



City of Trinity
CITY COUNCIL MEETING

October 12, 2026 at 6:00 PM

City Council Chambers

AGENDA

NCGS § 143-318.17 Disruption of official meetings

A person who willfully interrupts, disturbs, or disrupts an official meeting and who, upon being directed to leave the meeting by the presiding officer, willfully refuses to leave the meeting is guilty of a Class 2 misdemeanor.

(1919, c. 655, s 1; 1993, c. 539, s. 1028; 1994, Ex. Sess., c. s. 14 (c).)

Action may be taken on agenda items and other issues discussed during the meeting

- 1. Call to Order; Welcome Guests and Visitors**
- 2. Pledge of Allegiance and Invocation**
- 3. Review, amend if needed, and approve Proposed Regular Agenda**
- 4. Recognitions and Presentations**
- 5. Consent Agenda Items**
 - a. Approval of Regular Meeting Minutes of September 14, 2026**
 - b. Approval of the Closed Session Meeting Minutes of September 14, 2026.**
 - c. Finance and Budget Items**
- 6. Old Business**
- 7. Action Items**
 - a. Resolution 27 - 01: Designation of Deputy Finance Officer for Limited Check-Signing Authority**
 - b. Resolution 27 - 02: Accept and Record OSMB Grant for \$100,000.**
 - c. Jason Thomas Subdivision Technical Review**

- d. Policy Procedure in place for Security in reference to City Property.
- e. Personnel Policy Language
- f. Block Party - Montana neighborhood October 31, 2026 (Joe Grey HOA)
- [g.](#) A Resolution of the City of Trinity Recognizing and Celebrating the Dedication of the Charters of Freedom Setting on Veterans Day 2026
- h. Appoint two new members (not elected) to the Archdale/Trinity Chamber

8. Public Hearing

- [a.](#) Landmark Designation for Leach - Morgan House, 1847 at 5655 Meadowbrook Dr

9. Public Comment Period

10. City Manager and Staff Reports

- a. Roof Repairs
- b. Easements resolved - High Point Project All Easements Obtained
- c. Introduction of the new Office Assistant
- d. Trinity's 30th Anniversary Event
- e. Addressing Current Public Works Building Questions

11. Mayor and Council Discussion

12. Closed Session

- a. Closed Session - Pursuant to NCGS 143-318.11(a)(6) for Personnel.

13. Upcoming Events

- a. Planning and Zoning Meeting October 19, 2026

14. Adjournment



City of Trinity
CITY COUNCIL MEETING

September 14, 2026
City Council Chambers

MINUTES

PRESENT

Mayor Richard McNabb
Mayor Pro-Tem Robbie Walker
Councilmember Ed Lohr
Councilmember Debbie Jacky
Councilmember Paul Welborn
Councilmember Barry Allison

OTHERS PRESENT

City Manager Michael Burroughs
City Clerk Darien Comer
Public Works Director Rodney Johnson
Planning Director Jill Wood
Finance Director Crystal Postell
RCSO Sgt. Sanders

1. Mayor McNabb called the meeting to order and welcomed guests.
2. Mayor McNabb led those in attendance in the Pledge of Allegiance and Councilmember Welborn gave the invocation.

Mayor Pro Tem Walker read the Disruption of Official Meetings NCGS 143-318.17 to the audience.

3. Review, amend if needed, and approve Proposed Regular Agenda

Motion made by Councilmember Welborn, amend the agenda to reschedule 6-h Landmark Designation for Leach -Morgan House, 1847 at 5655 Meadowbrook Drive to October 12, 2026, Seconded by Councilmember Allison.

Voting Yea: Mayor Pro-Tem Walker, Councilmember Lohr, Councilmember Jacky, Councilmember Welborn, Councilmember Allison

Motion made by Councilmember Jacky to amend the agenda to add 5-f block party on Carriage House, October 24th from 2-8 to consent and to approve the agenda as amended, Seconded by Councilmember Welborn.

Voting Yea: Mayor Pro-Tem Walker, Councilmember Lohr, Councilmember Jacky, Councilmember Welborn, Councilmember Allison

4. Recognitions and Presentations

5. Consent Agenda Items

- a. Approval of Regular Meeting Minutes of August 3, 2026
- b. Approval of the Closed Session Meeting Minutes of August 3, 2026
- c. Finance and Budget Items
- d. Project Ordinance 26 - 05: To Establish the National Fitness Campaign (NFC) Project
- e. Budget Ordinance 26 - 09. Amendment to both the General Fund and Sewer Fund Annual Budget for Fiscal Year ending June 30, 2026 to Appropriate Fund Balance to Align Budgets to start the Auditing Process
- f. Block party on Carriage House, October 24, 2026 from 2 - 8PM.

Motion made by Councilmember Allison to approve the consent agenda as amended, Seconded by Mayor Pro-Tem Walker.

Voting Yea: Mayor Pro-Tem Walker, Councilmember Lohr, Councilmember Jacky, Councilmember Welborn, Councilmember Allison

6. Action Items

- a. Budget Ordinance 26 - 10: A Technical Budget Amendment for the City of Trinity, Randolph County North Carolina Fee Schedule

Manager Burroughs explained that the fee schedule did not transfer over to the new Budget Ordinance. This is just a technical correction.

Motion made by Councilmember Welborn to accept, Seconded by Mayor Pro-Tem Walker.

Voting Yea: Mayor Pro-Tem Walker, Councilmember Lohr, Councilmember Jacky, Councilmember Welborn

- b. Resolution 26 - 11: To Establish a Credit Card Rebate Use Policy

Finance Director Crystal Postell explained that the City receives monthly credit card rebate revenues through its purchasing card program. These revenues constitute public funds, therefore they must be budgeted, appropriated, accounted for, and expended for lawful public purposes in accordance with the North Carolina Local Government Budget and Fiscal Control Act, including NCGS159 - 8, NCGS 159 - 13, and NCGS 159 - 28, as well as other applicable laws and City financial policies.

Motion made by Mayor Pro-Tem Walker to approve, Seconded by Councilmember Jacky.

Voting Yea: Mayor Pro-Tem Walker, Councilmember Lohr, Councilmember Jacky, Councilmember Welborn, Councilmember Allison

- c. Part Time Office Assistant
- d. Internship

Manager Burroughs presented to the Council a Budget amendment for the part-time Office Assistant position and for an Intern.

Motion made by Councilmember Allison, Seconded by Councilmember Jacky.

Voting Yea: Mayor Pro-Tem Walker, Councilmember Jacky, Councilmember Welborn, Councilmember Allison

Voting Nay: Councilmember Lohr

- e. Appoint two City Members to the Archdale/Trinity Chamber

Manager Burroughs asked for suggestions of names to appoint to the Archdale/Trinity Chamber. This will be discussed at the October City Council meeting.

- f. Appoint two Planning and Zoning Board Members

Manager Burroughs presented three names to the Council for appointment as Alternates to the Planning and Zoning Board.

Caleb Friedenbach
Kirby Heard
Charlette Coleman

Motion made by Councilmember Welborn, Seconded by Mayor Pro-Tem Walker.

Voting Yea: Mayor Pro-Tem Walker, Councilmember Lohr, Councilmember Jacky, Councilmember Welborn, Councilmember Allison

- g. Revision of the Fire Prevention Ordinance

Manager Burroughs stated that the current budget includes the installation of fire hydrants to support emergency services to the public. A review of the Fire Department has resulted in the need for an amendment to the code. Davidson Water does not allow permanent Storz connections on hydrants, so they have requested the sections that address the connections be revised. Staff recommend a text amendment as a compromise between Davidson Water's requirements and the fire department's need for the connections.

Motion made by Councilmember Allison to approve the revision of the fire prevention ordinance, Seconded by Mayor Pro-Tem Walker.

Voting Yea: Mayor Pro-Tem Walker, Councilmember Lohr, Councilmember Jacky, Councilmember Welborn, Councilmember Allison

- h. Landmark Designation for Leach - Morgan House, 1847 at 5655 Meadowbrook Dr.

This has been rescheduled for the October 12th meeting for a public hearing.

7. Public Comment Period

Lori Bass at 4451 Regina St. had a general inquiry about the Maintenance metal storage building. She spoke with Barry Allison and thought she understood him saying there was something wrong with the

building. Mr. Allison stated that he had never been to see the building, and he did not say that. Ms. Bass rode around the building and saw that it was rusted out in the back on four panels. She was inquiring about the warranty on the building.

Greg Mauldin at 5171 Ellen Ave. owner of High Point Builders the company that built the maintenance metal building about 12 years ago. Mr. Mauldin stated that there is a 20 - 25-year manufacturer warranty on the metal building. His concern is that he was contacted a few months ago that the building was coming down because of rotten walls. He stated the City was taking the building down for rotten walls, and no one has contacted the metal building manufacturer or High Point Builders about it. Members of Council stated the walls weren't a factor and that this decision was due to construction of the park.

Motion made by Councilmember Welborn to close the Public Hearing, Seconded by Councilmember Jacky.

Voting Yea: Mayor Pro-Tem Walker, Councilmember Lohr, Councilmember Jacky, Councilmember Welborn, Councilmember Allison

8. City Manager and Staff Reports

- a. Private Community Pump Station Discussion (Public Works Director Rodney Johnson)

Public Works Director Rodney Johnson is asking for guidance on which way to address whether we allow private community pump stations in the future. Our ordinance does not have it stated currently.

Motion made by Councilmember Jacky to prohibit private community pump stations, Seconded by Councilmember Welborn.

Voting Yea: Mayor Pro-Tem Walker, Councilmember Lohr, Councilmember Jacky, Councilmember Welborn, Councilmember Allison

- b. On Street Parking Update

Manager Burroughs informed the Council that the ticket books for writing No Parking tickets will be delivered by October 2nd. per communication with the printing company. The City will provide the Sheriff's Office with these ticket books so that deputies can start issuing tickets to violators.

- c. NCDEQ Compliance Inspection Report

Manager Burroughs informed the Council that NCDEQ conducted a site inspection with Trinity staff on June 18th. No violations were determined during the inspection. Manager Burroughs thanked his staff for the due diligence and continual hard work that is put into the City every day, ensuring that Trinity operates in lawful parameters.

- d. EPA Compliance Evaluation Inspection

Manager Burroughs reported to the Council that the Environmental Protection Agency (EPA) performed a site visit in Trinity on June 25th. The EPA reported that the report passed with overall great results "especially when compared to other reports in the state." He mentioned how proud of the hard work and dedication that his staff puts into the City of Trinity ensuring that it runs smoothly. Between the State and the Federal Government inspections a week apart these good reports reflect how Trinity staff operates.

- e. Addressing Councilmember Lohr's questions

Councilmember Lohr expressed concerns about the following subjects:

Councilmember Lohr states his concerns regarding the City's zoning and sign ordinances. Businesses leave because of signs not being permitted and some businesses build sidewalks to nowhere. He would like to see the City do away with these Ordinances. Manager Burroughs indicated that staff could research specific ordinance provisions based on the direction of the Council.

Councilmember Lohr also discussed concerns related to trash collection services involving staffs time out servicing trash concerns.

Councilmember Lohr questions the decision to change the elections. He has concerns regarding the process used to change the election without notifying the public and public hearings. He stated to Mayor Pro Tem Walker that he wanted the change in election because he was afraid of losing the majority. He also said he was hoping the Lawyer would be here so he could have him arrested and kicked out.

- f. GFOA Excellence in Financial Reporting two years in a row

Manager Burroughs stated that for two years in a row the City of Trinity has been recognized Nationally for Financial Excellence. The City of Trinity Finance Department is 1 of 3 municipalities in Randolph County to receive this prestigious national financial management recognition for two consecutive years. GFOA Triple Crown Achievement places the City among an elite group of local governments recognized nationally for excellence in financial reporting, budgeting, and fiscal management. Trinity is one of only nineteen entities in North Carolina to have achieved and maintained the GFOA Triple Crown distinction.

9. Mayor and Council Discussion

Mayor Pro Tem Walker addressed the statements Councilmember Lohr brought up. He explained that the motion to move municipal elections to even-numbered years was intended to increase voter participation, citing significantly higher turnout during even year elections and similar changes made by neighboring municipalities. The proposal was made solely to encourage greater public participation.

