

**TROY BOARD OF COMMISSIONERS
REGULAR MONTHLY MEETING
MONDAY, OCTOBER 4, 2021, 5:00 PM**

The Town of Troy Board of Commissioners met in the Board Room of the Troy Town Hall with Mayor Craig Jones presiding.

BOARD MEMBERS PRESENT: Mayor Jones, Mayor Pro Tem Bruce Hamilton, Commissioners Kayren Brantley, Angela Elkins, Wallace Jones and Damon Prince.

BOARD MEMBERS ABSENT: No one was absent.

TOWN STAFF PRESENT: Manager Greg Zephir, Clerk/Finance Officer Cathy Maness, Neal Duncan-Troy Parks and Recreation Director (working through Americorp) and Police Chief James Atkins.

MEDIA PRESENT: Tammy Dunn with the Montgomery Herald.

OTHERS PRESENT: Terry Crews, Cato Kelly, Louise Bennett, Dr. & Mrs. Don Davis, DDS, along with former staff of his office.

CALL TO ORDER, INVOCATION AND PLEDGE OF ALLEGIANCE: Mayor Jones called the meeting to order and Mayor Pro Tem Hamilton gave the invocation. Mayor Jones led the Pledge of Allegiance to the flag.

WELCOME: Mayor Jones welcomed everyone to the meeting.

MINUTES of September meeting were approved as written on motion by Comm. Elkins with second by Comm. Brantley. All voted approval.

PUBLIC HEARING – PROPOSED PLANNING FEES FOR FY 2021-2022: Mayor Jones stated this is a properly advertised public hearing to receive public comment on a proposed slate of planning fees as it pertains to development type activities. These lists of fees have been proposed by the town's planning and zoning consultants. These fees only affect those that would require rezoning, subdivision, or other planning related activities. Since these planning fees were not part of the adopted budget, this public hearing is required. The town's staff is recommending approval of the proposed fee schedule. Comm. Jones asked how these fees compared to the previous fees. Mgr. Zephir stated we only had seven fees previously and there are more requirements now. These fees cover all of those requirements. Mayor Pro Tem Hamilton stated we need more regulation on fences including a small fee for permitting them. Mgr. Zephir stated we will get a proposal and regulations for fences to review. Comm. Prince agreed we need a plan for fencing. Motion was made by Comm. Elkins with second by Comm. Jones to approve the Planning Fee Schedule as proposed with the option to amend later to add a fee for permitting fences. All voted approval. (Fee Schedule included at end of minutes)

CONSENT AGENDA:

Approval of Release of Taxes (billed twice); In your packet there is a memo from Ms. Sherry Robinson, the town's tax collector. Ms. Robinson is requesting the release of a tax in the amount of \$62,336.56 to the Wright Foods Group. This tax amount was billed twice in error.

The tax release for Wright Foods Group (double billing) was approved as presented on motion by Mayor Pro Tem Hamilton with second by Comm. Elkins. All voted approval.

SPECIAL RECOGNITIONS: Mayor Jones presented the following proclamation to Donald Davis, DDS proclaiming October 4th and Don Davis Day in Troy.

**PROCLAMATION
Dr. Don Davis, DDS Day**

WHEREAS, Dr. Don Davis, for 40 years, has provided faithful and untiring service to the residents of the Town of Troy and Montgomery County as a Doctor of Dental Science, a member and teacher at Trinity United Methodist Church, and volunteer of many organizations within the Town of Troy; and

WHEREAS, Dr. Don Davis first began his service to the Town of Troy in 1979 when he first started his practice located in the Montgomery Medical Center and attended to his first patient; and

WHEREAS, Dr. Don Davis, in addition to his work as a community dentist was a member of Trinity United Methodist Church, taught Sunday School at Trinity UMC, and was involved in the Trinity Music Academy; and

WHEREAS, Dr. Don Davis was a volunteer and board member of several civic organizations within the Town of Troy, including the United Way, the Montgomery Community Fund, and member and Past President of Troy Rotary, where he became a Paul Harris Fellow; and

WHEREAS, Dr. Don Davis, for nearly 30 years, served as a Scoutmaster and Cubmaster for the Boy Scouts and was awarded the Silver Beaver Award.

