to the type of land use proposed within the block; limitations and opportunities of topography; and ~~zoning requirements as to lot sizes and dimensions~~adjacent street characteristics.
- (b) *Length.* Blocks shall not be less than 400 feet nor more than 1,200 feet in length, as measured from centerline to centerline; except as considered necessary to secure efficient use of land or desired features of street pattern.
- (c) *Width.* Blocks shall be wide enough to allow two tiers of lots of minimum depth, except where fronting on major streets or prevented by topographic conditions, in which case a single tier of lots may be approved.
- (d) *Cul-de-sacs.* Cul-de-sacs may be no longer than 500 feet unless approved and may require additional turn rounds of suitable dimensions at intermediate locations. In general, streets with one end permanently closed shall be avoided unless the design of the subdivision and the existing or proposed street system in the surrounding area clearly indicate that a through street is not essential, Y - T - L may be accepted as cul-de-sac.

Sec. 19-14. - Easements.

To provide for public service poles, wires, conduits, storm or sanitary sewers, gas, water, or heat mains, or other utilities, easements not less ~~that~~ than 25 feet wide, 12½ feet on either side, may be required along the lines of or across lots where necessary for storm drainage channels, surface overflow or for the extension of main sewers or similar utilities.

Sec. 19-15. - Streets.

- (a) *Access to adjacent properties.* ~~Where, in the opinion of the planning board it is necessary to provide for street access to an adjoining property, p~~Proposed streets shall be extended by dedication to the boundary of such property and a temporary turnaround shall be provided.
- (b) *Additional width on existing streets.* Subdivisions that adjoin existing streets shall dedicate additional right-of-way necessary to meet the minimum width requirement. When any part of the subdivision is on both sides of existing street the entire minimum right-of-way shall be provided. When the subdivision is located on only one side of an existing street one-half of the minimum right-of-way, measured from the centerline of the existing street, shall be provided.
- (c) *Coordination and continuation of streets.* The proposed street layout within subdivision shall be in coordination with the existing street system of the surrounding area and where possible, existing ~~principle~~principal streets shall be extended.
- (d) *Dedication of half streets prohibited.* The development of half streets at the perimeter of a new subdivision is prohibited. Adequate provisions for the concurrent dedication of the remaining half of the street shall be furnished by the subdivider. Where there exists a half street in an adjoining subdivision, the remaining half shall be provided by the proposed development.
- (e) *Major thoroughfare plan.* Whenever a subdivision includes any part of a street in a major thoroughfare plan adopted by the city council such street shall be platted and dedicated in the location and width indicated on such plan.
- (f) *Marginal access streets.* Where a tract of land to be subdivided adjoins a major thoroughfare, the subdivider may be required to provide a marginal access street parallel to the major thoroughfare or reverse frontage on a local street for the lots to be developed adjacent to the thoroughfare. Where reverse frontage is established, private driveways shall be prevented from having direct access to major thoroughfare.
- (g) *Private streets and reserve strips.* Private streets or reserve strips shall be prohibited within any platted subdivision.

- (h) *Street names.* Proposed streets which are obviously in alignment with existing streets shall be given the same name. In assigning new names, duplication of existing names shall be avoided. Street names shall be subject to approval of the planning department.
- (i) *Subdivision street disclosure statemen.* All streets shown on the final plat must be designed as "public" and this designation "as public" is to be conclusively presumed an offer of dedication to the public.

Sec. 19-16. - Sidewalks.

~~—(a) All new residential subdivisions that create three or more lots shall include sidewalks, to be constructed at the time of other infrastructure improvements, or prior to Certificate of Occupancy on each lot (see section 19-41). Stub-out sidewalk connections, easements, and other appropriate pedestrian connectivity shall be provided to adjacent commercial development, public facilities, common/open space, greenways, and adjacent developments as recommended by the Planning Board.~~

~~(a) (b) As applicable, the developer shall arrange lots and provide easements as necessary to facilitate greenway extensions and connections. The city may enter into an agreement on cost sharing of greenway improvements at the time of subdivision approval. The area encompassed by greenway easements may be used to satisfy open space requirements, when applicable.~~

(b) When site characteristics and/or traffic patterns are such that the construction of sidewalks is infeasible, unpractical, or otherwise would not result in useful pedestrian walkways, the city may allow the applicant to pay the designated cost of constructing such infrastructure into the city sidewalk fund in lieu of requiring construction of the infrastructure. In determining whether to accept a fee in lieu of construction of infrastructure, the city shall refer to any adopted plan or policy of the city for guidance. Such plans or policies include but are not limited to: City of Lenoir Comprehensive Plan, City of Lenoir Pedestrian Plan, City of Lenoir Capital Improvement Plan, other master plans and small area plans, and other plans and policies. The developer shall provide an easement for a sidewalk even if the fee in lieu option is utilized.

Secs. 19-17—19-3360. - Reserved.

[Editor's note: The provisions formerly found in Chapter 19, Article II related to Improvements and Guarantees of Improvements have been incorporated into Article III in the proposed edits, and have been updated to reflect new statutory language for performance guarantees.]

ARTICLE II. ~~IMPROVEMENTS AND GUARANTEES OF IMPROVEMENTS~~

~~Sec. 19-34. -- Completion of improvements.~~

~~Prior to approval of the final plat, by the city council, the subdivider shall be required to complete all improvements, and the director of public works, shall state in writing to the city council that all improvements have been installed and meet the criteria as established by the city of the city for streets, water sewer drainage, etc. The subdivider shall dedicate the same to the city free and clear of all liens and encumbrances on the property and public improvements.~~

~~Sec. 19-35. -- Building permits and certificates of occupancy.~~

~~Building permits may be issued upon city council approval of the preliminary plat, but a certificate of occupancy shall not be issued until all public improvements have been installed or guarantee of improvements have been received and accepted by the city council, but under no circumstances shall a certificate of occupancy be issued (under any part of this chapter) until proper water and sewer facilities have been installed and said building has been properly tapped thereto.~~

~~Sec. 19-36. -- Guarantee of improvements.~~

- ~~(a) The city council in its discretion may waive the requirement that the subdivider complete and dedicate all public improvements prior to the signing of the final plat and as an alternative the subdivider shall guarantee the installation of said improvements by one of the following methods:~~
 - ~~(1) *Performance bond.* Performance bond shall be from a company authorized to do business in the state.~~
 - ~~(3) *Letter of credit.* A irrevocable letter of credit shall be from a recognized financial institution in the state.~~
 - ~~(4) *Escrow.* Case or other instrument readily convertible into cash at face value in escrow with a recognized financial institution in the state.~~
 - ~~(a) All of the aforementioned methods of guarantees shall be of sufficient amount to cover the entire cost of completing all required improvements as certified by the director of~~

public works and shall be made payable and/or released in full, free and clear to the city upon failure of the subdivider to complete the required improvements. The period within which required improvements must be completed shall be specified by the city council and shall be incorporated in the method of guarantee, but shall not exceed 18 months. The city council may grant an extension up to one year upon proof of difficulty and new cost estimates sufficient to cover any increase.

~~Sec. 19-37. Sequential approval.~~

In lieu of the three methods of guarantee listed under subsection (a)(1) — (3) of this section, the city council may grant sequential approval of a proposed subdivision of land upon request of the subdivider in writing, at the same time as submittal of the preliminary plat, provided that the section seeking final approval does not exceed 25 lots or 50 percent of the total number of lots within the subdivision whichever is less and that the streets do not exceed 1,250 feet in total length. Prior to a second sequential approval for a future section of the same subdivision or continuation of the same streets, a minimum of 85 percent of all lots approved within the designated area shall have been developed and served by water and sewer (taps) and that all requirements being the responsibility of the subdivider shall have been completed.

~~Sec. 19-38. Water and sewer guarantees.~~

This section shall not apply to the extraterritorial area as defined by the official zoning boundary for the extraterritorial area).

- (1) The subdivider may exercise the same question for guarantees as listed under subsection 19-36(a)(1) — (3) and section 19-37.
- (5) That the total responsibility for both on and off site easements, lift stations (where required) including the property for such lift stations be borne by the subdivider.

~~Sec. 19-39. Reimbursements for water and sewer.~~

The City of Lenoir may enter into an agreement with the developer for reimbursement of or a portion [of] water and/or sewer costs (without interest). The developer shall submit, in writing, said request to the city manager by April 1 for reimbursement during the City of Lenoir's fiscal year (July 1 thru June 30).

Reimbursements shall be based on the following criteria being submitted by the developer.

- (1) Date of recording of the final plat.
- (2) Number of lots on recorded plat.
- (3) Copies of water and sewer costs (not including taps) and methods of payment (canceled checks, etc.).

~~(4) Address of structure and number of lot(s) as shown on the final plat.~~

~~(5) Building permit number and date of issue.~~

~~(6) Date certificate of occupancy issued.~~

~~(7) Water and sewer permit number and date of issue.~~

The City of Lenoir, upon receiving all required documentation, will reimburse the developer based on the following:

~~(1) Reimbursement will be made upon request during the fiscal year (not exceeding seven years from recording date of the final plat).~~

~~(2) Any amendments to the original final plat will not be considered in computing reimbursement costs.~~

~~(3) Only the original developer of said subdivision shall be paid reimbursements (unless specifically approved by the city manager).~~

~~(4) Reimbursement will be based on the minimum water and sewer rate at the time the final plat is recorded.~~

~~(5) Reimbursement shall not exceed actual investment per lot.~~

6. Reimbursement formula:	
Total water and sewer cost	\$37,500
Total lots	25
Cost per lot ($\$37,500 \div 25$)	\$ 1,500
Minimum monthly water and sewer rate ($\$13.50$) X 12 months X 8 years	\$ 1,296
Cost to be reimbursed	\$ 1,296

Cost to developer	\$ 204
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Request for Reimbursement of Water and Sewer Construction Cost

I (we) _____ the developer of
 _____ Subdivision located at
 _____, respectfully request the City of Lenoir
 reimbursement said developers for _____ structures.

Reimbursement schedule requested by

Applicant/Developer/Property Owner

General information

1. Final plat recorded _____ (date)

Street Address of Structure	Bldg. Permit No. and Date of Issue	Water and Sewer Permit Number and Date of Issue	Certificate of Occupancy Issued

2. Copies of water and sewer construction cost (attached)

3. Method of payment (attached)

Sec. 19-40. ~~Street participation.~~

~~The developer may request in writing to the director of public works that the city participate in the construction of streets.~~

Whereas the developer shall be wholly responsible for construction of streets within the subdivision where curb and gutter is not utilized, the developer may elect to negotiate with the City of Lenoir for participation of street construction where curb and gutter is provided. The developer may request, in writing, to the director of public works this participation. In such

~~cases, it shall be the developer's responsibility to install curb and gutter, prepare the street for paving, and the city may pave the street (as specified by the City of Lenoir's Street Ordinance).~~

~~Sec. 19-41. Sidewalk participation.~~

~~When site characteristics and/or traffic patterns are such that the construction of sidewalks is infeasible, unpractical, or otherwise would not result in useful pedestrian walkways, the city may allow the applicant to pay the designated cost of constructing such infrastructure into the city sidewalk fund in lieu of requiring construction of the infrastructure. In determining whether to accept a fee in lieu of construction of infrastructure, the city shall refer to any adopted plan or policy of the city for guidance. Such plans or policies include but are not limited to: City of Lenoir Comprehensive Plan, City of Lenoir Pedestrian Plan, City of Lenoir Capital Improvement Plan, other master plans and small area plans, and other plans and policies. The developer shall provide an easement for a sidewalk even if the fee in lieu option is utilized.~~

~~Sec. 19-42. Restrictions on reimbursements for water and sewer.~~

~~The water and sewer reimbursements available under section 19-39, street construction participation under section 19-40, and sidewalk construction participation under section 19-41, shall not be available to contractors or developers that owe delinquent taxes, utility charges, or other fees to the City of Lenoir.~~

~~Sees. 19-43—19-61. Reserved.~~

ARTICLE III. - PRELIMINARY PLATS FOR MAJOR SUBDIVISIONS

Sec. 19-61. Phases for Review and Approval of Major Subdivisions.

Approval of major subdivisions occurs in three phases:

- (1) Phase 1 - Preliminary Plat. A preliminary plat is reviewed and approved by the Technical Review Committee, Planning Board, and City Council, as described in this Article.
- (2) Phase 2- Construction of Infrastructure. All public improvements must be constructed by the developer in accordance with city standards and the approved Preliminary Plat prior to approval of a Final Plat and the acceptance of infrastructure by the city, as described in Article III of this Chapter.
- (3) Phase 3 – Final Plat. A final plat is reviewed and approved by the City Council, and infrastructure is accepted for public maintenance, as described in Article IV of this Chapter.

Sec. 19-62. — Pre-application discussion.

It is recommended prior to the filing of an application for the approval of a preliminary plat that the subdivider consult with the planning department for assistance. This consultation is neither formal nor mandatory, but is intended to inform the subdivider of the purpose and objectives of these regulations, and to assist the subdivider in planning his development.

Sec. 19-63. - Preliminary plat requirement (Phase I).

The preliminary plat shall be submitted to the ~~city planning board~~Planning Department by the Friday falling at least 20 days prior to its regularly scheduled meeting and shall include the following requirements:

- (1) Scale: Minimum of one inch = 100 feet unless otherwise approved.
- (2) Boundary of the tract showing all bearings and distances.
- (3) Northpoint.
- (4) Location of existing streets, buildings, water courses, utility easements, railroads, bridges, transmission lines, culverts, and other features that may be considered in the development such as floodplains, wooded area, etc.
- (5) Names of adjoining subdivision and/or property owners.
- (6) Contours of property five feet vertical intervals or less.
- (7) Proposed street rights-of-way, street names, lot line easements, and if applicable open space, parks or other public space.
- (8) Sketch vicinity map showing relationship between the subdivision and surrounding area.
- (9) Proposed lot lines, lot and block numbers and approximate dimensions.
- (10) Building set back lines.
- (11) General information:
 - a. Names of subdivision;
 - b. Name of owner(s);
 - c. Acreage of tract;
 - d. Total lots;

- e. Northpoint;
- f. Minimum lot size;
- g. Graphic scale; and
- h. Area of open space or other dedicated areas other than street or easements.

(12) Base flood elevations and ~~floodway~~ Special Flood Hazard Areas, as shown on the most recently adopted Flood Insurance Rate Maps.

(13) Information related proposed method and system of water supply and sanitary sewage collection and disposal.

Sec. 19-64. — Procedure for Preliminary plat approval.

The review and approval of Preliminary Plats is considered a quasi-judicial function, and must conform to the procedures for quasi-judicial hearings prescribed in the Lenoir Zoning Ordinance (Appendix A, Article XIII, Division 3 of this Code), and more specifically as follows:

(a) *Technical Review Committee.* Upon receiving a complete application for a Preliminary Plat, the Planning Department will forward the application materials to members of the Technical Review Committee (TRC) for review and comments. The TRC members shall review the proposed plat for compliance with relevant ordinances, and provide comments to the Planning Department and the applicant. Comments may be in the form of general information, or may state specific conditions or revisions that are required. The TRC may meet as a group to discuss proposed subdivisions, or may coordinate comments electronically. All comments and conditions will be included in the materials sent to the Planning Board and City Council by the Planning Department.

(B) *Planning Board.* The Planning Board provides a preliminary forum for review of major subdivisions. The Planning Board may hear citizen comments related to the permits, request that the applicant provide additional information, conduct informal preliminary discussion of the application, and make recommendations for revisions or conditions. Such recommendations must be in writing and should be based on goals and policies outlined in the Comprehensive Plan and other adopted plans. ~~The planning board shall~~ The Board must recommend to the city council that the preliminary plat be approved

or disapproved within 45 days after the meeting at which it is first reviewed—, and schedule an evidentiary hearing before Council; or after 45 days have passed without a recommendation from the Planning Board, the planning department will set a date for an evidentiary hearing. The Planning Department will cause notice of the hearing to be served and posted as required for quasi-judicial hearings under Article VIII, Division 3. The planning board, upon a recommendation of disapproval of the preliminary plat, shall state the reasons for such action in writing and reference shall be made to specific sections of the ordinance with which the preliminary plat does not comply. ~~Approval of the preliminary plat may be waived by the planning department for minor subdivisions provided no new streets are implemented and no improvements are required to be constructed by the subdivider in accordance with the definition of a subdivision. After reviewing the preliminary plat, the planning board shall transmit the plat and its recommendations to the city council for final action.~~

(C) City Council. The City Council may vote to approve, approve with conditions, or deny the preliminary plat application. Reasonable and appropriate conditions and safeguards may be imposed upon preliminary plats. Conditions and safeguards imposed under this subsection shall not include requirements for which the city does not have authority under statute to regulate nor requirements for which the courts have held to be unenforceable if imposed directly by the local government, including, without limitation, taxes, impact fees, building design elements within the scope of G.S. 160D-702(b), driveway-related improvements in excess of those allowed in G.S. 136-18(29) and G.S. 160A-307, or other unauthorized limitations on the development or use of land.

