



**CITY OF CREEDMOOR
PLANNING BOARD
PLANNING BOARD MEETING
NOVEMBER 9, 2023
7:00 PM**

CALL TO ORDER

1. RECOGNITION OF QUORUM
2. APPROVAL OF AGENDA
3. APPROVAL OF MINUTES

[Planning Board Meeting Minutes](#)

4. PUBLIC COMMENT
5. OLD BUSINESS
6. NEW BUSINESS

[ZMA-2023-01, Yorkshire](#)

[LSP-2022-01, Creedmoor Business Park Expansion](#)

7. REPORT ON RECENT DEPARTMENT ACTIVITY

[Community Development Department Monthly Report](#)

8. REPORTS FROM CHAIRPERSON AND MEMBERS

ADJOURN



CITY OF CREEDMOOR

P.O. BOX 765
111 MASONIC STREET
CREEDMOOR, NC 27522
WWW.CITYOFCREEDMOOR.ORG
(919) 528-3332

PLANNING BOARD AGENDA REPORT

MEETING DATE: November 9, 2023

PREPARED BY: Mike Frangos, Community Development Director
Community Development

ISSUE CONSIDERED: Planning Board Meeting Minutes

SUMMARY OF ISSUE: Please review September 14, 2023 Planning Board meeting minutes.

REQUESTED MOTION: Motion to adopt July 13, 2023 Planning Board meeting minutes as presented.

ATTACHMENT(S) [20220914_Planning Board Minutes.pdf](#)

**REVIEWED BY
CITY MANAGER:**



MINUTES OF
CITY OF CREEDMOOR
PLANNING BOARD MEETING
MINUTES
SEPTEMBER 14, 2023
7 P.M.

Present in Person at City Hall Boardroom

Steve Faucette, Robert Gorham, Edie McDuffie, and Rick Harbit. Also present Community Development Director Michael Frangos, AICP, CZO, Planning Technician Rebecca Middleton and City Attorney Kevin Hornik.

Absent

Mike Allen

Call to Order

Meeting called to order at 7:00 PM.

Approval of Agenda

Edie McDuffie made a motion to approve the agenda as presented. Seconded by Robert Gorham. Motion passed with a vote of 4-0.

Approval of Minutes

Robert Gorham made a motion to approve the minutes of the July 13, 2023 Planning Board meeting as presented. Seconded by Rick Harbit. Motion passed with a vote of 4-0.

Comments from the Public

No comments from the Public.

Old Business

| CZ-2023-02 Creedmoor Village Conditional District Application

Mike Frangos presented a slide show with information regarding the preliminary plans for Creedmoor Village. Both Brandon Moore and Darren Koons, the Creedmoor Village representatives, were present at the meeting. The slide show outlined the location, density, and general arrangement of commercial and residential buildings. The City of Creedmoor 2040 Plan was presented as well to show how the CZ-2023-02 Conditional Zoning Application would fit into the City's overall plan. Frangos shared possible conditions with the board and encouraged them to discuss concerns with the applicant.

Board members brought up concerns regarding roadway width and accessibility for emergency vehicles, street parking and garage availability. Brandon Moore, RLA, The Site Group, PLLC, 1111 Oberlin Road, Raleigh NC, 27605 stood to answer the board's questions, stating that conditions such as one-side street parking and garage additions for townhouses would be easy to implement due to the project being in its beginning stages. As for the concern about emergency vehicles, Frangos added that the street pavement widths had been increased by 2 feet to allow more clearance. Moore also mentioned that the density from the previous application submittal had been decreased and that apartment buildings may be built taller to allow for more open space. After further discussion and positive comments related to the ideal location and this project's close proximity to I85, Robert Gorman motioned to recommend approval CZ-2023-02 with conditions and adopt the Planning Board's consistency statement. Seconded by Rick Harbit, the motion passed with a vote of 4-0.

New Business

No New Business.

Report on Recent Departmental Activity

Community Development Director Michael Frangos said there was no report this month, just that he was looking forward to the Creedmoor Music Festival this weekend.

Reports from the Chairperson and Members

There were no reports from the Planning Board Members.

Adjourn

A motion to adjourn was made by Edie McDuffie, seconded by Robert Gorham. The motion passed unanimously.

Meeting adjourned at 7:40 PM.

Steve Faucette, Chair



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PLANNING BOARD AGENDA REPORT

MEETING DATE: November 9, 2023

PREPARED BY: Mike Frangos, Community Development Director

ISSUE CONSIDERED: ZMA-2023-01, Yorkshire

SUMMARY OF ISSUE: After the withdrawal of CZ-2023-01 Yorkshire, Urban Design Partners is submitting a general rezoning request for the same property. This request is simply to change from the existing Agricultural (AG) zoning district to Single-Family Residential (SFR) zoning district. This application does not require a concept master plan or specific zoning conditions.

REQUESTED MOTION: Motion to recommend approval and adopt Planning Board Consistency Statement.

ATTACHMENT(S) [ZMA-2023-01 Yorkshire Application_20231017.pdf](#)
[2040 Comp Plan Excerpts_Yorkshire.pdf](#)
[Creedmoor Subdivision Densities_enlarged.pdf](#)
[PB Consistency Statement_Yorkshire_approval_20231109.pdf](#)
[Yorkshire Boundary Survey.pdf](#)

**REVIEWED BY
CITY MANAGER:**

Date: October 13, 2023

Re: Yorkshire Subdivision – Rezoning
Project No: 22-RDU-052

Most honorable Board Members,

The proposed zoning request proposes to rezone the site from the existing Agriculture (AR) to Single Family Residential (SFR). The site is located north of Pitch Pine Drive and south of Sam Moss Road and west of US Hwy 15/Durham Ave. According to the Creedmoor 2040 Future Land Use Map, the site is identified to be Medium Density Residential.

The proposed development would consist of single-family detached units with a density of 1.9 dwelling units per acre. The open space that would be required would be 14.01 acres (10% of the entire site) with 3.5 acres dedicated (25% of the total open space) as active open space. The required tree conservation is six percent (6%) of the site, totaling 8.41 acres. The open space may include stream buffers, greenway trails, stormwater control measures, playground, and a dog park.

The single-family detached units, the minimum lot width would be 72' and the minimum lot size would be 11,600 square feet. The lot would have a 26' front, 10' rear, a 10' side, and an 18' corner setback. All the dimensions listed are according to the Creedmoor Development Ordinance standards for the Single Family Residential (SFR) zoning district.

The project team believes that the proposed project supports the Future Land Use Map by providing single family detached lots in the medium density residential.



Brian Richards, PLA, LEED AP ND
Partner
Urban Design Partners

City of Creedmoor

Petition for Text/ Map Amendment

Petition Number ZMA-2023-01
Date Filed 10/17/2023

Fee Paid \$ 700.00 *check # 006084*
Application Complete MSF (staff initials)

Application for Text amendment General rezoning Conditional rezoning

Application Information

Name Brian Richards Phone (919) 275-5002
Mailing Address 150 Fayetteville Street, Suite 1310, Raleigh, NC 27601
Property Address (if different from mailing address) _____
Email Address brichards@urbandesignpartners.com

Property Owner Information (if different from applicant)

Name LGI Homes NC LLC Phone (980) 722-0391
Mailing Address PO Box 2427, Huntersville, NC 28070

If other properties/ property owners are in the rezoned are, please list separately.

Description of Property

Tax Map ID/PIN # 8961-167-4472 Is property within 100-year Floodplain? Yes No
Current Zoning Classification AG (Agricultural)
Requested Zoning Classification SFR (Single Family Residential)

Statement to Creedmoor Planning Board and Board of Commissioners:

I have been briefed on the process required in Article 5 of the Creedmoor Development Ordinance, and I do hereby respectfully make application and petition for the Planning Board and the Board of Commissioners to amend the map/text of the Creedmoor Development Ordinance as follows:

Revise Article(s)/Section _____

Provide a brief description of the requested change and any proposed conditions, if applicable (applicant may attach a marked-up copy of original ordinance text or of the Official Zoning Map for illustrative purposes):

We are proposing to rezone the parcel from Agricultural (AG) to Single Family Residential (SFR).

The proposed lots will have a minimum size of 11,600 square feet and the minimal required setbacks. The subdivision will also public streets with sidewalks along both sides of the road except along cul-de-sacs.

Provide a typed statement (and attach to this form) regarding consistency of this request with the adopted Comprehensive Land Use Plan ("City Plan 2030") and with maintaining the spirit and intent of the original ordinance in terms of creating harmony within districts and creating general conformity with adopted long range plans for development of the city.

Provide a proposed site plan, drafted by a professional engineer, surveyor or architect, for all properties to be included in a conditional zoning district.

Josh Spiegel Authorized Officer LGI Homes-NC, LLC
Signature of Applicant

[Signature] Authorized Applicant Representative

City of Creedmoor
PO Box 765
Creedmoor, NC 27522

ZMA-2023-01
From AG → SFR
10/17/2023

Attn: Michael Frangos

Please find a check for the rezoning of Yorkshire Subdivision. PID: 089611674472. Please let me know if you have any questions or need any additional information.

Thank you,



Christa Hodge
Project Administrator
Urban Design Partners
chodge@urbandesignpartners.com
(704) 334-3303 X121

SECURITY FEATURES INCLUDE TRUE WATERMARK PAPER, HEAT SENSITIVE ICON AND FOIL HOLOGRAM.

Urban Design Partners, PLLC
1213 W Morehead St Ste 450
Charlotte, NC 28208-0013
704-334-3303

