

# City of Graham City Council Meeting Agenda February 11, 2025



6:00 p.m. | City Hall | 201 South Main Street | Graham, NC

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**CALL TO ORDER:** Mayor Jennifer Talley

## **INVOCATION & PLEDGE OF ALLEGIANCE**

**REPORT:** North Carolina League of Municipalities – Joseph Graziano – Graham Police Department Risk Assessment Results

## **CONSENT AGENDA:**

- A. To approve the January 14, 2025, City Council Meeting and Closed Session Minutes.
- B. To approve a resolution authorizing the conveyance of a 2009 Honda Motorcycle, a 2010 Ford Chevrolet Impala, a 2011 Ford Crown Victoria, and a 2011 Ford Crown Victoria to Alamance Community College Pursuant to G.S. 160A-274.
- C. To approve a request for the 5th Annual Esperanza Hispanic Heritage Festival on Sunday, September 28, 2025, and the closure of the 100 block of W. Elm Street and the parking lot located next to Roasted Coffee Depot from 8 a.m. to 11 p.m.
- D. To approve a resolution appointing Assistant City Manager Aaron Holland as the City of Graham's Finance Officer to comply with the Local Government Budget and Fiscal Control Act.
- E. To accept the donation of a custom kitchen table for the Graham Fire Department at an estimated value of \$10,000.
- F. To approve the Mid-Year Report and tax releases in the amount of \$35.15.

## **PUBLIC HEARINGS:**

### **1. REZONING – 4.7 ACRES – Off IVEY ROAD AND EAST GILBREATH STREET**

A public hearing has been scheduled to consider rezoning 6.27 acres of property from R-18, Low-Density Residential, to C-R, Conditional Residential, to construct 29 townhomes located off Ivey Road and East Gilbreath Street.

(Planning Board Recommended Approval 5-0 with conditions) (Continued from the January 14, 2025, Council meeting)

### **2. REZONING – .18 ACRE – CHASE STREET**

A public hearing has been scheduled to consider rezoning a .18-acre lot on Chase Street from R-18, Low-Density Residential, to R-7, High-Density Residential, to construct a home.

(Planning Board Recommended Approval 4-2)

## OLD BUSINESS:

### 3. ROAD CLOSURE FOR GRAHAM RECREATION AND PARKS PROGRAMS – DOWNTOWN GRAHAM – SLICE OF SUMMER

City Council will consider approving road closures for the Graham Recreation Department Program Slice of Summer in Downtown Graham.

City Council will consider one of the following two options:

- 1) **Saturday, June 28, 2025, 4:00 pm – 8:00 pm** - Block designated parking spaces (those where hoses need to be run for the attractions from hydrants, roughly 30 spaces) beginning at 8:00 am and completely close the 100 Blocks of North and South Main Streets & East and West Elm Streets from 2:30 pm-9:00 pm—no rain date.
- 2) **Saturday, June 28; Event Time: 3:00 pm – 7:00 pm** - Block designated parking spaces (those where hoses need to be run for the attractions from hydrants, roughly 20 spaces) beginning at 8:00 am and completely close the 100 and 200 Blocks of West Elm Street, and 100 Blocks of North and South Maple Street from 1:30 pm – 8:00 pm—no rain date.

## NEW BUSINESS:

### 4. ALAMANCE ARTS – COLLABORATIVE ARTS PARTNERSHIP

City Council will receive a report from Executive Director Tammy Cobb of Alamance Arts.

### 5. APPOINTMENTS – CANINE REVIEW BOARD

City Council will consider appointments to the Canine Board.

- 1) Stephanie Brinn – Reappointment
- 2) Daphne Younger – Reappointment
- 3) Pamela Makhoul – Recommendation to the Humane Society

## PUBLIC COMMENT PERIOD

## CITY STAFF COMMENTS

## CITY COUNCIL COMMENTS

## CLOSED SESSION:

City Council will consider going into closed session to discuss two legal matters pursuant to the terms of N.C.G.S. 143-318.11(a)(3) to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body.

## ADJOURN

# City of Graham City Council Meeting Agenda January 14, 2025



The City Council of the City of Graham held a regularly scheduled meeting on January 14, 2025, at 6:00 p.m. in the Council Chamber, City Hall Municipal Building, 201 South Main Street, Graham, NC.

## Council Members Present:

Mayor Jennifer Talley  
Mayor Pro Tem Ricky Hall  
Council Member Bobby Chin  
Council Member Joey Parsons  
Council Member Bonnie Whitaker

## Staff Present:

Megan Garner, City Manager  
Aaron Holland, Assistant City Manager  
Bryan Coleman, City Attorney  
Bob Ward, City Attorney - *Absent*  
Renee Ward, City Clerk

CALL TO ORDER: Mayor Jennifer Talley

INVOCATION & PLEDGE OF ALLEGIANCE – Mayor Talley gave the invocation, and all stood for the Pledge of Allegiance.

## PRESENTATIONS:

- 9/11 Commemorative 5K Event check presentation – Children of Fallen Heroes
- 9/11 Commemorative 5K Event First Responders Team Cup – Graham Fire Department



Graham Fire Fighters win the First Responders Team Cup



Check presentation to Ken Wasley – Children of Fallen Heroes

## CONSENT AGENDA:

- A. To approve the December 10, 2024, City Council Meeting and December 16, 2024, Special Meeting minutes.

**B.** To approve a request for the ACC Reinhartsen 5K run/walk event, which will occur beyond campus on March 15, 2025, from 7:00 a.m. to 10:30 a.m., and to close a small portion of Jimmie Kerr Road (pending NCDOT approval).

**C.** To approve a budget amendment in the amount of \$25,000 in Federal Drug Forfeiture Revenue to the Federal account balance for use.

<b>CITY OF GRAHAM</b>					
<b>BUDGET AMENDMENT ORDINANCE</b>					
<b>2024-2025</b>					
<b>BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GRAHAM THAT</b>					
<b>THE 2024 - 2025 BUDGET ORDINANCE SHALL BE AND IS HEREBY AMENDED AS FOLLOWS:</b>					
<b>Section 7.</b>					
<b>CAPITAL PROJECTS AND OTHER SPECIAL FUNDS</b>					
<b>REVENUES</b>	<b>APPROVED</b>	<b>AMENDED</b>	<b>INCREASE</b>	<b>(DECREASE)</b>	<b>INCREASE (DECREASE)</b>
Federal Drug Fund Balance	50,000.00	75,000.00	25,000.00		25,000.00
	<b>50,000.00</b>	<b>75,000.00</b>	<b>25,000.00</b>	-	<b>25,000.00</b>
<b>Section 7.</b>					
<b>CAPITAL PROJECTS AND OTHER SPECIAL FUNDS</b>					
<b>EXPENDITURES</b>	<b>APPROVED</b>	<b>AMENDED</b>	<b>INCREASE</b>	<b>(DECREASE)</b>	<b>INCREASE (DECREASE)</b>
Federal Drug Funds	\$50,000.00	\$75,000.00	25,000.00		25,000.00
	<b>50,000.00</b>	<b>75,000.00</b>	<b>25,000.00</b>	-	<b>25,000.00</b>
Adopted this 14th day of January 2025.					

**D.** To approve a budget amendment in the amount of \$103,607 for additional Powell Bill funds.

<b>CITY OF GRAHAM</b>					
<b>BUDGET AMENDMENT ORDINANCE</b>					
<b>2024-2025</b>					
<b>BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GRAHAM THAT</b>					
<b>THE 2024 - 2025 BUDGET ORDINANCE SHALL BE AND IS HEREBY AMENDED AS FOLLOWS:</b>					
<b>Section 1.</b>					
<b>EXPENDITURES</b>					
<b>DEPARTMENT/ACCOUNT</b>	<b>APPROVED</b>	<b>AMENDED</b>	<b>INCREASE</b>	<b>(DECREASE)</b>	<b>INCREASE (DECREASE)</b>
Streets - Surfacing	600,000.00	703,607.00	103,607.00		103,607.00
	<b>600,000.00</b>	<b>703,607.00</b>	<b>103,607.00</b>	-	<b>103,607.00</b>
<b>Section 2.</b>					
<b>REVENUES</b>					
	<b>APPROVED</b>	<b>AMENDED</b>	<b>INCREASE</b>	<b>(DECREASE)</b>	<b>INCREASE (DECREASE)</b>
Powell Bill	\$551,000.00	\$654,607.00	103,607.00		103,607.00
	<b>551,000.00</b>	<b>654,607.00</b>	<b>103,607.00</b>	-	<b>103,607.00</b>
Adopted this 14th day of January 2025.					

**E.** To approve a budget amendment in the amount of \$17,279 in insurance proceeds revenue due to pump damages and to increase the Wastewater Capital Outlay Equipment budget by \$17,279.

<b>CITY OF GRAHAM</b>					
<b>BUDGET AMENDMENT ORDINANCE</b>					
<b>2024-2025</b>					
<b>BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GRAHAM THAT</b>					
<b>THE 2024 - 2025 BUDGET ORDINANCE SHALL BE AND IS HEREBY AMENDED AS FOLLOWS:</b>					
<b>Section 1.</b>					
<b>EXPENDITURES</b>					
DEPARTMENT/ACCOUNT	APPROVED	AMENDED	INCREASE	(DECREASE)	INCREASE ( DECREASE)
Wastewater - Capital Outlay Equipment	45,000.00	62,279.00	17,279.00		17,279.00
	<u>45,000.00</u>	<u>62,279.00</u>	<u>17,279.00</u>	-	<u>17,279.00</u>
<b>Section 2.</b>					
<b>REVENUES</b>					
DEPARTMENT/ACCOUNT	APPROVED	AMENDED	INCREASE	(DECREASE)	INCREASE (DECREASE)
Utilities Fund - Insurance Proceeds	-	17,279.00	17,279.00		17,279.00
	<u>-</u>	<u>17,279.00</u>	<u>17,279.00</u>	-	<u>17,279.00</u>
Adopted this 14th day of January 2025.					

F. To approve tax releases for \$458.04 and tax refunds for \$5,516.49.

<b>CITY OF GRAHAM</b>				
<b>REFUNDS</b>				
<b>JANUARY</b>				
<u>ACCT #</u>	<u>YEAR</u>	<u>NAME</u>	<u>REASON FOR REFUND</u>	<u>REFUND AMOUNT</u>
145336	2023	PATEL, HARENDRA J ETAL	BOER ADJUSTED VALUE FOR 2023	\$222.51
147225	2023	JOGI, 2012 LLC (PATEL)	BOER ADJUSTED VALUE FOR 2023	\$5,293.98

Mayor Pro Tem Hall moved to approve the consent agenda, seconded by Council Member Parsons. The motion passed unanimously.

**PUBLIC HEARINGS:**

**ITEM 1: REZONING – 6.27 ACRES – Off IVEY ROAD AND EAST GILBREATH STREET**

A public hearing was scheduled to consider rezoning 6.27 acres of property from R-18, Low-Density Residential, to C-R, Conditional Residential, to construct 29 townhomes off Ivey Road and East Gilbreath Street. (Planning Board Recommended Approval 5-0 with conditions)

Assistant City Manager Aaron Holland shared the following staff report:

This was a request to rezone 6.27 acres of property from R-18 (Low-Density Residential) to C-R (Conditional Residential) to construct 29 townhomes. The site plans to have private roadways and connect to water and sewer through the existing utilities surrounding the property. The property is fully inside of the Suburban Residential future land use zone. The future land use plan mentions that the principal uses in this zone are predominantly detached single-family homes and that new neighborhoods may include a range of duplexes, townhomes, and small-scale multi-family dwellings of twelve units or less. The development falls in around

4.62 dwelling units per acre, which meets the appropriate density in the suburban residential land use zone of 3-6 units per acre. The site plans to have one entrance into the development on Ivey Road, as comments from NCDOT during the TRC review suggested that there should be no driveway connection on the East Gilbreath side due to distance requirements and potential traffic impacts. The applicant requested conditions with the development that can be found on the site plan and the owners' conditions provided in the packet. He shared all aspects of the R-MF zoning district are being met outside these conditions.

He stated that since the development was over five acres, the applicant was required to provide open space within the development, as indicated on the site plan. The Planning Board recommended approval of the project at a vote of 5-0. Along with the recommendation, the Planning Board recommended multiple conditions as well. To accept the updated owners' conditions presented during the meeting, an 8-foot tall, evergreen tree buffer must be required when planting to supplement the Type C buffer required on the southeastern portion of the property. Plantings shall be spaced to 90% opacity to decrease visibility into the development. A berm will be installed in the same southeastern portion to divert water from the neighboring property. Work with the gas company and NCDOT to relocate the driveway further east to provide more space between the Strout driveway. Open space grilling area along the Strout property line to be changed to undisturbed open space, including berm on Ivey Road Street planting, acceptance of alternative turnaround approved by Fire Marshall, SCM to meet pre/post calculations required by ordinance and require streets to be public. He stated the staff recommended that the streets remain private as requested by the petitioner.

Attorney Amanda Hodierna, Partner, Isaacson Sheridan, gave the following presentation for the proposed rezoning of 901 and 905 E Gilbreath Street.



## SUMMARY OF REQUEST

- ▶ Property known as 901 and 905 E. Gilbreath Street
- ▶ 6.27 Acres
- ▶ Currently zoned R-18
- ▶ Proposed Zoning is Conditional Residential
  - ▶ Binding site plan included with zoning with specific commitments, restrictions and enhancements
  - ▶ Applicant is agreeable to the conditions recommended by the Planning Board and will be presenting those adjustments here this evening for consideration
  - ▶ Townhomes; limited to 29 Homes

OWNER /DEVELOPER  
 UNLIMITED RELOAD, LLC  
 216 WALNUT AVENUE, UNIT B  
 CHARLOTTE, NC 28208

CHAD MEREDETH  
 336-689-4533  
 QWESTREALSTATE@GMAIL.COM

DESIGN ENGINEER  
 POB ENGINEERING, PLLC  
 FRANK CANTRELL, PE  
 16429 BATTLE CDR  
 CHARLOTTE, NC 28279  
 704-564-3824  
 FRANK@POBENGINEERING.COM

SURVEYOR  
 CANOY SURVEYING  
 ADAM R. CANOY  
 11524 SHONELLE LANE  
 STEM, NC 27381  
 984-377-2626  
 canoyar@gmail.com



Attorney Hodierne shared the following TRC/Planning Board conditions:

- CR = Site Plan Commitment
- Maximum of 29 units
- Guest Parking Provided
- Internal/Frontage Sidewalks
- Intentional Perimeter Buffering
- Privacy Fences
- Active Open Space with Recreation Elements and Intentional Gathering Areas
- On-Site Stormwater Management
- Preserved Area behind SF homes on Ivey Road
- Evergreen buffer requirement on southeastern property line per Planning Board
- Berm along the southeastern property line per Planning Board
- Undisturbed Area adjacent to SF neighbor on Southwest per Planning Board
- Berm utilization in Streetscape Buffer along Ivey Road per Planning Board
- Public Roads per Planning Board – Attorney Hodierne asked that the streets be private.

## ADDITIONAL ZONING CONDITIONS

- ▶ 1. Internal Setback shall be permitted as shown on the Preliminary Sketch Plan:
  - ▶ Front 20 ft.
  - ▶ Rear 15 ft.
  - ▶ Side 5 ft.
- ▶ 2. Perimeter Buffers shall be required as shown and detailed on the Preliminary Sketch Plan.
- ▶ 3. No plantings shall be required within the gas easement.
- ▶ 4. Property owner/applicant shall work with the Gas Company and NCDOT to adjust the access drive location as far to the east as possible to provide as much distance as possible from the existing driveway serving the 821 Ivey Road property.
- ▶ (5. The alternative turnaround shown on the Preliminary Sketch Plan shall require Fire Marshall approval.)
- ▶ (6. Stormwater Management shall meet all requirements of the City ordinance.)

### ▶ Future Land Use Plan Designation is Suburban Residential

- ▶ Compact
  - ▶ Walkable
  - ▶ Diverse
  - ▶ Connected
  - ▶ Proximity for Residents to Meet Daily Needs
  - ▶ Appropriate Density is 3-6 units/acres
- 
- ▶ Meets Policy 5.1.1 for Housing Variety
  - ▶ Meets Policy 2.2.1 for Focused Development
  - ▶ Meets Policy 4.3.1 for Land Use Patterns
  - ▶ Meets Policy 5.2.1 for Diverse Neighborhood

Example of proposed townhomes with an HOA.



### Neighborhood Outreach:

- ▶ Letter sent to 21 Neighboring Property Owners
- ▶ Invited all to an informational Zoom Meeting
- ▶ Held additional one on one meetings with interested neighbors
- ▶ Knocked on doors and left information soliciting dialogue



Mayor Talley inquired about the berms and whether they would be constructed before townhomes began, which could help with runoff during construction.

Attorney Hodiern stated that the berm would be created to balance the site at the initial construction step. She shared that as the grading began, the extra dirt would be used to create the berm.

Mayor Talley asked about the requirement to create handicapped parking spaces and why it was needed.

Mr. Frank Cantrell, POD Engineering, 16439 Best Hill Drive, Charlotte, the Civil Engineer for this project, stated that the parking spaces were meant specifically for the mail kiosk and included a handicapped parking space for someone to park and get mail. He added that the City ordinance required this.

Mayor Talley shared concerns about excessive parking on the streets in Riley's Meadow neighborhood and the number of complaints she receives. She asked if the engineer could push the homes back so that two cars could park in the driveway without the cars blocking the sidewalks.

Attorney Hodiern stated it was unfortunate to have a site plan that fully meets the parking requirements and the public street right of way, which was 31 feet with overflow parking. She stated it sounded like they needed to adjust further beyond that very defined goalpost in the ordinance. If you push the units back, you would lose the rear yard and separation to Ivey Road and the parameter yards to the neighbors. She said you could widen the driveway and put cars side by side, but you would lose the front green space. She asked the Council for direction.

Mayor Talley stated the Planning Board had parking concerns and suggested a plan was needed based on people having mini-vans or larger vehicles.

Attorney Hodiern stated they met the standard vehicle allowance of two spaces per home. She again asked for guidance.

Mayor Talley said she did not know who created the ordinance, but she had been a huge proponent of changing the width of the streets to 31 feet.

Mr. Cantrell stated they went to the wider street because of the request of the Fire Department.

Mayor Talley stated she understood the expense, but Riley's Meadow has many parking complaints.

Attorney Hodiern stated, for the record, that the new plan being offered had a 31-foot cross-section of streets.

Mayor Talley thanked Ms. Hodiern for making that change and expressed concern about three-bedroom townhomes with only two parking spaces per home and how the parking could be addressed so it does not look like a parking lot.

Attorney Hodiern shared that the site plan could be adjusted to add more parking spaces to the front, which would be at the expense of either the rear yard or the front lawn and could be brought back for Council consideration.

Mayor Talley commented on the photos taken at Riley's Meadow, which show cars having to park over the sidewalk and every overflow parking space occupied.

Attorney Hodierna stated the engineer could go back and brainstorm the options of eating into those rear yards and some of the perimeter buffer. She stated if the cars are compact, it could potentially get you one car or add more overflow parking in some of the previously designated open spaces. She said another option was to make the driveway wide enough to have cars side by side at the expense of the front lawn.

Council Member Whitaker inquired about the acreage where the townhomes would actually be built.

Mayor Talley stated she measured 3.89 acres.

Council Member Whitaker stated that was high density for that amount of acreage.

Attorney Hodierna stated that the Council would be applying a different density measure than anywhere else in the City.

Mayor Talley stated you are taking open space property that you cannot build on anyway.

Attorney Hodierna stated that was how the ordinance worked, but now they were saying that open space could not be counted, and this development was being held to a completely different standard than anything else in the City.

Mayor Talley stated she was not holding her to a different standard but holding her to the intent of the density, which was three to six dwellings per acre, and that Ms. Hodierna was measuring property that you could not build on.

Attorney Hodierna stated open space was better served as passive open space, and that is why planning ordinances across the country allow open space to be counted towards the density because you still benefit from it. She stated it was called cluster planning, and by putting everything in a more focused area, the neighborhood and the whole region benefit from the open space.

Mayor Talley inquired if the language was changed to be more toward usable space.

Assistant City Manager Holland stated it was changed, and the petitioner met the definition. He noted that any piece of property would have areas you could not build on, such as creeks, streams, topography, etc.

Council Member Chin inquired about the number of bedrooms in each townhome.

Attorney Hodierna stated they would all have three bedrooms.

The public hearing was opened, and the following spoke:

Ms. Linda Jones, 4167 Jones Lane, Graham, owns the industrial property that backs up to the proposed project. She inquired about the runoff pond, whether that would flood her buildings, and how mosquitoes would be controlled because of the retention pond.

Mr. Carson Coe, E. Gilbreath Street, spoke in opposition to the rezoning due to concerns with sewer and water runoff from Ivey Road flooding his yard and parking issues. He stated the condos would block his view of

the sun, the 4-way stop was congested and dangerous, and he worried the project would devalue his property. He asked if a privacy fence would be built between the individual homes.

Mayor Pro Tem Hall stated that the backyard areas would be HOA-maintained property without individual fences.

Mr. Brian King, 818 Ivey Road, spoke in opposition to the rezoning due to concerns with traffic and parking. He inquired about the berm height for privacy. The council answered that it would be 8 feet.

Mr. Tom Boney, Alamance News, inquired about Mayor Talley's parking concerns and why the Council was changing its policy universally. He asked why they were singled out regarding the parking requirements, which have been met per the City's ordinance. He suggested the City reconsider its standards for one-car garage houses and/or townhouses.

Mayor Talley addressed the parking concerns. She stated she was not picking on this development but saw the issues resulting from putting too many houses in a dense area. She reiterated that there was not enough parking.

Mr. Boney asked about the City's policy for on-street parking in these developments.

Mayor Talley stated until it was presented, the Council thought they were proposing 26-foot-wide roads. She said the developer had listened to the people and made several concessions. She shared she liked keeping the natural vegetation and buffering. She said she would like to see additional parking spaces even if they needed to lose townhomes to get that additional parking. She liked that they added berms, keeping the backyards open, but did not like having the required handicapped space at the mail kiosk because it could be used for overflow parking. She also expressed concern about safety in an emergency, with only one way in and one way out.

Mr. Boney noted the staff report stated the project had met the City's requirements.

Assistant City Manager Holland replied that they met the requirements; however, the Council was referring to Riley's Meadow and its parking issues, which the Council wanted to avoid with this development.

Mayor Talley stated she was trying to be consistent in the future and would not put conditions on one particular property and then do something different on another.

Mr. Boney stated that was his underlying question because that was what the discussion sounded like earlier.

Mayor Talley responded that she did not vote for Riley's Meadow.

Mr. Boney said he understood that, but he did not understand when a developer was complying with the City's standards as they exist today, why you would start adding conditions to make them do something else.

Mayor Talley and Council Member Whitaker stated it was conditional zoning, which was the whole point.