Sec. 19-65. Special Standards for Major Subdivisions

The City Council must approve the preliminary plat, and release the same for Phase 2 construction of infrastructure, upon finding that the application, or the application with conditions, meets of all of the following standards:

- (a) Lot Design and Layout –The proposed lots meet all standards in Article I of this chapter and all standards for the proposed use and district prescribed by the Zoning Ordinance, and the

length, width, and shape of the blocks are designed with due regard and special consideration to the type of land use proposed.

- (b) *Suitability of Land* – Land which is found to be unsuitable for subdivision due to flooding, bad drainage, steep slopes, rock formations and other features likely to be harmful to the safety, health and general welfare of the future occupants or to the community shall not be subdivided unless adequate methods are formulated by the developer for meeting the problems created by the subdivision of such land.
- (c) *Orderly Development* – The subdivision is designed to allow for the opening of future streets and logical further subdivision of subsequent phases and adjacent parcels.
- (d) *Coordination and Continuation of Streets* – The proposed street layout is coordinated with the City’s existing street system and maximizes the number of connections to the surrounding street network. Streets that abut the proposed subdivision are extended, and new street dedications must extend all the way to abutting parcels to provide for future extensions.
- (e) *Topography* – The subdivision design considers the limitations and opportunities of the existing topography and minimizes the need for excessive grading or site walls.
- (f) *Access Management* – Where a tract of land to be subdivided adjoins a major thoroughfare, the subdivision design manages access by establishing reverse frontage lots, marginal access streets, or other designs that limit private driveway connections on the major thoroughfare.
- (g) *Pedestrian Connectivity* – Lots are arranged to facilitate greenway and sidewalk connections in accordance with the adopted Pedestrian Plan and Bicycle Plan and pedestrian connections to adjacent public facilities, common/open space, greenways, and adjacent developments are provided.
- (h) *Adequate Public Facilities* – Adequate public facilities exist to serve the proposed subdivision, or will be developed upon approval of the preliminary plat.

~~Sec. 19-65. – Sedimentation control plan.~~

~~An erosion and sedimentation control plan must be submitted by the subdivider to the state department of natural and economic resources, land quality section for approval if the tract or contiguous tracts proposed for development are one acre (43,560 square feet) or more in total~~

~~surface area. The plan must define how accelerated erosion and sediment will be controlled during construction activity and how the disturbed area will be stabilized and maintained after construction is completed. A letter confirming approval of the plan must be received by the planning department from the state prior to submission of the final plat to the planning board and city council.~~

~~Sec. 19-66. — Water and sewage systems.~~

~~The preliminary subdivision plat must be accompanied by satisfactory evidence as to the proposed method and system of water supply and sanitary sewage collection and disposal. The city shall reserve the right of construction or approve bids taken by the subdivider for all water and sewage mains within its corporate limits. Outside the municipal boundaries of the city and within the municipal perimeter the regulations governing the construction of water and sewer systems or individual facilities shall be under the direction of the county water department and/or the county health department.~~

~~Sec. 19-67~~65—~~19-86~~84. Reserved

ARTICLE III. – PUBLIC IMPROVEMENTS AND GUARANTEES OF IMPROVEMENTS

[Editor's note: The rules contained in this Article were previously found in Secs. 19-34 through 19-42, Sec. 19-39 through 19-40, and Sec. 19-87. The provisions in previous Sec. 19-88 through Sec. 19-116 have been deleted as they are located in the Streets chapter of the Lenoir Code of Ordinances.]

Sec. 19-85. - Completion of improvements.

Prior to approval of the final plat by the city council, the subdivider shall be required to complete all public improvements, and the director of public works shall state in writing to the city council that all improvements have been installed and meet the criteria as established by the city of the city for streets, water sewer drainage, etc. The subdivider shall dedicate the same to the city free and clear of all liens and encumbrances on the property and public improvements.

Sec. 19-86. - Building permits and certificates of occupancy.

Building permits may be issued upon city council approval of the preliminary plat, but a certificate of occupancy shall not be issued until all public improvements have been installed or guarantee of improvements have been received and accepted by the city council, but under no circumstances shall a certificate of occupancy be issued (under any part of this chapter) until proper water and sewer facilities have been installed and said building has been properly tapped thereto.

Sec. 19-87. – Construction Plans Required.

(a) Upon approval of the preliminary plat by the city council, and prior to beginning construction of any infrastructure, the subdivider must submit construction plans for streets, sidewalks, utility (water and sewer) drainage etc., as may be deemed necessary by the director of public works or the director of public utilities. Construction plans shall contain such data as to determine readily on the ground the length of every structure, crosswalk line, radius, cure data for street right-of-way, location and type of all monuments.

(b) It is advised that subdivider consult with the public works and public utilities department for assistance, prior to submittal of construction drawings.

(c) The following are requirements (where applicable) needed to complete phase II (construction drawings) design requirements:

- (1) Streets;
- (2) Storm drainage;
- (3) Drainage;
- (4) Sidewalks; and
- (5) Water and sewer systems.

(d) All streets, sidewalks, storm drainage, and water and sewer systems must be designed in accordance with the standards of the Code of Ordinances, including but not limited to Chapter 18 Streets and Sidewalks, Chapter 21 Water and Sewer, Appendix A Zoning, and Appendix C Phase II Stormwater, and be consistent with the layout approved through the Preliminary Plat.

(e) An erosion and sedimentation control plan must be submitted by the subdivider to the state department of environmental quality for approval if the tract or contiguous tracts proposed for development are one acre (43,560 square feet) or more in total surface area. The plan must

define how accelerated erosion and sediment will be controlled during construction activity and how the disturbed area will be stabilized and maintained after construction is completed.

Sec. 19-88. - Guarantee of improvements.

(a) The city council in its discretion may waive the requirement that the subdivider complete and dedicate all public improvements prior to the signing of the final plat and as an alternative the subdivider shall guarantee the installation of said improvements by one of the following methods:

- (1) Surety bond issued by any company authorized to do business in this State.
- (2) Letter of credit issued by any financial institution licensed to do business in this State.
- (3) Other form of guarantee that provides equivalent security to a surety bond or letter of credit with a recognized financial institution in the state.

(b) Timing. -- Performance guarantees must be posted prior to signing of the final plat.

(c) The duration, extension, release, amount, coverage, and legal responsibilities of the guarantee, and the option to post one type of guarantee in lieu of multiple securities of the guarantee, shall be as prescribed in G.S. 160D-804.1(1-6).

Sec. 19-89. - Sequential approval.

In lieu of the three methods of guarantee listed under subsection (a)(1)—(3) above, the city council may grant sequential approval of a proposed subdivision of land upon request of the subdivider in writing, at the same time as submittal of the preliminary plat, provided that the section seeking final approval does not exceed 25 lots or 50 percent of the total number of lots within the subdivision whichever is less and that the streets do not exceed 1,250 feet in total length. Prior to a second sequential approval for a future section of the same subdivision or continuation of the same streets, a minimum of 85 percent of all lots approved within the designated area shall have been developed and served by water and sewer (taps) and that all requirements being the responsibility of the subdivider shall have been completed.

Sec. 19-90. - Water and sewer guarantees.

This section shall not apply to the subdivisions within the City's extra-territorial jurisdiction.

- (1) The subdivider may exercise the same question for guarantees as listed under subsection 19-88(a)(1)—(3) and section 19-89.
- (2) That the total responsibility for both on and off site easements, lift stations (where required) including the property for such lift stations be borne by the subdivider.

Sec. 19-91. – City Participation

Pursuant to NCGS Chapter 160D, Article 10, the City of Lenoir may enter into an agreement with the developer for participation in street paving or for reimbursement of a portion of water and/or sewer costs (without interest). Requests for City participation must be made in writing to the Planning Department, and may be considered concurrently with preliminary plat approval or at any time prior to the approval and recording of the Final Plat. A legislative public hearing to consider the agreement must be held in accordance with NCGS160D-1005. No expenditures of city funds related to construction or reimbursements shall be made until an agreement has been approved by the City Council.

Sec. 19-92. – Reimbursements for Water and Sewer

Agreements for the reimbursement of water and sewer expenses will be based on the minimum water and sewer rate at the time the final plat is recorded, unless an alternative method of calculation is approved by the City Council. Reimbursements are generally paid out on a per-lot basis, following issuance of a certificate of occupancy. Reimbursements shall not exceed eight years of minimum monthly rates (minimum monthly water and sewer rate multiplied by 12 months multiplied by 8 years) or the actual investment per lot (total cost of water and sewer installation, excluding taps, divided by the total number of lots on the recorded plat), whichever is less.

Where the City has entered into an agreement for reimbursements, the developer must submit copies of water and sewer cost, proof of payment (canceled checks), and any other information required by the approved agreement to the Planning Department by April 1 for reimbursement during the City's next fiscal year (July 1 through June 30).

Unless otherwise approved by the City Council, reimbursements will be paid only to the original developer and all reimbursement requests must be made within 7 years of the date of recording of the final plat. Amendments to the original final plat will not be considered in computing reimbursement costs unless the agreement is also amended.

Sec. 19-93. – Street Participation

When an agreement to participate in street construction is approved by the City Council, the Developer shall be responsible for installing all required curb and gutter and sidewalks, and preparing the street for paving. The City may pave the street or may provide the final asphalt cap, as provided in the approved agreement.

Sec. 19-94 – 19-136. -Reserved.

~~ARTICLE IV. – CONSTRUCTION STREET, UTILITY AND ENGINEERING REQUIREMENTS~~

~~Sec. 19-87. – General.~~

~~(a) Upon approval of the preliminary plat by the city council, the subdivider shall be required to submit construction plans for streets, utility (water and sewer) drainage etc., as may be deemed necessary by the director of public works. Construction plans shall contain such data as to determine readily on the ground the length of every structure, crosswalk line, radius, curve data for street right-of-way, location and type of all monuments.~~

~~(b) It is advised that subdivider consult with the director and public works for assistance, prior to submittal of construction drawings.~~

~~(c) The following are requirements (where applicable) needed to complete phase II (construction drawings) design requirements:~~

- ~~(1) Streets;~~
- ~~(2) Storm drainage;~~
- ~~(3) Drainage;~~
- ~~(4) Sidewalks; and~~
- ~~(5) Water and sewer systems.~~

Sec. 19-88. — Right-of-way.

A right of way shall be granted to and accepted by the city council for public use before any construction, reconstruction, surfacing or resurfacing shall be done. The following shall be considered the minimum unless otherwise approved by the city council.

Type of Street	Minimum Required Rights-of-way	
	Within Corporate Limits	Perimeter
Major thoroughfare	*As required	As required under the state department of transportation
Minor thoroughfare or collector	50	Subdivision roadways minimum construction
Local	40	Standards January 7, 1979 or as amended
Cul-de-sac	40 radius (turn around diameter 80 feet)	
* Lenoir-Hudson Thoroughfare Plan		
* Assuming wet condition		

Sec. 19-89. — Sight distance.

Sight distance probably is the most important individual design feature with respect to highway safety. The available sight distance determines how much of the highway the driver can see, and determines how much information he receives on the conditions ahead. The sight distance he needs should be related to the content of what he sees, or needs to see, because more complicated information requires more time to understand and act upon. The sight distance may be limited

by the profile of the highway, the horizontal curvature, or by the cross section of the highway; perhaps by all three elements.

(1) The AASHO sight distance basis is widely used. It has three main features:

- a. Sight distance at every point along the highway should be as long as possible under the total conditions;
- b. At every point on any highway there should be sight distance at least equal to the minimum safe stopping sight distance for a governing speed; and
- c. On two-lane, two-way highways there should be some sections with longer sight distance as needed for passing.

The second of these is a design control for all highways and is most important.

(2) The safe stopping sight distance (SSD) is derived as the sum of the distance traveled during a 2.5 second perception reaction time and the distance traveled while braking from the assumed travel speed to a stop, using values for wet pavements and poor tire treads. SSD is measured from the typical passenger car eye height of 3.5 feet above the pavement surface to a 0.5 foot high object on the pavement. The object is considered to be some rock, box, animal or etc., large enough to be perceived and likely to require a stop. The stopping sight distance (SSD) shall be calculated using:

SSD	=	1.47(2.5)(MPH)	+	$\frac{(\text{MPH})^2}{30(f+g)}$
	=	3.675(MPH)	+	$\frac{(\text{MPH})^2}{30(f+g)}$
SSD	=	stopping sight distance (feet)		
MPH	=	miles per hour (miles/hour)		
f	=	coefficient of skidding friction (dimensionless)		

g	=	grade of street in decimal. It is negative if roadway is downhill approaching intersection.
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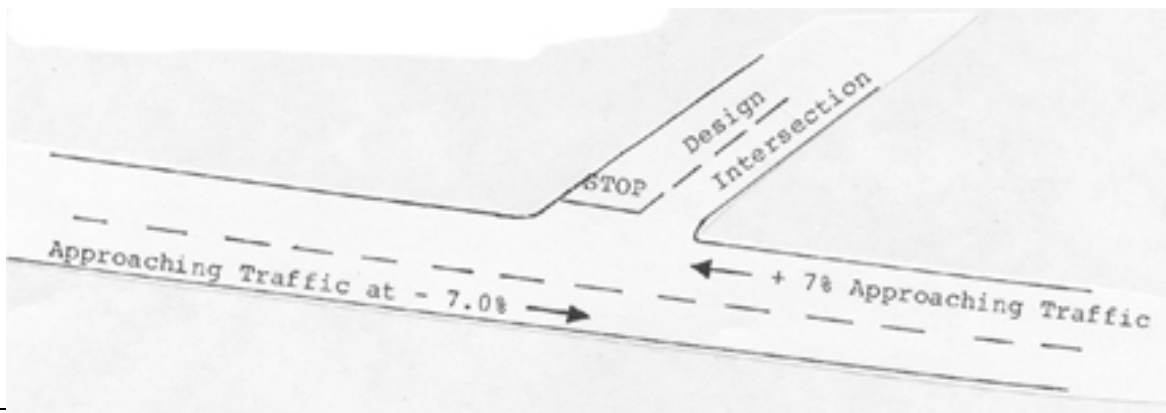
Coefficients of Sliding Friction	
(MPH)	(foot.)
20	.40
25	.38
30	.35
35	.34
40	.32
45	.31
50	.30
55	.30

~~When grades are relatively flat the safe stopping distance can be applied as follows:~~

Safe Stopping Sight	
(MPH)	(SSD FEET)
20	<u>125</u>

Safe Stopping Sight	
(MPH)	(SSD FEET)
25	150
30	200
35	250
40	300
45	375
50	450
55	525

~~Note~~ — When intersections are built on grades greater than four percent then the safe stopping distance must be calculated rather than using the table. The safe stopping sight distance shall be calculated using the maximum negative grade of traffic approaching the intersection.



The ~~g~~ factor in the formula would be ~~—~~.07 for calculating purposes.

Sec. 19-90. — Safe stopping sight distance for trucks.

~~Trucks. The actual stopping distance required for trucks (including distance traveled during perception reaction) for a given speed may vary from 1.5 to two times that needed for passenger cars. A guide to tailor the design of a highway to accommodate truck operations is as follows:~~

Initial Speed of Truck (MPH)	Minimum Sight Distance Required (feet)
30 mph or less	1.5 times SSD of Pass. Car.
40 mph	1.625 times SSD of Pass. Car.
50 mph	1.75 times SSD of Pass. Car.

