

**TOWN OF WEDDINGTON
REGULAR TOWN COUNCIL MEETING
MONDAY, OCTOBER 14, 2019 – 7:00 P.M.
WEDDINGTON TOWN HALL
1924 WEDDINGTON ROAD WEDDINGTON, NC 28104
AGENDA ***AMENDED AT MEETING***

Prayer – Fr. Todd R. Dill, Rector, Saint Margaret's Episcopal Church

1. Open the Meeting
2. Pledge of Allegiance
3. Determination of Quorum
4. Additions, Deletions and/or Adoption of the Agenda
5. Mayor/Councilmember Reports
6. Public Comments
7. Public Safety Report
8. Consent Agenda
 - ~~A. Release of Tuscan Ridge Bond~~
 - B. Call for a Public Hearing to Consider the Preliminary Plat/Construction Plans for Hemby Place Subdivision on Tuesday, November 12, 2019 at 7:00 p.m. at Weddington Town Hall
9. Approval of Minutes
 - A. September 9, 2019 Regular Town Council Meeting Minutes
10. Public Hearings
 - A. Discussion and Consideration of a text amendment to the Zoning Ordinance to add Article 14 Titled Soil Erosion and Sediment Control
 - B. Discussion and Consideration of text amendments to Chapter 46-Subdivision Ordinance and Chapter 58-Zoning Ordinance; section 58-58 RCD and section 58-271 Conditional Zoning District Amendment Procedure to address Conservation Subdivision Amendments
11. Old Business
 - A. Discussion and Consideration of Event Policy
12. New Business
 - A. Discussion and Consideration of Adoption of Resolution 2019-03 to Abandon a portion of Michelle Court
 - B. Discussion and Consideration of Resolution 2019-04 to Abandon a portion of Rea Road Right of Way near Reid Dairy Road
 - C. Discussion and Consideration of Authorizing Staff to enter into contract with Consultant for Tree Ordinance
 - ~~D. Discussion and Consideration of Approval of Day-Care Preschool Use within Existing Single-Family Home for Christ Lutheran South~~
 - E. Discussion and Consideration of allocating funds for signal at 12-Mile Creek and Highway 84
 - ~~F. Discussion and Consideration of Entering into Contract for Repairs to Wesley Chapel VFD~~
 - ~~G. Discussion and Consideration of Approval to Enter into a Memorandum of Agreement between the Town of Weddington and the NC Sedimentation and Erosion Control Commission~~
13. Update from Town Planner
14. Code Enforcement Report
15. Update from Finance Officer and Tax Collector
16. Transportation Report
17. Council Comments
18. Move into Closed Session Pursuant to NCGS 143-318-11(a)(5) to Establish the Public Body's Negotiating Position for Acquisition of Real Property
19. Adjournment

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MINUTES
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Prayer – Fr. Todd R. Dill, Rector, Saint Margaret's Episcopal Church

1. Open the Meeting

Mayor Callis called the meeting to order at 7:00 p.m.

2. Pledge of Allegiance

Mayor Callis led the Pledge of Allegiance.

3. Determination of Quorum

Quorum was determined with Mayor Elizabeth Callis, Mayor Pro Tem Janice Propst, Councilmembers Mike Smith and Scott Buzzard present. Councilmember Jeff Perryman was absent.

Staff: Lisa Thompson, Town Administrator/Planner; Karen Dewey, Town Clerk; Leslie Gaylord, Finance Officer; Karen Wolter, Town Attorney.

Visitors: Walt Hogan, Anne Marie Smith, Tom Smith, Chad Fleener, Brian O'Connell, Anne Pruitt, Patricia Hines, Rusty Setzer, Larry Burton

4. Additions, Deletions and/or Adoption of the Agenda

Staff requested changes to the Agenda:

- Remove item 8.A. Release of Tuscan Ridge Bond from the Consent Agenda.
- Change item 12.D. to read Discussion and Consideration of Approval of *PRESCHOOL* use
- Change item 12.F. to read Discussion only of a contract for WCVFD repairs
- Add 12.G. Discussion and Consideration of Approval to enter into a memorandum of agreement between the Town of Weddington and the NC Sedimentation and Erosion Control Commission.

Motion: Councilmember Smith made a motion to adopt the agenda as amended.

Vote: The motion passed with a unanimous vote.

5. Mayor/Councilmember Reports

Councilmember Smith reported that he and Councilmember Perryman met with two members of the Planning Board, Vice Chairman Walt Hogan and Board member Tami Hechtel to discuss a conceptual five-year plan.

6. Public Comments

Tom Smith 1840 Tanglebriar Court – Mr. Smith commented about the dangerous intersection of Longleaf Court with Antioch Church Road at the entrance to his subdivision. He made suggestions as to how to make the intersection safer. He also spoke about the conservation subdivision developments. He doesn't approve of allowing a development to put more houses in than can be developed with one-acre lots. He also

expressed that he would like an update on the lawsuit with Providence Volunteer Fire Department for the taxpayers and what the taxpayer liability might be.

7. Public Safety Report

Deputy Joseph Kropp presented the Public Safety Report: The past month has seen an increase in traffic complaints including speed and reckless driving. On Cox Road there has been a black sedan seen doing donuts in the road. Please call 911 if you see anything. Deputies are continuing to move the radar trailer around the Weddington area. Deputy Kropp asked residents to stay vigilant and call 911 if they see anything suspicious. He reminded residents to secure their vehicles and keep valuables out of sight. Cars being broken into are primarily those being left unlocked. Deputy Kropp explained that he spoke with a homeowner about mailboxes open on her street and he suggested the USPS feature called informed delivery to digitally preview your mail. He gave some Halloween safety tips: walk in groups with a trusted adult, stay in well-lit neighborhoods, wear reflective material, and use flashlights to help kids be seen.

8. Consent Agenda

~~A. Release of Tuscan Ridge Bond~~

B. Call for a Public Hearing to Consider the Preliminary Plat/Construction Plans for Hemby Place Subdivision on Tuesday, November 12, 2019 at 7:00 p.m. at Weddington Town Hall

Motion: Councilmember Smith made a motion to approve the Consent Agenda as amended.

Vote: The motion passed with a unanimous vote.

9. Approval of Minutes

A. September 9, 2019 Regular Town Council Meeting Minutes

Motion: Councilmember Buzzard made a motion to approve the September 9, 2019 Regular Town Council Meeting Minutes

Vote: The motion passed with a unanimous vote.

10. Public Hearings

A. Discussion and Consideration of a text amendment to the Zoning Ordinance to add Article 14 Titled Soil Erosion and Sediment Control

Mayor Callis opened the public hearing. No one signed up to speak. Mayor Callis closed the public hearing. Ms. Thompson presented the Soil Erosion and Sediment Control Ordinance. She stated that the Town has received comments from the General Counsel for the State Sedimentation Commission. Ms. Thompson listed the edits made by the General Counsel:

- Page 3: remove words "as such controls are specified in ordinance" from definition letter C.
- Page 4: (K) should be "North Carolina Department of Environmental Quality" NCDEQ
- Page 9: (B) should read 21 calendar days to follow state guidelines.
- Page 11: (F) delete "approve with performance reservation". It is not authorized by state statute. TOW will review cross out approve with performance-2 things out.
- Page 20: Section 58.615 Delete entire section. This section is from a state statute that has expired.

- Page 23: to read “ in accordance with procedures of Chapter 58 of the Weddington Code of Ordinances. Appears twice in section.
- Pages 24 & 25: delete “stop work orders”. Local governments are not authorized to issue stop work orders.

Motion: Councilmember Smith made a motion to adopt a text amendment to the Zoning Ordinance to add Article 14 – Soil Erosion and Sediment Control with the changes made by the General Counsel of the State Sedimentation Commission.

Vote: The motion passed with a unanimous vote.

B. Discussion and Consideration of text amendments to Chapter 46-Subdivision Ordinance and Chapter 58-Zoning Ordinance; section 58-58 RCD and section 58-271 Conditional Zoning District Amendment Procedure to address Conservation Subdivision Amendments

Mayor Callis opened the public hearing: No one signed up to speak. Mayor Callis closed the public hearing. Ms. Thompson presented the text amendments. She explained to Mr. Smith who spoke at public comment that yield plans are required for conservation subdivisions and do not allow more houses than would be allowed with one-acre lots. This text amendment provides for yield plans to require more buildable space per lot.

Motion: Mayor Pro Tem Propst made a motion to adopt the text amendments to Chapter 46-Subdivision Ordinance and Chapter 58-Zoning Ordinance; section 58-58 RCD and section 58-271 Conditional Zoning District Amendment Procedure to address Conservation Subdivision Amendments.

Vote: The motion passed with a unanimous vote.

11. Old Business

A. Discussion and Consideration of Event Policy

Ms. Thompson presented the Event Policy: the levels of support for town events, town sponsored or partnered events, other public events, and the private use of town facilities have been further defined in the policy. The Town Hall Use Policy has been included. The Temporary Use Permit requirements will have to be removed from the ordinances through a text amendment process as those permits will be administratively approved.

Ms. Wolter wanted to include in section III.A.2. that the town will have sole discretion to determine if insurance is required for events classified as low-hazard.

Motion: Mayor Pro Tem Propst made a motion to approve the Event Policy with the edit to section III.A.2. by the Town Attorney.

Vote: The motion passed with a unanimous vote.

12. New Business

A. Discussion and Consideration of Adoption of Resolution 2019-03 to Abandon a portion of Michelle Court

Ms. Thompson presented the staff report: under NCGS 160A-299, a municipality may abandon right of way within municipal limits after first adopting a resolution declaring intent to close the public way and

calling for a public hearing, publication of the resolution for four successive weeks prior to the public hearing, notices sent to adjacent property owners, and post notice along the right of way. The Council will hold the public hearing at the November meeting and vote on the abandonment.

Motion: Councilmember Buzzard made a motion to adopt Resolution 2019-03 to Abandon a portion of Michelle Court.

Vote: The motion passed with a unanimous vote.

B. Discussion and Consideration of Resolution 2019-04 to Abandon a portion of Rea Road Right of Way near Reid Dairy Road

Ms. Thompson presented the staff report: Under NCGS 160A-299, a municipality may abandon right of way within municipal limits after first adopting a resolution declaring intent to close the public way and calling for a public hearing, publication of the resolution for four successive weeks prior to the public hearing, notices sent to adjacent property owners, and post notice along the right of way. The Council will hold the public hearing at the November meeting and vote on the abandonment of the right of way. This is the fire department property and they will also give some dedicated right of way to NCDOT.

Motion: Councilmember Smith to adopt Resolution 2019-04 to Abandon a portion of Rea Road right of way.

Vote: The motion passed with a unanimous vote.

C. Discussion and Consideration of Authorizing Staff to enter into contract with Consultant for Tree Ordinance

Ms. Thompson presented the staff report: The Town's subdivision ordinance requires conservation sketch plans to submit a tree survey. However, there are no standards to save trees. An applicant is required to locate tree in excess of 15 inches in caliper, with vegetative types, age, and condition. In reviewing a recent subdivision, there were several 60" oak trees were asked to be saved but the town couldn't require them to be saved.

The Planning Board discussed adding a tree ordinance at their September meeting. Notes from the meeting include:

- Saving, or at a minimum being required to mitigate, heritage trees.
- Sampling an area of forest to evaluate heritage trees for that particular site.
- Having a fee in lieu if there isn't space to mitigate.
- Needing an urban forester's help to administer the tree ordinance and including them in the site walk evaluation process.
- Preventing clear cutting for both conventional and conservation subdivisions and
- Different standards for the different types of subdivisions.

Staff recommends hiring a consultant to help draft a tree ordinance. In working with other towns, the ordinance tends to be complicated, convoluted, and doesn't meet the goals for which it was intended.

Staff received an hourly rate from LandDesign. They have several landscape architects, planners, and engineers, and have worked with various municipalities' tree ordinances when designing subdivisions. The scope will include review of a staff provided tree ordinance, recommendations, and a meeting with

a work group to answer any questions about the ordinance. Staff recommends going into contract with LandDesign for an hourly rate, the total amount not to exceed \$4,000.

Councilmember Smith expressed kudos to the Planning Board for this as it is long overdue. And he thanked Ms. Thompson for suggesting hiring a professional.

Mayor Pro Tem Propst expressed her concern that it may be a long time to create the tree ordinance. Ms. Thompson replied that it is her hope that hiring a professional to help will make the process easier.

Councilmember Buzzard asked if the Centralina Council of Governments has anything to help with this. Ms. Thompson stated that they may and that it would be a good resource.

Motion: Councilmember Buzzard made a motion to authorize staff to enter into contract with LandDesign for consultation on a tree ordinance.

Vote: The motion passed with a unanimous vote.

D. Discussion and Consideration of Approval of ~~Day-Care~~ Pre-school Use within Existing Single-Family Home for Christ Lutheran South

Ms. Thompson presented the staff report: Staff received a change of use permit for a special needs preschool at the property located at 305 Reid Dairy Road, purchased by Christ Lutheran Church for the utilization of church and ancillary uses. The property was rezoned on October 8, 2018. One of the conditions for approval was that any preschool use would need Town Council approval and a new Traffic Impact Analysis assessment. The school will not add any additional square footage to the property. The only changes that will be made to the property is internal work to meet code. The hours of operation are Monday through Thursday 9:00 a.m. to 12:30 p.m. Each day the school will have 20 students, 4 teachers and 1 director. The current driveway provides parking for parents and teachers. Staff recommends approval of the preschool use with the number of students and hours of operation stated above. A Traffic Impact Analysis was completed with the recommendation that no further analysis or improvements were needed.

Councilmember Smith expressed support for a special needs school. He stated that this is an ancillary use of the church, so council can place conditions on it, but he hasn't had enough time to look at the proposal. Councilmember Smith asked Council to consider tabling this until the December meeting. He would like to get Councilmember Perryman's perspective and make sure Council is covering all the bases.

Councilmember Buzzard stated as long as this doesn't hold back on the current use.

Councilmember Smith agreed. He wants to confer with the Council and work on conditions.

Ms. Wolter explained the Council can table the vote on the consideration until December and grant temporary permission to continue the Pre-school use as it is with 20 students and operation hours of 9 to 12:30 Monday through Thursday while considering conditions.

Motion: Councilmember Smith made a motion to table consideration of a preschool use within existing single-family home for Christ Lutheran Church until the

December Regular Town Council meeting and grant temporary permission for the preschool to continue operation with the current conditions.

Vote: The motion passed with a unanimous vote.

E. Discussion and Consideration of allocating funds for signal at 12-Mile Creek and Highway 84

Ms. Thompson presented staff report: The Town requested NCDOT to consider an alternative for congestion issues at the 12 Mile Creek Road and Highway 84 intersection given the Highway 84 expansion project was pushed back to 2024. Without the money for a south bound left turn lane on 12 Mile Creek Road, it was suggested to place a 'leading left' signal phase on the southbound 12 Mile Creek traffic that will stop all other directions while vehicles heading south can make any turn movement at the intersection. The Town would have to pay for the planning and signal changes. Once approved, the work can be complete in 1-2 months. Staff recommends approving staff to enter into an interlocal agreement between the Town and NCDOT for signal changes in an amount not to exceed \$3,500.00

Mayor Pro Tem Propst stated that should help alleviate some of the issues at that intersection.

Councilmember Buzzard stated this will help with minimal impact to the Town.

Mayor Pro Tem Propst stated that she would like to hear if this eliminates some of the cut-through traffic.

Councilmember Buzzard stated that DOT suggested \$3500, he asked if town should consider approving up to \$4,000, just in case NCDOT goes over. They will reimburse any funds not used.

Motion: Councilmember Buzzard made a motion to authorize staff to enter into an interlocal agreement allocating funds for signal changes at 12-Mile Creek and Highway 84 in an amount not to exceed \$4,000.00.

Vote: The motion passed with a unanimous vote.

F. Discussion and Consideration of Entering into Contract for Repairs to Wesley Chapel VFD

Ms. Thompson stated that she was contacted by Chief McClendon regarding leaks at the fire department. The gutters overflowing and causing water to flow into the building. They believe the faux façade will need to be removed to redesign the gutter system and possibly getting an architect involved to show how to tie a new gutter system into the existing roof. Ms. Thompson has contacted a commercial general contractor to oversee the work, get the permits, and bid out the other issues (HVAC, drainage, plumbing). She is still working on the scope of work with the general contractor and if there isn't a response soon, there may be a need to bid out to other contractors which may involve calling a special meeting.

Councilmember Smith stated that this needs to be taken care of right away. This building has multiple issues. He recommends hiring a contractor to figure the scope of work. The leak needs to be taken care of right away. He would like a contractor to get a full scope of what needs to be done and in what order.

Ms. Thompson responded that the current contractor has a full scope that he can discuss with the council or go through the building and he can help rank the issues.

Councilmember Buzzard suggested Ms. Thompson send councilmember Smith the scope that she has from the contractor.

G. Discussion and Consideration of Approval to Enter into a Memorandum of Agreement between the Town of Weddington and the NC Sedimentation and Erosion Control Commission.

Ms. Thompson stated that this agreement states that the Town will adopt the model ordinance, go through local program review, any training, will be responsible for enforcement and reporting inspection and that the town will follow the state guidelines and statutes for their program.

Motion: Mayor Pro Tem Propst made a motion to enter into a memorandum of agreement with the NC Sedimentation and Erosion Control Commission.

Vote: The motion passed with a unanimous vote.

13. Update from Town Planner

Ms. Thompson presented the update: She thanked Council for approving the text amendments for the Conservation Subdivision changes. There are a lot of larger parcels currently for sale: The Short property is 66 acres, the UCSP property on Weddington Matthews Road is 34 acres, and there are 17 acres on Deal Road near 12 Mile Creek. They are expected to sell quickly. Ms. Thompson asked Lambeth Marshall for suggestions to replace dying landscaping at Town Hall. She got a bid from Turf Commander for the landscaping and it is within the budget. The suggested list of plants will be sent to the Council. The Christmas tree lighting planning is going well. Cory Worf with Weddington Community and Fitness Center is holding a coat drive. As a part of the conditional zoning for the center, Mr. Worf is required to meet with staff at the end of the year to go over planned events for the following year. She asked Council to provide feedback/ideas for next year's programming as the Town will be advertising these community events.

14. Code Enforcement Report

No Discussion. Attached for the record.

15. Update from Finance Officer and Tax Collector

Ms. Gaylord stated the financial statements are in the packets. There were no questions.

16. Transportation Report

Mayor Callis stated that the intersection at Forest Lawn and Potter Road was added to Union County critical intersection list, the county is going through the process to pick firms to do the engineering and design work.

Councilmember Buzzard stated that the first meeting of special subcommittee/work group was held looking at planning changes in the CRTPO. Being discussed is possibly expanding staff and how CRTPO can become more helpful to municipalities with road planning issues or right of way preservation.

17. Council Comments

Councilmember Buzzard: Thank you all. We've got a full house which is good to see everybody out here. I appreciate you coming out and hearing what we do on occasion and I am looking forward to seeing you out here many more times.

Mayor Pro Tem Propst: Ditto. Thank you everybody for coming. It's nice to see this many people here and it's always nice to have people participate in the process. So, thanks for coming out. Please remember to put the Christmas tree lighting on your calendar.

Councilmember Smith: Same thing. I appreciate everybody coming out and it's nice to see some new faces in the audience and thank you for your time.

