

TOWN OF DALLAS
MINUTES FOR BOARD OF ALDERMEN MEETING
SEPTEMBER 13, 2016
6:00 PM

The following elected officials were present: Mayor Coleman, Alderman Cearley, Alderman Huggins, Alderwoman Morrow, Alderman Withers, and Alderwoman Thomas.

The following staff members were present: Maria Stroupe, Town Manager; Da'Sha Leach, Town Clerk; Town Attorney, Tom Hunn; Allen Scott, Police Chief; Doug Huffman, Electric Director; Anne Martin, Recreation Director; Martine Vaca, Development Services Director; Bill Trudnak, Public Works Director; Steve Lambert, Fire Chief and Crystal Certain, Finance Director.

Mayor Coleman called the meeting to order at 6:00 pm.

Mayor Coleman opened with a moment of silence in memory of the Shelby Police Officer that lost his life this week. The Invocation and the Pledge of Allegiance to the Flag followed.

Mayor Coleman asked if there were any additions or deletions to the agenda. Alderman Withers made a motion to approve the agenda as presented, seconded by Alderman Cearley, and carried unanimously.

Alderman Cearley made a motion to approve the minutes from the August 9th Regular Meeting and the August 25th Special Meeting, seconded by Alderwoman Morrow, and carried unanimously.

Consent Agenda:

Item 5A was a request to approve of a proclamation of October as "Dyslexia Awareness Month" in order to bring awareness of the condition. Entities across the state are being asked to join the NC Governor's Office in making this proclamation. (Exhibit A)

Item 5B was a request to approve of a proclamation of Public Power Week, October 2-8, 2016. The designation of Public Power Week is recognition of the vital role public power utilities play in providing electricity to their communities. (Exhibit B)

Item 5C was a request for approve the move of the November 8, 2016 meeting to November 15, 2016. The National, State, and Local Elections will be held on November 8, 2016.

Item 5D was a request to approve a Planning Board Appointee. This item was moved New Business as Item 10F.

Alderman Cearley made a motion to approve the Consent Agenda with Item 5D being moved to New Business as Item 10F to discuss, seconded by Alderwoman Thomas, and carried unanimously.

Recognition of Citizens:

Mr. Curtis Wilson, 438 S. Gaston St., He prayed for our country, Town Leaders, Town Staff, the agenda, and the meeting.

Employee Recognition:

Town Manager Maria Stroupe recognized the new Employee Crystal Certain, Finance Director. She came from a sister municipality. Some the Board members have met Crystal, she will be a great asset to Dallas. We are glad to have her.

Special Events & Requests for In-Kind Services:

Item 7A was a request to approve a Town sponsored annual "Trick-R-Treat on The Square" on Monday, October 31st from 5:00 pm to 7:00 pm. This is the 11th year the Town has sponsored this event and it continues to grow every year. Set up will begin at 3:30 pm. The event will be held along N. Holland Street from Trade St. to Church St., and along W. Main St. from Gaston St. to Maple St. Attendance is expected to be 2000 people or more. (Exhibit C) Alderman Huggins made a motion to approve the 11th Annual Trick-R-Treat on The Square event for Saturday, October 31st as presented, seconded by Alderwoman Morrow, and carried unanimously.

Item 7B was a request to approve a Town sponsored luncheon for veterans on Veteran's Day, November 11th, 2016. The luncheon will be catered by Grandma Hoyt's. The luncheon is expected to begin at 11:00 with expected attendance between 100-150 veterans. The luncheon will precede the dedication of the Korean War Memorial. (Exhibit D) Alderman Cearley made a motion to approve, seconded by Alderman Withers, and carried unanimously.

Public Hearings:

Item 8A was a Public Hearing for consideration of Designating the 100 Block of N. Davis St. as One-Way Traveling North. Alderman Cearley made a motion to re-enter into the public hearing, seconded by Alderwoman Thomas, and carried unanimously. The 100 Block of N. Davis Street is a very narrow street but Mayor Coleman stated that NCDOT has plans to expand the road in the future. This should be within the next year or so. At the current time, there is a "No Trucks Allowed" sign posted on the street. This notice is overlooked by many trucks, and school buses utilizing the narrow street per Alderman Huggins. Chief Scott reported that there were less than one stop a month of violators on the street. NCDOT stated that the Town would need to make the decision how they want to proceed and send any revisions to them so they can change the signage & lights. Mayor Coleman asks if anyone in the audience would like to comment on the hearing or if they had any questions. Audience member Mary Boyce of 518 E. Peachtree St. said she would like to keep N. Davis Street two-way due to the inconvenience it would cause people living in the area and frequent users of the street. She explained that she uses this particular road several times a week going south and many others use it as well. She submitted petition signed by 31 people to keep Davis Street a two-way street at the meeting on August 9th, 2016. (Exhibit E) Business owners would have inconvenience to their customers coming and going. Alderwoman Thomas made a motion to go out of public hearing, seconded by Alderman Withers, and carried unanimously. Alderman Huggins made a motion to approve the designation to make the 100 Block of N. Davis St. as a One-Way Traveling North. Motion dies for the lack of a second.

Item 8B was a Public Hearing and Possible Action on the Request for Voluntary, Non-Contiguous Annexation into the Town Limits of Dallas for a property at 1108 East Main Street: Michael L. Cloninger, Applicant. Alderman Withers made a motion to enter into the public hearing, seconded by Alderwoman Morrow, and carried unanimously. A public notice was advertised to address the annexation of this property. The certificate was submitted and accepted. The annexation hearing was re-scheduled so the Planning Board could meet to discuss the re-zoning since the property was listed under Gaston County Residential. The Planning Board meet on August 22nd, 2016 to discuss this matter. If the property is annexed into the city limits, the re-zoning can be changed in the same meeting. (Exhibit F) Mayor Coleman asks if anyone in the audience would like to comment on the hearing or if they had any questions. No response was given from the audience. Alderwoman Morrow made a motion to go out of public hearing, seconded by Alderman Cearley, and carried unanimously. Alderman Withers made a motion to approve, seconded by Alderwoman Thomas, and carried unanimously.

Item 8C was a Public Hearing on the Determination Zoning for property at 1108 East Main Street. Alderman Withers made a motion to enter into the public hearing, seconded by Alderwoman Morrow, and carried unanimously. A public notice was advertised to address the re-zoning of this property. It is currently listed as Residential under Gaston County Zoning and it would need to be listed as Business Zoning under the Town since it will be operated as a restaurant. The Planning Board will met on August 22nd to address the zoning matter since it is currently zoned under Gaston County as Residential. The Planning Board had a split recommendation with 3 to approve and 3 to deny. Staff member Martine Vaca addressed the expressed the concerns that the Planning Board had in regards to the screening that can be covered in ordinance 153.063-

Screening and Landscaping. (Exhibit G) There is a residential property on the east side as well but the same owner has this property as a rental with the usage remaining the same. Mayor Coleman asks if anyone in the audience would like to comment on the hearing or if they had any questions. No response was given from the audience. Alderwoman Thomas made a motion to go out of public hearing, seconded by Alderman Cearley, and carried unanimously. Alderman Huggins made a motion to re-zone to B1 with buffer on the west side of property, seconded by Alderwoman Thomas, and carried unanimously.

Mayor Coleman asked if anyone was present in regards to the remaining Public Hearing 8D-8H. There was no response from the audience. The Board is looking to re-schedule some of the public hearings until the Board Work Session.

Item 8D was a Public Hearing and Possible Action to Update the Current Fee Schedule Associated with Permits and Services. Alderman Huggins made a motion to enter into the public hearing, seconded by Alderwoman Morrow, and carried unanimously. A public notice was advertised. Staff member Martine Vaca presented a proposed updated fee schedule recommended unanimously from the Planning Board. The updated fee schedule will be more beneficial to the Town to align with the services rendered. Gaston County requires permit verification from the Town of Dallas for items that the Town doesn't have a permit requirement. In this case, a letter is issued for the customer to meet the county requirement. There a great deal of time involved in the processing of this requirement. Also, the fee schedule does align with similar services from other municipalities. The reason for requiring permits is to keep abreast to changes going on to secure non-violations as well as the County will note for tax purposes. (Exhibit H) Mayor Coleman asks if anyone in the audience would like to comment on the hearing or if they had any questions. No response was given from the audience. Alderwoman Thomas made a motion to go out of public hearing, seconded by Alderman Withers, and carried unanimously. Alderman Withers made a motion to approve as presented, seconded by Alderwoman Thomas. Yays were Alderman Withers, Huggins, Cearley, and Alderwoman Thomas. Nays was Alderwoman Morrow.

Item 8E was a Public Hearing and Possible Action to Amend 90.02, Beekeeping. Alderman Huggins made a motion to enter into the public hearing, seconded by Alderwoman Morrow, and carried unanimously. A public notice was advertised. The Planning Board met on August 22nd to address this ordinance change with a unanimous recommendation to approve the changes presented. (Exhibit I) There was no public notice given to individual people but public notice was advertised in the paper and website. Alderman Withers made a motion to continue the public hearing on September 27th, 2016 for the Board Work Session meeting, seconded by Alderwoman Morrow, and carried unanimously.

Item 8F was a Public Hearing and Possible Action to Amend 150.22 to Clarify Zoning Permits Required. Alderwoman Thomas made a motion to enter into the public hearing, seconded by Alderman Withers, and carried unanimously. A public notice was advertised. The Planning Board met on August 22nd to address this ordinance change with a unanimous recommendation to approve the changes presented. (Exhibit J) Alderwoman Thomas made a motion to continue the public hearing until September 27th, 2016 at the Board Work Session, seconded by Alderwoman Morrow, and carried unanimously.

Item 8G was a Public Hearing and Possible Action to Amend 153.001, Definitions, Customary Home Occupations. Alderman Cearley made a motion to enter into the public hearing, seconded by Alderwoman Thomas, and carried unanimously. A public notice was advertised. The Planning Board met on August 22nd to address this ordinance change with a unanimous recommendation to approve the changes presented. (Exhibit K) Alderwoman Thomas made a motion to continue the public hearing on September 27th, 2016 at the Board Work Session, seconded by Alderman Cearley, and carried unanimously.

Item 8H was a Public Hearing and Possible Action to Amend 153.016, Fences in Residential Zoning districts. Alderman Cearley made a motion to enter into the public hearing, seconded by Alderwoman Thomas, and carried unanimously. A public notice advertised. The Planning Board met on August 22nd to address this ordinance change with a unanimous recommendation to approve the changes presented. (Exhibit L) Alderman Withers made a motion to continue the public hearing on September 27th, 2016 at the Board Work Session, seconded by Alderman Cearley, and carried unanimously.

Old Business:

Item 9A was a follow-up from the Town Attorney Mr. Hunn concerning amending the 153.009-Accessory Structure Ordinance carried from August 25th meeting. (Exhibit M) Mr. Hunn completed research on the repealing the accessory structure ordinance with other municipalities and other attorneys. The ordinance can be repealed in a Public Hearing forum and then the ordinance can be adopted to re-establish it. The ordinance change will eliminate the citizens in current violation, 46 noted in the August 25th meeting according to Development Services Director Martine Vaca. Many of the violators had the structures for over twenty years and were not aware they were in violation until a recent notification from Martine. Board members thought since many of the violators had the structures for such a long time, it would cause a financial hardship for them to be remove and/or corrected. Mr. Hunn made a recommendation to set a public hearing for October 11th, 2016 to repeal the ordinance and re-install the ordinance by adoption. Alderman Huggins made a motion to set a public hearing on October 11th, 2016, seconded by Alderman Withers, and carried unanimously.

New Business:

Item 10A was a submission from Long Creek Apartments- Phase II for CDBG Infrastructure Grant. There wasn't a representative present to give a presentation to the Board but an email was submitted in the package to the Board members. There was a meeting with Town staff to discuss the plans for the Phase II at Long Creek Apartments. The developers would like the Town of Dallas to apply for a DEQ Grant on behalf of the apartments for phase II completion that will be 80 units since a private entity cannot qualify for the grant. The developers have stated that they do have the funding to complete the project without the grant. Town Manager Maria Stroupe will be presenting a resolution on September 27th meeting to apply for the grant and applying for Long Creek could possibly jeopardize the grant possibility for the inter-connect project for the sewer upgrade with City of Gastonia-Two Rivers Utilities. (Exhibit N) Over the next few years, there may be a need to approach this same grant for a sewer upgrade. Alderman Cearley made a motion to decline the request, seconded by Alderwoman Thomas, and carried unanimously.

