



September 11, 2023 Council Meeting

Mayor Bryan Hough
Mayor Pro-Tem Phyllis Harris
Councilman Ivory Craig
Councilman Jeff Meadows
Councilman David Moore
Councilwoman Christina Pawlish
Councilwoman Lauren Shoemaker
Marie M. Anders, City Attorney
Danny Jackson, Interim City Manager

**CITY OF MOUNT HOLLY
MOUNT HOLLY CITY COUNCIL MEETING AGENDA**



**September 11, 2023
7:00 P.M.**

CALL TO ORDER BY THE MAYOR

INVOCATION

PLEDGE OF ALLEGIANCE

Boy Scout Troop 59

SET THE AGENDA

CONSENT AGENDA

1. Approval of an updated Interlocal Agreement for Enforcement Services of Gaston County Soil Erosion and Sediment Control Ordinance
2. Call for a public hearing to amend Sections 6.4 & 7.1 of the Zoning Ordinance to allow tattoo studios as a permitted use with conditions in the B-1 District
3. Memorandum of Understanding for East Lincoln Fire Department for Mutual Aid
4. Approval of Minutes from the August 28, 2023 Council Meeting
5. Approval of Minutes from the August 28, 2023 Closed Session

PRESENTATIONS

- | | |
|--|--------------------------|
| 1. Presentation of a Resolution recognizing Amy Miller upon her retirement | <i>Mayor Bryan Hough</i> |
| 2. Presentation Honoring Art Contest Participants | <i>Mayor Bryan Hough</i> |
| 3. Recognition of September 11th | <i>Chief Ryan Baker</i> |

PUBLIC HEARING

- | | |
|---|------------------|
| 1. Public hearing for a proposed text amendment to amend Appendixes: 1, 2, & 3 of the Subdivision Ordinance | <i>Paul Lowe</i> |
|---|------------------|

PUBLIC COMMENT – Three (3) Minute Limit

OLD BUSINESS

- | | |
|---|------------------|
| 1. Discussion of parking strategy to address loading/unloading zones and no overnight on-street parking in downtown | <i>Greg Beal</i> |
|---|------------------|

NEW BUSINESS

- | | |
|--|---------------------|
| 1. Consideration of contract to purchase Woodlawn Avenue, Tax Parcel ID 122990 | <i>Marie Anders</i> |
|--|---------------------|

CLOSED SESSION

1. Closed Session Pursuant to N.C.G.S 143-318.11 (a) (3 and 5)

ADJOURN

CONSENT AGENDA



City of Mount Holly Action Agenda Item

To: Mayor and City Council	Date: September 6, 2023
From: Jonathan Wilson, Utilities Director	Meeting Date: September 11, 2023
Agenda Item to be considered: Approval of an updated Interlocal Agreement for Enforcement Services of Gaston County Soil Erosion and Sediment Control Ordinance.	
Will this require a public hearing? ☐ YES ☒ NO	
Background/Purpose of Request: Currently, Gaston County is enforcing the Soil Erosion and Sediment Control Ordinance for Mount Holly. This is achieved through an Interlocal Agreement with Gaston County for Enforcement Services of Gaston County Soil Erosion and Sediment Control Ordinance which was approved by City Council on July 25, 2003. The updated Interlocal Agreement is fairly straightforward. The responsibilities listed in the agreement are already in place for the most part and we do not anticipate any noticeable changes in the way in which we currently work with Gaston County. The term of this Agreement is July 1, 2023 through June 30, 2024. Additionally, this agreement shall automatically renew each year hereafter for successive one-year terms unless terminated. One additional requirement for the City is to adopt the Gaston County Fee Schedule with regards to Erosion and Sedimentation Control items which Staff has no objections to.	
Fiscal Impact:	
Will Item affect current budget	☐ YES ☒ NO ☐ N/A
Reviewed by Finance Director	☐ YES ☒ NO ☐ N/A
Preaudit Certification required	☐ YES ☒ NO ☐ N/A
Capital Project Ordinance required	☐ YES ☐ NO ☒ N/A
Budget Transfer required	☐ YES ☐ NO ☒ N/A
Total City Dollars:	\$
Budget Code	
Reviewed by City Attorney	☒ YES ☐ NO ☐ N/A
Manager/Staff Recommendation: Staff recommends that City Council approve the Interlocal Agreement for Enforcement Services of Gaston County Soil Erosion and Sediment Control Ordinance as well as amend the City of Mount Holly Fee Schedule to reflect the Gaston County Fee Schedule with regards to Erosion and Sedimentation Control items.	
Result of City Council Decision: _____	
Attachments:	
1. <i>Interlocal Agreement for Enforcement Services of Gaston County Soil Erosion and Sediment Control Ordinance</i>	
2. <i>Amended Fee Schedule (Page 5, Other, under Planning and Development Fees)</i>	

NORTH CAROLINA

GASTON COUNTY

**INTERLOCAL AGREEMENT FOR
ENFORCEMENT SERVICES OF
GASTON COUNTY SOIL EROSION
AND SEDIMENT CONTROL
ORDINANCE**

This Agreement made and entered into on the _____ day of _____, 2023, by and between **GASTON COUNTY** a corporate and political body and a subdivision of the State of North Carolina, hereafter referred to as "County", and the **City of Mount Holly**, a municipal corporation having a charter granted by the State of North Carolina, hereinafter referred to as "Municipality".

WITNESSETH:

WHEREAS, Article 20 of Chapter 160A of the North Carolina General Statutes authorizes the contractual exercise by one unit of local government for one or more other units of any administrative or governmental power, function, public enterprise, right, privilege, or immunity of local government; and,

WHEREAS, Article 6 of Chapter 153A of the North Carolina General Statutes authorizes the governing board of any City to permit any ordinance adopted by a County to be applicable within the City; and,

WHEREAS, the Municipality has requested that the County provide enforcement services within the corporate boundaries of the Municipality for the Gaston County Soil Erosion and Sedimentation Control Ordinance; and,

WHEREAS, pursuant to N.C. Gen Stat Chapter 160A, Article 20 upon official request of the governing body of any municipality within the County, the Gaston County Board of Commissioners may by agreement exercise enforcement powers within said municipality and upon such direction may do so until such time as the Municipal governing body officially withdraws its request; and,

WHEREAS, the Gaston County Board of Commissioners upon approval of a resolution, and with written notice, may withdraw the offering of the service to the Municipality.

WHEREAS, the, **Mount Holly**, City Council upon approval of a resolution, and with written notice, may withdraw the offering of the service from the County.

NOW, THEREFORE, it is agreed by the parties hereto that the County through the Gaston County Department of Natural Resources will provide enforcement services for Gaston County Soil Erosion and Sedimentation Control Ordinance in the corporate limits of the Municipality on the terms and conditions set forth below:

1. **Purpose.** The purpose of this Agreement is to set forth the terms and conditions for

the Municipality to contract with the County for enforcement services for Gaston County Soil Erosion and Sedimentation Control Ordinance inside its corporate limits and to confer to the County the necessary geographical and subject matter jurisdiction to carry out the intent of this Agreement.

2. **Term.** The term of this Agreement is July 1, 2023 through June 30, 2024. This Agreement shall automatically renew each year hereafter for successive one-year terms unless terminated as provided herein.

3. **Responsibilities.**

A. **Municipality.** The Municipality agrees to:

- (1) adopt County Fee Schedule with regards to Erosion and Sedimentation Control items;
- (2) allow the County to retain any fees or fines collected in accordance with the adopted schedule and in accordance with the law;
- (3) perform a preliminary submittal review before allowing plans to be submitted to County. Preliminary review will be to ensure items of concern to the Municipality or otherwise regulated by Municipal Ordinance (example: Driveway, tree save, etc.) are addressed prior to issuance of permit.
- (4) any erosion control measures that are added as part of conditions from a Conditional Rezoning, that are outside of the scope of the adopted Gaston County Soil Erosion and Sediment Control Ordinance will be the sole responsibility of the Municipality to enforce and maintain.
- (5) defend all claims against it and its employees for incidents related to the enforcement activities to be conducted pursuant to this Agreement that occur prior to the date of this Agreement and indemnify and hold the County harmless from any judgments against it and said employees. The County agrees to defend all claims against the Municipality arising out of like incidents that occur from and after the date of this Agreement, and further agrees to indemnify and hold the Municipality harmless from any judgments against the Municipality resulting therefrom, unless the claims or liability arise solely from the actions of the Municipality;

B. **County.** The County through the County Department of Natural Resources agrees to:

- (1) review plans submitted pursuant to the Gaston County Soil Erosion and Sediment Control Ordinance for compliance therewith and issue permits for those plans found to be in compliance.

- (2) ensure that all construction activities disturbing one acre or more and are subject to the scope of the Gaston County Soil Erosion and Sediment Control Ordinance, obtain an NCDEQ required NCG01 Permit for the construction activity. During scheduled erosion control inspections, monitor project site for NCG01 Permit compliance and report reoccurring non-compliance issues to NCDEQ and Municipality.
- (3) provide adequate enforcement staff to be able to effectively enforce the Gaston County Soil Erosion and Sedimentation Control Ordinance within the Municipality's corporate limits; this includes responding to citizen and municipal complaints within a 48-hour window of time from the receipt of the complaint;
- (4) seek civil and criminal enforcement of the law when necessary in the County's discretion.

4. Geographic and Subject Matter Jurisdiction. To the fullest extent permitted by the laws of the State of North Carolina and the United States, the Municipality hereby grants to the County the authority to enforce the Gaston County Soil Erosion and Sedimentation Control Ordinance as it now exists, or may be amended from time to time, and the County accepts the authority herein granted and agrees fully and faithfully to perform the duties and responsibilities implied by the acceptance of this grant subject to the terms and conditions of this Agreement.

5. Amendment. This Agreement may only be amended in writing upon the signature of both parties. No oral agreements or resolutions shall have any effect.

6. Entire Agreement. This Agreement is the only agreement between the parties and contains all the terms agreed upon and replaces any previous agreements regarding the subject matter. This Agreement has no effect upon enforcement of codes or ordinances not specifically mentioned. If any part of this Agreement is held invalid such decision shall not render the document invalid.

7. Governing Law & Forum:

This Agreement shall be deemed to have been made in the State of North Carolina, and its validity, construction and effect shall be governed by the laws of the State of North Carolina. The parties hereto agree that any action brought by either party to enforce the terms of this Agreement shall be filed in the Superior Court of Gaston County, State of North Carolina.

Dispute Resolution. In addition to and prior to litigation, the parties shall endeavor to settle disputes first by negotiation between the parties, and, if negotiation is unsuccessful, then by non-binding mediation. Demand for mediation shall be filed in writing with the other party to this Agreement. A demand for mediation shall be made within a reasonable time after the claim, dispute or other matter in question has arisen. In no event shall the demand for mediation be

made after the date when institution of legal or equitable proceedings based on such claim, dispute or other matter in question would be barred by the applicable statute of repose or limitations. Each party hereto submits to the exclusive jurisdiction in the state and federal courts having jurisdiction in Gaston County, North Carolina and irrevocably waives any defenses to such venue including any defense based upon the principles of forum non conveniens.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in duplicate for themselves for their duly authorized officers of the day and year first above written.

GASTON COUNTY

By: _____
County Manager

ATTEST:

Clerk to the Board

APPROVED AS TO FORM:

County Attorney

City of Mount Holly

By: _____
Mayer

ATTEST:

Clerk

File: IntlocAgreeSoilEros&SedContOrd.mw

Planning and Development Fees

	2023-2024
TIA	Fee TBD at time of Application
ROW Closure Petition	\$750.00
R/W Closure	Fee TBD at time of Application
Special Use Permit	
2 acres or less	\$300.00
2-10 acres	\$500.00
10 acres or more	\$800.00
Plan Reviews	
Expedited Review***	Double the adopted fee
Site Plan Reviews	\$100.00
Site Plan Resubmittal	\$50.00 (After 3rd submission)
Rezoning Plan Reviews (for Conditional Rezoning and Annexations)	Included with the Rezoning Fee
Rezoning Plan Resubmittal	\$250.00 (After 3rd submission)
Construction Plan Reviews	
Major subdivision or commercial site plan	\$750.00
Minor subdivision	\$300.00
Construction Plan Resubmittal	\$250.00 (After 3rd submission)
Engineer Fees	
Residential	
Less than 25 lots	\$500.00
25-50 lots	\$1,000.00
More than 50 lots	\$2,000.00
Commercial****	
0-5 Acres	\$500.00
More than 5 acres	\$1,000.00
Financial guarantees (per written agreement)	\$500.00
Subdivision Agreement (Per Phased Plat)	\$500.00
Final Plat Reviews	
Major subdivision or commercial site plan	\$750.00
Minor subdivision	\$300.00
Final Plat Resubmittal	\$100.00 (After 3rd submission)
Watershed Review & Floodplain Permit Review	
Watershed Review	
Less than 10 acres	\$500.00
More than 10 acres	\$50.00/acre
Floodplain Development Permit	\$100.00
Floodplain Study Review (TBD consultant review)	Fees will vary based on the consultant fees
Driveway Cut (Driveway Permit Application)	
Residential	\$25.00
Commercial	\$50.00
Industrial	\$100.00
Construction Inspection	
Water	\$100.00
Sewer	\$100.00
BMP	\$100.00
Road	\$100.00
Failed Inspection Re-Inspection	\$50.00
Other	
PERC Test Application	\$25.00
Zoning Verification Letter	\$20.00
Soil Erosion and Sediment Control Permit	See Gaston County Fee Schedule
Manuals	
Zoning Ordinance	\$20.00
Subdivision Ordinance	\$20.00
Land Development Guidelines	\$35.00
Maps	Size Dependent Size Dependent (See below GIS fees)
Lost Zoning Permit Replacement	\$5.00
Public Involvement Meeting	\$500.00
Technical Review Committee Meeting after the Initial meeting *****	\$100.00



City of Mount Holly Action Agenda Item

To: City Council From: Paul Lowe, Assistant Planning Dir.	Date: 9-6-2023 Meeting Date: 9-11-2023
Agenda Item to be considered: Call for a public hearing to amend Sections 6.4 & 7.1 of the Zoning Ordinance to allow tattoo studios as a permitted use with conditions in the B-1 District.	
Will this require a public hearing? ☒ YES ☐ NO	
Background/Purpose of Request: This proposed text amendment, submitted by Billy Rick, would amend Chapter 6: Table of Permitted and Special Uses-Section 6.4-Business, Professional and Personal Services to permit tattoo studios as a permitted use with conditions in the B-1-Central Business District & modify the conditions that pertain to the use, Note 33, which are found in Chapter 7: Special Requirement Notes to the Table of Permitted and Special Uses. If this call is approved, public hearings will be held by the Planning Commission on October 2 nd , and by the City Council on October 9 th .	
Fiscal Impact:	
Will Item affect current budget	☐ YES ☐ NO ☒ N/A
Reviewed by Finance Director	☐ YES ☐ NO ☒ N/A
Preaudit Certification required	☐ YES ☐ NO ☒ N/A
Capital Project Ordinance required	☐ YES ☐ NO ☒ N/A
Budget Transfer required	☐ YES ☐ NO ☒ N/A
Total City Dollars:	\$
Budget Code	
Reviewed by City Attorney	☐ YES ☒ NO ☐ N/A
Manager/Staff Recommendation: Staff recommends that the City Council approve the call for public hearing.	
Attachments: 1. Text Amendment Application. 2. Proposed Redlines.	