Mayor Pro Tem Walker also addressed concerns regarding City taxes and services, noting that residents receive services throughout the entire City such as law enforcement and fire department services. Sewer may not be feasible due to geographic and infrastructure limitations. He also stated that current sewer rates are affected by the City of Thomasville and expressed hope that the connection to High Point will help stabilize future rates.

Regarding City ordinances, Mayor Pro Tem Walker stated that ordinances are necessary to address property and community standards and provide protection for residents, while acknowledging that the City should continue evaluating whether its regulations are appropriate.

Mayor Pro Tem Walker concluded by expressing frustration with criticism directed toward Council and the City. He stated that additional comments may be provided at a future meeting.

10. Closed Session

- a. Closed Session - Pursuant to NCGS 143-318.11(a)(6) for Personnel.

Motion made by Councilmember Jacky to go into Closed Session Pursuant to Personnel, Seconded by Councilmember Welborn.

Voting Yea: Mayor Pro-Tem Walker, Councilmember Lohr, Councilmember Jacky, Councilmember Welborn, Councilmember Allison

Councilmember Lohr left unexcused at 7:10 before Council went into Closed Session.

Motion made by Mayor Pro-Tem Walker to go out of Closed Session, Seconded by Councilmember Welborn.

Voting Yea: Mayor Pro-Tem Walker, Councilmember Jacky, Councilmember Welborn, Councilmember Allison

Motion made by Mayor Pro-Tem Walker to go into Open Session, Seconded by Councilmember Jacky.

Voting Yea: Mayor Pro-Tem Walker, Councilmember Jacky, Councilmember Welborn, Councilmember Allison

11. Upcoming Events

- a. Planning and Zoning Board Meeting on September 21, 2026
- b. Jacob Carroll Trash Pick Up - October 2, 2026

12. Adjournment

Motion made by Councilmember Welborn, Seconded by Mayor Pro-Tem Walker.

Voting Yea: Mayor Pro-Tem Walker, Councilmember Jacky, Councilmember Welborn, Councilmember Allison

Attest:

Richard McNabb, Mayor

Darien P. Comer, City Clerk



CITY COUNCIL AGENDA ITEM COVER SHEET

Meeting Date: 10/12/2026

Department: Finance Department

Prepared By: Crystal Postell, Director of Finance

Contact Information: 336-431-2180 / cpostell@trinity-nc.gov

AGENDA ITEM TITLE

September 2026 Financial Review

SUMMARY

The Finance Department remains committed to safeguarding the fiscal integrity of the City of Trinity through diligent oversight and responsible management of municipal assets and resources. We continue to uphold the standards set forth by Generally Accepted Accounting Principles (GAAP) and City regulations to ensure transparency, accountability, and financial stewardship.

In accordance with these principles, the Finance Department is pleased to present the City's monthly financial statements for September 2026. These statements provide a comprehensive overview of the City's financial position and operational performance, enabling informed decision-making and long-term planning.

RECOMMENDED ACTION

No recommendation needed

ATTACHMENTS

Budget vs Actual Statements for General Fund and Sewer Fund

Investment Portfolio



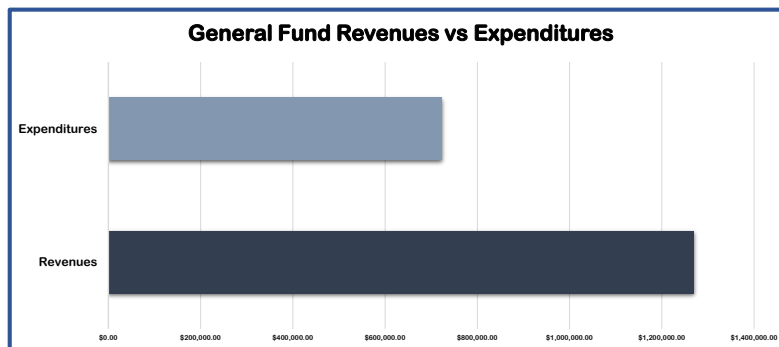
TRINITY

NORTH CAROLINA

Section 5c.

General Fund Budget vs Actual Statement Ending on September 30, 2026

	Budget	Actual	Variance	
REVENUES				
Powell Bill	\$ 283,000.00	\$ 106,977.63	\$ (176,022.37)	38%
Ad Valorem/ Vehicle Tax	\$ 1,244,530.00	\$ 724,739.28	\$ (519,790.72)	58%
Sales and Use Tax	\$ 2,924,011.00	\$ 250,193.13	\$ (2,673,817.87)	9%
Solid Waste	\$ 601,348.00	\$ 141,352.64	\$ (459,995.36)	24%
Other Taxes	\$ 431,122.00	\$ -	\$ (431,122.00)	0%
Investment Earnings	\$ 199,400.00	\$ 57,767.25	\$ (141,632.75)	29%
USDA Community Facilities Grant/Loan	\$ 1,000,000.00	\$ -	\$ (1,000,000.00)	0%
Other Revenues	\$ 53,930.00	\$ (11,842.53)	\$ (65,772.53)	-22%
	\$ 6,737,341.00	\$ 1,269,187.40	\$ (5,468,153.60)	19%
EXPENDITURES				
Governing Board	\$ 66,150.00	\$ 14,641.21	\$ 51,508.79	22%
Planning Board	\$ 8,200.00	\$ 538.25	\$ 7,661.75	7%
City Manager's Office	\$ 228,717.00	\$ 74,917.12	\$ 153,799.88	33%
Finance	\$ 389,494.00	\$ 82,323.17	\$ 307,170.83	21%
City Clerk and Legal	\$ 202,282.00	\$ 38,152.52	\$ 164,129.48	19%
Information Technology	\$ 43,507.00	\$ 6,889.05	\$ 36,617.95	16%
Indemnity and Insurance	\$ 41,570.00	\$ 34,303.50	\$ 7,266.50	83%
Public Information	\$ 27,000.00	\$ -	\$ 27,000.00	0%
Community Development	\$ 433,763.00	\$ 77,285.20	\$ 356,477.80	18%
Facilities Services	\$ 171,550.00	\$ 34,603.15	\$ 136,946.85	20%
Public Safety	\$ 936,600.00	\$ 24,747.43	\$ 911,852.57	3%
Powell Bill	\$ 269,600.00	\$ 9,289.90	\$ 260,310.10	3%
Street	\$ 463,988.00	\$ 88,423.36	\$ 375,564.64	19%
Stormwater	\$ 173,900.00	\$ 35,035.41	\$ 138,864.59	20%
Sanitation	\$ 1,114,500.00	\$ 147,165.90	\$ 967,334.10	13%
Economic Development	\$ 13,600.00	\$ 21,400.00	\$ (7,800.00)	157%
General Fund Transfers	\$ 2,091,420.00	\$ -	\$ 2,091,420.00	0%
Community Enhancements	\$ 61,500.00	\$ 33,000.00	\$ 28,500.00	54%
	\$ 6,737,341.00	\$ 722,715.17	\$ 6,014,625.83	11%
Surplus / (Deficit)		\$ 546,472.23		

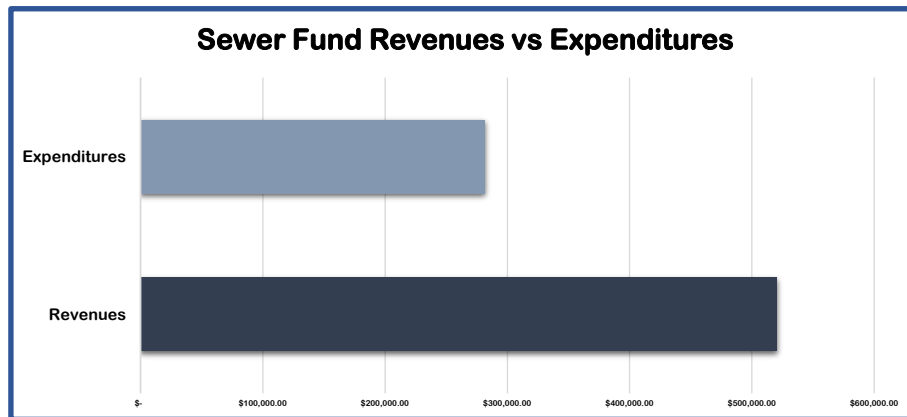


Note: The City of Trinity has collected approximately 19% of its projected budgeted revenues to date. In comparison, operational departments have expended about 11% of their total projected annual budgets. At present, this reflects an estimated surplus of \$546,472.23.



Sewer Fund
Budget vs Actual Statement
Ending on September 30, 2026

		Budget	Actual	Variances	
REVENUES					
	Sewer Billing	\$ 2,424,574.00	\$ 515,532.83	\$ (1,909,041.17)	21%
	Sewer Tap Fees	\$ 7,201.00	\$ 225.00	\$ (6,976.00)	3%
	Investment Earnings	\$ 44,000.00	\$ 5,110.44	\$ (38,889.56)	12%
	Transfer In- Sewer Capacity	\$ 498,000.00	\$ -	\$ (498,000.00)	0%
		<u><u>\$ 2,973,775.00</u></u>	<u><u>\$ 520,868.27</u></u>	<u><u>\$ (2,452,906.73)</u></u>	<u><u>18%</u></u>
EXPENDITURES					
	Sewer	\$ 2,973,775.00	\$ 281,958.80	\$ 2,691,816.20	9%
		<u><u>\$ 2,973,775.00</u></u>	<u><u>\$ 281,958.80</u></u>	<u><u>\$ 2,691,816.20</u></u>	<u><u>9%</u></u>
Surplus / (Deficit)			<u><u>\$ 238,909.47</u></u>		

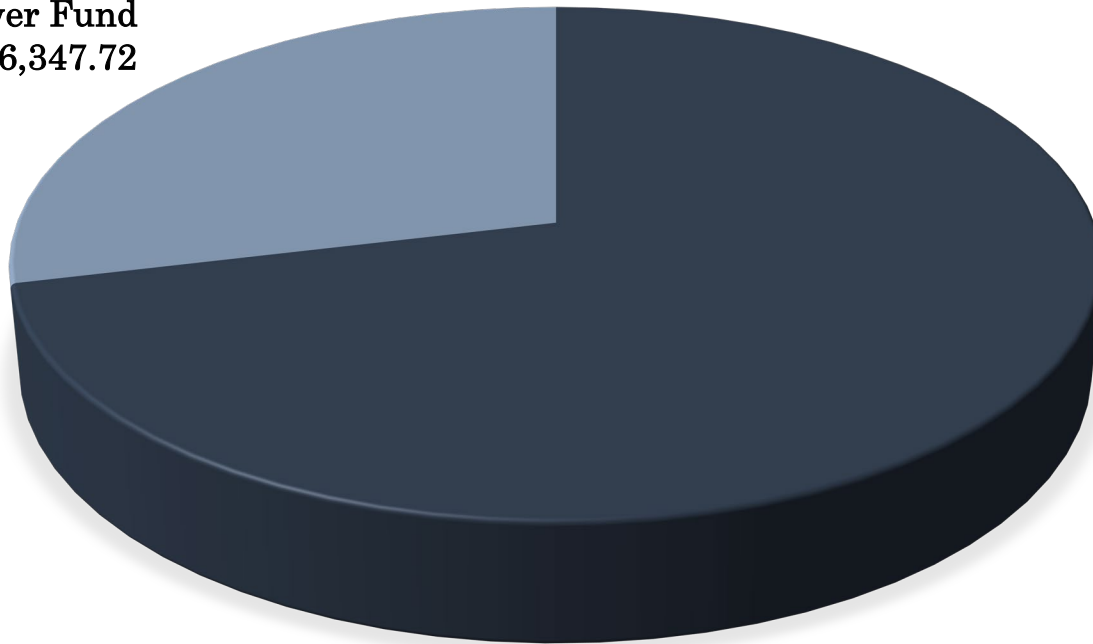


*Note: The City of Trinity has collected approximately 18% of its projected budgeted revenues to date. Operational departments have expended about 9% of their total projected annual budgets. At present, the City reflects an estimated surplus of **\$238,909.47** within the Sewer Fund.*

NCCMT Investment Portfolio Market Value as of September 30, 2026

Section 5c.