Item 10B was a request for approval of change orders for the Intersection Crosswalk Project. The original project bid was performed using a lower than necessary square footage. There has been a calculation error on the engineer's side. NCDOT requires 6ft. crosswalk so the reduction to 8ft will more than satisfy their requirement. The original plan has it slated for 10 ft. 1.) This recommended change order is \$13,557.50. 2). Intersection of Trade and Holland needs additional curbing and a junction box at the Bank of America driveway with a change order request coming in at \$4,400.00. 3). This change was \$1,100 needed due to the Town requesting a change going from two pedestrian signal heads to one showing two heads. (Exhibit O) Mayor Coleman asked Electrical Director Doug Huffman if he had any additional information on the pedestrian signal heads & pole and he stated that he did not. The original plan called for two poles but they could only put up one at the intersection of Gaston & Trade. The same plan was agreed at the Holland & Trade intersection. Where is the cost adjustment or equipment (two poles) that was not installed like on the original plan? There should result in some type of cost savings since they didn't have labor expenses to install two when they only installed one. The Engineering firm was recommended by NCDOT but they have made many errors. Alderman Withers made a motion to approve, seconded by Alderman Cearley, and carried unanimously. An official budget amendment will be brought to the September 27th, 2016 meeting to these changes.

Item 10C was a change order for the Town Center Parking Lot Project. There was a lighting study completed for lighting replacement and it was determined that an additional light would be needed beyond what was originally budgeted to illuminate an area in the walkway area near the drive thru window on the side of Town Hall. Also, it was recommended to change the light beside Edward Jones on Holland Street to coincide with the other decorative light fixtures on the rest of the street in front of Town Hall and adjacent parking lot. The lighting additions require a change order in the amount of \$4,935.00. An approval brings the original amount budgeted from \$35000 up to \$39935.00 (Exhibit P) Alderwoman Thomas made a motion to approve the budget change order as presented, seconded by Alderman Withers, and carried unanimously. An official budget amendment will be brought to the September 27th, 2016 meeting for this change.

Item 10D was a request for additional training funds for Alderwoman Thomas. The Board approved a training amount of \$1000.00 for each member to cover any travel and training for the fiscal year that starts July 1st. Alderwoman Thomas attended the Electricities conference in Concord in July and this utilized most of her allotment. She expressed how much great information was given to learn and apply as an Alderwoman. She explained that she is working toward a Mastery Level with her training and believes it should be approved due to the availability of funds not being utilized by other members. She has attended UNC SOG for her trainings and will be awarded the Masterly level in October if awarded the opportunity to go to the proposed conference completion. Alderwoman Thomas believes the Town of Dallas should have some representation at learning events. A breakdown of the conference cost and schedule was submitted for review. (Exhibit Q) The Board discussed the need for all members to have the same budget. There are many trainings available but the members have to decide how they want to use the funds allotted. The item dies for a lack of motion.

Item 10E was a request for purchases associated with the Veteran's Day Luncheon. The catered luncheon is estimated to cost around \$850. Alderwoman Thomas would like to provide certificates and purchase flags to represent all five branches of the U.S. Military Services. (Exhibit R) Mayor Coleman suggested certificates and the possibility of little handheld flags to disburse to the Veterans in appreciation of their service. Ordering big flags will be an on-going challenge to house and maintain for the Town. Alderman Huggins requested to remove the shrubs where the monument will be placed since it will be preceding the luncheon. The appearance should be as nice as possible. No action was taken on this item.

Item 10F was a request to approve a Planning Board Appointee Mr. Steven Hood. Staff member Martine Vaca discussed the need for a new member on the Planning Board with members Tim Parrish and David Harvell re-signing. There have been a few meeting dates changed for the Planning Board Meeting for the lack of a quorum required to function. The alternates Glenn Bratton and Reid Simms will be moved to permanent positions. A current Planning Board member recommended a neighbor Mr. Steven Hood as an option. Ms. Vaca approached Mr. Hood and he is willing to serve as an alternate. He was present at the meeting to answer any questions the Board may have for him in consideration for his appointment. The Planning Board recommends approval to the Board of Aldermen to appoint Mr. Hood as Alternate 1. (Exhibit S) Alderman Huggins made a motion to approve appointment of Mr. Hood to the Planning Board, seconded by Alderman Withers, and carried unanimously. There is still a need for a second alternate that will be presented to the board once a person is established as willing to perform as an alternate.

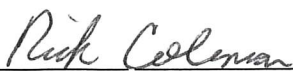
Manager's Report

Maria Stroupe updates:

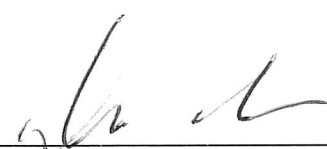
- The picnic tables have arrived and will be installed.
- The gym painting will start Saturday. The upper half will be painted White and an option will be presented for the ceiling color.
- The parking lot is on-going. Their work crew cut a main feed line for the telephones and the internet. The line was located but apparently not deep enough. Time Warner Cable should cover the costs but it will be between them & the contractor to resolve. The Town will not be liable.

Alderman Cearley recommends a discussion on increasing benefits or a raise for employees in a future meeting.

Alderman Withers made a motion to adjourn, seconded by Alderwoman Thomas, and carried unanimously. (7:37)


Rick Coleman, Mayor




Da'Sha Leach, Town Clerk

Proclamation Honoring Dyslexia Awareness Month

WHEREAS, dyslexia is a language-based learning disability, that affects approximately one in five people, regardless of race, gender, age, or socioeconomic status; and

WHEREAS, neurological in origin, dyslexia affects the way the brain processes information, and is characterized by difficulties with reading, writing, and spelling despite normal intelligence; and

WHEREAS, those with dyslexia benefit greatly from specialized assistance from highly trained teachers, multi-sensory learning programs and individualized instruction; and

WHEREAS, early identification, alternative instruction and extra support from friends, family and teachers can contribute to the success dyslexic students enjoy in the classroom, in life and, later on, in employment.

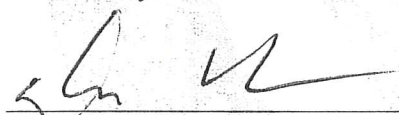
NOW, THEREFORE, BE IT PROCLAIMED, by the Town of Dallas that October is declared "Dyslexia Awareness Month" for 2016 in order to bring awareness for those impacted by Dyslexia.

Adopted this the 13th day of September, 2016.



Rick Coleman, Mayor

Attested by:



Da'Sha Leach, Town Clerk



Proclamation Promoting Public Power Week

WHEREAS, public power is a crucial component in Dallas, North Carolina, contributing to the overall health of the community by providing reliable electricity, excellent local service and prompt restoration; and

WHEREAS, Dallas is one of more than 70 public power communities across North Carolina and over 2,000 public power cities and towns across the United States; and

WHEREAS, Dallas utility employees are dedicated to serving the community with reliable electric service and customer care; and

WHEREAS, public power meets the electric needs of 40 million Americans, almost 15 percent of electricity consumers; and

WHEREAS, North Carolina's public power utilities are valuable assets that contribute to the well-being of the community; and

WHEREAS, North Carolina's public power utilities are dependable institutions that provide excellent service and a commitment to community;

NOW, THEREFORE, BE IT PROCLAIMED, by the Town of Dallas that the week of October 2-8, 2016 is the 30th annual Public Power Week, a week to promote the Town of Dallas as a public power community;


AND, BE IT FURTHER PROCLAIMED, that NC Public Power communities join with all public power systems in the United States in this celebration of public power.

Adopted this the 13th day of September, 2016.



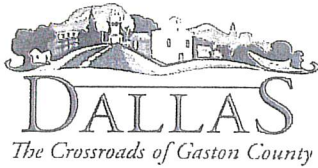
Rick Coleman, Mayor

Attested by:



Da'Sha Leach, Town Clerk





Town of Dallas

Special Events/ Activities Application

Town of Dallas
210 North Holland Street
Dallas, NC 28034-1625
(704) 922-3176
Fax: (704) 922-4701

The purpose of this application is to provide information about your event or activity in order for the Town of Dallas to best assist you. Depending on the specific event, a permit application and/or fee(s) from other departments may be required.

The applicant is responsible for providing complete and accurate information on the application, including an attached detailed site plan when applicable. The applicant is responsible for notifying the Town of Dallas of any changes after submittal of the application. Incomplete applications will not be accepted. A complete application must be submitted at least 30 days prior to the event.

APPLICATION INFORMATION

Name of Event:	"Trick-or-Treat on the Square"		
Facility Requested:	Court Square		
Applicant Name:	Sarah Turner		
Organization:	Dallas Police		
Mailing Address:	207 W. Church St		
City / State / Zip:	Dallas NC 28034		
Daytime Phone:	704-922-3116	Cell:	
		E-Mail:	
Description of the Event:	Halloween Festival		
Does the event have a Facebook, Twitter, or other social networking page: NO			
If yes, please list URL(s):			
Date (s) Requested for Event: 10/31/16			
Event Start Time:	05:00 pm	Event End Time:	07:00 pm
Road Closure Time Begins (if applicable):	03:00 pm	Road Closure Time Ends:	7:30
Set Up Begins:	3pm	Set Up Ends:	7 pm
Preferred Date & Time of Inspection (if required): None			
Estimated Attendance: 2000 +			
The Event is: <input type="checkbox"/> Private (by invitation only) or <input checked="" type="checkbox"/> Open to General Public			
Describe the procedures to be used for selecting vendors and exhibitors for this event:			
We seek donations, and local businesses to participate (churches)			

Applicant's Signature:

Date:

09/01/16

A pre-event meeting may be required and will be scheduled to include appropriate staff. The event applicant must attend the meeting.

TENTS / CANOPIES / MEMBRANE STRUCTURES

Will tents/canopies/membrane structures be used for events? proceed to next section.)		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No (if no)
# of Canopies	<u>unk</u>	(fabric structure that is open without sidewalls on 75% or more of perimeter)	
# of Tents	<u>unk</u>	(fabric structure that is enclosed with sidewalls on more than 25% of perimeter)	
# of Membrane structures		(air supported or air inflated structure)	
Other type of structure (provide description)			
*Is any individual canopy greater than 400 square feet?		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
*Is there any individual canopy or group of canopies open on all sides exceeding 700 square feet without 12 ft. Of clear space between all other permanent and temporary structures?		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
*Is any individual tent or membrane structure greater than 200 sq. ft?		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
*Is there any individual or group of tents or membrane structures 200 sq. ft. without 12 ft. of clean space between all other permanent and temporary structures?		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

VOICE / MUSIC AMPLICATION

Are there any musical entertainment features related to your event? proceed to next section.)		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No (If no)
If yes, state the number of stages, number of bands and type of music:			
Number of stages:	<u>0</u>	Number of Bands:	<u>0</u>
Type(s) of music:	<u>As provided by Police Dept.</u>		
Will your event use amplified sound:		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, please indicate times:		Start Time: <u>0430 pm</u>	Finish Time: <u>7 pm</u>
Will sound checks be conducted prior to the event?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, please indicate times:		Start Time: <u>5pm</u>	Finish Time: <u>5pm</u>

* Must comply with Town of Dallas general entertainment ordinance.

HAZARDOUS MATERIALS

Will the event have any hazardous materials such as propane, butane, gasoline, diesel tanks, helium cylinders or other upright tanks?		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If yes, all tanks must be secured in a manner to prevent accidentally being knocked over. All helium tanks not being used shall have their caps in place.			
Will there be any portable heaters?		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Will there be any deep fat fryers?		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Will there be any fireworks, lasers, torches, candles or pyrotechnics?		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Will generators or electrical power be used?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

→ possibly generator

A vendor is anyone who is serving, selling, sampling, or displaying food, beverages, merchandise or services

Does the event include food vendors? ☐ Yes ☒ No possibly

If the event will have food vendors, please check the following that apply:

☒ Served ☐ Sold ☐ Catered ☐ Prepared Outdoors

Does the event include food concession and/or cooking areas? ☐ Yes ☒ No pass

If yes, please list each vendor and specify cooking method (Gas, Electric, Charcoal, Other)

(Use additional sheet if necessary) N/A

Vendor	Cooking Method	Food Item

Food and beverages shall not be sold at an event unless approved and licensed, if necessary, by the Gaston County Health Department. Event organizers are responsible for arranging health inspections for their events.

VENDORS

List all other commercial vendors who will be present during the event (serving, selling, sampling, or displaying).