APPLICATION FOR TEXT AMENDMENT
CITY OF MOUNT HOLLY, NORTH CAROLINA

Date Filed: **9-6-23**. Application Number: **TA-23-11**

I, the undersigned, do hereby respectfully make a formal application for your review of my request concerning the text amendment described below:

1. The amendment is found in the City of Mount Holly Zoning Ordinance relating to: **amend Chapter 6: Table of Permitted and Special Uses. Section 6.4-Business, Professional and Personal Services & to Chapter 7: Special Requirement Notes to the Table of Permitted and Special Uses.**
2. The following statement best describes what you would like the text amendment to reflect: **This proposed text amendment, submitted by Billy Rick, would amend Chapter 6: Table of Permitted and Special Uses- Section 6.4-Business, Professional and Personal Services to permit tattoo studios as a permitted use with conditions in the B-1-Central Business District & modify the conditions that pertain to the use, Note 33, which are found in Chapter 7: Special Requirement Notes to the Table of Permitted and Special Uses.**
3. Name: **Billy Rick.**

Address: **PO BOX 1, MT HOLLY, NC 28120-1618.**

704-506-4846

Phone Number

billy.rick@rtrrenovations.com

Email

Billy Rick

Signature of Applicant

INSTRUCTIONS: Applications must be TYPED or LEGIBLE and filed with the City of Mount Holly Planning and Zoning Department, together with the application fee in the amount of **\$250.00** (See **Fee Schedule**) at least 30 days prior to the Planning Commission meeting for initial consideration.

Proposed Redlines

-Chapter 6: Table of Permitted and Special Uses. Section 6.4-Business, Professional and Personal Services

§ 6.4 BUSINESS, PROFESSIONAL AND PERSONAL SERVICES.



Use Types	Note	R-A	R-20	R-12	R-10	R-8SF	R-8MF	RD	MHMu	O&I	B-1	B-2	B-3	L-1	H-1
Tattoo studio	33										S X				

Chapter 7: Special Requirement Notes to the Table of Permitted and Special Uses

Note 33, Tattoo Studios in Conjunction with an Art Gallery, Art Studio And/or Retail Boutique or Multi-Tenant Building

(A) A tattoo studio, defined as an establishment whose only business activity is placing ink under the skin using needles that result in the coloration of the skin with an optional accessory use of body piercing, which is defined as insertion of an object, such as jewelry, into a hole for display purposes, shall be allowed as a **special permitted** use in the B-1, Central Business District, subject to the conditions found in divisions (B)(1) through (B)(6) below. Activities such as, or similar to, cutting of the skin or subcutaneous tissue, cutting or modification of cartilage or bone, implantation, branding, deep tissue penetration, threading, stapling or any other invasive procedure, whether or not such act would constitute the practice of medicine requiring licensure as a physician shall not be allowed.

(B) Conditions:

(1) Clients to the tattoo studio and related consultation area shall be by appointment only.

(2) **The tattoo studio must be located in the rear portion of the building, if utilized in conjunction with the art gallery, art studio and/or retail boutique being located in the front portion of the building.**—

(4 3) The tattoo studio and related rooms such as the consultation area, may not occupy more than 60% of the gross floor space. The art gallery, art studio and/or retail boutique must occupy at least 40% of the gross floor space

(3 4) **~~The tattoo studio must have separate ingress/egress for clients to the business-related space, whether it be the studio itself or consultation area.~~** In lieu of meeting the requirements of a tattoo studio operating in conjunction with an art gallery, art studio and/or retail boutique with the applicable conditions, multi-tenant buildings, defined as having four or more leasable spaces under one common roof, may allow one space dedicated to a tattoo studio. In this case, the area used for tattooing must be a minimum of 144 square feet and shall be located in a separate room or behind an enclosure that is completely screened from the consultation area of the studio to provide privacy for clients.

(5) **Tattoo studios can also offer limited sales and retailing as a part of their studio operation.**

(5) **~~No loitering signage shall be posted on the building.~~**

(6 6) All federal, state and local regulations for tattoo establishments shall be met.

**Action Agenda Item**

To: Mayor and City Council Craig Spry, Deputy Fire Chief	Date: September 5, 2023 Meeting Date: September 11, 2023																																				
Agenda Item to be considered:																																					
MOU - Lincoln County Communications Center and Mount Holly Fire Department																																					
Will this require a public hearing? YES NO																																					
Background/Purpose of Request:																																					
This agreement will outline the terms, responsibilities, and permissions related to mutual aid and dispatch procedures between Lincoln County Communications Center and Mount Holly Fire Department. This MOU is a part of East Lincoln Fire Department's upcoming ISO inspection.																																					
<table border="1" style="width: 100%; border-collapse: collapse;"><tr><td colspan="4">Fiscal Impact:</td></tr><tr><td style="width: 45%;">Will Item affect current budget</td><td style="width: 15%;">YES</td><td style="width: 15%;">NO</td><td style="width: 25%;">N/A</td></tr><tr><td>Reviewed by Finance Director</td><td>YES</td><td>NO</td><td>N/A</td></tr><tr><td>Pre-audit Certification required</td><td>YES</td><td>NO</td><td>N/A</td></tr><tr><td>Capital Project Ordinance required</td><td>YES</td><td>NO</td><td>N/A</td></tr><tr><td>Budget Transfer required</td><td>YES</td><td>NO</td><td>N/A</td></tr><tr><td colspan="4">Total City Dollars:</td></tr><tr><td colspan="4">Budget Code</td></tr><tr><td>Reviewed by City Attorney</td><td>☒ YES</td><td>NO</td><td>N/A</td></tr></table>		Fiscal Impact:				Will Item affect current budget	YES	NO	N/A	Reviewed by Finance Director	YES	NO	N/A	Pre-audit Certification required	YES	NO	N/A	Capital Project Ordinance required	YES	NO	N/A	Budget Transfer required	YES	NO	N/A	Total City Dollars:				Budget Code				Reviewed by City Attorney	☒ YES	NO	N/A
Fiscal Impact:																																					
Will Item affect current budget	YES	NO	N/A																																		
Reviewed by Finance Director	YES	NO	N/A																																		
Pre-audit Certification required	YES	NO	N/A																																		
Capital Project Ordinance required	YES	NO	N/A																																		
Budget Transfer required	YES	NO	N/A																																		
Total City Dollars:																																					
Budget Code																																					
Reviewed by City Attorney	☒ YES	NO	N/A																																		
Manager/Staff Recommendation:																																					
Result of City Council Decision:																																					
Attachments:																																					

**MEMORANDUM OF UNDERSTANDING BETWEEN LINCOLN COUNTY E 9-1-1 COMMUNICATIONS
CENTER AND THE CITY OF MOUNT HOLLY FIRE DEPARTMENT**

This **MEMORANDUM OF UNDERSTANDING** ("MOU") is entered into by and between **LINCOLN COUNTY**, a North Carolina body corporate (the "County") *on behalf of* the **Lincoln County E 9-1-1 Communications Center** ("LCE911"), and the **CITY OF MOUNT HOLLY** (the "City"), on behalf of **Mount Holly Fire Department** ("MHFD"), for the purposes stated herein.

WHEREAS, LCE911 provides primary emergency communications and dispatching services for all Lincoln County fire departments, Lincoln County EMS, Lincoln County Sheriff's Department, Lincolnton Police Department and Lincolnton Fire Department; and

WHEREAS, MHFD provides Mutual-Aid response to more than one fire department serving citizens within Lincoln County; and

WHEREAS, LCE911 has agreed to dispatch (Alert-Notify) MHFD for Mutual-Aid calls for service within Lincoln County; and

WHEREAS, the County and the City wish to set forth their MOU in writing.

NOW, THEREFORE, in consideration of the benefits to be derived under this MOU the parties agree as follows:

1. LCE911 shall provide MHFD with a set of 2-tone pager tones that will be used to "Alert-Notify" Mount Holly Fire Department for Mutual Aid Calls for Service. These tone set are:

Mount Holly Fire	V	604	1122.5	1251.4	Fire	159.165
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2. LCE911 shall dispatch MHFD on the main fire dispatch channel (VHF frequency 159.165).

In addition, it shall be the responsibility of LCE911 staff to contact Gaston County Communications Center, immediately by phone (704-866-3300) or by the bridge channel, and request for MHFD to be dispatched to Automatic-Aid calls for service within Lincoln County.

3. In order to ensure continuity of emergency communications and dispatch, it shall be the responsibility of MHFD personnel to notify LCE911 if a failure in pager activation occurs or if secondary notification occurs. If such failures shall occur, then LCE911 shall revert to calling Gaston County Communications Center and ask for MHFD to be dispatched to a call for service within Lincoln County.

4. It shall be the responsibility of MHFD to coordinate with LCE911 Administration for secondary notification I.E (Active 911, Rover Mobile Etc.). LCE911 does not guarantee that all third-party notification systems are compatible with current or future Computer Aid Dispatch (CAD) or Radio features that LCE911 utilizes.

5. TERM. This MOU shall take effect and shall be in full force upon signature by all parties, and shall remain in effect for a term of one (1) year. Either party may terminate this agreement upon thirty (30) days written notice to the other party. If the MOU is not terminated by either party then it shall be a re-occurring agreement on a yearly basis until properly terminated.

6. PUBLIC PURPOSE. The services provided as a result of this MOU are considered services to the general public and this MOU shall not be construed to create an employer-employee, principal-agent or co-partnership relationship between the parties.

7. GOVERNING LAW. This MOU shall be subject to the laws of the State of North Carolina, and any dispute hereunder shall be subject to the Courts of Lincoln County.

8. FUNDS. No funds are being exchanged between the parties for the purpose of this MOU.

The remainder of this page is intentionally left blank

IN WITNESS WHEREOF, this Memorandum of Understanding has been executed by each party on the date set forth below.

LINCOLN COUNTY

By: _____
Davin W. Madden, County Manager

Date: _____

By: _____
Bill Gibbs, E9-1-1 Director

Date: _____

CITY OF MOUNT HOLLY

By: _____
Danny Jackson, Interim City Manager

Date: _____

By: _____
Ryan S. Baker, Fire Chief

Date: _____

APPROVED AS TO FORM:

Megan H. Gilbert, County Attorney

APPROVED AS TO FORM:

Marie M. Anders, City Attorney

CITY OF MOUNT HOLLY
MOUNT HOLLY CITY COUNCIL MEETING
MONDAY, August 28, 2023
COUNCIL CHAMBERS
6:30 PM

CALL TO ORDER

Mayor Hough called the meeting to order at 6:30 pm. The following were present:

Mayor Bryan Hough	Danny Jackson, Interim City Manager
Mayor Pro Tem Phyllis Harris	Brian DuPont, Assistant City Manager
Councilman Ivory Craig	Brian Reagan, Police Chief
Councilman Jeff Meadows	Ryan Baker, Fire Chief
Councilman David Moore	Greg Beal, Planning Director
Councilwoman Christina Pawlish	Tony Walker, Streets and Solid Waste Director
Councilwoman Lauren Shoemaker	Jonathan Wilson, Director of Utilities
Marie M. Anders, City Attorney	Mark Jusko, Recreation Supervisor
	Michelle Wood, Finance Director

INVOCATION

Councilman David Moore led the Council, staff and attendees in prayer.

SET THE AGENDA

Mayor Hough stated that the presentation from Better City would be removed from the agenda due to travel issues. With no other changes to the agenda, Mayor Hough entertained a motion to approve the agenda as presented. Councilman Ivory Craig made a motion to approve the agenda as presented. Councilman Jeff Meadows seconded the motion. All council members present voted in favor. (Motion Carried)

CONSENT AGENDA

1. Approval of an Exemption from General Statutes relating to the hiring of Architects, Engineers, and Surveyors under the requirements of the Mini-Brooks Act for the design of a roof system for City owned property located at 111 Mountain Island Road. The buildings are also known as The Water Treatment Plant and Water Intake Building
2. Approval of Dutchman's Creek Bridge Capital Project Ordinance
3. Approval of a Resolution Declaring Surplus Property
4. Approval of minutes from the August 14, 2023 Council Meeting
5. Approval of the minutes from the August 14, 2023 Closed Session

CITY OF MOUNT HOLLY
MOUNT HOLLY CITY COUNCIL MEETING
MONDAY, August 28, 2023
COUNCIL CHAMBERS

6:30 PM

Mayor Hough entertained a motion to approve the consent agenda as presented. Councilwoman Lauren Shoemaker made a motion to approve the consent agenda. Councilwoman Christina Pawlish seconded the motion. All council members present voted in favor. (Motion Carried)

PRESENTATIONS

1. Presentation of Salary Study

Becky Drozd

Alexis Hill introduced Becky Drozd to speak about the salary study. Ms. Drozd thanked the Council for having her back to speak. Ms. Drozd spoke to her credentials and the methodology used during the salary study. Ms. Drozd stated that the study started with job descriptions and not titles. Ms. Drozd stated that it was important to look at what we are asking the employee to do as well as their essential functions. Ms. Drozd stated that the data came from several sources to include the North Carolina League Municipalities (NCLM), Catapult Wage and Salary Survey, Economic Research Institute (ERI) and Comp Analyst. Ms. Drozd stated that all of these sources are employer validated information. Ms. Drozd stated that they looked across the Charlotte metro area with the exception of the NCLM. Ms. Drozd stated that she likes to look at the median or 50th percentile for statistical measures. Ms. Drozd stated that she prefers this to any type of average. Ms. Drozd stated that after the data was collected, a salary structure was created using various grades with ranges that include a range minimum, a range midpoint and a range maximum. Ms. Drozd stated that the structure was created based on the midpoint to align with market. Ms. Drozd stated that the grades were structured to have a 15% midpoint to midpoint spread. Ms. Drozd stated that Fire and Police had an increased starting salary to account for recruiting. Ms. Drozd stated that the midpoint represents those employees who are fully competent in the role whereas employees who are newer in the role with less experience would be at the lower end of the range. Ms. Drozd stated that the higher end of the range represented the rock stars of the role and your high performers. Ms. Drozd explained the method used for addressing concerns about compression. Ms. Drozd stated that if an employee had been with the city for less than 15 years, they were given a 1% credit against the range minimum while employees who had been with the city more than 15 years were given 1.5% against the range minimum. Councilwoman Shoemaker questioned the verbiage on Ms. Drozd's presentation slide that stated years in the job versus the verbal explanation of years of service. Ms. Drozd confirmed that it was years in the job that was used not years of service. Councilwoman Shoemaker asked if an employee would lose their time on the job by getting promoted? Ms. Drozd stated that the employee would start over in a new and higher pay grade. Mayor Hough asked who Ms. Drozd is referring to when she says we? Ms. Drozd stated that she consulted with the Human Resources Director Hannah Rayburn and the City Manager Miles Braswell. Councilwoman Shoemaker stated that earlier in the presentation Ms. Drozd explained how employees were identified in the range by skill, performance and experience and then later stated that the range placement was by

