

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
December 5, 2011 – 6:30 p.m.

TOWN HALL (101 Huntersville-Concord Road)

I. Call to Order

II. Invocation/Moment of Silence

III. Pledge of Allegiance

IV. 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 (LNTEC)
- D. Commissioner Ron Julian (LNREDC Board, Lake Norman Chamber, School Advisory Committee)
- E. Commissioner Sarah McAulay (MPO, NC 73 COP, Planning Coordinating Committee, VLN)

V. Public Comments, Requests, or Presentations

VI. Agenda Changes

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

VII. Public Hearings

None

VIII. Other Business

None

IX. Consent Agenda

- A. Approve minutes of the November 21, 2011 Regular Town Board Meeting. **Enclosure.**
- B. Approve budget amendment appropriating Signage Revenue in the amount of \$5,528.50 to Downtown Festival Expense to be used for Huntersville Christmas Event rides and activities. **Attachment No. 1.**
- C. Approve budget amendment recognizing insurance revenue in the amount of \$4,416.30 and appropriate to the Police Department's insurance account. **Refer to Attachment No. 1. (Janet Stoner/Chief Potter)**
- D. Approve budget amendment recognizing insurance revenue in the amount of \$500.00 and appropriate to the Police Department's insurance account. **Refer to Attachment No. 1. (Janet Stoner/Chief Potter)**

X. Oath of Office for Mayor and Commissioners

XI. New Business

- A. Consider election of Mayor Pro-tem.
- B. Consider appointments to various boards and committees.
- C. Consider rescheduling the January 2, 2012 Regular Town Board Meeting to Tuesday, January 3, 2012 due to the New Year's holiday.
- D. Consider rescheduling the January 16, 2012 Regular Town Board Meeting to Tuesday, January 17, 2012 due to the Martin Luther King, Jr. holiday.
- E. Consider adopting resolution expressing support for the application of the Douglas Development Group to the North Carolina Housing Finance Agency and the Charlotte-Mecklenburg Housing Consortium for affordable housing tax credits to construct a senior housing development containing up to 108 individual rental units located in the Caldwell Station Transit Oriented Development on Will Knox Road. **Attachment No. 2.** (Greg Ferguson/Bobby Williams)
- F. Consider calling a public hearing for Tuesday, January 3, 2012 at 6:30 p.m. at Huntersville Town Hall on Petition #R11-06, a request by Charlotte-Mecklenburg Hospital Authority (Carolinas Healthcare Systems) to rezone 17.35 acres located at the northwest corner of NC 115 and Verhoeff Drive from Neighborhood Residential to Campus Institutional Conditional District. **Attachment No. 3.** (David Peete)
- G. Consider calling a public hearing for Tuesday, January 3, 2012 at 6:30 p.m. at Huntersville Town Hall on Petition #TA11-11, a request by Jonathan Yates to amend Articles 3.2.1(a) and 9.9 to permit with conditions commercial communication towers in the Rural Zoning District. **Attachment No. 4.** (Whitney Hodges)

XII. Closing Comments



XIII. Adjourn

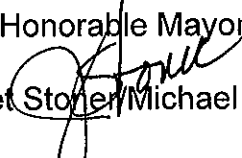
To speak concerning an item on the Agenda, please print your name and address on the sign-up sheet on the table outside the Board Room prior to the meeting. If you wish to speak concerning an item that is added to the Agenda during the meeting, please raise your hand during that item. Each speaker will 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
December 5, 2011**

REVIEWED:
Town Manager 
Finance Officer 
Town Attorney _____

To: The Honorable Mayor and Board of Commissioners
From: Janet ~~Stoner~~  Michael Jaycocks
Subject: Budget Amendment

Appropriate Signage Revenue (10-3515.9999) in the amount of \$5,528.50 to Downtown Festival Expense (10-6200-0632). The funds will be used for Huntersville Christmas Event rides and activities.

ACTION RECOMMENDED: Approve Budget Amendment

ATTACHMENTS: None

ENCLOSURES: None

FINANCIAL IMPLICATIONS: Appropriate \$5,528.50 from signage revenue.