Mayor Callis: I will just end by saying that as we all know election season is well under way. I would like to thank the residents and the elected officials that have put themselves out there and have the desire to serve the community. It's got its perks, but it also has its difficult times. I wanted to thank the residents that have put themselves out there and would like to wish all the candidates the best of luck.

18. Move into Closed Session Pursuant to NCGS 143-318.11(a)(5) to Establish the Public Body's Negotiating Position for Acquisition of Real Property

Motion: Councilmember Buzzard made a motion to move into closed session pursuant to NCGS 143-318.11 (a)(5) to establish the public body's negotiation position for acquisition of real property

Vote: The motion passed with a unanimous vote.


Mayor Callis called the open session back to order at 8:08 p.m.

19. Adjournment

Motion: Councilmember Smith made a motion to adjourn the October 14, 2019 Regular Town Council Meeting at 8:08 p.m.

Vote: The motion passed with a unanimous vote.

Approved: 11/12/2019


Elizabeth Callis, Mayor


Karen Dewey, Town Clerk

**AN ORDINANCE TO AMEND CHAPTER 46 ARTICLE II
OF THE CODE OF ORDINANCE OF THE TOWN OF WEDDINGTON**

O-2019-06

**ARTICLE II. - PROCEDURE FOR REVIEW AND APPROVAL OF
SUBDIVISION PLATS**

Sec. 46-36. - Plat required on any subdivision of land.

Pursuant to G.S. 160A-372, a final plat shall be prepared, approved, and recorded in accordance with the provisions of this chapter as a condition precedent to the subdivision of any land within the town.

Sec. 46-37. - Approval prerequisite to plat recordation.

Pursuant to G.S. 160A-373, no plat of a subdivision within the jurisdiction of the town, as established in section 46-3, shall be recorded by the county register of deeds or the Mecklenburg County register of deeds until it has been finally approved as provided herein. To secure such approval of a subdivision plat, the subdivider shall follow the procedures established in this article.

Sec. 46-38. -Preapplication Meeting

Any person contemplating the subdivision of property is strongly encouraged to have a preapplication meeting with the subdivision administrator in order that questions may be answered and that the subdivider may gain a better understanding of the requirements of this chapter. A preapplication meeting is required for conservation subdivisions.

Sec. 46-39. - Procedures for review of major and minor subdivisions.

Minor subdivisions shall be reviewed in accordance with section 46-40 and 46-41. Major subdivisions shall be reviewed in accordance with the procedures set forth in sections 46-42 through 46-47.

Minor Subdivisions

Sec. 46-40 – Preliminary Plat for minor subdivisions.

In order to facilitate the review and approval of a minor subdivision, a preliminary plat must be submitted to the zoning administrator along with a fee in accordance with a fee schedule adopted by the town council. No application shall be considered complete or processed by the subdivision administrator unless accompanied by said fee. In addition, the Town shall be reimbursed by the subdivider for all costs associated with the Town's engineering and/or consulting services with respect to review of the preliminary plat prior to approval.

- (a) The subdivision administrator shall review the preliminary plat within ten days of its submission for general compliance with the requirements of this chapter and chapter 58, and shall advise the subdivider or his authorized agent of the regulations pertaining to the proposed subdivision and the procedures to be followed in the preparation and submission of the final plat, and shall approve, approve based on certain conditions, or disapprove the preliminary plat.

- (b) One copy of the preliminary plat along with the subdivision administrator's comments, recommendations, and/or conditions shall be returned to the subdivider and one copy of the same shall be retained by the subdivision administrator.
- (c) In the event the subdivider disagrees with the written comments and/or recommendations of the subdivision administrator, he may appeal the subdivision administrator's decision to the planning board.
- (d) In the event of an appeal of the subdivision administrator's decision, one copy of the preliminary plat along with the subdivision administrator's comments, recommendations, and his reasons for disapproval shall be forwarded to the planning board. In the event of an appeal of the subdivision administrator's decision, the planning board shall review and approve or disapprove the preliminary plat at its next regular meeting that follows at least 15 days after the subdivision administrator's recommendation regarding the preliminary plat, or at such other meeting as may be called by the planning board to consider same.
- (e) If the preliminary plat is not approved by the planning board, a written statement of the reasons for denial shall be provided to the subdivider, with a copy being returned to the subdivision administrator within seven days of disapproval. Upon making necessary changes, but not later than 180 days from receipt of the disapproved plat by the subdivider, the subdivider may resubmit the preliminary plat to the planning board for approval.
- (f) Preliminary plat approval of a minor subdivision shall constitute a vested right, as defined in G.S. 160A-385.1.

46-41- Final plat for minor subdivisions.

- (a) Upon approval of the preliminary plat the subdivider may proceed with preparation of the final plat in accordance with the requirements of this chapter. In the event that the subdivider fails to submit a proposed final plat within one year of approval of the preliminary plat, the approval of the preliminary plat becomes null and void, and the subdivider must begin the procedure as if no preliminary plat had been initially submitted, including the payment of another filing fee as required under this article.
- (b) *Number of Copies and Content*

The subdivider shall submit at least 2 copies of the proposed final plat so marked to the subdivision administrator. The subdivider shall also submit a fee in accordance with a fee schedule adopted by the Town Council. No application shall be considered complete or processed by the subdivision administrator unless accompanied by said fee. In addition, the Town shall be reimbursed by the subdivider for all costs associated with the town's engineering and/or consulting services with respect to review of the final plat prior to final plat approval.

 - (1) The proposed final plat shall be prepared by a registered land surveyor currently licensed and registered by the state board of registration for professional engineers and land surveyors. The final plat shall conform to the provisions for plats, subdivisions, and mapping requirements set forth in G.S. 47-30 and the Manual of Practice for Land Surveying in North Carolina.

- (2) The proposed final plat shall be of such size as is suitable for recording with the appropriate county register of deeds and shall be of a scale of not less than one-inch equals 200 feet. Maps may be placed on more than one sheet with appropriate match lines.
- (3) The final plat shall meet the specifications established in section 46-46.
- (4) The following signed certificates shall appear on all copies of the final plat:

a. Certificate of ownership and dedication.

I hereby certify that I am the owner of the property shown and described hereon, which is located in the subdivision jurisdiction of the Town of Weddington and that I hereby adopt this plan of subdivision with my free consent and establish minimum building setback lines as noted.

Owner	Date _____/_____/_____
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b. Certificate of survey and accuracy in accordance with the standards and practice for land surveying in the state.

On the face of each map prepared for recordation there shall appear a certificate acknowledged before an officer authorized to make acknowledgments and executed by the person making the survey or map including deeds and any recorded data shown thereon. The certificate shall include a statement of error of closure calculated by latitudes and departures. Any lines on the map which are not actually surveyed must be clearly indicated on the map and a statement included in the certificate revealing the source of the information. The certificate shall take the following general form:

State of North Carolina, _____ County

I, _____, certify that this map was (drawn by me) (drawn under my supervision) from (an actual survey made by me) (an actual survey made under my supervision) (deed description recorded in Book _____, Page _____, etc.) (Other); that the ratio of precision as calculated by latitudes and departures is 1: _____, (that the boundaries not surveyed are shown as broken lines plotted from information found in Book _____, Page _____); that this map 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 _____.

Official Seal	_____ Registered Land Surveyor
	_____ Registration Number

I, (officer authorized to take acknowledgments), do hereby certify that (name of registered surveyor) personally appeared before me this day and acknowledged the due execution of this certificate. Witness my hand and (where an official seal is required by law) official seal this the _____ day of _____ (year).

Official Seal	_____ Signature of Officer
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(c) *Final Plat review and approval procedure for minor subdivisions.*

- (1) The proposed final plat shall be submitted to the subdivision administrator, who within ten days of receipt of said plats shall review same and shall submit same to the Planning Board along with comments and recommendations. The subdivision administrator can recommend approval, approval conditional upon certain modifications to bring the plat into compliance, or disapproval of the final plat with reasons for disapproval.
- (2) If septic is proposed, prior to approval of the final plat by the Planning Board, the subdivider shall submit a copy of the plat to the county health department, for review and comment. The plat must be returned to the subdivision administrator accompanied by written recommendations.
- (3) Following review and recommendation by the subdivision administrator, the Planning Board shall review the proposed final plat at or before its next regularly scheduled meeting.
- (4) If the Planning Board recommends conditional approval of the final plat with modifications to bring the plat into compliance or disapproval, it shall return its written recommendations or reasons for such disapproval specifying the provisions of this chapter with which the final plat does not comply and a copy of the plat to the subdivider, and subdivision administrator, and upon the subdivider complying with the recommendations of the Planning Board, the plat may be resubmitted for approval by the Planning Board at its next meeting following ten days from receipt of the evidence of compliance by the subdivider with the Planning Board's recommendations.
- (5) If the Planning Board approves the final plat, it shall transmit a written approval through the administrator and such approval shall be shown on each copy of the plat by the following signed certificate:

Certificate of Approval for Recording

I hereby certify that the subdivision plat shown hereon has been found to comply with the Subdivision Regulations of the Town of Weddington, North Carolina and that this plat has been approved by the planning board for recording in the Office of the Register of Deeds of _____ County.

_____ Date	_____ Chairman of the Planning Board Town of Weddington, North Carolina
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- (6) If the final plat is approved, the reproducible copy shall be recorded with the appropriate county register of deeds' office. The subdivider shall file the approved plat with the appropriate county register of deeds' office within 90 days of approval. Otherwise, such approval shall become null and void.

Major Subdivisions

Sec. 46-42. - Sketch plan for major subdivisions.

(a) *Sketch plan—Required.*

(b) *Number of copies and contents.*

(1) *Conventional Subdivision.*

- a. Prior to the application for approval of a preliminary plat, the subdivider shall submit to the subdivision administrator two copies of a sketch plan of the proposed subdivision along with a fee, in accordance with a fee schedule adopted by the Town Council. No application shall be considered complete or processed by the subdivision administrator unless it is accompanied by said fee. In addition, the Town shall be reimbursed by the subdivider for all costs associated with the town's engineering and/or consulting services with respect to review of the sketch plan prior to sketch plan approval.
- b. It shall contain the information listed in 46-46. It must meet the requirements and submittal schedule described in both the Traffic Impact Analysis Process and Procedures Manual, and Appendix C: Traffic Impact Analysis.
- c. A sketch plan for conventional subdivisions shall be prepared by an engineer or land surveyor currently licensed and registered in the state by the state board of registration for professional engineers and land surveyors.

(2) *Conservation Subdivision.*

The following information shall be submitted for all proposed conservation subdivisions:

- a. Existing resources and site analysis plan, which shall be prepared to provide the developer and the town with a comprehensive analysis of existing conditions, both on the proposed development site and within 500 feet of the site (for tracts of 100 acres or less) or 1,000 feet of the site (for tracts over 100 acres.) Conditions beyond the tract boundaries may be described on a more general basis from existing published data available from governmental agencies, and from aerial photographs and need not be as specific as those that are required for the development site. Unless otherwise requested by the subdivision administrator to facilitate readability, such plans shall be prepared at a scale of one-inch equals 100 feet or one-inch equals 200 feet, whichever would fit best on a single standard size sheet (24 inches by 36 inches). The following information shall be included in this plan:

1. An aerial photograph enlarged to the same scale as the ER/SA Map, with the site boundaries clearly marked.
 2. Topography, the contour lines of which shall generally be at two-foot intervals, determined by photogrammetry. Slopes shall be clearly indicated when they are between ten and 15 percent, between 15 and 25 percent, or when exceeding 25 percent. Topography shall be prepared by a professional land surveyor or professional engineer from an actual field survey of the site or from stereoscopic aerial photography and shall be coordinated with official USGS benchmarks. Such contour lines shall also be superimposed on the aerial photo, in a contrasting color to facilitate legibility.
 3. The location and delineation of ponds, lakes, streams, ditches, natural drainage swales, wetlands, and floodplains. Additional areas of wetlands on the proposed development tract shall also be indicated, as evident from testing, visual inspection, or from the presence of wetland vegetation.
 4. Vegetative cover conditions on the property according to general cover type including cultivated land, permanent grass land, meadow, pasture, hedgerow, forestland and wetland, location of trees with a caliper in excess of 15 inches, the actual canopy line of existing trees and forestlands. Vegetative types shall be described by plant community, relative age and condition.
 5. Soil series, types and phases, as mapped by the U.S. Department of Agriculture, Natural Resources Conservation Service in the published soil survey for the county, and accompanying data published for each soil relating to its suitability for construction (and, in unsewered areas, for septic suitability).
 6. Ridge lines showing boundaries of catchment areas for stormwater runoff.
 7. A viewshed analysis showing the location and extent of views into the property from public roads and from public parks, and from the boundaries of lakes, ponds, and streams on the site.
 8. Geologic formations on the proposed development parcel, such as rock formations and outcroppings, and fault lines, based on available published information or more detailed data obtained by the applicant.
 9. All existing manmade features including, but not limited to, streets, driveways, farm roads, forest roads, buildings, foundations, walls, wells, drainage fields, dumps, utilities, fire hydrants, and sanitary sewers.
 10. Locations of all historic sites on the tract.
 11. Locations of trails that have been in public use (pedestrian, equestrian, bicycle, etc.).
 12. All easements and other encumbrances of property which are or have been filed of record with the county register of deeds.
 13. Total acreage of the tract, and the location and acreage of primary conservation lands.
- b. *A yield plan.* A yield plan designed to be density neutral (i.e., allow for the same number of lots as could be platted under applicable subdivision requirements as a conventional subdivision, with a minimum lot size of 40,000 square feet).

Yield plans must be prepared with the sketch plan in accordance with the standards of this chapter, and must show all proposed lots, streets, rights-of-way, and other pertinent features

that would be required for a sketch plan for major conventional subdivisions as identified in section 46-46. Although the yield plan must be drawn to scale, it need not be based on a field survey. However, the yield plan must be a realistic layout reflecting a development pattern that could reasonably be expected to be implemented, considering the presence of wetlands, floodplains, steep slopes, existing easements or encumbrances and, if unsewered, the suitability of soils for subsurface sewage disposal.

- c. A Sketch plan using the 4-step design process after a site walk is completed.
 1. It shall contain the information listed in 46-46. It must meet the requirements and submittal schedule described in both the Traffic Impact Analysis Process and Procedures Manual, and Appendix C: Traffic Impact Analysis. See subsection (c)(2)
 2. A sketch plan for a conservation subdivision shall be prepared by a registered landscape architect or by a physical planner with experience designing conservation subdivisions, working with a registered land surveyor or professional engineer currently licensed and registered in the state by the state board of registration for professional engineers, land surveyors or landscape architects. The landscape architect or physical planner shall have primary responsibility for the design of conservation areas and house locations; the surveyor or engineer shall have primary responsibility for streets, drainage, and lot lines.

(c) ***Sketch Plan review and approval procedure for major subdivisions.***

- (1) Submission of Application and Fee
- (2) Submission of Existing Resources and Site Analysis Map and Yield Plan; On-Site Visit; Mini-Charette (for conservation subdivision only)
 - a. **On-Site Visit/Charette** After preparing the *Existing Resources and Site Analysis Map* and prior to the submission of a sketch plan, the applicant shall schedule time to walk the property with the subdivision administrator, Planning Board members, and adjacent property owners. The purpose of this visit is to familiarize staff and board members with the property's special features, and to provide them an informal opportunity to offer guidance to the applicant regarding the tentative location of Secondary Conservation Areas, potential house locations and street alignments.

A notice giving the date, time and purpose of the meeting shall be sent by the Town to adjacent property owners at least 10 days prior to the site walk.

The applicant shall distribute copies of the *Existing Resources and Site Analysis Plan* at the on-site meeting. Applicants, their site designers, and the landowner shall participate to show the town the property's special features. Comments made by town officials or staff and consultants shall be interpreted as being only suggestive and advisory. It shall be understood by all parties that no formal recommendations can be offered, and no official decisions can be made during this on-site visit. It is a Work Session of the Board and is duly noticed in the standard manner for all public meetings.

- b. **Design Charette:** Immediately following the site-visit the applicant shall sit down with the subdivision administrator and on-site visit attendees to review the findings and begin the 4-step process below.

Sketch plans shall be prepared as “overlay sheets” to be lain on top of the Existing Resources and Site Analysis Plan, both prepared at the same scale, to facilitate cross-comparison.

1. Step One: Designation of Conservation Lands: During the first step, all potential Conservation Areas, both Primary and Secondary, shall be identified, using the Existing Features/Site Analysis Map. Primary Conservation Areas shall consist of those features described in Section 46-75(e). Secondary Conservation Areas shall comprise at least half of the remaining land and shall include the most sensitive and noteworthy natural, scenic, and cultural resources as described in Section 46-75 (e).

Guidance as to which parts of the remaining land to classify Secondary Conservation Areas shall be based upon discussions at the on-site meeting plus the design standards and specific conservation standards in Sections 46-75(e). An overall goal is to minimize fragmentation of the conservation lands and to maximize connectivity among its parts, and with conservation lands on adjoining properties.

2. Step Two: House Site Location: During the second step, potential house sites are tentatively located. Generally, house sites should be located no closer than 100 feet from Primary Conservation Areas. Such sites may be situated 50 feet from Secondary Conservation Areas to permit the enjoyment of scenic views without negatively impacting Primary Conservation Areas.
3. Step Three: Street Alignment and Trail Networks: The third step consists of aligning proposed streets to provide vehicular access to each house in the most reasonable and economical manner, and in laying out a network of informal trails connecting neighborhood areas with open space features within the conservation lands. When lots and access streets are laid out, they shall be located in such a way that avoids or at least minimizes impacts on both Primary and Secondary Conservation Areas.
4. Step Four: Drawing in the Lot Lines: The fourth step consists of drawing in lot lines around potential house sites. Each lot must contain a buildable area of sufficient size to accommodate a single-family detached dwelling and customary accessory uses, including, but not limited to, storage buildings and garages, patios and decks, lawns, and driveways. Individual wells and septic systems, where these are to be provided, may be located within the undivided conservation lands if sufficient space is not available on the lots.

(3) Sketch Plan submittal

The subdivision administrator shall, within 30 days of receipt of the sketch plan, review for general compliance with the requirements of this Chapter and Chapter 58. The subdivision administrator shall advise the applicant of any changes needed to the plans.

(4) Required Community Meeting

- a. Before the Planning Board review and approval for a conservation subdivision or prior to staff approval on a conventional subdivision, the applicant must provide the administrator with a written report of at least one community meeting held by the applicant.

- b. Reasonable notice of the required community meeting must be given to nearby property owners and to affected and interested parties in accordance with public notice policies.

- 1. *Notice of public meeting.* Such notice shall, at a minimum, be given as follows:

A notice shall be sent by first class mail by the Town to adjacent property owners within 1,300 linear feet, as measured from the exterior boundaries of the proposed development up to the town limits, not less than ten days prior to the date of the meeting. The notification shall contain information regarding the meeting time and locations as well as a general description of the proposal. The applicant shall reimburse the Town for all expenses incurred for such notifications.

- c. A meeting notification sign shall be posted by the Town in a conspicuous place at the property not less than ten days prior to the meeting.
 - d. A report to the staff, which shall be included in the Planning Board report, with a listing of persons and organizations contacted about the meeting, a roster of the persons in attendance at the meeting, a summary of issues discussed at the meeting, and a description of any changes to the application made by the applicant as a result of the meeting.
 - e. The adequacy of the meeting and the meeting report must be considered by the Planning Board but is not subject to judicial review.

