

MINUTES
CHATHAM COUNTY BOARD OF COMMISSIONERS
WORK SESSION, MARCH 12, 2001

The Board of Commissioners ("the Board") of the County of Chatham, North Carolina, met in the Henry H. Dunlap, Jr. Building Classroom, located in Pittsboro, North Carolina, at 4:00 PM on March 12, 2001.

Present: Chairman Gary Phillips; Vice Chair, Margaret Pollard; Commissioners Bob Atwater, Rick Givens, and Carl Outz, County Manager, Charlie Horne; County Attorney, Robert Gunn; Assistant County Manager, Paul Spruill; Finance Officer, Vicki McConnell; and Clerk to the Board, Sandra B. Lee

The meeting was called to order by the Chairman at 4:04 PM.

Work Session Agenda:

- I. CDBG Administrative Contract**
- II. Impact Fees – Penalty Fees**
- III. Land Use Review**
- IV. Land Use: Protecting Water and Land Resources**
- V. Solid Waste Update**
- VI. Operational Management Plan: Bell's Landing**
- VII. Environmental Health**
- VIII. Cary Water Agreement**

CDBG - SCATTERED SITE HOUSING

Keith Megginson, Chatham County Planning Director, stated that the County had advertised for consultants to administer the \$400,000 CDBG for the Scattered Site Housing Project; that three proposals had been received to do the work; that a committee including staff members Paul Spruill, Vicki McConnell, and Renee Dickson rated the proposals according to the categories set out in the "Request for Proposals"; that he has reviewed the committee's rankings and concurs with them; that two of the three firms, Benchmark and Hobbs Upchurch & Associates, were rated at the top and close in ranking; that staff members rated Benchmark as the top firm for the following reasons: 1) a more precise proposal; 2) the ability to do the work in a timely manner; and 3) a cheaper price; that it is recommended that the administration of the 2001 CDBG Scattered Site Housing Project be awarded to Benchmark according to their proposal; that a contract has been prepared by the consultants and has been reviewed by the Finance Officer and the County Attorney; that both are satisfied with the draft contract; that it is recommended that the Board of Commissioners authorize the signing of the contracts by the Chairman and applicable County Staff; that the grant project does not require any direct County funding but federal money is passed through the State to local governments.

Commissioner Pollard moved, seconded by Commissioner Givens, to award the Community Development Block Grant (CDBG) contract to Benchmark, Inc., not to exceed the \$50,000 for administration of the 2001 Community Development Block Grant–Scattered Site Housing Project, and to allow the County Manager and the Chairman of the Board to execute all contracts associated therewith. The motion carried five (5) to zero (0).

SOLID WASTE UPDATE

Bob Holden, Chatham County Solid Waste Manager and Muriel Williman, Chatham County Waste Reduction Coordinator, presented a Power Point presentation created by Judy Kincaid, Solid Waste/Materials Resources Program Manager with Triangle J Council of Governments, regarding projects initiated by the Triangle Region Solid Waste Planners Committee as a follow up to the region-wide solid waste "Future Search" event conducted in February, 2000.

Chairman Phillips extended his appreciation to John McSween and Larry Hicks, who were in attendance, for their efforts on behalf of solid waste.

CARY WATER AGREEMENT

A discussion was held on the raw water intake use agreement.

Commissioner Pollard moved, seconded by Commissioner Givens, to approve the "Raw Water Intake Use Agreement" with the Town of Cary, attached hereto and by reference made a part hereof. The motion carried five (5) to zero (0).

CLOSED SESSION

Commissioner Pollard moved, seconded by Commissioner Givens, to go out of Regular Session and convene in Closed Session for the purpose of discussing possible litigation. The motion carried five (5) to zero (0).

REGULAR SESSION

Commissioner Atwater moved, seconded by Commissioner Pollard, to go out of Closed Session and reconvene in Regular Session. The motion carried five (5) to zero (0).

