



Town of Pilot Mountain
Armfield Civic Center 873 W 52 Bypass Pilot Mountain, NC 27041
Monday, February 12, 2024, 7:00 PM

BOARD OF COMMISSIONERS REGULAR MEETING AGENDA

Call to Order/Moment of Silence/Pledge of Allegiance

Adoption of Agenda

Public Comment

Anyone may speak on any issue. Before speaking, please state your name and address. Please limit comments to three minutes.

- [1.](#) 2024-UDO-01 Text Amendment

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Consent Agenda

- [2.](#) Approval of Minutes
- [3.](#) Black History Month Resolution
- [4.](#) Main Street Coordinating Committee Bylaws Approval

Unfinished Business

- [5.](#) 2024-UDO-01 Text Amendment

Administrative Reports

- [6.](#) Town Manager & Staff Reports

Mayor and Commissioners Comments

Closed Session

7. Personnel

Other Business

Adjourn



TOWN OF PILOT MOUNTAIN
BOARD OF COMMISSIONERS MEETING

2024-UDO-01 Text Amendment	
<u>Background Information:</u>	
<p>This text amendment will establish special requirements for multi-family housing projects above a certain size. Specifically, those projects with more than 20 units will be required to conduct a traffic impact analysis to determine how the project will impact our existing streets and what, if any, improvements need to be made to the existing infrastructure to accommodate the development.</p> <p>This amendment has been reviewed and recommended for approval by the Planning and Zoning Board.</p>	
<u>Staff Recommendation:</u>	Approve text amendment as presented.
<u>Possible Board of Commissioner Actions</u>	
<ul style="list-style-type: none">• Approve text amendment as presented.• Request changes to the text amendment• Return the amendment to the Planning & Zoning Board for further study• Take No Action	
<u>Attachments</u>	
<ul style="list-style-type: none">• UDO-2024-01 Text Amendment• Planning Staff Report	



TOWN OF PILOT MOUNTAIN, NC

124 WEST MAIN STREET - PILOT MOUNTAIN, NC 27041

Planning & Zoning Board Meeting

Town Hall – 124 W. Main Street – Pilot Mountain, NC 27041

Monday, February 12, 2024

7:00PM

To: Mayor Cockerham & Board of Commissioners
From: Andy Goodall Jr. – Town Planner
Date: January 17, 2024
Subject: **2024-UDO-01** (*Special Requirements for Multi-Family Dwellings*)

A. ACTIONS REQUESTED BY THE BOARD OF COMMISSIONERS

1. Motion to adopt a statement approving the proposed ordinance amendment and describing its consistency with the plan; or
2. Motion to adopt a statement approving the proposed ordinance amendment and declaring that this also amends the plan, along with an explanation of the change in conditions to meet the development needs of the community that were considered in the amendment; or
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With each of these alternatives, the statement is also to include an explanation of why the governing board deems the action reasonable and in the public interest.

B. REQUIRED VOTES TO PASS REQUESTED ACTIONS

A majority vote is required to pass the requested actions.

C. PROPOSED AMENDMENTS

Additions are highlighted in **GREEN**. Deletions are highlighted in **RED**.

Residential Uses	RA	RL	RM	RH	OI	CB	GB	HB	GM	LI	PS
Dwelling, Multi-Family Residential (3 or more units) (3-12 Units)				X							X
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8.12.22 Dwelling, Multi-Family Residential

A. Multi-family dwellings in one (1) or more structure shall comply with the following standards:

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Stories	Front & Side Street	Side	Rear
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Public streets or those constructed to be accepted into public maintenance shall meet the standards of Article 7.

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The developer shall install a solid waste collection system in accordance with the *Town of Pilot Mountain Infrastructure Specifications Manual*.

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The development shall be connected to the Town of Pilot Mountain public water and public wastewater system. A water and sewer plan prepared by a Registered Engineer and approved by the Town Engineer shall be implemented by the developer.

a. All main utility lines, meters, taps, and other appurtenances, up to and including the meter for each individual unit, (but not including the service lines and other facilities extending service to each individual unit) shall be built to the same standard as required for major subdivisions (See Article 7). All such facilities, together with an easement of sufficient width, shall be conveyed to and/or dedicated to the Town for public use and maintenance.

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D. NCGS 160D-605

Consistency Statement

When adopting or rejecting any zoning amendment, the governing board shall also approve a statement describing whether its action is consistent with an adopted comprehensive plan and any other officially adopted plan (I.e. Comprehensive Plan) that is applicable, and briefly explain why the board considers the action taken to be reasonable and in the public interest. The statement shall be one (1) of the following:

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E. PROGRESS PILOT MOUNTAIN APPLICABLE GOALS

“Update zoning regulations to allow a variety of compatible land uses while ensuring that physical form of new development and redevelopment are consistent with existing neighborhood character”.

F. PLANNING & ZONING BOARD RECOMMENDATION

The Planning & Zoning Board reviewed the proposed amendments on January 16, 2024 and voted (5-0) to recommend approval of the proposed amendments, which they found to be consistent with the applicable goals of the Comprehensive Plan.

**Town of Pilot Mountain
Board of Commissioners Meeting
Monday, December 11, 2023
7:00 PM**

Members Present: Mayor Evan Cockerham, Mayor Pro-Tem Donna Kiger, Commissioner Rachel Collins, Commissioner Scott Needham and Commissioner Dwight Atkins

Staff Present: Town Manager, Michael Boaz and Town Clerk, Holly Utt

Call to order 7:00 PM

Mayor Cockerham called the meeting to order at 7:00 PM. After a moment of silence, Commissioner Collins led the Pledge of Allegiance.

Adoption of Agenda

Commissioner Collins made a motion to adopt the agenda as presented and it was unanimous.

Presentations

Surry County Housing Study

Blake Moyer gave a presentation on housing in Surry County and surrounding areas.

Public Comment

My name is Kim Quinn
102 W Main Street Pilot Mountain

As you know, I am the director of the nonprofit Pilot Mountain Unites that coordinates the Hot Nights, Hot Cars event in Pilot Mountain. As you guys said in the press conference, the police officers were being paid on duty at the same time as being contracted out to the nonprofits for event services. Considering the police department's scheme to fraud the nonprofit organizations, we ask the town to remove the requirement for nonprofits to contract police and clean up.

This requirement, from my understanding, was put into effect when Earl Sheppard was mayor to reduce town costs. At a time when the town was in dire financial straits. This requirement opens the gates to fraud and the town is no longer in poor financial standing. The town has been able to pay the officers ON DUTY so that should still be feasible going forward.

Damages to Pilot Mountain Unites for the last 3 years are upwards of \$15K, depending on how many fraudulent officers were involved. Which remains to be reported.

And that doesn't factor in all years prior to 2021 nor does it factor in the effect on other nonprofits like the Pilot Mountain Civic Club.

Please remove the requirement for the nonprofits to pay for police and public works. It is the right thing to do.

Regarding the Downtown Pilot Mountain Page – The ABOUT section states:

EXPERIENCE DOWNTOWN PILOT MOUNTAIN WITH A VARIETY OF UNIQUE SHOPS, RESTAURANTS AND EVENTS.

The social media for this page is continually being used for reasons other than the downtown. Over 50% of the posts from last month do not promote the downtown. And very little posts are made about the Unique Shops and Restaurants. Specifically, the Thanksgiving Community Dinner which was at the Armfield Center not Downtown has been promoted in depth along with the upcoming Christmas Community Dinner. We request that the town either turn this page over to the downtown or rename it and change the ABOUT to match what it really is.

The Community Dinner has been promoted on the Town of Pilot Mountain page, the Visit Pilot Mountain Page, the Downtown Pilot Mountain page and the Armfield Center page. All of these pages are run by the Town of Pilot Mountain government. Using government staff at a cost to taxpayers.

It has been presented to the public that the community dinners are a government provided event. Asking for volunteers and sponsors on government pages. Using government staff to publicize, create social media posts, flyers, and registration links. Also providing a location at no cost to the nonprofit organization hosting this event.

This is not a government event. It is hosted by the nonprofit Pilot Mountain Development Corporation. A 501c3 created by the town manager, Michael Boaz.

There is no doubt that the community dinners are a thoughtful and kind event that brings fellowship to the community. But I hope that you see that you are taking revenue into that nonprofit yet using taxpayer funded facilities and taxpayer funded staff for an outside nonprofit. It is neither transparent nor fair. You are setting precedence that all nonprofits such as the PTOs, churches, community organization can use the town facilities at no cost, town staff and advertising on government pages.

I ask that you put thought into how the government pages are used. How the government staff is used. If the town continues to provide all these at no charge to one nonprofit, then it should be available to all nonprofits.

Consent Agenda

Commissioner Atkins made a motion to adopt the consent agenda as presented and it was unanimous.

New Business

AIA Funding Approval

Mr. Boaz stated that the Town had received a grant from the NC Division of Water Infrastructure to conduct further study of the water distribution system. This would assist in installing district meters and that will help with leak detection. This will help further the plan of what water lines need to be replaced based on that information. This will also include a new rate study. This is all grant funding with no match from the Town. Commissioner Kiger made a motion to approve Resolution R2023-09, authorizing town acceptance of AIA funds, and it was unanimous.

Administrative Reports

- The last day for leaf pick-up will be December 15th.

- Community Meal December 23rd at the Armfield Center, no pre-registration required
- Recycle pick-up will resume on Tuesday.

Mayor Cockerham asked if there had been any research on the overgrown lot that Dana Thomas had inquired about at the previous meeting. Mr. Boaz stated that it was a code enforcement issue.

Mayor and Commissioner Comments

Commissioner Needham– He wished everyone a happy holiday season and he’s looking forward to next year.

Commissioner Atkins – He stated that the Mistletoe Market, Polar Express and Christmas parade was great. He thanked everyone involved.

Commissioner Kiger – She wanted to celebrate our community as a whole. We’ve had an amazing year and events that have brought people into our little town. She stated that our town is making waves and being heard about in other areas. The success of the programs would not be possible without dedicated staff. She expressed her appreciation for each and every one that had a hand in the success of our town. She thanked the Public Works Department, Police Department and staff of the Armfield Center for all their hard work this year. She thanked Mr. Boaz for his leadership and transparency.

Commissioner Collins – She wished everyone a Merry Christmas and happy holidays. She reminded everyone of the events at the library coming up for Letter to Santa. Next year they are planning a Mother’s Day Tea. The Christmas events were great and she is looking forward to next year. She wanted to thank Megan and Paul Hutchens for all that they do for the town and events.

Mayor Cockerham – Thanked the Public Works Department for all their hard work. They are a small team and they do a really great job for the Town. He welcomed Interim Chief of Police, Adrian Tillotson. The Community meals have been a great success and he thanked everyone for pitching in and providing for each other in the community. He wished everyone a Merry Christmas and a Happy New Year. He wanted the public to know that the town would be very transparent with the issues within the Police Department and they would release that information as soon as possible.

Closed Session – Personnel

Commissioner Needham made a motion to go into closed session and it was unanimous.

Commissioner Atkins made a motion to come out of closed session.

Commissioner Kiger made a motion to authorize the release of certain personnel information included in the conclusion of the internal investigation at the press conference and it was unanimous.

Other Business – No other business

Adjourn

Commissioner Kiger made a motion to adjourn and it was unanimous.

State of North Carolina
County of Surry

Town of Pilot Mountain
Board of Commissioners

Respectfully Submitted:

Attest:

Holly Utt
Town Clerk

Evan Cockerham
Mayor

RESOLUTION DECLARING FEBRUARY AFRICAN-AMERICAN/BLACK HISTORY MONTH IN PILOT MOUNTAIN

WHEREAS, the Black History Month is an annual observance in Canada, the Republic of Ireland, the Netherlands, the United Kingdom, and the United States of America, and;

WHEREAS, the historian Dr. Carter G. Woodson founded Black History Week in America in 1926 during the week of the birthdays of President Abraham Lincoln and former slave and abolitionist, Frederick Douglass, and;

WHEREAS, North Carolina was one of the first states to observe Black History Week in its schools, and;

WHEREAS, during the Bicentennial Celebration in 1976 President Gerald Ford urged Americans to “seize the opportunity to honor the too-often neglected accomplishments of Black Americans in every area of endeavor throughout history”, extending the week into a month, and:

WHEREAS, since 1976, every American president has officially designated February as Black History Month, and;

WHEREAS, Governor Roy Cooper has declared February Black History Month in the State of North Carolina, and;

WHEREAS, Black History Month affords the whole community an opportunity to become more knowledgeable, in particular of the contributions of Black people to the physical and cultural progress and history of our country, state, and town, and;

WHEREAS, such insight can strengthen the knowledge of all our citizens regarding human rights and progress made toward breaking down barriers and building relationships, oneness, and strong sense of community, and;

WHEREAS, as Americans, together we can achieve the ultimate goal of equity and inclusion while rejecting any form of inequality and discrimination, and;

WHEREAS, valuing all people and respecting their experiences, we strive to understand and empathize with the struggles of our neighbors, and celebrate our differences resulting in a better functioning community.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners declares that the month

of February 2024 as BLACK HISTORY MONTH and urges all citizens to come together in our onward march toward dignity, justice, and equality for all.

ADOPTED by the Board of Commissioners of the Town of Pilot Mountain this the 12th day of February 2024.