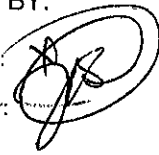
**Town of Huntersville
REQUEST FOR BOARD ACTION
December 5, 2011**

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 \$4,416.30 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 \$4,416.30.

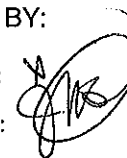
**Town of Huntersville
REQUEST FOR BOARD ACTION
December 5, 2011**

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. 2

**Town of Huntersville
REQUEST FOR BOARD ACTION
December 5, 2011**

REVIEWED: Town Manager <u> <i>φ</i> </u> Finance Officer <u> </u> Town Attorney <u> </u>
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To: The Honorable Mayor and Board of Commissioners
From: Bobby Williams, Management Assistant
Subject: Consider a Resolution of Support for Senior Affordable Housing at Caldwell Station

Consider a resolution of support for Douglas Development and Caldwell Station Venture to construct senior affordable housing units at Caldwell Station in Huntersville. This project seeks the town's support for their application to the North Carolina Housing Finance Agency and Charlotte Mecklenburg Housing Consortium for Affordable Tax Credits and financial assistance to construct a housing development exclusively for persons age 62 and older and containing up to 108 housing units.

Caldwell Station is an approved development, near a planned commercial area and future transit stop, and our adopted community plan supports the provision of senior housing.

Also, the Town Board has adopted the following policy on housing within proximity to transit stations (Joint Development Guidelines)

POLICY OBJECTIVES

A. Development of Affordable Housing: The Town shall aggressively pursue opportunities to develop affordable housing within transit stations areas when participating in joint development projects such as building or providing loans for infrastructure, acquiring land, and/or other economic development initiatives. A transit station area is generally defined as the area within a ½-mile walking distance of an identified rapid transit station.

ACTION RECOMMENDED:

Consider Adoption of Resolution.

ATTACHMENTS:

Resolution

FINANCIAL IMPLICATIONS:

N/A

RESOLUTION

RESOLUTION EXPRESSING SUPPORT FOR THE APPLICATION OF THE DOUGLAS DEVELOPMENT GROUP TO THE NORTH CAROLINA HOUSING FINANCE AGENCY AND THE CHARLOTTE MECKLENBURG HOUSING CONSORTIUM FOR AFFORDABLE HOUSING TAX CREDITS TO CONSTRUCT A SENIOR HOUSING DEVELOPMENT CONTAINING UP TO 108 INDIVIDUAL RENTAL UNITS LOCATED IN THE CALDWELL STATION TRANSIT ORIENTED DEVELOPMENT ON WILL KNOX ROAD, HUNTERSVILLE, NORTH CAROLINA; PROVIDED SUCH EXPRESSION OF SUPPORT IS CONDITIONED BY THE APPLICATION FOR THE AFFORDABLE HOUSING TAX CREDITS TO BE FILED BY DOUGLAS DEVELOPMENT WITH THE NCHFA AND CHARMECK HOUSING CONSORTIUM, MEETING ALL ALLICABLE "THRESHOLD REQUIREMENTS" AND OTHER APPLICABLE LEGAL REQUIREMENTS; THE RESOLUTION SHALL BE EFFECTIVE FOR ONE YEAR FROM THE DATE OF ADOPTION.

WHEREAS, Douglas Development and Caldwell Station Venture is applying to the North Carolina Housing Finance Agency and Charlotte Mecklenburg Housing Consortium for Affordable Tax Credits to construct a housing development exclusively for persons age 62 and older and containing up to 108 housing units; and

WHEREAS, The NCHFA and Charlotte Mecklenburg Housing Consortium look favorably at the evidence of local governance and community support within its formal application process,

WHEREAS, The Town of Huntersville has adopted Transit Oriented Development Guidelines and Principals which specifically encourages Affordable and Senior Housing within its defined Charlotte Area Transit System's Commuter RED Line Corridor, and specifically the site Caldwell Station; and

WHEREAS, On June 16, 2009 The Federal Agencies of EPA, HUD and DOT created an Interagency Partnership for Sustainable Communities whose six "livability principals" coordinate policy and promote smart growth, are reflected in the Caldwell Station Affordable Senior Housing Project and its site location; and