(5) Review and Action for sketch plan.

After completing review of the sketch plan and allowing reasonable time for receipt of comments from review agencies and public meetings, the subdivision administrator must:

- a. For a Conventional Subdivision: approve the sketch plan, approve the sketch plan with conditions or deny approval of the sketch plan and notify the applicant, in writing, of the decision. The subdivision administrators' action must be based solely on whether the sketch plan is consistent with the applicable provisions of this ordinance. If the sketch plan is not approved, the written notice to the applicant must state the reasons for denial.
 - b. For a Conservation Subdivision: send the plan to the Planning Board to approve the sketch plan. The Planning Board can approve the sketch plan, approve the sketch plan with conditions or deny approval of the sketch plan and notify the applicant, in writing, of the decision. If the sketch plan is not approved, the written notice to the applicant must state the reasons for denial.
- (6) Under this chapter, sketch plan approval shall not constitute approval by the Town for common law vested rights. Sketch plan approval is merely a precursor to the submission of a preliminary plat requiring Town Council approval. Sketch plan approval is subject to be changed or modified and is not intended to provide a basis for common law vested rights claims.

Sec. 46-43. – Major subdivision preliminary plat submission and review.

- (a) *Applicability.* After sketch plan approval a preliminary plat shall be required prior to any land disturbing activities.
- (b) *Number of copies and contents.*
 - (1) Two copies of the preliminary plat shall be submitted to the subdivision administrator. The subdivider shall also submit a fee in accordance with a fee schedule adopted by the Town Council. No application shall be complete or processed by the subdivision administrator unless

accompanied by said fee. In addition, the Town shall be reimbursed by the subdivider for all costs associated with the town's engineering and/or consulting services with respect to review of the preliminary plat prior to preliminary plat approval.

- (2) The preliminary plat shall be of a size suitable for recording with the appropriate county register of deeds and shall be at a scale of not less than one-inch equals 200 feet. The preliminary plat shall be prepared by a registered land surveyor or engineer currently licensed and registered by the state board for professional engineers and land surveyors. Maps may be placed on more than one sheet with appropriate match lines.
- (3) Preliminary plats shall meet the specifications in Section 46-46.
- (4) With subdivisions where individual septic tanks are the proposed method for wastewater treatment, the preliminary plat shall be accompanied by approval of the proposed lots for septic tanks by the county health department and a map of the subdivision showing the following:
 - a. All streets and property lines;
 - b. Proposed building area for each lot;
 - c. Septic tank drain field;
 - d. Site and repair area for each lot; and
 - e. Proposed well site for each lot.
- (5) *Permanent protection of conservation land and open space.* The required open space and or conservation land shall be subject to a conservation easement that will be held by the homeowners' association or 3rd party. If not held by the homeowners' association, the holders of the conservation easement shall be the state or appropriate department or agency thereof, or one or more conservation organizations, in any combination of two or more. Enforcement of the terms of the conservation easement shall be in accordance with applicable state law. All open space and Conservation land shall be permanently restricted from further subdivision through permanent easements. Any homeowners' association that is a holder of a conservation easement, shall be subject to and comply with all applicable requirements for homeowners' associations as set forth in state statutes. In addition, the following criteria shall be met:
 - a. The applicant for subdivision approval shall provide the town a description of the organization of the proposed association, including its bylaws, and all documents governing ownership, maintenance, and use restrictions for common facilities.
 - b. The proposed homeowners' association shall be established by the subdivision applicant and shall be operating (with financial underwriting by the applicant, if necessary) before the sale of any dwelling units in the development.
 - c. Membership in the homeowners' association shall be mandatory for all purchasers of lots within the subdivision and their successors in title.
 - d. The homeowners' association bylaws shall confer legal authority on the association to place a lien on the real property of any member who falls delinquent in his dues. Such dues shall be paid with the accrued interest before the lien may be lifted.

- e. The homeowners' association shall annually provide to the town a listing of the names, addresses and telephone numbers of all their officers and board members.
 - f. Any proposed changes to common open space or the conservation easement that substantively affect the usage, location or maintenance of conservation land within the conservation subdivision must first be consented to and approved by 100 percent of the town council and 100 percent of all homeowners.
- (6). *Maintenance plans and maintenance agreement:*
- a. The cost and responsibility of maintaining required open space and conservation land shall be borne by the fee simple owner of the required conservation lands, or by another party as specified in an executed, binding and enforceable maintenance agreement, who is a holder of the conservation easement.
 - b. The applicant must submit, with an application for preliminary plat approval, a maintenance agreement that obligates either the property owner of the conservation land and open space, or other specified party as provided above, to implement the maintenance plan.
 - c. The maintenance plan shall be submitted with an application for preliminary plat approval of the subdivision, and shall be in accordance with the following requirements:
 - 1.. The maintenance plan shall specify ownership of required open space and conservation land;
 - 2.. The maintenance plan shall establish a regular operation and maintenance program appropriate to the uses to be undertaken on the subject conservation land and open space,
 - 3. The maintenance plan shall specify required insurance and all maintenance and operating costs, and shall define the means for funding the maintenance plan on an on-going basis. Such funding plan shall include the means for funding long-term capital improvements as well as regular yearly operating and maintenance costs;
 - 4. Any changes to the maintenance plan shall be approved by the town council;
 - 6. The property owner of the open space and, if utilized, any other maintaining party by agreement, shall execute a release and indemnity of the town, in a form satisfactory to the town, for any claims or damages arising from the maintenance agreement and maintenance plan or performance thereof.

(c) *Preliminary Plat review and approval procedure for major subdivisions.*

- (1) Administrative Review. After reviewing the preliminary plat, the subdivision administrator may provide the subdivider with comments on the preliminary plat. If the subdivider intends to amend the preliminary plat as a result of any comments provided by the subdivision administrator, the subdivider shall notify the subdivision administrator of his intent to amend the preliminary plat within 15 calendar days after receiving those comments. After the subdivider submits any amended preliminary plat, the subdivision administrator will review the amended preliminary

plat to ensure that it is complete, and the subdivision administrator may provide the subdivider with comments on the amended preliminary plat.

- (2) Review by Outside agencies. Once the preliminary plat has been received by the subdivision administrator, he shall determine the agencies to which the preliminary plat shall be submitted for review and recommendation including, but not limited to, the state department of natural resources (including appropriate individual agencies within said department), public works, NCDOT, environmental health and the appropriate county board of education.
- (3) The preliminary plat shall be deemed ready for submission to the planning board at such time that the most recent version of the preliminary plat is complete, the subdivision administrator has received sufficient comments on the preliminary plat from all appropriate agencies, and either the subdivision administrator completed his review of that version and did not provide the subdivider with any comments or the subdivision administrator provided the subdivider with comments on that version but the subdivider did not notify the subdivision administrator within the 15-calendar-day time period, provided that he intends to amend the preliminary plat.
- (4) The Planning Board shall, in writing, recommend approval, conditional approval with recommended changes to bring the plat into compliance, or disapproval with reasons within 30 days of its first consideration of the plat or at its next regularly scheduled meeting following the meeting at which the plat was first considered, whichever occurs later and transmit its recommendation to the Town Council.
- (5) If the Planning Board does not make a written recommendation within the time set forth above, the subdivider may apply to the Town Council for approval or disapproval.
- (6) Conservation subdivisions are subject to the rezoning requirements including a public hearing per section 58-271.
- (7) If the Town Council approves the preliminary plat, such approval and conditions (if applicable) shall be noted on two copies of the plat. One copy of the plat shall be filed by the subdivision administrator and one copy shall be returned to the subdivider. If the Town Council approves the preliminary plat with conditions, approval shall be noted on two copies of the plat along with a reference to the conditions. One copy of the plat along with the conditions shall be retained by subdivision administrator, and one copy of the plat along with the conditions shall be returned to the subdivider. Once these conditions are met, the plat shall be resubmitted for approval by the Town Council and shall be filed in the town office by the subdivision administrator. If the Town Council disapproves the preliminary plat, the reasons for such disapproval shall be specified in writing. One copy of the plat and the reasons shall be retained by the Town Council, and one copy shall be returned to the subdivider. If the preliminary plat is disapproved, the subdivider may make such changes as will bring the preliminary plat into compliance and resubmit the same for reconsideration by the Planning Board and Town Council.

Sec. 46-44. - Final Plat major subdivision

- (a) *Preparation of final plat and installation of improvements.* Upon approval of the preliminary plat by the Town Council, the subdivider may proceed with the preparation of the final plat and the installation of or arrangement for required improvements in accordance with the approved preliminary plat and the requirements of this chapter. Prior to initiation of the construction of utility

and street improvements, plans shall have all necessary approvals from state agencies and appropriate county. Prior to approval of a final plat, the subdivider shall have installed the improvements specified in this chapter or guaranteed their installation as provided herein. No final plat will be accepted for review by the Town Council unless accompanied by written notice by the subdivision administrator acknowledging compliance with the improvement and guarantee standards of this chapter. The final plat shall constitute only that portion of the preliminary plat which the subdivider proposes to record and develop at that time; such portion shall conform to all requirements of this chapter.

(b) *Improvement and guarantee standards.*

- (1) *Optional agreement.* In lieu of requiring the completion, installation and, if applicable, dedication of all improvements prior to final plat approval, the Town may enter into an agreement with the subdivider whereby the subdivider shall guarantee completion of all required improvements as specified on the approved preliminary plat for that portion of the subdivision to be shown on the final plat within two years from the date of final plat approval, unless otherwise specified in the written agreement. Once said agreement is signed by both parties and the security required herein is provided, the final plat may be approved by the Town Council; provided, however, that all other requirements of this article are met. To secure this agreement, the subdivider shall provide either one or a combination of the following guarantees in an amount equal to 1.25 times the costs, as estimated by the subdivider and approved by the town planner or engineer, of installing all required improvements on the approved preliminary plat for that portion of the subdivision to be shown on the final plat. The amount shall be subject to the approval of the Town Council.
 - a. *Surety performance bond.* The subdivider shall obtain a performance bond from a surety bonding company satisfactory to the Town Council, as applicable. A surety bonding company must at minimum be: (1) registered to do business with the North Carolina Secretary of State; (2) licensed to issue surety bonds in the State of North Carolina by the North Carolina Department of Insurance; (3) rated at least "B+" by a reputable bond rating agency; and (4) possess a minimum of \$50,000,000.00 in assets. The Town Council may, within its sole discretion, insist upon alternative standards based upon the particular project, the estimated cost of completion of the improvements, and/or other factors indicating higher standards are warranted. The bond(s) must contain the following provisions: (1) the bond(s) shall remain in effect until such time as all improvements are installed and approved by the Town Council; (2) the surety bonding company, within 15 days of the town providing notice of default, shall take over and complete all improvements or pay the Town in cash the estimated costs of installing the improvements as determined by the Town's planner or engineer; and (3) the Town shall be able to draw upon the bond(s) in the event that the subdivider defaults upon its agreement with the Town in accordance with subsection (3). Any charges associated with cost calculation or verification shall be borne entirely by the subdivider.
 - b. *Letter(s) of credit.* The subdivider shall obtain an irrevocable letter(s) of credit issued by a commercial bank satisfactory to the town council. The commercial bank issuing the letter of credit must be: (1) organized under the laws of the United States of America or any state of the United States, or the District of Columbia; (2) authorized to do business in the State of North Carolina; (3) subject to regulation by the State of North Carolina or federal banking regulatory authorities; and (4) possess combined capital stock, surplus and undivided profits aggregating at least \$100,000,000.00. The Town Council may, within its sole discretion, insist upon alternative standards based upon the particular project, the estimated cost of completion of the improvements, and/or other factors indicating higher standards are

warranted. The letter(s) of credit must contain the following provisions: (1) the letter(s) of credit shall be evergreen and shall not be subject to expiration until such time as all improvements are installed and approved by the Town Council, and shall require the issuing commercial bank to give at least 60 days' notice of its intent to terminate the letter(s) of credit, upon which the Town can draw upon the letter(s) of credit; (2) the Town shall be able to draw upon the letter(s) of credit at any time on or before its expiration; (3) the commercial bank shall, upon written notification by the Town Council that the subdivider is in default, immediately pay to the Town the full amount, or any lesser amount of the letter(s) of credit, if requested by the Town Council; (4) the Town shall be able to draw upon the letter(s) of credit in the event that the subdivider defaults upon its agreement with the Town in accordance with subsection (2) of this section; and (5) the letter(s) of credit shall allow for presentment and collection at a location within a 30-mile radius of the town.

- c. *Cash or equivalent surety.* The subdivider shall deposit cash, or other instrument readily convertible into cash at face value, such as a certificate of deposit or treasury-issued security, either with the Town or in escrow with a financial institution designated as an official depository of the Town. The use of any instrument other than cash shall be subject to the approval of the Town Council.

If cash or other instrument is deposited in escrow with a financial institution as provided above, then the subdivider shall file with the Town Council an agreement between the financial institution and the subdivider guaranteeing the following:

1. Said escrow account shall be held in trust for the Town until released by the Town Council and may not be used or pledged by the subdivider in any other matter during the term of the escrow;
 2. That the financial institution shall, upon written notification by the Town Council stating that the subdivider is in default, immediately pay to the Town all funds in said account, excluding any interest earned; and
 3. That the duration of said escrow account(s) shall be until such time as all improvements are installed and approved by the Town Council, or until the subdivider provides the Town with an acceptable, alternative guarantee for the completion of installing all remaining required improvements on the approved preliminary plat for that portion of the subdivision to be shown on the final plat. Any charges associated with cost calculation or verification shall be borne entirely by the subdivider.
- (2) *Duration of financial guarantees.* The duration of a financial guarantee shall be of a reasonable period to allow for completion and acceptance of improvements. In no case shall the duration of the financial guarantee for improvements exceed 24 months, unless otherwise specified in the written agreement as described in subsection 46-44(b)(1). All subdivisions whose public improvements are not completed and accepted at least 30 days prior to the expiration of the financial guarantee shall be in default, unless said guarantee is extended with the consent of the Town Council to a future date not to exceed six months, or to a date determined by Council.
- (3) *Default.* Upon default by the subdivider, the Town Council, as applicable, may require the surety, the letter of credit issuer, or the financial institution holding the escrow account to pay all or a portion of the bond, letter of credit, or escrow account to the Town. Upon payment, the Town shall expend said funds to complete all or any portion of the required improvements as it deems necessary. For purposes of this section, default shall constitute any of the following: (1) failure on the part of the subdivider to complete, within the time period specified in the agreement in

subsection (b)(1). of this section, the required improvements as specified on the approved preliminary plat for that portion of the subdivision to be shown on the final plat; (2) failure on the part of the subdivider to install any improvement in accordance with the specifications or the regulations in the Town's ordinances; or (3) transfer of ownership of any portion of the property or lots located within the subdivision to another person or entity under no legal obligation to install the required improvements (e.g., foreclosure). If one of the above events occurs, nothing herein shall prevent the town from declaring default prior to the expiration of the time period specified in subsection (b)(1) of this section.

- (4) *Release of guarantee surety.* In its sole discretion, the Town Council may release a portion of any security posted as the improvements are completed and recommended for approval by the town planner, so long as the Town maintains the posted security in an amount equal to at least 1.25 times the estimated costs of installation of the remaining improvements. However, notwithstanding the above, nothing shall require the Town Council to release any portion of security posted until such time as all improvements are installed and approved by the Town Council. Within 30 days after receiving the town planner's recommendation, the Town Council shall approve or not approve said improvements. Once all required improvements on the preliminary plat for that portion of the subdivision to be shown on the final plat have been installed and approved, then all security posted for said improvements shall be released by the Town Council.

(c) *Number of copies and contents*

- (1) At least two copies of the final plat (additional copies may be required by the subdivision administrator to send to various agencies) shall be submitted to the subdivision administrator. A fee, in accordance with a fee schedule adopted by the Town Council, shall accompany such submission. No application shall be complete or processed by the subdivision administrator unless accompanied by said fee. In addition, the Town shall be reimbursed by the subdivider for all costs associated with the town's engineering and/or consulting services with respect to review of the final plat prior to final plat approval. Materials and drawing medium for the original shall be in accordance with the standards of practice for land surveying in the state, where applicable, and the requirements of the appropriate county register of deeds.
- (2) The final plat may be submitted in sections. In this case, at least one final plat section shall be submitted per year, on or before the anniversary date of preliminary plat approval. In no case shall preliminary plat approval for any section extend beyond five years from the date of approval.
- (3) Each phase's final plat must contain a comment stating common open space/conservation land requirements set forward by this chapter and Chapter 58 have been met.
- (4) The final plat shall conform substantially to the preliminary plat as approved, and if desired by the owner or subdivider, it may refer to that portion of the approved preliminary plat which he proposes to record as a final plat and begin selling within the following year.
- (5) The final plat shall meet all applicable specifications in Section 46-46 and the following signed certificates shall appear on each copy of the plat:
- a. Certificate of ownership and dedication.

I hereby certify that I am the owner of the property shown and described hereon, which is located in the subdivision jurisdiction of the Town of Weddington and that I hereby adopt this plan of subdivision with my free consent, establish minimum building setback lines, and

dedicate all streets, alleys, walks, parks, and other sites and easements to public or private use as noted.

Owner	_____/_____/_____
	Date

- b. Certificate of survey and accuracy in accordance with the standards and practice for land surveying in the state. On the face of each map prepared for recordation there shall appear a certificate acknowledged before an officer authorized to take acknowledgments and executed by the person making the survey or map including deeds and any recorded data shown thereon. The certificate shall include a statement of error of closure calculated by latitudes and departures. Any lines on the map which were not actually surveyed must be clearly indicated of the map and a statement included in the certificate revealing the source of the information. The certificate shall take the following general form:

State of North Carolina, _____ County

I, _____, certify that this map was (drawn by me) (drawn under my supervision) from (an actual survey made by me) (an actual survey made under my supervision) (deed description recorded in Book _____, Page _____, etc.) (Other); that the ratio of precision as calculated by latitudes and departures is 1: _____, (that the boundaries not surveyed are shown as broken lines plotted from information found in Book _____, Page _____); that this map was prepared in accordance with G.S. 47-30, as amended. Witness my hand and seal this _____ day of _____, A.D. 20 _____.

Seal	_____ Registered Land Surveyor
	_____ Registration Number

I, (officer authorized to take acknowledgments) do hereby certify that (name of registered surveyor) personally appeared before me this day and acknowledged the due execution of this certificate. Witness my hand and (where an official seal is required by law) official seal this the _____ day of _____ year).

	_____ Signature of Officer
Official Seal	

- c. Certificate of approval of the design and installation of streets, utilities, and other required improvements.

I hereby certify that all streets and other required improvements have been installed in an acceptable manner and according to N.C. Department of Transportation and/or Town of Weddington specifications and standards in the _____ Subdivision or that guarantees of the installation of the required improvements in an amount and manner satisfactory to the Town of Weddington have been given and received.