FEE ADJUSTMENTS FOR ZONING AND SUBDIVISION REQUESTS AND INSPECTION PERMITS

Keith Megginson, Chatham County Planning Director, stated that zoning requests fees are now based on the number of dwelling units proposed or the number of acres involved with no maximum fee; that the rate is \$5 per dwelling unit or \$25 per acre; that there are two changes recommended to the fee schedule; that for Planned Unit Development (PUD), it is recommended that the fee be \$5 per dwelling unit and \$25 per acre for the land that is used for business, industrial, and/or offices within the Planned unit Development; that this change will allow the County to cover expenses for review of developments that have a mixture of both uses; that the second proposed change to the zoning fee is to establish a maximum fee; that the Planning Department has reviewed costs associated with the review of a zoning request; that the costs included Commissioners' meeting time, Planning Board members' meeting time, three Planning Department staff members' time, newspaper advertising, postage, and gas; that it does not include other County staff time that may be involved in the zoning review process; that for the costs considered, the amount is less than \$2,500; that it is recommended that the maximum zoning review fee be established at three times this amount or \$7,500; that the effect is that for requests greater than 1,500 dwelling units or 300 acres, the zoning request fee is the same.

Planned Unit Developments:

Commissioner Pollard moved, seconded by Commissioner Givens, to clarify that fees for Planned Unit Developments will be charged at a rate of \$5 per dwelling unit and \$25 per acre for land that is used for business industrial and office use and that land donated to the County and/or used for recreation will not be charged the \$25 per acre fee and that Planned Unit Developments will pay the zoning fee and the subdivision fee with credit given for the zoning per lot fee to be applied to the subdivision fee. The motion carried five (5) to zero (0).

It was further discussed with regard to having a maximum zoning fee of \$7,500, but it was decided not to establish a cap.

Subdivision and Mobile Home Park Lots:

The Planning Director stated that the Planning Department fee for minor subdivisions (five lots or less) and mobile home park lots are \$5 per lot; that the fee for major subdivision is \$50 plus \$5 per lot if roads are involved and \$10 plus \$5 per lot without roads. It was recommended that the per lot fee be increased to \$10.

Commissioner Pollard moved, seconded by Commissioner Outz, to increase the fees for subdivision and mobile home lots from \$5 per lot to \$50 per lot, effective April 1, 2001. The motion carried five (5) to zero (0).

Building Inspection Fees for Swimming Pools and Signs:

The Planning Director explained that there are several changes proposed for building inspection fees; that swimming pools and signs are now charged a flat fee of \$60; that the inspections normally take two trips which include one trip for footings and one trip for electrical; that it is recommended that the fees be established at \$100 or \$50 per trip.

Commissioner Atwater moved, seconded by Commissioner Pollard, to increase building inspection fees for swimming pools and signs from a flat fee of \$60 to a fee of \$100 or \$50 per trip, whichever is greater. The motion carried five (5) to zero (0).

Doubling of Fee Without Building Permit:

A discussion was held with regard to doubling the fee for beginning construction without a permit. The matter was deferred for discussion at a later date.

OPERATIONAL MANAGEMENT PLAN – BELL’S LANDING

Charlie Horne, Chatham County Manager, updated the Board on the newly completed final draft of an Operational Management Plan (OMP) for the development of a park at Bell’s Landing. He explained that the purpose of the discussion was to request the Board’s direction as steps to take are considered before submitting the document to the Army Corps of Engineers for their review; that approval of the OMP by the Corps of Engineers will result in the preparation of lease documents for the County to sign which will grant the County use of the property for the purpose of park operation and development; that members of the community around Bells Landing have requested, on more than one occasion, to have an opportunity to offer input before the County commits itself to any level of par development.

The Board decided to delay action on this matter until a later date.

CONCERNS

Townsend, Inc. Water Problems:

Commissioner Outz expressed concern with regard to the water problems that Townsend, Inc. is experiencing. He stated that he would like to look for a grant to help them with their clean water situation and when talking with appropriate officials, stress the importance of poultry to Chatham County economics.

Chatham Education Foundation:

Commissioner Phillips stated that the Chatham Education Foundation is proposing a meeting with the Board to talk about the realm of school funding. The meeting is to take place on Tuesday, March 27, 2001, from 6:30 PM till 9:00 PM.

RECESS

Commissioner Pollard moved to recess the meeting. Commissioner Atwater seconded the motion, and the meeting was recessed at 6:52 PM.

Gary Phillips, Chairman

ATTEST:

Sandra B. Lee, Clerk to the Board
Chatham County Board of Commissioners