

Mayor  
Jill Swain

Mayor Pro-Tem  
Sarah McAulay

Commissioners  
Danae Caulfield  
Charles Jeter  
Ron Julian

Town Manager  
Gregory H. Ferguson

Town Attorney  
Bob Blythe



Department Heads  
Max Buchanan, Public Works  
Bill Coxe, Transportation  
Michael Jaycocks, Parks & Rec  
Craig Norfolk, Electric  
Philip Potter, Police Chief  
Jack Simoneau, Planning  
Janet Stoner, Finance

Assistant Town Manager  
Gerry Vincent

Town Clerk  
Janet Pierson

**AGENDA**  
**Regular Town Board Meeting**  
**July 18, 2011 – 6:30 p.m.**  
**TOWN HALL (101 Huntersville-Concord Road)**

**I. Pre-meeting – 6:00 p.m.**

- A. Parks & Recreation Master Plan Update. (*Michael Jaycocks*)

**II. Call to Order**

**III. Invocation/Moment of Silence**

**IV. Pledge of Allegiance**

**V. Mayor and Commissioner Reports/Staff Questions**

- A. Mayor Swain (MTC, NMIP Management Team, ASC Board)  
B. Commissioner Danae Caulfield (COG, Police Dispatch)  
C. Commissioner Charles Jeter (LNTC)  
D. Commissioner Ron Julian (LNREDC Board, Lake Norman Chamber, School Advisory Committee)  
E. Commissioner Sarah McAulay (MPO, NC 73 COP, Planning Coordinating Committee, VLN)

**VI. Public Comments, Requests, or Presentations**

- A. Update on Discovery Place Kids. (*John Mackay, Discovery Place*)  
B. Update on Victim Advocate Position. (*Kathryn Sellers, United Family Services*)

**VII. Agenda Changes**

- A. Agenda changes, if any.  
B. Adoption of Agenda.

**VIII. Public Hearings**

- A. Conduct continuation of public hearing on Petition #R11-03, a request by Pegasus Tower, LLC to rezone approximately 1.52 acres of a 19.52 acre parcel located at 9845 Mt. Holly-Huntersville Road from Rural to Special Purpose – Conditional District in order to construct a 199' tall cell tower. **Attachment No. 1.** (*Whitney Hodges*)

**IX. Other Business**

- A. Consider authorizing Mayor to execute Municipal Agreement with NCDOT for inspection of bridges on the Town of Huntersville street system. **Attachment No. 2.** (*Max Buchanan*)  
B. Consider authorizing Town Manager to execute Interlocal Agreement for funding of Visit Lake Norman. **Attachment No. 3.** (*Greg Ferguson*)  
C. Consider appointment to the Citizens Transit Advisory Group (CTAG). **Attachment No. 4.** (*Bill Coxe*)  
D. Discussion on streetlight policy and street acceptance policy, including that which relates to Parkside at Skybrook North. **Attachment No. 5.** (*Max Buchanan*)

**X. Consent Agenda**

- A. Approve minutes of the June 13, 2011 Special Meeting. **Enclosure.**
- B. Approve minutes of the June 20, 2011 Regular Town Board Meeting. **Enclosure.**
- C. Call a public hearing for Monday, August 1, 2011 at 6:30 p.m. at Huntersville Town Hall on Petition #TA11-09, a request by Planning Staff to amend Article 8.26 of the Huntersville Zoning Ordinance text in order to raise the maximum light pole height and allow floodlights in the loading areas of light and heavy manufacturing uses. **Attachment No. 6. (Brad Priest)**
- D. Call a public hearing for Monday, August 1, 2011 at 6:30 p.m. at Huntersville Town Hall on Petition #TA11-10, a request by the Town of Huntersville to modify the Zoning Ordinance, *Article 11.4.3.d) 5)* and Subdivision Ordinance, *Section 6.320* in order to increase the notification boundary for neighborhood meetings and adjoining property owner letters from 100' to 250'. **Attachment No. 7. (Whitney Hodges)**
- E. Call a public hearing for Monday, August 1, 2011 at 6:30 p.m. at Huntersville Town Hall on Petition #S11-01, a request by AAC for a Special Sign District for the Bryton Development. **Attachment No. 8. (Brian Richards)**
- F. Approve budget amendment for FY2010-2011 recognizing insurance revenue in the amount of \$500 and appropriate to the Police Department's insurance account. **Attachment No. 9. (Janet Stoner/Chief Potter)**
- G. Approve budget amendment for FY2010-2011 appropriating revenue received for Dare Camp in the amount of \$900 and Safety Town in the amount of \$650 for Summer Youth Program expense. **Attachment No. 10. (Janet Stoner/Chief Potter)**
- H. Approve budget amendment for FY2010-2011 recognizing insurance revenue in the amount of \$2,048.51 and appropriate to the Police Department's insurance account. **Attachment No. 11. (Janet Stoner/Chief Potter)**

**XI. Closing Comments**

**XII. Adjourn**

**To speak concerning an item on the Agenda, please print your name and address on the sign-up sheet on the table outside the Board Room prior to the meeting. If you wish to speak concerning an item that is added to the Agenda during the meeting, please raise your hand during that item. Each speaker will be limited to 3 minutes.**  
**AS A COURTESY, PLEASE TURN CELL PHONES OFF WHILE MEETING IS IN PROGRESS**

# **ATTACHMENT NO. 1**

**Town of Huntersville  
REQUEST FOR BOARD ACTION  
July 18, 2011**

**REVIEWED:**

Town Manager   *A*  

Finance Officer           

Town Attorney           

To: The Honorable Mayor and Board of Commissioners

From: Whitney Hodges, Senior Planner

Subject: Rezoning Petition # R11-03 – Reames Cell Tower. Rural (R) to Special Purpose-Conditional District (SP-CD) (Pegasus Tower, LLC)

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**Request to conduct public hearing on Monday, July 18, 2011 at 6:30 PM, Huntersville Town Hall, continued from May 2, 2011.** Petition # R11-03 is a request by Pegasus Tower, LLC to rezone approximately 1.52 acres of a 19.52 acre parcel located at 9845 Mt. Holly-Huntersville Road from Rural (R) to Special Purpose-Conditional District (SP-CD) in order to construct a 199ft tall cell tower. The property (PIN 017-38-108) is currently used as a single family residence. (Staff: Whitney Hodges)

**ACTION RECOMMENDED:** Conduct public hearing

**ATTACHMENTS:**

- A—Application
- B—Charlotte Mecklenburg Planning Commission comments
- C—Neighborhood Meeting Minutes
- D—Zoning Ordinance Article 9.9, Commercial Communication Towers
- E—Support letters for Ordinance compliance (new)

**ENCLOSURES:**

- 1—Site Plan (new)
- 2—Coverage Maps

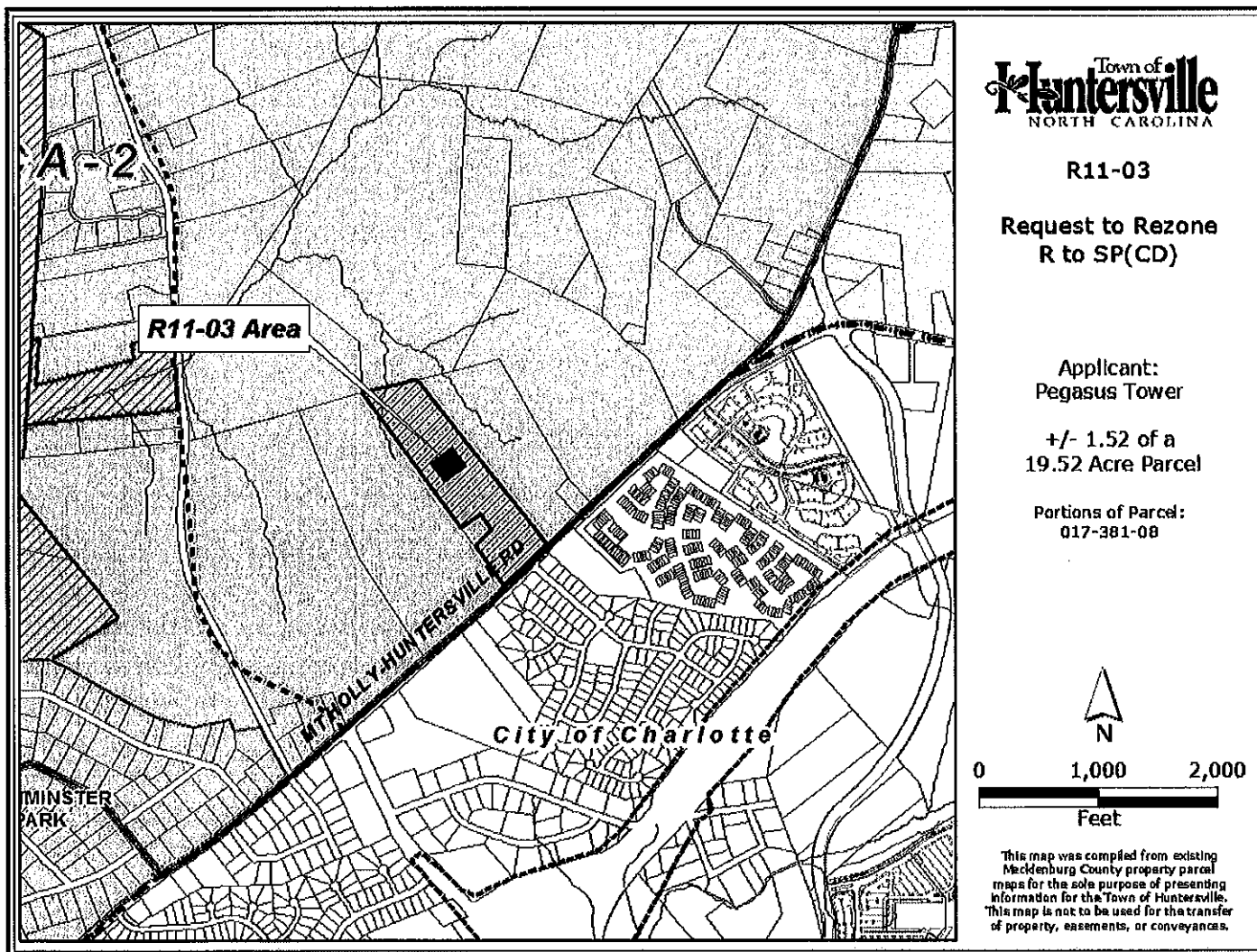
**FINANCIAL IMPLICATIONS:** N/A

## Rezoning Petition #R 11-03 Reames Cell Tower Rural (R) to Special Purpose Conditional District (SP-CD) Rezoning

### EXPLANATION OF THE REQUEST

Petition # R11-03 is a request by Pegasus Tower, LLC to rezone approximately 1.52 acres of a 19.52 acre parcel located at 9845 Mt. Holly-Huntersville Road from Rural (R) to Special Purpose-Conditional District (SP-CD) in order to construct a 199 ft tall cell tower.