006084

DATE 10-10-2023

PAY TO THE ORDER OF City of Creedmoor \$ 700.00

Seven hundred + 00/100 DOLLARS

Pinnacle Bank
150 3rd Avenue South
Nashville, TN 32701
87-883-640
87-883/640

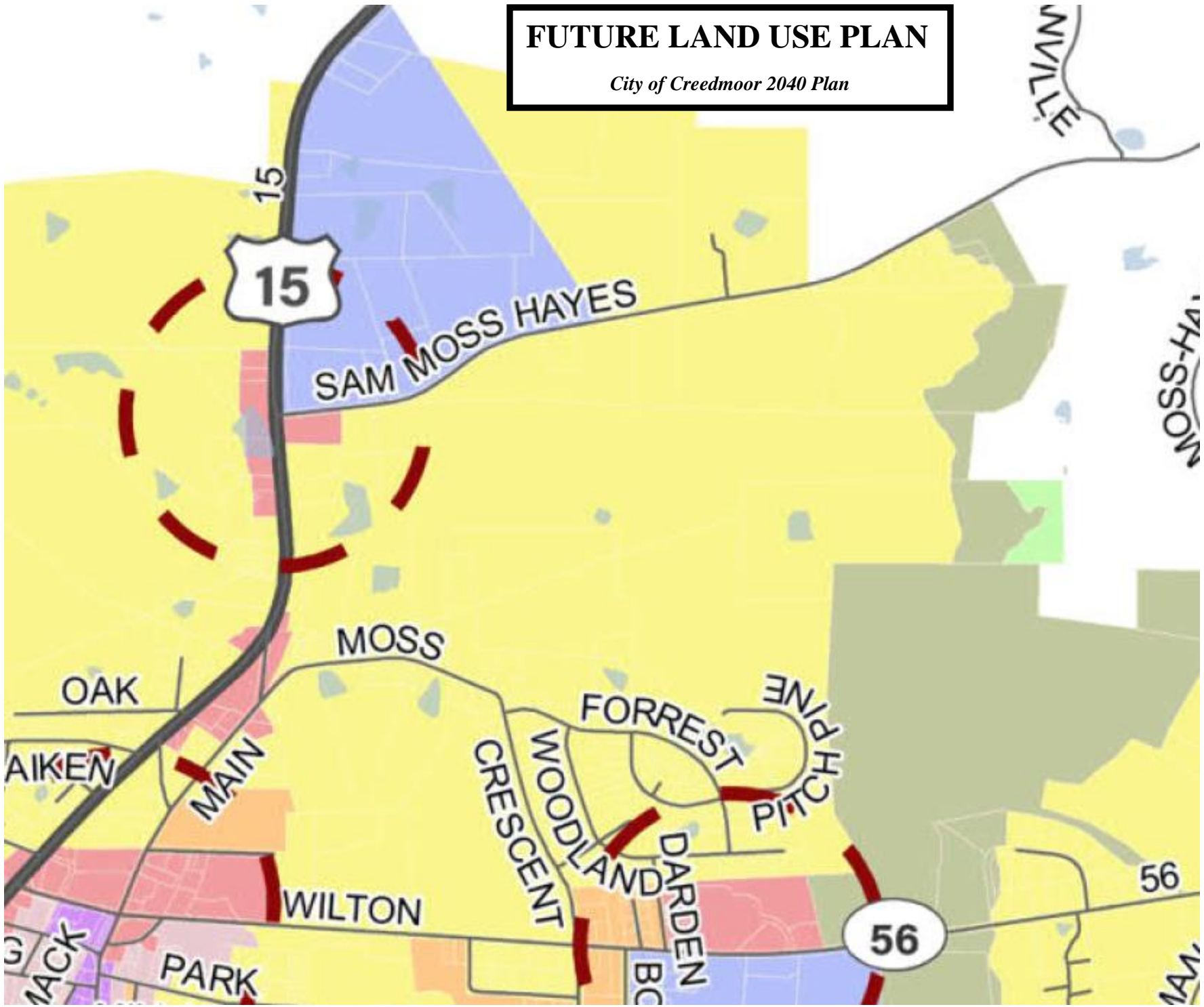
FOR 22-RDU-052

Handwritten signature and stamp

⑈006084⑈

FUTURE LAND USE PLAN

City of Creedmoor 2040 Plan



Future Land Use

-  Agriculture
-  Conservation Parks Recreation
-  Commercial Service Office
-  Downtown Core
-  Downtown Supportive
-  Employment / Industrial
-  High Density Residential
-  Medium Density Residential
-  Activity Areas



6

HOUSING

Housing has always been an important part of Creedmoor’s identity. Many people choose to live in Creedmoor for its small-town quality of life and its proximity to the Raleigh-Durham metropolitan area.

With convenient access to Interstate 85, many Creedmoor residents enjoy a manageable commute to work by today’s standards and can justify being able to live the small-town lifestyle just outside of the busy cities of the Triangle. The quaint downtown, generally larger residential lots, and Creedmoor’s conserved green spaces that bring residents closer to nature and contribute to it being an attractive place to call home.

RECOMMENDATIONS

HU1: Encourage and support a variety of housing types and higher densities around activity and commercial centers. The mix of housing types should include live/work units over commercial uses, townhomes, small multi-family units, and single-family homes.

HU2: Promote the rehabilitation of existing housing stock and expansion of stock to support the rental housing market.

HU3: Update, maintain, and enforce standards for new subdivision/neighborhood development. In particular, connectivity with adjacent parcels should be maximized in order to create a coherently knitted community. Stub streets, connectivity index standards, and maximum block lengths can be very useful tools.

HU4: Ensure code enforcement is equipped to address substandard housing conditions for low- and moderate-income renters.

HU5: Create a mobile home park (MHP)

zoning overlay district to accommodate existing MHPs. The existing MHPs could be the starting geographic boundary for a district - see “Map 13. Mobile Home Parks” on page 77. This district could be a conventional overlay district, although NCGS 160D-910(e) does restrict the establishment for only individual or scattered lots. An amortization period should be required in order to set a date certain for which rezoning to this new

Area	Block Length Maximum (aka Max. Distance From or Between Intersections)
Heavy Industrial	1,500
Rural Residential or Light Industrial	1,000
Medium Density Residential	600-800 ft
Commercial Areas or High Density Residential	500 ft
Downtown	400 ft

Example Maximum Block Length Standards.



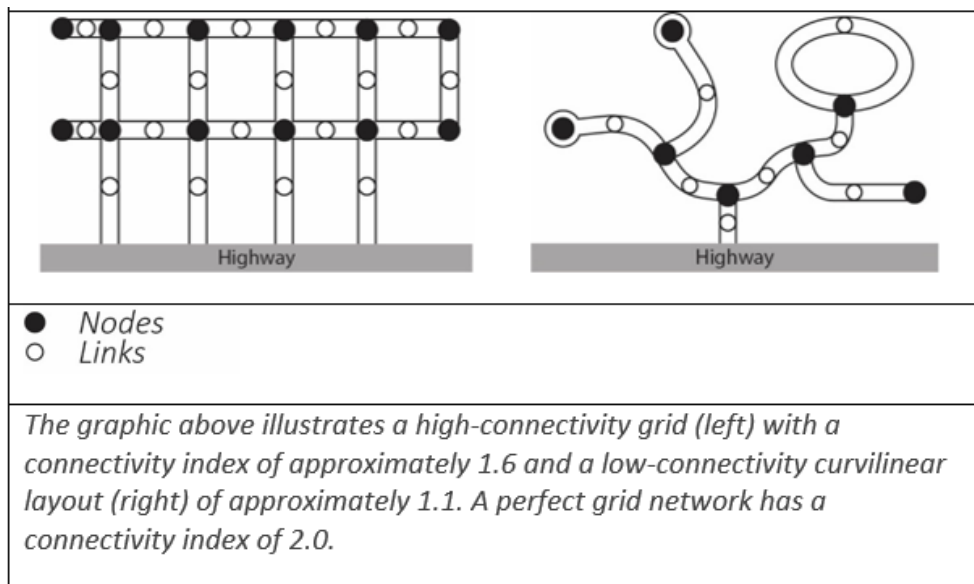
Example of a Complete Street.

overlay is required and again for when compliance with the standards of that overlay will be expected.

HU6: Insist on Complete Streets that move more than just automobiles. The City should review and revise its street cross-section requirements to ensure adequate width for the implementation of complete streets as well as the incorporation of space for public utilities. Considerations include adequately sized driving lanes

based upon the road's expected future traffic volume, curb and gutter, possible on-street parking, and shared or separated bike lanes. Rights-of-way should include a generous planting strip for street trees, sidewalks, and residentially-styled street lights. Street trees, especially when between sidewalk and the edge of pavement, require the City to plan and budget for their maintenance.

HU7: In addition to pursuing and enforcing



District	Low Density Residential Districts and Industrial Districts	Medium Density Residential Districts	High Density Residential Neighborhoods and Commercial Areas	Downtown and Highly Walkable Areas
Minimum Connectivity Index Recommended	1.2	1.3	1.4	1.5

Example Connectivity Index.

higher standards in mobile home parks, the City should investigate opportunities to partner with homeowners to enhance living standards of borderline properties and houses. This could involve a grant

program or zero interest loan program to help lower income residents improve their living standards through home upfits and/or energy efficiency upgrades.

Case Study: Energy Efficiency Loan Program

The Town of Clayton administers an interest-free loan program that incentivizes homeowner residents to upgrade their properties. The Town is an electric service provider and the loan payments are rolled into the resident’s electric utility payments.

Loan Amount	Repayment Time	Monthly Payment
\$500	One Year (12 Months)	\$41.66
\$1,000	One Year (12 Months)	\$83.33
\$1,500	Two Years (24 Months)	\$62.50
\$2,500	Two Years (24 Months)	\$104.16
\$3,500	Three Years (36 Months)	\$97.22
\$4,500	Three Years (36 Months)	\$125.00
\$5,000	Three Years (36 Months)	\$138.88

Qualifying Projects:

- Replacement or installation of high efficiency electric heat pump (minimum 15 SEER rating)
- Replacement or installation of electric hot water heater
- Installation or enhancement of wall, floor or ceiling insulation
- Installation of energy efficient windows & doors
- Duct repair or replacement

PARTICIPATION GUIDELINES:

1. Program participants must be residents of the Town of Clayton and customers of Clayton Public Power.
2. Applicants must own and reside in the benefited property for the duration of the payback period. The outstanding balance of the loan amount will be due and payable at the time the property is sold or no longer occupied by the owner.
3. Program participants must also participate in the Clayton Public Power load management program for the duration of the payback period.
4. All permits and inspections required under State Building Code shall be the responsibility of the owner/contractor and cost for permits shall not be eligible expenses under the program.
5. Program applicants **MUST** have their account in good standing for at least twelve (12) months leading up to application for the program.

Density of Subdivisions in City of Creedmoor

Subdivision	Number of Lots	Total Acreage	Average Density
Brame's Crossing <i>(unbuilt)</i>	171 units	108 acres	1.58 units/acre
Southerby	51 units	31 acres	1.64 units/acre
Whitehall	89 units	51 acres	1.74 units/acre
Amberleaf	92 units	49 acres	1.89 units/acre
Golden Pond	424 units	190 acres	2.23 units/acre
Paddington	98 units	40 acres	2.45 units/acre
Williamsburg Park	15 units	6 acres	2.5 units/acre
Hunter's Ridge	40 units	14 acres	2.85 units/acre
Davenport	75 units	23 acres	3.26 units/acre
Holly Creek <i>(zoned R/MST)</i>	68 units	13 acres	5.32 units/acre



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MAYOR
ROBERT V. WHEELER

CITY MANAGER
MICHAEL O. TURNER

COMMISSIONERS
EMMA ALBRIGHT
ED GLEASON
GEORGANA KICINSKI
ROBERT WAY
ARCHER WILKINS

PLANNING BOARD CONSISTENCY STATEMENT

ZMA-2023-01, Yorkshire

Pursuant to Creedmoor Development Ordinance Article 5; Section §5.3-3 (Review by the Creedmoor Planning Board) and NCGS §160D-604 (Planning Board Review and Comment), the City of Creedmoor Planning Board makes this Statement of Consistency and recommendation regarding changes to the Creedmoor Development Ordinance:

We recommend **APPROVAL** of the proposed amendment of the Official Zoning Map to the Creedmoor Board of Commissioners, so that the parcel identified as Granville County map number 089611674472, a total of 140.11 acres located south of Sam Moss Hayes Road, east of US 15 Highway, north of Moss Road and Pitch Pine Drive be rezoned from Agricultural District (AG) to Single-Family Residential (SFR).

The Planning Board finds this amendment to the Creedmoor Development Ordinance to be consistent with the City Plan 2040 objectives on the Future Land Use Map for Medium Density Residential development. *Medium density residential creates neighborhoods that are walkable from house to house with residential densities typically around 3 to 4 homes per acre. Most of the households living within these neighborhoods will require an automobile to reach day-to-day necessities or for access to employment areas. Structures should not exceed two stories and houses are separated by yards. Open space with a minimum of 20% should include a mix of natural features with passive recreational opportunities where context appropriate and common areas including playgrounds and sports fields.*

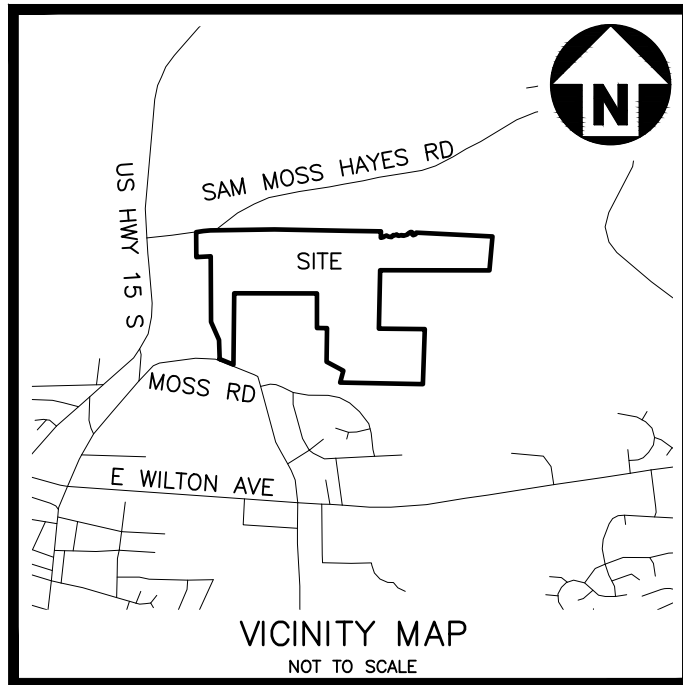
It is also consistent with:

Transportation objective TM2: *Work towards a comprehensive and connected greenway network, including a plan to connect to regional greenways, trails, and recreational resources and destinations.*

Housing Objective HU3: *Update, maintain, and enforce standards for new subdivision/neighborhood development. In particular, connectivity with adjacent parcels should be maximized in order to create a coherently knitted community. Stub streets, connectivity index standards, and maximum block lengths can be very useful tools.*

On November 9, 2023, the Planning Board, by a majority vote, approved this statement and recommended this amendment of the Creedmoor Development Ordinance to the City of Creedmoor Board of Commissioners.