NOW, THEREFORE, I, Craig Jones, Mayor of the Town of Troy, do hereby proclaim Monday, October 4, 2021 as

DR. DON DAVIS, DDS DAY

in the Town of Troy. The Town of Troy community and its citizens are beyond grateful for Dr. Davis' loyal service to his patients and the overall Troy community, and I encourage everyone to show their support to Dr. Don Davis, DDS for his dedicated service.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the Town of Troy to be affixed this the 4th Day of October 2021.

Craig Jones, Mayor

ITEM FOR CONSIDERATION-TRAFFIC CALMING DEVICES/BUDGET AMENDMENT REQUEST: Mayor Jones stated during the last board meeting it was discussed that a plan needed to be created to address the speeding/traffic issues that are occurring throughout the town's neighborhood streets. The Manager and Police Chief met to come up with a plan. Mgr. Zephir stated the proposal being suggested to the board includes the installation of "speed humps" in various places throughout the town to determine if such traffic calming devices will actually work in slowing the high-speed traffic and also address those that are driving through 4-way stop signs. These calming traffic devices (speed humps) are approximately 8 feet long and 3 feet wide and cost around \$450 per hump. The town manager and police chief, again to test the viability of this proposal, is suggesting the following streets/intersections have these devices installed and then studied over the next few months with results presented to the board by March, during the fiscal year 22/23 budget preparation. The proposed streets or intersections are being recommended due to the high volumes of traffic on a town road, proximity to a park, and safety concerns at 4-way intersections. The proposed locations are:

1. West Fairgrounds (2 locations from Princess Street to South Main)
2. South Elm Street (2 locations along Peabody Park)
3. Rush Avenue (3 locations from W. Fairgrounds to South Main)
4. East Spring Street -- Frye Street Intersection
5. West Chestnut -- Liberty Street Intersection
6. Pearl Street (5 locations from cemetery to Barnhill Street)
7. North Pearl Street (1 location just south of Blair Park)
8. Cross Street (1 location)
9. West Roswell -- Tremont Street Intersection
10. Crouch Street -- West Roswell Intersection

If approved the estimated cost would total approximately \$12,500. This would include the "speed humps", signage, and paint needed to insure they are visible for drivers. The town's Powell Bill funds are allowed to be utilized for this project. Comm. Elkins asked if they will be installed in any particular order. Mgr. Zephir stated they will be installed all at one time and at approximately 10 to 12 feet before intersections. He added they were trying to isolate high volume traffic areas. There are more spots in Town that they "humps" may be needed, these ten will be a test to see if they work. Mayor Pro Tem Hamilton asked how are we to determine if they work. Mgr. Zephir stated the police will check the areas regularly to make this determination. Comm. Jones stated we need to educate people on why we are doing this. Mgr. Zephir stated it will be included in our newsletter. Comm. Elkins suggested we also include it on our Facebook page. Comm. Jones made the motion with second by Comm. Elkins, to install the traffic calming devices as proposed. Mayor Jones asked about traffic slowing devices for Main Street. Mgr. Zephir stated he talked to NCDOT about this today. The state recommends against rumble strips being installed. There is the possibility of installing an additional crosswalk or "humps" on N. Main St. All voted approval of the proposed plan for the ten-speed humps to be installed.

PUBLIC FORUM: Louise Bennett, South Russell Street, spoke to the Board concerning people parking in the curve of Zion and S. Russell Street. Other cars can not get by then. She asked that Town put up signs stating "No Parking in Curve". Mrs. Bennett stated the Police talked to the people parking there and they stopped for a while. They are starting parking in the curve there again. Mgr. Zephir stated he and Chief Atkins have talked about the situation and it will be addressed. State law requires only enough room for EMS to get through a street. The curve is a problem and signs will be installed.