_____ Mayor of the Town of Weddington, North Carolina	_____/_____/_____ Date
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(6) *Addresses and cluster mailboxes.*

- a. Final plats must include the location of cluster mailbox units (CBU) to serve all the lots included on the plat. The plat must also include a note stating that all CBU locations will be approved by the USPS. If the roadways on the plat are labeled as public rights-of-way, then the plat must also include a note stating that all CBU locations must be approved by NCDOT.
- b. The applicant may request an address for the property following final plat approval. All addresses will be assigned by the Union County Tax Administrator's office.
- c. Every lot shall display the distinctive house number assigned to that lot by Union County and recognized by Union County Emergency Services. The individual house number shall be no less than four inches in height and shall be in a contrasting color to the background. The house number shall be displayed in one of the following fashions:
 1. If the number is displayed on a house, the number shall be placed upon the front of the house in such a position as to remain plainly visible to all traffic coming to the premises from either direction, or
 2. If a house is more than 100 feet from the roadway or is not clearly visible from the roadway, the number shall be displayed within 50 feet of the roadway, and on a surface that is plainly visible to all traffic coming to the premises from either direction.

(d) *Review and approval procedure for final plat for major subdivisions.*

- (1) Within two years following the approval of the preliminary plat, the subdivider shall submit a final plat as set forth in this subsection.
- (2) Failure to submit a final plat within two years after preliminary plat approval shall render the preliminary plat null and void.
- (3) The proposed final plat shall be submitted to the subdivision administrator for review and comment. During the review of the final plat, the subdivision administrator may appoint a registered land surveyor to confirm the accuracy of the final plat. If any error is found which exceeds five percent of the figures shown on the proposed final plat, the costs of the review shall be charged to the subdivider. The subdivision administrator shall note his comments regarding the proposed final plat and the costs of the review, which shall be paid by the subdivider before the final plat approval of the Town Council.

- (4) The Planning Board shall recommend approval, conditional approval with modifications to bring the plat into compliance, or disapproval of the final plat with reasons within 31 days of its first consideration of the proposed final plat.
- (5) The Planning Board shall transmit all copies of the plat and its written recommendations to the Town Council, through the subdivision administrator.
- (6) If the Planning Board recommends disapproval of the final plat, it shall instruct the subdivider concerning the resubmission of a revised plat and the subdivider may make such changes as will bring the plat into compliance with the provisions of this chapter, and resubmit same for reconsideration by the planning board, or may appeal the decision to the Town Council.
- (7) In the event the Planning Board fails to make a written recommendation to the Town Council within the time specified in this section, the subdivider may apply to the Town Council for approval of the proposed final plat.
- (8) If the Town Council approves the final plat, such approval shall be shown on each copy of the plat by the signed certificate specified below.
- (9) The mayor shall not execute any mylars without first obtaining written certification from the subdivision administrator that the mylars are identical to those approved by the Town Council.
- (10) The certification of approval for recording shall take the following general form:

I hereby certify that the subdivision plat shown hereon has been found to comply with the Subdivision Regulations of the Town of Weddington, North Carolina, and that this plat has been approved by the Weddington Town Council for recording in the Office of the Register of Deeds of _____ County, North Carolina. This _____ day of _____ , _____ .

_____ Mayor of the Town of Weddington, North Carolina	DATE
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- (11) In the event the proposed final plat is disapproved by the Town Council, the reasons for such denial shall be stated in writing, specifying the provisions of this chapter with which the final plat does not comply. One copy of such reasons and one print of the plat shall be retained by the town clerk, as part of the town council proceedings, and one copy of the plat and a copy of the reasons shall be submitted to the subdivider.
 - (12) If the proposed final plat is disapproved, the subdivider may make such changes as will bring the proposed final plat into compliance, and resubmit same for reconsideration by the Town Council, provided such resubmission is made within 180 days from the date of disapproval. Otherwise, the subdivider must begin the subdivision plat approval process as though no plat had been previously submitted for consideration by the town.
 - (13) The subdivider shall file the approved final plat within 90 days of approval; otherwise such approval shall be null and void, and the subdivider must begin the procedure for approval from the sketch plan stage, with payment of the required fee.
- (e) All conservation lands shall be recorded at the county register of deeds in their entirety concurrent with the initial recordation of the final plat.

Sec. 46-46. - Information to be contained in or depicted on preliminary and final plats.

The sketch plan, preliminary and final plats shall depict or contain the information indicated in the following table. An 'X' indicates that the information is required. Preliminary plat information is only required for major subdivisions.

Information	Sketch Plan	Preliminary Plat	Final Plat
Title block containing the subdivision name		X	X
Location (including township, county and state)		X	X
Date or dates survey was conducted and plat prepared		X	X
A scale (not less than 100 feet per inch) listed in words and figures (Except for requirements at the sketch plan phase)	X	X	X
North arrow	X	X	X
A vicinity map with north arrow showing the relationship between the proposed subdivision and surrounding area	X	X	X
The names, addresses and telephone numbers of all owners, subdivider, mortgagees, registered land surveyors, land planners, architects, landscape architects and professional engineers responsible for the subdivision	X	X	X
The registration numbers and seals of the professional engineers and land surveyors		X	X
The boundaries of the tract or portion thereof to be subdivided, distinctly and accurately represented shown	X		
The exact boundary lines of the tract to be subdivided, fully dimensioned by lengths and bearings, and the location of existing boundary lines of adjoining lands		X	X
Streets and Lots of adjoining developed properties within 300'	X		

The names of owners of adjoining properties		X	X
The names of any adjoining subdivisions of record or proposed and under review		X	X
Required Buffers	X	X	X
Minimum building setback lines		X	X
The zoning classifications of the tract to be subdivided and on adjoining properties	X	X	
Existing property lines on the tract to be subdivided and on adjoining properties	X	X	X
Existing buildings or other structures, watercourses, railroads, bridges, culverts, storm drains, both on the land to be subdivided and land immediately adjoining	X	X	X
Proposed lot lines, lot sizes, block numbers, and approximate dimensions	X	X	X
Percentage of Open Space Required and Provided	X	X	
The lots numbered consecutively throughout the subdivision		X	X
Marshes, swamps, rock outcrops, wetlands, ponds or lakes, streams or stream beds and any other natural features affecting the site	X	X	X
The exact location of the flood hazard, floodway and floodway fringe areas from the town's FEMA maps in compliance with chapter 58, article XIII of the Weddington Code of Ordinances	X	X	X
Septic tank suitability data furnished by the appropriate county health department	X	X	
The proposed street layout with approximate pavement and right-of-way width, terminal vistas and street end "closes"	X		
A yield plan with a 40,000 sq ft minimum and showing 9,000 sq ft of buildable area.	X		

Proposed roads with horizontal and vertical alignment		X	X
Existing and platted roads on adjoining properties and in the proposed subdivision		X	X
Rights-of-way, location and dimensions		X	X
Pavement widths		X	X
Proposed grades (re: Roads)		X	X
Design engineering data for all corners and curves		X	X
Typical road cross-sections		X	X
Road names		X	X
A driveway permit for any road is proposed to intersect with a state-maintained road as required by the state department of transportation,		X	X
The location and dimensions of all utility and other easements	X	X	X
A landscape/buffer plan		X	
The location and dimensions of all buffer strips	X	X	X
The location and dimensions of all pedestrian or bicycle paths	X	X	X
The location and dimensions of all school sites, both existing and proposed	X	X	X
The location and dimension of all parks and recreation areas with specific type indicated	X	X	X
The existing and proposed uses of land within the subdivision and the existing uses of land adjoining it.	X	X	
The location and dimensions of areas to be used for purposes other than residential with the purpose of each stated	X	X	X
The future ownership (dedication or reservation for public use to governmental body, homeowners' association, or for tenants remaining in		X	X

subdivider's ownership) of recreational and open space lands			
Acreage in total tract to be subdivided	X	X	
Acreage in parks and recreational areas and other nonresidential uses	X	X	
Total number of parcels created	X	X	
Acreage in the smallest lot in the subdivision and the average lots size		X	
Limits of Disturbance and Tree Protection Fencing		X	
Linear feet in streets		X	
Union County Environmental Health approval of the proposed lots for septic tanks and wells	X	X	
a Traffic Impact Assessment as required by the Traffic Impact Analysis Process and Procedures Manual, and Appendix C: Traffic Impact Analysis.	X	X	
The name and location of any property or buildings within the proposed subdivision or within any contiguous property that is listed on the U.S. Department of Interior's National Register of Historic Places or is designated as a local historic property by the county	X	X	X
The accurate locations and descriptions of all monuments, markers and control points			X
An erosion control plan		X	X
A copy of any proposed deed restrictions or similar covenants. The developer shall submit to the town evidence that the developer has created a homeowners' association whose responsibilities will include perpetual maintenance of any streets that for any reason are not accepted by NCDOT. Such evidence shall include filed copies of the articles of incorporation, declarations and homeowners' association bylaws		X	X
A separate map drawn at the same scale as the preliminary plat showing only proposed streets and lot lines, topography with contour intervals of no greater than ten feet (at the discretion of the subdivision administrator, contour		X	

intervals of five feet may be required), and an accurate mapping of soil classifications found on the site and general depths thereof			
A copy of notification submitted to the Facilities Director of Union County Public Schools and the Chairman of the Board of Education, stating the number of lots requested in the plat application		X	X
A copy of the approved roadway plan submitted to the appropriate office of the state department of transportation for any major subdivision		X	
A copy of permits from Army Corps of Engineers, pursuant to section 58-342		X	
The location and dimensions of all drainage easements as defined in article XIII of chapter 58, including P.E. certification when required		X	X
Compliance with section 58-338, "setbacks from streams"	X	X	X
Establishment of flood protection elevation (FPE) in accordance with section 58-338		X	X
Drainage, stormwater management plan and wetland protection plan demonstrating compliance with chapter 58, article XIII, division 6 of the Weddington Code of Ordinances	X	X	X
A lighting plan in accordance with Article IV		X	

Sec. 46-47. - Vacation of plats.

- (a) Any plat or any part of any plat may be vacated by the owner at any time before the sale of any lot in the subdivision by filing a written instrument with the subdivision administrator to which statement a copy of such plat shall be attached, declaring the same to be vacated.
- (b) Such an instrument shall be approved by the town council which may reject any such instrument which abridges or destroys any public rights in any of its public uses, improvements, streets or alleys.
- (c) Such an instrument shall be executed, acknowledged or approved and recorded and filed in the same manner as a final plat, and being duly recorded or filed shall operate to destroy the force and effect of the recording of the plat so vacated and to divest all public rights in the streets, alleys, and public grounds, and all dedications laid out or described in such plat.
- (d) When lots have been sold, the plat may be vacated in the manner provided in subsections (a) through (c) of this section by all owners of the lots in such plat joining the execution of such writing.

Sec. 46-48. - Resubdivision procedures.

For any replatting or resubdivision of land, the same procedures, rules and regulations shall apply as prescribed herein for an original subdivision.

Sec. 46-49. - Maintenance of dedicated areas until acceptance.

All facilities and improvements shall be maintained by the owner until an offer of dedication is accepted by the appropriate public authority or, for private facilities, until a maintenance agreement is executed with the town.

Secs. 46-50—46-71. - Reserved.

ARTICLE III. - REQUIRED IMPROVEMENTS, DEDICATION, RESERVATION AND MINIMUM STANDARDS OF DESIGN

Sec. 46-72. - General adherence to article provisions.

Each subdivision shall contain the improvements specified in this article, which shall be installed in accordance with the requirements of this chapter and paid for by the subdivider. Land shall be dedicated and reserved in each subdivision as specified in this article. Each subdivision shall adhere to the minimum standards of design established by this article.

Sec. 46-73. - Suitability of land.

- (a) Land which has been determined by the town council on the basis of engineering or other expert surveys to pose an ascertainable danger to life or property by reason of its unsuitability for the use proposed shall not be platted for that purpose, unless and until the subdivider has taken the necessary measures to correct said conditions and to eliminate said dangers.
- (b) Areas that have been used for disposal of solid waste shall not be subdivided unless tests by a structural engineer and a soils expert determine that the land is suitable for the proposed development.
- (c) All subdivision proposals shall be consistent with the need to minimize flood damage. See section 46-75 (f) below.
- (d) All subdivision proposals shall have public utilities and facilities such as sewer, gas, electrical and water systems, if available, located and constructed to minimize flood damage.

Sec. 46-74. - Subdivision and street naming.

The name of the subdivision and the names of the streets within the subdivision shall not duplicate or closely approximate the name of an existing subdivision or any existing streets within the county.

Sec. 46-75. - Subdivision Design Standards.

(a) *Blocks.*

- (1) The lengths, widths, and shapes of blocks shall be determined with due regard to provision of adequate building sites suitable to the special needs of the type of use contemplated, zoning requirements, needs for vehicular and pedestrian circulation, control and safety of street traffic, limitations and opportunities of topography, and convenient access to water areas.
- (2) Blocks shall not be less than 400 feet or more than 1,500 feet in length. Where a longer block will reduce the number of railroad grade crossings, major stream crossings, or where blocks will result in

less traffic through residential subdivisions from adjoining business areas, the town council may authorize block lengths in excess of 1,500 feet.

- (3) Blocks shall have sufficient width to allow two rows of lots of minimum depth except where single row lots are required to separate residential development from through vehicular traffic or another type of use, in nonresidential subdivisions, or where abutting a water area.

(b) *Lot dimensions.*

- (1) All lots in new subdivisions shall conform to the zoning requirements of the district in which the subdivision is located.
- (2) All minimum lot dimensions may be increased in order to meet any applicable requirements of the appropriate county health department.

- (c) *Location of house sites.* Applicants shall identify house site locations in the tract's designated development areas designed to fit the tract's natural topography, be served by adequate water and sewerage facilities, and provide views of and/or access to adjoining conservation lands in a manner consistent with the preservation of the conservation lands.

(d) *Orientation of residential lot lines.*

- (1) Side lot lines shall be substantially at right angles or radial to street lines.
- (2) Double frontage lots shall be avoided wherever possible.

- (e) *Panhandle Lots.* Panhandle lots and other irregular shaped lots may be approved in cases where such lots would not be contrary to the purpose of this chapter, heighten the desirability of the subdivision, and, where necessary, enable a lot to be served by water and/or a waste disposal system. All panhandle lots shall have a minimum road frontage width of 35 feet thereby providing an access strip to the lot. The length of said strip shall not exceed 200 feet. Said strip shall not be used to determine lot area or width or setback lines.

- (f) *Lots in floodplains.* Lots within floodplains shall not be approved for recordation unless the following provisions are met:

- (1) *Lots wholly subject to flooding.* No proposed residential building lot that is wholly subject to flooding, as defined herein, shall be approved.

- (2) *Lots partially subject to flooding.*

- a. No proposed residential building lot that is partially subject to flooding as defined herein shall be approved unless there is established on the lot plan a contour line representing an elevation no lower than two feet above the base flood line as defined in section 58-229. All buildings or structures designed or intended for residential purposes shall be located on such a lot such that the lowest useable and functional part of the structure shall not be below the elevation of the base flood line, plus two feet.
- b. For the purpose of this subsection, the term "useable and functional part of structure" shall be defined as being inclusive of living areas, basements, sunken dens, basement, utility rooms, crawl spaces, attached carports, garages and mechanical appurtenances such as furnaces, air conditioners, water pumps, electrical conduits, and wiring, but shall not include water lines or sanitary sewer traps, piping and cleanouts; provided that openings for same serving the structure are above the base flood line.
- c. Where only a portion of the proposed lot is subject to flooding as defined herein, such lot may be approved only if there will be available for building a usable lot area of not less than

10,000 square feet. The useable lot area shall be determined by deducting from the total lot area, the area of all yard setbacks required by the applicable zoning regulations and any remaining area of the lot lying within the area of the base flood (100-year flood) as shown on the Flood Boundary and Floodway Map described in section 58-229.

(g) *Easements.* Easements shall be provided as follows:

- (1) *Utility easements.* A utility easement of not less than five feet in width shall be provided to the side and rear of each lot and in other locations where deemed necessary. This requirement may be waived by the subdivision administrator if the subdivider can certify on the final record plat where accommodations for such utilities are to be located. Lots in minor subdivisions are exempt from this requirement upon certification that they may be serviced by existing utilities along the public rights-of-way. Wider easement widths may be required if determined necessary by the utility company involved.
- (2) *Drainage easements.* Where a subdivision is traversed by a stream or drainageway, an easement shall be provided conforming with the lines of such a stream and shall be of sufficient width as will be adequate for the purpose and in accordance with section 58-520. Other drainage easements may be required for the proper drainage of all lots.
- (3) *Access easements.* Private and recorded easements created according to subsection 46-76(a) that provide access from an easement lot to a public road.

(h) *Stream valleys, swales, springs, and other lowland areas.* Stream valleys, swales, springs and other lowland areas are resources that warrant restrictive land use controls because of flooding hazards to human life and property, their groundwater recharge functions, their importance to water quality and the health of aquatic communities, and their wildlife habitats. They are generally poorly suited for on-site subsurface sewage disposal systems. Accordingly, the following activities shall be minimized in such areas:

- (1) Disturbance to streams and drainage swales.
- (2) Disturbance to year-round wetlands, areas with seasonally high-water tables and areas of surface water concentration.
- (3) Because of their extreme limitations, stream valleys, swales and other lowland areas may warrant designation as conservation lands. They may also require adjoining buffer lands to be included as conservation lands, to be determined by an analysis of the protection requirements of such areas as determined by the town council on a case-by-case basis upon finding that designation of such areas as conservation land would have significant and positive long-term environmental impact on the conservation lands.

(i) *Forestlands.*

- (1) Forestlands often occur in association with stream valleys and wet areas, poor and erodible agricultural soils, and moderate to steep slopes. Forestlands serve many functions, including soil stabilizers, particularly on moderate to steep slopes, a means of ameliorating harsh microclimatic conditions in both summer and winter, a source of wood products, natural wildlife habitats, and visual buffers.
- (2) Because of their resource values, all forestlands on any tract proposed for a conservation subdivision shall be evaluated to determine the extent to which they should be designated partly or entirely as conservation lands. Evaluation criteria include: configuration and size, present conditions, site potential (i.e., the site's capabilities to support forestlands, based upon its topographic, soil and hydrologic characteristics), ecological functions (i.e., in protecting steep slopes, erodible soils,

maintaining stream quality and providing for wildlife habitats), relationship to forestlands on adjoining properties and the potential for maintaining continuous forestland areas.