Assistant City Manager Holland stated that conditional rezoning opens you up to different challenges. For example, different conditions can be applied to the same project, which may present different challenges.

Mr. Boney stated it sounded like the City needed to reconsider its universal townhouse standards with one-car garages for a more consistent approach.

Mayor Pro Tem Hall stated we could, but rewriting the ordinance would cost \$250,000 to \$300,000.

Council Member Whitaker stated that these things come with conditional rezoning. She said they met all the ordinance requirements and even exceeded them in some areas. She noted the whole intent of conditional rezoning was to allow the Council, if they wish, to ask or impose other types of conditions outside of what was required by the ordinance.

Mayor Talley continued expressing her concern with parking and the number of cars three-bedroom townhouses would create.

Ms. Charlene McKee, 717 Ivey Road, Graham, spoke in opposition to the rezoning due to additional water runoff and traffic.

Mr. Barry Coe asked what was being built across the intersection on the corner of Ivey and Gilbreath.

Assistant City Manager Holland said he was not sure but would check. He later shared that a house was being built.

Amanda Hodierne stated that it was important to remember we do not have to design and regulate this project tonight as engineers and traffic experts. She noted the project had been vetted and reviewed and had gone through the rigors by the experts who were educated and employed to look at exactly these things. She stated they could massage it and improve harmony and the subdivision as a whole. She stated it was dangerous to speculate trip generation instead of the ITD Trip Generation Manual that NCDOT uses, which NCDOT responded to when this plan went through TRC. She asked the Council not to speculate how stormwater management needed to be handled as opposed to what the City, State, and County regulations require, which had also been applied to this site and would be enforced. She reminded everyone that the plan had gone through the current rigorous process, which was why the City had a Development Ordinance that projects must adhere to. She stated it was not that they could not make things experientially better or more harmonious but that they needed to be careful that we all acknowledge that the starting point and the baseline is a rigorous review of experts. She stated it sounded like the Council wanted them to go back and look at parking but asked for feedback because they had met the parking requirement and public roadway requirement for width and excessive places for overflow parking. She stated they were planning against a phantom standard that was anecdotally in the Council's heads that no one really knows. She noted the transparency and predictability provided to developers and builders through the City's ordinances and regulations have now been removed from this situation.

Mayor Talley asked if there was a traffic study.

Attorney Hodierne stated that with 29 units, a traffic study was not warranted. She noted it went through an NCDOT review to look at safety controls, such as where the driveways go. She stated NCDOT did not want an entrance on Gilbreath due to spacing, but mainly, they did not want cut-through traffic going through the neighborhood. She noted if the trip generation data had warranted a signalization at this intersection, the experts would have told us that. She stated that 29 townhomes were considered de minimis in regard to trip generation.

Mayor Talley asked what was Ms. Hodierné's expert opinion on how many trips the development would generate.

Attorney Hodierné stated it would be reckless for her to render an expert opinion when trip generation models are used to give that data that NCDOT had used. She noted the North Carolina's fire and building code statutes state that 100 homes would warrant a second entrance for fire access. She said if the Council was now scaling that back to be applied at 29 homes, that was a completely different measurement and regulation that was being taken out of the hands of the experts, and now the Council was saying it needed to be something different here.

Mayor Talley stated that the issue was the State changed that number in the past year or two, and before that, the Fire Chief recommended two exits.

Attorney Hodierné stated the previous State limit was 50 units.

Mayor Talley stated that was not the reason that was presented; it was presented as connected streets, not having cul-de-sacs, and not having dead-end streets, those were the reasons. She stated you can do that here because of the intersection.

Attorney Hodierné stated her point was they were not undercutting those things; they were meeting all those requirements which are there because they all work together to create a functional and safe subdivision. She asked if there was a different standard out there; she needed more guidance on meeting it if we were being asked to go back and look at it. She stated it was difficult to do that when the goalpost had been moved from what was in the ordinance, and we are not sure what standard it was now. She clarified that conditional zoning has to be offered by the applicant. It cannot be imposed on by the Council because that was legal contract zoning. She stated they wanted to be responsive and offer conditions that speak to things we have heard, but we cannot do that if we do not have better intel and if we are to go in a different direction than what the ordinance has told us to do.

Attorney Hodierné asked to answer some of the speakers' specific questions, one of which was how the pond would not overflow. She stated that Frank Cantrell could speak to this. She noted that the pond overflow had to be designed so that it would not overflow, and again, the engineers would make sure when building the overflow pond that it would be a dry pond, meaning when it rains, it will dissipate in the sand drains, and the pond will stay dry. She shared that stormwater was highly enforced by notice of the violation process. If DWQ received a complaint and came out to see requirements not being met, you get put on "stop work" until it is fixed. She responded to the question about mosquitoes and shared this was not a wet pond. She addressed Mr. Coe's concern and stated he was correct; they would not connect to the sewer in East Gilbreath Street. She said they would connect to the sewer down Ivey Road to the south. She shared the berm would divert and help with the runoff to be redirected and would not be allowed to let runoff be directed to Mr. Coe's property. She shared that the berm and plantings were added along his property line, and they would grow taller and faster to meet the 35-foot height requirement.

Mr. Cantrell stated the berm height along Ivey Road would be an 8-foot buffer with a two-foot berm, and the berm on the backside would be four feet in height, with plantings on top along the east side on Gilbreath.

Mayor Talley asked about a traffic count.

Mr. Cantrell stated that NCDOT did not require a traffic count for this subdivision. He shared there would be approximately 290 daily trips at peak hours in the morning and evening.

Mayor Talley asked if additional parking could be added to the units.

Mr. Cantrell stated the driveways could be widened to park two cars side-by-side in front of the house.

Mayor Talley asked if setting the townhomes back would be an issue.

Mr. Cantrell said it would involve rear setback requirements and sidewalks on only one side of the street.

Mayor Talley asked the Council what they thought about the setback.

Council Member Chin stated as long as you have one sidewalk and asked why you would need sidewalks on both sides.

Council Member Parsons said you would have to walk down the street and cross the street to get to the mailbox.

Council Members Whitaker, Hall, and Parsons were okay with one sidewalk and lengthening the driveway on the side without a sidewalk.

Amanda shared you would be eliminating internal setbacks.

The mayor asked to get more space in front of the unit or if there is a place to have more overflow parking.

Mr. Cantrell asked how many extra spots Council wanted.

After a lengthy discussion, it was decided to consider 16-foot-wide by 34-foot-long driveways on the south side for 17 units without a sidewalk, two parking spaces near the T-turn-around, and 5-6 spaces at the gas easement area with the gas company's approval.

Mayor Talley asked if they would develop fewer homes, going from 29 homes to 27 homes.

Attorney Hodierne stated it runs afoul of statutory requirements as part of zoning, and we would like to keep that separate as part of the neighborhood development and programming if zoning is achieved.

Mayor Talley stated that part of the conditions was the maximum number of homes and asked if they would offer fewer homes.

Attorney Hodierne said she would have to speak with her client. She stated it was difficult to bring forth a plan that was what your Comprehensive Plan called for, which was just over four units per acre, and we are in the middle. She said it seemed like now we were arbitrarily trying to hit some magic number that feels right based on something not transparent or predictable to us. She said what we have here to offer, we know it can work and economically can be built and sold.

Mr. Cantrell stated there were 29 parking spaces. Two more could be at the mail kiosk, and five more spaces could be added at the gas easement, for 36 additional parking spaces.

Mayor Talley asked if her client wanted to move forward tonight or make changes and come back before the Council.

Council Member Chin stated Council had asked them to remove the sidewalk so they could add additional spaces and questioned why they were now asking for more.

Council Member Whitaker stated she had two issues, density and parking, and asked to eliminate units 23, 24, 7, and 6 to help alleviate some of the parking issues.

Council Member Parsons noted that eliminating two to four units would not drastically reduce traffic and add more parking spaces.

Mr. Cantrell stated they could make the parking a condition.

Mayor Taylor asked if there was something illegal about the Council only considering the developed acres, not the undeveloped areas.

Attorney Hoderne said that would be equitably applying your ordinance, yes, and holding us to the published and required standards.

Mayor Talley said if we did it consistently across the board.

Attorney Hoderne said introducing a change without any change or notice to anyone or anybody and just suddenly starting with this project would not be a way to do so.

Attorney Hoderne shared that, per the discussions tonight, her client would like to table the rezoning and present a revised site plan for the next regular Council meeting.

Motion by Council Member Whitaker to table the rezoning from R-18, Low-Density Residential, to C-R, Conditional Residential, to construct 29 townhomes off Ivey Road and East Gilbreath Street to the February 11, 2025, meeting and allow the builders to develop a new site plan, seconded by Mayor Pro Tem Hall. The motion passed unanimously.

## **NEW BUSINESS:**

### **ITEM 2: REQUEST FOR ORDINANCE TEXT AMENDMENT – CHAPTER 4 – ANIMALS AND FOWL**

City Council considered amending Chapter 4 – Animals and Fowl, Article 1, Section 4-5(b) Hogs, to increase the number of pot-belly pigs allowed from one to two if the property is a minimum of two acres.

Assistant City Manager Aaron Holland stated the request submitted was to change the allowable number from one pot belly pig per lot to two per lot for lots that are a minimum of 2 acres.

Motion by Mayor Pro Tem Hall to approve an Ordinance amendment to CHAPTER 4 - ANIMALS AND FOWLS, ARTICLE I- IN GENERAL, Section 4-5 Hogs; keeping hogs and pigs in the corporate limits prohibited, exception, to increase the number of pot-belly pigs allowed from one to two if the property is a minimum of 2 acres, seconded by Council Member Whitaker. The motion passed unanimously.

### ITEM 3: ROAD CLOSURES FOR GRAHAM RECREATION AND PARKS PROGRAMS – DOWNTOWN GRAHAM

City Council will consider approving the following road closures for the Graham Recreation Department Programs in Downtown Graham:

- **Slice of Summer:** closure of the 100 blocks of East and West Elm Streets and North and South Main Streets on Saturday, June 28, 2025, from 1 - 9 pm. We also request approval of the same road closures from 1 – 9:00 pm on Sunday, June 15, 2024, as an alternative date.

**TABLED TO THE FEBRUARY 11, 2025, COUNCIL MEETING**

- **Pumpkin Bash:** closure of the 100 blocks of East and West Elm Streets on Saturday, October 25, 2024, from 2 -10:30 pm and North and South Main Streets from 4 -10:30 pm.
- **Thursdays at Seven Concert Series:** closure of the 100 block of West Elm Street on May 23, June 27, July 25, August 22, September 12, & September 26 for the 2024 Thursdays at Seven Concert Series. All closures will begin at 5:00 pm and re-open by 11:30 pm. In the event a concert must be postponed, we also request the same closure as above on the following dates: May 30, June 6, 13, 20; July 11, 18; August 1, 8, 15, 29; September 5, 19; October 3, 10, 17.
- **9/11 Commemorative 5K Event:** closure of the northbound lane of Maple Street from Pine Street to McAden Street, McAden Street from South Main to Maple Street, the southbound lane of South Main Street from Pine Street to McAden Street, Pine Street from South Main to Maple Street from 6:00 – 11:00 am on Saturday, September 14, 2024. If the event date needs to be rescheduled, we request the same closure as above for Saturday, September 7, 2024.

Mayor Pro Tem Hall asked if Slice of Summer could be moved back to Main Street due to the number of complaints from businesses downtown who lost money.

City Manager Garner stated that would be a City Council decision. She stated staff modified the location in 2024 based on the feedback received at the time, held public input sessions, and ultimately, the City Council approved changing the location.

Emma Griffin explained that all the closures were the same as last year. She shared letters were delivered to all downtown businesses, letting everyone know what was being proposed. She also shared that for the ones who were happy to see Slice of Summer moved, there were just as many who were unhappy to see the event moved from Main Street. Ms. Griffin shared that not everyone would be happy, and she could plan the event in either space approved by the Council.

Motion by Mayor Pro Tem Hall motioned to approve the road changes except for Slice of Summer, change to North Main Street, South Main Street, East and West Elm. (The motion failed for lack of a second.)

Mayor Talley stated there were just as many gripping that they did not want it back.

Council Member Whitaker stated then you please the other half this year.

Motion by Mayor Pro Tem Hall to approve the street closures for the Pumpkin Bash, Thursday at Seven Concert Series, and 9/11 commemorative 5k event and come back on February 11, 2025, to consider the original location of the Slice of Summer event, seconded by Council Member Whitaker. The motion passed unanimously.



#### **ITEM 4: VOTING DELEGATE – NCLM BIENNIUM LEGISLATIVE GOALS**

City Council will consider assigning a City of Graham delegate to vote on the proposed North Carolina League of Municipalities 2025-26 Biennium Legislative Goals.

City Manager Megan Garner stated that the League of Municipalities was requesting that all jurisdictions that are members appoint a voting delegate to submit 10 of the 16 proposed goals.

Motion by Mayor Talley to appoint Mayor Pro Tem Ricky Hall as the NCLM 2025-26 Biennium Legislative Goals voting delegate, seconded by Council Member Chin, and to recommend the below listed goals. The motion passed unanimously.

- Establish long-term funding streams that adequately address water, sewer, stormwater, transportation, and other infrastructure needs.
- Expand state transportation funding streams for construction and maintenance of municipal and state-owned secondary roads.
- Increase funds to remediate contamination in local water supplies.
- Create incentives that encourage and adequately fund regionalized water and sewer solutions.
- Reduce regulatory conflicts between state agencies that discourage voluntary consolidation, merger, and interconnection of municipal utility systems.
- Create an orphan road program whereby the state improves those roads to N.C. Department of Transportation standards before municipalities assume maintenance responsibilities.
- Provide local revenue options beyond the property tax.
- Support technical assistance programs to assist municipalities with securing or maintaining grants or other necessary municipal resources.
- Update the annexation petition thresholds to make voluntary annexations easier to initiate.
- Preserve authority for extraterritorial jurisdiction to ensure that growth is well-planned and investments by homeowners and business owners are protected.

#### **OLD BUSINESS:**

#### **ITEM 5: 2024 PEDESTRIAN PLAN UPDATE**

The City Council will consider approving the City of Graham 2024 Pedestrian Plan Update.  
(Continued from the September 10, October 8, November 12, 2024, and December 10, 2024, Council meetings.)

Assistant City Manager Aaron Holland stated he thought this was a good plan. The amendments the Mayor made did make it more suitable for Graham, and Staff had no issues making those changes. He stated that this plan gives Staff flexibility when pursuing grant opportunities and changes that we would love to see. When NCDOT comes through, we could recommend projects within the projects that they are working on.

Specific Edits were:

- E Elm Street sidewalk in project priority table and priority table on page 50
- Pricing Disclaimer on priority table page and page 42
- Changed 64 to 54 on page 16
- Roundabout sentence removed on Master Plan page 25
- Changed all instances of I-40 to I-85/40
- Redacted the Westover and Swepsonville road diet mentioned on page 53
- Redacted Chicanes on page 53

- Added road diet information on MUP-24 for McAden Street Improvements
- Changed the picture on page 72
- Added blurb about New Leaf Society on page 90

Motion by Mayor Talley to adopt the City of Graham 2024 Pedestrian Plan Update with edits, seconded by Council Member Whitaker. The motion passed unanimously.

### **PUBLIC COMMENT PERIOD**

Zipporah Clark-Baldwin, 219, W. Harden Street, Graham, Chair of the Appearance Commission, asked the Council to extend the Business Beautification grant deadline by 30 days.

Mayor Talley asked to be recused due to owning businesses downtown and applying for grants.

Motion by Mayor Pro Tem Hall to allow Mayor to be recused, seconded by Council Member Whitaker. The motion passed unanimously.

Mayor Pro Tem Hall motioned to allow the Appearance Commission to extend the Business Beautification grant deadline by 30 days, seconded by Council Member Whitaker. The motion passed unanimously.

Mayor Pro Tem Hall motioned to bring Mayor Talley back to open session, seconded by Council Member Whitaker. The motion passed unanimously.

### **CITY STAFF COMMENTS**

City Manager Garner stated that staff would consider the request to offer the Business Beautification grant for a fiscal year and bring it back to the Council for consideration.

### **CITY COUNCIL COMMENTS**

Mayor Pro Tem Hall addressed complaints of individuals sleeping on benches and asked staff to bring back language and adjustments to the code of ordinances for consideration.

The Council's consensus was to have staff examine Greensboro's recent ordinance change and submit language for Council consideration at the March 11, 2025, Council meeting.

### **CLOSED SESSION:**

City Council considered going into closed session pursuant to the terms of N.C.G.S.143-318-11(a)(3) to consult with an attorney employed or retained by the public body to preserve the attorney-client privilege between the attorney and the public body.

Mayor Pro Tem Hall motioned to allow Mayor Talley to be recused from the closed session, seconded by Council Member Whitaker. The motion passed unanimously.

A closed session was held, and no action was taken.

Mayor Pro Tem Hall motioned to return to open session, seconded by Council Member Whitaker. The motion passed unanimously.

Mayor Pro Tem Hall motioned to allow Mayor Talley to return to open session, seconded by Council Member Whitaker. The motion passed unanimously.

### ADJOURN

Motion by Mayor Pro Tem Hall to adjourn, seconded by Council Member Chin. The motion passed unanimously. The meeting adjourned at 9:53 p.m.

*Renee M. Ward, CMC*  
City Clerk



# STAFF REPORT

SUBJECT:	DONATION OF SURPLUS POLICE VEHICLES TO ALAMANCE COMMUNITY COLLEGE 2025
PREPARED BY:	DUANE FLOOD, CAPTAIN

## REQUESTED ACTION:

Approve Resolution Authorizing Conveyance of a 2009 Honda Motorcycle, a 2010 Ford Chevrolet Impala, a 2011 Ford Crown Victoria, and 2011 Ford Crown Victoria to Alamance Community College Pursuant to G.S. 160A-274.

## BACKGROUND/SUMMARY:

The Police Department has a 2009 Honda Motorcycle (Inventory #587, VIN# JH2SC51759K600322), a 2010 Chevrolet Impala (Inventory # 158, VIN# 2G1WDSEM4A1170920), a 2011 Ford Crown Victoria (Inventory # 160, VIN# 2FABP7BV5BX148855), and 2011 Ford Crown Victoria (Inventory # 162, VIN# 2FABP7BV9BX148857) that have been deemed surplus due to age and mechanical condition. Alamance Community College has requested that the city consider donating the vehicles so it can be used by the Basic Law Enforcement Training Academy for recruit training. The city and other local law enforcement agencies have made similar conveyances in the past.

The General Statutes ([G.S. 160A-274](#)) allow for the conveyance to another governmental agency.

## FISCAL IMPACT:

Negligible. Most likely the vehicle only has salvage value. The costs associated with efforts to sale would likely surpass any compensation received.

## STAFF RECOMMENDATION:

Approval

## SUGGESTED MOTION(S)

I move we approve the Resolution Authorizing Conveyance of a 2009 Honda Motorcycle, a 2010 Ford Chevrolet Impala, a 2011 Ford Crown Victoria, and 2011 Ford Crown Victoria to Alamance Community College Pursuant to G.S. 160A-274

**RESOLUTION AUTHORIZING CONVEYANCE OF A 2009 HONDA MOTORCYCLE, 2010 FORD CHEVROLET IMPALA, 2011 FORD CROWN VICTORIA, 2011 FORD CROWN VICTORIA TO ALAMANCE COMMUNITY COLLEGE PURSUAN TO G.S. 160A-274.**

**WHEREAS**, the City of Graham owns:

- 2009 Honda Motorcycle (Inventory #587, VIN# JH2SC51759K600322)
- 2010 Chevrolet Impala (Inventory #158, VIN# 2G1WDSEM4A1170920)
- 2011 Ford Crown Victoria (Inventory #160, VIN# 2FABP7BV5BX148855)
- 2011 Ford Crown Victoria (Inventory #162, VIN# 2FABP7BV9BX148857)

**WHEREAS**, the above-referenced vehicles have been declared surplus due to age and mechanical condition, and

**WHEREAS**, North Carolina General Statute § 160A-274 authorizes a governmental unit in this state to exchange with, lease to, lease from, sell to, or purchase from any other governmental unit any interest in real or personal property upon such terms and conditions as the governmental unit deems wise, with or without consideration, and

**WHEREAS**, the City of Graham has determined that it is in the best interest of the City to convey a 2009 Honda Motorcycle, a 2010 Ford Chevrolet Impala, a 2011 Ford Crown Victoria, and a 2011 Ford Crown Victoria to Alamance Community College and deems it wise to do so for no consideration; and

**WHEREAS**, the City of Graham has determined that donating the vehicles to Alamance Community College will continue to provide a public benefit.

**THEREFORE, THE GRAHAM CITY COUNCIL RESOLVES THAT:**

1. The City of Graham hereby conveys to Alamance Community College the following property:
  - 2009 Honda Motorcycle (Inventory #587, VIN# JH2SC51759K600322)
  - 2010 Chevrolet Impala (Inventory #158, VIN# 2G1WDSEM4A1170920)
  - 2011 Ford Crown Victoria (Inventory #160, VIN# 2FABP7BV5BX148855)
  - 2011 Ford Crown Victoria (Inventory #162, VIN# 2FABP7BV9BX148857)
2. The property herein described shall be conveyed for consideration of continued public benefit.
3. The City Manager, Finance Officer, and City Clerk are authorized to execute all documents necessary to convey the property as this Resolution authorized.

**Adopted this 11<sup>th</sup> day of February 2025.**

Attest:

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Jennifer Talley, Mayor

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Renee Ward, City Clerk

# STAFF REPORT

SUBJECT:	STREET CLOSURE FOR ESPERANZA 2025 HISPANIC HERITAGE FESTIVAL
PREPARED BY:	AARON HOLLAND, ASSISTANT CITY MANAGER

## REQUESTED ACTION:

Approve the street closure of the 100 block of W. Elm Street and the City’s parking lot beside Roasted Coffee Depot for the 5<sup>th</sup> Annual Esperanza Hispanic Heritage Festival on September 28, 2025.

## BACKGROUND/SUMMARY:

Yholima Vargas and Kim Willard request the approval of closing the 100 block of W. Elm Street and the City’s parking lot beside Roasted Coffee Depot for the 5th Annual Esperanza Hispanic Heritage Festival, as described in the attached application. The requested closure would be from 8 a.m. to 11 p.m. (including set up/clean up).



## FISCAL IMPACT:

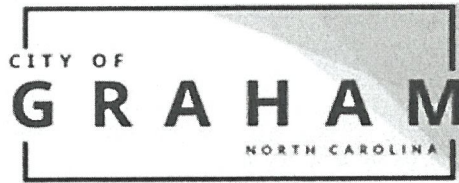
N/A

## STAFF RECOMMENDATION:

Approval. The various City departments that may be involved have reviewed the request and provided the organizer with pertinent information that must be satisfied.

## SUGGESTED MOTION(S):

I move that we approve the request from Yholima Vargas and Kim Willard for the 5th Annual Esperanza Hispanic Heritage Festival on September 28, 2025, and the closure of the 100 block of W. Elm Street and the parking lot beside Roasted Coffee Depot from 8 a.m. to 11 p.m.