VENDOR NAME	ADDRESS	PHONE NUMBER (S)

EVENT SCHEDULE

Provide a detailed schedule of the event including dates and times for entertainment, activities, hours of event, start time, finish time, etc. If the event requires an extended time frame for set-up, include details with a timeline listing the times and locations where streets or public property will be impacted and when dismantling will be completed.

(Use additional sheet of paper if necessary)

DATE	TIME	ACTION	ADDITIONAL NOTES
		Closing W. main st between	
		Gaston & Oakland St.	
		Closing Holland St between	
		Trade & Church St.	
		Closing Oakland St between	
		Trade & Church St.	
		for trick-or-treaters -	

SERVICES

The Town of Dallas does not provide amenities such as portable washrooms/toilets, sound systems, tables, chairs, tents, canopies or other equipment. The applicant is responsible for arranging and providing services such as event clean up, traffic control, etc.

TRASH CONTAINERS

In order to determine what types of containers best suit the needs of the event, please answer the following questions:

Will the event be serving/selling/distributing beverages?

☒

Yes

☐

No

If yes, in what containers will they come packaged in?

☒

aluminum cans

☐

glass bottles/jars

☒

plastic bottles/jugs/jars

How many trash cans are you requesting for trash?

How many recycle carts are you requesting?

Delivery Location?

to be determined

Date and Time for rollout carts to be emptied?

as determined by Pub. works

Date and Time for rollout carts to be picked up?

as determined by Pub. works

Applicants are responsible for cleaning and restoring the site after the event. Please pick up all trash including paper, plastic, bottles, cans and event marketing signs. Clean-up fees may be incurred because of an applicant's failure to clean and/or restore the site following the event. If you reasonably believe that no litter will be generated during your event, please state this in your plan.

as determined by Pub. works

PUBLIC PROPERTY CLEAN-UP

Contracted personnel or volunteers may be used if indicated below. What is the clean-up plan for the event?

SAFETY AND SECURITY (CHECK TYPES OF SECURITY USED)

☐

Stage Security

☒

Event Area Security

☒

Road Closure Security

☐

Other

☐

Overnight Security

From

 :

To

 :

Dates & Times security will be on site:

Security provided by:

Dallas Police, GCSO
GCPD.

Number of Security Personnel:

20

Applicant may be required to hire sworn off-duty Town of Dallas police officers or Sheriff's Department personnel to provide security to insure public safety. The Town of Dallas will determine the number of security personnel required on site.

* may we have port-a-jons?

SITE PLAN

Provide a detailed Site-Plan sketch of the event. Include maps, outline or diagram of the entire event venue including the names of all streets or areas that are part of the venue and the surrounding area. The plan should include the following information (if applicable):

- Location of the event/activity on the property with approximate distances from roads, fire hydrants, existing buildings, etc.
- Location of temporary structures that will be used during the event. Must indicate size of temporary structures, distances between temporary structures and existing buildings.
- Identify how each temporary structure will be used. Example: type of vendor, food preparation, etc.
- Identify location of all cooking devices and open flames.
- Location of all fencing, barricades, or other restrictions that will impair access to and from the event or property.
- Identify all designated parking areas.
- Identify location of any generators and fuel storage.

SITE PLAN SKETCH



7

ROAD CLOSURES

If your event involves road closures, a parade, a foot or bike race, any other type of procession, or more than one location, please attach a Route and Traffic Plan. Include the required information (listed below) and any additional information that you believe apply to your event. When planning a moving route, the Dallas Police Department is available to assist you in planning your route.

- NC and US roadways will also require approval from the NCDOT.
- The proposed route to be traveled including the requested starting and termination point. Please also clarify the directions of movement of your event.
- Routing plans for traffic. Illustrate a plan to include roads that you are requesting to be closed to vehicular or other traffic for your event. Include planned arrangements to resolve conflicts with people trying to reach businesses, their own residences, places of worship and public facilities including public transportation.
- Whether the event will occupy all or a portion of the street(s) requested for use.
- Proposed locations for barricades, signs and police/volunteers.
- The provision of twenty foot (20') minimum emergency access lanes throughout the event site.
- White temporary water base paint can be used to mark the route on the street pavement (May be purchased at common hardware stores such as Lowes Home, Home Depot, etc.).

Please Note: All road closure requests will be strictly reviewed by the Town of Dallas. Approval, denial, or modification of all road closure requests lies in the sole discretion of the Town of Dallas. The Town of Dallas has final discretion over your Route and Traffic Plan including, but not limited to the route, placement and number of all barricades, signs and police/volunteer locations.

DO NOT ASSUME, ADVERTISE, OR PROMOTE YOUR EVENT UNTIL YOU HAVE A SIGNED PERMIT FROM THE TOWN OF DALLAS. CONFLICTS DO ARISE AND CHANGES TO THE REQUEST MAY BE NECESSARY.

I have selected preapproved route OR sketch below or attach a detailed map routing your proposed procession.

* please see pg. 6 for sketch

we are asking to close main st. / oakland st / Holland st

Applicant's Signature: Sarah C. Jensen

Date: 09/18/16



Town of Dallas

Special Events/ Activities Application

Town of Dallas
210 North Holland Street
Dallas, NC 28034-1625
(704) 922-3176
Fax: (704) 922-4701

The purpose of this application is to provide information about your event or activity in order for the Town of Dallas to best assist you. Depending on the specific event, a permit application and/or fee(s) from other departments may be required.

The applicant is responsible for providing complete and accurate information on the application, including an attached detailed site plan when applicable. The applicant is responsible for notifying the Town of Dallas of any changes after submittal of the application. Incomplete applications will not be accepted. A complete application must be submitted at least 30 days prior to the event.

APPLICATION INFORMATION

Name of Event:	Veterans day Luncheon		
Facility Requested:	Dallas Courthouse		
Applicant Name:	Stacey Thomas		
Organization:	Board Member		
Mailing Address:	506 S. willow St		
City / State / Zip:	Dallas NC 28034		
Daytime Phone:	704/675-3684	Cell:	same
		E-Mail:	staceythomas349@gmail.com
Description of the Event:	To honor our local veterans with lunch and recognition.		
Does the event have a Facebook, Twitter, or other social networking page:	no		
If yes, please list URL(s):			
Date (s) Requested for Event:	Friday November 11 th , 2016		
Event Start Time:	11:00 am	Event End Time:	12:00 pm
Road Closure Time Begins (if applicable):	—	Road Closure Time Ends:	—
Set Up Begins:	9:30 am	Set Up Ends:	12:30 pm
Preferred Date & Time of Inspection (if required):			
Estimated Attendance:	100-150		
The Event is:	<input type="checkbox"/> Private (by invitation only)	or	<input checked="" type="checkbox"/> Open to General Public
Describe the procedures to be used for selecting vendors and exhibitors for this event:			
Any veterans in the Dallas Area.			

Applicant's Signature: Stacey ThomasDate: 9-1-16

A pre-event meeting may be required and will be scheduled to include appropriate staff. The event applicant must attend the meeting.

TENTS / CANOPIES / MEMBRANE STRUCTURES

Will tents/canopies/membrane structures be used for events? (proceed to next section.)		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No (if no)
# of Canopies	<input type="text"/>	(fabric structure that is open without sidewalls on 75% or more of perimeter)	
# of Tents	<input type="text"/>	(fabric structure that is enclosed with sidewalls on more than 25% of perimeter)	
# of Membrane structures	<input type="text"/>	(air supported or air inflated structure)	
Other type of structure (provide description) <input type="text"/>			
*Is any individual canopy greater than 400 square feet?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
*Is there any individual canopy or group of canopies open on all sides exceeding 700 square feet without 12 ft. Of clear space between all other permanent and temporary structures?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
*Is any individual tent or membrane structure greater than 200 sq. ft?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
*Is there any individual or group of tents or membrane structures 200 sq. ft. without 12 ft. of clean space between all other permanent and temporary structures?		<input type="checkbox"/> Yes	<input type="checkbox"/> No

VOICE / MUSIC AMPLIFICATION

Are there any musical entertainment features related to your event? (proceed to next section.)		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No (If no)
If yes, state the number of stages, number of bands and type of music:			
Number of stages:	<input type="text"/>	Number of Bands:	<input type="text"/>
Type(s) of music:	<input type="text"/>		
Will your event use amplified sound:		<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, please indicate times:	Start Time: <input type="text"/>	Finish Time: <input type="text"/>	
Will sound checks be conducted prior to the event?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, please indicate times:	Start Time: <input type="text"/>	Finish Time: <input type="text"/>	

* Must comply with Town of Dallas general entertainment ordinance.

HAZARDOUS MATERIALS

Will the event have any hazardous materials such as propane, butane, gasoline, diesel tanks, helium cylinders or other upright tanks?		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If yes, all tanks must be secured in a manner to prevent accidentally being knocked over. All helium tanks not being used shall have their caps in place.			
Will there be any portable heaters?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Will there be any deep fat fryers?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Will there be any fireworks, lasers, torches, candles or pyrotechnics?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Will generators or electrical power be used?		<input type="checkbox"/> Yes	<input type="checkbox"/> No

Does the event include mechanical rides, or other similar attractions? ☐ Yes ☒ No

If yes, company name?

Company address:

List details, if any:

Applicants contracting with amusement ride companies are required to provide the Town of Dallas with a certificate of insurance, naming applicant and the Town of Dallas (if applicable) as additional insured on general liability.

Does the event include food vendors? ☒ Yes ☐ No

If the event will have food vendors, please check the following that apply:

☐ Served ☐ Sold ☒ Catered ☐ Prepared Outdoors

Does the event include food concession and/or cooking areas? ☐ Yes ☒ No

(Use additional sheet if necessary)

[illegible]

28

[illegible]

Provide a detailed schedule of the event including dates and times for entertainment, activities, hours of event, start time, finish time, etc. If the event requires an extended time frame for set-up, include details with a timeline listing the times and locations where streets or public property will be impacted and when dismantling will be completed.

[illegible]

SERVICES

The Town of Dallas does not provide amenities such as portable washrooms/toilets, sound systems, tables, chairs, tents, canopies or other equipment. The applicant is responsible for arranging and providing services such as event clean up, traffic control, etc.

TRASH CONTAINERS

In order to determine what types of containers best suit the needs of the event, please answer the following questions:

Will the event be serving/selling/distributing beverages?

☒ Yes

☐ No

If yes, in what containers will they come packaged in?

☐ aluminum cans

☐ glass bottles/jars

☒ plastic bottles/jugs/jars

How many trash cans are you requesting for trash?

How many recycle carts are you requesting?

Delivery Location?

Dallas Courthouse

Date and Time for rollout carts to be emptied?

11-14-16

Date and Time for rollout carts to be picked up?

11-14-16

Applicants are responsible for cleaning and restoring the site after the event. Please pick up all trash including paper, plastic, bottles, cans and event marketing signs. Clean-up fees may be incurred because of an applicant's failure to clean and/or restore the site following the event. If you reasonably believe that no litter will be generated during your event, please state this in your plan.

PUBLIC PROPERTY CLEAN-UP

Contracted personnel or volunteers may be used if indicated below. What is the clean-up plan for the event?

SAFETY AND SECURITY (CHECK TYPES OF SECURITY USED)

☐ Stage Security

☐ Event Area Security

☐ Road Closure Security

☐ Other

☐ Overnight Security

From

:

To

:

Dates & Times security will be on site:

Security provided by:

Number of Security Personnel:

Applicant may be required to hire sworn off-duty Town of Dallas police officers or Sheriff's Department personnel to provide security to insure public safety. The Town of Dallas will determine the number of security personnel required on site.

SITE PLAN

Provide a detailed Site-Plan sketch of the event. Include maps, outline or diagram of the entire event venue including the names of all streets or areas that are part of the venue and the surrounding area. The plan should include the following information (if applicable):

- Location of the event/activity on the property with approximate distances from roads, fire hydrants, existing buildings, etc.
- Location of temporary structures that will be used during the event. Must indicate size of temporary structures, distances between temporary structures and existing buildings.
- Identify how each temporary structure will be used. Example: type of vendor, food preparation, etc.
- Identify location of all cooking devices and open flames.
- Location of all fencing, barricades, or other restrictions that will impair access to and from the event or property.
- Identify all designated parking areas.
- Identify location of any generators and fuel storage.