### LOCATION



#### SITE PLAN DESCRIPTION

1. Parcel ID Number: portion of 017-38-108
2. Property Owner: Thad C. Reames Jr.
3. Current Land Use: Single family residence and agricultural use
4. Proposed Land Use: Addition of a 199 foot tall cell tower (The tower is 195 ft with a 4 ft lightning rod). Residential use will remain.
5. Adjoining Zoning & Land Use: North: Rural (R) – vacant; South: City of Charlotte zoning– single-family residences and church; East: Rural (R)– agricultural use; West: Rural (R)– wholesale plant nursery.
6. Notifications were sent to adjacent property owners, one (1) sign was posted and an ad was placed in the paper.
7. The request was sent to Charlotte-Mecklenburg Planning Commission for comment. The Commission is not opposed to the request (Attachment B).
8. A Neighborhood Meeting was held on March 24, 2011. See Attachment C for a summary of comments.
9. No protest petitions have been filed for this application as of April 25, 2011.
10. The rezoning is located in the Mountain Island Lake—Critical Area 2 Overlay District (MIL-CA-2) which will restrict the developer to using 12% of the 19.52 acre site. This equates to 2.32 acres (101,069 sq ft). There are existing structures on the site, but these structures were in existence in 1993 when the watershed overlay was adopted; thus, they are not calculated into the impervious coverage. The petitioner is only proposing to use 7,392 sq ft/.017 acres leaving the property owner with 2.15 acres of impervious area for the remaining acreage.
11. SWIM buffers are not impacted by this action.
12. The petitioner will be adding an 80' vegetated buffer around the tower ground level equipment and driveway addition to comply with the buffer requirements per Article 7.5.

#### TRANSPORTATION ISSUES

Transportation staff determined that a Traffic Impact Analysis is not required.

#### PUBLIC HEARING COMMENTS

On May 2, 2011, the petitioner requested that the hearing be continued in order to give them additional time to address Planning Staff's outstanding issues:

- Article 9.9.1—a letter of intent to allow for co-location of other communication providers
- Article 9.9.2—documentation as to why co-location and other technologies are not an option to provide coverage.
- Article 8.2—note on the plan intentions to subdivide so that one principle use is on each lot.

For reference, Zoning Ordinance, *Article 9.9, Commercial Communication Towers* is Attachment D.

#### PLANNING STAFF ANALYSIS

The petitioner has made changes to the site plan and supplied additional material to meet the requirements of *Article 9.9, Commercial Communication Towers* and added a note with intent to subdivide the property to meet compliance with *Article 8.2, One Principle Use on a Lot*.

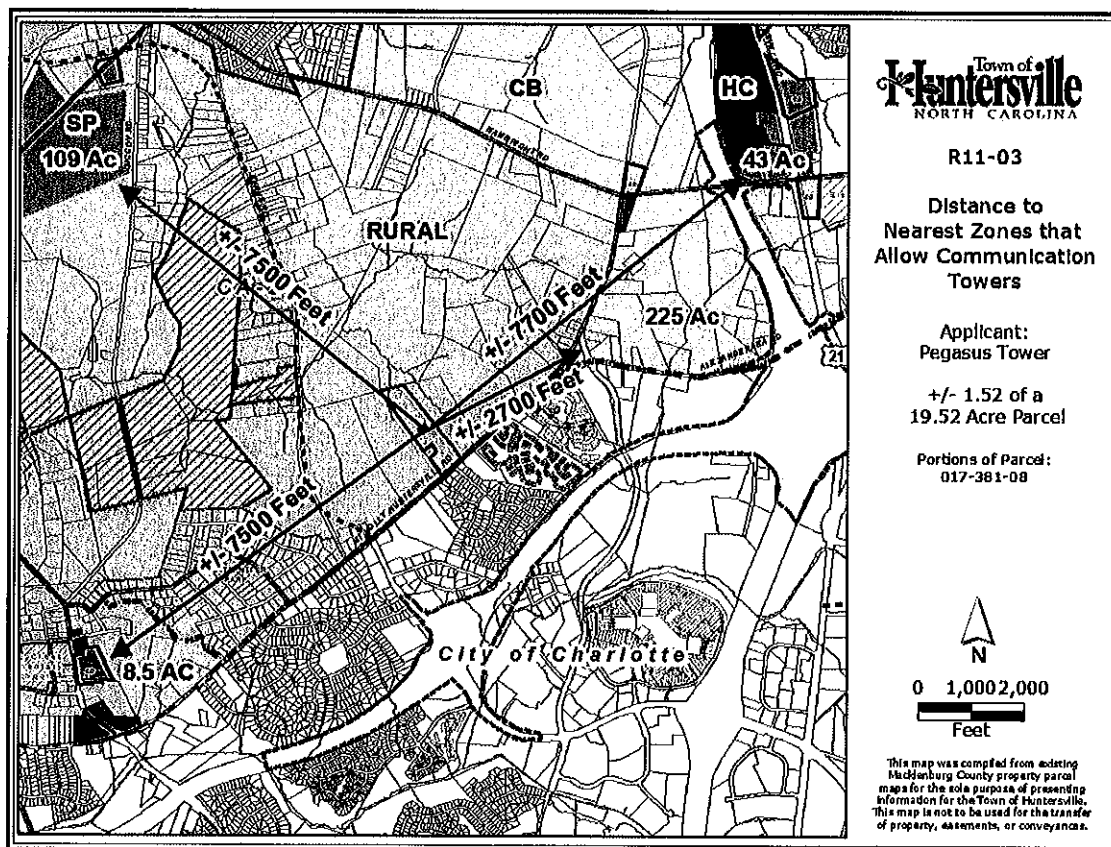
#### REZONING CRITERIA

Article 11 Section 11.4.7(d) of the Zoning Ordinance states that "in considering any petition to reclassify property, the Planning Board in its recommendation and the Town Board in its decision shall take into consideration any identified

relevant adopted land-use plans for the area including, but not limited to, comprehensive plans, strategic plans, district plans, area plans, neighborhood plans, corridor plans, and other land-use policy documents". **Staff Comment** – *There are no associated area plans that would affect this parcel.*

Article 11 Section 11.4.7(e) of the Zoning Ordinance states that: "in considering any petition to reclassify property the Planning Board in its recommendation and the Town Board in its decision should consider:

- 1) Whether the proposed reclassification is consistent with the overall character of existing development in the immediate vicinity of the subject property. **Staff Comment** –*The surrounding area within Huntersville's jurisdiction is completely zoned Rural (R) and has established residential uses and agricultural uses. The proposed use would introduce a fairly small parcel of Special Purpose-Conditional District (SP-CD) into a residential area. Spot zoning occurs when a relatively small tract of land is zoned differently from the surrounding areas. The closest SP zoning districts are approximately 7, 500 ft located on Beatties Ford Road at West Huntersville Storage and the Piedmont Gas facility on McCoy Road. The closest Corporate Business (CB) zoning district, which also allows for commercial communication towers, is 2,700 ft. This is depicted on the map below. Therefore, the proposal is not in keeping with the established development pattern.*



- 2) The adequacy of public facilities and services intended to serve the subject property, including but not limited to roadways, transit service, parks and recreational facilities, police and fire protection, hospitals and medical services, schools, storm water drainage systems, water supplies, and wastewater and refuse disposal. **Staff Comment** – *A cell tower qualifies as a "communication service" in the definition of Essential Public Services in Article 13 and thus is exempt from the Adequate Public Facilities Ordinance. Transportation staff determined that there was not a need for a Traffic Impact Analysis (TIA).*

- 3) Whether the proposed reclassification will adversely affect a known archeological, environmental, historical or cultural resource.” **Staff Comment** –*The requested action will not adversely affect known archeological, environmental, historical or cultural resources.*

**STAFF RECOMMENDATION**

Planning Staff does not support the rezoning request because introducing a Special Purpose Conditional District would not be consistent with the established land use pattern and could be considered spot zoning.

**PLANNING BOARD RECOMMENDATION**

To Be Determined

**ATTACHMENTS/ENCLOSURES**

Attachments

- A – Application
- B – Charlotte Mecklenburg Planning Commission comments
- C – Neighborhood Meeting Minutes
- D – Zoning Ordinance Article 9.9, Commercial Communication Towers
- E – Letters agreeing to co-locate and letter describing need for tower

Enclosures

- 1 – Site Plan
- 2 – Coverage Maps

**STATEMENT OF CONSISTENCY**

Per the North Carolina General Statutes § 160A-383 and Article 11.4.7 b-d of the Town of Huntersville Zoning Ordinance, rezoning actions must be accompanied by a *Statement of Consistency*. Two statements are provided below that need to be incorporated into the motion either to approve or deny the petitioner’s request.

**[Approve]**

In considering the proposed amendment to the official zoning map to revise the rezoning for 1.52 acres located at 9845 Mt. Holly-Huntersville Rd, currently zoned Rural (R) to Special Purpose Conditional District (SP-CD) the Town Board of Commissioners finds that the rezoning revision is consistent with the Town of Huntersville Community Plan and other adopted plans and policies. We recommend amending Rezoning Petition R11-03, as presented. It is reasonable and in the public interest to amend the rezoning plan because..... *(Explain)*

OR

**[Deny]**

In considering the proposed amendment to the official map to revise the rezoning for 1.52 acres located at 9845 Mt. Holly-Huntersville Rd, currently zoned Rural (R) to Special Purpose Conditional District (SP-CD), the Town Board Commissioners finds that amending the rezoning plan is not consistent with the Town of Huntersville Community Plan and/or other adopted plans and policies). We recommend denial of Rezoning Petition R11-03. It is not reasonable and not in the public interest to rezone this property because..... *(Explain)*



# General Application

**Incomplete submissions will not be accepted. Please check all items carefully.**

## 1. Application Type

Please indicate the type of application you are submitting. If you are applying for two (2) actions, provide a separate application for each action. In addition to the application, the submission process for each application type can be found at [http://www.huntersville.org/planning\\_reviewpackets.asp](http://www.huntersville.org/planning_reviewpackets.asp)

- CHANGE OF USE
- COMMERCIAL SITE PLAN
- CONDITIONAL REZONING
- GENERAL REZONING
- MASTER SIGNAGE PROGRAM
- SPECIAL USE PERMIT
- REVISION to \_\_\_\_\_

SUBDIVISION CATEGORIES: *Per the Huntersville Subdivision Ordinance*

- SKETCH PLAN
- PRELIMINARY PLAN
- FINAL PLAT (includes minor and exempt plats)
- FINAL PLAT REVISION
- FARMHOUSE CLUSTER

## 2. Project Data

Date of Application 1-28-11

Name of Project NCME32 Reames Phase # (if subdivision) \_\_\_\_\_

Location: 9901 Mt. Holly-Huntersville Rd., Huntersville, NC 28078

Parcel Identification Number(s) (PIN) 01738108

Current Zoning District Rural Proposed District (for rezonings only) SP

Property Size (acres) .08 Acres (3600 square feet) Street Frontage (feet) 280'

Current Land Use Rural

Proposed Land Use(s) Wireless Communications Facility

Is the project within Huntersville's corporate limits?  
Yes \_\_\_\_\_ No X If no, does the applicant intend to voluntarily annex? If Required

## 3. Description of Request

Briefly explain the nature of this request. If a separate sheet is necessary, please attach to this application.

To construct a wireless communications facility on a piece of the property described hereinabove which will consist of a lease area 3600 square feet, and a cell tower 195 feet tall.

## 4. Site Plan Submittals

Consult the particular type of *Review Process* for the application type selected above. These can be found at [http://www.huntersville.org/planning\\_reviewpackets.asp](http://www.huntersville.org/planning_reviewpackets.asp).

## 5. Outside Agency Information

Other agencies may have applications and fees associated with the land development process. The *Review Process* list includes copies of plans needed for most town and county reviewing agencies.

For major subdivisions, commercial site plans and rezoning petitions please enclose a copy of the Charlotte-Mecklenburg *Utility Willingness to Serve* letter for the subject property.

## 6. Signatures

\*Applicant's Signature:  Printed Name Nathan Byrd

Address of Applicant P.O. Box 283, Richlands, VA 24641

Email nbyrd@pegasustower.com

Property Owner's Signature (if applicable) 

Printed Name Thad C. Reames, Jr.

Property Owner's Address (if applicable) 9845 Mt. Holly-Huntersville Rd.,  
Huntersville, NC 28078 Email \_\_\_\_\_

\* Applicant hereby grants permission to the Town of Huntersville personnel to enter the subject property for any purpose required in processing this application.