Attest:

Evan Cockerham, Mayor

Holly Utt, Town Clerk

**BY-LAWS OF THE PILOT MOUNTAIN
MAIN STREET COORDINATING COMMITTEE**

ARTICLE 1. General Rules

The Pilot Mountain Main Street Coordinating Committee, hereinafter referred to as the MSCC, shall be governed by the ordinance establishing the MSCC and any subsequent amendments thereto.

All meetings of the MSCC shall be open to the public and conducted by parliamentary procedure. Absence without cause from two (2) consecutive meetings of the MSCC shall justify dismissal from the MSCC. The Secretary shall notify the member in writing after two (2) consecutive absences, and following the fourth consecutive absence, the Town Commissioners shall be asked to appoint a replacement to complete the unexpired term of office.

Statement regarding services provided to this advisory committee by the Town of Pilot Mountain

- The appropriate Town Staff will manage financial matters, tax-related matters, personnel matters, and insurance coverage.
- The fiscal year shall follow that of the Town of Pilot Mountain.
- Town Staff that will work closely with the MSCC are the Main Street Coordinator, Events Coordinator, & Town Manager.

ARTICLE 2. Purpose

The Main Street Coordinating Committee leads a revitalization effort for downtown to develop and support a vibrant community with a thriving and prosperous local economy. We aim to highlight our unique assets and characteristics while creating inviting public spaces. We have modeled our efforts after Main Street America's 4-point Approach to transform our town.

The purposes of this advisory group are to:

1. Advise the Town Board of Commissioners and Town staff members on issues related to the development of downtown Pilot Mountain.
2. Serve as the coordinating committee for the NC Main Street Program. Ensure the Town of Pilot Mountain's downtown development efforts adhere to the Main Street 4 Point Approach.
3. With the assistance and direction of the Main Street Coordinator, create, manage, and execute a 5-year plan of work developed as a result of community engagement. This Plan of Work is to be reviewed and updated annually to ensure tasks are met.
4. Develop initiatives that create a resilient local economy and improve the quality of life by promoting community preservation through inclusive engagement.
5. Recruit business and property owners to participate in any downtown development efforts.
6. Undertake activities to attract businesses, investors, developers, and other persons and entities to invest in and take part in the development of Downtown Pilot Mountain.
7. Promote, stimulate, and encourage the development of Downtown Pilot Mountain, NC in a manner beneficial to the citizens of Pilot Mountain and Surry County.

ARTICLE 3. Members, Responsibilities, Time Commitment

The Main Street Coordinating Committee shall comprise six members & Mayor as Ex Officio. The majority of members must reside in the town limits or own a business in town. The Board of Commissioners shall appoint these members. When vacancies arise, the Board of Commissioners will appoint new members. The Board of Commissioners shall ensure that multiple stakeholders are represented.

1. **Responsibilities for Members**

Attend all meetings

Actively participate in the organization: volunteering with tasks, helping with events, participating in fundraising campaigns, etc.

Read selected orientation materials

Learn the Main Street Approach

Prepare in advance of meetings

Recruit and orient committee members

Take responsibility for projects

Represent the organization positively to the public.

2. **Time Commitment**

Two-year term or filling an unexpired term.

Attend one MSCC meeting per month.

Attend one subcommittee meeting per month.

Attend a long-range, strategic goal-planning retreat once a year.

Perform task assignments as required.

Time as necessary for special events, fundraising, etc.

Officers attend Executive Committee meetings as required.

ARTICLE 4. Subcommittees

The Main Street Coordinating Committee will use Main Street America's 4-Point Approach to revitalization. The 4 Points are as follows:

ECONOMIC VITALITY focuses on capital, incentives, and other economic and financial tools to assist new and existing businesses, catalyze property development, and create a supportive environment for entrepreneurs and innovators that drive local economies.

DESIGN supports a community's transformation by enhancing the physical and visual assets that set the commercial district apart.

PROMOTION positions the downtown or commercial district as the center of the community and hub of economic activity while creating a positive image that showcases a community's unique characteristics.

ORGANIZATION involves creating a solid foundation for a sustainable revitalization effort, including cultivating partnerships, community involvement, and resources for the district.

The Main Street Coordinating Committee shall serve as the coordinating committee for the NC Main Street Program. It will be the "Organization" point of the 4-Point Approach laid out by Main Street America. The 3 remaining points will have their own subcommittee: Promotion, Economic Vitality, and Design. These subcommittees will meet no less than once a quarter.

The chair of each subcommittee will be a voting member of the Main Street Coordinating Committee. The chair of these subcommittees will report to the Main Street Coordinating Committee about progress on task completion of the 5-year Plan of Work.

ARTICLE 5. Officers and Duties

A. Election of Officers. The MSCC shall organize and elect a chairman, vice-chairman, and secretary annually in January. All officers may succeed themselves. No more than one office will be held simultaneously by any member.

B. Chairman. The chairman shall preside at all meetings and public hearings of the MSCC, decide on all matters of order and procedure, and appoint any committees found necessary to investigate any matters of MSCC members on any issue before the MSCC. The chairperson may call a special meeting whenever such is justified. The chairperson may not be Town Staff.

C. Vice-Chairman. The vice-chairman shall assume the duties of the chairman in his absence. The vice-chairperson may not be Town Staff.

D. Secretary. The secretary shall keep the minutes of the MSCC, shall send out notice of meetings of the MSCC five (5) days in advance of the meetings, carry on routine correspondence, maintain the files of the commission, and send out written minutes of the previous meeting to the MSCC, Town Commissioners, and other interested persons. The secretary need not be a member of the MSCC and can be Town Staff.

ARTICLE 6. Meetings

A. Meetings. Regular meetings shall be held according to the schedule adopted by the MSCC. A copy of this schedule shall be kept on file in the office of the Town Clerk. Special meetings will be on a call basis scheduled by the chairman. The Secretary shall notify all members five (5) days before any meeting.

B. Quorum. A quorum shall consist of a majority of the members of the Board, minus any vacancies.

C. Vote. Except as otherwise specified herein, a majority of the members' vote shall be sufficient to decide matters before the MSCC, provided a quorum is present. A tie vote shall

result in casting a vote of the Ex Officio Member on those matters referred to the Town Commissioners.

D. Cancellation of Meetings. Whenever there is a cancellation of a meeting, the secretary shall notify all members within forty-eight (48) hours before the time set for the meeting.

ARTICLE 7. Records

The Secretary shall maintain a file of all studies, plans, reports, and recommendations made by the MSCC in the discharge of its duties and responsibilities.

All records of the MSCC shall be public records.

ARTICLE 8. Conflict of Interest Policy

A. Disclosure & Voting. Whenever a member has a financial or personal interest in any matter coming before the MSCC, the affected person shall fully disclose the nature of the interest and should not be physically present for discussion, lobbying, and voting. Any transaction or vote involving a potential conflict of interest shall be approved only when a majority of disinterested members determine that it is in the committee's best interest to do so. The minutes of meetings at which such votes are taken shall record such disclosure, abstention, and rationale for approval. A member may have a conflict of interest if they are an interested person or have a financial interest in the item being voted upon. Shall be defined as

B. Definition of Interested Person. An Interested Person is defined as any director, principal officer, or committee member with board-delegated powers who possesses a direct or indirect financial interest, as elaborated below. If a person is an Interested Person with respect to any entity in a multi-entity system of which the Corporation is a part, that person is considered an Interested Person with respect to all entities within the multi-entity system.

C. Definition of Financial Interest. A person is deemed to have a financial interest if, directly or indirectly, through business investment or family:

They hold ownership or investment interest in any entity with which the Corporation has a transaction or arrangement.

They have a compensation arrangement with the Corporation or any entity or individual involved in a transaction or arrangement with the Corporation.

They have a potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which the Corporation is currently negotiating a transaction or arrangement.

The term "compensation" encompasses both direct and indirect remuneration, as well as substantial gifts or favors.

ARTICLE 9. Diversity & Inclusion

Our organization is firmly committed to fostering a culture of diversity and inclusion. We recognize that a diverse and inclusive environment enriches our collective experience, fuels creativity, and enhances our ability to achieve our goals. In adherence to these principles, we strive to uphold a commitment to equity, diversity, and inclusion in all aspects of our operations.

ARTICLE 10. Historic Preservation

Our organization is dedicated to the preservation of our rich cultural heritage as a catalyst for sustainable economic growth. We firmly believe that by safeguarding our historical landmarks and traditions, we contribute to a unique identity that attracts tourism, stimulates local economies, and fosters a sense of pride among our communities. Our commitment to historic preservation, underscores our belief in the transformative power of preserving the past for the prosperity of our future.

Date Adopted

Chairperson

Secretary



TOWN OF PILOT MOUNTAIN
BOARD OF COMMISSIONERS MEETING

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SECTION 1: AMENDMENT “6.1 Classification Of Uses” of the Pilot Mountain Development Code is hereby *amended* as follows:

AMENDMENT

6.1 Classification Of Uses

1. **Principal Uses.** Allowed principal uses by district are listed in Table 6-1. Principal uses are further divided into categories based on the general nature of the use. The categories of principal uses are:
 - a. Agricultural Uses
 - b. Residential Uses
 - c. Civic, Government & Institutional Uses
 - d. Office & Service Uses
 - e. Retail & Wholesale Uses
 - f. Recreation & Entertainment Uses
 - g. Industrial, Transportation & Utility Uses
2. **Accessory Uses.** Accessory uses are allowed in conjunction with a permitted principal use in accordance with the standards established in Section 6.4, Accessory Uses. (Accessory structures are regulated separately in Article 8.)
3. **Temporary Uses.** Temporary uses are allowed in conformance with the regulations set forth in Section 6.5, Temporary Uses.

TABLE 6-1: Table of Permitted Uses

Agricultural Uses	R A	R L	R M	R H	O I	C B	G B	H B	G M	L I	P S
Bona Fide Farms (Excluding Swine and Poultry Farms as Otherwise Defined)	P										
Equestrian Uses, Commercial	S										X
Equestrian Uses, Private	P										X
Forestry Activity	P										
Indoor Growing Facilities	P								P	P	X
Livestock Sales	P										X
Poultry Farms											
Produce Sales (on-site)	P										
Swine Farms											
Wineries	S							P	P	P	X

Residential Uses	R A	R L	R M	R H	O I	C B	G B	H B	G M	L I	P S
Accessory Dwelling	X	X	X	X							X
Customary Home Occupation	P	P	P	P							X
Customary Home Occupation, Detached	S										X
Dwelling, Single-family Detached	P	P	P	P							
Dwelling, Single-family Attached			P	P							
Dwelling, Two-family (Duplex)			P	P							
Dwelling, Manufactured Home (on individual lot)	P										X
Dwelling, Multi-family Residential (3-12 Units or more units)				P							X
<u>Dwelling, Multi-Family Residential (13 Units or More)</u>				<u>S</u>							<u>X</u>
Dwelling, within a Mixed Use Building					P	P	P	P			x
Family Care Homes	P	P	P	P							
Manufactured Home Park	S										X
Civic, Government, & Institutional Uses	R A	R L	R M	R H	O I	C B	G B	H B	G M	L I	P S
Armories and Similar Military Training Facilities									P	P	
Cemeteries (as a principal use)	P				P						
Cemeteries (as an accessory to a Religious Institution)	P				P	P	P				
Clubs and Lodges (Social, Fraternal and Civic Groups)	S				P	P	P				
Colleges, Universities, & Associated Facilities					P	P	P				
Community Centers	P				P	P	P				
Correctional Facilities										S	
Daycare Centers (Adult)					P	P	P				
Daycare Centers (Child, including Preschools)	S				P	P	P				
Emergency Services (Fire, Police, Rescue Squad, EMS, & Similar Uses)	S	S	S	S	P	P	P	P	P	P	
Government Offices and Facilities (other than Public Works, Emergency Services, Judicial and Correctional Facilities)	S	S	S	S	P	P	P	P	P	P	
Group Care Facilities (Type A)					S		S	S			
Group Care Facilities (Type B)							S	S			

Hospitals						P		P	P			
Judicial Facilities						S		S	S			
Libraries, Museums, Art Galleries, & Similar Uses						P	P	P	P			
Nursing Homes and Similar Facilities	S					P		P	P			
Post Offices						P	P	P	P			
Government Public Works Facilities, Utilities and Appurtenances	P	P				P	P	P	P	P	P	
Religious Institutions (assembly capacity less than 250)	P	P				P		P	P			
Religious Institutions (assembly capacity more than 250)	S					S		P	P			
Schools (K-12, Public & Private)	P	P				P		P	P			
Schools (Trade & Vocational)						S		P	P			
Social Service Organizations and Facilities						P		P	P			
Office & Service Uses	R	R	R	R	O	C	G	H	G	L	P	
	A	L	M	H	I	B	B	B	M	I	S	
Animal Services and Hospitals (No Outdoor Kennels)	S						P	P	P	P		
Animal Services and Hospitals (With Outdoor Kennels)	S						S	S	P	P	X	
Appliance and Home Furnishings Repair							P	P	P	P		
Automobile Parking, Commercial (as a Principal Use)						P	S	P	P	P	P	
Banks And Financial Services						P	P	P	P			
Bed & Breakfast Inns	P	P	P	P	P	P						X
Body Piercing & Tattoo Studios							P	P				
Car Washes (as a Principal Use)							P	P	P	P		
Contractors Offices (Building, Plumbing, Electric, etc.)						S	P	P	P	P		
Contractors Offices (with Outdoor Storage)							S	P	P	P		
Electronics Repair and Service						P	P	P	P	P		
Crematoriums								C	P	P		
Dry Cleaning and Laundry Services (excluding Laundromats)							P	P				
Funeral Homes And Mortuaries	S				S		S	P				
Home and Garden Equipment Repair							P	P				
Hotels And Motels						P	P	P	P			
Instructional Schools And Studios (Art, Dance, Martial												