## CITY OF GRAHAM SPECIAL EVENT APPLICATION

Thank you for considering Graham to host your Special Event, we're glad you see our City as a great place to hang out!

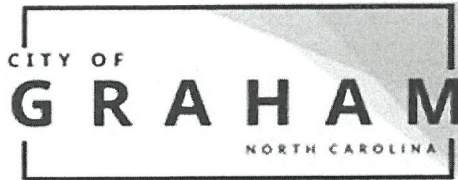
All requests for parade and street events under the City of Graham's ordinance Chapter 20, Article V, Section 171 - 174 and 183 - 185 will be reviewed by the Graham Special Events Committee (SEC). Any Street closures or use of public spaces will need City Council approval.

SEC\* - Public Works Director, Fire Chief, Police Captain, Recreation Director, and Assistant City Manager

Next Steps\*\* - Depending on the location of the event and the request(s), applicants may be required to provide event insurance which names the City as an additional insured, schedule public safety through Extra Duty Solutions, provide an event map, give detail for sanitation purposes, and other similar logistical information. **Please be sure to notify the affected businesses of the proposed event and provide the City with a copy of the notification.**

Applicants are encouraged to reach out to the Assistant City Manager prior to completing this form if they have any questions pertaining to the City's requirements, event locations, event logistics, etc.

City of Graham  
Aaron Holland, Assistant City Manager  
201 South Main Street  
Graham, NC 27253  
336.570.6700  
[aholland@cityofgraham.com](mailto:aholland@cityofgraham.com)



- 1. Your email: esperanza festival@gmail.com
- 2. Event name (if applicable): Esperanza Festival 2025
- 3. Reason for the event (be specific): Celebrate Hispanic Heritage Month
- 4. Event date(s): Sept 28, 2025
- 5. Provide your event's setup, start, end, and cleanup times. (Ex: Name of Event 6:30 a.m. - 8 a.m. setup | 8 a.m. event start | 2 p.m. event ends | 2 p.m. - 4 p.m. cleanup):  
Set up 8:00 am Event start 12:00 pm Event End: 8:00 pm  
Clean up 8:00 - 11 pm
- 6. Event category

Please check all that apply appropriate category for your event.

- Concert/Performance
- Exhibit
- Farmer's Market
- Festival/Fair
- Parade/Procession
- Run/Walk
- Food Truck Rodeo
- Other: \_\_\_\_\_

7. Where are you requesting for your event to occur?

Be specific identifying street names or City facilities being requested for use?

the 100 Block of West Elm street and the city parking lot beside Roasted Coffee Depot

8. Does your event include the request to close streets?

Yes  No

9. Identify the street(s) you are requesting to have closed for your event.

The 100 block of West Elm Street

10. Identify your street closure time(s) and will you anticipate when they will return to normal traffic flow.

8:00 Am to 11:00 pm





11. What is your anticipated event attendance total? 2000

12. Does your event include musical entertainment?

Yes  No

13. Where will your musical entertainment be located?

On the stage to be at the courthouse side of West Elm Street

14. Will sound amplification be used?  Yes  No

If yes, provide the start time and end time.

12:00pm - 8:00pm

15. Will inflatables or similar devices be used at your event?  Yes  No

If yes, please describe. \*Please note, Insurance requirements must be met in order to offer this activity.

We anticipate having two inflatables slides

16. Does your event include the use of fireworks, rockets, lasers, or other pyrotechnics?

Yes  No

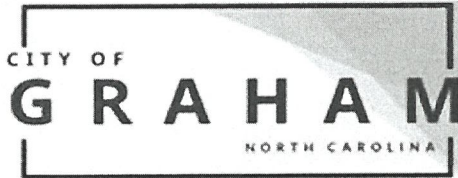
If yes, please describe. \*\*\*Note: These requests will be subject to the approval of the City of Graham Police & Fire Departments in conjunction with State Laws governing this type of activity.

17. Will alcohol be served, sold or consumed at your event?

Yes  No

If you answered yes to the question above, please check all that apply to your event.

- Alcohol will be available free of charge
- Alcohol will be by purchase only
- Alcohol being served and or sold at my event includes
  - Beer only
  - Wine only
  - Beer & Wine



18. Describe your security plan to ensure the safe sale and or distribution of alcohol at your event.

N/A

19. Does your event include food concession and/or food preparation areas?

Yes  No

If yes, please select the method of cooking that pertains to your event.

Gas

Electric

Charcoal

Other: probably five food trucks (vendors)

20. Do you plan to provide portable toilets at your event?

Yes  No

If yes, list the total number of portable toilets: 2

21. Portable toilet company name: Lloyd's

If no, please explain \_\_\_\_\_

22. Explain your plan for cleanup and removal of trash, waste, and garbage during & after your event.

festival volunteers

Does your event require additional trash receptacles?

Yes  No

If yes, what is the requested number of additional trash receptacles? 12

23. Will there be any tents, canopies or temporary structures at your event?

Yes  No



24. Applicant name and affiliated agency if applicable

Kim Willard - Alamance Arts

25. Applicant's Address

213 S. Main Street Graham NC

26. Applicant's phone number

336-226-4495

27. Applicant's email address

Programs@alamancearts.org

28. Provide the event's point of contact if different from the applicant. (First & Last name, Phone number, & Email Address)

Yholima Vargas 919-417-4411  
huepaculture@yahoo.com

29. How many years has this event taken place? 4 - 2021, 2022, 2023, 2024

<b>SUBJECT:</b>	DESIGNATION OF FINANCE OFFICER
<b>PREPARED BY:</b>	MEGAN GARNER, CITY MANAGER/AARON HOLLAND, ASSISTANT CITY MANAGER

**REQUESTED ACTION:**

Approve a resolution designating Assistant City Manager Aaron Holland as the Finance Officer.

**BACKGROUND/SUMMARY:**

In accordance with North Carolina General Statutes, the City Council must designate a Finance Officer. In order to preserve the segregation of duties between the City Manager, who statutorily serves as the budget officer and also executes contracts on behalf of the City, and the Finance Officer, we request Aaron Holland be designated as the Finance Officer.

**FISCAL IMPACT:**

No financial impact.

**STAFF RECOMMENDATION:**

Approval.

**SUGGESTED MOTION(S):**

I move we approve a resolution designating Assistant City Manager Aaron Holland as the Finance Officer.

**RESOLUTION APPOINTING A FINANCE OFFICER**  
**CITY OF GRAHAM, NC**

**WHEREAS**, North Carolina General Statutes §159-24 specifies and directs that each local government shall appoint a Finance Officer to hold office and carry out the duties as prescribed by law; and

**WHEREAS**, North Carolina General Statutes §159-25 outlines the specific duties of the Finance Officer of a local government; and

**WHEREAS**, North Carolina General Statutes §159-28(a) requires the Finance Officer or Deputy Finance Officer to sign all purchase orders, contracts, or agreements, which includes a certificate stating that the instrument has been pre-audited to verify sufficient funds exist to meet the obligation.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Graham does hereby designate and appoint **Aaron T. Holland, Assistant City Manager**, as Finance Officer to comply with the Local Government Budget and Fiscal Control Act; and be that the Finance Officers are hereby designated as authorized signers on behalf of the City and have authority to sign and pre-audit financial documents such as purchase orders, contracts, or agreements which a certificate stating that the instrument has been pre-audited to verify sufficient funds exist to meet the obligation.

**ADOPTED, this the 11<sup>th</sup> day of February 2025.**

\_\_\_\_\_  
Jennifer Talley, Mayor

\_\_\_\_\_  
Renee Ward, City Clerk



# GRAHAM NORTH CAROLINA

## STAFF REPORT

SUBJECT:	ACCEPT DONATION OF A CUSTOM KITCHEN TABLE FOR THE GRAHAM FIRE DEPARTMENT
PREPARED BY:	CHIEF TOMMY COLE

### REQUESTED ACTION:

Accept donation of a custom kitchen table for the Fire Department.

### BACKGROUND/SUMMARY:

This exquisite table, designed and crafted by a North Carolina artisan, showcases the finest locally sourced materials. The table's top, made from wood felled on a nearby NC property several years ago, was expertly provided by Andrew, a skilled sawyer based in Rougemont. The substantial rough-cut slabs were then transported to Hill Country Woodworks in Carrboro, where the owner meticulously flattened them using a commercial-size planer and belt sander. Edges were perfectly aligned with a jointer, and the pieces were joined together with a spline-reinforced edge-glue joint, discreetly stopping 6 inches from each end for a seamless appearance. Once the top was assembled, we applied General Finishes oil-based urethane, with two coats on the underside and ten coats on the topside. While the finish was being applied, a creative collaboration ensued with Billy's Welding Service in Durham. A fire hydrant was innovatively attached to custom steel table legs, showcasing fantastic craftsmanship.

Custom Wood Design LLC is not a vendor for the City and has no existing contracts or connections that would be deemed inappropriate. The donation supports the enhancement of our facilities and aligns with the City's commitment to providing a well-equipped workspace for its employees.

### FISCAL IMPACT:

Estimated value - \$10,000

### STAFF RECOMMENDATION:

Staff has reviewed the donation and finds it to be in the City's best interest. No financial obligation or ongoing maintenance concerns are associated with this contribution.

### SUGGESTED MOTION(S):

Make a motion to accept the donation of a custom kitchen table for the Graham Fire Department at an estimated value of \$10,000.



# City of Graham

P. O. Drawer 357  
201 South Main Street  
Graham, North Carolina 27253  
(336) 570-6700 / Fax: (336) 570-6703

## MID YEAR REPORT

February 3, 2025

	TOTAL PROPERTY VALUATION	RATE	AMOUNT OF LEVY
TAX LEVY - CITY WIDE	2,342,796,523	0.2899%	6,791,767.77
<u>DISCOVERIES:</u>			
CURRENT YEAR & PRIOR YEARS WITH VARIOUS TAX RATES	528,649		1,532.55
<u>ANNEXATIONS:</u>	1,198,910		1,482.34
<u>ABATEMENTS:</u>	(1,745,818)		(5,061.46)
CURRENT LEVY	2,342,778,264		6,789,721.19
OUTSTANDING REAL PROPERTY TAXES:			361,070.46
OUTSTANDING PERSONAL PROPERTY TAXES:			<u>55,942.26</u>
TOTAL OUTSTANDING TAXES			417,012.72
CURRENT YEAR TAXES COLLECTED:			6,372,708.47
TO DATE, THE PERCENT OF CURRENT YEAR COLLECTED:			93.86%

I REQUEST THAT THE DATE BE SET FOR LIEN ADVERTISEMENT ON MARCH 20, 2025 IN THE ALAMANCE NEWS. COST FOR ADVERTISING WILL BE \$5.00 PER PARCEL ADVERTISED AND WILL BE CHARGED ONE TIME TO THE TAXPAYER.

Submitted by Sandy P. Callahan, Tax Collector 



**CITY OF GRAHAM  
RELEASE ACCOUNTS**

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**FEBRUARY**

<u>ACCT #</u>	<u>YEAR</u>	<u>NAME</u>	<u>REASON FOR RELEASE</u>	<u>AMOUNT RELEASED</u>
137518	2024	BENESCH, MICHAEL	BOAT NOT LOCATED IN THE CITY LIMITS	\$17.39
663345	2024	COLEMAN, COYE JAMES	BOAT NOT LOCATED IN THE CITY LIMITS	\$17.76

***TOTAL RELEASES***      ***\$35.15***



# STAFF REPORT

Prepared by Cameron West, Planner

## Ivey Road Townhomes (CR2401)

**Type of Request:** Conditional Rezoning

### Meeting Dates

Planning Board on December 17, 2024 City Council on January 14, 2025, February 11, 2025

### Contact Information:

Jawkaw Properties LLC  
144 42nd Ave Ct NW Hickory, NC 28601  
(336) 609-5137  
amanda@isaacsonsheridan.com

## Summary

This is a request to rezone 6.27 acres of property from R-18 (Low Density Residential) to C-R (Conditional Residential) for the purpose of constructing 29 town homes. The site plans to have private roadways and connect to water and sewer through the existing utilities surrounding the property. The property is fully inside of the Suburban Residential future land use zone. The future land use plan mentions the principle uses in this zone are predominantly detached single family homes and that new neighborhoods may include a range of duplexes, town homes, and small scale multi-family dwellings of twelve units or less. The development falls in around 4.62 dwelling units per acre which meets the appropriate density in the suburban residential land use zone of 3-6 dwelling units per acre. The site plans to have one entrance into the development on Ivey Road as comments from NCDOT during the TRC review suggested that there be no driveway connection on the East Gilbreath side due to distance requirements and potential traffic impacts. The applicant has requested some conditions with the development that can be found on the site plan and on the owners conditions sheet provided in the packet. Outside of these conditions, all aspects of the R-MF zoning district are being met. Since the development is over 5 acres in size the applicant was required to provide open space within the development and all areas can be found on the site plan. Planning Board Recommended approval of the project at a vote of 5-0. Along with the recommendation, the Planning Board recommended multiple conditions as well. Those are: To accept the updated owners conditions presented during the meeting, Require an 8 foot tall, at time of planting, evergreen tree buffer to supplement the Type C buffer required on the South Eastern portion of the property. Plantings shall be spaced to 90% opacity to decrease visibility into the development, In the same South Eastern portion, a berm is to be installed to divert water away from the neighboring property, work with Gas Company and NCDOT to relocate driveway further east to provide more space between Strout driveway, Open space grilling area along the Strout property line to be changed to undisturbed open space, include berm on Ivey Road Street planting, acceptance of alternative turnaround approved by Fire Marshall, SCM to meet pre/post calculations required by ordinance, and require streets to be public.

<b><u>Location</u></b>
Off of Ivey Road and E Gilbreath Street
<b><u>GPINs:</u></b>
8883689826, 8883687363
<b><u>Current Zoning</u></b>
R-18 (Low Density Residential)
<b><u>Proposed Zoning</u></b>
C-R (Conditional Residential)
<b><u>Overlay District</u></b>
N/A
<b><u>Surrounding Zoning</u></b>
R-18, I-1, R-MF, & C-MXR
<b><u>Surrounding Land Uses</u></b>
Single Family, Industrial, Multi-Family
<b><u>Size</u></b>
6.27 Acres
<b><u>Public Water &amp; Sewer</u></b>
Yes
<b><u>Floodplain</u></b>
No

# Graham Zoning



City of Graham

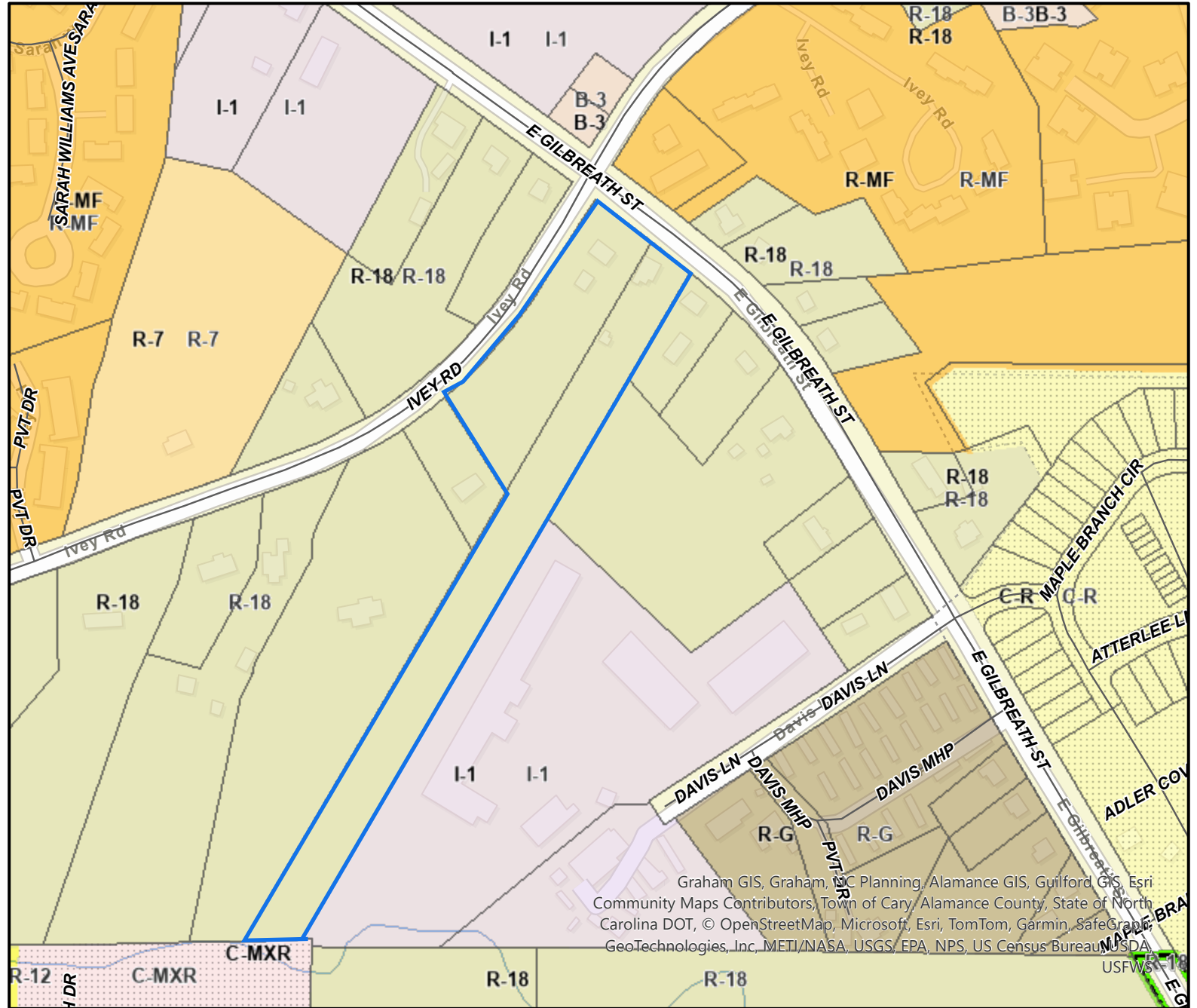
## Legend

- Streets
- Tax Parcels (unofficial)
- Zoning Districts**
- B-1, Central Business District
- B-2, General Business District
- B-3, Neighborhood Business District
- C-B, Conditional Business
- C-I, Conditional Industrial
- C-MXC, Conditional Commercial Mixed Use
- C-MXR, Conditional Residential Mixed Use
- C-O-I, Conditional Office and Institutional
- C-R, Conditional Residential District
- I-1, Light Industrial District
- I-2, Heavy Industrial District
- O-I, Office and Institutional
- R-7, High-Density Residential District
- R-9, High-Density Residential District
- R-12, Medium-Density Residential District
- R-15, Medium-Density Residential District
- R-18, Low-Density Residential District



1:4,514

Print Date: 11/21/2024



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# Graham Zoning



City of Graham

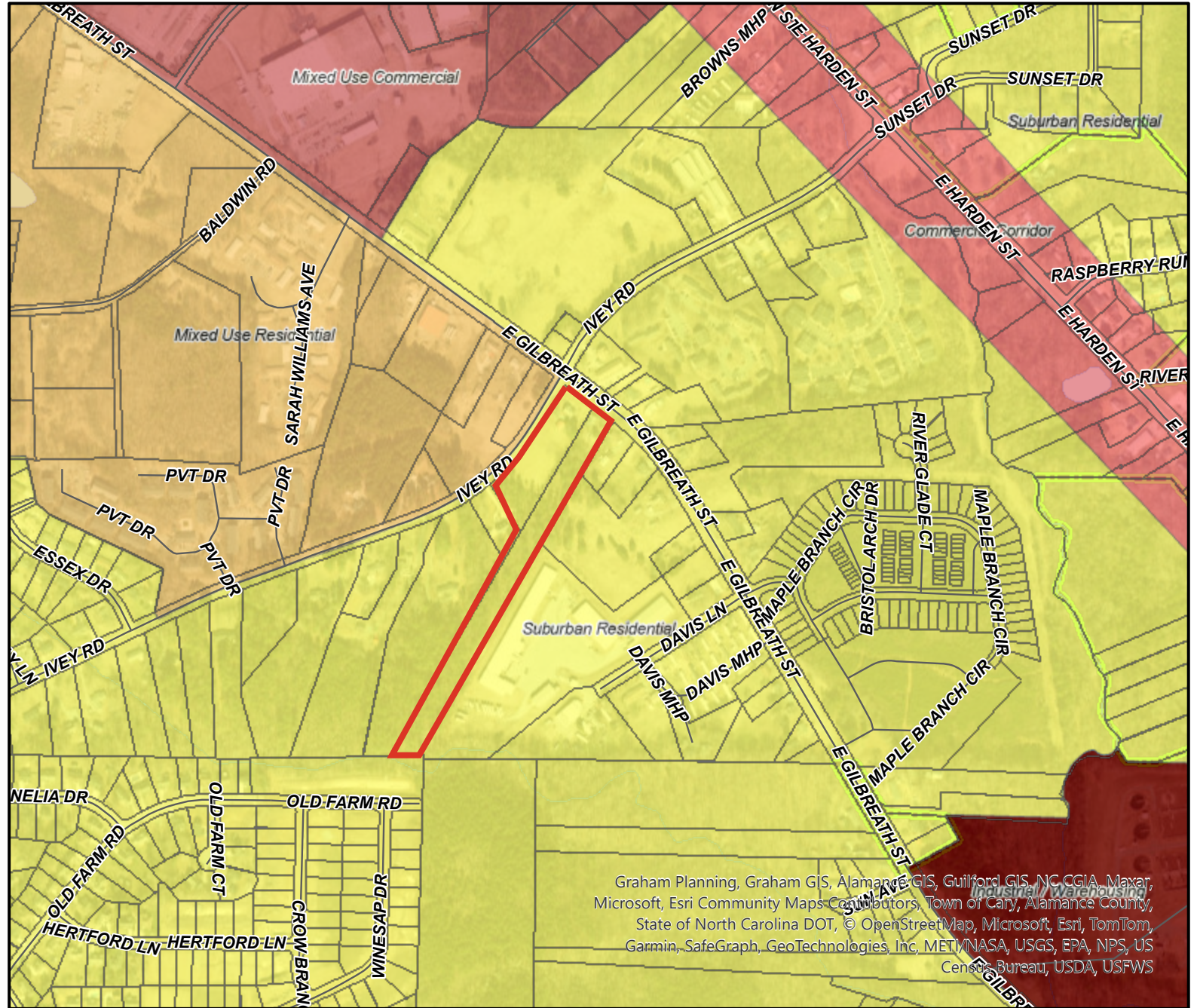
## Legend

- World Imagery
- Low Resolution 15m Imagery
- High Resolution 60cm Imagery
- High Resolution 30cm Imagery
- Citations
- 2.4m Resolution Metadata
- Streets
- Tax Parcels (unofficial)
- Future Land Use**
- Downtown District
- Mixed Use Commercial
- Education District
- Employment District
- Industrial / Warehousing
- Mixed Use Residential
- Downtown Residential
- Suburban Residential
- Commercial Corridor
- Rural Residential
- Future LandUse Annotation
- Graham ETJ
- Graham City Limit
- Alamance Lakes, Ponds, etc.
- Surface Streams
- Railroads
- ALAM\_INTEREST\_POINT
- Airport



