

MINUTES  
TOWN OF PITTSBORO  
BOARD OF COMMISSIONERS  
JANUARY 12, 2004  
7:00 P.M.

Mayor Nancy R. May called the meeting to order and gave invocation.

ATTENDANCE

Members present: Mayor Nancy R. May, Commissioner Gene T. Brooks, Max G. Cotten, Chris Walker, Burnice Griffin, Jr., and Clinton E. Bryan, Jr.

Other staff present: Manager David B. Hughes, Clerk Alice F. Lloyd, Attorney Paul S. Messick, Jr. and Planner David Monroe.

DISPOSITION OF MINUTES

Motion made by Commissioner Walker seconded by Commissioner Griffin to approve the minutes of the December 8, 2003 with the following corrections.

PAGE 2  
REGARDING RICKY SPOON REZONING REQUEST

To read motion made by Commissioner Cotten seconded by Commissioner Walker....

PAGE 4  
PLANNING BOARD RECOMMENDATION

Motion made by Commissioner Cotten seconded by Commissioner Bryan....

Vote Aye-5 Nay-0

CITIZENS MATTERS

NONE

FINAL PLAT PHASE 8 CHATHAM FOREST

Planner Monroe stated the documentation provided by Mr. Voller was examined and found to be complete for the Final Plat Phase 8 – Chatham Forest. Mr. Voller has requested that the Town waive the requirement that improvements be completed before the plat is recorded. To that end he is proposing a letter of credit in the amount of \$13,313 and has provided a warranty.

Planner Monroe stated after discussion the letter of credit amount with Manager Hughes it was determined that \$16,850 would be more appropriate, that we wait until the one

year warranty expires before we accept the streets and that the parks be dedicated as public parks or to the homeowners association. They will not be relieved of the dollars to be paid to the Town in lieu of parks to the Town.

The Planning Board recommended that the Town approve the Final Plat for Phase 8 of Chatham Forest with the condition that the Town Attorney approve the form, sufficiency and manner of assurance and warranty.

Commissioner Bryan asked about the water pressure problem.

Planner Monroe stated the water line is going in and the tank is being fabricated.

Commissioner Cotten asked if we need to make any changes to the warranty.

Planner Monroe stated he would recommend that we not accept the water and sewer lines and streets until the one year warranty expires.

Motion made by Commissioner Cotten seconded by Commissioner Walker to approve the Final Plat for Phase 8 Chatham Forest with modifications by Attorney Messick and Planner Monroe, that the deposit be increased to \$16,850, that the streets and utilities not be dedicated until the one year warranty expires and that the parks be dedicated to the homeowners association.

Vote Aye-5 Nay-0

COPY OF FINAL PLAT IS RECORDED IN THE BOOK OF RESOLUTIONS  
NUMBER ONE, PAGE 1

DOCUMENTATION FOR FINAL PLAT PHASE 8 – CHATHAM FOREST IS  
RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGES 2-12

SET A PUBLIC HEARING  
AMENDMENT TO ZONING ORDINANCE

Planner Monroe reported the Zoning Ordinance currently defines the Planning Board as consisting of six members, but incorrectly states proportional representation. Based on census data provided by the State Library we have determined that Center Township population for the year 2000 was 5928. GIS programming from Chatham County shows that Pittsboro and its ETJ occupy approximately 85% of the area of the Township. So it is not appropriate to use the entire Township population in determining proportional representation on the Planning Board. If we take 85% of the year 2000 population, it yields 5038 residents in Pittsboro and the ETJ. If we then deduct the 2226 Pittsboro population, it results in 2812 person in the ETJ.

The zoning ordinance needs to be amended to reflect corrected proportional representation.

Motion made by Commissioner Cotten seconded by Commissioner Bryan to schedule a public hearing on the amendment to the zoning ordinance Article XIII (Planning Board) for January 26, 2004 at 7:00 p.m.

Vote Aye-5 Nay-0

#### NAMING OF PRIVATE DRIVE

Planner Monroe stated Harry Lee Smith has requested to name a private drive off N. Masonic Street (property which he owns) to Wendy Drive. The drive serves more than three residences.

The Planning Board reviewed the request and recommended naming the private drive – Wendy Drive.

Motion made by Commissioner Bryan seconded by Commissioner Walker to approving the name of the private drive to Wendy Drive and that the private drive sign be provided at the expense of Mr. Smith.

Vote Aye-5 Nay-0

#### TRIPLE H STORAGE SITE PLAN REVIEW

Planner Monroe stated the Planning Board reviewed the site plan of Harold Howard seeking the reapproval of phases 2, 3, and 4 of the Triple H Lakeside Storage. This plan represents an improvement from the originally approved plan in that it better deals with stormwater and provides a buffer from an adjacent non-conforming residential structure.