~~Sec. 19-91. -- Vertical grades.~~

(a) ~~Maximum grades.~~ Unless necessitated by exceptional topography and subject to approval by the city engineer street grades shall not be greater than:

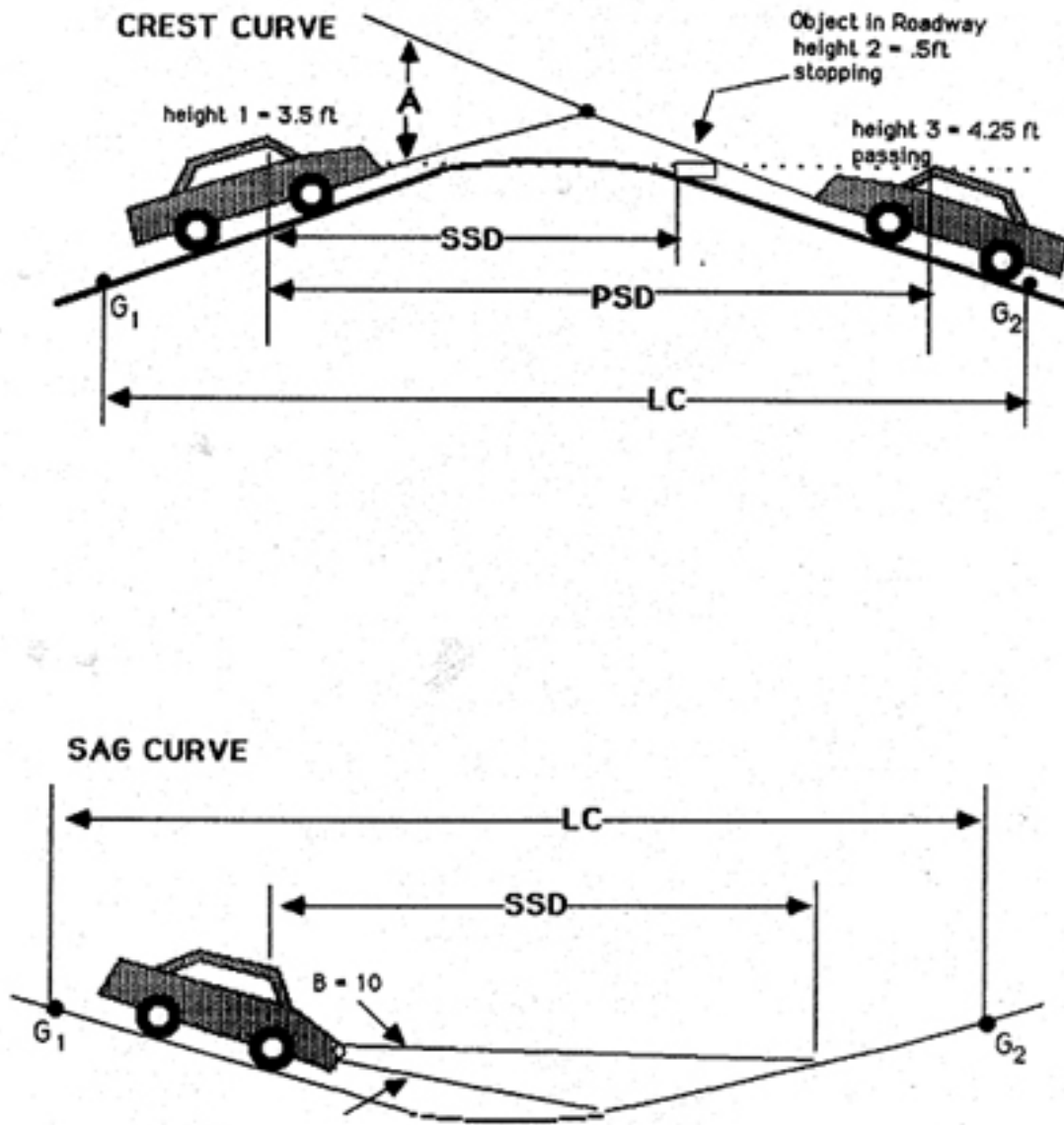
Cul-de-sac	3 percent
Intersections (50 foot approach area)	4 percent
Major and Minor Thoroughfares	7 percent
Marginal Access Streets	12 percent
Local Streets	12 percent

(b) ~~Minimum grades.~~ Grades less than five percent shall not be used unless reviewed individually by the city engineer to determine potential maintenance problems.

~~Sec. 19-92. -- Vertical curves.~~

All vertical curves shall meet the sight distance criteria once the sight distance is determined using the appropriate formula or chart. The vertical curve length can be calculated using the following

riteria:-



Crest Vertical Curves: The design criteria of crest vertical curves shall be based on safe stopping sight distance. This design format is satisfactory from the standpoint of safety, comfort, and appearance. An exception may be at decision areas, such as ramp exits, where longer lengths are necessary.

The basic formula for the length of crest vertical curve is:

$$L = KA$$

L = Length of vertical curve (ft.)

~~K = Rate of vertical curvature (no units)~~

~~A = Algebraic difference in grades (percent)~~

~~Ex. (10% - 5% = 3%)~~

Values of K can be found in the following table:

Design Controls for Crest Vertical Curves Based on SSD					
				Rate of Vertical Curvature, K (length (feet) per percent of A)	
Design Speed (mph)	Assumed Speed — for Condition (mph)	Coefficient of Friction f	Stopping Sight Distance Rounded — for Design (feet)	Computed^a	Rounded for Design
20	20-20	0.40	125-125	8.6-8.6	10-10
25	24-25	0.38	150-150	14.4-16.1	20-20
30	28-30	0.35	200-200	23.7-28.8	30-30
35	32-35	0.34	225-250	35.7-46.4	40-50
40	36-40	0.32	275-325	53.6-73.9	60-80
45	40-45	0.31	325-400	76.4-110.2	80-120
50	44-50	0.30	400-475	106.6-160.0	100-160
^aUsing computed values of stopping sight distance.					

~~Sec. 19-93. Horizontal curves and super elevation.~~

(a) ~~All horizontal curves shall be designed to simultaneously meet or exceed the required stopping sight distance while maintaining proper clearance from a roadside obstruction. The safe stopping sight distance used shall be as follows:~~

DESIGN SPEED	SAFE STOPPING SIGHT DISTANCE
20	125
25	150
30	200
35	250
40	300
45	375
50	450
55	525

~~In the analysis the safe stopping sight distance and the length along the curve shall be considered the same.~~

(b) ~~When designing horizontal curves the cross section of the roadway plays an important factor in the safety and comfort of the vehicle. Curb and gutter streets which appear to be flat are super-elevated in order to accommodate drainage. The centerline of the road to the gutter line experiences a plus four percent grade depending on the direction of the traffic. Therefore the outside lane of a curve section shall dictate the minimum radii.~~

(c) ~~The following charts shall be used to determine the maximum allowable super elevation and the minimum allowable radius of curvature.~~

SUPER-ELEVATIONS		
Type of Street	Max. _____ Super-elevation	Min. _____ Super-elevation
Major thoroughfare	0.06 foot/foot	0
Major thoroughfare	0.06 foot/foot	0
Local street	0.04 foot/foot	0
Marginal access street	0.04 foot/foot	0
MINIMUM RADII OF CURVATURE		
Curb and gutter streets with normal four percent crown		
SPEED (MPH)	MINIMUM RADII (FEET)	
20	205	
25	320	
30	460	
35	625	
40	820	
45	1035	
Non-curb and gutter streets with two (two percent) crown		

SPEED (MPH)	MINIMUM RADII (FEET)
20	175
25	275
30	400
35	545
40	710
45	900

(e) ~~Horizontal curves utilizing super elevation shall be design using AASHTO guidelines and sound engineering principles. All designs shall be accompanied with supporting data for the design.~~

~~Sec. 19-94. Street intersections.~~

~~Street intersections shall be laid out as follows:~~

(1) ~~Sight distance shall be determined by the safe stopping sight distance of the approaching traffic.~~

(2) ~~All streets should intersect as nearly as possible at 90 degrees, and no street shall intersect at less than 75 degrees unless by variance from the city engineer and only under extreme conditions.~~

(3) ~~Property line radii at street intersections shall not be less than 20 feet and where the angle of intersection is less than 75 degrees a greater radius shall be required by the city engineer.~~

(4) ~~Intersections on thoroughfares shall be at least 1,000 feet apart measured from centerline to centerline.~~

(5) ~~Street intersections shall not be less than 150 feet apart measured from centerline to centerline.~~

~~Sec. 19-95. Minimum street cross sections.~~

The requirements for minimum street cross sections are as follows:

- (1) Concrete curb and gutter 27 feet back to back of curb.
- (2) Paved streets 18 feet shoulder to shoulder.
- (3) Four foot shoulders in cuts.
- (4) Six foot shoulders on fill.
- (5) One foot vertical to one and one-half horizontal slope on banks which have been cut.
- (6) One foot vertical to two feet horizontal slope on banks which have been filled.
- (7) Twenty foot minimum curb radius at intersections.

Sec. 19-96. -- Pavement widths.

The requirement for pavement widths shall be as shown in the following table:

<u>TYPE OF STREET</u>	<u>PAVEMENT WITH _____ CURB AND GUTTER</u>	<u>PAVEMENT WITHOUT CURB AND GUTTER</u>	<u>PERIMETER</u>
Major thoroughfare	As required*	As required	As _____ required under the department of transportation
Minor thoroughfare collector	37 _____ feet** Back to Back of Curb (BBC)	24 feet	Subdivision Roadways Minimum Construction Standards, January 7, 1977, as amended.
Local	27 feet (BBC)	18 feet	18 feet
Marginal _____ access street	27 feet (BBC)	18 feet	

Cul-de-sac	37 feet Radius 74 feet Diameter (BBC)	35 feet Radius 70 feet Diameter	
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~~*Lenoir Hudson Thoroughfare Plan adopted September 1987.~~

~~** (BBC) Measured from back to back of curb.~~

~~Sec. 19-97. Pavement designs.~~

~~Shown below are minimum thicknesses of base and surface course to be used. Design should be chosen from Group 1 or Group 2 depending on subgrade soil type:~~

~~GROUP I~~

Good to Excellent Subgrade Soil Types	Base Course	Pavement
A-1-a, A-1-b, A-3 A-2-4, A-2-5, A-2-6, A-2	7 inches STBC, Type A or C 9 inches STBC, Type A or C	2 inches SA or I-2 1½ inch SA or I-2
	8 inches ABC or STBC, Type B	BST, 1 inch SA or I-2
	6 inches ABC or STBC, Type B	1½ inches SA or I-2
	3 inches BCBC, Type HB	1 inch SA or I-2
		5 inches Plain Concrete

-

~~GROUP II~~

Poor to Fair Subgrade Soil Types		
A-4, A-5, A-6, A-7-5, A-7-6	9 inches STBC, Type A or C	2 inches SA or I-2
	8 inches ABC or STBS, Type B	1½ inches or SA or I-2
	10 inches ABC or STBC, Type B	BST, 1 inch SA or I-2
	4 inches BCBS, Type HB	1½ inches SA or I-2
	3 inches BCBC, Type HB	2 inches SA or I-2
		6 inches Plain Concrete

~~Any other pavement design must be reviewed by the city engineer on an individual basis and approval will be based upon sound engineering principles.~~

~~NOTE: Subgrade — No base course shall be placed on muck, pipe clay, organic matter or other unsuitable material. The city engineer may require a subgrade soils test, if needed, to determine the soil classification type.~~

~~ABC — Aggregate Base Course, No. 7 stone~~

~~STBC — Soil Type Base Course~~

~~BST — Bituminous Surface Treatment~~

~~SA — Bituminous Concrete Surface Course, Type F-1 (Sand Asphalt)~~

~~I-2 — Bituminous Concrete Surface Course, Type I-2~~

~~BCBC — Bituminous Concrete Base Course, Type HB (Black Base)~~

~~Other base course such as various cement-treated materials may be used in lieu of those shown above. These materials shall be of sufficient thickness to provide equivalent strength. However, any design other than those shown above must also be approved prior to use by the city engineer.~~

~~All materials shall meet the requirements set forth in the latest edition of the North Carolina Standard Specifications for Roads and Structures.~~

~~Sec. 19-98. Drainage structure.~~

~~(a) On all streets with 40 to 60 feet rights-of-way, the subdivider shall construct stormwater drainage facilities, which may include curbs and gutters, catchbasins and inlets, storm sewers, road ditches, open channels, water retention structures and settling basins as required to adequately serve the subdivision.~~

~~(b) All such facilities shall be of adequate size and grade to hydraulically accommodate the maximum potential volumes (100-year flood) of flow and shall be so designed as to prevent and control soil erosion and sedimentation and to present no hazard to life and property.~~

~~(c) On all newly constructed or reconstructed streets the contractor shall be responsible for the construction of all stormwater drainage which may include but shall not be limited to curb and gutter, catchbasins and inlets, storm sewers, road ditches, open channels, water retention structures and settling basins. When designing such structure the engineer must consider that:~~

~~(1) All drainage facilities shall be adequate size and grade to hydraulically accommodate the anticipated flow and shall be so designed as to prevent and control soil erosion and sedimentation and to present no hazard to life and property.~~

~~(2) Earthen ditches shall have side slopes of at least three feet of horizontal distance for each foot of vertical distance and be seeded or sodded as grass waterways.~~

~~(3) All storm drainage shall be adequate so that the road may be maintained without excessive cost, and not cause flooding on private property from storm runoff of the design frequency. Permanent drainage easements may be required. The minimum design frequency shall be as follows but may be increased at the recommendation of the city engineer:~~

~~a. Storm sewer collector—10 years~~

~~b. Street cross drainage—25 years~~

~~*All calculations concerning pipe sizing shall be submitted with design.~~

~~(d) In areas where ditch grades or quantities of flow deem it impracticable to establish and maintain vegetation, an erosive resistant lining such as paving or rock rip rap may be required.~~

~~(e) Subsurface drainage shall be adequately designed in order to maintain a stable subgrade.~~

~~(f) When road crossings are within areas designated as flood hazard areas under the federal flood insurance program, the design must be approved by the department of planning and the city engineer.~~

~~(g) Cross pipes under streets shall be constructed of approved reinforced concrete or asphalt coated corrugated metal or aluminum.~~

~~(h) Culverts shall be provided to accommodate all natural water flow and shall be sufficient length to permit full width roadway and the required slopes. The size openings to be provided shall be determined by the department of public works, but in no case shall be less than 15 inches. Cross drains shall be built on straight line and grade shall be laid on a firm base, but not on rock. Pipes shall be laid with the spigot pointing in the direction of the flow and with the ends filled and matched to provide tight joints and a smooth uniform invert. They shall be placed at a sufficient depth below the road bed to avoid dangerous pressure of impact, and in no case shall the top of the pipe be less than one foot below the road bed and constructed of reinforced concrete or asphalt coated corrugated metal.~~

~~(i) Storm sewers, drains and structures shall be installed by the subdivider of a size and type, and location as required by the city engineer. The minimum size of storm drains shall be 15 inches in diameter. The design frequency for storm sewer collectors shall be ten years with cross street frequency at 25 years storm. Storm drains carrying water from street rights-of-way shall be placed along lot lines where feasible and shall extend for a distance for 35 feet minimum back of the building line. All off street storm drains or extensions shall be installed initially by the subdivider or the responsibilities thereafter shall be transferred to the purchaser through the instrument of property transfer, which responsibility shall be clearly indicated on the final plat.~~

~~Sec. 19-99. Private ditches.~~

~~Any ditch which originates on private property or exist outside of an accepted right-of-way or storm drainage easement shall be considered private. It shall be the responsibility of the property~~

owner to keep the ditch clear of all obstructions which could impede the natural flow of stormwater runoff. The city will not participate in the construction or maintenance of a private ditch.