<u>CLS Group</u>	<u>Jeremy King</u>	<u>405-348-5460</u>	<u>jking@clsgroup.com</u>
Development Firm	Name of contact	Phone	Email
<u>Shive-Hattery</u>	<u>James Downey</u>	<u>630-390-7444</u>	<u>jdowney@shive-hattery.com</u>
Design Firm	Name of contact	Phone	Email

### If Applying for a General Rezoning:

Please provide the name and Address of owner(s) of fee simple title of each parcel that is included in this rezoning petition. If additional space is needed for signatures, attach an addendum to this application.

### If Applying for a Conditional Rezoning:

Every owner of each parcel included in this rezoning petition, or the owner (s) duly authorized agent, must sign this petition. If signed by an agent, this petition **MUST** be accompanied by a statement signed by the property owner (s) and notarized, specifically authorizing the agent to act on the owner (s) behalf in filing this petition. Failure of each owner, or their duly authorized agent, to sign, or failure to include the authority of the agent signed by the property owner, will result in an **INVALID PETITION**. **If additional space is needed for signatures, attach an addendum to this application.**

Signature, name, firm, address, phone number and email of Duly Authorized Agent by owner needed below:

### If Applying for a Subdivision:

By signature below, I hereby acknowledge my understanding that the Major Subdivision Sketch Plan Process is a quasi-judicial procedure and contact with the Board of Commissioners shall **only** occur under sworn testimony at the public hearing.

## Contact Information

<u>Town of Huntersville</u>	Phone:	<u>704-875-7000</u>
<u>Planning Department</u>	Fax:	<u>704-992-5528</u>
<u>P.O. Box 864</u>	Physical Address:	<u>105 Gilead Road, Third Floor</u>
<u>Huntersville, NC 28070</u>	Website:	<u><a href="http://www.huntersville.org/planning_0.asp">http://www.huntersville.org/planning_0.asp</a></u>

## **Review of Town of Huntersville Rezoning**

### ***Proposed Cell Tower Facility (Pegasus Tower) off Mt. Holly-Huntersville Road***

**Claire Lyte-Graham (rev. 03/10/11)**

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## **Request**

- Request is to rezone a portion of a parcel on Mt. Holly-Huntersville Road in the Town of Huntersville from Rural (R) to Special Purpose (SP) in order to accommodate a cell tower (monopole, 195' +/-) to be contained within a 60' by 60' lease area consisting of the monopole, equipment shelter and utility rack. The facility is proposed to be screened with fencing and a six-foot barbed wire perimeter fence. A detail showing typical signage was also included as part of the submittal.
- Only the 60' by 60' lease area will be rezoned to SP.
- According to detail provided, the actual lease area is located more to the rear of property and is just under 1,000 feet from Mt. Holly-Huntersville Road right-of-way.

## **Parcel Description**

- The property consists of approximately 19.53 acres and is constructed with a 2,400 square-foot residential structure built in 1900, along with incidental (accessory buildings).

## **Surrounding Land Uses and Zoning**

- The parcel is surrounded by scattered residential homes and undeveloped acreage in the Town of Huntersville and on the north(west) side of Mt. Holly-Huntersville Road. On the south(east) side of Mt. Holly-Huntersville Road are single-family homes, townhomes and undeveloped acreage in the City of Charlotte on properties zoned R-3, R-4, R-12MF(CD). Further southwest are retail uses zoned CC and NS.

## **Recommended Land use**

- The *Northlake Area Plan* (adopted 2008) recommends residential land uses at a density of up to four dwelling units per acre directly across from the subject property (Walden Ridge subdivision). Land use recommendations for other parcels along Mt. Holly-Huntersville Road, in the vicinity of the site, are for residential land uses at up to 12 dwelling units per acre.

## **Rezoning Activity in Area**

- Most recent rezoning activity includes Petitions 2007-145 and 2008-024. Approval of Petition 2007-145 rezoned approximately 6.35 acres located on the southwest corner of Mt. Holly-Huntersville Road and West WT Harris Boulevard from R-3 to B-1(CD) and R-12MF(CD), in order to allow up to 15,000 square feet of retail and 16 townhomes. Approval of Petition 2008-024 rezoned approximately 12.81 acres located on the southwest corner of Northlake Centre Parkway, Mt. Holly-

Huntersville Road and Alexanderana Road from R-3 to R-17MF(CD), in order to allow up to 204 multi-family units at an overall density of 16 dwelling units per acre.

## City of Charlotte Zoning Ordinance

- The properties located within the City of Charlotte city limits and directly across from the Town of Huntersville rezoning site are zoned R-3, R-4 and R-12MF(CD). Per the City of Charlotte Zoning Ordinance, cell towers are permitted in all residential districts subject to the regulations contained in subsection 12.108(7) or **subsection 12.108(8)**.
- Subsection 12.108(7) relates to radio and television towers and similar structures.
- Subsection 12.108(8) refers to wireless communications transmission facilities. Such facilities must comply with underlying district setback, side and rear yards. Towers over 150 feet in height must be constructed to accommodate at least three wireless communication carriers, and the minimum required separation for wireless communication transmission facilities from any abutting property line in any zoning district must be 200 feet. *Requirements are different for replacement of existing towers or adding height to an existing facility.*

### Notification Process

- Property owners within 100 feet of a proposed wireless communication facility (certain towers are exempt) and neighborhood leaders within one mile of a proposed facility must be notified. A decision on a permit application will not be made until 30 calendar days have passed following the date of the mailing of the notification letters. This time period is used in order to allow input on design and screening. *Subsection 12.108(8) provides specific information that must be submitted as part of a permit application for a communication tower facility.*

## Recommendation

- Given the location of this cell tower, the request should not have a negative impact on those residential properties located on the other side of Mt. Holly-Huntersville Road in the City of Charlotte. *Although the parcel upon which the site is situated is over 19 acres and located just across the street, the rezoning site itself is just under 1,000 feet from the right-of-way. So, certain properties in Charlotte may or may not receive notice of this proposal.*

## MEMORANDUM

TO: Whitney Hodges, AICP Senior Planner Town of Huntersville

FROM: Jonathan L. Yates, Esq., Hellman Yates, P.A.

CC: Nathan Byrd  
Lynn Stephenson  
Sam Cody

RE: Neighborhood meeting for Zoning Petition Number R 11-03

DATE: March 28, 2011

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On March 24, 2011 Pegasus Towers conducted a neighborhood meeting regarding their application for the rezoning of 9901 Mt. Holly Huntersville Road to the SP District. The meeting was held in the Rotunda Room of the Town Center at 105 Gilead Road in Huntersville at 7:00 in the evening. The meeting was attended by Whitney Hodges, Senior Planner for the Town of Huntersville, Jonathan Yates, Sam Cody, and Robin Turton.

The meeting began promptly at 7:00 and concluded a little bit before 8:00. Robin Turton was the only neighborhood resident who attended. The meeting commenced with Jonathan Yates giving a brief introduction and background to the rezoning request. The bulk of the meeting was spent responding to the questions of Robin Turton regarding the proposal and principally the health effects of a wireless communication facility. Those questions were answered by both Jonathan Yates and Sam Cody. Robin Turton specifically requested a copy of the 1996 Telecommunications Reform Act, which Mr. Cody agreed to supply her with.

Robin Turton also requested information regarding the rezoning process and the names of the Planning Commissioners and elected officials for the Town of Huntersville. Whitney Hodges explained to her where this information was readily available.

As stated previously, the bulk of Ms. Turton's questions were regarding health effects and she stated her intent to review this issue further prior to the public hearings on the rezoning.

If I can provide any additional information regarding the neighborhood meeting, please do not hesitate to contact me.

JLY:hfm

## Notice of Neighborhood Meeting

Zoning Petition Number: R 11-03

Date of meeting: March 24, 2011

Location of Property: 9901 Mt. Holly-Huntersville Rd Huntersville, NC 28078

Parcel Number: 01738111

Property Owner: Thad C. Reames Jr. (Married)

### Neighborhood Meeting Information

This notice is to inform you that Pegasus Tower filed an application with Huntersville for Conditional District Rezoning, for the purpose of rezoning the current Rural zoning classification in order to allow the development and construction of a Pegasus tower site. The proposed tower site will consist of a 60'x60' Lease Area. This Lease Area will include a 12' x 20' equipment shelter and a 195' monopole tower for the purpose of telecommunications. The compound will be fenced and landscaped as well as meet zoning requirements set forth by the City of Huntersville. A neighborhood meeting will be held on the date shown above.

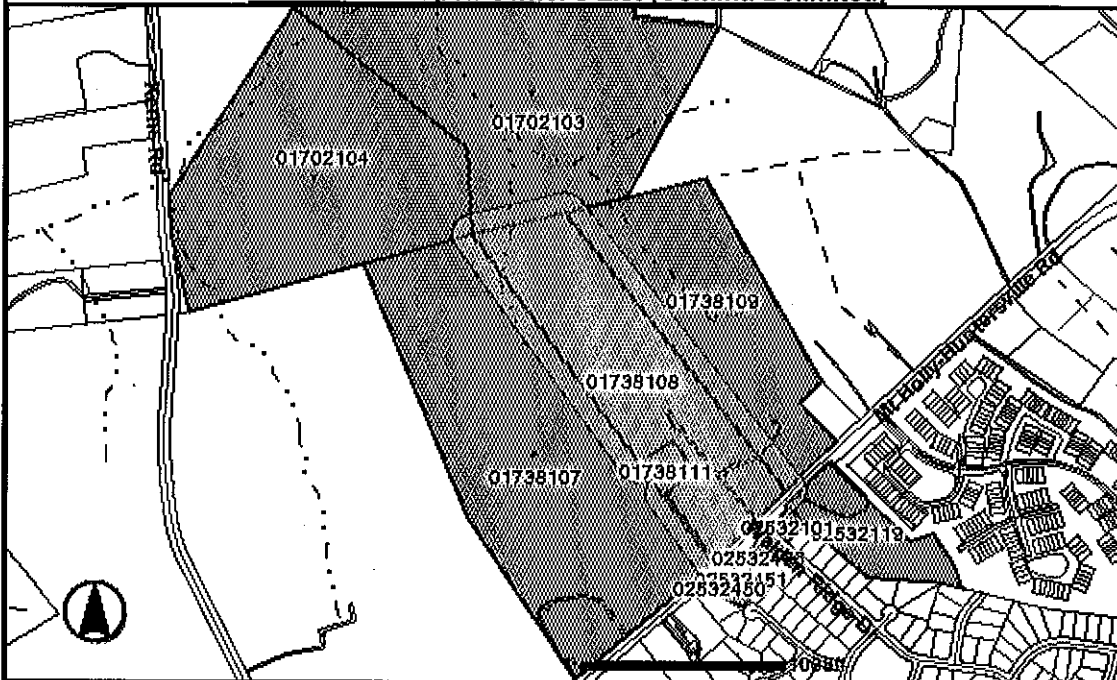
### Location of Public Hearing

The Neighborhood Meeting will be held March 24 at 7:00pm in the Rotunda Room, Third Floor of the Town Center located at 105 Gilead Rd Huntersville, NC 28078

Use the East entrance of the building

**Mecklenburg County, NC POLARIS**  
**Property Ownership Land Records Information System**  
**Adjoining Owner's Report**  
 Buffer Distance: 100 Feet  
 3/3/2011 2:21:35 PM

[Click Here to Open Owner's List \(Comma-Delimited\)](#)



This map is prepared for the inventory of real property within Mecklenburg County and is compiled from recorded deeds, plats, tax maps, surveys, planimetric maps, and other public records and data. Users of this map are hereby notified that the aforementioned public primary information sources should be consulted for verification. Mecklenburg County and its mapping contractors assume no legal responsibility for the information contained herein.