Arts, Fitness, Athletic, etc.)						P	P	P	P			
Laundromats								P	P			
Motor Vehicle Services (No Outdoor Storage)								P	P	P	P	
Motor Vehicle Services (With Outdoor Storage)								S	P	P	P	
Medical, Dental, Chiropractic, Optical, Psychiatric Clinics and Related Offices and/or Laboratories						P	P	P	P			
Newspaper, Magazine and Book Publishers								P	P	P	P	
Personal Service Uses (Barber and Beauty Shops, Salons, Tailors, Shoe Repair, Aestheticians, etc.)						P	P	P	P			
Photocopying and Printing Services (Excluding Industrial Printing Operations)						P	P	P	P	P	P	
Professional Offices (Architects, Accountants, Engineers, Attorneys, Counselors, Real Estate, etc.)						P	P	P	P			
Radio and Television Broadcast Studios								P	P	P	P	
Sound / Video Recording / Production Services / Studios								P	P	P	P	P
Taxidermists								P	P	P	P	
Retail & Wholesale Uses	R	R	R	R	O	C	G	H	G	L	P	
	A	L	M	H	I	B	B	B	M	I	S	
Alcohol Sales for On-Premises Consumption, Malt Beverages and Unfortified Wine Only						P	P	P				
Alcohol Sales for On-Premises Consumption, Mixed Beverage Permittees, other than Restaurants						S	S	S				
Alcohol Sales for Off-Premises Consumption, Malt Beverages and Wine (Excluding Liquor Stores)						P	P	P				
Agricultural Supplies and Equipment Sales	S						S	P	P	P		
Appliance Stores							P	P				
Auction Houses									P	P		
Bakeries, Retail						P	P	P				
Building Supply / Material Sales							S	P	P	P		
Clothing Stores						P	P	P				
Consumer Electronics Stores						P	P	P				
Consignment Stores							P	P				

Drug Stores and Pharmacies							P	P	P				
Farmers Markets	S						P	P	P				
Florists							P	P	P				
Gasoline Stations (With or Without Convenience Stores)								P	P				
Grocery Stores								P	P				
Hardware Stores							P	P	P	P	P		
Home Goods and Furnishings Stores							P	P	P				
Heavy Equipment Sales and Rental									P	P	P		
Lawn and Garden Stores (Retail Nurseries)	S							P	P	P	P		
Liquor Stores (ABC Stores)								P	P				
Meat and Seafood Markets							P	P	P				
Microbreweries (Including Tasting Rooms, less than 5,000 Barrel/Year Capacity)							P	P	P	P	P		
Motor Vehicle Parts and Accessories Dealers								P	P	P	P		
Motor Vehicle Sales and Rental								P	P	P	P		
Pawn Shops									P				
Produce Markets							P	P	P				
Restaurants (no drive-through)							P	P	P				
Restaurants (with drive-through)								P	P				
Retail Sales Uses, General / Not Otherwise Specified							P	P	P				
Retail Uses, less than 5,000 square feet (inside a fully enclosed building)							P	P	P	P	P		
Retail Uses, 5,000-10,000 square feet (inside a fully enclosed building)							S	P	P	P	P		
Retail Uses, greater than 10,000 square feet (inside a fully enclosed building)								P	P	P	P		
Retail Uses (outside of a fully enclosed building)								S	P	P	P		
Sexually Oriented Businesses, Retail Sales									S				X
Specialty Food and Beverage Stores							P	P	P	P			
Sporting Goods / Equipment Stores							P	P	P				
Tobacco / Smoke Shops								P	P				

Wine Tasting Rooms and Bars							P	P	P			
Wholesale Uses (no outdoor storage)									P	P	P	
Wholesale Uses (with outdoor storage)										P	P	
Wholesale Uses, Bulk Petroleum, Chemical and Gas										S	S	X
Recreation & Entertainment Uses	R	R	R	R	O	C	G	H	G	L	P	
	A	L	M	H	I	B	B	B	M	I	S	
Auditorium, Events Facility & Theater, Indoor (under 100 seats)					P	S	P	P				
Auditorium, Events Facility & 100 seats or more)					S		P	P				
Banquet, Events Facility (Outdoor)	S						P	P				
Campgrounds (Excluding Recreational Vehicles)	S											
Electronic Gaming Operations								S				
Fishing Lakes/Impoundments (Commercial Recreation)	S											
Go Kart Tracks, Commercial Recreation - Outdoor							S	S	P	P	X	
Go Kart Tracks, Commercial Recreation - Indoor							P	P	P	P		
Golf Course	P	S					P	P				
Golf Course, Miniature							P	P				
Golf Driving Range	P						P	P			X	
Gyms and Fitness Centers							P	P				
Parks, Public	P	P	P	P	P	P	P	P	P	P		
Petting Zoos	S						P	P				
Racetrack/Drag Strip/Motorsports Facility												
Recreation Facilities Associated with a Residential Development	P	P	P	P								
Recreation Facilities (Indoor)							P	P	P	P		
Recreation Facilities (Outdoor, Other)	S						P	P				
Recreation Facilities (Spectator, Excluding Motorsports)	S				S		S	S				
Recreational Vehicle Parks/Campgrounds	S						S	S				
Sexually Oriented Businesses, other than Retail Sales								S				X
Shooting Ranges (Indoor)									P	P		
Shooting Ranges (Outdoor)									S		X	
Swim Clubs / Pools	S	S	S	S	P		P	P				

Tennis Clubs	S	S	S	S	P		P	P				
Theater (Drive-in)								S				
Industrial, Warehousing, Transportation, & Utility Uses	R	R	R	R	O	C	G	H	G	L	P	
	A	L	M	H	I	B	B	B	M	I	S	
Airports & Heliports	S											
Animal Slaughtering and Processing												
Asphalt Plants									S			
Automobile Parts Manufacturing									P	S		
Bakeries, Industrial									P	S		
Breweries	S						S	P	P	P		
Brick Manufacturing									S			
Broadcast Towers And Equipment (Excluding Wireless Telecommunications Towers)	S								S	S	X	
Concrete Plants and Casting Operations									S			
Data Centers									P	P		
Dairies	S								P	P		
Distilleries, Alcohol	S						S	S	P	P		
Distribution Centers And Freight Terminals									P		X	
Electric Utility Substations	S	S	S	S	S	S	S	P	P	P		
Electronics Manufacturing									S			
Feed And Flour Mills	S								S			
Food Processing and Manufacturing									P	S	X	
Furniture Manufacturing									P	S		
Junkyards, Salvage Yards, Recycling Operations And Similar Uses									S		X	
Landfill (Construction, Demolition, Land Clearing & Inert Debris)	S								S			
Landfill (Sanitary)	S								S			
Laundry and Dry Cleaning, Industrial									S	S		
Machine and Welding Shops								S	P	P		
Manufacturing, Processing, & Assembly, Other (Inside Fully Enclosed Building with no Off-Site Industrial									P	P		

Wireless Telecommunications Towers	S						S	S	S	S	X
Wood Product Processing and Manufacturing (Excluding Paper Products)									S		

SECTION 2: AMENDMENT “8.12 Performance Standards For Certain Uses And Structures” of the Pilot Mountain Development Code is hereby *amended* as follows:

AMENDMENT

8.12 Performance Standards For Certain Uses And Structures

1. Equestrian Uses, Commercial and Private

- a. Stables, corrals, un-vegetated exercise areas and piles of manure, feed and bedding must be located seventy-five (75’) feet from any street right-of-way or nonresidential property line, and one-hundred (100’) feet from any residential property line. However, when all of the runoff from a corral or un-vegetated exercise area is controlled and directed over a two-hundred (200’) foot long grassed swale before reaching the property line, then the corral or un-vegetated exercise area may be located a minimum of forty (40’) feet from any street right-of-way or property line. Pasture areas may extend to the lot line.
- b. Manure may not be stored or applied within five-hundred (500’) feet of a residential lot line, surface watercourse or well used for potable water.
- c. A one-hundred (100’) foot wide vegetative strip, exclusive of pasture area, must be maintained between any corral, un-vegetated exercise area, manure pile or manure application area and any surface water or well.
- d. In areas with a slope of five percent (5%) or less, corrals un-vegetated exercise areas and manure piles must be located 150 feet from any well and two-hundred (200’) feet from any surface water, unless the water is upgrade of the corral, un-vegetated exercise area or manure pile or there is adequate diking provided.
- e. Corrals, un-vegetated exercise areas, manure piles and manure application areas are prohibited in areas with slopes greater than five percent (5%), in 100-year floodplains, in waterways and on soils classified as very poorly drained as indicated in the Surry County Soil Survey.

2. Livestock Sales

- a. Livestock sales uses may not be located within five-hundred (500’) feet of an existing residential lot.
- b. Manure may not be stored or applied within five-hundred (500’) feet of a residential lot line, surface watercourse or well used for potable water.
- c. The use shall be located on, and take access from, a road classified as either a major or a minor thoroughfare.

3. Wineries

- a. Facility must be located in such a manner that visual impact to adjoining properties used or zoned for residential or agricultural purposes is minimal.
- b. All structures, buildings, storage areas, etc. (except fences or walls) associated with the winery must be twice (2X) the setback for the applicable zoning district from all property lines or street rights-of-way.
- c. A facility serving as an established Cooperative Winery or as an independent commercial winery may be permitted without the presence of an on-site vineyard, if, in the Board's estimation, the facility will benefit, cater to, and serve the vineyards of the surrounding areas.
- d. Outdoor lighting shall be designed to minimize light directly hitting adjacent property or any public right-of-way.
- e. All parking and storage areas associated with the winery shall be screened from adjoining properties used or zoned for residential or agricultural purposes. If existing topography and natural vegetation does not provide an existing visual barrier, selective screening may be required.
- f. Associated small-scale processing or catering facilities (i.e. cheese making, restaurant, wine tasting rooms) that are incidental to the winery, but may enhance the overall property in relation to tourism, may be permitted on a case-by-case basis by the Planning and Zoning Board. The Planning and Zoning Board shall hold a public hearing and upon approval issue a Special Use Permit for each use. Associated uses are subject to the above requirements as well.

4. Customary Home Occupations

- a. Customary home occupations may be established in single family, site-built dwellings as permitted in a residential district. The following requirements shall apply in addition to all other applicable requirements of this chapter for the residential district in which the uses are located:
- b. The home occupation shall be clearly incidental and subordinate to the residential use of the dwelling and shall not change the residential character of the dwelling.
- c. Use of the dwelling for home occupations shall be limited to twenty-five (25%) of one (1) floor of the principal building.
- d. Residents of the dwellings only may be engaged in the home occupations, except that not more than one assistant may be employed by the following professional persons: lawyers, physicians, dentists, chiropractors, accountants.
- e. No display of products shall be visible from the street and only products made on the premises may be sold on the premises.
- f. No internal or external alterations inconsistent with the residential use of the building shall be permitted.
- g. No accessory building [except as provided in Subsection 4(l), below] or open storage shall be allowed in connection with the home occupation.
- h. No machinery that causes noises or other interferences in radio and television reception shall be allowed.
- i. Only vehicles used primarily as passenger vehicles shall be permitted in connection with the conduct of the customary home occupation.

- j. No chemical, electrical or mechanical equipment that is not normally a part of domestic or household equipment shall be used primarily for commercial purposes, with the exception of medical and dental equipment used for professional purposes.
- k. Unless otherwise specified, customary home occupations may employ one sign, not more than one square foot in area and which shall not be illuminated.
- l. In the zoning districts that allow a Special Use Permit for customary home occupations in a detached accessory structure, the Planning and Zoning Board shall make all the above findings in addition to all findings otherwise required by this ordinance.

5. Dwelling, Manufactured Home (On Individual Lots)

- a. The lot must be recorded with the Surry County Register of Deeds as an individual lot.
- b. If municipal utilities are not available, the well and/or septic tank must be approved by the county health department.
- c. All yard dimensional requirements for the respective district must be met.
- d. The lot must have legal access to a public street.
- e. A certificate of occupancy must be issued by the Ordinance Administrator after these conditions and all other code requirements are met and before the unit can be occupied.

6. Manufactured Home Parks. The purpose of these manufactured home park regulations is to provide an acceptable environment for what are in fact small communities of manufactured homes: New manufactured home parks may be located in the RA district as special uses subject to a finding by the Planning and Zoning Board in addition to the findings required under this ordinance, that the following conditions will be met:

- a. Plans clearly indicating the developers' intention to comply with the provisions of this section shall be submitted to and approved by the Planning and Zoning Board. Plans must show the area to be used for the proposed manufactured home park; the ownership and use of neighboring properties; all proposed entrances, exits, driveways, walkways, and off-street parking spaces; the location of manufactured home spaces, recreation area, buffer strips, and service buildings; the location of sanitary conveniences, including laundries, if applicable, and refuse receptacles; the proposed plan of water supply, sewage disposal and electrical service and lighting. The Planning and Zoning Board shall have the authority to impose the reasonable conditions and safeguards on the proposed development, as it deems necessary for the protection of adjoining properties and the public interest.
- b. The lot area for a manufactured home park shall be at least two acres. All areas to be included in the park shall be clearly shown on the plans required by division (A) above.
- c. Each home in a manufactured home park shall occupy a designated space having at least six-thousand square feet (6,000ft²), with a width of at least fifty (50') feet, exclusive of common streets.
- d. Each manufactured home space shall abut a street within the park; the streets

shall be graded and surfaced with not less than four inches of crushed stone or other suitable material on a well-compacted sub-base to a continuous width of twenty (20') feet, exclusive of required parking spaces extending to the frontage street.