~~Sec. 19-100. Ditch enclosure by owner.~~

~~Plans and specifications shall be approved by the city engineer on all ditch enclosure projects planned by the owner. No approval will be required by the property owner who plans to enclose a private ditch unless the closure has a direct effect on existing city maintained structures.~~

~~Sec. 19-101. Ditch enclosure by the city.~~

~~The city will participate in enclosing of ditches on a priority basis. The city after determining the feasibility of enclosing the ditch will notify the property owner of its intentions. If approved, the city will participate in enclosing the ditch by furnishing labor and equipment at no cost to the property owner. All material that will be used in enclosing the ditch must be approved by the city engineer. All material cost will be borne by the property owner. Priority will be based on the following list:~~

~~1st priority — Ditch lines receiving direct discharge from a city maintained street.~~

~~2nd priority — Ditch lines receiving secondary discharge from a city maintained street.~~

~~Example — A ditch line receiving water from an abutting lot which receives direct discharge from a city maintained street.~~

~~3rd priority — Side ditches on reconstructed or resurfaced streets.~~

~~4th priority — Side ditches along existing city maintained streets.~~

~~Sec. 19-102. Residential driveways.~~

~~Only two driveways shall be permitted for any one residence. Any one driveway shall not exceed 30 feet in width at the curbline or pavement shoulder line. Any two driveways to any one piece or property shall be separated by at least 30 feet. Not more than 50 percent of any one side of any residential lot may be used for driveways.~~

~~Sec. 19-103. Commercial, industrial, and institutional driveways.~~

~~(a) Only two driveways shall be permitted on any one side and not more than a total of three driveways on two sides to any commercial, industrial, or institutional property.~~

~~(b) Each driveway shall be limited to a total width of 36 feet at the curbline or shoulder-pavement line.~~

~~(c) Any two driveways to any one piece of property shall be separated by at least 30 feet.~~

~~(d) Not more than 50 percent of any one side shall be used for driveways.~~

~~(e) The above category (driveways) must also be approved by the state department of transportation when on a state maintained road.~~

~~(f) Deceleration and acceleration lanes may be required and improved by the developing parties at driveways, utilizing standards developed by the state department of transportation.~~

~~Sec. 19-104. — Driveway materials.~~

~~(a) Where either concrete curb and gutter or concrete sidewalk is adjacent to a proposed drive, concrete shall be the only material used for construction of the driveway connection.~~

~~(b) Asphalt or stone connections will be permitted on a dirt or asphalt street when no concrete is adjacent.~~

~~Sec. 19-105. — Driveway connection limits.~~

~~The control limits of this chapter for any driveway shall be the street right of way line, or the back side of a concrete walk and the back side of concrete curb and gutter, or the pavement-shoulder line.~~

~~Sec. 19-106. — Concrete curb cuts.~~

~~A concrete driveway must be planned and a driveway permit secured before any concrete shall be cut or any construction shall commence.~~

~~Sec. 19-107. — Owner responsibility.~~

~~(a) It shall be the responsibility of the property owner to bear the cost to construct or maintain any private driveway from the street right of way line to the back of the curb or the pavement-shoulder line. The above includes the area across any concrete sidewalk.~~

~~(b) When any private driveway becomes a hazard to the safety of pedestrians using a concrete walk, the owner shall be notified and corrective action shall be taken within a 30 day period.~~

~~Sec. 19-108. -- Driveways at intersections.~~

~~No driveway shall be permitted to extend into the curved portion of any concrete curb radius or beyond the back edge of any intersecting sidewalk. No driveway edge shall extend closer than 25 feet from the back of the curbline of the intersecting street.~~

~~Sec. 19-109. -- Joint driveways.~~

~~(a) Joint driveways will be permitted if the driveway conforms to all other sections of this article.~~

~~(b) No driveway edge shall be constructed closer than 15 feet to any fire hydrant. Fire hydrants will be moved at owner's cost.~~

~~Sec. 19-110. -- Driveways near fire hydrants.~~

~~No driveway edge shall be constructed closer than 15 feet to any fire hydrant. Fire hydrants will be moved at owner's cost.~~

~~Sec. 19-111. -- Dropped curb or radius type driveway.~~

~~(a) Either the dropped curb or radius type driveway will be permitted.~~

~~(b) The radius type shall not be extended through any concrete sidewalk.~~

~~(c) The radius type shall also conform to all state regulations to accommodate handicapped people.~~

~~Sec. 19-112. -- New sidewalks.~~

~~No new sidewalks shall be constructed along any street until the plans and specifications have been approved by the city engineer.~~

~~Sec. 19-113. -- Concrete curb and gutter required.~~

~~All newly constructed or reconstructed streets shall include curb and gutter which meets the city's specifications. All costs of curb and gutter shall be the responsibility of the contractor/developer.~~

~~Sec. 19-114. -- Materials and specifications.~~

~~All new sidewalk material shall be class B concrete. The minimum width shall be five feet with a marking joint each five feet and an expansion joint with one half inch expansion joint materials placed each 40 feet. Additional expansion joint may be used in every place where the walk joins curb and gutter, walls, buildings, fire hydrants, poles, etc.~~

~~Sec. 19-115. -- Sidewalk and damage replacement.~~

~~All sidewalk damage which occurs during the construction of a building or additional work being done to an existing building or where property is being developed shall be corrected by replacing the damaged walk with new concrete at the property owner's expense.~~

~~Sec. 19-116. -- Water and sewage systems.~~

~~(a) Water and sewer construction drawings shall be submitted to the director of public utilities showing the proposed water supply, and sewage collection system specifically showing:~~

~~(1) Water:~~

- ~~1. Location;~~
- ~~2. Fire hydrants;~~
- ~~3. Taps; and~~
- ~~4. Size of line.~~

~~(2) Sewer:~~

- ~~1. Location;~~
- ~~2. Profiles;~~
- ~~3. Taps; and~~
- ~~4. Size of line.~~

~~(b) When utilities are located outside of dedicated rights-of-way easements shall be designated having a minimum width of 25 feet, 12½ feet on center.~~

~~(e) The city shall reserve the right of construction or approve bids taken by the subdivider for all water and sewage mains within its corporate limits. Outside the municipal boundaries of the city and within the municipal perimeter the regulations governing the construction of water and sewer systems or individual facilities shall be under the direction of the county water department and/or the county health department.~~

Secs. 19-11791—19-136. - Reserved.

ARTICLE IV. - FINAL PLAT

Sec. 19-138. - Final plat approval.

(a) When the requirements of the preliminary plat construction drawings and sedimentation control plan have been satisfactorily fulfilled, the subdivider may submit a final subdivision plat for review and approval by the City Council. ~~the review of the planning board.~~

(b) The final plat shall constitute only that portion of the preliminary plat which the subdivider proposes to record and develop at that time; such portion shall conform to all requirements of this chapter.

(c) ~~Four~~ A full-size, to--scale paper copy and a digital copy of copies of the final plat shall be submitted to the Planning Department. Upon determination that the final plat is consistent with the preliminary plat and all infrastructure has been satisfactorily constructed and approved, the Planning Department will place the final plat on the next available regularly scheduled Council meeting. The review of the final plat is an administrative function of Council. Any documents related to the dedication of public infrastructure or facilities must also accompany the final plat and be accepted/approved by the City Council planning department by the Friday falling at least 20 days prior to the board meeting at which it is to be reviewed.

(d) If a developer is requesting City participation or reimbursement for costs related to the construction of streets, sidewalks, or public utilities, a Developer's Agreement is required and must be approved through a Legislative public hearing.

~~(d) After reviewing the final plat and all requirements satisfactorily completed, the board shall transmit the final plat and its recommendations to the city council for final action. Failure of the~~

~~board to act on a final plat within 45 days after the meeting at which it is first reviewed, shall result in the plat being forwarded to the council for consideration.~~

(e) The approval of the final plat by the council shall be conditional until said plat is recorded in the office of the county register of deeds and receipt of such record is presented to the planning department.

FINAL PLAT CHECK LIST

Date _____ Application No.: _____

Subdivision _____

Owner's Name _____

Address _____

Telephone _____

~~The following symbols are used in reviewing the preliminary plat.~~

~~✓ Compliance.~~

~~X Non-compliance.~~

~~NA Not applicable.~~

~~___ Submitted within 18 months of preliminary plat approval.~~

~~___ Conforms to preliminary plat and incorporates suggested changes.~~

~~___ Name of subdivision.~~

~~___ Names of owner.~~

~~___ Name of surveyor and/or engineer who prepared the final plat.~~

~~___ Plat drawn at a minimum scale of one hundred feet to the inch.~~

~~___ Northpoint, graphic scale, and date.~~

~~___ Drawn in ink on material suitable for reproduction 18" X 24" in size.~~

~~___ Sketch vicinity map.~~

~~___ Index sheet (if applicable).~~

~~___ Names of adjacent subdivision and/or property owners.~~

~~___ Closure.~~

~~___ Boundary lines of the tract dimensioned by lengths and bearings.~~

~~___ Location of rights of way, easements, and areas dedicated to public use with the purpose of each stated.~~

~~___ Location of rights of way, easements, and areas dedicated to public use with the purpose of each stated.~~

~~___ Description of off site rights of way or easements (if applicable).~~

~~___ Copy of proposed deed restrictions (if applicable).~~

~~___ Names, rights of way lines, widths, and easements of proposed and adjacent streets.~~

~~___ Curve data for street rights of way.~~

~~___ Dimensions and lines of all lots and tracts.~~

~~___ Minimum building setback lines.~~

~~___ Lots and blocks numbered consecutively.~~

~~___ Lengths and widths of blocks.~~

~~___ Engineering data sufficient to reproduce on the ground the location of bearings and lengths.~~

~~___ Location and types of all monuments.~~

~~___ Parks, open spaces, and other dedicated areas.~~

~~___ Installation of guaranteed improvements. (Water and sewer systems, drainage facilities, and streets).~~

~~___ Plans for individual water supply and/or sewage disposal systems.~~

~~___ Copy of deed restrictions (if applicable).~~

~~___ Required certificates and endorsements.~~

~~___ Contractual agreement with the city to install water and sewer based on _____ (if applicable).~~

~~___ Sedimentation and erosion control plan.~~

~~Recommendation of the subdivision review committee:~~

~~_____

_____~~

Approval of planning board _____ (Date)

Disapproval _____ Date (reasons for disapproval, see attached page). _____
Decision by city council _____ and _____ (Date). _____

City Clerk, City of Lenoir _____.

Signature of the owner of the subdivision

_____.

Secs. 19-139—19-158. - Reserved.

ARTICLE VI. - PROCEDURE FOR REVIEW AND APPROVAL OF MINOR AND EXPEDITED -SUBDIVISIONS

Sec. 19-159. - Procedures for review of ~~minor~~ expedited subdivision.

In accordance with NCGS 160D-802, only a plat for recordation is required the division of a tract or parcel of land in single ownership if all of the following criteria are met:

- (1) The tract or parcel to be divided is not exempted under subdivision (2) of subsection (a) of this section.
- (2) No part of the tract or parcel to be divided has been divided under this subsection in the 10 years prior to division.
- (3) The entire area of the tract or parcel to be divided is greater than 5 acres.
- (4) After division, no more than three lots result from the division.
- (5) After division, all resultant lots comply with all of the following:
 - a. All lot dimension size requirements of the applicable land-use regulations, if any.
 - b. The use of the lots is in conformity with the applicable zoning requirements, if any.
 - c. A permanent means of ingress and egress is recorded for each lot.

Expedited subdivisions follow the same procedure as for other minor subdivisions, except that a sketch plan is not required and review is limited to the items listed above.

Sec. 19-160. — Minor subdivision defined.

~~For purposes of these regulations, a minor subdivision is defined as a subdivision:~~

- ~~(1) Involving not more than ten lots fronting on an existing public street;~~
- ~~(2) Not involving any new street for access to lots within the subdivision or to interior property;~~
- ~~(3) Not requiring extension of public sewage or water lines or creation of new drainage easements through lots to serve property at the rear;~~
- ~~(4) Not adversely affecting the development of the remainder of the parcel or of adjoining property;~~
- ~~(5) Creating no new or residual parcels not conforming to the requirements of these or other regulations; and~~
- ~~(6) Not committing the expenditure of city funds.~~

Sec. 19-161. - Approval process for minor subdivisions.

If the land to be subdivided meets the requirements of a minor subdivision as defined in ~~section 19-80~~ Article I of this chapter, the subdivider will not have to follow the same procedures as for a major subdivision. The review process for minor subdivisions shall be adequate to protect the public interest, but shall also provide minimum delay and expense to the subdivider. A preliminary plat is not required. ~~The subdivider may go from a sketch plan to a final plat with the approval of the subdivision administrator. The following minor subdivision plat approval process may be used only where the subdivision meets the requirements of section 19-80.~~

Sec. 19-161. – Family Subdivisions

Family subdivisions are a type of minor subdivision permitted only with the City's extra-territorial jurisdiction in order to facilitate the residential subdivision of family homesteads without requiring the extension of public infrastructure such as streets, water lines, and sewer

lines as is required in regular subdivisions. The tract of land from which the family subdivision is to be made must be at least three acres in size and no more than 20 acres in size.

Family subdivisions must meet all of the minimum requirements of the City of Lenoir Subdivision Ordinance, except:

(a) Only one lot may be conveyed to any individual lineal family member or to the spouse of such individual lineal family member. A lot may be conveyed jointly to the family member and to the family member's spouse, not separate lots each to the family member and to the spouse;

(b) No more than a total of five family subdivision lots may be created from the tract of land from which the family subdivision is to be made regardless of the size of the original tract;

(c) All family subdivisions plats shall be prepared in the same manner and bear the same certificates as minor subdivisions plats and shall be submitted to the planning department for approval and reviewed in accordance with the provisions for minor subdivisions;

(d) All lots created for a family subdivision shall have a duly recorded forty-five-foot-wide ingress and egress easement, including general residential utility easements, located within the tract of land from which the family subdivision is to be made. There shall also be a duly recorded ingress and egress easement extending to a publicly maintained road if the tract of land from which the family subdivision is created does not abut a publicly maintained road. If a duly recorded easement for ingress and egress, located across nonfamily owned property, is to be utilized for access, this ingress and egress easement may be used for access at its existing width. However, if such duly recorded easement across nonfamily land is less than 45 feet in width and/or does not include general residential utility rights, then a written statement shall be included on the plat which states and describes such limitations with respect to such easement. Within any newly created ingress and egress easement created under the family subdivision provisions, a gravel or paved drive at least 18 feet in width shall be constructed upon the tract of land from which the family subdivision is to be made if it serves at least two new lots.

(e) A plat map is required showing the resulting lots and ingress/egress easements. The plat shall state that it has been prepared for a family subdivision, and shall state the name(s) of the owner(s) of the original tract being subdivided and the specific family member to which the subdivided property is being conveyed. The plat shall state that approval of the plat by the City

of Lenoir does not establish any assumption of obligation by the City of Lenoir or the North Carolina Department of Transportation for maintenance of any street or driveway in the family subdivision, which shall be and remain private streets until such time, if any, as the City of Lenoir or the North Carolina Department of Transportation should accept such streets for public dedication.

Sec. 19-162. - Procedure for review of minor subdivisions.

(a) Prior to submission of a final plat, the subdivider shall submit to the subdivision administrator three copies of a sketch plan of the proposed minor subdivision containing the following information:

- (1) A sketch vicinity map showing the location of the subdivision in relation to neighboring tracts, subdivisions, roads, and waterways;
- (2) The boundaries of the tract and the portion of the tract to be subdivided;
- (3) The total acreage to be subdivided;
- (4) The existing and proposed uses of the land within the subdivision and the existing uses of the land adjoining it;
- (5) The existing street layout and right-of-way width, lot layout and size of lots;
- (6) The name, if any, of the proposed subdivision;
- (7) The name, address and telephone number of the owner;
- (8) The zoning classification of the tract and adjacent properties;
- (9) The location of water and sewer facilities serving the proposed minor subdivision, if applicable; and
- (10) A statement from the county health department that a copy of the sketch plan has been submitted to them, if septic tanks or other on-site water or wastewater systems are to be used in the subdivision.

(b) The subdivision administrator shall review the sketch plan for general compliance with the requirements of this article, and shall advise the subdivider or his authorized agent of the regulations pertaining to the proposed minor subdivision and the procedures to be followed in the preparation and submission of the final plat.

(c) The subdivision administrator, after determining that all requirements of this article have been met, shall advise the subdivider to proceed with the preparation of a final plat which conforms to the submitted sketch plan. The approval of the sketch plan shall in no way be construed as constituting official approval of the final plat.

Sec. 19-163. - ~~Dispute of findings~~Appeals.

Appeals of administrative decisions made by staff under this ordinance shall be heard by the Board of Adjustment and follow the procedure outlined for appeals in Sec. 1308 of the Zoning ordinance. ~~In the event the subdivider disagrees with any findings of the subdivider and disagrees with any findings of the subdivision administrator concerning approval of a sketch plan of a minor subdivision, the matter shall be taken to the city council for a decision. No final plat shall be accepted for review~~recorded until the ~~city council~~Board of Adjustment has acted on the disputed sketch plan.

Sec. 19-164. - Final plat for expedited and minor subdivisions.

(a) The subdivision administrator shall review the final plat for complete compliance with the requirements outlined for final plat approval of these minor subdivision regulations. The final plat shall be complete and show all information required for final plats in subsection 19-~~77~~137(a) and (b)(1)–(12), and all certifications and notarizations required in section 19-~~85~~165 for final plat approval of a minor subdivision.

(b) The final plat shall be prepared by a registered land surveyor currently licensed and registered in the state by the North Carolina State Board of Registration for Professional Engineers and Land Surveyors. The final plat shall conform to the provisions for plats, subdivisions, and mapping requirements set forth in G.S. 47-30 and the Manual of Practice for Land Surveying in North Carolina.

