



Council Meeting Agenda  
Glendel Stephenson Municipal Building  
May 1, 2023 6:00PM

---

1. Call to Order..... Mayor Ed Hooks
2. Moment of Silence..... Mayor
3. Historic Preservation Month Proclamation ..... Mayor
4. Public Comments..... Mayor
5. Consent Agenda..... Mayor
  - a. Approval of Minutes-
    - i. March 30, 2023 Special Meeting- Budget Work Session
    - ii. April 3, 2023- Regular Meeting
  - b. Annexation Petition- Hendon Tiller Mebane 3.0, LLC- Tractor Supply
  - c. ARP Grant Ordinance Amendment 2
  - d. Final Plat- Buckhorn Business Centre, Ph. 2
  - e. Final Plat- Stagecoach, Ph. 2
  - f. Reapproval Final Plat- Tupelo Junction, Ph. 2
6. Public Hearings-
  - a. Unified Development Ordinance,  
Phase 2 Amendments ..... Ashley Ownbey, Development Director
  - b. Ordinance to Extend the Corporate Limits- Voluntary  
Contiguous Annexation- Kirkpatrick & Associates, LLC  
N. First Street Townhomes..... Lawson Brown, City Attorney
7. NCIC Transload Rail Facility.....David Putnam, Alamance Chamber
  - a. Agreement Overview ..... Mr. Brown
  - b. Grant Project Ordinance ..... Daphna Schwartz, Finance Director
  - c. Budget Ordinance Amendment..... Ms. Schwartz
8. City Managers Recommended Budget FY 2023-24 .....Chris Rollins, City Manager
9. Resolution of Intent for Street Closing- Douglas Street..... Mr. Brown
10. Planning Board ETJ Member Recommendation ..... Ms. Ownbey
11. Adjournment..... Mayor



OFFICE OF THE MAYOR

## PROCLAMATION

### NATIONAL HISTORIC PRESERVATION MONTH

May 2023

**WHEREAS**, The National Trust for Historic Preservation established May as Historic Preservation Month in 1973 as a way to promote historic places for the purpose of instilling nation and community pride, promoting heritage tourism, and showing the social and economic benefits of historic preservation; and

**WHEREAS**, Historic Preservation Month can instill awareness of the local historically significant buildings and landmarks to the residents of Mebane and surrounding communities; and

**WHEREAS**, historic preservation is an effective tool for managing growth and sustainable development, revitalizing neighborhoods, fostering local pride and maintaining community character while enhancing livability; and

**WHEREAS**, historic preservation is relevant for communities across the nation, both urban and rural, and for Americans of all ages, all walks of life and all ethnic backgrounds; and

**WHEREAS**, it is important to celebrate the role of history in our lives and the contributions made by dedicated individuals in helping to preserve the tangible aspects of the heritage that has shaped us as a people; and

**WHEREAS**, the Mebane community continues to demonstrate its commitment to preservation, as it grows and develops, through the protection of its traditional neighborhoods and the recognition, rehabilitation and restoration of historic properties;

**NOW THEREFORE**, I, Ed Hooks, Mayor of the City of Mebane, North Carolina do proclaim May 2023 as National Preservation Month, and call upon the citizens of Mebane to join their fellow citizens across the United States in recognizing and participating in this special observance.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the seal of the City of Mebane, North Carolina to be affixed this 1st day of May 2023.

Signed, Sealed and Delivered  
this day of 1<sup>st</sup> day of May, 2023.

(SEAL)

---

Ed Hooks, Mayor  
City of Mebane



The Mebane City Council met for a Special Meeting at 1:30 p.m. on Thursday, March 30, 2023 in the Council Chambers of the Glendel Stephenson Municipal Building located at 106 E. Washington Street for the purpose of an initial budget work session.

Councilmembers Present:

Mayor Ed Hooks  
Mayor Pro-Tem Tim Bradley  
Councilmember Katie Burkholder  
Councilmember Sean Ewing  
Councilmember Montrena Hadley

Councilmember Absent:

Councilmember Jonathan White

Also Present:

Chris Rollins, City Manager  
Preston Mitchell, Assistant City Manager  
Lawson Brown, City Attorney  
Daphna Schwartz, Finance Director  
Stephanie Shaw, City Clerk  
Terrence Caldwell, Police Chief  
Aaron Davis, Recreation and Parks Director  
Franz Holt, City Engineer  
Kirk Montgomery, IT Director  
Dennis Hodge, WRRF Director  
Kyle Smith, Utilities Director

This meeting was live streamed on YouTube: <https://www.youtube.com/watch?v=EtlPaVEh0FU>

Mayor Hooks called the meeting to order at 1:30pm. Mr. Rollins gave opening remarks.

The following departments presented their departments budget requests for FY 2023/2024 as shown on the attached PowerPoint, overviewing current year highlights, goals for FY 23-24, proposed fee schedule changes, projected revenues, capital improvement project requests, and operating expenditure requests:

- a. Police – Chief Terrance Caldwell and Lieutenant Adam Cole
- b. Recreation and Parks – Director Aaron Davis and Recreation Superintendent Kris Klopping

Mr. Rollins spoke concerning the Greenway Project. He stated that Mr. Mitchell has been working with a family for two years to acquire the last easement and it seems that it may take a bit longer to acquire, staff is proposing a shift of the trail slightly to the existing street right-of-way. He stated that Mr. Holt feels that the shift can be done with out much change in the cost of the project. Mr. Rollins said he would like to put the project out for bids in order to find out the real cost so that a decision can be made about proceeding or postponing. Council was in agreement.

- c. Engineering – Franz Holt, City Engineer, Alley Williams Carmen and King
- d. Information Technology – Director Kirk Montgomery

Mayor Hooks called for a break 2:45 p.m. Mayor Hooks called the meeting back to order at 3:05 p.m.

The following departments continued presentations.

- e. Water Resource Recovery Facility – Director Dennis Hodge, Lead Operator Toney Bowes and Laboratory Supervisor Amanda Hill
- f. Utilities Engineering and Administration – Director Kyle Smith

There was discussion among Council and staff throughout the work session. No formal action was taken.

There being no further business, the meeting was adjourned at 3:45 p.m.

---

Ed Hooks, Mayor

ATTEST:

---

Stephanie W. Shaw, City Clerk



# **POLICE DEPARTMENT**

BUDGET REQUEST 2023-2024





# HIGHLIGHTS OF FY 22-23

- Four vehicles were approved and purchased for this fiscal year
- School Resource Officers in every public school within Mebane City Limits
- Helped 361 families in Mebane with Christmas through our annual toy drive
- Replacing HVAC systems throughout the police facility





# GOALS FOR FY 23-24

- Recruitment and retention of quality police officers
- Reimplement the Police Explorers program
- Continued planning for new police facility





# CAPITAL IMPROVEMENT PROJECT REQUESTS

Ranking	Project Title	FY 23 Budget Impact	FY 24 Budget Impact	FY 25 Budget Impact
1	Vehicles (3 New / 3 Replacement)	\$413,058	\$223,051	\$240,895
2	Land/Planning		\$1,750,000	
3	Police Facility			\$15,000,000
4	Roof Replacement		\$260,000	





*The members of the Police Department thank you for your unwavering support and vigilance that has helped distinguish Mebane as one of the greatest places to live, work, and visit. Collaborative relationships, coupled with high standards of excellence and integrity in policing, have kept our community strong. It is with gratitude and pride that we present to you the 2023-24 Budget Request.*



**QUESTIONS?**

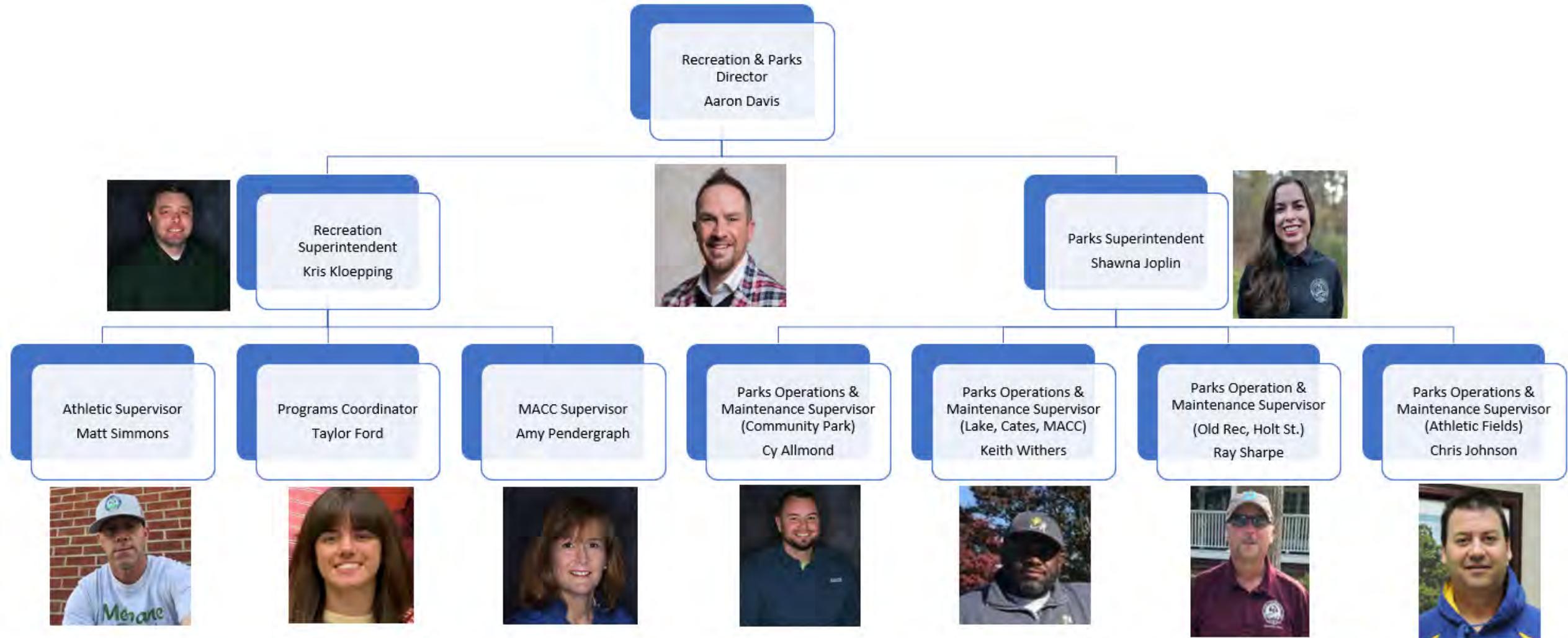


# **Recreation and Parks**

BUDGET REQUEST 2023-2024



# ORGANIZATIONAL CHART





# HIGHLIGHTS OF FY 22-23

- Basketball Court
- Youth/Walker Lights
- Blue Light Installed
- Juneteenth Event
- Movies in the Park
- Eggtravaganza and Bunny Hop
- Hometown Holiday Movie
- Fiddler Stage\*
- Master Plan\*





# GOALS FOR FY 23-24

## Continuing the 3 C's

- Completion
  - Cates Farm Park Playground Phase 1
  - Woodlawn Entrance & Parking Area at Community Park
  - Lake Michael Park Connector Trail
- Correction
  - Lake Michael Spillway Renovation
  - Lake Michael Piers, & Building
  - MACC Roof repairs
  - Fix the Old Rec Gym Floor & Replace Basketball Hoops
- Companion Construction
  - Outdoor Pickleball Lines & Nets @ Old Rec
  - Design work for addition Trails added at Lake Michael
- Continue to offer positively charming programs and events to the community!





# Lake Michael Park Spillway Renovation

- Design Work
  - As of 2/23/23, the Design is 95% almost complete
  - Submittal expected to the City by April 2023
- Timeline
  - Permitting: Will be completed by August 2023
  - Bid Timeline: Will end in November 2023
  - Construction Start Date: Spring 2024
  - Entire Lake Property Closed: 3/15/24 – 2/15/25
  - Project Completion Date: March 2025





# Cates Farm Park Playground Construction Update

- Tentative Timeline
  - Utility Work
    - Completed by: Spring 2023
  - Entry Way + Parking Lot
    - Completed by: Summer 2023
  - Playground Grading + Restrooms etc.
    - Completed by Fall 2023
  - Playground Construction Start Date
    - October 2023
  - Playground Phase 1 Grand Opening
    - Spring 2024





# CAPITAL IMPROVEMENT PROJECT REQUESTS

Ranking	Project Title	FY 24-25 Budget Impact	FY 25-26 Budget Impact	FY 26-27 Budget Impact
1	Back Entrance to Community Park (Woodlawn)	\$480,000	0	0
2	Lake Michael Connector (Lebanon)	\$375,000	0	0
3	MACC Roof Restoration	\$295,000	0	0
4	Lake Michael Boat House Removal	\$50,000	0	0
5	Gym Floor Restoration @ Old Rec	\$85,000	0	0
6	Lake Michael Trails (Around the Lake)	\$55,900	\$69,500	\$327,000
7	Cates Farm Playground (Phase 2)	\$0.00	\$500,000	0



# CAPITAL REQUESTS

## (\$5,000 - \$24,999)

Ranking	Item	FY 24-25 Budget Impact
1	Lake Michael Pier Repairs	\$24,500
2	New Basketball Hoops at Old Rec Gym - Replacement	\$20,000
3	MACC Office/Storage area - New	\$10,000
4	Automatic Height Adjusters for Basketball Goals @ MACC - Replacement	\$20,000
5	Water Bottle Fillers @ Various Parks x 3 (phase 2) - New	\$12,000
6	Retrofit Equipment Storage Building @ Youth/Walker Field	\$13,000
7	Automatic Door Locks and Access to Community Park Restrooms	\$12,500



# FEE CHANGES

Fee	Current Rate	Proposed Rate	Projected Annual Impact
Resident/Non-Resident - Athletic Fees	\$15/\$40	\$20/\$50	\$10,000
All Youth Sports Camp Fees	\$35/\$45	\$45/\$55	\$750
Christmas Parade Business Float Fee	\$75	\$100	\$700
Pickleball/Open Gym Fee	\$0/\$0	\$0/\$2 per day	\$2,500
Leader supervision for outdoor rentals	\$15	\$25	TBD
Field Prep Crew	\$15	\$25	TBD



# FEE CHANGES – Field Rentals

Fee	Current Rate	Proposed Rate	Projected Annual Impact
Community Park Non-Resident Rate	\$40	\$50	\$500
CP - Tournament Rental 1 Field/1 Day	\$200	\$400	\$1000
CP - Tournament Rental Both Fields/Day	\$400	\$800	\$800
CP - Tournament Rental Weekend	\$600	\$1500	\$1,400
MACC Athletic Complex Hourly Rate	\$15/\$25	\$25/\$50	\$1,500
MACC Tournament Field Rental Field/Day	\$100	\$250	\$500
MACC Entire Baseball/Softball or Soccer Complex Rental (4 Fields)	N/A	\$750	\$1500



# FEE CHANGES - Sponsorships

Fee	Current Rate	Proposed Rate	Projected Annual Impact
Baseball/Softball/T-Ball Team	\$300	\$500	\$800
Baseball/Softball 5 Team Package	n/a	\$2000	\$2000
Football Team	\$2,500	\$3,500	\$0.00
Entire Football Program	\$7,500	\$10,000	\$0.00
Basketball Team	\$200	\$400	\$1,000
Basketball League	\$5,000	\$6,000	\$0.00

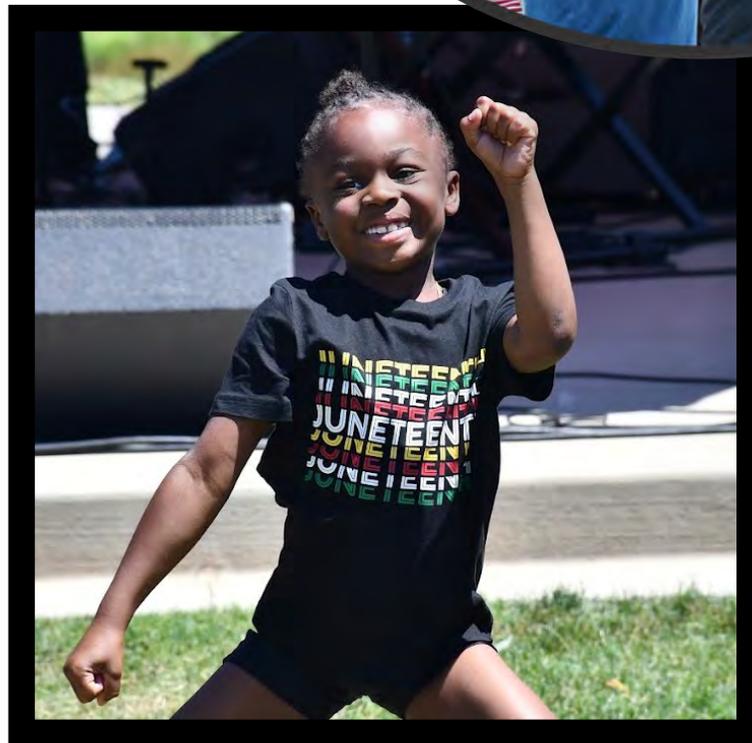


# PROJECTED REVENUES

Line Item	FY 23-24 Revenue Budget	Projected FY 24-25 Revenue	Increase Amount
Field/Room Rentals	\$70,000	\$100,000	\$30,000*
Event Fees	\$7,000	\$7,000	\$0.00
Athletic Program Fees	\$21,000	\$40,000	\$19,000*
Camp Fees	\$13,000	\$15,000	\$2,000
Lake Fees	\$5,000	\$0	-\$5,000**
Rec – Other	\$2,000	\$1,000	-\$1,000
Rec - Donations	0	\$2,000	\$2,000
OC – Rec Contribution	\$5,450	\$5,450	0
	\$123,450	\$135,450	\$12,000

\* FY 23-24 Revenue have exceeded projections and FY 24-25 have increased as a result.

\*\* Unable to charge fees because the facility will be closed for repairs. Have not been charging fees since 2020



#RowTheBoat



**QUESTIONS?**

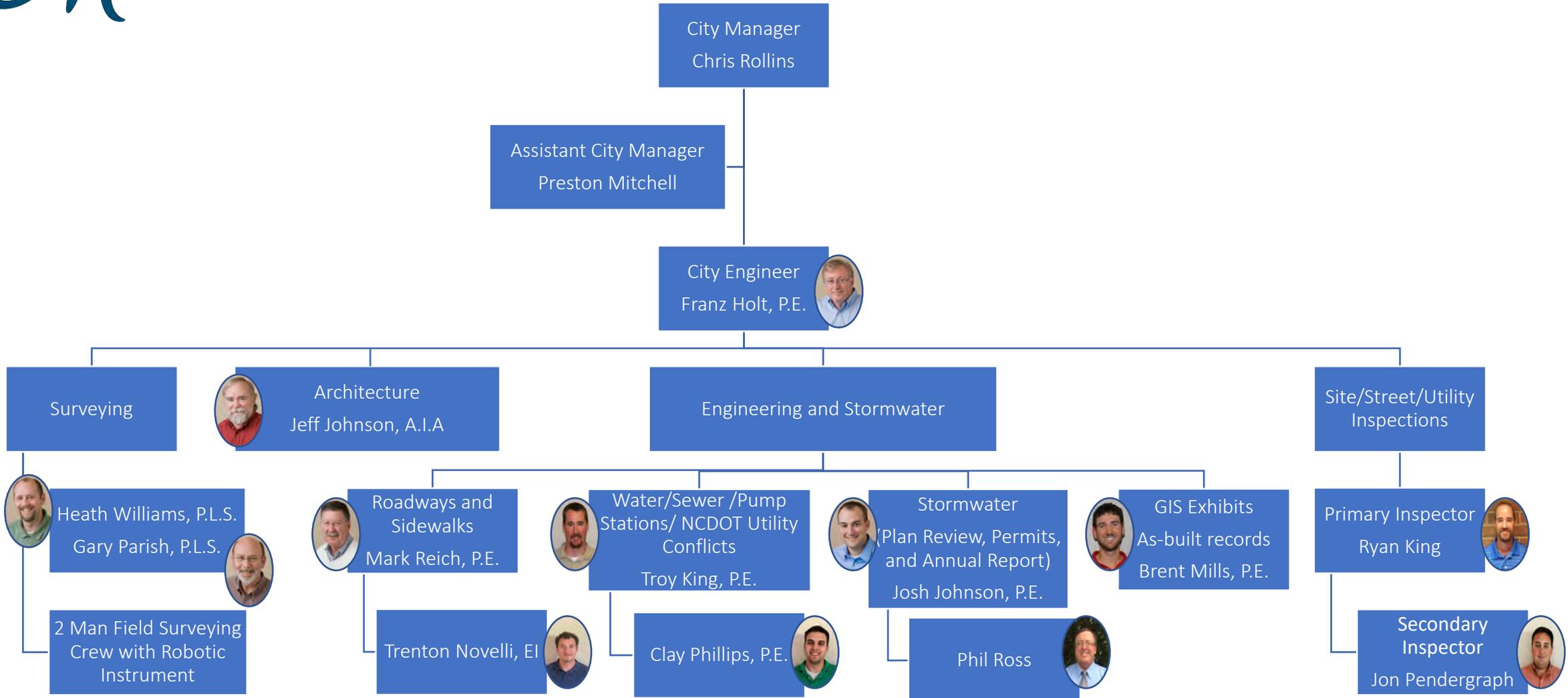


# **Engineering Department**

BUDGET REQUEST 2023-2024



# ORGANIZATIONAL CHART





# Mebane

Positively Charming





# Engineering Department Highlights

- Departmental Support with Funding Assistance Applications
  - NCDWI AIA Grant for Water – Received in July 2022
  - NCDWI AIA Grant for Sewer – Applied in September 2022
  - FEMA BRIC 2022 Floodwall and I&I – Applied in October 2022
  - NC Recreation and Parks AFP - Cates Farm Phase 2 – Applied in November 2022
- Departmental Assistance with CIP Planning
  - Siting Fire Station #4 at Buckhorn Business Center
  - Siting Fire Station #5 at NCCP
  - Clay Street infrastructure improvements
  - WRRF Expansion
  - LRUP Update
- Annual street repair/resurfacing (Resurfacing of 1.87 miles of city streets)
- Inspection of new developments (city accepted and maintained infrastructure)
  - 2.53 miles of water line
  - 4.58 miles of sewer main
  - 2.64 miles of storm drain
  - 2.59 miles of new development streets
  - 3.39 miles of new sidewalks
- Stormwater Engineering
  - 7 Stream Buffer Authorizations approved
  - 4 Stormwater permits approved
  - 4 stormwater structures certified
  - 31 stormwater ponds inspected
  - 10 watershed water quality ponds inspected





# Goals

## Final Months of FY 23 and into FY 24

- Present the Long-Range Utility Plan Update to staff and Council – FY 23
- Completion of FY 23 Paving and Resurfacing Project (Resurfacing 15 Streets and 13 Streets receiving patching)
- Provide departmental support for:
  - Response to economic development RFIs
  - Funding assistance applications
  - CIP Planning (Police, Fire, Recreation & Parks, and Utilities & Public Works)
  - WRRF renovation and expansion
  - Lake Michael Spillway replacement project
- NCDEQ approval of the City of Mebane sewer flow reduction study to the Graham Wastewater Treatment Plant



## Projected FY23 Revenue from Engineering Construction Plan Review and Inspection Fees

FY 22-23	Collected Fees	Anticipated Fees	Totals
First 6 Months	\$232,228		
Expected by FY end		\$691,350	
Total			\$923,578

### Revenue by type:

FY 22-23	Collected Fees	Anticipated Fees	Totals
General Engineering	\$106,812	\$352,256	\$459,068
Utility Engineering	\$125,416	\$339,094	\$464,510
Total	\$232,228	\$691,350	\$923,578



# Projected FY 23-24 Revenue

## Engineering Construction Plan Review and Inspection Fees

Project	Lots/Units/Sites	FY 23 Estimated Fees
Residential-Single Family & Multi-Family	1,026 lots/units	\$686,797
Commercial/Institutional/Industrial	2 sites	\$79,920
<b>Total</b>		<b>\$766,717</b>

## Preliminary Site or Subdivision Plan Review Fees

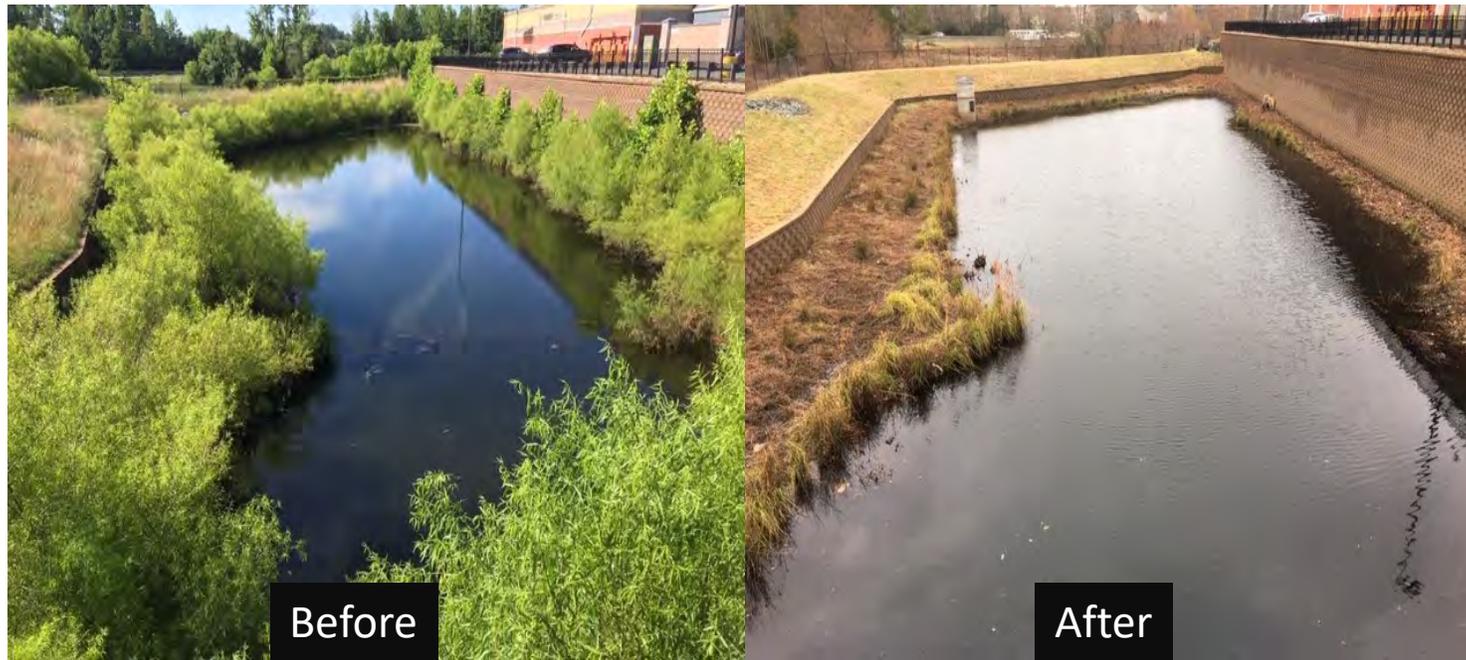
Project	Lots/Units/Sites	FY 23 Estimated Fees
Residential Single Family & Multi-Family	500 lots/units	\$12,500
Commercial/Institutional/Industrial	2 sites	\$20,000
<b>Total</b>		<b>\$32,500</b>
<b>FY 23-24 Total Anticipated Engineering Fees</b>		<b>\$799,217</b>



# Budget Request

Line Item	FY 22-23 Budget	Projected FY 23-24 Budget	Increase Amount
Utility Engineering	\$298,097.75	\$285,000	-\$13,097.75
General Engineering	\$445,500	\$460,000	\$14,500

**Tanger Wet Detention Pond** Protects offsite water quality.  
Annual inspections ensure structure is operating correctly and properly maintained.  
Picture shows removal of invasive plant growth.





**QUESTIONS?**



# **INFORMATION TECHNOLOGY**

BUDGET REQUEST 2023-2024



# ORGANIZATIONAL CHART





# HIGHLIGHTS OF FY 22-23

- Centralized Access Control System
  - Upgrade to door systems
    - City Hall, Old Rec, MACC, FD, PW, WWRF, Museum.
  - Set up a centralized server to manage all access controls and cameras
- Upgrade of Servers
  - City Hall, WWRF
- Desktop replacements
- Camera install
  - City Hall, Old Rec
- Wi-Fi Upgrade - City Wide
  - Upgraded our internal Wi-Fi network devices
    - This is for city use only.
  - Citizens still have access to Spectrum's free Wi-Fi
  - We have installed, per the helping hand grant, free Wi-Fi at the Old Rec, Youth Walker, and Holt Street Park. We are in the process of setting up Giles Park as well
- Help Desk system implementation





# GOALS FOR FY 23-24

- Fiber Installation at City locations
- Centralized Access Controls PH II and III
- SharePoint deployment
- Upgrade the PD Camera system
- Alarm system integration w/door system
- Train Museum door controls





# CAPITAL REQUESTS

(\$5,000 - \$24,999)

Ranking	Item	FY 23-24 Budget Impact
1	Fire Department Copiers	\$15,924



# CAPITAL IMPROVEMENT PROJECT REQUESTS

Ranking	Project Title	FY 23-24 Budget Impact	FY 24-25 Budget Impact	FY 25-26 Budget Impact
1	Fiber installation	\$95,702		
2	Centralized Access controls PH II & III	\$43,500		



# REQUESTED OPERATING EXPENDITURES

Line Item	FY 22-23 Budget	Requested FY 23-24 Budget	Increase Amount
Software Licenses	\$149,000	\$336,972	\$187,972
Telecommunications	\$71,125	\$301,245	\$230,120
Departmental Supplies	\$5,090	\$13,400	\$8,310
Professional Services	\$149,000	\$248,664	\$99,664

*The increase to the overall IT budget comes from transitioning all city-wide services that are managed by IT to being funded through IT. In prior fiscal years, these items were funded by departments.*



*We are moving forward with expanding the security needed for the City, both physically and technologically. By providing dedicated fiber to the City, we can meet the growing needs across Mebane. Our highest priority is providing these and many other services to the City and our citizens.*





**QUESTIONS?**

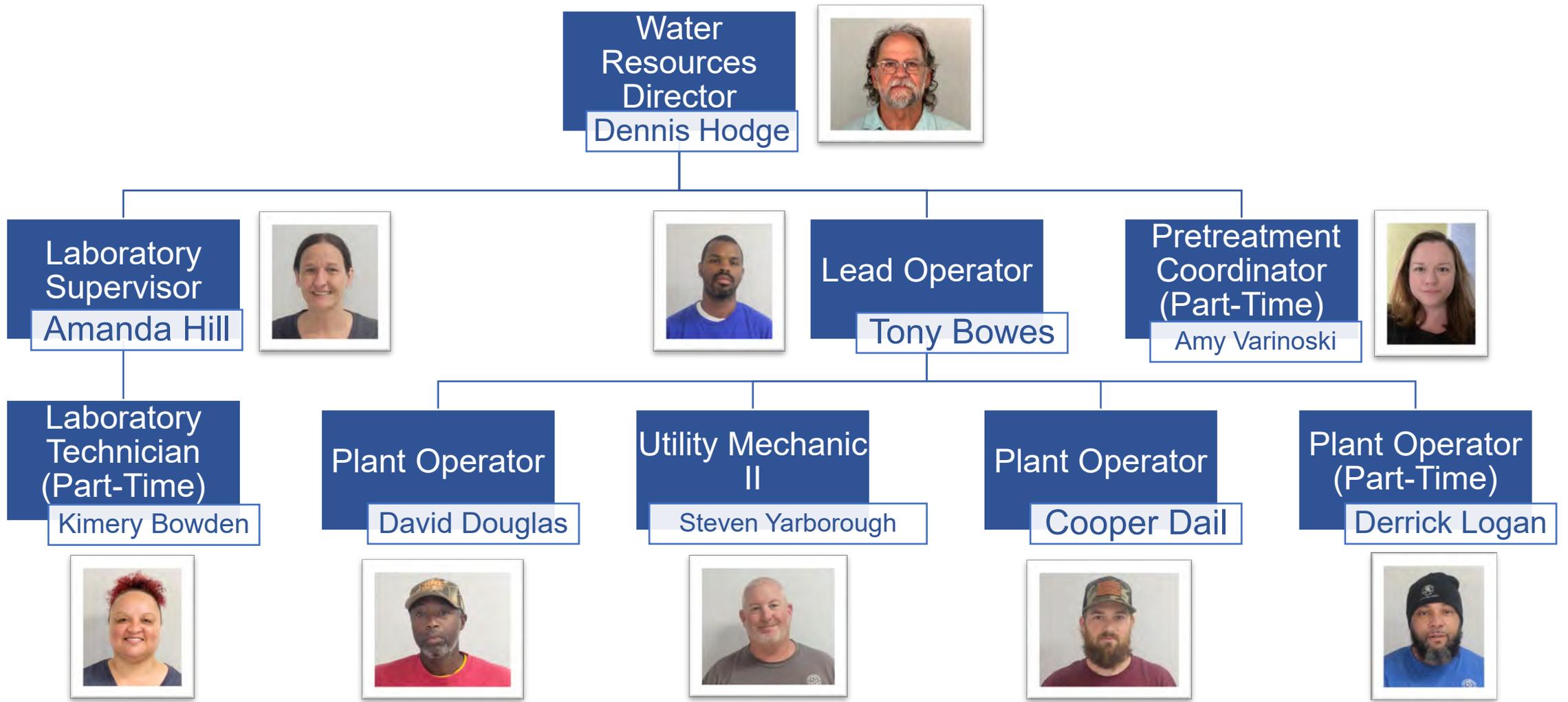


# **WATER RESOURCE RECOVERY FACILITY**

BUDGET REQUEST 2023-2024



# ORGANIZATIONAL CHART





# HIGHLIGHTS OF FY 22-23

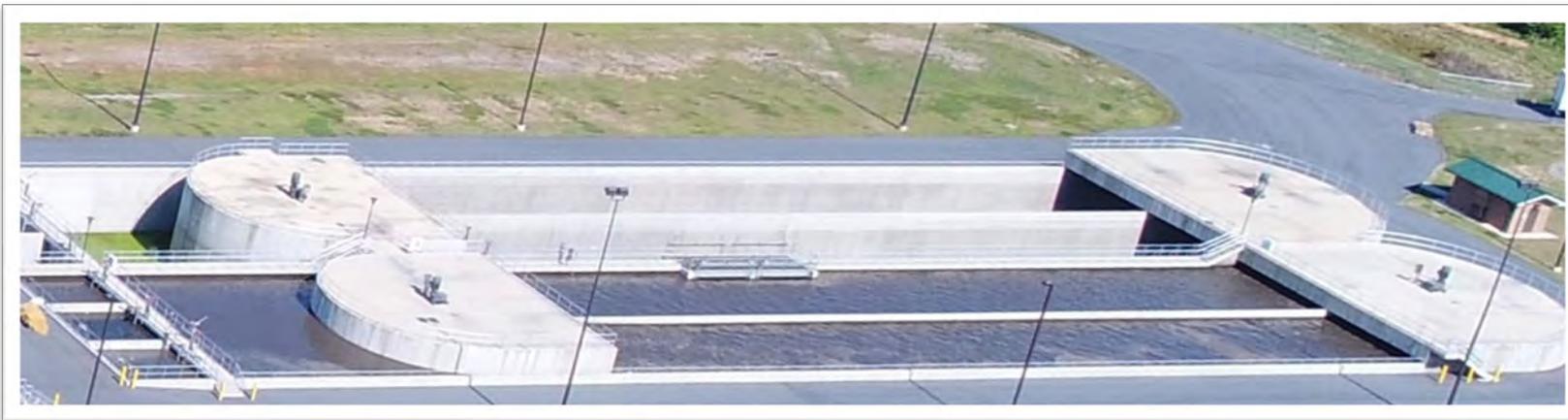
- Facility renovations
- Kenaf pilot presented at Annual Global Wastewater Conference (WEFTEC)
- Employee certifications
- Expansion progress





# GOALS FOR FY 23-24

- Facility renovation
- Continue expansion design
- Additional staffing
- Sludge building roof
- Online monitoring equipment





# PERSONNEL REQUESTS

Ranking	Position/Title	FY 23-24 Budget Impact	FY 24-25 Budget Impact
1	Laboratory Technician	\$52,355	\$51,555
2	Wastewater Treatment Plant Operator	\$60,040	\$58,280

\*Both positions are currently part-time and are being requested to become full-time.



# CAPITAL IMPROVEMENT PROJECT REQUESTS

Ranking	Project Title	FY 23-24 Budget Impact	FY 24-25 Budget Impact	FY 25-26 Budget Impact
1	Roofing-Sludge Building - (Replacement of existing roof)	\$40,000		
2	City of Graham	\$60,000	\$64,800	\$68,040



# CAPITAL REQUESTS

## (\$5,000 - \$24,999)

Ranking	Item	FY 23-24 Budget Impact
1	Chlorine Analyzer (New)	\$13,342
2	Aeration Basin Online Monitoring (New)	\$12,720
3	Aerator (Replacement of existing aerator)	\$11,000



# REQUESTED OPERATING EXPENDITURES

Line Item	FY 22-23 Budget	Requested FY 23-24 Budget	Increase Amount
Chemicals	\$134,716	\$271,273	\$136,557
SCADA Services	\$30,506	\$42,985	\$12,479



“We forget that the water cycle and the life cycle are one”  
-Jacques Cousteau



**QUESTIONS?**



# **UTILITIES ENGINEERING & ADMINISTRATION**

BUDGET REQUEST 2023-2024



# ORGANIZATIONAL CHART



Public Utilities Director  
Kyle Smith



Utility Maintenance Supervisor  
Greg Barts



Utility Maintenance Supervisor  
Chris Crutchfield



Water Meter Technician  
Philip Carreiro



Utility System Mechanic  
Jeff Jobe



Equipment Operator I  
Max Hersinger



Equipment Operator II  
Thomas Whitmore



Equipment Operator II  
Travis Bevill



Utility Locates Technician  
Donnie Oakley



Equipment Operator I  
Leslie Hester



Utilities System Mechanic I  
Rickey Connally



Equipment Operator I  
Dennis Warren



Equipment Operator I  
Garry Jeffries



Maintenance Technician  
Ricard Merritt



Maintenance Technician  
Brian Fields



Maintenance Technician  
Mark Porcher



# HIGHLIGHTS OF FY 22-23

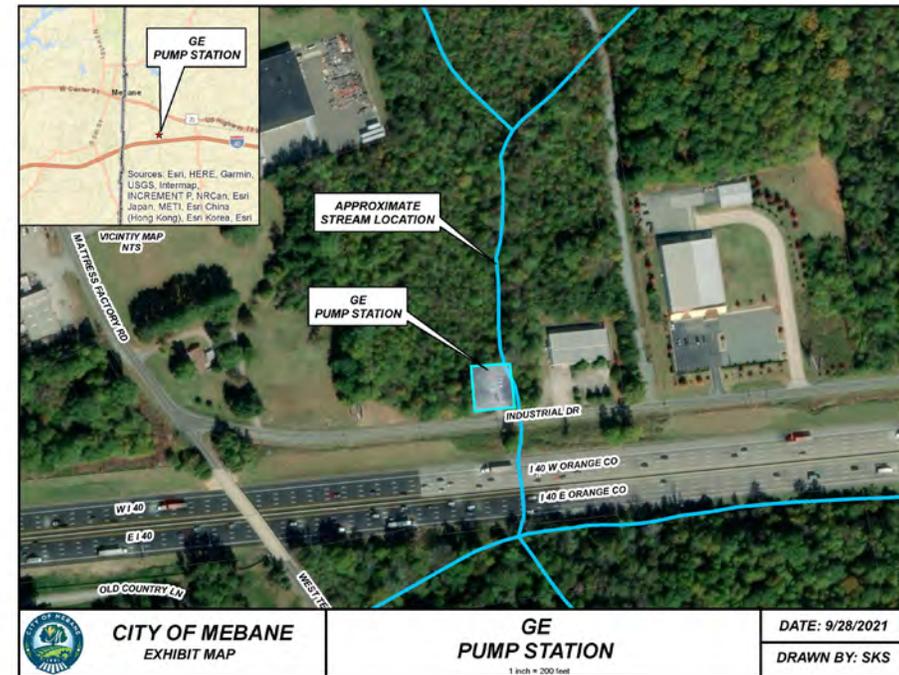
- New elevated water storage tank
- Water pressure monitoring stations
- McKinley Street Water Line Replacement
- Lake Michael Pump Station
- GKN Force Main Relocation
- WaterScope





# GOALS FOR FY 23-24

- Water pressure monitoring stations
- Water line replacements and water line rehabilitation projects
- Preliminary engineering for grant funding opportunities
- Check meters on fire lines
- Fire hydrant replacements
- Meter setter upgrades
- Replacement of large meters





# PERSONNEL REQUESTS

Ranking	Position/Title	FY 24-25 Budget Impact	FY 25-26 Budget Impact
1	Metering & Sampling Supervisor	\$108,673	\$107,541
2	Maintenance Technician	\$67,674	\$66,542



# PROPOSED ORGANIZATIONAL CHART



Public Utilities Director  
Kyle Smith



Utility Maintenance Supervisor  
Greg Barts



Utility Maintenance Supervisor  
Chris Crutchfield

Metering & Sampling Coordinator  
New Position



Utility System Mechanic  
Jeff Jobe



Equipment Operator I  
Max Hersinger



Equipment Operator II  
Thomas Whitmore



Equipment Operator II  
Travis Bevill



Utility Locates Technician  
Donnie Oakley



Water Meter Technician  
Philip Carreiro



Utilities System Mechanic I  
Rickey Connally



Equipment Operator I  
Leslie Hester



Equipment Operator I  
Dennis Warren



Equipment Operator I  
Garry Jeffries

Maintenance Technician  
New Position



Maintenance Technician  
Ricard Merritt



Maintenance Technician  
Brian Fields

Maintenance Technician  
Mark Porcher



# CAPITAL IMPROVEMENT PROJECT REQUESTS

Ranking	Project Title	FY 24-25 Budget Impact	FY 25-26 Budget Impact	FY 26-27 Budget Impact
1	Water Meters	\$180,000	\$180,000	\$180,000
2	Truck Replacements	\$112,000	\$46,000	\$50,600
3	Sewer Jetter Replacement	\$136,818	\$0	\$0
4	Air Compressor Replacement	\$25,000	\$0	\$0
5	Bowman – West Ten Road Water Connector	\$865,625	\$0	\$0





# CAPITAL IMPROVEMENT PROJECT REQUESTS

Ranking	Project Title	FY 24-25 Budget Impact	FY 25-26 Budget Impact	FY 26-27 Budget Impact
6	OAWS Interconnect Engineering	\$93,750	\$0	\$0
7	2" Water Line Replacements	\$50,000	\$145,000	\$205,000
8	GE Pump Station Preliminary Engineering	\$50,000	\$0	\$0
9	Third Street Outfall Preliminary Engineering	\$50,000	\$0	\$0
10	Waterline Rehabilitation Projects	\$38,000	\$17,000	\$250,000
11	Utility Oversizing	\$150,000	\$150,000	\$150,000
12	Water Plant Capital	\$200,000	\$200,000	\$200,000



# CAPITAL REQUESTS

## (\$5,000 - \$24,999)



Ranking	Item	FY 24-25 Budget Impact
1	11 <sup>th</sup> Street Water Tower Security Cameras	\$6,146
2	Pump Station Lawn Mower Replacement	\$11,620
3	Sewer Jetter Camera Nozzle	\$8,500





# FEE CHANGES

Fee	Current Rate	Proposed Rate	Projected Annual Impact
¾" Water Tappage Fee (Inside)*	\$800	\$1,500	\$7,000
¾" Water Tappage Fee (Outside)*	\$1,600	\$3,000	-
1" Water Tappage Fee (Inside)*	\$1,000	\$2,000	-
1" Water Tappage Fee (Outside)*	\$2,000	\$4,000	-

\* Single Family Infill Lots Only



# REQUESTED OPERATING EXPENDITURES

Line Item	FY 23-24 Budget	Requested FY 24-25 Budget	Increase Amount
Professional Services	\$93,500	\$103,500	\$10,000
Small Equipment	\$9,900	16,650	\$6,750
Laboratory Analysis	\$10,000	\$15,000	\$5,000



# PROJECTED REVENUES

Line Item	FY 23-24 Budget	Projected FY 24-25 Budget	Increase Amount
Water System Development Fees	\$460,000	\$500,000	\$40,000
Sewer System Development Fees	\$1,138,000	\$1,170,000	\$32,000





**QUESTIONS?**



The Mebane City Council met for its regular monthly meeting at 6:00 p.m., Monday, April 3, 2023 in the Council Chambers of the Glendel Stephenson Municipal Building located at 106 E. Washington Street.

Councilmembers Present:

Mayor Ed Hooks  
Mayor Pro-Tem Tim Bradley  
Councilmember Katie Burkholder  
Councilmember Sean Ewing  
Councilmember Montrena Hadley

Also Present:

Chris Rollins, City Manager  
Preston Mitchell, Assistant City Manager  
Lawson Brown, City Attorney  
Stephanie Shaw, City Clerk  
Ashely Ownbey, Development Director

Councilmember Present Via Phone Conference

Councilmember Jonathan White

Mayor Hooks called the meeting to order. Jeremy Pollard, Pastor of Summit Church- Alamance Campus, gave the invocation.

Fire Chief Bob Louis announced that he will be retiring effective December 31, 2023. Mayor Hooks expressed thanks to Chief Louis and stated that accolades would be forthcoming. Chief Louis received a standing ovation from the numerous firefighters that were in attendance for the announcement, along with other fire department staff, the Council, Administrative staff and audience members.

Mayor Hooks recognized organizer Jeff Church and a group of volunteers from Mill Creek who recently spent time picking up litter along Hwy 119 North from Stagecoach to Mill Creek. This is the group's second year in a row volunteering to clean up the litter in that area.

Mayor Hooks read aloud excerpts from four (4) separate proclamations, recognizing each as important and worthy of recognition:

- a. Municipal Clerks Week- April 30- May 6, 2023
- b. Small Business Week- First Week of May, 2023
- c. Public Works Week- May 21-27, 2023
- d. Monarch Butterfly Month- May 2023

During the Public Comment Period, Carl Bradley shared that while several of the firefighters were in attendance at tonight's meeting, he took the time to thank the them for helping him during his fall several months ago.

Also, during the Public Comment Period, Anne Cassebaum, 3469 Amick Rd Elon, NC, requested the Council adopt a resolution supporting the United Nations Treaty on the Prohibition of nuclear weapons. She cited her concerns and reasons for such action.

Mayor Hooks gave an overview of the Consent Agenda as follows:

- a. Approval of Minutes-
  - i. February 6, 2023 Regular Meeting
  - ii. February 10, 2023 Council and REAC Workshop
  - iii. March 17, 2023- Special Meeting- Transload Site Tour
  - iv. March 22, 2023- Special Meeting- Budget Work Session
- b. Police- Purchase Capital with Federal Equitable Funds
- c. Budget Ordinance Amendment- Cates Farm Park
- d. Capital Project Ordinance- GKN Pump Station
- e. Capital Project Ordinance- Amendment 5- WRRF
- f. FY23 Audit Contract
- g. Annexation Petition- N. First Street Townhomes

- h. Alamance County Review Officer Appointments
- i. Final Plat- Magnolia Glen Estates, Ph. 3
- j. Final Plat Reapproval- Stagecoach Corner, Ph. 1
- k. Final Plat Reapproval- Summerhaven, Ph. 2
- l. Social Media Policy

Mr. Bradley made a motion, seconded by Mr. Ewing, to approve the Consent Agenda as presented. Mayor Hooks called for a roll call vote. Ayes- Mr. Bradley, Mr. Ewing, Mr. White, Ms. Hadley, and Ms. Burkholder. The motion carried unanimously.

**Item b.**

BE IT ORDAINED by the Council of the City of Mebane that the Budget Ordinance for the Fiscal Year beginning July 1 2022 as duly adopted on June 6, 2022, is hereby amended as follows:

ARTICLE I			
APPROPRIATIONS	Current Budget	Change	Revised Budget
General Fund - Police	\$ 5,929,332	\$ 9,823	\$ 5,939,155

ARTICLE II			
REVENUES	Current Budget	Change	Revised Budget
General Fund - All Other Revenues	\$ 980,785	\$ 9,823	\$ 990,608

This the 3rd day of April, 2023.

**Item c.**

BE IT ORDAINED by the Council of the City of Mebane that the Budget Ordinance for the Fiscal Year beginning July 1 2022 as duly adopted on June 6, 2022, is hereby amended as follows:

ARTICLE I			
APPROPRIATIONS	Current Budget	Change	Revised Budget
General Fund - Non-Departmental	\$ 4,293,228	\$ 551,969	\$ 4,845,197

ARTICLE II			
REVENUES	Current Budget	Change	Revised Budget
General Fund - Appropriated Fund Balance	\$ 5,278,608	\$ 551,969	\$ 5,830,577

This the 3rd day of April, 2023.

**Item d.**

**Capital Project Ordinance for the City of Mebane  
GKN Pump Station**

BE IT ORDAINED by the Governing Board of the City of Mebane, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

**Section 1:** The project authorized is the design and construction of the GKN Pump Station financed by the City of Mebane Utility Revenue Bonds.

**Section 2:** The officers of this City are hereby directed to proceed with the capital project within the terms of the budget contained herein.

**Section 3:** The following amounts are hereby appropriated for the project:

	Project Budget
Design, Engineering & Construction	\$1,853,159

**Section 4:** The following revenues are anticipated to be available to complete the project:

Debt proceeds received in FY22 and appropriated in the Utility Fund in FY23	\$1,853,159
-----------------------------------------------------------------------------	-------------

**Section 5:** The Finance Officer is hereby directed to maintain within the Capital Project Fund sufficient specific detailed accounting records to satisfy the requirements of the General Statutes of North Carolina.

**Section 6:** The Finance Officer is hereby directed to report, on a quarterly basis, on the financial status of each project element in Section 3.

**Section 7:** The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this capital project in every budget submission made to this Board.

**Section 8:** Copies of this capital project ordinance shall be furnished to the Clerk to the Governing Board and to the Budget Officer and Finance Officer for direction in carrying out this project.

This is the 3<sup>rd</sup> day of April, 2023.

Item e.

**Capital Project Ordinance for the City of Mebane  
Water Resource Recovery Facility Expansion  
Amendment 5**

**BE IT ORDAINED** by the Governing Board of the City of Mebane, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance amendment 4 is hereby adopted:

**Section 1:** The project authorized is the design and construction of Water Resource Recovery Facility 0.5 MGD Expansion to be financed by Utility Fund reserves, a State Revolving Fund, Grant Funds and Revenue Bonds.

**Section 2:** The officers of this City are hereby directed to proceed with the capital project within the terms of the budget contained herein.

**Section 3:** The following amounts are hereby appropriated for the project:

	Project Budget
Design & Engineering	\$ 3,513,200
Land Purchase	286,800
Construction	11,925,000
Total	\$ 15,725,000

**Section 4:** The following revenues are anticipated to be available to complete the project:

	<b>Project Budget</b>
Transfer from Utility Fund	\$ 3,800,000
NC Department of Environmental Quality American Rescue Plan funding	11,925,000
	<b>\$ 15,725,000</b>

**Section 5:** The Finance Officer is hereby directed to maintain within the Capital Project Fund sufficient specific detailed accounting records to satisfy the requirements of the General Statutes of North Carolina.

**Section 6:** Funds may be advanced from the Water and Sewer Fund for the purpose of making payments as due.

**Section 7:** The Finance Officer is hereby directed to report, on a quarterly basis, on the financial status of each project element in Section 3.

**Section 8:** The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this capital project in every budget submission made to this Board.

**Section 9:** Copies of this capital project ordinance shall be furnished to the Clerk to the Governing Board and to the Budget Officer and Finance Officer for direction in carrying out this project.

This is the 3<sup>rd</sup> day of April 2023.

Item g.

**RESOLUTION FIXING DATE OF PUBLIC HEARING ON  
QUESTION OF ANNEXATION PURSUANT TO G.S. 160A-31**

WHEREAS, a petition requesting annexation of the area described herein has been received; and

WHEREAS, certification by the City Clerk as to the sufficiency of the petition has been made;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Mebane, North Carolina that:

Section 1. A public hearing on the question of annexation of the area described herein will be held at the Glendel Stephenson Municipal Building at 6:00 p.m. on May 1, 2023.

Section 2. The area proposed for annexation is described as follows:

All that certain Lot or Parcel of land situated in Melville Township, Alamance County, North Carolina and more particularly described as follows:

Beginning at an existing iron pipe, being the northwest corner of Lot 5, of Plat entitled "Final Plat Subdivision of Property for Timothy David Farrar" as recorded in Plat Book 66, Page 281 in the Alamance County Register of Deeds, and in the eastern property line of Oakwood Apartments; said pipe being N 20°47'06" W, 244.41 feet from an existing iron pipe, being the western common corner of Lot 4 and 5 of said subdivision;

Thence from said beginning, along the eastern property line of Oakwood Apartments, Lots 73 through 76 of Plat entitled "Section One, Forest Ridge Subdivision" as recorded in Plat Book 21, Page 72, John Redner, and Joseph H. Call and wife, Sara L. Call, N 20°14'55" W, 1093.33 feet to a calculated point, a corner with Joseph H. Call and wife, Sara L. Call; thence continuing along the property of Joseph H. Call and wife, Sara L. Call, N 09°20'19" W, 859.53 feet to an existing iron pipe; thence along the southern property line of Joseph H. Call and wife, Sara L. Call, Brighton

Associates, and Anne R. Manuel Heirs, ETAL, N 81°30'27" E, 560.20 feet to a calculated point in the center of N.C. Highway 119, (N. First Street), said point being N 81°30'27" E, 37.55 feet from an existing iron stake being the southeast corner of Anne R. Manuel Heirs, ETAL, thence following the centerline of N.C. Highway 119 the following courses and distances, S 28°56'25" E, 806.22 feet to a calculated point, thence along a curve to the right with a chord bearing S 21°36'55" E, chord distance 249.82' and radius 973.65' to a calculated point, thence along a curve to the right with a chord bearing S 01°03'45" W, chord distance 469.54 feet and radius 813.84 feet to a calculated point, thence S 17°41'05" W, 251.05 feet to a calculated point, thence along a curve to the left with a chord bearing S 01°56'34" W, chord distance 146.26 feet and radius 475.61 feet to a calculated point, in the center of N.C. Highway 119, and being a corner with Lot 5 of said Plat Book 66, Page 281, being N 69°03'05" E, 64.47 feet from a new iron pin in the line of said Lot 5, thence from the calculated point along the property of said Lot 5, S 69°03'05" W, 458.73 feet to the beginning and containing 30.55 Acres more or less which includes 1.37 Acres more or less lying within the right of way of N.C. Highway 119.

Section 3. Notice of the public hearing shall be published once in the Mebane Enterprise, a newspaper having general circulation in the City of Mebane, at least ten (10) days prior to the date of the public hearing.

---

Ed Hooks, Mayor

ATTEST:

---

Stephanie W. Shaw, City Clerk

Barbara Hollerand, DMDC Executive Director, gave a quarterly update via the attached PowerPoint presentation.

A Public Hearing was held on a request from 3S Investments, LLC to amend Mebane's Unified Development Ordinance, Table 4-1-1 (Table of Permitted Uses) to allow Equipment Rental and Leasing (with outside storage) use in the B-2, General Business District with a Special Use request. Ms. Ownbey presented the request and explained that currently, Equipment Rental and Leasing (with outside storage) is permitted with development standards in the LM, Light Manufacturing District and HM, Heavy Manufacturing District. A minor revision is proposed to Section 4-7.7, D. to reflect the application of the development standards in the B-2 Zoning District. Staff finds the proposed text amendment would allow for future commercial growth opportunities and still afford protections as a Special Use request in the B-2 Zoning District. Currently "Outside Storage" is permitted as a standalone use in the B-2 Zoning District with a Special Use Permit.

Chad Huffines, 505 E. Davis Street, Burlington, NC, Civil Engineer for the project, spoke on behalf of the applicant. He gave a brief recap of the request as laid out by Ms. Ownbey.

Deborah Kauffman, 207 W. Holt Street, Mebane, NC, asked what the location is for this proposed development.

Mr. Huffine replied that the location would be adjacent to the First Source Rental store on S. Third Street.

Mr. Bradley made a motion, seconded by Mr. Ewing, to close the public hearing. Mayor Hooks called for a roll call vote. Ayes- Mr. Bradley, Mr. Ewing, Mr. White, Ms. Hadley, and Ms. Burkholder. The motion carried unanimously.

Mr. Bradley made a motion, seconded by Ms. Hadley, to approve the amendment as presented. Mayor Hooks called for a roll call vote. Ayes- Mr. Bradley, Mr. Ewing, Mr. White, Ms. Hadley, and Ms. Burkholder. The motion carried unanimously.

A Public Hearing was held on a request from Hendon Properties, LLC is requesting approval to conditionally rezone the +/- 6.19-acre property located on Wilson Road and Forest Oaks Lane from R-20 to B-2 (CD) to allow for a farm supplies and equipment retail use. Ms. Ownbey presented the request. The property is located in Alamance County in the Extra-Territorial Jurisdiction (ETJ). The applicant must petition for annexation before connecting to City water and sewer. The property

is largely vacant except for the Chick-fil-A overflow gravel parking lot. Additionally, there is a stormwater pond on site that serves the development along Mebane Oaks Road. Surrounding uses include restaurants, retail, medical and veterinary offices, a fitness gym, other professional service uses and residential. The plan is site specific and also preliminarily shows a subdivision of the property to three (3) lots. Lot 1 will be developed as the farm supplies and equipment retail use, Lot 2 will be reserved for future commercial development, and Lot 3 will be primarily utilized as a stormwater management area. The site plan shows three driveways, with two on Forest Oaks Lane and one on Wilson Road. There are multi-modal improvements associated with the development, including sidewalks along Wilson Road and Forest Oaks Lane. Additionally, there is a turn lane proposed at the intersection of Wilson Road on Forest Oaks Lane and curb and gutter is proposed on certain sections of that road to be maintained by NCDOT. She explained that this particular user did not generate enough trips to warrant a traffic impact analysis (TIA) as required by NCDOT or City thresholds. City staff did recommend a TIA given the congestion and heavy traffic in the area, which was prior to the applicant showing the extension of Wilson Road. The applicant is proposing to acquire right-of-way from the adjoining property owner which would allow them to extend Wilson Road to point of NCDOT's "stub" roadway improvements associated with the I-5711 Mebane Oaks Road widening project. Before City staff approves construction plans or release any building permits, the developer will be required to secure and record right-of-way for the section of Wilson Road (Extension) shown outside of his property boundaries. The developer is required to construct this new section of road before any certificates of occupancy are released for the proposed structure. All typical bonding requirements would remain in place once the right-of-way is recorded. If the developer is unable to secure this right-of-way, he will be required to complete a Traffic Impact Analysis (TIA) and return to the Planning Board and City Council to amend the conditions of the zoning district for the property. The stormwater pond shall be constructed for a 100-year storm event. The developer has committed to constructing a storm water control measure which increases the detention of storm water runoff volume so that the post development flows shall not leave the site at a rate greater than the pre-development discharge rate for the 100-year, 24-hour storm.

Mr. White questioned when the existing stormwater pond was built and for what construction was is designed to serve. Mr. Holt replied that the pond was originally designed for the Wendy's project and was expanded when Chick-fil-A was built. The Verizon facility has its own pond that discharges in a different location. He stated that he believes it was designed for a 10-year storm but will be upgraded at this time to take care of a 100-year storm event.

Mark Tiller, Development Partner with Hendon Properties, LLC, introduced himself and Matt Lowder, Civil Engineer with Bowman Consulting. He stated that Ms. Ownbey did a great job presenting the request and he is able to answer any questions.

Mr. Bradley asked what the plan is if the developer is unable to acquire the right-of-way to extend Wilson Road. Mr. Tiller said he has had several conversations with the property owner and he is confident they will be able to come to an agreement. If that is not the case, they would go the traffic study route.

Ms. Ownbey added that should the right-of-way not be acquired. The developer would be required to conduct a TIA and they would also have to go back through the rezoning process in order to amend the conditions.

Ms. Hadley asked why the second driveway access on Forest Oaks Lane does not align with the New Millennium's driveway. Mr. Lowder replied that originally, they wanted the two (2) entrances to be off of Wilson Road but after feedback from city staff and NCDOT, it would have created a zig-zap pattern on Wilson Road, so the feeling was that it would be a safer movement for the customers to take a right turn off of Forest Oaks Lane into the project. He added that there would be minimal traffic using the second entrance as that would be more of a truck delivery entrance and Tractor Supply only has one tractor trailer delivery once a week. He said Tractor Supply is a very low traffic generator.

Carl Bradley asked Mr. Tiller if they still plan to have a dog washing station in the Tractor Supply. Mr. Tiller shook his head yes.

Mitch Patton, 3984 Forest Oaks Lane, Mebane, NC shared his concerns with the congested traffic in this area. He said installing a traffic light at the intersection of Wilson Road and Forest Oaks Lane would be very beneficial.

Jared Schumann, 3987 Forest Oaks Lane, Mebane, NC, made a suggestion of a traffic circle at the intersection of Wilson Road and Forest Oaks Lane, rather than a traffic light because there is already another traffic light in close proximity. He also asked for a timeline for the construction of the right-of-way of the “stub” road, the proposed project timeline and what the hours of construction would be as construction generates noise.

For clarification Mr. Mitchell reiterated the following information as provided in the Council packet:

*Before City staff approves construction plans or releases any building permits, the developer will be required to secure and record right-of-way for the section of Wilson Road (Extension) shown outside of his property boundaries. The developer is required to construct this new section of road before any certificates of occupancy are released for the proposed structure. All typical bonding requirements would remain in place once the right-of-way is recorded. If the developer is unable to secure this right-of-way, he will be required to complete a Traffic Impact Analysis (TIA) and return to the Planning Board and City Council to amend the conditions of the zoning district for the property.*

Mr. Mitchell stated that this is a unique voluntary condition made by the developer.

Michael Holsclaw, 4045 Forest Oaks Lane, Mebane, NC, cited concerns with traffic and water runoff in the area.

Larry Teague, 4026 Forest Oaks Lane, Mebane, NC, cited concerns with water runoff and erosion. He expressed the need for erosion control. He suggested a right-in/right-out for this project.

Mr. Patton came forward again and added his concerns with water runoff issues as stated by the others.

There was considerable discussion regarding heavy traffic in the area and several traffic solutions were suggested.

Mr. Holt came forward and offered a reminder that while the site plan looks like a very detailed plan, there will be construction drawings that will be submitted through the City’s Technical Review Committee (TRC). The stormwater plans will be thoroughly reviewed.

Mr. Bradley made a motion, seconded by Ms. Hadley, to close the public hearing. Mayor Hooks called for a roll call vote. Ayes- Mr. Bradley, Mr. Ewing, Mr. White, Ms. Hadley, and Ms. Burkholder. The motion carried unanimously.

Ms. Burkholder made a motion, seconded by Mr. Ewing, to approve the B-2(CD) zoning as presented and a motion to find that **the application is consistent** with the objectives and goals in the City’s 2017 Comprehensive Land Development Plan *Mebane By Design*. Specifically, the request:

- Is for a property within the City’s G-4 Secondary Growth Area and is generally commercial in nature (Mebane CLP, p. 66).

Mayor Hooks called for a roll call vote. Ayes- Mr. Bradley, Mr. Ewing, Mr. White, Ms. Hadley, and Ms. Burkholder. The motion carried unanimously.

Ms. Ownbey presented a request on behalf of Hendon Tiller Mebane 3.0, LLC, for approval of a Final Major Subdivision Plat for a parcel in Alamance County identified by GPIN 9824046036. Consideration of the preliminary plat is included with the previous rezoning request. The Final Plat will include a total area of +/-6.19 acres and features three proposed lots.

Mr. Bradley made a motion, seconded by Ms. Burkholder, to approve the final plat as presented. Mayor Hooks called for a roll call vote. Ayes- Mr. Bradley, Mr. Ewing, Mr. White, Ms. Hadley, and Ms. Burkholder. The motion carried unanimously.

Mr. Brown presented a request on behalf of DBW Inc., owner of 475 Fitch Drive, Mebane, for acceptance of a Petition for Annexation and the Annexation Agreement for the property at 475 Fitch Drive but defer annexation until the future per the City’s policy and upon recordation of the signed Annexation Agreement and to allow access to the City utility services per the Voluntary Annexation Policy.

Mr. Ewing asked if there is a timeframe for the agreement. Mr. Brown stated there is a timeline. Mr. Rollins said the Agreement states 21 years. After discussion among Council and staff, Council

directed staff to remove the timeframe language from the Annexation Agreement to make it consistent with the language in the Voluntary Annexation Policy.

Mr. Bradley made a motion, seconded by Mr. Ewing, to accept the Petition for Annexation and the Annexation Agreement for the property at 475 Fitch Drive but defer annexation until the future per the City's policy and upon recordation of the signed Annexation Agreement and to allow access to the City utility services per the Voluntary Annexation Policy. Mayor Hooks called for a roll call vote. Ayes- Mr. Bradley, Mr. Ewing, Mr. White, Ms. Hadley, and Ms. Burkholder. The motion carried unanimously.

There being no further business, the meeting adjourned at 7:29 p.m.

ATTEST:

\_\_\_\_\_  
Stephanie W. Shaw, City Clerk

\_\_\_\_\_  
Ed Hooks, Mayor

DRAFT



# Quarterly Update

Downtown Mebane  
Development Corporation

Mebane City Council – April 3, 2023



# The DMDC Mission

The Downtown Mebane Development Corporation facilitates the revitalization and preservation of historic Downtown Mebane through an inclusive collaboration and partnership with greater Mebane.



# The DMDC Message

- Full designation as Mebane Main Street is coming in July
- We're advocates for Downtown
- We're a communications resource
- We're a collaborating partner
- Connect with us to find out how you can be involved!