SITE PLAN SKETCH

Dallas Courthouse

1. Food vendor - Grandma Hoyts
2. Parking Courthouse grounds

ROUTE AND TRAFFIC PLAN

<input type="checkbox"/> PARADE (Includes floats, vehicles, and persons) <input type="checkbox"/> MARCH OR WALK (persons only) <input type="checkbox"/> VEHICLES ONLY (Includes motorcycles) <input type="checkbox"/> OTHER (Description:)	<input type="checkbox"/> BICYCLES <input type="checkbox"/> FOOT RACE
---	---

N/A

Number of Persons: <input style="width: 50px;" type="text"/>	% Children: <input style="width: 50px;" type="text"/>
Number of Vehicles: <input style="width: 50px;" type="text"/>	Vehicle Types: <input style="width: 150px;" type="text"/>
Number of Animals: <input style="width: 50px;" type="text"/>	Kinds: <input style="width: 150px;" type="text"/>

DESCRIBE BELOW THE EVENT ROUTE. IF THERE IS MORE THAN ONE SEGMENT TO AN EVENT, INCLUDE START AND FINISH TIMES FOR EACH SEGMENT. (Example: The "GENERIC AWARENESS RUN" may include a 5k, a 10k, and a Fun Run).

N/A

ROAD CLOSURES

If your event involves road closures, a parade, a foot or bike race, any other type of procession, or more than one location, please attach a Route and Traffic Plan. Include the required information (listed below) and any additional information that you believe apply to your event. When planning a moving route, the Dallas Police Department is available to assist you in planning your route.

- NC and US roadways will also require approval from the NCDOT.
- The proposed route to be traveled including the requested starting and termination point. Please also clarify the directions of movement of your event.
- Routing plans for traffic. Illustrate a plan to include roads that you are requesting to be closed to vehicular or other traffic for your event. Include planned arrangements to resolve conflicts with people trying to reach businesses, their own residences, places of worship and public facilities including public transportation.
- Whether the event will occupy all or a portion of the street(s) requested for use.
- Proposed locations for barricades, signs and police/volunteers.
- The provision of twenty foot (20') minimum emergency access lanes throughout the event site.
- White temporary water base paint can be used to mark the route on the street pavement (May be purchased at common hardware stores such as Lowes Home, Home Depot, etc.).

Please Note: All road closure requests will be strictly reviewed by the Town of Dallas. Approval, denial, or modification of all road closure requests lies in the sole discretion of the Town of Dallas. The Town of Dallas has final discretion over your Route and Traffic Plan including, but not limited to the route, placement and number of all barricades, signs and police/volunteer locations.

DO NOT ASSUME, ADVERTISE, OR PROMOTE YOUR EVENT UNTIL YOU HAVE A SIGNED PERMIT FROM THE TOWN OF DALLAS. CONFLICTS DO ARISE AND CHANGES TO THE REQUEST MAY BE NECESSARY.

I have selected preapproved route

n/a

OR

sketch below or attach a detailed map routing

Applicant's Signature:

Stacey Thomas

Date:

9-1-16

AUG. 9. 5 1/2 1/2

EXHIBIT E

A petition to keep North
Davis a two way street
to all traffic, as well as south
Davis in all directions.

1. Mary Boyce 518 E. peachtree st. Dallas, N.C.

2. Ernest yon 302 S Rhyme street DALLAS, NC

3. Anthony E. Kimbler 603 E Peachtree st.

4. Cheryl Judy 749 Judy Park Rd

5. Patricia Lowery 412 S Rhyme

4 John Brooks 517 E. Webb st.

5. Melinda Watson 215 S. Rhyme St.

6. Ellen Miller 518 E. Carpenter st. Dallas

7. Sallie LATTI

605 E CARPENTER

8. Corine Harden 405 Monarch ^{Street} Dallas, N.C. 28034

9. James C. Harden 405 Monarch ^{St.} Dallas, N.C. 28034

10. Joyce Worthy 502 E. Robinson St.
11. Victor Worthy 502 E Robinson St
12. Billya Glenn 504 E Robinson St.
13. Matoya Kennedy 504 E Robinson St.
14. Victoria Kennedy 504 E Robinson St.
15. Pamantha Kennedy 504 E Robinson St.
16. Angie Clinton 508 E Robinson St
17. Anna Teserier 515 E Holly St
18. Tim Alexander 515 E Holly St
19. Jo Davis 520 E Robinson St
20. Tony James 501 E. Peachtree St.
21. Elizabeth G. James - 501 E. Peachtree St.
- Sammy Bratton 504 E Peachtree St
21. Sandra Love 303 E. Webb St. Dallas NC 28034
22. Loretha Alexander 707 E Carpenter St Dallas NC 28034
23. Mary Watson 523 E Holly St Dallas NC 28034
24. Hattie Brown 521 E Holly St Dallas NC 28034
25. William P. Furr 505 Holly St Dallas N.C 28034
26. Samuel Furr 531 E Robinson
27. Howard L. Furr 613 E Main St NC 28034
28. James & Aggie Hill
29. Joe Evans 505 - Peachtree St
30. Linda Maltby 517 Sparrow St
31. Pearl Burrows - Floyd 518 E Main St Dallas NC

CERTIFICATE OF SUFFICIENCY

for Cloninger satellite annexation, 1108 E. Main Street, Dallas, NC

Pursuant to the motion passed by the Board of Aldermen on June 14, 2016,
and GS 160A-58.2, I have investigated the petition for noncontiguous ("satellite")
annexation from Michael Lamar Clonginger,

I have determined that the petition is sufficient and technically meets the
requirements of GS 160A-58.1.

In accordance GS160A-58.2, upon my certification, the Board of Aldermen shall
fix a date for public on the question of the requested annexation.

Maria Stroupe
Maria Stroupe, Town Clerk

6-21-16
Date

TOWN OF DALLAS, NORTH CAROLINA
PETITION FOR NONCONTIGUOUS ANNEXATION
FOR MICHAEL LAMAR CLONINGER, 1108 EAST MAIN STREET

PETITION NUMBER: 2016 - 01

DATE: 05 - 20 - 16 FEE: \$100.00 paid *

* Petitioner understands there will be additional costs associated with this petition such as advertising, postage, etc. and agrees to pay these fees upon receipt of invoice(s).

To the Board of Aldermen of the Town of Dallas:

1. We, the undersigned owners of real property, respectfully request that the area described

As 1108 EAST MAIN STREET, DALLAS, NC 28034,

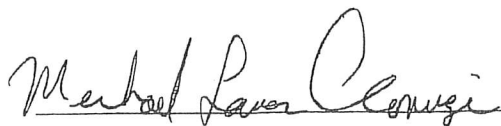
further identified as parcel ID # 171417, be annexed to the Town of Dallas:

A. Name of petitioner/property owner:

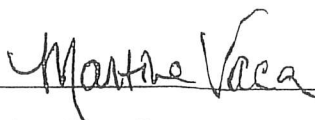
Michael Lamar Cloninger

Address of property owner:

1031 Rosewood Drive, Dallas, NC 28034



Michael Lamar Cloninger



Martine Vaca, Development Services Director

May 20, 2016

To Whom It May Concern:

Subject: Annexation

It is my request for the property 1108 East Main Street to be annexed into the corporate limits of the Town of Dallas.

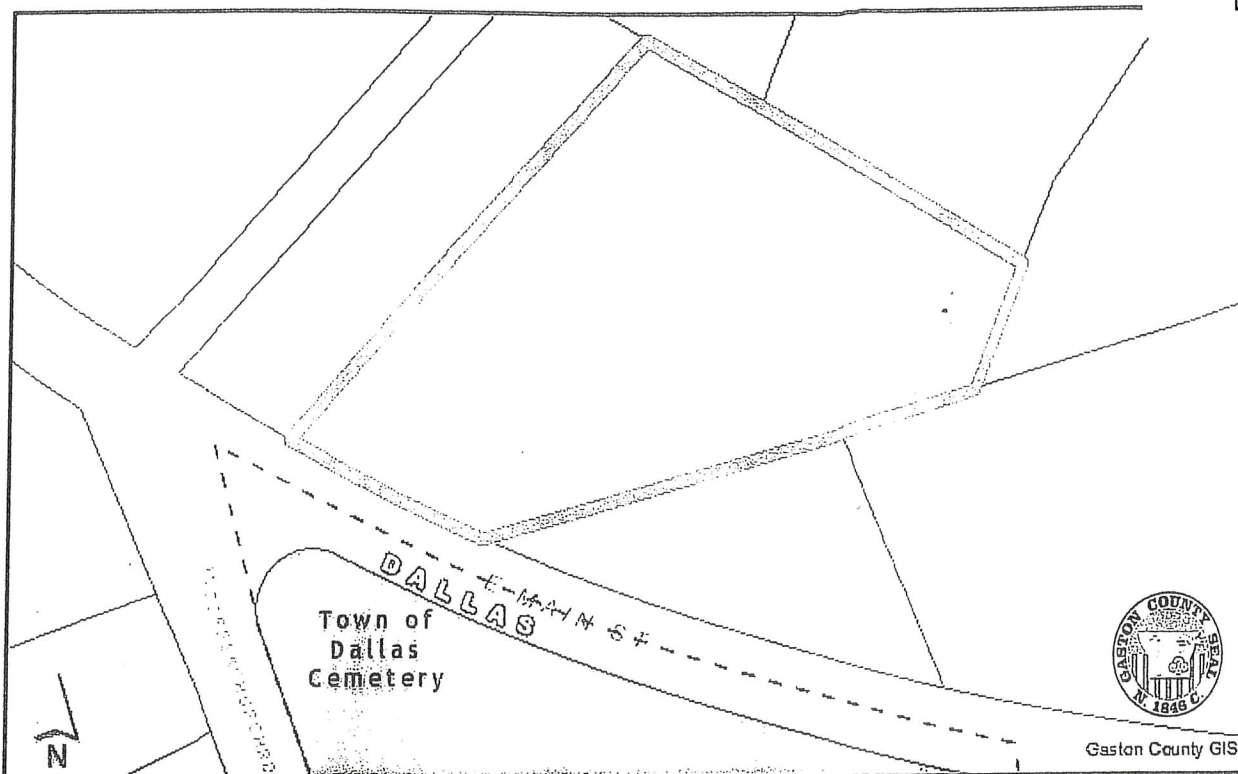
This property is a restaurant and at this time, would like to be able to offer beer for customers to enjoy with their meal. In addition, to be able to serve wine if there is a demand high enough.

The current tenant's desire is to be able to serve craft beer and/or wine with food. This can only be accomplished through the property being annexed into the corporate limits of the Town of Dallas. Due to the property being located in the county it would not be eligible to sell beer or wine at this sight. The restaurant would serve the Dallas area and provide a neighborhood spot for the community to enjoy a good meal with an adult beverage.

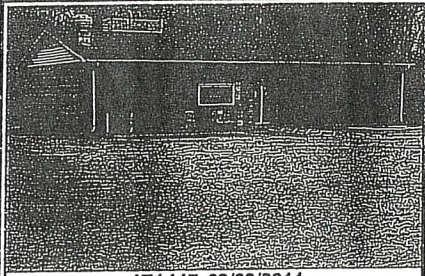
Thank you for your consideration.



Michael L. Cloninger



Gaston County GIS

 171417 03/09/2014	Tax Information DEED TYPE : WD DEED BK : 2588 PG : 0049 DEED RECORDING DATE : 09/10/1996 SALES AMOUNT : \$0 PLAT BK : PG : LEGAL DESC 1 : LEGAL DESC 2 : STRUCTURE TYPE : CONVENIENCE STORE YEAR BUILT : 1966 SQUARE FOOTAGE : 2154 BASEMENT : No # BEDROOMS : 0 # BATHS : 0 MULTI-STRUCTURES : NO ACREAGE : 1.25 TAX DISTRICT : SPENCER MTN FD VOLUNTARY AG DISTRICT : NO MARKET LAND VALUE : \$48,750 MARKET IMPV. VALUE : \$57,047 MARKET VALUE : \$105,797 FARM DISCOUNT : NO TAXABLE VALUE : \$105,797	Election Information PRECINCT NAME : DALLAS II POLLING PLACE : HISTORIC DALLAS COURTHOUSE POLLING ADDRESS : 131 N GASTON ST WARD # : CONGRESS REPRESENTATIVE : MEMBER PATRICK MCHENRY CONGRESSIONAL DISTRICT : 10 HOUSE REPRESENTATIVE : REPRESENTATIVE KELLY E. HASTINGS (REP) HOUSE DISTRICT : 110 SENATOR : SENATOR KATHY HARRINGTON (REP) SENATE DISTRICT : 43	
	Tax Information LOCATION : 1108 E MAIN ST PID # : 171417 PIN # : 3557554701 NBHD # : DA023 NBHD NAME : OLD EAST MAIN DALLAS TOWNSHIP : DALLAS TOWNSHIP OWNER ID # : 00904454 CURRENT OWNER 1 : CLONINGER MICHAEL L CURRENT OWNER 2 : MAILING ADDRESS : 1031 ROSEWOOD DR CITY : DALLAS STATE : NC ZIP : 28034-0000 JAN1 OWNER 1 : CLONINGER MICHAEL L JAN1 OWNER 2 :	School Information ELEMENTARY : CARR MIDDLE : W.C. FRIDAY HIGH : NORTH GASTON	Parcel Information POLICE DISTRICT : GASTON COUNTY FIRE DISTRICT : SPENCER MTN EMS RESCUE : DALLAS RESCUE SQUAD STATION # : GEMS STATION 1 FLOOD : CENSUS TRACT : 030902
	Printed On: 3/30/2016		
	Disclaimer: The information provided is not to be considered as a Legal Document or Description. The Map & Parcel Data is believed to be accurate, but Gaston County does not guarantee its accuracy. Values shown are as of January 1, 2015.		