CITY OF MOUNT HOLLY
MOUNT HOLLY CITY COUNCIL MEETING
MONDAY, August 28, 2023
COUNCIL CHAMBERS
6:30 PM

years in the job. Councilwoman Shoemaker asked Ms. Drozdz to clarify if it was a combination of the two. Ms. Drozdz stated that for this calculation it was strictly years on the job. Ms. Drozdz stated that ideally her recommendation would be to have performance data and then evaluate where an employee should be based on performance. Ms. Drozdz stated that in her conversations with Human Resources that she was told that performance data was not feasible at this time. Ms. Drozdz stated that performance should be what is determining placement, but for the purposes of this study and in conversation with Human Resources we used strictly time. Mayor Hough asked the speaker to clarify that her recommendation is to use performance data, but Human Resources indicated that would not be appropriate at this time. Ms. Drozdz stated her understanding is that there is not great data and to use performance based, we would need good data. Mayor Hough asked if the speaker was going to address previous time of service at other jobs and work experience and used the Fire Department and the Police Department as examples. Ms. Drozdz stated that previous service and job experience was not considered after the credit because the idea would be that the employee was already appropriately placed based on that experience. They did not look at previous work experience when calculating this data. Mayor Hough asked Ms. Drozdz in her experience was this a flawed way of doing this? Mayor Hough stated that the results are flawed and horrendous. Mayor Hough commented on the effects of compression on the Police Department. Councilman Meadows asked if achievements such as degrees or professional certifications were considered? Ms. Drozdz stated that there were conversations with Human Resources around whether or not those degrees or certifications were a need to have or a nice to have and ultimately was not included or considered further. Mayor Hough asked who was providing her with the information as to what was pertinent information for the police department for example? Ms. Drozdz stated that it was Hannah Rayburn and that her conversations were predominantly with Hannah Rayburn in Human Resources. Councilman Meadows asked the speaker about promotions. Councilman Meadows recommended to staff that the internal promotion policy be examined because our employees are our best asset. Ms. Drozdz stated that there were not conversations around promotion practices. Mayor Hough asked if it would have been her recommendation to consider promotion practices? Ms. Drozdz stated that it would be her recommendation that when there is a promotion that the employee is brought to at least the minimum of the range. Mayor Hough stated that this needs to be another item that is evaluated when we are doing a salary study to ensure that what we are doing in practice is correct. Councilman Meadows asked staff if we have programs encouraging staff to get further educated. Assistant City Manager Brian DuPont confirmed that the city has a tuition reimbursement program that is funded through the budget process. Councilman Meadows commented that it seems like an employee can go above and beyond, get educated to perform at their best and we are not compensating for it. Councilman Meadows stated that we should be rewarding employees for their continued education. Councilman Craig asked when this was incorporated? Ms. Drozdz

CITY OF MOUNT HOLLY
MOUNT HOLLY CITY COUNCIL MEETING
MONDAY, August 28, 2023
COUNCIL CHAMBERS

6:30 PM

stated that the work that she completed was finished in March of 2023. Councilman Moore asked why wasn't the 3% COLA included first before the new grading structure was implemented and did any of the pay grades decrease? Ms. Drozdz stated that a general wage increase was included and as far as the grades, this was a new structure. Councilman Meadows asked if benefits were considered in the market study? Ms. Drozdz stated that benefits were not included and that this is strictly base pay compensation. Ms. Drozdz stated that there is some could be additional work in range placement and she stands by the validity of the data. Mayor Hough stated that we need to fix what has taken place. Mayor Hough asked Ms. Drozdz if we are going to fix employees within ranges would this be up to the city, or will this be with the firm? Ms. Drozdz stated that fixing this would be outside the initial scope of their work. Mayor Hough stated that this issue needs to be fixed as soon as possible. Mayor Hough stated that the compression is significant and that we need to do something immediately to correct this. Mayor Hough stated that the Council is not pointing the finger at the consultant and realizes that she was only given enough information to do what she needed to do. Mayor Hough asked if that was that all of the information that was required and were those decisions made in a vacuum by one person reflective of what the department heads would have wanted for their employees? Mayor Hough stated that we need not only a fix, but a process now so that one person does not decide the fate of over 100 employees. Councilman Meadows asked about an appeals process. Councilman Meadows stated that transparency is vital and asked if employees could find the salary ranges without going to anyone else? Interim City Manager Danny Jackson answered and said that employees should be able to find that information, but cannot right now. Councilman Meadows asked if the consultant typically worked with teams or strictly the Human Resources Department? Ms. Drozdz stated that she allows the client to decide and drive that decision. Councilman Meadows encouraged staff to create a team for future salary study information. Mayor Hough asked Ms. Drozdz what was the direction that she was given? Ms. Drozdz stated that her direction was to match the market. Councilman Meadows asked if multiple budget options were provided to staff? Ms. Drozdz stated that there were multiple options given. Councilman Craig asked if someone shot those options down? Ms. Drozdz stated that it was a group decision by Human Resources Director Hannah Rayburn and the City Manager Miles Braswell. Councilman Craig recommended a policy creation. Mayor Hough stated that there has been a process in the past whereby consultants bring the Council options to choose from. Mayor Hough stated that the process was not followed and now we see what has happened. Councilman Craig asked if there were bronze, silver and gold type options given because he would like for Council to be able to choose options. Councilman Meadows asked if options around the City's budget were given? Ms. Drozdz stated that she was not given a set budget number. Councilman Meadows made a recommendation for staff to consider the budget during a salary study. Councilman Meadows stated that consideration for the City's budget is critical to this process. Councilman Meadows recommended that Department

CITY OF MOUNT HOLLY
MOUNT HOLLY CITY COUNCIL MEETING
MONDAY, August 28, 2023
COUNCIL CHAMBERS
6:30 PM

Heads be part of these discussions in the future. Councilwoman Shoemaker stated the information in past rate studies were around the market values and median set points and that this presentation mentioned plans. Ms. Drozdz stated that she did not adjust any preexisting structures. Ms. Drozdz stated that she implemented a brand-new structure. Councilwoman Shoemaker stated that it seems that we have implemented a brand-new structure with very little internal checks. Councilwoman Shoemaker asked the consultant if she thinks that all of the data should be revisited given the concerns that Council has? Ms. Drozdz stated that conversations were had back and forth along the way and that she could not see behind the curtain as to how things were implemented. Councilman Moore stated that we have employees that make less than \$40,000 per year and we have stepped up for our Police and Fire Departments and now we need to do the same for Meter Readers, Mechanics and Streets workers who are vital to our organization as well. Councilman Moore stated that all of this is very confusing, but that we need to step up all the way around. Mayor Hough stated that he thinks that we all would agree with that. Mayor Hough stated the Council felt really good when they passed the budget and felt that they had done a good thing and it wasn't long after the budget was passed that they found out different. Mayor Hough stated that one of the things that is troubling is the number of grievances that Mr. Jackson and staff have to look at. Mayor Hough stated that one grievance that he is aware involves a salary that was dropped \$10,000 after being given \$10,000 and was taken away by one person. Mayor Hough asked Mr. Jackson if staff has clear direction from Council on how to proceed? Mr. Jackson stated that he has clear direction. Councilman Meadows discussed the new structures and the unintended consequences with being hired under system A and now being measured by system B. Ms. Drozdz stated that she agreed with Councilman Meadows statement. Councilman Meadows stated that Council is a policy board and for employees who follow the hierarchy process to begin reaching out to council indicated that there was something seriously wrong. Mayor Hough asked Mr. Jackson what was needed to move forward? Mr. Jackson stated that he has the direction that is needed and that we need to react to this quickly. Councilman Meadows stated that there needs to be some educational sessions to help employees understand what has happened. Mayor Hough reiterated that a number of people got increases, but the compression needs to be addressed. Mayor Hough stated that there are other employees that will need to be addressed as well. Councilwoman Shoemaker stated that she and Councilman Meadows have championed the performance-based reviews and that there needs to be metrics. Councilwoman Shoemaker stated that employees should be rewarded for their hard work and not strictly on the number of years in the job. Mayor Pro Tem Harris stated that she was sorry that this has happened and that she is embarrassed that Council was not aware. Mayor Hough stated that unfortunately a lot of the staff did not know and that the two people involved are no longer going to be with the City of Mount Holly. Mayor stated that we are going to move forward with a clear slate and do what is right. Mayor Hough stated that if there are any questions or concerns that employees should continue

CITY OF MOUNT HOLLY
MOUNT HOLLY CITY COUNCIL MEETING
MONDAY, August 28, 2023
COUNCIL CHAMBERS
6:30 PM

to communicate. Councilwoman Shoemaker said thank you to the employees for reaching out. Mayor Hough and Council thanked Ms. Drozd for her presentation.

CLOSED SESSION

1. Closed Session Pursuant to N.C.G.S 143-318.11 (a) (3 and 5)

Mayor Hough entertained a motion to go out of the regular meeting and enter into closed session pursuant to N.C.G.S 143-318.11 (a) (3 and 5). Councilwoman Pawlish made a motion to go out of the regular meeting and enter into closed session at 7:16 pm. Mayor Pro Tem Phyllis Harris seconded the motion. All council members present voted in favor. (Motion Carried)

Mayor Hough entertained a motion to come out of closed session and back into the regular meeting. Councilwoman Pawlish made a motion to come out of closed session and back into the regular meeting at 8:02 pm. Mayor Pro Tem Phyllis Harris seconded the motion. All council members present voted in favor. (Motion Carried)

ADJOURN

With no additional items for discussion, Mayor Hough entertained a motion to adjourn. Councilwoman Pawlish made the motion to adjourn the August 28, 2023 Council Meeting. Mayor Pro Tem Harris seconded the motion. All Council Members present voted in favor.

(Motion Carried)

The meeting adjourned at 8:03pm



City of Mount Holly Action Agenda Item

To: City Council From: Tara Douglas, Deputy Clerk	Date: September 7, 2023 Meeting Date: September 11, 2023																																				
Agenda Item to be considered: Approval of the Minutes from the August 28, 2023 Closed Sessions																																					
Will this require a public hearing? ☐ YES ☒ NO																																					
Background/Purpose of Request: <i>As per the internal staff policy shared with Council, approval of closed session minutes will be part of the consent agenda. A copy of the minutes will be provided under a separate cover to Council as part of the closed session information packet.</i>																																					
<table border="1" style="width: 100%; border-collapse: collapse;"><tr><td colspan="4">Fiscal Impact:</td></tr><tr><td style="width: 45%;">Will Item affect current budget</td><td style="width: 15%;">☐ YES</td><td style="width: 15%;">☐ NO</td><td style="width: 25%;">☐ N/A</td></tr><tr><td>Reviewed by Finance Director</td><td>☐ YES</td><td>☐ NO</td><td>☐ N/A</td></tr><tr><td>Preaudit Certification required</td><td>☐ YES</td><td>☐ NO</td><td>☐ N/A</td></tr><tr><td>Capital Project Ordinance required</td><td>☐ YES</td><td>☐ NO</td><td>☐ N/A</td></tr><tr><td>Budget Transfer required</td><td>☐ YES</td><td>☐ NO</td><td>☐ N/A</td></tr><tr><td>Total City Dollars:</td><td colspan="3">\$</td></tr><tr><td>Budget Code</td><td colspan="3"></td></tr><tr><td>Reviewed by City Attorney</td><td>☐ YES</td><td>☐ NO</td><td>☐ N/A</td></tr></table>		Fiscal Impact:				Will Item affect current budget	☐ YES	☐ NO	☐ N/A	Reviewed by Finance Director	☐ YES	☐ NO	☐ N/A	Preaudit Certification required	☐ YES	☐ NO	☐ N/A	Capital Project Ordinance required	☐ YES	☐ NO	☐ N/A	Budget Transfer required	☐ YES	☐ NO	☐ N/A	Total City Dollars:	\$			Budget Code				Reviewed by City Attorney	☐ YES	☐ NO	☐ N/A
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Budget Transfer required	☐ YES	☐ NO	☐ N/A																																		
Total City Dollars:	\$																																				
Budget Code																																					
Reviewed by City Attorney	☐ YES	☐ NO	☐ N/A																																		
Manager/Staff Recommendation: Approval																																					
Result of City Council Decision:																																					
Attachments: 1. Minutes emailed with the closed session information																																					

PRESENTATIONS



To: City Council From: Tara Douglas, Deputy Clerk	Date: September 7, 2023 Meeting Date: September 11, 2023
Agenda Item to be considered: <i>Recognition of Amy Miller upon her retirement.</i>	
Will this require a public hearing? ☐ YES ☒ NO	
Background/Purpose of Request: <i>Marie Anders will be providing a resolution created to recognize and congratulate Amy Miller upon her retirement from the City of Mount Holly.</i>	
Fiscal Impact:	
Will Item affect current budget	☐ YES ☐ NO ☐ N/A
Reviewed by Finance Director	☐ YES ☐ NO ☐ N/A
Preaudit Certification required	☐ YES ☐ NO ☐ N/A
Capital Project Ordinance required	☐ YES ☐ NO ☐ N/A
Budget Transfer required	☐ YES ☐ NO ☐ N/A
Total City Dollars:	\$
Budget Code	
Reviewed by City Attorney	☐ YES ☐ NO ☐ N/A
Manager/Staff Recommendation: Congratulations Amy!	
Result of City Council Decision:	
Attachments: 1.	



City of Mount Holly Action Agenda Item

To: City Council

Date: 9-6-2023

From: Paul Lowe, Assistant Planning Dir.

Meeting Date: 9-11-2023

Agenda Item to be considered: Presentation Honoring Art Contest Participants.

Will this require a public hearing?

☐ YES

☒ NO

Background/Purpose of Request: Staff has invited the participants of art contest with our box wrapping project to be recognized at the September 11th City Council meeting. From seven schools including homeschool students, we had 27 participants and 26 works submitted. Of the 26 works the Public Arts Advisory Commission (PAAC) and the City Council selected sixteen signal boxes to wrap. With coordination and assistance provided by Public Utilities & GIS, staff submitted an application to the NCDOT which was ultimately approved. Our contractor Gaston Printing & Signs have completed thirteen of sixteen wraps, and we are working to ensure that all installed.

Fiscal Impact:

Will Item affect current budget	☐ YES	☒ NO	☐ N/A
Reviewed by Finance Director	☐ YES	☒ NO	☐ N/A
Preaudit Certification required	☐ YES	☐ NO	☒ N/A
Capital Project Ordinance required	☐ YES	☐ NO	☒ N/A
Budget Transfer required	☐ YES	☐ NO	☒ N/A
Total City Dollars:			
Budget Code			
Reviewed by City Attorney	☐ YES	☒ NO	☐ N/A

Manager/Staff Recommendation:

Hold presentation honoring art contest participants.