- (3) The evaluation of the tract's forestlands shall be undertaken consistent with the town's land audit. This evaluation shall be submitted as a report and made a part of the application for a sketch plan. At a minimum, that report shall include one or more maps indicating boundaries and conditions of forestland areas.
- (4) In designing a conservation subdivision, the applicant shall be guided by the following standards:
 - a. Proposed site improvements shall be located, designed and constructed to minimize the loss or degradation of forestland areas.
 - b. Disturbance or removal of forestlands occupying environmentally sensitive areas shall be undertaken on a limited, selective, as needed basis. In particular, areas to be designed around and conserved, whenever possible, include the following: areas with a high diversity of tree species and tree ages; areas without invasive species; and individual trees of significant diameter. Because different tree species have different growth characteristics, certain species become significant at different diameters. For example, fast-growing species such as conifers become significant at 15 inches dbh. Relatively fast-growing hardwoods such as sweet gum and sycamore become significant at 12 inches dbh. Other hardwoods such as oaks and maples become significant at 12 inches dbh. Understory trees such as dogwood, redbud, waterbeechn, and holly become significant at 8 inches dbh.
 - c. No clearing or earth disturbance, except for soil analysis for proposed sewage disposal systems, shall be permitted on a site before preliminary plat approval.
- (j). *Slopes.* Moderately sloping lands (ten to 15 percent) and steeply sloping lands (over 15 percent) are prone to severe erosion if disturbed. Erosion and the resulting overland flow of soil sediments into streams, ponds and public roads, are detrimental to water quality and aquatic life, and a potential hazard to public safety.
 - (1) For both conventional and conservation subdivisions, development in areas containing slopes of 15 to 25 percent shall be minimized. The only permitted grading beyond the terms described above, shall be in conjunction with the siting of a dwelling, its access driveway and the septic system.
 - (2) For both conventional and conservation subdivisions, no site disturbance shall be allowed on slopes exceeding 25 percent except grading for a portion of a driveway accessing a dwelling when it can be demonstrated that no other routing which avoids slopes exceeding 25 percent is feasible.
 - (3) Grading or earthmoving on all sloping lands of 15 percent or greater shall not result in earth cuts or fills whose highest vertical dimension exceeds six feet, except where in the judgment of the town's consulting engineer, no other available alternatives exist for construction of roads, drainage structures and other public improvements, in which case such vertical dimensions shall not exceed 12 feet. Roads and driveways shall follow the line of existing topography to minimize the required cut and fill. Finished slopes of all cuts and fills shall be as required to minimize disturbance of natural grades.
- (k). *Significant natural areas and features.* Natural areas containing rare or endangered plants and animals, as well as other features of natural significance may exist in the town. Subdivision applicants shall take all reasonable measures to protect significant natural areas and features identified by the applicant's existing resources and site analysis plan, as required in subsection 46-42(d)(1), by incorporating them into proposed conservation lands.

- (l). *Rural road corridors and scenic viewsheds.* All applications shall preserve the viewsheds along rural roads by incorporating them into conservation lands or otherwise providing for building setbacks and architectural designs to minimize their intrusion. Views of developable lots from exterior roads and abutting properties shall be minimized by the use of changes in topography, existing vegetation, or additional landscaping to the greatest degree possible.
- (m) *Design standards Specific to Conservation Land.* Standards to be followed regarding the design of the conservation land are as follows:
- (1) Except as otherwise permitted, conservation lands shall be free of all structures except historic buildings, stone walls, and structures related to conservation land uses. The town council may approve structures and improvements required for storm drainage, sewage treatment and water supply within such conservation land on finding that such facilities would not be detrimental to the conservation land, and that the acreage of lands required for such uses is not credited towards minimum conservation acreage requirements for the tract, unless the land they occupy is appropriate for passive recreational use.
 - (2) Conservation lands shall not include parcels smaller than three acres, have a length-to-width ratio of less than 4:1, or be less than 75 feet in width, except for such lands specifically designed as neighborhood greens, playing fields or trail links. Exceptions to this requirement may be granted, on a case-by-case basis, where, due to topography, shape, size, or location of the tract, such requirements are determined by the town council when reviewing the preliminary plat to be infeasible, impractical, or serve no meaningful purpose.
 - (3) Conservation lands shall be directly accessible to the largest practicable number of lots within the subdivision. Non-adjoining lots shall be provided with safe and convenient pedestrian access to conservation land.
 - (4) Conservation lands shall be interconnected wherever possible to provide a continuous network of conservation lands within and adjoining the subdivision.
 - (5) Conservation lands shall provide buffers to adjoining parks, preserves or other protected lands.
 - (6) Except as provided herein, conservation lands shall be provided with pedestrian pathways for use by the residents of the subdivision. Public access shall be provided on such trails if they are linked to other publicly accessible pathway systems within the town. Provisions shall be made for access to the conservation lands, as required for land management and emergency purposes. Access to conservation lands for agricultural or horticultural purposes may be appropriately restricted for public safety purposes and to prevent interference with agricultural or horticultural operations.
 - (7) Conservation lands shall be undivided by streets, except where necessary for proper traffic circulation.
 - (8) Conservation lands shall be made subject to such agreement with the town and such conservation easements shall be duly recorded in the office of the county register of deeds for the purpose of permanently preserving the common open space for such uses.
 - (9) Conservation lands shall be located in a manner that is consistent with the town's land use plan and the town's conservation land audit, which identifies an interconnected network of conservation lands.
- (n) *Delineation of conservation lands.* The delineation of conservation lands shall be as provided for in subsection 58-58(4).
- (1) The minimum percentage and acreage of required conservation lands shall be calculated by the applicant and submitted as part of the sketch plan. At a minimum, 50 percent of the gross

acreage of the tract will be required to be retained as conservation land. When a subdivision lies on both sides of a major or minor thoroughfare, all attempts should be made to have 50 percent of each side's gross acreage designated as conservation land. However, the town may allow flexibility on the distribution of conservation land in situations where there is greater logic to preserving special features on one side of the road, or due to locating homes on the other side due to the relative absence of special site features with greater conservation value.

Not more than 20 percent of the minimum required area of conservation lands shall be comprised of wetlands, submerged lands, steep slopes, floodways, or land under high voltage electrical transmission lines (conducting 69 kilovolts or more).

- (2) Proposed conservation lands shall be designated using the existing resources and site analysis plan (submitted with the sketch plan) as a base map.
- (3) In delineating secondary conservation areas, the applicant shall use the following tier system as a guide, with those lands included in tier A having the highest priority for preservation; provided, however, that in certain portions of the town, the priorities defined may be altered by the town in order to maximize achievement of the goals and objectives of maintaining open space through conservation subdivisions:
 - a. Tier A, highest priority.
 - 1. Forestlands.
 - 2. Steep slopes (greater than 25 percent)
 - 3. Viewsheds from thoroughfares
 - b. Tier B, medium priority.
 - 1. Farmlands, meadows, pastures, and grasslands
 - 2. Historic sites.
 - c. Tier C, lowest priority.
 - 1. Moderate Steep slopes. (15-25%)
 - 2. Rock formations.
 - 3. Lands adjacent to parks.
 - d. Conservation areas shall be identified with wooden signs and accessed by trails leading from the street system. Trail heads shall be identified either with signage or with short sections of split-rail fencing.
- (o) *Resource conservation standards for site preparation and cleanup.*
 - (1) *Protection of vegetation from mechanical injury.* Where earthwork, grading, or construction activities will take place in or adjacent to forestlands, or other significant vegetation or site features, the town shall require that the limit of disturbance be delineated, and vegetation protected through installation of temporary fencing or other approved measures. Such fencing shall be installed prior to the commencing of, and shall be maintained throughout, the period of construction activity.

(2) *Protection of vegetation from excavations.*

- a. When digging trenches for utility lines or similar uses, disturbances to the root zones of all woody vegetation shall be avoided.
 - b. If trenches must be excavated in the root zone, all disturbed roots shall be cut as cleanly as possible. The trench shall be backfilled as quickly as possible.
- (3) Conservation subdivisions shall be designed to harmonize with the existing terrain, so that mass grading can be minimized, and the natural character of the underlying land will be preserved, to the maximum extent feasible. Site designers shall therefore lay out streets and house lots to conform to the existing topography as much as possible.
- (p) *Utilities.* All utility lines (electric, water, sewer, telephone, gas, etc.,) shall be located underground in all subdivisions.
- (q) Shade trees shall be shown within the cleared right-of-way at 40-foot intervals along both sides of proposed streets, in areas where trees have been removed or did not previously exist. Such trees shall be capable of attaining a mature height of at least 40 feet and shall generally be of a local native species such as frequently found in the natural woodlands of the area, although other species such as sycamore and linden are also good choices. Non-native trees with invasive tendencies such as Norway maple shall be avoided.
- (r) *Neighborhood Green Required.* To the greatest extent feasible, each conservation subdivision should provide at least one neighborhood green, not less than 10,000 sf in area, planted with shade trees at 40' intervals around the edge.

Sec. 46-76. - Road standards

(a) *Public roads.*

- (1) All subdivision lots, except as provided herein and in section 58-10, shall abut public roads.
- (2) Exceptions to the public road frontage requirements shall be as follows: Any lot or tract shall be allowed to have easement lots created for construction of single-family dwellings as the principal use. Creation of such lots is made necessary by virtue of the fact that development of said property by conventional means (i.e., extension of public street) is impractical due to the disproportionate costs of required improvements as compared to the relative value of lots created and is within the spirit and intent of this chapter. These lots shall be created as follows:
 - a. The applicant shall submit an application to the planning board with a sketch plat showing the proposed easement lots for approval to proceed further as specified in this section.
 - b. All access easements shall be at least 45 feet in width and shall meet or exceed the state department of transportation minimum standards for subdivision road width where possible. The travel surface of said easement shall be at least 16 feet in width. The travel surface need not be paved. The easement shall be maintained at all times in a condition that is passable for service and emergency vehicles.
 - c. The creation of easement lots shall follow the procedures of a minor subdivision as outlined in section 46-40. In addition, a statement shall be placed on the subdivision plat acknowledging that said lots were being created upon a privately maintained and recorded easement, and a statement indicating the parties responsible for maintaining the easement.

- d. Creation of such easement lots and access easements shall not impair future extension of an adequate system of public streets to serve such lots.
 - e. Easement lots shall not be further subdivided unless the newly created lots abut a public road. Any additional subdivision of easement lots shall be a major subdivision and shall be reviewed using the major subdivision plat approval process.
 - f. If public road access becomes available to easement lots, all affected lot owners shall have the easement terminated of record.
- (3) *Subdivision street disclosure statement.* All streets shown on the final plat shall be designated in accordance with G.S. 136-102.6 and designated as a public street and shall be conclusively presumed an offer of dedication to the public. Before the approval of a final plat, the developer shall submit to the town evidence that the developer has created a homeowners' association whose responsibility it will be to maintain common areas and streets. Such evidence shall include filed copies of the articles of incorporation, declarations and homeowners' association bylaws. Where streets are dedicated to the public but not accepted into a municipal or the state system before lots are sold, a statement explaining the status of the street shall be included with the final plat. A written maintenance agreement with provision for maintenance of the street until it is accepted as part of the state system.
- (b) *Marginal access drive.* Where a tract of land to be subdivided adjoins a thoroughfare as designated on the adopted LARTP or the Comprehensive Transportation Plan maps, and the lots front the thoroughfare, the subdivider shall be required to provide a marginal access drive parallel to the thoroughfare. A marginal access drive shall meet the following requirements:
- (1) The marginal access drive shall be a minimum of 18' wide and located on a shared access easement that is a minimum 25' wide.
 - (2) The access easement shall be a minimum of 50' from the thoroughfare right of way;
 - (3) Existing screening shall be kept and/or supplemented between the thoroughfare and access easement
 - (4) The marginal access drive shall be built to NCDOT specifications.
 - (5) A recorded shared access agreement shall be provided prior to approving the final plat.
- (c) *Street design and standards.* Minimum street right-of-way and pavement widths, as well as other engineering design standards shall be in accordance with the minimum design criteria for subdivision roads as established from time to time, by the division of highways, state department of transportation publication entitled "Subdivision Roads: Minimum Construction Standards", except where modified by the Town of Weddington Roadway Standards.
- (d) *Culs-de-sac.*
- (1) Permanent dead-end streets shall not provide sole access to more than 16 dwelling units or 1,200 linear feet, whichever is less. Measurement shall be from the point where the centerline of the dead-end street intersects with the center of a through street to the center of the turnaround of the cul-de-sac. The distance from the edge of pavement on the vehicular turnaround to the right-of-way line shall not be less than the distance from the edge of pavement to right-of-way line on the street approaching the turnaround.
- When cul-de-sacs end in the vicinity of an adjacent undeveloped property capable of being developed in the future, a right-of-way or easement shall be shown on the final plan to enable the street to be extended when the adjoining property is developed. Cul-de-sacs in conservation

subdivisions shall generally include a pedestrian connection to the open space behind the lots they serve, preferably at the end of the cul-de-sac.

- (2) Cul de sacs shall generally be designed with central islands (preferably teardrop shaped) where trees are retained or planted. Cul-de-sac pavement and right-of-way diameters shall be in accordance with NCDOT design standards. Designs other than the "bulb" end design with a circular right-of-way will be subject to the approval of the Division Engineer of the Division of Highways, North Carolina Department of Transportation and the town council after review on an individual basis.

Cul-de-sacs less than 600 feet long shall generally be designed as "closes", with two one-way streets bounding a central "boulevard island" not less than 35 feet across. This can be easily accomplished by extending the outer edges of the turning half-circle perpendicularly to the street from which the cul-de-sac springs. The central open space offers opportunities for tree planting and "rain garden" infiltration areas for stormwater (particularly when the street pavement is sloped inward toward the central open space).

(e) *Street layout.*

- (1) *Conformity to existing maps or plans.* Streets shall be designed and located in proper relation to existing and proposed streets, to the topography, to such natural features as streams and tree growth, to public convenience and safety, and to the proposed use of land to be served by such streets. Streets shall be designed and laid out in a manner that minimizes adverse impacts on the conservation lands. To the greatest extent practicable, wetland crossings and new streets or driveways traversing steep slopes shall be avoided.
- (2) *Continuation of adjoining streets.* The proposed street layout shall be coordinated with the street system of the surrounding area. Where possible, existing principal streets shall be extended. Street connections shall be designed so as to minimize the number of new culs-de-sac and to facilitate easy access to and from homes in different part of the tract (and on adjoining parcels). In certain cases where standard street connectivity is either not possible or not recommended, the town may require the installation of one or more emergency access gates leading to a gravel drive connecting with the adjacent property or roadway. The homeowner's association is responsible for the maintenance, testing and repairs of all functions of emergency access gates. An annual inspection and test of the gate shall be performed and the results submitted to town hall. Any homeowner's association that is found to be in violation shall be required to maintain a service agreement with a qualified contractor to ensure year-round maintenance and to submit a copy of the service agreement to Town Hall.
- (3) *Large tracts or parcels.* Where land is subdivided into parcels larger than ordinary building lots, such parcels shall be arranged so as to allow for the opening of future streets and logical further resubdivision.
- (4) *Through traffic discouraged on residential collector and local streets.* Residential collector and local streets shall be laid out in such a way that their use by through traffic will be discouraged. Streets shall be designed, or walkways offered for dedication to assure convenient access to parks, playgrounds, schools, or other places of public assembly.
- (5) *Ingress and Egress.* Two points of ingress and egress onto an adjoining public road from subdivision containing more than 15 lots is required. In conservation subdivisions, proposals for more than two points of ingress and egress onto any adjoining public road shall be allowed on a case-by-case basis only when determined by the town council that it would not have a negative impact on traffic levels and patterns and the viability of the conservation subdivision.

- (6) Developable lots shall be accessed from interior streets, rather than from roads bordering the tract. Single loaded streets are encouraged to the greatest degree feasible.
- (7) Streets shall be designed, wherever practicable, with green “terminal vistas”, for example by situating some conservation areas and other open space along the outside edges of street curves (for greater visibility). In addition, other visible open space shall be provided, such as in neighborhood greens that are bordered by streets on several sides, or along non-curving sections of the street system, wherever practicable.
- (f) *Permits for connection to state roads.* An approved permit is required for connection to any existing state system road. This permit is required prior to any construction on the street or road. The application is available at both the Charlotte and Monroe Offices of the Division of Highways.
- (g) *Reservation of future right-of-way.* Whenever a tract of land to be subdivided includes any part of a thoroughfare shown on the Comprehensive Transportation Plan or LARTP adopted by the town, and whenever such right-of-way has been further defined by acceptable locational procedures sufficient to identify properties to be affected, a right-of-way for the major or minor thoroughfare must be platted in the location and to the width specified in the plan. The subdivider is responsible for the reservation of the right-of-way. All measurements involving minimum lot standards under this chapter will be made at the edge of the full/future right-of-way.
- (h) Improvements within the town limits.
 - (1) Approval of the final plat shall be subject to the subdivider having installed the improvements hereinafter designated or having guaranteed, to the satisfaction of the town council, the installation of said improvements.
 - (2) The following requirements shall apply to all streets within the corporate town limits of the town, or if annexation of the subdivision to the town is desired or required by the subdivider:
 - a. *Grading.* All streets shall be graded to their full right-of-way width. Finished grade, cross-section and profile shall be in accordance with the Town of Weddington Standards and the state department of transportation standards, as established herein.
 - b. *Paving.* Road base and paving shall be installed in accordance with the Town of Weddington Standards and the state department of transportation standards, as established herein.
 - c. *Street signs.* Appropriate street name signs which meet the standards of town/county specifications shall be placed at all street intersections at the subdivider's expense.

46-77 Buffering

(a) Buffering thoroughfares.

- (1) Residential developments shall be designed so that lots face toward either internal subdivision streets or toward existing state roads across conservation land such as “foreground meadows”.
- (2) Where the side or rear yards of lots may be oriented toward existing thoroughfares roads a buffer at least 100 feet wide of existing woodland providing adequate visual screening throughout the year is required. The buffer width may be reduced to 50 feet if plantings are installed to include year-round screening.
- (3) Earthen berms are not a permitted design approach as they are inherently nonrural and would inappropriately alter the rural character of the R-CD, even if landscaped.

- (4) If the required buffer exceeds 15 percent of the total acreage of the parcel, the zoning administrator may reduce the required buffer to an amount equal to 15 percent, provided that sufficient evergreens are planted to create an effective visual buffer, as described above

(b) Buffering other uses

The buffer requirement is 50 feet between homes in the proposed subdivision and any other non-residential use. Section 58-8 in the zoning ordinance lists the required plantings of trees and shrubs within buffers and the standards for planting.

- (c) The preliminary plat shall be accompanied by a statement providing for buffer area permanent maintenance by a method acceptable to the town. Maintenance of the buffer by the town shall not be an acceptable method.

Sec. 46-78. - Placement of monuments.

Unless otherwise specified by this chapter, the Standards of Practice for Land Surveying, as adopted by the state board of registration for professional engineers and land surveyors, under the provisions of 21 N.C. Admin. Code 56, shall apply when conducting surveys for subdivisions, to determine the accuracy for surveys and placement of monuments, control corners, markers, and property corner ties, to determine the location, design and material of monuments, markers, control corners, and property corner ties, and to determine other standards and procedures governing the practice of land surveying for subdivisions.

(Ord. No. 04-09-13, § 406, 9-13-2004)

Sec. 46-79. - Connection to public water lines.

- (a) If county or municipal water lines are located within one-half mile of a subdivision of ten to 39 lots, or one mile of a subdivision of 40 lots or more, where the distances are measured along the roadway to the nearest edge of the property, then the developer must connect to these lines to provide water service and fire protection for the subdivision. Extensions to the county water system shall be made in conformance with the policies and procedures set forth in the current Union County Water and Sewer Extension Policy as approved by the board of county commissioners and Town of Weddington.
- (b) There may be times when the county cannot issue new water permits due to lack of available capacity. If a developer is denied permits for this reason, the town may allow the use of individual domestic wells to serve a proposed development provided that the developer still installs water lines to county specifications as initially approved for fire flow only. The developer shall be responsible for proving to the town that capacity is not available. A determination of what capacity is available and whether to allow the use of individual domestic wells shall lie within the sole discretion of the town.
- (c) The proposed water lines must still meet all the requirements of the Union County Water and Sewer Extension Policy, including providing fire flow protection to the development and taps and meter boxes for each developable lot. If the county and town approve these plans then the use of wells may be approved as an interim measure until such time as water capacity becomes available. The developer will be required to provide written proof that Union County will charge the lines for fire hydrant use.
- (d) As a condition of approval of the proposed development, the developer or property owner shall require these lots with domestic use wells connect to the county system at such time as the county indicates water capacity is available. Individual wells may be converted to irrigation use at the property owners expense provided such conversion is in conformance with the Union County Building Code and Union

County Water and Sewer Specifications. The developer and/or property owner shall be responsible for any fees and charges from the county as a condition of connection to the county water system.