# DMDC Board of Directors

- **Dan Shannon** (Edward Jones) - President
- **Steve Krans** (Junction on 70) – Vice President
- **Sugaree Thornton** (Clay Street Printing & Signs) – Secretary
- **Kat Mathias** (Impulsive Creativity) – Treasurer
- **Teresa Dallas** (The Curious Peddler)
- **Barbara Guttman** (Downtown property owner)
- **Sarah Williams** (Habitat for Humanity of Alamance County)
  
- **Mayor Ed Hooks** – Ex-officio
- **Council Member Katie Burkholder** – Ex-officio
- **Aaron Davis** (City of Mebane Recreation and Parks) – Ex-officio
- **Grace VandeVisser** (Alamance County Visitors Bureau) – Ex-officio



# Four Points of Main Street

- **Organization**
- **Promotion**
- **Design**
- **Economic Vitality**



# Recent Milestones for DMDC

## Organization

- Ongoing Executive Committee meetings
- Ongoing Board meetings
- Board retreat in January
- Kickoff for all committees, subcommittees
- State Main Street conference in March
- Completion of program assessment
- Communications intern (spring semester)
- Creating program awareness and education



# Recent Milestones for DMDC

## Promotion

- Ongoing Covid Catch-Up Ribbon Cuttings
- Compiling comprehensive 2023 Downtown events list
- Contracting with Andre' Watson Photography
- Social media promotion for retail and Downtown events



# Recent Milestones for DMDC

## Promotion *(continued)*

- Website next phases

<https://www.VisitDowntownMebane.com>

- Downtown Businesses monthly meetings



# Recent Milestones for DMDC



## Design

- History subcommittee
- Public Arts subcommittee



# Recent Milestones for DMDC

## Economic Vitality – Economic Development Strategies (Committees)

- Center for Community Engagement and Inclusivity
- Rich with Diverse Small Businesses, Nightlife and Dining Options
- Hub for Regional Leisurely and Recreational Activities



# Value of DMDC

- Networking/Collaboration
  - Destination Downtown Mebane
  - Mebane Merchants
  - Mebane Business Association
  - Mebane Historical Museum
  - Mebane Train Museum
  - Mebane Trail Rangers
  - Main Street directors (Elon & Burlington)
  - Alamance Chamber of Commerce
  - Alamance Wellness Collaborative
  - Alamance County Visitor's Bureau
  - Elon University
  - City committees (ex. BPAC)



# Value of DMDC

- City Liaison
  - Community with a Cause/St. Baldrick's Foundation event
  - Clay Street construction project
  - City events (ex. Eggstravaganza & Bunny Hop)
  - Downtown property tours
- Exposure and Education
  - Downtown businesses
  - Greater Mebane business community
  - Non-profits
  - Social organizations
  - Schools
  - Individuals
  - Anyone with an interest in Downtown Mebane



# Coming Up Next Quarter

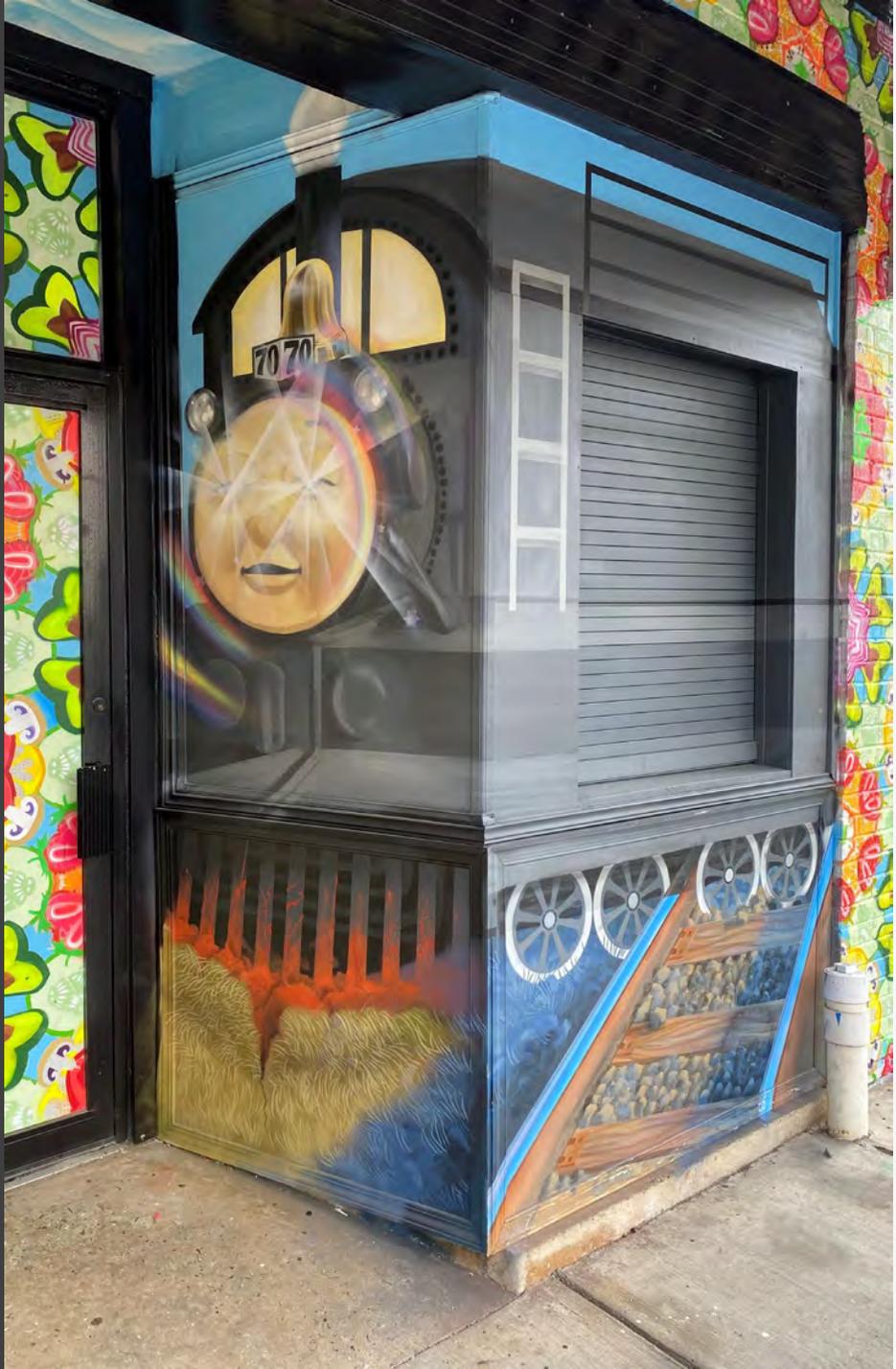
- Updates to work plan
- Buildout of committees
- Volunteer outreach & recruitment
- Fundraising strategies
- FY24 budget
- Business support during construction
- Summer communications intern (Elon)
- **Main Street Designation celebration**



Thank you



Questions?





## AGENDA ITEM #5B

### Petition for Voluntary Contiguous Annexation- Hendon Tiller Mebane 3.0, LLC

#### Meeting Date

May 1, 2023

#### Presenter

Lawson Brown, City Attorney

#### Public Hearing

Yes  No

#### Summary

Staff received a petition requesting voluntary contiguous annexation from Hendon Tiller Mebane 3.0, LLC.

#### Background

The applicant is requesting that the described property be annexed into Mebane's Corporate Limits. This is a contiguous annexation containing approximately +/- 6.19 acres located in Alamance County on the corner of Wilson Road and Forest Oaks Lane. A commercial development, Tractor Supply store, is planned for this property. The rezoning for this project was approved by Council at the April 3, 2023 meeting.

#### Financial Impact

The property will be added to the ad valorem tax base of the City once the property is annexed.

#### Recommendation

Staff recommends the Council's acceptance of the petition, the Clerk's Certificate of Sufficiency, and to adopt a Resolution setting a date of public hearing for June 5, 2023.

#### Suggested Motion

I make a motion to accept the petition, the Clerk's Certificate of Sufficiency, and to adopt a Resolution setting a date of public hearing for June 5, 2023.

#### Attachments

1. Petition
2. Clerk's Certificate of Sufficiency
3. Map
4. Resolution



# PETITION REQUESTING A CONTIGUOUS ANNEXATION

## Annexation Process – Approximately a 2 Month Process

1<sup>st</sup> Month- Submit a Petition for Annexation to the City Council, the Clerk reports to City Council the Sufficiency of the Annexation and the City Council adopts a Resolution to set a Public Hearing

2<sup>nd</sup> Month- A Public Hearing is held and normally that same night, the City Council will adopt an Ordinance to set the effective date as the same or the Council will deny the request

Date: April 13, 2023

To the City Council of the City of Mebane:

1. We the undersigned owners of real property respectfully request that the area described in Paragraph 2 below be annexed to the City of Mebane.
2. The area to be annexed is contiguous to the City of Mebane and the boundaries of such territory are as follows:

*\*Please include a Description of Boundaries (Metes and Bounds) on a separate paper.*

**\*\*3.** We acknowledge that any zoning vested rights acquired pursuant to G.S. 160A-385.1 or or G.S. 153A-344.1 must be declared and identified on this petition. We further acknowledge that failure to declare such rights on this petition shall result in a termination of vested rights previously acquired for the property. (If zoning vested rights are claimed, indicate below and attach proof.)

Name	Address	Do you declare vested rights (Yes or No)	Signature
1. HENDON TILNER MEBANE 3.0, LLC	TBD 6.19 ACRES	YES	<i>[Handwritten Signature]</i>
2.			
3.			

\*Municipality may wish to require metes and bounds description or map. (Provide 2 paper copies, an electronic copy and 3 mylars) provided

\*\*This is one possible format for zoning vested rights declaration. This language may require modification to reflect the requirements of the municipal zoning vested rights ordinance, if any.

HENDON PROPERTIES / HENDON TILNER MEBANE, 3.0 LLC  
3445 PEACHTREE ROAD SUITE 465  
ATLANTA, GA. 30326

CERTIFICATE OF SUFFICIENCY

To the City Council of the City of Mebane, North Carolina:

I, Stephanie W. Shaw, City Clerk, do hereby certify that I have investigated the petition attached hereto and have found as a fact that said petition is signed by all owners of real property lying in the area described therein, in accordance with G.S. 160A-31.

In witness whereof, I have hereunto set my hand and affixed the seal of the City of Mebane, this 1<sup>st</sup> day of May, 2023.



*Stephanie W. Shaw*  
Stephanie W. Shaw, City Clerk

SURVEYOR'S CERTIFICATE  
 I, ROBERT S. JONES, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED DESCRIPTION RECORDED IN BOOK \_\_\_\_\_ PAGE \_\_\_\_\_); THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN BOOK \_\_\_\_\_ PAGE \_\_\_\_\_ THAT THE RATIO OF PRECISION AS CALCULATED IS 1:10000+; AND THAT THIS MAP MEETS THE REQUIREMENTS OF THE STANDARDS OF PRACTICE FOR LAND SURVEYING IN NORTH CAROLINA (21 NCAC 56.1800). THIS MAP WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED.

AND THAT:  
 PER NC CS 47-30 (1)(11)(c) THE PROVISIONS OF THIS SECTION SHALL NOT APPLY TO BOUNDARY PLATS OF STATE LINES, COUNTY LINES, AREAS ANNEXED BY MUNICIPALITIES, NOR TO PLATS OF MUNICIPAL BOUNDARIES, WHETHER OR NOT REQUIRED BY LAW TO BE RECORDED.

WITNESS MY ORIGINAL SIGNATURE, REGISTRATION NUMBER AND SEAL THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2023.

PROFESSIONAL LAND SURVEYOR  
 L-3939  
 REGISTRATION NUMBER

**PRELIMINARY PLAT**  
 NOT FOR RECORDATION, CONVEYANCE, OR SALES.

**PLANNING DIRECTOR CERTIFICATION**

THIS TRACT OF LAND IS WITHIN THE CITY OF MEBANE'S JURISDICTION. NO APPROVAL IS REQUIRED OF THE PLANNING BOARD OR CITY COUNCIL.

AUTHORIZED STAFF \_\_\_\_\_ DATE \_\_\_\_\_

**LEGAL DESCRIPTION:**

BEGINNING AT A 5/8" REBAR IN THE SOUTHEAST INTERSECTION OF THE R/W OF FOREST OAKS LANE (S.R.2210) AND WILSON ROAD; THENCE WITH THE EASTERN R/W OF WILSON ROAD S21°37'12"W A DISTANCE OF 44.99' TO A 5/8" REBAR; THENCE A CURVE TURNING TO THE LEFT WITH AN ARC LENGTH OF 105.66', WITH A RADIUS OF 661.50', WITH A CHORD BEARING OF S 10°04'48" E, WITH A CHORD LENGTH OF 105.55', TO A 5/8" REBAR; THENCE WITH A COMPOUND CURVE TURNING TO THE LEFT WITH AN ARC LENGTH OF 44.74', WITH A RADIUS OF 170.00', WITH A CHORD BEARING OF S 22°56'01" E, WITH A CHORD LENGTH OF 44.61', TO A 5/8" REBAR; THENCE WITH A REVERSE CURVE TURNING TO THE RIGHT WITH AN ARC LENGTH OF 24.89', WITH A RADIUS OF 230.00', WITH A CHORD BEARING OF S 27°22'21" E, WITH A CHORD LENGTH OF 24.88', TO A 5/8" REBAR; THENCE S 24°16'19" E A DISTANCE OF 166.62' TO A 5/8" REBAR; THENCE WITH A CURVE TURNING TO THE LEFT WITH AN ARC LENGTH OF 5.60', WITH A RADIUS OF 170.00', WITH A CHORD BEARING OF S 25°12'56" E, WITH A CHORD LENGTH OF 5.60', TO A POINT; THENCE S 26°09'33" E A DISTANCE OF 146.64' TO A 5/8" REBAR; THENCE WITH A CURVE TURNING TO THE LEFT WITH AN ARC LENGTH OF 73.08', WITH A RADIUS OF 270.00', WITH A CHORD BEARING OF S 33°54'46" E, WITH A CHORD LENGTH OF 72.85', TO A 5/8" REBAR IN THE NORTH PROPERTY OF ROGER SHIELDS; THENCE LEAVING SAID R/W OF WILSON ROAD WITH SAID ROGER SHIELDS N 70°32'22" E A DISTANCE OF 389.46' TO A 1/2" EIP IN THE WESTERN LINE OF CHARLES AND HILDA AVERITT; THENCE WITH SAID AVERITT, CHRISTINE S. SHROPSHIRE TRUST, AND JARED ROSS SCHUMANN N 04°00'21" W A DISTANCE OF 496.97' TO A 1/2" EIP IN THE SOUTHERN R/W OF SAID S.R.2210; THENCE WITH SAID S.R.2210 S 82°51'43" W A DISTANCE OF 543.60' TO A 5/8" REBAR; WHICH IS THE POINT OF BEGINNING, HAVING AN AREA OF 6.19 ACRES (0.010 SQ. MILES) AND BEING ALL OF LOTS 4-6 OF MAJOR SUBDIVISION FOR HENDON TILLER MEBANE 3.0, LLC ALSO BEING TOTAL ANNEXATION AREA AS SHOWN ON PLAT OF SURVEY ENTITLED "FINAL PLAT: CITY OF MEBANE CORPORATE LIMITS EXTENSION CONTIGUOUS VOLUNTARY ANNEXATION" PREPARED BY R.S. JONES & ASSOCIATES, INC. DATED MARCH 27, 2023

- NOTES:
- 1.) ALL DISTANCES ARE HORIZONTAL GROUND DISTANCES UNLESS OTHERWISE NOTED.
  - 2.) NO NCS MONUMENTS FOUND WITHIN 2000' OF THIS PROPERTY
  - 3.) NOTHING OBSERVED IN THE COURSE OF THIS SURVEY DEPICTING CEMETERIES, WETLANDS, HAZARDOUS MATERIALS SITES, UNDERGROUND UTILITIES, OR ANY OTHER FEATURES ABOVE OR BELOW GROUND OTHER THAN THOSE SHOWN.
  - 4.) ALL AREAS BY COORDINATE COMPUTATION.
  - 5.) NEW IRON RODS SET AT ALL CORNERS UNLESS OTHERWISE NOTED.

**LEGEND**

- These standard symbols will be found in the drawing.
- UTILITY POLE.....
  - EXISTING IRON ROD.....
  - PK NAIL.....
  - EXISTING IRON PIPE.....
  - 5/8" REBAR SET.....
  - STONE FOUND.....
  - CONCRETE MONUMENT.....
  - COMPUTED POINT.....
  - OVERHEAD ELECTRIC.....
  - RIGHT OF WAY.....

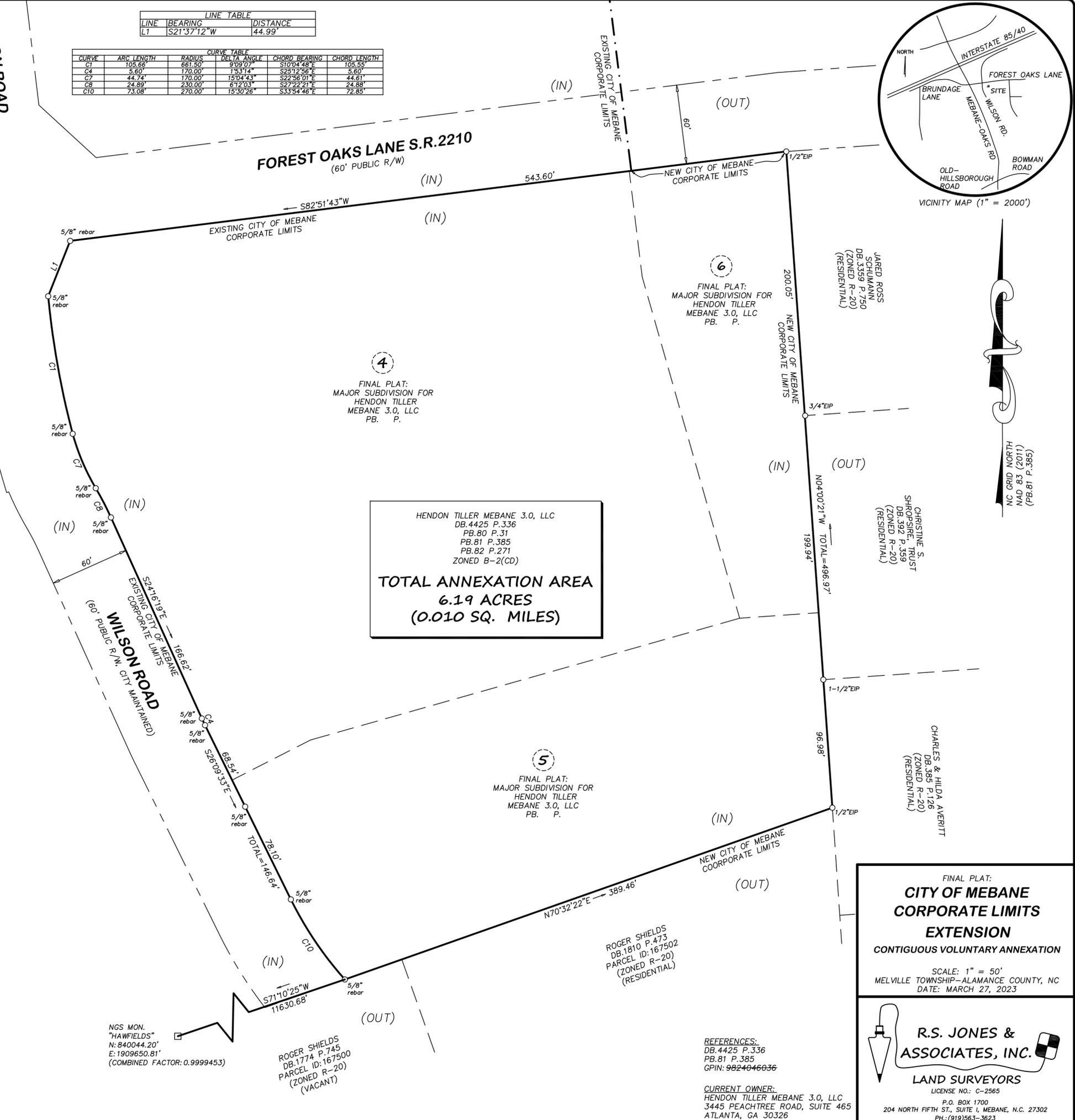
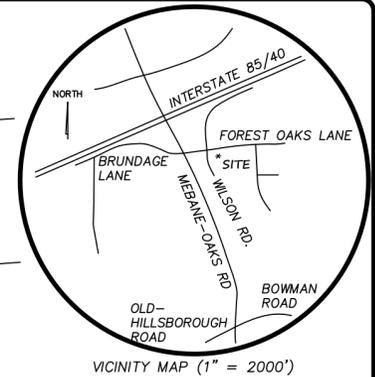


LINE TABLE

LINE	BEARING	DISTANCE
L1	S21°37'12"W	44.99'

CURVE TABLE

CURVE	ARC LENGTH	RADIUS	DELTA ANGLE	CHORD BEARING	CHORD LENGTH
C1	105.66'	661.50'	9°09'07"	S10°04'48"E	105.55'
C4	5.60'	170.00'	1°31'14"	S25°12'56"E	5.60'
C7	44.74'	170.00'	15°04'43"	S22°56'01"E	44.61'
C8	24.89'	230.00'	6°12'03"	S27°22'21"E	24.88'
C10	73.08'	270.00'	15°30'26"	S33°54'46"E	72.85'



FINAL PLAT:  
**CITY OF MEBANE CORPORATE LIMITS EXTENSION**  
 CONTIGUOUS VOLUNTARY ANNEXATION

SCALE: 1" = 50'  
 MELVILLE TOWNSHIP-ALAMANCE COUNTY, NC  
 DATE: MARCH 27, 2023

**R.S. JONES & ASSOCIATES, INC.**  
 LAND SURVEYORS  
 LICENSE NO.: C-2565  
 P.O. BOX 1700  
 204 NORTH FIFTH ST., SUITE I, MEBANE, N.C. 27302  
 PH.: (919)563-3623

REFERENCES:  
 DB.4425 P.336  
 PB.81 P.385  
 GPIN: 9824046036

CURRENT OWNER:  
 HENDON TILLER MEBANE 3.0, LLC  
 3445 PEACHTREE ROAD, SUITE 465  
 ATLANTA, GA 30326

RESOLUTION FIXING DATE OF PUBLIC HEARING ON  
QUESTION OF ANNEXATION PURSUANT TO G.S. 160A-31

WHEREAS, a petition requesting annexation of the area described herein has been received; and

WHEREAS, certification by the City Clerk as to the sufficiency of the petition has been made;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Mebane, North Carolina that:

Section 1. A public hearing on the question of annexation of the area described herein will be held at the Glendel Stephenson Municipal Building at 6:00 p.m. on June 5, 2023.

Section 2. The area proposed for annexation is described as follows:

BEGINNING AT A 5/8" REBAR IN THE SOUTHEAST INTERSECTION OF THE R/W OF FOREST OAKS LANE (S.R.2210) AND WILSON ROAD;THENCE WITH THE EASTERN R/W OF WILSON ROAD S21°37'12"W A DISTANCE OF 44.99'TO A 5/8"REBAR; THENCE A CURVE TURNING TO THE LEFT WITH AN ARC LENGTH OF 105.66', WITH A RADIUS OF 661.50', WITH A CHORD BEARING OF S 10°04'48" E, WITH A CHORD LENGTH OF 105.55',TO A 5/8"REBAR;THENCE WITH A COMPOUND CURVE TURNING TO THE LEFT WITH AN ARC LENGTH OF 44.74', WITH A RADIUS OF 170.00', WITH A CHORD BEARING OF S 22°56'01" E, WITH A CHORD LENGTH OF 44.61',TO A 5/8"REBAR; THENCE WITH A REVERSE CURVE TURNING TO THE RIGHT WITH AN ARC LENGTH OF 24.89', WITH A RADIUS OF 230.00', WITH A CHORD BEARING OF S 27°22'21" E, WITH A CHORD LENGTH OF 24.88',TO A 5/8"REBAR;THENCE S 24°16'19" E A DISTANCE OF 166.62'TO A 5/8"REBAR; THENCE WITH A CURVE TURNING TO THE LEFT WITH AN ARC LENGTH OF 5.60', WITH A RADIUS OF 170.00', WITH A CHORD BEARING OF S 25°12'56" E, WITH A CHORD LENGTH OF 5.60',TO A POINT;THENCE S 26°09'33" E A DISTANCE OF 146.64'TO A 5/8"REBAR; THENCE WITH A CURVE TURNING TO THE LEFT WITH AN ARC LENGTH OF 73.08', WITH A RADIUS OF 270.00', WITH A CHORD BEARING OF S 33°54'46" E, WITH A CHORD LENGTH OF 72.85',TO A 5/8"REBAR IN THE NORTH PROPERTY OF ROGER SHIELDS; THENCE LEAVING SAID R/W OF WILSON ROAD WITH SAID ROGER SHIELDS N 70°32'22" E A DISTANCE OF 389.46'TO A 1/2" EIP IN THE WESTERN LINE OF CHARLES AND HILDA AVERITT; THENCE WITH SAID AVERITT, CHRISTINE S. SHROPSHIRE TRUST, AND JARED ROSS SCHUMANN N 04°00'21" W A DISTANCE OF 496.97'TO A 1/2"EIP IN THE SOUTHERN R/W OF SAID S.R.2210; THENCE WITH SAID S.R.2210 S 82°51'43" W A DISTANCE OF 543.60'TO A 5/8"REBAR; WHICH IS THE POINT OF BEGINNING, HAVING AN AREA OF 6.19 ACRES (0.010 SQ. MILES) AND BEING ALL OF LOTS 4-6 OF MAJOR SUBDIVISION FOR HENDON TILLER MEBANE 3.0, LLC ALSO BEING TOTAL ANNEXATION AREA AS SHOWN ON PLAT OF SURVEY ENTITLED "FINAL PLAT: CITY OF MEBANE CORPORATE LIMITS EXTENSION CONTIGUOUS VOLUNTARY ANNEXATION" PREPARED BY R.S. JONES & ASSOCIATES, INC. DATED MARCH 27, 2023.

Section 3. Notice of the public hearing shall be published once in the Mebane Enterprise, a newspaper having general circulation in the City of Mebane, at least ten (10) days prior to the date of the public hearing.

\_\_\_\_\_  
Ed Hooks, Mayor

ATTEST:

\_\_\_\_\_  
Stephanie W. Shaw, City Clerk



---

## AGENDA ITEM #5C

Amendment to the American Rescue Plan (ARP) Coronavirus State and Local Fiscal Recovery Funds (CSLFRF) Grant Project Ordinance

---

### Meeting Date

May 1, 2023

---

### Presenter

Daphna Schwartz, Finance Director

---

### Public Hearing

Yes  No

---

### Summary

This amendment will match the actual expenditures for for internal project codes 001 to 003 to the appropriation of CSLFRF funds.

---

### Background

At the April 13, 2022 meeting, the Council approved the first amendment to the ARP CSLFRF grant ordinance. Amendment 1 allocated the funding to be used for salaries in the Utility Fund for specific periods. The first three project codes designated funds to cover salaries from March 3, 2021 to March 31, 2022. The remaining three project codes designated funds to cover salaries from April 1, 2022 to December 31, 2024.

The amount allocated to the first three project codes was \$65,959 higher than actual costs. Therefore, the allocation in the first three project codes is reduced by that amount in amendment 2. Since total funding has not changed, this overage was moved to project code 0005, therefore ensuring the total funding is allocated. Project code 0005 was selected due to the higher costs incurred for this project code.

---

### Financial Impact

None.

---

### Recommendation

Staff recommends that City Council approve the grant project ordinance amendment.

---

### Suggested Motion

Move to approve the Grant Project Ordinance for the City of Mebane American Resuce Plan Act of 2021: Coronavirus State and Local Fiscal Recovery Funds Amendment 2.

---

### Attachments

1. Grant Project Ordinance Amendment 2



## **Grant Project Ordinance for the City of Mebane American Rescue Plan Act of 2021: Coronavirus State and Local Fiscal Recovery Funds**

### **Amendment 2**

**BE IT ORDAINED** by the city council of the City of Mebane, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project ordinance is hereby amended on May 1, 2023:

Section 1: This ordinance is to establish a budget for a project to be funded by the Coronavirus State and Local Fiscal Recovery Funds of H.R. 1319 American Rescue Plan Act of 2021 (CSLFRF). The City of Mebane has received the first tranche in the amount of \$2,591,329 of CSLFRF funds. The total allocation is \$5,182,658, with the remainder to be distributed to the city within 12 months. These funds may be used for the following categories of expenditures, to the extent authorized by state law.

1. Support public health expenditures, by funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff;
2. Address negative economic impacts caused by the public health emergency, including economic harms to workers, households, small businesses, impacted industries, and the public sector;
3. Replace lost public sector revenue, using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic;
4. Provide premium pay for essential workers, offering additional support to those who have borne and will bear the greatest health risks because of their service in critical infrastructure sectors; and,
5. Invest in water, sewer, and broadband infrastructure, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet.

Section 2: The City has elected to take the standard allowance, as authorized by 31 CFR Part 35.6(d)(1) and expend all its ARP/CSLFRF funds for the provision of government services.

Section 3: The following amounts are appropriated for the project and authorized for expenditure:

<b>Internal Project Code</b>	<b>Project</b>	<b>Expenditure Category</b>	<b>Cost Object</b>	<b>Appropriation of CSLFRF Funds</b>
0001	Administration and Metering Services for period of March 3, 2021 through March 31, 2022 (reimbursement)	6.1	Salaries	\$46,973
			Benefits	\$22,565
0002	Utilities Services for period of March 3, 2021 through March 31, 2022 (reimbursement)	6.1	Salaries	\$644,239
			Benefits	\$294,753
0003	Waste Water Treatment Plant Services for period of March 3, 2021 through March 31, 2022 (reimbursement)	6.1	Salaries	\$459,271
			Benefits	\$185,082
0004	Administration and Metering Services for period of April 1, 2022 through December 31, 2024	6.1	Salaries	\$66,674
			Benefits	\$33,954
0005	Utilities Services for period of April 1, 2022 through December 31, 2024	6.1	Salaries	\$1,395,384
			Benefits	\$691,280
0006	Waste Water Treatment Plant Services for period of April 1, 2022 through December 31, 2024	6.1	Salaries	\$923,100
			Benefits	\$419,383
		Total:		\$5,182,658

Section 4: The following revenues are anticipated to be available to complete the project:

CSLFRF Funds:	\$5,182,658
Utility Fund Transfer:	\$0
Total:	\$5,182,658

Section 5: The Finance Director is hereby directed to maintain sufficient specific detailed accounting records to satisfy the requirements of the grantor agency and the grant agreements, including payroll documentation and effort certifications, in accordance with 2 CFR 200.430 & 2 CFR 200.431 and the City's Uniform Guidance Allowable Costs and Cost Principles Policy.

Section 6: The Finance Director is hereby directed to report the financial status of the project to the governing board on a quarterly basis.

Section 7: Copies of this grant project ordinance shall be furnished to the Budget Officer, the Finance Director and to the Clerk to the City Council.

Section 8: This grant project ordinance is effective as of March 3, 2021 and expires on December 31, 2026, or when all the CSLFRF funds have been obligated and expended by the City, whichever occurs sooner.

I certify as follows: that the foregoing grant project ordinance was properly adopted at a meeting of the City Council of the City of Mebane, North Carolina; that this meeting was properly called and held on May 1, 2023; that a quorum was present and acting throughout this meeting; and that this resolution has not been modified or amended and remains in full effect as of today.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 202\_\_\_\_.

[SEAL]

\_\_\_\_\_

City Clerk

City of Mebane, North Carolina



# AGENDA ITEM #5D

SUB 23-05

Final Subdivision Plat  
Buckhorn Business Centre,  
Phase 2

### Presenter

Ashley Ownbey, Development Director

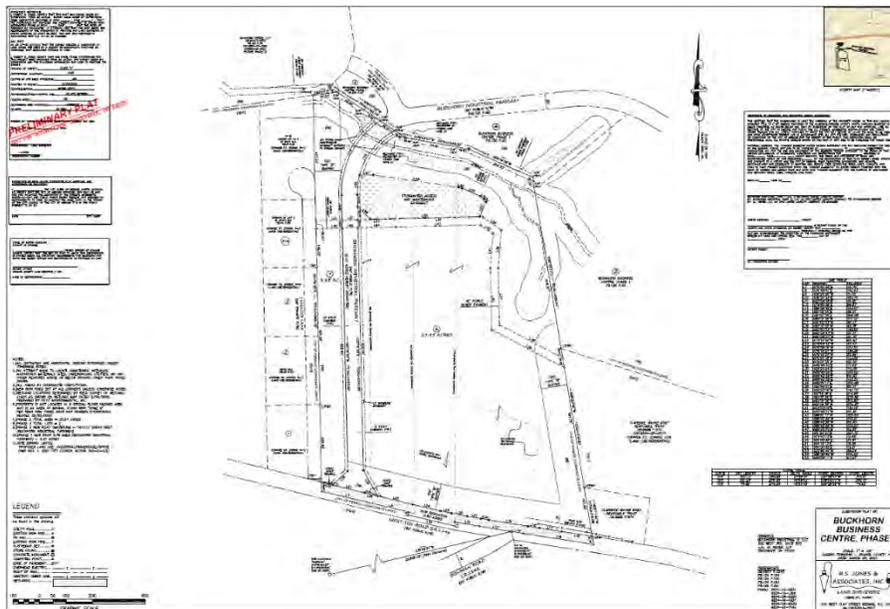
### Applicant

Buckhorn Industrial III, LLC  
302 W Third Street, Ste 800  
c/o Al Neyer, LLC  
Cincinnati, OH 45202

### Public Hearing

Yes  No

### Final Plat



### Property

Buckhorn Business Centre,  
Orange County

### GPINs

9834154904, 9834151366,  
9834059397, 9834161007,  
9834069033, 9834067140

### Proposed Zoning

N/A

### Current Zoning

LM (CD)

### Size

+/-30.67 acres

### Surrounding Zoning

Orange County Zoning

### Surrounding Land Uses

Residential

### Utilities

Extended at developer's  
expense.

### Floodplain

No

### Watershed

No

### City Limits

Yes

---

### Summary

Buckhorn Industrial III, LLC, is requesting approval of the Final Plat for Phase 2 of Buckhorn Business Centre (approved for annexation and conditional rezoning by City Council 11/01/2021). The Final Plat will include a total area of +/- 30.67 acres featuring one buildable lot and one lot to accommodate landscape buffer. The Technical Review Committee (TRC) has reviewed the Final Plat and the applicant has revised the plat to reflect comments.

Like Phase 1 of the development, the applicant is requesting an early recording of the plat, prior to roadway and utility improvements. Therefore, the developer/owner is seeking the ability to **bond all approved improvements** as allowed by the UDO with City Council approval of a waiver of the required minimum improvements. Typically, staff has allowed for the last layer of asphalt, sidewalk, landscaping, and water quality devices to be secured as well as bonded off-site roadway improvements with NCDOT.

Reasons to consider are as follows:

- The guarantee of emergency access by the developer meeting the Fire Department's requirements.
- The developer is installing the public improvements as well as the individual site improvements simultaneously.
- The developer is not selling the lots but retaining and building on them.
- Public water and sewer are currently on-site not requiring off-site extension.
- No roadway improvements are required to West Ten Road other than connection per approved plans.

Staff recommends Council approve the developer's requested waiver of installation of certain improvements with security being provided for all public improvements, private landscape buffers, and stormwater management prior to the final plat being recorded. Public Improvements must be installed prior to Certificates of Occupancy being issued for the building except for sidewalk and last layer of asphalt. These improvements along with landscaping and water quality pond conversion may remain bonded for two years after executing the City's Subdivision Improvement Agreement and may be extended further with staff recommendation.

---

### Financial Impact

The developer has extended utilities at his own expense.

---

### Recommendation

Staff recommends approval of the Final Plat.

---

### Suggested Motion

Motion to approve the final plat as presented.

---

### Attachments

1. Final Plat





---

**Summary**

BC Stagecoach, LLC, is requesting approval of the Final Plat for Phase 2 of the Stagecoach Corner Subdivision (approved for rezoning by City Council on 04/01/2019). The Final Plat will include a total area of +/-8.124 acres featuring 19 single-family lots on +/-3.360 acres, +/-3.473 acres of open space, and +/-1.291 acres and +/-1,192 linear feet of dedicated right of way.

The Technical Review Committee (TRC) has reviewed the Final Plat and the applicant has revised the plan to reflect comments. All infrastructure must be completed and approved to meet the City of Mebane specifications. All infrastructure not completed shall be bonded or a letter of credit provided prior to recordation.

---

**Financial Impact**

The developer has extended utilities at his own expense.

---

**Recommendation**

Staff recommends approval of the Final Plat.

---

**Suggested Motion**

Motion to approve the final plat as presented.

---

**Attachments**

1. Final Plat

**Certificate of Final Major Subdivision Plat Approval and Acceptance of Dedication**

I, \_\_\_\_\_ the City Clerk of Mebane, North Carolina, do certify that the City of Mebane approved this plat or map and accepted the dedication of the streets, easements, rights-of-way and public parks shown thereon, but assumes no responsibility to open or maintain the same, until in the opinion of the City Council of the City of Mebane it is in the public interest to do so.

Date \_\_\_\_\_ City Clerk

**Certificate of Purpose of Plat**

I hereby certify that in accordance with GS 47-30(f)11a that this survey creates a subdivision of land within the area of a county or municipality that has an ordinance that regulates parcels of land;

Signed: \_\_\_\_\_  
 Surveyor  
 Date: April 17, 2023



**Public Water Supply Watershed Protection Statement**

All or portions of the property contained in this subdivision are located within a Public Water Supply Watershed. Additional development restrictions regarding such matters as residential density, maximum impervious surface area, and stormwater control measures may apply to this property. Any engineered stormwater controls shown on this plat are to be operated and maintained by the property owners and/or a property owners' association pursuant to the Operation and Maintenance Agreement filed with the Alamance/Orange County Office of the Register of Deeds in Book \_\_\_\_\_ Page \_\_\_\_\_.

**Certificate of Approval for Recording in Public Water Supply Watershed**

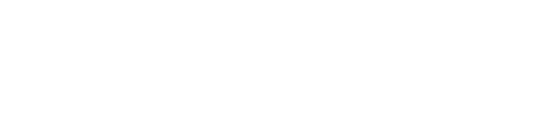
I certify that the plat shown hereon complies with Article 5, Section 5-42 Watershed overlay Districts of the Mebane Unified Development Ordinance and is approved for recording in the Register of Deeds Office. NOTICE: This property is located within a public drinking water supply watershed. Development restrictions may apply.

Date \_\_\_\_\_ Zoning Administrator  
 (Authorized Official)

**Certificate of Survey and Accuracy**

I, Charles H. Smith, certify that this plat was drawn under my supervision from an actual survey made under my supervision from deed and plat references shown hereon; that the boundaries not surveyed are clearly indicated as shown hereon; that the ratio of precision or positional accuracy as calculated is greater than 1:10,000; that this plat was prepared in accordance with NCGS 47-30 as amended. Witness my original signature, registration number and seal this 17th day of April, A.D. 2023.

\_\_\_\_\_  
 Surveyor  
 L-4196  
 Registration Number



**Certificate of Ownership and Dedication**

This certifies that the undersigned is (are) the owner(s) of the property shown on this map, having acquired title to it by deed(s) recorded in the Alamance/Orange County, North Carolina Register of Deeds otherwise as shown below and that by submission of this plat or map for approval, I/we do dedicate to the City of Mebane for public use all streets, easements, rights-of-way and parks shown thereon for all lawful purposes to which the city may devote or allow the same to be used and upon acceptance thereof and in accordance with all city policies, ordinances and regulations or conditions of the City of Mebane for the benefit of the public, this dedication shall be irrevocable. Also, all private streets shown on this map, if any, are to be available for public use.

Provided, however, the "Common Elements" shown hereon expressly are not dedicated hereby for use by the general public, but are to be conveyed by \_\_\_\_\_ to \_\_\_\_\_ Homeowners Association, Inc. for the use and enjoyment of the members thereof pursuant to the terms of that certain Declaration of Covenants, Conditions and Restrictions for \_\_\_\_\_ recorded in Book \_\_\_\_\_, Page \_\_\_\_\_ County Registry, the terms and provisions of which are incorporated herein by this reference.

\_\_\_\_\_ by the recordation of this Plat, hereby gives, grants and conveys to a Utility and the City of Mebane, their respective successors and assigns, rights-of-way and easements to maintain and service their respective wires, lines, conduits, and pipes in their present locations within the "Common Elements" as shown hereon together with the right of ingress and egress over and upon said "Common Elements" for the purpose of maintaining and servicing wires, lines, conduits, and pipes.

Owner \_\_\_\_\_ Date \_\_\_\_\_  
 Owner \_\_\_\_\_ Date \_\_\_\_\_  
 (Notarized) \_\_\_\_\_ Date \_\_\_\_\_

Book No. \_\_\_\_\_ Page No. \_\_\_\_\_

**STATE OF NORTH CAROLINA  
 ALAMANCE COUNTY**

I, \_\_\_\_\_, REVIEW OFFICER OF ALAMANCE COUNTY, CERTIFY THAT THIS MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING FOR WHICH THE REVIEW OFFICER HAS RESPONSIBILITY AS PROVIDED BY LAW.

\_\_\_\_\_  
 REVIEW OFFICER DATE OF CERTIFICATION  
 ALAMANCE COUNTY LAND RECORDS/GIS

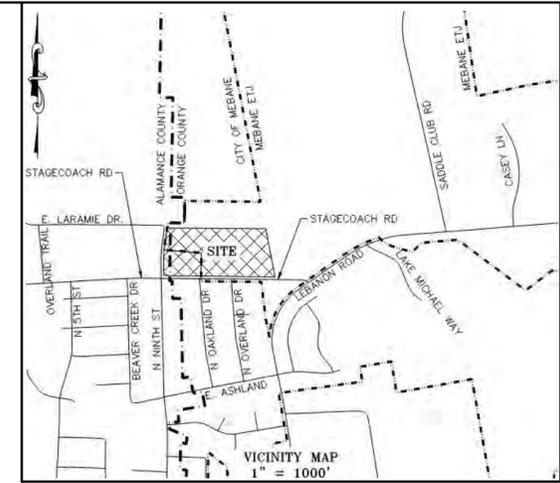
**STATE OF NORTH CAROLINA  
 ORANGE COUNTY**

I, \_\_\_\_\_, REVIEW OFFICER OF ORANGE COUNTY, CERTIFY THAT THIS MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING FOR WHICH THE REVIEW OFFICER HAS RESPONSIBILITY AS PROVIDED BY LAW.

\_\_\_\_\_  
 REVIEW OFFICER DATE OF CERTIFICATION  
 ORANGE COUNTY LAND RECORDS/GIS

**PHASE 2 SITE SUMMARY TABLE:**

TOTAL AREA	353,881 SQ. FT.	8.124 AC.
TOTAL NUMBER OF LOTS	19	
AREA IN LOTS	146,381 SQ. FT.	3.360 AC.
AREA IN OPEN SPACES	151,278 SQ. FT.	3.473 AC.
AREA IN R/W	56,216 SQ. FT.	1.291 AC.
ZONING:	R-12 (CONDITIONAL) R-12 DENSITY: 3.63 UNITS/ACRE (57 UNITS MAX.) R-12 LOT SIZE: 12,000 SQ. FT. MINIMUM CLUSTER R-12 MINIMUM LOT SIZE: 7,200 SQ. FT. MINIMUM FRONT YARD SETBACK: 25' MINIMUM SIDE YARD SETBACK (R-12): 10' (+5' FOR CORNER) REAR YARD SETBACK: 20' MINIMUM	
IMPERVIOUS AREA	122,214 SQ. FT.	31.32% (MAXIMUM ALLOWED WITH CREDIT FOR EXISTING)
LINEAR FEET OF ROADS	1,192 L.F.	
RIVER BASIN	CAPE FEAR	
WATERSHED	BALANCE OF WATERSHED GRAHAM-MEBANE LAKE	



NAD83 (2011)

DEVELOPER: BC STAGECOACH, LLC  
 ADDRESS: 210 RALE STREET, MOUNTAIN BROOK AL 35223  
 PHONE NO.: 205-999-6903  
 EMAIL: LEVI@BUILTTOINVEST.COM

GSC PROJECT: 22039

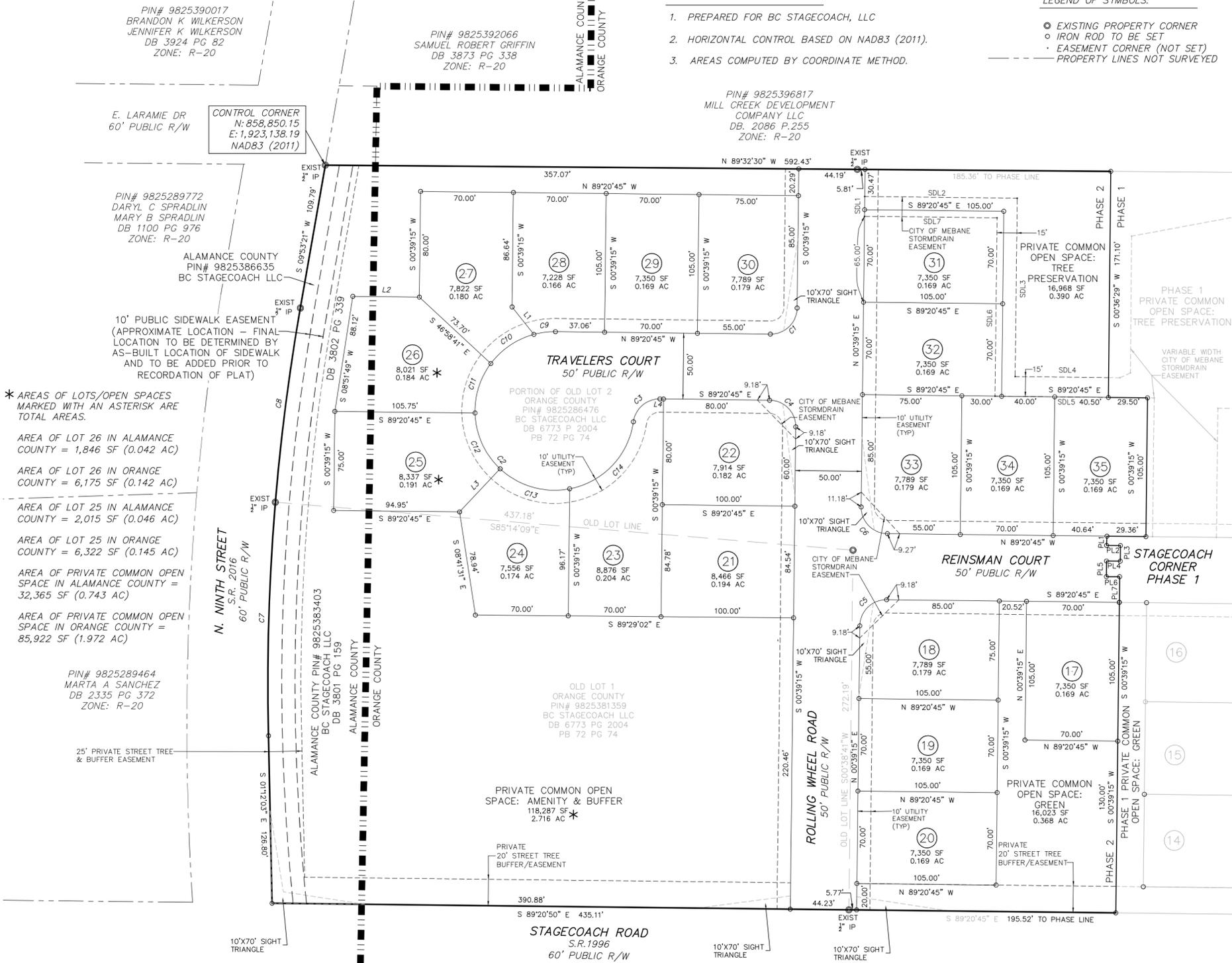
 4072 BARRETT DRIVE RALEIGH, NC 27609 PHONE (919) 787-5805 NC CORPORATE LICENSE No. C-2335	FINAL MAJOR SUBDIVISION PLAT <b>STAGECOACH CORNER PHASE 2</b> LOCATED AT 627 E. STAGECOACH ROAD CITY OF MEBANE CHEEKS TOWNSHIP, ORANGE COUNTY AND MELVILLE TOWNSHIP, ALAMANCE COUNTY NORTH CAROLINA	
	DATE: APR. 17, 2023	SCALE: NONE

**SURVEY NOTES:**

1. PREPARED FOR BC STAGECOACH, LLC
2. HORIZONTAL CONTROL BASED ON NAD83 (2011).
3. AREAS COMPUTED BY COORDINATE METHOD.

**LEGEND OF SYMBOLS:**

- EXISTING PROPERTY CORNER
- IRON ROD TO BE SET
- EASEMENT CORNER (NOT SET)
- PROPERTY LINES NOT SURVEYED



**LOT/RIGHT OF WAY LINE AND CURVE TABLES**

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING
C1	20.00'	31.42'	28.28'	S 45°39'15" W
C2	60.00'	275.22'	90.00'	S 40°45'20" E
C3	20.00'	28.91'	26.46'	N 49°14'40" E
C4	20.00'	31.42'	28.28'	S 44°20'45" E
C5	20.00'	31.42'	28.28'	N 45°39'15" E
C6	20.00'	31.42'	28.28'	S 44°20'45" E
C7	1648.39'	176.91'	176.83'	N 44°20'45" W
C8	1648.39'	148.23'	148.18'	N 07°18'47" E
C9	60.00'	16.46'	16.41'	S 82°47'38" W
C10	60.00'	40.00'	39.27'	S 55°50'00" W
C11	60.00'	40.00'	39.27'	S 17°38'00" W
C12	60.00'	47.52'	46.29'	S 24°09'18" E
C13	60.00'	56.65'	54.57'	S 73°53'25" E
C14	60.00'	74.59'	69.88'	N 43°26'56" E

**LINE BEARING DISTANCE TABLE**

LINE	BEARING	DISTANCE
L1	S 38°21'19" E	26.51'
L2	N 89°20'45" W	50.19'
L3	N 43°08'23" E	44.74'
L4	S 89°20'45" E	2.68'
L5	S 73°37'23" E	53.31'
L6	S 64°16'08" E	31.31'

**STORMDRAIN EASEMENT LINE TABLE**

LINE	BEARING	DISTANCE
SDL1	N 00°39'15" E	15.00'
SDL2	S 89°20'45" E	115.00'
SDL3	S 00°39'15" W	135.00'
SDL4	S 89°20'45" E	70.49'
SDL5	S 89°20'45" W	85.50'
SDL6	N 00°39'15" E	135.00'
SDL7	N 89°20'45" W	100.00'

**PHASE LINE TABLE**

LINE	BEARING	DISTANCE
PL1	S 02°20'10" W	7.00'
PL2	S 89°20'45" E	10.46'
PL3	S 00°39'15" W	11.78'
PL4	N 89°38'26" W	10.40'
PL5	S 00°21'34" W	11.83'
PL6	S 89°50'51" E	8.97'
PL7	S 00°39'15" W	19.43'

\* AREAS OF LOTS/OPEN SPACES MARKED WITH AN ASTERISK ARE TOTAL AREAS.

AREA OF LOT 26 IN ALAMANCE COUNTY = 1,846 SF (0.042 AC)

AREA OF LOT 26 IN ORANGE COUNTY = 6,175 SF (0.142 AC)

AREA OF LOT 25 IN ALAMANCE COUNTY = 2,015 SF (0.046 AC)

AREA OF LOT 25 IN ORANGE COUNTY = 6,322 SF (0.145 AC)

AREA OF PRIVATE COMMON OPEN SPACE IN ALAMANCE COUNTY = 32,365 SF (0.743 AC)

AREA OF PRIVATE COMMON OPEN SPACE IN ORANGE COUNTY = 85,922 SF (1.972 AC)

**Certificate of Survey and Accuracy**

I, Charles H. Smith, certify that this plat was drawn under my supervision from an actual survey made under my supervision from deed and plat references shown hereon; that the boundaries not surveyed are clearly indicated as shown hereon; that the ratio of precision or positional accuracy as calculated is greater than 1:10,000; that this plat was prepared in accordance with NCGS 47-30 as amended. Witness my original signature, registration number and seal this 17th day of April, A.D. 2023.



Surveyor  
L-4196  
Registration Number

PIN# 9825390017  
BRANDON K WILKERSON  
JENNIFER K WILKERSON  
DB 3924 PG 82  
ZONE: R-20

PIN# 9825392066  
SAMUEL ROBERT GRIFFIN  
DB 3873 PG 338  
ZONE: R-20

PIN# 9825396817  
MILL CREEK DEVELOPMENT  
COMPANY LLC  
DB. 2086 P.255  
ZONE: R-20

PIN# 9825289772  
DARYL C SPRADLIN  
MARY B SPRADLIN  
DB 1100 PG 976  
ZONE: R-20

ALAMANCE COUNTY  
PIN# 9825386635  
BC STAGECOACH LLC

10' PUBLIC SIDEWALK EASEMENT  
(APPROXIMATE LOCATION - FINAL LOCATION TO BE DETERMINED BY AS-BUILT LOCATION OF SIDEWALK AND TO BE ADDED PRIOR TO RECORDATION OF PLAT)

PIN# 9825289464  
MARTA A SANCHEZ  
DB 2335 PG 372  
ZONE: R-20

OLD LOT 1  
ORANGE COUNTY  
PIN# 9825381359  
BC STAGECOACH LLC  
DB 6773 PG 2004  
PB 72 PG 74

PIN# 9825289143  
LARRY A WILLETS JR  
BARBARA S WILLETS  
DB 3277 PG 707  
ZONE: R-20

PIN# 9825381142  
DAVID PIERPONT  
DB 3772 PG 761  
ZONE R-12

PIN# 9825381024  
JAMES E TUNSTALL  
MARY TUNSTALL  
DB 6368 PG 24  
ZONE R-12

PIN# 9825382025  
BRIAN KEITH YARBOROUGH  
CRYSTLE C YARBOROUGH  
DB 3612 PG 201  
ZONE R-12

PIN# 9825383015  
SUSIE DAVIS  
DB 4913 PG 214  
ZONE R-12

PIN# 9825380005  
CHARLES J CASSELL  
DB 6188 PG 42  
ZONE R-12

PIN# 9825386158  
JAMES L MURPHY  
DAPHNE MURPHY  
DB 811 PG 141  
ZONE R-12

DEVELOPER: BC STAGECOACH, LLC  
ADDRESS: 210 RALE STREET, MOUNTAIN BROOK AL 35223  
PHONE NO.: 205-999-6903  
EMAIL: LEVI@BUILTTOINVEST.COM

**GSC SURVEYING**

4072 BARRETT DRIVE  
RALEIGH, NC 27609  
PHONE (919) 787-5805  
NC CORPORATE LICENSE No. C-2335

FINAL MAJOR SUBDIVISION PLAT  
**STAGECOACH CORNER PHASE 2**  
LOCATED AT 627 E. STAGECOACH ROAD  
CITY OF MEBANE  
CHEEKS TOWNSHIP, ORANGE COUNTY AND  
MELVILLE TOWNSHIP, ALAMANCE COUNTY  
NORTH CAROLINA

DATE: APR. 17, 2023  
SCALE: 1" = 60'  
SHEET: 2 OF 2

REVISD APR. 25, 2023



# AGENDA ITEM #5F

SUB 23-02

Final Subdivision Plat  
Tupelo Junction, Phase 2

**REAPPROVAL**

**Presenter**

Ashley Ownbey, Development Director

**Applicant**

Lebanon Road 3, LLC  
c/o James Parker, Jr.  
320 Executive Court  
Hillsborough, NC 27278

**Public Hearing**

Yes  No

**Final Plat**



**Property**

Tupelo Junction,  
Orange County GPIN  
9826408234

**Proposed Zoning**

N/A

**Current Zoning**

R-12 (CD)

**Size**

+/-20.98 acres

**Surrounding Zoning**

R-20 & R-12 (CD)

**Surrounding Land Uses**

Residential, Vacant

**Utilities**

Extended at  
developer's expense.

**Floodplain**

Yes

**Watershed**

Yes

**City Limits**

Yes

---

### Summary

Lebanon Road 3, LLC, is requesting approval of the Final Plat for Phase 2 of Tupelo Junction (approved for conditional rezoning by City Council 08/03/2020). The Final Plat will include a total area of +/- 20.981 acres featuring 34 lots, +/- 12.06 acres of private common open space, and +/- 2.99 acres of dedicated right-of-way for 2,081 linear feet of streets.

The Technical Review Committee (TRC) has reviewed the Final Plat and the applicant has revised the plat to reflect comments. All infrastructure must be completed and approved to meet the City of Mebane specifications. All infrastructure not completed shall be bonded or a letter of credit provided prior to recordation.

This major subdivision plat was originally approved by the City Council at its February 6, 2023, meeting.

---

### Financial Impact

The developer has extended utilities at his own expense.

---

### Recommendation

Staff recommends approval of the Final Plat.

---

### Suggested Motion

Motion to approve the final plat as presented.

---

### Attachments

1. Final Plat

NOTE "a" SUBSURFACE AND ENVIRONMENTAL CONDITIONS WERE NOT EXAMINED OR CONSIDERED DURING THIS SURVEY. ALL BUILDINGS, SURFACE AND SUBSURFACE IMPROVEMENTS ON AND ADJACENT TO THE SITE ARE NOT NECESSARILY SHOWN HEREON, NO STATEMENT IS MADE CONCERNING THE EXISTENCE OF UNDERGROUND CONTAINERS WHICH MAY AFFECT THE USE OF THIS TRACT.

NOTE "b" THE LOCATION OF UNDERGROUND UTILITIES AS SHOWN ARE BASED ON VISIBLE EVIDENCE AND DRAWINGS PROVIDED TO THE SURVEYOR. LOCATION OF UNDERGROUND UTILITIES AND STRUCTURES MAY VARY FROM LOCATIONS SHOWN HEREON, AND ADDITIONAL BURIED UTILITIES MAY EXIST. CONTACT THE APPROPRIATE UTILITY COMPANIES FOR INFORMATION REGARDING BURIED UTILITIES.

NOTE "c" ALL DISTANCES ARE HORIZONTAL GROUND AND AREA BY COORDINATE COMPUTATION.

NOTE "d" THIS SURVEY WAS DONE WITHOUT A TITLE SEARCH AND IS BASED ON REFERENCED INFORMATION. THERE MAY EXIST OTHER DOCUMENTS OF RECORD WHICH COULD AFFECT THIS PROPERTY.

NOTE "e" EXCEPT AS SPECIFICALLY STATED OR SHOWN, THIS SURVEY DOES NOT REPORT ANY OF THE FOLLOWING: EASEMENTS, RESTRICTIVE COVENANTS, ZONING OR LAND USE REGULATIONS AND ANY FACTS WHICH A TITLE SEARCH MAY DISCLOSE.

NOTE "f" WETLANDS, JURISDICTIONAL WATERS OR OTHER CONDITIONS WHICH MAY BE REGULATED BY FEDERAL, OR STATE, OR LOCAL AGENCIES WERE NOT INVESTIGATED DURING THIS SURVEY. RIPARIAN BUFFERS AND OTHER RESTRICTIONS ON DEVELOPMENT MAY BE REQUIRED.

NOTE "g" SEE PLAT "FINAL PLAT EXEMPT SUBDIVISION SURVEY FOR LEE'S BEES, INC." BY BRANTLEY W. WELLS, PLS., DATED 1/28/21, AND RECORDED IN PB 123/1.

NOTE "h" SEE PLAT "FINAL PLAT FOR TUPELO JUNCTION SOUTH" BY BRANTLEY W. WELLS, PLS., DATED 7/26/22, AND RECORDED IN PB 125/70-73.

NOTE "i" A PORTION OF THIS PROPERTY IS LOCATED IN A HAZARDOUS FLOOD ZONE AS SHOWN ON FEMA FLOOD PANEL MAP NUMBER 3710982500L & 3710982600L EFFECTIVE DATE: 11/17/17

NOTE "j" NO NCCS MONUMENTS WERE FOUND WITHIN 2000' OF THIS SITE.

NOTE "k" THIS PROPERTY IS WITHIN THE CAPE FEAR RIVER BASIN. GRAHAM-MEBANE RESERVOIR WATER SUPPLY (I) WATERSHED

NOTE "l" ZONING: R-12 (CO) BUILDING FRONT SETBACK: 25 FT BUILDING REAR SETBACK: 20 FT BUILDING SIDE SETBACK: 5 FT BUILDING SIDE STREET CORNER SETBACK: 13 FT

\*NOTE: LOTS 22-28 HAVE NON-TYPICAL FRONT SETBACK TO MEET CITY OF MEBANE MINIMUM DESIGN STANDARDS. SEE SHEET 2 OF 7.

NOTE "m" AS PER LAKE MICHAEL DAM INUNDATION MAPPING STUDY, PROJECT #BX021910500, LOTS 38-42 AND 49-54 ARE REQUIRED TO HAVE A FINISH GROUND ELEVATION FOR THE BUILDING PAD AS SHOWN HEREON. ANY AND ALL SIDE SLOPES AND ADJACENT STRUCTURES TO THE BUILDING PADS ARE TO BE CONSTRUCTED NOT TO EXCEED THE CITY OF MEBANE MINIMUM DESIGN STANDARD REQUIREMENTS.

NOTE "n" TUPELO JUNCTION LIES ADJACENT TO MILL CREEK AND BELOW LAKE MICHAEL DAM (NCCOQ DAM SAFETY INVENTORY NO. ORANG-003), WHICH HAS A HIGH HAZARD CLASSIFICATION REQUIRING A NCCOQ DAM SAFETY APPROVED EMERGENCY ACTION PLAN (EAP). THE CITY OF MEBANE IS REQUIRED TO FILE AN UPDATE OF THE EAP ANNUALLY PER NCCS § 143-215.31. THE EAP INCLUDES A BREACH INUNDATION MAP DENOTING AREAS POTENTIALLY AFFECTED BY A DAM FAILURE AND SUDDEN RELEASE OF THE IMPOUNDMENT. THE LIMITS OF THE BREACH INUNDATION SHOWN ON THE MAP IN THE EAP ARE APPROXIMATE AND SHOULD BE USED ONLY AS A GUIDELINE FOR ESTABLISHING THE HAZARD CLASSIFICATION OF THE DAM AND FOR EXECUTION OF THE EAP. ACTUAL INUNDATED AREAS DEPEND ON ACTUAL FAILURE AND FLOODING CONDITIONS, WHICH MAY DIFFER FROM AREAS SHOWN ON THE MAP IN THE EAP. IN ADDITION, THE LIMITS OF THE BREACH INUNDATION MAY CHANGE WITH FUTURE UPSTREAM AND DOWNSTREAM DEVELOPMENT. IT IS PRUDENT TO ASSUME THAT AREAS OUTSIDE, BUT ADJACENT TO, THE INUNDATION LIMITS SHOWN COULD ALSO BE FLOODED IN SUCH AN EVENT. ANY QUESTIONS REGARDING THE EAP SHOULD BE DIRECTED TO THE MEBANE CITY ENGINEER.

CERTIFICATE OF FINAL MAJOR SUBDIVISION PLAT APPROVAL AND ACCEPTANCE OF DEDICATION

I, \_\_\_\_\_, THE CITY CLERK OF MEBANE, NORTH CAROLINA, DO CERTIFY THAT THE CITY OF MEBANE APPROVED THIS PLAT OR MAP AND ACCEPTED THE DEDICATION OF THE STREETS, EASEMENTS, RIGHT-OF-WAY AND PUBLIC PLANS SHOWN THEREON, BUT ASSUMES NO RESPONSIBILITY TO OPEN OR MAINTAIN THE SAME, UNTIL, IN THE OPINION OF THE CITY COUNCIL OF THE CITY OF MEBANE IT IS IN THE PUBLIC INTEREST TO DO SO.

DATE \_\_\_\_\_ CITY CLERK \_\_\_\_\_

STATE OF NORTH CAROLINA ORANGE COUNTY

I, \_\_\_\_\_, REVIEW OFFICER OF ORANGE COUNTY, DO CERTIFY THAT THIS MAP OR PLAT TO WHICH THIS CERTIFICATION IS ATTACHED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING FOR WHICH THE REVIEW OFFICER HAS RESPONSIBILITY AS PROVIDED BY LAW.

REVIEW OFFICER \_\_\_\_\_ DATE OF CERTIFICATION \_\_\_\_\_ ORANGE COUNTY LAND RECORDS/GIS

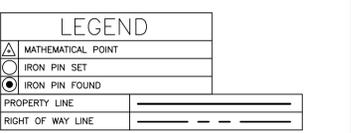
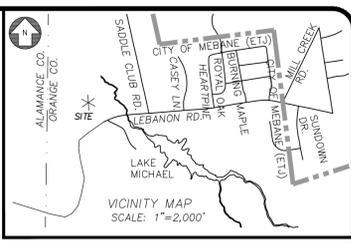
PUBLIC WATER SUPPLY WATERSHED STATEMENT

ALL OR PORTIONS OF THE PROPERTY CONTAINED IN THIS SUBDIVISION ARE LOCATED WITHIN A PUBLIC WATER SUPPLY WATERSHED. ADDITIONAL DEVELOPMENT RESTRICTIONS REGARDING SUCH MATTERS AS RESIDENTIAL DENSITY, MAXIMUM IMPERVIOUS SURFACE AREA, AND STORMWATER CONTROL MEASURES MAY APPLY TO THIS PROPERTY. ANY ENGINEERED STORMWATER CONTROLS SHOWN ON THIS PLAT ARE TO BE OPERATED AND MAINTAINED BY THE PROPERTY OWNERS AND/OR A PROPERTY OWNERS' ASSOCIATION PURSUANT TO THE OPERATION AND MAINTENANCE AGREEMENT FILED WITH THE ALAMANCE/ORANGE COUNTY OFFICE OF THE REGISTER OF DEEDS IN BOOK \_\_\_\_\_ PAGE \_\_\_\_\_.

CERTIFICATE OF APPROVAL FOR RECORDING IN PUBLIC WATER SUPPLY WATERSHED

I CERTIFY THE PLAT SHOWN HEREON COMPLIES WITH ARTICLE 5, SECTION 5-3 WATERSHED OVERLAY DISTRICTS OF THE MEBANE UNITED DEVELOPMENT ORDINANCE AND IS APPROVED FOR RECORDING IN REGISTER OF DEEDS OFFICE. NOTICE: THIS PROPERTY IS LOCATED WITHIN A PUBLIC DRINKING WATER SUPPLY WATERSHED. DEVELOPMENT RESTRICTIONS MAY APPLY.

DATE \_\_\_\_\_ ZONING ADMINISTRATOR \_\_\_\_\_ (AUTHORIZED OFFICIAL)



CERTIFICATE OF OWNERSHIP AND DEDICATION

THIS CERTIFIES THAT THE UNDERSIGNED IS (ARE) THE OWNER(S) OF THE PROPERTY SHOWN ON THIS MAP, HAVING ACQUIRED TITLE TO IT BY DEED(S) RECORDED IN THE ORANGE COUNTY, NORTH CAROLINA REGISTER OF DEEDS OTHERWISE AS SHOWN BELOW AND THAT BY SUBMISSION OF THIS PLAT OR MAP FOR APPROVAL, I/W/WE DO DEDICATE TO THE CITY OF MEBANE FOR PUBLIC USE ALL STREETS, EASEMENTS, RIGHTS-OF-WAY AND PARKS SHOWN THEREON FOR ALL LAWFUL PURPOSES TO WHICH THE CITY MAY DEVOTE OR ALLOW THE SAME TO BE USED AND UPON ACCEPTANCE THEREOF AND IN ACCORDANCE WITH ALL CITY POLICES, ORDINANCES AND REGULATIONS OR CONDITIONS OF THE CITY OF MEBANE FOR THE BENEFIT OF THE PUBLIC, THIS DEDICATION SHALL BE IRREVOCABLE. ALSO, ALL PRIVATE STREETS SHOWN ON THIS MAP, IF ANY, ARE TO BE AVAILABLE FOR PUBLIC USE.