Parcel ID	Owner Name	Mailing Address	City	State	ZIP	Legal Description	Deed Book	Deed Page	Land Area
01702104	I THOMAS III YOPP AND DOROTHY KAY	8214 VICTORIA LAKE DR.	WAXHAW	NC	28173	NA	05046	248	31.74 AC
01738107	JOSEPH S GARMON AND DAVID A GARMON	PO BOX 669003	CHARLOTTE	NC	28266- 9003	NA	08930	680	38.616 AC
01738108	THAD C JR REAMES	9845 MT HOLLY- HUNTERSVILLE RD	HUNTERSVILLE	NC	28078	TR-1 M49-153	20470	669	19.5276 AC
01738109	THAD C REAMES AND CAROLYN B REAMES	8817 REAMES RD	CHARLOTTE	NC	28216	NA	04138	910	19.88 AC
01738111	THAD C JR REAMES	9845 MT HOLLY HUNTERSVILLE RD	HUNTERSVILLE	NC	28078	TR-2 M49-153	23238	432	0.998 SMAC
02532101	CHRISTOPHER A FERNANDEZ AND CYNTHIA A FERNANDEZ	8505 WALDEN RIDGE DR	CHARLOTTE	NC	28216	L1 B1 M27-438	11341	258	1 LT
02532119	TIMOTHY S TURTON AND ROBYN H TURTON	9936 MT HOLLY- HUNTERSVILLE RD	HUNTERSVILLE	NC	28078	NA	05266	479	5.1 AC
02532450	ANTHONY DARRYL MARTIN AND	8500 DUVAL	CHARLOTTE	NC	28216-	L94 M31-877	11281	379	1 LT

	KIMBERLY M MARTIN	MEADOW LN			2098				
02532451	VICTOR M REVERON AND VENITA REVERON (H/W)	8503 DUVALL MEADOW LN	CHARLOTTE	NC	28216	L95 M31-877	11605	145	1 LT
02532466	ROBYN MOSTACERO	8506 WALDEN RIDGE DR	CHARLOTTE	NC	28216	L98 B5 M27- 438	22230	599	1 LT

Town Hall Members

***Elected Officials***

**Mayor Jill Swain**  
105 Nitsa Lane  
Huntersville, NC 28078  
Home Phone: (704) 948-0944  
e-mail: [jswain@huntersville.org](mailto:jswain@huntersville.org)

**Commissioner Charles Jeter**  
16024 Wynfield Creek Pkwy  
Huntersville, NC 28078  
Home Phone: (704) 992-6388  
e-mail: [cjeter@huntersville.org](mailto:cjeter@huntersville.org)

**Commissioner Ron Julian**  
106-2 Pineridge Drive  
Huntersville, NC 28078  
Home Phone: (704) 875-8874  
e-mail: [rjullian@huntersville.org](mailto:rjullian@huntersville.org)

**Commissioner Beth 'Danae' Caulfield**  
P.O. Box 3464  
Huntersville, NC 28070  
Home Phone: (704) 948-1187  
e-mail: [FreedomWithPurpose@bellsouth.net](mailto:FreedomWithPurpose@bellsouth.net)

**Commissioner Sarah McAulay**  
Post Office Box 285  
Huntersville, NC 28070  
Home Phone: (704) 875-6872  
e-mail: [smcaulay@huntersville.org](mailto:smcaulay@huntersville.org)

**Commissioner Ken Lucas**  
15620 Glen Miro Drive  
Huntersville, NC 28078  
Home Phone: (704) 728-6252  
e-mail: [klucas@huntersville.org](mailto:klucas@huntersville.org)

## Lynn Stephenson

---

**From:** Whitney Hodges [whodges@huntersville.org]  
**Sent:** Friday, March 04, 2011 11:21 AM  
**To:** Lynn Stephenson  
**Subject:** HOA contacts

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Latta Springs	Beatties Ford near Hopewell HS	Tom Gavin, 11622 Morgan Horse Trail; 704-766-0727	Dec-09	Jorel Association Management
Tanners Creek HOA, Inc.	Beatties Ford Road	Charles Schlosser, Pres.		Cedar Management Group
Tanners Creek Townhomes HOA, Inc.	Beatties Ford Road	Laura Collinge, Pres.		Cedar Management Group

**Huntersville Misc. Contacts for CD Rezoning Letters**

**Mayor Jill Swain**  
105 Nitsa Lane  
Huntersville, NC 28078  
Home Phone: (704) 948-0944  
e-mail: [jswain@huntersville.org](mailto:jswain@huntersville.org)

**Greg Ferguson, Town Manager**  
[gferguson@huntersville.org](mailto:gferguson@huntersville.org)

**Gerald Vincent, Assistant Town Manager**  
[gvincent@huntersville.org](mailto:gvincent@huntersville.org)

**Janet Pierson, Town Clerk**  
[jpierson@huntersville.org](mailto:jpierson@huntersville.org)

**9.9 Commercial Communication Tower**

A Commercial Communication tower shall meet the following standards:

7. To encourage future shared use of commercial communication towers, the tower owner must demonstrate that the tower will support a specified number of antennas, and must file a letter of intent with the town to lease the space to other users in good faith. In turn, the owner may charge users a proportionate share of capital, financing, and operating costs, plus the cost of insulating equipment so that the transmissions do not interfere with one another. To encourage co-location of commercial communication antenna and facilities and to reduce the need for new commercial communication towers, co-location of such antennae and facilities shall be permitted on any commercial communication tower or tower for radio communication for business or governmental purposes of which the tower was in existence on July 20, 2009, regardless of when it was constructed, the underlying zoning district, or any condition of approval for the existing tower other than a condition which was imposed or accepted by the Board of Commissioners. To the extent practical as determined by the Planning Director, all standards of this Section 9.9 shall be applicable.
- .2 No new commercial communication tower may be established if there is a technically suitable space available on an existing communications tower within the geographic area that the proposed tower is to serve.
- .3 The entire facility must be aesthetically compatible with its environment. If not otherwise camouflaged, towers shall be of a coloration that will blend with the surroundings. Example: brown/green/gray.
- .4 Fencing must be provided to secure the communication equipment on site. If chain link or similar fencing material is used on the site, an opaque screen shall be provided on the exterior side of the fence.
- .5 All obsolete or unused facilities must be removed within 12 months of cessation of operations at the site.
- .6 No equipment, mobile or immobile, not used in direct support of the transmission or relay facility shall be stored or parked on the site unless repairs to the facility are being made.
- .7 Towers shall not be artificially lighted except to insure human safety as required by the Federal Aviation Administration (FAA) regulations. To the extent possible, tower lighting shall be located and directed to avoid flashing or shining into the interior spaces of dwellings.
- .8 An opaque screen expected to reach minimum 8' height at maturity shall be planted around the perimeter of the area occupied by the tower, security fencing, and auxiliary uses such as parking. In addition, existing onsite trees and other vegetation shall be preserved to the extent possible.
- .9 No more than one communication tower shall be constructed on a single tract of land.
- .10 If such a structure is located on a lot adjacent to a lot or lots located in a residential or mixed use district, it must be located at least 200 feet from all property lines adjacent to the residential or mixed use district(s).
- .11 To be permitted as an incidental accessory use in any zoning district, a tower shall be camouflaged on, with, or in an existing or proposed conforming structure (e.g., inside religious institution steeple, on utility transmission line tower). A detailed site plan and structural elevations must be submitted to the Planning Department for approval. The affirmative decision of the Planning Department shall be based upon a determination that the proposed tower is so camouflaged as to be unnoticeable to the public; or if placed upon a utility transmission line tower, that the additional equipment would not further diminish the quality of the view from surrounding properties and public streets, nor would additional light(s) intrude upon the private interior or exterior living areas of existing dwellings.

Existing Coverage Map

074-100 Relo ( Existing Cov )

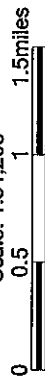


Proposed  
Communication  
Tower

Master copy of Coverage by Signal Level

- Best Signal Level (dBm)  $>=-74$
- Best Signal Level (dBm)  $>=-82$
- Best Signal Level (dBm)  $>=-92$
- Best Signal Level (dBm)  $>=-104$
- Best Signal Level (dBm)  $>=-200$

Scale: 1:54,203



The best signal is the area in green. The worst signal is the area in red. The signal level is measured in negative numbers; therefore, the lower the number the better the signal.

# 074-100 Relo ( NSB-19 )



Proposed  
Communication  
Tower

### Master copy of Coverage by Signal Level

- Best Signal Level (dBm)  $\geq -74$
- Best Signal Level (dBm)  $\geq -82$
- Best Signal Level (dBm)  $\geq -92$
- Best Signal Level (dBm)  $\geq -104$
- Best Signal Level (dBm)  $\geq -200$

The best signal is the area in green. The worst signal is the area in red. The signal level is measured in negative numbers; therefore, the lower number is the better signal.

HELLMAN YATES  
ATTORNEYS AND COUNSELORS AT LAW

JONATHAN L. YATES  
DIRECT VOICE 843 414-9754  
JLY@HELLMANYATES.COM

HELLMAN & YATES, PA  
145 KING STREET, SUITE 102  
CHARLESTON, SOUTH CAROLINA 29401  
V 843 266-9099  
F 843 266-9188

June 23, 2011

**VIA FEDERAL EXPRESS**

Whitney Hodges  
Town of Huntersville  
105 Gilead Road, Third Floor  
Huntersville, NC 28070

RE: Rezoning Petition # R11-03 – Reames Cell Tower. Rural (R) to Special Purpose-  
Conditional District (SP-CD) (Pegasus Tower, LLC)

Dear Whitney:

I hope you are doing well and cannot thank you enough for all of your help with this application. I look very forward to seeing you again when this matter goes before the Town Board on July 18, 2011. Attached please find the following:

- Letter of Intent by Pegasus Tower to allow collocation;
- LOI from Sprint Nextel (just wanted to add this to our application);
- LOI from Clearwire (just wanted to add this to our application);
- Revised Propagation Studies providing explanation for the colors on the studies; and
- Revised Site Drawings

You had previously asked about the possibility of deploying a DAS network in this area. DAS is not a silver bullet that eliminates the need for traditional cell site deployments. With respect to capacity, DAS systems have known engineering limitations. DAS is a complimentary technology and is not a replacement technology for a traditional wireless network. Based on recent case law, New York SMSA Ltd. Partnership v. Town of Clarkstown, 612 F.3d 97, DAS is a technological decision that is entirely at the discretion of the carrier, not the jurisdiction. Using DAS would be appropriate for places like stadiums, shopping centers, etc., where the coverage objective is one building, a tight cluster of buildings, or a small neighborhood.

Please let me know if you need anything else or have any questions. Thank you so much for all of your help on this.

With warmest regards, I am

Yours very truly,

HELLMAN & YATES, P.A.

  
Jonathan L. Yates

JLY:edh  
Enclosures



**PEGASUS TOWER**

P.O. Box 233 • Richlands, Virginia 24641 USA  
276-964-7416 voice • 276-963-2587 fax

June 7, 2011

Whitney Hodges - Senior Planner  
Town of Huntersville  
105 Gilead Road, Third Floor  
Huntersville, NC 28070

**Statement Of Collocation**

As a regional provider of telecommunications infrastructure, Pegasus Tower Company, LLC welcomes and actively seeks co-locators/tenants on towers we own and manage. We have staff whose primary function is to market and promote our structures to a wide variety of telecommunication companies at fair and competitive rates. Pegasus Tower Company, LLC will also promote the use of our structures to public sector users as well. While we are a small company, most wireless carriers are aware of our presence in the marketplace and seek our involvement when developing their networks.

Pegasus Tower Company, LLC is committed to being a good corporate neighbor. We have staff that maintain and service the structures we erect. Our sites are well maintained, with attention paid to keeping the facility debris and weed free. Our operations technicians are responsible for visiting the sites regularly, and assuring that they are well maintained.