(c) Three copies of the final plat shall be submitted to the subdivision administrator. One of these shall be on reproducible material; two shall be black or blue line paper prints. Material and drawing medium for the original shall be in accordance with the Manual of Practice for Land Surveying in North Carolina, where applicable, and the requirements of the county register of deeds.

(d) The final plat shall be of a size suitable for recording with the county register of deeds and shall be at a scale of not less than one inch equals 200 feet. Maps may be placed on more than one sheet with appropriate match lines.

~~ARTICLE VII. -- PROCEDURE FOR REVIEW AND APPROVAL OF FAMILY SUBDIVISIONS~~

~~Sec. 19-170. -- Definition.~~

~~A family subdivision is a residential subdivision in which lots are intended to be conveyed to members of the owners' lineal family. Lineal family members shall only include the owners and the direct lineal descendants (children and grandchildren) and direct lineal ascendants (parents and grandparents), as well as the spouses/widows of such persons.~~

~~Sec. 19-171. -- Purpose~~

~~This article is intended to facilitate the residential subdivision of family homesteads without requiring the extension of public infrastructure such as streets, water lines, and sewer lines as is required in regular subdivisions. The tract of land from which the family subdivision is to be made must be at least three acres in size and no more than 20 acres in size.~~

~~Sec. 19-172. -- Family subdivision~~

~~Family subdivision provisions shall be effective only within the extraterritorial jurisdiction of the City of Lenoir.~~

~~Sec. 19-173. -- Requirements.~~

~~Family subdivisions shall meet all of the minimum requirements of the City of Lenoir Subdivision Ordinance, except:~~

~~(a) Only one lot may be conveyed to any individual lineal family member or to the spouse of such individual lineal family member. A lot may be conveyed jointly to the family member and to the family member's spouse, not separate lots each to the family member and to the spouse;~~

~~(b) No more than a total of five family subdivision lots may be created from the tract of land from which the family subdivision is to be made regardless of the size of the original tract;~~

~~(c) All family subdivisions plats shall be prepared in the same manner and bear the same certificates as minor subdivisions plats and shall be submitted to the planning department for approval and reviewed in accordance with the provisions for minor subdivisions;~~

~~(d) All lots created for a family subdivision shall have a duly recorded forty five foot wide ingress and egress easement, including general residential utility easements, located within the tract of land from which the family subdivision is to be made. There shall also be a duly recorded ingress and egress easement extending to a publicly maintained road if the tract of land from which the family subdivision is created does not abut a publicly maintained road. If a duly recorded easement for ingress and egress, located across nonfamily owned property, is to be utilized for access, this ingress and egress easement may be used for access at its existing width. However, if such duly recorded easement across nonfamily land is less than 45 feet in width and/or does not include general residential utility rights, then a written statement shall be included on the plat which states and describes such limitations with respect to such easement. Within any newly created ingress and egress easement created under the family subdivision provisions, a gravel or paved drive at least 18 feet in width shall be constructed upon the tract of land from which the family subdivision is to be made if it serves at least two new lots.~~

~~(e) A plat map is required showing the resulting lots and ingress/egress easements. The plat shall state that it has been prepared for a family subdivision, and shall state the name(s) of the owner(s) of the original tract being subdivided and the specific family member to which the subdivided property is being conveyed. The plat shall state that approval of the plat by the City of Lenoir does not establish any assumption of obligation by the City of Lenoir or the North Carolina Department of Transportation for maintenance of any street or driveway in the family subdivision, which shall be and remain private streets until such time, if any, as the City of Lenoir or the North Carolina Department of Transportation should accept such streets for public dedication.~~

SECTION 3. SEVERABILITY.

If any provision of this ordinance or its application to any person or circumstance is held invalid, the invalidity does not affect other provisions or applications of this ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are severable.

SECTION 4. CODIFICATION.

The City Clerk shall cause the Code of Ordinances of Lenoir, North Carolina to be amended as provided by this ordinance and may renumber, re-letter, and rearrange the codified parts of this ordinance if necessary to facilitate the finding of the law.

SECTION 5. EFFECTIVE DATE.

This ordinance takes effect upon adoption.

DONE, THE PUBLIC NOTICE, in a newspaper of general circulation in the City of Lenoir, North Carolina, by the City Clerk of the City of Lenoir, North Carolina, this _____ day of _____ and this _____ day of _____, 2021.

DONE, THE PUBLIC HEARING, AND ENACTED ON FINAL PASSAGE, by an affirmative vote of the a majority of a quorum present of the City Council of the City of Lenoir, North Carolina, at a regular meeting, this _____ day of _____, 2021.

BY THE MAYOR/MAYOR PRO TEMPORE OF THE CITY OF LENOIR, NORTH CAROLINA:

Mayor/Mayor Pro Tempore

**ATTEST, BY THE CLERK OF THE CITY COUNCIL OF THE CITY OF LENOIR,
NORTH CAROLINA:**

City Clerk

****[Remainder of page intentionally left blank.]****

**LENOIR CITY COUNCIL
TUESDAY, MAY 18, 2021
6:00 P.M.**

PRESENT: Mayor Joe Gibbons presiding. Councilmembers present were Jonathan Beal, Todd Perdue, David Stevens and Ben Willis. City Attorney T. J. Rohr, City Manager Scott Hildebran, Communications Director Joshua Harris, Police Captain Andy Wilson and Carmen Boone, News Topic also attended the meeting.

ABSENT: Councilmembers Ike Perkins and Ralph Prestwood.

VIA TELECONFERENCE:

Participating via teleconference was Mayor Pro-Tem Crissy Thomas and City Clerk Shirley Cannon.

Department Directors participating via teleconference were Finance Director Donna Bean, Fire Chief Ken Hair, Recreation Director Kenny Story, Planning Director Jenny Wheelock, Economic Development Director Kaylynn Horn, Public Works Director Jared Wright and Public Utilities Director Radford Thomas.

I. CALL TO ORDER

- A. The meeting was opened by a moment of silence followed by the Pledge of Allegiance as led by Mayor Gibbons.

**SPECIAL RECOGNITION;
GREGORY SNIDER:**

- B. On behalf of City Council, Mayor Gibbons presented a resolution to Sergeant Greg Snider in honor and recognition of his 20+ years of dedicated and outstanding service with the Lenoir Police Department, City of Lenoir and its citizens. Mayor Gibbons also presented Sergeant Snider with his service weapon and badge upon his retirement from the Police Department.

Mayor Gibbons commended Sergeant Snider for his service to the City and wished him well upon his retirement. Captain Andy Wilson also congratulated Sergeant Snider and stated he has always mentored others and supported them throughout their careers. Captain Wilson further stated Sergeant Snider has also been an wonderful example to his colleagues because of his strong Christian faith.

In addition, Captain Wilson stated Sergeant Snider strived to be a better officer plus he was protective of the new officers.

Sergeant Snider thanked City Council for the honor and recognition and for the opportunity to work with such a fantastic group of people where everyone is treated like family. He remarked he has family in each Division of the Police Department who take care of each other. In addition, Sergeant Snider commented it was all about honoring the citizens of Lenoir and he appreciates the opportunity we have all had together.

Mayor Gibbons congratulated Sergeant Snider and commended him for all that he means to the City and community.

II. MATTERS SCHEDULED FOR PUBLIC HEARINGS

III. CONSENT AGENDA ITEMS

- A. Upon a recommendation by City Manager Hildebran, the following Consent Agenda items were submitted for approval.
1. Minutes: Approval of the minutes of the City Council meeting of Tuesday, May 4, 2021 as submitted.
 2. Resolution: Approval of a resolution in honor and recognition of Sergeant Greg Snider's 20+ years of dedicated and outstanding service to the Lenoir Police Department, City of Lenoir and its citizens. (A copy of the resolution is hereby incorporated into these minutes by reference. Refer to page 177.)
 3. Resolution; Surplus Property: Approval of a resolution declaring Sergeant Greg Snider's badge and service weapon, Sig Sauer Model P220R, Serial Number #37B058865 as surplus property. (A copy of the resolution is hereby incorporated into these minutes by reference. Refer to page 178.)
 6. Capital Project Budget Ordinance; Linkside Connector/Hotel Street Project: Consideration of a Capital Project Budget Ordinance in the amount of \$222, 215 to authorize activities to include the expenditure of funds for the engineering, right-of-way acquisition, construction and project administration for the Linkside Connector/Hotel Street Capital Project. (A copy of the capital project budget ordinance is hereby incorporated into these minutes by reference. Refer to page 179.)
 7. Call for a Public Hearing; Streets and Subdivision Ordinance Update: Request that City Council call for a public hearing to be held on Tuesday, June 1, 2021 to consider amendments to the Streets and Subdivision Ordinance. The purpose of the amendments is to update the subdivision chapter in accordance with N.C.G.S. Chapter 160D, as well as to better organize, clarify, and separate the various rules related to the physical characteristics of public streets and sidewalks from the rules that address the subdivision process.

First Motion

Councilmember Perdue made a motion to remove items four (4) and five (5) (parking lot agreements) from the Consent Agenda for further discussion. This motion carried with a 5 to 0 vote.

Second Motion

Upon a motion by Councilmember Stevens, Council voted 5 to 0 to approve the items 1, 2, 3, 6 and 7 on the Consent Agenda as presented and as recommended by City Manager Hildebran.

6. Parking Lot Agreement; City of Lenoir and Waterlife Church: Approval of a Parking Lot Agreement between the City of Lenoir and Waterlife Church, for property located between 1007 Morganton Boulevard SW which is owned by Waterlife Church. The lease will become effective June 1, 2021 and terminates on May 31, 2031.

A copy of the parking lot lease agreement is hereby incorporated into these minutes by reference. (Refer to pages 180-183.)

Councilman Perdue referred to other City leases for not-for-profit entities and questioned why this lease amount of \$2,500 annually for ten years is greater in price.

In addition, Mr. Perdue pointed out the lease amount of \$750 annually for United Presbyterian Church is one-third the cost of the Waterlife Parking Agreement with similar amount of parking spaces plus no maintenance to be provided by the City. He asked for clarification on how these amounts were determined.

Parks and Recreation Director Kenny Story responded that, for recreational purposes, Councilmember Perdue was correct. He stated that Waterlife Church acquired the lot when the church purchased that portion of the former mall. Waterlife staff asked the City to continue to provide maintenance and they submitted a recommended amount to the City.

Public Works Director Jared Wright stated this has been a two-year process regarding the greenway and reiterated Waterlife inquired about contributing.

Director Story stated the Recreation Department only uses the parking lot during softball season which averages around 3 to 4 months per year and pointed out they do not use the lot on a daily basis. He clarified there were 65 parking spaces and the City did not have any prior agreement.

In addition, Director Story mentioned the paved section of the Greenway connects to the parking lot and people will park there the same as they do at Mulberry Recreation Center.

Mayor Gibbons remarked the City has had an understanding about the issue of parking for a long time and it is changing due to Waterlife's request.

Councilman Perdue informed Council that staff has answered all of his questions.

Councilmember Willis asked whether the City has any set guidelines for these types of lease agreements. City Manager Hildebran mentioned that each parking agreement is viewed independently and evaluated on their own merits. He further advised the recent lease agreement with Tye Investments, LLC covered City and County property tax amounts.

City Attorney Rohr advised Council the greenway and the parking lot agreements are two separate issues and pointed out the parking lot agreement does not specifically mention the greenway.

Councilman Willis stated this is an important piece of property that Staff is working on and it is vital to the Recreation Department and the City's future plans.

Motion

Upon a motion by Councilmember Willis, Council voted 3 to 2 to approve the Parking Lot Lease Agreement between the City of Lenoir and Waterlife Church with Councilmembers Stevens, Thomas and Willis voting for the motion and Councilmembers Beal and Perdue voting against the motion.

7. Parking Lot Agreement; City of Lenoir and United Presbyterian Church: approval of a Parking Lot Agreement for property located between 415 Pennell Street NE which is owned by United Presbyterian Church. The lease will become effective June 1, 2021 and terminates on May 31, 2031.

A copy of the parking lot lease agreement is hereby incorporated into these minutes by reference. (Refer to pages 184-197.)

Motion

Upon a motion by Councilmember Perdue, Council voted 5 to 0 to approve the Parking Lot Agreement between the City of Lenoir and United Presbyterian Church as presented.

IV. REQUESTS AND PETITIONS OF CITIZENS

V. REPORTS OF BOARDS AND COMMISSIONS

VI. REPORT AND RECOMMENDATIONS OF THE CITY MANAGER

A. Items of Information

FY2021-22 BUDGET REVIEW

SESSION: 1. City Council will conduct an FY2021-22 Budget Review Session on Thursday, May 20 at 6:00 p.m. at City Hall.

PLANNING

BOARD: 2. The Planning Board will conduct a virtual meeting on Monday, May 24 at 5:30 p.m.

COMMITTEE OF THE

WHOLE: 3. The Committee of the Whole will meet on Tuesday, May 25 at 8:30 a.m. at City Hall. An additional Budget Review Session will be held if necessary.

FOOTHILLS REGIONAL AIRPORT

AUTHORITY: 4. The Foothills Regional Airport Authority will conduct a virtual meeting on Wednesday, May 26 at noon.

HOLIDAY

CLOSING: 5. City offices will be closed on Monday, May 31 in observance of Memorial Day.

B. ITEMS FOR COUNCIL ACTION

FY2021-2022

ANNUAL BUDGET:

1. City Manager Hildebran presented the recommended FY2021-22 Annual Budget for the City of Lenoir to City Council and requested that Council call for a public hearing to be held on Tuesday, June 1, 2021 for consideration of adoption of the recommended budget.

A copy of the power point presentation is available for public review on the City's website at www.cityoflenoir.com.

The budget is comprised of General Fund of \$18,594,890 and is balanced with the reduced property tax rate of \$0.57 per \$100 of assessed property value, a reduction of 1-cent per \$100 from the current tax rate. The budget maintains the current Rescue Readiness tax of \$0.85 per \$100 of assessed property value for a total tax rate of 57.85 cent per \$100. All other General Fund charges/fees are unchanged. Mr. Hildebran shared that, under state law, each county must conduct a revaluation of all real property at least every eight years. In addition, state law also requires local governments to publish the revenue-neutral property tax rate after a revaluation. Mr. Hildebran explained, that based on assessed values, the estimated revenue-neutral property tax rate for 2021 equals 62.83 cent per \$100; however, due to fluctuations in refunded personal property taxes, Staff calculated the new revenue-neutral rate for the City of Lenoir to be 57-cent per \$100 of assessed property value.

Next, Mr. Hildebran shared the net revenue-neutral Downtown Municipal Service District tax rate is 20-cent per \$100. This is a 5-cent reduction for the current rate.

The proposed Water/Sewer Fund budget totals \$9,629,744 and includes a 2% increase in water and sewer rates effective July 1, 2021. All other Water/Sewer Fund charges/fees are unchanged. The Consumer Price Index – South Region for All Urban Consumers over the past 12-month period is 2% (February 2021) which is a benchmark the City uses in determining its utility rates. The General Fund includes traditional City services such as police and fire, planning and zoning, parks, recreation, and public works which provide services such as trash pickup, street maintenance and brush collection.

Mr. Hildebran reported the proposed budget does not include any of the American Rescue Plan funding. He noted the City of Lenoir will receive \$3,834,691 and the City expects further guidance and clarification on eligible expenditures. Also, City Staff is currently developing a draft plan for the approved funding, focusing on long-term capital assets and master planning.

Mr. Hildebran further reported the recommended budget does not contain any borrowing or appropriate any funding from Fund Balance to balance the proposed budget, but maintains a General Fund Balance of approximately 58.23%. Mr. Hildebran stated the budget is based on realistic revenue projections and addresses all of Council's priorities from the Strategic Planning Retreat in February which are as follows:

1. Employee Compensation (Council's #1 priority)
2. Housing
3. Community Beautification
4. Healthy Infrastructure
5. Economic Development
6. Public Engagement

Mr. Hildebran shared the budget funds the mandated 1.2% increase for the Local Government Retirement System and includes a restructure of the pay plan for the Fire department to adjust salaries closer to regional norms. These adjustments will be implemented in January 2022. As employees are vital to the delivery of quality municipal services and represent our most valuable asset, the budget includes a 3.0% cost of living increase effective January 1, 2022. City Manager Hildebran further reported the City's group health insurance premiums will increase by 6%, while maintaining the current plan benefit levels. In addition, the cost of the City's property and liability insurance will increase by 9.5% while the workers' compensation insurance coverages will decrease by 7%. The budget allocates \$390,000 to continue implementation of the City's Pavement Study, though State Powell Bill funding is expected to be further reduced in the coming year. Also, the budget includes \$200,000 in funding for strategic paving for the various Council's priorities regarding roads/bridges

improvements. The budget also funds \$75,000 for greenway improvements and \$50,000 for Greenway/rail trail planning.