- e. Two (2) off-street parking spaces with not less than four (4") inches of crushed stone or other suitable material on a well-compacted sub-base shall be provided for each new manufactured home space. Required parking spaces may be included within six-thousand square feet (6,000ft²) required for each manufactured home space.
- f. At least two-hundred square feet (200ft²) of recreation space for each manufactured home space shall be reserved within each mobile home park as common recreation space for the residents of the park. The areas shall, along with streets and walkways, be adequately lighted for safety.
- g. No homes or other structures within a manufactured home park shall be closer to each other than sixteen (16') feet, except that storage or other auxiliary structures for the exclusive use of the manufactured home may be closer to that mobile home than sixteen (16') feet.
- h. No manufactured home shall be located closer than thirty (30') feet to the exterior boundary of the park or a bounding street right-of-way of a bounding street.
- i. Proposed water supply and waste disposal facilities for the manufactured home park shall be approved in writing by the county health officer or his or her representative.
- j. All refuse containers shall be located on a concrete, asphalt or similar base and shall be enclosed on three sides with a wooden or masonry fence or wall at least six feet high.
- k. Any expansion of manufactured home parks in existence on the effective date of this chapter shall comply with the provisions of this section.
- l. **Non-conforming Manufactured Home Parks.** The term nonconforming manufactured home park refers to any park not meeting the development standards established by the preceding requirements.
 - i. Nonconforming manufactured home parks may not be enlarged or altered to create additional space until the park had been brought into compliance with the provisions of this chapter.
 - ii. Manufactured or mobile homes that are not inspected and approved by HUD, and which were manufactured prior to June 15, 1976, shall be known as "nonconforming manufactured homes." Existing nonconforming manufactured homes located within the zoning jurisdiction of the Town upon the adoption of this section, shall be discontinued and removed when the structure has deteriorated to the point where major repairs are necessary to make the home habitable, in the judgment of the Surry County Building Inspector. Installation of nonconforming manufactured homes shall not be permitted in the zoning jurisdiction of the Town for residential or any other purposes.

7. Animal Services and Hospitals (With Outdoor Kennels)

- a. No outdoor containment of animals shall be located less than 250 feet from any residentially zoned property and fifty (50') feet from any other adjacent property line.
- b. Kennel areas must be surrounded by an opaque fence of not less than six (6') feet in height and enclosed as to prevent escape.

8. Bed and Breakfast Inn

- a. The use shall only be permitted in a structure that was originally built as a single-family dwelling that was constructed to the North Carolina State Building Code.
- b. When located in a residential zoning district, meals may not be provided to persons who are not registered guests of the Bed and Breakfast.
- c. Rooms may not be equipped with cooking facilities.
- d. Guest parking areas may only be located at the side or rear of the residence. In the case of corner lots, the parking must be provided on the side of the lot that does not front on the streets. This provision does not apply to through or double frontage lots.
- e. One (1) freestanding sign not exceeding sixteen square feet (16ft²) in sign area may be installed on site. The sign and any other signage shall comply with all other general sign regulations
- f. Special events (e.g., weddings, receptions, parties, etc.) held on the site shall comply with all requirements specified under the Temporary Use requirements as set forth in Section 9.16. This provision shall not apply to establishments located in the RA, CB, or HB districts.
- g. Applications must contain a written description of the proposed use(s) of the site and building(s) thereon including, at a minimum, the following information:
 - i. Number of full and part-time employees.
 - ii. Number of clients and/or occupants expected to use the facility.
 - iii. Building elevations for all existing and proposed structures on the property.
 - iv. A copy of the recorded deed establishing an ingress/egress easement to the lot in cases where access to the lot on which the bed and breakfast is to be located will be provided by an easement or private road.

9. Sexually Oriented Businesses (All)

- a. No sexually oriented business shall be located within one-thousand (1,000') feet of another sexually oriented business, which shall be measured from the exterior walls of the building(s) containing such regulated use.
- b. No sexually oriented business shall be located within 1,500 feet of any area zoned for residential use or from the property line of residential unit(s), churches, synagogues, temples, nursery schools, day care centers (child/adult) and public or private schools, in all zoning districts, which will be measured from the property line(s) containing such regulated use.
- c. Sign content shall consist of text only, and shall not depict or suggest subject matter that is lewd, offensive, sexual or anatomical in nature, as determined by

the Planning and Zoning Board.

- d. Screening is required around the entire perimeter of any sexually oriented business. This screening shall consist of a naturally wooded area or planted with a mixture of evergreen and deciduous trees and shrubs to simulate a naturally wooded area within three (3) years. This screening shall be located in a fifteen (15') foot wide buffer.

e. Supplemental Site Plan Requirements

- i. Location of existing structures on property within one-thousand (1,000') feet of exterior wall(s) of the regulated use.
- ii. Zoning of properties within 750 feet of each property line of the regulated use.
- iii. Other area or site-specific information as deemed necessary by the Ordinance Administrator.

f. Operational Considerations

- i. If applicable, all viewing booths shall be open and be visible to manager(s) of the establishment.
- ii. If applicable, there shall be a minimum separation of six (6') feet between patrons and performers.
- iii. Masseuses and servers of food and beverage shall at all times wear a shirt and pants.
- iv. No nude or seminude service or entertainment of any kind shall be allowed outside the building of a regulated use.

10. Wholesale Uses, Bulk Petroleum, Chemical and Gas

a. Site Standards

- i. All storage buildings and yards shall be a minimum of two hundred (200') feet from any residential use, hospital, nursing or convalescent home, retirement home, life care community, school, or church. However, the Planning and Zoning Board shall be authorized to increase this setback if the situation warrants, based on the specific substances that are to be manufactured or stored and in what specific quantities.
- ii. All structures (except fences and walls), buildings, storage areas, etc. used in the operation shall be a minimum of one hundred (100') feet from all property lines or street rights-of-way.
- iii. Buildings must meet all requirements for Hazardous Occupancy under the NC Building Code.
- iv. Outdoor lighting shall be designed to minimize or prevent light from directly hitting adjacent property or any public right-of-way.
- v. Use shall be totally enclosed by a security fence or wall at least eight (8') feet high or enclosed within a locked fireproof building. A vegetative screen, either planted or natural wooded area, shall be provided along any street right-of-way and any property line within four-hundred (400') feet of property used or zoned for residential purposes.

b. Operational Requirements

- i. The site shall be utilized in a manner that shall not pose a hazard off-site.
- ii. All unpaved storage areas shall be maintained in a manner that prevents dust from adversely impacting adjacent properties.
- iii. Buildings must be maintained to meet all requirements for Hazardous Occupancy under NC Building Code.
- iv. The Fire Marshall and local fire department shall be kept notified of the types of materials used, manufactured, or stored on site.

11. Go Kart Tracks, Commercial Recreation - Outdoor

- a. Hours of operation shall be limited to 9AM until 9PM.

12. Golf Driving Range

- a. Hours of operation shall be limited to 6AM until 10PM.
- b. The range shall be surrounded by netting or similar barriers when the edge of the driving area is located within one-hundred (100') feet of a roadway or property line.

13. Shooting Range, Outdoor

- a. Access will be controlled to prevent unregulated entrance to the firing area. The means of controlling access shall be indicated on the site plan and permit application.
- b. Security fencing will be provided to prevent an individual from crossing the property downrange.
- c. There will be a minimum separation of three-hundred (300') feet between the range and the closest exterior property line.
- d. Warning signs meeting NRA guidelines for shooting ranges shall be posted at one-hundred (100') foot intervals along the entire perimeter of the shooting range facility.
- e. Ranges shall be operated in a manner that is consistent with the safety guidelines outlined in the most recent version of the NRA Range Source Book, or equivalent range operations guidelines.
- f. Shooting ranges shall be designed according to the guidelines in the NRA Range Source Book. Weapons and ammunition that exceed the design capacity of a range or shooting lane shall be prohibited from being fired on that facility. It shall be the responsibility of the range owner to enact policies and procedures that prevent such unauthorized firing.
- g. All shooting ranges must be located at least one-thousand (1,000') feet from any existing occupied dwelling, with the exception of a dwelling located on the site of the range that is occupied by the owner, range manager, or caretaker.
- h. Shooting ranges are allowed to operate between 8AM and sunset (between 11:30AM and 6PM on Sunday), except that the hours may be extended after sunset for purposes of subdued lighting certification for law enforcement officers and military personnel. The range operator shall notify the Police Department twenty-four (24) hours prior to holding extended range hours.

- i. The applicant/owner will be required to carry a minimum of \$1,000,000 of liability insurance. Such insurance must name the Town of Pilot Mountain as an additional insured party and save and hold the Town, its elected and appointed officials and employees acting within the scope of their duties, harmless from and against all claims, demands and causes of action of any kind or character, including the cost of defense thereof, arising in favor of a person or group's members or employees or third parties on account of any property damage arising out of the acts or omissions of the applicant/owner, his or her group or club or its agents or representatives. The Town will be notified of any policy changes or lapses in coverage.
- j. In addition to the site plan requirements of this Ordinance, the submitted site plan must also show the following:
 - i. Complete layout of each range, including shooting stations or firing lines, target areas, shot-fall zones or safety fans, backstops, berms and baffles;
 - ii. Projected noise contours; and
 - iii. Existing and proposed structures, occupied dwellings within one-quarter (1/4) mile, roads, streets, or other access areas, buffer areas and parking areas for the range facility.

14. Broadcast Towers / Wireless Telecommunication Towers

- a. Setback requirements shall be height of the tower plus twenty-five percent (25%). This applies to front, side and rear yard setbacks.
- b. Height limitation shall be three-hundred (300') feet, and be contingent upon a determination of "no hazard" by the Federal Aviation Administration (FAA).
- c. Accessory structures may be allowed for maintenance purposes only.
- d. Lighting may be required to meet FAA or FCC regulations, but lighting may not glare on adjacent properties. There may be flashing lights only as required by FAA or FCC regulations.
- e. Chain link fencing around the tower is required at the height of at least six (6') feet.
- f. The tower and grounds must be maintained and will be the responsibility of the property owner. Removing the tower, accessory structures, and related facilities within six (6) months of abandonment, obsolescence, or cessation of use will be the responsibility of the property owner.
- g. Monopoles shall be the preferred construction over the lattice type.
- h. No commercial or advertising signs shall be permitted.
- i. Applicant shall demonstrate clearly the public need for the proposed new tower, and that such need cannot be met by use of existing or less intrusive facilities.

15. Distribution Centers and Freight Terminals

- a. Such uses shall be required to be located on, and take access from, a road classified as either a major or a minor thoroughfare.

16. Food Processing and Manufacturing

- a. Such uses shall be located at least one-thousand (1,000') feet from the property line of any residentially zoned property.

- b. All waste products from processing operations shall be stored inside a fully enclosed building.

17. Junkyards, Salvage Yards, and Recycling Operations

- a. No landfill or junkyard shall be permitted to locate or expand within two-hundred (200') feet of any property used or zoned for residential purposes, and any property used as a hospital, nursing or convalescent home, retirement home, school, church or commercial property.
- b. No landfill or junkyard shall be located within five-hundred (500') feet of any residential dwelling or well.
- c. A visual screen six (6') feet in height, either vegetative or by opaque fence, shall surround the perimeter of all open storage areas.

18. Mining and Quarrying Operations

- a. Such uses shall not be located within five-hundred (500') feet of an exterior property line.
- b. Hours of operation are limited to the hours of 6AM until 9PM.
- c. Blasting may only occur between the hours of 10AM and 5PM.
- d. The use shall be located on, and take access from, a major or minor thoroughfare.

19. Indoor Growing Facilities

- a. All activities and operations of the facility, including cultivation, shall take place inside the building.
- b. The facility shall include a ventilation and filtration system designed to ensure odors from the operation are not detectable from outside of the building.

20. Accessory Dwelling

- a. No accessory dwelling shall be permitted prior to a single-family dwelling or bed & breakfast inn being constructed on a lot.
- b. Only one (1) accessory dwelling shall be permitted per parcel.
- c. The accessory dwelling shall not exceed fifty (50%) percent of the square footage of the conditioned (heated) area of the principle structure or one-thousand (1,000) square foot of gross floor area, whichever is less.
- d. A detached accessory dwelling shall be sited to the rear of the principle structure. In that AR and RL districts, a detached accessory dwelling may be sited to the side of the primary dwelling if the lot exceeds two(2) acres in size.
- e. The exterior of the accessory dwelling shall be compatible with the principle structure in terms of color, siding roof pitch, window detailing, roofing materials, and foundation. Mobile homes shall not be pulled up to or attached to a primary dwelling and considered an accessory dwelling.