Should you have any questions, please feel free to contact me at (276) 963-1821.

Sincerely,

Nathan Byrd  
Project Manager  
Pegasus Tower Company, LLC



Sprint Nextel  
8100 Sprint Pkwy  
Overland Park, KS 66251

Christy Kuehl  
Ericsson Services for Sprint  
Project Manager

June 2, 2011

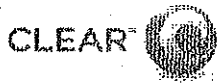
To Whom It May Concern:

Sprint Nextel provides this information for support of a new 195' tower site in the city of Huntersville, North Carolina proposed by Pegasus Tower Company, LTD to be constructed on the Thad C. Reames property.

Sprint Nextel does have future plans to expand network coverage in the area and the proposed Pegasus Tower Company site located at approximately N35-21-49.1, W80-52-1.2 may very well meet Sprint Nextel's coverage objectives and is designed to work with our existing and proposed network. We would have interest in exploring collocation opportunities on the tower, subject to approval by the city of Huntersville, and after the site is constructed by Pegasus Tower Company.

Sincerely,

Keith Lee  
Regional Site Acquisition Manager  
250 Hembree Park Drive  
Suite 132  
Roswell, Georgia 30076



Clearwire

---

June 09, 2011

To Whom It May Concern:

Clearwire provides this information for support of a new 195' tower site in the city of Huntersville, North Carolina proposed by Pegasus Tower Company, LTD to be constructed on the Thad C. Reames property.

Clearwire has future plans to expand network coverage in the area and the proposed Pegasus Tower Company site located at approximately N35-21-49.1, W80-52-1.2 would meet Clearwire's coverage objectives and is designed to work with our existing and proposed network. It is our intent to utilize the tower, subject to approval by the city of Huntersville, and after the site is constructed by Pegasus Tower Company.

Sincerely,

A handwritten signature in black ink, appearing to read "Ahmad Fatayer", written over a horizontal line.

Ahmad Fatayer  
RF Engineering Manager  
Clearwire

# **ATTACHMENT NO. 2**



North Carolina

Mecklenburg County

North Carolina Department of Transportation and the City/Town of Huntersville

Municipal Agreement  
Inspection of Bridges on the Municipal Street System  
F.A. Project BRZ-NBIS (17)

THIS AGREEMENT is made and entered into on the last date executed below, by and between the Department of Transportation, an agency of the State of North Carolina, hereinafter referred to as the Department, and the City/Town of Huntersville, a municipal corporation hereinafter referred to as the Municipality;

Witnesseth:

WHEREAS, 23 U.S.C. 144, Sections 1101, 1114 and 1805 of the Safe, Accountable, Flexible, Efficient Transportation Equity Act - A Legacy for Users (SAFETEA - LU), which require that federal funds be available for certain specified Federal-Aid Highway Bridge Replacement and Rehabilitation program; and

WHEREAS, the Highway Bridge Replacement and Rehabilitation portion of the law requires that all structures defined as bridges located on public roads must be inspected on a cycle, not to exceed two years in accordance with National Bridge Inspection Standards (NBIS); and

WHEREAS, the Municipality has requested the Department or a Consultant retained by the Department to inspect and analyze all public bridges located on its Municipal Street System in compliance with the National Bridge Inspection Standards; and

WHEREAS, the Department and the Municipality are authorized to enter into an agreement for such work under the provisions of G.S. 136-18(12), G.S. 136-41.3, and G.S. 136-66.1; and,

WHEREAS, the Appropriate Official of the Municipality has approved the herein above referenced inspections and analysis and has agreed to participate in certain costs thereof in the manner and to the extent as hereinafter set out.

NOW, THEREFORE, the Department and the Municipality agree as follows:

1. The Department or a Consulting Engineering firm retained by the Department shall inspect, load rate, and prepare the necessary inspection reports for all bridges on the Municipal Street System in accordance with the National Bridge Inspection Standards.
2. All work shall be done in compliance with the following documents.
  - a. National Bridge Inspection Standards (23 CFR, Chapter 1 Part 650)
  - b. AASHTO Manual for Bridge Evaluation-2008 including all Interim Revisions.
  - c. Recording and Coding Guide for the Structure Inventory and Appraisal of the Nation's Bridges December, 1988.
3. The Municipality shall furnish all data in the possession of the Municipality that can be released that will help the Department or its Consultant in the accomplishment of the work including but not limited to appropriate municipal maps showing the location of the bridges, plans for the bridges when available, and any prior inspection reports.
4. During the inspection process, some repairs may be discovered that require immediate attention or repair, or a regulatory sign may be missing, damaged, or incorrect. A Critical Finding Notice, Priority Maintenance Notice or Regulatory Sign Notice will be issued in these cases. It is required that the Municipality resolve or notify the

Department of their plans to resolve Priority Maintenance Notices and Regulatory Sign Notices within thirty (30) days of issuance. Critical Findings require a response within seven (7) days of notice.

5. The Municipality shall designate a responsible Municipal official with whom the Department or its Consultant will coordinate the work.
6. It is understood by the parties hereto that the Federal Highway Administration, through the Department, is to participate in the costs of the work to the extent of eighty (80) percent of actual costs, subject to compliance with all applicable federal policy and procedural rules and regulations. All costs not participated in by the Federal Highway Administration shall be borne by the Municipality.
7. Upon completion of the bridge inspection, and load rating work, the Department shall invoice the Municipality for accumulated project costs not participated in by the Federal Highway Administration. Upon FHWA final audit, the Department shall invoice/refund the Municipality any differences in the amount previously invoiced and the actual costs not participated in by the Federal Highway Administration. Reimbursement shall be made by the Municipality within sixty (60) days of the invoice date. After the due date, a late payment penalty and interest shall be charged on any unpaid balance due in accordance with G.S. 147-86.23 and G.S. 105-241.21 (I). It is anticipated that the cost to the municipality will be approximately \$520 per structure. The actual cost is based on the work being performed therefore, the final invoice amount will not be known until the work is complete.
8. In the event the Municipality fails for any reason to pay the Department in accordance with the provisions for payment hereinabove provided, the Municipality hereby authorizes the Department to withhold so much of the Municipality's share of funds allocated to said Municipality by the General Statutes of North Carolina, Section 136-41.1, until such a time as the Department has received payment in full.
9. It is the policy of the Department not to enter into any Agreement with another party that has been debarred by any government agency (Federal or State). The Municipality certifies, by signature of this Agreement, that neither it nor its agents or contractors are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by a Federal or State Department or Agency.
10. This Agreement shall have an effective term of ten (10) years beginning when executed by the State Highway Administrator and ending on the same date ten (10) years later, subject to the following termination conditions:
  - (A) At any time either party may cancel the Agreement with a thirty (30) day written notice to the opposite party. On behalf of the Municipality, this Agreement may be canceled by the City Manager and/or his designee.
  - (B) Upon the effective date of the cancellation, neither party shall owe any obligations under this Agreement, except that all obligations performed under this Agreement, including but not limited to invoicing, record retention, and payment for work performed prior to the effective date of cancellation, shall remain in effect.
11. By Executive Order 24, issued by Governor Perdue, and N.C. G.S. § 133-32, it is unlawful for any vendor or contractor (i.e. architect, bidder, contractor, construction manager, design professional, engineer, landlord, offeror, seller, subcontractor, supplier, or vendor), to make gifts or to give favors to any State employee of the Governor's Cabinet Agencies (i.e., Administration, Commerce, Correction, Crime Control and Public Safety, Cultural Resources, Environment and Natural Resources, Health and Human Services, Juvenile Justice and Delinquency Prevention, Revenue, Transportation, and the Office of the Governor).



# ATTACHMENT NO. 3

**INTERLOCAL AGREEMENT  
FOR FUNDING OF VISIT LAKE NORMAN**

This Interlocal Agreement is entered into as of the \_\_\_ day of July, 2011 (the "Effective Date"), by and between the TOWN OF CORNELIUS, a North Carolina municipal corporation ("Cornelius"), the TOWN OF DAVIDSON, a North Carolina municipal corporation ("Davidson"), the TOWN OF HUNTERSVILLE, a North Carolina municipal corporation ("Huntersville"), (collectively, the "Towns"), and the LAKE NORMAN CONVENTION AND VISITORS BUREAU, a North Carolina non-profit corporation, doing business as Visit Lake Norman (hereafter "VLN").

WHEREAS, Article 20 of Chapter 160A of the North Carolina General Statutes provides that local governments may enter into joint undertakings of any power, function, public enterprise or right of local governments; and

WHEREAS, North Carolina Session Law S.L. 2001-402 (House Bill 715) amended S.L. 1983-908 to provide that the Towns receive a portion of taxes collected on hotel and motel occupancy ("Hotel/Motel Tax") and a portion of the taxes on prepared foods and beverages at establishments in their respective jurisdiction ("Prepared Food Tax") and use such taxes for certain facilities and for tourism and tourism-related programs; and

WHEREAS, VLN, a non-profit corporation, has as its purpose the organization and promotion of conventions and events and the promotion of tourism for the Towns of Lake Norman; and

WHEREAS, North Carolina Session Law S.L. 2011-160 (House Bill 508) further amended S.L.2001-402 as it relates to the Towns to provide for the distribution of a specific percentage portion of said taxes to VLN to be used for tourism-marketing promotion purposes; and

WHEREAS, the Towns and VLN desire to ~~establish a formula consistent with the adopted legislation that provides for~~ budgeting consistent with the adopted legislation and confirms the timing of the funding by the Towns for VLN.

NOW, THEREFORE, the parties agree as follows:

1. In accordance with S.L 2011-160, each of the Towns will budget and pay to VLN, annually, from the portion of the prepared food and beverage taxes received from the City of Charlotte an amount equal to the sum of (a) twenty-eight percent (28%) of each Towns collected Hotel/Motel Tax for an annual period ending on the last day of the third quarter of the fiscal year immediately preceding the fiscal year for which amounts will be budgeted, and (b) twenty-five percent (25%) of the Prepared Food Tax received from the City of Charlotte for the immediately preceding calendar year.

2. The amount budgeted by each town will be due to VLN in quarterly installments, each installment due on the first day of each quarter of the applicable fiscal year, beginning July 1, 2011.

3. Each of the Towns, through their Finance Director or other designated personnel, will advise VLN and the other Towns of the total amount of the Hotel/Motel Tax and Prepared Food Tax collected as described in Paragraph 1 as soon as those figures become available. It is contemplated that such information would be available to VLN by the end of April of each year. There will be no other solicitations by VLN to the Towns for an annual appropriation, although this Agreement shall not preclude extraordinary appropriations to assist in the unanticipated opportunity for special events which the Towns may deem to be of special benefit to the towns and its citizens.

4. VLN and the Towns understand that the amounts so distributed to VLN is to be used to increase travel and tourism within the Towns. To that end, the parties adopt the following policies and practices:

a. VLN will be governed by its Board of Directors which shall be appointed as follows, in the years indicated:

July 1, 2011 -- December 31, 2011 - The currently elected 16-member VLN Board of Directors will remain without changes.

Commencing January 1, 2012 - The VLN Board of Directors shall have the following 18 members:

- i. Each Town will appoint three (3) members of the VLN Board of Directors.
- ii. VLN will appoint nine (9) members of the VLN Board of Directors.

a.b. VLN will be governed by a Board of Directors consisting of twelve (12) members, effective as of July 1, 2011, and who shall be appointed as follows:

- i. The existing Board of Directors of VLN shall initially appoint six (6) members, of whom at least three (3) shall be representatives of the hotel/motel industry. Subsequent replacement of these members shall be made by the then current Board of Directors of VLN.
- ii. Each town shall appoint one (1) elected official or Town Manager.
- iii. Each town shall appoint one (1) member who is a representative of the restaurant/attraction sector.

b. Each The Towns' appointed members will regularly attend VLN Board meetings and share VLN updates with their Town Board of Commissioners.