Sewer Fund
\$566,347.72



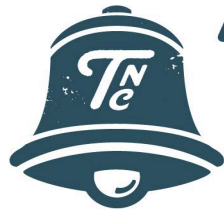
General Fund
\$1,402,923.65

Sewer Fund		
Principal Balance	\$	561,237.28
Investment Earnings	\$	5,110.44
Grand Total	\$	<u>566,347.72</u>

General Fund		
Principal Balance	\$	1,390,264.38
Investment Earnings	\$	12,659.27
Grand Total	\$	<u>1,402,923.65</u>



3rd Quarter of Calendar Year 2026



TRINITY

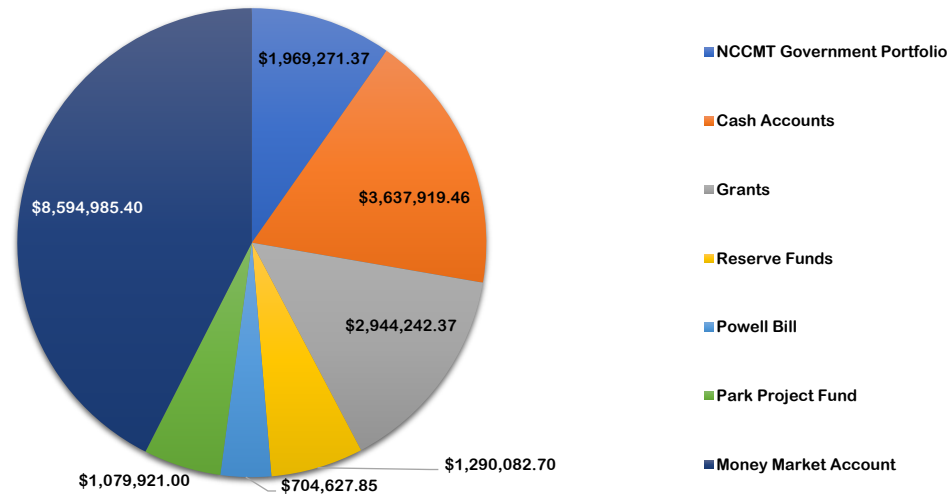
NORTH CAROLINA

Portfolio Reporting

Summary By Type

Wednesday, September 30, 2026

Security Type	Number of Accounts	Par Value	Market Value	Percentage of Portfolio	Average YTM
NCCMT Government Portfolio	2	\$ 1,969,271.37	\$ 1,969,271.37	9.74%	3.66%
Cash Accounts					
Regular	4	\$ 3,637,919.46	\$ 3,637,919.46	17.99%	2.41%
Grants	1	\$ 2,944,242.37	\$ 2,944,242.37	14.56%	0.02%
Reserve Funds	3	\$ 1,290,082.70	\$ 1,290,082.70	6.38%	3.20%
Powell Bill	1	\$ 704,627.85	\$ 704,627.85	3.48%	0.05%
Park Project Fund	1	\$ 1,079,921.00	\$ 1,079,921.00	5.34%	0.00%
Money Market Account	1	\$ 8,594,985.40	\$ 8,594,985.40	42.51%	3.20%



Note: Average Yield to Maturity (YTM) refers to the total return anticipated on a security if it is held until its maturity date. However, the accounts referenced do not have fixed maturity dates. There are twelve (12) interest-bearing accounts with an average yield of 2.22% or higher on most accounts. These accounts collectively total \$19,141,129.12, representing approximately 95% of all accounts.



CITY COUNCIL AGENDA ITEM COVER SHEET

Meeting Date: 10/12/2026

Department: Finance Department

Prepared By: Crystal Postell, Director of Finance

Contact Information: 336-431-2180 / cpostell@trinity-nc.gov

AGENDA ITEM TITLE

Resolution 27– 01: Designation of Deputy Finance Officer for Limited Check-Signing Authority

SUMMARY

The designation of the Deputy Finance Officer is intended to provide an appropriate internal-control and business-continuity mechanism while preserving the authority, responsibilities, and financial oversight of the Finance Director. The North Carolina General Statute 159-25(b) part of the Local Government Budget and Fiscal Control Act expressly provides that checks or drafts drawn on an official depository may be signed by the Finance Director or a properly designated Deputy Finance Officer and countersigned by another official designated for that purpose by the governing board.

The Finance Director recommends that the City of Trinity designate Mrs. Lisa Beam as the Deputy Finance Officer solely for the purposes of check execution and related disbursement certification when the Finance Director is unavailable for an extended period. This designation will not change her current job duties; it will only grant her the ability to sign checks in the absence of the Finance Director.

RECOMMENDED ACTION

Staff recommends that Trinity City Council approves and adopt Resolution 27 - 01.

ATTACHMENTS

Resolution 27 – 01

Oath of Office



A RESOLUTION DESIGNATION OF DEPUTY FINANCE OFFICER FOR LIMITED CHECK-SIGNING AND DISBURSEMENT AUTHORITY

RESOLUTION 27 - 01

WHEREAS, the City Council of the City of Trinity recognizes its responsibility to maintain sound financial management practices, adequate internal controls, continuity of governmental operations, and the timely payment of lawful obligations of the City; and

WHEREAS, North Carolina General Statute 159-24 requires each local government to have a duly appointed Finance Director/Finance Officer of the City of Trinity retains the statutory powers, responsibilities, and accountability associated with that office; and

WHEREAS, North Carolina General Statute 159-25(b) provides that checks or drafts drawn upon an official depository may be signed by the Finance Officer or a properly designated Deputy Finance Officer and countersigned by another official designated for that purpose by the City Council, except as otherwise provided by law; and

WHEREAS, North Carolina General Statute 159-28(d)(1) expressly recognizes a Deputy Finance Officer approved for such purpose by the City Council in connection with the certification of checks and drafts; and

WHEREAS, the City Council finds that reliance upon a single Finance Officer as the only authorized Finance Department signatory may create an unnecessary interruption in the City's normal disbursement operations in the event of an extended absence, illness, emergency, travel, leave, or other period of unavailability of the Finance Director; and

WHEREAS, the City Council finds that establishing limited Deputy Finance Officer authority is a prudent business-continuity and internal-control measure, provided that such authority is specifically defined and does not constitute a transfer of the Finance Director's general financial management or decision-making authority;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TRINITY, NORTH CAROLINA, THAT:

SECTION 1. ESTABLISHMENT AND DESIGNATION

The City Council hereby authorizes the designation of a **Deputy Finance Officer** for the City of Trinity for the limited purposes established by this Resolution and as authorized by applicable North Carolina law.

The individual designated to serve in this capacity shall be approved by the City Council and shall serve in such capacity subject to the limitations and conditions contained herein.

SECTION 2. PURPOSE

The purpose of the Deputy Finance Officer designation is to ensure continuity in the City's financial disbursement process when the Finance Director is unavailable for an extended period, and the delay of properly authorized payments could interfere with normal City operations.

The designation is intended as a continuity and internal-control measure and would not create an additional Finance Director position.

SECTION 3. LIMITED CHECK-SIGNING AUTHORITY

During an extended absence or unavailability of the Finance Director, the Deputy Finance Officer is authorized to sign City checks and drafts and execute applicable disbursement certifications to the extent permitted by N.C.G.S. 159-25 and 159-28.

Such authority shall apply only to expenditures that have otherwise satisfied all applicable statutory, budgetary, purchasing, approval, documentation, and internal-control requirements.

The Deputy Finance Officer shall not use this authority to initiate, independently authorize, or otherwise create an expenditure merely by virtue of possessing check-signing authority.

SECTION 4. NO TRANSFER OF FINANCE DIRECTOR AUTHORITY

The designation of a Deputy Finance Officer under this Resolution shall not constitute an appointment as Finance Director and shall not transfer, supersede, diminish, or otherwise alter the authority of the duly appointed Finance Director.

Except for the limited authority expressly granted by this Resolution and applicable law, the Deputy Finance Officer would have no independent authority to act on behalf of the Finance Director.

Specifically, this designation does not independently authorize the Deputy Finance Officer to:

- establish or modify City financial policy;
- make discretionary financial decisions on behalf of the Finance Director;
- issue financial directives in the name of the Finance Director;
- approve or amend departmental budgets or budgetary appropriations;
- authorize expenditures that have not otherwise been lawfully approved;
- make investment decisions or direct the investment of City funds;
- establish accounting policies or materially alter established accounting procedures;
- enter into contracts or financial commitments on behalf of the City unless separately authorized;
- exercise supervisory authority solely by virtue of the Deputy Finance Officer designation;
- or
- otherwise exercise the general statutory, administrative, or managerial powers of the Finance Director.

Nothing in this Resolution shall prevent an employee serving as Deputy Finance Officer from performing duties or exercising authority separately assigned to that employee through his/her regular City position.

SECTION 5. CONDITIONS FOR EXERCISE OF AUTHORITY

The authority granted by this Resolution is intended to be exercised when the Finance Director is unavailable for an extended period because of leave, illness, travel, emergency, or another circumstance that makes the Finance Director unavailable to execute necessary disbursements within a reasonable period.

Routine availability of the Finance Director shall remain the normal method for execution of Finance Department responsibilities.

SECTION 6. INTERNAL CONTROLS

Nothing contained in this Resolution waives or modifies any requirement of the North Carolina Local Government Budget and Fiscal Control Act.

All disbursements executed pursuant to this Resolution shall remain subject to applicable:

- Budgetary authorization;
- Preaudit and disbursement requirements;
- Purchasing and contracting procedures;
- Documentation and record-retention requirements;
- Segregation-of-duties requirements;
- Internal-control procedures; and Requirements or regulations of the North Carolina Local Government Commission.

The Deputy Finance Officer shall not sign or certify a disbursement known to be inconsistent with applicable law, the adopted budget or project ordinance, or established City financial controls.

SECTION 7. NO AUTOMATIC SUCCESSION

Designation as Deputy Finance Officer shall not establish a right of succession to the position of Finance Director and shall not constitute an appointment as Acting Finance Director in the event of a vacancy, resignation, termination, disability, or other separation of the Finance Director.

Any appointment of an Interim, Acting, or permanent Finance Director shall be accomplished separately in accordance with applicable law and City procedures.

SECTION 8. CONTINUING EFFECT

This Resolution establishes a continuing financial-control and business-continuity policy for the City of Trinity.

The authority established herein shall remain in full force and effect unless and until amended, superseded, or repealed by subsequent action of the Trinity City Council.

The designation of a particular individual as Deputy Finance Officer may be changed by subsequent action of the City Council without eliminating the underlying policy established by this Resolution.

SECTION 9. SEVERABILITY

Should any provision of this Resolution be determined to conflict with applicable North Carolina law, the conflicting provision shall be construed or limited to the extent necessary to comply with applicable law without affecting the remaining provisions of this Resolution.

Adopted this 12th day of October, 2026.

Darien Comer, City Clerk

SEAL

Richard McNabb, Mayor

City of Trinity, North Carolina

Deputy Finance Officer Oath of Office



I, **Lisa H. Beam**, do Solemnly swear (or affirm) that I will support and maintain the Constitution and Laws of the United States, and the Constitution and Laws of North Carolina not inconsistent therewith, and that I will faithfully discharge the duties of my office as the **Trinity Deputy Finance Officer**, so help me God. I hereby take this oath of office on this 12th day October, 2026.

Lisa H. Beam, Deputy Finance Officer

Richard McNabb, Mayor

Subscribed and sworn to before me this 12th day of October, 2026.

Darien P. Comer, City Clerk

Witness Attest:

Robert Wilhoit, City Attorney



CITY COUNCIL AGENDA ITEM COVER SHEET

Meeting Date: 10/12/2026

Department: Planning & Zoning

Prepared By: Jill Wood, Planning & Zoning Director

Contact Information: 336-431-2841 / jwood@trinity-nc.gov

AGENDA ITEM TITLE

Jason Thomas Subdivision Technical Review

SUMMARY

The City Technical Review Committee has reviewed the following preliminary site plan for a major subdivision and found the plan to meet the standards of the Trinity Land Management Ordinance and the Trinity Water Management Ordinance.

JASON THOMAS, Clemmons, North Carolina, has presented a preliminary plan for a proposed major subdivision of 10 lots to be located on Kennedy Road (across from Trinity Furniture). The property is 30.34 acres (out of 51.53 acres), PIN#7706726351, and is currently owned by the Gerald Royals Life Estate.