TOWN MANAGER'S REPORT:

- A. For the last several years administration staff, public works staff, and the town engineers have been working with NCDOT to complete the design and approval process for the sidewalk project. As a reminder, the sidewalk project will connect Barnhill Street to virtually Okeewemee Road. The town was informed by its engineers that NCDOT is apparently ready to approve the

design and that bid documents should be prepared and ready to be sent out by the middle of November. As part of this project, and at the wishes of the town board, the design of the sidewalk would include decorative lighting, trees and brick along South Main Street. The northern part of the project would just include the sidewalk, with the lights and trees being installed at a later date.

- B. Enclosed in your packet you will find an update from the town’s code enforcement company. Over the last month there have been many abatements for high grass, debris and junk. There are three (3) properties with structures that the company and the town’s attorney are working on title searches in order to move forward with having the structures removed. As mentioned in the beginning, this process is not a sprint, but a marathon. There are properties located on Byrd Street, Faduma Street, Rush Avenue, East Tremont Street, Crouch Street, and Eldorado Street that the company will be working on addressing within the next couple of weeks.
- C. Approximately two board meetings ago the board granted the request of local business owners requesting the extension of 2-hour parking. The 2-hour parking zone would be located between Byrd Street and Blair Street. The additional 2-hour signs have been ordered and should be installed within the next few days. Also, within the next few days a letter from the town’s Main Street department will be sent reemphasizing the parking district and encouraging adherence. Obviously, the police department is aware of this zone and it is the town’s hope that the businesses will self-patrol themselves, however, the department is prepared to enforce the 2-hour zone if need be. As with all businesses, customers are integral part of their success, and the need for accessible parking for the businesses is a must.
- D. The town’s annual BBQ event will be held on October 30th. In addition to the BBQ cook-offs, there will be a pound cake competition, juried craft vendors (more than 20) a full kid’s zone, the Early College parade, a trunk or treat event for the kids, and finished with the Jim Quick Band. The town has received questions about the Trunk or Treat portion of the event. This event does not take the place of Halloween, which is still Sunday October 31st. If residences want to hand out candy on October 31st and/or children want to trick-or-treat that is perfectly fine. The town’s trunk-or treat event is just an extension of the town’s October 30th festivities. Comm. Brantley suggested we get the word out to the citizens.
- E. **DATES TO REMEMBER:** October 15th – Town Stage – The North Tower Band – 7:00 p.m.
 - October 30th – Brew – Que - Music Revue – all day event beginning 9:00 a.m.
 - October 30th – Town Stage – The CAT 5 Band -7:00 p.m.
 - November 5th – Town Stage – “Salute to Veterans” Concert – The Jim Quick Band – 7:00 p.m.
 - November 6th – Veteran’s Day Parade – Main Street
 - November 6th – Town Stage –Brian Free and Assurance – 6:00 p.m.

MAYOR/COMMISSIONER COMMENTS:

Mayor Jones stated the last three weeks of concerts are coming up. These concerts bring people in from out of town. We also need to get the word out that the amphitheater is available for rent.

Comm. Jones asked how we are coming with the sidewalk by the cemetery. Mgr. Zephir stated since the graves are so close to the street, we will move the sidewalk across the street.

The meeting adjourned at 5:40 PM on motion by Comm. Elkins and second by Comm. Brantley. All voted approval.

Respectively submitted,



Craig Jones, Mayor



Cathy M. Maness, Clerk

**POLICY ESTABLISHING THE FEE SCHEDULE OF
THE TOWN OF TROY**

WHEREAS; The Town will collect charges in accordance with a schedule of fees as amended time to time by the Town Board of Commissioners and that schedule is on file at the clerk’s office and,

WHEREAS; That on and after October 4, 2021, the following fees and schedule shall be charged by the Town of Troy.