Attachments:

1. Names of participants.
2. Artwork from each student.

Student	School
Taylor Parks	Mountain Island Charter School
Avery Blackburn	Mountain Island Charter School
Haverly Kohl	Mount Holly Middle School
Madison Baruk	Mount Holly Middle School
Skylar Oplinger	Mount Holly Middle School
Caroline Czekaj	Pinewood Elementary School
Lucy Phan	Pinewood Elementary School
Layla Galloway	Pinewood Elementary School
Kylie Moua	Pinewood Elementary School
Gabriella Gonzalez Salamanca	Pinewood Elementary School
Hope Yang	East Gaston High School
Lilyan Helms	East Gaston High School
Emily Edmonson	East Gaston High School
Kelly Espino	Ida Rankin Elementary School
Maddox Cobb	Ida Rankin Elementary School
Samantha Escalante	Ida Rankin Elementary School
Jasmine Bonner-Johnson	Home School
Natalie Bromka	Home School
Katrina Bromka	Home School
Henry Bromka	Home School
Macey Lovelace	Home School
McKinley Lovelace	Home School
Jonah Silmick	Home School
Maisie Silmick	Home School
Amber Green	Catawba Heights Elementary School
Josie Bell	Catawba Heights Elementary School
Violet Stafford	Catawba Heights Elementary School

SIGNAL BOX WRAPPING PROJECT-ART CONTEST PARTICIPANTS

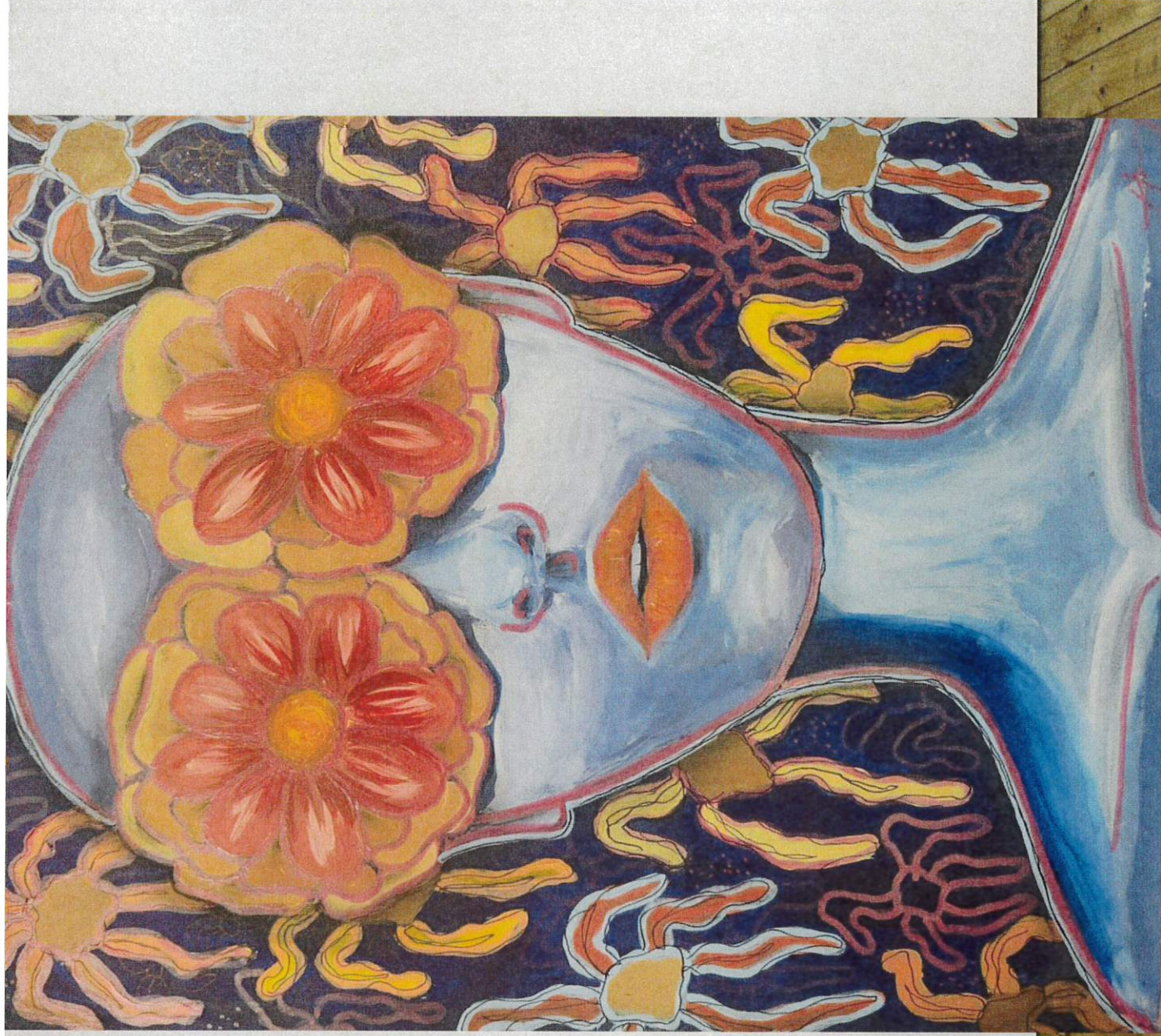
PAUL LOWE-PLANNING DEPARTMENT



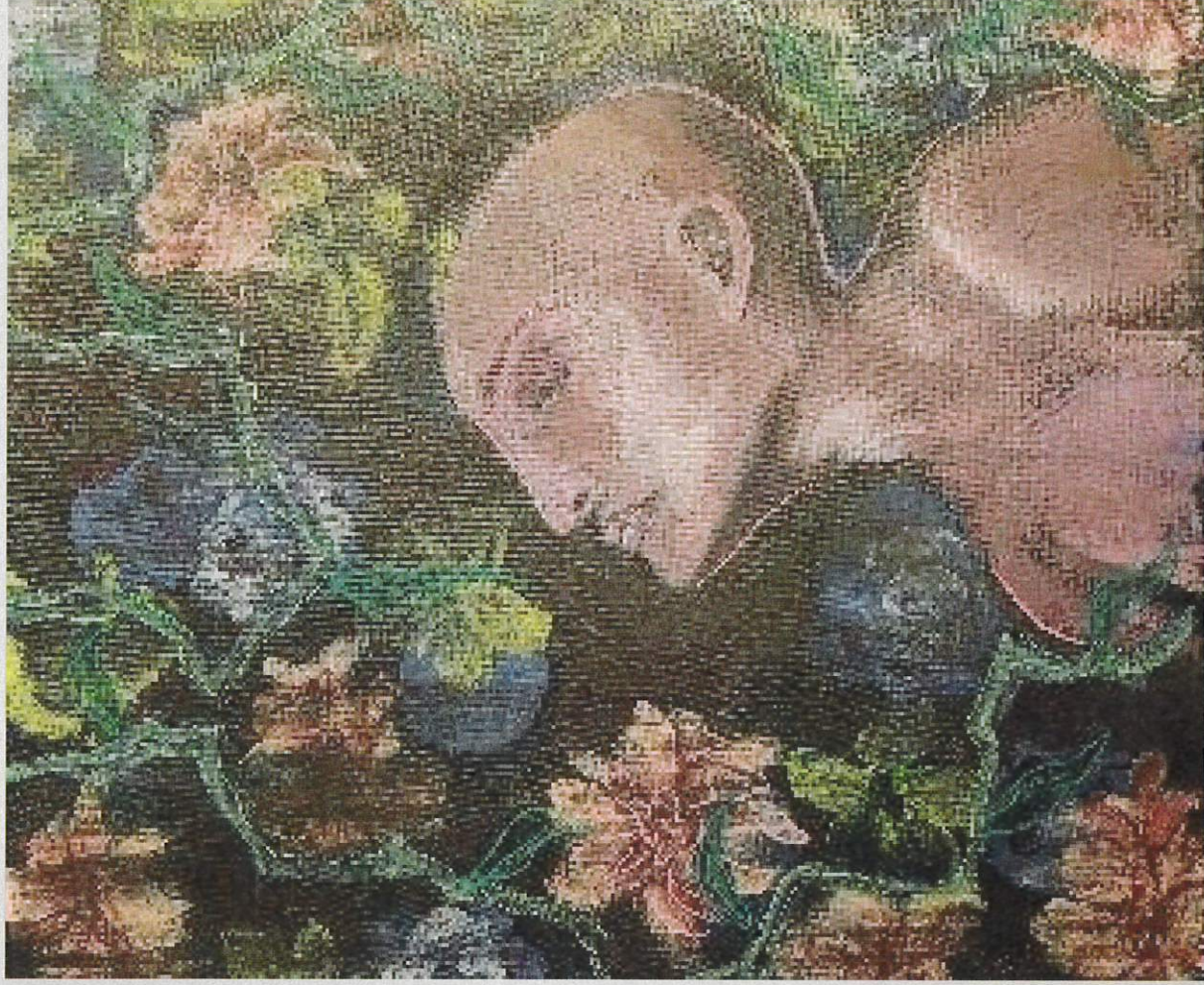
Taylor Parks
Mountain Island Charter School



Avery Blackburn
Mountain Island Charter School



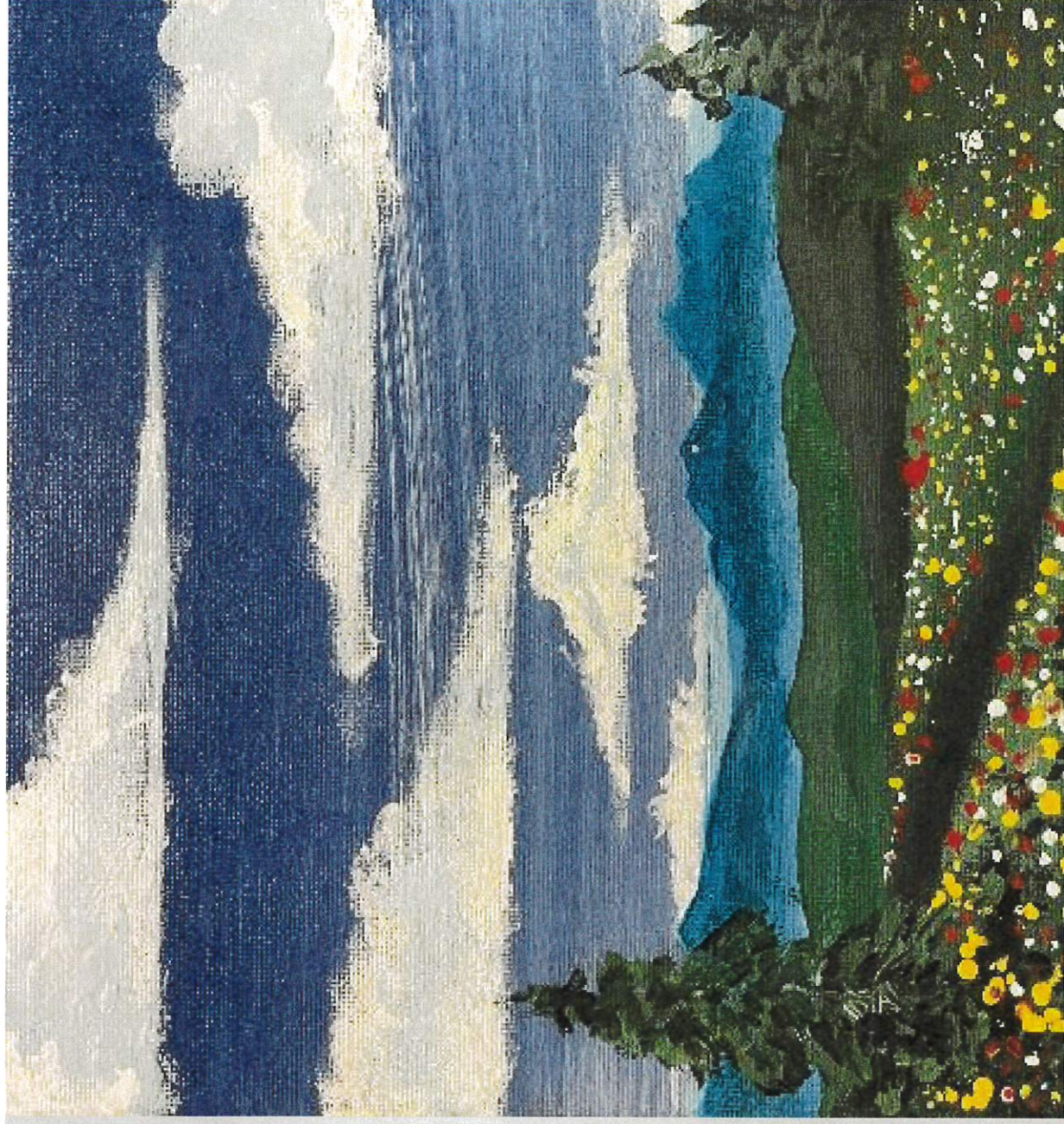
Avery Blackburn
Mountain Island Charter School



Haverly Kohl
Mount Holly Middle School



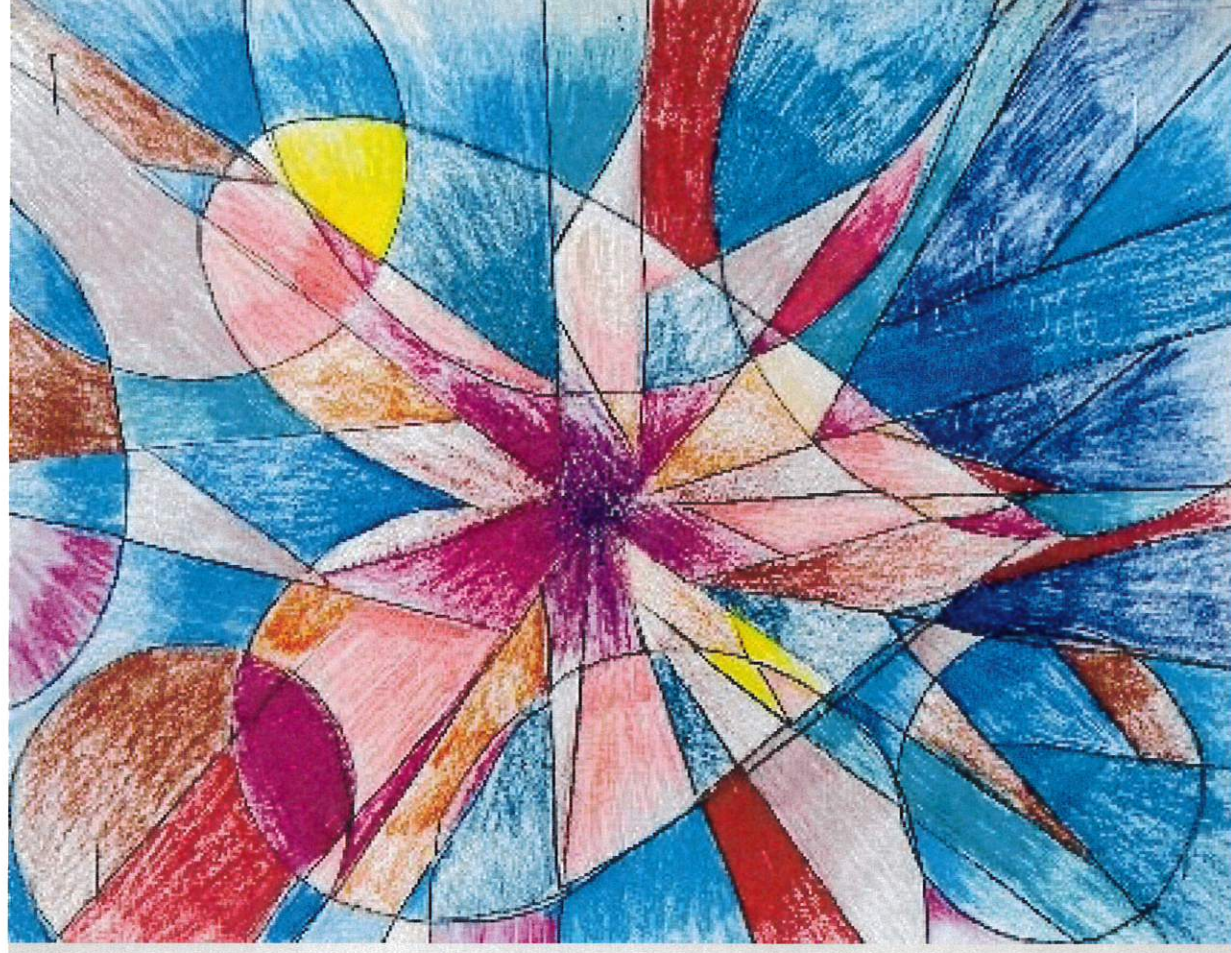
Madison Baruk
Mount Holly Middle School



Skylar Oplinger
Mount Holly Middle School



Caroline Czeka
Pinewood Elementary School



Lucy Phan
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Layla Galloway
Pinewood Elementary School



