



**TOWN OF GRANITE QUARRY
BOARD OF ALDERMEN
BUDGET WORKSHOP
MEETING MINUTES
Monday, April 22, 2024, 3:00 p.m.**

Present: Mayor Brittany Barnhardt, Mayor Pro Tem Doug Shelton, Alderman John Linker, Alderwoman Laurie Mack, Alderman Rich Luhrs

Staff: Interim Town Manager/Fire Chief/Public Works Director Jason Hord, Town Clerk Aubrey Smith, Town Attorney Zachary Moretz, Police Chief Mark Cook, Finance Officer Shelly Shockley

Call to Order: Mayor Barnhardt called the meeting to order at 3:00 p.m.

1. Approval of Agenda

ACTION: Alderman Luhrs made a motion to approve the agenda. Alderwoman Mack seconded the motion. The motion passed 4-0.

2. Ordinance

Zoning Map Amendment 2024-04-08 Troutman

Mayor Barnhardt invited Planning, Zoning, and Subdivision Administrator Richard Flowe to present on the item continued from the April 8, 2024 regular meeting. The public hearing for the item was held at the regular meeting.

A. Staff Summary

Mr. Flowe introduced the application and site plan for the requested rezoning to Traditional Neighborhood Development Overlay District with conditions. He explained that the site plan would be adopted as part of the ordinance and that the overlay would require a development agreement that would come before the Board at a later time. The agreement could include details regarding phasing, public accessibility to the park, etc.

There were questions and discussion on aspects of the request and plan including the density, parking, and stormwater. The allowable density for the overlay is 7 units per acre, the proposed plan has 65 units. The GQDO requires 2 parking spaces per dwelling unit for 2 bedroom units, and 3 spaces per unit for 3 or more bedrooms per unit. The plan would allow for 2 to 3 spaces per unit. The minimum required parking spaces have to be on-site and meet the parking setback requirements. The property was assessed for drainage and the proposed BMP can be adjusted if necessary. The new Granite Quarry Development Ordinance requires the streets to be completed within a year of initiating construction and turned over to the town with a one-year warranty.

Board members discussed the restrictions and requirements for food trucks and food truck permits. The pros and cons of increasing the number of occurrences were discussed. It was noted that each permit issued is for a single location. Mayor Barnhardt stated a desire that the Planning Board not discuss changes to the ordinance relating to food trucks for at least six

months. The Board discussed that the permit was free now, but a cost could be assigned to it by updating the schedule of fees. The wording “no-cost” will be removed from the reference to the food truck permit in the ordinance.

ACTION: Alderman Luhrs made a motion to adopt the red-line language and 104 (occurrences) (Ordinance ZTA-2024-04-08) and to delete the term “no-cost” (Art. 15.3 Note 6d). Alderwoman Mack seconded the motion. The motion passed 4-0.

4. Direction

Town Manager Search Process

On March 20, 2024 the Board heard from Geraldine Gardner, Executive Director of Centralina, regarding services available for Town Manager search assistance. Ms. Gardner emphasized the importance of clearly communicating about the process as well as the importance of sticking to an expeditious timetable.

The Board discussed beginning with the complementary services provided by Centralina and adding a la carte services as needed throughout the process. Instead of a committee, the Board will be operating with all members throughout the process. It was requested that Clerk Smith reach out to Geraldine Gardner for dates she is available.

ACTION: Mayor Pro Tem Shelton made a motion to engage Centralina to handle the Town Manager search. Alderwoman Mack seconded the motion. The motion passed 4-0.

ACTION: Mayor Pro Tem Shelton made a motion to take a ten-minute recess. Alderwoman Mack seconded the motion. The motion passed with all in favor.

The Board recessed at 4:32 p.m.

Mayor Barnhardt called the meeting back to order at 4:41 p.m.

The Board discussed whether changing the regular meeting day would be a good idea. The item will be added to the May regular meeting agenda for discussion.

5. Discussion

Budget FY 24-25

Interim Manager Hord presented to the Board on FY2024-2025 budget projections and requests from a PowerPoint presentation he prepared (*that will be included in the minute book*). A General Fund summary was handed out to the Board (*also included in the minute book*). The presentation included estimated end-of-year projections, revenue projections, unassigned fund balance figures, large projects, and FY 24/25 proposals by department.