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e.c. The new VLN Board will revise the VLN bylaws to reflect equal composition of the Executive Committee and Nominating committee from the respective appointing authority.

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5. VLN will provide to each Town an annual audited financial statement, which statement will be provided within fifteen (15) days after it becomes available. Each Town will make available to VLN upon request a copy of the Town audit within fifteen (15) days after it becomes as soon as it is available.

6. This Agreement shall remain in effect until June 30, 2018~~2020~~, and shall thereafter renew annually for successive ~~one~~ five (5) year ~~periods~~ terms unless any party shall give notice to the other parties, at least ninety (90) days prior to the end of any such term, that it does not wish to renew, in which case this agreement shall terminate.

7. This Agreement may only be amended by the unanimous consent of all of the parties approved by their respective boards.

This Agreement is executed as of the date set forth beside the signature of each party by authority duly given, and effective as of the Effective Date upon execution by all of the parties, even though the execution date is after the Effective Date.

LAKE NORMAN COVENTION AND VISITORS BUREAU,  
d/b/a/ VISIT LAKE NORMAN

Date: \_\_\_\_\_ By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Its: \_\_\_\_\_

TOWN OF CORNELIUS

Date: \_\_\_\_\_ By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Its: \_\_\_\_\_

This Agreement has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

By: \_\_\_\_\_  
Finance Director  
Town of Cornelius

TOWN OF DAVIDSON

Date: \_\_\_\_\_ By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Its: \_\_\_\_\_

This Agreement has been pre-audited  
in the manner required by the Local  
Government Budget and Fiscal  
Control Act.

By: \_\_\_\_\_  
Finance Director  
Town of Davidson

TOWN OF HUNTERSVILLE

Date: \_\_\_\_\_ By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Its: \_\_\_\_\_

This Agreement has been pre-audited  
in the manner required by the Local  
Government Budget and Fiscal  
Control Act.

By: \_\_\_\_\_  
Finance Director  
Town of Huntersville

# **ATTACHMENT NO. 4**


**Town of Huntersville  
REQUEST FOR BOARD ACTION  
July 18, 2011**

**REVIEWED:**

Town Manager   P  

Finance Officer           

Town Attorney           

To:           The Honorable Mayor and Board of Commissioners  
From:         Bill Coxe, Transportation Planner   
Subject:      Citizens Transit Advisory Group Appointment

---


The Town needs to officially appoint a representative to the Citizens Transit Advisory Group (CTAG) to complete a two year term that expires in June 2012. See attached memo for an explanation of the term's status and CTAG's responsibilities.

**ACTION RECOMMENDED:** Appoint Todd Steiss as the Town's representative to the Citizens Transit Advisory Group to complete the term expiring in June 2012.

**ATTACHMENTS:** Memo

**ENCLOSURES:**

**FINANCIAL IMPLICATIONS:** None

**date** July 11, 2011  
**to** Mayor and Town Board  
**from** Bill Coxe, Transportation Planner   
**re** Appointment to Citizens Transit Advisory Group

The Citizens Transit Advisory Group (CTAG) is a strategic advisory body that advises the Metropolitan Transit Commission (MTC.) The CTAG members are appointed by local elected boards and serve staggered two year terms. The number of terms of any member is at the discretion of the appointing board. An overview of the CTAG follows:

*The Citizens Transit Advisory Group is an advisory committee that reviews the long-range transit system planning and proposed operating and capital programs from the community's perspective, and makes recommendations to the MTC. While it is not a policy-making body, its recommendations to the MTC fulfill the requirement levied by the Interlocal Agreement that the MTC ensures public involvement in transit planning. The CTAG is made up of members of the community appointed by the Mecklenburg County Board of Commissioners, the Charlotte City Council, each of the six Towns in Mecklenburg County, and the Charlotte-Mecklenburg Board of Education. Members may not be an elected official and members serve staggered two-year terms.*

*CTAG meetings usually occur every month from 7:30 a.m. to 9:00 a.m. in the Charlotte Mecklenburg Government Center (CMGC), 600 E. 4th Street, in room CH-14. These meetings are open to the public.*

In the summer of 2009, Todd Steiss was appointed by the Town to complete a term that had become vacant due to the resignation of our representative. Although his term technically expired in June 2010, no one realized that the appointment needed to be addressed. He has continued to serve since that date and has been an active and valued member of the committee. His service and votes are valid due to NC statutes that generally indicate appointees serve until the position is properly filled regardless of technical term limits. Due to his service "without portfolio" for the last year and given the limited time for the remainder of the term, I recommend that Todd be reappointed to complete this term, expiring June, 2012. In advance of the June 2012 term end-date, we can advertise the position in our normal fashion.

If you have any questions, please contact me.

# ATTACHMENT NO. 5

**Town of Huntersville**  
**REQUEST FOR BOARD ACTION**  
**July 18, 2011**  
**MEETING**

To: The Honorable Mayor and Board of Commissioners

From: Max L. Buchanan, PE – Director of Engineering & Public Works

Subject: **Town Street Lighting Policy / Road Addition Policy**  
Continuation of discussion of street lights in Parkside at Skybrook North

---

At the June 20, 2011 Town Board meeting, Item F of Other Business was included on the agenda for discussion related to a recent request to add the streetlights, located in the Parkside at Skybrook North community, to the Huntersville Streetlight system.

Resulting from that discussion was a request for additional information. Specifically, more details on the relationship between the Street Lighting Policy and the Street Addition Policy and impacts that may result should revisions be made to either.

This is to provide that additional information for the Board's consideration and discussion relative to the Huntersville Streetlight Policy, Huntersville Street Addition Policy, and the recent request to add streetlight lights in the Parkside at Skybrook North development to the Huntersville system.

**ACTION RECOMMENDED:** Discussion on streetlight policy & street acceptance policy, including that which relates to Parkside at Skybrook North.

**ATTACHMENTS:** RFBA Package from June 20, 2011 Board Meeting  
Street Acceptance Policy, etc.  
Street Lighting Policy

**ENCLOSURES:** None

**FINANCIAL IMPLICATIONS:** General Fund / Powell Bill Fund

**Town of Huntersville**  
**REQUEST FOR BOARD ACTION**  
**June 20, 2011**  
**MEETING**

To: The Honorable Mayor and Board of Commissioners

From: Max L. Buchanan, PE – Director of Engineering & Public Works

Subject: **Street Lights – Parkside at Skybrook North**  
Discussion of streetlights

---

The Town of Huntersville Engineering & Public Works is in receipt of a request to add the streetlights, located in the Parkside at Skybrook North community, to the Huntersville Streetlight system.

This is to provide information for the Board's consideration and discussion relative to the Huntersville Streetlight Policy and the recent request to add streetlight lights in the Parkside at Skybrook North development to the Huntersville system.

**ACTION RECOMMENDED:** Discussion on streetlight policy relating to Parkside at Skybrook North.

**ATTACHMENTS:** Maps, Policy

**ENCLOSURES:** None

**FINANCIAL IMPLICATIONS:** General Fund

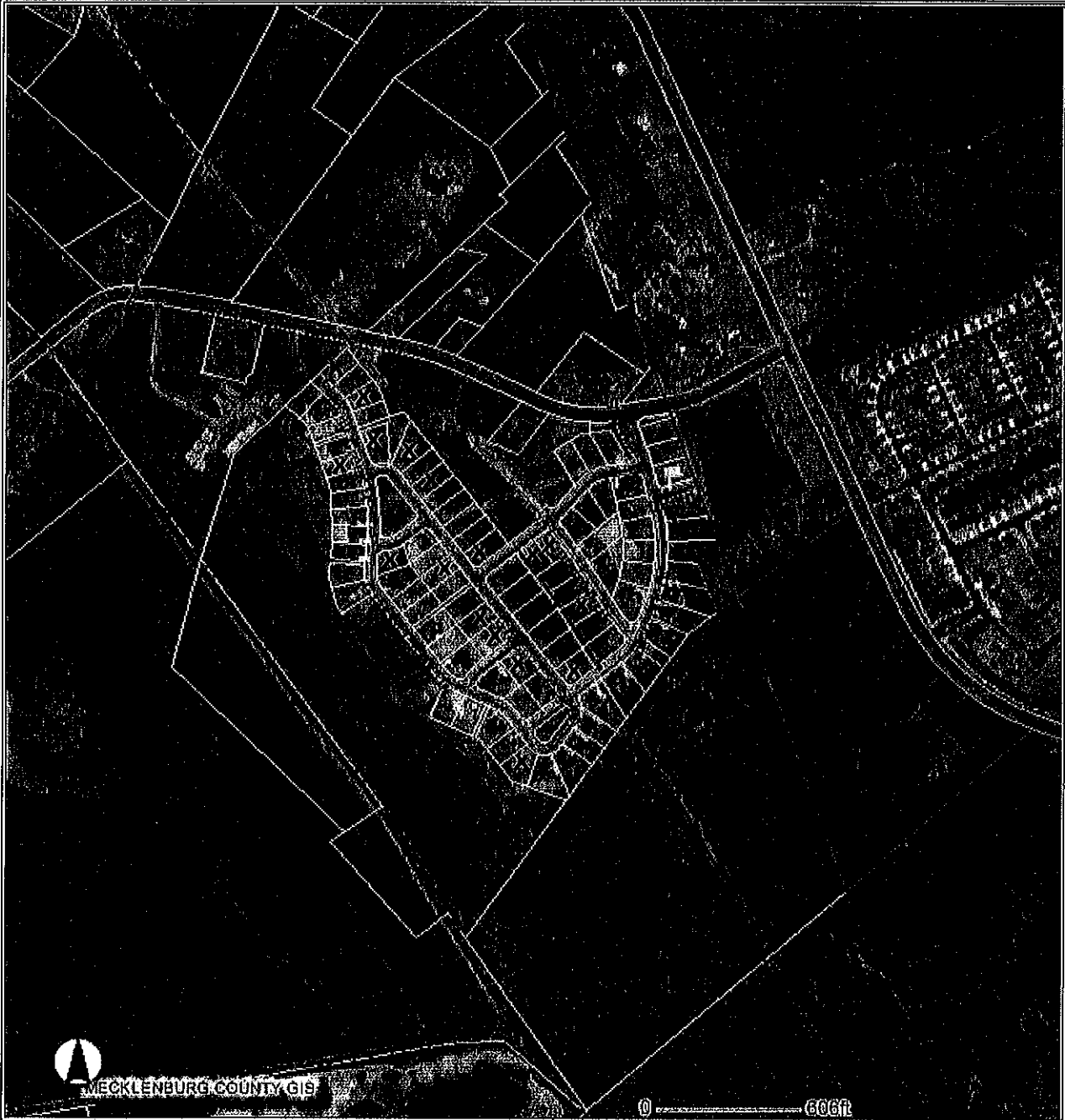
Mecklenburg County, North Carolina

# POLARIS

Property Ownership Land Records Information System

Date Printed: Tue Jun 14 10:36:08 EDT 2011

## Parkside @ Skybrook North



This map is prepared for the inventory of real property within Mecklenburg County and is compiled from recorded deeds, plats, tax maps, surveys, planimetric maps, and other public records and data. Users of this map are hereby notified that the aforementioned public primary information sources should be consulted for verification. Mecklenburg County and its mapping contractors assume no legal responsibility for the information contained herein.



Dear Representatives,

My name is Paul Buckland and I live at 17212 Linksvlew Lane in Parkside at Skybrook North (Huntersville).

With regard to the above subject, I have spoken to Justin Carroll of the Engineering and Public Works Department and Janet Stoner, the Finance Director, both of whom were very helpful and generous with their time. Justin explained the procedure, beginning with 75% occupancy, that is required before the Town can take over the cost of street lighting and Janet explained that this cost is met from the Town's total revenue sources, which of course includes our property taxes.