NOW THEREFORE; The Town Board of Commissioners of the Town of Troy, North Carolina, does hereby establish the schedule of fees as follows:

Planning Department
Town Fee Schedule

Subdivision Case _____ **Fee** _____

Conveyance Plat	\$10 per new lot
Exemption/Recombination Plat	\$10
Preliminary Plat Review - less than 24 lots	\$450
Preliminary Plat Review - 24 or more lots	\$1,900 + \$20 per lot over 100
Preliminary Plat-Applicant Appeal	\$100
Preliminary Plat- Minor Revision	\$250
Preliminary Plat- Major Revision	\$450
Final Plat Review- Major Subdivision (If a third submittal is required an additional review fee will be collected)	\$175 per map
Final Plat Review- Minor Subdivision (If a third submittal is required an additional review fee will be collected)	\$50 per map sheet
Letter of Credit Bond/Review (A fee applies to revisions, replacements and partial release requests)	\$100 + Engineers' Cost
Time Extension for Plat Approval	\$150
Sketch Plat Review	\$100

Zoning Case**Fees**

Zoning Amendment	\$550 + \$50 advertising cost
------------------	-------------------------------

Zoning Permit**Fee**

Single, Two Family structures and mobile homes	\$50 + \$35 for permits subject to design review
Single Family attached/multi- family (condo, apartments, townhomes, etc.)	\$50 + \$5 per unit
Residential Addition/Accessory structures	\$50
Fences	\$0.00
Non-residential	\$50 + zoning site plan review fee if applicable
Temporary Construction Trailers	\$75
Temporary Use Permits	\$75
Home Occupation Permits	\$75
Zoning Verification Letter	\$35
Certificate of Non-Conformity Adjustment	\$50
Conditional Use Permit Application	\$500 + \$50 advertising cost

Sign Permits (only when obtained separately from primary development permits) Fee

Permanent Sign	\$100
Outdoor Advertising Sign (Billboard)	\$200
Temporary Sign	\$25

Zoning Site Plan Review**Fee**

Sketch Plat Review & Consultation	\$100 per session after initial concept review meeting
Site Plan Review (If a third submittal is required, an additional fee will be collected)	\$225 + \$5 per acre

Board of Adjustment**Fee**

Variance Application Residential	\$300 + \$50 advertising costs
-------------------------------------	--------------------------------

Non-Residential & Multi-family	\$300 + \$50 advertising costs
Appeal of Zoning Administrator Decision/ Interpretation Request (refunded if overturned)	\$ 25 + ½ actual advertising costs
Appeals not requiring public notification	\$ 25 (refunded if overturned)

Double Permit Fee

Where construction begins without the appropriate permits in place, permit cost shall be doubled.

Plan Review and Construction Administration Fee Schedule

<u>Plan Review</u>	<u>Fee</u>
Roadway (public and/or private)	\$0.95 per linear foot of street centerline
Parking/Loading Areas (including access)	\$0.04 per square foot
Storm Drainage	\$1.00 per linear foot of street centerline
Water Lines	\$0.75 per linear foot of pipe
Sewer Lines	\$0.75 per linear foot of pipe
Stormwater Quality and/or Stormwater Detention Facilities	\$3,000.00 per plan or per subdivision

If a third revision of plan(s) is required, an additional fee will be collected.

Plan Review Fees shall apply to the extent of any revisions made to plans previously reviewed.

<u>Construction Administration</u>	<u>Fee</u>
Roadway (public and/or private)	\$1.05 per linear foot of street centerline
Storm Drainage	\$1.00 per linear foot of street centerline
Water Lines	\$0.75 per linear foot of pipe
Sewer Lines	\$0.75 per linear foot of pipe
Stormwater Quality and/or Stormwater Detention Facilities	\$3,000.00 each

ADOPTED on this the 4th day of October, 2021.

Craig Jones, Mayor

Cathy M. Maness, Town Clerk