RECOMMENDED ACTION

Technical Review Committee – Approval

Planning Board – Approval

ATTACHMENTS

Preliminary Subdivision Plan

County GIS Map

Zoning District Dimensional Standards Table

Subdivision Regulations



120 Oak Branch Dr.
Durham, NC 27707
919.286.1234
labella.com

PRELIMINARY PLAN
NOT FOR CONSTRUCTION

MR. JASON THOMAS
303 JAMES RD. COLUMBUS
NC 27902

KENNEDY ROAD PROPERTY
TRINITY INC.

NO.	DATE	BY	DESCRIPTION
1	08/24/2026	ENVIRONMENTAL INC.	PRELIMINARY TOPOGRAPHY
2	08/24/2026	ENVIRONMENTAL INC.	REVIEW
3	08/24/2026	ENVIRONMENTAL INC.	REVIEW
4	08/24/2026	ENVIRONMENTAL INC.	REVIEW
5	08/24/2026	ENVIRONMENTAL INC.	REVIEW

PRELIMINARY
SUBDIVISION PLAN

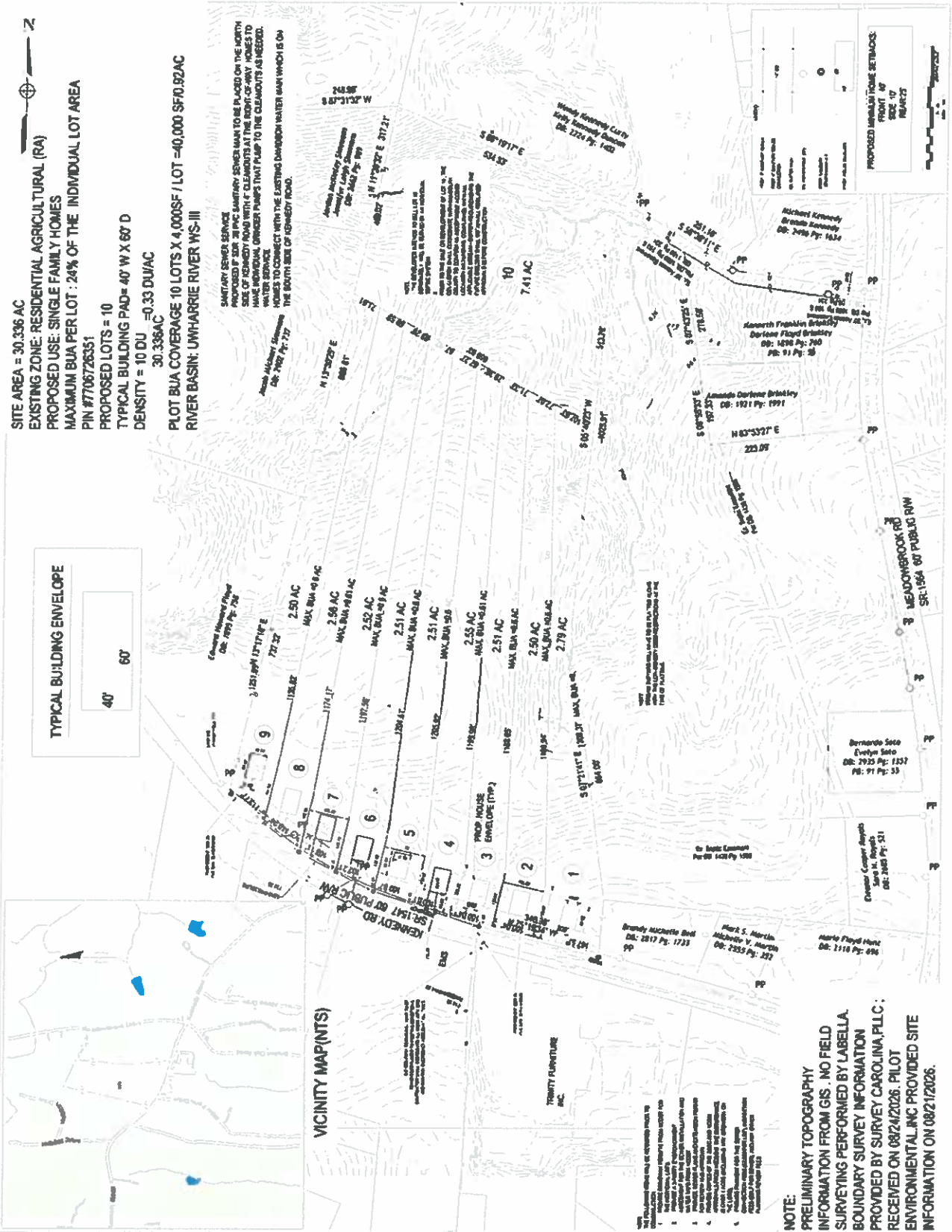
C100

SITE AREA = 30.336 AC
EXISTING ZONE: RESIDENTIAL AGRICULTURAL (RA)
PROPOSED USE: SINGLE FAMILY HOMES
MAXIMUM BUA PER LOT : 24% OF THE INDIVIDUAL LOT AREA
PIN #7706726351
PROPOSED LOTS = 10
TYPICAL BUILDING PAD= 40' W X 60' D
DENSITY = 10 DU -0.33 DU/AC
30.336 AC
PLOT BUA COVERAGE 10 LOTS X 4,000SF / LOT =40,000 SF/10.92AC
RIVER BASIN: UNHARRIE RIVER WS-III

TYPICAL BUILDING ENVELOPE



VICINITY MAP(S)



NOTE:
PRELIMINARY TOPOGRAPHY
INFORMATION FROM GS. NO FIELD
SURVEYING PERFORMED BY LABELLA.
BOUNDARY SURVEY INFORMATION
PROVIDED BY SURVEY CAROLINA, PLLC;
RECEIVED ON 08/24/2026. PILOT
ENVIRONMENTAL INC. PROVIDED SITE
INFORMATION ON 08/21/2026.

Gerald Royals Life Estate Parcel



Disclaimer: This map was compiled from recorded deeds, plats, and other public records and data. Users of this data are hereby notified that the aforementioned public information sources should be consulted for verification of the information. Randolph County, its agents and employees make no warranty as to the accuracy of the information on this map.

Map Scale
1 inch = 1128 feet
9/15/2026

Table 5.8.1 Zoning District Dimensional Standards

District	Min Lot Size (sq ft or acre)	Min. Lot Width at Bldg. Line (ft)	Min. Street Setback (ft)	Min. Side Yard Setback (ft)	Min. Rear Yard Setback (ft)	Max. Building Height (ft)	Max. Floor Area (sq ft) if applicable
RA Residential/ Agricultural	2.5 acres	100	40	10 ⁷	25	35	
RR Restricted Residential	40,000	100	40	10 ⁷	25	35	
SR – Suburban Residential ¹	20,000	80	30	10 ⁷	25	35	
UR – Urban Residential ^{1, 5, 7}	Single family 10,000	60	30	10 ⁷	25	35	
	Two-family 20,000	80	30 ⁴	10 ⁷			
	Attached three- to eight -single- family and multi-family: 20,000 plus 3,000 for each unit over 2	100	20	10' between buildings for single family attached. 30' between buildings for multi-family.			
Neighborhood Business	20,000	80	30 ^{2,4}	10 ^{6,7}	25	35	4,000
General Business (GB)	20,000	80	30 ^{2,4}	10 ⁶ (20 when adjacent to residential)		35	15,000
RC – Regional Commercial	N/A	50	15	5	20	50	
OI - Office & Institutional Commercial/Pr ofessional Office	N/A	75	25 ⁴	8 ⁷	20	50	
LI	20,000	100	50 ^{3,4}	15	20	50	
HI	40,000	100	50 ^{3,4}	20	20	50	
PDD - Planned Development District	Dimensional requirements for the PDD are determined at the time of rezoning along with use and density standards.						

- 1 Major residential development in the SR and UR districts require the availability of public water and sewer services. Corner lot add five (5') feet on street side.
- 2 Minimum required front yard setback shall be developed for sidewalks, grass and/or plants and the necessary entrance driveways.
- 3 Except for the necessary drives and walks, the front yard shall not include off-street parking, other than for visitors. All employee parking and loading shall be behind or beside the structure.
- 4 Front yard shall be landscaped in grass and ornamental shrubs and trees.
- 5 Minimum lot area and side yard dimensions do not apply for single-family attached development.
- 6 One side lot line may be zero (0') feet while the opposite line may be no closer than fifteen (15') feet.
- 7 Corner lot add five (5') feet on street side.

Article 8 Subdivision Regulations

Sec. 8.1 Purpose and Authority

Pursuant to authority granted by G.S. 160D-801, the purpose of this Article is to promote the public health, safety, and general welfare by providing for the orderly subdivision of land in the City of Trinity. Among other reasons, this Article is deemed necessary to (1) assure the appropriate layout and use of land; (2) provide safe, convenient and economic circulation of vehicular traffic; (3) provide for the dedication of reservation of street rights-of-way, utility easements and public facility sites; (4) assure the proper installation of streets and utilities; (5) avoid undue concentrations of population; and (6) insure proper legal description, identification, documentation and recordation of property boundaries.

Sec. 8.2 Applicability

A. Application of Article

1. Unless exempted under NC 160D-802 (see Article 10, Definitions), for the definition of a subdivision) this Article is applicable to all divisions of a tract or parcel of land into two or more lots, building sites or other division, for the purpose, whether immediate or future, of sale or building development and shall include all divisions of land involving the dedication of a new street or a change in existing streets.
2. No lot or plat within the City of Trinity's zoning jurisdiction and subject to the subdivision regulations shall be created or transferred, nor shall a plat or record thereof be recorded by the Randolph County Register of Deeds until a final plat of the subdivision has been submitted to and approved by the appropriate authority. Such approval shall be indicated on the face of the plat and signed by the City of Trinity Planning Director or designee.
3. The Register of Deeds shall not file a plat or record of subdivision of land within the City's jurisdiction nor shall the Clerk of Superior Court order such recording without the required certification and signature of the Planning Director or designee.
4. The approval of a plat pursuant to this Article shall not be deemed to constitute or affect the acceptance by the City or the public of the dedication of any street or other ground, public utility line or other public facility shown on the plat.

B. Exempt Subdivisions

The following shall not be included nor be subject to the regulations prescribed by this Article:

1. The combination or recombination of portions of previously platted lots where the total number of lots is not increased and the resultant lots are equal to or exceed the standards of the City as described herein;
2. The division of land into parcels greater than ten acres where no street right-of-way dedication is involved;
3. The public acquisition by purchase of strips of land for the widening or opening of streets;
4. The division of a tract in single ownership, the entire area of which is no greater than two acres into not more than three lots, where no street right-of-way dedication is involved and where the resultant lots are equal to or exceed the standards of this Article; and
5. The division of a tract into parcels in accordance with the terms of a probated will or in accordance with intestate succession under Chapter 29 of the NC General Statutes.

Plats not subject to the provisions of this Article may be recorded provided the owner desiring to record such plats shall obtain a Certificate of Exemption from the Planning Director or designee and shall present such certificate to the Register of Deeds Office as proof that one of the conditions of exception noted above is present.

C. Approval Required for Zoning Permit

No zoning permit shall be used for the erection of any building on any lot within a subdivision unless a final plat of such subdivision has been approved as required by this Article or a certificate of exemption obtained, provided, however, that this shall not apply to any subdivision recorded by the County Register of Deeds prior to August 27, 1997, the first effective date of this Article.

Sec. 8.3 Legal Provisions**A. Penalties for Transferring Lots in Unapproved Subdivision**

Any person who, being the owner or agent of the owner of any land located within the subdivision regulation jurisdiction of the City of Trinity who subdivides such land in violation of this Article or transfers or sells any part of such land by reference to, exhibition of or any other use of a plat showing a subdivision of land before such plat has been properly approved under the provisions of this Article and recorded in the office of the Randolph County Register of Deeds, shall be subject to civil penalties.

This Article may also be enforced by injunction, order of abatement or other equitable remedy upon application to the General Court of Justice.

Zoning permits required pursuant to G.S. 160D-1110 may be denied for lots that have been illegally subdivided.

B. Separability

Should any Section or provision of this Article be for any reason held void or invalid, it shall not affect the validity of any other Section or provision hereof which is not itself held void or invalid.