- (e) The use of community wells for domestic needs is discouraged and will only be allowed if the water system is built to Union County Water and Sewer Specifications. The system must be capable of meeting the water needs of the community including domestic, irrigation and fire flow requirements and an agreement exists with the county for: 1) the conditions under which the system becomes part of the county system; and 2) an arrangement is made with the county to tap into the county system for working fire hydrants according to the county specifications.

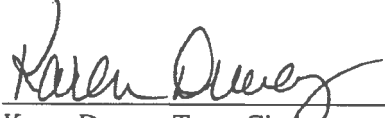
Sec. 46-80. - Blasting.

- (a) Blasting permits are issued by the Union County Fire Marshal.
- (b) Any applicant for a blasting permit shall submit a copy of said application to the town along with a certificate of insurance evidencing all insurances carried by the applicant.
- (c) After receipt of blasting permit from the Union County Fire Marshal the applicant shall send a copy of the blasting permit to the town. The applicant shall notify in writing the town and all occupants and owners of residences and businesses adjoining the property where the blasting will occur of the intention to use explosives at least 48 hours before each blast.
- (d) Hours of detonation. Hours of detonation shall be limited to daylight hours, no earlier than 8:00 a.m. or later than 5:00 p.m., Monday through Friday, except by special exception specifically authorized by the town administrator. Blasting shall also be prohibited on the following legal holidays: New Year's Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day, and Christmas Day.

Approved October 14, 2019 by unanimous vote of the Weddington Town Council


Elizabeth Callis, Mayor

Attest:


Karen Dewey, Town Clerk

**AN ORDINANCE TO AMEND CHAPTER 58-ZONING ORDINANCE
SECTIONS 58-58 R-CD RESIDENTIAL CONSERVATION DISTRICT AND
SECTION 58-271 CONDITIONAL ZONING DISTRICT AMENDMENT PROCEDURE**

O-2019-07

Sec. 58-58. - R-CD residential conservation district.

The R-CD residential conservation district is established to allow uses that are similar in nature to other residential (R) districts in the town. The R-CD district provides a means of protecting conservation lands, especially those areas that contain primary and secondary conservation lands. Following are the regulations for conservation subdivisions and other land uses in the R-CD district:

(1) *Permitted uses.*

- a. Single-family dwellings.
- b. Agricultural uses. Structures housing poultry or livestock (other than horses) and waste removed from any structure shall be located no closer than 150 feet from any property line except that structures housing horses shall be located no closer than 60 feet from any property line. Corrals for bovine and equine animals are exempt from these setbacks.
- c) Horse farm and academy. Structures housing horses shall be located no closer than 60 feet from any property line. Waste removed from any such structure shall be located no closer than 150 feet from any property line.
- d. Family care home for up to six clients, provided such home is not located within a one-half-mile radius from an existing family care home.
- e. Essential services, classes I and IV.
- f. Customary home occupations in accordance with [section 58-7](#).
- g. Day care centers, small group.
- h. Habitat preserve or other similar conservation use.
- i. Conventional subdivisions, provided that a minimum of ten percent of the gross area, exclusive of any required minimums along thoroughfares, of the subdivision consists of common open space. The ten percent open space requirement shall not apply in conventional subdivisions where each of the resultant lots has an area that equals or exceeds five acres. Any further subdivision of the tract into lots less than five acres in size shall require ten percent open space. Any such open space areas as herein provided, shall consist of principally viewsheds from the road, where applicable. Where a viewshed is not appropriate, open space shall consist of primary and/or secondary conservation lands, to the extent that they are found on the tract in question.

- (2) *Conditional uses.* The following uses may be permitted by the town council in accordance with [section 58-271](#); provided that no such uses shall be allowed within a conservation subdivision. The council shall address review criteria for each use which is contained in [section 58-271](#). The council shall address any additional review criteria for these land uses as may be contained in [section 58-88](#):

- a. Churches, synagogues and other places of worship.
- b. Public and private schools serving all grades, including preschool facilities.
- c. Golf courses (except on conservation lands), parks, playgrounds and community recreational centers.
- d. Country clubs.
- e. Emergency governmental service facilities, including police, fire and rescue.
- f. Cemeteries.
- g. Essential services, classes II and III.
- h. Telecommunication towers.
- i. Public libraries.
- j. Amateur radio towers. An amateur radio tower may also be located on a lot that contains another principal use or structure. In no instance, however, shall the amateur radio tower be located in the front yard of a lot containing another principal structure.
- k. Government or town facility.
- l. Land application of biosolids.
- m. Conservation subdivisions.
- n. Agritourism.

(3) *Standards for developments not located within a conservation subdivision.*

a. *Minimum lot area:*

- 1. Single-family dwellings: 40,000 square feet, except five acres on an easement lot not located within a conservation easement. However, an easement lot may be a minimum of 40,000 square feet when created within a conservation easement of at least 25 acres that is dedicated to a conservation organization.
- 2. Cemeteries and essential services, class III: Five acres.
- 3. Churches: Three acres.
- 4. Public and private schools: Ten acres.
- 5. Horse farms or academies: Five acres.
- 6. Agricultural uses: A minimum of 40,000 square feet; provided, however, that a minimum of five acres shall be required for any agricultural use containing one or more livestock animals having a mature adult weight of 250 pounds or greater. Notwithstanding this requirement, lots whose agricultural use consists exclusively of one horse shall be required to have a minimum of 40,000 square feet of contiguous fenced land area designed to accommodate the horse. Such lots containing two horses shall be required to have a minimum of 80,000 square feet of contiguous fenced land area designed to accommodate the two horses.
- 7. Essential services, classes I and IV: None.
- 8. Planned residential development: 35 acres.
- 9. Libraries: Three acres.
- 10. Lots containing amateur radio towers: 40,000 square feet.
- 11. All other uses: 40,000 square feet.
- 12. Government or town facilities.

b. *Minimum front yard setback (except as provided in article IV of this chapter):*

1. Essential services, class III: 300 feet.
2. Telephone repeater stations, transmitting facilities and public utility stations: 200 feet.
3. Single-family dwellings and mobile homes: 50 feet.
4. Essential services, class IV: Ten feet.
5. Lots containing amateur radio towers: 1.5 times the height of the tower.
6. Essential services, class I: None.
7. All other uses: 75 feet.

c. *Minimum lot width:*

1. Essential services, classes I and IV: None.
2. All other uses: 120 feet, measured at the front yard setback.

d. *Minimum side yard setback:* (Side yard setback shall be increased by ten feet on the side yard facing a street on all corner lots.)

1. Single-family dwellings and mobile homes: 15 feet, provided that if a buffer is provided at the side of the lot pursuant to subsection 46-76(d), the side yard setback shall be measured from the nearest edge of the buffer area.
2. Churches, schools, governmental facilities, libraries, government or town facility, telephone repeater stations: 50 feet.
3. Essential services, class III: 100 feet.
4. Telephone repeater stations, transmitting facilities and public utility substations: 75 feet.
5. Essential services, class IV: Ten feet.
6. Lots containing amateur radio towers: 1.5 times the height of the tower.
7. Essential services, class I: None.
8. All other uses: 15 feet.

e. *Minimum rear yard setback:*

1. Single-family dwellings and mobile homes: 40 feet; provided that if a buffer is provided at the rear of the lot pursuant to subsection 46-76(d), the rear yard setback shall be measured from the nearest edge of the buffer area.
2. All essential services, class III: 100 feet.
3. Telephone repeater stations, transmitting facilities and public utility substations: 75 feet.
4. Essential services, class IV: Ten feet.
5. Lots containing amateur radio towers: 1.5 times the height of the tower.
6. All other uses: 40 feet.

f. *Maximum building height (except as permitted in section 58-15):*

1. Essential services, class IV: Ten feet.
2. Lots containing amateur radio towers: 100 feet.
3. All other uses: 35 feet.

g. *Permitted uses of open space.* No use or development shall be allowed on the required open space except as follows:

1. Conservation of open land in its natural state (for example, forestlands, fields or meadows).
2. Pastureland.
3. Forestry, in keeping with established best management practices for selective harvesting and sustained-yield forestry.

(4) *Standards for developments located in conservation subdivisions.*

a. *Dimensional standards.*

1. Minimum lot sizes: One of the primary differences between conventional subdivisions and conservation subdivisions is that although the overall allowable density levels between the two are the same, conservation subdivisions allow much smaller lot sizes. Accordingly, lots containing single-family dwellings may have a minimum area of 12,000 square feet. Easement lots are not permitted in a conservation subdivision.
2. Minimum lot width at building line: 80 feet.
3. Minimum street frontage: 30 feet.
4. Yard regulations: Variations in the principal building position and orientation on the lot are encouraged, but shall observe the following minimum standards:
 - i. Front yard: 20 feet.
 - ii. Rear yard: 30 feet.
 - iii. Side yard: 30 feet separation for principal buildings, adjacent lots, with no side yard less than five feet. The streetside side yard on a corner lot (i.e., the lot fronting a street that is not the "front yard") shall be at least 15 feet.

Notwithstanding the provisions of this subsection, all principal dwelling units within a conservation subdivision shall be set back at least 100 feet from all external road rights-of-way (i.e., rights-of-way of roads that are external to the proposed subdivision), as depicted on the most current version of the local thoroughfare plan. In addition, all principal dwelling units shall otherwise be set back a minimum of 50 feet from the external boundaries of the conservation subdivision.

5. Maximum building height: 35 feet.
6. Garages with front-facing loading bays shall be recessed a minimum of two feet from the front facade of the house and visually designed to form a secondary building volume.

- b. *Design standards.* Lot lines shall not encroach upon the designated conservation lands. A minimum of 95 percent of building lots within the subdivision must share at least one lot line with another lot in the subdivision.
- c. *Conservation land uses.* Except as provided herein, most types of structural development are not allowed on primary conservation lands and required secondary conservation lands.
 - 1. *Principal uses permitted outside of primary and required secondary conservation lands.* Single-family dwellings.
 - 2. *Principal uses permitted on primary and required secondary conservation lands.* No use or development shall be allowed on primary and required secondary conservation lands except as follows:
 - i. Conservation of open land in its natural state (e.g., forestlands, fields or meadows).
 - ii. Agricultural uses, including raising crops or livestock, nurseries and associated buildings, excluding residences, provided that such buildings are specifically needed to support an active, viable agricultural or horticultural operation, and are architecturally compatible with the neighborhood setting. Specifically excluded, but not limited to, are commercial livestock operations involving swine, poultry and mink.
 - iii. Pastureland.
 - iv. Horse farms or academies.
 - v. Forestry, in keeping with established best management practices for selective harvesting and sustained yield forestry.
 - vi. Neighborhood uses such as village greens, commons, picnic areas, community gardens, trails and similar low-impact, passive recreational uses.
 - vii. Noncommercial recreational areas, such as playing fields, playgrounds, courts and bikeways, provided such areas do not consume more than half of the minimum required conservation land or five acres, whichever is less. Parking facilities for the same shall also be permitted, and they shall generally be gravel-surfaced, unlighted, properly drained, provide safe ingress and egress, and contain no more than ten parking spaces. Notwithstanding the above, golf courses, their parking areas, and associated structures, shall not be allowed on any required conservation lands.
 - viii. Water supply and sewage disposal systems and stormwater detention areas designed, landscaped and available for use as an integral part of the conservation area.
 - ix. Easements for drainage, access, sewer or water lines or other public purposes.
 - x. Underground utility rights-of-way. Above ground utility and street rights-of-way may traverse conservation lands but street rights-of-way shall not count toward the minimum required conservation land. Fifty percent of the utility rights-of-way may be counted toward the minimum required conservation land.

- (5) *Permanent protection of open space.* The required open space for all major subdivisions shall be subject to a conservation easement that will be held by the homeowners' association that shall meet the criteria in Section 46-43(b)(5).
- (6) *Maintenance Plans and Agreements.* The applicant for all major subdivisions must submit, with an application for preliminary plat approval, a maintenance agreement that obligates either the property owner of the open space and conservation land, or other specified party as provided above, to implement the maintenance plan per 46-43(b)(6)

Sec. 58-271. - Conditional zoning district amendment procedure.

- (a) Conservation Subdivisions shall be rezoned as a conditional district through the legislative process at the preliminary plat phase. They shall be exempt from the application requirements and process below, with the exception of reviewing the construction plans, and provided that all applicable provisions of this section and article II, chapter 46 are followed and that Town Council follows the action of making a Land Use Plan Consistency Statement required in subsection (h) below and by GS 160A-383.
- (b) *Traffic impact analysis.* The applicant shall be required to meet the requirements described in both the Traffic Impact Analysis Process and Procedures Manual, and Appendix C: Traffic Impact Analysis.
- (c) *Application.*
- (1) Petitioning for a conditional zoning district and can be initiated only by the owner of the property or by his authorized agent or the Town of Weddington. All applications must include a site plan, drawn to scale, and supporting text, all of which will, if approved, become a part of the amendment. The site plan, drawn by an architect, landscape architect, or engineer licensed to practice in the state, shall include any supporting information and text that specifies the actual use or uses intended for the property and any rules, regulations and conditions that, in addition to all predetermined requirements of this chapter, will govern the development and use of the property. The applicant shall, at a minimum, include as part of the application each of the items listed below:
- a. A boundary survey showing the total acreage, present zoning classifications, date and north arrow.
 - b. The names, addresses and the tax parcel numbers of the owners of all adjoining properties.
 - c. All existing easements, reservations, and rights-of-way on the property to be rezoned.
 - d. Proposed principal uses. For residential uses this shall include the number of units and an outline of the areas where the structures will be located. For nonresidential uses, designation of the areas within the development where particular types of uses will occur, with reference made to the list of uses found in subsection 58-60(1).

- e. Lot sizes for residential and nonresidential uses and proposed outparcels, as applicable.
 - f. Detailed information on the number, height, size and location of structures.
 - g. All proposed setbacks, buffers, screening and landscaping required by this chapter or otherwise proposed by the applicant.
 - h. All existing and proposed points of access to public streets from the development.
 - i. A detailed description of all proposed phasing of development for the project.
 - j. Number, location, type and size of all signs proposed to be erected by the developer at entrances to the site. Additionally, a general description of other proposed signs including number, location, type and size of all commercial signs. Actual approval of signs shall be a part of the design review provided for in subsection (h)(8) of this section.
 - k. Exterior treatments of all principal structures including proposed materials and general architectural design.
 - l. Delineation of areas within the regulatory floodplain as shown on official flood hazard boundary maps for county.
 - m. Existing and proposed topography at five-foot contour intervals or less.
 - n. Scale and physical relationship of buildings relative to abutting properties. This may be accomplished by providing existing and proposed topographic elevation cross-sections of the site showing proposed structures relative to existing adjacent properties.
 - o. Lighting plan and proof of conformity to the article IV of chapter 14.
- (2) Said site plan, including all additional information shown on it, shall constitute part of the application for rezoning to a conditional zoning district. The zoning administrator, on a case-by-case basis and at his sole discretion, may specify how many copies of the application the applicant must submit in order to have enough copies for review. No application shall be deemed complete unless accompanied by a fee in accordance with the most recently adopted fee schedule adopted by the town council. Furthermore, the applicant acknowledges that he/she will reimburse the town for all engineering and consulting services associated with the review of the conditional zoning request prior to any zoning permits being issued by the town for such project.
- (3) It is further acknowledged that the town reserves the right to approve a rezoning to a B-1(CD), B-2(CD) or MX conditional district simultaneously with the approval of a sketch plan for a major subdivision, providing that all applicable provisions of this section and article II, chapter 46 are followed. Furthermore, an application to rezone property to a conditional zoning district will also require the applicant to submit all construction plans for infrastructure improvements, individual buildings, and signs as provided in subsection (h)(8) of this section.
- (d) *Additional requirements.* When reviewing an application to rezone property to a conditional zoning district, the planning board and/or town council may request additional information in addition to that required in subsection (a) of this section, as they deem necessary.

(e) *Public involvement meeting.* Once the requisite copies of the application have been submitted to the town and the requisite fees have been paid, a public involvement meeting (PIM) shall be scheduled and held. Such meetings shall occur prior to any recommendation by the planning staff and approval by the town council. The PIM is designed to provide an opportunity for community involvement in accordance with the following requirements:

- (1) The applicant shall provide an agenda, schedule, location and list of participants such as landscape architects, engineers, etc., to answer questions from citizens and service providers for the project in cooperation with the planning staff.
- (2) The PIM shall be a minimum of four hours. Two hours shall be scheduled during normal business hours to allow service providers (such as the state department of transportation, utilities, or the state department of environment and natural resources) to participate as needed and to allow citizens to appear at a convenient time throughout the period. It is strongly recommended that this portion of the PIM take place at the proposed development site. In addition, a two-hour evening period shall be scheduled at the Town Hall or other nearby location agreed upon by the applicant and planning staff.

(3) Notice of public involvement meetings shall, at a minimum, be given as follows:

- a. A public notice shall be sent by the town to a newspaper having general circulation in the town not less than ten days or more than 25 days prior to the date of the PIM.
 - b. A notice shall be sent by first class mail by the town to the owners of all properties that lie within 1,300 feet of the exterior boundaries of the proposed development. The applicant shall furnish the town with mailing labels that depict the names and addresses of all such owners. Such notice shall be mailed to said property owners not less than ten days prior to the date of the PIM. The notification shall contain information regarding the PIM time and location, as well as a general description of the proposal.
 - c. A PIM notification sign shall be posted by the town in a conspicuous place at the property not less than ten days prior to the PIM. The sign shall indicate the date, time and location of the PIM.
 - d. The applicant shall reimburse the town for all expenses incurred to provide the notifications required by this subsection.
- (4) Town staff will keep notes of citizen comments received during the PIM. In addition, all service provider comments shall be recorded by the town, including, but not limited to, all correspondence, reports and oral comments by service providers. After town review, this information will be available at the Town Hall and at subsequent meetings concerning the project. When practical, comments, ideas and suggestions presented during the PIM should be incorporated by the developer into the proposed development.
- (5) Following the PIM, the applicant shall have the opportunity to make changes to the application to take into account information and comments received. One or more revised copies of the application shall be submitted to the zoning administrator for review. No additional fee shall be required to be paid for making such changes provided the zoning administrator receives the revised application within 30 days following the PIM. If a revised application is not received during said 30-day period, or if the applicant otherwise

notifies the zoning administrator in writing that no revised application will be submitted, the zoning administrator shall review the original application.