Description of Property of 1108 East Main Street

EXHIBIT F

Dallas North Carolina

A certain tract or parcel of land in Dallas Township, Gaston County, North Carolina, adjoining the lands of Carrie P. Lewis, and being more particularly described as follows:

Beginning at a stake on the North side of Lower Dallas (or Lowell) road, said beginning point 554 feet South 60-40 East along the Northern edge of said road from McGee's Southwest corner; runs thence North 42-30 East 275 feet to a stake; thence South 63-30 East 236 feet to a stake: thence South 24-10 West 68 feet to a stake in Lewis' line; thence with said line South 74-30 West 303.5 feet to a stake on side of the road; thence with said road North 63-40 West 90 feet to the Beginning, containing one acre, more or less. The front stakes are set 21 feet from the center of the road

Being the same property conveyed to George W. Cloninger and wife Lois M. Cloninger by deed dated July 31, 1945 and recorded in Deed Book 468 at Page 297 Gaston County Registry



MEMORANDUM

Mayor
Rick Coleman

Aldermen
Jerry Cearley
Allen Huggins
Darlene Morrow
Stacey Thomas
Hoyle Withers

Town Manager
Maria Stroupe

Town Clerk/HR
Da'Sha Leach

Finance
Crystal Certain

Town Attorney
J. Thomas Hunn

Police
Scott

Electrical
J. Doug Huffman

Public Works
Bill Trudnak

Development Svc
Martine Vaca

Fire Chief
Steven Lambert

Recreation
Anne Martin

Town of Dallas
210 N. Holland St.
Dallas, NC 28034

Phone:
704-922-3176
Fax:
704-922-4701
Web Page:
www.townofdallasnc.net

TO: Members of the Town of Dallas Board of Aldermen
Rick Coleman, Mayor
Maria Stroupe, Town Manager

FROM: Martine Vaca, Development Services Director

RE: Rezoning petition 2016-02 scheduled for public hearing on September 13, 2016

DATE: September 2, 2016

On May 20, 2016, Michael L. Cloninger, owner of property at 1108 E. Main Street petitioned for voluntary, non-contiguous annexation into the Town limits of Dallas. The petition was accepted at the June 14, 2016 Board of Aldermen meeting.

The required Certificate of Sufficiency was accepted at the Board of Aldermen's meeting on July 12, 2016 and a public hearing was set for the August 9, 2016 Board of Aldermen meeting. The Public hearing was advertised as required and the Board of Aldermen opened the public hearing at their meeting on August 9, 2016. The public hearing for the annexation was continued until the September 13th Board of Aldermen meeting because the property also needed to be rezoned from residential (in the County's jurisdiction) to Business (specifically B-1) in the Town of Dallas' jurisdiction.

When the Planning Board met on Monday, August 22nd, they heard and considered this rezoning petition. **There were 6 Board members present and the vote was split with 3 for and 3 against the rezoning.**

It is now before the Board of Aldermen to vote on this rezoning. One issue I would like to bring to your attention is, although this building was used as a restaurant before, since it is being annexed and zoned into Dallas, the Board has the opportunity to consider additions to existing landscaping on site. Please refer to section 153.063, which requires a landscape buffer between commercial and residential uses, so the Board can discuss whether or not you would recommend some kind of upgrade in landscape buffering as part of the recommendation of approval. This would specifically apply to the western portion of the property, between the proposed restaurant and the adjacent single family home.

I've attached Section 153.063 for buffering requirements and feel free to call me or come by and see me if you have any questions regarding landscape buffering requirements.



**Mayor**

Rick Coleman

Aldermen

Jerry Cearley
 Allen Huggins
 Darlene Morrow
 Stacey Thomas
 Hoyle Withers

Town Manager

Maria Stroupe

Town Clerk/HR

Da'Sha Leach

Finance

Crystal Certain

Town Attorney

J. Thomas Hunn

Police

Scott

Electrical

J. Doug Huffman

Public Works

Bill Trudnak

Development Svc

Martine Vaca

Fire Chief

Steven Lambert

Recreation

Anne Martin

Town of Dallas
 210 N. Holland St.
 Dallas, NC 28034

Phone:

704-922-3176

Fax:

704-922-4701

Web Page:

www.townofdallasnc.net

MEMORANDUM

TO: Members of the Town of Dallas Board of Aldermen
 Maria Stroupe, Town Manager

FROM: Martine Vaca, Development Services Director

RE: Public hearings at Board of Aldermen meeting September 13, 2016

DATE: September 2, 2016

The Board of Aldermen has 6 public hearings scheduled during the regularly scheduled meeting on September 13, 2016. All of these public hearings have been advertised as required by NC General Statutes.

1. Review and discuss Cloninger Rezoning application #2016-02.
 As you may recall, this property is being considered for voluntary annexation into the Town limits of Dallas. Since it is currently in Gaston County's jurisdiction, and is still zoned Residential, you opened this public hearing and continued the annexation hearing until the Planning Board could meet to make a recommendation on rezoning this property to Business (B-1).
When the Planning Board met on August 22 to consider this rezoning, the vote resulted in a TIE, with 3 for and 3 against this rezoning petition request.
 Please refer to packet of information regarding this case, starting with my memo of September 2nd.
2. Review and discuss amendments to Fee Schedule. There are a number of fees that are nonexistent or not in line with other government agencies. These fees apply only to applicants seeking these permits or services. The Planning Board voted unanimously in favor of these amendments.
3. Review and discuss amending 90.02, pertaining to beekeeping, specifically fees (and annual permit vs. one-time fee). This will match the proposed changes in the fee schedule. The Planning Board voted unanimously in favor of this amendment.
4. Review and discuss amending 150.22 to clarify zoning permit required. The Planning Board voted unanimously in favor of these amendments.
5. Review and discuss amendments to 153.001, definitions, Customary Home Occupations. The Planning Board voted unanimously in favor of these amendments.
6. Review and discuss amendments to 153.016, fences in residential zoning districts. The Planning Board voted unanimously in favor of these amendments.

[Print](#)

Dallas, NC Code of Ordinances

§ 153.063 SCREENING AND LANDSCAPING.

The intent of these screening requirements shall be to separate certain zoning districts from other zoning districts or to screen certain uses in order to minimize potential nuisances such as the transmission of noise, dust, odor, litter, and glare of lights; to reduce the visual impact of unsightly aspects of adjacent development; to provide for the separation of spaces; and to establish a sense of privacy. Any screening required under this section shall materially screen the subject use between the ground level and the height of the required screening from the view of the adjoining property.

(A) Required screening.

(1) When a Business (B) or Manufacturing (M) District abuts a Residential (R) District, screening shall be provided on the lot(s) which are located in the Business (B) District or Manufacturing (M) District at the time such lots are developed or if an existing use which does not meet all screening requirements is expanded or when any existing principal or accessory structure on such lot is expanded.

(2) All multi-family developments shall be screened from all other lots which lie in a Residential (R) District. In no case shall screening be required between two lots, both of which contain multi-family developments.

(3) Within any Business (B) or Manufacturing (M) District, screening shall be required for the open storage of any non-retail goods or any unenclosed structure consisting of a roof (but no walls) used for storage of materials, products, wastes or equipment, whenever such storage or structure is located within 100 feet of the street right-of-way line. Screening shall be placed on the property so as to effectively screen such open storage or structure from the public view from any street right-of-way. All such required screening shall be placed on the lot within five and one-half years from the effective date of this chapter.

(4) Other situations as specifically listed in the zoning district regulations or in the conditional use regulations.

(5) All manufactured home parks shall be screened along the rear and side property lines. They shall also be screened from all other lots which lie in a Residential (R) District.

(B) Location of screening. Any screening required by divisions (A)(1), (2) and (4) above shall be located along side and/or rear property lines of the lot(s) in question except that screening shall not be required along any street or railroad-right-of-way unless otherwise stipulated in this chapter or required as a condition for a conditional use permit.

(C) Specifications for screening.

(1) (a) The area used for screening shall be free of all encroachment by structures, parking areas or other impervious surfaces except driveways connecting the lot to ingress and egress points, mailboxes, boundary fences and any walls or fences to be included as part of the screen

area. Except as required for division(A)(3) above, the amount and type of screen materials to be planted per 100 linear feet shall be as indicated in Figure 5.

Figure 5: Screening

<i>Alternative</i>	<i>Width of Screen</i>
1. 4.8 canopy trees 2.4 understory trees 19 shrubs OR	35 feet
2. 5.4 canopy trees 2.7 understory trees 22 shrubs OR	30 feet
3. 6 canopy trees 3 understory trees 24 shrubs OR	25 feet
4. 6.6 canopy trees 3.3 understory trees 28 shrubs OR	20 feet
5. 7 canopy trees 3.6 understory trees 30 shrubs OR	15 feet
6. 8 canopy trees 4 understory trees Wall, berm or fence	10 feet
<p>1. <i>Wall or Fences.</i> Any wall shall be constructed in a durable fashion with a finish surface of wood, brick, stone, or other decorative material approved by the Zoning Enforcement Officer. Fences shall be constructed of wood in a durable fashion and of durable, weather resistant wood fencing materials and of consistent pattern or of other decorative opaque material which is approved by the Zoning Enforcement Officer. No wall or fence used for screening purposes shall be less than six feet nor greater than eight in height above grade. All wall or fences used for screen purposes shall be opaque. Walls and fences shall be constructed in accordance with division (F) below.</p> <p>2. <i>Berms.</i> All berms shall be grassed and/or planted with other plant materials. If grass alone, the berms shall not be less than six feet nor greater than nine feet in height. If landscaped, the berm shall be at least three feet in height and contain at least 20 shrubs per 100 linear feet.</p> <p>Said shrubs shall be of a species that can be expected to grow to such height so as to materially screen the development from abutting lots within five years of planting. No slope of a berm shall exceed one foot of rise for every three feet in plane.</p>	

(b) An opaque wall or fence per this division shall be all which is required to satisfy the screening requirement of division (A)(3) above.

(2) All screen materials planted shall be free from disease, installed in a fashion that ensures the availability of sufficient soil and water to sustain healthy growth, property guyed or staked,

and planted in a manner which is not intrusive to utilities and/or pavement and planted in accordance with division (F) below.

(D) *Relief to screening requirements.* In the event that unusual topography or elevation of a development site or the location or size of the parcel to be developed would make strict adherence to the requirements of this section serve no meaningful purpose or would make it physically impossible to install and/or maintain the required screen, the Zoning Enforcement Officer shall have the authority to alter the requirements of this chapter provided the spirit and intent of the screening requirement as outlined in this section are maintained. Such an alteration may occur only at the request of the developer, who shall submit a plan to the Zoning Enforcement Officer showing existing site features that would screen the proposed use and any additional screen materials the developer will plant or construct to screen the proposed use. The Zoning Enforcement Officer shall have no authority to provide said relief unless the developer demonstrates that existing site features and any additional screening materials will screen the proposed use as effectively as the required screen.

(E) *Existing screened areas.* In cases where screening is required to be installed under this chapter and an existing screening area exists, further planting and/or improvements shall not be required, provided said screened area is of sufficient width and depth and contains adequate and sufficient materials to meet the requirements of this chapter. If the screened area is deficient, the developer shall make needed improvements and/or additions to satisfy the screening requirements and intent of this chapter.

(F) *Screen construction and installation maintenance.*

(1) The plantings, fences, walls, or berms that constitute a required screen shall be properly installed and maintained in order for the screen to fulfill the purpose for which it is established.