21. Dwelling, within a Mixed Use Building

- a. Each dwelling unit within a mixed use building shall contain complete and permanent living facilities with a minimum of five-hundred (500ft²) square feet of habitable floor area.
- b. Dwelling units within a mixed use building shall be permitted above and below the street level. Dwelling units shall also be permitted on the street level if the dwelling space does not exceed fifty (50%) percent of the street floor

- area and is set to the rest of the building.
- c. No dwelling unit shall be accessed through the street level non-residential space.
- d. For new construction and conversions of existing buildings, an engineered floor plan shall show the proposed use of all building space.

22. Dwelling, Multi-Family Residential

- a. Multi-family dwellings in one (1) or more structures shall comply with the following standards:

i.

<u>Stories</u>	<u>Front & Side Streets</u>	<u>Side</u>	<u>Rear</u>
<u>1</u>	<u>20ft</u>	<u>10ft</u>	<u>20ft</u>
<u>2</u>	<u>20ft</u>	<u>15ft</u>	<u>25ft</u>
<u>3 or more</u>	<u>20ft</u>	<u>20ft</u>	<u>30ft</u>

- ii. Building Separation and Orientation: No building shall be closer than twenty (20') feet from any other building. Buildings shall not be arranged in straight rows oriented in such a way as to resemble a row of barracks.
- iii. Access: All developments, including group or phased developments shall have direct primary access to a publicly maintained street. Any development with more than twenty (20) dwelling units shall require a certified traffic engineering report evaluating the capability of the adjoining street system to carry the traffic generated by the development.
- iv. Adjoining Street Improvements: Improvements to adjoining streets shall be required (i.e. widening, curb and gutter, acceleration/deceleration lanes(if it is determined that such improvements are warranted by the impact of the development. In addition, the installation of traffic signal(s) shall be required based upon the recommendation of the appropriate NCDOT official.
- v. Interior Streets: Public streets or those constructed to be accepted into public maintenance shall meet the standards of Article 7.
- vi. Solid Waste Facilities: The develop shall install a solid waste collection system in accordance with the *Town of Pilot Mountain Infrastructure Specifications Manual*.
- vii. Water and Wastewater: The development shall be connected to the Town of Pilot Mountain public water and public wastewater system. A water and sewer plan prepared by a Registered Engineer and approved by the Town Engineer shall be implemented by the developer.

(1) All main utility lines, meters, taps, and other appurtenances, up to and including the meter for each individual unit, (bunt

not including the service lines and other facilities extending service to each individual unit) shall be built to the same standard as required for major subdivisions (See Article 7). All such facilities, together with an easement of sufficient width, shall be conveyed to and/or dedicated to the Town of public use and maintenance.

(2) Each development shall be metered for all utilities. Responsibility for maintenance of common utility lines and/or facilities, which have not been conveyed to the Town and/or dedicated for public use, shall be the responsibility of the project owner, or in the case of unit ownership clearly established in the declaration, protective covenants and other bylaws.

viii. No development including grading, tree removal, or any other land disturbing activities shall take place on any site being considered for a Special Use Permit until the final plan has been approved and the Special Use Permit Issued. Failure to conform to this provision shall constitute a violation of this Ordinance and may constitute grounds for denying or, if a Special Use Permit has been authorized by the Planning and Zoning Board, revocation of that authorization.

Pilot Mountain Town Hall
124 West Main St.
Pilot Mountain, NC 27041



(Phone) - 336.368.2247
www.pilotmountainnc.org

MEMORANDUM

TO: Mayor and Board of Commissioners
FROM: Michael Boaz, Town Manager/Finance Officer
DATE: February 9, 2024
RE: February 2024 Manager's Report

- The Mayor and I have discussed having a retreat or workshop to kick off the budget season. If the Board is interested in holding such a session, we should try and get it on the calendar soon.
- The next community meal will be on February 24 at the ACC.
- We held a bid opening for the two water line projects on Feb 2. Unfortunately, we only got one bid which means that we could not open the bids. We have re-advertised for bids and regardless of how many we get on the second round we can open bids. We hope to have the bids on the agenda for the March meeting.

PROJECT UPDATES

1. Depot Street Stream Restoration Project: Construction is complete.
2. Streetscape Project: No funding was provided in the State budget. We are working on backup plans to obtain funding.
3. WWTP & Pump Station Project: Contractor is working on final punch list.
4. 2022 Collection System Project: Design has been approved. We are working to acquire the final easements for the project and will be out to be in the next 60 days.
5. 2022 Distribution System Project: Project is out to bid.
6. WWTP Rehab Phase 2: The design is underway.
7. 2022 Water AIA Project: We are awaiting the delivery of meters to setup the leak detection study. This phase will take 10 months to collect necessary data.



TOWN OF PILOT MOUNTAIN

Monthly Financial Dashboard

FISCAL YEAR ENDING June 30, 2024

Reporting Period: December 1-December 31 2023

OUR CASH AND INVESTMENTS		
Balances on December 31, 2023, in whole dollars		
CASH & INVESTMENTS BY FUND		
GENERAL FUND		
	December 2022	December 2023
Central Depository	\$ 292,812	\$ 405,320
NCCMT	203,731	(86,225)
NCCMT-Powell Bill	108,927	216,672
NCCMT-Term Account	-	-
Police Drug Forfeiture	2,185	4,602
Centura Bank CD	25,031	25,031
Fiduciary Funds	69,955	74,042
TOTAL GENERAL FUND	\$ 702,641	\$ 639,440
OTHER FUNDS		
	December 2022	December 2023
Water & Sewer Fund	\$ (12,650)	\$ 31,601
NCCMT-Water/Sewer	\$ 6,241	\$ 6,445
2022 Distribution System	NA	\$ (7,166)
Streambank	\$ 613,037	\$ 39,256
WWTP Upgrade	\$ 64,872	\$ (38,710)
2022 Collection System	N/A	\$69,955
Water Treatment Upgrade	(\$337,827)	(\$378,910)
Streetscape Project	\$0	\$0
Sunset Sewer Project	(\$39,822)	(\$39,822)
Street Resurfacing	\$89,951	(\$15,045)
WWTP Phase 2	N/A	\$5,850
2022 Water AIA	N/A	
Capital Reserve	\$ 73,134	\$ 153,894
ARPA Funds	\$ 147,905	\$ (33,869)
TOTAL OTHER FUNDS	\$ 604,841	\$ (206,521)
TOTAL CASH & INVESTMENTS TOWN-WIDE		
	December 2022	December 2023
ALL FUNDS	\$ 1,307,482	\$ 432,920

OUR CASH FLOWS...			
GENERAL FUND REVENUES & EXPENDITURES	Comparison of FYTD %		
	Prior FYTD %	Current FYTD %	
Fiscal Year Budget	\$ 2,194,700	\$ 3,681,460	
Revenues Fiscal Year to Date	100.00%	68.00%	
Expenses Fiscal Year to Date	88.73%	65.41%	
WATER & SEWER ENTERPRISE FUND			
Fiscal Year Budget	\$ 1,399,260	\$ 1,399,260	
Revenues Fiscal Year to Date	44.37%	45.59%	
Expenses Fiscal Year to Date	49.41%	44.36%	
WWTP & PUMP STATION REHAB PROJECT			
Project Budget	\$ 1,374,500	\$ 1,374,500	
Revenues Project to Date	\$ 2,029,262	3.83%	147.64%
Expenses Project to Date	\$ 2,145,088	8.70%	156.06%
Water Treatment Upgrade Project			
Project Budget	\$ 3,978,000	\$ 3,978,000	
Revenues Project to Date	\$ 3,675,162	10.72%	92.39%
Expenses Project to Date	\$ 4,156,545	11.38%	104.49%
Sunset Sewer Rehabilitation Project			
Project Budget	\$ 2,573,038	\$ 2,573,038	
Revenues Project to Date	\$ 2,056,327	55.71%	79.92%
Expenses Project to Date	\$ 2,133,417	55.07%	82.91%
WATER & SEWER AIA PROJECT			
Project Budget	NA	\$ 305,000	
Revenues Project to Date	\$ 332,279	97%	109%
Expenses Project to Date	\$ 314,278	96%	103%

SPECIFIC REVENUE COLLECTIONS AT A GLANCE...

	Comparison of FY %			GENERAL FUND DEPARTMENTS	Comparison of Monthly Expenses			
	Prior FY %	Current FY %			Fiscal Year 2024 Budget	YTD Expenses		
AD VALOREM PROPERTY TAX								
Fiscal Year Budget		\$ 968,150	\$ 1,099,400	Governing Body	\$ 55,440	\$ 30,085	\$ 42,211	
Revenues this Month	\$ 52,742	3.19%	4.80%	Administration	386,310	215,155	348,325	
Revenues FYTD	\$ 757,444	70.59%	68.90%	Community & Economic D	26,500	15,820	18,100	
				Downtown Revitalization	212,970	160,736	187,039	
SALES & USE TAX				Police Dept	1,139,560	745,889	669,621	
Fiscal Year Budget	\$ 630,000	\$ 670,000		Street Dept	430,240	106,360	380,395	
Revenues this Month	\$ 53,589	8.00%	8.00%	Powell Bill	42,530	8,890	54,618	
Revenues FYTD	\$ 334,549	52.27%	49.93%	Sanitation	320,250	207,528	201,523	
UTILITY FRANCHISE TAX				Pilot Center	18,870	30,660	25,979	
Fiscal Year Budget	\$ 110,000	\$ 110,000		Library	40,370	6,880	9,200	
Revenues this Month	\$ 29,353	26.70%	26.68%	Debt Service	197,850	49,077	41,355	
Revenues FYTD	\$ 53,534	48.24%	48.67%	Recreation	810,570		750,916	
REFUSE COLLECTION FEES					\$ 3,681,460	\$ 1,577,081	\$ 2,729,283	
Fiscal Year Budget	\$ 75,000	\$ 118,510		Fiscal Year Budget	\$ 2,194,700	\$ 3,681,460		
Revenues this Month	\$ 11,671	12.44%	9.85%	YTD % of Annual Budget Expended		71.86%	74.14%	
Revenues FYTD	\$ 63,224	63.50%	53.35%					
ARMFIELD CIVIC CENTER				WATER & SEWER ENTERPRISE FUND				
Fiscal Year Budget	N/A	\$ 562,000		General	\$ 336,940	\$ 63,711	\$ 63,219	
Revenues this Month	\$ 45,073	N/A	8.02%	Water/Sewer Administration	291,670	91,998	98,449	
Revenues FYTD	\$ 234,760	N/A	41.77%	Production	258,240	70,454	136,253	
				WWTP	278,020	116,666	126,454	
WATER & SEWER ENTERPRISE FUND REVENUES				Line Maintenance	234,390	286,888	196,392	
Fiscal Year Budget	\$ 1,274,390	\$ 1,399,260			\$ 1,399,260	\$ 629,718	\$ 620,766	
Revenues this Month	\$ 111,060	7.38%	7.94%	Fiscal Year Budget	\$ 1,399,260	\$ 1,399,260		
Revenues FYTD	\$ 637,982	44.37%	45.59%	YTD % of Annual Budget Expended		45.00%	44.36%	

Surry County 911 Communications
139 Dobson Church of Christ Rd Dobson , NC 27017

CFS By Department - Select Department By Date
 For PILOT MOUNTAIN PD 01/01/2024 00:00 - 01/31/2024 23:59

PILOT MOUNTAIN PD	Count	Percent
911 HANGUP	2	0.51%
ACCIDENT PD	15	3.81%
ALARM BANK	1	0.25%
ALARM BUSINESS	7	1.78%
ALARM OTHER	1	0.25%
ALARM PANIC	1	0.25%
ALARM RESIDENTAL	1	0.25%
ALARM SCHOOL	2	0.51%
ANIMAL PROBLEM	1	0.25%
ASSIST AGENCY	3	0.76%
B&E RESIDENCE	2	0.51%
C&R DRIVER	1	0.25%
CARDIAC ARREST E	1	0.25%
CARDIAC D	2	0.51%
CIVIL DISTURBANCE	4	1.02%
DEATH A	1	0.25%
DEBRIS ROADWAY	1	0.25%
DOMESTIC	1	0.25%
DRUG ACTIVITY	1	0.25%
ESCORT FUNERAL	1	0.25%
FOLLOW UP	6	1.52%
HIT CONFIRMATION	1	0.25%
IMPROPERLY PARKED VEHICLE	2	0.51%
INTOXICATED DRIVER	2	0.51%
INTOXICATED PEDESTRIAN	1	0.25%
LARCENY AUTO	2	0.51%
LARCENY BUSINESS	2	0.51%
MENTAL SUBJECT	2	0.51%
MISCELLANEOUS	22	5.58%
MISSING PERSON	1	0.25%
OPEN DOOR	1	0.25%
PROPERTY DAMAGE	1	0.25%
PROPERTY LOST	1	0.25%
PROPERTY RECOVER	1	0.25%
PROWLER	1	0.25%
PUBLIC SERVICE	43	10.91%
SATURATION PATROL	25	6.35%
SCHOOL TRAFFIC	32	8.12%
SECURITY CHECK	94	23.86%
SECURITY CHECK SCHOOL	5	1.27%
SERVE WARRANT	4	1.02%
SPECIAL ASSIGNMENT OFF DUTY	1	0.25%