- (f) *Zoning administrator approval.* The zoning administrator shall have up to 30 days following any revision of the application (or up to 60 days following the PIM, if no revision is submitted) to make comments. If the administrator forwards no comments to the applicant by the end of said period, the application shall be submitted to the planning board for their review without any further comment. If the zoning administrator provides the applicant with comments on the application, the applicant shall have ten days after receiving the comments to inform the zoning administrator whether the application will be further revised. If the applicant informs the zoning administrator that the application will not be further revised, the zoning administrator shall submit the application to the planning board for their review at the next regularly scheduled meeting. If the applicant informs the zoning administrator that the application will be further revised, the zoning administrator shall not submit the current application to the planning board. Once the applicant submits a revised application, it shall be subject to review in accordance with this section.
- (g) *Planning board review.* The applicant shall submit at least ten copies of the application to the zoning administrator for transmittal to the planning board and other appropriate agencies. The zoning administrator shall present any properly completed application to the planning board at its next regularly scheduled meeting occurring at least 15 days after the application has been deemed complete and ready for submission to the planning board in accordance with subsection 58-271(d)(4) of this section. The planning board may, by majority vote, shorten or waive the 15-day time period provided in this section for receipt of a completed application. The planning board shall have 30 days from the date that the application is presented to it to review the application and to take action. If such period expires without action taken by the planning board, the application shall then be transferred to the town council without a planning board recommendation.
 - (1) A planning board member shall not vote on any conditional zoning amendment where the outcome of the matter being considered is reasonably likely to have a direct, substantial, and readily identifiable financial impact on the member.
 - (2) Upon making a recommendation, the planning board shall advise and comment on whether the proposed amendment is consistent with any comprehensive plan that has been adopted and with any other officially adopted plan that is applicable. The planning board shall provide a written recommendation to the town council that addresses plan consistency and other matters as deemed appropriate by the planning board, but a comment by the planning board that a proposed amendment is inconsistent with the comprehensive plan shall not preclude consideration or approval of the proposed amendment by the town council.
- (h) *Action by town council.* Conditional zoning district decisions are a legislative process subject to judicial review using the same procedures and standards of review as apply to general use district zoning decisions. Conditional zoning district decisions shall take into account applicable adopted land use plans for the area and other adopted land use policy documents and/or ordinances. Prior to making a decision on rezoning a piece of property to a conditional zoning district, the town council shall hold a public hearing. Notice of such public hearing shall be given as prescribed in subsection 58-270(g).

- (1) A statement analyzing the reasonableness of the proposed rezoning shall be prepared for each application for a rezoning to a conditional district.
 - (2) Once the public hearing has been held, the town council shall take action on the application. The town council shall have the authority to:
 - a. Approve the application as submitted;
 - b. Deny approval of the application;
 - c. Approve the application with modifications that are agreed to by the applicant; or
 - d. Submit the application to the planning board for further study. The application may be resubmitted to the planning board with any modifications that are agreed to by the applicant. The planning board shall have up to 30 days from the date of such submission to make a report to the town council. Once the planning board issues its report, or if no report is issued within that time period, the town council can take action on the application in accordance with this subsection.
 - (3) In the town council's sole discretion, it may hold additional public hearings on an application at any time before it takes a final vote to approve or deny that application.
 - (4) A town council member shall not vote on any conditional zoning amendment where the outcome of the matter being considered is reasonably likely to have a direct, substantial and readily identifiable financial impact on the member.
- (i) *Conditions to approval of application.* In approving an application for the reclassification of a piece of property to a conditional zoning district, the planning board may recommend, and the town council may request that reasonable and appropriate conditions be attached to approval of the application. Any such conditions may relate to the relationship of the proposed use to the surrounding property, to proposed support facilities (e.g., parking areas, pedestrian circulation systems), to screening and landscaping, to the timing of development, to street and right-of-way improvements, to water and sewer improvements, to provision of open space, or to any other matters that the planning board or town council may find appropriate or the applicant may propose. Such conditions to approval may include dedication of right-of-way or easements for streets and/or utilities to serve the development. The applicant shall have a reasonable opportunity to consider and respond to any such proposed conditions prior to final action by the town council.
- (j) *Review of plans and construction documents.*
- (1) If the town council approves the application, the applicant's plans and construction documents will be subject to review in accordance with this section.
 - (2) Where the DRB exists when the applicant submits any plans for review under this section, the DRB will review the plans in accordance with the following procedures. If no DRB exists when the applicant submits a set of plans for review, the functions of the DRB will be performed by the town planning board.
 - a. *Review of building schematics, landscape plans and signs.*
 1. The applicant shall submit to the planning staff for review and comment detailed plans and schematic designs for all buildings on the site, landscaping on the site and signs on the site. The planning staff may provide such submitted plans to

town consultants or to other third parties to assist the town's review. The applicant shall reimburse the town for all costs and expenses that the town incurs in reviewing plans under this section.

2. The applicant need not submit plans for all buildings, landscaping and signs simultaneously, and may instead submit multiple sets of plans, each of which shall be separately and independently reviewed. Notwithstanding this provision, the DRB or the town council need not review plans submitted to it if, in its sole discretion, it determines that it cannot effectively review those plans without simultaneously reviewing plans for other buildings, landscaping and/or signs.
3. If the zoning administrator determines that a set of plans submitted by the applicant is complete and contains all information necessary to determine if those plans satisfy the standards specified in this subsection, the zoning administrator shall forward those plans to the DRB.
4. The DRB shall have 60 days from the date a set of plans is submitted to it to recommend to the town council whether it should approve those plans. The DRB's recommendation will be based solely upon its determination of whether the plans and schematic designs satisfy the standards specified in this section and meet the requirements of the town's architectural design standards (see chapter 14, article V). If the DRB recommends that any plans not be approved, it shall state the reasons for that recommendation in writing and shall inform the applicant that it may withdraw those plans.
5. A set of plans shall be submitted to the town council at its next regularly scheduled meeting that occurs at least 15 days after the DRB issues its recommendation on those plans. The applicant may withdraw any plans before they are submitted to the council, and the council will not review any plans that are withdrawn. If the DRB makes no recommendation to the council within 60 days after a set of plans are submitted to it, the plans shall be submitted to the town council for review without a DRB recommendation.
6. The town will approve any plans submitted to it unless those plans either violate any requirements of this chapter, including any requirements applicable to the particular conditional zoning district at issue, violate any requirements, standards or conditions contained in the applicant's rezoning application, violate any requirements, standards, or conditions that are imposed under subsection (g) of this section, or will cause the development not to be in harmony with its surrounding area (collectively, the provisions of this subsection constitute the standards referenced in this section).
7. After reviewing plans submitted to it, the town council shall have the authority to:
 - i. Approve the plans;
 - ii. Deny approval of the plans;
 - iii. Approve the plans with any modifications that are agreed to by the applicant; or

iv. Submit the plans to the DRB for further study. The plans may be resubmitted to the DRB with any modifications that are agreed to by the town council and the applicant. The DRB shall have 30 days from the date plans are resubmitted to it to make another recommendation to the town council on whether those plans should be approved. If the DRB makes no recommendation to the council within that time frame, the plans shall be resubmitted to the town council for its review.

8. No building may be constructed unless plans for that building have been approved by the town council in accordance with the process described in this subsection. No landscaping may begin unless plans for that landscaping have been approved by the town council in accordance with the above process. No signs may be erected unless the plans for those signs have been approved by the town council in accordance with the process described in this subsection.

b. *Review of other construction documents.*

1. Other than schematic designs and plans for buildings, landscaping and signs, all other plans, designs and other documents concerning any other construction or development activities will be reviewed in accordance with this subsection. Documents subject to review under this subsection will be referred to generically as construction documents. Construction documents include, by example only and without limitation, plans for all road improvements, stormwater detention, preconstruction and postconstruction best management practices and grading, soil and erosion control.

2. The applicant shall submit all construction documents to the town's zoning administrator for review. The applicant shall reimburse the town for all costs and expenses the town incurs in reviewing construction documents. The zoning administrator will approve all construction documents unless they violate the standards of this section. No construction or development contemplated by any construction document may be begun unless and until the zoning administrator has approved that construction document in accordance with this subsection.

c. *Post approval review.* After any and all plans and construction documents for an improvement have been approved, the town staff or other town representatives will periodically inspect that improvement during the construction process and may halt any construction or development that violates the standards. Following completion of the project, the applicant shall request a final inspection. If all improvements and all other development satisfies the standards, the town will issue a certificate of zoning compliance.

(k) *Changes to an approved conditional zoning district.*

(1) Except as provided in this section, a request to change the site plan or the conditions governing an approved conditional zoning district shall be processed in accordance with this section as a new application to rezone property to a conditional zoning district.

(2) The zoning administrator shall have the delegated authority to approve an administrative amendment to an approved conditional zoning district site plan or to the governing conditions without the requested change having to be approved as a new application in


accordance with this section. Such administrative amendments shall include only those changes that do not significantly alter the site plan or its conditions and do not significantly impact abutting properties.

- (3) No administrative amendment may increase the amount of allowed nonresidential development by more than ten percent of the approved square footage or 1,000 square feet, whichever is less. No administrative amendment may increase the amount of residential development by more than ten percent of the approved square footage, if a maximum square footage for residential development was imposed or may increase the maximum number of allowed dwelling units by more than five.
- (4) Any request for an administrative amendment shall be in writing, signed by the property owner, and it shall detail the requested change. The applicant must provide any additional information requested by the zoning administrator. Accompanying the written request must be the applicable fee for administrative review, if any, that is required by the current town fee schedule. Any decision by the zoning administrator to approve or deny a request for an administrative amendment must be in writing and must state the grounds for approval or denial. The zoning administrator shall always have the discretion to decline to exercise the authority delegated by this section because the zoning administrator is uncertain if the requested change would qualify as an administrative amendment or because the zoning administrator determines that a public hearing and town council consideration is appropriate under the circumstances. If the zoning administrator declines to exercise the authority delegated by this section, the applicant can only apply for a rezoning in accordance with this section.
- (1) *Statement of readiness.* The petitioner shall submit a statement indicating readiness to proceed with the proposed development by filing with the town council no later than ten days of the approval of the conditional zoning district, a statement signed by the owner or owners of the proposed development that the actual construction shall begin within one year from the date the conditional zoning district was approved, and that the construction shall be completed within 18 months from the approval of the conditional zoning district. In the event the planning board and the town council find that the intent of this section has not been met or that construction has not begun and has not been completed within 18 months, the town may initiate the rezoning of the property in accordance with article IX of this chapter. Notwithstanding the above, nothing shall prohibit a reasonable extension of the 18-month limit by the town council.

Approved October 14, 2019 by unanimous vote of the Weddington Town Council


Elizabeth Callis, Mayor

Attest:


Karen Dewey, Town Clerk

I. INTRODUCTION

Special public events enhance the Town of Weddington's (hereafter "Town") lifestyle and promote a sense of community by providing an opportunity for residents to come together for entertainment and/or celebration. These events may require Town support to maintain public order and safety.

It is the purpose of this Policy to:

- A. identify levels of support provided by the Town; and
- B. outline event requirements and responsibilities; and
- C. set forth the application process required of event sponsors.

II. LEVELS OF SUPPORT

The Town may provide support to special events at four (4) different levels:

A. **Town Events:** The Town will provide full municipal service support for the events at no charge where the event has been approved by the Town Council. Town Events shall be discussed during budget meetings at the beginning of each calendar year and approved by adopting the annual FY budget. Any cost overruns for each specific event shall be reconciled by the Town Council.

B. **Town Sponsored or Partner Events:** The Town may partner with any agency to support an event if it is approved by Town Council and if the event is considered to be of general interest to the public and enhances the Town's public image. Town Council shall be made aware of any Town services provided by staff on a case-by-case basis, these events must be approved by Town Council and meet the other requirements of this Policy.

C. **Other Public Events:** The Town may allow special events for the public, which are beneficial to the Town and the public. Advanced approval is required by issuance of a Special Event Permit. No municipal service support costs are permitted, and the event must meet all requirements of this policy.

D. **Private Use of Town Facilities:** The primary purpose of the Weddington Town Hall continues to be a meeting place for the Weddington Town Council. The Town will only permit on a case-by-case basis, the use of the Town Hall by official Town and other government affiliated groups for which a Town staff member or Town elected official is specifically assigned to assume the responsibility of protecting assets, infrastructure and security. Further, use by the Town Council shall always be the primary use of the Council Chambers, and space will be made available only when not in conflict with official uses.

III. EVENT SPONSOR REQUIREMENTS AND RESPONSIBILITIES

A. Liability Insurance:

1. In order to comply with the requirements of the Town's liability insurance carrier, it shall be required that all sponsors of special events that partner with the town, carry liability insurance with coverage of at least \$1,000,000 per occurrence. An Event Sponsor shall be required to provide a valid certificate of insurance prior to the event naming the Town of Weddington as an additional insured. The Town Council may require higher levels of insurance for an event based on risk factors, hazard classifications, and past experience.

2. The Town Administrator shall, on occasion, determine that certain events qualify as "low hazard". Upon such determination, it will be within the discretion of the Town Administrator to waive the liability insurance coverage requirement. Factors to be considered when determining whether an event is "low hazard" shall include event participants' exposure to physical activity, products, entertainment, equipment, food, beverage and other potential risk factors. This waiver of the liability insurance requirement is meant to cover small gatherings or ceremonies that do not involve more than 50 people, are limited to passive participation by the public, and require no Town support. All other events are required to provide liability insurance as outlined in this Policy.

B. Special Protections for Events:

1. The Zoning Administrator or its designee may require specific protections for any event. These required protections may include specific staffing levels for police, fire, emergency medical services, municipal services or other personnel.

2. The Town shall include the Sheriff's Deputy, Fire Chief, and Planning Zoning Administrator in all special event reviews. This is intended to provide a risk control guide for the handling of the increased liability associated with special events. As a result of the review of the event proposal, the Town may impose special conditions on the event. A member of the Town or its public safety officials shall be available to meet with event organizers to review the special conditions to ensure that all conditions are met before the event begins.

3. Some events may require that a member of the Town Staff or a designee be onsite during the event. The Town Council or a designated representative has the authority to cancel or stop an event if the special conditions required for approval of the event are not met. In addition, the Zoning Administrator, its designee, and public safety officials have the authority to cancel or stop an event, or place additional restrictions on the event, if it is deemed that the public health, safety or welfare would be better served with additional restrictions.

C. Traffic Control and Safety: The Event Sponsor shall be responsible for complying with all traffic control and safety procedures required by the officials during the event. The requirements will be stipulated in the notice of approval and the Town may make additional requirements during the event as may be necessary for public safety.

D. Special Event Signs and Markings: The special event application shall include a description of the advertising signs proposed to be used for the event. The use of signs shall conform to the description contained in the application, or as modified by the Town in its approval. Except as expressly approved otherwise by the Planning Board, event signs erected prior to the first day of the event shall be subject to the following restrictions:

1. Advance notice signs must comply with the Town's zoning ordinance;
2. Any banner sign shall comply with the Town's zoning ordinance; and
3. The fee for installing/removing the banners shall be at the expense of the applicant or sponsor. Additional signs may be erected as needed at the site of the event during the event. All signs are subject to the approval of the Town.

E. Food Vendors: Food vendors are required to comply with all Union County Health Department rules and regulations for temporary food license facilities. Vendors are required to contact the Union County Health Department for the latest rules and regulations and to obtain a temporary food license.

F. Alcohol: Special events that include the furnishing and/or consumption of alcohol shall follow the provisions of the State.

G. Participant/Attendee Waiver of Liability and Event Sponsor Indemnification: The Event Sponsor shall be responsible for obtaining any and all signed waivers of liability from event participants and attendees as required by the Town in advance of the event. The Event Sponsor also shall be required to sign an agreement to indemnify the Town for liability arising from the event. A sample of the basic indemnification agreement is attached to this policy. The specific requirements for each event will be indicated in the Town's written confirmation of approval.

H. Non-exclusive Use of Public Facilities and Event Clean-up: Event Sponsors shall be prepared to provide suitable waste and trash receptacles for their participants and be responsible for the clean-up of the event area upon conclusion.

I. Adherence to Local Ordinances: Event Sponsors shall ensure that vendors and active participants obey all local ordinances.

J. State of North Carolina Special Event Permits as Required: State Amusement Entertainment permits are required for events at a variety of locations and venues including concerts and other shows, amusement rides, movies, dances, and bowling. The owner of the property or the operator of the event shall apply for the amusement entertainment permit, public

display of fireworks permit, etc. well in advance of the planned event, so that the necessary life safety inspections of the venue can be performed to protect public safety.

IV. APPLICATION PROCESS

- A. Application Processing: Special Event Permit Applications are available from the Town office or online on the Town website. Applications must be submitted to the Zoning Administrator no later than 60 days prior to the date of the actual event. This application does not supersede any building or fire codes. All federal, state and local laws, codes or ordinances will be enforced.
- B. The Zoning Administrator may issue a Special Event Permit for all public events such as festivals, concerts, carnivals, circuses, etc., only after a notice has been sent as follows:

Notices shall be sent by the town by first class mail to the applicant and to owners of all contiguous pieces of property and to all other property owners whose properties lie within 200 feet of any portion of the property at least 30 days prior to the event. The notice shall indicate the nature of the event and the date, time and place at which it is to occur.

- C. Before issuing any Special Event Permit, the Zoning Administrator shall make the following determinations:
 - (i) That the proposed event will not materially endanger the public health, welfare and safety;
 - (ii) That the proposed event will not have a substantial negative effect on adjoining properties;
 - (iii) That the proposed event is in harmony with the general purpose and intent of this chapter and preserves its spirit; and
 - (iv) The proposed event is held no more than four times per year at any particular location.

In addition, the Zoning Administrator may authorize conditions regarding duration of the use, hours of operation, signage, lighting, temporary structures, etc., and such conditions shall be made part of the permit issued. Violations of such conditions shall be considered a violation of this chapter.

- D. The decision of the Zoning Administrator may be appealed by the applicant to the BOA.

E. Written Confirmation of Town Approval: After approval by the Zoning Administrator, the applicant shall consult with the Zoning Administrator and UCSO as applicable and issue a written confirmation to the individual or organization requesting the event. This confirmation will outline any special conditions that must be met for the event to be held.

*Adopted by Council vote October 14, 2019
- unanimous*



R-2019-03

**A RESOLUTION DECLARING THE INTENT OF THE COUNCIL OF THE TOWN OF WEDDINGTON TO CONSIDER
THE ABANDONMENT OF THE RIGHT OF WAY FOR MICHELLE COURT NEAR CARI LANE**

WHEREAS, GS 160A-299 authorizes the Town of Weddington Council to close streets and public alleys; and

WHEREAS, Town Council considers it advisable to conduct a public hearing for the purpose of considering the abandonment of the portion of Michelle Court near Cari Lane;

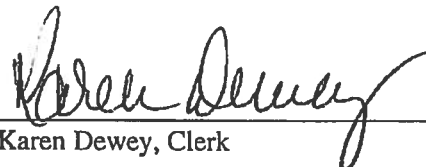
NOW THEREFORE BE IT RESOLVED by the Town of Weddington Council that:

1. A public hearing will be held at 7:00 p.m. on the 12th day of November 2019, in the Weddington Town Hall to consider a Resolution abandoning that portion of Michelle Court near Cari Lane
2. The Town of Weddington Clerk is hereby directed to publish this Resolution of Intent once a week for four successive weeks in the Charlotte Observer, or other newspaper of general circulation in the area.
3. The Town of Weddington Clerk is further directed to transmit by registered or certified mail to each owner of property abutting upon that portion of said street a copy of this Resolution of Intent.
4. The Town of Weddington Clerk is further directed to cause adequate notices of this Resolution of Intent and the scheduled public hearing to be posted as required by GS 160A-299.