(2) Walls, fences, and berms shall be constructed in a durable and attractive fashion in accordance with any applicable codes and generally accepted construction and workmanship practices and meet all specifications herein. Plant species shall be of a variety which can grow in a healthy manner under local climate conditions, not highly prone to disease and be expected to grow in a manner to meet the spirit and intent of this section. Plant materials shall be planted in accordance with generally accepted and recommended planting and growing practices.

(3) The owner of the property and any tenant on the property where a screen is required shall be jointly and severally responsible for the maintenance of all screen materials. Such maintenance shall include all actions necessary to keep the screened area free of litter and debris, to keep plantings healthy and orderly in appearance, and to keep walls, fences, and berms in good repair and neat appearance. Any vegetation that constitutes part of a screen shall be replaced by the property owner in the event that it dies. All screen materials shall be protected from damage by erosion, motor vehicles or pedestrians,

(G) *Screening required prior to issuance of certificates of occupancy.* After the effective date of this chapter, a certificate of occupancy shall not be issued for any use located on a lot(s) upon which screening is required, unless such screening is provided on said lot(s) as hereby specified. Due to the nature of the local growing season, the developer may request that natural plantings be installed no later than six months after the date of issuance of the certificate of occupancy. Should this be requested and granted, all necessary plantings must be installed by the specified date. Otherwise, the certificate of occupancy shall be considered null and void.

Zoning Permit Fees (existing fees are in black, **proposed are in red**)

As recommended at the Planning Board's August 22nd meeting, to be heard as a public hearing by the Board of Aldermen at their September 13th meeting)

Residential Permits	\$35.00
Residential Permits	\$50.00
 Residential fence permit	 \$10.00
 Residential Accessory/Addition/ remodel	 \$15.00
 Beekeeper/apiary (one-time fee)	 \$50.00
 Customary Home Occupation (one-time fee)	 \$50.00
 Business Registration zoning permit/verification	 \$35.00
 Multi Family Permits	 \$50.00
Multi Family Permits	\$50.00 per dwelling unit
 Commercial (new building) \$100.00; (existing)	 \$20.00
Proposed: (New) \$300.00; (existing) \$100.00	
 Manufacturing/Industrial	 \$150.00
Proposed: \$300.00	
 Zoning Verification letter	 \$15.00
 Zoning Demolition sign-off/verification	 \$15.00
 Zoning sign-off on ABC permit	 \$15.00
 Zoning letter not specified on fee schedule	 \$15.00

§ 90.02 URBAN BEEKEEPING.

(A) *Purpose.* The purpose of this section is to encourage persons who keep bees to properly maintain hives, comply with state regulatory requirements and be considerate of neighbors. This section governs the maintenance of, establishes procedures and administration regarding, and provides penalties for enforcement of violations.

(B) *Definitions.* For the purpose of this section, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

APIARY INSPECTOR. The person designated by the State Department of Agriculture to inspect all bees and hives within the state.

BEES. Eggs, larvae, developing bees and adult bees.

BEEKEEPER. The person who keeps and raises bees and harvests honey.

CERTIFICATE OF INSPECTION. All certificates and approvals from the Apiary Inspector certifying the health of the bees obtained from any source or location in or outside the state and any equipment purchased to keep bees.

FRONT YARD.

(a) The area extending across the full length of a lot from side lot line to side lot line and lying between the abutting street right-of-way or easement line and the building line; or

(b) In the case of a lot abutting more than one street, the **FRONT YARD** shall include all areas extending across the full length of a lot from property line to property line and lying between the abutting street right-of-way or easement and building line.

HEALTH CERTIFICATE. The periodic health inspection conducted by the State Department of Agriculture.

HIVES. The wooden frame boxes used to house bees.

PERMIT. The ~~\$5 per~~ **\$50.00** hive authorization ~~permit annually~~ issued by the town to a beekeeper to maintain bees.

(C) *Urban beekeeping requirements.*

(1) No more than 12 hives will be permitted on a lot. (Five or fewer hives are permitted without a permit, according to NCGS 106-645).

(2) The area wherein the hive(s) shall be located shall be screened from view by either an opaque fence of not less than four feet in height, and/or an equivalent screening of vegetation. In no case shall a hive be visible from a public street or highway.

(3) No hive shall be located in the front yard and no hive shall be closer than 15 feet from any property lines.

(4) All beekeeping equipment and hives must be maintained in good order and condition.

(D) *Permitting and inspection requirements for urban beekeeping.*

It shall be unlawful for any person within the town limits to keep bees without first obtaining a permit from the town. ~~The permit must be renewed annually and a copy of the periodic health inspection report by the State Department of Agriculture is to be provided to the Town.~~

150.22 ~~Enforcement of Zoning regulations: The Inspection Department is not charged with enforcement of the zoning regulations; however, no permit for alteration repair, or construction of any building or structure shall be issued until a zoning permit has first been issued by the appropriate official charged with enforcement of the town's zoning regulations.~~

Zoning Permit Required: No alteration, remodeling, repair, or construction of any building or structure (including fences) shall take place until an application and plans are submitted for review and approval in the form of a zoning permit by the Town's Development Services Director.

If the work does not fall under the requirement of a zoning permit, the Town's Development Services Director shall issue a letter exempting the applicant from a Zoning Permit, although the applicant may still be subject to obtaining a building permit from Gaston County, according to 150.08 and 150.21.

PROPOSED REGULATIONS FOR CUSTOMARY HOME OCCUPATION:

DELETE HOME, CUSTOMARY OCCUPATION IN SECTION 153.001, DEFINITIONS AND REPLACE WITH:

153.001 SHORT TITLE.

This chapter shall be known as and cited as "The Zoning Ordinance of the Town of Dallas, North Carolina." (Ord. passed 11-3-1970; Am. Ord. passed 7-3-1972)

HOME, CUSTOMARY OCCUPATION. A customary home occupation is an occupation or profession which is conducted entirely within a **residential** dwelling provided:

- (1) The home occupation shall be clearly incidental to the residential use of the dwelling and shall not change the essential residential character of the dwelling or adversely affect the **character of use permitted** the district of which it is a part.
- (2) Use of the dwelling for this purpose shall be limited to 25% of one floor of the principal building.
- (3) The home occupation shall be confined entirely to the principal building, and no accessory building or outside storage shall be used in connection with the home occupation.
- (4) Employment shall be limited to members of the family and one employee must reside in the dwelling. In no case shall more than two members of the family be engaged in home occupation.
- (5) No internal or external addition, alteration or remodeling of the dwelling is permitted in connection with the home occupation.
- (6) Chemical, mechanical, or electrical **activities** that creates odors, light emission, noises, or interference in radio or television reception detectable outside of the dwelling shall be prohibited.
- (7) No display of products shall be visible from the street, and only articles made on the premises may be sold; ~~except the non-durable articles (consumable products) that are incidental to a service, which service shall be the principal use in the home occupation, may be sold on the premises.~~
- (8) Instruction in music, dancing and similar subjects shall be limited to two students at a time.
- (9) ~~Vehicles having a passenger vehicle characteristics only shall be permitted in connection with the conduct of the customary home occupation.~~ **Only vehicles used primarily as passenger vehicles (i.e., passenger automobiles, passenger vans and passenger pick-up trucks) shall be permitted in connection with the customary home occupation. No more than two (2) vehicles shall be used in conjunction with the customary home occupation. No on-street parking shall be allowed. Parking in association with the customary home occupation shall only take place in the driveway, carport or garage.**

(10) The activity ~~carried on~~ **conducted** as a home occupation shall be limited to the hours between 8:30 am. and 8:30 p.m.

(11) One ~~professional sign or announcement~~ may be used to identify the customary home occupation. Such sign shall not exceed one and one-half square feet in area. ~~exposed to view and must be mounted flat to the main wall of the principal building.~~ **No such sign shall be illuminated. Signs are also permitted on vehicles associated with the customary home occupation (see Section 9 also).**

(12) The following uses are permitted as customary home occupation:

- a) Accountant.
- b) Appraiser.
- c) Architect.
- d) Attorney.
- e) Beauty salon, barber shop. Limited to two chairs; **all parking provided off-street** ~~off-street parking to be provided~~ and must meet respective State Board's requirements.
- f) Bookkeeper.
- g) Broker or agent: real estate, insurance, etc.
- h) Clock/watch repair.**
- i) Commission merchant (**Craig's list, Ebay, One Man's Junk, etc.**). Mailing address and office only; takes order only; direct shipment factory to customers only; no stock in trade permitted.
- j) Computer and data processing.
- k) Contractor's office. Employees may not report in person to contractor's home for work assignments or to do work therein connected with the contracting business. No storage of supplies or equipment permitted.
- l) **Consultant (financial, marketing, business, etc.).**
- m) Dance studio.
- n) Detective**
- o) Drafting service, **blueprint**. No reproduction equipment permitted.
- p) Dressmaker, **tailor, alterations**. No manufacture for stock in trade. No cleaning dyeing, or pressing by mechanically operated equipment.
- q) Engineer.
- r) Fine arts studio. Creation of individual works of art only; no production works; ~~does not include music, voice, dancing studios, or tutoring.~~
- s) Insurance agent.
- t) Interior decorator. Office and mailing address only; studio not permitted.
- u) Janitorial service office. Employees not to report in person to home for work assignments.
- v) Landscape garden office. Employees not to report in person to home for work assignments. No storage of supplies or equipment **for the landscape business** permitted.
- w) Mail order business. Office and mailing address only; take orders only direct shipment from the factory to customers only; no stock ~~in-trade~~ permitted in the residence.
- x) Music **recording** studio. **No sound audible from outside the residence is allowed.**

y) Music instruction or tutoring voice or instrument. No ~~group tutoring~~ **more than two students at one time.**

z) ~~Photo laboratory. In R-8 zone only.~~

aa) Photography studio.

bb) Professional planner **(weddings, special events, held off-site only).**

cc) Stenographer. No reproduction equipment permitted.

dd) Tailor. No manufacture for stock in trade; no cleaning, dyeing, or pressing by mechanically operated equipment.

ee) Telephone service.

ff) Tax Preparation, CPA, Financial advisor/investor.

gg) Travel agent.

hh) Tutoring and classroom instructions, craft related **(knitting, crocheting, jewelry making, etc.)**, limited to five persons per class and off street parking to be provided.

(12) The Development Services Director shall have the authority to allow a customary home occupation that is not listed above, provided the Director determines that the proposed use will be in harmony with all existing and potential nearby residential uses and meets all the criteria associated with the customary home occupation listed herein.

(13) A special permit issued by the ~~Building Inspector~~ **Development Services Director** is required for the conduct of any home occupation. ~~No business license for home occupation shall be issued unless such a special permit is granted.~~ The fee for such special permit shall be \$25-\$50.00. ~~Such special permit shall be renewed each year. Permit not transferable.~~ A special permit for a home occupation is not transferable. A new permit must be applied **by each applicant** for and shall be subject to a new permit fee of ~~\$25~~ **\$50.00.**

~~(b) Transfer not permitted. A business license for a home occupation may not be transferred to another address. A new special permit and fee is required.~~

(14) Abatement. When any home occupation results in an undesirable condition interfering with the general welfare of the surrounding residential area, said home occupation may be terminated and the special permit revoked.

According to Town of Dallas Code 10.99, General Penalty, any person, firm or corporation violating any of the provisions of any section or division of this code of ordinances for which no other penalty is provided, or failing or neglecting or refusing to comply with same, shall, upon conviction, be guilty of a Class 3 misdemeanor and subject to a fine not to exceed \$50 or imprisonment not to exceed 30 days, and each day that any of the provisions of this code of ordinances are violated shall constitute a separate offense.

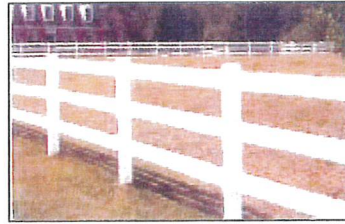
153.016 FENCES IN RESIDENTIAL DISTRICTS.

In any Residential (R) District any fence installed from and after the effective date of this section shall meet the following standards.

(A) No fence shall be erected without first obtaining a Zoning Permit issued by the Town's Development Services Director (see Section 150.22).

