

Town of Fletcher
Agenda Review Meeting
Minutes
07/05/16 (Tuesday)

Call the meeting to order at: 06:02 pm

Those who were in attendance are as follows:

Mayor Bill Moore
Mayor Pro-Tem Eddie Henderson
Councilman Bob Davy
Councilman Hugh Clark
Councilwoman Sheila Franklin
Town Manager Mark Biberdorf
Tax Collector Cynthia Broome

Invocation: Mayor Pro-Tem Eddie Henderson
Pledge of Allegiance: Councilman Bob Davy

Public Input
None at this time

Approval of Minutes-corrections, additions or deletions.
(6/6, 6/13 & 6/29)

Mayor Moore asked council to review the minutes and let any changes be known next week at the regular meeting.

Council Updates:

Councilwoman Sheila Franklin: None at this time
Mayor Pro-Tem Eddie Henderson: None at this time
Councilman Bob Davy: None at this time
Councilman Hugh Clark: None at this time

Consent Agenda

Tax Refunds/Releases
Reappointment and charge Tax Collector Cynthia Broome and Deputy Tax Collector Janet Merrill to collect 2016-2017 Property taxes.
Approval of Ordinance #0-16-02 declaring road closure for a Christmas Parade in the Town of Fletcher.

Mayor Moore went over the Consent Agenda and said if there was any discussion on this we could do this on Monday.

Review of year-end Tax Collector's report for 2015-2016 tax year-Candy Broome Tax Collector.

Tax Collector Cynthia Broome went over the tax collector's report for the 2015-2016 tax years.

Original Levy	\$3,419,176.20
Discoveries	36,686.09
Releases	(1,845.08)
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	\$ 3,454,017.21
Total Levy	\$ 3,454,017.21
Total Payments	(3,436,827.23)
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Balance	\$ 17,189.98

Discussion Followed:

Public Hearing regarding Ordinance # 0-16-03 to consider several amendments to Article 4 of the Land Development Code-Eric Rufa, Planning & Zoning Director.

Town Manager Mark Biberdorf stated that Planning & Zoning Director Eric Rufa went over this last month at the June meeting and that he will be here for the regular meeting to answer any additional questions on this.

Discussion Followed:

Council would like some clarity/language as to the use of tractor trailers as temporary storage units in these amendments.

Town Manager Mark Biberdorf stated that he will discuss this with Planning & Zoning Director Eric Rufa and have this for review at next week's meeting.

Initial discussion on request from Henderson County regarding possible adoption of the Historic Landmark Ordinance-Eric Rufa, Planning & Zoning Director.

Town Manager Mark Biberdorf stated that Eric will give an additional overview on this to you on Monday. We received notice from Henderson County's Planning Department to see if the town has any interest in adopting a Historic Landmark Ordinance. This would provide owners who agree to have their property listed as a historic landmark tax credits in exchange for following certain guidelines on your property. Also, if you ever decide to no longer participate you have to pay back the amount (difference) for signing up for this agreement/program.

Discussion Followed:

Grant Application to be submitted on behalf of the New Fletcher Library Partners-Mark Biberdorf, Town Manager.

Town Manager Mark Biberdorf stated that the he wanted to update council on this. This group would like to be now known as the New Fletcher Library Partners. They were concerned about being too closely associated with Friends of the Henderson County Library.

I had mentioned to you before about a big donor who has now come out. (Originally wanted to remain anonymous) Mr. Stan Moore who is serving on the committee (his wife worked at Fletcher Library) is making a donation through his family of \$10,000. He also has some neighbors that have contributed as well. They need almost 11,000 (11,600) for the facilities study that would determine the size of the facility so there is a gap in funding. There has been some talk about grant funding to help make up the difference in funding and FAHA has agreed to be the new fiscal agent for this committee. I could do a grant application on behalf of FAHA for the group and the monies would go through FAHA. (Instead of town) They will need about an additional 1,700 in additional funding for the study.