Adopted this 14th day of October 2019 by unanimous vote of the Town of Weddington Council.


Elizabeth Callis, Mayor

Attest:


Karen Dewey, Clerk





RS-2019-04

**A RESOLUTION DECLARING THE INTENT OF THE COUNCIL OF THE TOWN OF WEDDINGTON TO CONSIDER
THE ABANDONMENT OF THE RIGHT OF WAY ON REA ROAD NEAR REID DAIRY ROAD**

WHEREAS, GS 160A-299 authorizes the Town of Weddington Council to close streets and public alleys;
and

WHEREAS, Town Council considers it advisable to conduct a public hearing for the purpose of giving consideration to the abandonment of the portion of Rea Road Right of Way;

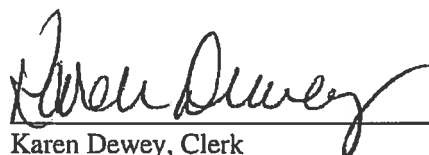
NOW THEREFORE BE IT RESOLVED by the Town of Weddington Council that:

1. A public hearing will be held at 7:00 p.m. on the 12th day of November 2019, in the Weddington Town Hall to consider a Resolution abandoning that portion of the Rea Road Right of Way near Reid Dairy Road.
2. The Town of Weddington Clerk is hereby directed to publish this Resolution of Intent once a week for four successive weeks in the Charlotte Observer, or other newspaper of general circulation in the area.
3. The Town of Weddington Clerk is further directed to transmit by registered or certified mail to each owner of property abutting upon that portion of said street a copy of this Resolution of Intent.
4. The Town of Weddington Clerk is further directed to cause adequate notices of this Resolution of Intent and the scheduled public hearing to be posted as required by GS 160A-299.

Adopted this 14th day of October 2019 by unanimous vote of the Town of Weddington Council.


Elizabeth Callis, Mayor

Attest:


Karen Dewey, Clerk



WEDDINGTON CODE ENFORCEMENT REPORT

September, 2019

1. 4005 Ambassador Ct., Inez B. McRae Trust

- 1/31/19---Deterioration continues, building vacant and closed.
- 2/28/19---Deterioration continues, building vacant and closed.
- 3/29/19---Deterioration continues, building vacant and closed.
- 4/30/19---Deterioration continues, building vacant and closed.
- 5/31/19---Deterioration continues, building vacant and closed.
- 6/30/19---Deterioration continues, building vacant and closed.
- 7/31/19---Deterioration continues, building vacant and closed.
- 8/31/19---Deterioration continues, building vacant and closed.
- 9/30/19---Deterioration continues, building vacant and closed.

2. 416 Gatewood Ln.

- Motor home/camper parked in street right of way at this address. Owner has requested until 12/31/19 to move it from street.
- 12/31/18---Violation continues. Motorhome to be towed by Town.
- 1/31/19---Owner has moved camper up into front yard of home.
- 2/28/19---Took photo's of camper from street and driveway.
- 3/29/19---Monitoring.
- 4/30/19---Case continues, camper and vehicles in front are inoperative.
- 5/31/19---Case continues, no change from previous month.
- 6/30/19---Owner has agreed to remove old camper; vehicles in front are unlicensed and may be inoperative.
- 7/31/19---Vehicles still on property.
- 8/31/19---Camper has been removed.
- 9/30/19---Vehicles have been placarded as junk vehicles.

3. 2500 Greenbrook Parkway

- Pallets stacked behind detached garage and old mattress. Sent owner notice to remove these items. No response.
- 3/29/19---Met with owner on site. He is having pallets and mattresses removed.
- 4/30/19---Pallets still to be removed.
- 5/31/19---Pallets still to be removed.
- 6/30/19---Monitoring
- 7/31/19---Owner requested 30 days to move vehicles.
- 8/31/19---Vehicles are now licensed, cleaned/washed and started/moved.
- 9/30/19---Pool in back yard, tarp partially fallen in pool.

4. 8425 Potter Rd.

- Owner is in drywall business but does not bring any of the material to this residential address. Will monitor this one.
- 4/30/19---Monitoring.
- 5/31/19—Monitoring.
- 6/30/19---Monitoring
- 7/31/19---Monitoring.
- 8/31/19—Monitoring.
- 9/30/19---No violation observed. Case closed.

5. 7025 Potter Rd.

- Courtesy letter sent on 3/28. Concrete finishing business? with equipment in and around storage building.
- 4/30/19---No response. Will conduct 2nd site visit.
- 5/31/19—No response; still need site inspection.
- 6/30/19---Monitoring.
- 7/31/19---Monitoring.
- 8/31/19—Monitoring.
- 9/30/19—No violation observed. Case closed.

6. 3005 Cornerstone Dr.

- Box truck and old camper in side yard of house; sent courtesy letter to owner 2/1/19.
- No response. Vehicles still in driveway at rear of home.
- 4/30/19---monitoring.
- 5/31/19—monitoring.
- 6/30/19---monitoring.
- 7/31/19---monitoring.
- 8/31/19—monitoring.
- 10/7/19---Notice of violation issued for removal of junk vehicles.

7. 150 Amanda Dr., Ritter Grading

- Non-conforming business has expanded on to vacant lot next. Notice of violation ordering all expansion to be removed and restored to condition and size of this use at time zoning became effective is pending.
- 4/30/10---Notice of violation issued requiring compliance by 5/9/19. Owner has requested meeting with staff and town attorney.
- 5/31/19—Site inspection, saw-mill and some logs have been removed. More equipment and building must be removed.

- 6/30/19---Saw mill band saw and logs removed. Storage bins, fuel tank and office building still must go.
 - 7/31/19---Office trailer and 2 storage Pods still to be removed.
 - 8/31/10---Office trailer and Pods removed.
 - 9/30/19---Some parking on vacant lot still on going. Still working on this one.
8. 3343 Ironwood Dr.
- 4/30/19---Courtesy letter issued to owner. Truck ypl be moved.
 - 5/31/19---no change; Notice of violation to be issued.
 - 6/30/19---monitoring. Truck goes and comes?
 - 7/31/19---monitoring this one.
 - 8/31/19---monitoring.
 - 9/30/19---monitoring.
9. 3335 Ironwood Dr.
- 5/14/19---Courtesy letter to owner to remove vehicle parked at street.
 - 6/30/19---Vehicle was removed.
 - 7/31/19---monitoring.
 - 8/31/19---monitoring.
 - 9/30/19---monitoring.
10. 7024 Stirrup Ct.
- 7/31/19---Construction debris and weeds overgrown on site of house under construction. Gave owner 5 days to clean up (on 7/29/19) .
 - Home still under construction; old concrete pipe and some weeds along road ditch to be cleared/removed.
 - 9/30/19---monitoring.
11. 6238 Greystone
- 7/31/19---Building under construction without proper permit. Issued notice to owner; permit has now been issued for this building.
 - 9/30/19---permit for building issued to owner. Case closed.
12. Beulah Church Rd. @ Twelve Mile Creek Rd.
- 8/31/19---pasture/acreage around home site is overgrown; area around home and courtyard is being mowed; no violations observed.
 - 9/30/19---monitoring
13. 107 Antioch Plantation
- Overgrown lot; attempting to contact owner for 2 mowing on this lot.

14. 1011 Heritage Acres

- **Notice of Violation & Citation issued for illegal customary home occupation 10/7/19.**

TOWN OF WEDDINGTON
BALANCE SHEET

FY 2019-2020

PERIOD ENDING: 09/30/2019

10 GENERAL FUND

ASSETS

ASSETS

10-1120-000	TRINITY CHECKING ACCOUNT	1,552,377.90
10-1120-001	TRINITY MONEY MARKET	1,132,399.95
10-1170-000	NC CASH MGMT TRUST	551,472.58
10-1211-001	A/R PROPERTY TAX	970,260.64
10-1212-001	A/R PROPERTY TAX - 1ST YEAR PRIOR	6,077.47
10-1212-002	A/R PROPERTY TAX - NEXT 8 PRIOR YRS	8,944.25
10-1232-000	SALES TAX RECEIVABLE	2,842.47
10-1610-001	FIXED ASSETS - LAND & BUILDINGS	2,356,559.00
10-1610-002	FIXED ASSETS - FURNITURE & FIXTURES	10,895.00
10-1610-003	FIXED ASSETS - EQUIPMENT	18,445.58
10-1610-004	FIXED ASSETS - INFRASTRUCTURE	26,851.00
10-1610-005	FIXED ASSETS - COMPUTERS	30,442.52
10-1610-006	FIXED ASSETS - COMPUTER SOFTWARE	58,044.00

TOTAL ASSETS 6,725,612.36

LIABILITIES & EQUITY

LIABILITIES

10-2120-000	BOND DEPOSIT PAYABLE	75,002.25
10-2155-000	HEALTH INSURANCE PAYABLE	-3,008.50
10-2156-000	LIFE INSURANCE PAYABLE	-32.20
10-2620-000	DEFERRED REVENUE - DELQ TAXES	6,077.47
10-2625-000	DEFERRED REVENUE - CURR YR TAX	970,260.64
10-2630-000	DEFERRED REVENUE-NEXT 8	8,944.25

TOTAL LIABILITIES 1,057,243.91

EQUITY

10-2620-001	FUND BALANCE - UNASSIGNED	2,516,986.83
10-2620-003	FUND BALANCE-ASSIGNED	228,000.00
10-2620-004	FUND BALANCE-INVEST IN FIXED ASSETS	2,501,237.10
10-2620-005	CURRENT YEAR EQUITY YTD	506,527.34
	CURRENT FUND BALANCE - YTD NET REV	-84,382.82

TOTAL EQUITY 5,668,368.45

TOWN OF WEDDINGTON
BALANCE SHEET

FY 2019-2020

PERIOD ENDING: 09/30/2019

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TOTAL LIABILITIES & FUND EQUITY	<u>6,725,612.36</u>
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TOWN OF WEDDINGTON
REVENUE & EXPENDITURE STATEMENT BY DEPARTMENT

FY 2019-2020

09/01/2019 TO 09/30/2019

	<u>CURRENT PERIOD</u>	<u>YEAR-TO-DATE</u>	<u>BUDGETED</u>	<u>% BUDGET REM</u>
REVENUE:				
10-3101-110 AD VALOREM TAX -	95,904.09	173,739.20	1,120,000.00	84
10-3102-110 AD VALOREM TAX - 1ST	354.59	1,633.54	3,000.00	46
10-3103-110 AD VALOREM TAX - NEXT 8	460.10	1,405.84	2,000.00	30
10-3110-121 AD VALOREM TAX -	0.00	9,675.93	102,000.00	91
10-3115-180 TAX INTEREST	136.89	286.51	2,250.00	87
10-3231-220 LOCAL OPTION SALES TAX	34,671.07	34,671.07	370,000.00	91
10-3322-220 BEER & WINE TAX	0.00	0.00	45,000.00	100
10-3324-220 UTILITY FRANCHISE TAX	101,346.59	101,346.59	470,000.00	78
10-3340-400 ZONING & PERMIT FEES	3,915.00	10,497.50	35,000.00	70
10-3350-400 SUBDIVISION FEES	0.00	15,125.00	13,250.00	-14
10-3830-891 MISCELLANEOUS REVENUES	150.00	535.00	1,750.00	69
10-3831-491 INVESTMENT INCOME	0.00	0.00	21,000.00	100
TOTAL REVENUE	236,938.33	348,916.18	2,185,250.00	84
AFTER TRANSFERS	236,938.33	348,916.18	2,185,250.00	
4110 GENERAL GOVERNMENT				
EXPENDITURE:				
10-4110-126 FIRE DEPT SUBSIDIES	63,649.83	190,949.49	772,810.00	75
10-4110-127 FIRE DEPARTMENT	0.00	0.00	21,000.00	100
10-4110-128 POLICE PROTECTION	0.00	74,317.24	297,275.00	75
10-4110-192 ATTORNEY FEES - GENERAL	5,000.00	10,000.00	60,000.00	83
10-4110-195 ELECTION EXPENSE	0.00	0.00	3,500.00	100
10-4110-340 PUBLICATIONS	0.00	1,035.00	10,500.00	90
10-4110-341 WEDDINGTON FESTIVAL	850.00	850.00	0.00	0
10-4110-342 HOLIDAY/TREE LIGHTING	0.00	0.00	6,000.00	100
10-4110-343 SPRING EVENT	0.00	0.00	10,175.00	100
10-4110-344 OTHER COMMUNITY EVENTS	798.25	570.00	1,850.00	69
10-4110-495 COMMITTEE & OUTSIDE	0.00	0.00	2,000.00	100
TOTAL EXPENDITURE	70,298.08	277,721.73	1,185,110.00	77
BEFORE TRANSFERS	-70,298.08	-277,721.73	-1,185,110.00	
AFTER TRANSFERS	-70,298.08	-277,721.73	-1,185,110.00	
4120 ADMINISTRATIVE				
EXPENDITURE:				
10-4120-121 SALARIES - CLERK	1,938.36	6,238.40	23,600.00	74
10-4120-123 SALARIES - TAX COLLECTOR	3,830.83	11,895.74	52,950.00	78
10-4120-124 SALARIES - FINANCE OFFICER	1,042.25	2,699.43	11,200.00	76
10-4120-125 SALARIES - MAYOR &	2,100.00	6,300.00	25,200.00	75
10-4120-181 FICA EXPENSE	681.67	2,075.54	8,700.00	76
10-4120-182 EMPLOYEE RETIREMENT	886.12	2,778.05	12,125.00	77
10-4120-183 EMPLOYEE INSURANCE	1,187.00	3,561.00	13,475.00	74

TOWN OF WEDDINGTON
REVENUE & EXPENDITURE STATEMENT BY DEPARTMENT

FY 2019-2020

09/01/2019 TO 09/30/2019

	<u>CURRENT PERIOD</u>	<u>YEAR-TO-DATE</u>	<u>BUDGETED</u>	<u>% BUDGET REM</u>
10-4120-184 EMPLOYEE LIFE INSURANCE	12.60	37.80	175.00	78
10-4120-185 EMPLOYEE S-T DISABILITY	12.00	36.00	175.00	79
10-4120-191 AUDIT FEES	0.00	0.00	8,750.00	100
10-4120-193 CONTRACT LABOR	2,840.00	2,840.00	103,750.00	97
10-4120-200 OFFICE SUPPLIES - ADMIN	406.69	636.54	12,000.00	95
10-4120-210 PLANNING CONFERENCE	0.00	0.00	500.00	100
10-4120-321 TELEPHONE - ADMIN	170.69	436.55	3,000.00	85
10-4120-325 POSTAGE - ADMIN	656.33	656.33	2,000.00	67
10-4120-331 UTILITIES - ADMIN	64.91	919.72	6,000.00	85
10-4120-351 REPAIRS & MAINTENANCE -	0.00	0.00	15,000.00	100
10-4120-352 REPAIRS & MAINTENANCE	17,261.89	21,460.51	75,000.00	71
10-4120-354 REPAIRS & MAINTENANCE	4,866.00	15,736.66	90,050.00	83
10-4120-355 REPAIRS & MAINTENANCE	116.00	116.00	1,500.00	92
10-4120-356 REPAIRS & MAINTENANCE	400.00	900.00	6,000.00	85
10-4120-370 ADVERTISING - ADMIN	0.00	69.50	1,000.00	93
10-4120-397 TAX LISTING & TAX	-103.95	-262.35	250.00	205
10-4120-400 ADMINISTRATIVE:TRAINING	1,043.00	1,193.00	4,000.00	70
10-4120-410 ADMINISTRATIVE:TRAVEL	468.96	1,065.78	5,000.00	79
10-4120-450 INSURANCE	0.00	13,379.80	14,500.00	8
10-4120-491 DUES & SUBSCRIPTIONS	0.00	15,411.50	20,000.00	23
10-4120-498 GIFTS & AWARDS	0.00	0.00	3,000.00	100
10-4120-499 MISCELLANEOUS	0.00	0.00	8,000.00	100
10-4120-500 CAPITAL EXPENDITURES	0.00	0.00	70,000.00	100
TOTAL EXPENDITURE	39,881.35	110,181.50	596,900.00	82

BEFORE TRANSFERS

-39,881.35

-110,181.50

-596,900.00

AFTER TRANSFERS

-39,881.35

-110,181.50

-596,900.00

4130 PLANNING & ZONING

EXPENDITURE:

10-4130-121 SALARIES - ZONING	6,188.58	18,565.74	75,450.00	75
10-4130-122 SALARIES - ASST ZONING	0.00	400.00	500.00	20
10-4130-123 SALARIES -	1,510.24	4,552.61	18,550.00	75
10-4130-124 SALARIES - PLANNING	375.00	1,050.00	5,200.00	80
10-4130-125 SALARIES - SIGN REMOVAL	616.51	2,004.66	8,500.00	76
10-4130-181 FICA EXPENSE - P&Z	640.55	1,929.47	7,950.00	76
10-4130-182 EMPLOYEE RETIREMENT -	1,236.37	3,711.75	15,390.00	76
10-4130-183 EMPLOYEE INSURANCE	1,474.00	4,422.00	15,925.00	72
10-4130-184 EMPLOYEE LIFE INSURANCE	19.60	58.80	250.00	76
10-4130-185 EMPLOYEE S-T DISABILITY	12.00	36.00	175.00	79
10-4130-193 CONSULTING	-991.00	5,954.76	60,000.00	90
10-4130-194 CONSULTING - COG	0.00	0.00	26,500.00	100
10-4130-200 OFFICE SUPPLIES -	313.82	547.59	5,000.00	89
10-4130-201 ZONING SPECIFIC OFFICE	0.00	0.00	2,500.00	100
10-4130-215 HISTORIC PRESERVATION	0.00	0.00	350.00	100

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TOWN OF WEDDINGTON
REVENUE & EXPENDITURE STATEMENT BY DEPARTMENT

FY 2019-2020

09/01/2019 TO 09/30/2019

	<u>CURRENT PERIOD</u>	<u>YEAR-TO-DATE</u>	<u>BUDGETED</u>	<u>% BUDGET REM</u>
10-4130-220 INFRASTRUCTURE	0.00	0.00	262,000.00	100
10-4130-321 TELEPHONE - PLANNING &	170.69	436.58	3,000.00	85
10-4130-325 POSTAGE - PLANNING &	656.34	656.34	2,000.00	67
10-4130-331 UTILITIES - PLANNING &	145.17	999.97	6,000.00	83
10-4130-370 ADVERTISING - PLANNING	0.00	69.50	1,000.00	93
TOTAL EXPENDITURE	<u>12,367.87</u>	<u>45,395.77</u>	<u>516,240.00</u>	<u>91</u>
BEFORE TRANSFERS	<u>-12,367.87</u>	<u>-45,395.77</u>	<u>-516,240.00</u>	
AFTER TRANSFERS	<u>-12,367.87</u>	<u>-45,395.77</u>	<u>-516,240.00</u>	
GRAND TOTAL	<u>114,391.03</u>	<u>-84,382.82</u>	<u>-113,000.00</u>	

