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**Roanoke Rapids City Council**

**June 3, 2014**

The regular meeting of the City Council of the City of Roanoke Rapids was held on the above date at 5:15 p.m. at the Lloyd Andrews City Meeting Hall.

Emery G. Doughtie, Mayor

Carl Ferebee, Mayor Pro Tem

Ernest C. Bobbitt)

Suetta S. Scarbrough)

Carol H. Cowen)

Wayne Smith)

Joseph Scherer, MPA, MS, City Manager

Lisa B. Vincent, MMC, City Clerk

Gilbert Chichester, City Attorney

Kathy Kearney, Deputy City Clerk/Human Resources Manager

MeLinda Hite, Finance Director

Tommy Hathaway, Police Chief

Larry Chalker, Public Works Director

John Simeon, Parks & Recreation Director

Kelly Lasky, Planning & Development Director

Stacy Coggins, Fire Chief

Christina Caudle, Main Street/Development Director

Mayor Doughtie called the meeting to order and opened the meeting with prayer.

With no one indicating a conflict of interest with any of the items on the agenda, motion was made by ­­­­­­­­­­­Councilwoman Scarbrough, seconded by Councilwoman Cowen and unanimously carried to adopt the business agenda for June 3, 2014.

Motion was made by Councilwoman Cowen, seconded by Councilman Bobbitt and unanimously carried to approve the May 20, 2014 Council Minutes.

City Manager Scherer stated the proposed FY 2014 - 2015 Budget was presented to Council at the May 5 Council meeting. He stated in accordance with the North Carolina Local Government Budget and Fiscal Control Act, a copy of the proposed FY 2014 - 2015 Budget has been on display for public inspection at the Clerk’s office since May 6, and a public hearing has been scheduled for this evening to seek citizen input.

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A public hearing having been advertised and proper notices having been given according to law, Mayor Doughtie opened the hearing for comments.

There being no one to speak, Mayor Doughtie declared the public hearing closed and indicated that no further action is required this evening. He stated adoption of the FY 2014 - 2015 Budget is scheduled for the June 17 Council meeting.

City Manager Scherer stated we are looking at trying to schedule a budget work session for the middle of next week. He stated a few changes being considered is to cancel the recycling operation and to put in a 3% COLA for all employees. He stated there may be some other things that we need to discuss.

Mayor Doughtie asked that the media let the public know that the budget is still on display at City Hall and anyone having a question about the budget should contact their Councilmember or come to City Hall. He asked that citizens not wait until the budget is adopted.

City Manager Scherer pointed out that we are still recommending no tax increase.

Planning & Development Director Lasky stated that in July of 2013 staff began looking at updating the 1989 Comprehensive Development Plan. She stated this update was accomplished using City funds and funds from a Community Transformation Grant. She reviewed the following staff report with Council:

**MEMORANDUM**

TO: Joseph Scherer, City Manager

FROM: Kelly Lasky, Planning & Development Director/s/

DATE: May 29, 2014

**RE: Public Hearing to Receive Public Comments Concerning the Drafted**

***Roanoke Rapids Comprehensive Land Use and Community Health Plan***

**Background**

The City’s first Development Plan was prepared in 1962. It was updated in 1974 based on a 1972 Land Use Survey with revised population projections and land use forecasts that would serve as a foundation for development through the 1980s. On October 10, 1989, City Council adopted an updated Comprehensive Development Plan to guide physical development of the City to the year 2005 (a fifteen year plan). In 2006, the Comprehensive Planning Policies and Growth Area Map were revised to replace the 1989 Policies, but provided no specific evaluation or direction for planning of the City. Since the implementation of the 1989 Plan, there have been many changes throughout the City.

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**Functions of a Comprehensive Plan**

The functions of a comprehensive development plan are to serve as a source of information, to provide guidance for government decisions, to provide a preview of government actions and to ensure public participation in managing growth. When conditional use permit applications and rezoning applications are under consideration by the Planning Board and City Council, consistency with the comprehensive development plan is a key factor in evaluation of the application in the basis of decision-making. Adoption of a development plan consistency statement is required by NC General Statutes when considering amendments to the zoning ordinance and the zoning map.