Our development is currently at only 53% occupancy (55 homes sold to date) and it has taken more than four years (beginning March 28th 2007) to reach this level. Because of the Town's current rules, we are having to continue to pay for our street lighting, as part of our HOA dues and, at present, this is the biggest item (\$4,631) in the total HOA budget (\$24,795).

Also, due to the continuing depressed economic environment, the sales situation has, of course, not improved and our builder doesn't even have a sales office on site anymore, because so few homes are being sold. It will therefore probably take many more years before our development reaches the 75% occupancy level, a rule which may have been reasonable when times were good and developments were complete within 2 to 3 years, but now looks to be increasingly unreasonable and unjustified.

Even without the above considerations, it simply is not fair that, unlike most residents, we are in effect having to pay twice for the cost of our street lighting, despite paying taxes just like everyone else in Huntersville.

When something is not fair, the rules need to change and clearly, with no end in sight to our HOA street lighting payments, a change, such as a reduction in the level of occupancy rule, cannot come soon enough.

Can you please help us with this matter?

Sincerely,

Dr. Paul R. Buckland

**Engineering & PW Comments:**

*Possible miscommunication / misunderstanding*

*According to policy, street lights are only considered for addition to Huntersville Street Light System after streets have been added to the Huntersville Street System and then only after 'funds are made available'.*

*Streets in the Parkside at Skybrook North development have NOT been added to the Huntersville Street System as minimum build-out (75%) has not been achieved. Once minimum build-out has been achieved, proper bonds posted, and final acceptance inspection performed, streets are added to Town system by Board Action.*

*Street Lights are added after Street Light Policy requirements are satisfied and as 'fund are made available' by Board action. This is a separate action from the street addition. Street lighting requests are not processed (added to a waiting lists) until streets have been added to the Town system.*

*There are approximately 15 separate requests currently on the Huntersville Street Light 'waiting list'.*

**Engineering&PublicWorks**

Post Office Box 664 • 11316 Sam Furr Road • Huntersville, NC 28070  
phone 704.875.7007 • fax 704.948.0111 • www.huntersville.org

***TOWN OF HUNTERSVILLE  
RESIDENTIAL STREET LIGHTING POLICY***

*NEIGHBORHOOD LIGHTING*

All Town of Huntersville or DOT maintained neighborhood streets are eligible to be considered for Town maintained street lights. Residents of neighborhoods, or individual streets may submit requests for street lighting. However, the Town of Huntersville may authorize the installation of lights on residential streets with or without a request from residents. Street lights will be installed as funds are available.

*RESIDENTIAL NEIGHBORHOOD LIGHTING*

Neighborhood lights may be installed on request by the public to the extent funds are approved. For an individual light, the style of fixture to be installed must be consistent with the style of fixture already installed in the neighborhood. Any cost differential from the amount charged to the Town for a standard fixture and a decorative fixture must be paid to the Town, by the requester, as a one-time-only "buy down" charge, prior to authorization.

*NEW SUBDIVISION LIGHTING*

Subdivision developers are responsible for submitting street light installation plans and funding the installation of street lights for new subdivisions in accordance with the Huntersville Subdivision Ordinance. Street light plans are reviewed and approved by the Town during the subdivision review process. When streets have been completed and accepted by the Town of Huntersville, the lights for residential developments can then be turned over to the Town, as funds are available.

*REQUEST PROCEDURE*

For neighborhood street lights, individual street lights, or to have the Town take over billing, neighborhoods must complete and submit a request form provided by the Town of Huntersville.

The Town will record and log each request at the time it is submitted to the Town Manager's office. Streetlights are installed on a chronological basis, as funding is available.

After the survey has been logged, a financial spreadsheet estimating the cost of the project shall be completed by the Town Manager, or designated official.

After the request is received and reviewed by Town staff, the contact person on the request form will be notified of any action regarding their request.

For neighborhood lighting requests, the neighborhood will be provided with a street lighting design for signature and approval. At least 75% of the residents on the streets are required to approve the plan before authorization will be given to the Utility Company to install streetlights. It is recommended that every resident review the street lighting design whether or not that signature is required. Only one signature per household is required.

When a completed petition is submitted to the Town Manager's office, streetlights will be installed, as funding is available.

#### *INSTALLATION STANDARDS*

Standard streetlight installations will be on wooden poles with overhead wiring

Intersections should get special attention when planning street light locations. If possible, street lights will be installed on the sidewalk side of the street.

The location of an individual light must be consistent with an overall lighting plan for the street. If there is any problem with the location requested, the applicant will be contacted to select an alternate location.

The type of lights installed on a street or in a development should be consistent, unless approved by the Town Manager.

New poles will be located on public right of way in a manner so as not to interfere with pedestrian or vehicular traffic.

The Town of Huntersville will determine final placement, size and type of lighting.

#### *DECORATIVE LIGHTING*

As an option, neighborhoods or homeowner associations may request decorative light fixtures. Any cost differential from the amount charged to the Town for a standard fixture and a decorative fixture must be paid to the Town, by the requester, as a one-time-only "buy down" charge, prior to authorization. This "buy down" charge applies to requests for new decorative streets lights or to take over the billing for existing decorative lights.



**STREET LIGHT WAITING LIST - September 1, 2010**

Priority #	Received	Location	# of Lights	Provider	Anticipated Monthly	Annual Costs
1	9/23/2008	Latta Springs	31	Energy United (\$12.50)	\$387.50	\$4,650.00
2	1/5/2009	Glens @ Birkdale	19	Energy United (\$12.50)	\$237.50	\$2,850.00
3	3/12/2009	Skybrook	11	Duke Energy (\$8.77)	\$96.47	\$1,157.64
4	3/12/2009	Cashion Woods	12	Energy United (\$12.50)	\$150.00	\$1,800.00
5	5/18/2009	Skybrook	44	Duke Energy (\$8.77)	\$385.88	\$4,630.56
6	7/29/2009	N. Point Rd	1	Duke Energy (\$8.77)	\$8.77	\$105.24
7	8/10/2009	Carrington Ridge - I & II	34	Energy United (\$12.50)	\$425.00	\$5,100.00
8	8/12/2009	Gilead Ridge Phase I & II	28	Energy United (\$12.50)	\$350.00	\$4,200.00
9	10/7/2009	Monteith Place Phase I	20 **	Electricities (\$6.90)	\$138.00	\$1,656.00
10	10/9/2009	Terry Lane	1	Duke Energy (\$8.77)	\$8.77	\$105.24
11	11/5/2009	9942 Rio Street	1	Duke Energy (\$8.77)	\$8.77	\$105.24
12	1/29/2010	308 Billings Place	1		\$8.77	\$105.24
13	2/1/2010	Latta springs	10	Energy United (\$12.50)	\$125.00	\$1,500.00
14	6/30/2010	Shepherds Vineyard	59	Energy United (\$12.50)	\$737.50	\$8,850.00
15	7/15/2010	Royal Park Lane	6		\$75.00	\$900.00
16	7/16/2010	Breckenridge	14		\$175.00	\$2,100.00
17	8/13/2010	10921 Caneel Court	1		\$12.50	\$150.00

**\$39,965.16**

estimate (red)

26 \*\* not town streets

20 \*\* town streets

***TOWN OF HUNTERSVILLE  
STREET ACCEPTANCE POLICY***

***GENERAL***

The approval of a preliminary plat or a final plat by the Huntersville Planning Department shall not constitute the acceptance by the Town of Huntersville of any street, public utility line, or any required improvement or other public facility or ground shown upon such plat.

The Town of Huntersville shall not maintain, lay out, improve, grade, pave, or light any street or authorize the laying of water mains, sewer connection, or other facilities or utilities in any street unless such street meets the conditions as laid out in section 8.200 of the Huntersville Subdivision Ordinance.

The street acceptance policy includes streets, curbs, gutters and sidewalks.

***CONDITIONS OF STREET ACCEPTANCE***

All streets must be in compliance with Mecklenburg County and/or NCDOT requirements along with the Huntersville Zoning and Subdivision Ordinance.

Either the street existed as a public street prior to the effective date of this policy and has functioned as a public street for at least one year or the subdivider shall file with the Town Manager a maintenance bond with adequate sureties in an amount to be determined by the Town Manager and Public Works Director to be sufficient to assure proper maintenance and repair of such improvements for the one-year warranty period.

Any defects which have appeared in new streets during the one year maintenance guarantee or in the case of existing streets, any defects identified by a representative of the Town at time such request for maintenance is made have been repaired.

A public street must maintain public status through construction under the provisions of the Huntersville Subdivision Ordinance or as a neighborhood public road under the provisions of G.S. 136-67.

All streets must have proper street name signage and traffic signs installed per Huntersville and Mecklenburg County guidelines. Developer must assign a party to maintain any decorative street name signs, decorative street posts or unusual pavement details such as stamped or colored pavement.

The Town of Huntersville shall control all encroachments into the public right-of-way, in accordance with the Town's encroachment policy at the time of the petition, and can require the removal or modification of such encroachments if deemed to be in the public's interest.

### *PROCEDURE FOR ACCEPTANCE OF STREETS*

The Town of Huntersville may consider the acceptance of privately owned streets upon the written request of the owning entity. Streets will only be accepted in their entirety or by block and street construction must be completed at time of petition.

To initiate the acceptance procedure, the following information shall be submitted to the Town Manager's Office:

1. A letter to the Town Manager requesting that the Town consider accepting subject streets for public maintenance; and
2. One copy of the recorded map(s) of the subject street(s); and
3. One completed "Application for Street Maintenance Acceptance" form(s) of the subject Street(s) or, in the case of existing streets petitioned by residents, a "Street Maintenance Acceptance Petition" signed by 80% of the street's residents;
4. For new streets petitioned by subdivider, written verification from County Engineering that the street(s) have been constructed according to the required standard and completed.

Once the required information and form have been submitted, an inspection shall be conducted by the Town of the subject street(s). The Town shall notify the owning entity of all construction deficiencies (as identified by the Town). Upon correction of any deficiencies as identified by the Town, the Board of Commissioners shall then consider the acceptance of the subject street(s).

Petitions for acceptance will be presented to the Board of Commissioners on a quarterly basis. The Board of Commissioners of the Town of Huntersville shall not adopt any resolution accepting a new street unless:

The Board receives a report from the Town Manager that all conditions of street acceptance are met.

The Board of Commissioners determines that such street corresponds in its location and aligns with a street shown on preliminary subdivision plat formally approved by the Planning Board of the Town of Huntersville or that said street was established as a public street prior to the adoption of this policy and therefore not subject to this policy.



## Final Inspection Request Form

*Please note, form must be fully completed. Incomplete forms will not be accepted.*

### Final Inspection Request

As the authorized agent, I submit this form as my formal request for the Town of Huntersville to begin the Final Inspection process for:

Subdivision Name: \_\_\_\_\_

Phase: \_\_\_\_\_ Map: \_\_\_\_\_

Type of Bond currently posted: *(check one)*

\_\_\_ Subdivision Bond Expires: (date) \_\_\_\_\_

\_\_\_ Roadway Maintenance Bond Expires: (date) \_\_\_\_\_

As a prerequisite to Final Inspection, Storm Drainage and/or BMP as-built drawings for this subdivision **MUST** be approved by Mecklenburg County TUESA.

As-Built Drawings approved on (date) \_\_\_\_\_

I hereby certify that to the best of my knowledge, with the exception of specific items resulting from the requested final inspection, which will be satisfactorily completed prior to any bond release, all public improvements for the subdivision map indicated above have been constructed in accordance with the approved preliminary plan and corresponding to a record map filed in the office of Mecklenburg County Register of Deeds. I further certify that all work conforms to the construction standards of the Town of Huntersville. I have completed repairs within the subdivision map in accordance with the Town of Huntersville Common Punch List Items For Subdivisions and Streets, and understand that, in the opinion of the inspector, should excessive deficiencies remain, the Final Inspection will be terminated.