Fire truck financing options were shown both through the manufacturer over the course of 48 months totaling \$1,796,563 and illustrated with a loan having a 6% interest rate over five years totaling \$1,255,700.47. There was discussion regarding the option to pay with the funds that are invested in the NC Capital Management Trust and whether losing out on the interest earned would be beneficial.

Manager Hord showed projections with tax rate options including a .00, .01, .02, and .03 increase (all including a \$1.00 increase to the environmental fee). The fund balance figures were shown for each scenario. The Board discussed whether it was necessary to increase the tax rate and asked for time to absorb the information presented to them before making a decision.

Adjourn

ACTION: Mayor Pro Tem Shelton made a motion to adjourn. Alderman Linker seconded the motion. The motion passed 4-0.

The meeting ended at 5:43 p.m.

Respectfully Submitted,

Aubrey Smith

Town Clerk

**AN ORDINANCE AMENDING THE GRANITE QUARRY DEVELOPMENT
ORDINANCE
OF THE TOWN OF GRANITE QUARRY, NORTH CAROLINA**

Ordinance #ZMA-2024-04-08

BE IT ORDAINED by the Mayor and Council of the Town of Granite Quarry, North Carolina that the Official Zoning Map of the Granite Quarry Development Ordinance be amended in accordance with Article 5 of G.S. 160D as follows:

Part 1. Consistency with Adopted Comprehensive Plan.

The Council finds that the zoning map amendment to the property of Stout David Aaron 301 Augusta Ct., New Bern, NC 28562-2910, being the owner of the certain land areas hereinafter described as Rowan County Tax Parcels 648 1010000001 and 648 1010000002 and illustrated in Attachment “A” attached hereto, establishing a zoning designation in accordance with G.S. 160D-604(a) of “Traditional Neighborhood Development Overlay” (TNDO-CZ) with the conditions attached hereto in Attachment “B” is consistent with the Town’s 2040 Comprehensive Land Use & Master Plan’s (the Plan) Future Land Use Map (FLUM), as required by G.S. 160D-605(a).

Part 2. Statement of Reasonableness.

This amendment is reasonable because the subject property allows for the growth and expansion of neighborhoods supporting the local economic base of the Town while improving access to quality open spaces and environmental amenities to improve the quality of life for Granite Quarry residents.

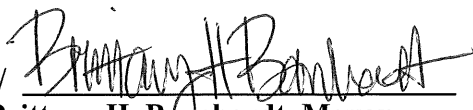
Part 3. Designation of Zoning Designation.

That Rowan County Tax Parcels 648 1010000001 and 648 1010000002, as shown in Attachment “A” attached hereto shall be designated “Traditional Neighborhood Development Overlay District Conditional Zoning” (TNDO-CZ) on the Official Zoning Map and the conditions establishing both rights and limitations as shown in Attachment “B” attached hereto shall hereafter be applicable to the subject land areas.

Part 4. Effective Date.

This Ordinance shall be effective immediately upon its adoption.

Adopted this 22nd day of April 2024.

s/ 
Brittany H. Barnhardt, Mayor

s/ 
Aubrey Smith, Town Clerk



Attachment "A"