Steve Faucette, Chair
City of Creedmoor Planning Board



SURVEYOR'S CERTIFICATE

I, RONALD T. FREDERICK, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION DEED DESCRIPTION RECORDED AS SHOWN; THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND AS SHOWN; THAT THE RATIO OF PRECISION OR POSITIONAL ACCURACY IS 1:30,565±; AND THAT THIS MAP MEETS THE REQUIREMENTS OF THE STANDARDS OF PRACTICE FOR LAND SURVEYING IN NORTH CAROLINA (21 NCAC 56.1600).

I HEREBY CERTIFY THAT THIS PLAT IS OF THE FOLLOWING TYPE: G.S. 47-30 (f)(1)(c)(1). THIS SURVEY IS OF AN EXISTING PARCEL OR PARCELS OF LAND AND DOES NOT CREATE A NEW STREET OR CHANGE AN EXISTING STREET.

WITNESS MY ORIGINAL SIGNATURE, LICENSE NUMBER AND SEAL

Ronald T. Frederick
6/03/2022
RONALD T. FREDERICK, PROFESSIONAL LAND SURVEYOR L-4720



GENERAL NOTES

1. THIS IS A BOUNDARY SURVEY.
2. BEARINGS FOR THIS SURVEY ARE BASED ON NC GRID NAD 83(2011).
3. ALL DISTANCES ARE HORIZONTAL GROUND DISTANCES.
4. ZONING: AG-AGRICULTURAL PER CITY OF CREEDMOOR, NC ZONING MAP DATED 4/8/2013
5. AREA BY COORDINATE GEOMETRY.
6. FLOOD NOTE: THIS PROPERTY IS PARTIALLY LOCATED IN A SPECIAL FLOOD HAZARD ZONE. IT IS LOCATED IN ZONES "AE" AND "X" AS DEFINED BY F.E.M.A F.I.R.M COMMUNITY PANELS 3720089600K AND 3720180600K DATED 12/6/2019.
7. REFERENCES: AS SHOWN
8. THIS SURVEY PERFORMED AND MAP PREPARED WITHOUT BENEFIT OF A TITLE REPORT. THIS SURVEY SUBJECT TO ANY FACTS AND EASEMENTS WHICH MAY BE DISCLOSED BY A FULL AND ACCURATE TITLE SEARCH.
9. NO GRID MONUMENTS FOUND WITHIN 2000' OF SITE.



The John R. McAdams Company, Inc.
2905 Meridian Parkway
Durham, NC 27713

phone 919. 361. 5000
fax 919. 361. 2269
license number: C-0293, C-187

www.mcadamsco.com

CLIENT

LGI HOMES NC LLC
1450 LAKE ROBBINS DR
SUITE 430
SPRING, TX 77380

LGI HOMES PROPERTY

BOUNDARY PLAT
SAM MOSS HAYES ROAD
CITY OF CREEDMOOR, GRANVILLE COUNTY, NORTH CAROLINA

REVISIONS

NO.	DATE
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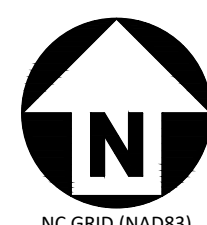
PLAN INFORMATION

PROJECT NO.	LGI21001
FILENAME	LGI21001-AT1
CHECKED BY	RTF
DRAWN BY	DJM
SCALE	1"=200'
DATE	6-02-2022

SHEET

**BOUNDARY PLAT
SHEET NUMBER**

1-3



NC GRID (NAD83)



McAdams
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LGI HOMES PROPERTY
BOUNDARY PLAT
SAM MOSS HAYES ROAD
CITY OF CREEDMOOR, GRANVILLE COUNTY, NORTH CAROLINA



REVISIONS 6/03/2022

NO.	DATE
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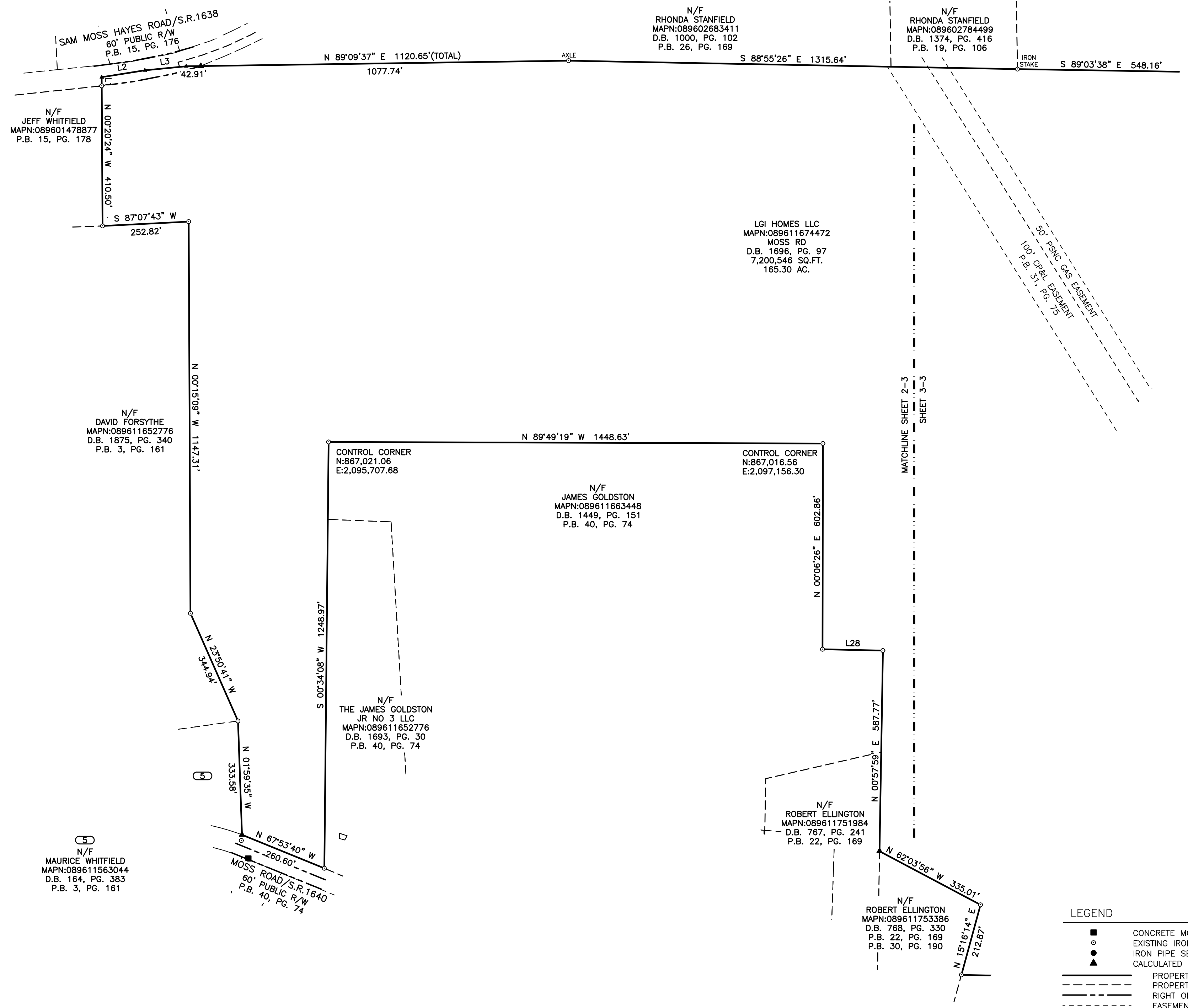
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SCALE	1"=200'
DATE	6-02-2022

SHEET

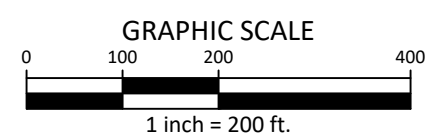
BOUNDARY PLAT
SHEET NUMBER
2-3

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LEGEND

■	CONCRETE MONUMENT
○	EXISTING IRON PIPE
●	IRON PIPE SET
▲	CALCULATED POINT
---	PROPERTY LINE (SURVEYED)
- - -	PROPERTY LINE (NOT SURVEYED)
---	RIGHT OF WAY LINE
- - -	EASEMENT LINE





McADAMS
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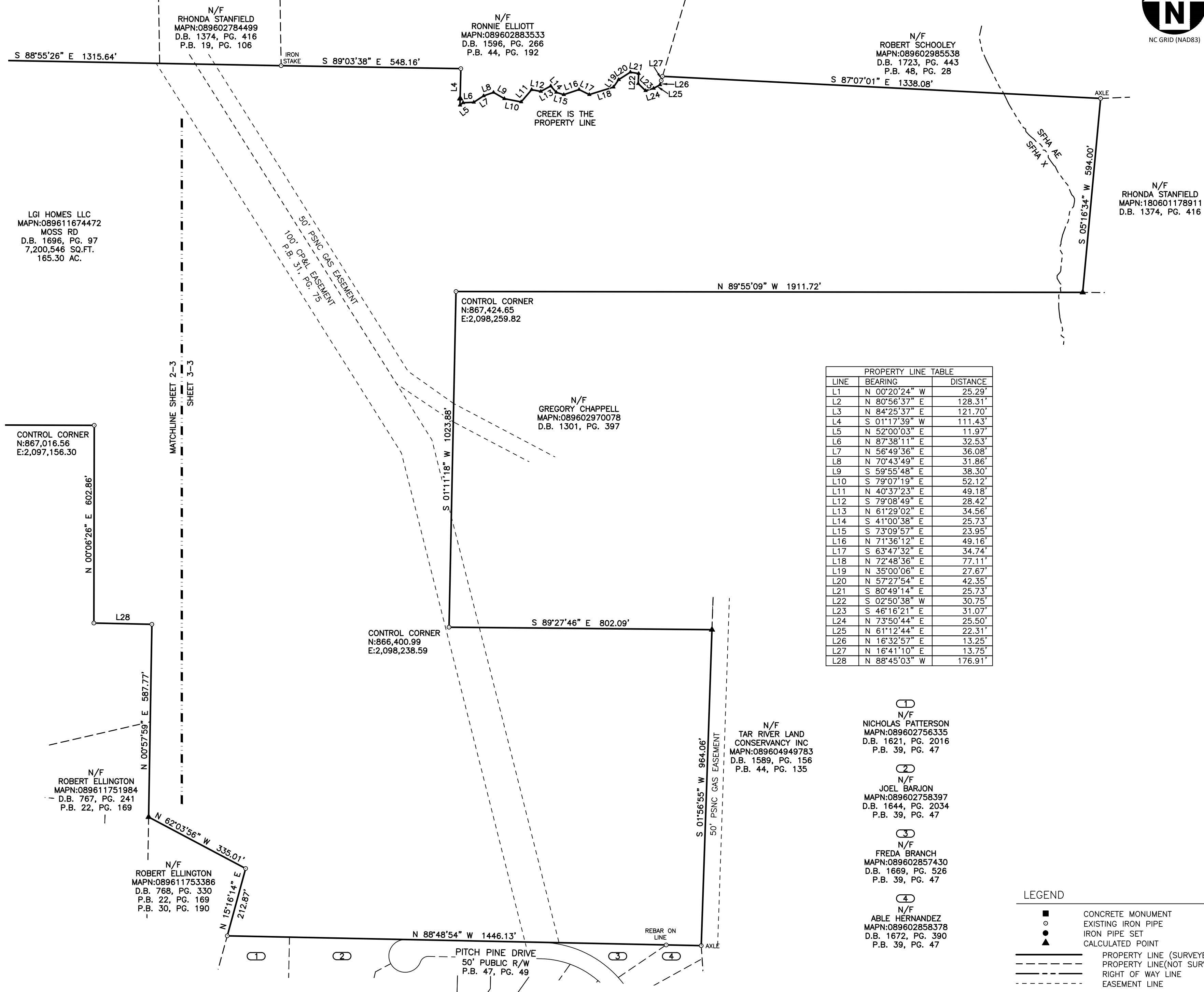
LGI HOMES PROPERTY
BOUNDARY PLAT
SAM MOSS HAYES ROAD
 CITY OF CREEDMOOR, GRANVILLE COUNTY, NORTH CAROLINA