The Planning Board found the application satisfied the requirements of the Zoning Ordinance and was complete. The Board recommended approval of the site plan with the condition that no hazardous materials be stored in the facility.

Motion made by Commissioner Brooks seconded by Commissioner Griffin to approve the site plan for Triple H Storage phase 2, 3, and 4 with the condition that no hazardous materials be stored in the facility.

Vote Aye-5 Nay-0

COPY OF SITE PLAN IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGES 13-14

COPY OF SITE PLAN CHECK LIST IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGES 15-16

#### INCREASING CAPITALIZATION THRESHOLD

Resolution for the authorization to increase the capitalization threshold of fixed assets to \$5,000.00 for financial reporting purposes in order to comply with GASB 34.

Motion made by Commissioner Bryan seconded by Commissioner Walker to approve the Resolution Authorizing Increasing the Capitalization Threshold of Fixed Assets to \$5,000.

Commissioner Cotten stated after conversation with Mr. Wood that he might take some exception to the big increase.

Manager Hughes stated we received this Resolution from Mr. Wood.

Vote Aye-5 Nay-0

RESOLUTION AUTHORIZING INCREASING THE CAPITALIZATION THRESHOLD OF FIXED ASSETS TO \$5,000 IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGE 17

SCHEDULING PUBLIC HEARING  
ESTABLISHING MORATORIUM ON SUBDIVISIONS

Motion made by Commissioner Brooks seconded by Commissioner Bryan to set a public hearing for January 26, 2004 on an ordinance establishing a moratorium on the approval of major subdivisions of land in the Town of Pittsboro.

Commissioner Cotten asked Planner Monroe if he had any plans on his desk for review before the hearing. Planner Monroe stated he did not.

Commissioner Cotten asked what he would do if he receive a plan. Planner Monroe stated he would have a legal obligation to accept it if it is a complete site plan. Planner Monroe stated he is not aware of one that could be complete in two weeks.

Commissioner Cotten asked if this would apply to Powell Place. Planner Monroe said no sir.

Commissioner Cotten asked why not, they did not have a site plan approved only a master plan.

Vote Aye-5 Nay-0

SCHEDULING JOINT MEETING  
WITH CHATHAM COUNTY BOARD OF COMMISSIONERS

Mayor May stated the board has been requested to consider a joint meeting with Siler City and Chatham County governing boards for January 29, 2004. Meeting will be a dinner meeting with no set agenda but rather an open discussion of common interests and concerns.

Commissioner Cotten stated he feels very strongly that we should meet with them separately before a joint meeting. They have been promising to meet with the Town Board for a year and have not done so. He would like to go on record that he would

prefer the County meet with each Board separately before having a joint meeting. He has been told that meeting will be regarding economic development primarily in the Siler City area.

Commissioner Brooks stated he is not opposed to meeting or having a joint meeting. The Boards have not had a joint meeting with other governing boards since October 1989, the County did invite the Town Board to a meeting to hear the engineer discuss where they planned to put an intake on Jordan Lake and during a prior administration of the County Board they met here at Town Hall and the best he can recall – nothing happened. He would like to have some general guidelines of what is to be discussed. A hidden agenda is not acceptable.

The Board agreed they would like some set agenda.

Motion made by Commissioner Bryan seconded by Commissioner Walker to approve a joint meeting with Siler City and Chatham County governing boards for January 29, 2004 and that Manager Hughes let them know where and the time.

Vote Aye-5 Nay-0

#### COMMISSIONER CONCERNS

Commissioner Cotten stated the Solid Waste update meeting will be held on January 13, 2004 at 9:00 a.m. There will be three presentations by private companies for solid waste disposal. He is really concerned for citizens of Pittsboro. They will discuss the future of the landfill, collection system county wide and how to handle convenience centers.

Commissioner Brooks asked if the letter had been sent to NCDOT.

Manager Hughes stated it was in the agenda packet.

Commissioner Bryan stated he was concerned when he read the letter from Connie McAdams.

A COPY OF THE LETTERS FROM CONNIE MCADAMS IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGES 18-24

Motion was made by Commissioner Brooks seconded by Commissioner Bryan to send a copy of the letter that was sent to NCDOT to Connie McAdams.

Vote Aye-5 Nay-0

Motion was made by Commissioner Cotten seconded by Commissioner Bryan to adjourn.

Attorney Messick stated that Ricky Spoon would like to address the board.

After discussion the board agreed to let him speak.

Ricky Spoon stated he was negotiating to buy a tract of land in Town and that he will have a site plan for a 23 lot subdivision on the night the public hearing is scheduled for.

Vote Aye-5 Nay-0

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Nancy R. May, Mayor

ATTEST:

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Alice F. Lloyd, Town Clerk