1:9,028

Print Date: 12/10/2024



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### Owner's conditional Zoning requests

- Setbacks to be allowed as shown on the Preliminary Sketch Plan
 

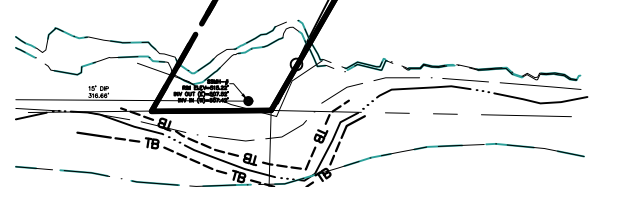
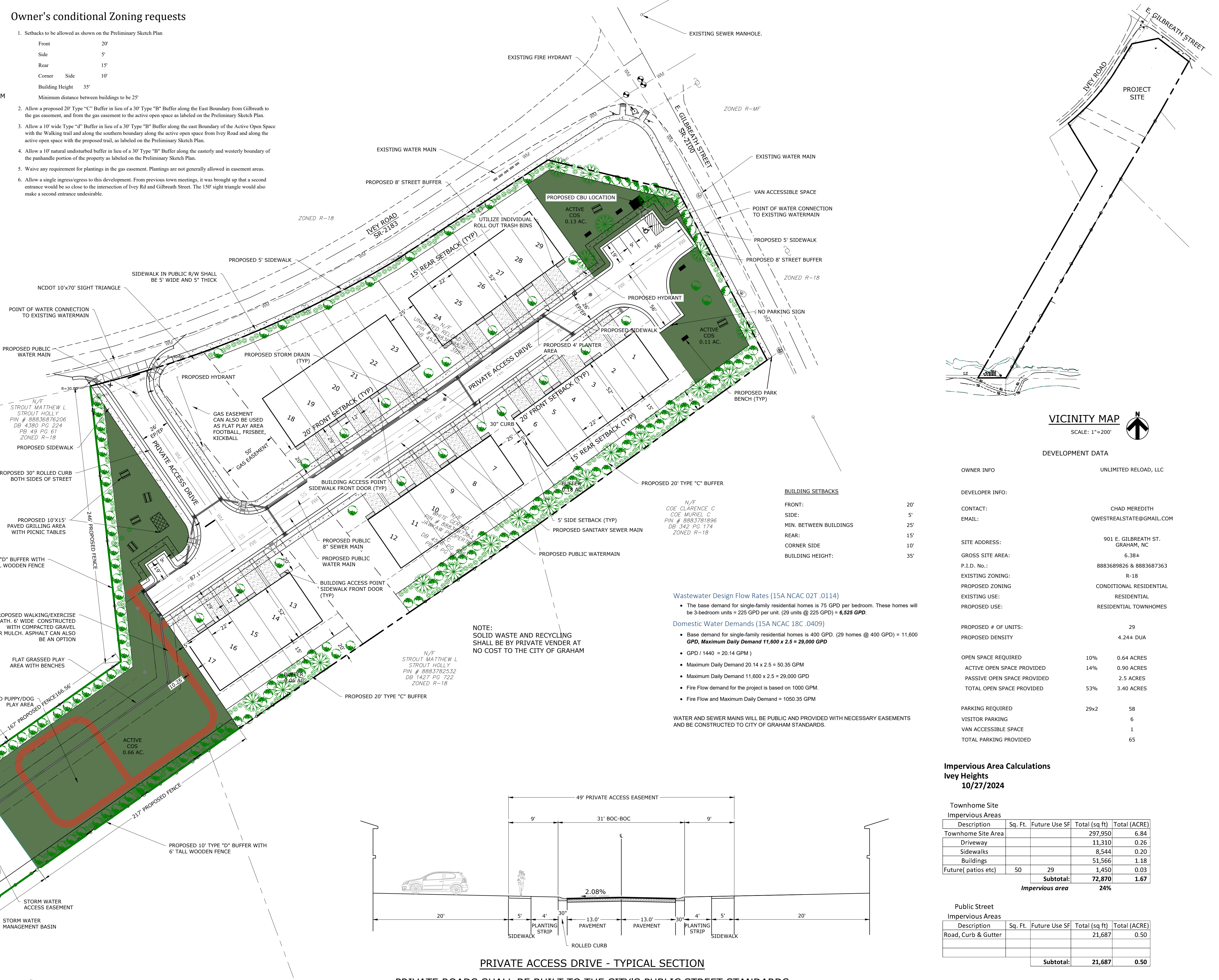
Front	20'
Side	5'
Rear	15'
Corner	Side 10'
Building Height	35'
Minimum distance between buildings to be 25'	
- Allow a proposed 20' Type "C" Buffer in lieu of a 30' Type "B" Buffer along the East Boundary from Gilbreath to the gas easement, and from the gas easement to the active open space as labeled on the Preliminary Sketch Plan.
- Allow a 10' wide Type "D" Buffer in lieu of a 30' Type "B" Buffer along the east boundary of the Active Open Space with the Walking trail and along the southern boundary along the active open space from Ivey Road and along the active open space with the proposed trail, as labeled on the Preliminary Sketch Plan.
- Allow a 10' natural undisturbed buffer in lieu of a 30' Type "B" Buffer along the easterly and westerly boundary of the panhandle portion of the property as labeled on the Preliminary Sketch Plan.
- Waive any requirement for plantings in the gas easement. Plantings are not generally allowed in easement areas.
- Allow a single ingress/egress to this development. From previous town meetings, it was brought up that a second entrance would be so close to the intersection of Ivey Rd and Gilbreath Street. The 150' sight triangle would also make a second entrance undesirable.

OWNER /DEVELOPER  
UNLIMITED RELOAD, LLC  
216 WALNUT AVENUE, UNIT B  
CHARLOTTE, NC 28208

CHAD MEREDITH  
336-689-4533  
QWESTREALESTATE@GMAIL.COM

DESIGN ENGINEER  
POB ENGINEERING, PLLC  
FRANK CANTRELL, PE  
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CHARLOTTE, NC 28279  
704-564-3824  
FRANK@POBENGINEERING.COM

SURVEYOR  
CANOY SURVEYING  
ADAM R. CANOY  
1154 SHONELE LANE  
STEM, NC 27581  
984-377-2626  
canoymar@gmail.com



VICINITY MAP  
SCALE: 1"=200'

#### DEVELOPMENT DATA

OWNER INFO	UNLIMITED RELOAD, LLC	
DEVELOPER INFO:	CHAD MEREDITH	
CONTACT:	QWESTREALESTATE@GMAIL.COM	
EMAIL:	901 E. GILBREATH ST. GRAHAM, NC	
SITE ADDRESS:	6.38±	
GROSS SITE AREA:	8883689826 & 8883687363	
P.I.D. No.:	R-18	
EXISTING ZONING:	CONDITIONAL RESIDENTIAL	
PROPOSED ZONING:	RESIDENTIAL	
EXISTING USE:	RESIDENTIAL TOWNHOMES	
PROPOSED USE:		
PROPOSED # OF UNITS:	29	
PROPOSED DENSITY:	4.24± DUA	
OPEN SPACE REQUIRED:	10%	0.64 ACRES
ACTIVE OPEN SPACE PROVIDED:	14%	0.90 ACRES
PASSIVE OPEN SPACE PROVIDED:	2.5	2.5 ACRES
TOTAL OPEN SPACE PROVIDED:	53%	3.40 ACRES
PARKING REQUIRED:	29x2	58
VISITOR PARKING:	6	
VAN ACCESSIBLE SPACE:	1	
TOTAL PARKING PROVIDED:		65

#### Wastewater Design Flow Rates (15A NCAC 02T .0114)

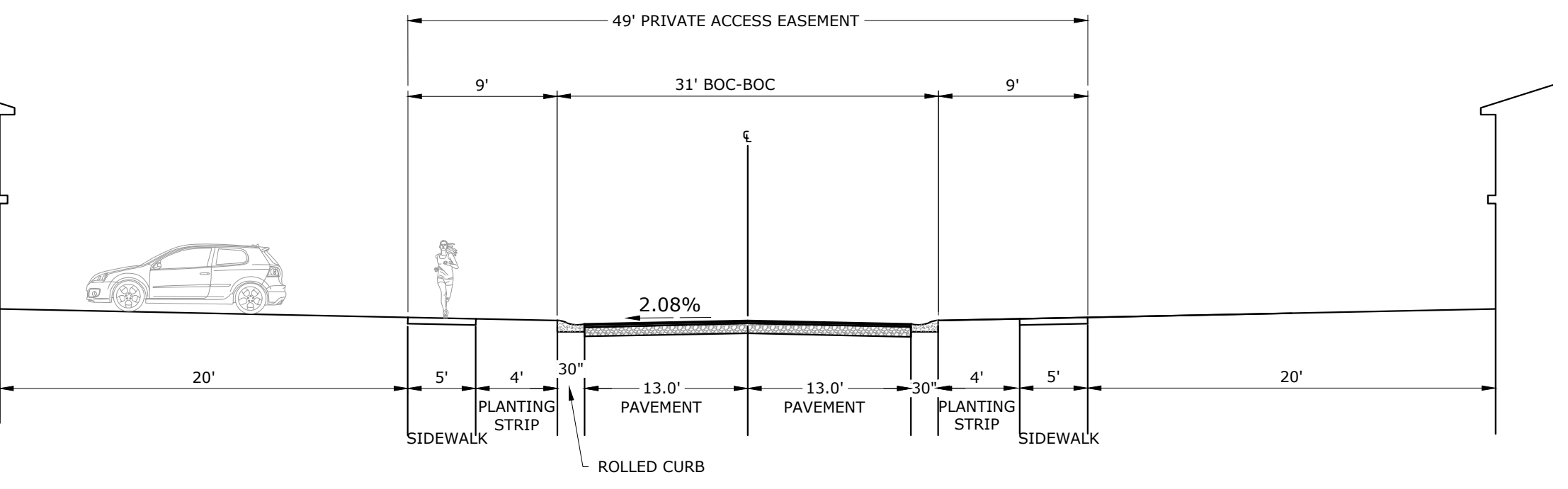
- The base demand for single-family residential homes is 75 GPD per bedroom. These homes will be 3-bedroom units = 225 GPD per unit. (29 units @ 225 GPD) = 6,525 GPD.

#### Domestic Water Demands (15A NCAC 18C .0409)

- Base demand for single-family residential homes is 400 GPD. (29 homes @ 400 GPD) = 11,600 GPD. Maximum Daily Demand 11,600 x 2.5 = 29,000 GPD
- GPD / 1440 = 20.14 GPM
- Maximum Daily Demand 20.14 x 2.5 = 50.35 GPM
- Maximum Daily Demand 11,600 x 2.5 = 29,000 GPD
- Fire Flow demand for the project is based on 1000 GPM.
- Fire Flow and Maximum Daily Demand = 1050.35 GPM

WATER AND SEWER MAINS WILL BE PUBLIC AND PROVIDED WITH NECESSARY EASEMENTS AND BE CONSTRUCTED TO CITY OF GRAHAM STANDARDS.

NOTE:  
SOLID WASTE AND RECYCLING SHALL BE BY PRIVATE VENDOR AT NO COST TO THE CITY OF GRAHAM



PRIVATE ACCESS DRIVE - TYPICAL SECTION  
PRIVATE ROADS SHALL BE BUILT TO THE CITY'S PUBLIC STREET STANDARDS AND MAINTAINED BY THE HOA  
NTS

#### Impervious Area Calculations Ivey Heights 10/27/2024

Townhome Site Impervious Areas				
Description	Sq. Ft.	Future Use SF	Total (sq ft)	Total (ACRE)
Townhome Site Area			297,950	6.84
Driveway			11,310	0.26
Sidewalks			8,544	0.20
Buildings			51,566	1.18
Future (patios etc)	50	29	1,450	0.03
<b>Subtotal:</b>			<b>72,870</b>	<b>1.67</b>
<b>Impervious area</b>				<b>24%</b>

Public Street Impervious Areas				
Description	Sq. Ft.	Future Use SF	Total (sq ft)	Total (ACRE)
Road, Curb & Gutter			21,687	0.50
<b>Subtotal:</b>			<b>21,687</b>	<b>0.50</b>

Total Site	SF	ACRES
Total Site	297,950	6.84
Total Site Impervious	94,557	2.17
<b>Total Site Impervious percentage</b>		<b>32%</b>

Plot Stamp: 12/1/2024 11:07:51 AM - F.Cantrell  
File: Z:\Shared\Projects\Ivey Heights\Civil\DWG\01\_Base\Sketch Plan\2024-09-30 Sketch 3.dwg, Tab: C-100 SITE PLAN SHEETS

# PRELIMINARY SKETCH PLAN - NORTHERN PORTION IVEY HEIGHTS CHAD MEREDITH GRAHAM, ALAMANCE COUNTY, NORTH CAROLINA

NOT FOR CONSTRUCTION  
PLANNING AND ZONING REVIEW PLANS

NO.	DATE	DESCRIPTION	BY
2	10/27/2024	City of Graham, 2nd REVIEW COMMENTS	
1	10/02/2024	City of Graham, 1st REVIEW COMMENTS	

DRAWN: FC  
DESIGNED: FC  
CHECKED: DC  
PROJECT #: 11111111

SHEET NUMBER

## C-100

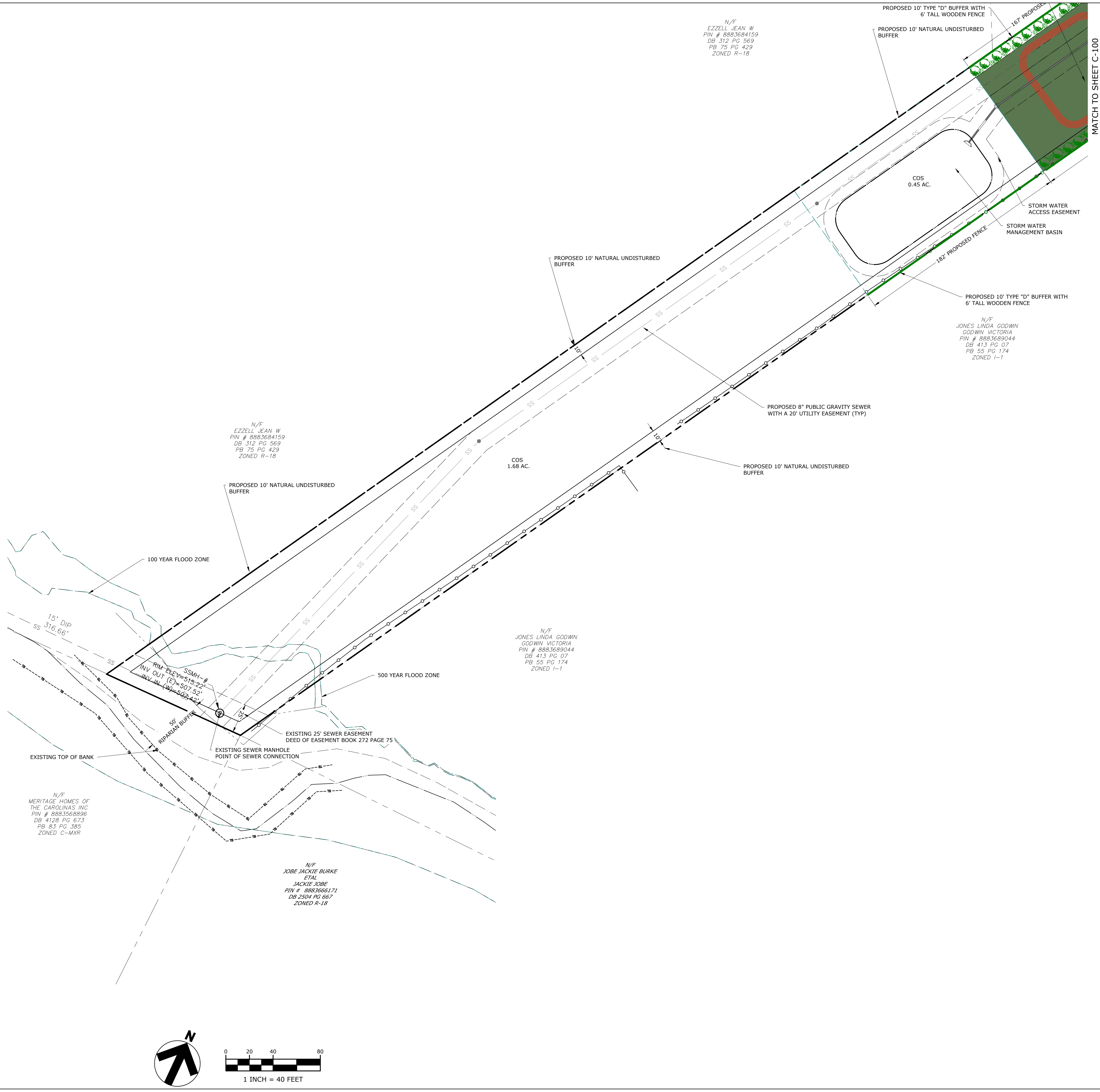
**POB Engineering**  
16439 Bastille Dr.  
Charlotte, NC 28278  
704-564-3824  
Frank.Cantrell@pobengineering.com

NORTH CAROLINA COL P-1888



December 1, 2024





**PRELIMINARY SKETCH PLAN - SOUTHERN PORTION**  
**IVEY HEIGHTS**  
**CHAD MEREDITH**  
 GRAHAM, ALAMANCE COUNTY, NORTH CAROLINA

**POB Engineering**  
 16439 Bastille Dr.  
 Charlotte, NC 28278  
 704-564-3824  
 Frank.Cantrell@pobengineering.com

NORTH CAROLINA COL P-1888

Professional Engineer Seal: Frank L. Cantrell, No. 039811

December 1, 2024

NOT FOR CONSTRUCTION  
 PLANNING AND ZONING REVIEW PLANS

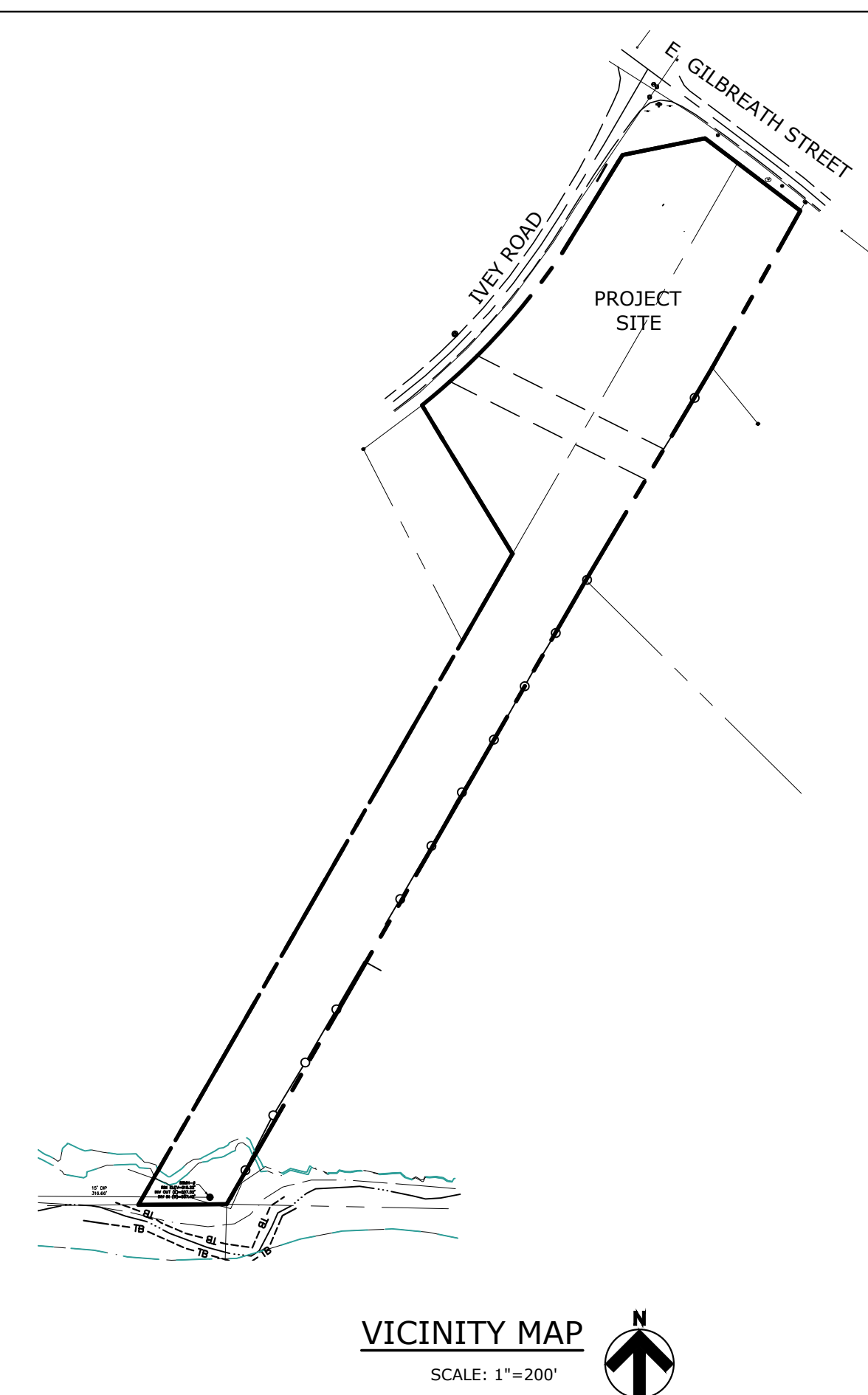
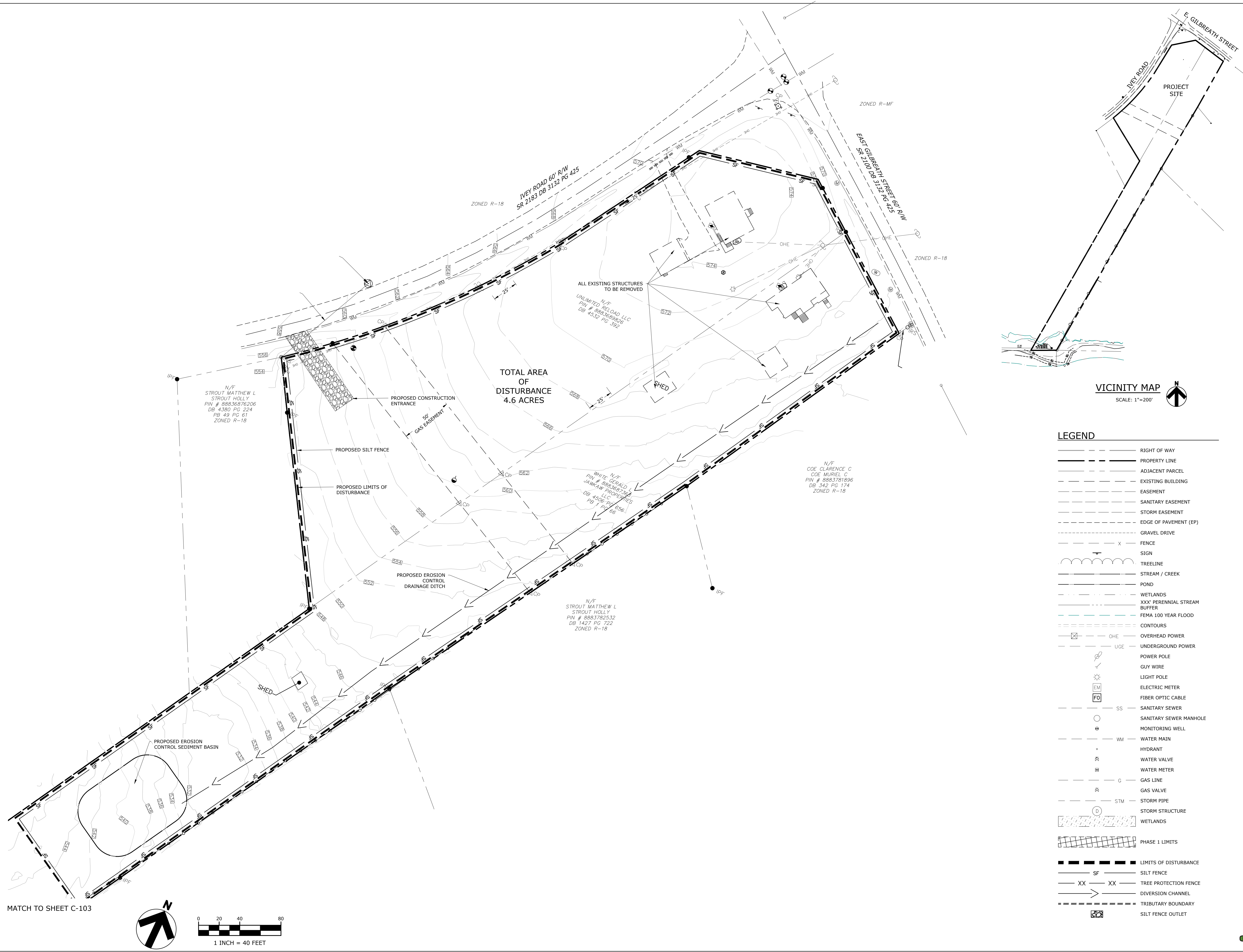
NO.	DATE	DESCRIPTION	BY
2	10/21/2024	City of Graham 2nd REVIEW COMMENTS	
1	10/02/2024	City of Graham 1st REVIEW COMMENTS	