REVISIONS
 NO. DATE

PLAN INFORMATION
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 SCALE 1"=200'
 DATE 6-02-2022

SHEET
BOUNDARY PLAT
SHEET NUMBER
3-3



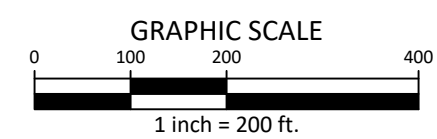
PROPERTY LINE TABLE

LINE	BEARING	DISTANCE
L1	N 00°20'24" W	25.29'
L2	N 80°56'37" E	128.31'
L3	N 84°25'37" E	121.70'
L4	S 01°17'39" W	111.43'
L5	N 52°00'03" E	11.97'
L6	N 87°38'11" E	32.53'
L7	N 56°49'36" E	36.08'
L8	N 70°43'49" E	31.86'
L9	S 59°55'48" E	38.30'
L10	S 79°07'19" E	52.12'
L11	N 40°37'23" E	49.18'
L12	S 79°08'49" E	28.42'
L13	N 61°29'02" E	34.56'
L14	S 41°00'38" E	25.73'
L15	S 73°09'57" E	23.95'
L16	N 71°36'12" E	49.16'
L17	S 63°47'32" E	34.74'
L18	N 72°48'36" E	77.11'
L19	N 35°00'06" E	27.67'
L20	N 57°27'54" E	42.35'
L21	S 80°49'14" E	25.73'
L22	S 02°50'38" W	30.75'
L23	S 46°16'21" E	31.07'
L24	N 73°50'44" E	25.50'
L25	N 61°12'44" E	22.31'
L26	N 16°32'57" E	13.25'
L27	N 16°41'10" E	13.75'
L28	N 88°45'03" W	176.91'

- ① N/F NICHOLAS PATTERSON
MAPN:089602756335
D.B. 1621, PG. 2016
P.B. 39, PG. 47
- ② N/F JOEL BARJON
MAPN:089602758397
D.B. 1644, PG. 2034
P.B. 39, PG. 47
- ③ N/F FREDA BRANCH
MAPN:089602857430
D.B. 1669, PG. 526
P.B. 39, PG. 47
- ④ N/F ABLE HERNANDEZ
MAPN:089602858378
D.B. 1672, PG. 390
P.B. 39, PG. 47

LEGEND

- CONCRETE MONUMENT
- EXISTING IRON PIPE
- IRON PIPE SET
- ▲ CALCULATED POINT
- PROPERTY LINE (SURVEYED)
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PLANNING BOARD AGENDA REPORT

MEETING DATE: November 9, 2023

PREPARED BY: Mike Frangos, Community Development Director
Community Development

ISSUE CONSIDERED: LSP-2022-01, Creedmoor Business Park Expansion

SUMMARY OF ISSUE: The Creedmoor Business Park is seeking site plan approval for a 15,200 square foot addition of dry, climate-controlled storage space. The site plan has been through Creedmoor Technical Review Committee (CTRC) review and revision. SGWASA, as a member of our CTRC has reviewed the plan and determined that no additional water or wastewater allocation is required for this expansion. A stormwater analysis has been conducted using the SNAP 4.0 tool and the conclusion is that a no-net increase condition has been achieved and therefore this addition will not require any additional stormwater control devices (SCM).

The Creedmoor Development Ordinance required rendered elevations of this proposed addition because the building is to located on NC 56 and will be visible from the highway.

REQUESTED MOTION: Motion to recommend approval of LSP-2022-01 to the Board of Commissioners.

ATTACHMENT(S) [LSP202201_StocksEng Reply Memo_20230408.pdf](#)
[Carolina Secure Storage - Google Maps - Aerial View.pdf](#)
[NC-56 - Google Maps - Street View.pdf](#)
[8-15-23 PLAN SET SGWASA Approved and Signed by Director \(1\).pdf](#)
[Elevation Rendered Package_20231023.pdf](#)

REVIEWED BY
CITY MANAGER:



April 5th, 2023

Michael Frangos
Community Development Director
Community Development
Creedmoor

RE: LSP-2022-01, Carolina Secure Storage Building Expansion 2150 E. Wilton Ave.

This letter is written in response to the red-lines and comments dated January 27th, 2023, regarding the Site Application for Carolina Secure Storage Building Expansion in Granville County, NC. A reply or explanation for each comment issued by your office is provided below and follows the original format of your memorandum.

Sketch Plan Review Notes:

1. Elevation rendering required. 7.7-1 C.2. Requires a rendering that shows the proposed exterior façade of the new addition because it is along a thoroughfare.

Architect to provide elevations.

2. SGWASA Allocation Request Form required. Estimate proposed water and wastewater usage for building expansion.

The client has informed us that there will be no additional water or wastewater usage in this expansion. Therefore, they did not give us a signed SGWASA form.

LSP Review Notes:

3. Kelway L. Howard III P.E. -Stimmel – (704) 414-2992 x1201

SNAP 4.0 Tool required. The two plan sheets submitted by the consultant are not complete and a stormwater review cannot be performed. The plans indicate the disturbed area exceeds 12,000 sf and the site is located within the Falls Lake Watershed therefore the proposed project is subject to the stormwater provisions within the City's Ordinance. Please request the Consultant refer to the stormwater application and revise the plans accordingly. They can contact me if they have any questions.

The Snap 4.0 tool has been filled out for this project based on previous submissions for this site. Meaning, the impervious areas that were constructed before July 1, 2012 were left out of the calculations as they are exempt from the Falls Lake Rules in Creedmoor. The total project area is 2,614,035 sf when you remove the pre 2012 impervious area. Please see Calculations and the previous comment response letter from 2019. To meet Pre. Vs. Post requirements for the discharge, we are removing approximately 13,115 sf of Impervious area at the southeastern part of the site. Please see CE-01 for the additional impervious area to be removed and replaced with pervious, managed landscaped area.

4. Show existing utilities and easements (type, location, and size) and proposed utility layout and connections (type, location, material, and size)

Proposed water utility easement is now shown.

5. Show handicapped parking access on the site between parking lot location and main customer entrance.

We are utilizing existing parking for this project. The existing handicap spot along with ramp and customer entrance is now shown on CE-02.

6. Identify truck loading and unloading areas, pavement markings and signage plan.

Truck Loading Area now provided. Pavement markings and signage plan are not proposed for this site. Please see CE-02

7. Show all proposed building setbacks to nearest property lines.

MBSL lines are shown on CE-02.

8. Illustrate building height in comparison to existing buildings on site, show relationship, and label dimensions.

Architect to provide.

9. Identify proposed exterior facade treatments, materials, dimensions, textures, and colors.

Architect to provide.

10. Identify and additional proposed building or site signage.

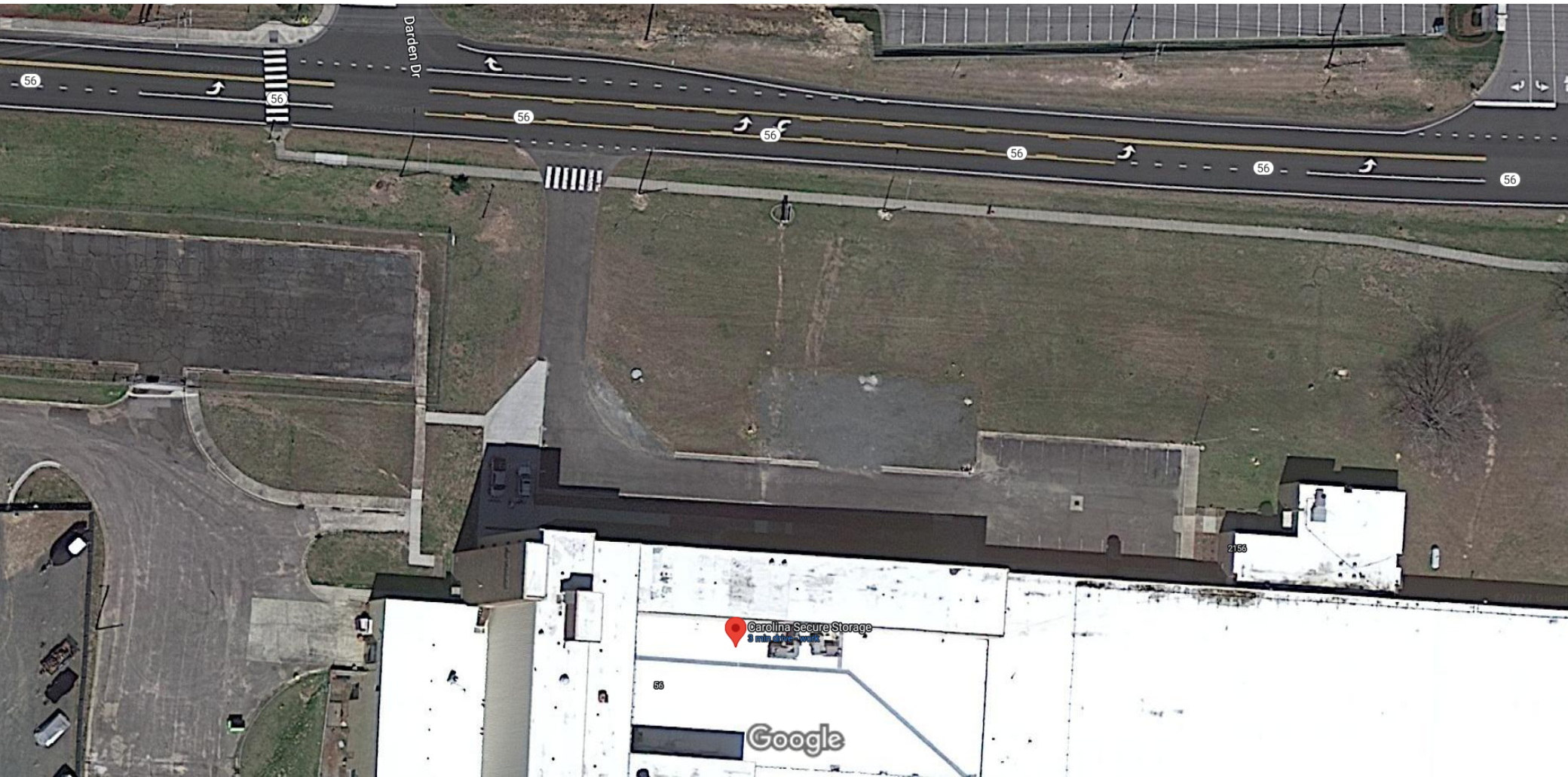
Architect to provide.

11. Provide complete site and exterior building lighting plan.

Architect/owner to provide.

If there are any further questions or concerns, please contact Stocks Engineering at 252.459.8196. Thanks!