Discussion Followed:

Comments from our Town Manager Mark Biberdorf.

I gave council a copy of a flyer from Mark Meadows who is doing a Veterans Solutions Seminar in the area. I was contacted by his staff and Christine has been coordinating this. We will do one here in the council chambers to help veterans with VA hospital benefits and other veteran's services. This will be from 2-5 on August 25th.

The draft of updated website is done and we are proofing it and there are some minor edits that we are still working on. It looks really good and we are shooting for July 11 to get that live.

LGCCA in on July 19th at 3:00 pm.

Councilman Bob Davy would like to know about the county's Mosquito control program this year. (LGCCA agenda topic)

On the Fletcher Library they are trying to do a photo opt this Thursday at 10:00 am if anyone is interested I am going to do a press release.

Discussion Followed:

Councilman Hugh Clark made a motion to go into Closed Session and it was seconded by Mayor Pro-Tem Eddie Henderson.

Went into Closed Session at: 06:57 pm

Closed Session for "Personnel Matters" per NCGS 143-318.11 (6)

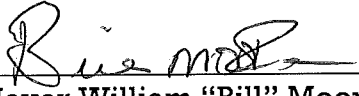
Came out of Closed Session at: 09:20 pm

Councilman Bob Davy made a motion to adjourn and it was seconded by Mayor Pro-Tem Eddie Henderson.

Adjourned: 09:25 pm

Approved:

8/8/16
Date



Mayor William "Bill" Moore

Town of Fletcher
Regular Meeting
Minutes
July 11, 2016

Call the meeting to order at: 07:01 pm by **Mayor Pro-Tem Eddie Henderson.**

Those who were in attendance are as follows:

Mayor Pro-Tem Eddie Henderson
Councilman Hugh Clark
Councilman Bob Davy
Councilwoman Sheila Franklin
Town Manager Mark Biberdorf
Administrative Services Director Heather Taylor
Police Chief Erik Summey
Planning & Zoning Director Eric Rufa
Parks & Recreation Director Greg Walker

Mayor Bill Moore did not attend this meeting.

Public Works Director Steve Morgan did not attend this meeting.

Invocation: Mayor Pro-Tem Eddie Henderson
Pledge of Allegiance: Councilman Bob Davy

Public Input

Sam Riddle Parks & Recreation Advisory Board chairman spoke on July being Parks & Recreation month and gave thanks to Parks & Recreation Director Greg Walker and his staff for all their hard work in the park.

Approval of Minutes-corrections, additions or deletions.
(6/6, 6/13, & 6/29)

Councilman Bob Davy made a motion to approve the minutes from 6/6, 6/13 & 6/29 and it was seconded by Councilwoman Sheila Franklin

Council Updates:

Councilman Hugh Clark: None at this time

Councilman Bob Davy: stated that he wanted to thank Parks & Recreation for doing such a good job in the park and how great the concert was the other night. He also thanked the police department for all their hard work given the recent events in other areas out of state.

Councilwoman Sheila Franklin: Thanked Sam Riddle for his comments.

Consent Agenda

Tax Refunds/Releases

Reappointment and charge Tax Collector Cynthia Broome and Deputy Tax Collector Janet Merrill to collect 2016-2017 Property taxes.

Approval of Ordinance # 0-16-02 declaring road closure for a Christmas Parade in the Town of Fletcher.

Approval of year-end Tax Collector's report for Fiscal Year 2015-2016.

Councilman Hugh Clark made a motion to approve the Consent Agenda and it was seconded by Councilman Bob Davy.

Public Hearing regarding Ordinance # 0-16-03 to consider several amendments to Article 4 of the Land Development Code-Eric Rufa, Planning & Zoning Director.

Councilman Hugh Clark made a motion to go into public hearing and it was seconded by Councilman Bob Davy.

Planning & Zoning Director Eric Rufa went over the proposed amendments to the land development code.