Benefits of a Comprehensive Plan include, but are not limited to:

* Shared community vision that will embrace both the specific concerns of the residents and contemporary design principles;
* Evaluation of existing conditions, visual preferences, and proposed improvements of various cross-sections of the community including natural resource protection, public improvement plans and private investment decisions;
* Provides predictability and implementation strategies to frame how the City may develop and redevelop during the next 20 years;
* Provides policies on Future Growth/Development, Environment, Housing, Water, Sewer, Health Care, Public Safety, Economic Development, and Government Services;
* Qualifications for grants and financial assistance (many funding programs require a recently adopted/updated plan to document a need for funding);
* Provides a foundation for Roanoke Rapids’ ongoing planning program and serves as the City’s primary policy guide for short- and long-range planning, zoning, and land-use related decision-making within the city.

**Comprehensive Land Use and Community Health Plan**

Beginning in July 2013, the City of Roanoke Rapids has been in the process of developing a ***Comprehensive Land Use and Community Health Plan*** to replace the City’s existing 1989 Comprehensive Development Plan. The study area for the Plan includes the existing city limits and the surrounding area of the city that is expected to come under the influence of growth.

The updated plan was funded with grant funds from the North Carolina Catalyst program and city funds. The plan was developed with the professional assistance of a planning consultant, Holland Consulting Planners, Inc., led by its principal, T. Dale Holland. Development of the Plan also included a Steering/Advisory Committee composed of members of the community and region (*the Committee members were appointed by City Council on July 9, 2013*).

**Public Hearing Notice**

The public hearing has been advertised in the Roanoke Rapids Daily Herald on the following Sundays of 2014: May 11, 18, 25 and June 1. The public hearing notice provided for a public review and comment period from May 1 – June 3, 2014. The public hearing notice provided for the location of the plan and directions for submitting comments in writing or before the City Council on June 3 at 5:15 p.m. Notice of the public hearing and review/comment period is on the City’s webpage at www.roanokerapidsnc.com.

Additionally, throughout the course of the project, RRSPIN online webpage has provided stories on project updates, meeting coverage, and the public hearing.

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**Planning Staff Recommendation**

Planning Staff requests the City Council to open and conduct a public hearing to receive comments concerning the draft Comprehensive Land Use and Community Health Plan. Following the receipt of comments, Staff will review and make any necessary revisions to the draft Plan. If no major changes are recommended, Planning Staff will request the City Council to adopt the Plan during the regularly scheduled meeting on June 17, 2014 at 7:00 p.m.

**Requested Action**

1. Open and conduct a public hearing to receive comments concerning the draft Comprehensive Land Use and Community Health Plan.
2. Receive comments from the public.
3. Close the public hearing.

Planning & Development Director Lasky stated the draft plan will remain available for public inspection.

A public hearing having been advertised and proper notices having been given according to law, Mayor Doughtie opened the hearing for comments.

There being no one to speak, Mayor Doughtie declared the public hearing closed.

Planning & Development Director Lasky reviewed the following staff report with Council:

**MEMORANDUM**

TO: Joseph Scherer, City Manager

FROM: Kelly Lasky, Planning & Development Director/s/

DATE: May 28, 2014

**RE: Street Closing Order for Piland Street Right-of-Way**

The City is requesting the formal closure of the Piland Street 30-foot wide right-of-way that extends from US 158 to Andrews Street. ***A map of the right-of-way is attached.*** Currently, the right-of-way is unpaved and has a natural, grass surface. The removal of the paved surface was completed during the FY07 Community Development Block Grant program.

On May 5, 2014, the City Council adopted a Resolution of intent to close the subject right-of-way. In accordance with NCGS 160A-299, the June 3, 2014 public hearing was advertised and notices were provided to abutting property owners.

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City Staff have determined that no individual property owner abutting the right-of-way will be deprived of ingress and egress to his property as a result of the closing of the Piland Street right-of-way. There are eleven (11) undeveloped, vacant properties abutting or in the vicinity of the Piland Street right-of-way. The largest parcel is undeveloped and has an opportunity for access via US 158. The City of Roanoke Rapids is the record owner of seven (7) parcels abutting the Piland Street right-of-way. There are three (3) parcels abutting the Piland Street right-of-way and would be afforded reasonable means of ingress and egress to property via Andrews Street. Any proposed future development of these sites would be subject to compliance with the City of Roanoke Rapids Land Use Ordinance.