Sincerely,
Stocks Engineering, P.A.
Isaac Hardison



Map data ©2022, Map data ©2022 20 ft

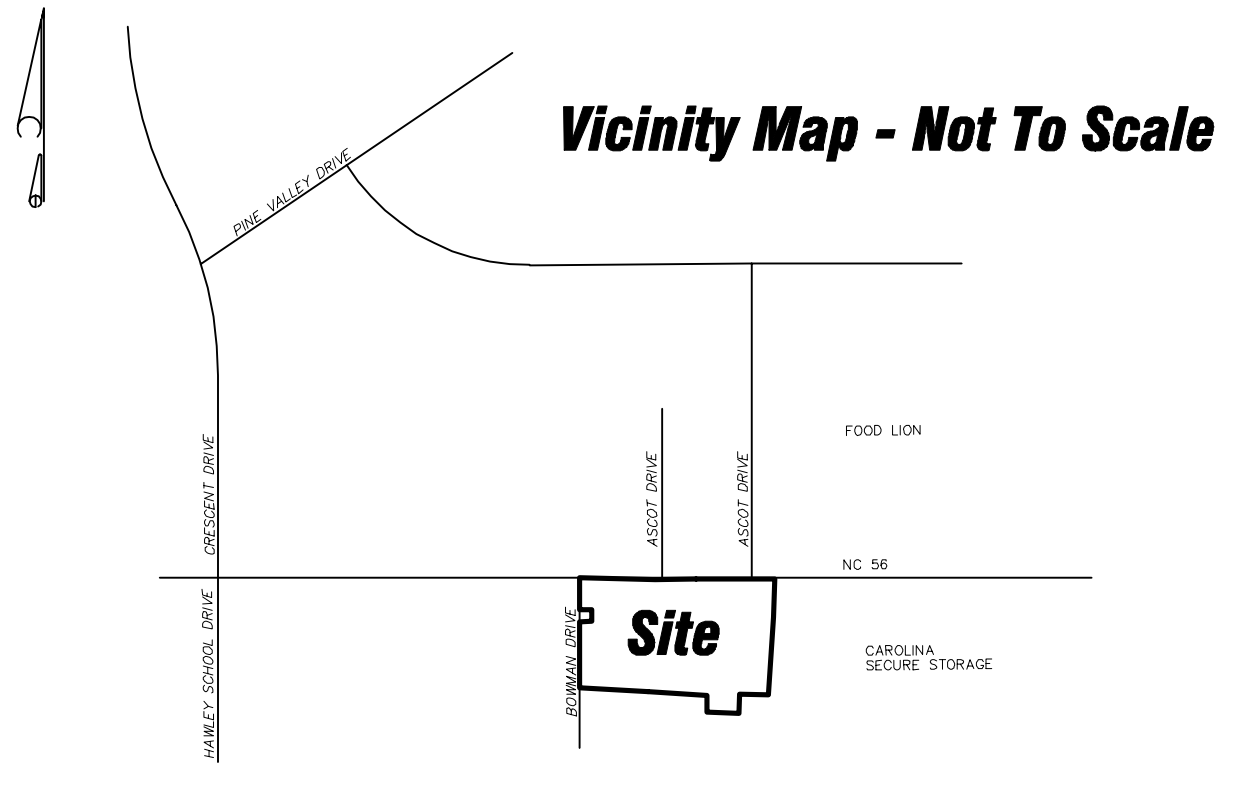


Image capture: Oct 2021 © 2022 Google

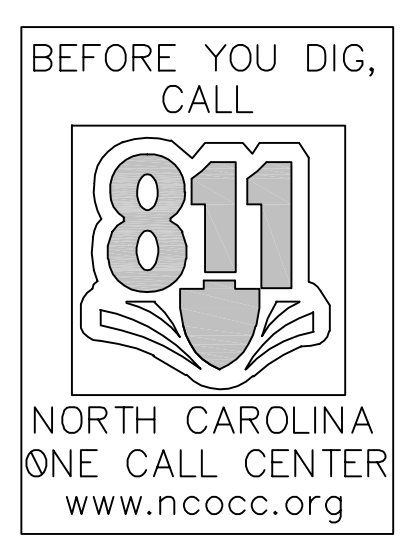
Creedmoor, North Carolina

Google

Street View - Oct 2021



CREEDMOOR BUSINESS PARK BUILDING EXPANSION CREEDMOOR, NORTH CAROLINA



STOCKS ENGINEERING
P.O. BOX 1108
801 EAST WASHINGTON STREET
NASHVILLE, N.C. 27556
PHONE: (252) 459-8196
WWW.STOCKSENGINEERING.COM

BLN-C-1874
**CREEDMOOR BUSINESS PARK BUILDING EXPANSION
CREEDMOOR, NORTH CAROLINA**

Construction Plan General Notes:

- All required improvements shall conform to the Town of Creedmoor Land Development Code and the Manual of Specifications and Details, latest edition.
- This plan is valid for two (2) years from the date of approval.
- Disturbed area is greater than 1 acre; a formal Sedimentation & Erosion Control Permit is required. An Erosion Control Permit must be obtained from the NCDEQ Prior to commencing grading activities.
- Copies of all permits and approved plans must be kept on site in a permit box that is conspicuously located and easily accessible during construction. This includes approved construction plans, approved erosion control plans, encroachment agreements, driveway permits, water/sewer permits, etc.
- Contours on these plans were provided by the owner.
- Site lies in Flood Zone X Unshaded, per FEMA FIRM # 3720089600J dated April 16, 2007. Base flood elevation is Not Available for this area.
- The electric customer shall own and be responsible for all costs of borings, conduit, pavement patching and landscaping replacement.
- The property owners shall provide an executed right-of-way easement prior to the installation of gas or electric utilities.
- The contractor is responsible for calling the NC One Call Center at 811 to locate existing utilities prior to beginning work.
- The contractor shall provide the Fire Department with vehicular access to all structures under construction at all times. In areas where ground surfaces are soft or likely to become soft, the contractor shall provide and maintain stable all-weather surfaces.
- All mechanical and HVAC equipment shall be screened from view along the entire length of the public Right-of-way.
- Fire Department vehicular access, no less than 18 feet in width shall be provided to all structures under construction shall be provided at all times. In areas where ground surfaces are soft or likely to become soft, hard all weather surface roads shall be provided.
- Fire Protection water supply system including fire hydrants, shall be installed and in service prior to recording the subdivision, or if no subdivision is involved, the placing of combustible building materials for structures or combustible pre-tested fabricated building assemblies on the project site or utilizing them in the construction of building structures. If phased coordination is planned, coordinate installation of the fire protection water system is permitted.
- There are no wetland within or near the Project Area. There are wetlands on the property, however these areas have not been delineated at this time.

INDEX OF SHEETS

COVER	COVER SHEET
CE-01	EXISTING CONDITIONS and DEMOLITION PLAN
CE-02	SITE PLAN

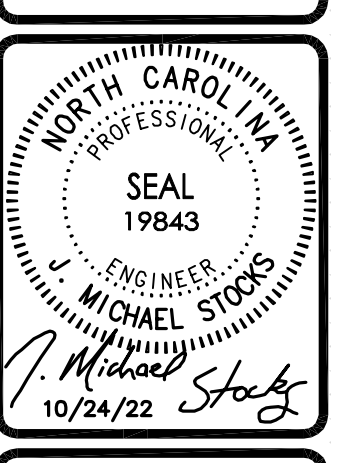
SITE INFORMATION

LOCATION:	2150 E. WILTON AVE. CREEDMOOR, N.C.
COUNTY:	GRANVILLE COUNTY
TOTAL SITE ACREAGE:	64.90 Ac. (2,827,044 SF)
ZONING:	INDUSTRIAL
MINIMUM BUILDING SETBACKS: (PROPOSED)	
FRONT:	50'
SIDE:	25'
REAR:	30'
EXISTING USE:	INDUSTRIAL
PROPOSED USE:	INDUSTRIAL
PROPOSED BUILDING SIZE:	15,200 SF FOUNDATION
PIN:	0896 0472 9961 0896 0492 4822
EXISTING IMPERVIOUS AREA	389,211 S.F. (8.94 Ac.)
PRO. BUILDING IMPERVIOUS AREA:	15,200 S.F. (0.35 Ac.)
PRO. DRIVEWAY IMPERVIOUS AREA:	9,000 S.F. (0.21 Ac.)
RIVER BASIN:	BEAVERDAM CREEK (LOWER FALLS LAKE)
FEMA PANEL #:	3720089600J (ZONE X)
WATER SUPPLY WATERSHED:	WS-IV
DISTURBED AREA:	±1.10 AC. (0.77 BUILDING) (0.33 STONE REMOVAL)

Surveyor:
BOBBITT SURVEYING, P.A.
CERTIFICATE No. - C-595
P.O. BOX 952/443 DABNEY DRIVE, HENDERSON, N.C., 27536
Phone 252-438-5162

Civil Engineering:
STOCKS ENGINEERING
801 EAST WASHINGTON STREET
NASHVILLE, N.C. 27556
WWW.STOCKSENGINEERING.COM
P.O. BOX 1108
PHONE: (252) 459-8196
Contact: J. Michael Stocks, PE
mstocks@stocksengineering.com
License Number: 19843

Owner/Developer:
Creedmoor Holding Company, LLC
P.O. Box 890
Franklinton, NC 27525
(252) 768-1842
Contact: Cliff Rogers
cliff@creedmoorholdingco.com

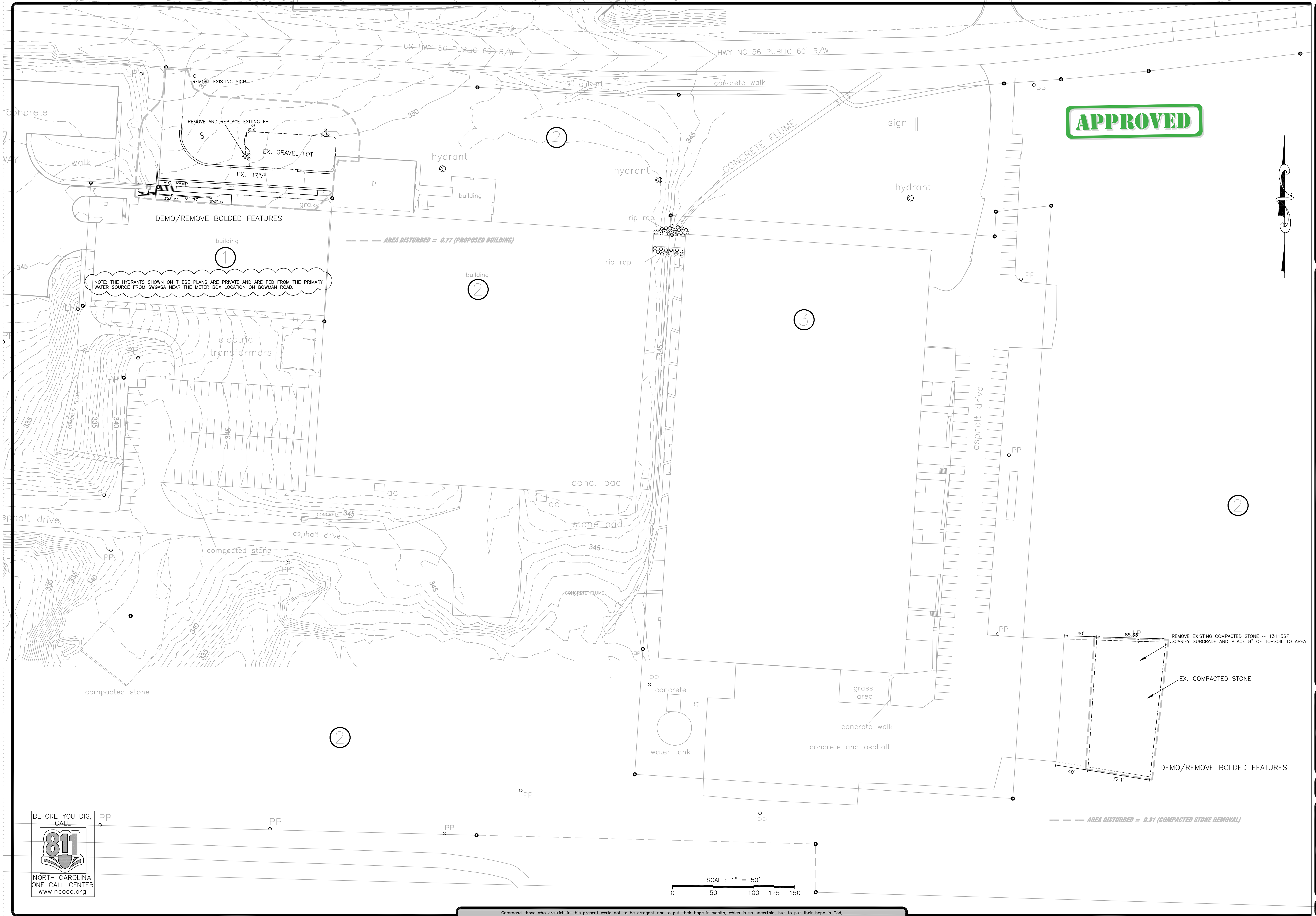


COVER SHEET

REVISIONS

FILE NO. 2022-058
HORZ. SCALE: 1"=40'
VERT. SCALE: NONE

COVER



APPROVED

NOTE: THE HYDRANTS SHOWN ON THESE PLANS ARE PRIVATE AND ARE FED FROM THE PRIMARY WATER SOURCE FROM SWGSA NEAR THE METER BOX LOCATION ON BOWMAN ROAD.