PROVIDED, HOWEVER, THE "COMMON ELEMENTS" SHOWN HEREON EXPRESSLY ARE NOT DEDICATED HEREBY FOR USE BY THE GENERAL PUBLIC, BUT ARE TO BE CONVEYED BY LEBANON ROAD 3 LLC TO TUPELO JUNCTION HOMEOWNERS ASSOCIATION, INC. FOR THE USE AND ENJOYMENT OF THE MEMBERS THEREOF PURSUANT TO THE TERMS OF THAT CERTAIN DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS FOR

TUPELO JUNCTION, RECORDED IN BOOK 6795, PAGE 125-149, ORANGE COUNTY REGISTER, THE TERMS AND PROVISIONS OF WHICH ARE INCORPORATED HEREIN BY THIS REFERENCE.

BY THE RECORDATION OF THIS PLAT, HEREBY GIVES, GRANTS AND CONVEYS TO A UTILITY AND THE CITY OF MEBANE, THEIR RESPECTIVE SUCCESSORS AND ASSIGNS, RIGHTS-OF-WAY AND EASEMENTS TO MAINTAIN AND SERVICE THEIR RESPECTIVE WIRES, LINES, CONDUITS, AND PIPES IN THEIR PRESENT LOCATIONS WITHIN THE "COMMON ELEMENTS" AS SHOWN HEREON TOGETHER WITH THE RIGHT OF INGRESS AND EGRESS OVER AND UPON SAID "COMMON ELEMENTS" FOR THE PURPOSE OF MAINTAINING AND SERVICING WIRES, LINES, CONDUITS, AND PIPES.

Table with columns: OWNER, DATE, (NOTARIZED)

BOOK NO. \_\_\_\_\_ PAGE NO. \_\_\_\_\_ /s/ \_\_\_\_\_ COUNTY, NORTH CAROLINA

I CERTIFY THAT THE FOLLOWING PERSON(S) PERSONALLY APPEARED BEFORE ME THIS DAY, EACH ACKNOWLEDGING TO ME THAT HE OR SHE SIGNED THE FOREGOING DOCUMENT:

NAME(S) OF PRINCIPAL(S) \_\_\_\_\_ DATE: \_\_\_\_\_

OFFICIAL SIGNATURE OF NOTARY \_\_\_\_\_ NOTARY PUBLIC \_\_\_\_\_ NOTARY'S PRINTED NAME \_\_\_\_\_ MY COMMISSION EXPIRES: \_\_\_\_\_

LINE TABLE with columns: LINE #, DIRECTION, LENGTH

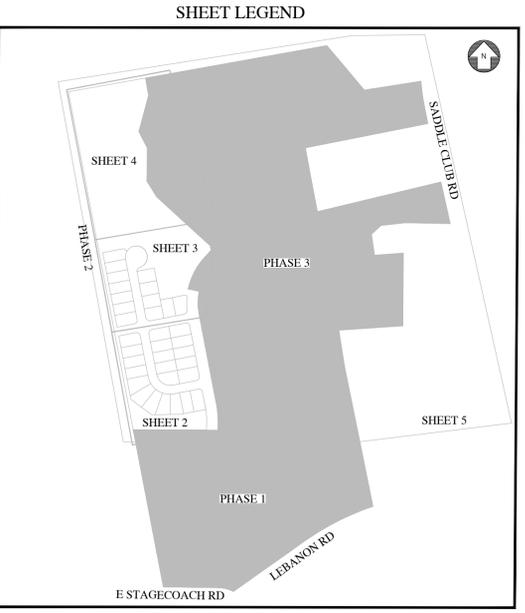
CURVE TABLE with columns: CURVE #, RADIUS, LENGTH, DELTA, TANGENT, CHORD BEARING, CHORD

LINE TABLE with columns: LINE #, DIRECTION, LENGTH

CURVE TABLE with columns: CURVE #, RADIUS, LENGTH, DELTA, TANGENT, CHORD BEARING, CHORD

CURVE TABLE with columns: CURVE #, RADIUS, LENGTH, DELTA, TANGENT, CHORD BEARING, CHORD

CURVE TABLE with columns: CURVE #, RADIUS, LENGTH, DELTA, TANGENT, CHORD BEARING, CHORD



SITE SUMMARY TOTAL AREA = 20.981 ACRES 34 LOTS TOTAL = 5.936 ACRES R/W DEDICATION = 2.986 ACRES TOTAL IMPERVIOUS SURFACE AREA (30% MAX) = 180,119 SF TOTAL LINEAR FEET OF ROADS = 2,081 FT NOTE: THE ENTIRE SUBDIVISION IS LIMITED TO 30% MAX IMPERVIOUS SURFACE.

PARCEL REMAINDER TABLE with columns: DESCRIPTION, UNITS, TOTAL ACRES

REF.: PIN# 9828408234 DB 6704/442 PB 123/1 PB 125/70-73

CERTIFICATE OF SURVEY AND ACCURACY

I, BRANTLEY W. WELLS, PLS., L-4544, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED DESCRIPTION RECORDED IN BOOK 6627, PAGE 2024, ETC.) (OTHER); THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN BOOK 6704, PAGE 442; THAT THE RATIO OF PRECISION OR POSITIONAL ACCURACY AS CALCULATED IS 1:10,000; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH NCCS 47-30 AS AMENDED, WITNESS MY ORIGINAL SIGNATURE, REGISTRATION NUMBER AND SEAL THIS 11TH DAY OF JANUARY, A.D., 2023.

SURVEYOR \_\_\_\_\_ REGISTRATION NUMBER \_\_\_\_\_

CERTIFICATE OF PURPOSE OF PLAT

THIS SURVEY CREATES A SUBDIVISION OF LAND WITHIN THE AREA OF A COUNTY OR MUNICIPALITY THAT HAS AN ORDINANCE THAT REGULATES PARCELS OF LAND.

SURVEYOR \_\_\_\_\_ DATE \_\_\_\_\_

I, BRANTLEY W. WELLS, PLS., L-4544, CERTIFY THAT NC GRID THE DATA SHOWN ON THIS PLAT WAS OBTAINED FROM AN ACTUAL GPS SURVEY MADE UNDER MY SUPERVISION AND THE FOLLOWING INFORMATION WAS USED TO PERFORM THE SURVEY:

- (1) CLASS OF SURVEY: "A"
(2) POSITIONAL ACCURACY: 0.07
(3) TYPE OF GPS FIELD PROCEDURE: VRS
(4) DATES OF SURVEY: 1/24/2020
(5) DATUM/EPOCH: 83/11
(6) PUBLISHED/TWIXED CONTROL USED: HELD VRS
(7) GEOD MODEL: 2011B
(8) COMBINED GRID FACTOR: 0.999966143
(9) UNITS: US SURVEY FEET

I HEREBY CERTIFY THAT THIS PLAT IS OF THE FOLLOWING TYPE: G.S. 47-30 (F)(1)(A). THIS SURVEY CREATES A SUBDIVISION OF LAND WITHIN THE AREA OF A COUNTY OR MUNICIPALITY THAT HAS AN ORDINANCE THAT REGULATES PARCELS OF LAND.

I, BRANTLEY W. WELLS, PLS., L-4544, CERTIFY THAT THIS MAP WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED DESCRIPTION RECORDED IN BOOK/PAGE; (AS NOTED HEREON) OR OTHER REFERENCE SOURCE(S) (AS NOTED HEREON)); THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION IN BOOK/PAGE; (AS NOTED HEREON); THAT THE RATIO OF PRECISION OR POSITIONAL ACCURACY AS CALCULATED IS 1:10,000+; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED, WITNESS MY ORIGINAL SIGNATURE, LICENSE NUMBER AND SEAL THIS 11TH DAY OF JANUARY, 2023.

PRELIMINARY PLAT REV#2 Not for Recordation, Conveyance or Sales PROFESSIONAL LAND SURVEYOR LICENSE NUMBER L-4544 SUMMIT DESIGN AND ENGINEERING SERVICES LICENSE NUMBER P-0339

Table with columns: RAH, COM PLANNING COMMENTS, DATE, REVISIONS

COPYRIGHT © 2023 SUMMIT DESIGN AND ENGINEERING SERVICES, INC. DRAWING ALTERNATE NO. 1. THIS DRAWING IS VALID FOR ANY PERSON OR ENTITY WHOSE LICENSE NUMBER IS LISTED IN THE REGISTER OF DEEDS OFFICE. ANY CHANGES TO THIS DRAWING MUST BE APPROVED BY THE DESIGNER AND THE REGISTER OF DEEDS OFFICE.

PROJECT ENGINEER/ARCHITECT TS DESIGN AND ENGINEERING PROJECT MANAGER TS DRAWN BY RH

CLIENT'S ADDRESS: LEBANON ROAD 3, LLC 370 JAMES PARKER DR. HILLSBOROUGH, NC 27278 (919) 732-3863 OWNERS ADDRESS: LEBANON ROAD 3, LLC 320 EXECUTIVE COURT HILLSBOROUGH, NC 27278 (919) 732-3863

SUMMIT DESIGN AND ENGINEERING SERVICES logo and contact information: Creatively Inspired - Technically Executed. License # P-0339, 320 Executive Court, Hillsborough, NC 27278, Voice: (919) 732-3863, Fax: (919) 732-6676, www.summitsds.com

FINAL PLAT FOR TUPELO JUNCTION SOUTH PHASE II CHIEFS TWP., ORANGE CO., NORTH CAROLINA PROPERTY AS DESCRIBED IN DEED BOOK 6704, PAGE 442 STANDING IN THE NAME OF LEBANON ROAD 3, LLC

PROJECT NO. 19-0185 DRAWING NO. 19-0185\_PH2 SHEET 1 OF 7

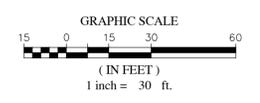
MILL CREEK  
DEVELOPMENT COMPANY  
PIN# 282336817  
DB 2086/255  
SEE DB 879/248  
ZONING: R-20  
VACANT RESIDENTIAL



LEBANON ROAD 3, LLC  
PIN# 9525488488  
DB 6104/442  
PB 125/70-73  
PRIVATE RECREATION AREA #1  
R-12 (CD)

**PRELIMINARY PLAT REV #2**  
Not for Recordation, Conveyance or Sales

01/11/2023  
PROFESSIONAL LAND SURVEYOR LICENSE NUMBER L-4544  
SUMMIT DESIGN AND ENGINEERING SERVICES  
LICENSE NUMBER P-0339



NO.	DATE	REVISIONS
6		
5		
4		
3		
2	01/11/23	RAH
1	12/08/22	RAH
0		FIRST SUMMITAL

COPYRIGHT © 2023  
SUMMIT  
DESIGN AND ENGINEERING  
DRAWING ALTERNATION  
IT IS A VIOLATION OF LAW FOR ANY PERSON  
UNLESS ARCHITECT, PROFESSIONAL  
LAND SURVEYOR TO ALTER ANY TITLE OR  
LAND SURVEYOR TO ALTER ANY TITLE OR  
NOTATION ALTERED OR FOLLOWED BY THE  
DESCRIPTION OF THE ALTERNATIONS.

PROJECT ENGINEER/ARCHITECT  
TS  
DESIGN MANAGER  
TS  
DRAWN BY  
RH

CLIENT'S ADDRESS  
LEBANON ROAD 3, LLC  
C/O JAMES PARKER JR.  
HILLSBOROUGH, NC 27278  
(919) 732-3853

OWNER'S ADDRESS  
LEBANON ROAD 3, LLC  
320 EXECUTIVE COURT  
HILLSBOROUGH, NC 27278  
(919) 732-3853

Summit  
DESIGN AND ENGINEERING SERVICES  
Creatively Inspired • Technically Executed  
License # P-0339  
320 Executive Court  
Hillsborough, NC 27278-8651  
Voice: (919) 732-3853 Fax: (919) 732-6676 www.summitsds.com

FINAL PLAT FOR  
**TUPELO JUNCTION SOUTH  
PHASE II**  
CHIEFS TWP., ORANGE CO., NORTH CAROLINA  
CITY OF MORGAN  
PROPERTY AS DESCRIBED IN DEED BOOK 6704, PAGE 442  
STANDING IN THE NAME OF  
LEBANON ROAD 3, LLC

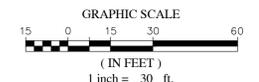
PROJECT NO.  
**19-0185**  
DRAWING NO.  
**19-0185\_PH2**  
SHEET # OF 7

MILL CREEK  
DEVELOPMENT COMPANY  
PING 9825396817  
DB 2086/256  
SEE DB 879/248  
ZONING: R-20  
VACANT RESIDENTIAL



**PRELIMINARY PLAT REV #2**  
Not for Recordation, Conveyance or Sales

PROFESSIONAL LAND SURVEYOR LICENSE NUMBER "L-4544"  
SUMMIT DESIGN AND ENGINEERING SERVICES  
LICENSE NUMBER P-0339



NO.	DATE	REVISIONS
6		
5		
4		
3		
2	01/11/23	COM PLANNING COMMENTS
1	12/08/22	COM PLANNING COMMENTS
0		FIRST SUMMITAL

**COPYRIGHT © 2023**  
SUMMIT  
DESIGN AND ENGINEERING  
DRAWING ALTERNATION

IT IS A VIOLATION OF LAW FOR ANY PERSON TO REPRODUCE OR TRANSMIT THIS DOCUMENT OR ANY PART THEREOF WITHOUT THE WRITTEN PERMISSION OF SUMMIT DESIGN AND ENGINEERING SERVICES. ANY ALTERATION OF THIS DOCUMENT WITHOUT THE WRITTEN PERMISSION OF SUMMIT DESIGN AND ENGINEERING SERVICES IS PROHIBITED.

**PROJECT ENGINEER/ARCHITECT**  
TS

**DESIGN AND ENGINEERING**  
TS

**PROJECT MANAGER**  
TS

**DRAWN BY**  
RH

**CLIENT'S ADDRESS**  
LEBANON ROAD 3, LLC  
C/O JAMES PARKER JR.  
HILLSBOROUGH, NC 27278  
(919) 732-3863

**OWNER'S ADDRESS**  
LEBANON ROAD 3, LLC  
320 EXECUTIVE COURT  
HILLSBOROUGH, NC 27278  
(919) 732-3863

**SUMMIT**  
DESIGN AND ENGINEERING SERVICES

License # P-0339  
320 Executive Court  
Hillsborough, NC 27278-8651  
Voice: (919) 732-3863 Fax: (919) 732-6676 www.summitsds.com

**FINAL PLAT FOR**  
**TUPELO JUNCTION SOUTH**  
**PHASE II**

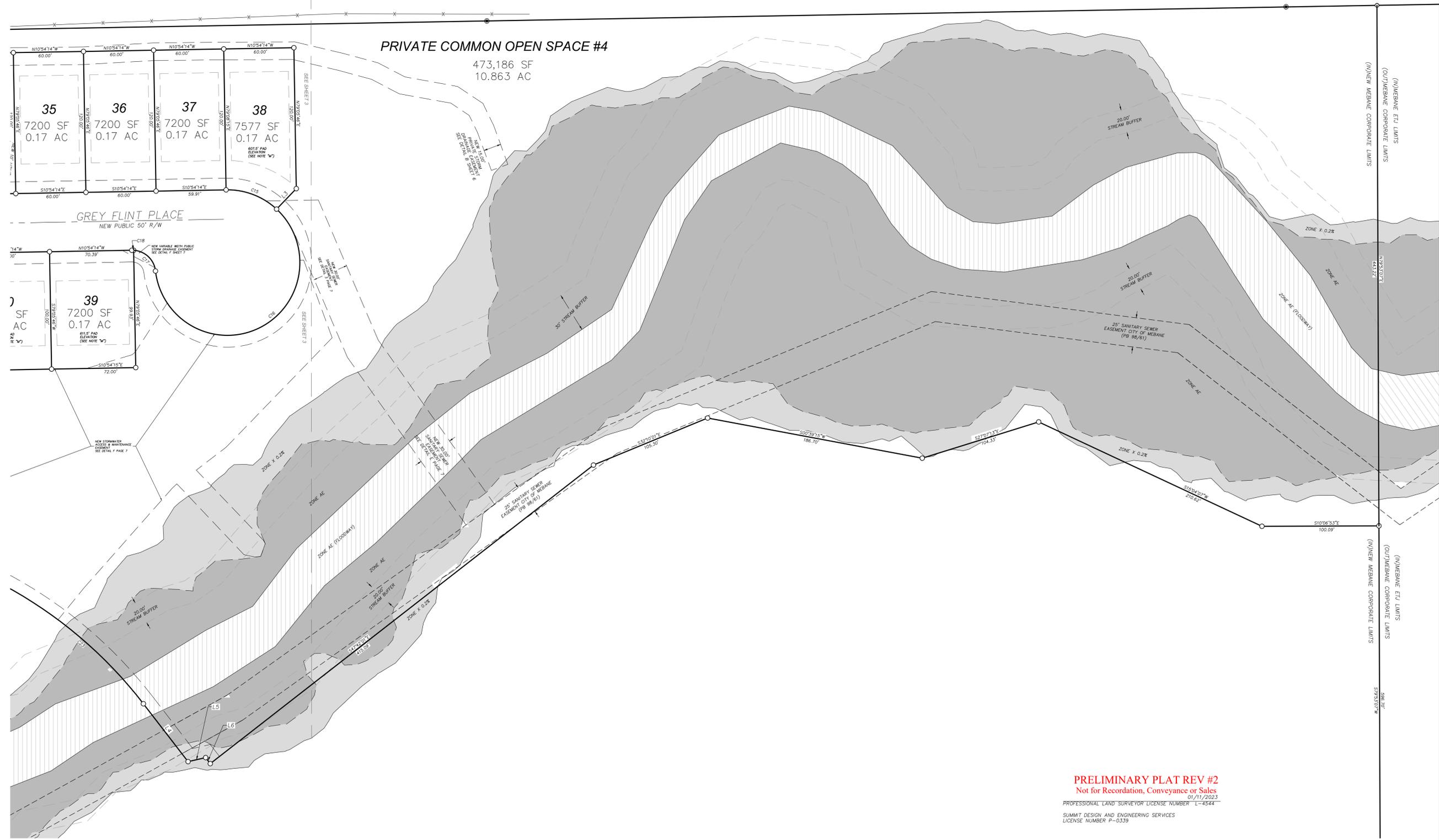
CHEEKS TWP., ORANGE CO., NORTH CAROLINA  
CITY OF MERLIE  
PROPERTY AS DESCRIBED IN DEED BOOK 6704, PAGE 442  
STANDING IN THE NAME OF  
LEBANON ROAD 3, LLC

**PROJECT NO.**  
**19-0185**

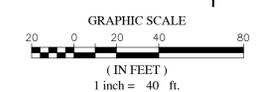
**DRAWING NO.**  
**19-0185\_PH2**

**SHEET 3 OF 7**

MILL CREEK  
DEVELOPMENT COMPANY  
PMB 9825396317  
19 2086/255  
SEE DB 879/248  
ZONING: R-20  
VACANT RESIDENTIAL



**PRELIMINARY PLAT REV #2**  
Not for Recordation, Conveyance or Sales  
01/11/2023  
PROFESSIONAL LAND SURVEYOR LICENSE NUMBER L-4544  
SUMMIT DESIGN AND ENGINEERING SERVICES  
LICENSE NUMBER P-0339



NO.	DATE	REVISIONS
6		
5		
4		
3		
2	01/11/23	RAH
1	12/08/22	RAH
0		FIRST SUMMITAL

COPYRIGHT © 2023  
SUMMIT  
DESIGN AND ENGINEERING  
DRAWING ALTERATION  
IT IS A VIOLATION OF ANY PROFESSIONAL  
LICENSED ARCHITECT, PROFESSIONAL  
LAND SURVEYOR TO ALTER ANY TITLE OR  
INDICATE THE DOCUMENT IS REQUIRED  
NOTATION ALTERED OR FOLLOWED BY THE  
DESCRIPTION OF THE ALTERATIONS.

PROJECT ENGINEER/ARCHITECT  
TS  
DESIGN AND ENGINEERING  
PROJECT MANAGER  
TS  
DRAWN BY  
RH

CLIENT'S ADDRESS  
LEBANON ROAD 3, LLC  
C/O JAMES PARKER JR.  
HILLSBOROUGH, NC 27278  
(919) 732-3863  
OWNERS ADDRESS  
LEBANON ROAD 3, LLC  
320 EXECUTIVE COURT  
HILLSBOROUGH, NC 27278  
(919) 732-3863

Summit Design and Engineering Services  
320 Executive Court  
Hillsborough, NC 27278-8651  
Voice: (919) 732-3863 Fax: (919) 732-6676 www.summitsds.com

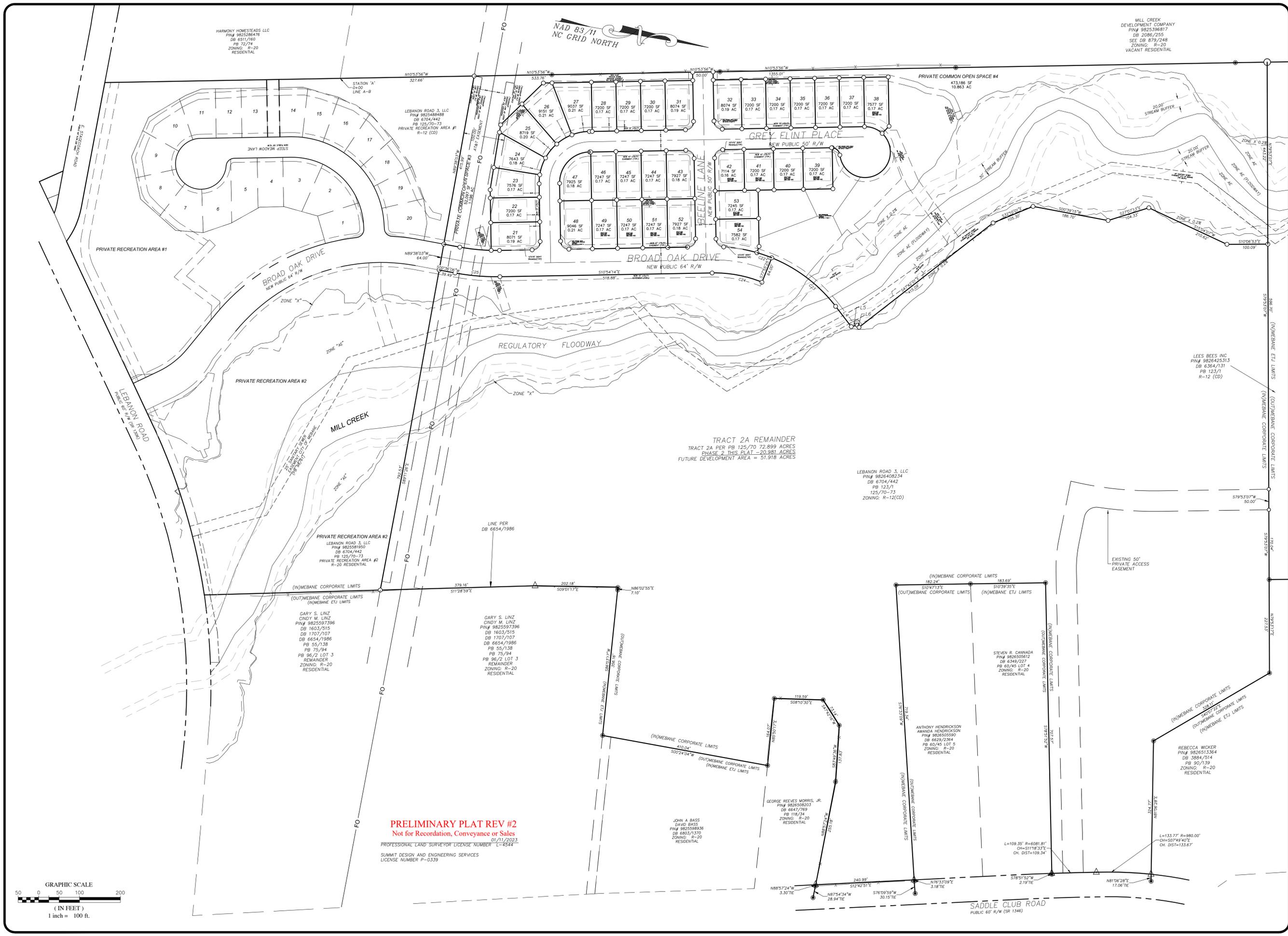
FINAL PLAT FOR  
**TUPELO JUNCTION SOUTH  
PHASE II**  
CHIEKS TWP., ORANGE CO., NORTH CAROLINA  
CITY OF MEBANE  
PROPERTY AS DESCRIBED IN DEED BOOK 6704, PAGE 442  
STANDING IN THE NAME OF  
LEBANON ROAD 3, LLC

PROJECT NO.  
**19-0185**  
DRAWING NO.  
**19-0185\_PH2**  
SHEET 4 OF 7



HARMONY HOMESTEADS LLC  
PIN# 982528476  
DB 6511/160  
PB 75/74  
ZONING: R-20  
RESIDENTIAL

MILL CREEK  
DEVELOPMENT COMPANY  
PIN# 982530617  
DB 2086/255  
SEE DB 879/248  
ZONING: R-20  
VACANT RESIDENTIAL



TRACT 2A REMAINDER  
TRACT 2A PER PB 125/70 72.899 ACRES  
PHASE 2 THIS PLAT - 20.881 ACRES  
FUTURE DEVELOPMENT AREA = 51.918 ACRES

LEBANON ROAD 3, LLC  
PIN# 982640824  
DB 6704/442  
PB 123/1  
125/70-73  
ZONING: R-12(CD)

GARY S. LINZ  
CINDY M. LINZ  
PIN# 9825597396  
DB 1603/515  
DB 1707/107  
DB 6654/1986  
PB 55/138  
PB 75/94  
PB 96/2 LOT 3  
REMAINDER  
ZONING: R-20  
RESIDENTIAL

GARY S. LINZ  
CINDY M. LINZ  
PIN# 9825597396  
DB 1603/515  
DB 1707/107  
DB 6654/1986  
PB 55/138  
PB 75/94  
PB 96/2 LOT 3  
REMAINDER  
ZONING: R-20  
RESIDENTIAL

JOHN A. BASS  
DAVID BASS  
PIN# 982559836  
DB 6803/1370  
ZONING: R-20  
RESIDENTIAL

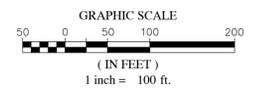
GEORGE REEVES MORRIS, JR.  
PIN# 982550820  
DB 6647/769  
PB 118/34  
ZONING: R-20  
RESIDENTIAL

ANTHONY HENDRICKSON  
AMANDA HENDRICKSON  
PIN# 98265590  
DB 6829/2364  
PB 60/45 LOT 5  
ZONING: R-20  
RESIDENTIAL

STEVEN R. CANNADA  
PIN# 9826505812  
DB 6349/227  
PB 60/45 LOT 4  
ZONING: R-20  
RESIDENTIAL

REBECCA WICKER  
PIN# 9826513384  
DB 3884/514  
PB 90/139  
ZONING: R-20  
RESIDENTIAL

**PRELIMINARY PLAT REV #2**  
Not for Recordation, Conveyance or Sales  
PROFESSIONAL LAND SURVEYOR LICENSE NUMBER: 01/11/2023 C-4544  
SUMMIT DESIGN AND ENGINEERING SERVICES  
LICENSE NUMBER: P-0339



NO.	DATE	REVISIONS
6		
5		
4		
3		
2	01/11/23	RAH
1	12/08/22	RAH
0	01/08/22	RAH

COPYRIGHT © 2023  
SUMMIT  
DESIGN AND ENGINEERING  
DRAWING ALTERNATION  
IT IS A VIOLATION OF LAW FOR ANY PERSON  
TO REPRODUCE, TRANSMIT, OR  
DISTRIBUTE THIS DOCUMENT OR ANY  
PART THEREOF WITHOUT THE WRITTEN  
CONSENT OF SUMMIT DESIGN AND  
ENGINEERING SERVICES. ANY  
UNAUTHORIZED REPRODUCTION OR  
DISTRIBUTION OF THIS DOCUMENT IS  
STRICTLY PROHIBITED.

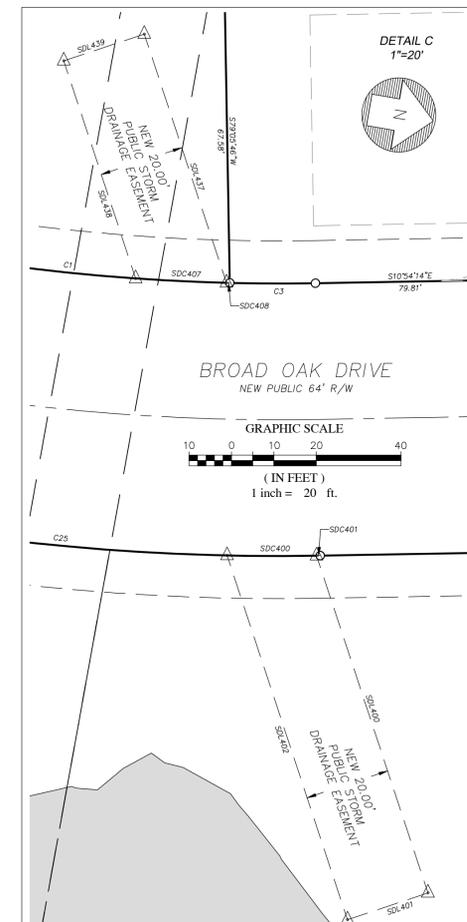
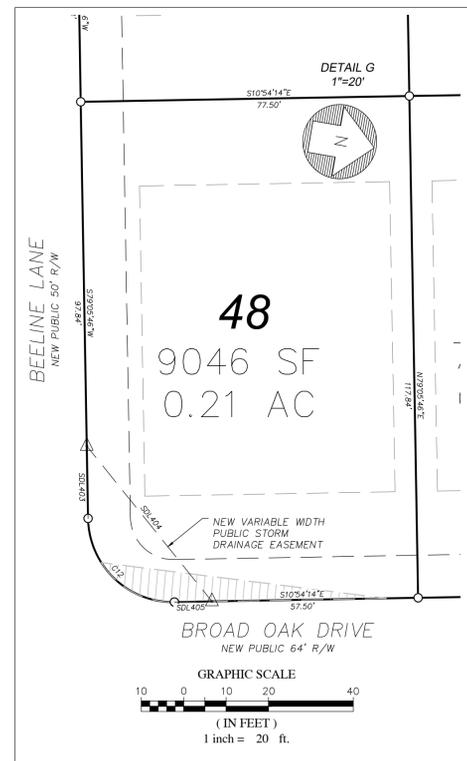
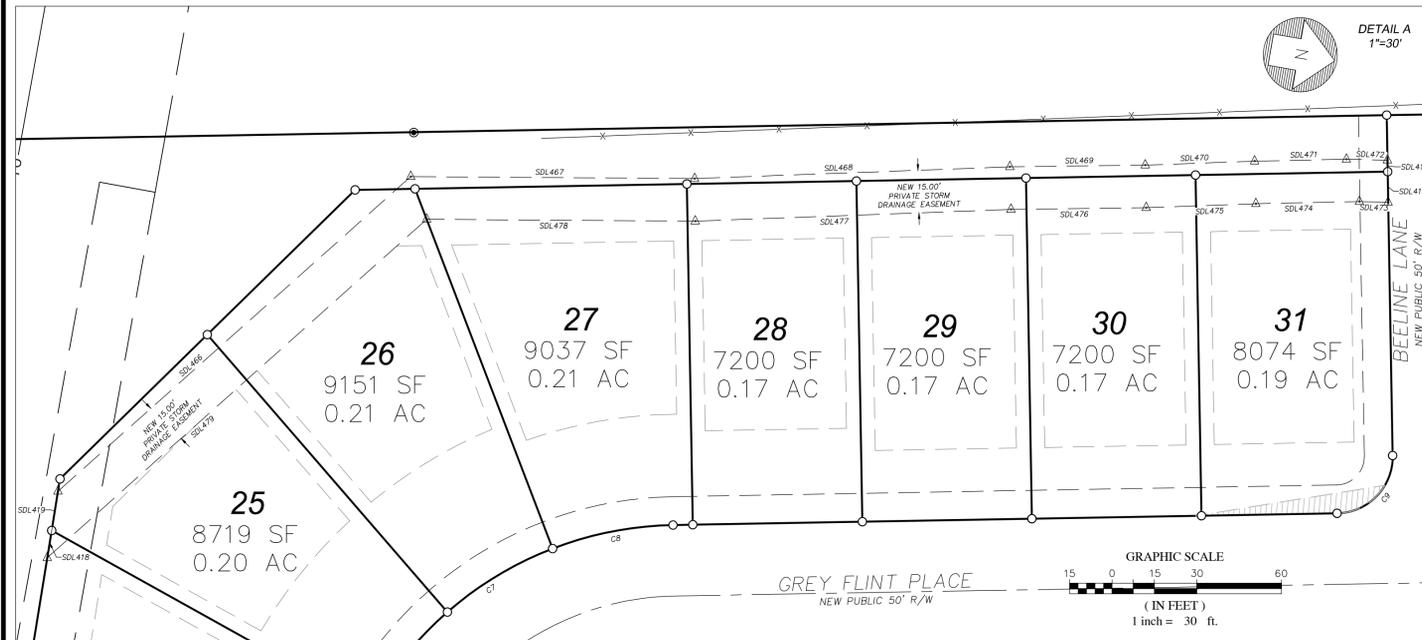
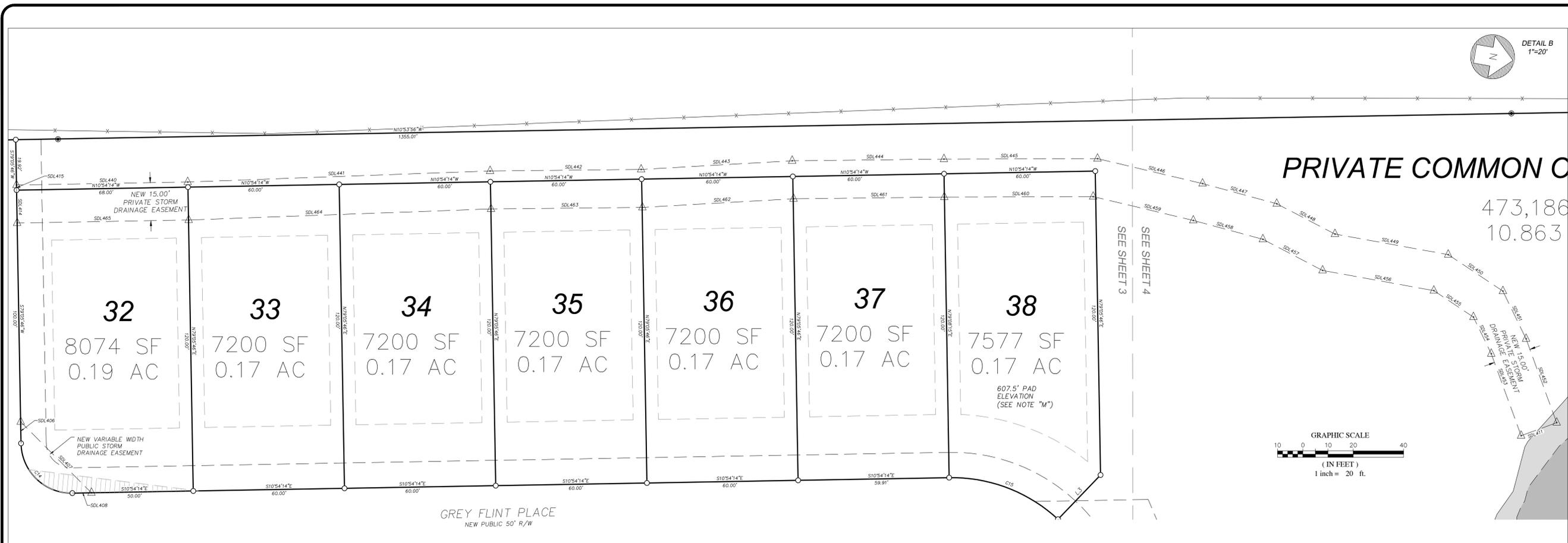
PROJECT ENGINEER/ARCHITECT  
TS  
DESIGN AND ENGINEERING  
PROJECT MANAGER  
TS  
DRAWN BY  
RH

CLIENT'S ADDRESS  
LEBANON ROAD 3, LLC  
C/O JAMES PARKER JR.  
HILLSBOROUGH, NC 27278  
(919) 732-3863  
OWNERS ADDRESS  
LEBANON ROAD 3, LLC  
320 EXECUTIVE COURT  
HILLSBOROUGH, NC 27278  
(919) 732-3863

**SUMMIT**  
DESIGN AND ENGINEERING SERVICES  
Creatively Inspired - Technically Executed  
License # P-0339  
320 Executive Court  
Hillsborough, NC 27278-8651  
Voice: (919) 732-3863 Fax: (919) 732-6676 www.summitsds.com

FINAL PLAT FOR  
**TUPELO JUNCTION SOUTH  
PHASE II**  
CHIEFS TWP., ORANGE CO., NORTH CAROLINA  
CITY OF MORGAN  
PROPERTY AS DESCRIBED IN DEED BOOK 6704, PAGE 442  
STANDING IN THE NAME OF  
LEBANON ROAD 3, LLC

PROJECT NO.  
**19-0185**  
DRAWING NO.  
**19-0185\_PH2**  
SHEET #5 OF 7



**PRELIMINARY PLAT REV #2**  
Not for Recordation, Conveyance or Sales

01/11/2023  
PROFESSIONAL LAND SURVEYOR LICENSE NUMBER L-4544  
SUMMIT DESIGN AND ENGINEERING SERVICES  
LICENSE NUMBER P-0339

NO.	DATE	REVISIONS
6		
5		
4		
3		
2	01/11/23	RAH
1	12/08/22	RAH
0		FIRST SUMMITAL

**COPYRIGHT © 2023**  
SUMMIT  
DESIGN AND ENGINEERING  
DRAWING ALTERATION

IT IS A VIOLATION OF LAW FOR ANY PERSON TO REPRODUCE OR TRANSMIT IN ANY MANNER OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, ANY PART OF THIS DOCUMENT WITHOUT THE WRITTEN PERMISSION OF THE DESIGNER.

PROJECT ENGINEER/ARCHITECT  
TS  
DESIGN AND ENGINEERING  
PROJECT MANAGER  
TS

DRAWN BY  
RH

CLIENT'S ADDRESS  
LEBANON ROAD 3, LLC  
C/O JAMES PARKER JR.  
HILLSBOROUGH, NC 27278  
(919) 732-3853

OWNER'S ADDRESS  
LEBANON ROAD 3, LLC  
320 EXECUTIVE COURT  
HILLSBOROUGH, NC 27278  
(919) 732-3853

**SUMMIT**  
DESIGN AND ENGINEERING SERVICES  
Creatively Inspired • Technically Executed

License # P-0339  
320 Executive Court  
Hillsborough, NC 27278-8651  
Voice: (919) 732-3853 Fax: (919) 732-6676 www.summitsds.com

FINAL PLAT FOR  
**TUPELO JUNCTION SOUTH  
PHASE II**

CHIEFS TWP., ORANGE CO., NORTH CAROLINA  
CITY OF MERLENE  
PROPERTY AS DESCRIBED IN DEED BOOK 6704, PAGE 442  
STANDING IN THE NAME OF  
LEBANON ROAD 3, LLC

PROJECT NO.  
**19-0185**

DRAWING NO.  
**19-0185\_PH2**

SHEET 6 OF 7





## AGENDA ITEM #6A

### Amendments to the Unified Development Ordinance

**Date**

May 1, 2023

**Presenter**

Ashley Ownbey, Development Director

**Public Hearing**

Yes  No

#### Summary

The City Council shall consider the request to amend portions of Article 6 of the Unified Development Ordinance (UDO). *Consideration of the amendments is designed for two City Council meetings. The information will be initially presented to the City Council at the May 1, 2023, meeting with formal action on the amendments to follow at a subsequent meeting.* The proposed amendments are the second phase of updates to the UDO and focus on minimum parking standards and the sign ordinance. Green Heron Consulting, LLC, assisted staff in updating the sign ordinance.

#### Background

The City of Mebane UDO regulates all development and land use in the City and extraterritorial jurisdiction. The City adopted the UDO in 2008 and has regularly amended it to reflect current and emerging needs. The most significant recent changes occurred in the summer of 2022, with the first phase of comprehensive UDO amendments. This second phase of proposed amendments are voluntary and reflective of public input, professional opinions of staff and the City consultant, or updates consistent with contemporary best practices.

Public engagement for the UDO amendments initiated with an open house in December 2021. Surveys for various topics, including parking and signs, were released the following month. Nearly 100 individuals responded to the surveys for parking and signs. The feedback of these surveys is summarized and included as an attachment. The results of the surveys guided staff recommendations on some of the proposed amendments.

Early in the process of updating the Mebane UDO, staff recognized that several of the proposed UDO amendments are likely to generate more discussion than others. To distribute comments and shepherd through amendments in a timely manner, staff opted to present changes to the UDO in phases. The first phase of amendments was considered by the Planning Board in May 2022 and approved by the Mebane City Council in June and July 2022. This first phase consisted of many changes, including amendments to the Table of Permitted Uses, dimensional standards, perimeter landscaping, streetscaping, definitions, and standards for fences and accessory structures. The second round of amendments features: 1) a new set of sign standards, and 2) new parking and stacking requirements. A third phase of UDO amendments will be presented in the coming months and will include minor revisions and new supporting illustrations to aid in public and staff interpretation of the UDO.

---

### Summary of Proposed Amendments

Staff is proposing amendments to two sections of Article 6 of the UDO – Section 6-5: Parking, Stacking, and Loading and Section 6-7: Signs.

#### **Section 6-5: Parking, Stacking, and Loading**

Amendments are proposed to update the required number of parking and stacking spaces. Most of the proposed changes are to Table 6-5-1 and are aimed at making the Table simpler to read. City staff recommendations are as follows:

- 1) Increase the percentage by which a nonresidential development can exceed the minimum parking standards before a parking demand study is required from 120% to 150%. The recommendation comes as some of the minimum parking requirements are proposed to decrease and recent reviews by staff show 120% leaves less flexibility in considering development proposals.
- 2) Additional language to improve how staff consider the amount of required parking for uses not specified in Table 6-5-1.
- 3) All references to stacking requirements have been removed from Table 6-5-1 and relocated to a new section.
- 4) Consolidation of group residential uses into one category, with the elimination of specific standards for “Boarding and room house” and “Homeless shelter.”
- 5) Relocation of “Bed and Breakfast” from Residential Uses to Business, Professional, and Personal Services consistent with how the use is categorized in the Table of Permitted Uses.
- 6) Application of the same parking standard for one- and two-bedroom apartment units consistent with staff research of peer communities.
- 7) New standards proposed for certain amenity areas in residential developments and mail kiosks.
- 8) Elimination of parking requirements for specific recreational uses and a new requirement that all recreational uses provide a parking and loading study to establish the minimum required. As recreational uses are most often constructed by the City of Mebane, this would be incorporated into the planning for new parks and recreational facilities.
- 9) A basic standard is proposed for Educational and Institutional Uses, resulting in the elimination of the specific requirement for “Elementary and middle schools” and clarifications of other requirements.
- 10) Consolidation of government-related office uses and medical uses, with the elimination of specific standards for “Government offices, post offices” and “Nursing and convalescent homes.”

- 11) The requirement for “Vocational, business, or technical schools” has been relocated from the Business, Professional, and Personal Services category to the Educational and Institutional Uses category and renamed to “Career and education centers; technical institutes.” Parking requirements are updated to be more consistent with the basic standard proposed for educational uses.
- 12) Additional parking requirements are specified for places of worship that include fellowship halls or similar facilities.
- 13) A basic standard is proposed for Business, Professional, and Personal Services, resulting in the clarification of certain requirements and elimination of the specific requirements for the following uses:
  - o Banks and financial institutions
  - o Kennels or pet grooming
  - o Laundromat (coin-operated)
  - o Laundry and dry-cleaning plants or substation
  - o Laboratories
  - o Motion picture production
  - o Offices not otherwise classified
  - o Services and repairs not otherwise classified
- 14) New language and more uses have been added to the use previously identified as “Barber and beauty shops.”
- 15) Car and truck washes have been combined.
- 16) A new parking requirement is proposed for “Hotels and motels” to better align with standard requirements identified in peer communities. A need to evaluate this requirement was identified with review of the hotel development on Lowes Boulevard.
- 17) A new parking requirement is proposed for “Medical, dental, or related offices” to better align with standard requirements identified in peer communities. A need to evaluate this requirement was identified with review of the new medical office building by Duke Health on Gregory Poole Lane.
- 18) Additional parking requirements are specified for “Theaters (indoor)” that include a restaurant, bar, or event space.
- 19) The amount of parking required for “Veterinary service” is reduced consistent with staff’s research of the requirement for medical offices.
- 20) A basic standard is proposed for Retail Trade, resulting in the clarification of certain requirements and elimination of the specific requirements for the following uses:

- Convenience stores
  - Department stores, food stores
  - Retail sales not otherwise classified
  - Services stations, gasoline sales
- 21) “Restaurants” are proposed to use the same parking requirement as “Bars, night clubs, and taverns.”
- 22) Elimination of the specific requirements for “Furniture, floor covering sales” as the requirements for “Retail sales of bulky items” can be used.
- 23) A minor name change to “Vehicle sales/rentals” and specification that parking spaces are required for vehicles displayed for sale or rent.
- 24) A basic standard is proposed for Wholesale Trade, resulting in the elimination of specific requirements.
- 25) A basic standard is proposed for Transportation, Warehousing, and Utilities, resulting in the clarification of certain requirements.
- 26) A new parking requirement is proposed for “Self-storage warehouses” to recognize the limited parking needs of this use and be calculated based on the number of storage units.
- 27) Elimination of parking requirements for “Marinas; dry stack storage,” which are not specified uses in the Table of Permitted Uses.
- 28) A new parking requirement is proposed for Manufacturing and Industrial Uses that is calculated based on the square footage of a facility instead of the number of employees. The current calculation is difficult to apply when industrial site plans are proposed before an end user is known. Language is included with the new requirement to allow for consideration of the number of employees when known as well as the type of operations and technology.
- 29) Elimination of parking requirements for “Flea markets; other open-air sales,” which are generally not allowed by the Table of Permitted Uses.
- 30) A new section has been added for stacking standards. Previously, stacking standards were incorporated into Table 6-5-1 with off-street parking requirements. The new section identifies standards for stacking spaces and more clearly identifies which uses requiring stacking spaces. Two new uses – “Gate house” and “Vehicle service stations” – have been identified.

### **Section 6-7: Signs**

Amendments to the sign standards in the UDO largely serve to improve the readability of this section, incorporate findings from peer research and public engagement, and address changes in the evolving federal legal framework for this activity. Key revisions include a reorganization of the sign standards,

selected revisions and additions to sign definitions, a reworking of the standards for temporary signs, reformatting of the sign table, reduction in the allowable area, height, and location of freestanding pole signs, clarification of the standards for advertising in murals, and introduction of new sign types, such as gasoline canopy signs and window signs. City staff recommendations are as follows:

- 1) Add a statement to the Purpose and Intent section to recognize free speech protections.
- 2) The following changes are proposed for Sign Definitions:
  - o Relocate sign definitions to Article 12 consistent with other sections of the UDO.
  - o Amend definitions for the following sign types to remain content neutral: Banners; Construction Sign; Real Estate Sign; Temporary Signs.
  - o Update the definition for Electronically Controlled Message Sign to reflect changes in illumination methods.
  - o Removal of the definition for Identification Sign. This sign type has been eliminated and combined with ground or monument signs.
  - o Update the definition for Marquee Sign to remove the definition for marquee, which is already defined in Article 12.
  - o Add a new definition for Mural that clearly distinguishes works of art from advertising for commercial purposes.
  - o Add a new definition for Snipe Sign, which is proposed to be prohibited.
  - o Add a cross-reference to the definition for Warning Sign.
- 3) Reorganize the section to review prohibited and exempt signs before describing general sign standards. Descriptive headers have been added to all three sections to improve the organization of standards.
- 4) The following changes are proposed to Prohibited Signs:
  - o Sign spinners are now identified as a prohibited sign type. This is a common prohibition in peer communities.
  - o The description of the prohibition of signs extending above the roof line has been clarified. Additionally, a graphic has been added to assist in interpretation.
  - o Clarifying language has been added to communicate about the need for encroachment agreements for certain signs allowed to project over the right-of-way.
  - o A new prohibition is added for signs with certain types of electronic animation, which could create distractions for motorists.
  - o A new prohibition is added for snipe signs to prevent unpermitted and unauthorized signs primarily in the right-of-way and on utility poles.
  - o Clarifying language is added to the prohibition of string lighting to allow the use of non-flashing lighting for certain uses, such as outdoor seating for restaurants.
- 5) The following changes are proposed to Exempt Signs:
  - o Clarifying language has been added to the description of approved banners to better communicate when approval from the NCDOT is required.

- Consistent with North Carolina General Statutes, fence-wrap signs and political signs in the NCDOT right-of-way are listed as exempt.
  - A description of hand-carried signs is now provided.
  - Incidental signs with limited display of company logos are now listed as exempt.
  - The description of legal notices has been revised to include broader language.
  - Temporary signage is now organized into a single section. Language has been revised to remain content neutral. New standards are included to better address the allowance for yard signs and signs with a political purpose. Additionally, the number of construction signs for new development has been increased from one to two and specific standards have been added for temporary signage when properties are being renovated or redeveloped. Gas-filled figures are no longer allowed for signage associated with temporary events.
  - Exemptions for works of art and window signs have been removed. New standards have been added.
- 6) Minor revisions are proposed for General Sign Standards, largely the organization of all standards related to sign illumination into a single section. A new standard is included for neon signs, which is referenced in the sign illumination section.
- 7) A new section has been added to identify how sign area and height is calculated and measured. The current definitions for sign area and sign height are used in this section.
- 8) The following changes are proposed to Sign Placement, Size, Height, Setback, Separation, Clearance, and Construction by Sign Type:
- A new table is proposed, which includes example photos and a uniform list of standards.
  - Minor changes are proposed to the following sign types: Awning or Canopy Sign; Marquee Sign; Menu Board Sign; Portable Sign; Projecting Sign; Suspended Sign.
  - Separate standards are now proposed for Ground or Monument Sign and Freestanding Pole Sign. Standards for Identification Signs are now listed with Ground or Monument Sign.
  - Proposed changes to standards for Ground or Monument Sign include allowing the sign type in all zoning districts, distinguishing requirements for single tenant and multi-tenant signs, revisions to the maximum sign area for both, revisions to the maximum height for single tenant signs, and the requirement for landscaping at the base. The setback from property lines has been eliminated and clarification has been added regarding changeable copy as a sign face.
  - Proposed changes to standards for Freestanding Pole Sign including limiting the signs to the General Business, Light Manufacturing, and Heavy Manufacturing Zoning Districts, reducing the maximum sign area, reducing the maximum height, and prohibiting use of pole signs by multiple tenants. Internal illumination has been listed as the only illumination source and clarification has been added regarding changeable copy as a sign face.
  - Four new sign types are proposed: Gas Canopy Sign; Mural; Neon Sign; Window Sign. Staff reviewed requirements of peer communities in establishing these standards.
  - Proposed changes to Wall Sign include allowing for secondary signs on larger facades, clarifying allowable illumination methods, clarifying the calculation of wall sign area, increasing the maximum sign area for a single sign, accounting for height in the calculation of wall sign area

and location, and including an incentive associated with the number of wall signs to encourage ground or monument signs over freestanding pole signs.

---

### Financial Impact

N/A

---

### Recommendation

The Planning Board unanimously (7-0) recommended approval of the amendments to the Mebane UDO as presented with two additional recommendations to the standards for temporary signage with a political purpose: 1) allowance for one larger sign, not to exceed 32 square feet, per property; and 2) removal of signs within 10 days following an election as opposed to 30 days.

Staff recommends approval of the presented amendments to the Mebane UDO.

---

### Suggested Motion

Motion to approve the amendments to the City of Mebane Unified Development Ordinance as presented. The amendments are consistent with the objectives and policies for growth and development in the Comprehensive Land Development Plan *Mebane By Design*.

---

### Attachments

1. UDO Survey Report
2. Proposed text amendments to the Unified Development Ordinance
  - a. Section 6-5: Parking, Stacking, and Loading
  - b. Section 6-7: Signs
3. Preliminary Presentation Slides – [click here](#)

# SUMMARY OF UDO SURVEY RESPONSES

---

As part of the Planning Department's efforts to revise the Mebane Unified Development Ordinance (UDO), we launched a series of surveys to gather input on the following topics:

- Fences and Accessory Structures
- Property Standards
- Open Space and Landscaping
- Parking
- Signs
- Table of Permitted Uses
- Nonconformities

These surveys were open from mid-January 2022 through the end of February. They were advertised on the City's website and Facebook page.

This report summarizes the responses from the following surveys:

- Parking Standards - Page 2
- Sign Standards - Page 3

Copies of each survey form are provided in a [separate appendix](#).

Prior to launching the surveys, the Planning Department held an open house and information session on December 13th, 2021. Posters on each topic were presented during the open house. These posters influenced the design of the public input surveys and are available on the City's Website: <https://cityofmebanenc.gov/udo-info-posters/>.

# PARKING STANDARDS

## WHAT DID WE ASK?

We asked respondents to consider where more parking is needed for bicycles, ADA spaces, electric vehicle charging stations, and compact cars.

We asked if there were any locations with too much or too little parking for standard motor vehicles.

## WHO RESPONDED?

- 97 survey responses
- 96% of respondents live in or around Mebane
- 9% own a business in Mebane

## WHAT DID WE LEARN?

Respondents would like to see MORE...

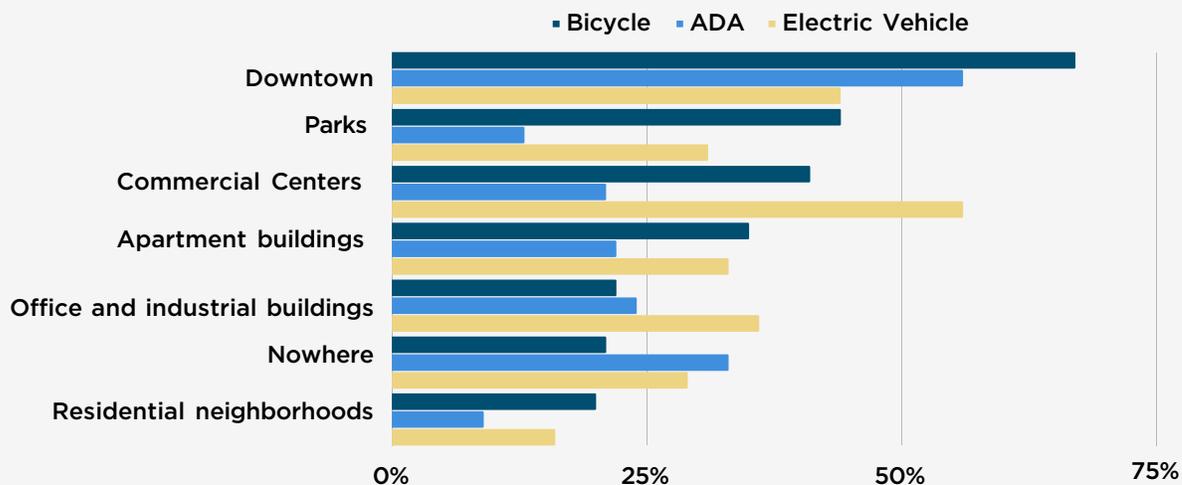
- Bike parking in Downtown, at Parks, and in Commercial Centers.
- ADA spaces in Downtown.
- Electric vehicle charging in Commercial Centers and Downtown.

A majority of respondents do not want dedicated compact car parking.

Large commercial sites were often mentioned as having too much parking for standard motor vehicles. While, Downtown was listed as having too little parking for standard motor vehicles.

## WHERE IS MORE PARKING NEEDED?

Percentages are calculated from 97 unique responses. Respondents could select multiple options.



# SIGN STANDARDS

## WHAT DID WE ASK?

We asked respondents to consider the most important factors in sign regulations, the size of signs, the height of signs, the number of signs, and temporary signage.

## WHO RESPONDED?

- 95 survey responses
- 98% of respondents live in or around Mebane
- 8% own a business in Mebane

## WHAT DID WE LEARN?

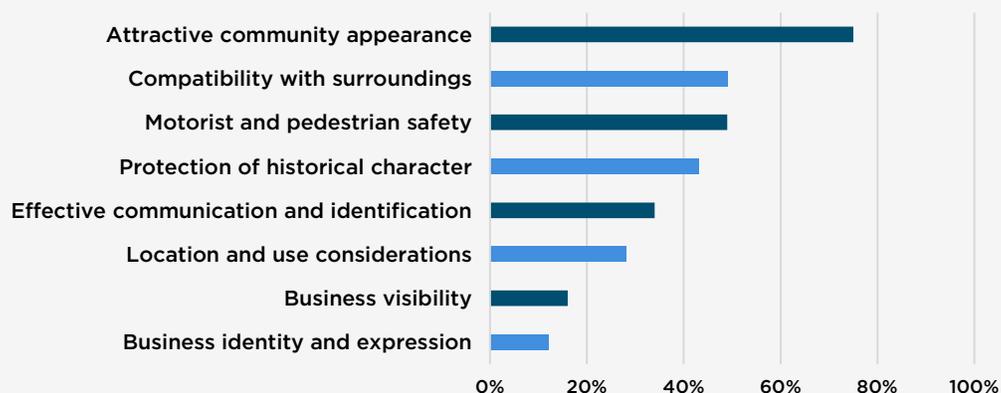
75% of respondents rated “Attractive community appearance” as one the most important factors to consider in sign regulations. The next two highest rated factors (49% of respondents) were “Compatibility with surroundings” and “Motorist and pedestrian safety.”

The majority of respondents expressed a preference for smaller signs (58%) and fewer signs (75%). A clear preference for height of signs did not emerge, with 46% of respondents indicating a preference for signs closer to the ground, 33% indicating a preference for taller signs, and 14% indicating no preference.

More than 60% of respondents expressed support for regulating the quantity, size, and time of display for temporary signage.

## WHICH FACTORS ARE MOST IMPORTANT TO CONSIDER FOR REGULATING SIGNS IN MEBANE?

Percentages are calculated from 95 unique responses. Respondents could select multiple options.



## 6-5 Parking, Stacking, and Loading

### A. General Requirements

#### 1. Parking, Stacking and Loading Space Required

When any building or structure is erected, modified, enlarged or increased in capacity, or any open use is established, modified or enlarged, the requirements of this Section shall be met. For enlargements, modifications, or increase in capacity, the requirements of this Section shall apply only to such enlargements, modifications or increases in capacity. Parking requirements for uses in the B-1 Central Business District shall be reviewed on a case-by-case basis and deviations in the number of required parking spaces may be made in accordance with the provisions of Section 6-5.C, 5.

#### 2. Required Number

The minimum number of required off-street parking, stacking and loading spaces is indicated in subsection 6-5.3 C (parking ~~and~~), subsection 6-5.D (stacking) and subsection 6-5.7 G (loading). In cases of mixed occupancy, the minimum number of off-street parking, stacking and loading spaces shall be the cumulative total of individual use requirements unless otherwise specified. Bicycle racks shall be required at a ratio of one bicycle rack for every dedicated handicapped space, as required by 6-5.A. 3.

Commented [AO1]: Updated references.

*Amended June 6, 2022*

#### 3. Handicapped Spaces

Spaces for the physically handicapped shall be provided as required by the NC Building Code, Volume I-C and the Americans with Disabilities Act of 1990.

#### 4. Minimum Number of Parking Spaces

In all instances, except for residential and accessory uses, where less than five off-street parking spaces is required by Table 6-5-1, a minimum of five automobile parking spaces and one bicycle rack shall be provided.

*Amended June 6, 2022*

#### 5. Reduction of Minimum Requirements

Unless there is a change in use requiring fewer spaces, the number of spaces shall not be reduced below the minimum requirements of this Article.

## **6. Maintenance**

All parking, stacking and loading facilities shall be permanently maintained by the owners or occupants as long as the use they serve exists.

## **7. Access**

All parking, stacking and loading facilities shall have vehicular access to a public street or approved private street.

## **8. Use for No Other Purpose**

Land used to provide required parking, stacking, and loading shall not be used for any other purposes, except for authorized temporary events. If such land is devoted to any other purpose, the Certificate of Occupancy of the affected principal use shall immediately become void.

## **9. Compliance with Air Quality Standards**

The construction of or modification to (i) open parking lots containing 1,500 or more spaces or (ii) parking decks and garages containing 750 or more spaces shall comply with the concentrated air emissions standards of the NC Division of Environmental Management.

## **10. Parking of Vehicles in Residential Districts**

Parking vehicles in excess of one ton rated capacity shall be prohibited in a residential zoning district except for loading and unloading purposes, for emergency home service, or for use in the conduct of a legal nonconforming use; and then parking of such vehicles shall be permitted only on the property occupied by the legal nonconforming use. In no case shall parking of such a vehicle be permitted on the street.

## **11. On-street Parking Restrictions**

See Chapter 34 of the City of Mebane Code of Ordinances for specific regulations regarding parking restrictions on public streets, including prohibitions against the on-street parking or storage of certain types of motor vehicles and the on-street parking of oversized motor vehicles.

## **12. Electric Vehicle Charging Stations**

Provision of an electric vehicle charging station shall be credited as the equivalent of two parking spaces for vehicles with combustion engines.

*Amended June 6, 2022*

## B. Parking Requirements for Change in Use

If a change in use causes an increase in the required number of off-street parking, stacking or loading spaces, such additional spaces shall be provided in accordance with the requirements of this Ordinance; except that if the change in use would require an increase of less than five percent in the required number of parking spaces, no additional off-street parking shall be required.

## C. Number of Parking and Stacking Spaces Required

1. The minimum number of required off-street parking ~~and stacking~~ spaces is indicated in Table 6-5-1. However, in no event shall a nonresidential use or the nonresidential component of a mixed-use development provide more than ~~420~~ **150** percent of the minimum parking spaces established in Table 6-5-1 except through the approval by the Zoning Administrator of a parking demand study, prepared by a qualified professional, which demonstrates the need for parking spaces in excess of ~~420-150~~ percent of the minimum requirement established in Table 6-5-1.
2. Whenever the number of parking spaces required by Table 6-5-1 results in a requirement of a fractional space, any fraction of one-half or less may be disregarded while a fraction in excess of one-half shall be counted as one parking space.
3. For any use not specifically listed in Tables 6-5-1 or 6-5-2, the parking and stacking requirements shall be those of the most similar listed use, as determined by the Zoning Administrator. **The Zoning Administrator may also consider parking demand data from acceptable sources that report data for uses or a combination of uses that are the same or comparable to the proposed use.**
4. All developments in all zoning districts shall provide a sufficient number of parking spaces to accommodate the number of vehicles that ordinarily are likely to be attracted to the development in question. The City recognizes that the B-1 zoning district serves the needs of a denser land use environment and that parking requirements may need to be reduced, as allowed by subsection 5.

**Commented [A02]:** Recent reviews by staff have revealed a need to increase this percentage before a parking demand study is requested.

**Commented [A03]:** This language is added to allow staff to consider reputable sources outside of the UDO.

*Amended June 6, 2022*

5. The City Council recognizes that, due to the particularities of any given development, the inflexible application of the parking standards set forth in Table 6-5-1 may result in a development either with inadequate parking space or parking space far in excess of its needs. Therefore, the permit-issuing authority may permit deviations from the requirements of Table 6-5-1 and may require more parking or allow less parking whenever it finds that such deviations are more likely to satisfy the general standard delineated in subsection 4 above.

The permit-issuing authority may allow deviations, for example, when it finds that a residential development is irrevocably oriented toward the elderly, disabled or other population that demonstrates a lesser parking need or when it finds that a

business or service is primarily oriented to walk-in trade. The permit-issuing authority may also, for example, require additional overflow or visitor parking in cases where the proposed lot sizes are such that anticipated parking needs for occasional visitors cannot be accommodated on individual lots. Whenever the permit-issuing authority allows or requires a deviation from the requirements of Table 6-5-1, it shall enter on the face of the permit the parking requirement that it imposes and the reasons for allowing or requiring the deviation.

**Table 6-5-1**  
**Off-Street Parking and Stacking Requirements**  
 Amended June 6, 2022

USE	MINIMUM SPACES REQUIRED
<b>Residential Uses</b>	
<del>1) Boarding and rooming house; bed &amp; breakfast</del>	<del>1/bedroom plus 2/3 employees on the largest shift</del>
21) Group (i.e. homeless and temporary emergency shelter, Congregate care, boarding and rooming house, family care, or group care facilities)	1 per 4 beds plus 1 per 2 employees/volunteers and visiting specialist plus 1 per vehicle used in the operation
<del>32) Multi-family dwellings (including condominiums)</del>	
0 to <del>4</del> 2 bedroom units	1.50/unit
<del>2 bedroom units</del>	<del>1.75/unit</del>
3 or more bedroom units	2.00/unit plus 0.5 per bedroom over 3 bedrooms
<del>4) Homeless shelter</del>	<del>1/resident staff member, plus 2/3 nonresidential staff members and/or volunteers on the largest shift, plus 1/each vehicle used in the operation</del>
53) Single-family detached & two-family dwellings; manufactured homes; townhouse dwellings; manufactured home parks; residential use in a nonresidential building	2/dwelling unit plus 0.5 per bedroom over 2 bedrooms
4) Pool, club house, meeting facility, or similar amenity in a residential or mixed-use development with more than 50 dwelling units	10 spaces plus 1 space for every 20 dwelling units farther than a half-mile from the amenity
5) Mail kiosk	Mail kiosks should be ADA accessible and accommodate off-street parking when possible.
<b>Accessory Uses</b>	
1) Accessory dwelling unit	1/attached unit, 2/detached unit
2) Caretaker dwelling	2/unit
3) Home occupation	1/each non-resident employee
<b>Recreational Uses</b>	
The minimum off-street parking requirements shall be established on the basis of a parking and loading study prepared by the applicant. Such a study must include estimates of parking demand based on recommendations of the Institute of Traffic Engineers (ITE), or other acceptable estimates as approved by the Zoning Administrator, and should include other reliable data collected from uses or combinations of uses that are the same as, or comparable with, the proposed use. The study must document the source of data used to develop the recommendations.	
<del>1) Amusement parks; fairgrounds; skating rinks</del>	<del>1/200 square feet of activity area</del>
<del>2) Athletic fields</del>	<del>25/field</del>
<del>3) Auditorium; assembly hall; convention center; stadium</del>	<del>1/5 persons based upon the design capacity of the building</del>

**Commented [A04]:** A new section is proposed for stacking standards.

**Commented [A05]:** Boarding and rooming house is now listed under "Group" for residential uses. Bed & breakfast has been moved to a the land use category consistent with Table of Permitted Uses.

**Commented [A06]:** Same standard of 1.5 spaces per unit is proposed to apply to both one- and two-bedroom units.

**Commented [A07]:** Combined into one group category

**Commented [A08]:** New standards for amenity and mail kiosk areas

**Commented [A09]:** Standards for specific recreational uses are eliminated. A parking demand study is proposed to be required for recreational uses.