PILOT MOUNTAIN PD	Count	Percent
STOLEN VEHICLE	1	0.25%
STRANDED MOTORIST	5	1.27%
SUSPICIOUS PERSON	8	2.03%
SUSPICIOUS VEHICLE OCCUPIED	6	1.52%
SUSPICIOUS VEHICLE UNKNOWN	1	0.25%
SUSPICIOUS VEHICLE UNOCCUPIED	1	0.25%
TRAFFIC CONTROL	1	0.25%
TRAFFIC STOP	54	13.71%
TRESPASS	2	0.51%
UNKNOWN PROBLEM	1	0.25%
UNLOCK VEHICLE	7	1.78%
UTILITY PROBLEM	1	0.25%
VEHICLE FIRE	1	0.25%
WEATHER/DIASTER/MCI	1	0.25%
WELFARE CHECK	5	1.27%
Total Records For PILOT MOUNTAIN PD	394	Group/Total 100.00%
Total Records		394

Surry County 911 Communications
139 Dobson Church of Christ Rd Dobson , NC 27017

CFS By Department - Select Department By Date
 For PILOT MOUNTAIN PD 11/01/2023 00:00 - 11/30/2023 23:59

PILOT MOUNTAIN PD	Count	Percent
911 HANGUP	3	0.37%
ACCIDENT PD	7	0.87%
ACCIDENT PI	2	0.25%
ALARM BUSINESS	6	0.74%
ALARM HOLD UP	1	0.12%
ALARM RESIDENTAL	1	0.12%
ALARM SCHOOL	1	0.12%
ANIMAL PROBLEM	2	0.25%
ASSAULT	2	0.25%
ASSIST AGENCY	1	0.12%
B&E BUSINESS	1	0.12%
B&E RESIDENCE	1	0.12%
BOLO	1	0.12%
C&R DRIVER	1	0.12%
CHECKPOINT	1	0.12%
CIVIL DISTURBANCE	7	0.87%
DEBRIS ROADWAY	1	0.12%
DWI TRAFFIC STOP	1	0.12%
ESCORT FUNERAL	3	0.37%
FOLLOW UP	5	0.62%
FRAUD	1	0.12%
HIT & RUN PD	2	0.25%
ILLEGAL BURN	1	0.12%
IMPROPERLY PARKED VEHICLE	2	0.25%
INTOXICATED DRIVER	2	0.25%
LARCENY OTHER	1	0.12%
LIVESTOCK IN HIGHWAY	1	0.12%
MENTAL SUBJECT	2	0.25%
MISCELLANEOUS	7	0.87%
MISCELLANEOUS FIRE	1	0.12%
MISSING PERSON	1	0.12%
OVERDOSE	1	0.12%
PICKUP PAPER	2	0.25%
PROPERTY DAMAGE	2	0.25%
PROPERTY LOST	2	0.25%
PUBLIC SERVICE	58	7.17%
RESCUE A	1	0.12%
SATURATION PATROL	7	0.87%
SCAM	1	0.12%
SCHOOL TRAFFIC	30	3.71%
SECURITY CHECK	516	63.78%
SECURITY CHECK SCHOOL	2	0.25%

PILOT MOUNTAIN PD	Count	Percent
SEIZURE C	1	0.12%
SERVE CRIMINAL SUMMONS	1	0.12%
SMOKE INVESTIGATION	1	0.12%
SPECIAL ASSIGNMENT OFF DUTY	5	0.62%
SPECIAL ASSIGNMENT ON DUTY	1	0.12%
SRO DUTY	8	0.99%
STOLEN VEHICLE	1	0.12%
STRANDED MOTORIST	4	0.49%
SUSPICIOUS PERSON	11	1.36%
SUSPICIOUS VEHICLE OCCUPIED	6	0.74%
SUSPICIOUS VEHICLE UNKNOWN	2	0.25%
SUSPICIOUS VEHICLE UNOCCUPIED	1	0.12%
TEST	1	0.12%
TRAFFIC STOP	50	6.18%
TRAINING	5	0.62%
TRESPASS	1	0.12%
UNAUTHORIZED USE	1	0.12%
UNLOCK VEHICLE	10	1.24%
WELFARE CHECK	8	0.99%
Total Records For PILOT MOUNTAIN PD	809	Group/Total 100.00%
Total Records		809

Surry County 911 Communications
139 Dobson Church of Christ Rd Dobson , NC 27017

CFS By Department - Select Department By Date
For PILOT MOUNTAIN PD 12/01/2023 00:00 - 12/31/2023 23:59

PILOT MOUNTAIN PD	Count	Percent
911 HANGUP	2	0.27%
ACCIDENT CHECK	1	0.14%
ACCIDENT PD	7	0.95%
ACCIDENT PI	3	0.41%
ALARM BUSINESS	9	1.22%
ALARM OTHER	2	0.27%
ALARM RESIDENTAL	5	0.68%
ALARM SCHOOL	2	0.27%
ARMED ROBBERY	1	0.14%
ASSIST AGENCY	1	0.14%
CARDIAC ARREST D	1	0.14%
CARDIAC D	1	0.14%
CHECKPOINT	1	0.14%
CIVIL DISTURBANCE	3	0.41%
DOMESTIC	2	0.27%
ESCORT FUNERAL	3	0.41%
FIRE ALARM	1	0.14%
FOLLOW UP	16	2.17%
FRAUD	2	0.27%
HIT & RUN PD	3	0.41%
LARCENY OTHER	2	0.27%
LIVESTOCK IN HIGHWAY	1	0.14%
MENTAL SUBJECT	2	0.27%
MISCELLANEOUS	12	1.63%
MISSING PERSON	1	0.14%
OPEN DOOR	1	0.14%
OVERDOSE	1	0.14%
PROPERTY DAMAGE	1	0.14%
PUBLIC SERVICE	64	8.68%
SATURATION PATROL	5	0.68%
SCHOOL TRAFFIC	28	3.80%
SECURITY CHECK	456	61.87%
SECURITY CHECK SCHOOL	3	0.41%
SERVE WARRANT	2	0.27%
SICK C	1	0.14%
SPECIAL ASSIGNMENT OFF DUTY	3	0.41%
SPECIAL ASSIGNMENT ON DUTY	1	0.14%
STRANDED MOTORIST	4	0.54%
SUSPICIOUS ACTIVITY	2	0.27%
SUSPICIOUS PERSON	12	1.63%
SUSPICIOUS VEHICLE OCCUPIED	7	0.95%
SUSPICIOUS VEHICLE UNKNOWN	2	0.27%

PILOT MOUNTAIN PD		Count	Percent
SUSPICIOUS VEHICLE UNOCCUPIED		4	0.54%
TRAFFIC STOP		37	5.02%
TRESPASS		1	0.14%
UNAUTHORIZED USE		1	0.14%
UNLOCK VEHICLE		10	1.36%
UNRESPONSIVE D		1	0.14%
WELFARE CHECK		6	0.81%
Total Records For PILOT MOUNTAIN PD		737	Group/Total 100.00%
Total Records		737	

**MONTHLY STATUS REPORT OF
OPERATION FOR THE PILOT MOUNTAIN
WASTEWATER TREATMENT PLANT**

MONTH: December

YEAR: 2023

OPERATIONS:

MILLION GALLONS OF WATER TREATED	6.014	PERMIT LIMIT MGD	.500
AVERAGE DAILY VOLUME TREATED	.194		
TOTAL RAINFALL	7.25		

CHEMICALS USED:

CHLORINE/BLEACH	80 Gallons
POLYMER	0 Gallons

CHEMICAL ANALYSIS:

Parameter	Permit Limits	Monthly Results
BOD	30 max. avg. monthly	5.7
TSS	30 max. avg. monthly	7
D.O.	5 minimum avg. daily eff.	8.62
Fecal Coliform	200 max. avg. monthly	1
Ammonia-Nitrogen	28.6 max. avg. monthly	10.7

We were in compliance with all monitoring requirements for December. The eDMR was submitted to NCDEQ on January 17th, 2024.



Assure Station Metrics Monthly Reporting

Town of Pilot Mountain, NC - Monthly Report - December 2023

Company Id
136351

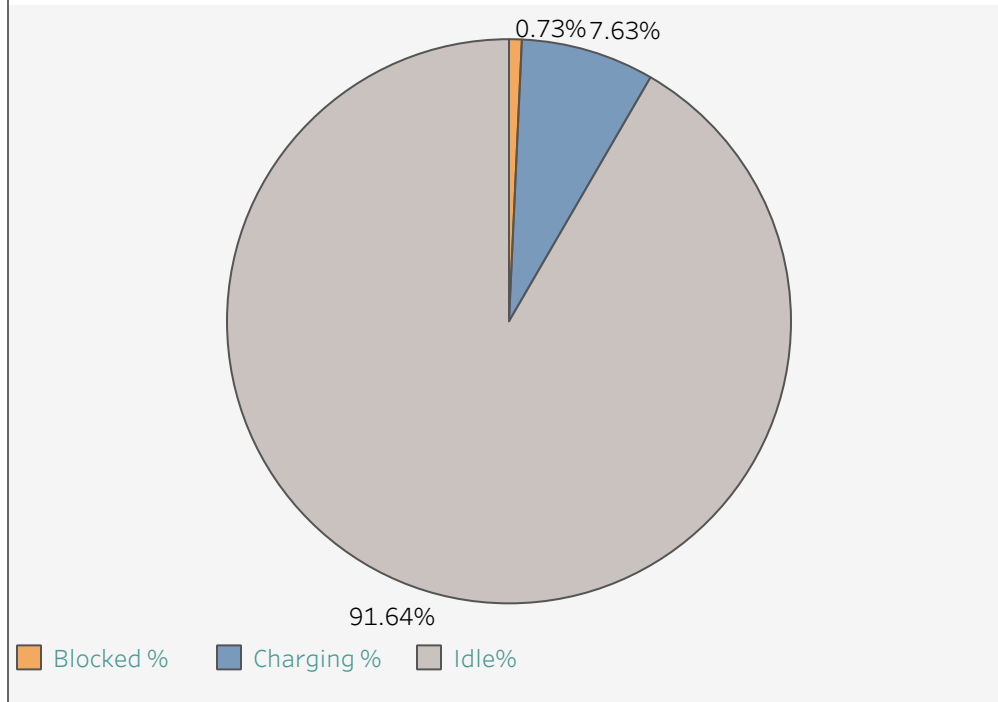
Port Level
All

Organization Name
All

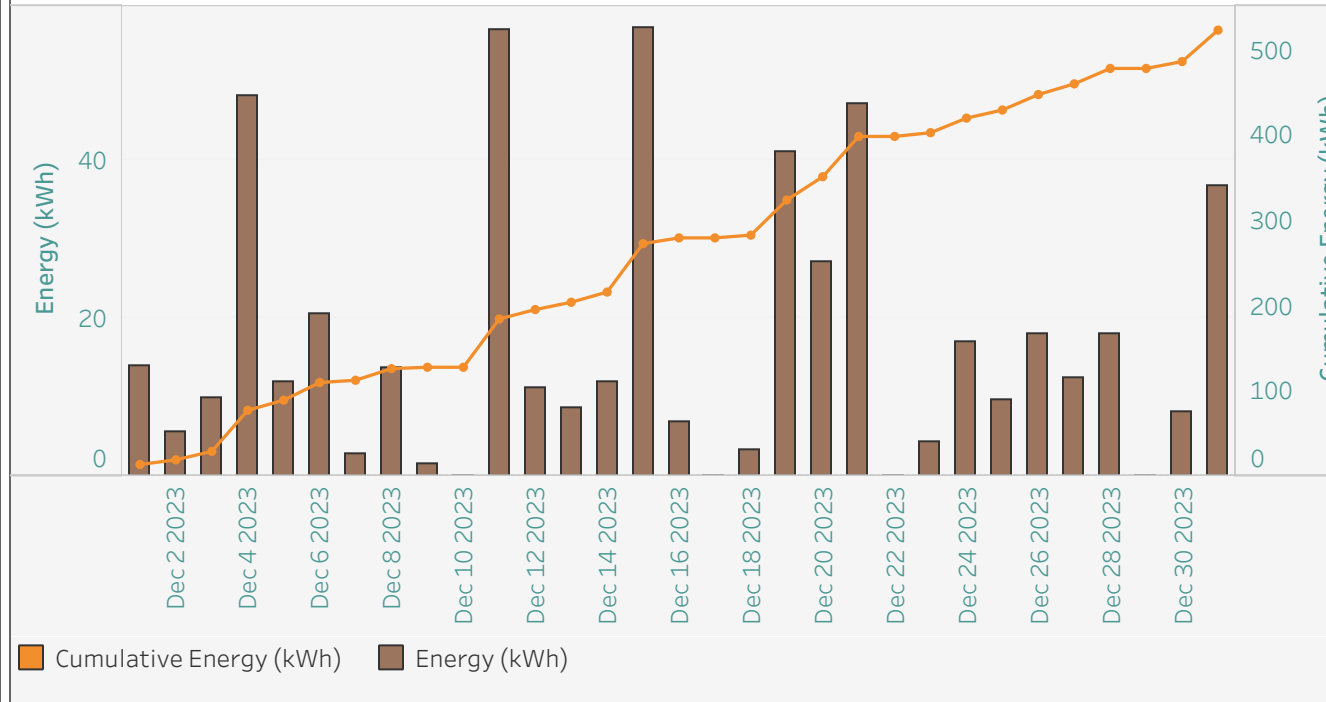
Month End Date
12/31/2023

Port Count	Station Count	Total Revenue (\$)	Energy (kWh)	GHG Savings (kg)	Gasoline Saved (Gal)	Unique Driver	Session Count
2	1	0	523	220	66	6	41