DEMO/REMOVE BOLDED FEATURES

--- AREA DISTURBED = 0.77 (PROPOSED BUILDING)

REMOVE EXISTING COMPACTED STONE ~ 13115SF
SCARIFY SUBGRADE AND PLACE 8" OF TOPSOIL TO AREA

EX. COMPACTED STONE

DEMO/REMOVE BOLDED FEATURES

--- AREA DISTURBED = 0.31 (COMPACTED STONE REMOVAL)

BEFORE YOU DIG,
CALL
811
NORTH CAROLINA
ONE CALL CENTER
www.ncocc.org

STOCKS ENGINEERING

801 EAST WASHINGTON STREET
NASHVILLE, N.C. 27556
PHONE: (252) 459-8196
WWW.STOCKSENGINEERING.COM

BLN-C-1874

**CREEDMOOR BUSINESS PARK BUILDING EXPANSION
CREEDMOOR, NORTH CAROLINA**

PROFESSIONAL SEAL
19843
ENGINEER
MICHAEL STOCKS
Michael Stocks
10/24/22

EXISTING CONDITIONS AND DEMOLITION PLAN

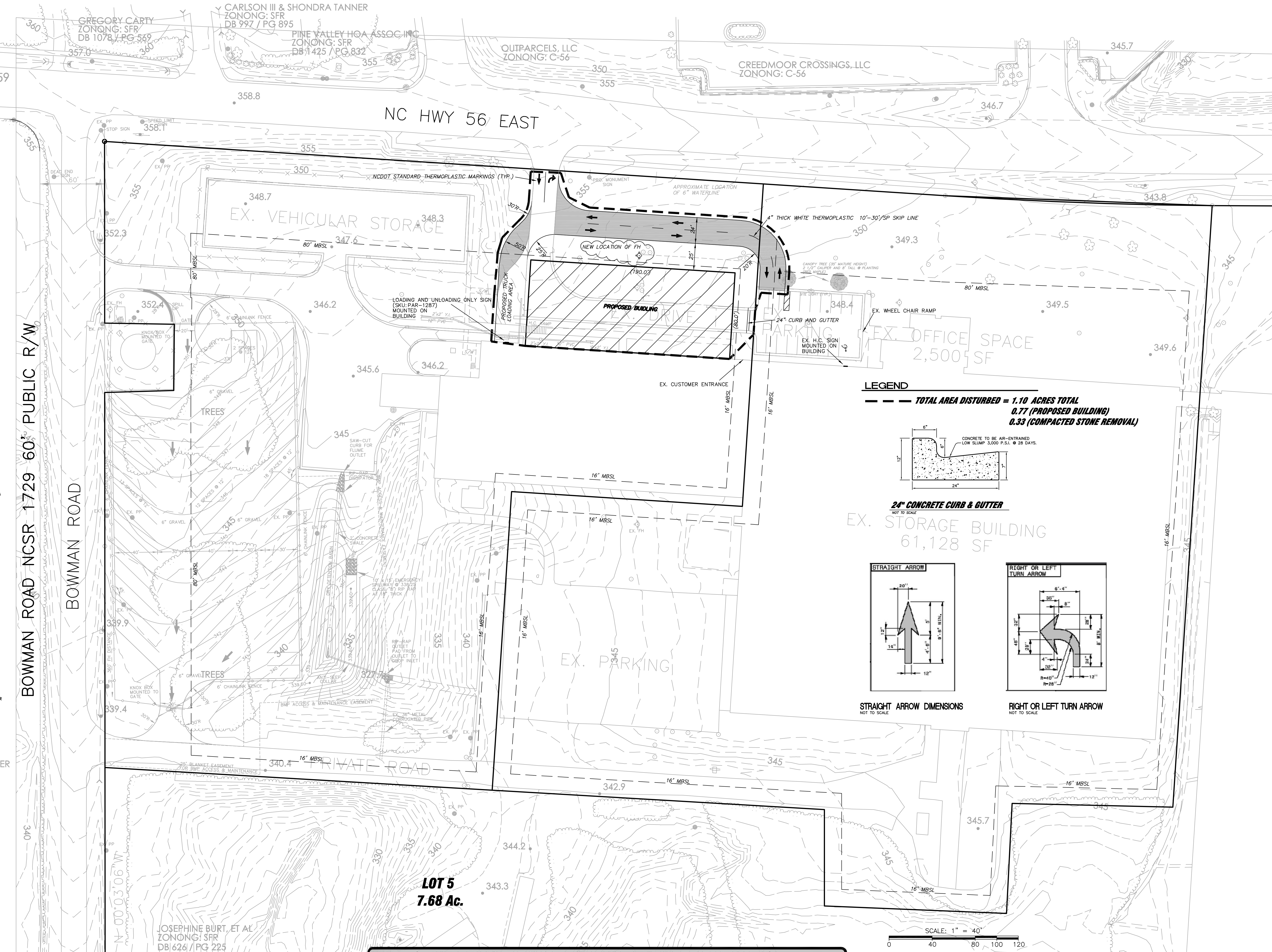
REVISIONS	DATE	DESCRIPTION
8/15/23	SSWA COMMENT	

FILE NO. 2022-058
HORIZ. SCALE: 1"=40'
VERT. SCALE: NONE

CE-01

Command those who are rich in this present world not to be arrogant nor to put their hope in wealth, which is so uncertain, but to put their hope in God, who richly provides us with everything for our enjoyment. 1 Timothy 6:17

607



JOSEPHINE HESTER
 ZONONG: SFR
 DB 164 / PG 107

- MAP LEGEND**
- CURBS
 - PAVED ROADS
 - UNPAVED ROADS
 - BRIDGES
 - BRIDGE WING, HEAD, END WALLS
 - PAVED DRIVEWAYS & PARKING
 - UNPAVED DRIVEWAYS & PARKING
 - CHANGE IN ROAD SURFACE
 - RAILROADS
 - BUILDINGS
 - FOUNDATION
 - AREA OUTLINE
 - POLE
 - LOCATED UTILITY OBJECT
 - CULVERT
 - FENCE
 - PAVED DITCH
 - CONTROL POINT
 - CATCH BASIN
 - LOCATED OBJECT
 - GUARD RAIL
 - TREE LINES / WOODS
 - HEDGE / SCRUB LINE
 - SINGLE TREE
 - SHRUB
 - SWIMMING POOLS
 - WALLS
 - DAVIS
 - HYDRO
 - FIRE HYDRANTS
 - WATER VALVE
 - FOOTBRIDGE
 - INDEX CONTOUR
 - INTERMEDIATE CONTOUR
 - SPOT ELEVATION
 - OBSCURE INDEX CONTOUR
 - OBSCURE INTERMEDIATE CONTOUR
 - OBSCURED AREA OUTLINE

BOWMAN ROAD NCSR 1729 60' PUBLIC R/W

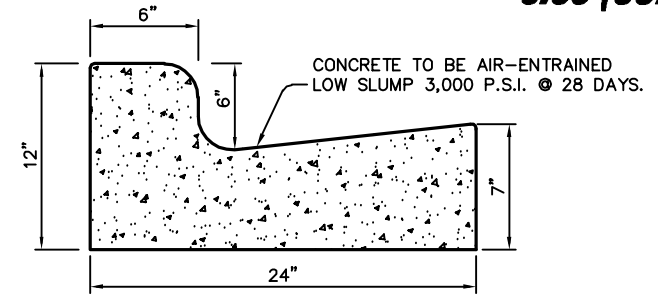
BOWMAN ROAD

NC HWY 56 EAST

**LOT 5
 7.68 Ac.**

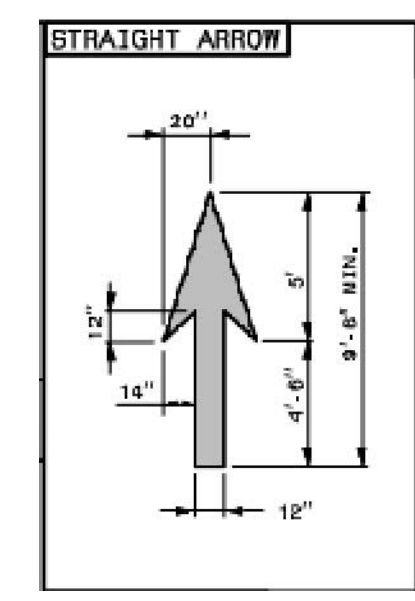
JOSEPHINE BURT, ET AL
 ZONONG: SFR
 DB 626 / PG 225

LEGEND
 --- TOTAL AREA DISTURBED = 1.10 ACRES TOTAL
 0.77 (PROPOSED BUILDING)
 0.33 (COMPACTED STONE REMOVAL)

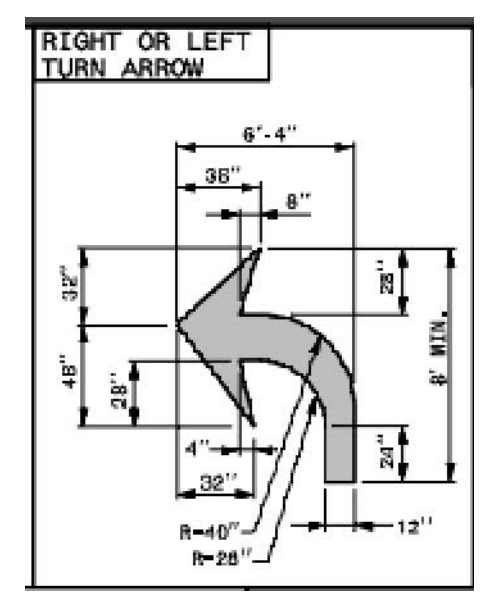


24" CONCRETE CURB & GUTTER

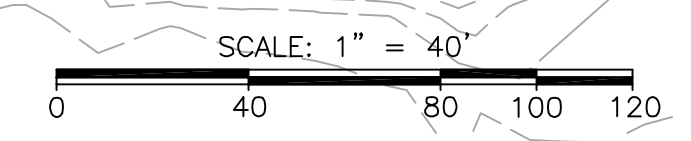
EX. STORAGE BUILDING
 61,128 SF



STRAIGHT ARROW DIMENSIONS
 NOT TO SCALE



RIGHT OR LEFT TURN ARROW
 NOT TO SCALE



Command those who are rich in this present world not to be arrogant nor to put their hope in wealth, which is so uncertain, but to put their hope in God, who richly provides us with everything for our enjoyment. 1 Timothy 6:17

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BLN-C-1874
CREEDMOOR BUSINESS PARK BUILDING EXPANSION
CREEDMOOR, NORTH CAROLINA