C. State Platting and Disclosure Statement Requirement

All developers planning to sell lots not platted and recorded prior to October 1, 1975, are advised to consult N.C. General Statute 136-102.6 "Compliance of Subdivision Streets with Minimum Standards of the Board of Transportation," which requires that all new streets, whether public or private, and all changes in streets be platted. N.C.G.S. 136-102.6 also requires the developer to furnish to each lot purchaser a Subdivision Streets Disclosure Statement revealing the status of new streets, whether they are constructed to N.C. Department of Transportation standards, and who will bear maintenance responsibility for the streets. No provision of this Article or of any other local Ordinance shall exempt a division of land from the provisions of N.C.G.S. 136-102.6.

Sec. 8.4 Approval Process for Subdivisions**A. Major Subdivision Preliminary Plats**

This Section describes the process for the review and approval of preliminary plats for subdivisions of land resulting in four (4) or more lots.

1. Submission Requirements

Three copies of a plat, prepared according to specifications in the City of Trinity Development Manual shall be presented to the Technical Review Committee for all major subdivisions.

2. Technical Review Committee Review

The Technical Review Committee shall review the preliminary plat and suggest recommended changes prior to Planning Board review. The Technical Review Committee shall make a recommendation on the major subdivision to the Planning Board and City Council within sixty (60) days of its submission.

3. Planning Board Review

The Planning Board shall review the preliminary plat and send their recommendation to the City Council for a final decision.

4. City Council Decision

Decisions or approval or denial of subdivision plats may be made only on the basis of standards explicitly set forth in the Land Management Ordinance.

B. Major Subdivision Final Plats

This Section describes the process for the review and approval of final plats for subdivisions of land resulting in four (4) or more lots.

1. Submission Requirements

Following approval of the preliminary subdivision plat, the applicant shall submit three copies of the final subdivision plat and any deed restrictions applying thereto to the Planning Director or designee for approval.

2. Improvements and Certificates

No final plat shall be approved until all improvements are installed or guaranteed as set forth in Section 8.20, Improvements Required and all certificates required for final plats by this Article or approvals by state law have been properly completed and signed.

3. Recordation

The approval of the final plat by the Technical Review Committee shall be on condition that such plat is recorded in the Office of Register of Deeds within 60 days after approval.

C. Minor Subdivision Plats

This Section describes the process for the review and approval of plats for subdivisions of land resulting in three (3) or fewer lots.

1. Submission Requirements

Three copies of a plat, prepared according to specifications in the City of Trinity Development Manual, shall be presented to the Technical Review Committee for all minor subdivisions.

2. Review Procedure

The Technical Review Committee shall review each minor subdivision and shall make a recommendation of approval, denial, or conditional approval to the Planning Director or designee.

3. Planning Director Approval

If the Planning Director or designee approves the proposed minor subdivision, a certificate of approval for recording, found in the City of Trinity Development Manual, shall show such approval.

Sec. 8.5 General Requirements and Minimum Standards of Design

A. General

Subdivisions of land shall be configured in a manner that promotes orderly development, adequately considers the natural topography and drainage features of the site, and the type of development proposed.

B. Compliance with Official Plans and Ordinances

Land shall be subdivided in compliance with the City of Trinity Land Management Ordinance, Water Management Ordinance and other pertinent official development plans and ordinances.

C. Road Frontage

No building shall be erected on a new lot created after the adoption of this Ordinance that does not have access, directly or by an easement, to a road whether publicly or privately maintained. All private roads shall be constructed and maintained under the specifications outlined in Section 8.7, Streets and Roads.

All lots in a subdivision must have a minimum frontage of fifty (50) feet, or thirty two and a half (32.5) feet for lots fronting on a cul-de-sac on an approved public or private paved road unless meeting the exceptions Section 8.8, Alternatives to Minimum Road Frontage. Reserve strips controlling access to streets shall not be allowed within subdivisions approved after adoption of this Article.

D. Special Purpose Lots

Requirements of this Article with respect to street frontage, minimum lot area, and minimum lot dimensions shall not apply to lots for private cemeteries as an accessory use, sewer lift stations, radio, television, and communication towers, and similar utility uses. Such lots shall comply with the following requirements:

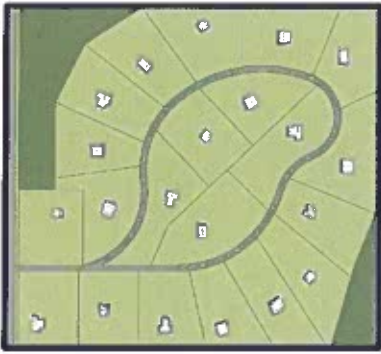
1. **Minimum Size.** The special-purpose lot shall be permitted only after the Administrator has determined that the proposed lot has sufficient dimensions to accommodate the intended use and, where required by this Ordinance, planting yards.
2. **Access.** Access lots established for the purpose of sewage treatment shall have a minimum of 20' of direct access or platted easement to a public or private street/lane unless the Administrator determines wider access is practically necessary for the purpose of the lot. Direct access or easements that provide access for the supply lines only from the lot it serves to the special-purpose lot may be a minimum of 20'. All easements shall be labeled "easement for ingress, egress, and regress for, etc.".
3. **Platting.** The subdivision to create the lot shall be approved in accordance with this Article. The final plat shall label the lot as a "special-purpose lot for use as..." A lot created for an individual septic system shall carry the number of the lot or lots it serves and the letter "A".
4. **Conveyance.** A special-purpose lot for an individual off-site septic system shall be conveyed by deed and easement with the lot for which sewage treatment is provided.

E. Lot Area in Right-of-Way

No land area of the lot which lies within the public street right-of-way may be used for the purposes of calculating lot area or any other lot dimensional requirements. If a portion of the lot is dedicated as public right-of-way as a condition of site plan approval, that area may not be used for lot area or building setback requirements.

Sec. 8.6 Cluster Development Option

- A. A Major subdivision may either be developed as a conventional subdivision, or as a cluster development meeting the requirements of Section 5.4.K, Cluster Development. Cluster development allows lots within a subdivision to be clustered in a manner which facilitates the preservation of significant open space, allowing the same number of lots as would be permitted in a conventional subdivision within the underlying zoning district.
- B. Aside from the unique dimensional standards and open space requirements referenced in Subsection A. above, cluster development shall be subject to the same review, approval, and construction requirements for conventional major subdivisions detailed in this Article.



Conventional Rural Subdivision



Rural Cluster Development Option



Conventional Suburban Subdivision



Suburban Cluster Development Option

Sec. 8.7 Streets and Roads

All internal subdivision streets and roads within the City of Trinity shall be designed, constructed, approved and accepted by the City of Trinity in accordance with Article 9 Chapter 3 of the City's municipal code: Streets, Sidewalks and Streetlights and the City of Trinity Development Manual.

- A. All street names and signs shall conform to Randolph County and City of Trinity standards and shall be posted at intersections showing the name of every street. New streets, which are obviously in alignment with others already named and existing, shall bear the names of the existing streets. In no case shall the names of new streets phonetically resemble existing street names.
- B. Where possible, roads should be located outside of watershed critical areas and watershed vegetated conveyance areas. Roads constructed within these areas shall be designed and constructed to minimize their impact on water quality.
- C. **Access to Adjoining Property**
Means of ingress and egress for properties adjoining the subdivision shall be provided, except where one (1) or more of the following conditions exists:
 1. Existing cross-access drives, service roads, or side streets provide sufficient access to the subject property and adjoining property;
 2. There are incompatible land uses on adjoining properties that should not be connected by a cross-access drive (e.g., commercial or industrial uses where the only access is through residential areas;

3. The adjoining property does not abut the subject property with adequate frontage for a connecting public road;
4. An unimpeded motor vehicle connection cannot be made through the subject property to the adjoining property within the required cross-access drive easement. Examples of impediments include existing building or utility obstructions, significant natural or man-made features and existing topographic grades that would impede traffic circulation on the subject property;
5. Applicants may be asked to provide supplemental information to determine whether or not the above exceptions apply.

D. Subdivision Entrance and Names

All subdivisions requiring the development of new public roads must be named. A sign clearly indicating the name of the subdivision shall be posted at each entrance to the subdivision, but not in the median or green zone.

The entrance roadway shall consist of a landscaped median extending at least twenty (20) feet in length and the median width or green zone of at least eight (8) feet in width measured from the edge of pavement from the main road accessing the subdivision. The start of the median should not create any sight distance issues with the intersection as determined by the City as part of the Technical Review Committee review and permitted by NCDOT. The size of any trees planted within the median shall be limited to a two (2) inch caliper at breast height maximum so as to not block sight lines or potentially damage entering trucks. Crepe myrtles or similarly sized vegetation, or trees of a smaller size are recommended. As an alternative to building a median, a developer may choose to provide at least a twenty (20) foot wide natural or planted bufferyard twenty (20) feet in length on both sides of the entrance roadway. Said bufferyard shall conform with the requirements of Article 6, Section 6.2, Landscaping Standards.

E. Development Entry Points

All subdivisions shall provide a minimum number of entry points to the development from the street system outside the development corresponding to the number of residential units within the subdivision. 50 or fewer units requires a minimum of one (1) entry point. 51-150 units requires a minimum of 2 entry points. 151 units or more requires a minimum of 3 entry points. The Technical Review Committee may allow stub streets to count as a development entry point when there is a reasonable likelihood of the stub street connecting to a future roadway. Development shall be exempted from this requirement if it is demonstrated the following conditions apply:

1. No other street access points can be located to the site due to existing lot configurations, absence of connecting streets, environmental, or topographic constraints;
2. NCDOT will not authorize the required number of entrances to a state-maintained street; or
3. Alternative access can be provided in a manner acceptable to the City that is supported by a transportation impact analysis.

F. Curb and Gutter

All new public streets in Urban Residential (UR) general and conditional zoning districts and all non-residential zoning districts shall require a curb and gutter system in accordance with City of Trinity Development Manual.

G. Blocks

Blocks shall be laid out with due consideration given to traffic circulation patterns and contemplated use. Blocks shall not be more than 1,000 feet in length, except as considered necessary to secure efficient use of land or desired features of street pattern by the Technical Review Committee. In blocks over 800 feet in length one or more protected crosswalks not less than ten (10) feet in width with curb bulb-outs extending entirely across the street may be required at locations deemed necessary by the Technical Review Committee.

H. Private Roads

1. Private roads or drives shall be permitted only in the following circumstances:
 - a. Developments which by the nature of their design could not occur if required to meet City of Trinity subdivision road standards, as for example residential developments under unified or homeowner association control (mobile home parks, apartment complexes, attached housing, Planned Development, etc.) and commercial or industrial development under unified control.
 - b. Division of land into tracts that are 5 acres or greater in size.
2. The further subdivision of residential lots approved prior to August 21, 1997, which abut existing private roads shall be allowed when the resulting subdivision is a minor subdivision of no more than three (3) lots.
 However, when the resulting subdivision is a major subdivision of four (4) or more lots, the subdivision shall not be permitted without upgrading the private road to a public road per standards established by the City of Trinity and until said streets are built according to approved plans or proper assurance of completion is accepted by the City of Trinity Public Works Director.
 This Section shall not apply to commercial and industrial subdivisions and lots served by sewer.
3. Where permitted, private roads shall be constructed in compliance with the following conditions:
 - a. The developer shall sign a certificate attesting to the fact that an instrument will be recorded with the final plat which guarantees:
 - 1) a right of access by all lots served by the private road; and
 - 2) a full disclosure of the state of the road and specific road maintenance responsibilities (as required by G.S. 136-102.6) and that these listed items shall run with the land. (A maintenance agreement shall have been previously agreed to by the City of Trinity Council and the City Attorney).
 - b. All developers who incorporate private roads into their subdivisions, including minor subdivisions, shall be required to present plans to the Technical Review Committee for review and approval.
 - c. Design standards for private roads, which are listed in the City of Trinity Development Manual.
 - d. No private road within the City of Trinity shall be longer than 1,320 feet. Also, no private road, created after the adoption of this Ordinance shall serve more than six lots. All private roads shall connect to a public road. This provision shall not apply to driveways accessing 2 or fewer lots

Sec. 8.8 Alternatives to Minimum Road Frontage

A. Exclusive Access Easement

An exclusive access easement shall be the only access to a lot only in the following circumstances:

1. The lot size is 5 acres or greater.
2. An exclusive access easement shall be a minimum of 30 feet in width.
3. The minimum distance between an exclusive access easement and any other platted right of way shall be one hundred twenty-five (125) ft.
4. The centerline and width of an exclusive access easement must be shown on a plat recorded with the Randolph County Register of Deeds.
5. A maximum of one (1) single-family dwelling and one (1) accessory dwelling unit with uninhabited customary accessory structure(s) may be accessed with an exclusive access easement.