DRAWN | FC  
 DESIGNED | FC  
 CHECKED | DC  
 PROJECT # | 11111111

SHEET NUMBER  
**C-101**

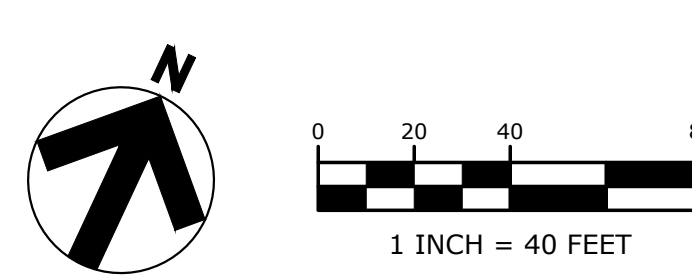


Plot Stamp: 12/1/2024 11:08:04 AM - F.Cantrell  
 File: Z:\Shared\Projects\Chad Meredith\Ivey Heights\Civil\DWG\01\_Base\Sketch Plan\2024-09-30 Sketch 3 Existing.dwg, Tab: C-102 SITE PLAN SHEETS



**LEGEND**

---	RIGHT OF WAY
---	PROPERTY LINE
---	ADJACENT PARCEL
---	EXISTING BUILDING
---	EASEMENT
---	SANITARY EASEMENT
---	STORM EASEMENT
---	EDGE OF PAVEMENT (EP)
---	GRAVEL DRIVE
---	FENCE
---	SIGN
---	TREELINE
---	STREAM / CREEK
---	POND
---	WETLANDS
---	XXX' PERENNIAL STREAM BUFFER
---	FEMA 100 YEAR FLOOD
---	CONTOURS
---	OHE OVERHEAD POWER
---	UGE UNDERGROUND POWER
---	POWER POLE
---	GUY WIRE
---	LIGHT POLE
---	ELECTRIC METER
---	FIBER OPTIC CABLE
---	SS SANITARY SEWER
---	SANITARY SEWER MANHOLE
---	MONITORING WELL
---	WM WATER MAIN
---	HYDRANT
---	WATER VALVE
---	WATER METER
---	GAS LINE
---	GAS VALVE
---	STM STORM PIPE
---	STORM STRUCTURE
---	WETLANDS
---	PHASE I LIMITS
---	LIMITS OF DISTURBANCE
---	SILT FENCE
---	TREE PROTECTION FENCE
---	DIVERSION CHANNEL
---	TRIBUTARY BOUNDARY
---	SILT FENCE OUTLET



**POB Engineering**  
 16439 Bastille Dr.  
 Charlotte, NC 28278  
 704-564-3824  
 Frank.Cantrell@pobengineering.com

NORTH CAROLINA COL P-1888

**SEAL 039811**

FRANK L. CANTRELL  
 ENGINEER

December 1, 2024

**PRELIMINARY SKETCH PLAN - EXISTING CONDITIONS**  
**NORTHERN PORTION**  
**IVEY HEIGHTS**  
**CHAD MEREDITH**  
 GRAHAM, ALAMANCE COUNTY, NORTH CAROLINA

NOT FOR CONSTRUCTION  
 PLANNING AND ZONING REVIEW PLANS

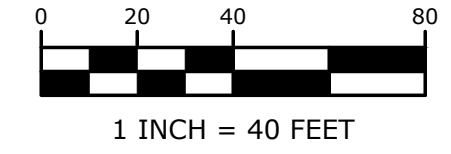
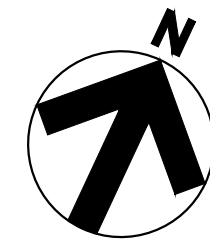
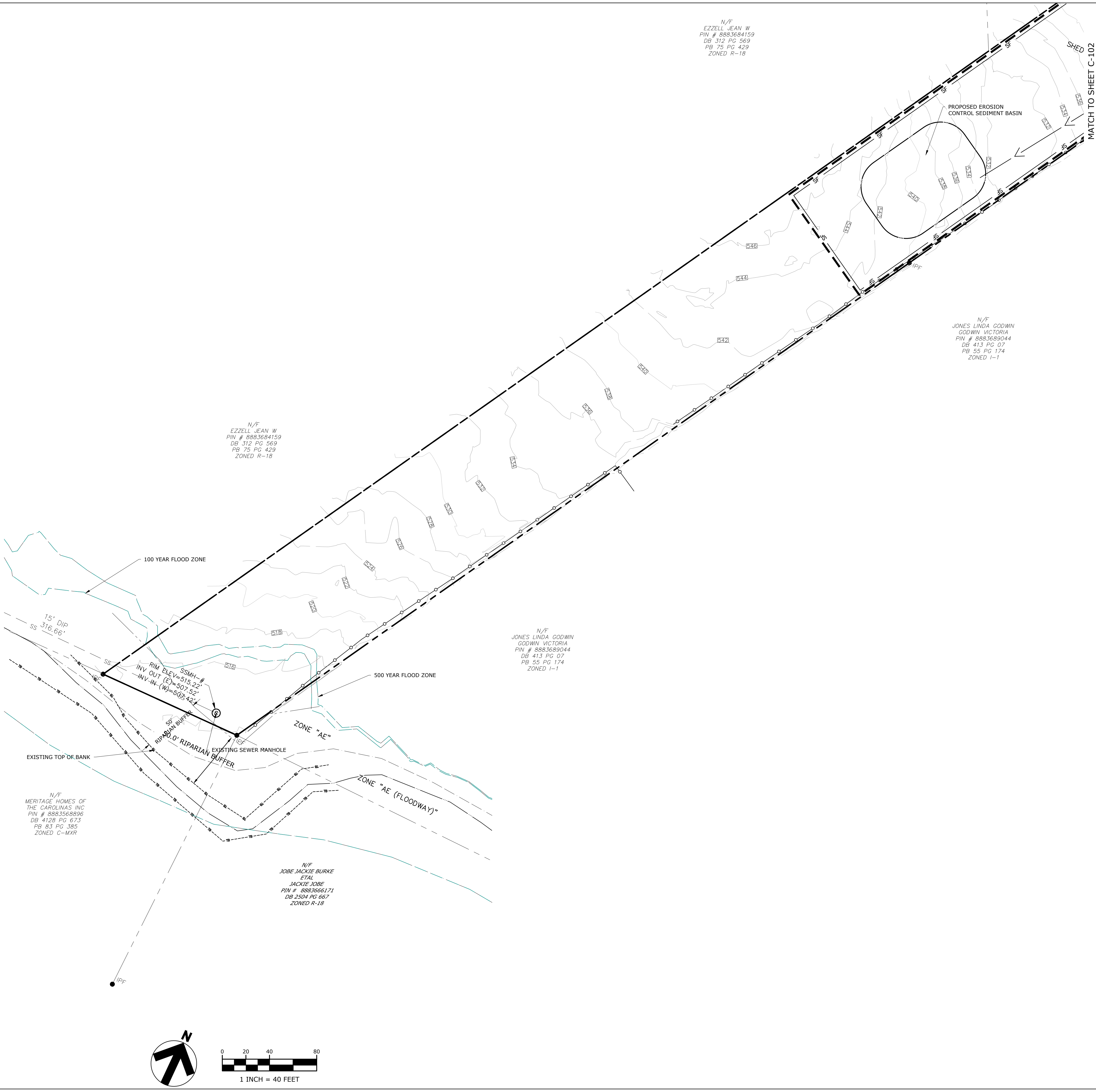
NO.	DATE	DESCRIPTION	BY
2	10/21/2024	City of Graham 2nd REVIEW COMMENTS	
1	10/02/2024	City of Graham 1st REVIEW COMMENTS	

DRAWN | FC  
 DESIGNED | FC  
 CHECKED | DC  
 PROJECT # | 1111111

SHEET NUMBER  
**C-102**



Plot Stamp: 12/1/2024 11:08:07 AM - F.Cantrell  
 File: Z:\Shared\Projects\Chad Meredith\Ivey Heights\Civil\DWG\01\_Base\Sketch Plan\2024-09-30 Sketch 3 Existing.dwg, Tab: C-103 SITE PLAN SHEETS (2)



NOT FOR CONSTRUCTION  
 PLANNING AND ZONING REVIEW PLANS

NO.	DATE	DESCRIPTION	BY
2	10/21/2024	City of Graham 2nd REVIEW COMMENTS	
1	10/02/2024	City of Graham 1st REVIEW COMMENTS	

DRAWN | FC  
 DESIGNED | FC  
 CHECKED | DC  
 PROJECT # | 11111111

SHEET NUMBER

**C-103**

PRELIMINARY SKETCH PLAN - EXISTING CONDITIONS  
 SOUTHERN PORTION  
 IVEY HEIGHTS  
 CHAD MEREDITH  
 GRAHAM, ALAMANCE COUNTY, NORTH CAROLINA

December 1, 2024



NORTH CAROLINA COL  
 P-1888

**POB Engineering**  
 16439 Bastille Dr.  
 Charlotte, NC 28278  
 704-564-3824  
 Frank.Cantrell@pobengineering.com



## Owner's conditional Zoning requests

1. Internal Setbacks to be allowed as shown on the Preliminary Sketch Plan Front 20'

Side 5' (Does not Occur)

Rear 15'

Corner Side 10' (Does not Occur)

Building Height 35' (per the Ordinance)

Minimum distance between buildings to be 25' (per the Ordinance)

2. ~~Allow a proposed 20' Type "C" Buffer in lieu of a 30' Type "B" Buffer along the East Boundary from Gilbreath to the gas easement, and from the gas easement to the active open space as labeled on the Preliminary Sketch Plan.~~ No Buffer required here along the streetscape. 8 Foot Planted Streetyard provided per the Ordinance.

3. Allow a 10' wide Type "D" Buffer with 6 foot tall opaque fence in lieu of a 20 30' Type "CB" Buffer along the east Boundary of the Active Open Space with the Walking trail and along the southern boundary along the active open space from Ivey Road and along the active open space with the proposed trail, as labeled on the Preliminary Sketch Plan.

4. ~~Allow a 10' natural undisturbed buffer in lieu of a 30' Type "B" Buffer along the easterly and westerly boundary of the panhandle portion of the property as labeled on the Preliminary Sketch Plan.~~ No development proposed on the panhandle, so no buffer requirement, however if it were, the required buffers would be Type C on the East (20 ft. average) and Type D on the West (5 ft. average).

5. Waive any requirement for plantings in the gas easement. Plantings are not generally allowed in easement areas.

6. ~~Allow a single ingress/egress to this development. From previous town meetings, it was brought up that a second entrance would be so close to the intersection of Ivey Rd and Gilbreath Street. The 150' sight triangle would also make a second entrance undesirable.~~ 29 Townhomes does not trigger a 2nd entrance requirement.

## Conformity to the *Graham 2035 Comprehensive Plan (GCP)* and Other Adopted Plans

Future Land Use Suburban Residential Principal Uses: Suburban residential neighborhoods are primarily settings for existing and future single family detached housing, but may also contain additional housing typologies and low-impact supporting uses in neighborhood activity centers. Affordable detached homes within attractive walkable neighborhoods will continue to make Graham an attractive place to live for people who work in Graham and surrounding communities.

### Applicable Policies:

- **Policy 5.1.1 Housing Variety.** Encourage a mix of housing types within Graham to increase choice. These can include single family dwellings units, multifamily dwelling units, small units, pre-fabricated homes, co-housing and clustered housing. *This project would construct additional high-density housing.*
- **Policy 2.2.1: Focused development.** In order to maintain Graham’s affordability and promote growth, the City will facilitate smart growth development by promoting infill development and focused, walkable, and mixed use, built environments.
- **Strategy 4.3.1 Land Use Patterns.** Promote development of efficient land use patterns to allow continued quality and efficiency of water systems. Discourage the extension of water service into areas that are not most suitable for development. *The site would connect to existing city infrastructure, with redundant access and water and sewer connections and could be extended through future roadway connections if developed.*

---

### Staff Recommendation

Based on the *Graham 2035 Comprehensive Plan* and the *City of Graham Development Ordinance*, staff provides the following statement below:

- Rezoning the property would be in consistence with the Suburban Residential Land Use type and policies 5.1.1, 2.2.1, and strategy 4.3.1, as put forth by the Graham 2035 Comprehensive Plan

### Planning Board Recommendation:

Planning Board Recommended approval of the project at a vote of 5-0. Along with the recommendation, the Planning Board recommended multiple conditions as well. Those are: To accept the updated owners conditions presented during the meeting, Require an 8 foot tall, at time of planting, evergreen tree buffer to supplement the Type C buffer required on the South Eastern portion of the property. Plantings shall be spaced to 90% opacity to decrease visibility into the development, In the same South Eastern portion, a berm is to be installed to divert water away from the neighboring property, work with Gas Company and NCDOT to relocate driveway further east to provide more space between Strout driveway, Open space grilling area along the Strout property line to be changed to undisturbed open space, include berm on Ivey Road Street planting, acceptance of alternative turnaround approved by Fire Marshall, SCM to meet pre/post calculations required by ordinance, and require streets to be public.

### Planning Type

Neighborhoods

### Development Type

Suburban Residential

The term neighborhood refers to the idea of a compact, walkable, diverse, and connected community. As the building blocks of City urban fabric, neighborhoods should be organized around small scale activity centers that provide civic and commercial functions within a five to ten-minute walk for residents to meet their daily needs. Neighborhoods should be well connected internally and externally for bicyclists, pedestrians, and commuters. Small blocks and high connectivity ratios should be established and maintained both within and between neighborhoods

### Appropriate Density

3 to 6 Dwelling Units Per Acre

# Graham Zoning



City of Graham

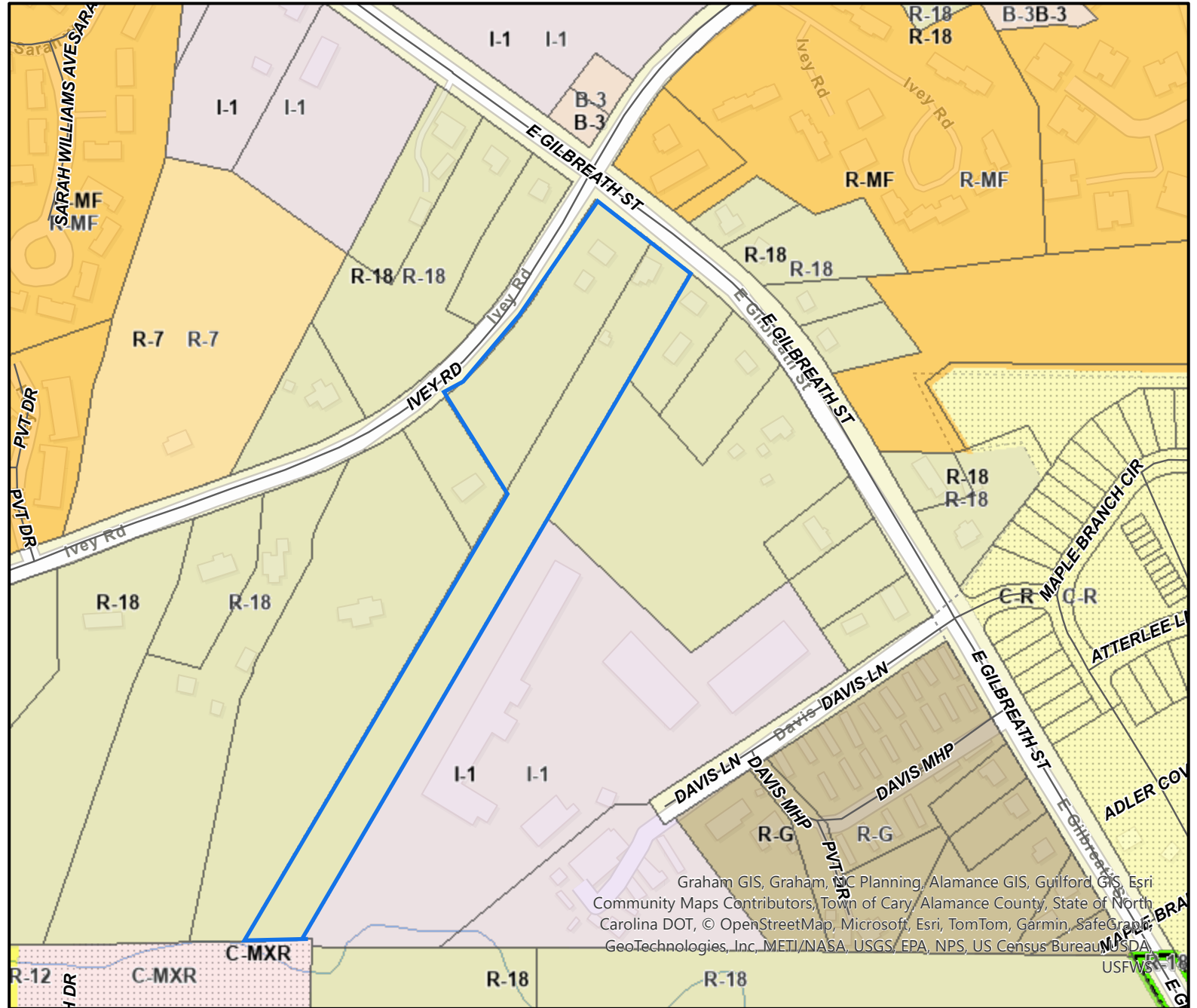
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Print Date: 11/21/2024