Mr. Hildebran reported the budget includes funding in travel/training areas to initiate awareness of and develop strategies for diversity, equity and inclusion. The budget also continues to fund computer/information technology upgrades throughout the City to enhance and improve operations and security and ongoing implementation of the Advance Metering Infrastructure.

Also, the budget includes three new positions of which two (2) are allocated for Sanitation and one (1) in Vehicle Services. One of the two Sanitation positions will be utilized for sanitation collection and one will be transitioned to downtown providing an increased focus on the cleanliness of the area. This position will also clean three (3) city facilities that previously contracted their cleaning services, negating the costs of one (1) of these funded positions. Also, one (1) entry-level position is included to help with routine maintenance at Vehicle Services, which will allow senior staff additional time to manage more complex repairs.

The budget also continues to fund the Western Piedmont Council of Governments Stormwater partnership's management and oversight of our Federal Phase II Stormwater Program.

The following items are included in General Fund Capital:

- Public Works: Two-post lift, service truck
- Fire: Station #2 Creek Bank Repair
- Police: 30 portable radios, parking lot repaving, firing range repairs, two used vehicles for detectives, four patrol vehicles
- Parks & Recreation: Aquatic Center lights and roof replacement, awing and roof replacement at MLK Center

Water/Sewer Capital

- Water Treatment: Flash basin repairs, generator and cameras for AWIA compliance, Operations building upgrades, two bleach filter pumps
- Water Distribution: One service truck, divisional valve replacement
- Water Resources: Air handler improvements
- Wastewater Collection: Manhole improvements, flat-bed dump truck, concrete pad
- Lower Creek Plant: Mixer replacement

The City is required to have its budget adopted by July 1, 2021 in order to establish its legal spending limits. The budget is available online at www.cityoflenoir.com for public inspection.

Mr. Hildebran reiterated the proposed budget addresses Council's 2021 goals and priorities that were established at the February Budget Retreat and remarked the City's primary goal, each and every day, via our employee-led customer service initiative, remains to provide "Service Beyond Measure."

Mr. Hildebran thanked Finance Director Donna Bean, Department Directors, and Team Lenoir for all of their hard work in compiling the budget and also thanked City Council for their leadership. A Budget Work Session is scheduled for Thursday, May 20 at 6:00 p.m. at City Hall, Third Floor, former Council Chambers.

Mayor Gibbons and City Council members expressed their appreciation to Mr. Hildebran for his outstanding leadership, hard work and all that he does for the City of Lenoir. Mayor Gibbons further stated he appreciates City Council and Staff's efforts in how well they work together.

Upon a motion by Stevens, Council voted 5 to 0 to schedule a public hearing on Tuesday, June 1 for consideration of approval for the recommended FY2021-2022 Annual Budget as presented by City Manager Hildebran.

B. ITEMS FOR COUNCIL ACTION

VII. REPORT AND RECOMMENDATIONS OF THE CITY ATTORNEY

VIII. REPORT AND RECOMMENDATIONS OF THE MAYOR

IX. REPORT AND RECOMMENDATIONS OF COUNCIL MEMBERS

X. ADJOURNMENT

1. There being no further business, the meeting was adjourned at 7:02 p.m.

Shirley M. Cannon, City Clerk

Joseph L. Gibbons, Mayor



RESOLUTION

In Recognition of Dedicated Service



WHEREAS, from March 12, 1990 to July 24, 1991, Gregory Fletcher Snider served as Patrolman for the City of Lenoir under the direction of Police Chief Jack Warlick;

THAT, upon leaving the City of Lenoir, he served as K-9 Officer for the McDowell Sheriff's Office, Investigations Officer for the Old Fort Police Department and Impact Drill Instructor for the North Carolina Department of Corrections;

THAT, on the 20th of August, in the year 2001, Greg Snider was re-hired by Chief Warlick and due to his dedication and diligence in performing in an exemplary manner, advanced through the ranks to achieve the position of Sergeant in the year 2013;

THAT, Greg Snider, as of the date of this Resolution, has admirably and with great distinction, served the citizens of Lenoir during the tenures of four Police Chiefs and has served in a number of capacities in all three divisions of the Lenoir Police Department: Patrol, Investigations, and Support Services;

THAT, he has formed relationships with the citizens and coworkers through a genuine concern and professional dedication to duty. Greg has contributed to the success of the community not only professionally, but through and with the support of his family;

THAT, society and law enforcement as a whole has undergone many changes and challenges over the last 30 years, and Sergeant Snider has stayed abreast through those changing trends to remain an effective mentor and leader within the department and community at large;

THAT, prior to being hired by the City of Lenoir, he served his country as a Squad Leader with the United States Army's 82nd Airborne from the years 1985 to 1989;

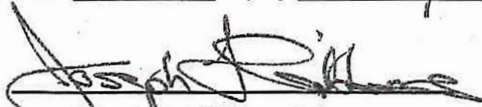
THAT, in August 1993, Greg earned an Associates Degree in Criminal Justice at Western Piedmont Community College, where he also received EMT Training. Over the years, he has received a number of Instructor Certificates and was instrumental in developing the City's K-9 Program, Special Response Team, and Physical Fitness Program;

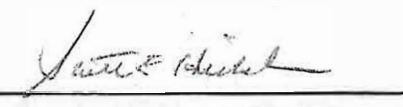
THAT, Greg Snider, completed Police Law Institute in 2005 and received the Advanced Law Enforcement Certificate in 2008 and has made a number of significant contributions throughout his career, serving as School Resource Officer for Hibernian High School, K-9 Handler for "Doc", Incident Command, Criminal Investigations, Physical Fitness Instructor, SCAT Instructor, Chaplain, and Logistics;

THAT, he has humbly served the citizens of the City of Lenoir and Caldwell County and will be retiring on June 1, 2021 with over 30 years of creditable service in the North Carolina Local Government Retirement System;

THEREFORE, BE IT RESOLVED, by authority of the Mayor and City Manager, and on behalf of the City Council, that Sergeant Greg Snider has been an exemplary employee, and is himself the epitome of the professional Law Enforcement Officer. His contributions to the safety and well-being of the citizens of Lenoir and officers of the Lenoir Police Department will be held in high esteem and remembrance by this governing body, as well as persons impacted by his accomplishments;

THIS, the 18th day of May, 2021.


Joseph L. Gibbons, Mayor


Scott E. Hildebran, City Manager

RESOLUTION

WHEREAS, the City of Lenoir, North Carolina, City Council desires to dispose of certain surplus property of the City of Lenoir to be awarded to Sergeant Greg Snider upon his retirement from the Lenoir Police Department and Declaring his badge and service weapon as Surplus Property

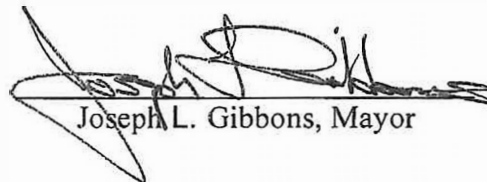
NOW, THEREFORE BE IT RESOLVED,

- 1) the Mayor and City Council of the City of Lenoir acknowledges Sergeant Greg Snider loyal and dedicated service to the citizens of Lenoir, and
- 2) the Mayor and City Council declare the following police weapon and police badge of Sergeant Greg Snider, upon retirement, as surplus and no longer have any additional use to the City of Lenoir {Sig Sauer Model P220R .45 caliber (Serial # 37B058865)}
- 3) the Mayor and City Council authorize the City Manager to proceed with the procedures as outlined in N.C.G.S. §20-187.2 regarding the service side arms of retiring members of City law enforcement agencies.

NOW, THEREFORE BE IT FURTHER RESOLVED that, I, Joseph L. Gibbons, Mayor of the City of Lenoir, and on behalf of the Lenoir City Council and all the citizens, do hereby wish the very best for Police Sergeant Greg Snider in his retirement and commend him for the outstanding example he has set as a dedicated public servant.

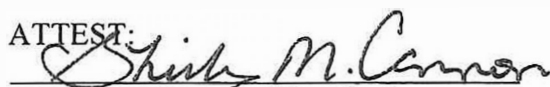
Adopted this the 18th day of May, 2021.

SEAL



Joseph L. Gibbons, Mayor

ATTEST:



Shirley M. Cannon, City Clerk

Capital Project Ordinance for the City of Lenoir

Linkside Connector/Hotel Street Capital Project

BE IT ORDAINED by the City Council Members of the City of Lenoir, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

Section 1: The project to authorize activities for Linkside Connector/Hotel Street Capital Project to include the expenditure of local funds for the engineering, right-of-way acquisition, construction, and project administration for the Linkside Connector/Hotel Street Capital Project. The project is to be funded by local funds.

Section 2: The officers of this unit are hereby directed to proceed with the capital project within the terms of the budget contained herein.

Section 3: The following amounts are appropriated for the project:

Engineering Costs	\$ 12,000.00
Rights-of-Way	\$ 30,000.00
Contingency	\$ 8,585.00
Construction	\$ <u>171,630.00</u>
Total	\$ 222,215.00

Section 4: The following revenues are anticipated to be available to complete this project:

Total Local Funding	\$ 222,215.00
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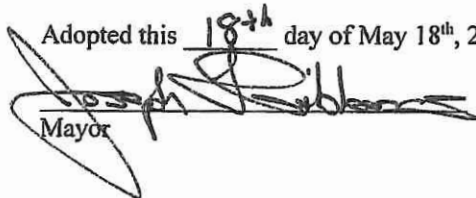
Section 5: The Finance Officer is hereby directed to maintain within the Capital Project Fund sufficient specific detailed accounting records to satisfy the requirements of the Project Ordinance.

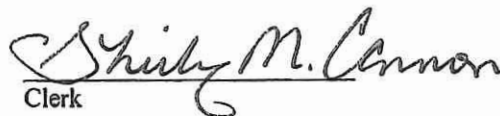
Section 6: The Finance Officer is directed to report, on a quarterly basis, on the financial status of each project element in Section 3.

Section 7: The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this capital project in every budget submission made to this Board.

Section 8: Copies of this capital project ordinance shall be furnished to the Budget Officer and the Finance Officer for direction in carrying out this project.

Adopted this 18th day of May 18th, 2021.


Mayor


Clerk

Drafted by: Timothy J. Rohr, Wilson, Lackey, Rohr & Hall, P.C., 606 College Ave. SW,
Lenoir, NC, 28645

City of Lenoir
North Carolina
Caldwell County

Waterlife Church, a North Carolina nonprofit corporation, hereinafter referred to as "Waterlife," and the City of Lenoir, North Carolina, a municipal corporation, hereinafter referred to as "City," both of Caldwell County, North Carolina, enter into this parking agreement as of June 1, 2021.

Subject to the terms and conditions herein set out, Waterlife hereby grants to the City, and the City hereby accepts from Waterlife, the right to use as a public parking lot a portion of the parking lot of a certain parcel in Lenoir, Caldwell County, North Carolina, located at the following address: 1007 Morganton Blvd. SW, Lenoir, Caldwell County, North Carolina and more specifically described in the deed from First-Citizens Bank & Trust Company to Waterlife Church recorded in the Caldwell County Registry in Book 1928 at pages 975-977. See the attached "Exhibit A" for an illustration of the property the parties intend to be the subject of this parking agreement, that area being a quadrilateral labeled "Parking Agreement Area" and consisting of approximately 65 parking spaces along the eastern side of the entire parcel. In addition, Waterlife grants to the City and those who wish to park in the granted spaces access as is necessary to reach the premises from Morganton Boulevard to the premises across Waterlife's entire parcel.

The terms and conditions of this parking agreement are follows:

The initial term of this parking agreement begins June 1, 2021, and ends May 31, 2031. Either party may terminate the parking agreement before the expiration of the initial term by giving written notice to the other on or before March 31, 2031. Should neither party terminate the parking agreement, the parking agreement will automatically renew and become an annual parking agreement upon the same terms and conditions contained herein. The parties may in subsequent years renew or cancel the renewed parking agreement on the same terms.

The City will use the premises as a public municipal parking lot for the purposes of overflow parking for events and activities taking place at Mulberry Recreational Center, a facility consisting of outdoor sports fields, playgrounds, picnic shelters, and access to the Lenoir Greenway system. The annual payment for the premises is \$2,500.00, which the City will pay in advance on or before June 1 of each year of the parking agreement. If the City fails to make the payment when due, Waterlife will notify the City, in the care of the City Clerk, in writing of its failure to pay. Thereafter, the City will have 60 days from when Waterlife has notified the City to make the payment. Waterlife reserves the right to the exclusive use of the premises when needed on Sundays and at other times during special services or functions at the Church. Waterlife also reserves as needed the right to designate parking spaces for Waterlife staff and the required number of handicapped parking spaces.

The City accepts the premises in its present condition. During peak use of the premises, such as those months when the City's outdoor sports fields are in regular use, the City will mechanically sweep the premises once per week and perform general litter and refuse collection on an as-needed basis.

If the parking lot premises are destroyed or damaged so that the premises cannot within 30 days be rendered fit for use as a parking lot, the City may terminate this parking agreement upon written notification to Waterlife. Thereafter, or if this parking agreement is declared void or of no legal effect, Waterlife will refund to the City the *pro rata* share of the payment for the remainder of the year that the City paid in advance.

To the extent permitted by North Carolina law, the City will indemnify and hold Waterlife harmless from claims which third parties may during the term of the parking agreement assert as a result of the City's use of the premises as a public overflow parking lot. The City will also insure the premises under its commercial liability policy.

In testimony whereof, said parties have hereunto set their hands and seals on this the ____ day of May, 2021.

Waterlife Church
By: Todd Braswell, Pastor


CITY OF LENOIR
By: Joseph L. Gibbons, Mayor

CITY OF LENOIR, NC
CHARTERED
JANUARY 28, 1851

ATTEST:


Shirley Cannon, City Clerk

SEAL

NORTH CAROLINA
CALDWELL COUNTY

I, a Notary Public of the County and State aforesaid, certify that Todd Braswell, Pastor of Waterlife Church, personally appeared before me this day and acknowledged the execution of the foregoing instrument.

Witness my hand and official stamp or seal, this the ____ day of May, 2021.

My Commission Expires:

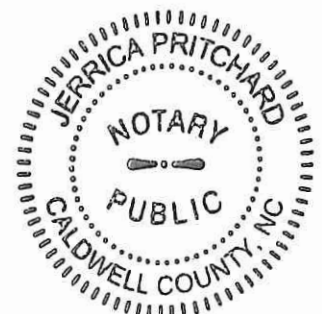
NORTH CAROLINA
CALDWELL COUNTY

I, a Notary Public of the County and State aforesaid, certify that Shirley Cannon personally appeared before me this day and acknowledged that she is City Clerk for the City of Lenoir, a North Carolina municipal corporation, and that by authority duly given and as the act of the corporation, the foregoing instrument was signed in its name by Joseph L. Gibbons as its Mayor, sealed with its corporate seal and attested by Shirley Cannon as its City Clerk.

Witness my hand and official stamp or seal, this the 20th day of May, 2021.

My Commission Expires:

04/05/2026 

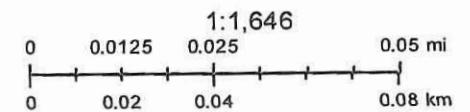


Waterlife - Parking Agreement Area- "Exhibit A"



May 11, 2021

This map is NOT of land survey quality and is NOT suitable for such use.



BK 2022 PG 2009 - 2014 (6)

This document presented and filed:
05/26/2021 03:46:55 PM

Fee \$26.00



Caldwell County North Carolina
Wayne L. Rash, Register of Deeds

Jerrica Pritchard ✓
Parking Lot Lease Agreement

Drafted by: Timothy J. Rohr, Wilson, Lackey, Rohr & Hall, P.C., 606 College Ave. SW,
Lenoir, NC, 28645

City of Lenoir
North Carolina
Caldwell County

United Presbyterian Church, Lenoir, North Carolina, Presbyterian Church (U.S.A.), a North Carolina corporation, hereinafter referred to as "United Presbyterian," and the City of Lenoir, North Carolina, a municipal corporation, hereinafter referred to as "City," both of Caldwell County, North Carolina, enter into this parking agreement as of June 1, 2021.