PROFESSIONAL SEAL
 19843
 ENGINEER
 MICHAEL STOCKS
 Michael Stocks
 10/24/22

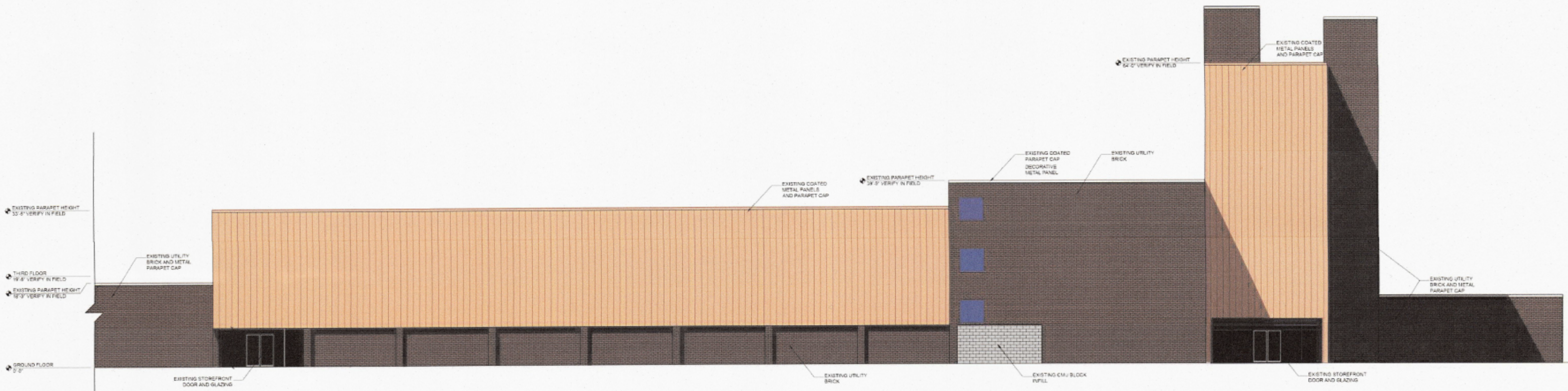
SITE PLAN

REVISIONS

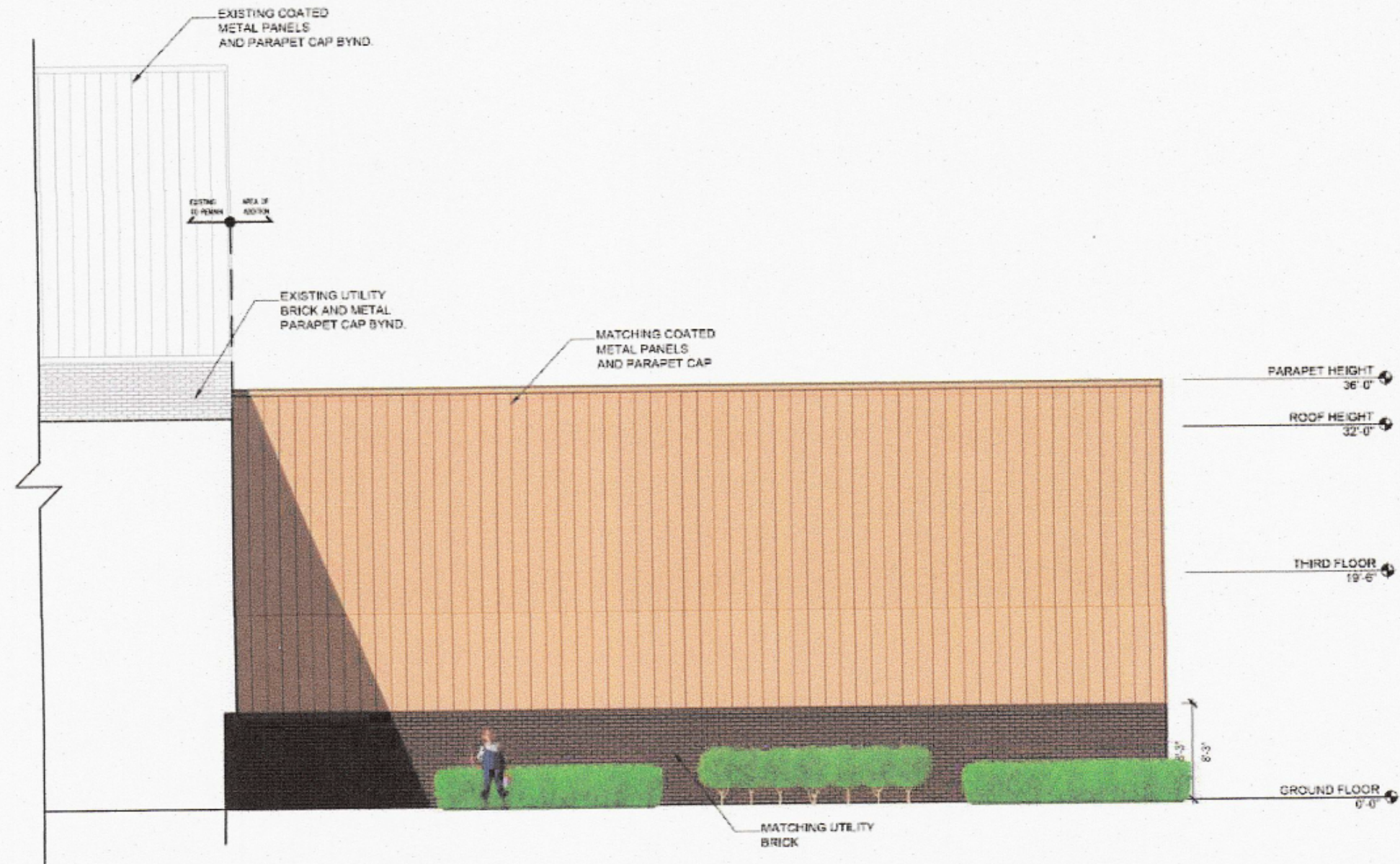
4/14/23	PLANNING COMMENTS
8/15/23	SSWA COMMENTS

FILE NO. 2022-058
 HORZ. SCALE: 1"=40'
 VERT. SCALE: NONE

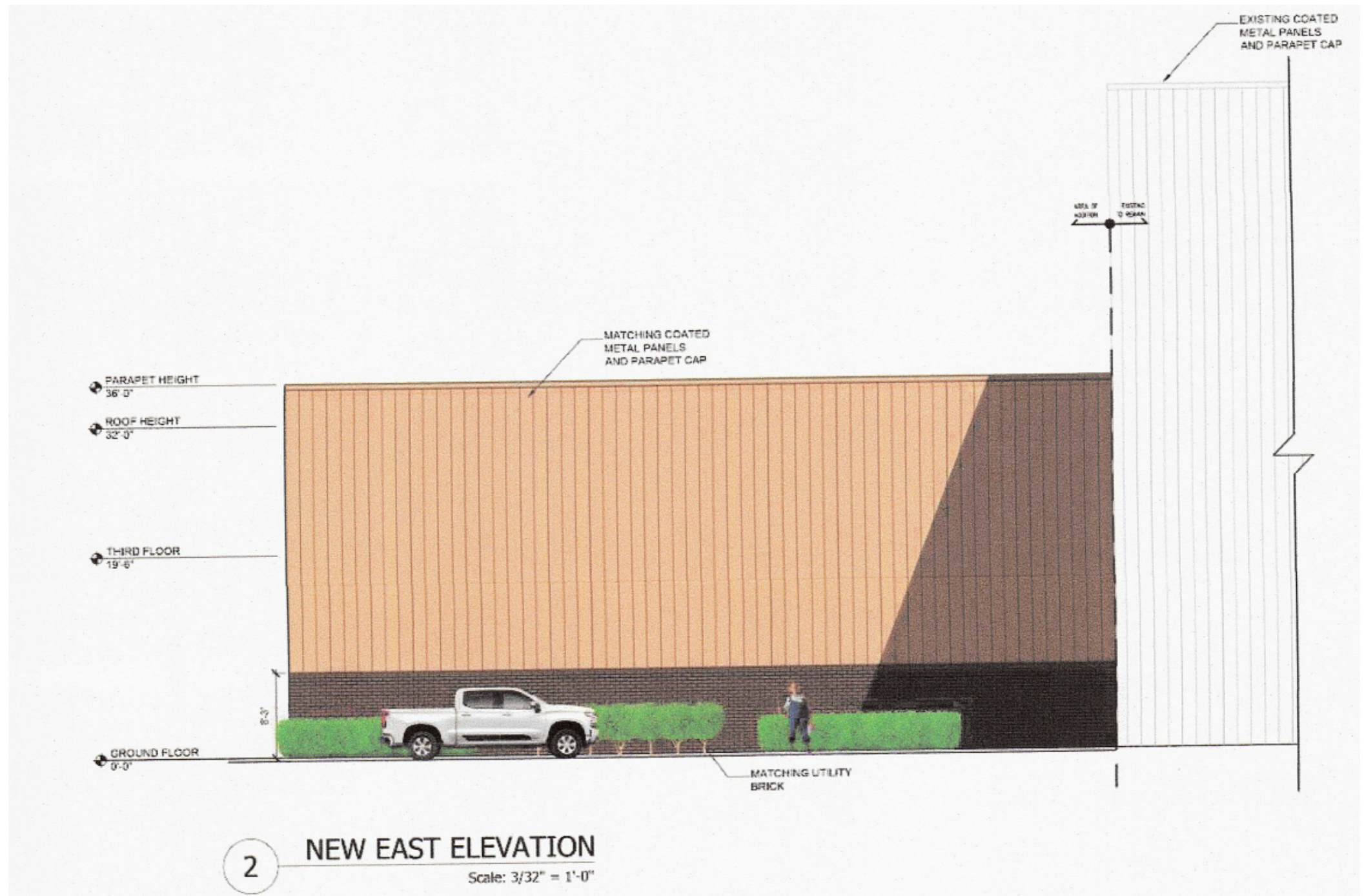
GE-02



1 EXISTING FRONT ELEVATION
Scale: 3/32" = 1'-0"



1 NEW WEST ELEVATION
 Scale: 3/32" = 1'-0"





2 NEW FRONT ELEVATION
 Scale: 3/32" = 1'-0"



CITY OF CREEDMOOR

P.O. BOX 765
111 MASONIC STREET
CREEDMOOR, NC 27522
WWW.CITYOFCREEDMOOR.ORG
(919) 528-3332

PLANNING BOARD AGENDA REPORT

MEETING DATE: November 9, 2023

PREPARED BY: Mike Frangos, Community Development Director
Community Development

ISSUE CONSIDERED: Community Development Department Monthly Report

SUMMARY OF ISSUE:

REQUESTED MOTION: No action required.

ATTACHMENT(S) [Community Development Department Managers Report_20231106.pdf](#)

**REVIEWED BY
CITY MANAGER:**



City of Creedmoor
P.O. Box 765
111 Masonic Street
Creedmoor, NC 27522
919.528.3332
www.cityofcreedmoor.org

Community Development Monthly Report OCTOBER 2023

CDM Smith has recently submitted a site plan for the new Joe Peed Road Lift Station. This development package is for Creedmoor Technical Review Committee (CTRC) review and is accompanied by 60% design drawings of the entire system extension. It shows the new five acre location on the south side of Joe Peed Road and the west side of Ledge Creek within out ETJ. The large site plan will go before the Planning Board for recommendation and the Board of Commissioners for final approval.

Community Development Staff has been preparing for and organizing our **Litter Sweep** event scheduled for [Saturday, November 4, 2023, 9AM – 12:00PM](#). Registration and check-in will be in the parking lot of City Hall and groups will be dispersed to different neighborhoods around the City. Bag lunches will be provided as volunteers return from their route.