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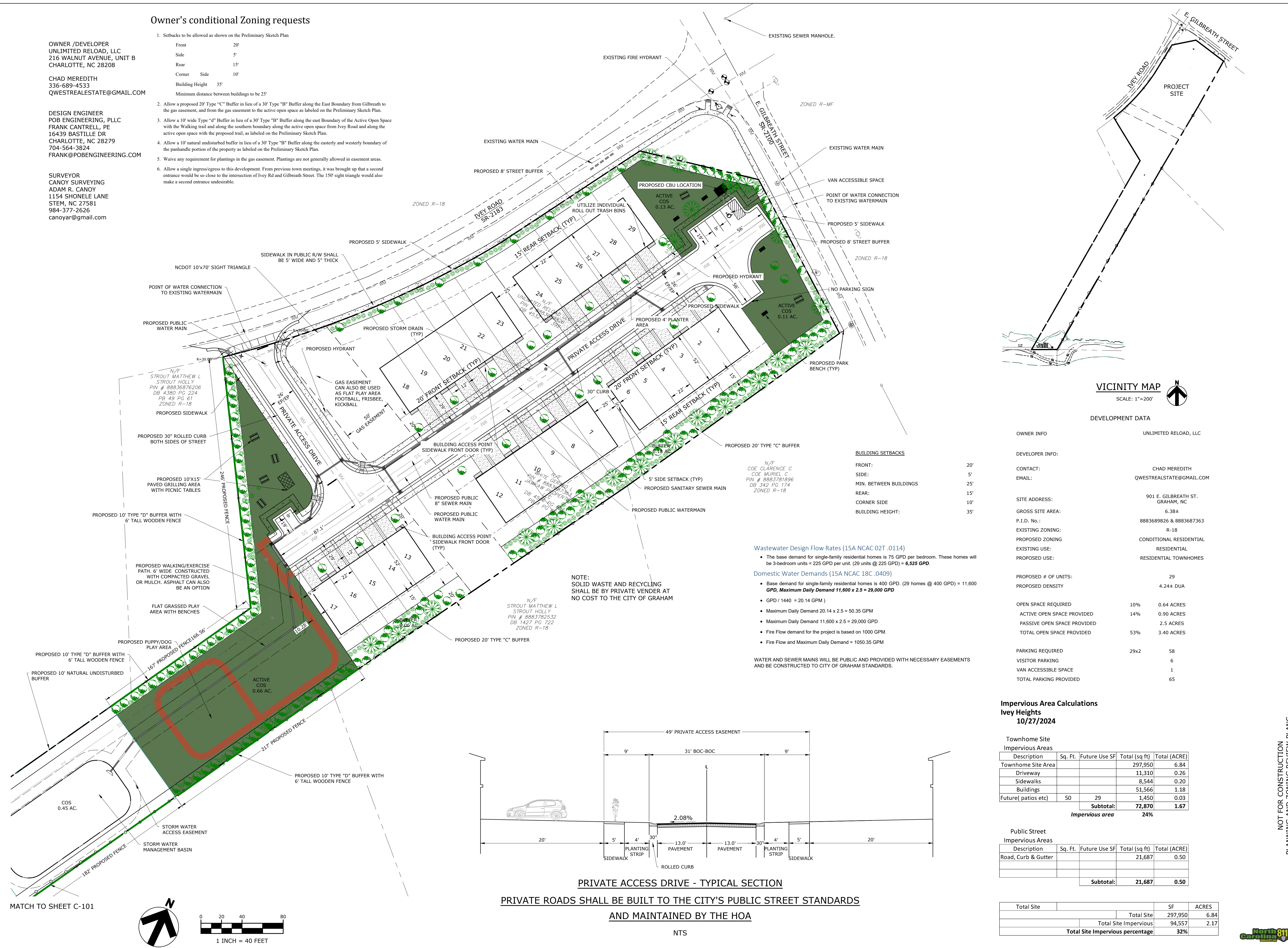
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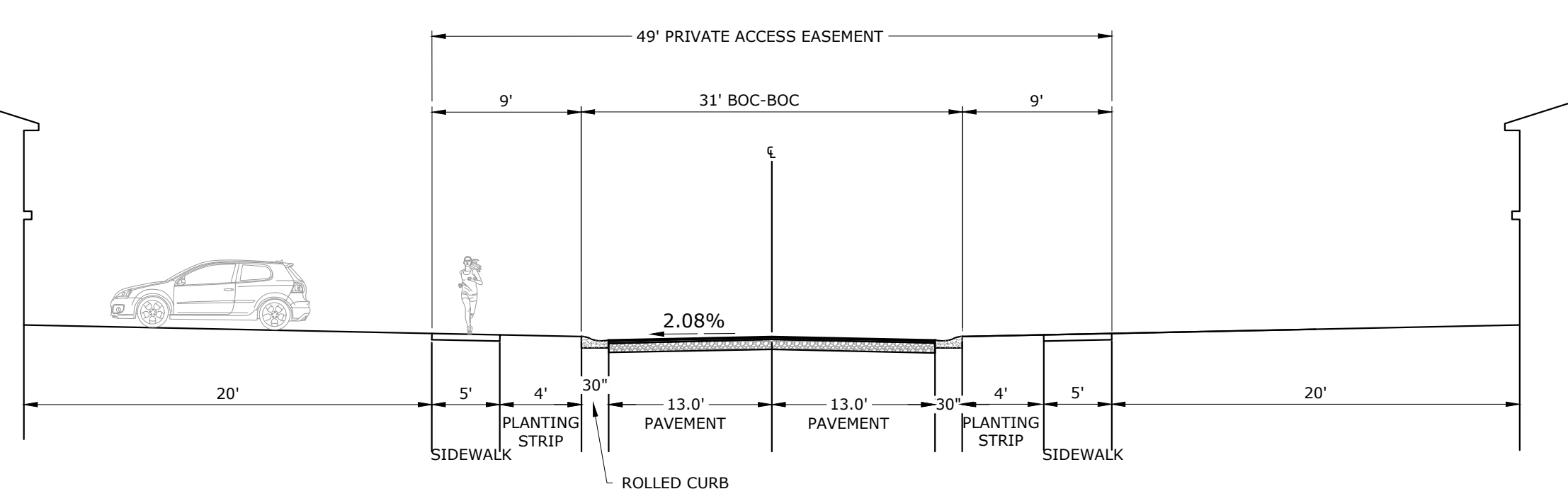
SURVEYOR
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STEM, NC 27581
984-377-2626
canoymar@gmail.com



DEVELOPMENT DATA

Table with 4 columns: OWNER INFO, DEVELOPER INFO, CONTACT, EMAIL, SITE ADDRESS, GROSS SITE AREA, P.I.D. No., EXISTING ZONING, PROPOSED ZONING, EXISTING USE, PROPOSED USE, PROPOSED # OF UNITS, PROPOSED DENSITY, OPEN SPACE REQUIRED, ACTIVE OPEN SPACE PROVIDED, PASSIVE OPEN SPACE PROVIDED, TOTAL OPEN SPACE PROVIDED, PARKING REQUIRED, VISITOR PARKING, VAN ACCESSIBLE SPACE, TOTAL PARKING PROVIDED.

Wastewater Design Flow Rates (15A NCAC 02T .0114)
• The base demand for single-family residential homes is 75 GPD per bedroom. These homes will be 3-bedroom units = 225 GPD per unit. (29 units @ 225 GPD) = 6,525 GPD.
Domestic Water Demands (15A NCAC 18C .0409)
• Base demand for single-family residential homes is 400 GPD. (29 homes @ 400 GPD) = 11,600 GPD, Maximum Daily Demand 11,600 x 2.5 = 29,000 GPD



PRIVATE ROADS SHALL BE BUILT TO THE CITY'S PUBLIC STREET STANDARDS AND MAINTAINED BY THE HOA

Impervious Area Calculations Ivey Heights 10/27/2024. Table with columns: Description, Sq. Ft., Future Use SF, Total (sq ft), Total (ACRE). Rows include Townhome Site Area, Driveway, Sidewalks, Buildings, Future (patios etc), and Subtotal.

Public Street Impervious Areas. Table with columns: Description, Sq. Ft., Future Use SF, Total (sq ft), Total (ACRE). Rows include Road, Curb & Gutter and Subtotal.

Summary table with columns: Total Site, Total Site Impervious, Total Site Impervious percentage, SF, ACRES.

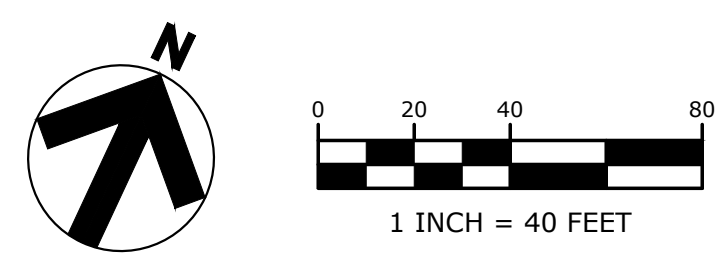
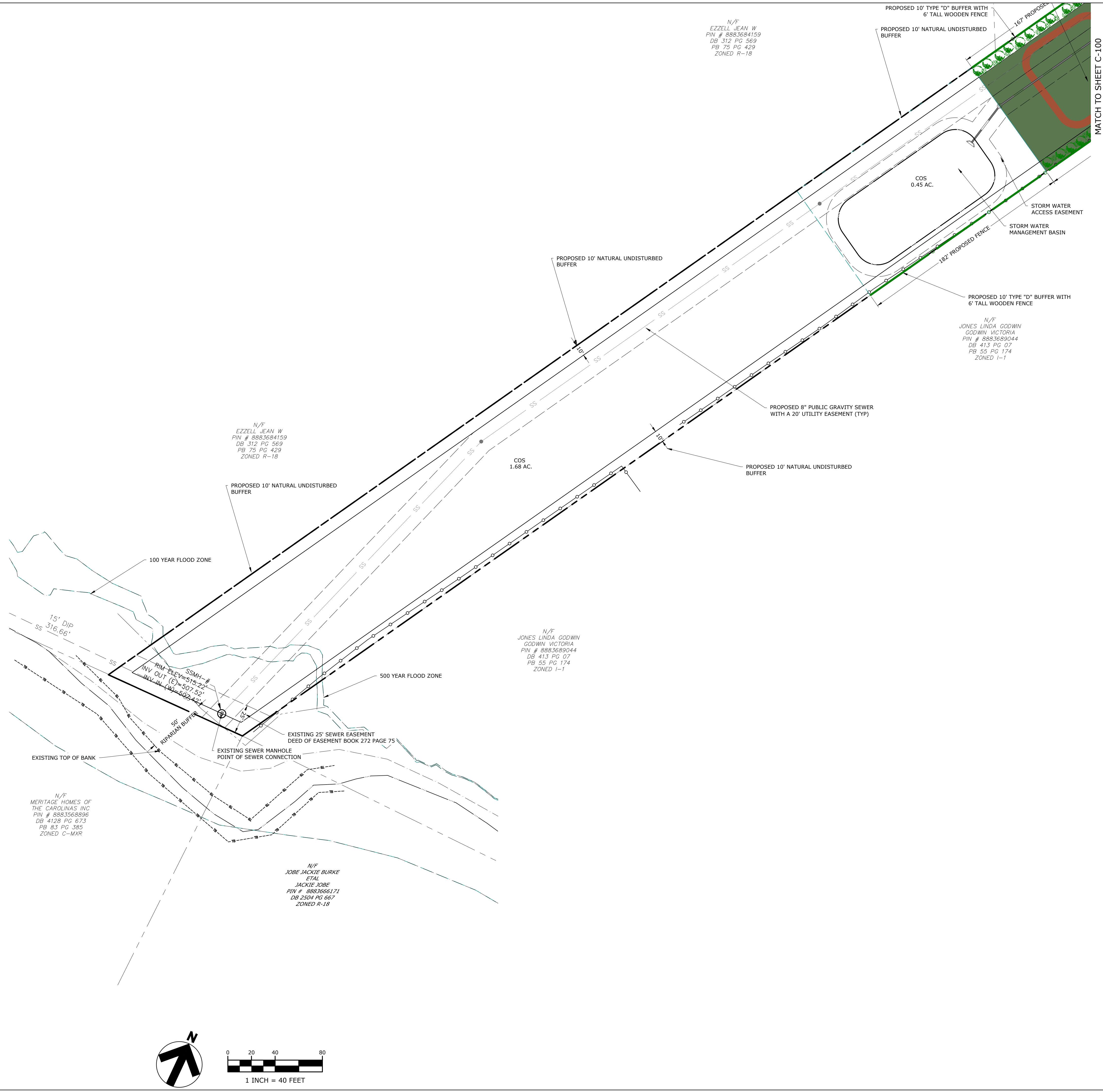
PRELIMINARY SKETCH PLAN - NORTHERN PORTION
IVEY HEIGHTS
CHAD MEREDITH
GRAHAM, ALAMANCE COUNTY, NORTH CAROLINA

Project information box including POB Engineering logo, professional seal, date (December 1, 2024), and sheet number (C-100).

Plot Stamp: 12/1/2024 11:07:51 AM - F.Cantrell
File: Z:\Shared\Projects\Chad Meredith\Ivey Heights\Civil\DWG\01\_Base\Sketch Plan\2024-09-30 Sketch 3.dwg, Tab: C-100 SITE PLAN SHEETS

NOT FOR CONSTRUCTION
PLANNING AND ZONING REVIEW PLANS

Plot Stamp: 12/1/2024 11:07:57 AM - F.Cantrell  
 File: Z:\Shared\Projects\Ivey Heights\Civil\DWG\01\_Base\Sketch Plan\2024-09-30 Sketch 3.dwg, Tab: C-101 SITE PLAN SHEETS (2)



**POB Engineering**  
 16439 Bastille Dr.  
 Charlotte, NC 28278  
 704-564-3824  
 Frank.Cantrell@pobengineering.com

NORTH CAROLINA COL P-1888

SEAL 039811  
 NORTH CAROLINA PROFESSIONAL ENGINEER  
 FRANK L. CANTRELL

December 1, 2024

PRELIMINARY SKETCH PLAN - SOUTHERN PORTION

IVEY HEIGHTS  
 CHAD MEREDITH  
 GRAHAM, ALAMANCE COUNTY, NORTH CAROLINA

NOT FOR CONSTRUCTION  
 PLANNING AND ZONING REVIEW PLANS

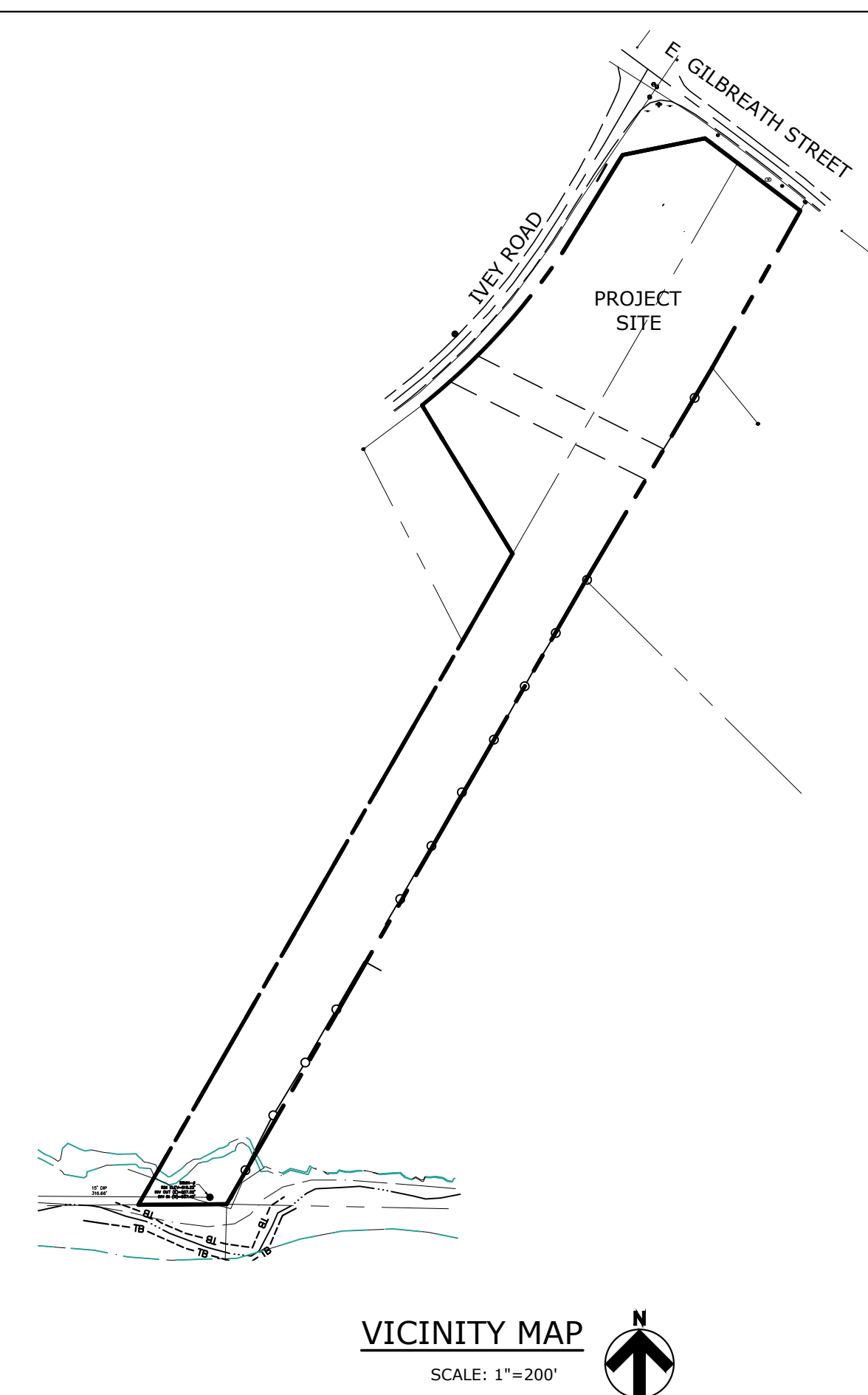
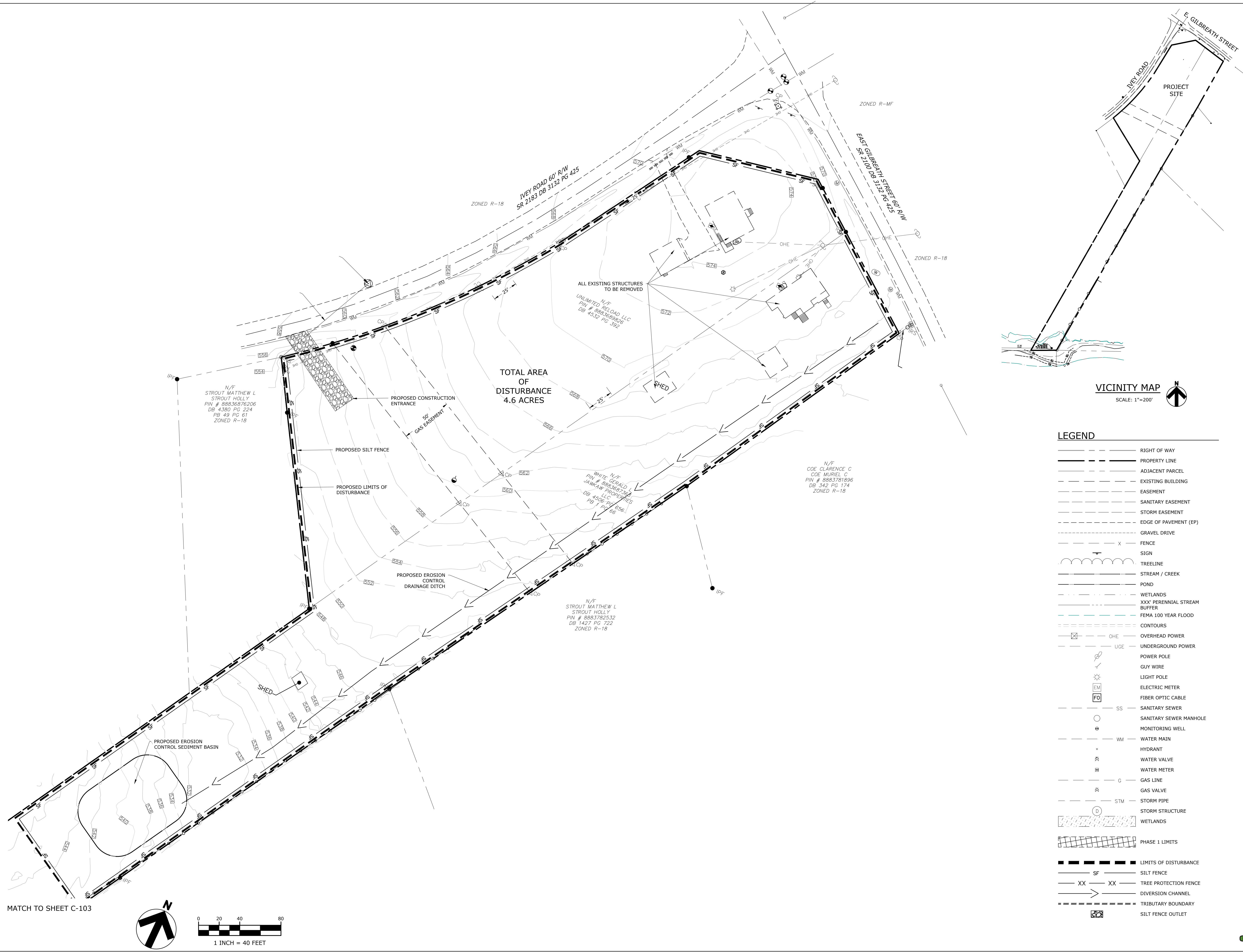
NO.	DATE	DESCRIPTION	BY
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1	10/02/2024	City of Graham 1st REVIEW COMMENTS	

DRAWN | FC  
 DESIGNED | FC  
 CHECKED | DC  
 PROJECT # | 1111111

SHEET NUMBER  
**C-101**

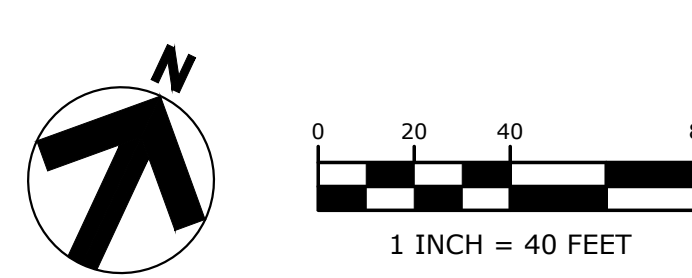


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 File: Z:\Shared\Projects\Chad Meredith\Ivey Heights\Civil\DWG\01\_Base\Sketch Plan\2024-09-30 Sketch 3 Existing.dwg, Tab: C-102 SITE PLAN SHEETS



**LEGEND**

---	RIGHT OF WAY
- - - -	PROPERTY LINE
- - - -	ADJACENT PARCEL
- - - -	EXISTING BUILDING
- - - -	EASEMENT
- - - -	SANITARY EASEMENT
- - - -	STORM EASEMENT
- - - -	EDGE OF PAVEMENT (EP)
- - - -	GRAVEL DRIVE
- - - -	FENCE
- - - -	SIGN
- - - -	TREELINE
- - - -	STREAM / CREEK
- - - -	POND
- - - -	WETLANDS
- - - -	XXX' PERENNIAL STREAM BUFFER
- - - -	FEMA 100 YEAR FLOOD
- - - -	CONTOURS
- - - -	OHE OVERHEAD POWER
- - - -	UGE UNDERGROUND POWER
- - - -	POWER POLE
- - - -	GUY WIRE
- - - -	LIGHT POLE
- - - -	ELECTRIC METER
- - - -	FIBER OPTIC CABLE
- - - -	SS SANITARY SEWER
- - - -	SANITARY SEWER MANHOLE
- - - -	MONITORING WELL
- - - -	WM WATER MAIN
- - - -	HYDRANT
- - - -	WATER VALVE
- - - -	WATER METER
- - - -	GAS LINE
- - - -	GAS VALVE
- - - -	STM STORM PIPE
- - - -	STORM STRUCTURE
- - - -	WETLANDS
- - - -	PHASE I LIMITS
- - - -	LIMITS OF DISTURBANCE
- - - -	SILT FENCE
- - - -	TREE PROTECTION FENCE
- - - -	DIVERSION CHANNEL
- - - -	TRIBUTARY BOUNDARY
- - - -	SILT FENCE OUTLET



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 704-564-3824  
 Frank.Cantrell@pobengineering.com

NORTH CAROLINA COL P-1888

**SEAL 039811**

FRANK L. CANTRELL  
 ENGINEER

December 1, 2024

**PRELIMINARY SKETCH PLAN - EXISTING CONDITIONS**  
**NORTHERN PORTION**  
**IVEY HEIGHTS**  
**CHAD MEREDITH**  
 GRAHAM, ALAMANCE COUNTY, NORTH CAROLINA