B. Flag Lots

Flag lots are not permitted within the zoning jurisdiction of the City of Trinity.

Sec. 8.9 Sidewalks

Sidewalks shall be constructed in accordance with the standards detailed in the City of Trinity Development Manual.

Sec. 8.10 Water Management (Watershed, Stormwater, Floodplain)

All subdivisions shall comply with the stormwater, watershed and floodplain regulations of the City of Trinity Water Management Ordinance, to include any water course or dry branch of any type running through or within 150 feet of the property proposed for subdivision. Lots located entirely in the flood plain shall not be sold for residential purposes.

Sec. 8.11 Lots

Lots shall be designed in shape, size, and location with due regard to topographic conditions, features of the surrounding area, contemplated use and official plans and ordinances.

- A. **Marginal Land.** Land subject to flooding or land which may aggravate the flood hazard or increase danger to life or property if developed, and land uninhabitable for other reasons, shall not be considered platted for occupancy by a building and shall not be used in determining the minimum lot area or maximum lot depth.
- B. **Side Lot Lines.** Side lot lines shall be substantially at right angles to straight street lines or radial to curved street lines.
- C. **Area and Dimensions of Lots.** All lots shall conform to the minimal dimensional requirements for each zoning district as prescribed in the Table of Area and Yard Requirements of the City of Trinity Land Management Ordinance.

Sec. 8.12 Water and Wastewater Facilities

- A. New subdivisions shall connect to the City of Trinity municipal wastewater system and the public water system provided by Davidson Water, Inc. according to the specifications and approval of the appropriate state agencies. In areas where public water and/or sewer are not available, the developer shall install private systems that have been approved by the appropriate County or State agency.
- B. Where public water and wastewater facilities are not available and individual water supplies or individual sewage disposal systems are planned, the developer, at his own expense, shall have the site investigated by the Randolph County Health Department or other authorized, qualified, individual, firm or agency, to determine whether or not such individual facilities are feasible and shall present proof to the Planning Director or designee that such analysis has taken place.
- C. Where individual septic tank systems are planned, minimum lot sizes specified in this Article may need to be increased as required by the Randolph County Health Department.
- D. Water supply and sewage facilities shall comply with applicable state and county health and environmental laws and regulations. (See the City of Trinity Development Manual. for water and waste disposal approval requirements).

Sec. 8.13 Street Lights

All public streets, sidewalks, and other common areas or facilities in subdivisions shall be sufficiently illuminated to ensure the security of property and the safety of person using such streets, sidewalks, and other common areas or facilities. Streetlights are to be installed by the developer in accordance with the City of Trinity Development Manual and Chapter 9 of the City's Municipal Code: Streets, Sidewalks and Streetlights.

Sec. 8.14 Utility Easements

Easements are required to provide for public service poles, wires, conduits, storm or sanitary sewers, storm drainage channels, surface overflow, gas, water or heat mains, or other utilities. The location and size of utility easements shall meet the requirements of the City of Trinity Design Manual and approved by the Technical Review Committee.

Sec. 8.15 School Sites

Where a school site is shown on a publicly approved plan, recorded with the Register of Deeds and requested by the local Board of Education, such site shall either be dedicated for the public purposes at the option of the property owner or reserved for acquisition by the appropriate public body for a period not exceeding 18 months from the date of approval of the preliminary subdivision plan.

Sec. 8.16 Prohibition Against Clearcutting

There shall be no clearcutting in any development or vacant parcel in excess of one acre within the Trinity City Limits or its ETJ without first having applied for and received approval from the Trinity City Council. The term “clearcutting” shall refer to the large-scale, indiscriminate removal of trees, shrubs, and undergrowth with the intention of preparing real property for non-agricultural purposes. The provisions of this Section shall not regulate bona fide forestry activity as defined in North Carolina General Statute 160D-921, provided, however, that following a permitted timber harvest that has the result of removing all, or substantially all, of the trees protected under this or another City ordinance, no preliminary or final Subdivision Plat for the parcel(s) shall be approved for three years following the conclusion of the harvest per the authority granted in North Carolina General Statute 160D-921(c)(1)(a).

Sec. 8.17 Street and Perimeter Bufferyards for Major Residential Subdivisions

Street and Perimeter Bufferyards shall be installed for Major Residential Subdivisions in accordance with the Landscaping Standards of Article 6.

Sec. 8.18 Open Space Dedication

Open space meeting the standards of Article 6, Section 6.4, Open Space Standards shall be included in all Major Residential Subdivisions within the UR zoning district, and all cluster developments within the RA, RR, and SR districts.

Sec. 8.19 Homeowners' Association

In all new major residential subdivisions and any development that includes commonly shared elements, a homeowner's association or similar entity shall be established.

A. Homeowners' Association Requirements:

1. Common ownership of the open space by a Homeowners' Association that assumes full responsibility for its maintenance. The restrictive covenants shall provide that, in the event the Homeowners' Association fails to maintain the open space according to the standards of this Article, the City may, following reasonable notice:
 - a. Demand that deficiency of maintenance be corrected; or
 - b. Enter the open space to maintain same. The cost of such maintenance shall be charged to the Homeowners' Association.
2. The Homeowners' Association shall be responsible for the upkeep and maintenance of the perpetual bufferyard around the perimeter of the subdivision. It is the intent of the City that all buffers will be maintained in their natural state and will not be excessively pruned or trimmed. Pruning and trimming is permitted as necessary to maintain compliance with all other City regulations, such as those prohibiting obstruction of roadway sight distances or obstruction to the free use of public sidewalks or streets. Infectious, invasive, exotic, dead, and damaged trees may be removed if no damage is done to other vegetation.

B. Restrictive Covenants

A Restrictive Covenants document shall be included as deed restrictions on any and all lots in the subdivision. The document shall determine responsibility and provide provisions for the upkeep and maintenance of all commonly owned land and improvements by the Homeowners Association or as assigned to an individual property owner by deed.

C. Escrow Account

The HOA shall establish an escrow account, which shall only be used by the Homeowners Association for the upkeep, maintenance, repair, and reconstruction of all commonly owned land and improvements to include all roads within the development. If commonly owned land and improvements are not properly maintained, the City of Trinity, in its sole discretion, may remedy the situation, and in such instances, the City of Trinity shall be fully reimbursed from the escrow account. Escrowed funds shall not be spent for routine landscaping maintenance items such as mowing.

D. Restrictive covenants shall include a financial statement certifying compliance with the escrow account requirements therein.

E. HOA information shall be recorded with the Register of Deeds and noted on the final subdivision plat at the time of recording.

Sec. 8.20 Improvements Required Prior to Approval of Final Plats**A. Installation of Improvements**

No subdivision plats shall be granted final approval until the required improvements have been made and accepted in accordance with the provisions of this Article, the City of Trinity General Ordinance Streets, Sidewalks, Streetlights and the City of Trinity Development Manual.

B. Guarantee of Improvements

Guarantee of Improvements. Grading and base construction for streets must be installed prior to submission of the plat for final approval. Where other required improvements have not been completed, the approval of said plat shall be subject to the requirements of G.S. 160D-804.1 by one of the following methods:

1. Cash or certified check.
2. Performance or surety bond executed by a company duly licensed to do business in the State of North Carolina.
3. Irrevocable letter of credit

C. Submission Requirements

Data demonstrating compliance with the improvement requirements, as-built drawings of infrastructure improvements, and roadway and utility engineering certifications must be prepared and submitted along with the final plat for final approval by the Technical Review Committee. See the City of Trinity Water Management Ordinance and the City of Trinity General Ordinance "Streets, Sidewalks, Streetlights" for additional requirements. Three (3) hard copies, .pdf and .dwg or .dxf files of the final plat and all plans, profiles, specifications, and other required information shall be provided for Technical Review Committee review. Specifications for final plats are listed in the City of Trinity Development Manual.

D. Required Improvements

The following improvements and requirements shall be fulfilled or guaranteed before a final plat shall be approved by the Technical Review Committee and the Planning Director for recording:

1. **Streets.** Streets and all associated improvements, to include storm drains, grading, base, and curbs, shall be designed by a North Carolina Professional Engineer, in accordance with the specifications and standards of the City of Trinity Development Manual and the N.C. Department of Transportation, Division of Highways and approved by the City of Trinity Technical Review Committee.
2. Installation of all streets, utilities, and storm drainage shall be done per the approved plans.
3. **Utilities.**
 - a. The developer shall install public water mains and sanitary sewers where existing public utilities are available. Engineering certifications, and as-built drawings shall be required prior to plat approval.
 - b. In other areas the developer shall install either individual private lot or private community water and/or sewer systems. If such installation is made, the developer shall comply with all rules and regulations prescribed for private and/or community water supply and waste disposal by the Water Resources Division of the North Carolina Department of Environmental Quality, the Randolph County Health Department, and the Sewer Use Ordinance of the City of Trinity and with all regulations and construction specifications of any municipality to whose utility system such water mains and/or sanitary sewers may eventually be connected. The size, location, soil conditions and drainage of all lots in the subdivision shall be approved by the Randolph County Health Department relative to individual water supply and sewage disposal systems. Water supply and waste treatment approval requirements are noted in the City of Trinity Development Manual. DEQ approval, engineering certification, and as-built drawings shall be required prior to plat approval.
 - c. Electrical utilities and communication lines shall be installed with arrangements made by the developer with the utility company or cooperative authorized to serve the area of the subdivision. Installation shall be in keeping with the latest accepted design standards and procedures along lot lines.
Electrical and communication lines shall be installed underground within major subdivisions unless the Public Works Director determines underground installation is not feasible due to physical constraints.
 - d. Utilities, which encroach upon the State Highway system, shall require an Encroachment Contract executed by the person or firm responsible for maintenance.
4. **Storm Water Drainage Facilities:** All required storm water drainage measures shall be completed according to the City of Trinity Water Management Ordinance and the City of Trinity Development Manual. Engineering certifications, and as-built drawings shall be required prior to plat approval.
5. **Erosion Control.** The developer shall mulch, seed, sod or otherwise protect all grading, excavations, open cuts, side slopes and other land surface disturbances.
It is also the developer's responsibility to comply with the North Carolina Sedimentation and Pollution Control Act and the City of Trinity Water Management Policies. The developer is to contact the Energy Mineral and Land Resources Division of the North Carolina Department of Environmental Quality (NCDEQ), which agency provides technical assistance and enforcement of the Sedimentation and Pollution Control Act. The application for a final plat shall, where required, be accompanied by an approved Sedimentation and Erosion Control Plan approval by the N.C. Division of Land Quality.
6. **Removal of Rubbish.** The applicant or property developer shall remove all cut or fallen trees, stumps, rock, boulders, or rubbish from the subdivision.
7. A final walkthrough shall be performed with the developer, contractor, and City personnel. A punch list will be developed of remaining items that must be completed prior to plat recordation. The City, at its discretion, may allow an irrevocable surety to be placed on items that do not affect public health or safety at 125% of the estimated completion cost, to allow for plat recordation.
8. A warranty shall be provided to the City for all of the improvements. An irrevocable warranty surety shall be provided to the City in the amount of five percent (5%) of the roadway and utility costs.
9. The Engineer's Certification for Subdivisions and Streets shall be provided to the City.

10. The Engineer's Certification for Roadway Improvements Checklist along with all supporting documentation shall be provided to the City.
11. The downstream sewer plug shall be delivered to the Public Works Director prior to plat approval, following the Engineer's Sewer Certification.
12. Streets shall be dedicated for public use and a record plat recorded in the office of the Register of Deeds of Randolph County. The map and street shall meet the requirements established by this code of ordinances.
13. All plat documents related to Stormwater shall be recorded and delivered to the City prior to plat approval including, but not limited to density restriction documents, operations and maintenance agreements, HOA restrictive covenants, and sureties. (See the Water Management Ordinance for additional information).