CDO staff has been searching for consultants to assist with a turnkey wayfinding implementation project. Several different firms have been directly solicited and we're still working to get three comparable estimates. We have National Sign Plazas, and ASI Signage Innovations proposals, and RiteLite Custom Signs and Architectural Elements. [National Sign Plazas has been selected and their contract agreement will appear on the November 6 BOC agenda.](#)

[Joshua Spiegel of LGI Homes, Inc. has confirmed that they plan to mobilize the construction of Brames Crossing this Fall 2023. He claims that contract details have hindered progress with their utility contractor but that their intentions are to start building as soon as possible.](#)

[Urban Design Partners, on behalf of LGI Homes, Inc. has resubmitted the Yorkshire subdivision as a general rezoning. Since the applicants previously withdrew their conditional zoning request there is no waiting period required for re-submission. The general rezoning requests a change from AG-Agricultural zoning to SFR-Single-Family Residential has been assigned case number ZMA-2023-01. It will appear on the 11/9 PB agenda and is expected to be ready for December public hearing before the BOC.](#)

[Gander Development, likely developer of a large scale residential subdivision near to Marry Lane and Pleasant Grove Baptist Church, has enlisted Exult Engineering to conduct a traffic impact analysis along NC 56 near Mt. Energy Elementary School. A meeting was held on 11/1 to discuss the parameters of that study.](#)

[On August 14, 2023 at 2:17 PM the City of Creedmoor submitted a new application to the Rural and Tribal Assistance Pilot Program online portal which opened at 2:00 PM. The project entitled "Creating New Sidewalk Connections in Creedmoor, North Carolina" was made directly to the U.S. Department of Transportation, as funds were available on a first come- first served basis through the Bipartisan Infrastructure Law. The maximum award of \\$320,000 was requested for feasibility study and design assistance of the four priority sidewalk gap projects. No response yet from the grant authority.](#)

[The Granville-Person Stormwater Utility Group met in Butner Town Hall on 8/20 to update on the status of the Falls Lake Watershed Rules re-examination process, regulatory compliance, reporting, and other utility business. Final UNRBA Consensus Principles II \(CPII\) and recommendations for a revised Falls Lake Nutrient Management Strategy will be brought before the BOC later this fall. Also discussed was that Raftelis will conduct a rate justification study on all jurisdictions involved in our stormwater utility. Work is expected to be completed by February 2024 in time for FY25 budget implementation. A resolution supporting the CPII appears on the 10/2 BOC agenda. Stormwater related staff met with City Manager and Finance Director to discuss the stormwater fee justification study and possible outcomes. The Finance Department has provided Raftelis the initial batch of stormwater related expenditures, as requested.](#)

The Site Group has submitted a complete application package for conditional district zoning. CZ-2023-02 will begin CTRC review and comments will be collected. Previously The Site Group convened a pre-application neighborhood meeting regarding the proposed Creedmoor Village development on 4/13/2023. Eight interested parties attended. Presenters proposed a mixed-use pedestrian friendly development that includes commercial and residential elements. Their conceptual site plan outlines approximately 113,000 square feet of commercial space, 400 units of multi-family apartments, and 300 units of single-family attached townhomes and many new intersections with NC 56 Hwy. The Planning Board tabled the case until September 14, 2023 while the applicant compiles more information to answers questions presented. On 9/14 the Planning Board unanimously voted to recommend approval with conditions to the Board of Commissioners on a proposal with fewer multi-family units and more townhomes than previously proposed. [Published advertisements in the Butner-Creedmoor News, mailed notifications, and property posting have been completed in a timely manner. Public Hearing is scheduled for November 6, 2023.](#)

Amberleaf Subdivision is almost ready to propose acceptance of dedication of their public infrastructure. All streets, curbs, sidewalks, roadway signage, and stormwater drainage in the right of way have been constructed in accordance with their original approval and the City's standard. Stormwater SCM's outside of the right-of-way will be owned and maintained by the HOA. This will result in the release of all surety bonds, the addition of roadway miles to our Powell Bill, and the transfer of street lighting expenses to the City. The Operations and Maintenance Agreement for SCM #2 has been updated and will be recorded with the Granville County Register of Deeds before the acceptance of dedication can occur. [The final landscape inspection will occur on 11/27 and the acceptance resolution is expected at the December 5 Board of Commissioners Meeting.](#)

Implementation of the Water and Wastewater Allocation Policy (Resolution 2022-R-14) approved by the BOC on 10/17/2022 has established a framework for reviewing and approving small-scale residential allocations. To date [nine](#) residential approvals have been given for homes to be built at: 205 W. Rogers Avenue, 815 N. Crescent Drive, 2106 Southerby Lane, 306 Park Avenue, and 2029 Hawley School Road, 103 Beverly Court, 204 Mill Street, and 402 Fleming Street; leaving zero gallons per day of residential and 5,490 gallons per day non-residential allocation unassigned. Two potential non-residential projects are vying to be the first to submit a site plan application. Chad Abbott intends to construct commercial flex space on a lot near US 15 Hwy. and N. Main Street intersection, and Randy Lanou's Mule Town Depot. CDO has coordinated with SGWASA on their status of our zoning approvals, and when allocations may lapse if no progress has been made. Resolution 2023-R-05 was adopted by the BOC to redistribute 510 GPD previously reserved for the City Hall Expansion project to residential development. [One new residential SFD at 0 Dove Road was recently approved, and the Zoning Compliance Permit for 205 W. Rogers Ave. recently expired, returning that allocation with other GPD available. Currently we have 448 GPD available for residential development; and 5,490 GPD available for non-residential uses.](#)

A large site plan application (LSP-2022-01) was submitted by Cliff Rogers of Creedmoor Holding Company LLC. For a building expansion at Carolina Secure Storage, 2150 Hwy. 56 East in the Creedmoor Business Park. The site plan has been distributed for TRC review and the initial review memorandum sent on 1/27/2023. Stocks Engineering incomplete re-submittal arrived via USPS on April 18, 2023. SGWASA representatives met with engineers from Stocks to discuss utility improvements on-site where it was decided that all improvements were to the private system and that this improvement did not require additional allocation. [On 10/16/2023 we received the required architect's rendering of the proposed addition, since it's on a major thoroughfare. LSP-2022-01 will appear on the Planning Board's 11/9 agenda for a recommendation, before moving on to the BOC in December.](#)

Wooten Task Order #18 was issued for survey and design at 2766 Clifton Avenue. Surveying was completed and design will start in early April. The design team consulted with Public works staff and the City Engineer about existing conditions and proposed outcomes. The project includes installation of a new yard inlet and connection to an existing curb inlet and junction box under that is under the residential driveway; followed by extensive fill, re-pouring of the entire driveway, and final grading of the property side yard. Ana Wadsworth, P.E. with The Wooten Company operating under Task Order #18 has completed two alternative designs for the repair, as presented on 7/17/2023 BOC meeting. Those designs have been distributed to potential contractors for cost estimates. We hope to have three competitive bids, and will work with the lowest responsible and responsive bidder. Ana Wadsworth's last responsibility under task order #18 will be to assist decision makers in choosing the best

alternative to correctly complete the repair. CDO received no bids for the Conway project on 8/29/2023. During September CDO staff reached out to three more drainage contractors (The Oak Drainage & Utilities, Moffat Pipe, and Precision Earth & Pipe, LLC). [Bids have been received and the City Engineer will present this item at the 11/6 BOC meeting.](#)

Task Order #12 for Ferbow Street Utility Relocation was agreed to as a turn-key project, where Wooten would manage the bidding process, procurement, awarding of a contract, construction administration and engineering inspections. The Wooten Company has significant experience and substantial expertise in water and wastewater infrastructure construction projects like these. The game plan moving forward will be to rebid the project with a longer lead time for plan reviews, and longer period to execute the work in question. Relaxing these parameters will allow potential public utility certified contractors to re-consider if this project can be completed profitably and therefore make them interested in bidding. The list of contractors provided by SGWASA and Wooten's contacts will be each directly contacted regarding this project and will be posted on Beacon Bids.com website, and the State of NC procurement system in order to reach as big a group of potential bidders as possible. Assuming this renewed effort comes to fruition we hope to have three competitive bidders by the September BOC meeting. CDO received one bid from Pipeline Utilities, Inc. on 8/29/2023. The total bid was \$308,308; more than double the engineer's estimate. BOC formally rejected the outlandish bid on 9/5 and re-opened the bidding period. Recently SGWASA has suggested bundling this project with other repair work in the near future. [On the third try the City received two competitive bids and the City Engineer will present this item at the 11/6 BOC meeting.](#)

Stimmel Associates is also working with the City Engineer on the drafting, compiling, preparation, and publishing of a revised Standard Specification and Construction Details Manual for the City. This manual will serve to inform all the development community about our quality standards, review processes, construction oversight procedures, Falls Lake Rules compliant storm water controls, and an assortment of other minimum standards the BOC has authorized. The kick-off meeting for this project was held on 7/6. Emails have been exchanged during the month of August answering minor questions and stating preferences. Additional items related to addressing standards and tree-trimming requirements on public rights-of-way have been added to the document's scope. The second review meeting was held on 10/21 where staff began review and discussion of the initial draft. The third draft review meeting was held on March 9, 2023, and the fourth on April 6, 2023. Edits are still underway. Unchanged.

CDO staff has been searching for firms willing to provide estimates for surveying and marking services. Several local companies have been directly solicited and we're still working to get three comparable estimates. Once again, proposals for service have come in much higher than expected.

Code Enforcement - October 2023

Citizen complaints: 1
Letters mailed: 49
New Cases: 20
Cases closed / in compliance: 11
Fines levied: \$0
Fines collected: \$0
Snipe signs removed: 16
SCM Inspections: 11
Outfall Inspections: 0
Work Order Requests: 1

- Bobby Ray at 116 W. Lyon Street has until 11/10/2023 to voluntarily comply with Code of Ordinance violations. The property is not currently in compliance.
- Code Enforcement Officer continues issuing courtesy warnings regarding the new ordinance requiring addresses and unit identification numbers to be prominently posted.
- Investigated sinkhole on Bailey Court in Golden Pond.
- Investigated stormwater complaints at 102 A & B W. Dogwood Dr. and 314 Aiken Ave.
- Enforced unpaid zoning permit at 703 N. Durham Ave, (Lucky Den) and discovered the illegal habitation of the utility storage room. Owner evicted tenant.

City Engineer

-Continued to monitor the drainage repair at intersection of Elm St. and Hillsborough St. through completion. An onsite meeting was held 9/26 with NCDOT (Jonathon Arnold, Div. 5 Road Maintenance Engineer and 2 employees

from Jason Lee's County Maintenance office), City personnel, CVFD personnel, and Randy Lanou to discuss additional concerns and possible solutions. NCDOT's forces returned the next week and made minor improvements to both the inlet and outfall ends of the pipe. However, no agreement was reached between NCDOT and Mr. Lanou regarding cleaning out the ditch on his property.

-Ferbow Street Utility Relocation and Clifton Ave. Drainage Repair- Received and reviewed bids for both projects. This information will be presented at the 11/6/23 BOC meeting with a recommendation for accepting the low bidder on each project and proceeding with construction as soon as possible.

-Developed a preliminary cost estimate for the design and construction of potential improvements to the parking lot between Creedmoor Pharmacy and the Masonic Lodge on N. Main Street. This involved data collection (elevations, dimensions, existing features, etc.), sketching a layout of parking stalls (in accordance with CDO and ADA requirements), and ensuring the feasibility of the location for accessible public parking. Research was conducted to establish a range for unit prices and ensure all typical development costs were included.

-Developed a budget estimate for the Creedmoor Veterans Memorial Plaza in response to NC Senator Mary Wills Bode's offer to assist with funding. In addition to a total amount, she requested a complete itemized estimate in order to have a comprehensive understanding of the costs involved. Without an approved site plan, assumptions were made regarding the likely size, components, features, etc. of the plaza. Research was conducted to establish a range for unit prices.

-Located and marked the property line between the parcels owned by Dr. Diana Dudley and the Creedmoor Community Center. Several markers were buried and the location of the property line was previously uncertain. This involved gathering information from the Register of Deeds and comparing to the site plans for the Community Center. This was followed by a field investigation where measurements were taken, clues evaluated, and ultimately a metal detector and shovel yielded the results. Above ground markers were placed and their locations documented to facilitate locating them in the future.

-Compiled and submitted a batch of stormwater map updates to Tyrus Cohan (Wooten). The updates were a result of stormwater projects (NCDOT and PWD) and several recently discovered pipes.

-Attended a Transportation Forum hosted by Rep. Frank Sossamon and NCDOT Division 5 personnel (Brandon Jones, Division Engineer and Tracy Parrot, Deputy Division Engineer). Attendees included personnel from Granville County, Butner, Stem, and Oxford.

Continuing follow up with John Sandor (NCDOT) regarding R-5707L (cash reimbursement and landscape maintenance). The initial \$25,000 reimbursement check has arrived. As the project reaches the end of the warranty period the remainder of the City's overpayment (\$19,343) should be returned.