(B) Fences and their customary appurtenances shall be constructed of materials designed, intended and customarily used for fencing. All fencing and appurtenances must be constructed in a durable fashion of brick, stone, other masonry materials or wood posts and planks, chain link, vinyl or metal materials specifically designed as fencing materials, or any combination thereof. The material used in the construction of the fence must be designed for construction of permanent fencing. Materials typically used for temporary fencing may not be used for permanent fences. All fences or similar structures must be firmly anchored to the ground, maintained in good structural condition and free of deterioration. The finished side of all fences and walls shall face the exterior of the property. **Chain-link, wire mesh, welded wire and solid plank fences are permitted in the rear yard only.**

(C) Fences in the front yard shall be a maximum of four feet above grade, six feet in the side yard and eight feet in the rear yard. Fences installed between the front building line of the principal residential structure (a line that runs along the front wall and extends therefrom in a straight line to either side property line) and the fronting street shall not exceed four feet in height. **Fence material in the front yard is limited to fencing that allows clear and unobstructed visibility from adjoining properties and right of way. (See examples below)**



Fence heights shall be measured from natural grade.

The height of vertical support structures (posts, columns, pillars, etc.) for fences within front yard setbacks may be up to six (6) feet high, as long as such supporting structures are no larger than two feet in width or diameter. Vertical columns shall be placed at least 6' apart.

(D) Notwithstanding the division (B) above, when the Zoning Administrator finds that there exists an unusual or extraordinary circumstance where an overwhelming public interest is served by allowing a fence of additional height to protect a residential use from negative impacts of adjoining non-residential uses, he/she may permit a fence up to six feet high in the front, side and rear yards along the property lines separating the residential and non-residential uses.

(E) Maintenance required: All fences and walls shall be kept in good repair, with construction, maintenance, replacement and reconstruction occurring as needed. A fence will be considered dilapidated when, by reason of inadequate maintenance, obsolescence or abandonment, it is deteriorated or decayed, or has bent or broken supports and panels and no longer adequately serves the purpose for which it was originally intended. If vegetative screening is included with the fence/wall, vegetation and shrubs must be trimmed and maintained.

(F) No fence shall be installed within two feet of any fire hydrant. No fence shall be constructed within a general drainage or utility easement, so as to block or materially impede the flow of storm-water runoff, nor in any right- of-way.

(G) On corner lots, Section 153.012 regarding “obstructions to vision at street intersection” shall apply.

153.009 Accessory structures on residential lots: (amendment adopted by Board of Aldermen on July 12, 2016)

This section shall apply to any structure 12' or more in any dimension, whether enclosed or open, whether site built or built off-site and brought to the property. This section shall also apply to swimming pools.

- A. Accessory buildings shall not be located in any required front or side yard.
- B. The total square footage of all accessory buildings shall not exceed 50% of the square footage of the primary structure (house, dwelling) on the property.
- C. Accessory structures shall be located a minimum of 5' from side property lines, 5' from rear property lines, 5' from any other building on the same lot and 10' from any building on adjacent lots. If property lines are not clear enough to determine if setback requirements can be met, the Administrator may require a survey of the property prior to issuing permit for accessory structure.
- D. Swimming pools (any structure intended for swimming or recreational bathing that contains water over 24" deep, including in-ground, above-ground or on-ground swimming pools, hot tubs and spas) shall be provided with a barrier (a fence, wall, building wall, or combination thereof which completely surrounds the water structure and obstructs access to the water structure) and shall comply with the most current North Carolina Building Code Appendix G.
- E. No accessory structure shall be permitted that involves or requires any external construction features which are not primarily residential in nature or character, shall not be made of highly reflective metal materials and shall be finished with an exterior color and texture similar to the primary structure on the property. Some examples of structures that cannot be used as an accessory structure to a residential use include: school buses, manufactured homes, tractor-trailers (with or without wheels), buses, recreation vehicles, cargo containers, etc.
- F. No accessory structure shall be constructed or placed on a lot without a permitted principal use or structure on the same lot.
- G. No accessory structure for which this section is applicable shall be constructed or placed on a lot without prior issuance of a zoning permit issued by the Town Administrator.

H. Private residential quarters: Private residential quarters shall be permitted as an accessory use to any single-family detached dwelling unit (except manufactured homes) in accordance with the following requirements:

1. The private residential quarters may be attached to or separate from the principal dwelling unit. If it is located in a detached structure, it shall meet the requirements listed in items A, E, F and G referenced in this section.
2. The owner of the principal dwelling unit shall live on-site and the owner of the private residential quarters shall be the same as the owner of the principal dwelling unit.
3. No more than one private residential quarter shall be allowed per lot.
4. The private residential quarters shall be occupied by a disabled or elderly person, family member or occasional guest.
5. The ground floor area of the private residential quarters shall be no greater than 50% of the principal dwelling unit, or 750 square feet, whichever is less.
6. The private residential quarters shall be located in the rear yard only and setbacks shall be at least 15' from the side and rear lot lines.
7. The private residential quarters shall be served by the same driveway as the principal structure and shall have at least two (2) off-street parking spaces dedicated to this use.

Billy Guillet

From: Billy Guillet
Sent: Thursday, August 25, 2016 4:36 PM
To: 'mvaca@dallasnc.net'
Subject: Dallas-Long Creek Apartments Phase II

Martine,

Thank you for your time. Below is an outline of what we are asking help with. Like I said earlier we will pull everything together at our expense and there is no match requirement from the city. I apologize for the short timeline. We were just made aware of this opportunity last week and the deadline. I really appreciate your consideration and I will be glad to come down there to discuss it in person.

Thanks
 Billy
 Cell 919-621-9186

From: Mia Richard <mrichard@mesco.com>
Date: August 24, 2016 at 2:30:28 PM EDT
To: Billy Guillet <billy@upmapartments.com>
Cc: bblowe@mesco.com
Subject: Dallas

Billy,

The upcoming deadline to submit is September 30th, in order to meet this deadline, there are several items that we will need assistance from the city on, since they will be the "Applicant". As part of the application preparation process, I will draft each of the documents for the City's review, consideration/approval and signature with explicit instructions on each. Some of the items required as part of the CDBG-I application are as follows:

- A signed and certified Resolution to Apply
- The Divisional Application and the Commitment of Other Funds Form, signed and dated by the chief elected official (*There are no matching funds, this is 100% Grant*)
- A public hearing discussing the CDBG program, as well as the specific project, **must** be held prior to the application being submitted to DENR for funding consideration. (*The public hearing must be advertised at least 10 days prior to the meeting date*)
- CDBG-Infrastructure Compliance Documents, signed and dated by the chief elected official. There are roughly 5 certifications that I will draft for and will require the chief elected official's signature.
- Certified copies of your water and sewer rates as well as completed LGC forms based on your most recent audit

For the next meeting, the only item that requires board adoption is the Resolution to Apply. However, we need to act quickly to get an advertisement in the local paper 10 days prior to the meeting to vote on the resolution.

If there are any program specific questions or you need additional detail, please don't hesitate to call or email!

Maria Stroupe

From: B Webb <bwebb@dallasnc.net>
Sent: Wednesday, September 07, 2016 10:03 AM
To: mstroupe@dallasnc.net
Subject: FW: 13-634 Town of Dallas Trade Street Improvements

Maria – I wanted you to have this message in case a question comes up about this at next Tuesday's Board meeting.

From: John Townsend [mailto:JTownsend@davenportworld.com]
Sent: Friday, September 02, 2016 7:54 AM
To: bwebb@dallasnc.net
Subject: 13-634 Town of Dallas Trade Street Improvements

Barry,

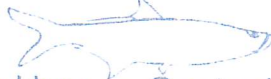
I wanted to follow up in response to the letter we received about the error in the bid quantity. As we discussed at the meeting on Wednesday (8/31), the quantity was incorrect, but the ThermoPrintHT was always a part of the project and the unit price is unchanged, so there is not a premium being charged for the additional material. The recommendation to the board to reduce the crosswalk width to 8' will help to minimized the traffic disruption by speeding up the installation process and to reduce the additional cost. Please let me know if you need additional info or a formal response to provide to the board. Thanks.

-John



John Townsend, PE Director of Transportation Design
DAVENPORT
4600 Marriott Drive, Suite 350 Raleigh, NC 27612
t (919) 518-9485 c (704) 607-5646 f (336) 458-9377
[website](#) | [map](#) | [email](#)

Tarpon Construction, Inc



1005 Dallas-Bessemer City Hwy. • Gastonia, NC 28052 • 704-629-2030

PROPOSAL

Quote to: Town of Dallas
c/o John Townsend
210 N. Holland St.
Dallas, NC 28034

Job Name: Trade St. Intersection Improvements
Date: July 26, 2016
Ref Number: Change Order #7
Add curb inlet and junction box

ITEM	DESCRIPTION	QUANT	UNIT	UNIT PRICE	AMOUNT
	Trade St. Intersection Improvements				
1	Add curb inlet at Bank of America drive entrance with new grate frame and hood.	1	LS	\$ 2,750.00	\$ 2,750.00
2	Add junction box and short section of RCP to new curb inlet in driveway	1	LS	\$ 1,650.00	\$ 1,650.00
Complete Job Total					\$ 4,400.00

NOTES:

1. Tarpon Construction is a licensed and insured contractor in North Carolina.
2. This quotation is valid for a period of thirty (30) days from bid date.
3. Per plans and specifications.

Proposed By;
Tarpon Construction, Inc.
Benjamin C. Bumgardner - Vice President



BRYANT
ELECTRIC REPAIR &
CONSTRUCTION, INC.

EXHIBIT O

Robert L. Davis
President/CEO

August 31, 2016

Mr. Barry Webb
Project Coordinator
The Town of Dallas
Dallas NC., 28034

RE: Pedestrian Traffic Signal Modifications- Trade St./Holland St./Gaston Ave.

Dear Mr. Webb;

Please accept this letterhead proposal as our offer to perform the additional work for the pedestrian signal heads and structures previously discussed and reviewed on site.

More specifically, BERCO purposes to provide the required additional signal cable/wire, mounting hardware (\$450.00) and labor (\$1,225.00) for the gross cost of \$1,675.00. This labor cost covers the scope of reworking previously installed equipment and wire. A credit of \$575.00 is recognized to account for hardware not yet installed per the original design. This produces a net change order request of \$1,100.00.

The suggestion of the town forces taking care of the demo of the previously installed foundations would abate our cost of performing this scope. The demo would involve the removal of the small section of concrete making up the pedestrian pedestal foundation (approx. 12 in. X 12 in. footprint) and (4) ¾ in . anchor bolts at two locations. If requested to perform this scope, our cost would be \$250.00 each to cover labor and replacement concrete .

Please do not hesitate letting me know if you or anyone else needs further detail or have questions.

Best regards,

CC: Mrs. M. Stroupe

Maria Stroupe

From: Doug Huffman <dhuffman@dallasnc.net>
Sent: Thursday, September 08, 2016 1:23 PM
To: 'Maria Stroupe'
Subject: FW: LED Lighting for Down Town Farmers Market UPDATE with corrections
Attachments: LED Decorative Head Options NO RIBS AND BANDS for Downtown Farmers Market UPDATE 1 9-7-16.doc

Maria,

Please consider the following over budget quote for our parking lot project. The reason for the added expense is after our light study there was a need for one additional fixture in the walkway area near the old drive thru window to the side of Town Hall. We also chose a remaining fixture to change out beside of the Edward Jones building so that all lights from Wilkens to Trade will match. Finally since we have no spares on hand we also included an additional light head to keep in stock for quick maintenance issues.

Thank you.

From: Todd Ferrell [mailto:SFerrell@borderstates.com]
Sent: Wednesday, September 07, 2016 6:34 PM
To: Doug Huffman - Town of Dallas (dhuffman@dallasnc.net) <dhuffman@dallasnc.net>
Cc: Lynn Cole <FCole@borderstates.com>
Subject: LED Lighting for Down Town Farmers Market UPDATE with corrections

Doug:

Good afternoon. Per our discussion earlier today, please see attached quotation with wattage correction. Please review and let me know if you have any questions. I have a call into Holophane for a description or directions on the direct burial pole. I will send that as soon as I have it.