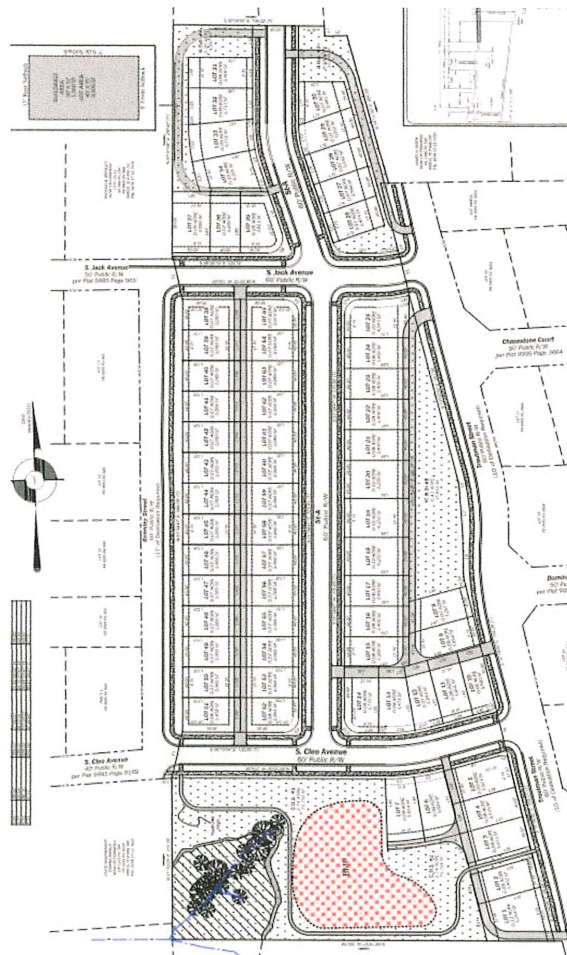


Attachment "B"

Conditions applicable to the property designated by this Ordinance:

1. Only the uses listed in Table 8.1 of the Granite Quarry Development Ordinance (LDO) for the Single-Family Residential (SFR) Districts are eligible in the "Traditional Neighborhood Development Overlay District Conditional Zoning" (TNDO-CZ) created herein.
2. The general schematic development plan appearing below establishes general layout of lots and parcels, maximum density, location of open space, placement of privately maintained public access and utility easements, placement of future public streets, and connectivity patterns with existing streets in the vicinity.
3. Development criteria is established as shown on the Site Plan as revised 04-22-2024 attached hereto and made a part of this Ordinance and as shown on the excerpt appearing below.

Excerpt from Site Plan as revised 04-22-2024



AN ORDINANCE AMENDING
THE "GRANITE QUARRY DEVELOPMENT ORDINANCE"
OF THE TOWN OF GRANITE QUARRY, NORTH CAROLINA

Ordinance Number ZTA-2024-04-08

WHEREAS, on June 30, 2023, the Town Board of Aldermen's newly adopted Granite Quarry Development Ordinance, also known as the GQDO, became fully effective; and,

WHEREAS, the amendment of the GQDO to certain Temporary use standards are well balanced with the permanent uses by increasing frequencies for such uses is both consistent with the adopted *Town Plan 2040* by continuing to meet the adopted goals of *Town Plan 2040* emphasizing *Goal 1: Maintain Small-Town Character*, and *Goal 4: Foster Managed Growth* while striving to create a balanced economic environment for all local businesses; then,

THEREFORE, BE IT ORDAINED by the Town Board of Aldermen that the Granite Quarry Development Ordinance be amended as follows:

PART 1. Article 15 is hereby amended to read as it appears on the following pages:

PART 2. This Ordinance shall become effective at 12:01 AM EST on April 23, 2024.

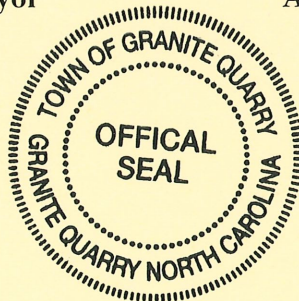
ADOPTED on this the 22nd day of April 2024.

s/ Brittany H. Barnhardt

Brittany H. Barnhardt, Mayor

s/ Aubrey Smith

Aubrey Smith, Town Clerk



ARTICLE 15

SPECIAL EVENTS AND TEMPORARY STRUCTURES

15.1 General standards and limitations

It is the purpose of this section to provide specific guidelines and standards for special events and temporary structures. A special event or temporary structure allowed in a particular zoning district shall be treated as a use with additional standards and shall comply with all listed requirements for such event or structure as set forth in sections 15.2 and 15.3 below. These standards do not regulate events sponsored by the Town of Granite Quarry.