WHEREAS, The Town of Huntersville desires through its comprehensive plans, planning and zoning ordinances encourages the orderly growth and development of all types of housing for its growing populations and there exist a known shortage of affordable senior housing within the region; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND TOWN BOARD OF THE TOWN OF HUNTERSVILLE, NORTH CAROLINA, that the Town Board hereby express their **SUPPORT FOR THE APPLICATION OF THE DOUGLAS DEVELOPMENT GROUP TO THE NORTH CAROLINA HOUSING FINANCE AGENCY AND THE CHARLOTTE MECKLENBURG HOUSING CONSORTIUM FOR AFFORDABLE HOUSING TAX CREDITS TO CONSTRUCT A SENIOR HOUSING DEVELOPMENT CONTAINING UP TO 108 INDIVIDUAL RENTAL**

UNITS LOCATED IN THE CALDWELL STATION TRANSIT ORIENTED DEVELOPMENT ON WILL KNOX ROAD, HUNTERSVILLE, NORTH CAROLINA; PROVIDED SUCH EXPRESSION OF SUPPORT IS CONDITIONED BY THE APPLICATION FOR THE AFFORDABLE HOUSING TAX CREDITS TO BE FILED BY DOUGLAS DEVELOPMENT WITH THE NCHFA AND CHARMECK HOUSING CONSORTIUM, MEETING ALL ALLICABLE "THRESHOLD REQUIREMENTS" AND OTHER APPLICABLE LEGAL REQUIREMENTS; THE RESOLUTION SHALL BE EFFECTIVE FOR ONE YEAR FROM THE DATE OF ADOPTION.

ADOPTED by the Town Council of and APPROVED by the Mayor of the Town of Huntersville this _____ day of _____ 2011.

ATTACHMENT NO. 3

**Town of Huntersville
REQUEST FOR BOARD ACTION
December 5, 2011**

REVIEWED:
Town Manager <u> <i>AS</i> </u>
Finance Officer <u> </u>
Town Attorney <u> </u>

To: The Honorable Mayor and Board of Commissioners

From: David Peete, AICP, Principal Planner

Subject: Rezoning Petition # R11-06 – 17.35-acres located at NC 115 & Verhoeff Drive from Neighborhood Residential (NR) to Campus Institutional Conditional District (CI-CD) (Huntersville Oaks)

Request to call a public hearing for Tuesday, January 3, 2012 at 6:30 PM, Huntersville Town Hall. Petition # R11-03 is a request by Charlotte-Mecklenburg Hospital Authority (Carolinas Healthcare Systems) to rezone 17.35-acres located at the northwest corner of NC 115 and Verhoeff Drive from Neighborhood Residential (NR) to Campus Institutional Conditional District (CI-CD). The property (a portion of PIN 017-411-18) is currently vacant. (*Staff: David Peete*)

ACTION RECOMMENDED: Call Public Hearing for January 3, 2012

ATTACHMENTS: N/A

ENCLOSURES: N/A

FINANCIAL IMPLICATIONS: N/A

ATTACHMENT NO. 4

**Town of Huntersville
REQUEST FOR BOARD ACTION
December 5, 2011**

REVIEWED:
Town Manager <u> <i>W</i> </u>
Finance Officer <u> </u>
Town Attorney <u> </u>

To: The Honorable Mayor and Board of Commissioners

From: Whitney Hodges, Senior Planner

Subject: Text Amendment Petition # TA 11-11 – Add Commercial Communication Towers to the Permitted Uses in the Rural (R) Zoning District.

Request to call a public hearing for Tuesday, January 3, 2012 at 6:30 PM, Huntersville Town Hall. Petition # TA 11-11 is a request by Jonathan Yates to amend Articles 3.2.1(a) and 9.9 to permit with conditions commercial communication towers in the Rural Zoning District. (*Staff: Whitney Hodges*)

ACTION RECOMMENDED: Call Public Hearing for January 3, 2012

ATTACHMENTS: N/A

ENCLOSURES: N/A

FINANCIAL IMPLICATIONS: N/A