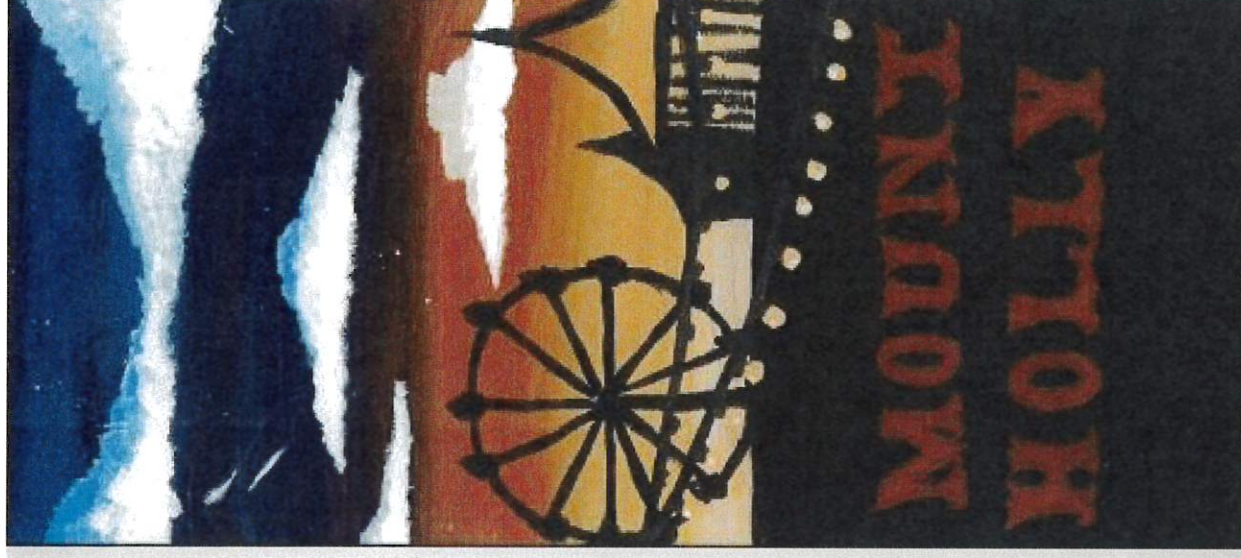
Kylie Moua
Pinewood Elementary School



Gabriella Gonzalez Salamanca
Pinewood Elementary School



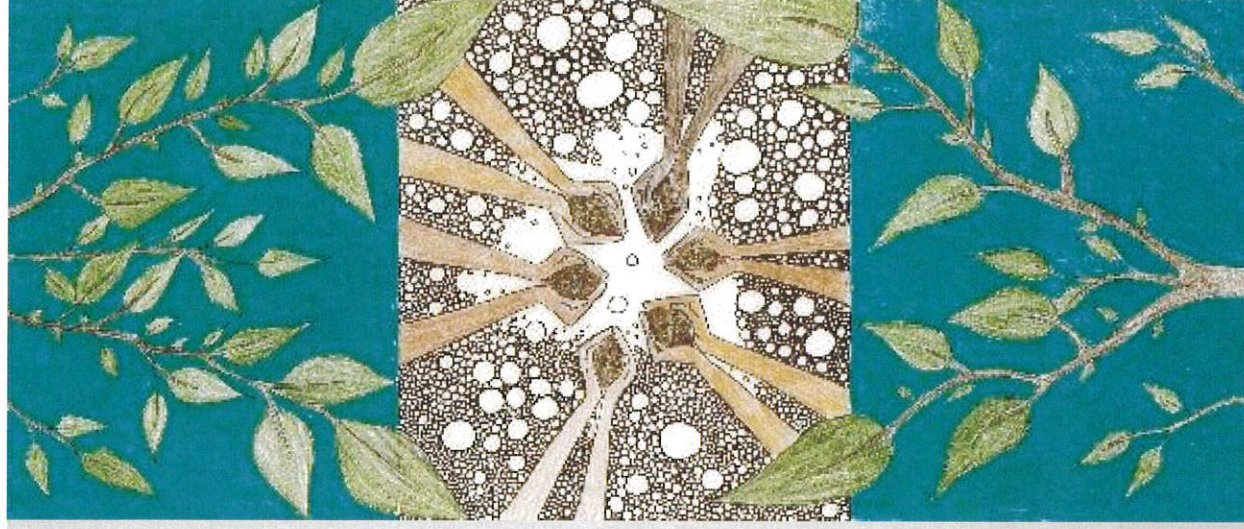
Hope Yang
East Gaston High School



Lilyan Helms
East Gaston High School



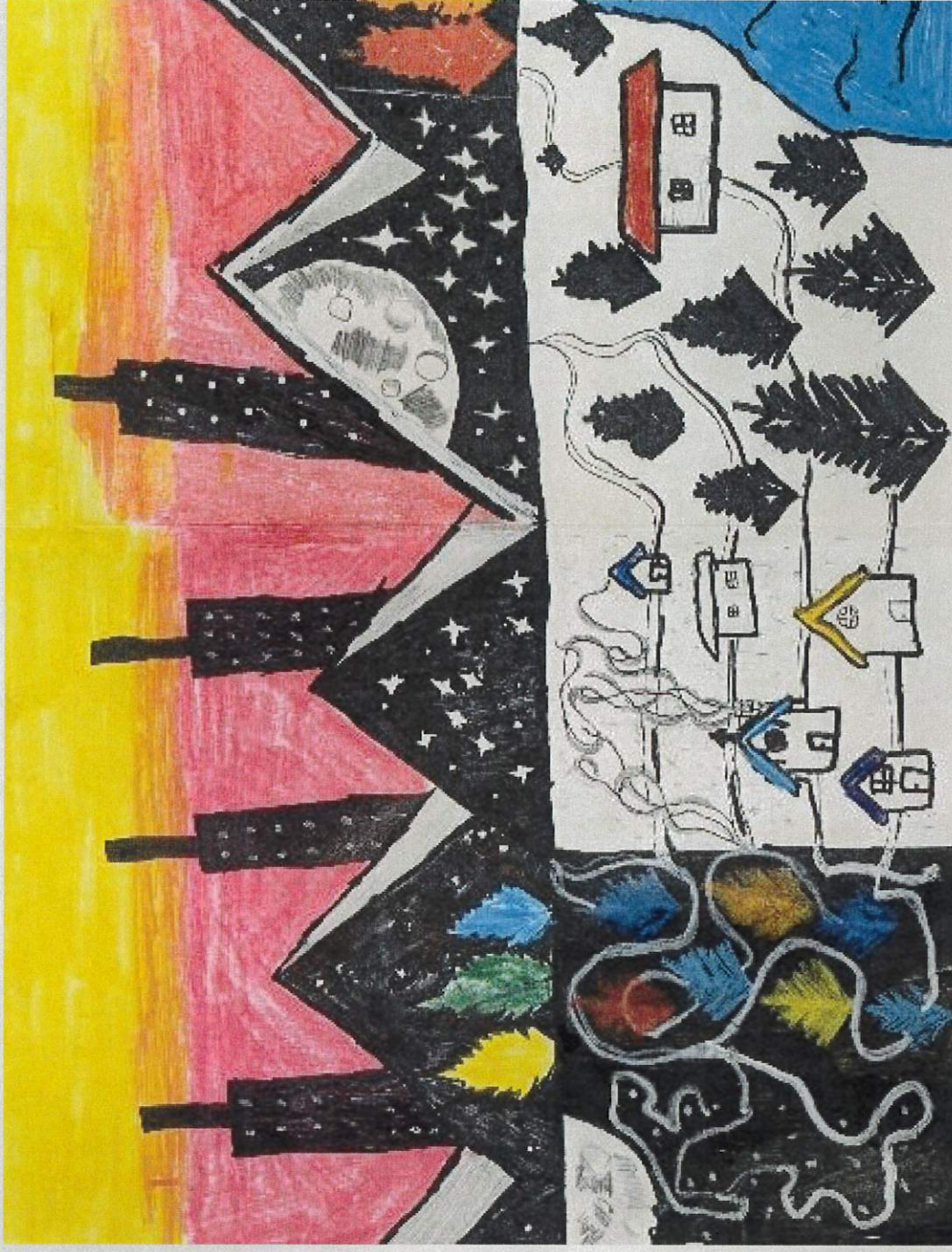
Emily Edmonson
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Kelly Espino
Ida Rankin Elementary School



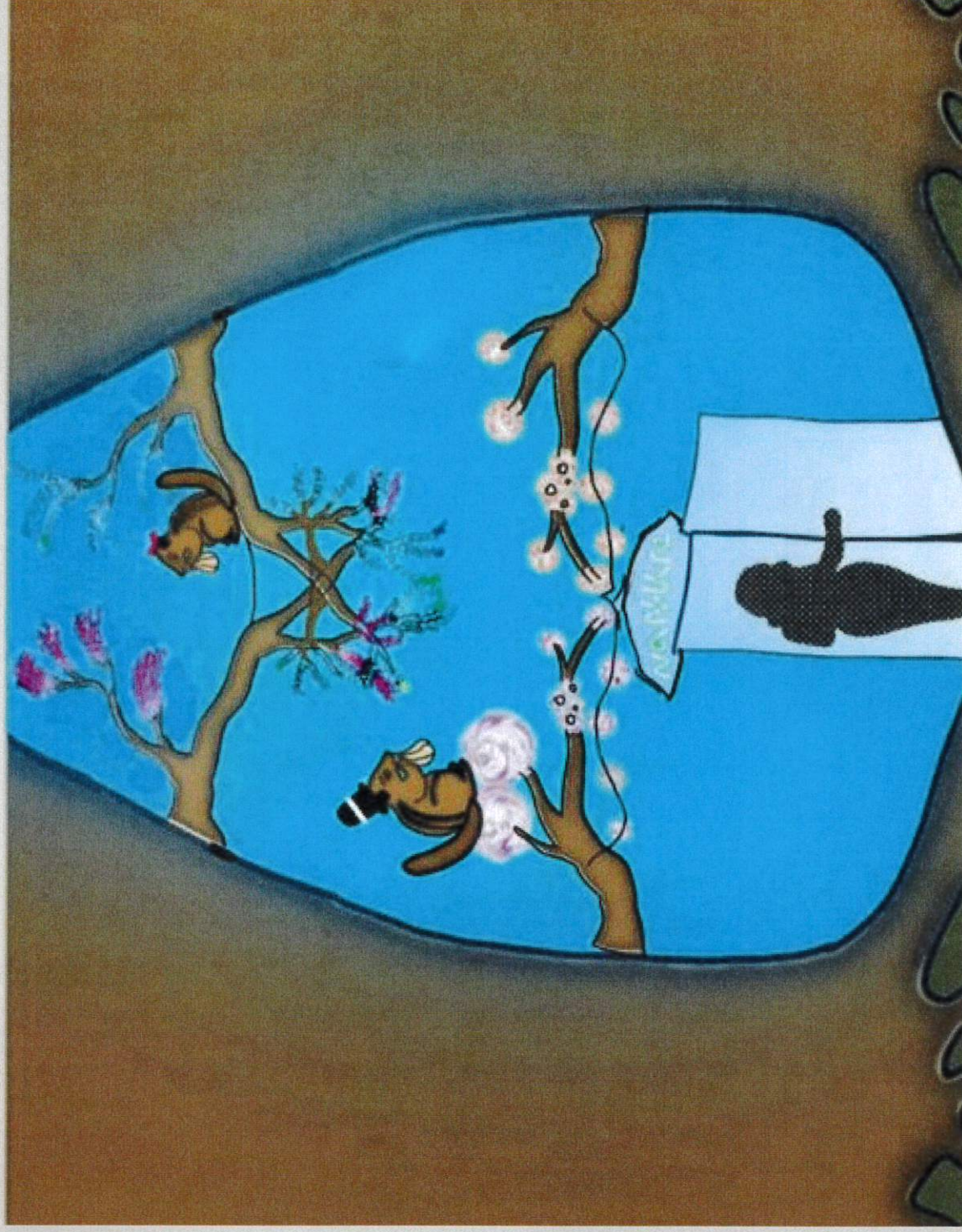
Maddox Cobb
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Samantha Escalante
Ida Rankin Elementary School