15.2 Requirements for Special Event and Temporary Structure Permits

The *Planning, Zoning & Subdivision Administrator* shall issue a permit only upon finding that the proposed special event and/or temporary structure(s) satisfies the following requirements:

- (1.) The special event and/or temporary structure is permitted under subsection 15.3 below.
- (2.) The property contains sufficient space to support the special event and/or temporary structure.
- (3.) Parking is deemed adequate to accommodate the proposed special event and/or temporary structure in addition to required parking for any permanent use or uses also located at the site.
- (4.) The special event and/or temporary structure will not create hazardous vehicular or pedestrian traffic conditions and adequate space is provided for access and maneuvering.
- (5.) Adequate sanitary facilities, utility, drainage, refuse management and similar necessary facilities and services will be available to serve employees, patrons and/or participants.
- (6.) Security personnel and safety precautions are provided.
- (7.) All permits required by applicable construction codes have been made and occupancy approved by the agency charged with enforcing such regulations.
- (8.) Special events are allowed to encroach within required building setbacks, but cannot be located within required buffers, street tree planting strips, or other required landscaped areas. Temporary structures must comply with minimum setback requirements of the zoning districts in which they are located.
- (9.) The temporary structure is in compliance with all other applicable requirements, including applicable setback requirements of Article 8.

15.3 Special Events and Temporary Structures Allowed.

The special events and temporary structures may be established in the districts designated in Table 15.1 in accordance with the requirements in Section 15.2 and the additional standards included and/or referenced in Table 15.1 of this Ordinance.

TABLE 15.1 – Special Events & Temporary Structures (*Amended April 22, 2024*)

Special Event and/or Temporary Structure(s)	Maximum Duration	Maximum Frequency	Districts	Permit Required	Additional Standards
Christmas trees, pumpkins or other seasonal material sales/events by: commercial vendors <hr/> Christmas trees, pumpkins or other seasonal material sales/events by: institutional and/or registered non-profit organizations 501C(3)	45 days See note 5.	5 per calendar year See note 5.	“AG”, “MU”, “MS”, “CIV”, “C-52”	Yes	Not permitted within public right-of-way
Construction containers	During active building permit	During active building permit	All districts	No	See note 1 appearing below this table
Events of public interest on private property	4 days See note 5.	See note 5.	“AG”, “MU”, “MS”, “CIV”, “C-52”	Yes	See notes 2 & 5 appearing below this table

Market, Tailgate - Fresh Foods	1 day	60 per calendar year	“AG”, “MU”, “MS”, “CIV”, “C-52”	See Note 6 below this table	Not permitted within public right-of-way per note 6 below this table
Food Trucks	1 day	104 for 1- year following issuance of permit	All, see note 6 below this table	See Note 6 below this table	Not permitted within public right-of-way per note 6 below this table
Model home or real estate sales office	1 year	N/A	“AG”, “SFR”, “RMST”, MU”	Yes	See note 3 appearing below this table
Outdoor bazaars and retail sales, with temporary structure(s)	7 days See note 5.	2 per calendar year See note 5.	“AG”, “MU- 2”, “MS”, “CIV”, “C-52”	No	Not permitted within public right-of-way
Outdoor sidewalk and retail sales, without temporary structure(s)	unlimited	unlimited	“AG”, “MU- 2”, “MS”, “CIV”, “C-52”	No	Sidewalks must have a minimum 5’-0” travel-way clear of obstructions at all times. All products and advertising shall be limited to the area directly in front of the sponsoring vendor during business hours
Temporary portable office	1 year	N/A	All districts	Yes	See note 4 below this table

Storage container, portable on demand (POD)	90 days	2 per calendar year	All districts	No	See note 1 appearing below this table
Yard sales	3 days See note 5.	3 per calendar year See note 5.	All districts	No	See Article 17 of this Ordinance for Sign Regulations

NOTES:

- (1.) Construction and storage containers. Construction and storage containers are not intended to be used for long-term on-site storage and any such use in any zoning district except Industrial (IND) is expressly prohibited. Construction containers shall be allowed as a temporary use while a valid building permit is in effect for the construction project. Storage containers shall be allowed as a temporary use when in compliance with the following standards:
- (a.) Each container shall be in compliance with any applicable sign regulations.
 - (b.) In residential districts, portable on-demand (POD) storage units may be located for a period of time not to exceed ninety (90) consecutive days in duration from the time of delivery to the time of removal, two times per calendar year, provided they are placed in a location where sight visibility is not obstructed. Further, these units shall be located in a manner which does not hinder access to the site or to off-street parking spaces.
 - (c.) In all non-residential districts, portable on-demand storage units may be located for a period of time not to exceed ninety (90) consecutive days in duration from the time of delivery to the time of removal, up to two times per calendar year, provided they are placed on a paved surface and do not obstruct sight visibility. Further, these units shall be located in a manner which does not hinder access to the site or to off-street parking spaces. Multiple units may be used at one time.
- (2.) Event of public interest. An event of public interest is a special event involving the expected congregation of 100 or more persons at any one event. An event of public interest includes, but is not limited to: picnics, dinner dances, fund raisers, haunted houses, outdoor concerts, auctions, carnivals, fairs, tent revival meetings, and supervised public display of fireworks. An event of public interest shall be subject to the following standards:
- (a.) All activities and uses shall be limited to the dates and hours of operation specified in the permit.
 - (b.) Traffic control shall be arranged by the operators of the event in accordance with the requirements of the Town of Granite Quarry Police Department and/or the Rowan County Sheriff's Office, as applicable.