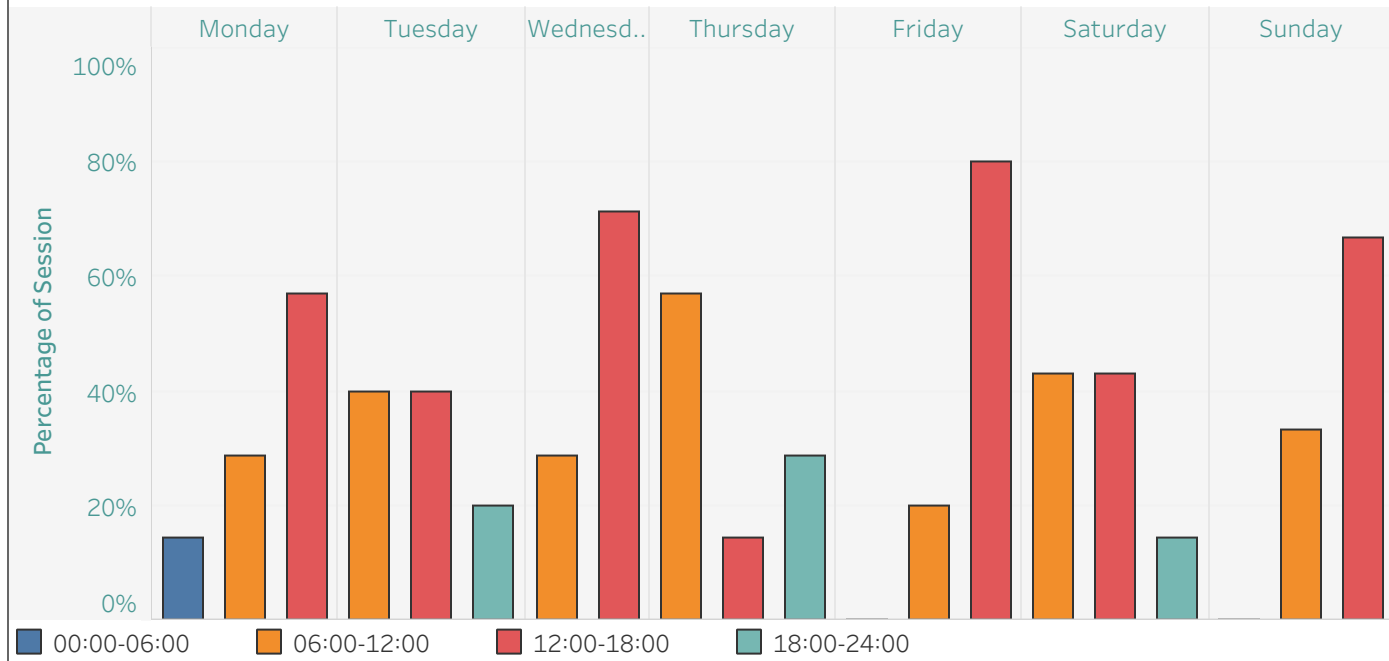
Port Utilization: 24 Hours



Energy Dispersed (kWh) by Day



Session Starts by Time of Day Month



Average Session Duration (Hours)	3.03
Average Session Charge Time (Hours)	2.77
Average Session Energy (kWh)	12.75
Average Session Revenue (\$)	0.00
Occupied Hours	124.4
Charging Hours	113.5



Assure Station Metrics Quarterly Reporting

Town of Pilot Mountain, NC - Quarterly Report - 2023 Q4

Company Id
136351

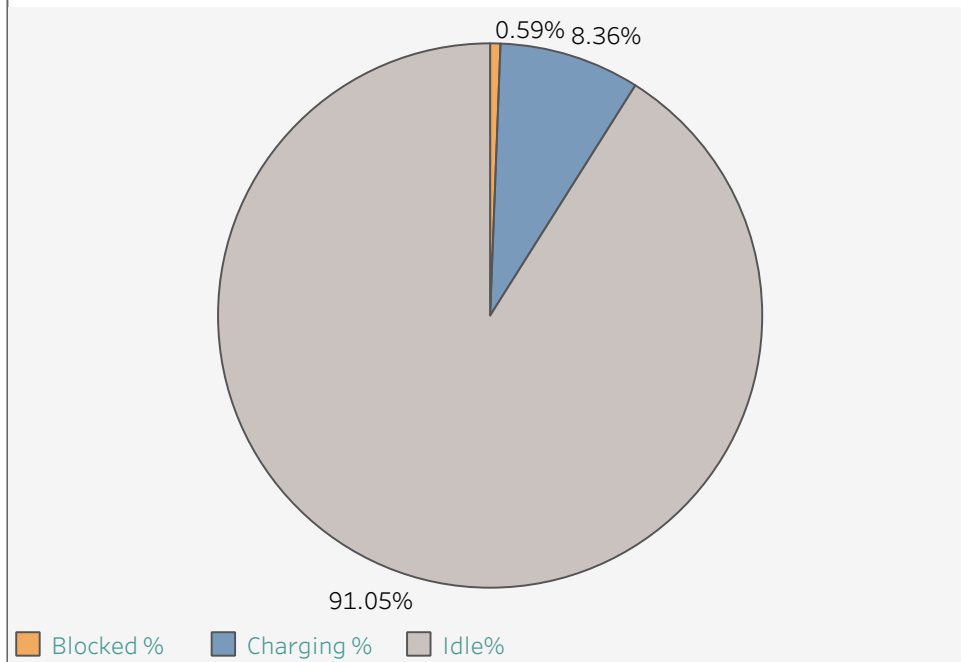
Port Level
All

Organization Name
All

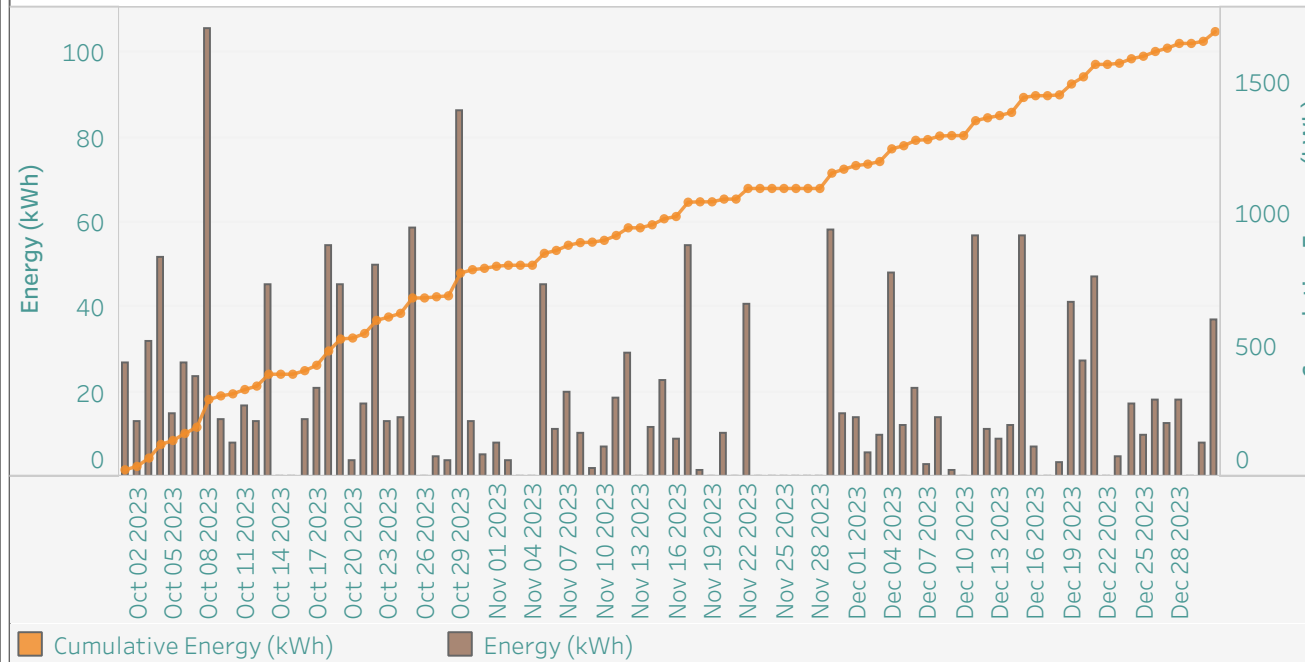
Quarter Year
12/31/2023

Port Count	Station Count	Total Revenue (\$)	Energy (kWh)	GHG Savings (kg)	Gasoline Saved (Gal)	Unique Driver	Session Count
2	1	0	1,691	710	212	16	128

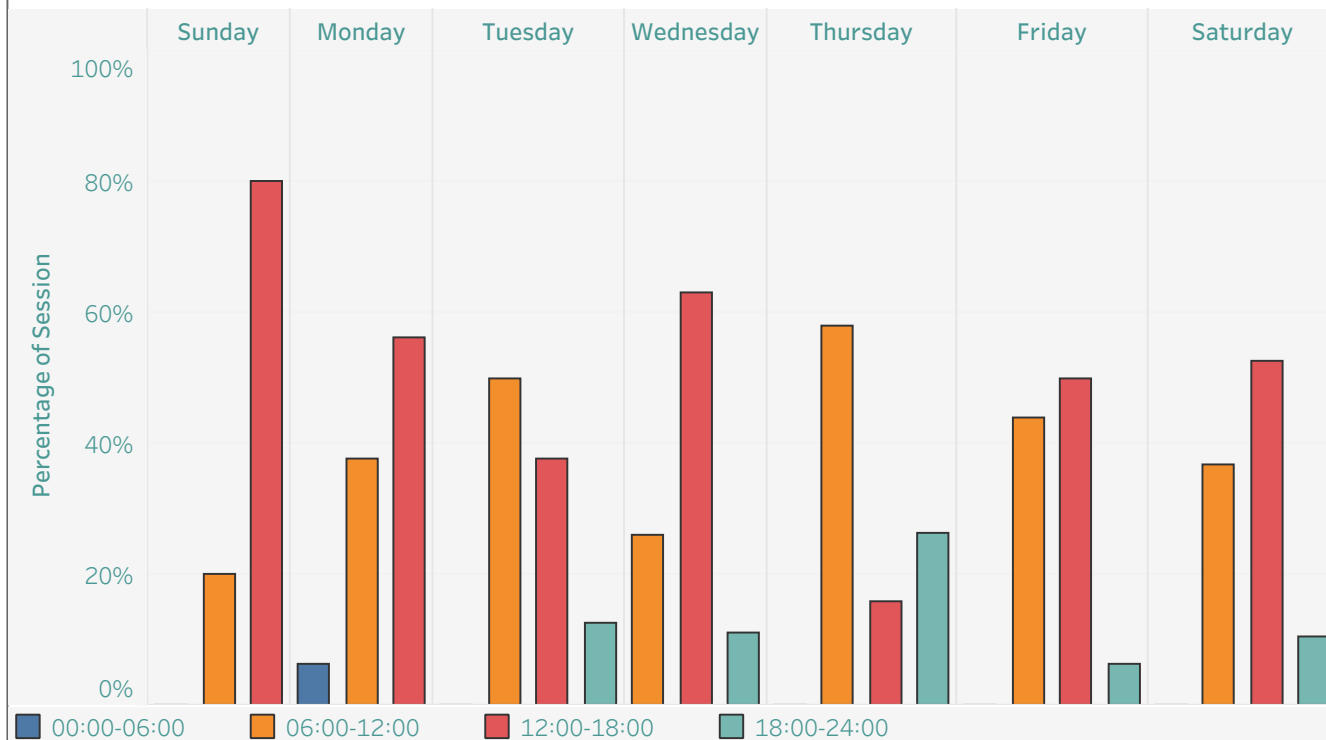
Port Utilization: 24 Hours



Energy Dispersed (kWh) by Day



Session Starts by Time of Day Quarter



Average Session Duration (Hours)	3.09
Average Session Charge Time (Hours)	2.88
Average Session Energy (kWh)	13.21
Average Session Revenue (\$)	0.00
Occupied Hours	395.2
Charging Hours	369.0

Service Entitlement Status Breakdown of Assure Stations					
	Expired	0-30 Days	1-6 Months	6-12 Months	1+ Year
Assure	0	0	0	0	1
SW	0	0	0	0	1

- You dispensed more energy than 38.34 % of other Assure customers.
- You collected more fees than 0.00 % of other Assure customers.
- You fueled more unique drivers than 45.66 % of other Assure customers.
- Your 24 hour charging utilization was higher than 47.48 % of other Assure customers.

Station Name	Total Energy (kWh)	Total Sessions	Total Fees (\$)	Gasoline Saved (Gal)	GHG Savings (kg)	Charging Hours	Occupied Hours	Uptime (%)
PM TOWN HALL PM TOWN HALL	1,691	128	\$ 0.00	212	710	369	395	100.00%



Assure Station Metrics Reporting Appendix

Port Utilization Chart: This is a view of station utilization during common business hours.

You can use this information to determine if updates need to be made to pricing / access policies or if stations should be added.

Session Start Distribution Chart: This is a view (by day) of what times drivers start sessions.

You can use this information to fine tune time of day pricing policy rules.

Station / Port Count: In order to be counted, a station must have the "Assure" entitlement applied.

This is the number of stations / ports that currently have the "Assure" entitlement.

Total Revenue: This is the sum of session fees generated by your "Assure" stations minus the ChargePoint service fee (10%).