Sec. 8.21 Procedures for Final Acceptance of Subdivision Development

Procedures for final acceptance of subdivision development are included in Article 9 of the City of Trinity General Ordinances Article II Chapter 9 Section 9.1 Sewer Use, Chapter 9 Section 9.4 Streets and the City of Trinity Development Manual.

- A. Until the streets are accepted for maintenance by the City, the developer, builder, and HOA shall be responsible for any maintenance and repairs. Language that delineates the responsibilities between the parties shall be included in the Restrictive Covenants and the Deed Book and Pages shall be cross-referenced on the plat.
- B. Once over 50% of the platted lots on any given street are occupied and a minimum of twelve months after the plat is recorded, the developer may request a follow-up walk-through. A punch list shall be developed of any issues that need to be resolved. Within ninety days of confirmation of all items on the punch list being completed and over 50% of the platted lots are occupied, the warranty surety shall be released, and a Letter of Street Maintenance Acceptance shall be issued by the City Public Services Director.
- C. No modification of storm drainage, grading, ditches or installation of permanent structures shall be done within the right-of-way or utility easements without prior written approval from the City.

A RESOLUTION OF THE CITY OF TRINITY RECOGNIZING AND CELEBRATING THE DEDICATION OF THE CHARTERS OF FREEDOM SETTING ON VETERANS DAY 2026

WHEREAS, Foundation Forward, Inc., a 501(c)(3) non-profit educational organization, is dedicated to preserving American history and providing permanent, community-accessible displays of our nation's founding documents; and

WHEREAS, the Charters of Freedom setting—consisting of the Declaration of Independence, the United States Constitution, the Bill of Rights, and the Civil Rights Amendments—serve to educate citizens, foster civic pride, and preserve the legacy of American liberty; and

WHEREAS, the formal dedication of this setting is scheduled to take place on **Veterans Day, November 11, 2026**, a sacred day set aside to honor the brave men and women who have served in the United States Armed Forces to protect the very freedoms these documents guarantee; and

WHEREAS, the installation of this setting provides a lasting educational resource for local schools, community members, and visitors, ensuring that future generations understand the foundational principles of our republic; and

WHEREAS, the Randolph County Board of Commissioners approved the location of the setting in Downtown Asheboro as significant cultural and educational addition to our community.

NOW, THEREFORE, BE IT RESOLVED by the City of Trinity that:

1. **Recognition and Celebration:** The City of Trinity hereby formally recognizes and celebrates the upcoming dedication of the Charters of Freedom setting on **Veterans Day, November 11, 2026**.
2. **Appreciation:** The City of Trinity expresses its sincere appreciation to Foundation Forward, Inc. and Randolph County for their dedication to bringing the Charters of Freedom setting to our community.
3. **Promotion of Civic Education:** The City of Trinity encourages all citizens, educators, and students to attend the dedication ceremony and utilize this setting to reflect upon the privileges and responsibilities of American citizenship.
4. **Record:** This Resolution shall be entered into the official minutes of the Board, and a copy shall be conveyed to Foundation Forward, Inc. as a token of our community's appreciation, and a copy placed in the settings time capsule.

ADOPTED THIS ____ day of _____, 2026

[Richard McNabb, Mayor]



Randolph County Historic Landmark Preservation Commission

201 Worth Street, Asheboro, North Carolina 27203 ♦ 336-318-6806 ♦ www.rchlpc.org

Memorandum

July 30, 2026

TO: Michael Burroughs, City Manager, City of Trinity
FROM: Ross Holt, Administrator and Member, Randolph County Historic Landmark Preservation Commission
RE: Landmark Designation for Leach-Morgan House ("Melrose"), 1847

The Randolph County Historic Landmark Preservation Commission was established by the Randolph County Board of Commissioners in 2008 as the county's official body to identify, preserve and protect Randolph County's historic landmarks, and to educate the public about those resources, as well as preservation in general. The commission operates under Chapter 160D, Article 9, Part 4 of the North Carolina General Statutes, which provides for the designation of local historic landmarks.

Through intergovernmental agreements, the Landmark Commission also serves in the same role for each municipality in Randolph County (Trinity entered into its agreement on September 23, 2008). Landmark designations are recommended by the commission, but officially made through an ordinance of the governing board for the jurisdiction in which the proposed site is located.

The process is as follows. The Landmark Commission accepts applications from property owners, or generates applications itself with the agreement of property owners. After a period of study and feedback, the commission considers recommending the site for designation. If the commission votes to recommend a site, the recommendation is forwarded to the governing board of the jurisdiction in which the site is located. After holding a public hearing, the governing board can vote to adopt a local ordinance that officially designates the site as a local historic landmark.

Once a landmark is designated, the designation is recorded in county and municipal records. Changes proposed by the property owner to the landmark that might alter its historic character must be approved by the Landmark Commission. The property owner is entitled to a 50 percent property tax deferral if they so choose, so long as the landmark designation is maintained. The landmark is featured on the commission's website and in travel and tourism information.

The Landmark Commission recently voted to recommend the Leach-Morgan House ("Melrose"), 1847, at 5655 Meadowbrook Drive in Trinity, for designation. Therefore, we respectfully request that the Trinity City Council take up this request.

Accompanying please find a copy of the Randolph County Historic Preservation Ordinance, the Landmark Commission resolution recommending designation of the Harper House, a draft local ordinance, and the landmark designation report.

For detailed information about the commission and the landmarks, visit www.rchlpc.org.

Thank you.



Randolph County Historic Landmark Preservation Commission

201 Worth Street, Asheboro, North Carolina 27203 ♦ 336-318-6806 ♦ www.rchlpc.org

Resolution Recommending Local Historic Landmark Designation Leach-Morgan House ("Melrose"), 1847

WHEREAS, Chapter 160D, Article 9, Part 4, of the North Carolina General Statutes provides for the designation of local historic landmarks; and

WHEREAS, the Randolph County Board of Commissioners has appointed the Randolph County Historic Landmark Preservation Commission, having the authority to exercise all powers and duties given it by the Randolph County Historic Preservation Ordinance; and

WHEREAS, the Randolph County Historic Landmark Preservation Commission has taken into consideration all information contained in the Historic Landmark Designation Application for the Leach-Morgan House ("Melrose"), 1847; and

WHEREAS, the North Carolina Department of Natural and Cultural Resources, State Historic Preservation Office, has been given the opportunity to review the Local Landmark Designation Report and has advised that the Randolph County Historic Landmark Preservation Commission will have sufficient evidence to prove that the Leach-Morgan House possesses the requisite special character and integrity for designation as a local historic landmark; and

WHEREAS, the Randolph County Historic Landmark Preservation Commission conducted the required public hearing, having published legal notices; and

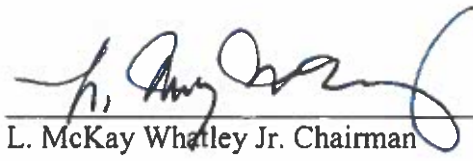
WHEREAS, the Randolph County Historic Landmark Preservation Commission finds that the Leach-Morgan House ("Melrose"), 1847, meets the following specific criteria outlined in the Ordinance establishing the Commission: (1) Critical part of the City of Trinity's heritage by having value as an example of the cultural, historic and social heritage of City of Trinity; (3) Its important architecture as an exemplification of an architectural type or style distinguished by innovation, rarity, uniqueness, or overall quality of design, detail, materials or craftsmanship; and (4) Its distinctive theme, representing an architectural, cultural, economic, historic or other theme expressed through a distinctive building.

WHEREAS, the property is more specifically described as follows:

The Leach-Morgan House ("Melrose"), 1847, is located at 5655 Meadowbrook Dr., Trinity, N.C., PIN 7707681150, Trinity Township, Randolph County, N.C.

NOW, THEREFORE, BE IT RESOLVED, this 22nd day of July, 2026, in the 250th Year of American Independence, that the Randolph County Historic Landmark Preservation Commission approves the application for Local Historic Landmark designation, and recommends to Trinity City Council that the exterior of the Leach-Morgan House ("Melrose"), 1847, and its tract, be designated as a Local Historic Landmark.

Randolph County Historic Landmark Preservation Commission


L. McKay Whatley Jr. Chairman




Attest: Amber E. Cole, Clerk

Date: 7/22/26

Ordinance Number _____
Ordinance Designating the Exterior of the Leach-Morgan House
("Melrose"), 1847, as a Local Historic Landmark in Trinity, North Carolina

WHEREAS, Chapter 160D, Article 9, Part 4 of the North Carolina General Statutes provides for the designation of local historic landmarks; and

WHEREAS, the City of Trinity designated the Randolph County Historic Landmark Preservation Commission as a joint historic preservation commission on September 23, 2008, having the authority to exercise, within the planning jurisdiction of the City of Trinity, all powers and duties given it by the Randolph County Historic Preservation Ordinance; and

WHEREAS, the Randolph County Historic Landmark Preservation Commission has taken into consideration all information contained in the Historic Landmark Designation Application for the Leach-Morgan House ("Melrose"), 1847; and

WHEREAS, the North Carolina Department of Natural and Cultural Resources, State Historic Preservation Office, has been given the opportunity to review the Local Landmark designation report which contains the historical information necessary for the Randolph County Historic Landmark Preservation Commission to determine special historical significance and integrity; and

WHEREAS, the Randolph County Historic Landmark Preservation Commission and the Trinity City Council conducted the required public hearings and published legal notices; and

WHEREAS, the Randolph County Historic Landmark Preservation Commission has adopted a unanimous resolution requesting the City of Trinity to designate the exterior of the Leach-Morgan House ("Melrose"), 1847, as a Local Historic Landmark, and

WHEREAS the Randolph County Historic Landmark Preservation Commission finds that the Leach-Morgan House ("Melrose"), 1847, meets the following specific criteria outlined in the Ordinance establishing the Commission: (1) Critical part of the City of Trinity's heritage by having value as an example of the cultural, historic and social heritage of City of Trinity; (3) Its important architecture as an exemplification of an architectural type or style distinguished by innovation, rarity, uniqueness, or overall quality of design, detail, materials or craftsmanship; and (4) Its distinctive theme, representing an architectural, cultural, economic, historic or other theme expressed through a distinctive building.

WHEREAS, the property is more specifically described as follows:

The Leach-Morgan House ("Melrose"), 1847, is located on a 21-acre tract at 5655 Meadowbrook Dr., Trinity, N.C., PIN 7707681150, Trinity Township, Randolph County, N.C.

NOW, THEREFORE, BE IT ORDAINED, by the Trinity City Council, North Carolina, that:

- 1: The property known as the exterior of the Leach-Morgan House ("Melrose"), 1847, and its tract, located at 5655 Meadowbrook Dr., Trinity, N.C., within the planning jurisdiction of the City of Trinity, North Carolina, is hereby designated as a Local Historic Landmark pursuant to Chapter 160D, Article 9, Part 4, of the North Carolina General Statutes, and by inter-local agreement approved September 23, 2008, between the City of Trinity and the County of Randolph.
- 2: That the exterior of the Leach-Morgan House ("Melrose") may be materially altered, restored, remodeled, or demolished only following issuance of a Certificate of Appropriateness from the Historic Landmark Preservation Commission.
- 3: That nothing in this Ordinance shall be construed to prevent the ordinary maintenance or repair of any architectural feature in or on said property that does not involve a change of design, material or outer appearance thereof, after obtaining the necessary permits and official approval for said stated repair. Nothing herein shall prevent the construction, alteration, restoration, demolition, or removal of such features when a building inspector or similar authorized official certifies to the Historic Landmark Preservation Commission that such action is required for the public safety because of an unsafe condition. Furthermore, nothing shall be construed to prevent the property owner from making any use of this property not prohibited by other statutes, ordinances or regulations.
- 4: That a suitable sign may be posted indicating the designation as a Local Historic Landmark and containing appropriate information.
- 5: That Martha Morgan Stunda, owner of the Leach-Morgan House ("Melrose"), hereby accepts notice as required by the applicable law of this action, and directs that copies of this Ordinance be filed and indexed in the office of the Trinity City Clerk, the Randolph County Register of Deeds, the Randolph County Tax Department, and both the City and County Planning and Inspections Departments as required by applicable law.