Subject to the terms and conditions herein set out, United Presbyterian hereby grants to the City, and the City hereby accepts from United Presbyterian, the right to use as a public parking lot the parking lot of a certain parcel in Lenoir, Caldwell County, North Carolina, located at the following address: 415 Pennell St. NE, Lenoir, Caldwell County, North Carolina and more specifically described in the deed from Presbytery of Western North Carolina to United Presbyterian Church, Lenoir, North Carolina, Presbyterian Church (U.S.A.) recorded in the Caldwell County Registry in Book 1088 at page 1163. The property the parties intend to be the subject of this parking agreement consists of United Presbyterian's parking lot at the southern boundary of United Presbyterian's entire parcel. See the attached "Exhibit A" for an illustration of the property the parties intend to be the subject of this parking agreement, that area being a rectangle labeled "Parking Agreement Area (Not-to-Scale)." In addition, United Presbyterian grants to the City and those who wish to park in the lot access as is necessary to reach the City's greenway system that runs along the western boundary of United Presbyterian's entire parcel.

The terms and conditions of this parking agreement are follows:

The initial term of this parking agreement begins June 1, 2021, and ends May 31, 2031. Either party may terminate the parking agreement before the expiration of the initial term by giving written notice to the other on or before March 31, 2031. Should neither party terminate the parking agreement, the parking agreement will automatically renew and become an annual parking agreement upon the same terms and conditions contained herein. The parties may in subsequent years renew or cancel the renewed parking agreement on the same terms.

The City will use the premises as a public municipal parking lot for the purposes of allowing the public to access the City's greenway system, a portion of which runs along the western boundary of United Presbyterian's entire parcel. The annual payment for the premises is \$750.00, which the City will pay in advance on or before June 1 of each year of the parking agreement. If the City fails to make the payment when due, United Presbyterian will notify the City, in the care of the City Clerk, in writing of its failure to pay. Thereafter, the City will have 60 days from when United Presbyterian has notified the City to make the payment. United Presbyterian reserves the right to the exclusive use of the premises when needed on Sundays and at other times during special services or functions at the Church. United Presbyterian also reserves as needed the right to designate parking spaces for United Presbyterian staff and the required number of handicapped parking spaces.

The City accepts the premises in its present condition. If the parking lot premises are destroyed or damaged so that the premises cannot within 30 days be rendered fit for use as a parking lot, the City may terminate this parking agreement upon written notification to United Presbyterian. Thereafter, United Presbyterian will refund to the City the *pro rata* share of the payment for the remainder of the year that the City paid in advance.

To the extent permitted by North Carolina law, the City will indemnify and hold United Presbyterian harmless from claims which third parties may during the term of the parking agreement assert as a result of the City's use of the premises as a public overflow parking lot. The City will also insure the premises under its commercial liability policy.

In testimony whereof, said parties have hereunto set their hands and seals on this the 21st day of May, 2021.

James D. Davis

United Presbyterian Church, Lenoir, North Carolina, Presbyterian Church (U.S.A.)

By: James D. Davis, ~~Pastor~~ Church President

Joseph L. Gibbons

CITY OF LENOIR

By: Joseph L. Gibbons, Mayor

ATTEST:

Shirley M. Cannon

Shirley M. Cannon, City Clerk

CITY OF LENOIR, NC
CHARTERED
JANUARY 28, 1851

SEAL

NORTH CAROLINA
CALDWELL COUNTY

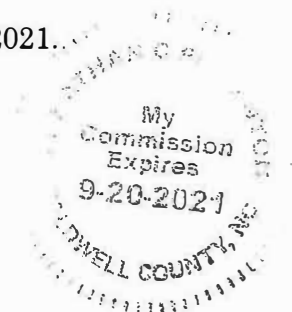
I, a Notary Public of the County and State aforesaid, certify that James D. Davis, ~~Pastor~~ President of United Presbyterian Church, Lenoir, North Carolina, Presbyterian Church (U.S.A.), personally appeared before me this day and acknowledged the execution of the foregoing instrument.

Witness my hand and official stamp or seal, this the 21st day of May, 2021.

My Commission Expires: September 20, 2021

Jonathan C. Pilkenton

Jonathan C. Pilkenton
NORTH CAROLINA
CALDWELL COUNTY

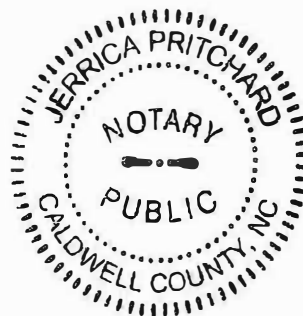


I, a Notary Public of the County and State aforesaid, certify that Shirley Cannon personally appeared before me this day and acknowledged that she is City Clerk for the City of Lenoir, a North Carolina municipal corporation, and that by authority duly given and as the act of the corporation, the foregoing instrument was signed in its name by Joseph L. Gibbons as its Mayor, sealed with its corporate seal and attested by Shirley Cannon as its City Clerk.

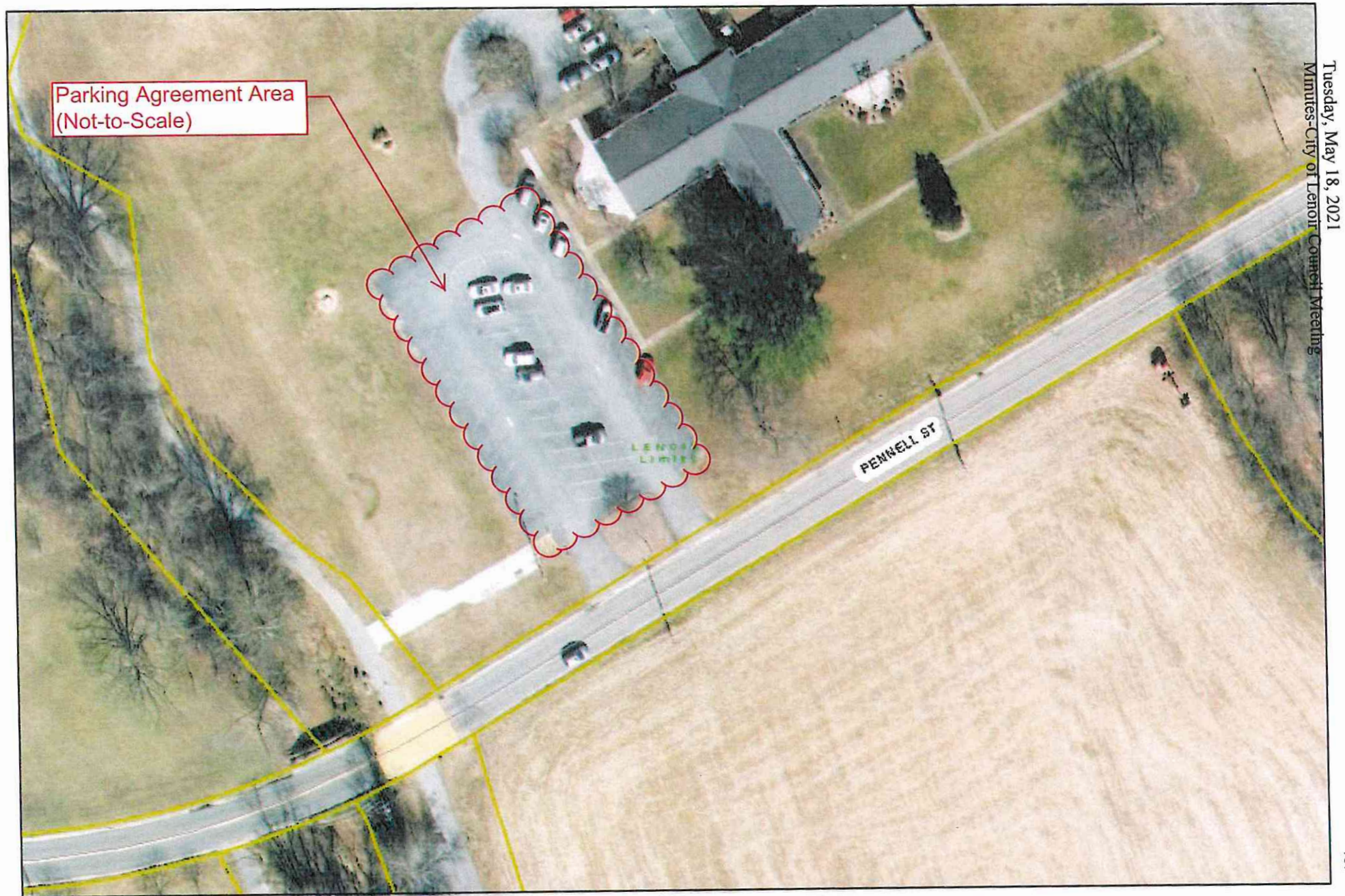
Witness my hand and official stamp or seal, this the 20th day of May, 2021.

My Commission Expires:

04/05/2020 Jerrica Pritchard



United Presbyterian - Parking Agreement Area-"Exhibit A"

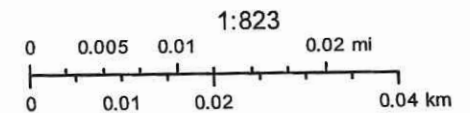


Tuesday, May 18, 2021
Minutes-City of Lenoir Council Meeting

187

May 11, 2021

This map is NOT of land survey quality and is NOT suitable for such use.



MINUTES

City Council's Budget Review Session

Thursday, May 20, 2021

6:00 p.m.

Participants: Mayor Joseph Gibbons, Jonathan Beal, Ike Perkins, Todd Perdue, Ralph Prestwood and Ben Willis.

Absent: Councilman David Stevens.

Via Zoom: Mayor Pro-Tem Crissy Thomas.

City Staff: City Manager, Scott Hildebran, City Clerk, Shirley Cannon, Finance Director, Donna Bean, and Public Information Officer, Joshua Harris.

Others: Carmen Boone, *News-Topic*.

Call to Order

- I. Mayor Gibbons welcomed everyone and called the meeting to order.
- II. City Manager Scott Hildebran asked Council if anyone has any questions regarding the overview of the recommended budget presented at Tuesday's City Council meeting. City Council members did not have any questions at this time.

III. Financial Summary

- A. Donna Bean, Finance Director, presented the Financial Summary as of April 30, 2021. She reported the City has collected 92% of its budgeted amount and only expended 81% resulting in the City being in a good financial position. Director Bean reported the over/under balance in the General Fund is \$3,148,166.34, Downtown District (\$84,073.94), and Water & Sewer Fund \$2,026,779.08.

Director Bean reported the City is on target for its goals and stated sales tax revenue has increased by 30% from 2020. Also, she stated expenditures have decreased due to facilities being closed during the pandemic. In addition, Director Bean reported the Downtown District and the Water & Sewer Fund are also on target with their budgets and the City should reach its revenue projections goal.

(A copy of the financial summary is attached to these minutes as information.)

IV. General Fund

- A. City Manager Hildebran reported the proposed General Fund budget totals \$18,594,890 and is balanced with the reduced property tax rate of 57-cent per \$100 of assessed property value, a reduction of 1-cent per \$100 from the current tax rate. The budget maintains the current Rescue Readiness Tax Rate of 85-cent per \$100 of assessed property value for a total tax rate of 57.85 per \$100. All other General Fund/charges/fees are unchanged.

Revaluation

In addition, Mr. Hildebran reminded Council, that according to North Carolina law, each

county must conduct a countywide revaluation of all real property, land, buildings, and other improvements within the county at least every eight years for tax assessment determination. Based on the revaluation, there was a 9% increase in assessed values for real property. Personal property values decreased by approximately 12%. Registered motor vehicle values remain unchanged. In addition, N.C.G.S. 159-11 requires local governments to publish the revenue-neutral property tax rate after a revaluation. This general statute also provides instruction on how the rate is to be calculated: 1) Determine a rate that would produce revenues equal to those produced for the current fiscal year, and 2) increase the rate by a factor equal to the average annual growth. The revenue neutral rate is the tax rate that would generate the same amount of revenue the City would expect to receive if no revaluation had occurred, including growth.

Based on the information from Caldwell County, the estimated revenue-neutral property tax rate for 2021 equals to 62.83 cent per \$100. Due to fluctuations in refunded business personal property and the delayed impact of improvements being included in assessed values, staff made revenue-neutral calculations excluding refunded business property taxes as well as with only real property values. The average of all these calculations is a tax rate of 57-cent per \$100 of assessed value, which is what is recommended in the budget and reflects the revenue-neutral rate.

IV. 2021 Budget Priorities

City Manager Hildebran reviewed the 2021 Council Budget Priorities list and stated these items are addressed in the proposed budget. The budget priorities are as follows:

2021 Council Budget Priorities

1. Continue Efforts to Offer Competitive Compensation and Benefits for Employees
2. Pursue Market Rate Housing
 - Encourage Affordable Housing Opportunities
 - Implement Branding/Wayfinding Plan
 - Develop Strategies to Address Commercial Blight (city-wide & downtown)
 - Address Major Appearance Issues (city entry corridors)
 - Continue to Fund Street Paving Plan
 - Continue to Fund Water/Sewer Capital Improvements Plan
 - Develop Strategies for Diversity, Equity & Inclusion
3. Continue to Fund Sidewalks/Greenway/OVT
 - Develop West End Area Neighborhood Plan
4. Support Code Enforcement (including Strategic Foreclosures)

Develop Plan to Address Litter in Community (State, Local Partners)
 Re-Initiate Neighborhood Meetings (once safe to do so)
 Encourage Whitnel & West End Area Improvements

Other Areas of Focus:

Employee Recruitment/Retention:

- Increase Employee Engagement
- Incentivize/Reward Efficiencies
- Develop Continuing Customer Service Education

Housing:

- Continue Minimum Housing & Code Enforcement
- Market City-owned Properties to Sell
- Encourage Downtown Living

- Continue to Promote Shovel-ready Residential Subdivisions
- Participate in WPCOG Vacant & Substandard Housing Task Force

Community Beautification:

- Continue Implementation of North Main Area Plan & Fairfield South Plan
- Consider Gateway Enhancements at Smith Crossroads

Healthy Infrastructure:

- Support Technology/Cybersecurity/Digital Services
- Continue to Fund City Facilities/Fleet Plan
- Continue to Fund Stormwater Improvements
- Implement Downtown 2-Way Traffic Plan
- Implement Bike/Ped Plan
- Improve/Implement Public Wi-fi at City Parks/Facilities

Economic Development:

- Encourage Public/Private Partnerships
- Continue Partnership with Caldwell EDC

Public Engagement:

- Share State of the City Presentations
- Market Quality of Life Amenities
- Schedule Neighborhood Walk-through's
- Develop Strategic/Targeted Communication (multi-lingual)
- Promote Smart City, Online Interaction

Other

- Pursue COVID-related Funding Opportunities to Help Citizens

Downtown Municipal Service District Budget

The proposed Downtown Municipal Service District budget is balanced with the reduced property tax rate of 20-cent per \$100 of assessed district property value. This is a reduction of 5-cent per \$100 from the FY2020-21 Downtown tax rate of 25-cent per \$100. The revenue neutral calculation was performed with total values as well excluding the impact of improvements not included in the year they were made. The average of these calculations is a tax rate of 20-cent per \$100 of assessed value, which is what is recommended in the budget and reflects the net revenue-neutral rate.

Water/Sewer Fund

Next, Mr. Hildebran stated the proposed Water/Sewer Fund budget totals \$9,629,744 and includes a 2% increase in water and sewer rates effective July 1, 2021. He reported the Consumer Price Index – South Region for All Urban Consumers over the past 12-month period is 2% (February 2021) which is a benchmark the City uses in determining its utility rates. All other Water/Sewer Fund charges/fees are unchanged. Mr. Hildebran reminded Council the City did not increase its water/sewer rates in FY2020.

Mr. Hildebran reviewed the budget highlights which includes the following items:

- Core Services
 - Employee Compensation
 - Group Health Insurance
 - Allocated Positions
 - Street Resurfacing
 - Greenway/Rail Trail
 - Downtown
 - Code Enforcement
 - Diversity, Equity & Inclusion
 - Technology
 - Environmental

Mr. Hildebran shared the City's group health insurance premiums will increase by 6%, while maintaining the current plan benefits. Councilman Perdue shared the current trend is 7.5%. A brief discussion followed regarding surrounding municipalities' rates.