This is based on session dates (not transaction date which may differ). Your Flex Billing reports should be used for financial reporting.

Energy (kWh): All energy dispensed through your "Assure" stations.

This data point can be useful in reconciling station energy against energy bills.

GHG Savings (kg): All the green house gasses (95% CO2) that would have been released had the miles provided by your stations come from gasoline.

This data point can be useful in sustainability reporting.

Unique Drivers: The number of unique drivers that used your stations this month (a driver would be counted only once even if they used different RFID cards).

An understanding of the number of unique drivers visiting may be useful in creating station messaging / video ads.

Gasoline (Gal) Saved: All the gasoline that would have been burned had the miles provided by your stations come from gasoline.

This data point can be useful in sustainability reporting.

Uptime: Percentage of time that your ports were capable of dispensing power.

ChargePoint is committed to keeping your ports dispensing power 98% of the time or better.

Sessions: Total session count.

An understanding of the number of times your stations authorize a session can be useful creating station messaging / video ads.

Average Session Duration: Average amount of time drivers occupy your stations.

This data point can be useful in fine tuning length of stay pricing policy rules.

Average Charging Time: Average amount of time per session energy is flowing.

This data point can be useful in fine tuning length of stay pricing policy rules.

Average Session Energy: Average amount of energy dispensed.

This data point can be useful in fine tuning price per kW pricing policy rules.

Average Session Revenue: Average session fee - 10%.

This data point can be useful in fine tuning minimum & maximum values for pricing policy rules.

Total Hours Occupied: Sum of all session durations.

This is used in part to determine utilization.

Total Hours Charging: Sum of all session charging durations.

This is used in part to determine utilization.

Zoning Permit Applications

Applications For the Date Range 01/01/2024 Thru 01/31/2024

#	Reference #	Application Type	Property Address	Block	Lot	Owner Name	Date Entered	Date Issued
STATUS: APPROVED								
1	Z-2024-0001	NON-RESIDENTIAL - ACCESSORY STRUCTURE	CARSON RD			BECK AUSTIN WAYNE	01/31/2024	02/01/2024
1	TOTAL APPROVED APPLICATIONS							
1	TOTAL APPLICATIONS THIS REPORT PERIOD							

General Services Work Order Applications

Applications For the Date Range 01/01/2024 Thru 01/31/2024

#	Reference #	Requesting Dept.	Job Type	Location	Description	Date Entered	Date Issued	Days Open
STATUS: CLOSED								
1	JOB-2024-00002	DPW	OTHER	CEMETERY SECTION D	MARK PLOT D079 ON 1/3/2024 NO HEADSTONE	1/2/2024	1/3/2024	1
2	JOB-2024-00003	DPW	OTHER	703 E MAIN ST	TURN WATER OFF FOR CUSTOMER TO MAKE REPAIRS TO BUSTED WATER LINE. METER # 1700027431	1/3/2024	1/3/2024	0
3	JOB-2024-00005	DPW	GARBAGE/RECYCLING	115 E MAIN ST	REMOVE GARBAGE/RECYCLE BINS FROM THIS LOCATION	1/3/2024	1/3/2024	0
4	JOB-2024-00004	DPW	GARBAGE/RECYCLING	MAIN STREET	EMPTY GARBAGE CANS	1/3/2024	1/8/2024	5
5	JOB-2024-00010	DPW	WINTER/SNOW	VARIOUS LOCATIONS	SALT STREETS 12AM - 4 AM	1/7/2024	1/7/2024	0
6	JOB-2024-00008	DPW	WINTER/SNOW	VARIOUS LOCATIONS	REPAIR SALT SPREADER FOR DUMP TRUCK ***CANNOT REPAIR - NEEDS NEW PARTS	1/7/2024	1/7/2024	0
7	JOB-2024-00009	DPW	WINTER/SNOW	VARIOUS LOCATIONS	INSTALL SALT SPREADERS ON TRUCKS	1/7/2024	1/7/2024	0
8	JOB-2024-00007	DPW	OTHER	800 BLK DODSON MILL RD	WATER LINE BREAK AT DODSON MILL RD @ WESTRIDGE DR	1/7/2024	1/8/2024	1
9	JOB-2024-00013	DPW	GARBAGE/RECYCLING	105 LYNCHBURG RD	REPLACE GARBAGE CART	1/8/2024	2/1/2024	24
10	JOB-2024-00011	DPW	OTHER	344 SHELLEYBROOK DR	TURN OFF FOR FINAL. METER #23191803	1/8/2024	1/12/2024	4
11	JOB-2024-00018	DPW	OTHER	CEMETERY SECTION D	MARK PLOT D083 FOR SERVICE ON 1/11/23	1/10/2024	1/11/2024	1
12	JOB-2024-00020	DPW	OTHER	200 CLUB HOUSE DRIVE	MURKY WATER. FLUSH HYDRANT	1/11/2024	1/11/2024	0
13	JOB-2024-00019	DPW	OTHER	203 W MAIN ST	CUSTOMER SAYS THERE IS WATER PUDDLED UP NEAR THE HOUSE AND RUNNING DOWN THE STREET. COULD BE IRRIGATION?	1/11/2024	1/11/2024	0
14	JOB-2024-00023	DPW	GARBAGE/RECYCLING	213 E MARION ST SUITE B	TAKE GARBAGE/RECYCLE CART TO PILOT HOLISTIC HEALTH	1/16/2024	1/22/2024	6
15	JOB-2024-00022	DPW	GARBAGE/RECYCLING	118 NORTHVIEW DR	PICK UP GARBAGE & RECYCLE CARTS. CUSTOMER DOESN'T WANT GARBAGE OR BRUSH SERVICE.	1/16/2024	1/22/2024	6
16	JOB-2024-00024	DPW	OTHER	308 E MARION ST	TURN WATER OFF SO THEY CAN DO REPAIRS. METER #1700026784	1/18/2024	1/18/2024	0
17	JOB-2024-00026	DPW	OTHER	VARIOUS LOCATIONS	RE-READS FOR FEBRUARY BILLING	1/22/2024	1/23/2024	1
18	JOB-2024-00025	DPW	OTHER	515 BUTLER ST	TURN WATER OFF SO THEY CAN MAKE REPAIRS TO A WATER LINE. 800 GPH METER #1700026936	1/22/2024	1/22/2024	0
19	JOB-2024-00028	DPW	PLUMBING	157 EBONY WAY	LOW PRESSURE GOING TO HOUSE	1/23/2024	2/1/2024	9
20	JOB-2024-00034	DPW	OTHER	CEMETERY SECTION H	MARK PLOT H158 - JANIE NITEN BOOTH FOR SERVICE ON 1/26/24 HEADSTONE IS UP	1/24/2024	1/25/2024	1
21	JOB-2024-00032	DPW	OTHER	800 BLK W MAIN ST	12' WATER MAIN BREAK	1/24/2024	1/24/2024	0
22	JOB-2024-00030	DPW	OTHER	156 NC HWY 268 E	FLUSH HYDRANT	1/24/2024	1/24/2024	0
23	JOB-2024-00035	DPW	OTHER	324 N KEY ST UNIT 130	TURN OFF FOR NON-PAYMENT OF NSF. METER #1700027271	1/25/2024	1/25/2024	0
24	JOB-2024-00037	DPW	OTHER	200 BLK CARSON RD	WATER LINE BREAK	1/26/2024	1/27/2024	

General Services Work Order Applications

Applications For the Date Range 01/01/2024 Thru 01/31/2024

#	Reference #	Requesting Dept.	Job Type	Location	Description	Date Entered	Date Issued	Days Open
25	JOB-2024-00041	DPW	SEWER	200 W MAIN	SEWER COMING OUT OF CLEAN-OUT	1/29/2024	1/29/2024	0
26	JOB-2024-00042	DPW	OTHER	313 CRESTWOOD DR	WATER IS CLOUDY AND DOESN'T CLEAR UP	1/29/2024	1/31/2024	2
27	JOB-2024-00043	DPW	OTHER	CEMETERY SECTION D	MARK D083 FOR HEADSTONE TO BE SET ON 1/30/24	1/29/2024	1/30/2024	1
28	JOB-2024-00039	DPW	OTHER	LOLA LN PUMP STATION	PUMP STATION DOWN	1/29/2024	1/31/2024	2
29	JOB-2024-00038	DPW		VARIOUS LOCATIONS	CUT OFF FOR NON PAYMENT. 39 ACCOUNTS	1/29/2024	1/31/2024	2
30	JOB-2024-00040	DPW	OTHER	106 S KEY ST	SEVERAL CALLS ABOUT CLOUDY WATER. FLUSH HYDRANT	1/29/2024	1/31/2024	2
31	JOB-2024-00045	DPW	FIRE HYDRANTS	338 SHELLEYBROOK DR	TRUCK RAN OVER METER BOX	1/30/2024	2/6/2024	7
32	JOB-2024-00044	DPW	OTHER	CEMETERY SECTION B	CHECK THESE PLOTS TO SEE IF THERE IS ROOM FOR CREMAINS BETWEEN B411 & B412 OR B415 & B416 ALAN MABE 919-451-7413 B411SIMMONS, ROBERT LEE B412SIMMONS, MARY ZULA B413MABE, JAMES LEE B414MABE, HALLIE SIMMONS B415MABE, JOSEPH DONALD B416RODGERS, BURKE W	1/30/2024	1/31/2024	1
33	JOB-2024-00047	DPW	OTHER	633 S KEY STREET	THEY HAVE A LEAK AND THEY THINK IT IS FROM THE METER TO THE BUILDING. THEY WANT SOMEONE TO COME BY WITH LEAK DETECTOR BETWEEN 9:30 & 10 ON 2/1 TO MAKE SURE BEFORE THEY DIG UP THE PARKING LOT.	1/31/2024	2/1/2024	1
33	TOTAL CLOSED APPLICATIONS							
STATUS: IN PROGRESS								
1	JOB-2024-00015	DPW	PUMP STATION	LOWER CRESTWOOD	ELECTRICAL PANEL FAILURE	1/8/2024		0
2	JOB-2024-00012	DPW	PUMP STATION PUMP FALIURE	DENNY ST - PUMP STATION	PUMP STATION DOWN - BOTH PUMPS	1/8/2024		0
3	JOB-2024-00014	DPW	PUMP STATION	ARMFIELD CENTER - PUMP STATION	ELECTRICAL FAILURE - STARTED 1/5/24 (ONGOING)	1/8/2024		0
3	TOTAL IN PROGRESS APPLICATIONS							
STATUS: NEW								
1	JOB-2024-00001	DPW	OTHER	208 DODSON ST	TURN WATER OFF FOR FINAL. METER #2300036912	1/1/2024		0
2	JOB-2024-00006	DPW	OTHER	2584 OLD US 52 S	CHECK METER AND MAKE SURE IT IS WORKING PROPERLY. OWNER THINKS SOMETHING IS WRONG WITH IT. METER #2300086391 LAST READING 25944	1/4/2024		0
3	JOB-2024-00016	DPW	SEWER	SECOND STREET	FLUSH MAIN SEWER LINE	1/9/2024		0
4	JOB-2024-00017	DPW	GARBAGE/RECYCLING	205 S STEPHENS ST	REPLACE DAMAGED GARBAGE CAN	1/9/2024		0

General Services Work Order Applications

Applications For the Date Range 01/01/2024 Thru 01/31/2024

#	Reference #	Requesting Dept.	Job Type	Location	Description	Date Entered	Date Issued	Days Open
5	JOB-2024-00021	DPW	GARBAGE/RECYCLING	119 W MAIN ST	DELIVER GARBAGE CART. I HAVE ADDED THE SOLID WASTE FEE TO THEIR ACCOUNT	1/12/2024		0
6	JOB-2024-00029	DPW	GARBAGE/RECYCLING	501 E MAIN ST	REPLACE BROKEN TRASH CAN	1/23/2024		0
7	JOB-2024-00027	DPW	OTHER	VARIOUS LOCATIONS	TURN OFF VACANT ACCOUNTS W/USAGE - 9 ACCOUNTS	1/23/2024		0
8	JOB-2024-00033	DPW	PLUMBING	124 W MAIN ST	WOMEN'S TOILET IN THE PD CONTINUES TO FLUSH	1/24/2024		0
9	JOB-2024-00031	DPW	GARBAGE/RECYCLING	106 E MARION ST	REMOVE GARBAGE & RECYCLING CANS FROM BREVARD & LEWIS	1/24/2024		0
10	JOB-2024-00036	DPW	GARBAGE/RECYCLING	211 ACADEMY ST	NEED NEW RECYCLING CAN	1/26/2024		0
11	JOB-2024-00046		OTHER	689 OLD WESTFIELD	PLEASE FLUSH HYDRANT CLOSEST TO 689 OLD WESTFIELD. RESIDENT HAS SEDIMENT IN WATER.	1/31/2024		0
11	TOTAL NEW APPLICATIONS							
47	TOTAL APPLICATIONS THIS REPORT PERIOD							

Concern Report

Reference #	Status	Date Entered	Description of Concern	
Concern Type		Date Closed		
Concern Address		Days to Resolve		
1	RAC-2024-00001	IN PROGRESS	01/22/2024	GRADING WORK BEING DONE WITHOUT PERMIT
	ZONING VIOLATIONS			
	WHITAKER CHAPEL RD		18	
2	RAC-2024-00002	NEW	01/25/2024	
	105 LOLA LN		15	