USE	MINIMUM SPACES REQUIRED
<del>4) Batting cages, golf driving ranges; miniature golf; shooting ranges</del>	<del>1/cage, tee, or firing point</del>
<del>5) Billiard parlors; tennis courts</del>	<del>3/table or court</del>
<del>6) Bowling centers</del>	<del>4/lane</del>
<del>7) Clubs; coin-operated amusement; physical fitness centers and similar indoor recreation</del>	<del>1/200 square feet of gross floor area</del>
<del>8) Riding academy</del>	<del>1/2 stalls</del>
<del>9) Go-cart raceways</del>	<del>1/go-cart plus 1/employee on the largest shift</del>
<del>10) Recreational vehicle park or campground</del>	<del>See development standards in Section 8.56.4-7.5(D)</del>
<del>11) Swimming pools; swim clubs</del>	<del>1/100 square feet of water and deck space</del>
<b>Educational and Institutional Uses shall provide parking according to the following standard(s) unless otherwise specified:</b>	
<ul style="list-style-type: none"> <li>Educational Land Uses: 5 spaces plus 1 space per employee</li> <li>Institutional Land Uses: 1 space per 300 square feet of floor area</li> </ul>	
<del>1) Ambulance services; fire stations; law enforcement stations; government offices</del>	<del>5 spaces plus 1/employee on the largest shift plus 1/vehicle used in operation</del>
<del>2) Career and education centers; technical institutes</del>	<del>1/300 square feet of office space plus 1/2 persons based upon the design capacity of the building</del>
<del>2-3) Churches or other places of worship</del>	<del>1/every 4 seats; in main chapel. Additional parking is required at a rate of 1 space for every 500 square feet of space dedicated as fellowship halls and similar areas.</del>
<del>3-4) Colleges and universities</del>	<del>7/classroom plus 1/4 beds in main campus dorms plus 1/250 square feet of office space plus 1/5 fixed seats in assembly halls and stadiums</del>
<del>4-5) Correctional institutions</del>	<del>1/10 inmates plus 2/3 employees on largest shift plus 1/vehicle used in the operation</del>
<del>5-6) Day care centers; day care homes</del>	<del>1/employee plus 1/10 clients plus stacking for 4 vehicles</del>
<del>6) Elementary and middle schools</del>	<del>5 spaces plus 1/employee</del>
<del>7) Government offices; post offices</del>	<del>1/150 square feet of public service area plus 2/3 employees on largest shift</del>
<del>8-6) Hospitals; nursing/convalescent homes; wellness center</del>	<del>1/4 in-patient or out-patient beds plus 2/3 employees on largest shift plus 1/4 staff-doctor-1/vehicle used in the operation</del>
<i>For doctor's office, please refer to 'Medical' land use under the Business, Professional, and Personal Service category.</i>	
<del>9-7) Libraries; museums and art galleries</del>	<del>1/450 square feet of gross floor area for public use plus 2/3 employees on the largest shift</del>
<del>10) Nursing and convalescent homes</del>	<del>1/4 beds plus 1/employee and visiting specialist plus 1/vehicle used in the operation</del>
<del>11-8) Senior high schools</del>	<del>In addition to the required parking for educational land uses, 1/4 students plus 1/employee</del>
<b>Business, Professional and Personal Services shall provide parking according to the following standard(s) unless otherwise specified: 1 space for every 300 square feet of gross floor area.</b>	
<del>1) Automobile repair services</del>	<del>3/service bay plus 1/wrecker or service vehicle plus 2/3 employees on the largest shift</del>
<del>2) Banks and financial institutions</del>	<del>1/200 square feet gross floor area plus stacking for 4 vehicles at each drive-through window or automatic teller machine</del>

**Commented [AO10]:** A basic standard is proposed. Certain uses have been combined and others eliminated when the basic standard meets the current standard.

**Commented [AO11]:** The current requirement was incorrectly located under "Business, Professional, and Personal Services." A new standard and new name for the use is proposed.

**Commented [AO12]:** A new section has been created for stacking standards.

**Commented [AO13]:** A basic standard is proposed. Certain uses have been combined and others eliminated when the basic standard meets the current standard.

**Commented [AO14]:** All stacking is moved to a new section.

USE	MINIMUM SPACES REQUIRED
32) Barbers; salons; tattoo and body piercing studios and beauty shops	3/operator
43) Bed and breakfast	1/bedroom plus 2/3 employees on the largest shift
44) Car/truck washes	
a) Full-service	<del>*stacking for 30 vehicles or 10/approach lane, whichever is greater plus 3 spaces in the manual drying area plus 2/3 employees on the largest shift</del>
b) Self-service	<del>*3 stacking spaces/approach lane plus 2 drying spaces/washing stall</del>
5) Delivery services	2/3 employees on largest shift plus 1/vehicle used in the operation
6) Equipment rental and leasing	<del>1/200 square feet gross floor area</del> In addition to the minimum space for gross floor area, individual spaces will be devoted to parking/storage of automobiles and/or equipment.
7) Funeral homes or crematoria	1/4 seats in main chapel plus 2/3 employees on the largest shift plus 1/vehicle used in the largest operation
8) Hotels and motels containing...	5 spaces plus 1/room  Restaurant/bar/meeting room space shall be calculated using 1 space per 300 square feet.
<del>a) 5,000 square feet or less ancillary space, i.e. restaurant, meeting rooms, lounge or lobby or a restaurant/lounge containing 3,000 square feet or less</del>	1.1/rental unit
<del>b) more than 5,000 square feet of ancillary space, i.e. restaurant, meeting rooms, lounge or lobby or a restaurant/lounge containing over 3,000 square feet</del>	1.25/rental unit
<del>9) Kennels or pet grooming</del>	<del>1/300 square feet of sales, grooming or customer waiting area plus 2/3 employees on the largest shift</del>
<del>10) Laundromat (coin operated)</del>	<del>1/4 pieces of rental equipment</del>
<del>11) Laundry and dry cleaning plants or substation</del>	<del>*2/3 employees on the largest shift plus 1/vehicle used in the operation plus stacking for 4 vehicles/pickup station</del>
<del>12) Laboratories</del>	<del>*2/3 employees on the largest shift plus 1/250 square feet of office space</del>
439) Medical, dental, or related offices	1.253/examining room plus 1/employee including doctors
<del>14) Motion picture production</del>	<del>1/1000 square feet of gross floor area</del>
<del>15) Offices not otherwise classified</del>	<del>1/250 square feet of gross floor area</del>
469) Repair of bulky items (appliances, furniture, boats, etc.)	2/3 employees on largest shift plus 1/vehicle used in operation
4710) Theaters (indoor)	1/4 seats  Restaurant/bar/event space shall be calculated using 1 space per 300 square feet.
<del>18) Truck wash</del>	<del>3 stacking* spaces/stall</del>
4911) Veterinary service (other)	2/4 doctor plus 1/employee including doctors
<del>20) Vocational, business, or technical schools</del>	<del>1/100 square feet of classroom space plus 1/250 square feet of office space</del>

**Commented [AO15]:** This standard was evaluated by staff following reviews for the new hotel development on Lowes Blvd.

**Commented [AO16]:** This standard was evaluated by staff after site plan review for Duke Health.

**Commented [AO17]:** Proposal to reduce the minimum requirement similar to reduction for medical offices.

**Commented [AO18]:** This has been renamed and moved to Educational and Institutional Uses consistent with the Table of Permitted Uses.

USE	MINIMUM SPACES REQUIRED
<del>21) Services and repairs not otherwise classified</del>	<del>1/250 square feet gross floor area plus 1/vehicle used in the operation</del>
<del>Drive-throughs not otherwise classified</del>	<del>Stacking* for 4 vehicles at each bay, window, lane, ordering station or machine in addition to the use requirement</del>
<b>Retail Trade</b> shall provide parking according to the following standard(s) unless otherwise specified: 1 space for every 200 square feet of gross floor area].	
1) Bars, night clubs, taverns, and restaurants	1/3 persons based upon the design capacity of building plus 2/3 employees on the largest shift, <del>located on the same zone lot</del>
<del>2) Convenience stores</del>	<del>1/200 square feet gross floor area plus 4 stacking* spaces at pump islands</del>
<del>3) Department stores, food stores</del>	<del>1/200 square feet gross floor area</del>
4 2) Fuel oil sales	2/3 employees on largest shift plus 1/vehicle used in the operation
<del>5) Furniture; floor covering sales</del>	<del>1/1,000 square feet gross floor area]</del>
<del>7) Restaurants]</del>	<del>1/4 seats plus 2/3 employees on the largest shift &amp; 11 total stacking* spaces with minimum 5 spaces at or before ordering station</del>
<del>8) Retail sales not otherwise classified</del>	<del>1/200 square feet gross floor area</del>
93) Retail sales of bulky items (appliances, building materials, furniture, etc.)	1/500 square feet of gross floor area
64) Vehicle sales/rentals (i.e., motor vehicle, motorcycle, or recreational vehicle sales or rental; manufactured homes sales, etc.)	5 spaces plus 1/unit displayed for sale or rent plus 1/10,000 square feet of display area plus 2/3 employees on the largest shift
<del>10) Service stations, gasoline sales</del>	<del>3/service bay plus 1/wrecker or service vehicle plus 2/3 employees on largest shift plus 4 stacking* spaces at pump islands</del>
<b>Wholesale Trade</b> shall provide parking according to the following standard(s) unless otherwise specified:	
<ul style="list-style-type: none"> <li>• 1 space for every 2 employees on the largest shift</li> <li>• 1 space for every 200 square feet of retail sales or customer service area</li> <li>• 1 space per vehicle used in the operation</li> </ul>	
<del>1) Market showroom</del>	<del>1/1,000 square feet gross floor area</del>
<del>2) Wholesale uses</del>	<del>2/3 employees on the largest shift plus 1/200 square feet of retail sales or customer service area plus 1/vehicle used in the operation</del>
<b>Transportation, Warehousing and Utilities</b> shall provide parking according to the following standard(s) unless otherwise specified:	
<ul style="list-style-type: none"> <li>• 1 space for every 2 employees on the largest shift</li> <li>• 1 space per vehicle used in the operation]</li> </ul>	
1) Airport, bus and railroad terminals	In addition to employee and vehicle parking, 1/4 seats (i.e., passenger waiting area) <del>plus 2/3 employees on the largest shift</del>
2) Communications towers; demolition debris landfills; heliports; utility lines or substations	No required parking
3) Self-storage warehouses	<del>1 space/5,000 square feet devoted to storage</del>  Minimum of 5 parking spaces or 1 space per 100 storage units, whichever is greater plus 1 space per vehicle stored.

**Commented [AO19]:** A basic standard is proposed. Certain uses have been combined and others eliminated when the basic standard meets the current standard.

**Commented [AO20]:** Now included with retail sales of bulky items.

**Commented [AO21]:** Now included with bars, night clubs, and taverns.

**Commented [AO22]:** Proposal for a basic standard without any specific standards.

**Commented [AO23]:** A basic standard is proposed. Certain uses have been combined and others eliminated when the basic standard meets the current standard.

**Commented [AO24]:** New standard is proposed to recognize minimal parking required of self-storage use

USE	MINIMUM SPACES REQUIRED
4) <del>Marinas; dry stack storage</del>	<del>1 space/slip; 1 space/2 dry storage spaces</del>
5) <del>Transportation, warehousing and utility uses not otherwise classified</del>	<del>2/3 employees on the largest shift plus 1/vehicle used in the operation</del>
<b>Manufacturing and Industrial Uses</b>	<del>2/3 employees on the largest shift plus 1/200 square feet of retail sales or customer service area plus 1/vehicle used in the operation</del> 1 space per 1,000 square feet of gross floor area for buildings less than 400,000 square feet. 1 space per 2,000 square feet of gross floor area for buildings over 400,000 square feet.  Additional parking or reductions in parking may be considered in accordance with this ordinance and with consideration to the expected number of employees on the largest shift and the type of operations and technology in use.
<b>Other Uses</b>	
<del>Flea markets; other open air sales</del>	<del>1/1,000 square feet of lot area used for storage, sales, and display</del>
Shopping Centers	
a) < 250,000 square feet gross floor area	1/200 square feet gross floor area in main building(s) (excluding theaters) plus parking as required for outparcels or theaters
b) > 250,000 square feet gross floor area	1,250 spaces plus 1/225 square feet gross floor area above 250,000 square feet

/ = per

\* – NCDOT may require additional stacking spaces for uses abutting state or federal highways.

#### D. Stacking Standards

1. In addition to required parking and loading spaces, various land uses have vehicle stacking requirements designed to address internal vehicle queuing and staging needs. These regulations help ensure that there is adequate on-site maneuvering and circulation, that stacking vehicles do not impede the free flow of traffic on a parcel or on abutting streets, that provisions are made to separate stacking vehicles from loading areas and emergency vehicle lanes, that vehicular ingress/egress to a property is not impeded, and that stacking lanes will not have nuisance impacts on nearby land uses.
2. A stacking space:
  - i. Designated as a waiting area for vehicles whose occupants are queuing to make use of a service.
  - ii. Located outside of required drive-aisles, fire lanes, parking, and pedestrian areas to ensure vehicles do not impede the free flow of traffic through a property.
  - iii. Sized at 9 feet of width by 20 feet in length.

**Commented [AO25]:** Given the number of industrial shell buildings, staff proposes to change this requirement to be calculated according to the square footage instead of the number of employees. Based on conversations with applicants, one space per 1,000 square feet is a typical industry standard.

**Commented [AO26]:** Not a specified use in the Table of Permitted Uses

**Commented [AO27]:** A new section has been added for stacking standards. Previously, these standards were included with minimum required parking. Two new uses have been added. Otherwise, the stacking standards meet what is currently required.

3. Stacking lanes shall be designed and laid out in accordance with applicable Ordinance requirements and engineering specifications and shall be clearly identified through such means as striping, landscaping, pavement design and/or signage.
4. Stacking lanes shall be separated from drive-aisles, parking and pedestrian areas using landscaped islands, decorative pavement, and/or painted lines.
5. The following land uses shall provide the following vehicular stacking space(s):

**Table 6-5-2  
Stacking Requirements**

Bank, Dry Cleaner, Laundry Service, Pharmacy		8 stacking space per individual drive-thru lane, pneumatic tube system, or automated teller machine (ATM).
Car Wash	Full Service	Stacking for 30 vehicles or 10 stacking spaces approach lane, whichever is greater
	Self Service	3 stacking spaces outside of wash bay (either side of wash bay)
Gate house		3 stacking spaces at gate/guard house for residential communities (entrance and exit lanes)  Industrial gate houses should accommodate stacking for at least one tractor trailer.
Fuel Sales		4 stacking spaces at pump islands
Restaurant with drive thru/pick up window service		11 total stacking spaces* with minimum 5 spaces at or before ordering station
Vehicle service stations (including oil changing services, tire services, vehicle repair, etc.)		2 stacking spaces per individual service bay entrance and 1 at the exit of the service bay.

\*NCDOT may require additional stacking spaces for uses abutting state or federal highways.

**D. E. Design Standards for Parking, Stacking and Loading Areas**

**Commented [AO28]:** Lettering updated throughout remainder of Section 6-5.

1. **Parking facilities shall be designed and constructed so as to:**
  - a. Allow unobstructed movement into and out of each parking space without interfering with fixed objects or vehicles;
  - b. Minimize delay and interference with traffic on public streets and access drives;
  - c. Maximize sight distances from parking lot exits and access drives; and
  - d. Allow off-street parking spaces in parking lots to have access from parking lot driveways and not directly from streets.

## 2. Dimensional Requirements

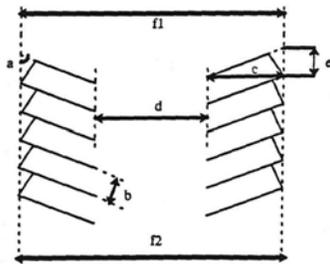
Parking facilities shall be designed and constructed to meet the minimum parking space dimensions, aisle dimensions and other standards found in Table 6-5-2.

**Table 6-5-2-3**  
**Parking Space Geometric Design Standards**  
*Amended June 6, 2022*

A	B	c	d
PARKING ANGLE (degrees)	STALL WIDTH (*)	STALL TO CURB (ft.)	AISLE WIDTH (ft.)
0	9'-0"	23'	12.0
45	9'-0"	20'	13.0
60	9'-0"	20'6"	18.0
90	9'-0"	18'	26'

(\*) 9'-0" Minimum (\*) 7'-6" Compact Cars Only, for non-required spaces only.

(1) Curb length for end space of 3 or more parallel spaces may be 20' in length with no obstruction at the end.  
 (2) Parking spaces adjacent to landscaping and/or sidewalks may be allow for a vehicle overhang of up to 12 inches, provided that any walkways maintain a walking path compliant with ADA standards.  
 (3) Spaces may be widened up to 10' and accordingly reduce the aisle width so that the curb-to-curb distance is unchanged.  
 (4) Minimum width of painted lines shall be 4".  
 (5) Depth of space is measured from face of curb. If provided, a concrete gutter is not required to be painted.  
 (6) Stacking Space Geometric Design Standards: Stacking Spaces shall be **twelve nine feet (12-9)** by twenty (20) feet.



### 3. Improvements

- a. Except as provided in subsection 3 below, required parking spaces, access drives, and loading areas shall be paved and maintained with concrete, asphalt, or similar material of sufficient thickness and consistency to support anticipated traffic volumes and weights.
- b. Access drives shall be paved and maintained from the curblin e or edge of pavement to a point at least ten feet beyond the public right-of-way line for all parking and loading facilities, whether paved or unpaved.
- c. Paving shall not be required for:
  - (1) Detached single-family residential dwellings.
  - (2) Parking areas for tracked heavy construction equipment, skid-mounted equipment and similar equipment, provided they are constructed with an all-weather surface.
- d. Parking lots containing 12 or more spaces shall also include curbing and storm drainage facilities. Driveway aprons shall be constructed to extend to the improved roadway. Provided, however, upon application the City may waive the requirement of curbing and/or storm drainage facilities where it is clearly demonstrated that curbing would be detrimental to the environment due to erosion or run off concerns or that the strict requirement of curbing and storm drainage would be unduly burdensome and financially not feasible, as reviewed and recommended by the City Engineer.

*Amended June 6, 2022*

- e. All facilities shall be graded, properly drained, stabilized and maintained to minimize dust and erosion.
- f. All parking spaces and stacking lanes shall be clearly identified with paint lines, bumper guards, curbs, or similar treatment.
- g. All parking spaces shall be provided with wheel guards or curbs located so that no part of the parked vehicle will extend beyond the property line or encroach more than two feet into a required planting area.
- h. Concrete pads for stationary refuse containers shall be provided beneath and in the approach to each container.
- i. Parking lots shall be designed and constructed such that walkways shall maintain a minimum unobstructed width of five feet (vehicle encroachment is calculated as two feet beyond curb).

*Amended June 6, 2022*

**E. F. Location**

1. Off-site Parking Lots  
When required off-street parking is permitted to be located off-site, it shall begin within five hundred feet of the zone lot containing the principal use. Required off-street parking shall not be located across an intervening major or minor thoroughfare.
1. Parking in Nonresidential Districts  
Automobile parking for any use may be provided in any nonresidential district.
2. Nonresidential Parking in Residential Districts  
Surface parking in a residential zoning district for any use not permitted in that district is allowed under the following conditions:
  - a. Property on which the parking is located must abut the lot containing the use that the parking serves. The property must be under the same ownership or subject to a parking encumbrance agreement. All access to such property shall be through nonresidentially-zoned property;
  - b. Parking shall be used only during daylight hours;
  - c. Parking shall be used by customers, patrons, employees, guests, or residents of the use that the parking serves;
  - d. No parking shall be located more than one hundred twenty feet into the residential zoning district.
  - e. No parking shall be permitted closer than one hundred fifty feet to any public road right-of-way upon which the principal use would not be permitted driveway access; and
  - f. Long-term or dead storage, loading, sales, repair work or servicing of vehicles is prohibited.
  - g. The parking lot complies with the landscaping and screening requirements of Section 6-5.

**F.-G. Combined Parking**

1. Separate Uses  
The required parking for separate or mixed uses may be combined in one facility.
2. Shared Parking  
The parking spaces required for a church, theater, auditorium or assembly hall or other similar use may also serve as required spaces for another use located

on the same zone lot. Shared spaces may also be located off-site as allowed in Section 6-5.5, A, Off-site Parking Lots. In either case, the Zoning Administrator must determine that the various activities will have peak parking demand at different periods of the day or week. Otherwise, no off-street parking required for one building or use shall be applied toward the requirements of any other building or use. A shared parking plan shall be enforced through a written agreement between the owners of record of all properties involved. The agreement shall be submitted to the Zoning Administrator prior to the issuance of a building permit for any use served by the shared parking area.

*Amended June 6, 2022*

3. Reassignment  
Required off-street parking spaces shall not be leased or otherwise assigned to another use except as provided in subsection B.

## **G-H. Loading Areas**

### **1. General**

Every building or structure used for business, trade or industry hereafter erected shall provide space as indicated in this subsection for the loading and unloading of vehicles off the street. The space shall have access to any alley, or if there is no alley, to a street.

### **2. Location**

Off-street loading areas shall be located on the same zone lot as the use they serve.

### **3. Design Standards**

- a. Minimum Number of Loading Spaces Required:
  - (1) Retail operations, including restaurant and dining facilities within hotels and office buildings:

Gross Floor Area (FT <sup>2</sup> )	Number of Spaces
0 - 20,000	0
20,001 - 40,000	1
40,001 - 75,000	2
75,001 - 150,000	3
150,001 - 250,000	4
For each additional 250,000 square feet or fraction thereof	1

(2) Office buildings and hotels:

Gross Floor Area (FT2)	Number of Spaces
0 - 100,000	0
For each additional 100,000 square feet or fraction thereof	1

(3) Industrial and wholesale operations:

Gross Floor Area (FT2)	Number of Spaces
0 - 10,000	0
10,001 - 40,000	1
40,001 - 100,000	2
100,001 - 160,000	3
160,001 - 240,000	4
240,001 - 320,000	5
320,001 - 400,000	6
For each additional 90,000 square feet or fraction thereof	1

- b. Each loading space shall be at least twelve feet wide, sixty-five feet long, and fourteen feet in clearance.
- c. All off-street loading areas shall be arranged and marked to provide for orderly and safe unloading and loading, and shall not hinder the free movement of vehicles and pedestrians. All loading and unloading maneuvers shall take place on private property. No backing in from a road or maneuvering on the road right-of-way shall be permitted.

**H. I. Parking and Loading Area Landscaping**

Parking lots shall provide landscaping and screening in accordance with the standards delineated in Section 6-4, Landscaping for Parking Areas.

**H. J. Excessive Illumination in Parking Lots and Loading Areas**

Lighting within any parking and loading area that unnecessarily illuminates any other lot and substantially interferes with the use or enjoyment of such other lot is prohibited. Floodlights, spotlights, or any other similar lighting shall not be used to illuminate parking and loading areas.

All parking and loading area lighting shall be designed and located in accordance with the requirements of Section 6-6, Outdoor Lighting.

## 6-7 Signs

### 6-7.1 Purpose and Intent

The sign regulations, adopted and prescribed in this Section, are found by the City Council to be necessary and appropriate to:

- A. Recognize that signs serve a legitimate public service and that they complement and support trade, tourism, and investment within the City of Mebane;
- B. Encourage the effective use of signs as a means of visual communication;
- C. Promote a positive community appearance for the enjoyment of all citizens;
- D. Maintain and enhance the aesthetic environment and the community's ability to attract sources of economic development and growth;
- E. Protect the public from damage or injury attributable to distractions and/or obstructions caused by improperly designed or located signs; ~~and~~
- F. Protect existing property values in both residential and nonresidential areas; ~~and~~
- G. **Preserve the right of free speech and expression, while not condoning obscenity.**

**Commented [AO1]:** One addition is recommended to this section to recognize free speech protections.

### 6-7.2 Permit Required

All signs except those specifically exempted in Section 6-7.54 shall be erected, installed, or modified only in accordance with a duly issued and valid sign permit issued by the Zoning Administrator. Sign permits shall be issued in accordance with the zoning permit requirements and procedures of Section 2-15, and the submission requirements of Appendix A. If plans submitted for a zoning or special use permit include sign plans in sufficient detail that the permit issuing authority can determine whether the proposed sign(s) comply with the provisions of this Section, then issuance of the requested land use or special use permit shall constitute approval of the proposed sign(s).

### ~~6-7.3 Sign Definitions~~

~~Unless otherwise specifically provided, or unless clearly required by the context, the words and phrases defined in this subsection should have the meaning indicated when used throughout this Section.~~

**Commented [AO2]:** This section is being relocated to Article 12. For clarity of the update, the definitions are still shown in this article with changes identified in red.

#### A. Sign

Any words, lettering, numerals, parts of letters or numerals, figures, phrases, sentences, emblems, devices, designs, or trade names or trademarks by which anything is known (including any surface, fabric or other material or structure designed to carry such devices such as are used to designate or attract attention to an individual, firm, an association, a corporation, a profession, a business, or a commodity or product) which are exposed to public view and used to attract attention.

**B. Advertising Signs (Billboards or Outdoor Advertising Signs)**

A sign which publicizes and directs attention to a business, profession, commodity, activity, product, service or entertainment not conducted, sold or offered upon the premises where such sign is located. Billboards located within 660 feet of interstate or federally assisted primary highways are subject to the standards and permitting requirements of the Outdoor Advertising Control Act which is administered by the North Carolina Department of Transportation.

**C. Animated Sign**

Any sign which flashes, revolves, rotates or swings by mechanical means, or which uses a change of lighting to depict action, or to create a special effect or scene.

**D. Banner**

A temporary sign of light weight fabric or similar material that is rigidly mounted to a pole or a building by a rigid frame at two or more edges. ~~National, state or municipal flags, or the official flag of any institution or business shall not be considered banners. Banners do not include flags.~~

**Commented [A03]:** This change is to simplify the distinction between banners and flags and remain content neutral.

**E. Building Marker**

A sign indicating the name of a building and date and incidental information about its construction, which sign is cut into a masonry surface, or made of bronze or other permanent material.

**F. Canopy or Awning Sign**

Any sign which is painted, mounted, or attached to an awning, canopy or other fabric-like or plastic protective structure which is extended over a door, window, or entranceway. A marquee is not a canopy.

**G. Changeable Copy Sign**

Any sign on which copy is changed manually and copy is shown on the same sign face such as reader boards with changeable letters or changeable pictorial panels but not limited to the above. Poster panels and painted boards are not changeable copy signs.

**H. Commercial Message**

Any sign wording, logo, or other representation that directly or indirectly, names, advertises, or calls attention to a business, product, service, or other commercial activity. This definition does not include company nameplates or logos on instructional signs.

~~**I. Construction Sign**~~

~~A sign on a construction site during the period of construction on which is printed or written the name of the owner, developer, contractor, architect, planner, engineer, or development title.~~

**Commented [A04]:** Removed to comply with content-neutral standards.

#### **J. Electronically Controlled Message Sign**

~~A sign on which the copy changes automatically on a lampbank, such that the message or display does not run continuously in the travel mode, and~~ The portion of a sign message made up of internally illuminated components capable of changing the message periodically, with any message or display ~~remains remaining~~ stationary for a minimum of two seconds. Any sign on which the message or display runs continuously in the travel mode and/or on which any message or display does not remain stationary for a minimum two seconds shall be considered a flashing sign.

**Commented [A05]:** The definition is updated to reflect changing illumination methods.

#### **K. Flashing Sign**

A type of animated sign which contains an intermittent, blinking, scintillating, or flashing light source, or which includes the illusion of intermittent or flashing light, or an externally mounted intermittent light source. An electronically controlled message sign is not a flashing sign.

#### **L. Freestanding Sign**

Any sign which is supported by structures or supports which are placed on, or anchored in the ground, and which structures or supports are independent from any building or other structure.

#### **M. Governmental Sign**

Any sign erected by or on behalf of a governmental body to post a legal notice, identify public property, convey public information, and direct or regulate pedestrian or vehicular traffic.

#### ~~**N. Identification Sign**~~

~~A permanent sign announcing the name of a subdivision, manufactured home park, campground/RV park, multifamily or townhouse development, planned unit development, church, school, park or quasi-public structure or facility, and similar uses permitted in residential zoning districts. Identification signs may be pole or ground mounted.~~

**Commented [A06]:** Definition is no longer needed since standards for identification signs have been combined with ground or monument signs.

#### **O. Incidental Sign**

A sign that provides only information for the convenience and necessity of the public. Company logos may be displayed on such signs but must not occupy more than 25% of the sign area. Incidental signs include directories, entrance, exit and other necessary directional signs.

#### **P. Marquee Sign**

~~A sign attached to or made part of a marquee and generally designed to have changeable copy. A marquee is a permanent roof-like structure projecting beyond a building or extending along and projecting beyond the wall of a building, usually above an entrance to provide protection from the weather.~~

**Commented [A07]:** Minor clarifications. A separate definition already exists for marquee in Article 12.

Any sign attached to a marquee for the purpose of identifying a use of property. Sign can be a changeable copy sign but shall not be an electronically controlled message sign.

**Q. Menu Sign**

A permanent on-premises sign located at businesses that provide drive-up or drive-through services such as fast food restaurants, banks, etc. Menu signs shall be located so as not to create vehicle stacking problems which will interfere with the flow of traffic.

**R. Mural**

Any hand-produced picture, scene, diagram, work, or visual art painted on any exterior wall of a building, fence, or wall, which does not serve as advertising, and is primarily intended to serve as a work of public art. The name of a business, logo, or other identifying information included with a mural or work of art is considered a sign, must meet the requirements for wall signs, and requires a permit.

Commented [A08]: New definition

**R. Non-commercial Sign**

A sign which has no commercial content, but instead involves only the expression of ideals, opinions, or beliefs.

*Amended June 6, 2022*

**S. Nonconforming Sign**

Any sign that does not conform to size, height, location, design, construction, or other requirements of this Ordinance. The nonconformity may result from adoption of this Ordinance or any subsequent amendment.

**T. On-Premises Sign**

A sign that publicizes and directs attention to a profession, commodity, activity, product, service or entertainment conducted, sold or offered upon the nonresidential premises where such sign is located. On-premises signs include freestanding pole and ground mounted signs.

**U. Portable Sign**

A sign not permanently attached to any surface.

**V. Professional or Occupational Sign or Name Plate**

A sign that publicizes and directs attention to a home occupation or to a profession.

**W. Projecting Sign**

Any sign that is end mounted or otherwise attached to an exterior wall of a building that forms an angle of 30 degrees or more with said wall.

**X. ~~Real Estate Sign~~**

~~A sign that advertises the sale, rent, or lease of property.~~

**Commented [AO9]:** Removed to comply with content-neutral standards.

**Y. Salvageable Sign Components**

Components of the original sign structure prior to the damage that can be repaired or replaced on site by the use of labor only. If any materials, other than nuts, bolts, nails or similar hardware, are required in order to repair a component, the component is not considered to be salvageable.

**Z. Sign Area**

The area of a sign shall be measured in conformance with the following:

**Commented [AO10]:** The definitions for sign area and sign height will be included in Article 12 and also remain in Section 6-7 in a new section for calculation of sign area and height.

- (1) The area of the face of a sign shall be calculated to include the outermost part that forms the shape or display. Necessary supports and trim moldings shall not be included when calculating the area of the sign. Aprons below advertising signs shall not exceed 3 feet in height. Aprons serve an aesthetic function and shall not be used for any purposes other than to identify, by name, the sign company responsible for the sign.
- (2) In computing the area of a sign, standard mathematical formulas for common regular geometric shapes (triangle, parallelogram, circle and ellipse, or combinations thereof) shall be used.
- (3) In the case of an irregularly shaped sign or a sign with letters and/or symbols affixed to or painted, displayed or incorporated into or upon a wall, canopy, awning or decorative facade of a building, the area of the sign shall be the area within the singular continuous perimeter, outlining the limits of the writing, representation, emblem, or any figure of similar character.
- (4) A double-faced sign with an angle or a spacing between the sign backs shall be considered two separate signs except as otherwise allowed for outdoor advertising signs per Section 6-7.7, A., 5.(c). Outdoor advertising signs (billboards) shall not be stacked, horizontally or vertically.

**AA. Sign Height**

The vertical distance measured from the ground elevation where the sign is located, to the highest point of the sign except as follows: When the ground elevation is different from the elevation of an adjacent road, the height of a sign shall be measured from the road elevation of the adjacent road at the edge of the pavement.

**AA. Snipe Sign**

Any small sign, generally of a temporary nature, tacked, nailed, posted, pasted, glued or otherwise attached to trees, poles, stakes, fences, or other objects not erected, owned and maintained by the owner of the sign. Snipe signs include signs placed in the ground on public property or in the public right-of-way.

**Commented [AO11]:** New definition.

**BB. Suspended Sign**

A sign which is suspended from the underside of a horizontal plane surface such as a canopy or marquee and is supported by that surface.

**CC. Temporary Signs**

~~Temporary signs are those signs that relate to such events as elections, auctions, yard sales, agricultural products sales, annual charitable, civic or fraternal events, horse shows, festivals, bona fide grand openings and model home show openings.~~

Advertising display that appears to be intended, or is determined by the Zoning Administrator, to be displayed for a limited period.

**Commented [AO12]:** Definition revised to comply with content-neutral standards.

**DD. Wall Sign**

A sign which is attached to a wall or facade of a building or canopy.

**EE. Warning Sign**

Any sign with no commercial message that displays information pertinent to the safety or legal responsibilities of the public such as signs warning of 'high voltage', 'no trespassing', and similar directives. ~~Unauthorized and authorized warning signs are addressed in Sections 6-7.3 and 6-7.4.~~

**Commented [AO13]:** New cross-reference

**6-7.66-7.3 Prohibited Signs**

The following signs shall not be permitted, erected or maintained within the City of Mebane planning and zoning jurisdiction.

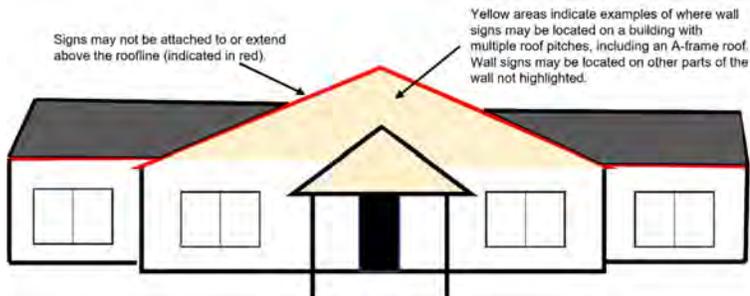
**Commented [AO14]:** This section has been relocated to improve the flow of the sign regulations.

Descriptive headers have been added to improve organization of the sign ordinance. The list of prohibited signs has been organized alphabetically according to the header.

- A. **Driver visual obstructions:** No sign may be located in such a manner as to obscure, or physically interfere with the effectiveness of an official traffic sign, signal or device, obstruct or physically interfere with the driver's view of approaching, merging or intersecting traffic.
- B. **Portable signs:** Portable signs, including signs painted on or displayed on vehicles or trailers used to serve primarily as a sign, except that portable signs used as temporary signs in accordance with Section 6-7.7, J are permitted.
- C. **Sign spinners:** Persons spinning, tossing, waving, or moving any device used as advertising signage.
- D. **Signs above the roof line:** ~~Signs that extend vertically above the highest portion of the roof of any structure.~~ No wall sign may be attached to a roofline and/or extended above the highest portion of the roof. The below illustration depicts an example of a building with an A-frame roof.

**Commented [AO15]:** This is a common prohibition in peer communities.

**Commented [AO16]:** Clarifying language and a new graphic to assist in the application to A-frame roofs.



- E. **Signs obstructing points of egress:** Signs which obstruct any fire escape, required exit, window, door opening, or wall opening intended as a means of ingress or egress or signs which interfere with any opening required for ventilation.
- F. **Signs on natural features:** Signs erected, maintained, painted or drawn on any tree, rock or other natural feature.
- G. **Signs projecting over the right-of-way:** Signs which project over a public right-of-way, except that the following are allowed with an encroachment agreement issued by the City of Mebane or the North Carolina Department of Transportation:
1. Wall signs may project up to 12 inches over a public street right-of-way in zoning districts which permit structures to be built at the property line adjoining the street;
  2. Signs suspended underneath a canopy or awning may be located over a public sidewalk provided that they are at least 9 feet above the sidewalk;
  3. Projecting signs that comply with the requirements of Section 6-7.7, K are allowed; and
  4. Street banners that comply with the requirements of Section 6-7.4, A are permissible.
- H. **Signs with electronic animation:** Signs with lights, electronic messages, or illuminations which flash, move, rotate, scintillate, blink, flicker, vary in intensity, vary in color, or use intermittent electrical pulsations. Notwithstanding the above, the following signs are allowed if they comply with all requirements of this ordinance: time, temperature, and/or date signs; traditional barber poles; and electronic changeable message signs with copy that changes at frequencies of once every two seconds or more.
- I. **Signs with moving parts:** Signs with moving, revolving or rotating parts, optical illusions or movement or mechanical movements by any description or other apparent movement achieved by electrical, electronic or mechanical means and signs with lights or illuminations which flash, move, rotate, scintillate, blink, flicker, vary in intensity, vary in color or use intermittent electrical pulsations, except for time, temperature, date signs; traditional barber poles; and electronically controlled message signs.
- J. **Snipe signs:** Snipe signs as defined in Article 12 unless expressly permitted as temporary signage.

Commented [AO17]: Clarifying language

Commented [AO18]: To prohibit signs that could create distractions for drivers

Commented [AO19]: To prohibit unpermitted and unauthorized signs in rights-of-way, on utility poles, etc.

K. **String lighting:** Strings of light bulbs used in connection with commercial premises for commercial purposes other than traditional holiday decorations. ~~Notwithstanding the above, restaurants, event venues, and similar uses may display non-flashing string lights in outdoor areas.~~

**Commented [AO20]:** A statement has been added to allow for string lighting in situations such as outdoor seating.

L. **Unauthorized traffic signs:** No sign shall be erected so that by its location, color, nature, or message it is likely to be confused with or obstruct the view of traffic signals or signs, or is likely to be confused with the warning lights of an emergency or public safety vehicle.

M. **Unauthorized warning signs:** No sign shall make use of the words 'STOP', 'SLOW', 'CAUTION', 'DANGER', or any other word, phrase, symbol, or character in such a manner as is reasonably likely to be confused with traffic directional and regulatory signs.

#### **6-7.56-7.4 Exempt Signs**

The following listed signs are ~~permitted in every district subject to all placement and dimensional requirements of this Ordinance~~ and shall comply with the North Carolina Department of Transportation ~~and City of Mebane~~ sight distance and road rights-of-way clearances. The following listed signs shall, however, be exempt from permit and fee requirements, except that any illuminated sign shall require an electrical permit. Exempt signs shall be maintained in good condition and shall not constitute a hazard to safety, health or public welfare. Exempt signs that are found to be in violation shall be ordered corrected or removed.

**Commented [AO21]:** This section has been relocated to improve the flow of the sign regulations.

Descriptive headers have been added to improve organization of sign ordinance. The list of exempt signs has been organized alphabetically according to the header.

A. **Approved banners:** Banners on or across public street rights-of-way that are expressly approved by the City of Mebane City Manager ~~or~~ and the North Carolina Department of Transportation, as applicable. ~~In addition to approval from the City of Mebane, approval from the North Carolina Department of Transportation is required for banners across public street rights-of-way maintained by the State of North Carolina.~~

**Commented [AO22]:** Clarifying language added

B. **Copy change-outs:** Changing copy of existing sign(s) without enlarging; however, a drawing of the new sign face must be submitted to the Zoning Administrator prior to changing the sign face.

C. **Directional signs:** Signs directing and guiding traffic and parking on private property, provided such signs bear no advertising matter other than company name, logo and do not exceed 4 square feet in area per display surface and off-premise directional or open house signs not to exceed 4 square feet.

D. **Fence-wrap signs:** Signs affixed to fences surrounding a construction site in accordance with NCGS 160D-908.

**Commented [AO23]:** Added to recognize State law

E. **Flags and insignia:** Flags and insignia of government, when not displayed in connection with a commercial promotion. Flags, emblems or insignia of corporate, political, professional, fraternal, civic, religious, or educational organizations.

F. **Governmental signage:** Any sign ~~that is required by law or~~ erected by the City of Mebane or other governmental agencies, such as street signs, public service signs, and historical markers, which contain no commercial advertising matter.

G. **Hand-carried signs:** Signs that are carried by a person by hand, if they are not displayed in a manner that constitutes a sign spinner as prohibited in Section 6-7.3, C.

**Commented [AO24]:** Hand-carried signs have previously been listed as exempt. More description has been added.

H. **Historical markers:** Historical or memorial signs or tablets, and names and construction dates of buildings when cut into any masonry surface.

I. **Holiday lights and decorations:** Lights and decorations with no commercial message temporarily displayed on traditionally adopted civic, patriotic or religious holidays.

J. **Incidental signs:** Signs with limited commercial messages that provide information for the convenience and necessity of the public. Company logos must not occupy more than 25% of the sign area.

**Commented [AO25]:** New addition to the list of exempt signs that is consistent with previous definition of incidental sign

K. **Interior signs:** Signs located on the interior of buildings, courts, lobbies, stadiums, or other structures that are not intended to be seen from the exterior of such structures

L. **Legal notices:** ~~Legal notices, bankruptcy, estate and legal sale signs, and traffic directional or regulatory signs erected by or on behalf of a governmental body.~~ Signs erected by, or on behalf of, a government body or judicial body carrying out required public duties including, but not limited to, traffic control devices, legal notices, official notices, or advertisements.

**Commented [AO26]:** Revised to include broader language

M. **Political signs authorized by N.C. General Statutes:** Political signs sited and maintained in accordance with NCGS 136-32.

**Commented [AO27]:** Added in recognition of State law

N. **Property identification:** Signs bearing only property identification numbers and names, post office box numbers of occupants of the premises, or other identification of premises not of a commercial nature, provided such signs are not illuminated and do not exceed 2 signs per zoning lot and 2 square feet in area per display surface.

O. **Religious symbols:** Religious symbols at a place of worship or at a church-owned or operated facility. Such symbols must meet all setbacks and lighting requirements for signs.

P. **Signs affixed to vehicles:** Signs affixed to vehicles and trailers used in the normal transport of goods or persons where the sign is incidental and accessory to the primary use of the vehicle or trailer.

Q. **Signs on dispensers:** Signs painted or attached to vending machines, gas pumps, ice machines, or similar devices which indicate the contents of the machine, name or logo of supplier, the price or operating instructions.

R. **Temporary signs:**

**Commented [AO28]:** This is a new section. Previously, multiple temporary signs were listed throughout the Exempt Sign section. More details have been added to this new section. Additionally, language has been revised to remain content neutral.

1. Temporary signs allowed at any time:

a. A property owner may place one sign with a sign face no larger than four (4) square feet on residential property at any time.

b. A property owner may place two signs per street frontage, each no larger than four (4) square feet, on non-residential property at any time. A maximum of four temporary signs is allowed.

c. Multiple temporary signs ~~serving a political purpose~~ and no larger than nine (9) square feet in area, may be erected by a property owner on their property for a ninety (90) day period prior to a primary or general election involving candidates for federal, state, or local offices. During this time, a property owner is also allowed one larger sign, not to exceed thirty-two (32) square feet. These signs shall be removed within ten (10) days following the ~~election~~.

**Commented [A029]:** After the March 14 Planning Board meeting, language has been added to specify the purpose of the allowance for multiple temporary signs.

**Commented [A030]:** After the April 10 Planning Board meeting, language recommended by the Planning Board has been added.

2. Temporary signs may be located on a property when:
  - a. The property is being offered for sale or lease through a licensed real estate agent or by the owners.
  - b. The signs are removed within 72 hours after the sale, rental, or lease of the property.
  - c. Number: One sign per street frontage.
  - d. Size: Nine square feet in area per display surface. The Zoning Administrator may approve larger signs when needed for large tracts of land for sale, rental, or lease.
3. A maximum of two (2) temporary signs, each no greater than thirty-two (32) square feet in area, may be erected during development of a parcel of property. Such signs shall be removed within 72 hours after a request is submitted to the City of Mebane for a final inspection (zoning and/or building) of the property.
4. Two temporary signs, each no greater than nine (9) square feet in area, may be erected on a property under renovation or redevelopment. Signs shall be removed within 72 hours after the work is completed.
5. Pennants, banners, streamers, spinners, balloons, ~~gas-filled figures~~, and other similar devices are prohibited except as temporary signs advertising a temporary event, promotion, or announcement. Such temporary promotional signs may be erected 10 days prior to the event and must be removed within 5 days after the conclusion of the event or promotion advertised but in any event within 40 days after erection.

Temporary signs of this nature may only be utilized four times within any calendar year for any zoning lot or business within the City's zoning jurisdiction. Provided, however, automobile sales lots located in business or industrial districts shall be allowed to utilize pennants, banners, and streamers on an unlimited basis.

Permits are not required, however, the owner or occupant of the premises upon which said signs are located shall maintain a log or other record indicating the date said sign or device was erected and removed. Said record shall be made available to the Zoning Administrator upon his request. Such log or record shall also include other temporary signage located on the premises. The Zoning Administrator may require the immediate removal of any sign or other device not listed within said record. In the event of a violation of the requirements of this section, including a failure to maintain the required record, no temporary signs to which this Ordinance applies may be utilized on the lot or business in question for a period of twelve months. Provided, however, the signs and devices referred to above may only be utilized in commercial and industrial zoning districts and may not be displayed in residential zoning districts.

- S. **Warning signs:** Any warning signs, utility sign, signs for public use, and no trespassing, no hunting, or neighborhood watch signs ~~shall contain with~~ no commercial message.

~~F. Real estate signs advertising the sale, rental, or lease of the premises on which said signs are located, provided such signs do not exceed one sign per street frontage or one sign per 400 feet of street frontage or six square feet in area per display surface.~~

**Commented [A031]:** Sections F-J have been relocated to a single section on temporary signage.

~~—The Zoning Administrator shall approve larger signs when needed for large tracts of land for sale, rental or lease. Any advertisement, sign, placard or other advertising device designed or intended to solicit offers for sale or purchase of unimproved real property in the City of Mebane or its extra-territorial jurisdiction and which states or implies that the property is suitable for commercial, multi-family or industrial use shall prominently display the current zoning classification of the property.~~

~~G. All real estate signs are to be removed after sale, rental, or lease of the premises within 72 hours.~~

~~H. Construction site identification signs whose message is limited to identification of architects, engineers, contractors, and other individuals or firms involved with the construction, the name of the building, the intended purpose of the building, and the expected completion date, provided such signs do not exceed 32 square feet in area per display surface, are not erected before issuance of a building permit, and are removed within seven days of issuance of a Certificate of Occupancy, or when a development is 90 percent built out. Construction signs in residential zones shall not be illuminated or reflectorized.~~

~~I. Temporary political yard signs advertising candidates or issues, provided such signs do not exceed one sign per candidate per zone lot or 4 square feet in area per display surface, are not erected prior to 60 days before the appropriate election, and are removed within 4 days after the election. No sign shall be attached to utility poles, traffic regulatory signs, or other publicly maintained structures.~~

~~J. Public event announcements by public or non-profit organizations of special events or activities of interest to the general public, provided such signs do not exceed one sign per site of such events or activities or 12 square feet in area per display surface, and are removed within 14 days of erection.~~

~~N. Works of art with no commercial message.~~

~~T. Window signs painted on the inside of a window.~~

~~V. All other temporary signs not specified elsewhere in this Section shall not be placed on the premises more than 30 days prior to the temporary event and must be removed within 10 days following the temporary event. Such signs are limited to 12 square feet in area and 4 feet maximum height. Such temporary signs shall not be illuminated.~~

**Commented [A032]:** New standards have been added to require permits for wall murals.

**Commented [A033]:** New standards have been added to address window signage.

**Commented [A034]:** A new section has been added for temporary signage.

#### 6-7.46-7.5 General Sign Standards

**Commented [A035]:** This section has been relocated to improve the flow of the sign regulations.

Descriptive headers have been added to improve organization of sign ordinance

A. **Wind Loads:** All signs, except for those attached flat against the wall of a building, shall be constructed to withstand minimum wind loads as specified by the North Carolina State Building Code. Sufficient documentation shall be submitted to the Zoning Administrator for review to assure that wind and stress requirements have been met prior to any permit being issued. Such documentation shall be signed and sealed by a registered North Carolina architect or engineer.

B. **Building & Electrical Code:** All signs shall be installed and maintained in compliance with the North Carolina State Building Code and the National Electrical Code and shall have appropriate permits and inspections. Electrical signs and fixtures shall bear labels of a nationally accepted testing laboratory.

C. **Sign Maintenance:** All signs shall be maintained in a state of good repair and shall present a neat, well-kept appearance.

D. **Sign Illumination:**

1. All lights used for the illumination of a sign shall be shielded so that the light will not shine directly on surrounding areas or create a traffic hazard or distraction to operators of motor vehicles. ~~on the public thoroughfares~~
2. Illuminated signs may have either an exterior or interior source of illumination, unless otherwise prohibited herein. ~~All wiring, grounding, etc. for illuminated signs shall meet the requirements of the National Electric Code.~~
3. Except as specifically provided for herein, externally illuminated signs shall be lighted from the top of the sign downward to reduce light pollution.
4. The maximum lamp wattage permitted for a sign with external illumination shall not exceed two watts per square foot of sign face area except that signs less than eight feet in height or less than 50 square feet in sign face area may be illuminated by ground mounted uplighting not exceeding 100 lamp watts per sign face. The Zoning Administrator is authorized to order a change in the illumination of any sign that becomes a hazard or a nuisance.

**Commented [A036]:** All standards relating to illumination have been organized into a single list.

**Commented [A037]:** Removed to apply to all streets.

**Commented [A038]:** Removed since it duplicates information (See Section B)

5. The use of neon to illuminate a sign shall be evaluated according to the standards specified in Section 6-7.7, H.
6. Electronically controlled message signs shall include mechanisms, such as dimmer controls and photo cells, to appropriately adjust display brightness as ambient light levels change.
7. Illuminated signs in O&I zoning districts within 200 feet of property zoned or used for residential purposes shall be turned off by 11:00 pm. provided the institution or business is not in operation at the time.

**Commented [AO39]:** New standards for signs using neon for illumination are provided.

- G. **Number of Display Surfaces:** No sign shall have more than two display surfaces.
- H. **Repair of Hazardous Signs:** The Zoning Administrator or designee shall have the authority to order the painting, repair, alteration or removal of a sign, at the expense of the owner of such sign, which shall constitute a hazard to safety, health or public welfare by reasons of inadequate maintenance, dilapidation or obsolescence. The existence of a sign or its support structure with no message display for a period of 90 days shall be justification to declare the sign abandoned and require its removal.
- I. **Unpermitted Signs:** Any sign erected without proper permits or in violation of this Section shall be brought into compliance within 30 days of notification by the Zoning Administrator or said sign shall be removed immediately.
- J. **Sign Projection:** Any permitted sign projection over a public sidewalk shall be no lower than 9 feet above the level of the sidewalk or lower than 14 feet above the level of a vehicular driveway. An encroachment agreement must be obtained from the North Carolina Department of Transportation.
- K. **Vision Clearance:** No sign or sign structure shall be erected, constructed, or maintained so as to interfere with vision clearance along any street or highway or at any intersection of two or more streets or highways. No sign shall be located within a sight distance triangle of 10 feet x 70 feet at the intersection of public streets nor within a sight distance triangle of 10 feet x 35 feet at a point where driveways and private street rights-of-way intersect with public and private street rights-of-way. No sign or sign structure may be located within a street or street right-of-way except as allowed over sidewalks in subsection J above and in Section 6-7.5, W.
- L. **Noncommercial Speech:** Whenever the ordinance permits a commercial sign, a non-commercial message may be substituted for the commercial message. The right to substitute the non-commercial message does not waive any other requirement imposed by the UDO as to the number, size, type, construction, location, lighting, safety or other regulated attribute.

*Amended June 6, 2022*

#### **6-7.6 Calculations and Measurements**

**Commented [AO40]:** This is proposed as a new section. No changes are proposed to the definitions or calculations of sign area and height.

- A. Sign Area:** The area of a sign shall be measured in conformance with the following:

1. The area of the face of a sign shall be calculated to include the outermost part that forms the shape or display. Necessary supports and trim moldings shall not be included when calculating the area of the sign. Aprons below advertising signs shall not exceed 3 feet in height. Aprons serve an aesthetic function and shall not be used for any purposes other than to identify, by name, the sign company responsible for the sign.
2. In computing the area of a sign, standard mathematical formulas for common regular geometric shapes (triangle, parallelogram, circle and ellipse, or combinations thereof) shall be used.
3. In the case of an irregularly shaped sign or a sign with letters and/or symbols affixed to or painted, displayed or incorporated into or upon a wall, canopy, awning or decorative facade of a building, the area of the sign shall be the area within the singular continuous perimeter, outlining the limits of the writing, representation, emblem, or any figure of similar character.
4. A double-faced sign with an angle or a spacing between the sign backs shall be considered two separate signs except as otherwise allowed for outdoor advertising signs in Section 6-7.7, I. Outdoor advertising signs (billboards) shall not be stacked, horizontally or vertically.

**B. Sign Height:** The vertical distance measured from the ground elevation where the sign is located, to the highest point of the sign except as follows: When the ground elevation is different from the elevation of an adjacent road, the height of a sign shall be measured from the road elevation of the adjacent road at the edge of the pavement.

6-7.7 Sign Placement, Size, Height, Setback, Separation, Clearance, and Construction by Sign Type

**Commented [A041]:** Standards by sign type are reorganized in a table that includes example photos and uniform listing of standards.

SIGN TYPE	STANDARDS
<p><b>A. Awning or Canopy Sign</b></p> <p>1. <b>Where Permitted:</b> O&amp;I, B-1, B-2, B-3, LM, HM</p> <p>Example:</p> 	<p>2. <b>Maximum Number:</b> One sign for single-occupancy building. For a multiple occupancy building, one sign for each occupant entrance.</p> <p>3. <b>Illumination Method:</b> None permitted.</p> <p>4. <b>Maximum Sign Area:</b> 9 square feet</p> <p>5. <b>Maximum Height:</b> 12 inches</p> <p>6. <b>Setbacks:</b> N/A</p> <p>7. <b>Clearance:</b> Awnings shall clear sidewalks and pedestrian paths by a height of at least 9 ft.</p> <p>8. <b>Landscaping:</b> N/A</p> <p>9. <b>Notes:</b></p> <p>a) A sign attached to the underside of an awning or canopy is a suspended sign and subject to <del>the</del> those requirements of <del>subsection E above.</del></p>

SIGN TYPE	STANDARDS
<p><b>B. Ground or Monument Sign</b></p> <p><b>1. Where Permitted:</b> All zoning districts</p> <p><b>Example:</b></p> 	<p><b>2. Maximum Number:</b> One sign per adjoining street frontage, <b>except residential subdivisions may have one sign per entrance.</b></p> <p><b>3. Illumination Method:</b></p> <ul style="list-style-type: none"> <li>a) Residential: External only.</li> <li>b) Nonresidential: Internal or external</li> </ul> <p><b>4. Maximum Sign Area:</b></p> <ul style="list-style-type: none"> <li>a) Residential: 32 square feet</li> <li>b) Nonresidential, Single Tenant: 50 square feet</li> <li>c) Nonresidential, Multi-Tenant: 100 square feet</li> </ul> <p><b>5. Maximum Height:</b></p> <ul style="list-style-type: none"> <li>a) Residential: 8 feet</li> <li>b) Nonresidential, Single Tenant: 12 feet</li> <li>c) Nonresidential, Multi-Tenant: 35 feet</li> </ul> <p><b>6. Setbacks:</b> 10 ft. separation from right-of-way, <b>property lines</b>, and structures. Minimum separation from utility lines shall be in compliance with the requirements of the utility having jurisdiction.</p> <p><b>7. Clearance:</b> Signs shall clear driveway and parking areas by a height of at least 14 ft. and shall clear sidewalks and pedestrian paths by a height of at least 9 ft.</p> <p><b>8. Landscaping:</b> Base of sign shall be <b>landscaped</b>.</p> <p><b>9. Notes:</b></p> <ul style="list-style-type: none"> <li>b) Freestanding signs are not permitted on the same street frontage of a building along which there is a projecting sign.</li> <li>c) No unfinished surfaces or structures shall be exposed on a sign.</li> <li>d) The <b>zone</b> lot on which a <b>ground or monument freestanding</b> sign is located shall <b>have frontage on a public street be accessible by automobile</b> and contain off-street parking for the principal use(s).</li> <li>e) <b>Changeable copy (either electronic or manual) is a permitted sign face.</b></li> </ul>

**Commented [AO42]:** The current ordinance distinguishes between monument signs and identification signs. This proposal is to combine those sign types into a single category. To present a cleaner markup, text from both existing standards is not included. The following pages include the current sign standards.

**Commented [AO43]:** Current standards use the same sign area and height calculations for ground/monument signs and pole signs. Smaller sign areas are proposed for nonresidential ground/monument signs and a height reduction is proposed for signs used for a single business.

**Commented [AO44]:** Landscaping is proposed to be required for ground/monument signs.

**Commented [AO45]:** This is currently allowed and language has been included to communicate this better.

SIGN TYPE	STANDARDS
<p><b>C. Freestanding Pole Sign</b></p> <p><b>1. Where Permitted:</b> B-2, LM, HM, O&amp;I, B-3, <del>Permissible in B-1 districts only if off-street parking is available on-site.</del></p> <p><b>Example:</b></p> 	<p><b>2. Maximum Number:</b> One sign per adjoining street frontage <del>for each zone lot.</del></p> <p><b>3. Illumination Method:</b> Internal only.</p> <p><b>4. Maximum Sign Area:</b> <del>100 200</del> square feet, except that within 400 feet of the right-of-way of interstate highways and interchanges, the maximum sign area shall be <del>200 300</del> square feet.</p> <p><b>5. Maximum Height:</b> <del>20 35</del> feet, except that within 400 feet of the right-of-way of interstate highways and interchanges, the maximum height shall be <del>35 60</del> feet.</p> <p><b>6. Setbacks:</b> 10 ft. separation from right-of-way, property lines, and structures. Minimum separation from utility lines shall be in compliance with the requirements of the utility having jurisdiction.</p> <p><b>7. Clearance:</b> Signs shall clear driveway and parking areas by a height of at least 14 ft. and shall clear sidewalks and pedestrian paths by a height of at least 9 ft.</p> <p><b>8. Landscaping:</b> N/A</p> <p><b>9. Notes:</b></p> <ol style="list-style-type: none"> <li>Freestanding signs are not permitted on the same street frontage of a building along which there is a projecting sign.</li> <li>No unfinished surfaces or structures shall be exposed on a sign.</li> <li>The <del>zone</del> lot on which a <del>pole freestanding</del> sign is located shall <del>have frontage on a public street be accessible by automobile</del> and contain off-street parking for the principal use(s).</li> <li><del>Changeable copy (either electronic or manual) is a permitted sign face.</del></li> <li><del>Multiple tenant sign faces are not permitted on a pole sign.</del></li> </ol>

**Commented [AO46]:** O&I Zoning supports more professional uses that are less likely to use a pole sign (e.g. medical offices on S Fifth).

B-3 Zoning is neighborhood business. Pole signs in an area mixed with residential and business uses would be less harmonious.

B-1 Zoning is used in Downtown Mebane. As a walkable area, other types of signs are better suited to the pedestrian-oriented environment.

**Commented [AO47]:** Mebane currently allows some of the highest and largest pole signs among communities in Alamance County. A reduction in height and area is proposed.

**Commented [AO48]:** This is currently allowed and language has been included to communicate this better.

**Commented [AO49]:** This language is added to discourage large pole signs advertising multiple tenants.

SIGN TYPE	STANDARDS
<p><b>D. Gas Canopy Sign</b></p> <p>1. Where Permitted: B-1, B-2, B-3, LM, HM</p> <p>Example:</p> 	<p>2. Maximum Number: One sign per canopy face</p> <p>3. Illumination Method: Internal only</p> <p>4. Maximum Sign Area: 9 square feet</p> <p>5. Maximum Height: Sign shall be erected on the canopy covering individual gas pumps. Sign shall not extend above the canopy.</p> <p>6. Setbacks: N/A</p> <p>7. Clearance: N/A</p> <p>8. Landscaping: N/A</p>

Commented [A050]: This is a new sign type.

SIGN TYPE	STANDARDS
<p><b>E. Marquee Sign</b>  <b>1. Where Permitted:</b> O&amp;I, B-1, B-2, B-3, LM, HM</p> <p>Example:</p> 	<p><b>2. Maximum Number:</b> One sign per premises</p> <p><b>3. Illumination Method:</b> Internal only.</p> <p><b>4. Maximum Sign Area:</b> The allowable sign area is calculated at one square foot of sign area per linear foot of building frontage. The maximum allowed sign area is 200 square feet.</p> <p><b>5. Maximum Height:</b> The height of a marquee sign shall not exceed the height of the marquee.</p> <p><b>6. Setbacks:</b> N/A</p> <p><b>7. Clearance:</b> N/A</p> <p><b>8. Landscaping:</b> N/A</p> <p><b>9. Notes:</b></p> <ul style="list-style-type: none"> <li>a) A marquee sign may be substituted for a standard wall sign but in no case shall there be both a marquee and wall sign on the same building wall.</li> </ul>
<p><b>F. Menu Board Sign</b>  <b>1. Where Permitted:</b> O&amp;I, B-1, B-2, B-3, LM, HM</p> <p>Example:</p> 	<p><b>2. Maximum Number:</b> Two</p> <p><b>3. Illumination Method:</b> Internal only.</p> <p><b>4. Maximum Sign Area:</b> 32 square feet per sign</p> <p><b>5. Maximum Height:</b> 6 feet</p> <p><b>6. Setbacks:</b> 10 ft. from all property lines</p> <p><b>7. Clearance:</b> Minimum of 12 inches from ground level.</p> <p><b>8. Landscaping:</b> N/A</p> <p><b>9. Notes:</b></p> <ul style="list-style-type: none"> <li>a) Menu board signs shall be located so as not to be legible from a public street right-of-way or adjacent property.</li> </ul>

Commented [A051]: Updated to match with new maximum for wall signs.

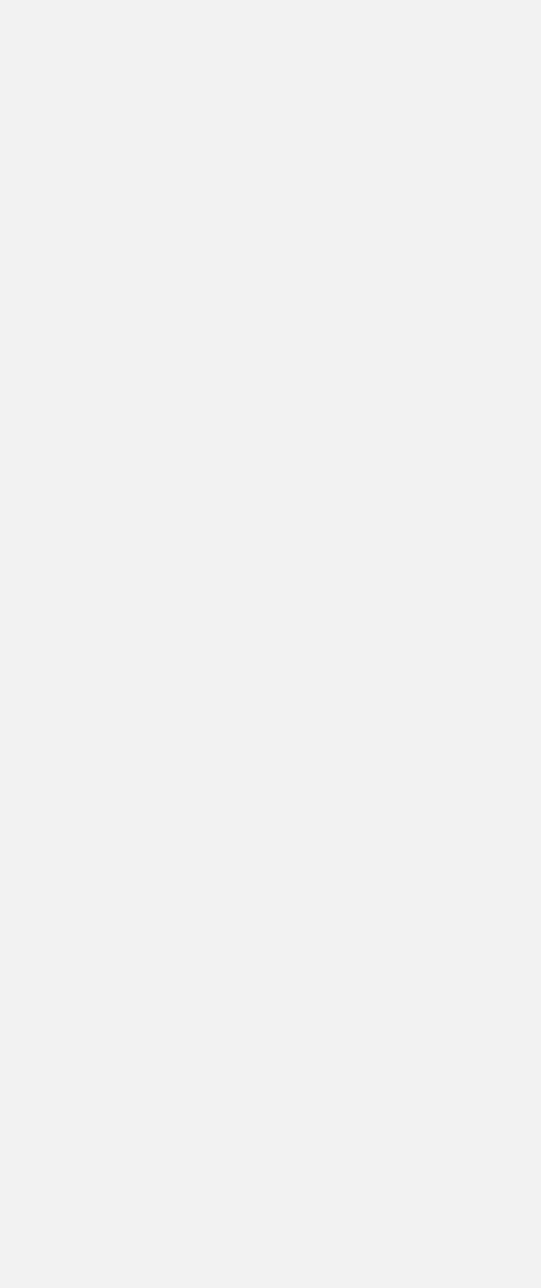
SIGN TYPE	STANDARDS
<p><b>G. Mural</b></p> <p>1. Where Permitted: B-1, B-2</p> <p>Example:</p> 	<p>2. Maximum Number: One wall mural on one façade is allowed per structure</p> <p>3. Illumination Method: No illumination is allowed.</p> <p>4. Maximum Sign Area: N/A</p> <p>5. Maximum Height: N/A</p> <p>6. Setbacks: N/A</p> <p>7. Clearance: N/A</p> <p>8. Landscaping: N/A</p> <p>9. Notes:</p> <ul style="list-style-type: none"> <li>a) The materials used should be appropriate for outdoor use.</li> <li>b) The colors used should be harmonious with the exterior colors of the building and general area. Neon, fluorescent, or reflective colors or materials are not permitted.</li> <li>c) The name of a business, logo, or other identifying information included with a mural or work of art must meet the requirements for wall signs.</li> </ul>
<p><b>H. Neon Sign</b></p> <p>1. Where Permitted: B-1, B-2</p> <p>Example:</p> 	<p>2. Maximum Number: One neon sign per structure.</p> <p>3. Illumination Method: No more than three colors may be used.</p> <p>4. Maximum Sign Area, Height, Setbacks, Clearance: Refer to the applicable standards (i.e., freestanding sign, wall sign, etc.)</p> <p>5. Notes:</p> <ul style="list-style-type: none"> <li>a) Neon is prohibited on property within 150 feet of residentially-used or -zoned property.</li> </ul>

Commented [A052]: This is a new set of standards.

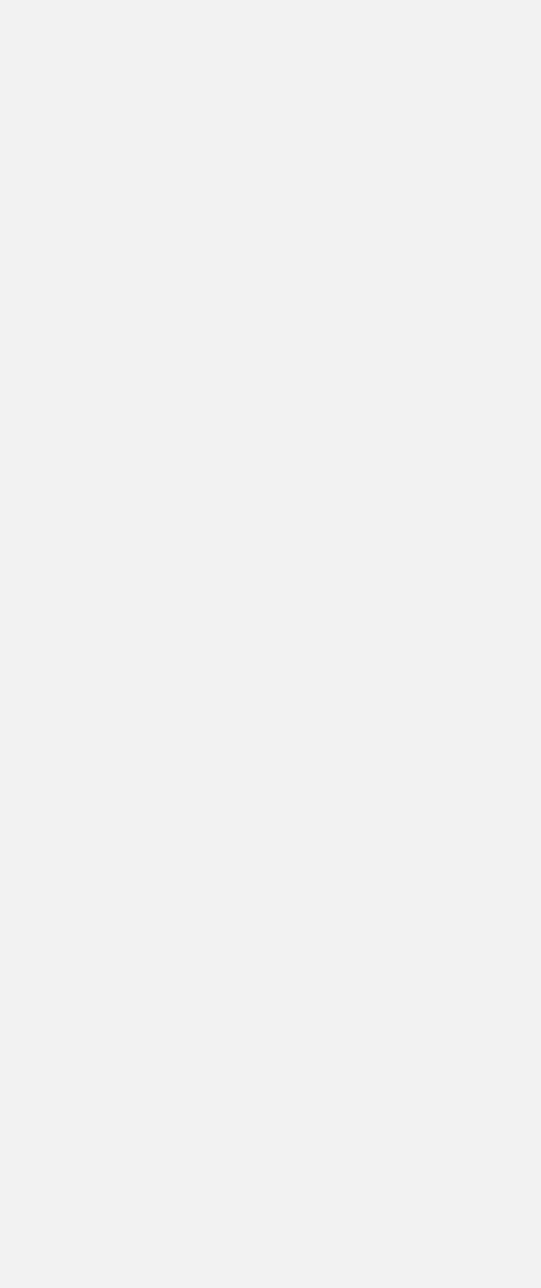
Commented [A053]: This is a new set of standards.