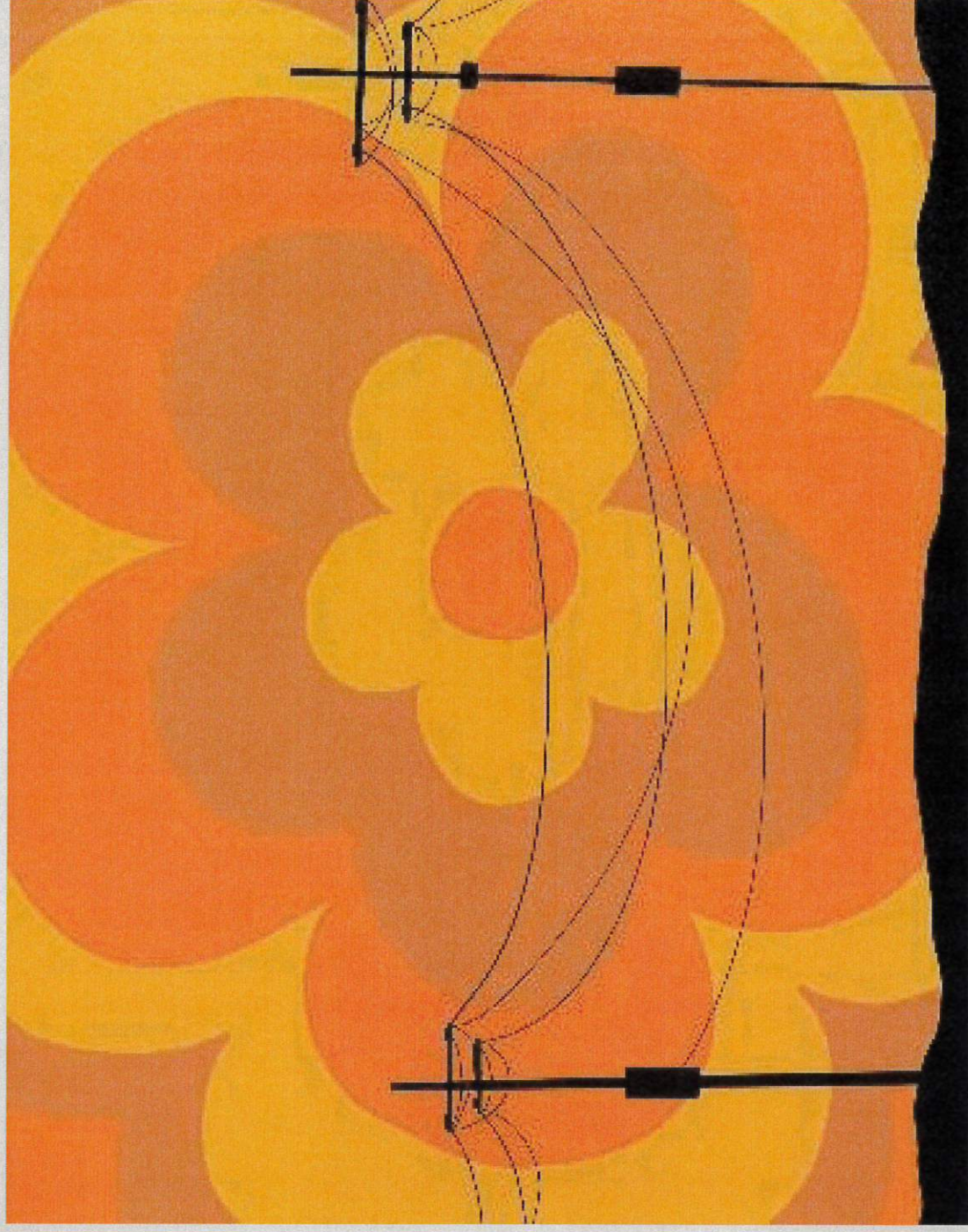
Jasmine Bonner-Johnson
Home School



Natalie Bromka
Home School



Katrina Bromka
Home School

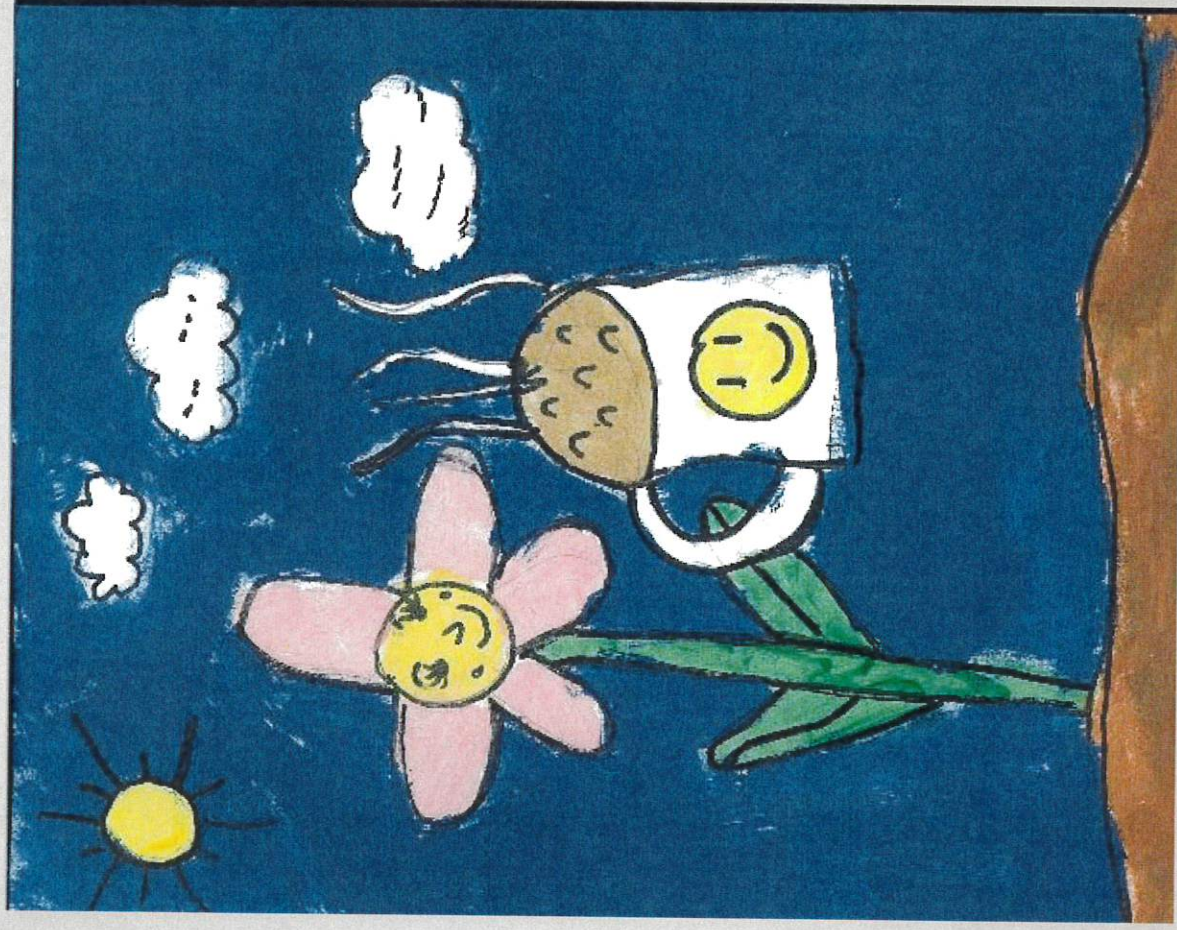


Henry Bromka
Home School

Mount Holly



Macey & McKinley Lovelace
Home School



Jonah Silmick
Home School



Maisie Silmick
Home School



Amber Green
Catawba Heights Elementary School



Josie Bell
Catawba Heights Elementary School



Violet Stafford
Catawba Heights Elementary School



**Action Agenda Item**

To: Mayor and City Council Ryan Baker, Fire Chief	Date: September 5, 2023 Meeting Date: September 11, 2023
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Agenda Item to be considered:September 11th Recognition**Will this require a public hearing?****YES****NO****Background/Purpose of Request:**

Chief Baker will speak on the Anniversary of September 11th. We will display the World Trade Center pieces from the South Tower for the public to view for the next few weeks.

Fiscal Impact:

Will Item affect current budget	YES	NO	N/A
Reviewed by Finance Director	YES	NO	N/A
Pre-audit Certification required	YES	NO	N/A
Capital Project Ordinance required	YES	NO	N/A
Budget Transfer required	YES	NO	N/A
Total City Dollars:			
Budget Code			
Reviewed by City Attorney	YES	NO	N/A

Manager/Staff Recommendation:**Result of City Council Decision:****Attachments:**

PUBLIC HEARINGS



City of Mount Holly Action Agenda Item

To: City Council

Date: 9-6-2023

From: Paul Lowe, Assistant Planning Dir.

Meeting Date: 9-11-2023

Agenda Item to be considered: Public hearing for a proposed text amendment to amend Appendixes: 1, 2, & 3 of the Subdivision Ordinance.

Will this require a public hearing?

☒ YES

☐ NO

Background/Purpose of Request:

The following text amendments to Appendixes: 1, 2, & 3 of the Subdivision Ordinance are proposed by staff to provide clarity, and to make the document easier for both staff & developers to use.

The changes to Appendix 1 would be to add map standards for exempt plats. These are plats that do not create new lots, including recombination plats. Though these modifications can be made solely by deed, many times customers want to submit a plat to have it reviewed & approved by staff. Currently, we do not have standards for exempt plats. This update would provide map standards for exempt plats. The proposal would also update the title of this section from Map Information to Map Standards.

The proposed change to Appendix 2, the current Appendix 9, would to move this section so it follows the updated Map Standards section. This would help both staff & design professionals in locating required plan elements. It would also provide a more logical flow of information. An exempt map certificate, or signature block, would be also added to this section. After the section is moved, subsequent sections will be renumbered.

The change to Appendix 3, would to be the Roadway-Street Lighting section and would clarify that street lights need to be installed at a minimum of every 200 feet. This is included in City's Scoring Matrix & is a common note on development plans. This alteration simply spells out a requirement that developers are currently meeting.

As reminder, the Planning Commission reviewed this consideration at their August 7th meeting, and voted to recommend postponing the public hearing regarding this proposed text amendment until their September 5th meeting. City Council considered this matter at your August 14th meeting and voted to table action on this consideration to your September 11th meeting. The request to postpone came from staff after receiving feedback from the City Attorney. She was concerned with how the proposal to move and renumber sections in the Subdivision Ordinance, might impact other sections of the Subdivision Ordinance or the Zoning Ordinance as a whole-if the proposed renumbered sections were referenced in other parts of the City's ordinances/codes.

Staff checked to locate any impacts that the proposed renumbering would have and found two needed corrections, which are included in the updated redlines. Staff also found a reference that was not provided in a particular section, and updated this occurrence with an Appendix reference. The Planning Commission voted to provide a favorable recommendation to City Council concerning the proposed text amendment with a 7-0 vote on September 5th.

Fiscal Impact:

Will Item affect current budget	☐ YES	☐ NO	☒ N/A
Reviewed by Finance Director	☐ YES	☐ NO	☒ N/A
Reviewed by City Attorney	☒ YES	☐ NO	☐ N/A

Manager/Staff Recommendation:

Staff recommends approval of the proposed text amendment.

Attachments:

1. Text Amendment Application.
2. Proposed Redlines.



APPLICATION FOR TEXT AMENDMENT
CITY OF MOUNT HOLLY, NORTH CAROLINA

Date Filed: **6-15-23**. Application Number: **TA-23-10**

I, the undersigned, do hereby respectfully make a formal application for your review of my request concerning the text amendment described below:

1. The amendment is found in the City of Mount Holly Zoning Ordinance relating to: **amend Appendixes: 1, 2, & 3 of the Subdivision Ordinance.**

The following statement best describes what you would like the text amendment to reflect: **The following text amendments to Appendixes: 1, 2, & 3 of the Subdivision Ordinance are proposed by staff to provide clarity, and to make the document easier for both staff & developers to use.**

The changes to Appendix 1 would be to add map standards for exempt plats. These are plats that do not create new lots, including recombination plats. Though these modifications can be made solely by deed, many times customers want to submit a plat to have it reviewed & approved by staff. Currently, we do not have standards for exempt plats. This update would provide map standards for exempt plats. The proposal would also update the title of this section from Map Information to Map Standards.

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Subdivision Ordinance

Appendix 1-Mapping Standards-C-Map Information

A) MAP INFORMATION STANDARDS

Information	Sketch Plan	Construction/Site Plan	Final Plat	Exempt Plat
Title Block Containing:				
Name of Development	X	X	X	X
Name of map or plan (sketch plan, preliminary plan, etc.)	X	X	X	X
Owner's name with address and daytime phone number	X	X	X	X
Location (including address, city, township, & state)	X	X	X	X
Date(s) map(s) prepared or revised	X	X	X	X
Scale of drawing in feet per inch (drawing shall not be at a scale of not less than 1" equal to 200')	X	X	X	X
Bar Graph Scale		X	X	X
Name, address, & telephone number of preparer of map	X	X	X	X
Developer's name, address, and daytime phone number (if different from owner's)	X	X	X	X
Information	Sketch Plan	Construction/Site Plan	Final Plat	Exempt Plat
Zoning district(s) within the property & adjacent properties	X	X	X	X
Existing land use within the property & adjacent properties	X	X		X
Plat book or deed book references		X	X	X
Names of adjoining property owners (or subdivisions or developments of record with plat book and or/deed book reference)		X	X	X
Tax map, block, & parcel(s) number	X	X	X	X
Vicinity map showing location of site relative to surrounding area typically drawn in the	X	X	X	X

upper right hand corner, at a scale of 1" = 2000'				
Corporate limits, city lines, and other jurisdiction lines, if any, on the tract	X	X	X	X
North arrow & orientation (North arrow shall be oriented towards top of map where practicable)	X	X	X	X
Floodway and floodway fringe field survey boundaries		X	X	X
Boundaries to be subdivided or developed:				
Distinctly and accurately represented and showing all distances; show bearings and distances and curve data on outside boundaries and street centerlines on preliminary with street centerline ties to boundary	X	X	X	X
Showing locations of intersecting boundary lines of adjoining property	X	X	X	X
Information	Sketch Plan	Construction/Site Plan	Final Plat	Exempt Plat
Tie at least one corner to NC grid and provide grid coordinates where at least one of the two control monuments needed are within 2000' (feet) of the boundary or tied to the nearest street intersections.		X	X	X
Location and description of all monuments, and markers, and control corners			X	X
Existing property lines on tract subdivided. If existing property lines are to be changed, label as "old property lines" and show as dashed lines.	X	X	X	X
Dimensions, location, and use of all existing				

buildings measured at the closest point; distance from buildings to closest property lines; buildings to remain on final	X	X	X	
The name and location of any property or building on the National Register of Historic Places or locally designated historic property		X	X	
Railroad lines and right-of-way	X	X	X	
Water courses, ponds, lakes, or streams	X	X	X	X
Marshes, swamps, and other wetlands	X	X	X	
Areas to be dedicated or reserved for the public or a local jurisdiction		X	X	X
Areas dedicated as common area or open space under control of an owners association	X	X	X	X
Location of floodway & floodway fringe from the Flood Hazard Boundary Maps and cross-section elevations	X	X	X	X

Information	Sketch Plan	Construction/Site Plan	Final Plat	Exempt Plat
Existing and proposed topography of tract and 100 feet beyond property showing existing contour intervals of no greater than 5 feet (2 feet where available) and labeling at least two contours per map and all others at 10 foot intervals from sea level		X		
Proposed lot lines & dimensions; show bearings and distances on final	X	X	X	X
Square footage of all proposed lots under one (1) acre in size; smallest lot indicated		X	X	X
Acreage on all lots over		X	X	X

one acre				
Site calculations including:				
Acreage in total tract	X	X	X	X
Acreage in public greenways and other open space		X	X	X
Total number of lots proposed	X	X	X	X
Linear feet in streets		X	X	X
Area in newly dedicated right-of-way		X	X	X
Lots sequenced or numbered consecutively		X	X	
Street data illustrating:				
Existing and proposed right-of-way within and adjacent to property...				
R/W lines	X	X	X	X
Total R/W width dimension	X	X	X	X
R/W width dimension from centerline of existing public streets		X	X	X
Cul-de-sac R/W radius from center point		X	X	X

Information	Sketch Plan	Construction/Site Plan	Final Plan	Exempt Plat
Existing and proposed streets showing:				
Pavement or curb lines		X		
Pavement width dimensions (face-to-face) (or EP to EP)		X		
Cul-de-sac pavement radius from center point		X		
Existing & proposed street names		X	X	X
Location, dimension, & type of all easements (Existing & proposed)		X	X	X
Utility Layout Plan showing connections to existing systems, line sizes, material of lines, location of fire hydrants, blowoffs, valves, manholes, catch basins, force mains, etc. for the following				
types of utility lines: (not to substitute for construction plans)				
Sanitary sewer		X		
Water distribution		X		
Storm sewer		X		

Natural gas, electric, cable TV		X		
Plan for providing water and sewer service graphic or narrative form	X			

APPENDIX 9-2 **CERTIFICATIONS AND APPROVAL BLOCKS**

The following Certificates, Notes, and Approval Blocks shall appear on the appropriate plans and plats in substantially the following formats:

(Move section from number nine to number two, renumber seceding sections. Also, add the exempt certificate.)