NOT FOR CONSTRUCTION  
 PLANNING AND ZONING REVIEW PLANS

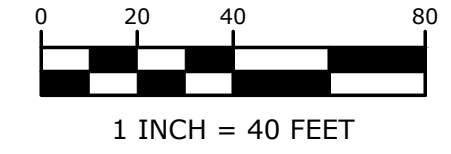
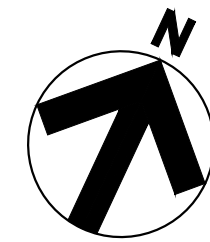
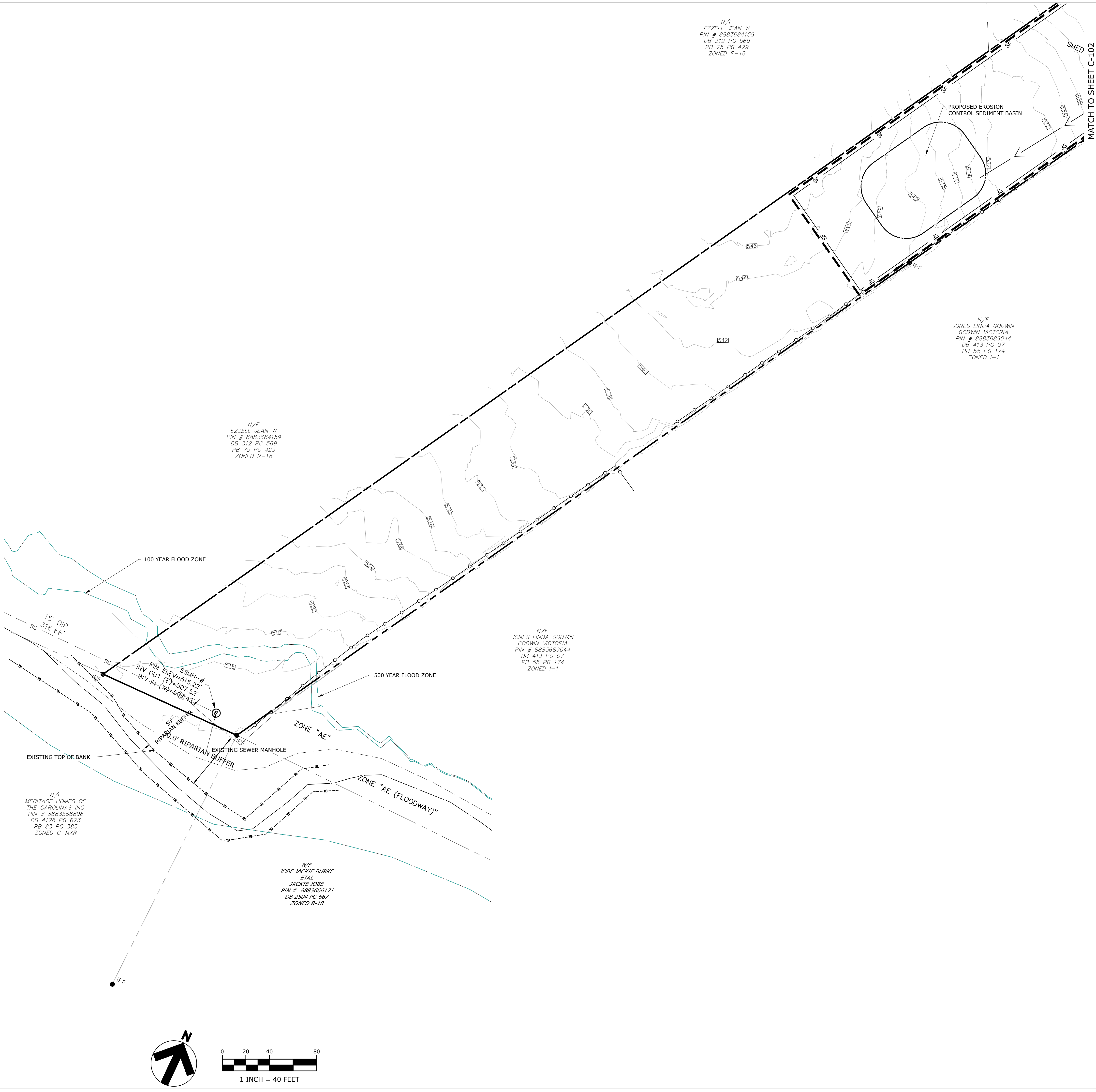
NO.	DATE	DESCRIPTION	BY
2	10/21/2024	City of Graham 2nd REVIEW COMMENTS	
1	10/02/2024	City of Graham 1st REVIEW COMMENTS	

DRAWN	FC
DESIGNED	FC
CHECKED	DC
PROJECT #	1111111

SHEET NUMBER  
**C-102**



Plot Stamp: 12/1/2024 11:08:07 AM - F.Cantrell  
 File: Z:\Shared\Projects\Chad Meredith\Ivey Heights\Civil\DWG\01\_Base\Sketch Plan\2024-09-30 Sketch 3 Existing.dwg, Tab: C-103 SITE PLAN SHEETS (2)



NOT FOR CONSTRUCTION  
 PLANNING AND ZONING REVIEW PLANS

NO.	DATE	DESCRIPTION	BY
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1	10/02/2024	City of Graham 1st REVIEW COMMENTS	

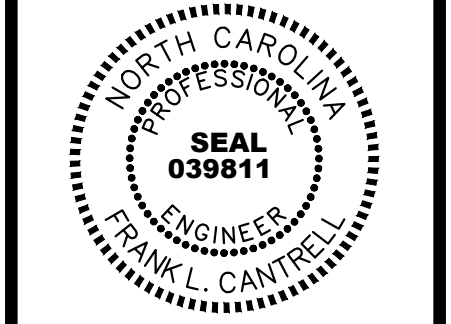
DRAWN | FC  
 DESIGNED | FC  
 CHECKED | DC  
 PROJECT # | 11111111

SHEET NUMBER

C-103

PRELIMINARY SKETCH PLAN - EXISTING CONDITIONS  
 SOUTHERN PORTION  
 IVEY HEIGHTS  
 CHAD MEREDITH  
 GRAHAM, ALAMANCE COUNTY, NORTH CAROLINA

December 1, 2024



NORTH CAROLINA COL  
 P-1888

**POB Engineering**  
 16439 Bastille Dr.  
 Charlotte, NC 28278  
 704-564-3824  
 Frank.Cantrell@pobengineering.com

# Graham Zoning



City of Graham

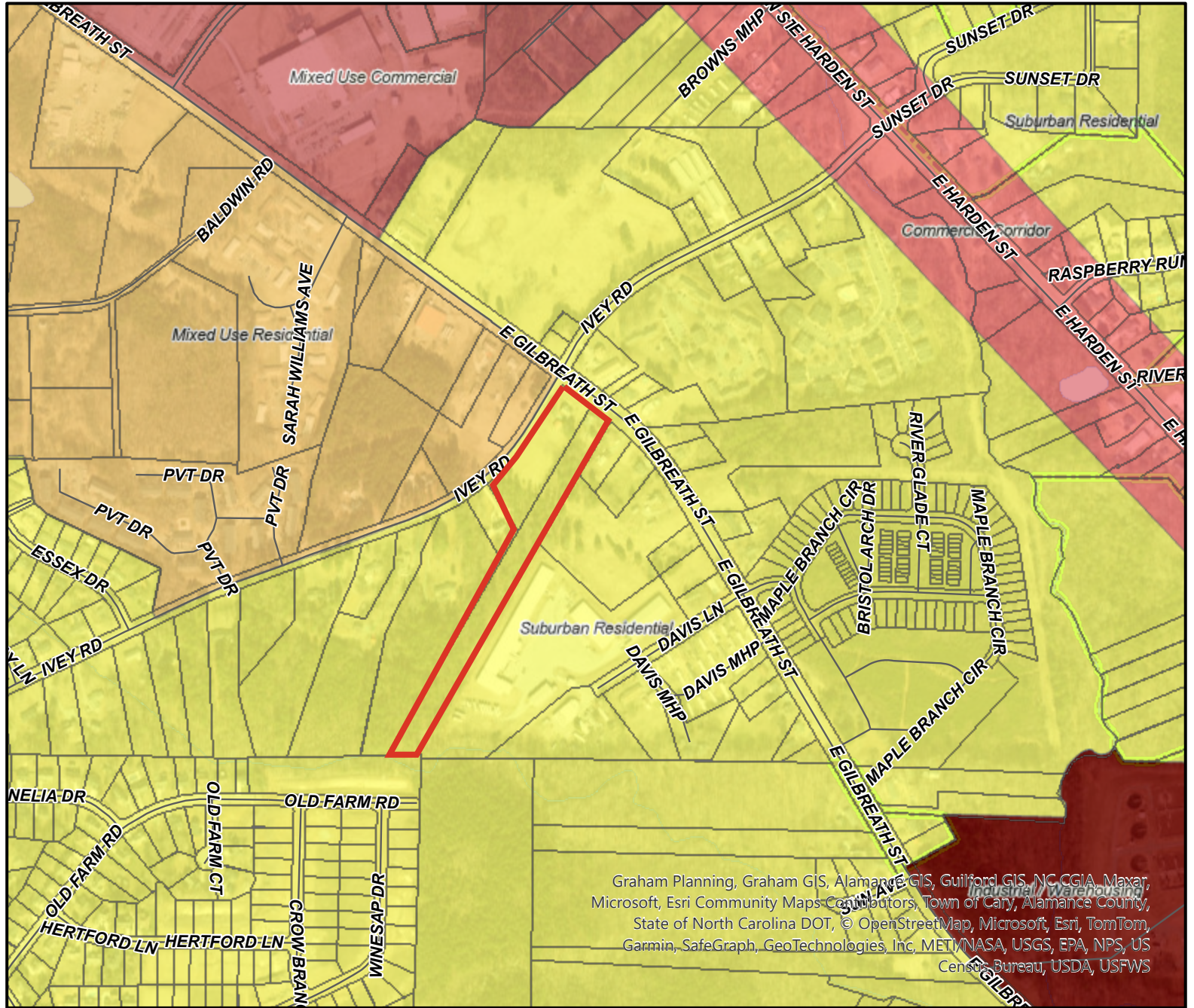
## Legend

- World Imagery
- Low Resolution 15m Imagery
- High Resolution 60cm Imagery
- High Resolution 30cm Imagery
- Citations
- 2.4m Resolution Metadata
- Streets
- Tax Parcels (unofficial)
- Future Land Use**
- Downtown District
- Mixed Use Commercial
- Education District
- Employment District
- Industrial / Warehousing
- Mixed Use Residential
- Downtown Residential
- Suburban Residential
- Commercial Corridor
- Rural Residential
- Future LandUse Annotation
- Graham ETJ
- Graham City Limit
- Alamance Lakes, Ponds, etc.
- Surface Streams
- Railroads
- ALAM\_INTEREST\_POINT
- Airport



1:9,028

Print Date: 12/10/2024



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# STAFF REPORT

Prepared by Cameron West, Planner

## Chase Street (RZ2403)

**Type of Request:** Rezoning

### Meeting Dates

Planning Board: December 17<sup>th</sup>, 2024

City Council on February 11, 2025

## Contact Information

Green Group LLC

815 Water Street #804 Tampa, FL 33602

704-285-1904

lenny@zeres.capital

## Summary

This is a request to rezone a .18-acre lot on Chase Street from R-18 (Low Density Residential) to R-7 (High Density Residential). The applicants request for rezoning stems from the current setback requirements of the R-18 zoning district and the difficulties they believe it would pose to build a home on the lot. The lot as it stands is grandfathered in as a nonconforming lot due to the width and lot area. The rezoning would bring one of these criteria into conformity as the lot would meet the minimum 7,000 square foot lot area required in the R-7 zoning district. The width of the lot would not change and still fall short of the minimum 60 feet required in the R-7 zoning district. The lot would still be able to be developed under the nonconforming lot ordinance as it is a lot of record. The future land use map shows this property falls in our downtown residential classification. The requested zoning is consistent with the land use area as the area includes predominantly dense single family homes and potential duplexes uses. Planning Board has recommended approval of the rezoning at a vote of 4-2.



### Location

Chase Street

### GPIN:

8874799022

### Current Zoning

R-18 (Low Density Residential)

### Proposed Zoning

R-7 (High Density Residential)

### Overlay District

N/A

### Surrounding Zoning

R-7, R-MF, R-18

### Surrounding Land Uses

Vacant, Single Family

### Size

.18 acres

### Public Water & Sewer

From Burlington

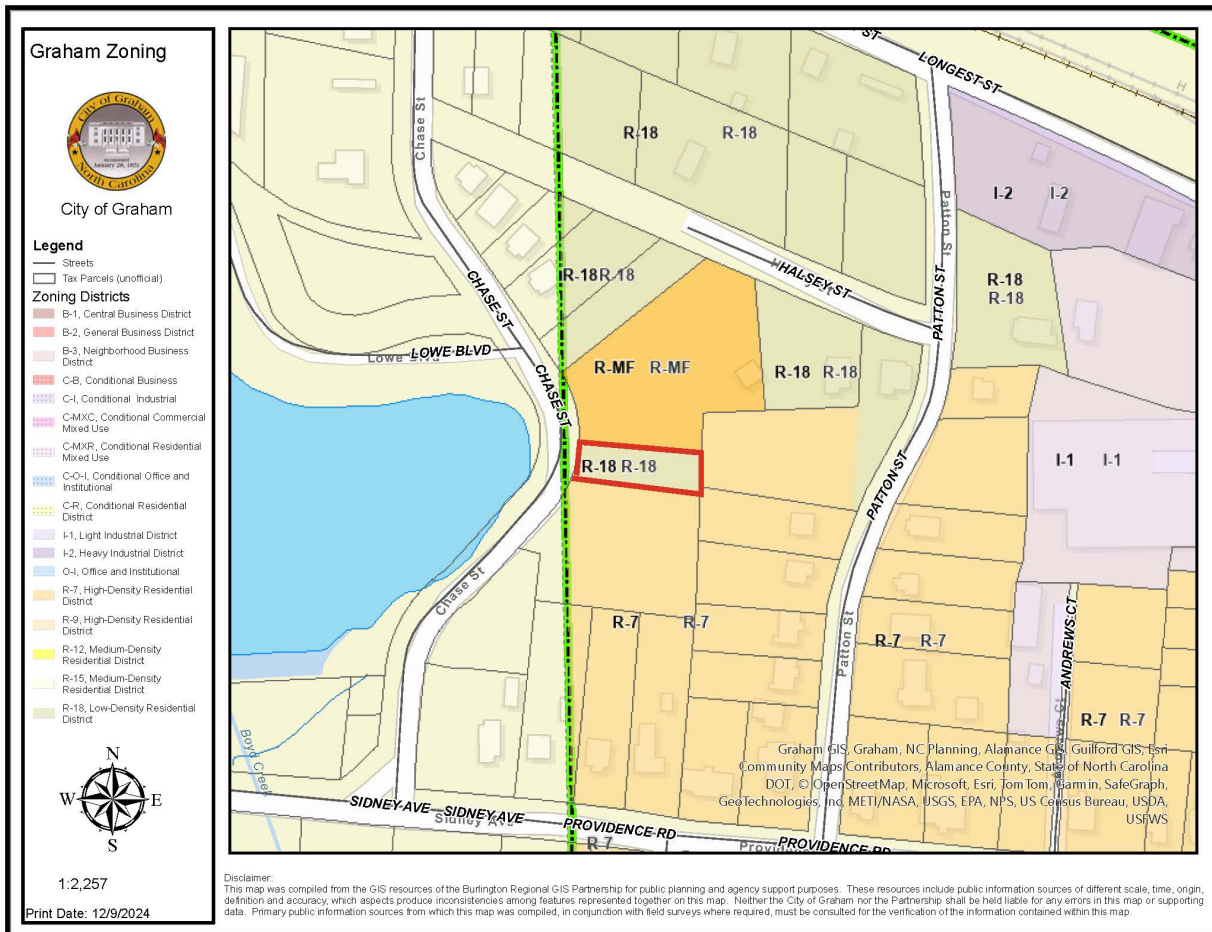
### Floodplain

No

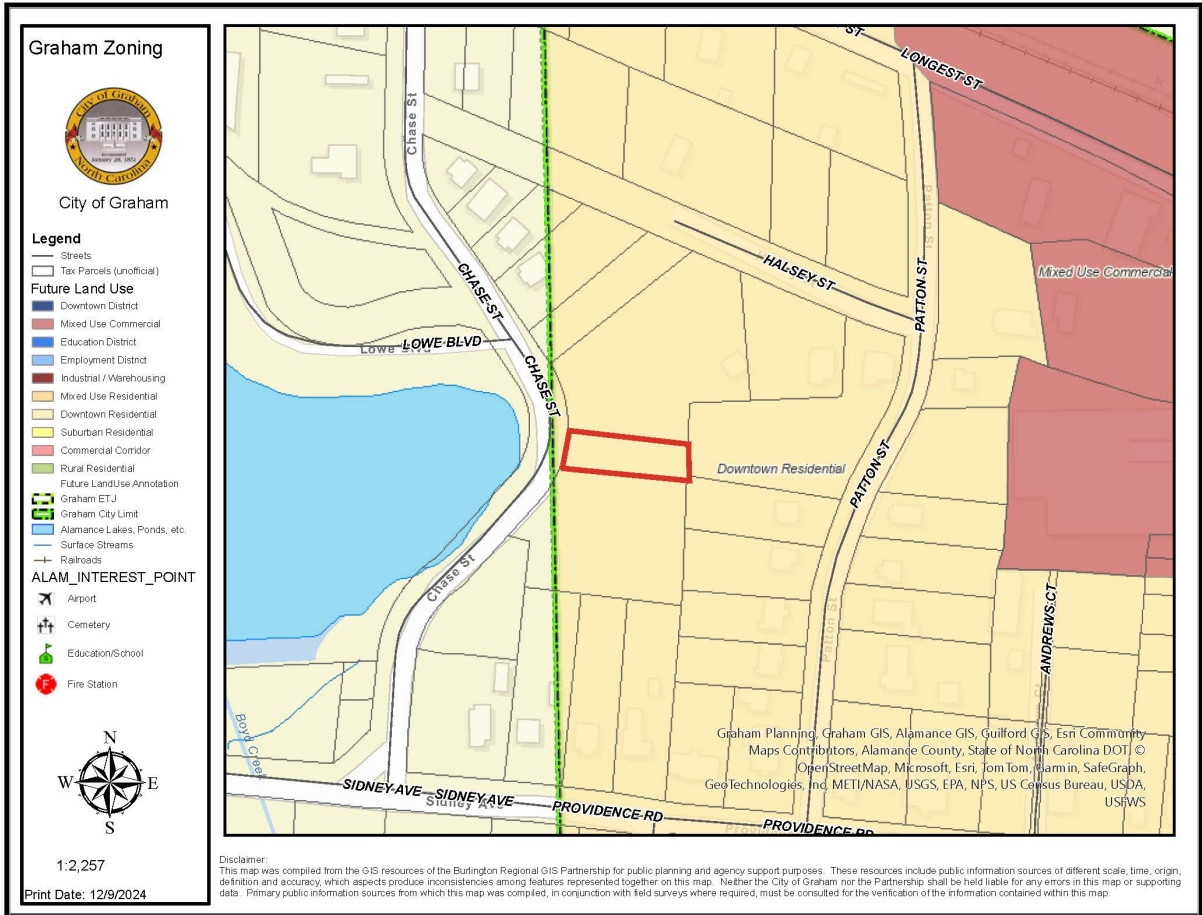
### Staff Recommendation

Approval

# Zoning Map



# Future Land Use Map



## Conformity to the *Graham 2035 Comprehensive Plan (GCP)* and Other Adopted Plans

### Applicable Policies:

- The Future Land Use Map provides direction for land use changes in Graham over time. **Future land use designations provide information on where and how to grow in an efficient, sustainable, and orderly manner.** Physical form is a critical component of future growth and this section addresses development patterns in Graham. The Future Land Use Map follows several growth principles, and will guide the City's land use decisions.
- 3.3.2: **Focused development.** In order to maintain Graham's affordability and promote growth, the City will facilitate smart growth development by promoting infill development and focused, walkable, and mixed use, built environments.
- 4.3.1 **Land Use Patterns.** Promote development of efficient land use patterns to allow continued quality and efficiency of water systems. Discourage the extension of water service into areas that are not most suitable for development

---

### Staff Recommendation

Based on the *Graham 2035 Comprehensive Plan* and the *City of Graham Development Ordinance*, staff recommends **Approval** of the rezoning. The following supports this recommendation:

- The proposed use of a zoning is consistent with the current land zoning and land use plan for the overall goal of building a structure on the lot with more consistent setbacks.
- Rezoning the property would be in consistence with the Downtown Residential type and furthers policy 3.3.2, and strategy 4.3.1, as put forth by the *Graham 2035 Comprehensive Plan*.

### Planning Board Recommendation:

Planning Board recommended approval of the project at a vote of 4-2.