Discussion Followed:

Mayor Pro-Tem Eddie Henderson asked where there any comments from the public at this time.

There were no comments at this time.

Councilman Hugh Clark made a motion to go out of public hearing and it was seconded by Councilman Bob Davy.

Councilman Bob Davy made a motion to approve changes to the LDC as outlined in the attachment that was handed out this evening and it was seconded by Councilwoman Sheila Franklin. (will be attached to final minutes)

Initial discussion on request from Henderson County regarding possible adoption of the Historic Landmark Ordinance-Eric Rufa, Planning & Zoning Director.

Planning & Zoning Director Eric Rufa stated that the town was approached from Henderson County Planning Department to see if the town is interested in adopting a Historic Landmark ordinance.

Discussion Followed:

Ron Shultz of 10 South Chase Drive Fletcher Representative of the Historic Resources Commission gave an overview of Houses in the area that may qualify.

Council would like more information on this and to have someone from the county here at a meeting in the near future to answer questions.

Grant Application to be submitted on behalf of New Fletcher Library Partners-Mark Biberdorf, Town Manager.

Town Manager Mark Biberdorf stated this is a follow-up from last week with this group now being known as the new Fletcher Library Partners. Mr. Stan Moore's family made a sizeable donation to help with this. It is going to take \$11,640 which is the quote from Steve Allan of Solutions 4 Local Government. I think there is \$10,200 in the fund and so they need about \$1,500. I think that I talked to you last week about the Fletcher fund of the Community Foundation is a viable source to apply for some grant monies to make up the difference.

FAHA has been set up as a fiscal agent of New Fletcher Library Partners.

Discussion Followed:

Town Manager Mark Biberdorf asked if council is ok if he proceeds on working on a grant application on behalf of the committee and FAHA will be the company of record

A Community Foundation has already been set up and is now taking donations.

The committee is having another meeting next week and is inviting McCrae Benson to see if they continue as is or start their own 501 (c) (3) status.

Discussion Followed:

Council is agreeable with the Town Manager working on the application for the committee.

Comments from our Town Manager

We will be using the council chambers on August 25 here to allow staff from Congressman Mark Meadow's office to do a Veterans Solutions Seminar from 2 to 5 pm.

The updated Town website is up and running please spend some time on that and let us know what you think. It is Mobile app friendly. We will be making some changes to it as necessary.

Discussion Followed:

LGCCA is next week on the 19th at 3 pm.

July is Parks & Recreation month activities Greg worked on for this month is in his staff report.

Split rail fencing going up along the greenway and the walking trail may have to be shifted over some.

On the Highway corridor improvements we got our proposal in from McGill & Associates. Eric and I are going over it now and the fees seem to be a little under what they have estimated. When I get the full proposal I will share it with council and then it will have to be submitted to DOT.

Councilman Bob Davy made a motion to adjourn and it was seconded by Councilman Hugh Clark.

Adjourned: 08:18 pm

Approved:

8/8/16
Date

Bill Moore
Mayor William "Bill" Moore

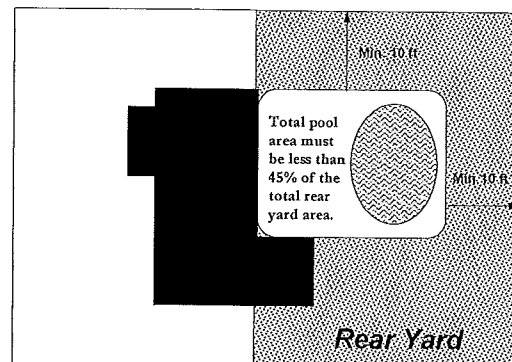
3. Mailboxes, newspaper boxes, walls, fences, birdhouses, flagpoles, and pump covers may be placed in any front, side or rear yard.