Sketch Plan (Major & Minor):	Sketch Plan Approved
	Planning and Development Director Date: _

	Exemption Certificate
Exempt Map	I hereby certify that this plat is exempt in accordance with Section of 1.5 of the City of Mount Holly's Subdivision and Land Development Ordinance and maybe recorded with the Gaston County Register of Deeds Office. Planning Director Date

Construction Plan (Major & Minor):	Construction Plan Approved
	Planning and Development Director Date: _

Certificate of City Council Approval: (Final Plat)	Certificate of City Council Approval Approved for the recording by the City of Mount Holly, NC City Council on the _____ day of _____ 20____ pursuant to authority of Article II of the Subdivision Ordinance. Must be recorded within thirty (30) days of this date. _____ City Clerk
Certificate of Zoning Approval: (Final Plat)	Certificate of Zoning Approval This plat meets all the requirements of the City of Mount Holly Zoning Ordinance, signed the _____ day of _____ 20____. _____ Planning and Development Director

Certificates of Survey and Accuracy

I, _____, certify that this plat was drawn under my supervision from an actual survey made under my supervision (deed description recorded in Book ____, page ____, etc.) (other); that the boundaries not surveyed are clearly indicated as drawn from information found in Book ____, page ____; that the ratio of precision as calculated is 1:____; that this plat was prepared in accordance with G.S. 47-30 as amended. Witness my original signature, registration number, and seal this ____ day of _____, A.D., 20____.

Seal or Stamp

Surveyor

Registration #

(maximum allowable error: 1:10,000)

Appendix 3-Roadway-Street Lighting

1. The developer shall be required to install decorative street lighting on all streets **at a minimum of every 200 feet**. All lighting shall be installed prior to final acceptance by the City. The City shall not be responsible for maintenance and repair of decorative street lighting. Maintenance and repair of decorative lighting shall be the responsibility of the utility provider, or the homeowner or property owners' association.

2. Name: **Paul Lowe, Assistant Planning Director.**

Address: **400 E Central Avenue Mount Holly, NC 28120.**

704-951-3014

Phone Number

Paul Lowe

Signature of Applicant

INSTRUCTIONS: Applications must be TYPED or LEGIBLE and filed with the City of Mount Holly Planning and Zoning Department, together with the application fee in the amount of \$250.00 (See Fee Schedule) at least 30 days prior to the Planning Commission meeting for initial consideration.

Subdivision Ordinance

Proposed Redlines

Appendix 1-Mapping Standards-C-Map Information

A) MAP INFORMATION STANDARDS

Information	Sketch Plan	Construction/Site Plan	Final Plat	Exempt Plat
Title Block Containing:				
Name of Development	X	X	X	X
Name of map or plan (sketch plan, preliminary plan, etc.)	X	X	X	X
Owner's name with address and daytime phone number	X	X	X	X
Location (including address, city, township, & state)	X	X	X	X
Date(s) map(s) prepared or revised	X	X	X	X
Scale of drawing in feet per inch (drawing shall not be at a scale of not less than 1" equal to 200')	X	X	X	X
Bar Graph Scale		X	X	X
Name, address, & telephone number of preparer of map	X	X	X	X
Developer's name, address, and daytime phone number (if different from owner's)	X	X	X	X
Information	Sketch Plan	Construction/Site Plan	Final Plat	Exempt Plat
Zoning district(s) within the property & adjacent properties	X	X	X	X
Existing land use within the property & adjacent properties	X	X		X
Plat book or deed book references		X	X	X
Names of adjoining property owners (or subdivisions or developments of record with plat book and or/deed book reference)		X	X	X
Tax map, block, & parcel(s) number	X	X	X	X
Vicinity map showing location of site relative to surrounding area typically drawn in the	X	X	X	X

upper right hand corner, at a scale of 1" = 2000'				
Corporate limits, city lines, and other jurisdiction lines, if any, on the tract	X	X	X	X
North arrow & orientation (North arrow shall be oriented towards top of map where practicable)	X	X	X	X
Floodway and floodway fringe field survey boundaries		X	X	X
Boundaries to be subdivided or developed:				
Distinctly and accurately represented and showing all distances; show bearings and distances and curve data on outside boundaries and street centerlines on preliminary with street centerline ties to boundary	X	X	X	X
Showing locations of intersecting boundary lines of adjoining property	X	X	X	X
Information	Sketch Plan	Construction/Site Plan	Final Plat	Exempt Plat
Tie at least one corner to NC grid and provide grid coordinates where at least one of the two control monuments needed are within 2000' (feet) of the boundary or tied to the nearest street intersections.		X	X	X
Location and description of all monuments, and markers, and control corners			X	X
Existing property lines on tract subdivided. If existing property lines are to be changed, label as "old property lines" and show as dashed lines.	X	X	X	X
Dimensions, location, and use of all existing				

buildings measured at the closest point; distance from buildings to closest property lines; buildings to remain on final	X	X	X	
The name and location of any property or building on the National Register of Historic Places or locally designated historic property		X	X	
Railroad lines and right-of-way	X	X	X	
Water courses, ponds, lakes, or streams	X	X	X	X
Marshes, swamps, and other wetlands	X	X	X	
Areas to be dedicated or reserved for the public or a local jurisdiction		X	X	X
Areas dedicated as common area or open space under control of an owners association	X	X	X	X
Location of floodway & floodway fringe from the Flood Hazard Boundary Maps and cross-section elevations	X	X	X	X

Information	Sketch Plan	Construction/Site Plan	Final Plat	Exempt Plat
Existing and proposed topography of tract and 100 feet beyond property showing existing contour intervals of no greater than 5 feet (2 feet where available) and labeling at least two contours per map and all others at 10 foot intervals from sea level		X		
Proposed lot lines & dimensions; show bearings and distances on final	X	X	X	X
Square footage of all proposed lots under one (1) acre in size; smallest lot indicated		X	X	X
Acreage on all lots over		X	X	X

one acre				
Site calculations including:				
Acreage in total tract	X	X	X	X
Acreage in public greenways and other open space		X	X	X
Total number of lots proposed	X	X	X	X
Linear feet in streets		X	X	X
Area in newly dedicated right-of-way		X	X	X
Lots sequenced or numbered consecutively		X	X	
Street data illustrating:				
Existing and proposed right-of-way within and adjacent to property...				
R/W lines	X	X	X	X
Total R/W width dimension	X	X	X	X
R/W width dimension from centerline of existing public streets		X	X	X
Cul-de-sac R/W radius from center point		X	X	X

Information	Sketch Plan	Construction/Site Plan	Final Plan	Exempt Plat
Existing and proposed streets showing:				
Pavement or curb lines		X		
Pavement width dimensions (face-to-face) (or EP to EP)		X		
Cul-de-sac pavement radius from center point		X		
Existing & proposed street names		X	X	X
Location, dimension, & type of all easements (Existing & proposed)		X	X	X
Utility Layout Plan showing connections to existing systems, line sizes, material of lines, location of fire hydrants, blowoffs, valves, manholes, catch basins, force mains, etc. for the following				

types of utility lines: (not to substitute for construction plans)				
Sanitary sewer		X		
Water distribution		X		
Storm sewer		X		
Natural gas, electric, cable TV		X		
Plan for providing water and sewer service graphic or narrative form	X			

APPENDIX 92

CERTIFICATIONS AND APPROVAL BLOCKS

The following Certificates, Notes, and Approval Blocks shall appear on the appropriate plans and plats in substantially the following formats:

(Move section from number nine to number two, renumber succeeding sections. Also, add the exempt certificate.)

Sketch Plan (Major & Minor):	Sketch Plan Approved
	Planning and Development Director Date:_____
Exempt Map	Exemption Certificate
	I hereby certify that this plat is exempt in accordance with Section of 1.5 of the City of Mount Holly's Subdivision and Land Development Ordinance and maybe recorded with the Gaston County Register of Deeds Office. Planning Director Date

Construction Plan (Major & Minor):	Construction Plan Approved
	_____ Planning and Development Director Date: _____

Certificate of City Council Approval: (Final Plat)	Certificate of City Council Approval Approved for the recording by the City of Mount Holly, NC City Council on the _____ day of _____ 20____ pursuant to authority of Article II of the Subdivision Ordinance. Must be recorded within thirty (30) days of this date. _____ City Clerk
Certificate of Zoning Approval: (Final Plat)	Certificate of Zoning Approval This plat meets all the requirements of the City of Mount Holly Zoning Ordinance, signed the _____ day of _____ 20____. _____ Planning and Development Director

Certificates of Survey and Accuracy

I, _____, certify that this plat was drawn under my supervision from an actual survey made under my supervision (deed description recorded in Book __, page __, etc.) (other); that the boundaries not surveyed are clearly indicated as drawn from information found in Book ____, page ____; that the ratio of precision as calculated is 1:____; that this plat was prepared in accordance with G.S. 47-30 as amended. Witness my original signature, registration number, and seal this ____ day of _____, A.D., 20____.

Seal or Stamp

Surveyor

Registration #

(maximum allowable error: 1:10,000)

Section 2.5 Plan and Plat Submittal and Review Periods

Construction Plans

Second Paragraph of Section.

Construction Plan approval shall entitle the subdivider and/or applicant to commence with construction of the site. However, prior to the actual start of construction the subdivider and/or applicant must meet with City Staff to discuss the construction schedule. Seven (7) sets of plans are required for all construction plan reviews. Three (3) sets of plans are required for all subsequent plan reviews. A signed set of approved plans must be retained at the project site by the applicant. Applicant's engineer must submit approved plans for the City's use. Refer to Appendix ~~7E~~ 8C for requirements. (Page 11.)

Section 2.7.5 As-Built Plans (Page 14.)

SEE APPENDIX ~~7~~ 8

APPENDIX ~~2-3~~

GENERAL NOTES (Page 51).

APPENDIX ~~3 4~~ ROADWAY (Page 54.)

Appendix ~~3 4~~-Roadway-Street Lighting

1. The developer shall be required to install decorative street lighting on all streets **at a minimum of every 200 feet**. All lighting shall be installed prior to final acceptance by the City. The City shall not be responsible for maintenance and repair of decorative street lighting. Maintenance

and repair of decorative lighting shall be the responsibility of the utility provider, or the homeowner or property owners' association. (Page 57.)

APPENDIX 4 5 WATER (Page 61.)

APPENDIX 5-6 SEWER (Page 71.)

APPENDIX 6 7 SCM, SWM and DRAINAGE (Page 82.)

STORM DRAINAGE DESIGN

6. The grade of the street and flow will determine acceptable catch basin placement and spacing. Spread shall not exceed eight (8)-feet measured from the face of the curb, based on a rainfall intensity of four (4) inches per hour. Inlet spread calculations shall be submitted in a format similar to the schedule as shown in the Appendix I. (Page 85.)

APPENDIX 7 8 "AS-BUILT" DRAWINGS (Page 87.)

APPENDIX 8 9 SITE INSPECTION (Page 89.)

APPENDIX 10 CADD SYMBOLS (Page 98.)

OLD BUSINESS



City of Mount Holly Action Agenda Item

To: City Council

Date: September 5, 2023

From: Greg Beal, Planning Director

Meeting Date: September 11, 2023

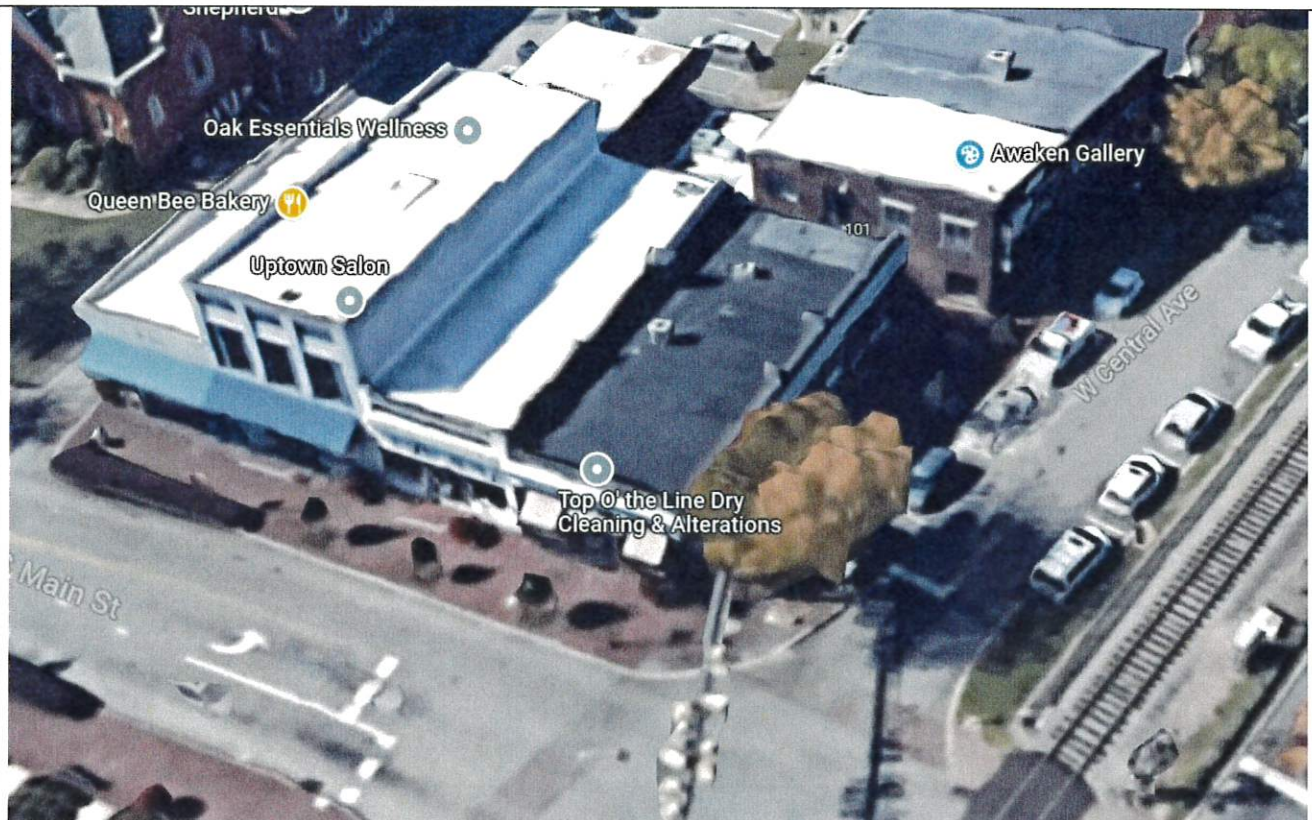
Agenda Item to be considered: Discussion of parking strategy to address loading/unloading zones and no overnight on-street parking in downtown.