# Graham Zoning



City of Graham

## Legend

- Streets
- Tax Parcels (unofficial)
- Zoning Districts**
- B-1, Central Business District
- B-2, General Business District
- B-3, Neighborhood Business District
- C-B, Conditional Business
- C-I, Conditional Industrial
- C-MXC, Conditional Commercial Mixed Use
- C-MXR, Conditional Residential Mixed Use
- C-O-I, Conditional Office and Institutional
- C-R, Conditional Residential District
- I-1, Light Industrial District
- I-2, Heavy Industrial District
- O-I, Office and Institutional
- R-7, High-Density Residential District
- R-9, High-Density Residential District
- R-12, Medium-Density Residential District
- R-15, Medium-Density Residential District
- R-18, Low-Density Residential District



1:2,257

Print Date: 12/9/2024



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# Graham Zoning



City of Graham

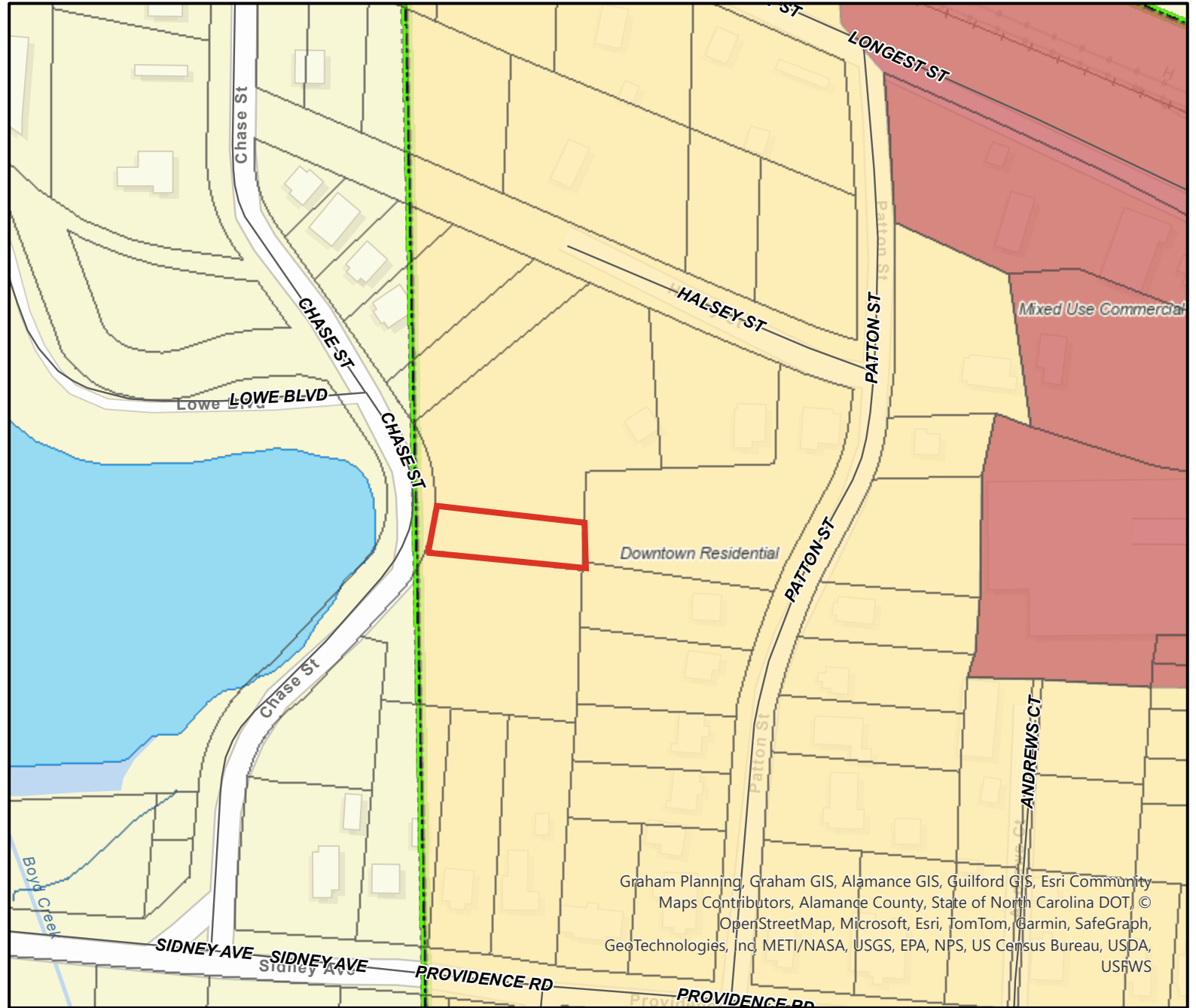
## Legend

- Streets
- Tax Parcels (unofficial)
- Future Land Use**
- Downtown District
- Mixed Use Commercial
- Education District
- Employment District
- Industrial / Warehousing
- Mixed Use Residential
- Downtown Residential
- Suburban Residential
- Commercial Corridor
- Rural Residential
- Future LandUse Annotation
- Graham ETJ
- Graham City Limit
- Alamance Lakes, Ponds, etc.
- Surface Streams
- Railroads
- ALAM\_INTEREST\_POINT**
- ✈ Airport
- ⚰ Cemetery
- 🎓 Education/School
- 🚒 Fire Station



1:2,257

Print Date: 12/9/2024



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# STAFF REPORT

SUBJECT:	ROAD CLOSURES FOR GRPD PROGRAMS IN DOWNTOWN GRAHAM PROGRAM DATE FOR: SLICE OF SUMMER
PREPARED BY:	BRIAN FAUCETTE, DIRECTOR OF RECREATION AND PARKS

## REQUESTED ACTION:

The Recreation and Parks Department presents the following street closure options for Slice of Summer in 2025:

### Slice of Summer:

Option A: Saturday, June 28; Event Time: 4:00 pm – 8:00 pm

Block designated parking spaces (those where hoses need to be run for the attractions from hydrants, roughly 30 spaces) beginning at 8:00 am and completely close the 100 Blocks of North and South Main Streets & East and West Elm Streets from 2:30 pm-9:00 pm. No rain date.

Option B: Saturday, June 28; Event Time: 3:00 pm – 7:00 pm

Block designated parking spaces (those where hoses need to be run for the attractions from hydrants, roughly 20 spaces) beginning at 8:00 am and completely close the 100 and 200 Blocks of West Elm Street, and 100 Blocks of North and South Maple Street from 1:30 pm – 8:00 pm. No rain date.

## BACKGROUND/SUMMARY:

During the week of Feb. 3<sup>rd</sup>, GRPD staff distributed letters to downtown businesses outlining the proposed options.

City Council has approved similar requested closures in past years.

GRPD staff and Graham Police Officers will continue to execute the closures and provide appropriate monitoring and security.

## FISCAL IMPACT:

No fiscal impact to the City of Graham aside from the regularly budgeted program expenses.

## STAFF RECOMMENDATION:

## SUGGESTED MOTION(S):

SUBJECT:	ALAMANCE ARTS PROPOSAL FOR COLLABORATIVE ARTS PARTNERSHIP
PREPARED BY:	AARON HOLLAND, ASSISTANT CITY MANAGER

**REQUESTED ACTION:**

Presentation by Alamance County Arts will be provided, no action needed.

**BACKGROUND/SUMMARY:**

Tammy Cobb, Executive Director for the Alamance County Arts Council, has requested to provide an update and proposal to City Council for a collaborative arts partnership. Although no action is required at this time, this item is being presented for budget consideration for FY 2025-2026.



**FISCAL IMPACT:**

N/A

**STAFF RECOMMENDATION:**

N/A

**SUGGESTED MOTION(S):**

No action is required at this time.



## Proposal to the City of Graham

Alamance County Arts Council  
213 South Main Street, Graham, NC 27253

January 31, 2025

### **Subject: Proposal for Collaborative Arts Partnership for Graham's Economic Development**

Dear Ms. Garner and the Honorable Members of the Graham City Council,

On behalf of the Alamance County Arts Council, I am pleased to submit this proposal for a collaborative partnership between our organization and the City of Graham and The Alamance County Arts Council. Both have long been committed to promoting arts and culture throughout our community, and we believe that Graham is an ideal partner to expand our programs and contribute to the cultural vibrancy of the city through economic development. The purpose of this proposal is to ensure the Arts remain a vital aspect of Graham residents living, working and playing.

Please take a look at [www.alamancearts.org](http://www.alamancearts.org) at our website and more broadly <https://ww2.americansforthearts.org/explorer> at the Arts Impact Explorer for information regarding how the arts touch every part of our lives. In particular, Council Members may like to look at the Economic development and Health and well-being tabs by clicking on those. Also, fact sheets from ArtsNC <https://artsnc.org/docs/2024-NC-Arts-Factsheet-with-AEP6.pdf> for greater context.

Through the 10-week national exhibit of Life and Art of Charles M Schulz, we were able to bring visitors and tourists from 16 state and over 70 NC zip codes, increasing our annual foot traffic by 40%. In addition, we participate in many of the Recreation and Parks department events such as Slice of Summer, each year.

We would like to continue to provide such robust and meaningful experiences to residents and visitors with the financial support of the City of Graham.

### **Background of the Alamance County Arts Council**

The Alamance County Arts Council (ACAC) has been a cornerstone of cultural enrichment in Alamance County for over four decades. Our mission is to cultivate and promote the arts in Alamance County by providing diverse artistic experiences, supporting local artists, and fostering a community that embraces creativity. We offer a range of programs, including arts education, exhibits, performances, and special events designed to engage people of all ages and backgrounds. Please see us at [www.alamancearts.org](http://www.alamancearts.org)

We recognize the benefit of leasing the Captain White House at 213 South Main Street in Graham from the City. We are thankful for the landscaping and maintenance services of the City since 2022. Under our agreement, Alamance Arts covers expenses related to heating, plumbing, water, pest control, utilities/trash, facility maintenance including cleaning services, upgrade and maintenance of safety features such as cameras and wi-fi that incurs an actual \$28,000-\$30,000 per year of our annual budget.

### **Proposal Overview**

1. Request to make Alamance Arts the designated Arts organization for the City of Graham.

We propose a collaborative partnership between the City of Graham and the Alamance County Arts Council to develop and implement arts programs that will enhance community engagement, drive tourism, and contribute to Graham's local economy. We will rely on partnerships with the Downtown Graham Businesses, ensure the longstanding partnership with Recreation and Parks Department, Preservation Alamance (previously Preservation Burlington) and others to collaborate on future initiatives, creating a stronger connection between the Arts, Culture and History in Graham.

2. Request for sustained financial/operational support from funds available through the City of Graham.

These funds may be considered on a per resident basis, through Occupancy tax dollars or other funding to ensure the sustainability of the arts in Graham. Through the partnership with Alamance Arts, Art walks, Arts and Heritage exhibits, national exhibits, gallery spaces, education, lectures, classes, murals, music, sculptures and other art forms will be planned and implemented.

3. Consider the potential for a three-day Cross-County Alamance Arts and Culture Fest, making Alamance County a place for tourism.

By working with each participating municipality, Alamance Arts will draw upon the uniqueness of each area and “package” tourism events and market those both in and out of state. These packaged experiences will highlight all you choose to offer. The momentum of having art experiences throughout the County, will generate a returning interest and desire for more of what Graham has to offer.

### **Conclusion**

This partnership will contribute to the development of a robust cultural environment and spur economic development. As we attract new residents, visitors, entrepreneurs and businesses to Mebane, we will connect the Arts to the existing historic presence to create lasting and returning tourist attractions. This proposal to more formally and directly work with the City of Graham and other local groups will make Mebane an Art Tourism Destination.

The Alamance County Arts Council is committed to working with the City of Graham to foster an arts-driven transformation that will enhance the city’s cultural identity and attract visitors. Together, we can make Graham a celebrated Arts Tourism destination for arts, culture, history and community engagement.

We would like to take the next appropriate step to discuss this proposal in further detail. Thank you for your consideration of this exciting opportunity. We look forward to collaborating with you to build together a vibrant and thriving arts scene in Graham.

Sincerely,

Tammy Cobb  
Executive Director  
Alamance County Arts Council  
213 South Main Street  
Graham, NC 27253  
Phone: (336)260-9721



## STAFF REPORT

SUBJECT:	APPOINTMENTS – CANINE REVIEW BOARD
PREPARED BY:	MEGAN GARNER, CITY MANAGER

### REQUESTED ACTION:

Appointments to the Canine Review Board.

### BACKGROUND/SUMMARY:

The Canine Review Board reviews appeals of staff decisions in cases where a canine has been determined to be dangerous and a decision has been made to humanely euthanize an animal. We would like to get this board reorganized and trained in preparation of hearing such cases. As stated in the Code of Ordinances the Review board shall consist of three members. Two members appointed by City Council and one member appointed from the Alamance County Humane Society or the Society for the Prevention of Cruelty to Animals.

A background check has been performed on each candidate.

### FISCAL IMPACT:

N/A

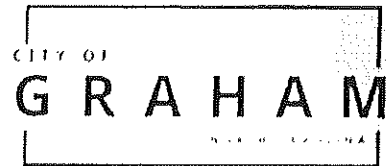
### STAFF RECOMMENDATION:

Approve appointments and recommendation.

### SUGGESTED MOTION(S):

I move we appoint Stephanie Brinn and Daphne Younger to the Canine Review Board and recommend Pamela Makhoul to the Alamance County Human Society to be considered for appointment on Graham's Canine Review Board.

# VOLUNTEER BOARD & COMMISSION APPLICATION



The following application is used by the Graham City Council to identify individuals interested in serving on a City board or commission. To ensure that your application will receive full consideration, please answer all questions completely. For more information and details about each board, please visit [cityofgraham.com/boards-commissions](http://cityofgraham.com/boards-commissions)

Name: Stephanie Brinn Email Address: StephanieBrinn@gmail.com  
Home Address: 1228 Jamestowne Drive Mailing Address: 1228 Jamestowne Drive  
City, State, Zip: Elon, NC 27244 City, State, Zip: Elon, NC 27244  
Home Phone: 919-673-3141 Alternate Phone: 919-673-3141

Please list the board(s) and/or commissions on which you are currently serving:

Canine Review board

Please select up to, two (2) boards and/or commissions from the list below for which you would like to be considered and indicate your preference for each selection (1 = first choice and 2 = second choice):

- |  |   |
|--|---|
| <input type="checkbox"/> Alcohol Beverage Control Board      | <input type="checkbox"/> Historical Museum Advisory Board           |
| <input type="checkbox"/> Appearance/Tree Commission          | <input type="checkbox"/> Historic Resources Commission              |
| <input checked="" type="checkbox"/> Canine Review Board      | <input type="checkbox"/> Planning Board/Board of Adjustment         |
| <input type="checkbox"/> Graham Housing Authority            | <input type="checkbox"/> Recreation Commission                      |
| <input type="checkbox"/> Library Committee (Alamance County) | <input type="checkbox"/> Economic Development & Marketing Committee |

Note: If you wish to change your selections for desired board(s) and/or commission(s) you will need to file a new application with the City Clerk. Only the most recent application on file will be presented to City Council.

## RELEVANT EXPERIENCE

Current employer/retired: Banfield Pet Hospital  
Employer address: 202 West NC Hwy 54; Suite 505 City, State, Zip: Durham, NC 27713

Job title and description of responsibilities:

Practice Manager: Dedicated and versatile professional with over 20 years of experience in veterir

Which of the following relevant knowledge, skills, abilities, interest, and/or experiences would you bring to the board(s) or commission(s) to which you are applying (select all that apply):

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> History                 | <input type="checkbox"/> Legal                           | <input checked="" type="checkbox"/> Critical Thinking       |
| <input type="checkbox"/> Architecture            | <input type="checkbox"/> Graphic Design                  | <input checked="" type="checkbox"/> Data Analysis           |
| <input type="checkbox"/> Research                | <input type="checkbox"/> Creativity                      | <input checked="" type="checkbox"/> Active-Listening        |
| <input type="checkbox"/> Program Development     | <input type="checkbox"/> Marketing/Social Media          | <input checked="" type="checkbox"/> Effective Communication |
| <input type="checkbox"/> Historical Preservation | <input type="checkbox"/> Economic Development            | <input checked="" type="checkbox"/> Education & Outreach    |
| <input type="checkbox"/> Event Planning          | <input type="checkbox"/> Community Organizing            | <input checked="" type="checkbox"/> Conflict Resolution     |
| <input type="checkbox"/> Landscape Design        | <input type="checkbox"/> Athletics/Sports                | <input checked="" type="checkbox"/> Time Management         |
| <input type="checkbox"/> Gardener/Arborist       | <input checked="" type="checkbox"/> Problem Solving      | <input type="checkbox"/> Other: _____                       |
| <input checked="" type="checkbox"/> Adaptability | <input checked="" type="checkbox"/> Interpersonal Skills |   |

Why do you believe you would be an asset to the board(s) and/or commission(s) to which you are applying?

I would love to assist the community using my skills and knowledge of the veterinary field

Have you attended a meeting of the board(s) and/or commission(s) for which you are applying?

- Yes  No

Have you met with the chairperson or Staff Liaison of the board(s) and/or commission(s) for which you are applying?

- Yes  No

**PLEASE NOTE:** The City of Graham will conduct a background check on each candidate before consideration.

Additional relevant information:

For City Clerk Use Only  
Date Received:

Thank you for your interest in the City of Graham's boards and commissions. Submit this application by email to: Renee Ward at [rward@cityofgraham.com](mailto:rward@cityofgraham.com) or in person to: City Clerk's Office | 201 South Main Street | or mail to: City Clerk P.O. Drawer 357, Graham, NC. 27253

# VOLUNTEER BOARD & COMMISSION APPLICATION



The following application is used by the Graham City Council to identify individuals interested in serving on a City board or commission. To ensure that your application will receive full consideration, please answer all questions completely. For more information and details about each board, please visit [cityofgraham.com/boards-commissions](http://cityofgraham.com/boards-commissions)

Name: Daphne Younger Email Address: daphne@dmy-services.com  
 Home Address: 917 E Harden St Mailing Address: \_\_\_\_\_  
 City, State, Zip: Graham, NC 27253 City, State, Zip: \_\_\_\_\_  
 Home Phone: 336-380-3667 Alternate Phone: \_\_\_\_\_

Please list the board(s) and/or commissions on which you are currently serving:

Canine Review Board

Please select up to, two (2) boards and/or commissions from the list below for which you would like to be considered and indicate your preference for each selection (1 = first choice and 2 = second choice):

- |  |   |
|--|---|
| <input type="checkbox"/> Alcohol Beverage Control Board      | <input type="checkbox"/> Historical Museum Advisory Board           |
| <input type="checkbox"/> Appearance/Tree Commission          | <input type="checkbox"/> Historic Resources Commission              |
| <input checked="" type="checkbox"/> Canine Review Board      | <input type="checkbox"/> Planning Board/Board of Adjustment         |
| <input type="checkbox"/> Graham Housing Authority            | <input type="checkbox"/> Recreation Commission                      |
| <input type="checkbox"/> Library Committee (Alamance County) | <input type="checkbox"/> Economic Development & Marketing Committee |

Note: If you wish to change your selections for desired board(s) and/or commission(s) you will need to file a new application with the City Clerk. Only the most recent application on file will be presented to City Council.

## RELEVANT EXPERIENCE

Current employer/retired: DMY Services LLC DBA Puppy Love N Style

Employer address: 917 East Harden St City, State, Zip: Graham, NC 27253

Job title and description of responsibilities:

Owner, groomer, doggie daycare operations and dog store front.

Which of the following relevant knowledge, skills, abilities, interest, and/or experiences would you bring to the board(s) or commission(s) to which you are applying (select all that apply):

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> History                 | <input type="checkbox"/> Legal                      | <input checked="" type="checkbox"/> Critical Thinking             |
| <input type="checkbox"/> Architecture            | <input type="checkbox"/> Graphic Design             | <input type="checkbox"/> Data Analysis                            |
| <input type="checkbox"/> Research                | <input type="checkbox"/> Creativity                 | <input checked="" type="checkbox"/> Active-Listening              |
| <input type="checkbox"/> Program Development     | <input type="checkbox"/> Marketing/Social Media     | <input checked="" type="checkbox"/> Effective Communication       |
| <input type="checkbox"/> Historical Preservation | <input type="checkbox"/> Economic Development       | <input type="checkbox"/> Education & Outreach                     |
| <input type="checkbox"/> Event Planning          | <input type="checkbox"/> Community Organizing       | <input checked="" type="checkbox"/> Conflict Resolution           |
| <input type="checkbox"/> Landscape Design        | <input type="checkbox"/> Athletics/Sports           | <input checked="" type="checkbox"/> Time Management               |
| <input type="checkbox"/> Gardener/Arborist       | <input checked="" type="checkbox"/> Problem Solving | <input checked="" type="checkbox"/> Other: <u>Canine behavior</u> |
| <input type="checkbox"/> Adaptability            | <input type="checkbox"/> Interpersonal Skills       |   |

Why do you believe you would be an asset to the board(s) and/or commission(s) to which you are applying?

I have over 17 years experience working with dogs daily in a grooming and daycare setting.

Have you attended a meeting of the board(s) and/or commission(s) for which you are applying?

- Yes  No

Have you met with the chairperson or Staff Liaison of the board(s) and/or commission(s) for which you are applying?

- Yes  No

**PLEASE NOTE: The City of Graham will conduct a background check on each candidate before consideration.**

Additional relevant information:

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Name: PAMELA MAKHOLL Email Address: PAMELA.HSAC@GMAIL.COM  
 Home Address: 5758 WALTERS LN Mailing Address: \_\_\_\_\_  
 City, State, Zip: BURLINGTON, NC 27217 City, State, Zip: \_\_\_\_\_  
 Home Phone: 336.263-1026 Alternate Phone: 336-562-1193

Please list the board(s) and/or commissions on which you are currently serving:

ANIMAL REVIEW BOARD (ALAMANCE COUNTY)

Please select up to, two (2) boards and/or commissions from the list below for which you would like to be considered and indicate your preference for each selection (1 = first choice and 2 = second choice):

- |  |   |
|--|---|
| <input type="checkbox"/> Alcohol Beverage Control Board      | <input type="checkbox"/> Historical Museum Advisory Board           |
| <input type="checkbox"/> Appearance/Tree Commission          | <input type="checkbox"/> Historic Resources Commission              |
| <input checked="" type="checkbox"/> Canine Review Board      | <input type="checkbox"/> Planning Board/Board of Adjustment         |
| <input type="checkbox"/> Graham Housing Authority            | <input type="checkbox"/> Recreation Commission                      |
| <input type="checkbox"/> Library Committee (Alamance County) | <input type="checkbox"/> Economic Development & Marketing Committee |

Note: If you wish to change your selections for desired board(s) and/or commission(s) you will need to file a new application with the City Clerk. Only the most recent application on file will be presented to City Council.

## RELEVANT EXPERIENCE

Current employer/retired: HUMANE SOCIETY OF ALAMANCE COUNTY (HSAC)  
 Employer address: 2213 EDGEWOOD AVE. City, State, Zip: BURLINGTON, NC 27215

Job title and description of responsibilities:

EXECUTIVE DIRECTOR (2016 - PRESENT). RESPONSIBLE FOR IMPLEMENTING ALL ANIMAL CARE AND COMMUNITY PROGRAMS, MANAGING FUNDS AND SUPERVISING VOLUNTEERS.



Which of the following relevant knowledge, skills, abilities, interest, and/or experiences would you bring to the board(s) or commission(s) to which you are applying (select all that apply):

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> History                        | <input checked="" type="checkbox"/> Legal                | <input checked="" type="checkbox"/> Critical Thinking       |
| <input type="checkbox"/> Architecture                   | <input type="checkbox"/> Graphic Design                  | <input type="checkbox"/> Data Analysis                      |
| <input type="checkbox"/> Research                       | <input checked="" type="checkbox"/> Creativity           | <input checked="" type="checkbox"/> Active-Listening        |
| <input checked="" type="checkbox"/> Program Development | <input type="checkbox"/> Marketing/Social Media          | <input checked="" type="checkbox"/> Effective Communication |
| <input type="checkbox"/> Historical Preservation        | <input type="checkbox"/> Economic Development            | <input checked="" type="checkbox"/> Education & Outreach    |
| <input type="checkbox"/> Event Planning                 | <input checked="" type="checkbox"/> Community Organizing | <input checked="" type="checkbox"/> Conflict Resolution     |
| <input type="checkbox"/> Landscape Design               | <input type="checkbox"/> Athletics/Sports                | <input type="checkbox"/> Time Management                    |
| <input type="checkbox"/> Gardener/Arborist              | <input checked="" type="checkbox"/> Problem Solving      | <input type="checkbox"/> Other: _____                       |
| <input checked="" type="checkbox"/> Adaptability        | <input checked="" type="checkbox"/> Interpersonal Skills |   |

Why do you believe you would be an asset to the board(s) and/or commission(s) to which you are applying?

MY PASSION FOR ANIMAL WELFARE, MY KNOWLEDGE OF LOCAL ANIMAL WELFARE LAWS/ STATUTES AND MY ABILITY TO LISTEN AND COMMUNICATE RESPECTFULLY WITH OTHERS WOULD ALL SERVE AS AN ASSET TO THE CANINE REVIEW BOARD.

Have you attended a meeting of the board(s) and/or commission(s) for which you are applying?

- Yes  No

Have you met with the chairperson or Staff Liaison of the board(s) and/or commission(s) for which you are applying?

- Yes  No

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