- (c.) Public parking for the exclusive use of the facility/event shall be provided and a stabilized drive to the parking area shall be maintained. It is the responsibility of the operators to guide traffic to these areas. No parking shall be permitted on any road or public right-of-way except as allowed by the temporary use permit.
 - (d.) The site shall be cleared of all debris within twenty-four (24) hours after the closing of the event and cleared of all temporary structures within three (3) days after closing of the event.
 - (e.) An approved public safety plan identifying the means by which public safety will be ensured during the conduct of the special event shall be required for an event of public interest. If the public safety plan is violated or if unforeseen circumstances arise that result in the special event becoming a threat to the public health, safety or welfare, authorized personnel from the Town of Granite Quarry Police Department shall have the right to order the event to be closed.
- (3.) Model home or real estate sales office. A model home sales office shall be allowed within a new residential development of more than eight units or lots, subject to approval by the *Planning, Zoning & Subdivision Administrator* as a temporary structure, subject to the following:
- (a.) There is no more than one temporary real estate sales office in the development.
 - (b.) Model home sales office may be approved for a period of up to one year or when all units are sold to resident owners, whichever occurs first. This period may be extended for additional six-month periods, for good cause shown, upon approval of a written request for such an extension by the *Planning, Zoning & Subdivision Administrator*. The request shall be submitted to the *Planning, Zoning & Subdivision Administrator* at least 30 days prior to the expiration of the special event/temporary use permit.
 - (c.) No sleeping quarters are permitted within the model home or sales office during the period for which the structure is used for sales.
- (4.) Temporary portable office. A temporary portable office may be placed on a property to serve as the following:
- (a.) Temporary offices for construction and security personnel during the construction of a development for which the Town of Granite Quarry has issued either/or a zoning permit and/or approved preliminary plat, and/or a building permit.
 - (b.) Disaster relief and/or emergency management related uses including medical facilities. Temporary portable offices for emergency relief and/or management may be approved for a period of up to one year. This period may be extended for additional six-month periods, for good cause shown, upon approval of a written request for such an extension by the *Planning, Zoning & Subdivision Administrator*.
- (5.) Required Interval between Events. A minimum of two (2) consecutive days are required before recurrence of the same event to qualify as a Temporary Use. Uses found not in compliance with applicable limitations on duration and/or frequency shall be considered

permanent and subject to applicable standards and specifications for permanent uses in accordance with this Ordinance.

(6.) Market, Tailgate - Fresh Foods & Food Trucks. *(Amended April 22, 2024)*

- (a.) Food Trucks serving prepared foods must post both a current health certificate and a copy of the Zoning Permit in a conspicuous place upon the vehicle.
- (b.) No permit required if invited by the Town for special events; however, location criteria of this Article remain applicable.
- (c.) May locate within designated on-street parking areas within public right-of-way during special events sponsored by the Town.
- (d.) For locations on private property a permit valid for one-year is required along with written proof of property owner's permission if not invited by the Town.
- (e.) Standards for Food Trucks in residential districts:
 - (i.) A property owner may sponsor a Food Truck to cater for a private event on private property.
 - (ii.) A property and/or homeowners association may sponsor a Food Truck on common area property such as a clubhouse, pool facility, and/or park owned by the association.
- (f.) Food Trucks may be disqualified from participation in local events upon finding by the Town Council of either or both of the following:
 - (i.) Vendors become a nuisance by generating one or more complaints from non-competing persons and/or entities.
 - (ii.) Vendors become an itinerant merchant and poach activity to a point of generating complaints from brick & mortar businesses.