Authorized Agent Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Email: \_\_\_\_\_ Date: \_\_\_\_\_

*Submit Completed form to:* Town Construction Engineer  
Town of Huntersville Engineering and Public Works  
Post Office Box 664  
Huntersville, North Carolina 28070  
Telephone: 704-875-7007 Fax: 704-948-0111



## ***Common Punch List Items for Subdivisions and Streets***

The following is a list of common items encountered during final inspection of subdivisions and streets prior to Town acceptance. This list is not all inclusive and should serve only as tool to assist the developer in preparation for a final inspection. Other deficiencies may be noted; however, these items should be addressed PRIOR to the final inspection.

### **Asphalt Pavement**

- Good ride quality
- Longitudinal joints in correct location (not under wheel path)
- Transverse and longitudinal joints are smooth.
- Correct cross slope
- No standing water or stains
- Valves and manholes are adjusted to proper height
- No areas of failure (alligator cracking, gouges, etc.)
- Stress cracks must be properly sealed

### **Pavement Markings**

- All pavement marking (stop bars, cross walks, arrows, symbols, lines etc.) have been installed according to the approved plans.
- Retroreflectivity of thermoplastic and paint is adequate.

### **Signs**

- Installed per plans
- Signs compliant with appropriate standard drawings (materials, lettering etc.)
- Correct orientation
- Not damaged

### **Grading**

- No standing water in ditches
- Slopes graded to correct cross slope
- No greater than one inch drop-off at edge of pavement (ditch section roadways)
- Erosion control measures properly removed unless directed otherwise

### Drainage

- Drainage structures (catch basins, drop inlets etc.) cleaned out
- Pipes are flush with inside wall of boxes
- Inverts are poured and no standing water
- Pipes sealed properly
- Frames and boxes are sealed where weep was left open
- Grates/frames/hoods are of domestic origin, and are free from damage
- Steps installed
- Pipes are clean
- All pipe inlets and outlets are properly stabilized and free from erosion
- Channels and swales are properly stabilized and free from erosion and there is no standing water

### Concrete

- Sidewalk is installed per plans (no missing sections etc.)
- Sidewalk has good finish, joint spacing, no cracks, no footprints, or tripping hazards (raised panels, sewer cleanouts etc.)
- Curb and gutter has good finish, joint spacing and free of standing water
- Curb cracks have been properly sawed and sealed
- Joints with three or more cracks, and joints with excessive damage have been replaced
- Handicapped ramps are in correct locations, have been installed correctly, and have truncated domes
- All forms have been removed and the concrete has been properly backfilled and stabilized

### General

- Street trees have been installed per plan and are alive.
- Street lights have been installed per plan
- Guardrail and signage has been installed per standard drawings at the end of stub streets

**TOWN OF HUNTERSVILLE  
APPLICATION FOR STREET MAINTENANCE ACCEPTANCE**

I hereby certify, as the owner, that to the best of my knowledge the improvements in the \_\_\_\_\_ subdivision have been constructed in accordance with the preliminary plan and are shown on a record map filed in the Mecklenburg County Register of Deeds Office. All work conforms to the construction standards of the Town of Huntersville Subdivision Ordinance and the Town's Street Acceptance Policy.

I, therefore, request that the Town of Huntersville consider the following streets in the \_\_\_\_\_ subdivision for maintenance acceptance. I understand that acceptance of said streets shall be made only by the Huntersville Board of Commissioners in accordance with the Town's Street Acceptance Policy.

	Street Name	To	From	Approximate Length (in ft.)
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				

(Attach additional pages if necessary)

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone Number

***TOWN OF HUNTERSVILLE  
RESIDENTIAL STREET LIGHTING POLICY***

***NEIGHBORHOOD LIGHTING***

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***REQUEST PROCEDURE***

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After the survey has been logged, a financial spreadsheet estimating the cost of the project shall be completed by the Town Manager, or designated official.

After the request is received and reviewed by Town staff, the contact person on the request form will be notified of any action regarding their request.

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### *INSTALLATION STANDARDS*

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New poles will be located on public right of way in a manner so as not to interfere with pedestrian or vehicular traffic.

The Town of Huntersville will determine final placement, size and type of lighting.

### *DECORATIVE LIGHTING*

As an option, neighborhoods or homeowner associations may request decorative light fixtures. Any cost differential from the amount charged to the Town for a standard fixture and a decorative fixture must be paid to the Town, by the requester, as a one-time-only "buy down" charge, prior to authorization. This "buy down" charge applies to requests for new decorative streets lights or to take over the billing for existing decorative lights.

*TOWN OF HUNTERSVILLE  
STREET LIGHTING REQUEST FORM*

Complete this form and return to:

Huntersville Town Hall  
P.O. Box 664  
Engineering & Public Works  
Huntersville, NC 28070  
Fax No. 875-6546

*Action Requested:*

Neighborhood Street Lighting \_\_\_\_\_

Individual Street Light \_\_\_\_\_

Take-Over Billing \_\_\_\_\_

Name: \_\_\_\_\_  
Neighborhood Contact Person

Address: \_\_\_\_\_

Zip Code: \_\_\_\_\_

Telephone: (Daytime) \_\_\_\_\_

Fax or E-mail: \_\_\_\_\_

Neighborhood/Subdivision: \_\_\_\_\_

Type of Lighting: Standard \_\_\_\_\_ Decorative \_\_\_\_\_ (additional charge)

**Note: Signatures are not required; this is not a petition form**

Streets requested to be lighted, billing to be taken over or location of individual light:

\_\_\_\_\_ between \_\_\_\_\_ and \_\_\_\_\_

\_\_\_\_\_ between \_\_\_\_\_ and \_\_\_\_\_

\_\_\_\_\_ between \_\_\_\_\_ and \_\_\_\_\_

\_\_\_\_\_ between \_\_\_\_\_ and \_\_\_\_\_

\_\_\_\_\_ between \_\_\_\_\_ and \_\_\_\_\_

\_\_\_\_\_ between \_\_\_\_\_ and \_\_\_\_\_

\_\_\_\_\_ between \_\_\_\_\_ and \_\_\_\_\_

\_\_\_\_\_ between \_\_\_\_\_ and \_\_\_\_\_

# **ATTACHMENT NO. 6**

**Town of Huntersville  
REQUEST FOR BOARD ACTION  
July 18, 2011**

**REVIEWED:**

Town Manager   *φ*  

Finance Officer           

Town Attorney           

To:           The Honorable Mayor and Board of Commissioners

From:         Brad Priest, Senior Planner

Subject:      Text Amendment Petition # TA 11-09 – Floodlights and Maximum Pole Height

---

**Request to call a public hearing for Monday, August 1, 2011 at 6:30 PM, Huntersville Town Hall.** Petition # TA 11-09 is a request by Planning Staff to amend Article 8.26 of the Huntersville Zoning Ordinance text in order to raise the maximum light pole height and allow floodlights in the loading areas of light and heavy manufacturing uses (*Staff: Brad Priest*).

ACTION RECOMMENDED:      Call Public Hearing for August 1, 2011

ATTACHMENTS:                N/A

ENCLOSURES:                 N/A

FINANCIAL IMPLICATIONS:    N/A

# ATTACHMENT NO. 7

**Town of Huntersville  
REQUEST FOR BOARD ACTION  
July 18, 2011**

**REVIEWED:**

Town Manager   X  

Finance Officer       

Town Attorney       

**To:** The Honorable Mayor and Board of Commissioners

**From:** Whitney Hodges, Senior Planner

**Subject:** **Petition # TA 11-10 – Expand Notification Boundaries for  
Neighborhood Meetings and Adjoining Property Owner Letters.**

---

**Request to call a public hearing for Monday, August 1, 2011 at 6:30 PM, Huntersville Town Hall on Petition # TA11-10, a request by the Town of Huntersville to modify the Zoning Ordinance, *Article 11.4.3.d) 5)* and Subdivision Ordinance, *Section 6.320* in order to increase the notification boundary for neighborhood meetings and adjoining property owner letters from 100 feet to 250 feet. (Staff: Whitney Hodges)**

**ACTION RECOMMENDED:** Call a Public Hearing for August 1, 2011

**ATTACHMENTS:** N/A

**ENCLOSURES:** N/A

**FINANCIAL IMPLICATIONS:** N/A

# ATTACHMENT NO. 8

**Town of Huntersville  
REQUEST FOR BOARD ACTION  
July 18, 2011**

**REVIEWED:**

Town Manager   Y  

Finance Officer       

Town Attorney       

To:           The Honorable Mayor and Board of Commissioners  
From:         Brian Richards, GIS Administrator  
Subject:      Special Sign District: #S11-01 Bryton

---

Call Public Hearing for Petition #S11-01, a request by AAC for a Special Sign District for the Bryton Development. The site area located to the Northeast of the intersection of Alexanderana Rd and Old Statesville Rd (NC 115).

*(Staff: Brian Richards)*

ACTION RECOMMENDED:      Call Public Hearing for August 1, 2011

ATTACHMENTS:    N/A

ENCLOSURES:     N/A


FINANCIAL IMPLICATIONS:   N/A

# ATTACHMENT NO. 9

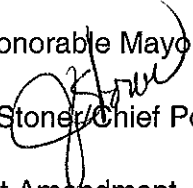
**Town of Huntersville  
REQUEST FOR BOARD ACTION  
July 18, 2011  
FY 2010-2011**

REVIEWED BY:

Town Manager: 

Finance Officer: 

Town Attorney:

To: The Honorable Mayor and Board of Commissioners  
From: Janet Stoner  Chief Potter  
Subject: Budget Amendment

---

**Recognize insurance revenue (103820.9999) in the amount of \$500.00 and appropriate to the Police Department's insurance account (105100.0452).**

ACTION RECOMMENDED: Approve Budget Amendment

ATTACHMENTS: None

ENCLOSURES: None

FINANCIAL IMPLICATIONS: Additional revenue in the amount of \$500.00.

# **ATTACHMENT NO. 10**

**Town of Huntersville  
REQUEST FOR BOARD ACTION  
July 18, 2011  
FY 2010-11**

<b>REVIEWED:</b>	
Town Manager	<input checked="" type="checkbox"/>
Finance Officer	<input checked="" type="checkbox"/>
Town Attorney	<input type="checkbox"/>

To: The Honorable Mayor and Board of Commissioners  
From: Janet Stoner / *Janet Stoner* Chief Phil Potter  
Subject: Budget Amendment

---

**Appropriate revenue received for Dare Camp (10-3720-9999-90414) in the amount of \$900 and Safety Town (10-3720-9999-90410) in the amount of \$650 for Summer Youth Program expense (10-5100-0348).**

**ACTION RECOMMENDED:** Approve Budget Amendment

**ATTACHMENTS:** None

**ENCLOSURES:** None

**FINANCIAL IMPLICATIONS:** Additional revenue in the amount of \$1,550.

# **ATTACHMENT NO. 11**

**Town of Huntersville  
REQUEST FOR BOARD ACTION  
July 18, 2011  
FY 2010-2011**

REVIEWED BY:

Town Manager:

Finance Officer:

Town Attorney:



To: The Honorable Mayor and Board of Commissioners  
From: Janet Stoner Chief Potter  
Subject: Budget Amendment

---

**Recognize insurance revenue (103820.9999) in the amount of \$2,048.51 and appropriate to the Police Department's insurance account (105100.0452).**

ACTION RECOMMENDED: Approve Budget Amendment  
ATTACHMENTS: None  
ENCLOSURES: None  
FINANCIAL IMPLICATIONS: Additional revenue in the amount of \$2,048.51.