**Requested Action**

1. Open and conduct a public hearing on a request to receive public comments concerning the Intent to Close the Piland Street right-of-way.
2. Receive comments from the public.
3. Consider a motion to adopt Resolution No. 2014.06 Ordering the Closing of the 30-Foot Wide Right-of-Way of Piland Street from US 158 to Andrews Street.

The following is a copy of the Clerk’s Certification of Mailing & Posting Requirements:

**MEMORANDUM**

To: Mayor and City Council

From: Lisa B. Vincent, MMC, City Clerk/s/

Date: May 6, 2014

**Re: CERTIFICATION OF MAILING & POSTING REQUIREMENTS–Closing of 30' Wide Right-of-Way of Piland Street from US 158 to Andrews Street**

The following persons owning property within 100 feet of the proposed closing of the 30' wide right-of-way of Piland Street from US 158 to Andrews Street, as shown on the county tax records, were notified on May 6, 2014 by certified mail of the public hearing to be held on June 3, 2014. Such notification also included a copy of the Resolution of Intent adopted by City Council on May 5, 2014.

|  |  |
| --- | --- |
| **NAME** | **MAILING ADDRESS** |
| Lashmit, Larry & Lashmit, Ricky Lee  c/o Ricky Lashmit | 715 West Brook Avenue  Dunn, N. C. 28334 |
| Demming, Portia E. | 64 Wolf Trap Court  Roanoke Rapids, N. C. 27870 |
| Williams, Wilson  Williams Ruby | 343 Zoo Road North  Roanoke Rapids, N. C. 27870 |
| Piland, John E. Et Al  c/o Mike Griffin | 229 Shell Drive  Roanoke Rapids, N. C. 27870 |
| Livermon, James S. Jr.  Livermon, Sandra | P. O. Box 217  Enfield, N. C. 27823 |

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In addition, notices were posted on the applicable street right-of-way as required by G.S. 160A-299.

5/6/14 Lisa B. Vincent/s/

Date Lisa B. Vincent, City Clerk

A public hearing having been advertised and proper notices having been given according to law, Mayor Doughtie opened the hearing for comments.

Mr. Wilson Williams of 343 Zoo Road North, Roanoke Rapids, NC stated he owns a house on the south side of US 158 at Andrews Street. He stated they already have problems with commercial vehicles having to back down the street. He stated if Piland Street is closed, the sanitation trucks, buses, etc. will have no place to turn around. Mr. Williams stated a water meter sits in the middle of his driveway. He stated he does not object to the closing but would like to know where vehicles are going to turn around.

City Manager Scherer stated we would need to have our Public Works Department take a look at this situation.

There being no one else to speak, Mayor Doughtie declared the public hearing closed.

Motion was made by Mayor Pro Tem Ferebee, seconded by Councilman Bobbitt and unanimously carried to table action on this matter until the June 17 Council meeting to allow staff time to look at the concern raised by Mr. Williams.

City Manager Scherer reported that from all indications, last Friday’s Seafood and Shag Festival was very successful, and was the most successful fundraiser in RABA’s history. He stated they are hoping to make this an annual event.

City Manager Scherer reported that the new playground equipment utilizing KaBoom Grant funds for Emry Park will be installed on Wednesday and approximately 50 volunteers will be out Saturday to help with the landscaping. He also reported that the outdoor pools will open on Saturday.

City Manager Scherer reported that the Police Department is planning another “National Night Out” for the first Tuesday in August. He stated the department is busy investigating robberies of restaurant owners.

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City Manager Scherer reported that he, along with Councilwoman Scarbrough and Mayor Pro Tem Ferebee, will be attending the North Carolina League of Municipalities Town Hall Day tomorrow in Raleigh. He stated one of the main issues to be discussed is HB 1050 limiting privilege license taxes to only those businesses that have a physical address within the City limits. He stated this bill also prohibits us from changing any of the rates as well as making other changes that will affect us in 2015.

Mayor Doughtie recognized Boy Scout Peyton Anderson from Troop 144 in attendance working on his Citizenship in the Community Badge.

There being no further business, motion was made by Mayor Pro Tem Ferebee, seconded by Councilman Bobbitt and unanimously carried to adjourn.



6/17/2014