New Positions

Mr. Hildebran explained the City eliminated two (2) positions in FY2020's budget due to the switch to automated garbage pickup thereby reducing the need for the positions. It became apparent these positions would still be needed in order to provide timely and efficient services. One position will continue to be utilized for sanitation collection and the other position will be transitioned to downtown providing an increased focus on the cleanliness of the area.

Mr. Hildebran reviewed the following capital items for the General Fund and Water/Sewer Fund and stated the budget funds all debt obligations. (A copy of the capital items is attached to these minutes as information.)

Capital Items- General Fund

Garage Lift Replacement
 Service Truck – Streets Department
 Repairs for Creek Bank- Fire Station II
 30 Portable Radios – Police
 Paving of Lot – Police
 Firing Range Repairs
 2 Detective Cars-used
 4 Patrol Cars
 Aquatic Center Lights and Roof Replacement
 Martin Luther King Center Entrance Awning & Roof Replacement

Capital Items – Water/Sewer Fund

2 Flash Basin Repairs
 America Water Infrastructure Act Compliance Project – Generators & Cameras
 Operations Building Upgrades
 2 Bleach Pumps
 Divisional Valve Replacement
 Air Handler Improvements
 Manhole Improvements

Capital Items Continued

Concrete Pad for Parking
 Mixer Replacement
 Dump Truck Replacement
 Vehicle Replacement

General Comments

Mr. Hildebran stated Councilmember Perdue assisted the City in obtaining insurance quotes several years ago and suggested the City increase cyber security coverages. The City is covered by the North Carolina League of Municipalities (NCLM) as well as the City has a separate policy.

Mr. Hildebran reported the American Rescue Plan, recently adopted by Congress, will provide \$5.6 billion in state fiscal relief with \$1.35 billion earmarked for cities and towns, and specifically \$3,834,691 allocated for Lenoir. The proposed budget does not allocate any of the approved

revenue. We expect further guidance and clarification on eligible expenditures for these funds to be forthcoming from the United States Treasury, North Carolina Local Government Commission, the UNC School of Government and the North Carolina League of Municipalities. Staff is currently developing a draft plan for the approved funding, focusing on long-term capital assets and master planning.

Fund Balance

Mr. Hildebran reviewed the City's Fund Balance which has an Unreserved Fund Balance of \$10,483,369 and equals to approximately 58.23%. There were no water transfers in FY2020 from the fund. City Council discussed how much the fund balance has grown over the past several years and were in agreement the City is in great financial shape.

Comparison List of Sales Tax Rates/Tax Rates

Mr. Hildebran reviewed a comparison list of proposed 2021-22 Tax Rates/Service District Tax/Motor Vehicle Fee/SW Fee/Water & Sewer.

Mr. Hildebran reported the sales tax rate for Burke and Caldwell County is 6.75% as compared to Alexander and Catawba County's rate of 7.00%. Much discussion centered on the current real estate market, sales tax rates along with the property tax rates of the surrounding areas. It was noted the City of Lenoir has the lowest overall rates of those compared in the Unifour.

(A copy of the comparison list is attached to these minutes as information.)

Wrap-Up

City Council commended City Manager Hildebran and Staff for the great job they are doing daily for the City of Lenoir and for all of their cost savings efforts.

Mr. Hildebran thanked Finance Director Donna Bean for her thoroughness and work in compiling the budget. He further informed Council the Committee of the Whole meeting on May 25 would be a regular meeting.

There being no further business, the meeting was adjourned at 6:55 p.m.

Attachments

April 30, 2021 Financial Summary
Capital Items from Operating Budget
Sales Tax Rates
Fund Balance



**City of Lenoir
Financial Summary
As of 4/30/2021**



General Fund					
	2020-2021 Budget	4/30/2021	% of Budget	Change from Previous Year	4/30/2020
Total Revenue	\$ 18,644,570.98	\$ 17,092,329.47	92%	\$ 547,632.52	\$ 16,544,696.95
COVID-19- Revenue	\$ 314,054.98	\$ 314,054.98	100%		
Revenue Net of COVID	\$ 18,330,516.00	\$ 16,778,274.49	92%	\$ 233,577.54	\$ 16,544,696.95
Expenditures	\$ 18,644,570.98	\$ 13,944,163.13	75%	\$ (920,279.98)	\$ 14,864,443.11
COVID-19 Expenditures	\$ 314,054.98	\$ 314,054.98	100%		
Expenditures Net of COVID	\$ 18,330,516.00	\$ 13,630,108.15	74%	\$ (1,234,334.96)	\$ 14,864,443.11
Over/Under Net of COVID	\$ -	\$ 3,148,166.34		\$ 1,467,912.50	\$ 1,680,253.84
Downtown District					
	2020-2021 Budget	4/30/2021	% of Budget	Change from Previous Year	4/30/2020
Total Revenue	\$ 191,938.00	\$ 39,631.90	21%	\$ 20,298.54	\$ 19,333.36
COVID-19- Revenue	\$ 8,200.00	\$ 8,200.00	100%		
Revenue Net of COVID	\$ 183,738.00	\$ 31,431.90	17%	\$ 12,098.54	\$ 19,333.36
Expenditures	\$ 191,938.00	\$ 123,705.84	64%	\$ (40,054.23)	\$ 163,760.07
COVID-19 Expenditures	\$ 8,200.00	\$ 8,200.00	100%		
Expenditures Net of COVID	\$ 183,738.00	\$ 115,505.84	63%	\$ (48,254.23)	\$ 163,760.07
Over/Under Net of COVID	\$ -	\$ (84,073.94)		\$ 60,352.77	\$ (144,426.71)
Water/Sewer Fund					
	2020-2021 Budget	4/30/2021	% of Budget	Change from Previous Year	4/30/2020
Revenues	\$ 8,606,700.00	\$ 8,035,150.32	93%	\$ 199,774.36	\$ 7,835,375.96
COVID-19- Revenue	\$ 25,400.00	\$ 25,400.00	100%		
Revenue Net of COVID	\$ 8,581,300.00	\$ 8,009,750.32	93%	\$ 174,374.36	\$ 7,835,375.96
Expenditures	\$ 8,606,700.00	\$ 6,008,371.24	70%	\$ 232,846.38	\$ 5,775,524.86
COVID-19 Expenditures	\$ 25,400.00	\$ 25,400.00	100%		
Expenditures Net of COVID	\$ 8,581,300.00	\$ 5,982,971.24	70%	\$ 207,446.38	\$ 5,775,524.86
Over/Under Net of COVID	\$ -	\$ 2,026,779.08		\$ (33,072.02)	\$ 2,059,851.10

CITY OF LENOIR
Capital Items from Operating Budget
Fiscal Year 2021-2022

Department	Qty	General Fund	Amount
Vehicle Services	1	Garage - Two Post Lift (Lift Replacement)	\$20,000
Streets	1	1 Service Truck - Streets	\$50,000
Fire Administration	1	Station #2 Creek Bank Repair	\$20,000
Police Support	30	Portable Walkie Radios	\$30,000
Police Support	1	Parking Lot Repaving	\$5,000
Police Support	1	Firing Range Repairs	\$50,000
		Total Police Support	\$85,000
Detectives	2	Used Vehicles	\$20,000
Patrol	4	Patrol Vehicles	\$250,000
Aquatic Center	1	Aquatic Center Light Replacement	\$5,000
Aquatic Center	1	Aquatic Center Roof Replacement	\$50,000
		Total Aquatic Center	\$55,000
MLK Center	1	MLK Center Entrance Awning	\$8,000
MLK Center	1	MLK Center Roof	\$50,000
		Total MLK Center	\$58,000
General Fund Total			\$558,000

Department		Utility Fund	Amount
Rhodhiss Water Treatment Plant	2	Flash Basin Repairs	\$460,000
Rhodhiss Water Treatment Plant	1	AWIA Compliance Project - Generator	\$150,000
Rhodhiss Water Treatment Plant	1	Operations Building Upgrades	\$10,000
Rhodhiss Water Treatment Plant	2	Bleach Filter Pumps	\$45,000
		Total Rhodhiss Water Treatment Plant	\$665,000
Water Distribution	1	Service Truck	\$43,000
Water Distribution	1	Divisional Valve Replacement	\$90,000
		Total Water Distribution	\$133,000
Water Resources	1	Air Handler Improvements	\$7,000
Wastewater Collection	1	Manhole Improvements	\$250,000
Wastewater Collection	1	Flat Bed Dump Truck	\$95,000
Wastewater Collection	1	Concrete Pad	\$10,000
		Total Wastewater Collections	\$355,000
Lower Creek Plant	1	Mixer Replacement	\$50,000
Utility Fund Total			\$1,210,000

**City Of Lenoir
Fund Balances**

	<u>2020</u>			
Unreserved Fund Balances	\$10,483,369			
Fund Balance Percent	58.23%			
Water Fund Transfers	\$0			
	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>
Unreserved Fund Balances	\$9,829,330	\$8,421,722	\$7,222,443	\$4,554,559
Fund Balance Percent	56.77%	51.56%	43.14%	25.33%
Water Fund Transfers	\$0	\$0	\$0	\$0
	<u>2015</u>	<u>2014</u>	<u>2013</u>	<u>2012</u>
Unreserved Fund Balances	\$4,061,603	\$3,574,740	\$3,211,745	\$3,028,662
Fund Balance Percent	23.14%	21.90%	19.80%	18.75%
Water Fund Transfers	\$0	\$0	\$0	\$0
	<u>2011</u>	<u>2010</u>	<u>2009</u>	<u>2008</u>
Unreserved Fund Balances	\$2,896,417	\$3,760,253	\$3,653,831	\$3,319,100
Fund Balance Percent	17.72%	23.59%	20.42%	21.18%
Water Fund Transfers	\$0	\$0	\$0	\$0
	<u>2007</u>	<u>2006</u>	<u>2005</u>	<u>2004</u>
Unreserved Fund Balances	\$3,188,151	\$2,285,977	\$2,024,965	\$1,797,042
Fund Balance Percent	20.48%	15.96%	12.62%	12.59%
Water Fund Transfers	\$0	\$0	\$86,371	\$582,020

Sales Tax Rates

Sales Tax Burke & Caldwell - 6.75%

Sales Tax Alexander & Catawba - 7.00%

Proposed 2021-22 Tax Rates/Service District Tax/Motor Vehicle Fee/SW Fee/W&S**ANNUAL COMPARISON** **\$200,000-Home** **\$200,000-Downtown Business****Lenoir**

Property Tax Rate	57.85 ¢/\$100	\$1,157.00	
Municipal District	20.0 ¢/\$100	-	\$400.00
Caldwell County	63.0 ¢/\$100	\$1,260.00	
Motor Vehicle Fee	\$5.00/annual	\$5.00	
Solid Waste Fee	\$10.00/mo.	\$120.00	
W&S 5000/gal. Rate	\$49.73/mo.	\$596.76	
		\$3,138.76	\$400.00

Morganton

Property Tax Rate	57.0 ¢/\$100	\$1,140.00	
Municipal District	14.0 ¢/\$100	-	\$280.00
Burke County	69.5 ¢/\$100	\$1,390.00	
Motor Vehicle Fee	\$20.00/annual	\$20.00	
Solid Waste Fee	\$12.00/mo.	\$144.00	
W&S 5000/gal. Rate	\$48.48/mo.	\$581.76	
		\$3,275.76	\$280.00

Hickory

Property Tax Rate	62.75 ¢/\$100	\$1,255.00	
Municipal District	-	-	-
Catawba County	57.5 ¢/\$100	\$1,150.00	
Motor Vehicle Fee	\$5.00/annual	\$5.00	
Solid Waste Fee	\$25.00/mo.	\$300.00	
W&S 5000/gal. Rate	\$60.30/mo.	\$723.60	
		\$3,433.60	

Taylorsville

Property Tax Rate	40.0 ¢/\$100	\$800.00	
Municipal District	-	-	-
Alexander County	79.0 ¢/\$100	\$1,580.00	
Fire Tax	5.0 ¢/\$100	\$100.00	
Motor Vehicle Fee	-	-	
Solid Waste Fee	\$10.00/mo.	\$120.00	
W&S 5000/gal. Rate	\$71.00/mo.	\$852.00	
		\$3,452.00	

Newton

Property Tax Rate	54.0 ¢/\$100	\$1,080.00	
Municipal District	-	-	-
Catawba County	57.5 ¢/\$100	\$1,150.00	
Motor Vehicle Fee	\$30.00/annual	\$30.00	
Solid Waste Fee	\$19.45/mo.	\$233.40	
W&S 5000/gal. Rate	\$84.96/mo.	\$1,019.52	
		\$3,512.92	

CITY OF LENOIR
2021 COMMUNITY DEVELOPMENT BLOCK GRANT
CAPITAL PROJECT BUDGET ORDINANCE

Be it ordained by the City Council of the City of Lenoir that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project ordinance is hereby adopted.

Section 1. The project authorized is the Community Development Project described in the work statement contained in the Grant Agreement (#B-21-MC-37-0022) between this unit and the United States Department of Housing and Urban Development. This project is more familiarly known as the FY-2021 CDBG Entitlement Program.

Section 2. The officers of this unit are hereby directed to proceed with the grant project within the terms of the grant document(s), the rules and regulations of the DHUD and the budget contained herein.

Section 3. The following revenues are anticipated to be available to complete the project:

Revenues

Community Development Block Grant	\$164,146
Total Revenues	<u>\$164,146</u>

Section 4. The following amounts are appropriated for the project:

Expenditures

Public Facilities (Lenoir High	\$131,317
School) Program Administration	<u>32,829</u>
Total Expenditures	<u>\$164,146</u>

Section 5. The Finance Officer is hereby directed to maintain within the Grant Project Fund sufficient specific detailed accounting records to provide the accounting to the grantor agency required by the grant agreement(s) and Federal and State regulations.

Section 6. Funds may be advanced from the General Funds for the purpose of making payments as due. Reimbursement requests should be made to the grantor agency in an orderly and timely manner.

Section 7. The Finance Officer is directed to report quarterly on the financial status of each project element in Section 4 and on the total grant revenues received or claimed.

Section 8. The Budget Officer is directed to include a detailed analysis of past and future cost and revenues on this grant project in every budget submission made to this Board.

Section 9. Copies of this grant project ordinance shall be made available to the Budget Officer and the Finance Officer for direction in carrying out this project.

Adopted this the _____ day of _____, 2021.

Joseph L. Gibbons, Mayor

Shirley M. Cannon, City Clerk

CITY OF LENOIR
2021 UNIFOUR CONSORTIUM HOME PROGRAM
CAPITAL PROJECT BUDGET ORDINANCE

Be it ordained by the City Council of the City of Lenoir that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project ordinance is hereby adopted.

Section 1. The project authorized is the HOME project described in the work statement contained in the Grant Agreement (#M21-DC370208) between this unit and the United States Department of Housing and Urban Development. This project is more familiarly known as the FY 2021 Unifour Consortium HOME Program (City of Lenoir, is the lead entity).

Section 2. The officers of this unit are hereby directed to proceed with the grant project within the terms of the grant document(s), the rules and regulations of the DHUD and the budget contained herein.

Section 3. The following revenues are anticipated to be available to complete the project:

Revenue from HOME Grant	\$1,154,095
Anticipated Program Income	<u>300,000</u>
Total Revenues	\$1,454,095

Section 4. The following amounts are appropriated for the project:

Downpayment Assistance (HOME Funds)	\$ 520,234
Downpayment Assistance (From Program Income Funds)	270,000
Program Income Administration	30,000
HOME CHDO (From HOME Grant HOME Funds Allocation)	173,115
Multi-Family Housing	229,928
General Program Administration	115,409
Contingency	<u>115,409</u>
Total Expenditures	\$1,454,095

Section 5. The Finance Officer is hereby directed to maintain within the Grant Project Fund sufficient specific detailed accounting records to provide the accounting to the grantor agency

required by the grant agreement(s) and Federal and State regulations.

Section 6. Funds may be advanced from the General Funds for the purpose of making payments as due. Reimbursement requests should be made to the grantor agency in an orderly and timely manner.

Section 7. The Finance Officer is directed to report quarterly on the financial status of each project element in Section 4 and on the total grant revenues received or claimed.

Section 8. The Budget Officer is directed to include a detailed analysis of past and future cost and revenues on this grant project in every budget submission made to this Board.

Section 9. Copies of this grant project ordinance shall be made available to the Budget Officer and the Finance Officer for direction in carrying out this project.

Adopted this the _____ day of _____, 2021.

Joseph L. Gibbons, Mayor

Shirley M. Cannon, City Clerk