SIGN TYPE	STANDARDS
<p><b>I. Outdoor Advertising Sign (Billboards)</b></p> <p><b>1. Where Permitted:</b> LM, HM, if located within 400 feet of on/off ramps of an Interstate Highway</p> <p><b>Example:</b></p> 	<p><b>2. Maximum Number:</b> One</p> <p><b>3. Illumination Method:</b> Outdoor advertising signs may be illuminated provided such illumination is placed and shielded so as to prevent direct rays of illumination from being cast on nearby properties and/or motor vehicles approaching on a public way from any direction. All externally illuminated outdoor advertising signs shall be lighted from the top of the sign downward to reduce light pollution. No rotating, revolving, flashing, or intermittent lighting devices shall be attached to or made a part of any billboard.</p> <p><b>4. Maximum Sign Area:</b> 400 square feet</p> <ul style="list-style-type: none"> <li>a) Top outs and side outs are permitted in addition to the above sign area dimensions. Top outs and side outs shall be confined to the immediate plane of the sign and may extend above and/or to the side of the sign face a maximum of two feet. Top outs and side outs shall not exceed a total of 32 square feet in area.</li> <li>b) Double-faced, back-to-back signs may be permitted provided that each individual sign face does not exceed the maximum display area requirements in subsection (a) above. A double-faced sign with an angle or spacing between the sign backs shall be considered as one sign (amended April 7, 2008).</li> </ul> <p><b>5. Maximum Height:</b> 60 feet</p> <p><b>6. Setbacks:</b> Front and rear setbacks shall be the same as required in Table 4-2-1 for a principal building in the zoning district in which located. Billboards shall be set back a minimum of 25 from a side property line and 100 feet from an adjoining residentially-used or -zoned side property line.</p> <p><b>9. Notes:</b></p> <ul style="list-style-type: none"> <li>a) Minimum separation from another billboard: 1,000 feet radius of another billboard.</li> <li>b) Construction: Billboards shall be constructed of metal with only one pole. Billboards shall not be stacked, horizontally or vertically.</li> <li>c) Minimum separation from utility lines shall be in compliance with the requirements of the utility provider having jurisdiction.</li> <li>d) Minimum requirements contained within the North Carolina Outdoor Advertising Control Act (North Carolina General Statute 136-126 et seq.) which are more stringent or in addition to those contained in this Section shall apply.</li> <li>e) Dilapidated and Abandoned Signs: If at any time a billboard falls into a state of dilapidation, disrepair, or becomes abandoned or discontinued as defined by the latest edition of Regulations for the Control of Outdoor Advertising in North Carolina by the North Carolina Department of Transportation, the permits for such sign shall be revoked.</li> </ul>

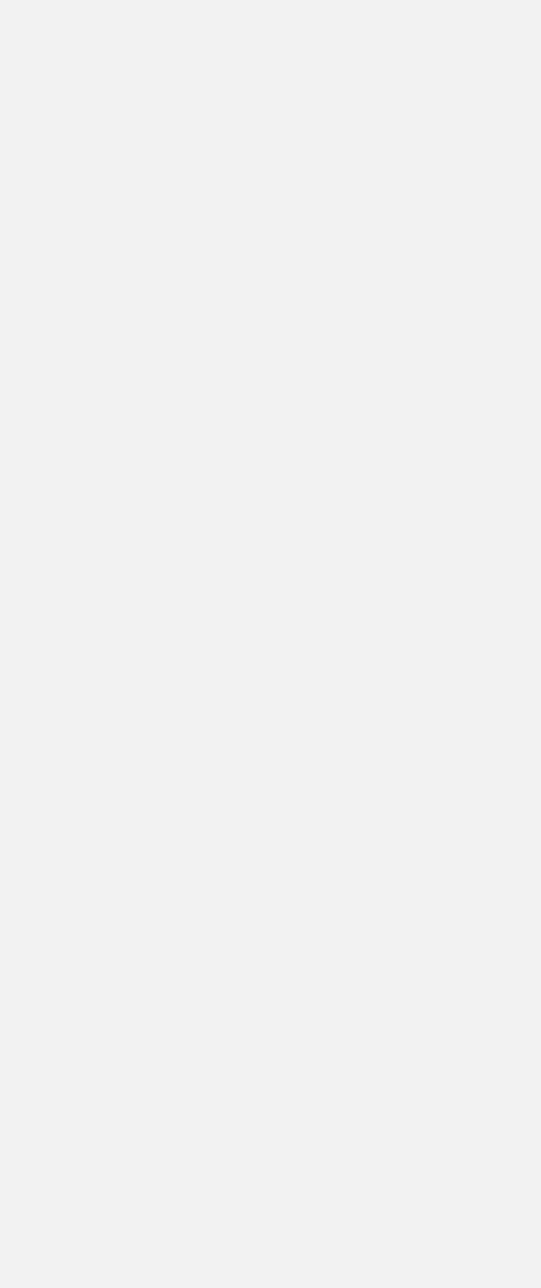
SIGN TYPE	STANDARDS
<p><b>J. Portable Sign (A- and T-shaped signs)</b>  <b>1. Where Permitted:</b> B-1</p> <p><b>Example:</b></p> 	<p><b>2. Maximum Number:</b> One per street frontage or business</p> <p><b>3. Illumination Method:</b> No illumination is allowed.</p> <p><b>4. Maximum Sign Area:</b> 8 square feet</p> <p><b>5. Maximum Height:</b> 4 feet</p> <p><b>6. Setbacks:</b> Shall not impede vehicular view or pedestrian circulation along public streets or sidewalks</p> <p><b>7. Clearance:</b> N/A</p> <p><b>8. Landscaping:</b> N/A</p> <p><b>9. Notes:</b></p> <ul style="list-style-type: none"> <li>a) Portable signs can only be displayed in the B-1 Zoning District during normal business hours.</li> <li>b) Portable signs may be displayed in other zoning districts to announce public events or as temporary signage in accordance with this ordinance.</li> <li>c) The Zoning Administrator shall require the removal of portable signs found to be in violation.</li> </ul>



SIGN TYPE	STANDARDS
<p><b>K. Projecting Sign</b>  <b>1. Where Permitted:</b> O&amp;I, B-1, B-2, B-3, LM, HM</p> <p><b>Example:</b></p> 	<p><b>2. Maximum Number:</b> One sign per street frontage or business. No projecting sign shall be located closer than 50 feet to any other projecting sign.</p> <p><b>3. Illumination Method:</b> No illumination is allowed.</p> <p><b>4. Maximum Sign Area:</b> 16 square feet</p> <p><b>5. Maximum Height:</b> No projecting sign shall extend above the soffit, parapet, or eave line, as appropriate, of the building to which it is attached.</p> <p><b>6. Setbacks:</b> Projecting signs shall project no more than 5 feet from the building to which they are attached and shall not extend beyond the inner edge of the curb line.</p> <p><b>7. Clearance:</b> Projecting signs shall clear sidewalks and pedestrian paths by a height of at least 9 feet.</p> <p><b>8. Landscaping:</b> N/A</p> <p><b>9. Notes:</b></p> <ol style="list-style-type: none"> <li>The building to which a projecting sign is attached shall be 20 feet or more in width.</li> <li>No projecting sign shall be permitted on the same street frontage along which there is a freestanding sign.</li> <li>Projecting signs shall not be located at the intersection of building corners except at right angles to a building façade.</li> <li>The message of projecting signs shall be limited to the name(s) of the establishment(s) located on the zone lot and/or the name of a multi-use development located thereon.</li> </ol>



SIGN TYPE	STANDARDS
<p><b>L. Suspended Sign</b>  <b>1. Where Permitted:</b> O&amp;I, B-1, B-2, B-3, LM, HM</p> <p><b>Example:</b></p> 	<p><b>2. Maximum Number:</b> One sign for a single-occupancy building. For a multiple occupancy building, one sign for each occupant entrance.</p> <p><b>3. Illumination Method:</b> No illumination is allowed.</p> <p><b>4. Maximum Sign Area:</b> Where there are none, new suspended signs shall be no more than 10 inches high and 3 feet long.</p> <p><b>5. Maximum Height:</b> 10 inches</p> <p><b>6. Setbacks:</b> N/A</p> <p><b>7. Clearance:</b> Suspended signs shall clear the ground and sidewalk by at least 9 feet.</p> <p><b>8. Landscaping:</b> N/A</p> <p><b>9. Notes:</b></p> <ul style="list-style-type: none"> <li>a) Suspended signs shall conform in size and appearance to existing signs under the same marquee or awning.</li> </ul>



SIGN TYPE	STANDARDS
<p><b>M. Wall Sign</b></p> <p><b>1. Where Permitted:</b> B-1, B-2, B-3, LM, HM. Permissible in O&amp;I districts only on the front wall of buildings.</p> <p><b>Example:</b></p> 	<p><b>2. Maximum Number:</b> One primary sign per building or unit façade. Secondary signs are allowed as described.</p> <p><b>3. Illumination Method:</b> Internal illumination is allowed. External illumination is allowed if directed downward.</p> <p><b>4. Maximum Sign Area:</b> One square foot of sign area for every linear foot of building façade or 32 square feet, whichever is greater. In no case shall the area of a single wall sign exceed 200 square feet. For buildings of four or more stories, the allowable sign area increases to 1.5 square feet of sign area for every linear foot of building façade.</p> <p><b>5. Maximum Height:</b> No wall sign shall extend above the soffit, parapet, or eave, as appropriate of the building wall to which it is attached. <del>If the building consists of more than two stories, wall signs shall not extend above the second story.</del></p> <p><b>6. Setbacks:</b> N/A</p> <p><b>7. Clearance:</b> N/A</p> <p><b>8. Landscaping:</b> N/A</p> <p><b>9. Notes:</b></p> <ol style="list-style-type: none"> <li>No wall sign shall protrude more than 12 inches from the wall to which it is attached.</li> <li>Wall signs, or portions thereof, placed between window spandrels shall not exceed in height two-thirds (2/3) of the height of the spandrels.</li> <li>Wall signs shall not cover or interrupt major architectural features.</li> <li>In industrial zoning districts, wall signs on the side of buildings adjacent to lots zoned residential are permitted only when the building is at least 50 feet from the side lot line of the residential lot.</li> <li><del>A maximum of two secondary signs are allowed for building facades of more than 75 linear feet. Secondary signs must be at least 15 feet from the primary sign and are limited to 50% of the sign area for the primary sign.</del></li> </ol>

**Commented [A054]:** Clarification that wall signs are allowed per unit. New standards are included for secondary signs.

**Commented [A055]:** New language to better clarify minimum and maximum sign areas. The maximum for a single sign has increased to 200 square feet. Additional language has been added to allow buildings of four or more stories additional sign area.

**Commented [A056]:** This standard is deleted to allow for signs above the second story.

**Commented [A057]:** New language is proposed to allow for smaller, secondary signs on larger facades.

SIGN TYPE	STANDARDS
<p><b>N. Window Sign</b></p> <p><b>1. Where Permitted:</b> O&amp;I, B-1, B-2, B-3, LM, HM.</p> <p><b>Example:</b></p> 	<p>f) Two additional wall signs, conforming with the allowable sign area established for secondary signs, will be permitted on a structure if a property owner elects to install a ground sign instead of a freestanding pole sign or to replace an existing freestanding pole sign with a ground sign.</p> <p><b>2. Maximum Number:</b> See sign area.</p> <p><b>3. Illumination Method:</b> Neon signs and LED signs may only cover 10% of the window area of a building façade.</p> <p><b>4. Maximum Sign Area:</b> Signage applied to the inside or outside of windows and visible from the exterior of the building shall not cover more than 30% of the window area of a building façade.</p> <p><b>5. Maximum Height:</b> Window signs are only permitted on the ground level.</p> <p><b>6. Setbacks:</b> N/A</p> <p><b>7. Clearance:</b> N/A</p> <p><b>8. Landscaping:</b> N/A</p> <p><b>9. Notes:</b></p> <p>a) Door and window signs less than 10% of the window area do not require permitting.</p>

**Commented [A058]:** Incentive language is proposed to encourage ground and monument signs.

**Commented [A059]:** These are new sign standards.

### 6-7.8 Nonconforming Signs

It is the intent of this Ordinance to permit signs that were lawful before the effective date of this Ordinance to remain in service. Specific provisions regarding nonconforming signs are delineated in Section 10-7, Nonconforming Signs.

## ~~A. Outdoor Advertising Signs (Billboards)~~

- ~~1. Permissible Zoning Districts: HM and LM within 400 feet of the on and off ramps of an interstate highway (amended April 7, 2008).~~
- ~~2. Maximum height: 60 feet.~~
- ~~3. Minimum separation from another billboard: 1,000 feet radius of another billboard.~~
- ~~4. Minimum setback: Front and rear setbacks shall be the same as required in Table 4-2-1 for a principal building the zoning district in which located. Billboards shall be set back a minimum of 25 from a side property line and 100 feet from an adjoining residentially used or zoned side property line.~~
- ~~5. Maximum sign display area:
  - ~~(a) 400 square feet in area.~~
  - ~~(b) Top outs and side outs are permitted in addition to the above sign area dimensions. Top outs and side outs shall be confined to the immediate plane of the sign and may extend above and/or to the side of the sign face a maximum of two feet. Top outs and side outs shall not exceed a total of 32 square feet in area.~~
  - ~~(c) Double faced, back to back signs may be permitted provided that each individual sign face does not exceed the maximum display area requirements in subsection (a) above. A double faced sign with an angle or spacing between the sign backs shall be considered as one sign (amended April 7, 2008).~~~~
- ~~6. Construction: Billboards shall be constructed of metal with only one pole. Billboards shall not be stacked, horizontally or vertically.~~
- ~~7. Minimum separation from utility lines shall be in compliance with the requirements of the utility provider having jurisdiction.~~
- ~~8. All structures, blank surfaces, backs and supports shall be uniformly painted in a neutral finish when exposed to any road and shall be maintained in good repair.~~

**Commented [A060]:** Previous format of sign standards. The standards have been incorporated into a new table and edits to those standards are denoted in the table.

- ~~9. Minimum requirements contained within the North Carolina Outdoor Advertising Control Act (North Carolina General Statute 136-126 et seq.) which are more stringent or in addition to those contained in this Section shall apply.~~
- ~~10. Outdoor advertising signs may be illuminated provided such illumination is placed and shielded so as to prevent direct rays of illumination from being cast on nearby properties and/or motor vehicles approaching on a public way from any direction. All externally illuminated outdoor advertising signs shall be lighted from the top of the sign downward to reduce light pollution. No rotating, revolving, flashing, or intermittent lighting devices shall be attached to or made a part of any billboard.~~
- ~~11. Dilapidated and Abandoned Signs: If at any time a billboard falls into a state of dilapidation, disrepair, or becomes abandoned or discontinued as defined by the latest edition of *Regulations for the Control of Outdoor Advertising in North Carolina* by the North Carolina Department of Transportation, the permits for such sign shall be revoked.~~

**~~B. On-Premises Signs (freestanding pole or ground mounted on-premises signs unless otherwise specified)~~**

- ~~1. Permissible Zoning Districts: O&I, B-2, B-3, HM and LM districts. Permissible in B-1 districts only if off-street parking is available on-site.~~
- ~~2. Maximum height:
  - ~~(a) In B-1 and O&I zoning districts: 12 feet.~~
  - ~~(b) In B-3 zoning districts: 20 feet.~~
  - ~~(c) In B-2, HM, and LM zoning districts: 35 feet except that within 400 feet of the right-of-way of interstate highways and interchanges, the maximum height shall be 60 feet.~~~~
- ~~3. Maximum sign area:
  - ~~(a) In B-1 zoning districts: 48 square feet.~~
  - ~~(b) In B-3 zoning districts: 60 square feet.~~
  - ~~(c) In O&I, B-2, HM, and LM zoning districts: 200 square feet except that within 400 feet of the right-of-way of interstate highways and interchanges, the maximum sign area shall be 300 square feet.~~~~

4. ~~Maximum number of freestanding or ground-mounted on-premises signs per parcel: one sign per adjoining public street frontage for each zone lot.~~
5. ~~Freestanding signs are not permitted on the same street frontage of a building along which there is a projecting sign.~~
6. ~~Minimum separation from rights-of-way, property lines and structures: 10 feet.~~
7. ~~Minimum separation from utility lines shall be in compliance with the requirements of the utility having jurisdiction.~~
8. ~~No unfinished surfaces or structures shall be exposed on on-premises signs.~~
9. ~~The zone lot on which a freestanding sign is located shall be accessible by automobile and contain off-street parking for the principal uses(s).~~
10. ~~Freestanding signs shall clear driveway and parking areas by a height of at least 14 feet and shall clear sidewalks and pedestrian paths by a height of at least 9 feet.~~

### **C. Wall Signs**

1. ~~Permissible Zoning Districts: B-1, B-2, B-3, HM, and LM districts. Permissible in O&I districts only on the front wall of buildings.~~
2. ~~Maximum sign area: One square foot of sign area per linear foot of building per building side or a maximum of 160 square feet per building wall. Sign footage permitted per building side may not be used on other than that building side (no transfers or cumulative totals). The minimum guaranteed wall signage area at any individual premises is 32 square feet.~~
3. ~~No wall sign shall protrude more than 12 inches from the wall to which it is attached.~~
4. ~~No wall sign shall extend above the soffit, parapet, or eave line, as appropriate of the building to which it is attached. If the building consists of more than two stories, wall signs shall not extend above the second story.~~
5. ~~Wall signs, or portions thereof, placed between window spandrels shall not exceed in height two thirds (2/3) of the height of the spandrels.~~
6. ~~Wall signs shall not cover or interrupt major architectural features.~~

~~7. In industrial zoning districts, wall signs on the side of buildings adjacent to lots zoned residential are permitted only when the building is at least 50 feet from the side lot line of the residential lot.~~

~~8. Wall signs on the side of buildings in O & I zoning districts are not permitted.~~

#### **D. Projecting Signs**

~~1. Permissible Zoning Districts: O&I, B-1, B-2, B-3, HM, and LM districts.~~

~~2. Maximum sign area: 16 square feet.~~

~~3. Projecting signs shall be limited to one sign per street frontage, and shall not be located closer than 50 feet to any other projecting sign.~~

~~4. Projecting signs shall clear sidewalks and pedestrian paths by a height of at least 9 feet and shall project no more than 5 feet from the building to which they are attached, and shall not extend beyond the inner edge of the curb line.~~

~~5. The building to which a projecting sign is attached shall be 20 feet or more in width.~~

~~6. No projecting sign shall be permitted on the same street frontage along which there is a freestanding sign.~~

~~7. No projecting sign shall extend above the soffit, parapet, or eave line, as appropriate, of the building to which it is attached.~~

~~8. Projecting signs shall not be located at the intersection of building corners except at right angles to a building façade.~~

~~9. The message of projecting signs shall be limited to the name(s) of the establishment(s) located on the zone lot and/or the name of a multi-use development located thereon.~~

#### **E. Suspended Signs**

~~1. Permissible Zoning Districts: O&I, B-1, B-2, B-3, HM, and LM districts.~~

- ~~2. Suspended signs shall conform in size and appearance to existing signs under the same marquee or awning. Where there are none, new suspended signs shall be no more than 10 inches high and 3 feet long.~~
- ~~3. Maximum number of signs: one sign for a single occupancy building. For a multiple occupancy building, one sign for each occupant entrance.~~
- ~~4. Suspended signs shall clear the ground or sidewalk by at least nine feet.~~
- ~~5. Suspended signs shall not be illuminated.~~

#### **F. Identification Signs**

- ~~1. Permissible Zoning Districts: All residential zoning districts.~~
- ~~2. Maximum sign area: 32 square feet.~~
- ~~3. Maximum height: 8 feet.~~
- ~~4. Minimum setback: 10 feet from all property lines, except as authorized in subsection 5 below.~~
- ~~5. Ground mounted signs with the name of the residential or nonresidential subdivision or development may be located within a public road right-of-way on one side of the roadway entrance or in the roadway median provided that an encroachment agreement is obtained from the City or the North Carolina Department of Transportation and the sign does not exceed 42 inches in height.~~
- ~~6. Maximum number of signs: 1 per premises except that subdivisions may have one sign per vehicular entrance to the subdivision.~~
- ~~7. An identification sign may be mounted on a fence or wall that does not exceed 6 feet in height provided that the sign itself may not exceed the maximum sign area specified in subsection 2 above and the sign must be only an incidental part of the fence or wall.~~
- ~~8. Identification signs for residential subdivision and residential developments, if illuminated, shall be externally illuminated.~~

#### **G. Menu Signs**

1. ~~Permissible Zoning Districts: O&I, B-1, B-2, B-3, HM, and LM districts.~~
2. ~~Maximum sign area: 32 square feet.~~
3. ~~Maximum height if ground-mounted: 6 feet.~~
4. ~~Minimum setback from all property lines: 10 feet.~~
5. ~~Maximum number of signs per business establishment: 2.~~
6. ~~Menu signs shall be located so as not to be legible from a public street right-of-way or adjacent property.~~

#### **H. ~~Awning and Canopy Signs~~**

1. ~~Permissible Zoning Districts: O&I, B-1, B-2, B-3, HM and LM districts.~~
2. ~~Maximum sign area: 9 square feet.~~
3. ~~Maximum sign height: 12 inches.~~
4. ~~Maximum number of signs: one sign for a single-occupancy building. For a multiple-occupancy building, one sign for each occupant entrance.~~
5. ~~A sign attached to the underside of an awning or canopy is a suspended and subject to the requirements of subsection E above.~~

#### **I. ~~Marquee Signs~~**

1. ~~Permissible Zoning Districts: O&I, B-1, B-2, B-3, HM and LM districts.~~
2. ~~Maximum sign area: one square foot of sign area per linear foot of building frontage or a maximum of 160 square feet.~~
3. ~~Maximum number of signs: one marquee sign per premises. A marquee sign may be substituted for a standard wall sign but in no case shall there be both a marquee and wall sign on the same building wall.~~

4. ~~The height of a marquee sign shall not exceed the height of the marquee.~~

#### **J. ~~Mobile or Portable Signs~~**

1. ~~Mobile or portable signs (including A- and T-shaped signs) are prohibited except for the following:~~

(a) ~~Public event announcement signs in accordance with the requirements of Section 6-7.5, J.~~

(b) ~~Temporary signs announcing the grand opening of a new business and that comply with the requirements of Section 6-7.5, V.~~

(c) ~~In the B-1, Central Business District a mobile or portable A-shaped signs such as 'sandwich boards'/'A frame' shall be permitted, provided such signs shall not:~~

(1) ~~exceed 8 square feet (4 square feet per side) in total area per display surface with a maximum height of 48 inches,~~

(2) ~~exceed one sign per street frontage per business, displayed during normal business hours, and shall not impede vehicular view or pedestrian circulation along public streets or sidewalks.~~

2. ~~The Zoning Administrator shall require the removal of mobile or portable signs found to be in violation.~~

#### **K. ~~Professional or Occupational Signs or Name Plates; Incidental Signs~~**

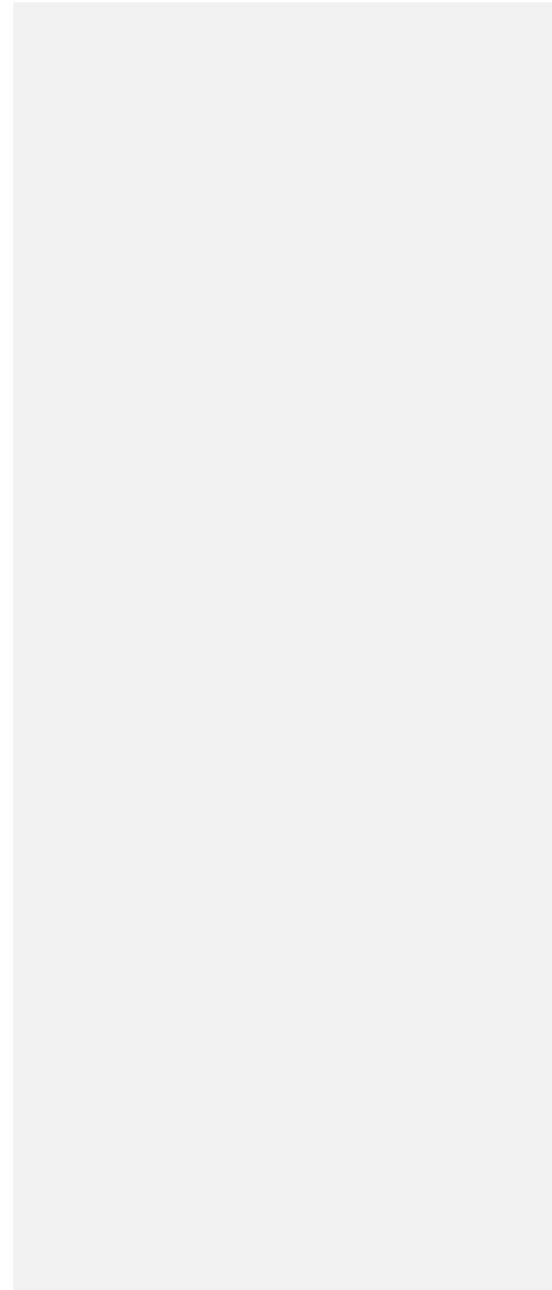
1. ~~Permissible Zoning Districts: All zoning districts.~~

2. ~~Maximum sign area: 3 square feet.~~

3. ~~Maximum height: 30 inches if ground mounted, signs in this category may also be mounted flush against the structure.~~

4. ~~Minimum setback: No sign shall be located within a street right-of-way. However, in any area in which a curb or the edge of the street pavement lies less than 5 feet from a street right-of-way, no on-premises sign shall be located closer than 5 feet to such right-of-way.~~

~~5.—Maximum number of signs per establishment: 4~~



**Table 6-7.1 Summary Table of Sign Requirements by Type of Sign**  
(amended July 7, 2019)

<b>Sign Type</b>	<b>Permissible Zoning Districts</b>	<b>Maximum Number of Signs</b>	<b>Maximum Sign Area</b>	<b>Maximum Sign Height</b>
Outdoor Advertising (Billboards)*	HM, LM, within 400' of an interstate	1,000 ft. minimum separation required	400 sq. ft.	60 ft.
On-premises	O&I, B-2, B-3, HM, & LM  B-1 only if off-street parking is available on-site	1 per street frontage	B-1: 48 sq. ft. B-3: 60 sq. ft. O&I, B-2, HM, & LM: 200 sq. ft. or 300 sq. ft. if within 400 ft. of interstate	B-1 & O&I: 12 ft. B-3: 20 ft. B-2, HM, & LM: 35 ft. or 60 ft. if within 400 ft. of interstate
Wall	O&I, B-1, B-2, B-3, HM, & LM	1 per building wall  O&I: only on the front wall	1 sq. ft. of sign area per linear ft. of building wall or a maximum of 160 sq. ft.	May not exceed the building height
Projecting	O&I, B-1, B-2, B-3, HM, & LM	1 per street frontage	16 sq. ft.	n/a
Suspended	O&I, B-1, B-2, B-3, HM, & LM	1 per occupant entrance	2.5 sq. ft.	10 inches
Identification	All residential zoning districts	1 per premises or 1 per subdivision entrance	32 sq. ft.	8 ft.
Menu	O&I, B-1, B-2, B-3, HM, & LM	2 per business establishment	32 sq. ft.	6 ft.
Awning or canopy	O&I, B-1, B-2, B-3, HM, & LM	1 per occupant entrance	9 sq. ft.	12 inches
Marquee	O&I, B-1, B-2, B-3, HM, & LM	1 per premises; may be substituted for a wall sign	1 sq. ft. of sign area per linear ft. of building frontage or a maximum of 160 sq. ft.	May not exceed the building height
Mobile or portable	O&I, B-1, B-2, B-3, HM, & LM	1 per premises	12 sq. ft.	4 ft.
Professional or Occupational Signs and Nameplates; Incidental Signs	All zoning districts	1 per establishment	3 sq. ft.	30 inches

\* Advertising signs shall also comply with the permit procedures and standards contained in Section 6-7.7, A and the current edition of the North Carolina Department of Transportation outdoor advertising manual.



---

## AGENDA ITEM #6B

Ordinance to Extend the Corporate Limits-  
Voluntary Contiguous Annexation-  
Kirkpatrick & Associates, LLC- N. First Street  
Townhomes

---

### Meeting Date

May 1, 2023

---

### Presenter

Lawson Brown, City Attorney

---

### Public Hearing

Yes  No

---

### Summary

The Council will consider the approval of an Ordinance to Extend the Corporate Limits as the next step in the annexation process. This is a contiguous annexation of +/- 30.55 acres located in Alamance County on N. NC Hwy 119. A Residential development is planned for this property.

---

### Background

At the April 3, 2023, Council Meeting, Council accepted the petition for annexation and the Clerk's certificate of sufficiency and adopted a Resolution setting a date of Public Hearing for May 1, 2023, to consider approval of extending Mebane's corporate limits. The Public Hearing Notice was properly advertised.

---

### Financial Impact

The property and improvements will be added to the ad valorem tax base for the City once the property is annexed as determined by the state statute.

---

### Recommendation

Staff recommends the adoption of an Ordinance to Extend the Corporate Limits of the City of Mebane, North Carolina.

---

### Suggested Motion

I make a motion to adopt an Ordinance to Extend the Corporate Limits of the City of Mebane, North Carolina to include the +/- 30.55 acres.

---

### Attachments

1. Ordinance
2. Map

AN ORDINANCE TO EXTEND THE CORPORATE LIMITS  
OF THE CITY OF MEBANE, NORTH CAROLINA

*Mail after recording to: City of Mebane, Attn: City Clerk, 106 E. Washington Street, Mebane, NC 27302*

Ordinance No. 160

WHEREAS, the City Council has been petitioned under G.S. 160A-31 to annex the area described below; and

WHEREAS, the City Council has by resolution directed the City Clerk to investigate the sufficiency of the petition; and

WHEREAS, the City Clerk has certified the sufficiency of the petition and a public hearing on the question of this annexation was held at the Glendel Stephenson Municipal Building at 6:00 p.m. on May 1, 2023, after due notice by the Mebane Enterprise on April 19, 2023; and

WHEREAS, the City Council finds that the petition meets the requirements of G.S. 160A-31;

NOW THEREFORE, BE IT ORDAINED by the City Council of the City of Mebane, North Carolina that:

Section 1. By virtue of the authority granted by G.S. 160A-31, the following described territory is hereby annexed and made part of the City of Mebane as of May 1, 2023:

Beginning at an existing iron pipe, being the northwest corner of Lot 5, of Plat entitled "Final Plat Subdivision of Property for Timothy David Farrar" as recorded in Plat Book 66, Page 281 in the Alamance County Register of Deeds, and in the eastern property line of Oakwood Apartments; said pipe being N 20°47'06" W, 244.41 feet from an existing iron pipe, being the western common corner of Lot 4 and 5 of said subdivision;

Thence from said beginning, along the eastern property line of Oakwood Apartments, Lots 73 through 76 of Plat entitled "Section One, Forest Ridge Subdivision" as recorded in Plat Book 21, Page 72, John Redner, and Joseph H. Call and wife, Sara L. Call, N 20°14'55" W, 1093.33 feet to a calculated point, a corner with Joseph H. Call and wife, Sara L. Call; thence continuing along the property of Joseph H. Call and wife, Sara L. Call, N 09°20'19" W, 859.53 feet to an existing iron pipe; thence along the southern property line of Joseph H. Call and wife, Sara L. Call, Brighton Associates, and Anne R. Manuel Heirs, ETAL, N 81°30'27" E, 560.20 feet to a calculated point in the center of N.C. Highway 119, (N. First Street), said point being N 81°30'27" E, 37.55 feet from an existing iron stake being the southeast corner of Anne R. Manuel Heirs, ETAL, thence following the centerline of N.C. Highway 119 the following courses and distances, S 28°56'25" E, 806.22 feet to a calculated point, thence along a curve to the right with a chord bearing S 21°36'55" E, chord distance 249.82' and radius 973.65' to a calculated point, thence along a curve to the right with a chord bearing S 01°03'45" W, chord distance 469.54 feet and radius 813.84 feet to a calculated point, thence S 17°41'05" W, 251.05 feet to a calculated point, thence along a curve to the left with a chord bearing S 01°56'34" W, chord distance 146.26 feet

and radius 475.61 feet to a calculated point, in the center of N.C. Highway 119, and being a corner with Lot 5 of said Plat Book 66, Page 281, being N 69°03'05" E, 64.47 feet from a new iron pin in the line of said Lot 5, thence from the calculated point along the property of said Lot 5, S 69°03'05" W, 458.73 feet to the beginning and containing 30.55 Acres more or less which includes 1.37 Acres more or less lying within the right of way of N.C. Highway 119.

Section 2. Upon and after May 1, 2023 the above-described territory and its citizens and property shall be subject to all debts, laws, ordinances and regulations in force in the City of Mebane and shall be entitled to the same privileges and benefits as other parts of the City of Mebane. Said territory shall be subject to municipal taxes according to G.S. 160A-58.10.

Section 3. The Mayor of the City of Mebane shall cause to be recorded in the office of the Register of Deeds of Alamance County and in the office of the Secretary of State at Raleigh, North Carolina, an accurate map of the annexed territory, described in Section 1 above, together with duly certified copy of this ordinance. Such a map shall also be delivered to the Alamance County Board of Elections as required by G.S. 163-288.1.

Adopted this 1<sup>st</sup> day of May, 2023.

City of Mebane

\_\_\_\_\_  
Ed Hooks, Mayor

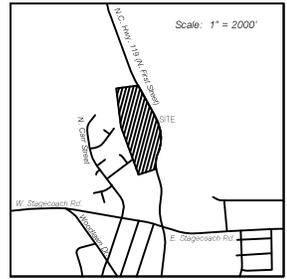
ATTEST:

\_\_\_\_\_  
Stephanie W. Shaw, City Clerk

Approved as to form:

\_\_\_\_\_  
Lawson Brown, City Attorney

Vicinity Map



Property Information:

Owner: Kirkpatrick & Associates, LLC  
 Owner Address: 4004 Barrett Drive Ste 204  
 Raleigh, NC 27609  
 Site Address: North First Street, Mebane, NC 27302  
 D.B. 4283 PG. 929  
 Parcel ID: 166595  
 GPIN: 9816907457  
 Zoning: R-8

- LEGEND**
- Existing Iron Pipe (EIP)
  - New Iron Pipe (NIP)
  - Property Line
  - - - - - Adjoiner's Property Line
  - - - - - Right of Way Line
  - ⋆ Calculated Point (CP)
  - ⊙ Sanitary Sewer Manhole (SSMH)
  - ⊖ Overhead Utility Lines
  - Utility Pole (with Guy Wire)

Curve	Chord Bearing	Chord	Radius	Length
C1	S 21°36'55" E	249.82	973.65	250.51
C2	S 01°03'43" W	469.54	813.84	478.31
C3	S 01°56'54" W	146.26	475.61	146.85

GPIN: 9816907457  
 30.55 Acres± Total  
 1.37 Acres± within R/W

**Note:**  
 - Purpose of this plat is for the annexation of existing Tax Parcel, PIN: 9816907457, which the boundary survey of said parcel is shown hereon.  
 - Total Area to be Annexed into the City of Mebane; 30.55 Acres,  
 Total Area includes 1.37 Acres± within the Right of Way of NC Hwy 119, (N. First Street)

Charles B. Harris,  
 Frank C. Harris  
 and  
 Susan Harris Weatherstone  
**D.B. 1477 PG. 1**  
 GPIN: 9826008758

**SURVEYOR'S CERTIFICATION**

I, Randall K. Page, certify that this plat was drawn under my supervision from an actual survey made under my supervision (see description recorded in Book 4283, Page 929); that the boundaries not surveyed are clearly indicated as drawn from information found in adjoining deeds and plats and referenced hereon; that the ratio of precision as calculated is 1:10,000; that this plat was prepared in accordance with G.S. 47-30 as amended; and more specifically, this survey falls under the following:  
 - G.S. 47-30  
 (f) (1) c.1. - That this survey is of an existing parcel or parcels of land and does not create a new street or change an existing street.  
 (j) The provisions of this section shall not apply to boundary plats of State lines, county lines, areas annexed by municipalities, nor to plats of municipal boundaries, whether or not required by law to be recorded.

Witness my original signature, registration number and seal this 7th day of November, A.D., 2022.

Professional Land Surveyor L-4566



**CITY OF MEBANE PLANNING DIRECTOR CERTIFICATION:**

This tract of land is within the City of Mebane's jurisdiction. No approval is required of the Planning Board or City Council.

City of Mebane Planning Director \_\_\_\_\_ Date \_\_\_\_\_

State of North Carolina  
 County of Alamance  
 \_\_\_\_\_ Review Officer of Alamance County, certify that the map or plat to which this certification is affixed meets all statutory requirements for recording.

Review Officer \_\_\_\_\_  
 Date \_\_\_\_\_

**Final Plat  
 City of Mebane Corporate Limits Extension  
 Voluntary Contiguous Annexation**

Melville Township, Alamance County, North Carolina  
 Randall K. Page L-4566  
 Firm License Number C-664



GRAPHIC SCALE 100 0 50 100 (IN FEET)

**BOSWELL SURVEYORS, INC.**

505 East Davis Street  
 Burlington, NC 27215  
 336.227.8723 (phone)  
 336.222.9917 (fax)  
 boswellsurveyors.com

Date: 10/24/2022

Scale: 1" = 100'

Drawn By: RKP

Job No.: 22-432-200

- Notes:**
- 1) No title search was performed by this firm during the course of this survey.
  - 2) The property shown hereon is subject to all easements of record affecting same.
  - 3) This firm makes no guarantee as to the existence or location of any burial sites, underground improvements, or utilities across this property. Any underground utilities or improvements shown hereon have been located from visible evidence and available information.
  - 4) No internal inspection of this property was made by this firm during the course of this survey.
  - 5) Areas are calculated by coordinate geometry.
  - 6) No geodetic monuments were found within 2000' of the subject property.

Oakwood Apartments, Ltd.  
**D.B. 449 PG. 103**  
 GPIN: 9815887926  
 Zoned: R-8

Final Plat  
 Subdivision of Property for  
 Timothy David Farrar  
**P.B. 66 PG. 281**

GPIN: 9815999387  
 Zoned: R-20

Joseph H. Call  
 and wife,  
 Sara L. Call  
**D.B. 520 PG. 87**  
 GPIN: 9816819724  
 Zoned: R-8

Section 3  
 Forest Ridge Subdivision  
**P.B. 29 PG. 29**

John Redner  
**D.B. 3858 PG. 183**  
 GPIN: 9816902289  
 Zoned: R-12

Section One  
 Forest Ridge Subdivision  
**P.B. 21 PG. 72**

(177)  
 GPIN: 9816902073  
 Zoned: R-12

(176)  
 GPIN: 9816904009  
 Zoned: R-12

(175)  
 GPIN: 9815994978  
 Zoned: R-12

(174)  
 GPIN: 9815995825  
 Zoned: R-12

(173)  
 GPIN: 9815996615  
 Zoned: R-8

Oakwood Apartments, Ltd.  
**D.B. 449 PG. 103**  
 GPIN: 9815887926  
 Zoned: R-8

Final Plat  
 Subdivision of Property for  
 Timothy David Farrar  
**P.B. 66 PG. 281**

GPIN: 9815999387  
 Zoned: R-20



---

## AGENDA ITEM #7

### NCIC Transload Rail Facility

---

#### Meeting Date

May 1, 2023

---

#### Presenters

David Putnam, Alamance Chamber  
Lawson Brown, City Attorney  
Daphna Schwartz, Finance Director

---

#### Public Hearing

Yes  No

---

#### Summary

Brian Hall and David Putnam are requesting financial support from Council for the proposed NCIC Transload Rail Facility located at GPIN 9815147486, on Lake Latham Rd. The request is for \$300,843 to support one-half of a project shortfall. \$2,600,000 was appropriated to the City of Mebane in 2021-2022 FY Certified Budget by the Appropriations Committee (S.L. 2021-180; H52, Item 530) (Attachment 1).

---

#### Background

The NCIC Transload Rail Facility has been in planning stages since Cambro's recruitment to Mebane and North Carolina Industrial Center (NCIC) (~2015). From its inception, the project has evolved and generated additional interest from industries, partners, and other jurisdictions. The NCIC Transload Rail Facility is scheduled to be managed by a new non-profit organization. The goal of this organization will be to keep costs low in order to enhance access and utilization from industry partners within the geographic area. Excess revenues would be reinvested into the NCIC Transload Rail Facility in order to enhance service delivery and expand capacity. Additionally, the new nonprofit entity will be responsible for owning, operating, and maintaining the facility. The make-up of the board managing the non-profit is to be determined. Of all potential entities explored, the nonprofit structure fits the model for this facility best and as agreed upon by core rail involved stakeholders such as North Carolina Railroad and Norfolk Southern.

This asset would be unique and the first of its kind in North Carolina, adding to the competitive advantage of Mebane and NCIC. The NCIC Transload Rail Facility is further supported by letters of support from industry partners (Attachment 2) that intend to utilize the facility when it is operational.

In 2020, State Legislators recognized the value of this asset as well, and in the 2021-2022 FY Certified Budget, \$2,600,000 was appropriated to the City of Mebane in support of the NCIC Transload Rail Facility (Attachment 1). As a result of COVID-19, construction cost inflations impact, the project budget increased to \$3,201,686, and it now faces a \$601,686 shortfall.

The request for the Mebane City Council to consider is for appropriating \$300,843 towards the facility. The Alamance County Commissioners unanimously approved the agreement at its second meeting in April, 2023.

---

**Financial Impact**

Appropriate fund balance of \$300,843.

---

**Recommendation**

Staff recommends support of the request.

---

**Suggested Motion**

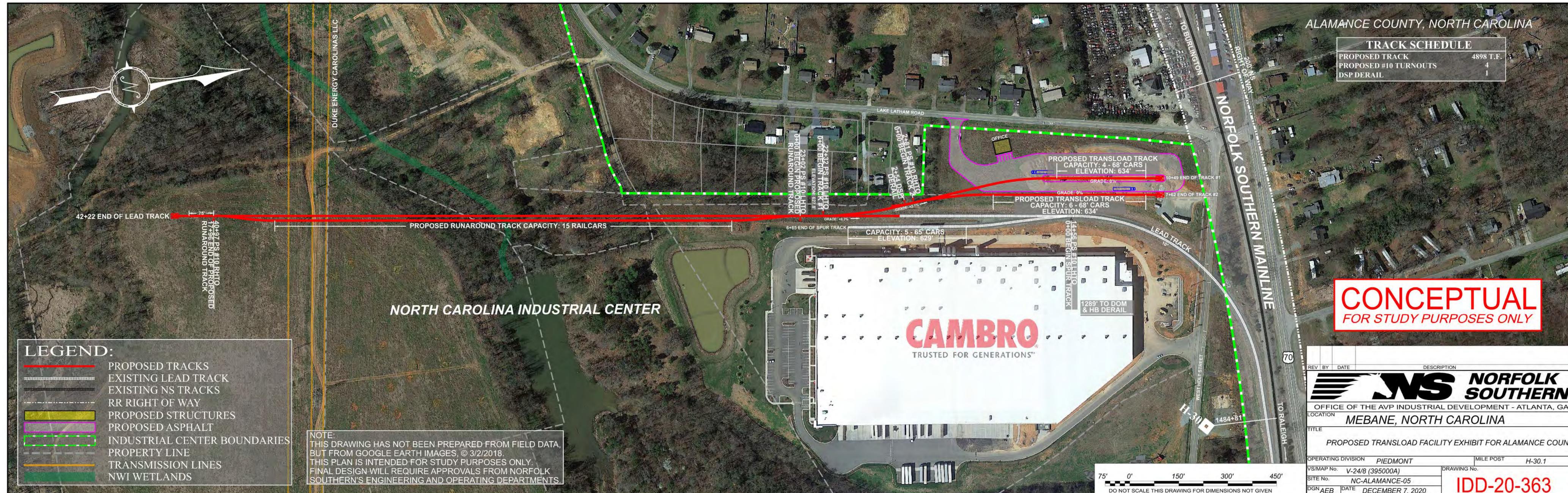
Motion to approve the Grant Project Ordinance and related FY22-23 Budget Amendment Ordinance.

---

**Attachments**

1. NCIC Transload Rail Facility Design and Budget
2. Agreement
3. Grant Project Ordinance
4. FY22-23 Budget Amendment Ordinance
5. PowerPoint Presentation Slides

TRACK SCHEDULE	
PROPOSED TRACK	4898 T.F.
PROPOSED #10 TURNOUTS	4
DSP DERAIL	1



**CONCEPTUAL**  
FOR STUDY PURPOSES ONLY

**LEGEND:**

	PROPOSED TRACKS
	EXISTING LEAD TRACK
	EXISTING NS TRACKS
	RR RIGHT OF WAY
	PROPOSED STRUCTURES
	PROPOSED ASPHALT
	INDUSTRIAL CENTER BOUNDARIES
	PROPERTY LINE
	TRANSMISSION LINES
	NWI WETLANDS

**NOTE:**  
THIS DRAWING HAS NOT BEEN PREPARED FROM FIELD DATA, BUT FROM GOOGLE EARTH IMAGES, © 3/2/2018. THIS PLAN IS INTENDED FOR STUDY PURPOSES ONLY. FINAL DESIGN WILL REQUIRE APPROVALS FROM NORFOLK SOUTHERN'S ENGINEERING AND OPERATING DEPARTMENTS.

REV	BY	DATE	DESCRIPTION
<b>NORFOLK SOUTHERN</b>			
OFFICE OF THE AVP INDUSTRIAL DEVELOPMENT - ATLANTA, GA.			
LOCATION <b>MEBANE, NORTH CAROLINA</b>			
TITLE <b>PROPOSED TRANSLOAD FACILITY EXHIBIT FOR ALAMANCE COUNTY</b>			
OPERATING DIVISION			MILE POST
PIEDMONT			H-30.1
VS/MAP No.		DRAWING No.	
V-24/B (395000A)		NC-ALAMANCE-05	
SITE No.		DATE	
NC-ALAMANCE-05		DECEMBER 7, 2020	
DGN AEB		<b>IDD-20-363</b>	





**Budget Update**  
**NCIC Transload Facility**  
**1/19/2023**  
**Total Cost**

Package	Description	Total Cost	Comments/Notes
01A	01A - Design / Preconstruction Services	\$134,314	
01B	01B - General Conditions	\$165,469	
01C	01C - General Requirements	\$48,643	
01F	01F - Permits	\$11,700	
11E	11E - Loading Dock Equipment	\$0	
13D	13D - Transload Office / Shipping & Receiving	\$0	
22A	22A - Plumbing	\$1,376	
26A	26A - Electrical	\$13,764	
31A	31A - Earthwork / Grading / Storm Drainage	\$836,853	
32A	32A - Paving / Curb & Gutter	\$528,339	
32B	32B - Site Concrete	\$62,049	
32D	32D - Fencing	\$55,949	
32E	32E - Landscaping & Irrigation	\$42,606	
32G	32G - Railroad steel and rail ties	\$862,349	
32H	32H - Real Estate Acquisition	\$438,275	
<b>Cost of the Work - Transload Facility Total</b>		<b>\$3,201,686</b>	
<b>Breakdown Description</b>			
	Labor	\$178,286	
	Material	\$1,434	
	Subcontract	\$2,648,988	
	Equipment	\$26,240	
	Other	\$346,738	
<b>Applied Costs for the Work</b>		<b>\$3,201,686</b>	
<b>Project Total</b>		<b>\$3,201,686</b>	

**NORTH CAROLINA  
ALAMANCE COUNTY**

**AGREEMENT**

This Agreement is made as of the date of the last signature to the same, by and between SAMET CORPORATION, a North Carolina Corporation (SAMET or COMPANY), NCIC RAILROAD, INC., a North Carolina not-for-profit Corporation (NCICRR), CITY OF MEBANE, a North Carolina municipality (MEBANE), and ALAMANCE COUNTY, a North Carolina body politic (COUNTY).

**RECITALS**

- A. SAMET has developed and is developing an industrial park located in Mebane, Alamance County, North Carolina, known as the North Carolina Industrial Center (NCIC).
- B. NCICRR is a North Carolina not-for-profit corporation formed by SAMET for the purpose of acquiring, constructing, owning, maintaining and operating a rail road transload facility (FACILITY) to allow for rail deliveries to a facility for transloading to vehicles, various materials for use in commercial/industrial uses.
- C. The State of North Carolina (STATE) has appropriated a grant to MEBANE in the amount of \$2,600,000 for the funding of a transload facility as a grant for MEBANE, said grant to be administered by MEBANE (STATE GRANT).
- D. MEBANE and COUNTY have agreed to provide the additional funding by grant to SAMET for the construction of FACILITY in the amount of \$601,686, to be paid \$300,843 each by MEBANE and COUNTY.
- E. The grants by MEBANE and COUNTY are made under the authority of North Carolina General Statutes 160A-20.1, 158-7.1 and 158-7.2, as construed by the North Carolina Supreme Court in its opinion in *Maready v. The City of Winston-Salem, et. al*, 342 N.C. 708 et seq.
- F. FACILITY will involve new capital investment (including, building, machinery, and equipment) of approximately Three Million Two Hundred One Six Hundred and Eighty-Six Dollars (\$3,201,686.00) per the schedule in Exhibit "A".
- G. COUNTY and MEBANE find that in order to aid and encourage the construction of FACILITY in the NCIC, it is necessary and desirable to assist and reimburse the Company for a portion of its land purchase, construction costs and equipment costs.
- H. MEBANE and COUNTY find that reimbursing SAMET for a portion of its construction and equipment costs serves a public purpose and potentially will increase the taxable property base for COUNTY and MEBANE and help create an enhancement to local existing and future

industries by the Completion Date, all of which will result in an added and valued benefit to the taxpayers of the COUNTY and MEBANE.

**NOW THEREFORE, IN CONSIDERATION OF THE MUTUAL COVENANTS AND CONDITIONS STATED HEREIN,** and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

#### **SECTION 1. RESPONSIBILITIES**

- 1.1. NCICRR and SAMET shall be responsible for all phases of the PROJECT to include planning, design, property acquisition, maintenance and continuous operation of FACILITY.
- 1.2. MEBANE and COUNTY shall be responsible for payments of the \$300,843 each as a grant, to be paid upon approval by the governing bodies and the receipt of all final governmental approvals and satisfactory evidence of permitting and/or agreements with NORTH CAROLINA RAILROAD (NCRR) and NORFOLK SOUTHERN RAILWAY (NSRW). The funds shall be paid quarterly by MEBANE to SAMET based upon verified costs expended and construction progress. MEBANE shall disburse the STATE GRANT as herein provided. The first monies shall be paid from the STATE GRANT. (Upon exhaustion of the STATE GRANT, COUNTY shall pay its funding to MEBANE for disbursement to SAMET.)
- 1.3. NCICRR and SAMET shall be responsible for the administration of all grant funds paid or referenced in this Agreement, including any State grant funds. NCICRR and SAMET agree to indemnify and to hold the COUNTY and MEBANE harmless from any and all liability arising from the administration of grant funds and construction of the FACILITY, including, without limitation, attorney's fees.

#### **SECTION 2. PROJECT DELIVERY REQUIREMENTS**

- 2.1. NCICRR and SAMET shall prepare the plans and specifications for the required work and secure all approvals including any zoning approvals and special use permits. All work shall be performed in accordance with all applicable federal, state and local laws, ordinances, rules, policies and procedures. In addition, the work shall comply with the requirements of the NCRR and NSRW.
- 2.2. Upon completion of the PROJECT, NCICRR shall be responsible for all operations of the FACILITY in accordance with the requirements of NCRR and of NSRW.
- 2.3. At no time, shall SAMET or NCICRR encumber, or attempt to encumber, FACILITY with debt or convey the same to a third party without the written consent of MEBANE and COUNTY.

### **SECTION 3. COSTS AND FUNDING**

- 3.1. MEBANE and COUNTY shall grant to SAMET and NCICRR a maximum of \$300,843 for this project. NCICRR and/or SAMET will pay all costs to complete the FACILITY. In the event that the cost to construct FACILITY is less than Three Million Two Hundred One Thousand Six Hundred Eighty-Six Dollars (\$3,201,686.00), NCICRR and SAMET shall reimburse MEBANE and COUNTY equally for the difference between the paid amount and the actual cost.
- 3.2. MEBANE shall grant to NCICRR and/or SAMET a maximum of \$2,600,000 from the STATE GRANT upon approval of the Agreement to be disbursed as above stated.
- 3.3. All payments by MEBANE and COUNTY are subject to all the provisions of this Agreement as herein provided including, but not limited to, availability of funds under Section 15.

### **SECTION 4. INSPECTION**

During the performance of the Agreement, SAMET agrees to allow representatives of MEBANE and/or COUNTY to enter upon its property during normal business hours upon forty-eight hours prior notice for the purpose of confirming the quality and progress of new construction.

### **SECTION 5. CANCELLATION**

If, prior to MEBANE and/or COUNTY expending monies, for any reason whatsoever NCICRR or SAMET choose not to make the above referenced investments and to cancel this Agreement, they may do so by providing written notice. Upon such notification, this Agreement shall be cancelled and all of its terms and conditions shall become void. If, however, the SAMET chooses not to make the above referenced investment and MEBANE or COUNTY has expended funds, SAMET shall promptly return the government funds paid by COUNTY and MEBANE.

### **SECTION 6. ACCOUNTING**

SAMET and NCICRR agrees, upon request of MEBANE and/or COUNTY, to make full and accurate accounting of all expenditures and construction and acquisition of equipment referenced above as required by this Agreement upon completion of total investment and the granting of the Final Certificate of Occupancy. SAMET and NCICRR shall make such accounting as is necessary to verify construction costs.

### **SECTION 7. NON-DISCRIMINATION**

SAMET AND NCICRR shall observe all federal, state and local laws, rules and regulations governing labor and employment, including E-Verify under and shall not discriminate against any person on the grounds of race, color, national origin, sex, age, or disability in the administration of this Agreement, nor shall any person be excluded from participation in, or be denied the benefits of,

any project constructed under this Agreement on the grounds of race, color, national origin, sex, age, or disability.

#### **SECTION 8. WAIVER**

A waiver of any provision of the Agreement must be in writing, designated as such, and signed by the party against whom enforcement of the waiver is sought. The waiver of a breach of any provision of the Agreement shall not operate or be construed as a waiver of any subsequent or other breach thereof.

#### **SECTION 9. STATUS OF PARTIES**

Nothing contained in this Agreement, shall be construed as establishing a partnership or joint venture relationship between the Parties. SAMET, NCICRR and their employees and representatives are independent contractors, solely responsible for its or their performance or non-performance under the Agreement and shall have no legal authority to bind COUNTY or MEBANE. Furthermore, no employee or contractor of SAMET or NCICRR will be construed as an employee of COUNTY or MEBANE should SAMET or NCICRR fail to maintain workers' compensation insurance as required by law.

#### **SECTION 10. MODIFICATION**

This Agreement may be modified only by a written amendment which must be approved by all parties hereto. The contractual commitments provided for herein and made by the parties hereto shall be deemed to continue into the future, survive and remain binding upon future elected and appointed officials to the full extent permitted under applicable law. This Agreement may be executed in counterparts separately with the resultant executed counterparts forming a single Agreement.

#### **SECTION 11. AUTHORITY AND COOPERATION**

The parties and each person executing this Agreement on behalf thereof represent and warrant that they have the full right and authority to enter into this Agreement, which is binding, and to sign on behalf of the party indicated, and are acting on behalf of themselves, the constituent members and the successors and assigns of each of them. The parties agree to reasonably assist one another in the defense of their individual obligations under this Agreement.

#### **SECTION 12. FORUM AND VENUE**

No provision of this Agreement may be invalidated, except by the Superior Court of Alamance County which shall have sole jurisdiction over any disputes which arise under this Agreement, or otherwise regarding the parties hereto, and further, venue shall be proper and shall lie exclusively in the Superior Court of Alamance County, North Carolina.

If any such court holds any provision of this Agreement, invalid or unenforceable, then:

- a. Such holdings shall not invalidate or render unenforceable any other provision of this Agreement;
- b. Such provision shall be construed as closely as possible to the parties' original intent in order to render such provision valid or enforceable, as applicable; and
- c. The remaining terms here, together with such reconstructive provision, shall constitute the parties' entire agreement hereof.

### **SECTION 13. ENTIRE AGREEMENT**

This Agreement sets forth the entire agreement between the parties and supersedes any and all other agreements on this subject between parties.

### **SECTION 14. CANCELLATION DURING CONSTRUCTION**

In the event that, prior to completion of FACILITY, MEBANE or COUNTY expend funds for any of the grants provided for in this Agreement whether for infrastructure or cash grants, and SAMET elects to cancel the Agreement or does not comply with its obligations to construct the FACILITY, SAMET agrees to fully reimburse MEBANE and COUNTY for any amounts received by SAMET through the date of such cancellation. SAMET shall reimburse MEBANE and COUNTY within thirty (30) days of such a cancellation or event of noncompliance, without written demand. In the event that SAMET fails to re-pay such amounts, MEBANE and COUNTY may recover the funds advanced under this Agreement, plus all the costs of collection, including, without limitation, reasonable attorney fees.

### **SECTION 15. FUNDS AVAILABILITY**

SAMET AND NCICRR acknowledge that MEBANE and COUNTY are governmental entities, and validity of this Agreement is based upon the availability of public funding under the authority of its statutory mandate. In the event that public funds are unavailable for the performance of MEBANE or COUNTY obligations under this Agreement, then this Agreement shall remain in full effect, provided, however, that the payment obligations of such shall be temporarily suspended, without penalty to MEBANE or COUNTY, immediately upon written notice to SAMET or NCICRR (as appropriate) of the unavailability of public funds. At such time as such public funds are again available, the payment obligations of MEBANE or COUNTY hereunder shall be deemed reinstated without necessity of further written agreement. It is expressly agreed that MEBANE and COUNTY shall not activate this "unavailability" provision for their convenience or to circumvent the requirements of this Agreement. In either event, the government entities agree that they will use best efforts to replace, through other sources available to them under law, funds due to SAMET, as soon as practical. In the event of a change in MEBANE and COUNTY'S statutory authority, mandate and/or mandated functions by State and/or Federal legislative or regulatory action, which adversely affects authority to continue obligations under this Agreement, then this Agreement shall be suspended without penalty to MEBANE or COUNTY upon written notice to SAMET of such limitations or change in the legal authority.

## **SECTION 16. AUTHORIZING DOCUMENTS**

At or prior to the execution of this agreement, SAMET and NCICRR shall provide to MEBANE and COUNTY current certificates of incumbency, resolutions of SAMET evidencing the SAMET's authority to execute this Agreement, Certificates of Good Standing from the appropriate government offices and such other documents as COUNTY or MEBANE may reasonably request.

## **SECTION 17. ASSIGNMENTS**

SAMET will not assign its rights under this Agreement without written consent of COUNTY and MEBANE. Such consent will not be unreasonably withheld but any entity assuming obligations under this Agreement will be bound by the entirety of its terms. No assignment granted under this section will relieve SAMET of its obligations under this Agreement.

## **SECTION 18. ANNUAL REPORTS**

The charges for use of the FACILITY to third party users shall be per a schedule approved annually by MEBANE and COUNTY.

SAMET and NCICRR shall give written annual report of receipts, disbursements and operations in form and substance acceptable to MEBANE and COUNTY, the first such report being due on the anniversary of final construction and on the same day of each subsequent year.

## **SECTION 19. ANNEXATION**

Notwithstanding anything to the contrary stated herein, 1) MEBANE and COUNTY shall have no obligation to make any payments until FACILITY is annexed into the City of Mebane, for which SAMET agrees to submit a petition for annexation with the submission of an application for a building permit; and 2) the obligations of MEBANE and ALAMANCE shall cease and terminate at the seven-year anniversary of this Agreement regardless of the status of SAMET's investment.

## **SECTION 20. NOTICES**

Any notices required by this Agreement shall be mailed to the following persons:

If to the County:  
Alamance County  
Attn: Manager  
124 West Elm Street  
Graham, NC 27253

With a copy to:  
Rik Stevens  
Alamance County Attorney  
124 West Elm Street

Graham, NC 27253

If to Mebane:

City of Mebane  
Attn: Chris Rollins, Manager  
106 E. Washington Street  
Mebane, 27302

With Copy to:

The Vernon Law Firm  
Attn: E. Lawson Brown, Jr.  
P.O. Drawer 2958  
Burlington, NC 27216-2958

If to Company:

NCIC RAILROAD, INC. AND SAMET CORPORATION  
Attn: Brain Hall  
309 Gallimore Dairy Road, Ste 102  
Greensboro, NC 27409

---

#### **SECTION 21. SEVEN YEAR OPERATION**

Upon completion, SAMET AND NCICRR agree to continually operate the FACILITY for a period of seven (7) years after issuance of a certificate of occupancy. Upon failure to operate the same during the said time frame SAMET shall, at the option of MEBANE, deed FACILITY to MEBANE free and clear of all liens, claims and encumbrances by deed in form and substance acceptable to MEBANE.

(SIGNATURES ON NEXT PAGE)

IN WITNESS WHEREOF, the parties hereto have made and executed this agreement as of the day and year first above written.

**“MEBANE”**

**CITY OF MEBANE**

**A municipal corporation of the State of North Carolina**

By: \_\_\_\_\_

Ed Hooks,  
Mayor, City of Mebane

*This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.*

\_\_\_\_\_  
*Daphna Schwartz, Mebane Finance Director*

\_\_\_\_\_  
*Date*

*Approved as to Legal Form and Sufficiency*

\_\_\_\_\_  
*E. Lawson Brown, Jr., Mebane City Attorney*

[Signatures Appear on Next Page]

IN WITNESS WHEREOF, the parties hereto have made and executed this agreement as of the day and year first above written.

**ALAMANCE COUNTY**

A political subdivision of the State of North Carolina

By: \_\_\_\_\_  
Heidi York  
Alamance County Manager

*This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.*

\_\_\_\_\_  
*Susan Evans, Alamance County Finance Officer*

\_\_\_\_\_  
*Date*

*Approved as to Legal Form and Sufficiency*

\_\_\_\_\_  
*Rik Stevens, Alamance County Attorney*

[Signatures Appear on Next Page]

IN WITNESS WHEREOF, the parties hereto have made and executed this agreement as of the day and year first above written.

NCIC RAILROAD, INC.

By: \_\_\_\_\_ (SEAL)

Name: \_\_\_\_\_

Title: \_\_\_\_\_

SAMET CORPORATION

By: \_\_\_\_\_ (SEAL)

Name: \_\_\_\_\_

Title: \_\_\_\_\_



## Grant Project Ordinance for the City of Mebane Transload Funds

**BE IT ORDAINED** by the city council of the City of Mebane, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project ordinance is hereby created on April 3, 2023:

Section 1: This ordinance is to establish a budget for a project to be funded by the North Carolina Operations Appropriations Act, Session Law (S.L.) 2021-180, as amended by S.L. 2021-189 and by the City of Mebane and Alamance County. The City of Mebane has received the total State allocation of \$2,600,000. The City of Mebane and Alamance County will each contribute \$300,843 to the project. The funds total \$3,201,686 and are to be used for a new transload facility.

Section 2: The City has elected to take the standard allowance, as authorized by 31 CFR Part 35.6(d)(1) and expend all its ARP/CSLFRF funds for the provision of government services.

Section 3: The following amounts are appropriated for the project and authorized for expenditure:

Appropriation	Budget Amount
Professional Services	
<i>Design/Preconstruction Services</i>	\$ 134,314
<i>General Conditions</i>	\$ 165,469
<i>General Requirements</i>	\$ 48,643
<i>Permits</i>	\$ 11,700
Professional Services Total	\$ 360,126
Varied Services	
<i>Plumbing</i>	\$ 1,376
<i>Electrical</i>	\$ 13,764
<i>Earthwork/Grading/Storm Drainage</i>	\$ 836,853
<i>Paving/Curb &amp; Gutter</i>	\$ 528,339
<i>Site Concrete</i>	\$ 62,049
<i>Fencing</i>	\$ 55,949
<i>Landscaping &amp; Irrigation</i>	\$ 42,606
<i>Railroad steel &amp; rail ties</i>	\$ 862,349
<i>Real Estate Acquisition</i>	\$ 438,275
Varied Services Total	\$ 2,841,560
Total Grant Project Budget	\$ 3,201,686

Section 4: The following revenues are anticipated to be available to complete the project:

State Funds:	\$2,600,000
City of Mebane Funds:	300,843
Alamance County Funds:	300,843
Total:	\$3,201,686

Section 5: The Finance Director is hereby directed to maintain sufficient specific detailed accounting records to satisfy the requirements of the grantor agency and the grant agreements.

Section 6: The Finance Director is hereby directed to report the financial status of the project to the governing board on a quarterly basis.

Section 7: Copies of this grant project ordinance shall be furnished to the Budget Officer, the Finance Director and to the Clerk to the City Council.

Section 8: This grant project ordinance is effective as of April 3, 2023 and expires when all the funds have been obligated and expended by the City, whichever occurs sooner.

I certify as follows: that the foregoing capital project ordinance was properly adopted at a meeting of the City Council of the City of Mebane, North Carolina; that this meeting was properly called and held on April 3, 2023; that a quorum was present and acting throughout this meeting; and that this resolution has not been modified or amended and remains in full effect as of today.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 202\_\_\_\_.

[SEAL]

\_\_\_\_\_

City Clerk

City of Mebane, North Carolina

BE IT ORDAINED by the Council of the City of Mebane that the Budget Ordinance for the Fiscal Year beginning July 1 2022 as duly adopted on June 6, 2022, is hereby amended as follows:

ARTICLE I

APPROPRIATIONS	Current Budget	Change	Revised Budget
General Fund - Non-Departmental	\$ 4,293,228	\$ 2,900,843	\$ 7,194,071

ARTICLE II

REVENUES	Current Budget	Change	Revised Budget
General Fund - All Other Revenues	\$ 980,785	\$ 2,600,000	\$ 3,580,785
General Fund - Appropriated Fund Balance	\$ 5,278,608	\$ 300,843	\$ 5,579,451

This the 3rd day of April, 2023.