Will this require a public hearing? ☐ YES ☒ NO

Background/Purpose of Request: At the July business meeting, Council discussed the need for a loading/unloading zone, in downtown, particularly as it relates to the corner of West Central Avenue and South Main Street. Previously, a local business owner had reached out to the Mayor, as well as the City Attorney, concerning the need for a loading/unloading zone for business owners. The business owner was prepared to speak at the meeting, but seeing that the item was on the agenda, left a message in support. During the discussion portion for this item, Councilmembers noted the potential need to limit overnight parking, as some cars may rarely move, taking up valuable spaces. Also of note, the direction was to research other potential loading/unloading zones.

Assistant Planning Director Paul Lowe conducted extensive research into this issue and found a common theme that exists with the area towns that have laws/signage on the matter. The ones who do limit parking, tend to limit it to 2-Hour Maximum Parking throughout their respective downtowns. The table below gives one an example sample from area downtowns, the ones that have information on the matter at hand.

City	Standards
Gastonia	Two-hour parking mainly found throughout downtown. There is a five-minute zone in front of the Post Office.
Hickory	Three-hour parking found predominantly throughout downtown. A 6:00 AM-6:00 PM loading zone is found in an alley. Fifteen-minute parking area at parking office, 9:00 AM-5:30 PM.
Kannapolis	Very few restrictions and lots of free parking lots in their downtown
Lincolnton	Two-hour parking time is the predominant time-limit provided. According to parking map, City has thirty-minute parking zones.
North Wilkesboro	Parking limited to two hours.
Statesville	Two-hour parking is the predominant time-limit provided by the City.



Area of Consideration for One-Hour Parking Zone

Based on research and an understanding of the matter, staff's recommendation is for the City Attorney to prepare an ordinance for consideration and recommended-adoption, which would amend the City Code of Laws to designate two parking spaces along West Central Avenue, at the intersection of South Main Street as "One-Hour Maximum Parking Only." This would be found in the City Code, similar to other designations for no parking within 100 feet of intersections or no parking on Cove Avenue, for example. By designating these two spaces as one-hour max parking only, it avoids the confusion as to whether one is loading or unloading or if they qualify to even park in this area. The one-hour limit also ensures that users are not parking in those spaces for long periods of time, tying them up unnecessarily as there is little in the way of a drop-off point for these businesses along West Central Avenue. Based on Council's direction, at the minimum, signs will need to be installed, designating the spaces as one-hour parking zones.

As for any other parking issues, it may be best to allow the Better City consultants to suggests any needed edits based on their research and discussions with City staff, downtown business owners and groups like the Gaston Business Association-Mount Holly and BOOMA.

One of the main reasons for the latter recommendation, outside of duplicating consultant work that is ongoing, is to follow the adopted Traffic Control Policy. Certainly, Council can make what decisions you see fit as it relates to City Code changes, including parking changes in downtown. However, in this case, a local business owner came forward, and given her complaint and the Mayor and Council's desire to address the issue, is now presented with a staff recommendation on this matter for the one-hour max zone in two nearby spaces. If other business owners were to want parking restrictions in downtown, particularly in front of their respective businesses, the traffic control policy allows for a public hearing on such. This is simply following the policy at hand, as given the sometimes-

controversial nature of downtown or "high-demand" parking, there will be people for and against the matter. Some may see it as a flexible way of addressing the need for a quick, run-in-and-out of a store or a more formal loading/unloading zone. Others may view it as putting further restrictions on parking in front of their store and therefore, having more signage and restrictions means that a customer may decide not to park rather than risk a fine or ticket. The business owner or citizen, requesting parking changes in downtown, has numerous avenues to address such, whether it is through the Traffic Control Policy or by reaching out to the GBA and/or BOOMA to discuss this matter.

In the instance of prohibiting overnight parking in downtown, would this create unintended consequences, such as a drunk driver getting behind the wheel, in fear that their car would be towed? Finally, given that laws need to be enforced to be effective and taken seriously, is parking enforcement something that could be taken on by the MHPD at this time and if not, what are the needs to address enforcement?

Parking conversations are happening now between Better City consultants and City staff and more information will come from it. There are 209 public parking spaces in downtown Mount Holly. 109 parking spaces are on-street with another 100 in two public parking lots on North Main Street (80) and behind the Old City Hall (20). There are Vision Plan recommendations that would address surface-level parking (and parking decks) in Downtown, but this comes at a cost that would need to be addressed through a parking strategy and through the overall CIP and budget process.

Fiscal Impact:

Will Item affect current budget	☐ YES	☒ NO	☐ N/A
Reviewed by Finance Director	☐ YES	☐ NO	☒ N/A
Preaudit Certification required	☐ YES	☐ NO	☒ N/A
Capital Project Ordinance required	☐ YES	☐ NO	☒ N/A
Budget Transfer required	☐ YES	☐ NO	☒ N/A
Total City Dollars:	\$		
Budget Code			
Reviewed by City Attorney	☐ YES	☐ NO	☒ N/A

Manager/Staff Recommendation: Staff recommends that the City Attorney draft an ordinance designating the two easternmost and southernmost parking spaces on West Central Avenue be limited to one-hour maximum parking only. Staff recommends that more information be brought forward by Better City consultants as part of ongoing research into downtown parking recommendations.

Result of City Council Decision:

Attachments: Downtown Parking Map

Downtown Public Parking



NEW BUSINESS

MEMORANDUM

TO: Mayor and City Council, City of Mount Holly

FROM: Marie M. Anders, City Attorney

RE: Estate of Bryant Hicks parcel ID 122990 for sale on Woodlawn Ave.

DATE: September 5, 2023

Mayor Hough received the enclosed letter dated August 22, 2023, from Vickie Whitley, attorney for the Estate of Bryant Hicks, offering the above-referenced parcel for sale to the City of Mount Holly. Also enclosed are a close up view and aerial view of the parcel in the tax map. The subject property is approximately 0.34 acres, is zoned residential according to GIS records, backs up to a creek, and the tax value is \$1,110.00. Although the subject property is currently landlocked, it appears that this property is adjacent to other City owned property and could become an addition to Woodlawn Park. Mr. Hicks purchased the property in 1998 for \$5,000.00. Ms. Whitley is offering the property for the tax value of \$1,110.00.

If the City Council wishes to move forward to purchase the property, then with Council direction I could present a contract to purchase to Ms. Whitley for \$1,110.00 cash. Ms. Whitley would expose the contract to a 10 day upset bid period and notify the City if it had won the bid. I would recommend that a minimum of a fourteen day due diligence period be included in the contract so that the City can search the title to the property. Since the property is described as a lot on a subdivision plat and is vacant, surrounded by residential properties and the park, the City Council may not feel that it is crucial to order a survey and phase I. However, on any property, there could be encroachments and environmental issues that would be uncovered by a survey and phase I. If the City Council wishes to have a survey and phase I, then the due diligence period would need to be longer to allow for that time. If the Council is interested, then staff could walk through the property and make a recommendation to Council as to whether or not a survey and phase I be performed.

Vickie Lathe Whitley
Attorney at Law
3526 Charles Raper Jonas Highway
Stanley, North Carolina 28164

Telephone (704)263-1230
vickiewhitley@gmail.com

Fax (704) 263-9020

August 22, 2023

Mr. Bryan M. Hough, Mayor
City of Mount Holly
PO Box 406
Mt. Holly NC 28120

Re: Parcel # 122990

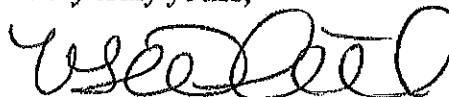
Dear Mr. Hough:

I am the attorney for the Estate of Bryant Wade Hicks and have been authorized by the Clerk of Court to sell a certain parcel of real property located on Woodlawn Avenue in Mount Holly, PIN 122990. The City of Mount Holly owns numerous parcels that abut this lot so we are extending the first option to purchase this parcel to the City. The tax value is \$1,110.00 and that is what the Estate is seeking as the purchase price.

If the City of Mount Holly is interested in purchasing this parcel, please send this letter to the appropriate department to begin the process (I wasn't sure who to send this to so you "won" as the Mayor assuming you would know exactly who to direct it to). Since this is a transaction that involves the Clerk, it will require a ten (10) day upset period once the proposed transaction is presented to the Court and I want to make sure this is disclosed up front. If the City of Mount Holly is not interested, if you could please let me know so we can offer this to other adjoining property owners I would appreciate it.

If you should have any questions or need any additional information, please let me know. With kindest regards, I am

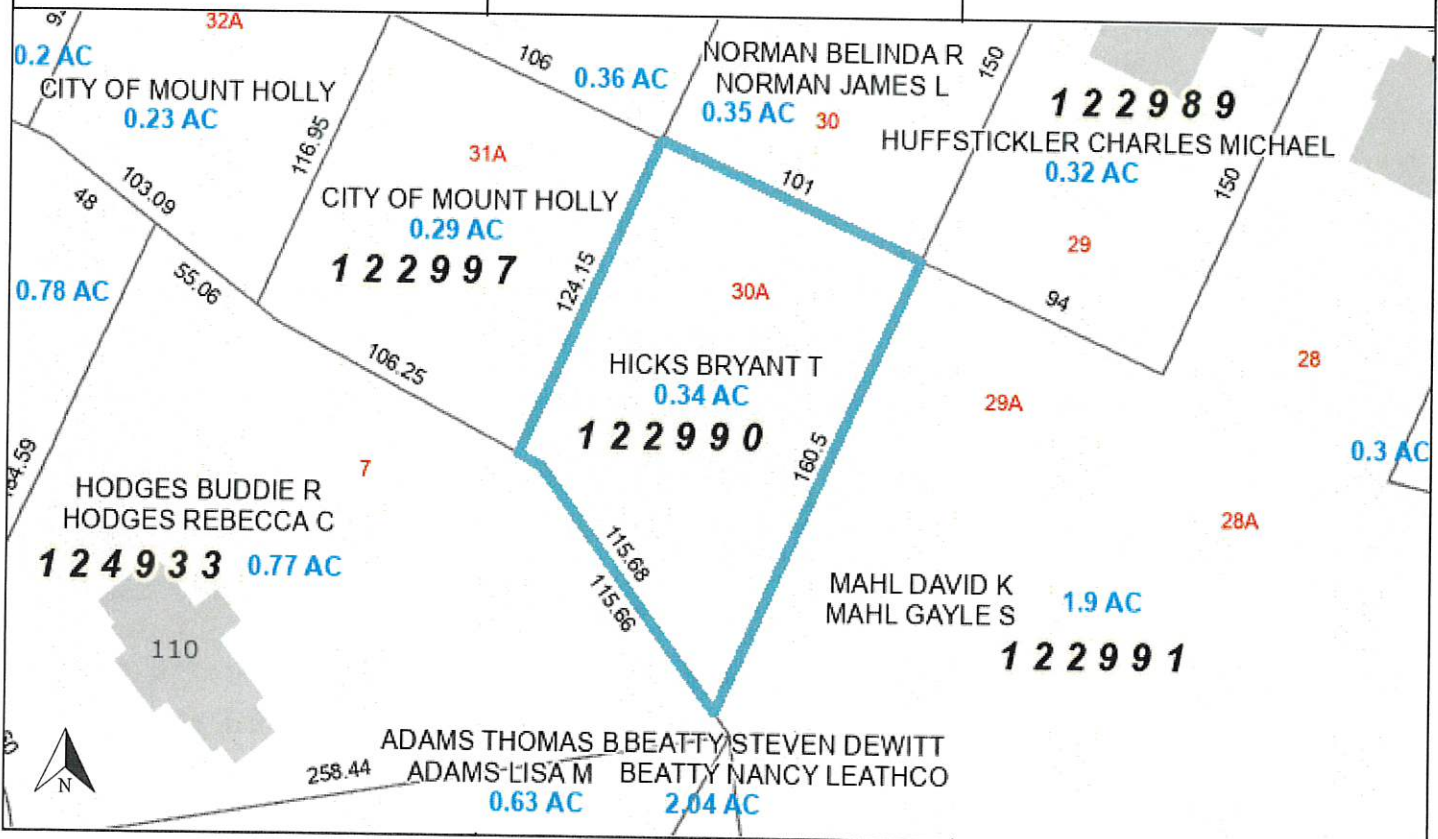
Very truly yours,



Vickie Lathe Whitley

VLW/ cc: Ms. Roxann Rankin, Clerk

PRIMARY PROPERTY ADDRESS	TAX INFORMATION	
NO ASSIGNED ADDRESS	PARCEL #: 122990	PHOTO NOT AVAILABLE
PROPERTY INFORMATION	PIN #: 3597632163	
CITY LIMITS: MT HOLLY	CURRENT OWNERS: HICKS BRYANT T	SKETCH NOT AVAILABLE
ETJ: NOT IN ETJ	MAILING ADDRESS: 1108 MAUNEY RD , STANLEY, NC 28164-1111	
POLICE DISTRICT: MOUNT HOLLY	NBHD #: 3B001	 GASTON COUNTY GIS
FIRE DISTRICT: MOUNT HOLLY	NBHD NAME: NOLES DRIVE	
SPECIAL FLOOD HAZARD AREA: AE	TOWNSHIP: RIVER BEND TOWNSHIP	
LOCAL WATERSHED: DUTCHMAN'S CREEK	LEGAL DESC: RUSH L 30A 03 004 021 00 000	
CENSUS TRACT: 311.01	DEED BOOK: 2811 PAGE: 0220	
TAX VALUES	DEED RECORDING DATE: 7/7/1998	
MARKET LAND VALUE: \$1,110	SALES AMOUNT: \$5,000	
MARKET IMPR. VALUE: \$0	PLAT BOOK: 011 PAGE: 156	
MARKET VALUE: \$1,110	STRUCTURE TYPE:	
FARM DISCOUNT: NO	YEAR BUILT: 0	
EXEMPT: NO	SQUARE FOOTAGE: 0	
TAXABLE VALUE: \$1,110	VACANT: VACANT	
	BASEMENT: NO	
	BED: 0 BATH: 0 HALF-BATH:	
	MULTI-STRUCTURES: NO	
	ACREAGE: 0.34	
	TAX CODE: 230	
	TAX DISTRICT: MOUNT HOLLY CITY	
	VOLUNTARY AG DISTRICT: NO	
	PROPERTY USE: RESIDENTIAL	



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, 2023. - Document created for printing on September 01, 2023