Thanks,

Todd

Todd Ferrell
 Area Sales Manager | Utility
 D 864-242-6880 | EXT 11211
 C 864-630-5655
 sferrell@borderstates.com | shealyelectrical.com | borderstates.com

Shealy Electrical Wholesalers, a division of Border States
 422 Fairforest Way | Greenville, SC 29607



100% Employee-owned, American Company
 Owners wanted—apply today

Mr. Doug Huffman
Electrical Department Director
700 East Ferguson Street
Dallas, NC 28034

9-7-16

**SUBJECT: LED Head & Pole Options for Famers Market Parking Lots
(NO RIBS AND BANDS)**

Dear Doug:

Per our earlier correspondence, please see price and delivery information on the subject above:

ITEM	QTY	CAT# AND DESCRIPTION	PRICE/each	EXT	DELIV
1-B-1	2	GPD2-P30-40K-AS-M-BK-5-N-B-BK-H (TYPE V)	\$ 955.00	\$ 1,910.00	7 WKS
		60 Watt LED Granville Premier, 4000K, Black in color			
		Ball Finial. (No Ribs and Bands)			
1-B-2	13	GPD2-P30-40K-AS-M-BK-3-N-B-BK-H (TYPE III)	\$ 955.00	\$ 12,415.00	7 WKS
		60 Watt LED Granville Premier, 4000K, Black in color			
		Ball Finial. (No Ribs and Bands)			
2	13	SMA 16 F5J 13 P07 DBB BK R183A FGIUS_S BK	\$ 1,250.00	\$ 16,250.00	7 WKS
		16' Salem Series Pole, Black In color, Direct Burial with			
		Weatherproof Receptacle.			
2-a	13	BA 18 C52 H 4 BK 18" Banner Arm Set	\$ 570.00	\$ 7,410.00	7 WKS
		2ea @ 180 Degrees Top and Bottom, Black in color			
2-b	13	FPH1/CO 5 BK Flag Pole Holder for Item 2	\$ 150.00	\$ 1,950.00	7 WKS
		Black in color.			

TOTALS= \$ 39,935.00

If you have questions, please advise. Thanks for your help.

Sincerely,

S. Todd Ferrell

Cc: Mr. Lynn Cole

Projected Costs for Attending NCLM Annual Conference

Conference Registration	\$400.00
NC BEMO Breakfast & Business Meeting	\$30.00
NCLM Exhibit Hall Networking Luncheon	\$35.00
NC Women in Municipal Government Breakfast	\$30.00
Hotel for 2 nights	\$411.70
Approximate Mileage Reimbursement	\$215.00
Approximate Food Reimbursement	<u>\$100.00</u>
Total Projected Costs	\$1,221.70

PRELIMINARY SCHEDULE

EXHIBIT Q

Saturday, October 22

11:00 am – 7:00 pm 16th Annual NCLM Golf Tournament | Eagle Ridge Golf Club | Registration required

Sunday, October 23

8:00 am – 6:30 pm Conference Registration Open | League LINC Center and Voting Desk Open

10:00 am – Noon NCLM Board of Directors Meeting

10:00 am – Noon NC Resort Town & Convention Cities Annual Business Meeting

11:00 am – 4:00 pm Advocacy Goals Conference 2017-18 Biennium | Lunch provided | Registration required

1:00 – 6:00 pm Exhibit Hall Open | NCLM Networking Center

4:00 – 5:00 pm NCLM Nominating Committee Public Hearing

✓ 5:00 – 6:00 pm Exhibit Hall Reception

✓ 6:00 – 8:45 pm Host City Event | Registration required | Reception and Broadway Musical "Pump Boys and Dinettes"
Dessert Social

Monday, October 24

7:15 am – 6:30 pm Conference Registration Open | League LINC Center and Voting Desk Open

7:15 am – 2:00 pm Exhibit Hall Open | NCLM Networking Center Open

7:15 am – 8:45 am NC Military Host Cities Coalition Meeting

✓ 7:15 am – 8:45 am NC Black Elected Municipal Officials Business Meeting | Breakfast included | Registration required

7:15 am – 8:45 am Mayors' Networking Meeting | Breakfast included | Registration required

7:15 – 8:45 am NCLM Exhibit Hall Breakfast | Registration required

8:45 – 9:45 am Opening Ceremonies and General Session

10:00 – 11:00 am Town Talks: Economic Development

11:00 – 11:15 am Exhibit Hall Networking Break

11:15 – 11:45 am General Session

12:00 – 1:00 pm Town Talks: Communication

1:00 – 2:00 pm NCLM Exhibit Hall Networking Luncheon | Registration required

2:15 – 2:45 pm General Session

2:45 – 3:00 pm Afternoon Networking Break

3:00 – 4:00 pm Town Talks: Culture and Demographics

4:15 – 5:15 pm NCLM Annual Business Meeting

✓ 5:15 – 6:30 pm NCLM President's Reception

✓ 6:30 – 10:00 pm NCLM President's Dinner & Gala | Registration required

Tuesday, October 25

7:30 – 11:00 am Conference Registration Open | League LINC Center Open

7:30 – 8:45 am NCLM Membership Floating Hot Buffet Breakfast

7:30 – 8:45 am Municipal Managers Business Meeting | Breakfast included | Registration required

✓ 7:30 – 8:45 am NC Women in Municipal Government Meeting | Breakfast included | Registration required

7:30 – 8:45 am NC Association of Municipal Clerks Meeting | Breakfast included | Registration Required

9:00 – 11:00 am Ethics Training for Local Elected Officials | Registration required

9:00 am – 12:00 pm Public-Private Partnerships for Revitalization in North Carolina Communities (LELA) | Registration required

9:00 am – 12:00 pm Getting Future Ready: Strategic Planning for Municipal Governments | Registration required

Conder Flag Company
4705 Dwight Evans Road
Charlotte, NC 28217

Quote

Phone #: (704) 529-1976
Fax #: (704) 529-5237

Customer No.: 7049229961
Quote No.: 31032

Quote To: **TOWN OF DALLAS**
210 N HOLLAND ST
DALLAS, NC 28034

Ship To: **TOWN OF DALLAS**
700 E. FERGUSON ST.
DALLAS, NC 28034

Date			Ship Via		F.O.B.		Terms	
09/02/16			UPS GROUND		Origin		Net 30	
Purchase Order Number			Sales Person				Required	
			Jackie Costello				09/09/16	
Quantity			Item Number	Description	Unit Price	Amount		
Required	Shipped	B.O.						
1			439035	3X5' ARMY, NYLON, H&G.	35.90	35.90		
1			439030	3X5' NAVY, NYLON, H&G.	35.90	35.90		
1			439005	3X5' MARINE, NYLON, H&G.	35.90	35.90		
1			439040	3X5' COAST GUARD, NYLON, H&G	35.90	35.90		
1			439010	3X5' AIR FORCE, NYLON, H&G.	35.90	35.90		
1			377991	3X5' POW-MIA, NYLON, SINGLE REVERSE, H&G	31.90	31.90		
6			E320028	8' X 1" WHITE FIBERGLASS POLE, 1-PIECE, ACORN TOP	16.00	96.00		
6			697445	EN ENSIGN STAND, 5LBS, 3/4" OR 1" BORE DIA., GILT FINISH	29.40	176.40		
Quote subtotal						483.80		
Freight charges						40.00		
Sales tax @ 4.75000%						24.88		
Sales tax @ 2.00000%						10.48		
Quote total						559.16		

For custom orders, print ready art work is required. Art charges will apply if editing time is needed.

This Quote is valid for 30 days. If you have any questions please call.

Thank You



MEMORANDUM

Mayor

Rick Coleman

Aldermen

Jerry Cearley
Allen Huggins
Darlene Morrow
Stacey Thomas
Hoyle Withers

Town Manager

Maria Stroupe

Town Clerk/HR

Da'Sha Leach

Finance

Crystal Certain

Town Attorney

J. Thomas Hunn

Police

Allen Scott

Electrical

J. Doug Huffman

Public Works

Bill Trudnak

Development Svc

Martine Vaca

Fire Chief

Steven Lambert

Recreation

Anne Martin

Town of Dallas
210 N. Holland St.
Dallas, NC 28034

Phone:

704-922-3176

Fax:

704-922-4701

Web Page:

www.dallasnc.net



TO: Members of the Town of Dallas Board of Aldermen
Members of the Town of Dallas Planning Board
Maria Stroupe, Town Manager

FROM: Martine Vaca, Development Services Director

RE: Planning Board Members resigned and recommended appointment

DATE: August 31, 2016

Because of personal issues, two members of the Planning Board/Zoning Board of Adjustment have resigned since April.

The members who resigned are Tim Parrish and David Harvell. This has presented a challenge and a recent postponement/rescheduling of a Planning Board meeting due to lack of a required quorum.

In order to have enough membership to meet a quorum, a minimum of one replacement member is recommended. The Planning Board has identified and recommended Steven Hood as a new member.

There are currently two Alternate positions, filled by members Glenn Bratton (known as Alternate #1) and Reid Simms (known as Alternate #2). Mr. Bratton would move into a permanent position, Mr. Simms would become "Alternate #1" and Mr. Hood would become "Alternate #2".

Please see attached previous list and recommended list. If the Board of Aldermen appoints Mr. Hood, his membership would be effective immediately. This would be a 3 year term and would be valid until September 13, 2019.

Thank you

(2 attachments)

**TOWN OF DALLAS PLANNING AND ZONING BOARD/BOARD OF ADJUSTMENTS
MEMBER LIST (as amended on 05/06/16)**

REGULAR MEETING DATE IS THE
THIRD THURSDAY OF EACH MONTH, 7:00 PM, FIRE DEPARTMENT MEETING ROOM

<u>NAME</u>	<u>APPOINTED</u>	<u>EXPIRES</u>
Curtis Wilson, Chair 438 S. Gaston Street Dallas, NC 28034 (H) 704-922-4343 (W) 704-922-7173 (C) 980-522-0080 curtiskwilson@charter.net	December 2013	December 2016
John Beaty 500 N. Holland Street Dallas, NC 28034 704-922-5869 jonsara@msn.com	March 2014	March 2017
John O'Daly 318 Holstein Drive Dallas, NC 28034 704-460-6047 jcodaly@gmail.com	October 13, 2015	October 13, 2018
Tim Parrish 1721 Eden Glenn Drive Dallas, NC 28034 704-718-6476 No email?	December 2013	December 2016 RESIGNED
David Harvell 6031 Bradford Court Dallas, NC 28034 704-674-6955 davidharvell@charter.net	December 2013	December 2016 RESIGNED 8/22/16
Beth Heywood 509 N. Oakland Street Dallas, NC 28034 (H) 704-922-5998 (W) 704-917-0031 (C) 704-915-2151 (also text) bheywood@grsinc.org	October 13, 2015	July 1, 2018
Eric Clemmer, ETJ Representative 802 Robinson-Clemmer Road Dallas, NC 28034 704-913-7270 Does not have email (verified 04/11/16)	November 10, 2015	November 10, 2018
Glenn Bratton (Alternate) 405 S. Rhyne Street Dallas, NC 28034 704-524-4058 glennbratton@yahoo.com	May 2014	May 2017
Reid Simms (Alternate) 503 N. Holland Street Dallas, NC 28034 704-922-8514 Deannasimms42@charter.net	October 2014	July 2017

**TOWN OF DALLAS PLANNING AND ZONING BOARD/BOARD OF ADJUSTMENTS
MEMBER LIST (as amended on 05/06/16)**

**REGULAR MEETING DATE IS THE
THIRD THURSDAY OF EACH MONTH, 7:00 PM, FIRE DEPARTMENT MEETING ROOM**

<u>NAME</u>	<u>APPOINTED</u>	<u>EXPIRES</u>
Curtis Wilson, Chair 438 S. Gaston Street Dallas, NC 28034 (H) 704-922-4343 (W) 704-922-7173 (C) 980-522-0080 curtiskwilson@charter.net	December 2013	December 2016
John Beaty 500 N. Holland Street Dallas, NC 28034 704-922-5869 jonsara@msn.com	March 2014	March 2017
John O'Daly 318 Holstein Drive Dallas, NC 28034 704-460-6047 jcodaly@gmail.com	October 13, 2015	October 13, 2018
Beth Heywood 509 N. Oakland Street Dallas, NC 28034 (H) 704-922-5998 (W) 704-917-0031 (C) 704-915-2151 (also text) bheywood@grsinc.org	October 13, 2015	July 1, 2018
Eric Clemmer, ETJ Representative 802 Robinson-Clemmer Road Dallas, NC 28034 704-913-7270 Does not have email (verified 04/11/16)	November 10, 2015	November 10, 2018
Glenn Bratton 405 S. Rhyne Street Dallas, NC 28034 704-524-4058 glennbratton@yahoo.com	May 2014	May 2017
Reid Simms (Alternate) 503 N. Holland Street Dallas, NC 28034 704-922-8514 Deannasimms42@charter.net	October 2014	July 2017
Steven Hood (alternate) 317 Holstein Drive Dallas, NC 28034 704-616-7565	September 13, 2016	September 13, 2019