100-9000-978	Transfer to CPO's	551,969.00	increasing
100-3990-000	Appropriated Fund Balance	(551,969.00)	increasing





✓

# North Carolina Industrial Center (NCIC) Transload Rail Facility

Monday, May 1, 2023

David Putnam

[david@alamancechamber.com](mailto:david@alamancechamber.com)



# Transload Rail Key Points

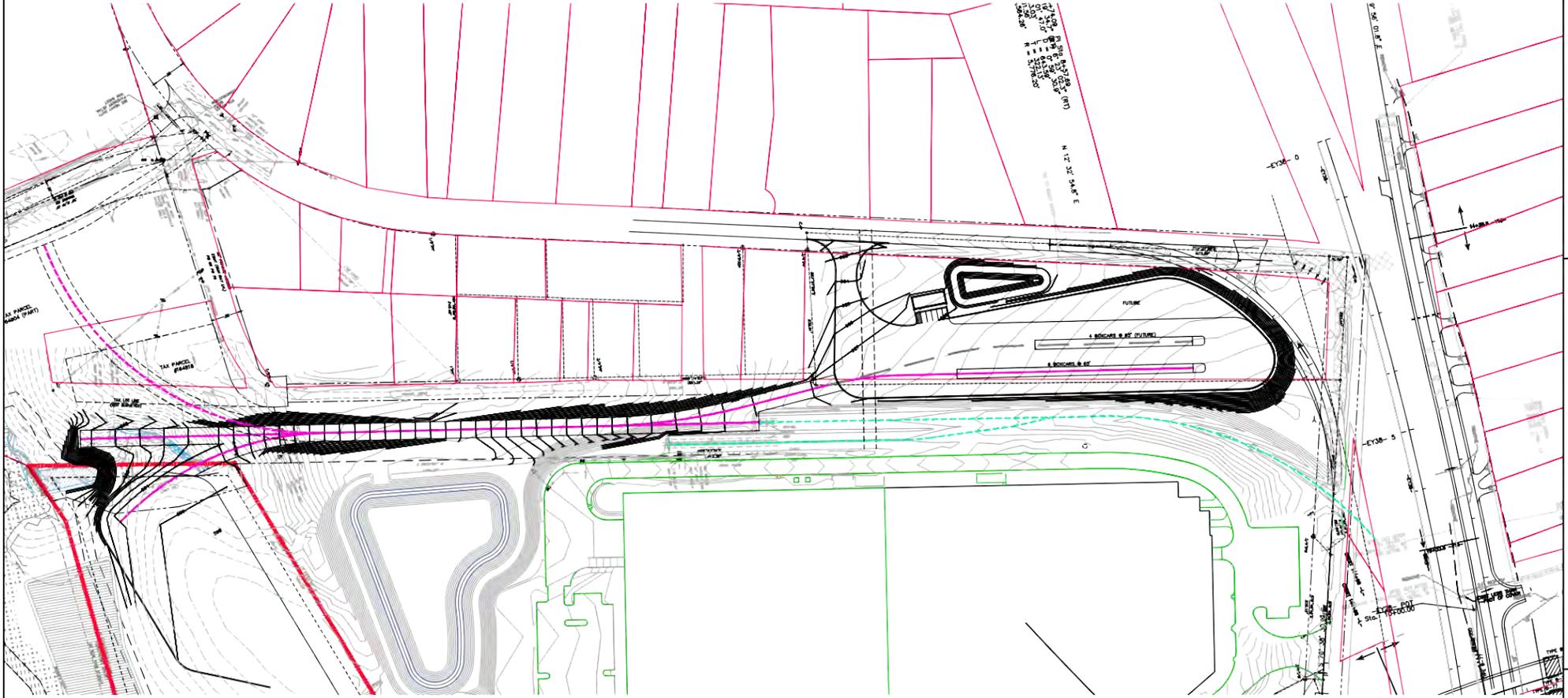
- Planning began 2015
- Managed by a non-profit that will own, operate, and maintain the facility.
- Keep costs low to enhance access and utilization
- Add to Mebane & Alamance's competitive advantage for industry growth
- Total Cost: \$3,201,686
  - \$2,600,000 Grant
  - \$300,843\* County of Alamance
  - \$300,843\* City of Mebane

\*Depend on majority board approval





**SAMET CORPORATION**  
 P.O. Box 8050  
 Greensboro, NC 27419  
 (800) 644-2800  
 FAX  
 (800) 644-2838



**PRELIMINARY SITE PLAN**  
**TRANSLOAD - NCIC**  
 MEBANE, NC.

REVISION	BY

DESIGN BY DR  
 CHECKED BY BH  
 DATE MAR. 30, 2022  
 SCALE 1/8"=1'-0"  
 SHEET NUMBER  
 SHEET TOTAL

THIS DRAWING IS THE PROPERTY OF SAMET CORPORATION AND IS NOT TO BE MODIFIED OR REPRODUCED IN PART OR WHOLE WITHOUT EXPRESSED WRITTEN PERMISSION. COPYRIGHT 2022.

# The Process & What Can Be Shipped

## HOW ARE PRODUCTS TRANSLOADED?



### FORKLIFT

For products like lumber, paper and palletized goods



### CONVEYOR

For bulk products like sand, soda ash, grains, flour and sugar



### PUMP/PNEUMATIC TRANSFER

For products like plastic pellets and liquids



### CRANE

For large, heavy products like steel beams, rebar, pipe and wind components



### FRONT-END LOADER

For products like rock, salt and other minerals and aggregates

## WHAT PRODUCTS CAN BE TRANSLOADED?



### HOUSEHOLD GOODS

Floor tiles, boxes, parcels, shoes, clothing, toys, furniture, appliances, electronics



### BUILDING MATERIALS

Lumber, pipe, metals, paper, rebar, metal coil, bricks



### OVERSIZED ITEMS

Transformers, wind turbine blades, machinery, military vehicles



### FOOD

Packaged food, canned goods, frozen food, produce, seafood, cheese, chocolate



### BEVERAGES

Beer, wine, tequila, orange juice



### LIQUIDS

Ethanol, biodiesel, diesel exhaust fluid (DEF), corn syrup, petroleum, LPG



### SMALL ITEMS

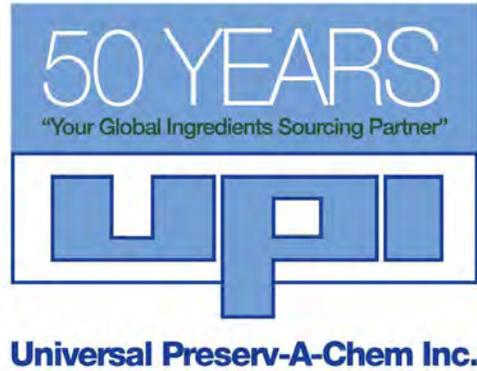
Sand, plastic pellets, soda ash, flour



### JUST ABOUT EVERYTHING ELSE

Paper, solar panels, waste, feed products, Christmas trees, paint, carpet, irrigation equipment, fibers, grains, minerals and so much more

# Potential Industry Users



# JABIL



# Transload Rail Facility Action Requested

- Action Requested:

**Motion to account for a \$300,843 Capital Project in FY 23-24 Budget for the NCIC Transload Rail Facility.**

Notes:

- \$2,600,000 appropriated to the City of Mebane in 2021-2022 FY Certified Budget by the Appropriations Committee (S.L. 2021-180; H52, Item 530).
- Facility to be located at GPIN 9815147486
- Local funds would be 50/50 split and the last utilized
- Construction activities reimbursement based (Pay App)





**City of Mebane  
Fiscal Year 2023 – 2024 Budget**

**INDEX**

[BUDGET MESSAGE](#)

[BUDGET SUMMARY](#)

[BUDGET](#)

[CAPITAL IMPROVEMENT PLAN FY 2024 – 2028](#)

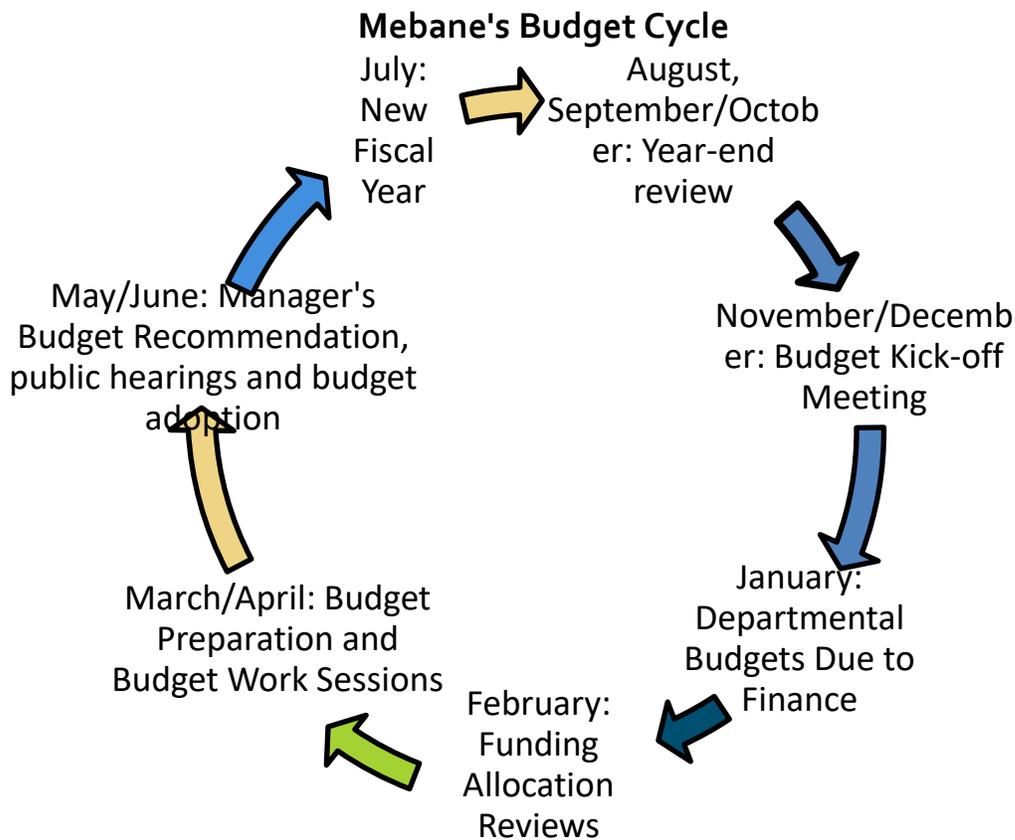
# BUDGET MESSAGE



## BUDGET DEVELOPMENT

Budgeting is a year-round activity in most municipalities. We are either preparing to start a new budget, analyzing, generating reports, and amending the current budget, or reporting on the most recent budget year. Most of the time, we do all these activities simultaneously. For example, preparations for the FY23-24 budget began in December 2022 with a special council meeting on December 5, and a budget kick-off on December 7 that included instructions to department heads regarding how to submit budget requests and an overview of the budget calendar. In January, department heads submitted their budget requests. In February, each department head met with the Manager, Assistant Manager, Finance Director, Human Resources Director, and Budget Accountant (the Budget Team) to review their submissions.

The first two budget work sessions on March 22 and March 30 allowed department heads to present their personnel and capital requests directly to the City Council. The third budget work session was held on April 17, focused on the overall budget and provided a summary of personnel and capital requests, as well as general economic conditions. The City Manager will present his recommended budget to the City Council on May 1. On June 5, a public hearing will be held as required by General Statute 159.12 (b). Also, on June 5, the Council will possibly approve the FY23-24 budget.





## BUDGET MESSAGE

---

May 1, 2023

The Honorable Ed Hooks, Mayor  
Members of the Mebane City Council

Dear Mayor Hooks and Mebane City Council,

Submitted for your consideration is the proposed budget for the fiscal year beginning July 1, 2023. This budget has been prepared in accordance with the North Carolina Local Government Budget and Fiscal Control Act (G.S. 159-8(a)). The budget is balanced and identifies all revenue and expenditure estimates for Fiscal Year (FY) 2023-2024 per G.S. 159-8(b).

Multiple factors influence the annual Fiscal Year 2023-2024 (FY 23-24) budget process, including the condition of the national, state, and local economies and the needs and wants identified in our community by the City Council, staff, advisory boards, and citizens. Considering the external effects of the economy and the needs identified for our community, the proposed budget represents a significant amount of careful consideration and study for the City to meet its obligations, fulfill its goals, and remain fiscally healthy.

The City has several significant capital projects to complete over the next several years to continue to meet obligations and goals. The projects include building Fire Station 4 and a new Police Facility, as well as completing one or more high-priority Recreation and Parks projects that are recommended as a result of the Recreation and Parks Master Plan update that will be completed in the Fall of 2023. These projects are estimated to cost a total of \$35 million. To put this in perspective, the current operating budget for the entire City is \$45,721,276 for FY 22-23.

One option to fund these projects is to borrow funds; however, this comes at a cost. When interest rates are low, borrowing for projects of this scale still costs millions of dollars in interest. In the current climate of rising interest rates, the goal is to keep borrowing to a minimum. The City is about one, three, and five years away from proceeding with the construction of Fire Station 4, a new Police Facility, and a substantial Recreation and Parks project, respectively. Now is the time to start saving for these projects in order to keep the cost of borrowing low.

Therefore, I am proposing a 0.38 cent per \$100 of assessed value tax rate for the City of Mebane.

I recommend allocating three cents of the tax rate for the construction of Fire Station 4, a new Police Facility, and at least one large-scale Recreation and Parks project, which will be identified when the Recreation and Parks Master Plan update is completed. If this tax rate is approved, a Restricted Capital Reserve Fund will be established to hold the earmarked funds for these capital projects. Based on current valuation estimates, three cents equals \$1,260,477 for FY 23-24. This increase will not eliminate the need for future borrowing, but it will significantly reduce the cost of borrowing. The proposed rate is higher than the revenue-neutral rate of 0.3421 cents and lower than the current tax rate of 0.47 cents.

I am also proposing a six percent increase in water and sewer rates to support the renovation of the Water Resource Recovery Facility and other significant capital needs. The Outside City rate is double the Inside City rate.

In preparing the FY 23-24 Budget, City staff strived to develop a proactive budget that will balance improving or maintaining current City programs and services with the development of new programs and projects. The tax increase will allow the City to improve services and programs to citizens' expectations while saving costs on long-term borrowing.

## Recommended Budget

<b>FY 23-24 Budget Highlights</b>	
General Fund Expenditures	\$33,059,522
Utility Fund Expenditures	<u>\$11,891,019</u>
Total Expenditures	\$44,950,541
Utility Capital Reserve Fund	<u>\$1,673,000</u>
	\$46,623,541
Property Tax Rate	\$0.38 per \$100 valuation <i>The rate has decreased 0.09 cents from FY 22-23</i> <i>The revenue neutral rate is 0.3421 cents</i>
Water Rates	<i>Inside City</i> \$7.56 per 1,000 gallons <i>Outside City</i> \$15.12 per \$1,000 gallons
Sewer Rates	<i>Inside City</i> \$8.12 per 1,000 gallons <i>Outside City</i> \$16.24 per 1,000 gallons <i>Water and Sewer Rates are 6% higher than FY 22-23</i>
Garbage/Recycling	\$8 per month per address <i>The rate is unchanged from FY 22-23</i>
Cost of Living Increase	6% <i>FY22-23 COLA was 3%</i> <i>FY21-22 COLA was 2% in July 2021 and 3% in March 2022</i>
Health Insurance Increase	0.016% <i>The increase from FY21-22 to FY22-23 was 20.32%</i>
Retirement Rate Increase	General 23.35%; Law Enforcement 24.54% <i>This is a 0.75% and 0.94% increase over FY 22-23</i> <i>Retirement rates are set by the N.C. State Treasurer</i>

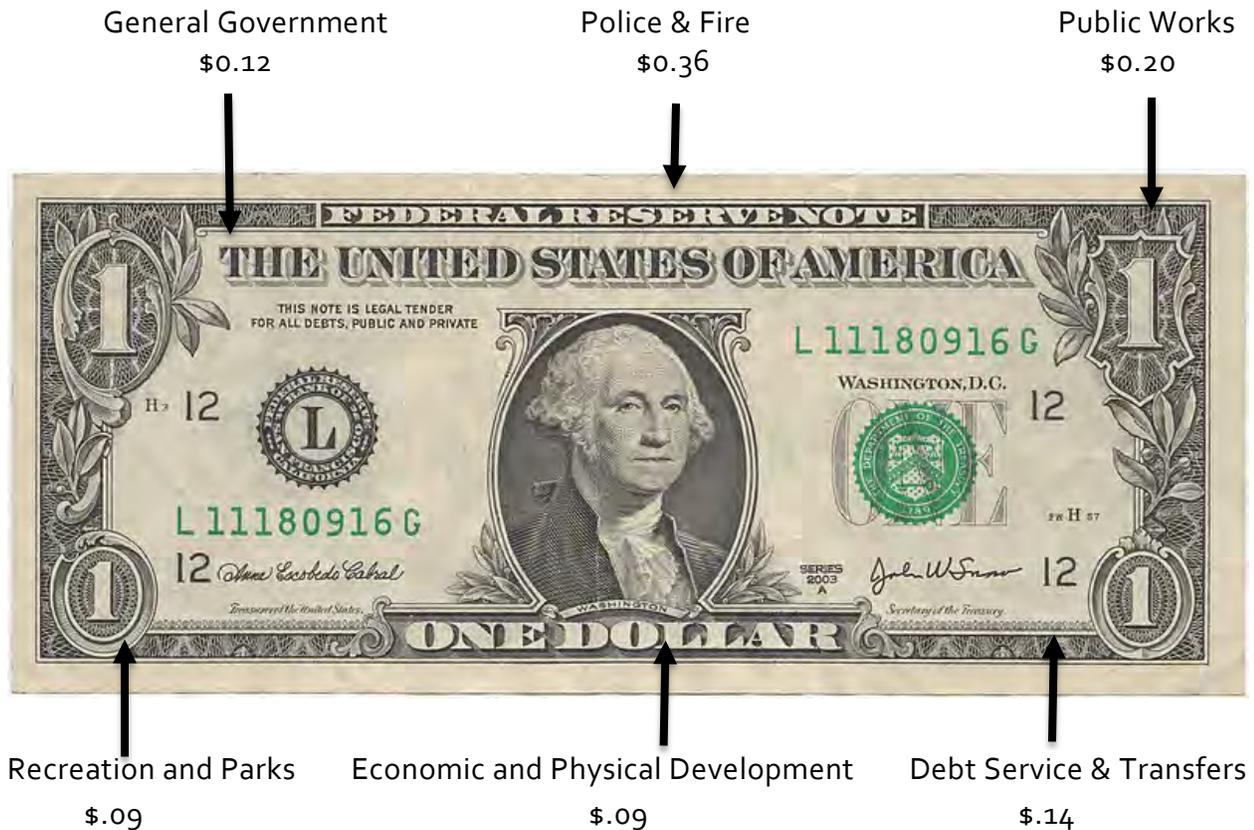
### General Fund

The General Fund accounts for resources not required legally or by sound financial management to be accounted for in other funds. The General Fund includes services that cannot be operated as a business enterprise and rely on property tax and other tax dollars as its primary source of revenue. The FY 23-24 Recommended Budget for the General Fund totals \$33,059,522, which is 16.9 percent higher than the FY 22-23 original budget and 2.6 percent higher than the current (amended) FY 22-23 budget as of May 1, 2023. The FY 22-23 original budget appropriated \$2,165,385 in fund balance, and the amended budget appropriated \$5,830,577 in fund balance.

## General Fund Expenditures

Mebane's population continues to grow at a rapid pace, with the 2020 Census showing a 56.21 percent increase in total population from 2010 to 2020. The new growth brings about increasing demands on City services. To keep pace with this demand for current services and provide new services, the City must provide the necessary resources in the budget. These resources include personnel, supplies, equipment, and investment in facilities and infrastructure, both old and new. The City of Mebane is dedicated to sound financial management and diligently evaluates all expenditures to maintain a responsible budget and to demonstrate good stewardship of public funds. The City's 16 General Fund departments and divisions can be grouped into six primary function areas. Over one-third of every dollar spent in the General Fund goes toward public safety, which includes police and fire services.

## General Fund Function per Dollar



Comparing the recommended FY 23-24 budget to the amended FY 22-23 budget reveals an increase of 2.6 percent year over year budgets differ by department depending on the number of one-time items included in the budget. Ongoing projects funded in the FY 22-23 budget that do not require additional funding in the recommended FY 23-24 budget at this time include Cates Farm Park Phase I, the Holt Street Greenway, Buckhorn traffic signalization, the Clay Street repair project, street lighting, and the Fiddler Stage to name a few of the large items. The budget for many departments decreased because Citywide IT expenditures were moved to the IT department, which accounts for part of the department's 57.0 percent increase year over year. Public Facilities and Recreation and Parks increased due to capital projects in the recommended FY 23-24 budget. The Council and Main Street Program budgets decreased because part or all of the budget was moved to the Non-Departmental budget.

<b>General Fund Expenditures by Type</b>					
<b>Type</b>	<b>FY 2021-2022 Actual</b>	<b>FY 2022-2023 Amended Budget</b>	<b>FY 2023-2024 Recommended Budget</b>	<b>Percent Change</b>	<b>FY22-23 Variance</b>
Personnel	\$10,654,813	\$14,034,974	\$16,413,723	16.9%	\$2,378,749
Operating	\$6,680,927	\$12,370,614	\$10,448,222	(15.5%)	(\$1,922,392)
Capital	\$2,467,577	\$4,018,046	\$4,347,060	8.2%	\$329,014
Debt Service	\$1,594,324	\$1,807,707	\$1,850,517	2.4%	\$42,810
<b>Total</b>	<b>\$21,397,641</b>	<b>\$32,231,341</b>	<b>\$33,059,522</b>	<b>2.6%</b>	<b>\$828,181</b>

General Fund Department Budgets					
Department	FY 2021-2022 Actual	FY 2022-2023 Amended Budget	FY 2023-2024 Recommended Budget	Percent Change	FY22-23 Variance
Council*	\$67,853	\$88,237	\$71,870	(18.5%)	(\$16,367)
Administration	\$931,899	\$1,249,653	\$1,426,869	14.2%	\$177,216
Finance	\$608,309	\$706,471	\$748,626	6.0%	\$42,155
IT**	\$628,711	\$1,059,288	\$1,663,401	57.0%	\$604,113
Economic Development	\$755,349	\$1,169,421	\$900,214	(23.0%)	(\$269,207)
Police	\$4,715,161	\$5,784,853	\$6,878,989	18.9%	\$1,094,136
Fire	\$3,104,123	\$5,567,664	\$4,971,465	(10.7%)	(\$596,199)
Planning	\$452,133	\$651,537	\$597,343	(8.3%)	(\$54,194)
Main Street Program*	\$65,195	\$221,535	\$0	(100.0%)	(\$221,535)
Inspections	\$859,380	\$878,139	\$961,283	9.5%	\$83,144
Engineering	\$451,488	\$445,500	\$445,500	0.0%	\$0
Public Works	\$2,438,053	\$3,813,553	\$3,304,438	(13.4%)	(\$509,115)
Public Facilities	\$594,765	\$913,699	\$1,271,578	39.2%	\$357,879
Sanitation	\$1,482,621	\$2,167,748	\$2,178,668	0.5%	\$10,920
Recreation and Parks	\$2,088,479	\$2,668,847	\$3,093,729	15.9%	\$424,882
Non-Departmental	\$2,154,122	\$4,845,197	\$4,545,549	(6.2%)	(\$299,648)
<b>Total</b>	<b>\$21,397,641</b>	<b>\$32,231,341</b>	<b>\$33,059,522</b>	<b>2.6%</b>	<b>\$828,181</b>

\*Some or all of the budget was moved to Non-Departmental in FY 23-24.

\*\* All citywide IT expenditures were moved to the IT department.

### General Fund Personnel Highlights

There were no requests for positions in the General Fund. However, all personnel costs increased due to a 6% cost of living adjustment, as well as merit and retirement increases. Additionally, FY23-24 includes the full year of funding for the six new firefighter positions approved for six months in the FY22-23 budget. Finally, the police department is implementing an employee incentive program that may cost up to \$150,000 in salary and benefit costs, including employment taxes and retirement.

### General Fund Capital Highlights

In order to continue providing outstanding services to the community, the City intends to continue investing in infrastructure and other capital needs during FY 23-24. More information about capital projects is located in the Capital Improvement Plan (CIP) section of the budget

document. Highlighted below are a few of the significant capital projects included in the FY 23-24 Recommended Budget. They are all related to General Fund activities and may be included in the General Fund budget or transferred to a capital project ordinance during the year. Debt will be issued to fund \$1,270,062 of rolling stock, which includes six police vehicles, a sidearm garbage truck, a dump truck, two pickup trucks, an excavator, a fire prevention vehicle, an ATV rescue vehicle, and a John Deere Gator. Information on the City's debt is included under debt schedules in the budget documents.

- *Woodlawn Parking Lot at Community Park - \$480,000*  
This will add up to 50 paved parking spots on the northwest side of the park, which enters and exits off Woodlawn Road.
- *Police Vehicles - \$413,058*  
The plan is to replace three vehicles and add three vehicles to the fleet to backfill the vehicles used by the new School Resource Officer positions.
- *Lake Michael Connector (along Lebanon Rd.) - \$375,000*  
This connector will join Kayak Court to the entrance of Lake Michael.
- *Garbage Truck - \$363,000*  
This garbage truck will replace the City's 2007 garbage truck.
- *Dump Truck - \$162,150*  
This dump truck will replace the City's 1993 dump truck.
- *Sidewalk – Crawford St. from N. First St. to N. Second St. - \$137,000*  
This estimate includes construction at \$125,000 and construction engineering inspection at \$12,000.
- *NC119 Wayfinding and entrance signs - \$100,000*
- *Fiber Installation to connect City facilities - \$95,702*

#### Outside Agencies

Outside agencies are a minor part of the budget appropriations; however, these agencies provide essential services and improved quality of life value for the citizens of Mebane.

- The Mebane Historical Museum has long been funded by the City to operate the museum and maintain a cultural record of the City's history. Museum staff requested a \$4,000 increase to help fund operations.
- The Alamance County Arts Council provides the City with Musical Chairs, art exhibits at the MACC, and public art sculptures. No increase was requested.
- The volunteer Train Group continues upgrading the Tommy Long Train Collection and has become a top-rated attraction. No increase was requested.

- The Alamance County Transportation Authority (ACTA) provides medical and human service transportation to Mebane residents. ACTA did not request an increase.
- United Way provides 211 services to our citizens who have emergency needs for housing, food, utilities, mental health issues, and other household needs. No increase was requested.

The year of transition for the Downtown Mebane Development Corporation will be ending soon; therefore, it has been added to the list of outside agencies receiving support.

Outside Agencies				
Agency	FY 2021-2022 Actual	FY 2022-2023 Amended Budget	FY 2023-2024 Recommended Budget	Percent Change
Mebane Historical Museum Subsidy	\$39,700	\$39,700	\$43,700	10%
Tommy Long Train Display	\$8,606	\$10,000	\$10,000	0%
Alamance County Arts Council	\$10,000	\$10,000	\$10,000	0%
ACTA Subsidy	\$6,500	\$6,500	\$6,500	0%
United Way 211	\$5,000	\$5,000	\$5,000	0%
Downtown Mebane Development Corp.	\$100,000	\$100,000	\$100,000	0%
<b>Total</b>	<b>\$169,806</b>	<b>\$171,200</b>	<b>\$175,200</b>	<b>2%</b>

## General Fund Revenues

### Ad Valorem Taxes

Property taxes constitute 56.7% of the City's estimated revenues for FY 23-24. The \$16,550,844 estimate includes real, personal (registered motor vehicle and non-registered motor vehicle, machinery, and equipment), and fire district taxes for the current year and prior year delinquent taxes expected to be collected and tax discounts for early payment. It is important to note the City has recommended a revenue-neutral tax rate for the fire district of 0.07 cents. The Alamance County Commissioners will ultimately set the tax rate.

The City of Mebane is situated in both Alamance and Orange Counties. For the tax year 2023, Alamance County has undergone a revaluation of the real property located within its boundaries. The County's last revaluation was completed for the tax year 2017, six years ago. The 2023 real estate market is drastically different from the 2017 market, and the revaluation results reflect this reality with an average increase of 79.4% in values of real property.

Each time a revaluation occurs, North Carolina State Statute requires local governments to calculate the revenue-neutral tax rate using a prescribed formula. The revenue-neutral tax rate is the rate the City would charge if the exact same amount of property tax revenue was budgeted in the upcoming year as was budgeted in the current year, taking natural growth into consideration. Natural growth includes growth within the boundaries of the City as of the last revaluation, so annexations are not included in the calculation.

The revenue-neutral tax rate is based on the City's total appreciated property valuation, not the property of property owners. Therefore, if a taxpayer's property value increases more than the City's on a percentage basis, then the taxpayer's bill will increase if the revenue-neutral rate or a rate higher than revenue neutral is adopted. An example is provided.

### Example of Revenue Neutral

**Year One:**

City A	Taxpayer 1	Taxpayer 2
City Tax Valuation = \$10,000,000	Home Valuation = \$200,000	Home Valuation = \$200,000
City Tax Rate = 0.30 per \$100		
<b>City Revenue = \$30,000</b>	<b>Tax Bill = \$600</b>	<b>Tax Bill = \$600</b>

**Year Two:**

City A	Taxpayer 1	Taxpayer 2
City Natural Growth Rate = 6.0%	Home Valuation = \$200,000	Home Valuation = \$200,000
City Tax Valuation = \$10,600,000 <i>(Increases 6% due to growth)</i>		
City Tax Rate = 0.30 per \$100		
<b>City Revenue = \$31,800</b>	<b>Tax Bill = \$600</b>	<b>Tax Bill = \$600</b>

**Year Three:**

City A	Taxpayer 1	Taxpayer 2
City Revaluation Year = \$15,900,000 <i>(Increases 50% due to revaluation)</i>	Home Valuation = \$400,000 <i>(Increases 100% due to revaluation)</i>	Home Valuation = \$250,000 <i>(Increases 25% due to revaluation)</i>
City Revenue Neutral Rate = 0.20 per \$100		
<b>City Revenue = \$31,800</b>	<b>Tax Bill = \$800</b>	<b>Tax Bill = \$500</b>

The tax bill for Taxpayer 1 increased because the value of their home increased more (100%) than the City's value (50%). The tax bill for Taxpayer 2 went down because the value of their home increased (25%) less than the City's value (50%).

The revenue-neutral tax rate for the City of Mebane is 0.3421. This takes into account an average growth rate since the last revaluation in the tax year 2021 of 7.16%. The estimated total property tax valuation for the City is \$4,218,464,103. After adjusting for a collection rate of 99.6%, the estimated property tax revenue for the tax year 2023, using the revenue-neutral tax rate, is \$14,372,186. However, a 0.38 cent tax rate is recommended, which is estimated to yield \$15,966,043 after taking the collection rate into consideration. Three cents of the tax rate is recommended to be set aside in a Restricted Capital Reserve Fund for the construction of Fire Station 4, a new Police Facility, and at least one significant Recreation and Parks project.

### Local Option Sales Tax

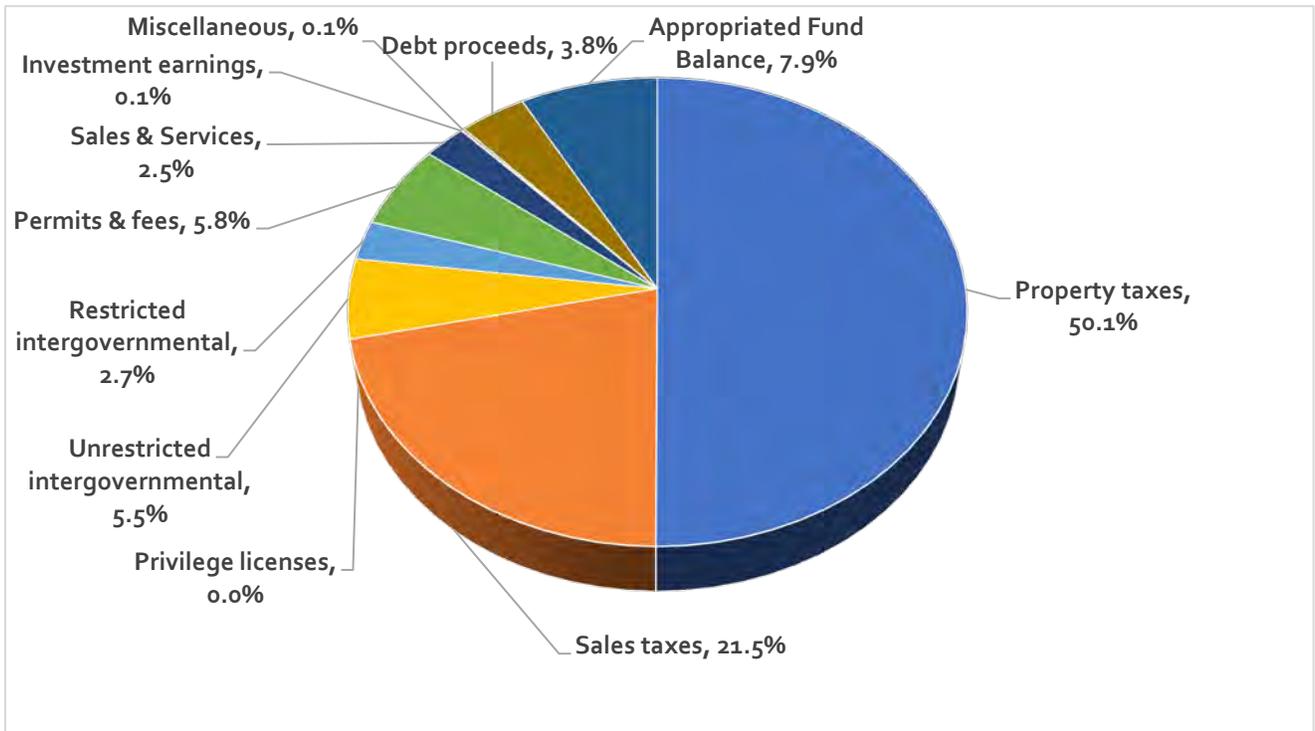
Sales tax represents the City's second-largest revenue source in the General Fund at an estimated \$7,107,700 million (25.8 percent). The State of North Carolina collects sales tax and distributes it to the local units. Sales tax revenues are distributed on a proportional population basis in Alamance and Orange Counties. The population growth in Mebane has allowed the City to increase its share of sales tax revenues. Sales tax revenues have increased over the past several years with a strengthened economy, the natural growth in Alamance and Orange Counties, and because the State expanded sales tax to include certain services. The positive trend continued into FY 22-23, and the City experienced a 13.7 percent year-over-year increase in sales tax. The FY 23-24 sales tax estimate reflects this positive trend, with a growth rate of 27.3 percent over the current budget and 13.7 percent over the end-of-year projections.

### Fund Balance Appropriation

Fund balance is, simply explained, the amount of assets in excess of liabilities in a given fund. These funds enable the City to meet financial obligations without interruptions due to uneven cash flow, generate investment income, eliminate the need for short-term borrowing, and provide a reserve of funds to respond to emergencies or opportunities. Occasionally, the City will use money from fund balance to cover one-time expenses such as specific capital items. The City evaluates any decision to use fund balance carefully and often plans the use in advance to ensure adherence to the City's Fund Balance Policy. The FY 23-24 Recommended Budget includes a fund balance appropriation of \$2,612,168 which will adhere to the City's Fund Balance Policy as long as the City adds approximately \$2,630,000 to the fund balance at the end of FY 22-23, based upon a reasoned, conservative projection. If that occurs, the appropriation will be at the maximum permitted by the policy, therefore leaving the unassigned fund balance at 50% of expenditures or \$16,529,761. As the City's population continues to grow, the Fund Balance Policy should be reevaluated to ensure it is appropriate considering the current fiscal and economic factors.

General Fund Revenues and Other Funding Sources					
	FY 2021-2022 Actual	FY 2022-2023 Amended Budget	FY 2023-2024 Recommended Budget	Percent Change	FY22-23 Variance
<b>Revenues</b>					
Property taxes	\$12,631,940	\$13,663,270	\$16,550,844	21.1%	2,887,574
Sales taxes	\$5,781,791	\$5,585,356	\$7,107,700	27.3%	1,522,344
Privilege licenses	\$805	\$1,000	\$900	(10.0%)	(100)
Unrestricted intergovernmental	\$1,901,684	\$1,750,005	\$1,822,100	4.1%	72,095
Restricted intergovernmental	\$1,231,498	\$880,273	\$891,450	1.3%	11,177
Permits & fees	\$1,388,813	\$1,259,760	\$1,919,910	52.4%	660,150
Sales & Services	\$701,267	\$722,094	\$816,388	13.1%	94,294
Investment earnings	\$9,809	\$20,000	\$20,000	0.0%	0
Miscellaneous	\$955,798	\$53,000	\$48,000	(9.4%)	(5,000)
<b>Total revenues</b>	<b>\$24,603,405</b>	<b>\$23,934,758</b>	<b>\$29,177,292</b>	<b>21.9%</b>	<b>5,242,534</b>
<b>Other financing sources</b>					
Transfers in	\$566,851	\$0	\$0	N/A	0
Transfers out	(\$129,423)				
Debt proceeds	\$1,365,000	\$2,466,006	\$1,270,062	(48.5%)	(1,195,944)
Appropriated Fund Balance	\$0	\$5,830,577	\$2,612,168	(55.2%)	(3,218,409)
<b>Total other financing sources</b>	<b>\$1,802,428</b>	<b>\$8,296,583</b>	<b>\$3,882,230</b>	<b>(53.2%)</b>	<b>(4,414,353)</b>
<b>Total revenues &amp; other financing sources</b>	<b>\$26,405,833</b>	<b>\$32,231,341</b>	<b>\$33,059,522</b>	<b>2.6%</b>	<b>828,181</b>

### General Fund Revenues and Other Financing Sources FY23-24



## Enterprise Fund (Water and Sewer)

The City of Mebane operates one major fund as an enterprise – the Utility Fund. Enterprise funds provide governmental services that can operate similarly to a business and are self-sustaining with user rates that generate all revenues to cover expenditures.

### The Utility Fund

The Utility Fund comprises all revenues and expenditures that result from the City's water and sewer utility operations. Customer charges and fees generate enough revenue to support the fund completely. The FY 23-24 Recommended Budget for the Utility Fund totals \$11,891,019, an 11.9 percent decrease from the FY 22-23 Amended Budget of \$13,489,935 as of May 1, 2023, and an 18.3 percent increase from the FY 22-23 Original Budget.

### Utility Fund Expenditures

The FY 23-24 Utility Fund Budget reflects an overall decrease due to one-time events such as a transfer to the new capital project ordinance for the GKN pump station re-route for approximately \$1.9 million and the Clay St. repairs for \$639,300. The personnel increase is partly due to the addition of two new full-time positions, a Meter & Sampling Supervisor and either a Laboratory Technician or a Wastewater Treatment Plant Operator position, as well as an increase in the amount charged for General Fund personnel services at the cost of \$170,911. Additionally, a 6% cost of living increase, merit pay, and retirement increases are included. The Utility Fund is not issuing any new debt in FY 23-24.

Utility Fund Expenditures by Type					
Type	FY 2021-2022 Actual	FY 2022-2023 Amended Budget	FY 2023-2024 Recommended Budget	Percent Change	FY22-23 Variance
Personnel	\$2,434,184	\$3,094,556	\$3,752,757	21.3%	\$658,201
Operating	\$3,223,240	\$4,873,043	\$5,069,014	4.0%	\$195,971
Capital	\$1,702,527	\$4,019,515	\$1,577,880	(60.7%)	(\$2,441,635)
Debt Service	\$3,632,095	\$1,502,821	\$1,491,368	(0.8%)	(\$11,453)
<b>Total</b>	<b>\$10,992,046</b>	<b>\$13,489,935</b>	<b>\$11,891,019</b>	<b>(11.9%)</b>	<b>(\$1,598,916)</b>

Utility Fund Department Budgets					
Department	FY 2021-2022 Actual	FY 2022-2023 Amended Budget	FY 2023-2024 Recommended Budget	Percent Change	FY22-23 Variance
Admin, Billing & Meters	\$1,617,816	\$1,439,936	\$1,613,720	12.1%	\$173,784
Operations & Maintenance	\$3,568,536	\$5,663,169	\$5,854,953	3.4%	\$191,784
Engineering	\$306,902	\$298,098	\$285,000	(4.4%)	(\$13,098)
Water Resource Recovery	\$1,802,512	\$2,242,698	\$2,633,578	17.4%	\$390,880
Non-Departmental	\$3,696,280	\$3,846,034	\$1,503,768	(60.9%)	(\$2,342,266)
<b>Total</b>	<b>\$10,992,046</b>	<b>\$13,489,935</b>	<b>\$11,891,019</b>	<b>(11.9%)</b>	<b>(\$1,598,916)</b>

### Utility Capital Highlights

In order to continue providing clean, safe, reliable water and to collect and treat wastewater in a manner that protects public health and the environment, the City intends to continue investing in infrastructure and other capital needs during FY 23-24. More information about capital projects, including project descriptions, is located in the Capital Improvement Plan section of the budget document. Notable capital projects included in the FY 23-24 Recommended Budget are highlighted below. They are all related to Utility Fund activities and may be included in the Utility Fund budget or will be transferred during the year to a capital project ordinance.

- The Graham-Mebane Water Treatment Plant Improvements - \$375,000  
Mebane has a 50% ownership interest in the Graham-Mebane Water Treatment Plant and pays a corresponding share of the capital improvements to the plant.
- Rock Quarry Rd. Loop - \$329,875  
This project includes the addition of water mains to complete a loop from Rock Quarry Rd. along Bowman Rd. to West Ten Rd. This cost includes engineering design only.

### Utility Fund Revenues

Projections for Utility Fund revenues rely on variables such as the size of the customer base and water usage. The FY 23-24 Recommended Budget includes \$8.8 million in revenues from water and sewer charges, an increase of 4.7 percent over the amended budget. Actual revenues were used to calculate the FY 23-24 revenues, which include new customer growth of approximately 300 residential homes. The net sales and service revenue increase is only 4.7 percent because developer fees for items such as pump stations are not expected, and water and sewer tap fees

are reduced. These reductions, combined with a 6 percent increase in water and sewer fees, account for the total increase. The decrease in miscellaneous revenues is due to the Water Asset Inventory and Assessment Grant received in FY 22-23, which is not expected in FY 23-24.

The FY 23-24 Utility budget does not include issuing any debt.

*Water and Sewer Rates*

In FY 21-22, the City issued revenue bonds to fund the WRRF Renovation, the GKN Pump Station Rehabilitation and to refund \$3.5 million in debt. A feasibility study was performed to evaluate if the City's then-current and future customer base and usage could support the debt while maintaining operations. The study revealed the City's base could support the debt; however, rates would need to increase yearly to not only support the debt but also to keep up with the capital needs of the utility system. In FY 22-23, both water and sewer rates were raised by six percent. The Recommended Budget includes a six percent increase in both water and sewer rates. The increase will ensure the fund can cover all debt and be able to maintain the current system. The average customer uses 5,000 gallons of water per month; therefore, the monthly increase for an average customer is \$4.45.

Water and Sewer Rates					
Fiscal Year	Inside Water	Outside Water	Inside Sewer	Outside Sewer	Increase
FY22-23	\$7.13	\$14.26	\$7.66	\$15.30	6%
FY23-24	\$7.56	\$15.12	\$8.12	\$16.24	6%

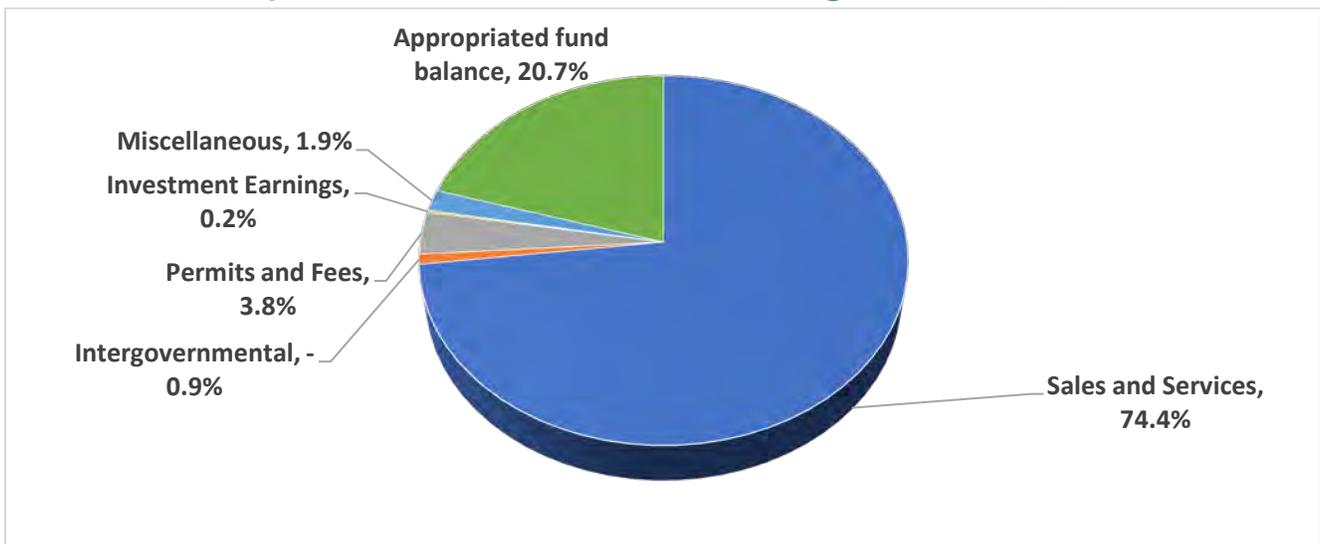
\*Rates are per 1,000 gallons

*Fund Balance Appropriation*

The FY 22-23 appropriated fund balance was \$1.2 million. For the FY 23-24 Budget, despite the six percent rate increase, there remains a \$2,460,925 gap between expenditures and revenue. Prior gaps were partially filled by transfers-in from the Capital Reserve Fund; however, that is not recommended for the FY 23-24 budget. The City is focused on increasing the fund balance in the reserve fund to lower the debt required for the WRRF 1.5 MGD Expansion project and other future systemwide capital projects. The Recommended Budget includes a fund balance appropriation to close the funding gap. The appropriation is in line with the Fund Balance Policy based on year-end projections.

Utility Fund Revenues and Other Funding Sources					
	FY 2021-2022 Actual	FY 2022-2023 Amended Budget	FY 2023-2024 Recommended Budget	Percent Change	FY22-23 Variance
<b>Revenues</b>					
Sales and Services	\$8,014,130	\$8,444,216	\$8,844,194	4.7%	\$399,978
Intergovernmental	(\$55,461)	(\$106,000)	(\$106,000)	0.0%	\$0
Permits and Fees	\$199,129	\$304,875	\$449,400	47.4%	\$144,525
Investment Earnings	\$4,548	\$20,000	\$20,000	0.0%	\$0
Miscellaneous	\$166,352	\$510,500	\$222,500	(56.4%)	(\$288,000)
<b>Total revenues</b>	<b>\$8,328,698</b>	<b>\$9,173,591</b>	<b>\$9,430,094</b>	<b>2.8%</b>	<b>\$256,503</b>
<b>Other financing sources</b>					
Transfers in	\$2,008,316	\$0	\$0	N/A	\$0
Debt proceeds	\$4,794,058	\$0	\$0	N/A	\$0
Appropriated fund balance	\$0	\$4,316,344	\$2,460,925	(43.0%)	(\$1,855,419)
<b>Total revenues &amp; other financing sources</b>	<b>\$15,131,072</b>	<b>\$13,489,935</b>	<b>\$11,891,019</b>	<b>(11.9%)</b>	<b>(\$1,598,916)</b>

### Utility Fund Revenues and Other Funding Sources FY23-24



### Utility Capital Reserve Fund

This fund is used to account for system development fees in accordance with state statutes. The estimated revenues for FY23-24 are \$1,673,000, which is an increase of 4.5 percent over the FY23 revised budget. Growth projections support this estimate. The goal is to increase the fund balance in the reserve fund to reduce the estimated debt necessary for the WRRF 1.5 MGD Expansion and other systemwide capital projects. Therefore, no transfers are in the Recommended Budget for FY23-24.

<b>Capital Reserve Fund Revenues and Other Financing Sources</b>						
	FY 2021- 2022 Actual	FY 2022- 2023 Amended Budget	FY 2023-2024 Recommended Budget	Percent Change	FY22-23 Variance	
System Development Fees	\$1,434,780	\$1,598,000	\$1,670,000	4.5%	\$72,000	
Interest Earnings	\$1,293	\$3,000	\$3,000	0.0%	\$0	
<b>Total revenues</b>	<b>\$1,436,073</b>	<b>\$1,601,000</b>	<b>\$1,673,000</b>	<b>44.3%</b>	<b>\$491,500</b>	
<b>Other financing sources</b>						
Transfers out	(\$199,177)	\$0	\$0	N/A	\$0	
<b>Total revenues &amp; other financing sources</b>	<b>\$912,222</b>	<b>\$1,601,000</b>	<b>\$1,673,000</b>	<b>22.3%</b>	<b>\$72,000</b>	

### Conclusion

In summary, the Recommended Budget is a balanced budget in accordance with state statutes. While it is typically difficult to fund all the requests made by departments or external agencies, the budget team carefully considered the impact of each request on the residents of the City and included the requests necessary to maintain the current level of operations first before evaluating items for expansion of services. The FY23-24 Budget is fiscally sound and addresses the top priority needs of the City. The City's sound financial practices and conservative budgeting approach have positioned it to continue delivering high-level services for Mebane's residents. This budget reflects our commitment to maintaining and improving our community and positioning Mebane to be financially sound in the future. I recommend this proposed budget for the Fiscal Year 2023-2024 to the Mebane City Council.

Respectfully submitted,

Chris Rollins  
City Manager

# BUDGET SUMMARY SECTION





- The Citywide Fiscal Year 23-24 recommended budget is **\$46,623,541**.
- The Fiscal Year 23-24 was prepared with the tax rate of \$0.3800 per \$100 assessed valuation.
- The Fiscal Year 23-24 budget reflects a 6% increase in both water and sewer rates. This increase is to fund the WRRF renovation and ongoing capital needs.
- The Fiscal Year 23-24 expenditures include funding for a total of 174 full-time positions in both funds.
- The Fiscal Year 23-24 includes a 6% cost of living adjustment for all full-time employees and regular part-time employees. Merit pay is also included for full-time employees.
- A summary breakdown of the Fiscal Year 2023-2024 budget is as follows:

General Fund Budget	\$33,059,522
Water & Sewer Fund Budget	\$11,891,019
Utility Capital Reserve Fund Budget	<u>\$ 1,673,000</u>
Total	\$46,623,541

- The Fee Schedule is in the Budget Summary Section on page 22.

## City of Mebane Fee Schedule - Effective July 1, 2023

### Contents

Administration	Copies, sale of Mebane brand items
Cemetery	Plots and staking
Public Works	Garbage/recycling, street cleaning, memorials
Finance	NSF Fees, ABC Permits
Development Fees	Tap fees, system development fees, water rates
Planning and Inspections	Zoning and plan review fees, construction permits, inspection fees
Fire	Inspections, false alarms, overcrowding
Police	False alarms, document fees
Recreation	Facility rental and activity fees
Water Resource Recovery Facility	Water testing and analysis fees

Administration

*Schedule Subject to Change Upon Approval by City Council*

**Document Fees for Public Records**

Paper copies cost per page	\$0.10	CD copies (audio minutes request)	No charge
----------------------------	--------	--------------------------------------	-----------

## Fee Schedule

### Effective July 1, 2023

## Cemetery

*Schedule Subject to Change Upon Approval by City Council*

Mebane Memorial Garden		Oakwood Cemetery	
Cost per Grave - Inside City	\$1,000	Cost per Grave - Inside City	\$200
Cost per Grave - Outside City	\$1,500	Cost per Grave - Outside City	\$400
Cremation/Urn Section per Grave - Inside City	\$500	Transfer of Ownership	No Charge
Cremation/Urn Section per Grave - Outside City	\$750	Internment, disinternment, and removal charge	No Charge
Transfer of Ownership	No Charge	Grave Marker Permit Fees	No Charge
Internment, disinternment, and removal charge	No Charge	Marker Installation Fees	No Charge
Grave Marker Permit Fees	No Charge		
Marker Installation Fees	No Charge		

Fee Schedule

Public Works

Effective July 1, 2023

*Schedule Subject to Change Upon Approval by City Council*

Garbage/Recycling

Fee per address per month	\$8/month	Trash Cart	Actual cost
---------------------------	-----------	------------	-------------

Street Washing

Street Washing	\$75hr 2hr min
----------------	-------------------

Memorials

Memorial Bench	\$500	Memorial Brick	\$75
----------------	-------	----------------	------

**Finance**

**Fee Schedule  
Effective July 1, 2023**

*Schedule Subject to Change Upon Approval by City Council*

**Privilege License**

Privilege Licenses were eliminated by the legislature as of 07-01-15, with the exception of articles 15 and 16 regarding ABC licenses and section 39 regarding peddlers.

---

**Returned Payment Fee**

Charge for processing returned checks or returned electronic payments	\$	25
-----------------------------------------------------------------------	----	----

---

Fee Schedule

Development Fees

Effective July 1, 2023

*Schedule Subject to Change Upon Approval by City Council*

**Engineering Construction Plan Review and Inspection Fees**

Public/Private Streets & Alleys		Public/Private Storm Sewer Lines	
Review/Inspection/Testing/As-built Review & Record Keeping - per centerline foot of street	\$3	Review/Inspect/Certify per centerline foot in public right of way/easement	\$2
Driveway inspections within the street right-of-way per driveway	\$100	Review/Inspection per centerline foot in private drainage easement (residential)	\$1
<b>Sidewalks</b>			
Sidewalk Inspection/Certifying in street right of way (when installed with driveway)	\$100	Review/Inspection/Certifying of public sidewalk/multi-usepath/in street right of way or easement per centerline foot	\$1
<b>Water and Sewer Lines (Private or Public)</b>		<b>Water &amp; Sewer Services</b>	
Review/Inspection/Permitting/Testing/As-built Review & Record Keeping - per centerline foot of water	\$2.50	Main line tap inspection to the right of way for single family property line	\$100, water, \$100 sewer
Review/Inspection/Permitting/Testing/As-built Review & Record Keeping - per centerline foot of sewer	\$2.50	Main line tap inspection to the building for multi-family/commercial/industrial	\$500, water, \$500 sewer
<b>Sewer Pump Stations requiring Permits</b>		<b>Stormwater Management</b>	
Plan Review	\$5,000	Overall plan review for compliance	\$2,500
Inspection	\$5,000	Review/Inspection per device	\$1,500
<b>Preliminary Site or Subdivision Plan Review</b>		<b>Driveway Pipe Installation</b>	
Residential (Single Family and Multi-Family) per lot or unit	\$25	12-inch RCP	\$15 per lf
Commercial, Office, or Institutional per 100 sq. ft.	\$10	15-inch RCP	\$18 per lf
Industrial per 1000 sq. ft.	\$10	18-inch RCP	\$22 per lf

**Development Fees**

**Fee Schedule  
Effective July 1, 2023**

*Schedule Subject to Change Upon Approval by City Council*

<b>Water &amp; Sewer Rates</b>			
Inside water (per 1,000 gallon)	<del>\$7.56</del> \$7.13	Deposit sewer (outside city limits)	\$150
Inside sewer (per 1,000 gallon)	<del>\$8.12</del> \$7.66	Meter re-read with no city error (per re-read)	\$10
Outside water (per 1,000 gallon)	<del>\$15.12</del> \$14.26	Cutoff List Fee	\$50
Outside sewer (per 1,000 gallon)	<del>\$16.24</del> \$15.30	Late Fee (added each month after the 20th)	\$10
Metered sewer users not using Mebane water (Multiple of the inside rate)	3.25	Return Check Fee	\$25
Unmetered residential sewer users (inside city limits)	\$67.43	Water Shortage Resposne Plan - Excess Users Charge (per event for Meter installation fee with no city error (each attempt after first	\$100
Unmetered residential sewer users (outside city limits)	\$78.58		\$50
Deposit water (inside city limits)	\$75	Bulk Water Purchases (per 1,000 gallons)	Current inside water rate
Deposit sewer (inside city limits)	\$75	Deposit Bulk Water	\$75
Deposit water (outside city limits)	\$150		

<b>Schedule of Water and Sewer Tappage Fees and Meter Charges</b>					
Tap Size	Water Tappage Fee		Sewer Tappage Fee		Meter Charge
	Inside City Limits	Outside City Limits	Inside City Limits	Outside City Limits	
¾" Water	<del>\$1,500</del> \$800	<del>\$3,000</del> \$1,600			\$500
1" Water	<del>\$2,000</del> \$1,000	<del>\$4,000</del> \$2,000			\$1,000
4" Sewer			\$1,000	\$2,000	

Note: Additional \$500 charge for road bores and pavement cuts.

Please contact Public Works for meter charge larger than 1".

Development Fees

Schedule Subject to Change Upon Approval by City Council

Water & Sewer System Development Fees†

Customer Type	Equivalent Residential Unit‡	Water Fee	Sewer Fee	Total Fee
Residential Dwelling Unit (3/4" Meter - 3 BR Mebane WRRF)*	1	\$1,151	\$2,679	\$3,830
Residential Dwelling Unit (3/4" Meter - 2 BR Mebane WRRF)*	0.66	\$760	\$1,768	\$2,528
Residential Dwelling Unit (3/4" Meter - 4 BR Mebane WRRF)*	1.33	\$1,532	\$3,562	\$5,094
Residential Dwelling Unit (3/4" Meter - 5 BR Mebane WRRF)*	1.66	\$1,911	\$4,447	\$6,358
Residential Dwelling Unit (3/4" Meter - 2 BR GRAHAM WWTP)**	1	\$1,151	\$2,679	\$3,830
Residential Dwelling Unit (3/4" Meter - 3 BR GRAHAM WWTP)**	1.5	\$1,727	\$4,018	\$5,745
Residential Dwelling Unit (3/4" Meter - 4 BR GRAHAM WWTP)**	2	\$2,302	\$5,358	\$7,660
Residential Dwelling Unit (3/4" Meter - 5 BR GRAHAM WWTP)**	2.5	\$2,878	\$6,697	\$9,575
All Other Zoning Categories/Uses - 3/4" Meter	1	\$1,151	\$2,679	\$3,830
All Other Zoning Categories/Uses - 1" Meter	1.67	\$1,918	\$4,466	\$6,384
All Zoning Categories/Uses - 1.5" Meter	3.33	\$3,837	\$8,931	\$12,768
All Zoning Categories/Uses - 2" Meter	5.33	\$6,139	\$14,290	\$20,429
All Zoning Categories/Uses - 3" Meter	11.67	\$13,428	\$31,260	\$44,688
All Zoning Categories/Uses - 4" Meter	21	\$24,171	\$56,267	\$80,438
All Zoning Categories/Uses - 6" Meter	43.33	\$49,876	\$116,107	\$165,983

†Applicable System Development Fee(s) for development requiring smaller or larger water meters will be calculated on a project specific basis using rates and methodology identified in the City's System Development Fee Analysis.

‡Equivalent Residential Unit is approximate multiplier adapted from AWWA Manual of Water Supply Practices-M1, Principles of Water Rates, Fees, and Charges.

\*80 gallons per day per bedroom (min. 2-BR) and tributary to the Mebane WRRF

\*\*120 gallons per day per bedroom (min. 2-BR) and tributary to the Graham WWTP

Any item not included in the above schedule shall be referred to the Utility Director for a specific price determination. See policy for additional information.

**Development Fees**

**Fee Schedule  
Effective July 1, 2023**

*Schedule Subject to Change Upon Approval by City Council*

**Hydraulic System Modeling Fees**

Fire Flow Test Fee	\$1,200 for all requested fire flow test and re-test
Fire Flow Modeling Fee	\$1,200 for flow test, \$500 for first hydrant, and \$250 for each additional

Fire flow modeling is to be completed for all new hydrants in the City of Mebane's water system. Fees are based on the number of new hydrants to be installed. Extensive modeling may require additional modeling fees. See policy for additional information

**Hydrant Meter Deposit**

3/4" Meter	\$500
1" Meter	\$700
3" Meter	\$1,500

Fee Schedule

Planning Fees

Effective July 1, 2023

Schedule Subject to Change Upon Approval by City Council

Planning & Zoning			
Zoning Verification	\$25	Zoning Permit	\$50
Zoning Reinspection (no charge for 1st inspection)	\$50/visit	Plot Review > 3 Submittals	\$100/submittal
Rezoning Application	\$300 per property	City Right of Way or Easement Encroachment Agreement*	\$100
Special Use Permit Application	\$400 per property	Water Supply Watershed Review (N/A current)	\$50 per property
Zoning Variance/Appeal Application - Residential	\$300	Floodplain Development Permit	\$400
Zoning Variance/Appeal Application - Non-Residential	\$400	Buffer Authorization Permit	\$300
Technical Review Committee - Site Plan Review	\$300 + Lot Fee	Subdivision, Recombination & Easements	\$50
Site Plan Dwelling Unit Fee, Site <2 acres	0/dwelling unit	Subdivision Plat Fee - 1 to 5 Dwelling Units Lots	\$50 + \$25/dwelling unit
Site Plan Dwelling Unit Fee, Site 2 - 10 acres	\$25/dwelling unit	Subdivision Plat Fee - 6 or More Dwelling Units Lots	\$300 + \$25/dwelling unit
Site Plan Dwelling Unit Fee, Site >10 acres	\$50/dwelling unit	Plat Review for >3 Submittals	\$100/submittal
Storm water Control Facilities - Permit Application & Plan Review per project	\$500 + \$500/Primary Stormwater Control Measure	Construction Plan Review, Residential	\$50/lot
Storm water Control Facilities - Annual Inspection in water supply watershed (20 yr)	\$5,000	Construction Plan Review, Non-Residential	\$300/lot
Wireless Communication Facilities - up to 25 facilities (see UDO Section 4-7.9E & F)		\$100/1-5 facilities	\$50/Facilities 6 - 25
			\$500/engineer review

\* Not applicable to existing residences or to properties in the recognized Downtown District.

Inspection Fees

*Schedule Subject to Change Upon Approval by City Council*

**Sign Permit Fees**

Minimum Permit Fee	\$60	Greater than 300 sq. ft.	\$110
100-300 sq. ft.	\$80		

Building Permits		Other Types of Construction	
Minimum	\$60	Modular Construction	Cost of Construction (plus Trades)
\$5,000 to \$20,000	\$75	Manufacturing Housing - single	\$100 plus trades
\$20,001 to \$50,000	\$5 per \$1,000	Manufacturing Housing - double	\$125 plus trades
\$50,001 to \$500,000	\$175 plus <del>\$5</del> <sup>\$3</sup> per \$1,000	Manufacturing Housing - triple	\$150 plus trades
Greater than \$500,001	\$1,300 plus <del>\$4.00</del> <sup>\$3.25</sup> per \$1,000	Construction Trailers	\$50
Homeowner Recovery Fee	\$10	Travel Trailers & Recreational Vehicles	\$50
Decks with pour Footings	\$100	Insulation - Residential	\$50 one trip
Insulation - Multi Family Dwellings	\$20 per unit	Insulation - Commercial	\$100 for trip
		Accessory Structures (Screened Porches, Roofs, Covered Decks)	Cost of Construction (plus Trades)
		Decks, Trellises, Pergolas	Cost of Construction (plus Trades)
		Swimming Pools	\$100

New construction, alterations, additions and renovations will be calculated on \$70 a sqft to determine value to price permit

\*\* Work commencing prior to obtaining the necessary permits are subject to **double permit fees**.

\*\* All re-inspection fees shall be paid prior to the next inspection.

Inspection Fees

Effective July 1, 2023

*Schedule Subject to Change Upon Approval by City Council*

**Other Services**

Administrative Fees (Amending Information on Permit)	\$50	<b>Commercial Plan Review</b>	
Extra Building Permit Card, Duplicate Certificate of Occupancy	\$10	Less Than 4,000 s.f.	\$125
Stocking Permit	\$50	4,000 to 50,000 s.f.	\$200
Onsite Inspections (Walk Through)	\$50	Greater than 50,000 s.f.	\$300
Temporary Certificate of Occupancy	\$50	<b>Day Care, ABC License Inspection</b>	
Business Occupancy	\$100	First Inspection	\$100
		Each Additional Inspection	\$50

**Demolition Permit**

Less than \$1,000	Minimum Fee = \$70		
\$1,000 or more	Minimum Fee plus-\$2 per \$1,000		

\*\* Electrical, mechanical, and plumbing must get separate permits.

**Plumbing Permits**

First fixture, including sewer, pits, interceptors or sewer lifts	\$60	Minimum Permit Fee	\$60
Additional fixture per fixture	\$6	Re-Inspection Fee	\$50
Sewer service	\$50		
Water service	\$50		

\*\* The fees prescribed above shall apply to all old work as well as new and to inspections made necessary by moving any house from one location to another or by raising the house and shall apply when it is necessary for any reason to re-rough or replace any fixture or water heater.

\*\* If any person commences any work on a building or service system before obtaining the necessary permits, he or she shall be subject to a double permit fee.

\*\* All Re-Inspection fees must be paid for before the next inspection is done.

Inspection Fees

Effective July 1, 2023

Schedule Subject to Change Upon Approval by City Council

**Electrical Permits**

	Residential	Commercial
Up to 200 amps	\$80	\$100
201-400 amps	\$90	\$120
Greater than 400 amps	\$110	\$130 + .40 Per Additional Amp
Underground Inspections	\$50	\$50
Additions & Alterations (Based on # boxes added or removed)	First 10 = \$60, Each Additional 10 = \$3	First 10 = \$100, Each Additional 10

\*\* If any person commences any work on a building or service system before obtaining the necessary permits, he or she shall be subject to a double permit fee.

\*\* All Re-Inspection fees must be paid for before the next inspection is done.