C. General Requirements

1. Accessory structures including detached garages shall only be permitted in the side and rear yard.
2. Non enclosed carports shall be permitted in front, rear, or side yards, provided that they meet minimum setback requirements.
3. Accessory buildings shall be regulated in size based upon the area of the lot.
 - a. Lots < 1 acre: 800 square foot maximum footprint.
 - b. Lots 1-3 acres: 1500 square foot maximum footprint.
 - c. Lots > 3 acres: no maximum footprint.
4. Accessory buildings in the C-1, CBD, NBD, and Heart of Fletcher Overlay Districts must be placed at the rear of the property and to the maximum extent possible, be kept out of view from the street. The structure may be in the side yard, but not in front of or closer to the road than the primary structure. On corner lots, the structure shall not be on the side that faces the second street frontage. If deemed visible from the street, then the structure must meet the façade requirements of Article 5 of this chapter. In no case shall an accessory structure be taller than the principal building. If an accessory structure is proposed that has bay doors/openings, then such doors/openings shall face the rear or side property line with the building facade facing the street frontage.
5. Cargo shipping containers and/or tractor trailers may NOT be utilized as permanent accessory buildings in the C-1, CBD, NBD, or C-2 zoning district, nor in the Heart of Fletcher Overlay District.

D. Pools (for Single Family Homes)

1. All pools for single family homes, whether above ground or below ground, shall be built in side or rear yards, except on lots greater than 2 acres, where this provision shall not apply. The definition of a pool shall include all structures, and walks or patio areas of cement, stone, or wood, at or above grade, built for, and used in conjunction with the pool.
2. Pools, as defined above, shall be setback a minimum of ten (10) feet from all side and rear property lines and from the right-of-way where pools are allowed in the front yard. Patio areas at grade have no setback



sixty (60) percent of its current tax value. In this instance, a manufactured home may be placed on the lot containing the dwelling unit that was destroyed or damaged to give the occupants a place to live while a new dwelling unit is being constructed or damage to the original dwelling unit is being repaired. Such use is subject to the following conditions:

- a. The manufactured home shall not be placed in the front yard and shall be located no closer than fifteen (15) feet to another principal residential structure on another lot and no closer than ten (10) feet to any lot line.
- b. The Planning Department shall have the authority to issue a zoning permit for such temporary use on a one-time basis only for a period of nine (9) months. Such permit may be renewed on a one-time only basis [for a period not to exceed nine (9) months] by the Planning Board if it is determined upon information submitted by the applicant that:
 - (1) Construction of a new dwelling unit is proceeding with diligence; and
 - (2) The granting of this permit will not materially endanger the public, health, welfare or safety; and
 - (3) The location of the manufactured home on the site does not have a significant negative or adverse impact on the value of adjacent properties.

7. **Temporary Yard Sales and Garage Sales:** Yard, garage, tag, patio and apartment sales are permitted without a permit, as an accessory use on any residential or institutional property in any district. Such sales on the same lot shall be limited to no more than four (4) yard sales per year, with no more than one (1) sale per calendar month, not to exceed two (2) days in succession, with option to reschedule in the event of inclement weather. Additional regulations can be found in Article 11 Signs.
8. **Temporary Storage:** Temporary "PODS" type storage containers may be utilized, without a permit, for a period of 90 days, with a 30 day extension allowable under extenuating circumstances. The use of cargo shipping containers and/or tractor trailers is prohibited in the C-1, CBD, NBD, and C-2 zoning districts and the "Heart of Fletcher" Overlay District, EXCEPT where utilized on a construction site with active zoning and building permits.
9. **Recreational Vehicles (RV's) and Campers:** Outside of an approved campground, one recreational vehicle or camper may be permitted on a residential lot, without permit, but may not be permanently hooked up to water, sewer, or power. The RV or camper must be properly licensed and registered, and cannot be occupied for a period of more than 30 days up to four (4) times per calendar year (outside of an approved campground). The RV or camper may either be parked in the driveway or at the rear of the property. An RV/Camper may only be located on a vacant lot and occupied where there are active zoning/building permits for the construction of a single-family residence.