**Other Electrical**

Minimum Permit Fee	\$60	Solar Installations	\$75
Temporary Power	\$50	HVAC Change Outs	\$75
Saw Service	\$50	Swimming Pools	\$125
Motors up to 4 h.p.	\$20	Motors greater than 4 h.p.	\$20 plus \$.20/h.p.
Low Voltage Residential	\$50	Low Voltage Commercial	\$100

**Mechanical Permits**

Minimum Permit Fee	\$60
--------------------	------

**Residential**

First HVAC Unit	\$75
Each additional HVAC Unit	\$50

Fee Schedule

Inspection Fees

Effective July 1, 2023

*Schedule Subject to Change Upon Approval by City Council*

**Commercial**

Heat Only	1st - \$100, 2nd - \$50
Cooling Only	1st - \$100, 2nd - \$50
Heating & Cooling	1st - \$100, 2nd - \$50
Refrigeration System - Walk-in Cooler or Unit	\$100 First Unit, \$50 Each Additional Unit

**Boilers & Chillers**

Up to 150,000 BTU	\$100
Greater than 150,000 BTU	\$225
Commercial Hood	\$80
Gas Logs	\$50
Gas Piping	\$50
Ductwork Inspection	\$50
Fireplaces	\$50

## Fire Inspection Fees

Effective July 1, 2023

Schedule Subject to Change Upon Approval by City Council

Fire Inspections and Permits (Permits issued for a duration of 6 months)			
Airports/Heliports	\$50	Lumber Storage	\$50
Bowling Pin Refinishing	\$50	Magnesium	\$50
Bowling Alley Refinishing	\$50	Mechanical Refrigeration	\$50
Cellulose Nitrate Motion Picture	\$50	Organic Coatings	\$50
Cellulose Nitrate Plastic (Pryoxlyn)	\$50	Ovens	\$50
Combustible Fibers	\$50	Pipelines Flammable/Combustible	\$50
Compressed Gases	\$50	Pulverized Particles (Dust)	\$50
Crude Oil Production	\$50	Repair Garages	\$50
Cryogenic Fluids	\$50	Tank Vehicle Flammable/Combustible	\$50
Dry Cleaning Plants (NEW)	\$50	Tire Rebuilding plants	\$50
Flammable Finishes Paint Booths	\$50	Wrecking Yards/Junk Yards/Waste Handling	\$50
Fruit Ripening Processes	\$50	Welding/Cutting	\$50
Fumigation/Thermal Insecticide Fogging	\$50	Match Manufacturing	\$50
High Pile Storage	\$50	Radioactive Materials Storage/Handling	\$100
Liquified Natural Gas 100-500 gal.	\$50	Hood and Ansul Systems	
500-2,000 gal.	\$50	Hood Systems Extinguishment	\$100
2,000-30,000 gal.	\$50	Ansul Test and Inspection	\$50
Entertainment			
Motion Picture Projection	\$50	Fireworks	\$50
Tents	\$50	Explosives/Blasting**	\$100
Canopies more than 400 sq. ft.	\$50	Return Inspection Fee	\$100
Fire Suppression Systems		Fire Alarm Systems	
1 Riser	\$150	1-30,000 sq. ft.	\$150
2 Risers	\$300	30,001-80,000 sq. ft.	\$300
3 Risers or more	\$500	80,000 sq. ft. or more	\$500
Flammable/Combustible Liquids Installation			
Above Ground Tank	\$100	Return Inspection Fee	\$100
Underground Tank	\$100	Tank Removal	\$100
Additional Tank	\$50	Upgrade Piping	\$50
Noncompliance with Fire Code (Code of Ordinances Article III, Chapter 16, Section 16-65)		Recoupment Charge for False Alarms (Code of Ordinances Article VI, Chapter 6, Section 6-164)	
1st Re-inspection	\$100	5 or more in 1 year	\$100
2nd Re-inspection	\$200	2 in a 24 hour period	\$300
3rd Re-inspection	\$300	More than 2 in a 7 day period	\$300
Overcrowding		Annual Inspection Fees	
Per person over posted occupancy	\$100	0-5,000 sq. ft.	\$50
<p>Governments, non-profits, and foster homes exempt.                      *Governments and Non-Profits exempt.                      **Explosives/Blasting Permits require a valid certificate of insurance for \$1,000,000 of general liability. Permits issued for a 3 month duration.                      ***Apartments will be charged \$50 per building not to exceed \$600.</p>		5,001-10,000 sq. ft.	\$100
		10,001- 50,000 sq. ft.	\$200
		50,001 - 100,000 sq. ft.	\$300
		100,001-300,000 sq. ft.	\$400
		300,001-500,000	\$500
		Over 500,000	\$600

**Fee Schedule**  
**Effective July 1, 2023**

**Police**

*Schedule Subject to Change Upon Approval by City Council*

**Background and Document Fees**

Precious Metals Background Investigation	\$38	Taxi Driver Application	\$10
Precious Metals Background Investigation - Required Photograph	\$10	Accident Report	\$1

**Recoupment for False Alarms**

5 or more in 1 year	\$100
2 in a 24 hour period	\$100
More than 2 in a 7 day period	\$100

Recreation and Parks

Fee Schedule  
Effective July 1, 2023

*Schedule Subject to Change Upon Approval by City Council*

**Athletics**

Camp Fees	Resident	Non-Resident
Basketball Camp	\$45	\$55
Football Camp	<del>\$35</del> \$45	<del>\$45</del> \$55
Lacrosse Camp	\$35	\$45
Tennis Camp	\$35	\$45
Volleyball Camp	\$35	\$45
Athletic Fees	Resident	Non-Resident
First Child	<del>\$15</del> \$25	<del>\$40</del> \$50
Second Child	<del>\$10</del> \$15	<del>\$35</del> \$45
Third Child	<del>\$5</del> \$10	<del>\$30</del> \$40
Lacrosse Program	\$15	\$40
Pod Programs	\$10	\$20
Esports	\$10	\$10
Middle & High School Tennis Program	<del>\$15</del> \$20	<del>\$40</del> \$50
Youth Tennis Clinics	<del>\$15</del> \$20	<del>\$40</del> \$50
Adult Tennis Nights	<del>\$15</del> \$20	<del>\$40</del> \$50
Adult Tennis Mebane City Tournament	<del>\$15</del> \$20	N/A
Mebane Adult Volleyball League Team Fee	\$200	N/A
Mebane Adult Sand Volleyball League Team Fee	\$100	N/A

**Programs**

3 hours kids camps (Monday - Thursday) per week	\$50
Event tickets per person	\$25

**Christmas Parade**

Business Entry	<del>\$75</del> \$100
Walkers, 25-50	\$15
Walker, 51+	\$25

**Facilities**

Walker & Youth Field & Equipment Rentals			
Per Hour - Resident	\$15	Per Hour - Non-resident	\$25
Lights per day per field	\$25		

Fee Schedule

Recreation and Parks

Effective July 1, 2023

Schedule Subject to Change Upon Approval by City Council

**Walker Field Tennis Court Rentals (Mebane Courts on 2nd Street)**

Per Hour 3 Courts	\$15	Tourney Rental 1 Day	\$100
Per Hour All Courts	\$25	Tourney Rental 2 Days	\$175
		Tourney Rental 3 Days	\$225

**Mebane Community Park Rentals**

Per Hour Per Field - Resident	\$25	Tourney Rental 1 Field/Day	<del>\$200</del> \$400
Non-Resident Per Field Per Hour	<del>\$40</del> \$50	Tourney Rental Both Fields/Day	<del>\$400</del> \$800
Lights per Day	\$25	Tourney Rental Weekend/Field	<del>\$600</del> \$1,500

(Includes Friday night)

**Lake Michael Rentals & Fees**

John-boat Rental Per Person	\$5/hour	Single Kayak Rental	\$5/hour
Launch of Boat	\$0	Double Kayak Rental	\$5/hour
Fishing	\$0	Canoe Rental	\$5/hour
Paddle Boat	\$5/hour	Shelter Fee (4-hour block)	\$25
Trail Rental for 5K Race	\$400		

**Basketball Court Rental**

Per hour per court	\$25	Tournament Rental per day	\$200
Per day per court	\$100		

**Corrigidor Drive Athletic Complex Rentals**

Per Hour Per Field	<del>\$15</del> \$25	Tournament Rental Per	<del>\$100</del> \$250
Lights per day	\$25	Construction of new lines	\$100
Non-Residents Per Hour Per Field	<del>\$25</del> \$50	Entire four field complex	\$750/day

**Old Rec Center**

		Resident	Non-Resident
Old Rec. Center Basketball Court (Gym) per hour		\$25	\$40

**Old Rec Center Tennis Court Rentals**

Per Hour All Courts	\$15	Tourney Rental 1 Day	\$75
		Tourney Rental 2 Days	\$125
		Tourney Rental 3 Days	\$175

**Additional Items for Field Rentals**

Staff Supervision	\$25/hour	Field Crew Prep	\$25/hour
-------------------	-----------	-----------------	-----------

Fee Schedule

Recreation and Parks

Effective July 1, 2023

Schedule Subject to Change Upon Approval by City Council

**Arts & Community Center**

Multi-Purpose Room Rental	\$1,000	Community Meeting Room (Full)	\$150
Multi-Purpose Room Rental (1/2)	\$50	Community Meeting Room (Full)	\$25
Multi-Purpose Room (Full Area)-Non-Profit(up to 5hrs.)	\$500	Civic Meeting Room (1/2 Area) (per use up to 5 hrs.)	\$75
Multi-Purpose Room Rental (Full Area) - Non-Profit (per hr. over 5 hrs.)	\$80	Civic Meeting Room (1/2 Area) (per hr. over 5 hrs.)	\$20
Multi-Purpose Room Rental - Kitchen Use (per use)	\$50	Civic Meeting Room (Full Area) (per use up to 5 hrs.)	\$100
Community Meeting Room (1/2)	\$100	Civic Meeting Room (Full Area)	\$25
Community Meeting Room (1/2)	\$20	Score Table Rental per day	\$200

**Additional Items for Facility Rentals**

Scoreboard Use per hour*	\$5	Paint Field/Application	\$25
Staff Supervision per hour	\$15	Chalk Field/Application	\$10
New Lines Set Up Fee	\$100	Field Crew Prep per Hour	\$15
Lights per Day	\$25	Wifi Access @ MACC (guest)	\$25/Rental/ Day
Camera Streaming Option	\$100/Rental/ Day	* We reserve the right to require staff for any event to operate equipment.	

**Athletic Uniform Sponsorships**

Baseball Team	<del>\$300</del> \$500	Baseball League Program	\$5,000
Softball Team	<del>\$300</del> \$500	Softball League Program	\$4,000
T-Ball Team	<del>\$300</del> \$500	T-ball League Program	\$3,000
Basketball Team	<del>\$200</del> \$400	Basketball League Program	<del>\$5,000</del> \$6,000
Football Team	<del>\$2,500</del> \$3,500	Football League Program	<del>\$7,500</del> \$10,000
Tennis League	\$1,000	Lacrosse League	\$750

**Signage at Ball Fields**

<b>Single Banner</b>	<b>\$500</b>	<b>Two Banners</b>	<b>\$750</b>
----------------------	--------------	--------------------	--------------

Fee Schedule

Recreation and Parks

Effective July 1, 2023

*Schedule Subject to Change Upon Approval by City Council*

<b>Program/Special Event Sponsorship</b>			
Business Booth at Events			\$50
<b>Tent/Table setup at one night sporting events</b>			<b>\$100</b>
Food Truck at Events			\$50
Clay St. After Work Concert Series - Presenting Sponsor - Limit 1			\$2,500
Clay St. After Work Concert Series - Stage Sponsor - Unlimited			\$1,000
Clay St. After Work Concert Series - Single Concert - Unlimited			\$500
Mebane 4th of July Celebration - Band & Presenting Sponsor - Limit 1			\$4,000
Mebane 4th of July Celebration- Food and Beverage Sponsor - Limit 1			\$1,000 or In Kind
Mebane 4th of July Celebration - Outdoor Sponsorships - Unlimited			\$500
Mebane Sports Hall of Fame - Presenting Sponsor - Limit 1			\$2,500
Mebane Sports Hall of Fame - Stage Sponsor - Limit - 4			\$1,000
Mebane Farmers Market Sponsor - Limit 5			\$1,000
Mebane Christmas Parade - Presenting Sponsor - Limit 1			\$5,000
Mebane Christmas Parade -			\$500
Movie in the Park Sponsorship - Limit 1 / Movie			\$500
Baseball/Softball Opening Night Celebration -			\$500 or In Kind
Mid Season Madness Basketball Celebration -			\$500 or In Kind
Grow Golf Now Season Sponsor (2 per year)			\$1,500
<b>Juneteenth Sponsorship</b>			<b>\$500</b>
<b>Christmas Parade - floor lineup sponsor</b>			<b>\$1,000</b>
<b>Santa's Arrival Sponsorship</b>			<b>\$500</b>
<b>Eggstravaganza Sponsor</b>			<b>\$500</b>
<b>Spooktacular Sponsorsjip</b>			<b>\$1,500</b>
<b>Spooktacular - individual booth</b>			<b>\$500</b>
<b>Summer Sports Camp T-Shirt Sponsors</b>			
Basketball Camp	\$1,500	Football Camp	\$1,000
Lacrosse Camp	\$500	Tennis Camp	\$500
<b>Facility Sponsorships</b>			
MACC Baseball Field	\$1,000/Yr	Community Park Soccer Field	\$2,500/Yr
MACC Soccer Field	\$1,000/Yr	Both Community Park Soccer	\$4,000/Yr
MACC Baseball Complex	\$3,000/Yr	Both MACC Complex	\$5,000/Yr
MACC Soccer Complex	\$3,000/Yr	All Tennis Courts	\$1,000/Yr

*Schedule Subject to Change Upon Approval by City Council*

Wastewater Treatment Plant Analytical Costs			
pH	\$5	Cadmium (Cd)	\$18
Biochemical Oxygen Demand	\$25	Chromium (Cr)	\$18
Total Suspended Solids (TSS)	\$15	Copper (Cu)	\$18
Ammonia Nitrogen as Nitrogen (NH <sub>3</sub> -N)	\$15	Lead (Pb)	\$18
Total Phosphorus (TP)	\$15	Nickel (Ni)	\$18
Chemical Oxygen Demand (COD)	\$22	Zinc (Zn)	\$18
Oil & Grease (O&G)	\$50	Aluminum (Al)	\$18
Mercury (Hg)	\$25	Fluoride	\$20
Total Kjeldahl Nitrogen (TKN)	\$25	Silver (Ag)	\$18
Nitrate Nitrite (NO <sub>3</sub> NO <sub>2</sub> )	\$15	Selenium (Se)	\$18
Cyanide (CN)	\$30	Fecal Coliform	\$20

Wastewater Treatment Plant Sampling Cost			
Sampling Technician	\$19.50 per hour (\$58.50 per event)	Program Administration	\$60 per hour (\$90 per event)
Pretreatment Coordinator	\$22 per hour (\$66 per event)	Sampler Rental	\$60 per day

Surcharges		
Parameter Base Conc.	(mg/l)	Cost per Pound
BOD <sub>5</sub>	>250	\$0.25
COD	>750	\$0.09
TSS	>250	\$0.34
NH <sub>3</sub> as N	>15	\$0.85
Phosphorus	>7	\$0.66
Oil & Grease	>100	\$0.25



## PROPOSED CAPITAL CUTS

### GENERAL FUND

Department	Project/Item	Requested	Proposed Cut	New Total	Notes
Fire	Station 2 Fire Alarm	\$26,524	\$0	\$26,524	
Fire	ATV Rescue Vehicle	\$30,654	\$0	\$30,654	
Fire	Fire Prevention Vehicle	\$50,000	\$0	\$50,000	
Fire	Signal Light Preemption	\$68,271	\$0	\$68,271	
Fire	Training Simulator	\$80,000	\$0	\$80,000	
IT	IT Server Project	\$43,500	\$0	\$43,500	
IT	Fiber Installation	\$95,702	\$0	\$95,702	
Police	Police vehicles	\$413,058	\$0	\$413,058	
Public Works	John Deere Gator with Spray tank	\$30,500	\$0	\$30,500	
Public Works	Sidewalk - S. Third Ext. from Corporate Park Drive to Augusta Dr	\$32,500	\$0	\$32,500	
Public Works	Multi-use path - Third Street to Fifth Street Connector	\$60,500	\$0	\$60,500	
Public Works	CAT 304 Mini Hydraulic Excavator	\$90,200	\$0	\$90,200	
Public Works	New fuel station and pumps	\$97,000	\$0	\$97,000	
Public Works	NC 119 Wayfinding and entrance signs	\$100,000	\$0	\$100,000	
Public Works	Sidewalk - Crawford St. from N. First St. to N. 2nd St	\$137,000	\$0	\$137,000	
Public Works	Sidewalk - S. Eighth St. to Fifth St. Park via Arrowhead Villas	\$55,000	\$55,000	\$0	Project was delayed until FY24-25.
Public Works	New Fleet Services office and foyer	\$145,200	\$145,200	\$0	Project was delayed until FY24-25.
Public Works and Sanitation	Service trucks	\$333,000	\$202,500	\$130,500	Five trucks were requested. Three were moved to FY24-25 and two are in the FY23-24 recommended budget.
Recreation	Lake Michael Connector (along Lebanon Rd.)	\$375,000	\$0	\$375,000	
Recreation	Back Entrance Parking Lot at Community Park	\$480,000	\$0	\$480,000	
Recreation	Lake Michael Building Removal and Replacement	\$50,000	\$50,000	\$0	Project was delayed until FY24-25.
Recreation	Lake Michael remaining trail	\$55,900	\$55,900	\$0	Project was delayed until FY24-25.
Recreation	Replace the gym floor at Old Recreation building	\$160,000	\$160,000	\$0	Project was delayed until FY24-25.
Recreation	MACC Roof Restoration	\$295,000	\$295,000	\$0	Project was delayed until FY24-25.
Sanitation	Sidearm Garbage Truck	\$363,000	\$0	\$363,000	
Sanitation	Trailer leaf vacuum system	\$124,200	\$124,200	\$0	Purchase was delayed until FY24-25.
Sanitation	Dump Truck - 4x2 (single axle)	\$324,300	\$162,150	\$162,150	Two dump trucks were requested. One was moved to the FY24-25 budget and the other is in the FY23-24 recommended budget.
Sanitation	Knuckle boom Truck	\$204,000	\$204,000	\$0	Purchase was delayed until FY24-25.
<b>Totals</b>		<b>\$4,320,009</b>	<b>\$1,453,950</b>	<b>\$2,866,059</b>	

## WATER & SEWER FUND

Department	Project/Item	Requested	Proposed Cut	New Total	Notes
Utility Administration	Meters	\$180,000	\$0	\$180,000	
Utility Maintenance	Air Compressor	\$25,000	\$0	\$25,000	
Utility Maintenance	Water Rehab	\$38,000	\$0	\$38,000	
Utility Maintenance	2" Galvanized Water Line Replacement Engineering	\$50,000	\$0	\$50,000	
Utility Maintenance	GE Pump Station Re-build	\$50,000	\$0	\$50,000	
Utility Maintenance	Third Street Outfall	\$50,000	\$0	\$50,000	
Utility Maintenance	Trucks	\$112,000	\$50,000	\$62,000	Two trucks were requested, one was purchased in the current fiscal year, so there is one truck remaining in the recommended budget.
Utility Maintenance	Sewer Jetter	\$136,818	\$0	\$136,818	
Utility Maintenance	Utility Oversizing	\$150,000	\$0	\$150,000	
Utility Maintenance	Rock Quarry Rd Loop and OAWS Interconnect	\$959,375	\$629,500	\$329,875	Phase I construction was delayed until FY24-25.
Utility Maintenance	Water Plant Capital	\$375,000	\$0	\$375,000	
WRRF	Mebane-Graham WWTP	\$27,859	\$0	\$27,859	
WRRF	Roof Repair Thickener Building	\$40,000	\$0	\$40,000	
<b>Total</b>		<b>\$2,194,052</b>	<b>\$679,500</b>	<b>\$1,514,552</b>	



## Revenue Neutral Calculation

	Estimates 2022-2023*		Growth	Revaluation Estimates FY23-24	Reduction for Appeals	Estimate with Appeals
Real Property	2,087,988,181	7.5%	2,244,580,761	\$ 3,433,582,498	-1%	3,399,246,673
Non-RMV Personal Property	546,738,550	4.7%	572,666,209	\$ 572,666,209		\$ 572,666,209
Utility	29,404,917	-3.6%	28,348,569	\$ 28,348,569		\$ 28,348,569
RMV Property	200,838,130	8.6%	218,202,651	218,202,651		218,202,651
<b>Total</b>	<b>2,864,969,778</b>		<b>3,063,798,191</b>	<b>\$ 4,252,799,928</b>		<b>4,218,464,103</b>
Tax Rate	<b>0.4700</b>					<b>0.3192</b>
Revenue	\$ 13,465,358					\$ 13,465,358
* Based on current year estimates				Average Growth Rate		<b>7.16%</b>
2021-2022 (OC revaluation 1/1/2021)	2,654,716,052			Revenue Neutral Tax Rate		<b>0.3421</b>
2022-2023	2,864,969,778					
minus annexations						
Parcel 9834445110 6086 West Ten Rd.						
Buckhorn Industrial Park	(1,089,900)					
Parcel 160091 UPS	(472,230)					
Parcel 163553 PIN 9814132469 Bhavans Group LLC	(647,634)					
Parcel 172976 Venn Hillsborough LLC	(470,600)					
Parcel 9825498941 Lebanon Road 3 LLC	(858,005)					
Parcel 9824434841 GG Havenstone Limited Partnership	(189,327)					
Parcel 172714 Chick-Fil-A Supply LLC	(9,901,217)					
Parcel 166704 Land Management 1st Inc	(17,425)					
Parcels Various Buckhorn Industrial II LLC	(4,812,900)					
Parcel 160321 Duke University Health System (tax exemp	(71,250)					
Parcel 168933 (Alamance) 9825381359 (OC)						
9825286476 (OC) 168937 Alamance BC Stagecoach LLC	(377,920.00)					
Parcel 167482 Summit Church	(764,814.00)					
Parcel 9844452283 Sandra Clark	(18,653.00)					
Parcel 9825410961 Espitia Properties	(92,000.00)					
Parcel 160376 160314 and Crow Holdings	(307,756.00)					
<b>Total Annexations</b>	<b>(20,091,631)</b>					
2022-2023 (minus annexations)	2,844,878,147	7.16%				



## DEBT SCHEDULE

### City of Mebane Budget - Debt Service Summary 2023-2024

Description	Origination Date	Lender	Original Amount	FY Beginning Balance	Required Principal	Required Interest	Total Payment	Payment Period	Interest Rate	Payoff Date
2020 Renegotiated Community (City) Park	8/21/2020	American National	\$ 4,664,000	\$ 3,498,000	\$ 388,668	\$ 84,710	\$ 473,378	Oct/April	2.45%	4/15/2032
2014 Fire Station # 3	1/23/2014	BB&T	\$ 2,600,000	\$ 1,040,000	\$ 173,334	\$ 28,306	\$ 201,640	July/Jan	2.84%	6/30/2029
<b>Total - General Fund</b>			<b>\$ 7,264,000</b>	<b>\$ 4,538,000</b>	<b>\$ 562,002</b>	<b>\$ 113,016</b>	<b>\$ 675,018</b>			
Graham-Mebane Sewer Capacity Agreement	5/1/2017	Graham	\$ 2,682,464	\$ 1,532,464	\$ 150,000	\$ -	\$ 150,000	Annual	0.00%	7/10/2036
Graham-Mebane Water Capacity Agreement	2/1/2014	Graham	\$ 2,548,070	\$ 1,528,846	\$ 127,403	\$ -	\$ 127,403	Annual	0.00%	9/1/2034
2009 Sewer E-SRF-T	10/30/2009	DENR-DWQ	\$ 96,113.00	\$ 28,834	\$ 4,806	\$ -	\$ 4,806	Annual	0.00%	5/1/2029
Revenue Bonds - Series 2021	9/22/2021	Truist	\$ 13,573,000	\$ 12,609,000	\$ 980,000	\$ 204,227	\$ 1,184,227	Aug/Feb	1.27% & 1.78%	8/1/2036
<b>Total - Utility Fund</b>			<b>\$ 18,899,647</b>	<b>\$ 15,699,144</b>	<b>\$ 1,262,209</b>	<b>\$ 204,227</b>	<b>\$ 1,466,436</b>			
<b>Total Combined</b>			<b>\$ 26,163,647</b>	<b>\$ 20,237,144</b>	<b>\$ 1,824,211</b>	<b>\$ 317,243</b>	<b>\$ 2,141,454</b>			



City of Mebane  
Budget - Debt Service Summary - Vehicles  
2023-2024

Description	Origination Date	Lender	Original Amount	FY Beginning Balance	Required Principal	Required Interest	Total Payment	Payment Period	Interest Rate	Payoff Date
2021 Rolling Stock (Fire Engine, Police Vehicles, Garbage Truck)	7/20/2021	Truist	\$ 1,365,000	\$ 955,300	\$ 271,517	\$ 9,982	\$ 281,499	July/Jan	1.070%	7/20/2026
2020 Public Works Vehicles	2/28/2020	US Bank	\$ 430,500	\$ 221,708	\$ 86,100	\$ 2,641	\$ 88,741	Aug/Feb	1.363%	8/28/2025
2019 Police Vehicles	4/16/2019	First Bank	\$ 266,468	\$ 53,294	\$ 53,294	\$ 1,047	\$ 54,341	Oct/April	2.580%	4/16/2024
2019 Police Radios	5/9/2019	First Bank	\$ 469,000	\$ 46,900	\$ 46,900	\$ 724	\$ 47,624	Nov/May	3.020%	11/9/2023
2017 Fire Truck	5/25/2017	PEMC REDLG	\$ 468,330	\$ 187,332	\$ 104,000	\$ -	\$ 104,000	Annual	0.000%	8/1/2026
FY22-23 Rolling Stock	8/5/2022	US Bank	\$ 916,006	\$ 830,222	\$ 174,879	\$ 23,921	\$ 198,800	Aug/Feb	2.000%	6/30/2028
FY22-23 Fire Engine*	TBD	PEMC	\$ 520,000	\$ 520,000	\$ 104,000	\$ 3,141	\$ 107,141	Annual	1.000%	2034
FY 24 Proposed Rolling Stock	TBD	TBD	\$ 1,270,062	\$ 1,270,062	\$ 254,013	\$ 39,340	\$ 293,353	TBD	5.000%	2029
<b>Total - General Fund</b>			<b>\$ 4,435,304</b>	<b>\$ 2,814,756</b>	<b>\$ 1,094,703</b>	<b>\$ 80,796</b>	<b>\$ 882,146</b>			
2021 Rolling Stock (Pick-up Trucks)	7/20/2021	Truist	\$ 123,000	\$ 94,607	\$ 24,467	\$ 465	\$ 24,932	July/Jan	1.070%	7/20/2026
<b>Total Utility Fund</b>			<b>\$ 123,000</b>	<b>\$ 94,607</b>	<b>\$ 24,467</b>	<b>\$ 465</b>	<b>\$ 24,932</b>			
<b>Total - Combined</b>			<b>\$ 4,558,304</b>	<b>\$ 2,909,362</b>	<b>\$ 1,119,170</b>	<b>\$ 81,261</b>	<b>\$ 907,078</b>			

\*Payments on this debt will not start until the Fire Engine is delivered in 2024.



**HISTORICAL SUMMARY OF PROPERTY TAX INFORMATION**

**City of Mebane  
Historical Summary of Property Tax Information  
2023-2024**

Measure	Fiscal Year				
	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023*
Assessed Valuation	\$ 2,181,876,039	\$ 2,295,224,194	\$ 2,376,226,895	\$ 2,654,716,052	\$ 2,864,969,778
Property Tax Levy	\$ 10,383,208	\$ 10,854,564	\$ 11,273,675	\$ 12,490,459	\$ 13,465,358
Property Tax Rate	\$ 0.47	\$ 0.47	\$ 0.47	\$ 0.47	\$ 0.47
Amount Collected	\$ 10,326,956	\$ 10,817,844	\$ 11,233,082	\$ 12,465,478	\$ 13,411,497
Tax Collection Rate	99.5%	99.7%	99.6%	99.8%	99.6%

Notes: Information for fiscal years prior to 2023 are from the City's audited Comprehensive Annual Financial Report.

\*Information for fiscal year 2023 is estimated.

Tax rates are expressed in dollars per \$100 of valuation.

Each 1 cent added to the tax rate generates approximately \$421,613.



## UTILITY RATES INFORMATION COMPARISON

### City of Mebane Local Utility Comparison Inside City limits Residential Rate

Service Provider	Water Bill (5,000 gal)	Sewer Bill (5,000 gal)	Combined Bill (5,000 gal)
Burlington	\$ 21.60	\$ 26.55	\$ 48.15
Graham	\$ 23.33	\$ 49.01	\$ 72.34
Gibsonville	\$ 24.80	\$ 63.40	\$ 88.20
Durham	\$ 28.84	\$ 40.77	\$ 69.61
Elon	\$ 35.64	\$ 48.00	\$ 83.64
<b>Mebane current</b>	<b>\$ 35.65</b>	<b>\$ 38.30</b>	<b>\$ 73.95</b>
<b>Mebane proposed</b>	<b>\$ 37.80</b>	<b>\$ 40.60</b>	<b>\$ 78.40</b>
Alamance (Village)	\$ 37.85	\$ 43.80	\$ 81.65
Haw River	\$ 39.27	\$ 67.82	\$ 107.09
Green Level	\$ 41.67	\$ 93.10	\$ 134.77
Orange-Alamance	\$ 46.40	N/A	
Hillsborough	\$ 50.60	\$ 71.20	\$ 121.80
OWASA	\$ 51.02	\$ 57.90	\$ 108.92
Swepsonville	\$ 51.50	\$ 53.64	\$ 105.14
Ossipee	\$ 58.15	N/A	

**Notes:**

Information from the January 1, 2023 Rate Dashboards of the UNC School of Government Environmental Finance Center, or from the website of each unit of government or directly from the unit of government.

Orange-Alamance and Ossipee do not provide sewer service.

The chart assumes 5,000 gallons is the average monthly usage.

Service Provider	Service Population	Average Household Size	Poverty Rate	Median Household Income	Water as a % of MHI	Sewer as a % of MHI	Combined as a % of MHI	Operating Ratio	# of Accounts	System Operating Revenues
Alamance (Village)	1,100	3.06	3.24%	\$ 87,788	0.04%	0.05%	0.09%	0.82	450	\$ 354,956
Haw River	2,450	2.65	13.22%	\$ 44,191	0.09%	0.10%	0.18%	0.87	1,000	\$ 1,915,372
Graham	17,158	2.35	23.73%	\$ 45,152	0.05%	0.11%	0.16%	1.14	5,791	\$ 8,050,593
<b>Mebane</b>	<b>18,579</b>	<b>2.54</b>	<b>10.04%</b>	<b>\$ 69,947</b>	<b>0.04%</b>	<b>0.09%</b>	<b>0.13%</b>	<b>1.28</b>	<b>6,686</b>	<b>\$ 9,709,101</b>
OWASA	86,300	2.46	19.65%	\$ 77,037	0.07%	0.09%	0.16%	1.07	21,849	\$ 35,514,821
Elon	12,752	2.61	24.53%	\$ 68,031	0.05%	0.07%	0.12%	1.06	2,730	\$ 3,952,590
Swepsonville	2,145	2.53	4.86%	\$ 72,171	0.05%	0.09%	0.15%	1.73	1,160	\$ 1,998,417
Durham	309,355	2.27	13.54%	\$ 66,623	0.06%	0.14%	0.20%	1.26	94,081	\$ 114,666,950
Burlington	56,691	2.37	17.21%	\$ 47,158	0.05%	0.06%	0.10%	1.20	26,166	\$ 31,819,482
Gibsonville	7,129	2.72	9.36%	\$ 89,073	0.04%	0.04%	0.08%	1.03	3,974	\$ 4,057,795
Hillsborough	15,238	2.29	7.58%	\$ 77,114	0.07%	0.08%	0.14%	1.36	6,194	\$ 10,830,811
Orange-Alamance	8,892	2.47	12.56%	\$ 79,205	0.07%	N/A	0.07%	unknown	3,448	unknown
Ossipee	2,390	2.51	11.42%	\$ 53,571	0.11%	N/A	0.11%	0.77	161	\$ 116,523
Green Level	2,450	3.12	22.08%	\$ 33,514	0.00%	N/A	0.00%	1.13	862	\$ 1,246,331

Information from the January 1, 2023 Rate Dashboards of the UNC School of Government Environmental Finance Center.



## SUMMARY OF FULL-TIME POSITIONS

General Fund		Current 2022- 2023	Proposed 2023- 2024
Administration			
	City Manager	1	1
	Assistant City Manager	1	1
	City Attorney	1	1
	City Clerk	1	1
	Public Information Officer	1	1
	Human Resources Director	1	1
	Human Resources Consultant	1	1
		<b>7</b>	<b>7</b>
Finance			
	Finance Director	1	1
	Accountant	2	2
	Accounting Supervisor	1	1
	Accounting Technician I	1	1
	Customer Service Representative	1	1
		<b>6</b>	<b>6</b>
Information Technology			
	Information Technology Director	1	1
	Information Technology Specialist	1	1
		<b>2</b>	<b>2</b>
Police Administration			
	Police Chief	1	1
	Assistant Police Chief	1	1
	Police Lieutenant	2	2
	Police Sergeant	5	5

Police Corporal	4	4
Police Investigator	4	4
Police Officer	25	25
Police Accreditation Manager	1	1
School Resource Officers	4	4
Administrative Support Specialist	2	2
Evidence Technician	1	1
	<hr/>	<hr/>
	<b>50</b>	<b>50</b>

Fire

Fire Chief	1	1
Deputy Fire Marshal	1	1
Fire Captain/Training	1	1
Fire Captain/Shift	3	3
Fire Inspector I	1	1
Fire Lieutenant	6	6
Fire Engineer	10	10
Firefighter	11	11
Fire Life Safety Educator	1	1
Administrative Support Specialist	1	1
	<hr/>	<hr/>
	<b>36</b>	<b>36</b>

Planning

Development Director	1	1
Planner	2	2
	<hr/>	<hr/>
	<b>3</b>	<b>3</b>

Inspections

Inspections Director	1	1
Building Inspector II	1	1
Building Inspector 1	2	2
Plan Reviewer	1	1
Permit Specialist	1	1
Code Enforcement Officer	1	1
	<hr/>	<hr/>
	<b>7</b>	<b>7</b>

Public Works

Public Works Director	1	1
Streets Maintenance Supervisor	1	1
Administrative Support Specialist	1	1
Automotive Mechanic Supervisor	1	1
Automotive Mechanic	2	2

	Equipment Operator I	3	3
	Ground Crew Supervisor	1	1
	Maintenance Technician	4	4
		<b>14</b>	<b>14</b>
Public Facilities			
	Grounds Crew Supervisor	1	1
	Groundskeeper	3	3
	Building Maintenance Coordinator	1	1
	Equipment Operator I	1	1
		<b>6</b>	<b>6</b>
Sanitation			
	Sanitation Supervisor	1	1
	Sanitation Equipment Operator	5	5
	Sanitation Worker	2	2
		<b>8</b>	<b>8</b>
Recreation & Parks			
	Recreation & Parks Director	1	1
	Parks Superintendent	1	1
	Recreation Superintendent	1	1
	Athletics Supervisor	1	1
	Parks Operations & Maintenance Supervisor	4	4
	Recreation Program Coordinator	1	1
	Arts & Community Center Supervisor	1	1
		<b>10</b>	<b>10</b>
<b>General Fund Total</b>		<b>149</b>	<b>149</b>

<b>Water &amp; Sewer Fund</b>		<b>Current 2022- 2023</b>	<b>Proposed 2023- 2024</b>
<b>Utility Administration &amp; Billing</b>			
	Utility Billing & Collections Specialist	1	1
<b>Utility Operations &amp; Maintenance</b>			
	Utilities Director	1	1
	Utilities System Mechanic I	2	2
	Utilities Maintenance Crew Leader	2	2
	Meter Reader Technician	1	1
	Equipment Operator I	4	4
	Equipment Operator II	2	2
	Maintenance Technician	3	4
	Utilities Location Technician	1	1
		<b>16</b>	<b>17</b>
<b>Water Resources Recovery Facility</b>			
	Wastewater Treatment Plant Position - TBD	0	1
	Wastewater Treatment Plant Director	1	1
	Lead Wastewater Plant Operator	1	1
	Laboratory Supervisor	1	1
	Wastewater Treatment Plant Operator	2	2
	Utility System Mechanic I	1	1
		<b>6</b>	<b>7</b>
<b>Water &amp; Sewer Fund Total</b>		<b>23</b>	<b>25</b>
<b>City of Mebane Total</b>		<b>172</b>	<b>174</b>

**POSITION REQUESTS**

Department	Requested Position	Salary & Benefits	Non-salary	Non-salary costs	Total Cost		Proposed Cuts	New Total
			costs	future years	FY23-24	FY23-24		
Utilities	Maintenance Technician	\$66,952	\$2,764	\$1,632	\$69,716	\$69,716	\$0	
Utilities	Meter & Sampling Supervisor	\$108,408	\$2,764	\$1,632	\$111,172	\$0	\$111,172	
WRRF	Laboratory Technician*	\$77,290	\$800	\$500	\$78,090	\$78,090	\$0	
WRRF	Wastewater Treatment Plant Operator*	\$84,090	\$1,760	\$1,460	\$85,850	\$0	\$85,850	
<b>Totals</b>		<b>\$336,740</b>	<b>\$8,088</b>	<b>\$5,224</b>	<b>\$344,828</b>	<b>\$147,806</b>	<b>\$197,022</b>	

\*Either a Laboratory Technician or a Wastewater Treatment Plant Operator will be hired if approved.

# BUDGET SECTION



# GENERAL FUND DEPARTMENT BUDGETS

## CITY COUNCIL

FY 23-24 Manager's Recommended Budget				
City Council				
The City Council is the governing body of the City of Mebane, and consists of the mayor and five other councilmembers. Funding for this line is to support the training and supplies needed to conduct meetings and events.				
Revenues	21-22 Actual	22-23 Current Budget	23-24 Manager's Recommended	% Change
General Revenues..	\$ 72,973	\$ 88,237	\$ 71,870	(18.5%)
Totals.....	\$ 72,973	\$ 88,237	\$ 71,870	(18.5%)
Expenditures	21-22 Actual	22-23 Current Budget	23-24 Manager's Recommended	% Change
Personnel.....	\$ 54,410	\$ 60,162	\$ 65,020	8.1%
Operating.....	18,563	28,075	6,850	(75.6%)
Capital.....	-	-	-	NA
Totals.....	\$ 72,973	\$ 88,237	\$ 71,870	(18.5%)



## ADMINISTRATION

FY 23-24 Manager's Recommended Budget

### Administration

Administration includes the City Manager and Assistant Manager, City Clerk, City Attorney, Public Information and Human Resources.

<b>Revenues</b>	<b>21-22 Actual</b>	<b>22-23 Current Budget</b>	<b>23-24 Manager's Recommended</b>	<b>% Change</b>
General Revenues.....	\$ 961,714	\$ 1,249,653	\$ 1,426,869	14.2%
Totals.....	<u>\$ 961,714</u>	<u>\$ 1,249,653</u>	<u>\$ 1,426,869</u>	14.2%

<b>Expenditures</b>	<b>21-22 Actual</b>	<b>22-23 Current Budget</b>	<b>23-24 Manager's Recommended</b>	<b>% Change</b>
Personnel.....	\$ 800,898	\$ 933,064	\$ 985,594	5.6%
Operating.....	160,816	316,588	441,275	39.4%
Capital.....	-	-	-	N/A
Totals.....	<u>\$ 961,714</u>	<u>\$ 1,249,653</u>	<u>\$ 1,426,869</u>	14.2%



# FINANCE

## FY 23-24 Manager's Recommended Budget

### Finance

The Finance Department consists of six employees responsible for all revenue collections and financial reporting for the City. One position, the Utility Billing & Collections Specialist, is funded by the Utility Fund. The Finance Department administers the financial affairs of the City including budget development and execution cash management, accounting, debt administration, payroll, utility billing, and collection, accounts payable and receivable, purchasing, and the sale of surplus property.

<b>Revenues</b>	<b>21-22 Actual</b>	<b>22-23 Current Budget</b>	<b>23-24 Manager's Recommended</b>	<b>% Change</b>
General Revenues.....	\$ 530,368	\$ 704,762	\$ 748,626	6.2%
Totals.....	<u>\$ 530,368</u>	<u>\$ 704,762</u>	<u>\$ 748,626</u>	6.2%

<b>Expenditures</b>	<b>21-22 Actual</b>	<b>22-23 Current Budget</b>	<b>23-24 Manager's Recommended</b>	<b>% Change</b>
Personnel.....	\$ 317,970	\$ 410,300	\$ 471,902	15.0%
Operating.....	212,398	294,462	276,724	(6.0%)
Capital.....	-	-	-	N/A
Totals.....	<u>\$ 530,368</u>	<u>\$ 704,762</u>	<u>\$ 748,626</u>	6.2%



## INFORMATION TECHNOLOGY

### FY 23-24 Manager's Recommended Budget

#### Information Technology (IT)

The IT Department has two employees and is responsible for management and maintenance of the citywide network of servers, computers and peripherals. This department assists all other departments about technology related items that are needed, and manages the City wide technology services.

<b>Revenues</b>	<b>21-22 Actual</b>	<b>22-23 Current Budget</b>	<b>23-24 Manager's Recommended</b>	<b>% Change</b>
General Revenues...	\$ 426,875	\$ 1,059,288	\$ 1,663,401	57.0%
Totals.....	<u>\$ 426,875</u>	<u>\$ 1,059,288</u>	<u>\$ 1,663,401</u>	57.0%

<b>Expenditures</b>	<b>21-22 Actual</b>	<b>22-23 Current Budget</b>	<b>23-24 Manager's Recommended</b>	<b>% Change</b>
Personnel.....	\$ 153,763	\$ 196,706	\$ 204,165	3.8%
Operating.....	249,513	659,873	1,304,110	97.6%
Capital.....	<u>23,600</u>	<u>202,709</u>	<u>155,126</u>	(23.5%)
Totals.....	<u>\$ 426,875</u>	<u>\$ 1,059,288</u>	<u>\$ 1,663,401</u>	57.0%



## ECONOMIC DEVELOPMENT

### FY 23-24 Manager's Recommended Budget

#### Economic Development

The Economic Development division provides for the City's efforts to attract desirable new businesses, industries and jobs.

Incentive payments are triggered by request of companies when they successfully achieve the level of investment and jobs creation specified in their agreements with the City. Aided by revenue sharing with our partners Alamance County, Orange County and the City of Graham, the 2024 budget for Economic Development provides for the continuation of existing agreements.

Revenues	21-22 Actual	22-23 Current Budget	23-24 Manager's Recommended	% Change
General Revenues.....	\$ 667,092	\$ 689,421	\$ 900,214	30.6%
Grants/Intergov.....	<u>180,000</u>	<u>480,000</u>	<u>-</u>	(100.0%)
Totals.....	<u>\$ 847,092</u>	<u>\$ 1,169,421</u>	<u>\$ 900,214</u>	(23.0%)

Expenditures	21-22 Actual	22-23 Current Budget	23-24 Manager's Recommended	% Change
Personnel.....	\$ -	\$ -	\$ -	N/A
Operating.....	847,092	1,169,421	900,214	(23.0%)
Capital.....	<u>-</u>	<u>-</u>	<u>-</u>	N/A
Totals.....	<u>\$ 847,092</u>	<u>\$ 1,169,421</u>	<u>\$ 900,214</u>	(23.0%)



## POLICE

### FY 23-24 Manager's Recommended Budget

#### Police

The Police Department includes the Police Chief and sworn law enforcement officers who, along with their support staff, maintain the safety and peace of the community. The Mebane Police Department is committed to providing the best law enforcement services available for our citizens and visitors.

<b>Revenues</b>	<b>21-22 Actual</b>	<b>22-23 Current Budget</b>	<b>23-24 Manager's Recommended</b>	<b>% Change</b>
General Revenues.....	\$ 3,949,282	\$ 5,527,370	\$ 6,618,983	19.7%
Proceeds from Debt.	-	257,483	260,006	1.0%
Grants/Intergov.....	93,033	-	-	N/A
<b>Totals.....</b>	<b><u>\$ 4,042,315</u></b>	<b><u>\$ 5,784,853</u></b>	<b><u>\$ 6,878,989</u></b>	<b>18.9%</b>

<b>Expenditures</b>	<b>21-22 Actual</b>	<b>22-23 Current Budget</b>	<b>23-24 Manager's Recommended</b>	<b>% Change</b>
Personnel.....	\$ 3,272,176	\$ 4,351,948	\$ 5,627,174	29.3%
Operating.....	578,142	902,240	838,757	(7.0%)
Capital.....	<u>191,997</u>	<u>530,665</u>	<u>413,058</u>	(22.2%)
<b>Totals.....</b>	<b><u>\$ 4,042,315</u></b>	<b><u>\$ 5,784,853</u></b>	<b><u>\$ 6,878,989</u></b>	<b>18.9%</b>



# FIRE

## FY 23-24 Manager's Recommended Budget

### Fire

The Mebane Fire Department is an organization of dedicated professionals who are committed to serving the community by protecting life and property through prevention, education, emergency medical and fire services. Operating out of three stations, the Department covers a 35 square-mile district with a population of nearly 25,000.

<b>Revenues</b>	<b>21-22 Actual</b>	<b>22-23 Current Budget</b>	<b>23-24 Manager's Recommended</b>	<b>% Change</b>
General Revenues.....	\$ 2,429,738	\$ 4,965,164	\$ 3,860,664	(22.2%)
Debt Proceeds.....	\$ -	\$ -	\$ 520,000	N/A
Grants/Intergov.....	55,087	44,000	-	(100.0%)
Permits/Inspections.....	4,450	40,000	40,000	(0.0%)
Fire District Taxes.....	<u>478,922</u>	<u>518,500</u>	<u>550,801</u>	6.2%
<b>Totals.....</b>	<b><u>\$ 2,968,196</u></b>	<b><u>\$ 5,567,664</u></b>	<b><u>\$ 4,971,465</u></b>	<b>(10.7%)</b>

<b>Expenditures</b>	<b>21-22 Actual</b>	<b>22-23 Current Budget</b>	<b>23-24 Manager's Recommended</b>	<b>% Change</b>
Personnel.....	\$ 2,582,303	\$ 3,227,165	\$ 4,153,419	28.7%
Operating.....	385,894	678,609	553,697	(18.4%)
Capital.....	-	<u>1,661,890</u>	<u>264,349</u>	(84.1%)
<b>Totals.....</b>	<b><u>\$ 2,968,196</u></b>	<b><u>\$ 5,567,664</u></b>	<b><u>\$ 4,971,465</u></b>	<b>(10.7%)</b>



# PLANNING

## FY 23-24 Manager's Recommended Budget

### Planning

The Planning Department provides long- and short-range planning and review, to provide for the orderly and safe growth of the City. Key responsibilities of the department include maintenance and enforcement of the Uniform Development Ordinance (UDO), managing current planning, and providing technical and administrative support to various boards and commissions.

<b>Revenues</b>	<b>21-22 Actual</b>	<b>22-23 Current Budget</b>	<b>23-24 Manager's Recommended</b>	<b>% Change</b>
General Revenues.....	\$ 248,648	\$ 525,119	\$ 506,333	(3.6%)
Grants/Intergov.....	-	40,000	-	(100.0%)
Permits & Fees.....	<u>117,260</u>	<u>86,418</u>	<u>91,010</u>	5.3%
<b>Totals.....</b>	<b><u>\$ 365,908</u></b>	<b><u>\$ 651,537</u></b>	<b><u>\$ 597,343</u></b>	<b>(8.3%)</b>

<b>Expenditures</b>	<b>21-22 Actual</b>	<b>22-23 Current Budget</b>	<b>23-24 Manager's Recommended</b>	<b>% Change</b>
Personnel.....	\$ 235,444	\$ 293,431	\$ 316,469	7.9%
Operating.....	130,465	348,441	280,874	(19.4%)
Capital.....	<u>-</u>	<u>9,665</u>	<u>-</u>	(100.0%)
<b>Totals.....</b>	<b><u>\$ 365,908</u></b>	<b><u>\$ 651,537</u></b>	<b><u>\$ 597,343</u></b>	<b>(8.3%)</b>



# INSPECTIONS

## FY 23-24 Manager's Recommended Budget

### Inspections

The Inspections Department provides permitting and code enforcement for safe growth of the City. The department analyzes applications for permits, determines associated costs, evaluates construction plans, records data on permits and inspections, and examine sresidential and commercial structures for compliance with state and local building codes.

<b>Revenues</b>	<b>21-22 Actual</b>	<b>22-23 Current Budget</b>	<b>23-24 Manager's Recommended</b>	<b>% Change</b>
General Revenues.....	\$ (53,526)	\$ 227,236	\$ (339,117)	(249.2%)
Grants/Intergov.....	-	-	-	N/A
Permits & Fees.....	<u>600,524</u>	<u>650,903</u>	<u>1,300,400</u>	99.8%
<b>Totals.....</b>	<b><u>\$ 546,998</u></b>	<b><u>\$ 878,139</u></b>	<b><u>\$ 961,283</u></b>	<b>9.5%</b>

<b>Expenditures*</b>	<b>21-22 Actual</b>	<b>22-23 Current Budget</b>	<b>23-24 Manager's Recommended</b>	<b>% Change</b>
Personnel.....	\$ 488,194	\$ 715,939	\$ 819,433	14.5%
Operating.....	23,511	102,792	106,850	3.9%
Capital.....	<u>35,293</u>	<u>59,408</u>	<u>35,000</u>	(41.1%)
<b>Totals.....</b>	<b><u>\$ 546,998</u></b>	<b><u>\$ 878,139</u></b>	<b><u>\$ 961,283</u></b>	<b>9.5%</b>

\*Expenditures do not reflect indirect administrative costs of the department.



# ENGINEERING

## FY 23-24 Manager's Recommended Budget

### Engineering

The Engineering Department consolidates the costs of the General Fund's plan review, construction review, technical review and other engineering services required to provide for the orderly and safe growth of the City. The services include technical review, construction inspections, stormwater engineering, as well as our City Engineer's various services.

Revenues	21-22 Actual	22-23 Current Budget	23-24	% Change
			Manager's Recommended	
General Revenues.....	\$ 345,889	\$ 325,601	\$ (39,000)	(112.0%)
Permits & Fees.....	<u>84,611</u>	<u>119,899</u>	<u>484,500</u>	304.1%
Totals.....	<u>\$ 430,500</u>	<u>\$ 445,500</u>	<u>\$ 445,500</u>	0.0%

Expenditures	21-22 Actual	22-23 Current Budget	23-24	% Change
			Manager's Recommended	
Personnel.....	\$ -	\$ -	\$ -	N/A
Operating.....	430,500	445,500	445,500	0.0%
Capital.....	<u>-</u>	<u>-</u>	<u>-</u>	N/A
Totals.....	<u>\$ 430,500</u>	<u>\$ 445,500</u>	<u>\$ 445,500</u>	0.0%



## PUBLIC WORKS

### FY 23-24 Manager's Recommended Budget

#### Public Works

The Public Works Department manages and maintains the City's streets, sidewalks, drainage systems and cemeteries, including infrastructure maintenance, landscaping and emergency/inclement weather response.

Revenues	21-22 Actual	22-23 Current Budget	23-24 Manager's Recommended	% Change
General Revenues....	\$ 1,691,910	\$ 3,428,552	\$ 1,916,438	(44.1%)
Debt Proceeds.....	\$ -	\$ -	\$ 990,000	
Grants/Intergov.....	360,334	365,000	365,000	0.0%
Permits & Fees.....	<u>29,000</u>	<u>20,000</u>	<u>33,000</u>	65.0%
Totals.....	<u>\$ 2,081,244</u>	<u>\$ 3,813,552</u>	<u>\$ 3,304,438</u>	(13.4%)

Expenditures	21-22 Actual	22-23 Current Budget	23-24 Manager's Recommended	% Change
Personnel.....	\$ 742,390	\$ 1,031,862	\$ 1,099,553	6.6%
Operating.....	1,330,434	1,581,453	1,524,585	(3.6%)
Capital.....	<u>8,420</u>	<u>1,200,238</u>	<u>680,300</u>	(43.3%)
Totals.....	<u>\$ 2,081,244</u>	<u>\$ 3,813,552</u>	<u>\$ 3,304,438</u>	(13.4%)



## PUBLIC FACILITIES

### FY 23-24 Manager's Recommended Budget

#### Public Facilities

The Public Facilities budget provides for citywide maintenance and upkeep of City property including the Mebane Library, City Hall, cemeteries, and the Veteran's Garden.

<b>Revenues</b>	<b>21-22 Actual</b>	<b>22-23 Current Budget</b>	<b>23-24 Manager's Recommended</b>	<b>% Change</b>
General Revenues.....	\$ 642,106	\$ 913,699	\$ 1,271,578	39.2%
Grants/Intergov.....	-	-	-	N/A
Totals.....	<u>\$ 642,106</u>	<u>\$ 913,699</u>	<u>\$ 1,271,578</u>	39.2%

<b>Expenditures</b>	<b>21-22 Actual</b>	<b>22-23 Current Budget</b>	<b>23-24 Manager's Recommended</b>	<b>% Change</b>
Personnel.....	\$ 261,431	\$ 350,769	\$ 568,203	62.0%
Operating.....	380,675	436,235	607,275	39.2%
Capital.....	-	<u>126,695</u>	<u>96,100</u>	(24.1%)
Totals.....	<u>\$ 642,106</u>	<u>\$ 913,699</u>	<u>\$ 1,271,578</u>	39.2%



## SANITATION

### FY 23-24 Manager's Recommended Budget

#### Sanitation

The Sanitation division provides for weekly garbage, recycling and yard waste pickup for residents within the City.

Revenues	21-22 Actual	22-23 Current Budget	23-24 Manager's Recommended	% Change
General Revenues.....	\$ 675,989	\$ 1,692,748	\$ 982,160	(42.0%)
Debt Proceeds.....	\$ -	\$ -	\$ 610,000	N/A
Grants/Intergov.....	10,481	10,000	11,000	10.0%
Sales & Service.....	467,833	465,000	575,508	23.8%
Totals.....	<u>\$ 1,154,303</u>	<u>\$ 2,167,748</u>	<u>\$ 2,178,668</u>	0.5%

Expenditures	21-22 Actual	22-23 Current Budget	23-24 Manager's Recommended	% Change
Personnel.....	\$ 435,920	\$ 548,818	\$ 654,134	19.2%
Operating.....	718,383	1,008,930	999,384	(0.9%)
Capital.....	-	610,000	525,150	(13.9%)
Totals.....	<u>\$ 1,154,303</u>	<u>\$ 2,167,748</u>	<u>\$ 2,178,668</u>	4.3%



## RECREATION AND PARKS

### FY 23-24 Manager's Recommended Budget

#### Recreation

The Recreation Department provides cultural and recreational opportunities to the residents of the City, including programming and maintenance at the athletic parks, two recreation centers, Lake Michael, Cates Farm and pocket parks throughout the city.

<b>Revenues</b>	<b>21-22 Actual</b>	<b>22-23 Current Budget</b>	<b>23-24 Manager's Recommended</b>	<b>% Change</b>
General Revenues.....	\$ 2,052,752	\$ 2,583,397	\$ 2,927,279	13.3%
Grants/Intergov.....	-	5,450	5,450	0.0%
Sales & Service.....	79,588	80,000	161,000	101.2%
Totals.....	<u>\$ 2,132,340</u>	<u>\$ 2,668,847</u>	<u>\$ 3,093,729</u>	15.9%

<b>Expenditures</b>	<b>21-22 Actual</b>	<b>22-23 Current Budget</b>	<b>23-24 Manager's Recommended</b>	<b>% Change</b>
Personnel.....	\$ 778,229	\$ 1,153,456	\$ 1,278,484	10.8%
Operating.....	515,085	948,574	897,745	(5.4%)
Capital.....	<u>839,027</u>	<u>566,817</u>	<u>917,500</u>	61.9%
Totals.....	<u>\$ 2,132,340</u>	<u>\$ 2,668,847</u>	<u>\$ 3,093,729</u>	15.9%



## NON-DEPARTMENTAL

### FY 23-24 Manager's Recommended Budget

#### Non-Departmental

The Non-Departmental division includes general government expenditures that are not specific to any one functional area. Included in this department are group insurance contributions, outside agencies, property and liability insurance, unemployment insurance, debt payments (both principal and interest), and interfund transfers.

<b>Revenues</b>	<b>21-22 Actual</b>	<b>22-23 Current Budget</b>	<b>23-24 Manager's Recommended</b>	<b>% Change</b>
General Revenues.....	\$ 2,015,404	\$ 3,603,703	\$ 3,645,549	1.2%
Debt Proceeds.....	\$ -	\$ -	\$ 900,000	N/A
Grants/Intergov.....	-	-	-	N/A
<b>Totals.....</b>	<b><u>\$ 2,015,404</u></b>	<b><u>\$ 3,603,703</u></b>	<b><u>\$ 4,545,549</u></b>	<b>26.1%</b>

<b>Expenditures</b>	<b>21-22 Actual</b>	<b>22-23 Current Budget</b>	<b>23-24 Manager's Recommended</b>	<b>% Change</b>
Personnel.....	\$ 129,300	\$ 271,555	\$ 170,173	(37.3%)
Operating.....	435,371	616,200	1,264,382	105.2%
Debt Service.....	1,450,732	1,807,708	3,110,994	72.1%
Transfers.....	-	908,240	-	(100.0%)
<b>Totals.....</b>	<b><u>\$ 2,015,404</u></b>	<b><u>\$ 3,603,703</u></b>	<b><u>\$ 4,545,549</u></b>	<b>40%</b>



# WATER & SEWER FUND DEPARTMENT BUDGET

## UTILITIES ADMINISTRATION

FY 23-24 Manager's Recommended Budget

### Utility Administration

The Utility Administration division includes billing and collections costs, the allocation of administrative costs from the General Fund and replacement and repair of new meters and the extension of other utility infrastructure.

<b>Revenues</b>	<b>21-22 Actual</b>	<b>22-23 Current Budget</b>	<b>Manager's Recommended</b>	<b>% Change</b>
Utility Revenues.....	\$ 1,154,452	\$ 1,439,936	\$ 1,613,720	12.1%
Totals.....	<u>\$ 1,154,452</u>	<u>\$ 1,439,936</u>	<u>\$ 1,613,720</u>	12.1%

<b>Expenditures</b>	<b>21-22 Actual</b>	<b>22-23 Current Budget</b>	<b>Manager's Recommended</b>	<b>% Change</b>
Personnel.....	\$ 718,095	\$ 827,446	\$ 1,005,063	21.5%
Operating.....	182,166	412,490	428,657	3.9%
Capital.....	<u>254,191</u>	<u>200,000</u>	<u>180,000</u>	(10.0%)
Totals.....	<u>\$ 1,154,452</u>	<u>\$ 1,439,936</u>	<u>\$ 1,613,720</u>	12.1%



# UTILITIES OPERATIONS AND MAINTENANCE

FY 23-24 Manager's Recommended Budget

<b>Utility Operations &amp; Maintenance</b>				
Utility Operations and Maintenance monitors all pump stations and provides maintenance for the water and sewer systems, including installation of new service and coordinating with Finance for cutoffs for nonpayment.				
<b>Revenues</b>	<b>21-22 Actual</b>	<b>22-23 Current Budget</b>	<b>23-24 Manager's Recommended</b>	<b>% Change</b>
Utility Revenues.....	\$ 2,825,933	\$ 5,663,170	\$ 5,854,953	3.4%
<b>Totals.....</b>	<b>\$ 2,825,933</b>	<b>\$ 5,663,170</b>	<b>\$ 5,854,953</b>	<b>3.4%</b>
<b>Expenditures</b>	<b>21-22 Actual</b>	<b>22-23 Current Budget</b>	<b>23-24 Manager's Recommended</b>	<b>% Change</b>
Personnel.....	\$ 1,102,997	\$ 1,374,448	\$ 1,632,736	18.8%
Operating.....	1,529,209	2,925,445	2,929,258	0.1%
Capital.....	193,726	1,363,277	1,292,959	(5.2%)
<b>Totals.....</b>	<b>\$ 2,825,933</b>	<b>\$ 5,663,170</b>	<b>\$ 5,854,953</b>	<b>3.4%</b>



# UTILITY ENGINEERING

FY 23-24 Manager's Recommended Budget

<b>Utility Engineering</b>					
The Utility Engineering division consolidates the cost of the City Engineer for utility-related projects including design, review, testing and administrative functions like attending Council meetings.					
<b>Revenues</b>	<b>21-22 Actual</b>	<b>22-23 Current Budget</b>	<b>23-24 Manager's Recommended</b>	<b>% Change</b>	
Utility Revenues.....	\$ 260,000	\$ 298,098	\$ 285,000	(4.4%)	
Totals.....	<u>\$ 260,000</u>	<u>\$ 298,098</u>	<u>\$ 285,000</u>	(4.4%)	
<b>Expenditures</b>	<b>21-22 Actual</b>	<b>22-23 Current Budget</b>	<b>23-24 Manager's Recommended</b>	<b>% Change</b>	
Personnel.....	\$ -	\$ -	\$ -	N/A	
Operating.....	260,000	298,098	285,000	(4.4%)	
Capital.....	-	-	-	N/A	
Totals.....	<u>\$ 260,000</u>	<u>\$ 298,098</u>	<u>\$ 285,000</u>	(4.4%)	



# WATER RESOURCE RECOVERY FACILITY

FY 23-24 Manager's Recommended Budget

<b>Water Resources Recovery Facility (WRRF)</b>				
This division operates and maintains the WRRF in order to remove nutrients from the City's wastewater to return it to the environment.				
<b>Revenues</b>	<b>21-22 Actual</b>	<b>22-23 Current Budget</b>	<b>23-24 Manager's Recommended</b>	<b>% Change</b>
Utility Revenues.....	\$ 1,800,747	\$ 2,303,681	\$ 2,633,578	14.3%
<b>Totals.....</b>	<b>\$ 1,800,747</b>	<b>\$ 2,303,681</b>	<b>\$ 2,633,578</b>	<b>14.3%</b>
<b>Expenditures</b>	<b>21-22 Actual</b>	<b>22-23 Current Budget</b>	<b>Manager's Recommended</b>	<b>% Change</b>
Personnel.....	\$ 811,748	\$ 892,662	\$ 1,114,958	24.9%
Operating.....	851,478	1,221,957	1,413,699	15.7%
Capital.....	137,521	189,062	104,921	(44.5%)
<b>Totals.....</b>	<b>\$ 1,800,747</b>	<b>\$ 2,303,681</b>	<b>\$ 2,633,578</b>	<b>14.3%</b>



## UTILITIES NON-DEPARTMENTAL

FY 23-24 Manager's Recommended Budget

### Utility Non-Departmental

The Non-Departmental division includes debt service, liability insurance and transfers.

<b>Revenues</b>	<b>21-22 Actual</b>	<b>22-23 Current Budget</b>	<b>Manager's Recommended</b>	<b>% Change</b>
Utility Revenues.....	\$ <u>1,295,796</u>	\$ <u>1,992,875</u>	\$ <u>1,503,768</u>	(24.5%)
Totals.....	\$ <u>1,295,796</u>	\$ <u>1,992,875</u>	\$ <u>1,503,768</u>	(24.5%)
<b>Expenditures</b>	<b>21-22 Actual</b>	<b>22-23 Current Budget</b>	<b>Manager's Recommended</b>	<b>% Change</b>
Personnel.....	\$ -	\$ -	\$ -	N/A
Operating.....	-	15,054	12,400	(17.6%)
Capital.....	-	-	-	N/A
Debt Service.....	1,295,796	1,977,821	1,491,368	(24.6%)
Transfers.....	-	-	-	N/A
Total.....	\$ <u>1,295,796</u>	\$ <u>1,992,875</u>	\$ <u>1,503,768</u>	(24.5%)



# UTILITIES CAPITAL RESERVE FUND

FY 23-24 Manager's Recommended Budget

<b>Utility Capital Reserve Fund</b>						
The Utility Capital Reserve Fund is used to account for system development fees.						
	21-22 Actual	22-23 Current Budget	23-24 Manager's Recommended	Increase (Decrease)	% Change	
<b>Revenues</b>						
System Development Fees.....	\$ 902,521	\$ 1,107,000	\$ 1,598,000	\$ 491,000	44.4%	
Interest Earnings.....	9,701	2,500	3,000	500	20.0%	
Total revenues.....	<u>912,222</u>	<u>1,109,500</u>	<u>1,601,000</u>	<u>491,500</u>	44.3%	
Appropriated fund balance.....	-	199,177	-		-100.0%	
Total revenues & other financing sources.....	<u>912,222</u>	<u>1,308,677</u>	<u>1,601,000</u>	<u>292,323</u>	22.3%	
<b>Expenditures</b>						
Transfers Out.....	\$ 527,920	\$ 699,177	-	(699,177)	-100.0%	
Utility Capital Reserve.....	-	609,500	1,601,000	991,500	162.7%	
Total Expenditures.....	<u>527,920</u>	<u>1,308,677</u>	<u>1,601,000</u>	<u>292,323</u>	22.3%	



# Mebane

Positively Charming



## Capital Improvement Plan FY 2024 – 2028

## **SECTION 1: OVERVIEW OF THE CAPITAL IMPROVEMENT PLAN**

The Capital Improvement Plan (CIP) is the planning mechanism by which the City Council allocates limited financial resources to implement long-term goals as defined in the Comprehensive Land Development Plan, Comprehensive Transportation Plan, Bicycle and Pedestrian Transportation Plan, Mebane Downtown Vision Plan, Recreation and Parks Master Plan, Long Range Utility Master Plan, and other similar planning documents. The purpose of the CIP is to forecast and match projected revenues and significant capital needs over five years. Capital planning is an important management tool that strengthens the linkage between community infrastructure needs and the City's financial capacity.

The CIP is a multi-year plan for significant capital expenditures such as the acquisition of land, construction or considerable renovation of public facilities (i.e., buildings and parks), construction of new transportation infrastructure (i.e., roads, sidewalks, multi-use paths), expansion or significant renovation of water, wastewater, or stormwater infrastructure, capital equipment to support operations or any combination of the above. Projects eligible for inclusion in the CIP are those with an asset value of greater than \$25,000 and useful life of greater than three years.

When identifying new projects, the staff looks to the long-term priorities and direction set by City Council and submits formal requests through the CIP process. A formal request includes a description of the project, the estimated cost, and an estimate of the recurring expenses associated with a completed project (i.e., additional staff, additional utilities, etc.). The formal request also includes alternative solutions, if any, and a statement on the effect on services and programs if the project is not funded.

Once adopted by the City Council, the CIP becomes a statement of City policy regarding the need, priority, timing, and funding of future capital projects. The Capital Improvement Plan is simply that – a plan. As such, projects and funding mechanisms are subject to change based on new or shifting service needs, unique financing opportunities, emergency needs, or other directives or priorities established by the City Council. Future needs and financial constraints may result in changes in priority over the five-year period. Because priorities can change, projects included in outward planning years are not guaranteed funding. The CIP represents the City Administration and City Council's best judgment when the Plan is adopted. Priorities established in the CIP subsequently guide decisions made by City Administration and the various boards and commissions appointed by City Council.

## RELATIONSHIP TO THE ANNUAL OPERATING BUDGET

Some CIP projects are funded through annual operating funds, such as the General Fund and the Water and Sewer Fund. In these cases, the CIP and the Annual Operating Budget are directly linked as CIP projects become authorized through the adoption of the Annual Operating Budget. Projects funded through debt financing also impact the operating budget through ongoing debt service expenses. Finally, some completed CIP projects will directly impact the operating budget as they will require ongoing expenditures for staff and other operating costs.

## CIP STRUCTURE

The CIP is organized into six functional categories, called "elements," in order to group projects with similar items.

1. **Transportation Element:** funds the construction of new roadways, improvements to existing roadways, sidewalks, bicycle, and pedestrian facilities, transit projects, and railroad crossing improvements. The Bike and Pedestrian Plan is funded in this element.
2. **Parks, Recreation, and Cultural Resources Element:** funds land acquisition for new park and greenway facilities, the construction of park and recreation amenities, and significant renovations of current facilities. Implementation of the Parks and Recreation Master Plan is funded in this element.
3. **Public Safety Element:** funds the acquisition of capital equipment to support the operations of the two public safety departments in the City (Fire and Police). Public safety facilities are considered in the public facilities element.
4. **Public Facilities Element:** funds construction and significant renovation of general government and public safety facilities and infrastructure. This element also funds improvements to communications and technology infrastructure.
5. **Public Works & Environmental Services Element:** funds projects designed to manage and mitigate the effects of stormwater runoff, manage the collection and disposal of solid waste, and maintain streets. These projects include structural improvements, Stormwater Control Measure (SCM) construction, and infrastructure replacement. They also include the equipment needed to manage solid waste collection and maintain City streets.
6. **Water and Sewer Utility Element:** funds the construction and improvement of water and sewer infrastructure. These projects include main additions and replacements, water/wastewater treatment plant renovations/expansions, filter rehabilitation, pump station additions, infrastructure replacement, and the equipment necessary to maintain the system

## CAPITAL IMPROVEMENT FUNDING

The funding sources used to execute the Plan are as important as the capital projects contained in the Plan. Capital Improvements for the City of Mebane are funded using a variety of sources that are broadly categorized as cash, grants, or debt financing.

Cash, or pay-as-you-go (PAYGO), funds come from sources such as tax revenue, development-related fees, program fees, State revenue, and interest earnings. Some of these sources, such as State revenue from the Powell Bill and certain others, may only be spent to meet particular needs. Other revenue sources come with no restriction on the needs they may be used to address. Major funding sources for the CIP are as follows:

General Fund: General Fund revenue, such as ad valorem taxes, sales taxes, utility taxes, and other similar revenues, are used to fund City operations and may be used to fund capital projects such as facility improvements, transportation system improvements, and other similar projects. Compared to other sources, General Fund resources are a flexible revenue source without restrictions on their use.

Enterprise Funds: Enterprise funds, such as the water/sewer fund, collect user fees as part of their operations, then invest a portion of that revenue into capital projects. The City uses these funds only for corresponding enterprise projects.

Water/Sewer Capital Reserve Fees: These fees are charged, based upon a City Council-approved System Development Fee Schedule, to developers of land within the City of Mebane to pay for the capital facility burden created by new development. Revenue from these fees is restricted for capital improvements to the water/sewer system or to fund debt service payments for improvements to these systems.

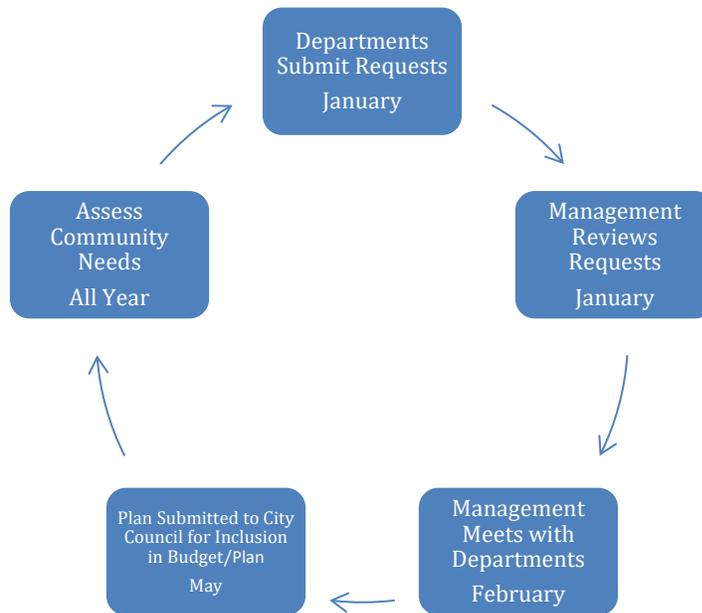
Debt Financing: For debt financing, the City uses several types of debt mechanisms, including revenue bonds and traditional lease-purchase or installment financing. The tool selected varies depending on the level of funding needed, the term of the need, and current debt market conditions. The City does not currently have general obligation bonds; however, they require approval by voters and are backed by the City's taxing authority to repay the bonds. Revenue bonds pledge the revenue generated by specific enterprise (water and sewer) charges.

Grants: The City actively searches out local, state, and federal grant opportunities. Expenditures are normally restricted to the purpose of the grant and, at times, will require a matching contribution from the City.

Reserve from Prior Years: As projects are completed, unspent budgeted amounts accumulate into reserves, available for future projects. Reserves can also build up when the City collects revenue in excess of the amount budgeted.

## THE CIP PROCESS

The process for developing the CIP, as illustrated below, begins shortly after the beginning of a new fiscal year (July 1) as staff considers unmet capital needs in the recently adopted budget and other emerging needs. For each project, staff in the requesting department complete a CIP project request form and compile supporting documentation. All CIP project requests are due by the beginning of January of each year.



## CIP PRACTICES

Long-Range Cost Estimates: Using the upcoming fiscal year as the base, staff consult the City Engineer to estimate future construction costs better.

Closing Projects: Projects are closed when the approved scope of work is complete. Staff reviews project statuses periodically to identify finished projects that can be closed. If the budget for a completed project is not fully expended, generally, the budget is closed, and the remaining balance accumulates in the fund balance. The accumulated fund balance is available to pay for future projects.

Horizon Issues: The proposed CIP funds the City's highly prioritized needs. Staff reviews and analyzes the project details supporting these projects and considers them ready to move forward. However, in many situations, the City has identified a future need but has not yet completed a detailed analysis weighed options, or designed a specific facility. These projects include facilities, capital infrastructure, and business systems needed in the future, often beyond the CIP's five-year timeframe.

## PLANNING BY FUND

The following sections represent a description of the projects submitted, by element, for the five-year planning timeframe under consideration. Each element begins with a brief description of what types of projects are funded and includes a tabular summary of all projects considered and the proposed revenue source to fund the projects each year. At the end of each section, there is a summary table showing the total cost of the projects in each year and the proposed revenue source.

## SECTION 2: GENERAL FUND

A majority of projects included in the CIP are housed in the General Fund. This revenue is generated in large part by ad valorem taxes, along with sales taxes, utility taxes, and other similar revenues.

The types of capital projects that qualify for this fund include facility improvements, transportation system improvements, and other similar projects.

Compared to other sources, General Fund resources are a flexible revenue source without restrictions on their use.

### TRANSPORTATION ELEMENT PROJECTS

**Projects Funded:** Construction of new roadways, improvements to existing roadways, sidewalks, bicycle, and pedestrian facilities, transit projects, and railroad crossing improvements.

The table below shows each of the projects submitted for consideration in this year's CIP process and the project's estimated cost in each fiscal year in the Plan.

Transportation Element	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Total
Sidewalk - S. Third Ext. from Corporate Park Drive to Augusta Dr	\$32,500		\$700,000			\$732,500
Multi-use path - Third Street to Fifth Street Connector	\$60,500	\$300,000				\$360,500
Signal Light Preemption	\$68,271					\$68,271
NC 119 Wayfinding and entrance signs	\$100,000					\$100,000
Sidewalk - Crawford St. from N. First St. to N. 2nd St	\$137,000					\$137,000
Lake Michael Connector (along Lebanon Rd.)	\$375,000					\$375,000
Back Entrance Parking Lot at Community Park	\$480,000					\$480,000
Sidewalk - S. Eighth St. to Fifth St. Park via Arrowhead Villas		\$55,000				\$55,000
Repave MACC Parking Lot		\$400,000				\$400,000
Repave Old Rec Parking Lot		\$60,000				\$60,000
Pave Basketball Court Parking Lot			\$75,000			\$75,000
Sidewalk - S. Third Street Ext. - Augusta Dr to Gibson Road				\$62,500	\$350,000	\$412,500
<b>Element Total</b>	<b>\$1,253,271</b>	<b>\$815,000</b>	<b>\$775,000</b>	<b>\$62,500</b>	<b>\$350,000</b>	<b>\$3,255,771</b>

### PARKS, RECREATION, AND CULTURAL RESOURCES ELEMENT

**Projects Funded:** The construction of recreation and parks amenities, expansion of existing parks, and significant renovations of current facilities.

The table below shows each of the projects submitted for consideration in this year's CIP process and the project's estimated cost in each fiscal year of the Plan.

Parks, Recreation, & Cultural Resources Element	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Total
Lake Michael Spillway	\$4,402,835					\$4,402,835
Second Phase of Cates Farm Playground		\$500,000				\$500,000
Pickle Ball Courts		\$400,000				\$400,000
MACC Roof Restoration		\$295,000				\$295,000
Replace the gym floor at Old Recreation building		\$160,000				\$160,000
Lake Michael Building Removal and Replacement		\$50,000			\$400,000	\$450,000
Air Conditioning for the Old Recreation building gym		\$100,000				\$100,000
New HVAC Control Panel for MACC		\$75,000				\$75,000
Lake Michael remaining trail		\$55,900	\$69,500	\$327,400		\$452,800
MACC Baseball/Softball Scoreboards		\$45,000				\$45,000
Open air shelters at the Community Park (for rent)		\$40,000	\$40,000	\$40,000		\$120,000
Lake Michael pier replacement			\$125,000			\$125,000
Youth/Walker Field Repurpose				\$2,000,000		\$2,000,000
Shade for Farmers Market				\$500,000		\$500,000
Community Park Expansion					\$15,000,000	\$15,000,000
<b>Total Element</b>	<b>\$4,402,835</b>	<b>\$1,720,900</b>	<b>\$234,500</b>	<b>\$2,867,400</b>	<b>\$15,400,000</b>	<b>\$20,222,800</b>

## PUBLIC SAFETY ELEMENT

**Projects Funded:** Acquisition of capital equipment to support the operations of the two public safety departments in the City. (Note: Public safety *facilities* are considered in the *public facilities* element.)

The table below shows each of the projects submitted for consideration in this year's CIP process and the project's estimated cost in each fiscal year of the Plan.

Public Safety	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Total
Replace Fire Engine	\$850,000					\$850,000
Police vehicles	\$413,058	\$223,051	\$240,895	\$260,167	\$280,980	\$1,418,151
Training Simulator	\$80,000					\$80,000
Fire Prevention Vehicle	\$50,000					\$50,000
ATV Rescue Vehicle	\$30,654					\$30,654
Station 2 Fire Alarm	\$26,524					\$26,524
Replace Rescue Truck		\$1,300,000				\$1,300,000
Replace Engine 35		\$850,000				\$850,000
Replace Fire Chief Vehicle		\$60,000				\$60,000
Replace Platform Truck			\$2,000,000			\$2,000,000
Incident Command Vehicle			\$65,000			\$65,000
Administrative Vehicle			\$60,000			\$60,000
Zodiac			\$25,000			\$25,000
<b>Element Total</b>	<b>\$600,236</b>	<b>\$2,433,051</b>	<b>\$2,390,895</b>	<b>\$260,167</b>	<b>\$280,980</b>	<b>\$5,965,329</b>

## PUBLIC FACILITIES ELEMENT

**Projects Funded:** Construction and significant renovations of general government and public safety facilities and infrastructure, including upgrades to existing City facilities, new public safety facilities, and additional public works facilities.

The table below shows each of the projects submitted for consideration in this year's CIP process and the project's estimated cost in each fiscal year of the Plan.

Public Facilities	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Total
Fire Station 4	\$5,190,000					\$5,190,000
Fiber Installation	\$95,702					\$95,702
IT Server Project	\$43,500					\$43,500
New Fleet Services office and foyer		\$145,200				\$145,200
New Police Facility			\$1,750,000	\$15,000,000		\$16,750,000
Replacement of roof at PD			\$260,000			\$260,000
Library roof replacement				\$181,500		\$181,500
<b>Element Total</b>	<b>\$5,329,202</b>	<b>\$145,200</b>	<b>\$2,010,000</b>	<b>\$15,181,500</b>	<b>\$0</b>	<b>\$22,484,402</b>

## PUBLIC WORKS AND ENVIRONMENTAL SERVICES ELEMENT

**Projects Funded:** Projects designed to manage and mitigate the effects of stormwater runoff, manage the collection and disposal of solid waste, and maintain streets. These projects include structural improvements, construction, and significant infrastructure expansion. They also include the equipment needed to manage solid waste collection and maintain City streets.

The table below shows each of the projects submitted for consideration in this year's CIP process and the project's estimated cost in each fiscal year of the Plan.

Public Works & Environmental Services	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Total
CAT 304 Mini Hydraulic Excavator	\$90,200					\$90,200
Service truck (2 in FY24, 5 in FY25, then 2 yearly)	\$130,500	\$337,500	\$135,000	\$135,000	\$135,000	\$873,000
Trailer	\$9,300					\$9,300
Oil station shed	\$5,300					\$5,300
Mowing Division Carport	\$7,000					\$7,000
Trailer	\$5,600					\$5,600
Fleet diagnostic scanner	\$5,400					\$5,400
Compact Tractor - 3025D		\$25,000				\$25,000
Rotary Broom - 60 in. hydraulic 300 series loader mounted		\$20,000				\$20,000
Bucket Truck		\$200,000				\$200,000
New fuel station and pumps	\$97,000					\$97,000
Swap Loader Truck			\$350,000			\$350,000
John Deere Gator with Spray tank	\$30,500					\$30,500
Sidarm Garbage Truck	\$363,000	\$375,000				\$738,000
Knuckle boom Truck		\$204,000			\$210,000	\$414,000
Dump Truck - 4x2 (single axle)	\$162,150	\$162,150				\$324,300
Trailer leaf vacuum system		\$124,200				\$124,200
Leaf Vacuum Truck		\$250,000				\$250,000
<b>Element Total</b>	<b>\$905,950</b>	<b>\$1,697,850</b>	<b>\$485,000</b>	<b>\$135,000</b>	<b>\$345,000</b>	<b>\$3,568,800</b>

## GENERAL FUND SUMMARY

General Fund	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Total	Funding
Station 2 Fire Alarm	\$26,524					\$26,524	Cash
John Deere Gator with Spray tank	\$30,500					\$30,500	Debt
ATV Rescue Vehicle	\$30,654					\$30,654	Debt
Sidewalk - S. Third Ext. from Corporate Park Drive to Augusta Dr	\$32,500		\$700,000			\$732,500	Cash
IT Server Project	\$43,500					\$43,500	Cash
Fire Prevention Vehicle	\$50,000					\$50,000	Debt
Multi-use path - Third Street to Fifth Street Connector	\$60,500	\$300,000				\$360,500	Cash
Signal Light Preemption	\$68,271					\$68,271	Cash
Training Simulator	\$80,000					\$80,000	Cash
CAT 304 Mini Hydraulic Excavator	\$90,200					\$90,200	Debt
Fiber Installation	\$95,702					\$95,702	Cash
New fuel station and pumps	\$97,000					\$97,000	Cash
NC 119 Wayfinding and entrance signs	\$100,000					\$100,000	Cash
Service truck (2 in FY24, 5 in FY25, then 2 yearly)	\$130,500	\$337,500	\$135,000	\$135,000	\$135,000	\$873,000	Debt
Sidewalk - Crawford St. from N. First St. to N. 2nd St	\$137,000					\$137,000	Cash
Dump Truck - 4x2 (single axle)	\$162,150	\$162,150				\$324,300	Debt
Sidarm Garbage Truck	\$363,000	\$375,000				\$738,000	Debt
Lake Michael Connector (along Lebanon Rd.)	\$375,000					\$375,000	Cash
Police vehicles	\$413,058	\$223,051	\$240,895	\$260,167	\$280,980	\$1,418,151	Debt
Back Entrance Parking Lot at Community Park	\$480,000					\$480,000	Cash
Replace Fire Engine	\$850,000					\$850,000	Debt
Lake Michael Spillway	\$4,402,835					\$4,402,835	Debt
Fire Station 4	\$5,190,000					\$5,190,000	Debt
Rotary Broom - 60 in. hydraulic 300 series loader mounted		\$20,000				\$20,000	TBD
Compact Tractor - 3025D		\$25,000				\$25,000	TBD
Open air shelters at the Community Park (for rent)		\$40,000	\$40,000	\$40,000		\$120,000	TBD
MACC Baseball/Softball Scoreboards		\$45,000				\$45,000	TBD
Lake Michael Building Removal and Replacement		\$50,000			\$400,000	\$450,000	TBD
Sidewalk - S. Eighth St. to Fifth St. Park via Arrowhead Villas		\$55,000				\$55,000	TBD
Lake Michael remaining trail		\$55,900	\$69,500	\$327,400		\$452,800	TBD
Repave Old Rec Parking Lot		\$60,000				\$60,000	TBD
Replace Fire Chief Vehicle		\$60,000				\$60,000	TBD
New HVAC Control Panel for MACC		\$75,000				\$75,000	TBD
Air Conditioning for the Old Recreation building gym		\$100,000				\$100,000	TBD
Trailer leaf vacuum system		\$124,200				\$124,200	TBD
New Fleet Services office and foyer		\$145,200				\$145,200	TBD
Replace the gym floor at Old Recreation building		\$160,000				\$160,000	TBD
Bucket Truck		\$200,000				\$200,000	TBD
Knuckle boom Truck		\$204,000			\$210,000	\$414,000	TBD
Leaf Vacuum Truck		\$250,000				\$250,000	TBD
MACC Roof Restoration		\$295,000				\$295,000	TBD
Repave MACC Parking Lot		\$400,000				\$400,000	TBD
Pickle Ball Courts		\$400,000				\$400,000	TBD
Second Phase of Cates Farm Playground		\$500,000				\$500,000	TBD
Replace Engine 35		\$850,000				\$850,000	TBD
Replace Rescue Truck		\$1,300,000				\$1,300,000	TBD
Zodiac			\$25,000			\$25,000	TBD
Administrative Vehicle			\$60,000			\$60,000	TBD
Incident Command Vehicle			\$65,000			\$65,000	TBD
Pave Basketball Court Parking Lot			\$75,000			\$75,000	TBD
Lake Michael pier replacement			\$125,000			\$125,000	TBD
Replacement of roof at PD			\$260,000			\$260,000	TBD
Swap Loader Truck			\$350,000			\$350,000	TBD
New Police Facility			\$1,750,000	\$15,000,000		\$16,750,000	TBD
Replace Platform Truck			\$2,000,000			\$2,000,000	TBD
Sidewalk - S. Third Street Ext. - Augusta Dr to Gibson Road				\$62,500	\$350,000	\$412,500	TBD
Library roof replacement				\$181,500		\$181,500	TBD
Shade for Farmers Market				\$500,000		\$500,000	TBD
Youth/Walker Field Repurpose				\$2,000,000		\$2,000,000	TBD
Recreation Project					\$15,000,000	\$15,000,000	TBD
<b>Total General Fund</b>	<b>\$13,308,894</b>	<b>\$6,812,001</b>	<b>\$5,895,395</b>	<b>\$18,506,567</b>	<b>\$16,375,980</b>	<b>\$60,898,837</b>	

## SECTION 4: WATER AND SEWER UTILITY

Projects assigned to the Water and Sewer Utility element are funded through the Water and Sewer Enterprise Fund. This fund only pays for projects related to the water and sewer system and not for the General Fund.

The capital projects that qualify for this fund include main additions and replacements, water/wastewater treatment plant renovations/expansions, filter rehabilitation, pump station additions, and significant infrastructure. They also include the equipment necessary to maintain the system.

### WATER AND SEWER UTILITY ELEMENT

**Projects Funded:** Construction and improvement of water and sewer infrastructure. These projects include main additions and replacements, water/wastewater treatment plant renovations/expansions, filter rehabilitation, pump station additions, and major renovations to infrastructure.

The table shows each of the projects submitted for consideration in this year's CIP process and the project's estimated cost in each fiscal year of the Plan.

Water and Sewer Utility	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Total	Funding
Elevated Storage Tank	\$7,025,000					\$7,025,000	Debt/Grants
Air Compressor	\$25,000					\$25,000	Cash
Mebane-Graham WWTP	\$27,859	\$80,255	\$70,290	\$433,958	\$21,966	\$634,328	Cash
Water Rehab	\$38,000	\$17,000	\$250,000			\$305,000	Cash
Roof Repair Thickener Building	\$40,000					\$40,000	Cash
2" Galvanized Water Line Replacement Engineering	\$50,000	\$145,000	\$205,000			\$400,000	Cash
GE Pump Station Re-build	\$50,000				\$3,250,000	\$3,300,000	Cash/Debt
Third Street Outfall	\$50,000					\$50,000	Cash
Trucks	\$62,000	\$46,000	\$50,600	\$55,000	\$55,000	\$268,600	Cash
Sewer Jetter	\$136,818					\$136,818	Cash
Utility Oversizing	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$750,000	Cash
Meters	\$180,000					\$180,000	Cash
Rock Quarry Rd Loop and OAWS Interconnect	\$329,875	\$629,500			\$750,000	\$1,709,375	Cash/Debt
Water Plant Capital	\$375,000	\$281,500	\$115,000	\$480,000	\$3,300,000	\$4,551,500	Cash/Debt
WRRF Expansion		\$63,000,000				\$63,000,000	Cash/Grants/Debt
Vac-Truck		\$570,000				\$570,000	TBD
Inflow & Infiltration		\$500,000	\$500,000	\$500,000	\$500,000	\$2,000,000	TBD
Backhoe		\$150,000				\$150,000	TBD
Jones Road Outfall		\$112,500	\$887,500			\$1,000,000	TBD
Rotary Drum Thickener (RDT) Rehab		\$100,000				\$100,000	TBD
WRRF Vehicle			\$32,400			\$32,400	TBD
Gravelly Hill Force Main Re-route				\$798,000		\$798,000	TBD
Min-Excavator				\$110,000		\$110,000	TBD
Aqua Guard Influent Screen Rehab				\$100,000		\$100,000	TBD
<b>Total Water and Sewer Utility</b>	<b>\$8,539,552</b>	<b>\$65,781,755</b>	<b>\$2,260,790</b>	<b>\$2,626,958</b>	<b>\$8,026,966</b>	<b>\$80,211,021</b>	



# Manager's Recommended Budget

FISCAL YEAR 2023-2024

MAY 1, 2023



## Economic Factors

- Inflation – 12-month percentage change from February 2022 to February 2023 is 6.4% for the South Atlantic Region
- Supply chain issues
- Federal funding/small pool of contractors
- Rising cost of borrowing



# FY23-24 Budget Highlights

## Expenditures

General Fund Expenditures	\$33,059,522
Utility Fund Expenditures	<u>\$11,891,019</u>
Total Expenditures	\$44,950,541
Utility Capital Fund Reserve	\$1,673,000
Cost of living increase	6%
Health Insurance increase	0.016%
Retirement Rate increase	
General	0.75%
Law Enforcement	0.94%

## Revenues

Property Tax Rate - \$0.38 per \$100 valuation
FY22-23 rate is \$0.47
Revenue neutral rate is \$0.3421
Garbage/Recycling - unchanged at \$8.00 per month per address
Water Rates per 1,000 gallons - 6% increase
Inside City \$7.56
Outside City \$15.12
Sewer Rates per 1,000 gallons – 6% increase
Inside City \$8.12
Outside City \$16.24



# General Fund Recommended Budget

FY23-24



# General Fund Function Per Dollar





# GENERAL FUND EXPENDITURES

## BY TYPE

General Fund Expenditures by Type					
Type	FY 2021-2022 Actual	FY 2022-2023 Amended Budget	FY 2023-2024 Recommended Budget	Percent Change	FY22-23 Variance
Personnel	\$10,654,813	\$14,034,974	\$16,413,723	16.9%	\$2,378,749
Operating	\$6,680,927	\$12,370,614	\$10,448,222	(15.5%)	(\$1,922,392)
Capital	\$2,467,577	\$4,018,046	\$4,347,060	8.2%	\$329,014
Debt Service	\$1,594,324	\$1,807,707	\$1,850,517	2.4%	\$42,810
<b>Total</b>	<b>\$21,397,641</b>	<b>\$32,231,341</b>	<b>\$33,059,522</b>	<b>2.6%</b>	<b>\$828,181</b>

## BY DEPARTMENT

General Fund Department Budgets					
Department	FY 2021-2022 Actual	FY 2022-2023 Amended Budget	FY 2023-2024 Recommended Budget	Percent Change	FY22-23 Variance
Council*	\$67,853	\$88,237	\$71,870	(18.5%)	(\$16,367)
Administration	\$931,899	\$1,249,653	\$1,426,869	14.2%	\$177,216
Finance	\$608,309	\$706,471	\$748,626	6.0%	\$42,155
IT**	\$628,711	\$1,059,288	\$1,663,401	57.0%	\$604,113
Economic Development	\$755,349	\$1,169,421	\$900,214	(23.0%)	(\$269,207)
Police	\$4,715,161	\$5,784,853	\$6,878,989	18.9%	\$1,094,136
Fire	\$3,104,123	\$5,567,664	\$4,971,465	(10.7%)	(\$596,199)
Planning	\$452,133	\$651,537	\$597,343	(8.3%)	(\$54,194)
Main Street Program*	\$65,195	\$221,535	\$0	(100.0%)	(\$221,535)
Inspections	\$859,380	\$878,139	\$961,283	9.5%	\$83,144
Engineering	\$451,488	\$445,500	\$445,500	0.0%	\$0
Public Works	\$2,438,053	\$3,813,553	\$3,304,438	(13.4%)	(\$509,115)
Public Facilities	\$594,765	\$913,699	\$1,271,578	39.2%	\$357,879
Sanitation	\$1,482,621	\$2,167,748	\$2,178,668	0.5%	\$10,920
Recreation and Parks	\$2,088,479	\$2,668,847	\$3,093,729	15.9%	\$424,882
Non-Departmental	\$2,154,122	\$4,845,197	\$4,545,549	(6.2%)	(\$299,648)
<b>Total</b>	<b>\$21,397,641</b>	<b>\$32,231,341</b>	<b>\$33,059,522</b>	<b>2.6%</b>	<b>\$828,181</b>

\*Some or all of the budget was moved to Non-Departmental in FY 23-24.

\*\* All citywide IT expenditures were moved to the IT department.



# GENERAL FUND CAPITAL HIGHLIGHTS

Woodlawn Entrance Parking Lot at Community Park	\$480,000
Police Vehicles (3 new SRO, 3 replacement)	\$413,058
Lake Michael Connector (along Lebanon Rd.)	\$375,000
Sidearm Garbage Truck (replace 2007 model)	\$363,000
Dump Truck (replace 1993 model)	\$162,150
Sidewalk – Crawford St. from N. First St. to N. 2 <sup>nd</sup> St.	\$137,000
Service Trucks – 2 replacements	\$130,500
NC 119 Wayfinding and entrance signs	\$100,000
Fiber Installation	<u>\$95,702</u>
<b>Total</b>	<b>\$2,256,410</b>



# OUTSIDE AGENCIES

Outside Agencies				
Agency	FY 2021-2022 Actual	FY 2022-2023 Amended Budget	FY 2023-2024 Recommended Budget	Percent Change
Mebane Historical Museum Subsidy	\$39,700	\$39,700	\$43,700	10%
Tommy Long Train Display	\$8,606	\$10,000	\$10,000	0%
Alamance County Arts Council	\$10,000	\$10,000	\$10,000	0%
ACTA Subsidy	\$6,500	\$6,500	\$6,500	0%
United Way 211	\$5,000	\$5,000	\$5,000	0%
Downtown Mebane Development Corp.	\$100,000	\$100,000	\$100,000	0%
<b>Total</b>	<b>\$169,806</b>	<b>\$171,200</b>	<b>\$175,200</b>	<b>2%</b>



# REVENUE NEUTRAL CALCULATION

	Estimates 2022-2023*	Growth	Reval Estimates FY23-24	Estimate with Appeals		Tax Revenue (Real)	Tax Revenue RMV	
Real Property	2,087,988,181	7.5%	2,244,580,761	\$ 3,433,582,498	-1%	3,399,246,673	\$ 13,683,510	\$ 746,395.76
Non-RMV Personal Property	546,738,550	4.7%	572,666,209	\$ 572,666,209	\$	572,666,209	99.6%	99.6%
Utility	29,404,917	-3.6%	28,348,569	\$ 28,348,569	\$	28,348,569	\$ 13,628,776	\$ 743,410.17
RMV Property	200,838,130	8.6%	218,202,651	218,202,651		218,202,651		<b>14,372,186</b>
<b>Total</b>	<b>2,864,969,778</b>		<b>3,063,798,191</b>	<b>\$ 4,252,799,928</b>		<b>4,218,464,103</b>		
Tax Rate	<b>0.4700</b>					<b>0.3192</b>		
Revenue	\$ 13,465,358			\$ 13,465,358				
* Based on current year estimates			Average Growth Rate			<b>7.16%</b>		
2021-2022 (OC revaluation 1/1/2021)	2,654,716,052			Revenue Neutral Tax Rate			<b>0.3421</b>	
2022-2023	2,864,969,778			Projected Revenue	\$ 14,429,906	<b>\$ 14,372,186</b>		
minus annexations				Additional Dollars from 2022-2023	\$ 964,548			
Parcel 9834445110 6086 West Ten Rd.								
Buckhorn Industrial Park	(1,089,900)							
Parcel 160091 UPS	(472,230)							
Parcel 163553 PIN 9814132469 Bhavans Group LLC	(647,634)							
Parcel 172976 Venn Hillsborough LLC	(470,600)							
Parcel 9825498941 Lebanon Road 3 LLC	(858,005)							
Parcel 9824434841 GG Havenstone Limited Partnership	(189,327)							
Parcel 172714 Chick-Fil-A Supply LLC	(9,901,217)							
Parcel 166704 Land Management 1st Inc	(17,425)							
Parcels Various Buckhorn Industrial II LLC	(4,812,900)							
Parcel 160321 Duke University Health System (tax exemp	(71,250)							
Parcel 168933 (Alamance) 9825381359 (OC)								
9825286476 (OC) 168937 Alamance BC Stagecoach LLC	(377,920.00)							
Parcel 167482 Summit Church	(764,814.00)							
Parcel 9844452283 Sandra Clark	(18,653.00)							
Parcel 9825410961 Espitia Properties	(92,000.00)							
Parcel 160376 160314 and Crow Holdings	(307,756.00)							
<b>Total Annexations</b>	<b>(20,091,631)</b>							
2022-2023 (minus annexations)	2,844,878,147	7.16%						



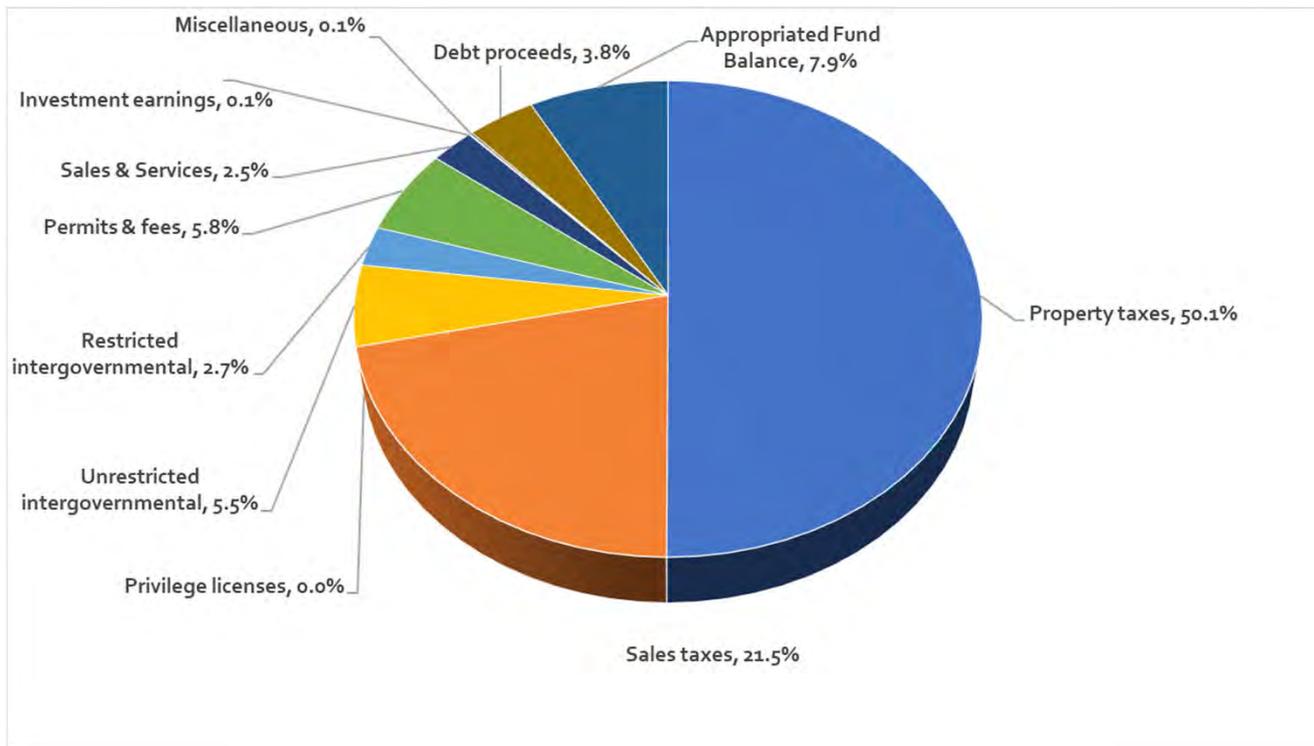
## Proposed Tax Rate



- \$0.38 per \$100 of assessed property valuation
- \$0.03 cents for restricted - \$1,260,477
- Restricted Capital Reserve Fund
- Limit future borrowing = cost savings



# GENERAL FUND REVENUES BY SOURCE





# GENERAL FUND REVENUES AND OTHER FINANCING SOURCES

General Fund Revenues and Other Funding Sources					
	FY 2021-2022 Actual	FY 2022-2023 Amended Budget	FY 2023-2024 Recommended Budget	Percent Change	FY22-23 Variance
<b>Revenues</b>					
Property taxes	\$12,631,940	\$13,663,270	\$16,550,844	21.1%	2,887,574
Sales taxes	\$5,781,791	\$5,585,356	\$7,107,700	27.3%	1,522,344
Privilege licenses	\$805	\$1,000	\$900	(10.0%)	(100)
Unrestricted intergovernmental	\$1,901,684	\$1,750,005	\$1,822,100	4.1%	72,095
Restricted intergovernmental	\$1,231,498	\$880,273	\$891,450	1.3%	11,177
Permits & fees	\$1,388,813	\$1,259,760	\$1,919,910	52.4%	660,150
Sales & Services	\$701,267	\$722,094	\$816,388	13.1%	94,294
Investment earnings	\$9,809	\$20,000	\$20,000	0.0%	0
Miscellaneous	\$955,798	\$53,000	\$48,000	(9.4%)	(5,000)
<b>Total revenues</b>	<b>\$24,603,405</b>	<b>\$23,934,758</b>	<b>\$29,177,292</b>	<b>21.9%</b>	<b>5,242,534</b>
<b>Other financing sources</b>					
Transfers in	\$566,851	\$0	\$0	N/A	0
Transfers out	(\$129,423)				
Debt proceeds	\$1,365,000	\$2,466,006	\$1,270,062	(48.5%)	(1,195,944)
Appropriated Fund Balance	\$0	\$5,830,577	\$2,612,168	(55.2%)	(3,218,409)
<b>Total other financing sources</b>	<b>\$1,802,428</b>	<b>\$8,296,583</b>	<b>\$3,882,230</b>	<b>(53.2%)</b>	<b>(4,414,353)</b>
<b>Total revenues &amp; other financing sources</b>	<b>\$26,405,833</b>	<b>\$32,231,341</b>	<b>\$33,059,522</b>	<b>2.6%</b>	<b>828,181</b>



# GENERAL FUND DEBT

## DEBT PROCEEDS

John Deere Gator with Spray tank	\$30,500
ATV Rescue Vehicle	\$30,654
Fire Prevention Vehicle	\$50,000
CAT 304 Mini Hydraulic Excavator	\$90,200
Service truck (2 replacements)	\$130,500
Dump Truck - 4x2 (single axle)	\$162,150
Sidearm Garbage Truck	\$363,000
Police vehicles	\$413,058
<b>Total New Debt</b>	<b>\$1,270,062</b>

## PROPOSED DEBT PAYMENTS

- Estimated 5% interest over 5 years, payments will be \$293,353 per year.
- \$101,965 of debt is retiring in FY23-24
- Debt schedules are in the Budget Summary section of the budget packet.



# Utility Fund Recommended Budget

FY23-24



# UTILITY FUND EXPENDITURES

## BY TYPE

Utility Fund Expenditures by Type					
	FY 2021-2022	FY 2022-2023	FY 2023-2024		
	Actual	Amended Budget	Recommended Budget	Percent Change	FY22-23 Variance
Personnel	\$2,434,184	\$3,094,556	\$3,752,757	21.3%	\$658,201
Operating	\$3,223,240	\$4,873,043	\$5,069,014	4.0%	\$195,971
Capital	\$1,702,527	\$4,019,515	\$1,577,880	(60.7%)	(\$2,441,635)
Debt Service	\$3,632,095	\$1,502,821	\$1,491,368	(0.8%)	(\$11,453)
<b>Total</b>	<b>\$10,992,046</b>	<b>\$13,489,935</b>	<b>\$11,891,019</b>	<b>(11.9%)</b>	<b>(\$1,598,916)</b>

## BY DEPARTMENT

Utility Fund Department Budgets					
	FY 2021-2022	FY 2022-2023	FY 2023-2024		
Department	Actual	Amended Budget	Recommended Budget	Percent Change	FY22-23 Variance
Admin, Billing & Meters	\$1,617,816	\$1,439,936	\$1,613,720	12.1%	\$173,784
Operations & Maintenance	\$3,568,536	\$5,663,169	\$5,854,953	3.4%	\$191,784
Engineering	\$306,902	\$298,098	\$285,000	(4.4%)	(\$13,098)
Water Resource Recovery	\$1,802,512	\$2,242,698	\$2,633,578	17.4%	\$390,880
Non-Departmental	\$3,696,280	\$3,846,034	\$1,503,768	(60.9%)	(\$2,342,266)
<b>Total</b>	<b>\$10,992,046</b>	<b>\$13,489,935</b>	<b>\$11,891,019</b>	<b>(11.9%)</b>	<b>(\$1,598,916)</b>



# UTILITY FUND PERSONNEL & CAPITAL HIGHLIGHTS

## PERSONNEL

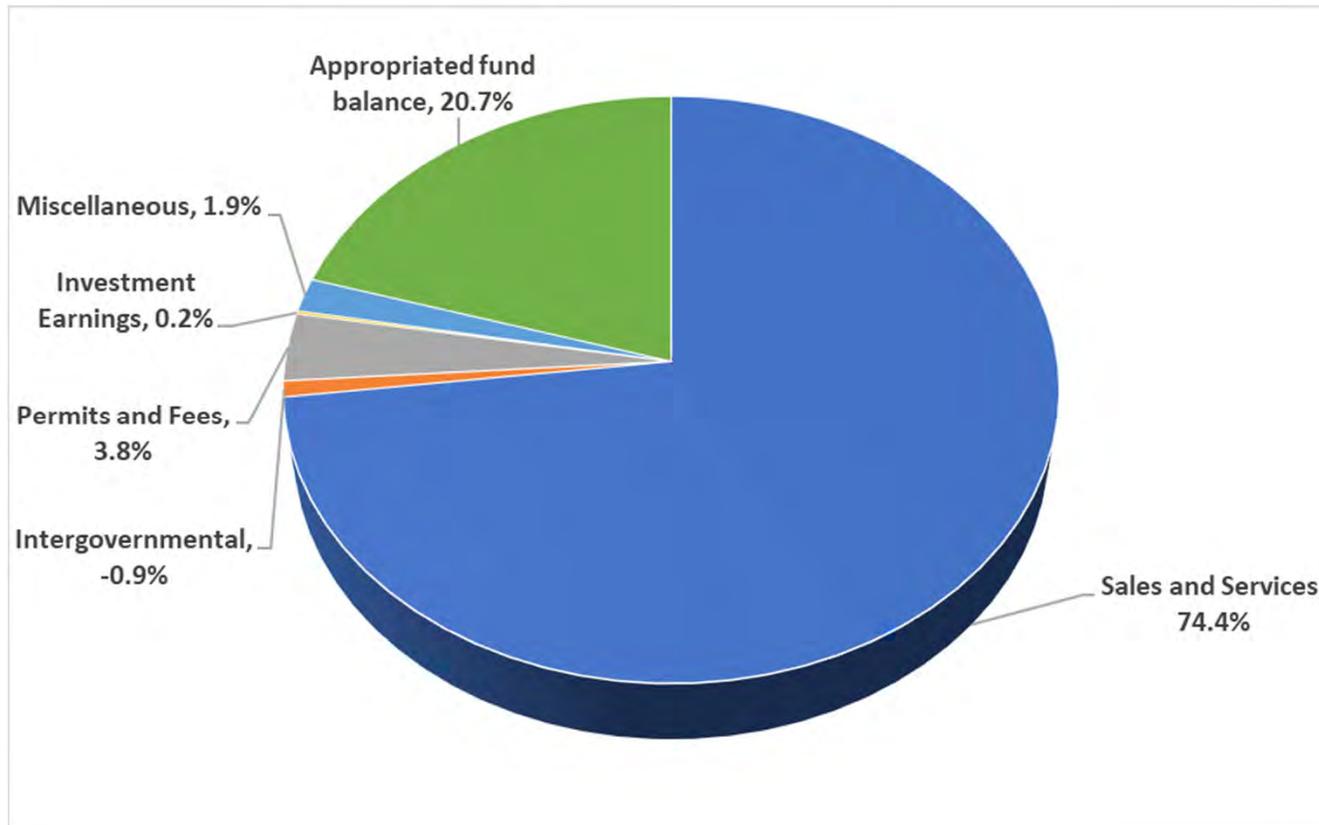
- One new full-time Meter & Sampling Supervisor with benefits - \$111,172
- One new Water Resource Recovery Facility employee (Laboratory Technician or Wastewater Treatment Plant Operator) - \$85,850

## CAPITAL ITEMS OVER \$100,000

- Water Plant Capital - \$375,000
- Rock Quarry Rd. Loop - \$329,875
- Meters - \$180,000
- Utility Oversizing - \$150,000
- Sewer Jetter - \$136,818

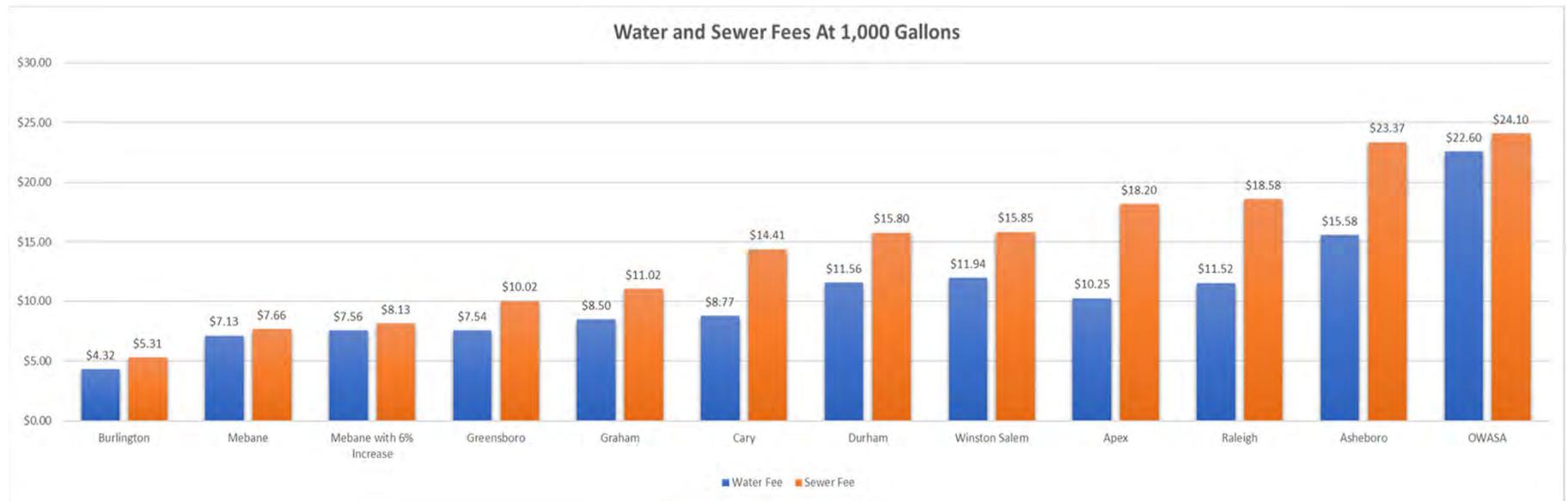


# UTILITY FUND REVENUES BY SOURCE





# RATE COMPARISONS





## WATER AND SEWER RATES

Water and Sewer Rates					
Fiscal Year	Inside Water	Outside Water	Inside Sewer	Outside Sewer	Increase
FY 22-23	\$7.13	\$14.26	\$7.66	\$15.30	6%
FY 23-24	\$7.56	\$15.12	\$8.12	\$16.24	6%



# UTILITY FUND REVENUES AND OTHER FUNDING SOURCES

Utility Fund Revenues and Other Funding Sources					
	FY 2021-2022 Actual	FY 2022-2023 Amended Budget	FY 2023-2024 Recommended Budget	Percent Change	FY22-23 Variance
<b>Revenues</b>					
Sales and Services	\$8,014,130	\$8,444,216	\$8,844,194	4.7%	\$399,978
Intergovernmental	(\$55,461)	(\$106,000)	(\$106,000)	0.0%	\$0
Permits and Fees	\$199,129	\$304,875	\$449,400	47.4%	\$144,525
Investment Earnings	\$4,548	\$20,000	\$20,000	0.0%	\$0
Miscellaneous	\$166,352	\$510,500	\$222,500	(56.4%)	(\$288,000)
<b>Total revenues</b>	<b>\$8,328,698</b>	<b>\$9,173,591</b>	<b>\$9,430,094</b>	<b>2.8%</b>	<b>\$256,503</b>
<b>Other financing sources</b>					\$0
Transfers in	\$2,008,316	\$0	\$0	N/A	\$0
Debt proceeds	\$4,794,058	\$0	\$0	N/A	\$0
Appropriated fund balance	\$0	\$4,316,344	\$2,460,925	(43.0%)	(\$1,855,419)
<b>Total revenues &amp; other financing sources</b>	<b>\$15,131,072</b>	<b>\$13,489,935</b>	<b>\$11,891,019</b>	<b>(11.9%)</b>	<b>(\$1,598,916)</b>



Capital Reserve  
Fund  
Recommended  
Budget

FY23-24

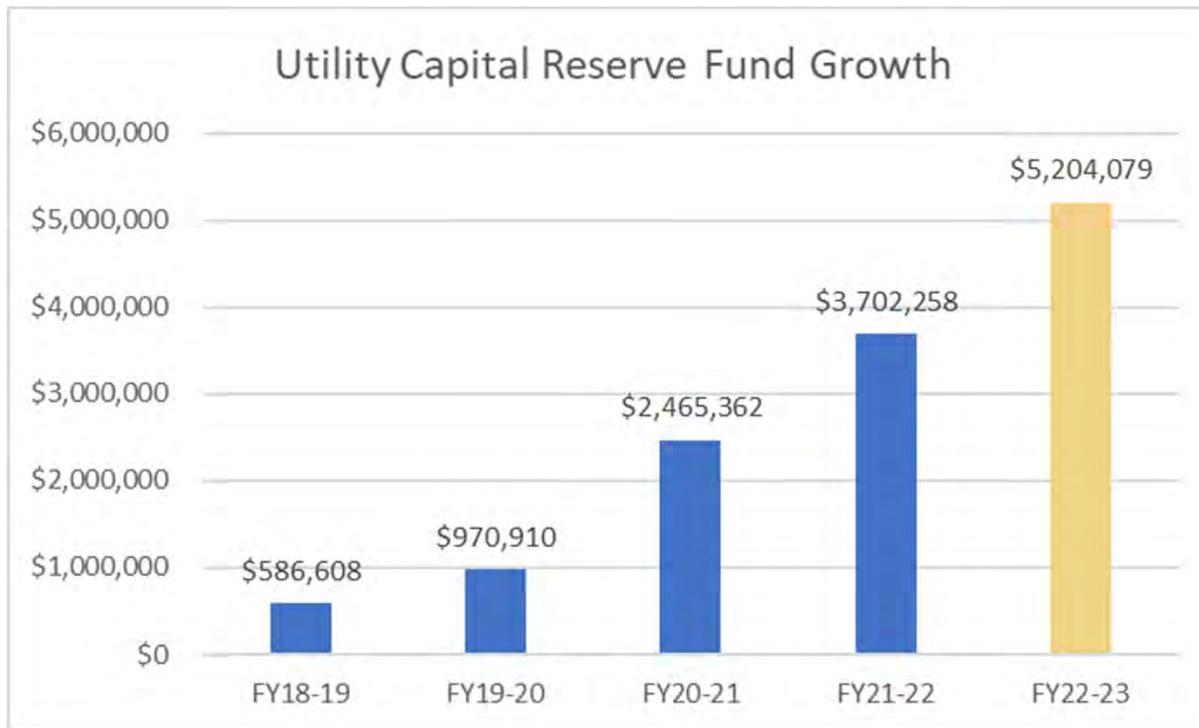


# UTILITY CAPITAL RESERVE FUND REVENUES

Capital Reserve Fund Revenues and Other Financing Sources					
	FY 2021- 2022 Actual	FY 2022- 2023 Amended Budget	FY 2023-2024 Recommended Budget	Percent Change	FY22-23 Variance
System Development Fees	\$1,434,780	\$1,598,000	\$1,670,000	4.5%	\$72,000
Interest Earnings	\$1,293	\$3,000	\$3,000	0.0%	\$0
<b>Total revenues</b>	<b>\$1,436,073</b>	<b>\$1,601,000</b>	<b>\$1,673,000</b>	<b>44.3%</b>	<b>\$491,500</b>
<b>Other financing sources</b>					
Transfers out	(\$199,177)	\$0	\$0	N/A	\$0
<b>Total revenues &amp; other financing sources</b>	<b>\$912,222</b>	<b>\$1,601,000</b>	<b>\$1,673,000</b>	<b>22.3%</b>	<b>\$72,000</b>



# UTILITY CAPITAL RESERVE FUND GROWTH



FY22-23 is as of 4/26/23.



Questions?



## AGENDA ITEM #9

### Resolution of Intent for Street Closing- Douglas Street

#### Presenter

Lawson Brown, City Attorney

#### Public Hearing

Yes  No

#### Summary

Three S Investments, LLC and Marie H. Ray Revocable Trust are requesting closure of Douglas Street.

#### Background

The two (2) applicants are the only two (2) contiguous property owners on Douglas Street, which is a previously platted but unopened street, shown on a plat recorded in Plat Book 5, Page 31 of the Alamance County Registry, shown as twenty-five feet (25') in width.

#### Financial Impact

None. Applicant has agreed to pay the required newspaper publication costs.

#### Recommendation

Staff recommends that the Council adopt a Resolution of Intent declaring the City's intention to close Douglas Street and to set a date of public hearing for a hearing for June 5, 2023.

#### Suggested Motion

I make a motion that the city adopt the recommended resolution declaring the City's intention to close Douglas Street as shown on the plat and to set a date of public hearing for June 5, 2023.

#### Attachments

1. Resolution of Intent
2. Plat

NORTH CAROLINA  
ALAMANCE COUNTY

**RESOLUTION OF INTENT BY THE CITY COUNCIL  
OF THE CITY OF MEBANE, NORTH CAROLINA  
PURSUANT TO N.C.G.S. §160A-299 TO PERMANENTLY CLOSE  
DOUGLAS STREET**

WHEREAS, the City Council of the City of Mebane, North Carolina has been recently requested to permanently close Douglas Street; and

WHEREAS, the City Council of the City of Mebane, North Carolina hereby declares its intent to permanently close Douglas Street; and a public hearing on said matter is to be held on June 5, 2023, at 6:00 p.m. in the council chambers;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Mebane as follows:

**Section 1.** The City Council of the City of Mebane, North Carolina, pursuant to N.C.G.S. §160A-299, does hereby declare its intent to permanently close Douglas Street, the right of way for which is more particularly described as follows:

That certain tract or parcel of land located in Melville Township, Alamance County, North Carolina, adjoining the eastern margin of the 25 foot public right of way of Terrell Street as per Plat Book 5, at Page 31 of the Alamance County Registry, Lots 66, 94, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124 and 125 of the Hawfield Subdivision, a plat of which is recorded in Plat Book 5, at Page 31 of the Alamance County Registry, and the western margin of the 25 foot public right of way of Ward Street, as per plat recorded in Plat Book 5, at page 31 of the Alamance County Registry, and being more particularly described as follows:

BEGINNING at a ¾ inch existing iron pipe located at the intersection of the eastern margin of the 25 foot public right of way of Terrell Street with the northern margin of the 25 foot public right of way of Douglas Street, at the southwesternmost corner of the aforesaid Lot 66; running thence from said point of beginning with the southern boundary line of the aforesaid Lot 66, North 78 degrees 01 minute 29 seconds East 525.54 feet to a ½ inch bent existing iron pipe located at the southeasternmost corner of the aforesaid Lot 66 and the southwesternmost corner of the aforesaid Lot 94; running thence with the southern boundary line of the aforesaid Lot 94, North 77 degrees 52 minutes 39 seconds East 324.94 feet to a 1 ½ inch existing iron pipe located at the intersection of the northern margin of the 25 foot right of way of Douglas Street with the western margin of the 25 foot public right of way of Ward Street and at the southeasternmost corner of the aforesaid Lot 94; running thence with the western margin of the 25 foot public right of way of Ward Street, South 12 degrees 00 minutes 00 seconds East 25.92 feet to a calculated point located in the southern margin of the 25 foot public right of way of Douglas Street and in the

northern boundary line of the aforesaid Lot 108; running thence with the northern boundary line of the aforesaid Lot 108, and continuing with the northern boundary lines of the aforesaid Lots 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124 & 125, South 78 degrees 01 minutes 10 seconds West 855.32 feet to a calculated point located in the northern boundary line of the aforesaid Lot 125 and in the eastern margin of the 25 foot public right of way of Terrell Street; running thence with the eastern margin of the 25 foot public right of way of Terrell Street, North 01 degrees 05 minutes 19 seconds West 25.63 feet to the point and place of BEGINNING, and containing 0.50 acres, more or less, and being the 25 foot public right of way of Douglas Street as shown on that certain plat of the Hawfield Subdivision, prepared by R. G. Trogdon, Engineer, dated April 1947, which plat is duly recorded in Plat Book 5, at Page 31 of the Alamance County Registry, and to which plat reference is hereby made for a more complete description.

The above description was taken from a plat of survey prepared by Boswell Surveyors, Inc., J. Eric Miles, Professional Land Surveyor, dated April 5, 2023, entitled "Survey of the Right of Way of Douglas Street for Street Closure," Job No. 23-109-200, which plat is duly recorded in Plat Book \_\_\_\_\_, at Page \_\_\_\_\_ of the Alamance County Registry.

**Section 2.** That the City Clerk shall duly advertise that a public hearing will be held on these matters in the Council Chambers, Mebane, North Carolina on June 5, 2023, at 6:00 p.m.

This the \_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_(SEAL)  
Ed Hooks, Mayor of  
City of Mebane

ATTEST:

\_\_\_\_\_(SEAL)  
Stephanie W. Shaw, City Clerk  
of the City of Mebane

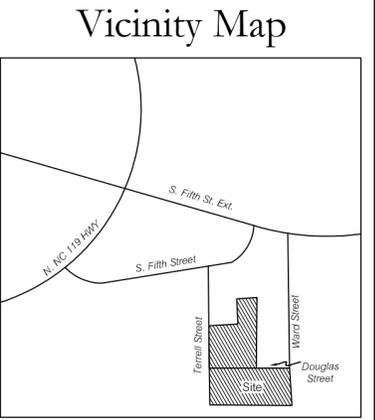
(Corporate Seal)

Publication Dates: May 10, 17, 24 & 31, 2023

Line Table		
Line	Bearing	Distance
L1	N 78°01'10" E	25.51'
L2	N 01°05'19" W	25.63'
L3	S 12°00'00" E	25.92'
L4	S 78°01'10" W	24.90'

**LEGEND**

- Existing Iron Pipe (EIP)
- New Iron Pipe (NIP)
- Property Line
- - - Adjoiner's Property Line
- - - Right of Way Line
- ⊕ Calculated Point (CP)
- ⊕ PK Nail (Found)
- ⊕ PK Nail (Set)
- ⊕ Wood Stake
- ⊕ Sign
- Sanitary Sewer Line
- Clean Out Plug
- Catch Basin (CB), Yard Inlet (YI)
- Reinforced Concrete Pipe
- Water Meter
- Tree
- Fire Hydrant
- Overhead Utility Lines
- Utility Pole (with Guy Wire)
- Light Pole
- Telephone Box
- Cable Box
- Tree
- Woodline
- Mail Box
- Valve
- Fiber Optic
- Storm Water Line



**Parcel Information:**

Parcel ID: 163757  
 Owner: 3S Investments, LLC  
 Owner Address: PO Box 423  
 Mebane NC 27302  
 Property Address: Douglas Street, Mebane NC 27302  
 Deed Reference: D.B. 1399, Pg. 802  
 Plat Reference: P.B. 5, Pg. 31

Parcel ID: 163755  
 Owner: 3S Investments, LLC  
 Owner Address: PO Box 423  
 Mebane NC 27302  
 Property Address: Terrell Street, Mebane NC 27302  
 Deed Reference: D.B. 1399, Pg. 802  
 Plat Reference: P.B. 5, Pg. 31

Parcel ID: 163768  
 Owner: Marie H. Ray Revocable Trust  
 Owner Address: 1215 S. Fifth Street  
 Mebane NC 27302  
 Property Address: Vacant Lot Ward Street  
 Mebane, NC 27302  
 Deed Reference: D.B. 4240, Pg. 264  
 Plat Reference: P.B. 51, Pg. 106



**SURVEYOR'S CERTIFICATION**

I, J. Eric Miles certify that this plat was drawn under my supervision from an actual survey made under my supervision (deed description recorded in Book, Page.); that the boundaries not surveyed are clearly indicated as drawn from information found in Book 1399, Page 802, Book 4240, Page 264; that the ratio of precision as calculated is 1:10,000; that this plat was prepared in accordance with G.S. 47-30 as amended; that the survey is of another category, such as the recombination of existing parcels, a court-ordered survey, or other exception to the definition of subdivision.

Witness my original signature, registration number and seal this 20th day of April, A.D., 2023.

Professional Land Surveyor L-4498



**Notes:**

- 1) No title search was performed by this firm during the course of this survey.
- 2) The property shown hereon is subject to all easements of record affecting same.
- 3) This firm makes no guarantee as to the existence or location of any burial sites, underground improvements, or utilities across this property. Any underground utilities or improvements shown hereon have been located from visible evidence and available information.
- 4) No internal inspection of this property was made by this firm during the course of this survey.
- 5) Areas are calculated by coordinate geometry.
- 6) No geodetic monuments were found within 2000' of the subject property.

## Survey of the Right of Way of Douglas Street for Street Closure

Melville Township, Alamance County, North Carolina  
 J. Eric Miles L-4498  
 Firm License Number C - 664



**BOSWELL SURVEYORS, INC.**  
 505 East Davis Street  
 Burlington, NC 27215  
 336.227.8723 (phone)  
 336.222.9917 (fax)  
 boswellsurveyors.com

Date: 4/05/2023  
 Scale: 1" = 100'  
 Drawn By: JEM  
 Job No.: 23-109-200



## AGENDA ITEM #10

### Planning Board Extraterritorial Jurisdiction (ETJ) Recommendation

**Date**

May 1, 2023

**Presenter**

Ashley Ownbey, Development Director

**Applicant**

N/A

**Public Hearing**

Yes  No

**Summary**

The City of Mebane Planning Board has one opening for representation of the Orange County Extraterritorial Jurisdiction (ETJ) caused by a term ending June 30, 2023. Any representative of the City's ETJ must be formally appointed by the county in which they reside. The City Council may resolve to request the appointment of this position. The appointment fills a term that expires in 2026.

Orange County is currently accepting applications for this opening on the Mebane Planning Board. The Orange County Board of County Commissioners will consider applications at their June 1, 2023, Work Session and will make an appointment at their June 20, 2023, Business Meeting. Keith Hoover (215 Hoover Road) currently serves as the Orange County ETJ representative on the Mebane Planning Board. Mr. Hoover is seeking reappointment.

**Financial Impact**

N/A

**Recommendation**

Staff recommends that the Council make the recommendation for the Orange County ETJ appointment by the Board of Commissioners at its discretion. Staff recommends that it resolve to recommend the reappointment of Mr. Hoover to represent the Orange County ETJ.

**Suggested Motion**

A motion of resolution requesting the Orange County Commissioners appoint Keith Hoover of 215 Hoover Road to the City of Mebane Planning Board representing the Orange County extraterritorial jurisdictional area of the City of Mebane.

**Attachments**

N/A



The Planning Board meeting was held at the Glendel Stephenson Municipal Building located at 106 E. Washington Street, Mebane, NC 27302 and livestreamed via YouTube. The video can be accessed through the following link: <https://www.youtube.com/watch?v=IhFyXHG9CkQ>.

**Members Present:**

Edward Tulauskas, Chair  
Judy Taylor, Vice Chair  
Susan Semonite  
William Chapman  
Kurt Pearson  
Keith Hoover  
David Scott

**Members Absent:**

Jason VanBuren  
Gale Pettiford

**City Staff Present:**

Ashley Ownbey, Development Director  
Rachel Gaffney, City Planner  
Briana Perkins, City Planner  
Kirk Montgomery, IT Director

**1. Call to Order**

At 6:30 p.m. Chairman Tulauskas called the meeting to order.

**2. Approval of March 13, 2023, Meeting Minutes**

Judy Taylor made a motion to approve the meeting minutes. Susan Semonite seconded the motion, which passed unanimously.

**3. City Council Actions Update**

Ashley Ownbey, Development Director, updated the Planning Board on unanimous approvals by the City Council of a text amendment to allow "Equipment Rental and Leasing (with outside storage) in the B-2 Zoning District with a Special Use Permit and to conditionally rezone property at the corner of Wilson Road and Forest Oaks Lane to B-2 (CD) to allow for a Tractor Supply store.

Regarding the conditional rezoning approval, Judy Taylor asked if any changes were made to the location of driveways on Forest Oaks Lane. Ashley Ownbey replied that there were no changes to the driveway locations. Kurt Pearson asked if the applicant is still obligated to extend Wilson Road. Ashley Ownbey replied the extension of Wilson Road is a condition of the approval and if not met, then the applicant would return to Planning Board and City Council with a Traffic Impact Analysis.

**4. Text amendments to Sections 6-5 and 6-7 of the Mebane Unified Development Ordinance.**

Ashley Ownbey refreshed the Planning Board about the project schedule for updates to the Unified Development Ordinance, indicating staff is requesting a recommendation from Planning Board. Ashley Ownbey reviewed five follow-up items from the previous Planning Board meeting. The first item involved parking for two-bedroom apartments. Staff found that out of the eighteen peer



communities researched, nine required similar or fewer spaces than what was being proposed by staff (1.5 spaces/unit). She also provided that according to 2021 American Community Survey (ACS) data, 62.7% of renter-occupied households in Mebane owned one car. She reviewed that nationally, more urban communities are moving to parking maximums instead of minimums including approximately a dozen in North Carolina. Ashley Ownbey added that the new standards for amenity area parking would apply to multi-family developments and staff is continuing to recommend the change to 1.5 spaces per unit for two-bedroom apartments.

Kurt Pearson commented that if nine communities required similar or fewer requirements and nine required more, then the City was trying to find an average. Ashley Ownbey referenced nearby communities, particularly that Graham requires 1.5 spaces per unit for one-two bedroom apartments and 2 spaces per unit for three or more bedrooms.

Ashley Ownbey reviewed three more follow-up items: parking for post offices, manufacturing and industrial uses, and hotels and motels. Following research, staff removed minimum parking requirements for post offices as federal facilities are exempt from local zoning regulations and adjusted language associated with the minimum required for manufacturing and industrial uses to include "the type of operations and technology in use." Staff proposed to keep the proposed change to the minimum required parking for hotels and motels, finding that fifteen of eighteen peer communities required the same or fewer parking spaces.

Ashley Ownbey reviewed the final follow-up item regarding the regulation of temporary signage. She consulted with the City Attorney and a faculty member at the School of Government, finding that the proposed standards regulate the "time, place, and manner" of signs, which is allowed; however, any challenges pertaining to political speech would trigger strict scrutiny review. After research, staff proposed changes to allow multiple temporary signs with a political purpose on private property or in the right-of-way for ninety (90) days prior to elections, with signs being removed within thirty (30) days after an election. This would allow an individual to post multiple signs for almost one third of the year.

Susan Semonite asked if the wording included how many signs would be allowed. Ashley Ownbey responded that there was not an exact number as multiple would be allowed.

David Scott asked if he was correct in that one sign was allowed year-round and multiple signs would fall into the ninety days. Ashley Ownbey responded that yes, there was no restriction on allowing one temporary sign year-round. David Scott asked if the number of days after the election could be moved to around ten days. Ashley Ownbey replied that other communities do have shorter removal time. Staff proposed thirty days since State law requires removal of political signs in the right-of-way within that time. David Scott asked if the City is required to follow the State. Ashley Ownbey replied that municipalities are allowed to be more restrictive.

Judy Taylor asked if the 120-day period could be used twice in one year since there was a primary and general election. Ashley Ownbey replied that it could be used twice.



Kurt Pearson stated that with this proposal four foot by seven foot signs would not be permitted. David Scott asked if there could be a provision to have a larger sign. Ashley Ownbey replied that staff were open to eliminating the maximum square footage to allow for larger signs to be included. David Scott replied that he would like to only consider allowance for one or two larger signs.

Judy Taylor asked if the flag type signs were considered temporary political purpose signs. Ashley Ownbey replied that those type of signs were allowed for temporary events and would be required to not exceed nine square feet as a sign with a political purpose.

Susan Semonite asked if someone had multiple signs in their yard that did not serve a political purpose if that was allowed. Ashley Ownbey responded that one temporary sign was allowed year-round and other events may allow for more. She said that examples would be construction signs for home renovations or realty signs. She also explained that the “political purpose” wording was intentionally broad.

David Scott asked about adding a provision for a larger sign. Ashley Ownbey replied that the provision could be added with Planning Board’s motion. David Scott asked if it would still fall within the ninety-day period. Ashley Ownbey replied that the provision could stay with the ninety days like the other signs or could be reduced.

Susan Semonite asked if another provision would be made if the removal of the signs were changed from thirty days to something less. Ashley Ownbey replied that the Board could reduce the number of days within the motion.

David Scott asked if Graham and Burlington had a ten-day removal period. Ashley Ownbey replied that she was not sure but knew Wake Forest had a ten-day removal period.

Susan Semonite commented that it would be good to have standards mirroring surrounding communities. Ashley Ownbey replied the Board could include the recommendation in the motion.

David Scott asked if a temporary business along Mebane Oaks Road was allowed to leave signs in the right of way when not open. He asked about restrictions for placing signs in the right-of-way. Ashley Ownbey replied the individual was not allowed to place signs in the right-of-way and should remove the signs when not actively at that location. She indicated she would follow up with the Code Enforcement Officer.

Susan Semonite made a motion to recommend approval of the amendments to the City of Mebane Unified Development Ordinance as follows:

*Motion **to approve** the amendments to the City of Mebane Unified Development Ordinance as presented, with the following recommendations to Section 6-7.4 (R-1.c):*

- 1) Change removal of temporary signs with a political purpose from thirty days following an election, to ten days or a number that mirrors surrounding communities.*



2) *Allowing one large sign serving a political purpose not to exceed 32 square feet.*

*Motion to find **the amendments are consistent** with the objectives and policies for growth and development in the Comprehensive Land Development Plan "Mebane By Design" and are mostly required by State law.*

Judy Taylor seconded the motion and the recommended motion passed unanimously.

**5. New Business**

Ashley Ownbey announced advertising for the annual appointment of Planning Board members would begin for four positions with terms ending in June. She also informed the Board of the new Development Map that the City recently launched.

**6. Adjournment**

Chairman Tulauskas adjourned the meeting at approximately 6:52 p.m.

DRAFT



Planning Board  
Minutes to the Meeting  
April 10, 2023, 6:30 p.m.

---