Upon the motion of _____, and a second by _____,
the foregoing ordinance was passed upon its first reading by a vote of _____.

**CITY OF TRINITY
NORTH CAROLINA**

BY: _____
Richard McNabb, Mayor

Adoption Date

ATTEST: _____
Darien Comer, City Clerk



Randolph County Historic Landmark Preservation Commission

201 Worth Street, Asheboro, North Carolina 27203 ♦ 336-318-6806 ♦ www.rchlpc.org

LOCAL LANDMARK DESIGNATION REPORT

Leach-Morgan House ("Melrose"), 1847



1. Name of Property

Historic Name: "Melrose," Leach-Morgan House

Other Name: Morgan Manor

2. Location

Street Address: 5655 Meadowbrook Dr.

City/Town/Jurisdiction: Trinity, N.C.

Tax Parcel ID Number: 7707681150

3. Owner Information

Name: Martha Morgan Stunda

Address: 5651 Meadowbrook Dr., Trinity, NC

Phone: 336-905-0036 / 336-431-3749

4. Applicant/Contact Person:

Name: Martha Morgan Stunda

Contact: 336-905-0036 / 336-431-3749

General Data/Site Information

A. Date of Construction and major additions/alterations: 1845; kitchen/office/bedroom addition, ca. 1940

B. Number, type and date of construction of out buildings: 4 – Barn, Stable, Meat House, Garage

C. Approximate lot size or acreage: 21 acres

D. Architect, builder, carpenter and/or mason: Unknown; bricks made by Lewis Leach, sons and farmworkers

E. Previous field documentation: L. McKay Whatley Jr., 1978

F. Original Use: Residence; boarding house for students

G. Present Use: Residence (unoccupied)

Classification

Ownership of Property: Private

Category of Property: Building and tract

Function or Use

Historic Functions: Residence, boarding house for students

Current Functions: Residence (unoccupied)

Description

Architectural Classification: Dwelling

LOCAL LANDMARK DESIGNATION REPORT

Leach-Morgan House (Melrose), 1845

ABSTRACT

The Lewis Morgan Leach House, named "Melrose" by its owner presumably after the abbey that inspired Sir Walter Scott, was the home of a prominent farmer and community leader in northwest Randolph county. Leach (1800-1893) was one of the organizers of Union Institute, which became Normal College and then Trinity College, now Duke University. Leach was a member of the committee overseeing construction of the school building, built about the same time as this house. "Melrose" (there were three other nearby Leach family houses, so that name avoids confusion), was one of just five brick homes built in Randolph County before 1870.

Four of those five were within three miles of Melrose (the Coffin-Makepeace House in Franklinville is the fifth), and all may have had similar connections to the construction of the brick "Old Main" building of Union Institute. The house is architecturally significant as a representation of this rather unusual construction technique in the county. It is also significant in terms of the history of education in the Piedmont. The school was called "union" to recognize the cooperative efforts of local Methodists and Quakers to establish and promote education; after Quakers established New Garden Boarding School in Guilford County the school was affiliated with the Methodist church and took the name "Trinity College." Students boarding at the Institute and Trinity College roomed in private houses all over the Trinity area, and this is one of the few surviving examples of those homes.

It is also one of the few documented properties related to early anti-slavery activism in the Piedmont. Leach was a delegate in 1826 to the North Carolina Abolition Society, and attended meetings of the Manumission Society in 1825 and 1826.

The rural setting of the house and its outbuildings are a well-maintained example of those present in any local farm before World War II; the designation boundary includes the entire 21-acre tract.

HISTORICAL CONTEXT AND SIGNIFICANCE

By Dan Warren

By the third quarter of the eighteenth century, four families – the Browns, the Johnsons, the Leaches, and the Mendenhalls (all formerly of Pennsylvania) – had settled what is now the area of Trinity, Randolph County, North Carolina. Bound by common Pennsylvania antecedents, their common North Carolina locale, and common religions, members of the families intermarried, establishing even stronger ties.

For years the children and grandchildren of the community members were taught in their homes. After a few decades Margaret Mendenhall Leach (1800-1870), wife of James T. Leach (1798-1881), had started a school in her home.* As the numbers grew, four of the community fathers combined monies and energies and started Brown's Schoolhouse in the 1830s. When

* James T. Leach should not be confused with James Madison Leach, a U.S. Congress member and member of the Confederate congress, who was a first-cousin-once-removed of Lewis Morgan Leach and James T. Leach.

continued growth necessitated a new building, the Methodists and Quakers of the area joined to form the Union Institute, the name being adopted to denote the partnership of the two denominations. Beginning in 1849, an attempt was made to redevelop the school as a Normal College, a teacher training institution. In 1859, with support from the Methodist Episcopal Church, the school was established as Trinity College. In 1892, it was moved to Durham, and in 1924 it became the nucleus of Duke University.

Lewis Morgan Leach, a prominent farmer, land speculator, and community leader (and brother of James T. Leach) inherited 200 acres of a 300-acre tract his grandfather Hugh Leach had received through a State of North Carolina grant in 1788 around what is now Trinity's Meadowbrook Drive (see Appendix B, Chain of Title). Intimately associated with Brown's Schoolhouse and its various incarnations, Leach was one of the organizers and trustees of the Union Institute. He served on the committee to oversee the construction of a new school building, and later was secretary of the Union Institute Society. He also was assigned to a committee to handle the finances of the new school. Leach continued on the boards of trustees for Normal College and Trinity College. After the Civil War, he was assigned, with others, to lay out and establish a road "to extend from Trinity College to some point on Hoover Road near Col Leach place by way of Welborns and Paynes Mill, Ahi Robins and Hope Well Church" by the Trinity Township Board of Trustees. This road would later become Meadowbrook Drive.

Leach, a Methodist, was a delegate in 1826 to the North Carolina Abolition Society. Along with General Alexander Gray, a neighbor, fellow Methodist and the largest slave owner in Randolph and Guilford counties, Leach attended meetings of the Manumission Society in 1825 at Hopewell Methodist Church (where they were members), and in 1826 at Springfield Friends Meeting (where they were not). Leach is reputed to have been an owner of enslaved people; one instance of ownership – a 28-year-old enslaved female in 1850 – appears in census records from 1830 through 1860.

Leach had married Nancy Elder in 1826. He continued to amass his landholdings, and, in the mid-1840s, he planned and erected the large and commanding brick home named "Melrose" but referred to locally as "the Brick House" or "the Uncle Lewis Leach place." Bricks for the house were hand-made by sons of the Leaches and by their farm workers. Here the Leaches raised their family and boarded students at the nearby College, as did many of their neighbors.

Miss Rose Johnson, a lifelong resident of Trinity and descendant of the founding families of the community, was a local correspondent to the *Charlotte Observer* and to the *Trinity Alumni Register*. In a series of articles, Johnson wrote of her remembrances and descriptions of places in "Old Trinity." To quote, in part, the October 1917 edition of the *Register*, with the permission of the Duke University Archives,

About three quarters of a mile from the College door of Old Trinity, almost due south, stands what is known about here as the Brick House, or, as some still say, the 'Uncle Lewis Leach Place.' This is still, after the lapse of so many years, quite an imposing looking residence. It stands facing the north, a commodious two-story house with large airy rooms opening upon a wide hallway. In the long ago there was the most picturesque little portico or balcony in front with an upper porch as well, which gave this great spacious brick housed rather the appearance of the old-time manor houses....

The portico in front gave a quaint appearance to the house and while it was small did not seem out of proportion, and both porches under and upper were

almost completely covered with the old English honey-suckle. A door from above opened out upon this upper balcony, and from that, one could get a fine view of the country around Trinity for miles. Looking in one direction was Shepherd Mountain, the only hill that could be called a mountain in Randolph, and from this upper porch, appeared to good advantage, way down in southwestern Randolph. One could discern two prongs of the Uwharrie, and where they mingled their waters were starting on their long and winding journey to some greater river.

Visitors came and went at pleasure, all were made welcome. It was quite a treat to be entertained by the family who resided in this house. Like all the places around Trinity in the long ago, this was a boarding house for the college boys, and here boarded boys from all points of the compass, and here they lived and studied and went down into that wonderful basement to dine, and dine they did too, of the best the land afforded.

A few years ago a long piazza was built in front of the brick house, in the place of the little balcony, and then 'Melrose' was changed....

According to Martha Morgan Stunda, the home's current owner, the front porch was remodeled again in the 1930s. Railing was added to the porch in 2004-2005.

Nancy Elder Leach died in 1881, and Lewis Morgan Leach followed in 1893. Both are buried at Hopewell Methodist Church in Trinity. The farm was inherited at their death and was later sold out of the family.

It passed through several owners until John Duckrey "Duck" and Pallie Loftin Morgan bought the property with their son and daughter-in-law Charlie Joseph and Lida Tucker Morgan. They moved in in the Spring of 1931 with no electricity or indoor plumbing and began a complete restoration of the antique structure. Memoirs of Lida tell us that Charlie went to Duke Power with a proposition: if they would run power lines to the house, Charlie would buy a new electric stove. Soon they had power. The floors were replaced, as were the rafters and roof. The brick exterior walls are 25 inches thick.

According to "Students, College Gone; Melrose Home Remains," an article by Braxton Younts in the Sunday, October 29, 1961, edition of the *High Point Enterprise*,

The boarding students, as well as the family of the house, ate in the basement. When built, the floor of the kitchen there was of dirt, and it was after some 50 years of its existence that a portion of this floor was put in, and its concrete surface is still [1961] in use.

Cooking, at least a great portion of it, was done in an open fireplace, with large pots suspended over the flames with cranes or hooks mounted on the chimney. However, in the Morgans' rebuilding, this fireplace was sealed up.

Also in the basement was the dark room or cooling place where the Leaches stored their meat. This space now [1961] houses a modern heating plant for the home. The portion of the basement used for dining purposes is now a den, complete with wood-burning fireplace and comfortable seating, as well as paneled walls.

Heating, in the old days, was from fireplaces in each room.

Morgan said that the brick walls of the house were renovated also. First the original lime and sand mortar was scraped out to a depth of about an inch and fresh cement mortar forced in. To prevent dampness from seeping into the house the new owners painted the exterior with a sealer and then covered this with white paint, making it an outstanding landmark for the community – or rather continuing it as a landmark, as it has been this past century or more.

The interior walls of the home are plastered over the brick, as they were when the house was built. ”

In an article in the March 26, 2006, edition of the *Greensboro News and Record*, the author describes the “huge front door, with its glass interior knob, [that] is original and opens onto a grand staircase, adorned by original artistic scrollwork and medallions, in the center of the house. Mac Whatley, in his *Architectural History of Randolph County, N.C.*, noted several items of historic interest when he reviewed the house for inclusion in his book. He wrote,

...Some two-panel Greek Revival doors survive, as well as two simple post-and-lintel mantels in upstairs bedrooms. The den mantel is a simple yet unusual design with swelling ogee curves resembling furniture in the ‘Empire’ style. The tread ends of the open-string staircase are decorated with brackets and the case itself features raised panels with applied oval shells carved in a sunburst pattern.

Current owner Martha Morgan Stunda is the daughter of Charlie and Lida Morgan. According to Stunda, when her parents and grandparents moved into the house in 1931, the basement constituted a bedroom and sitting room in addition to the kitchen. This was her grandparents’ area; Charlie, Lida, and, later, Martha slept on the second floor. In the 1940s and original eating porch on the back was replaced with a three-room addition: an office, a bedroom, and a breakfast area. Indoor plumbing was added in 1945. For many years this was a working farm, raising tobacco, vegetables, and beef cattle.

Two springs service the farm; but one was dammed in the late 1940s, building a lake. A large barn, other farm outbuildings, and 3 tobacco barns and a pack house contribute to the farm.

After the death of Lida in 2004, Martha Morgan Stunda updated the house further and has opened it as Morgan Manor venue. It advertises 20 acres of quiet suburban land, three bedrooms with baths, formal living and dining rooms, den, office, large kitchen, and a closed-in porch with an informal dining area.

To again quote Rose Johnson,

Visitors came and went at pleasure, all were made welcome, and all considered it quite a treat to be entertained by the family who resided in this house.

ARCHITECTURAL ANALYSIS

By L. McKay Whatley, Jr.

The 1830s in Randolph County were evidently prosperous enough to see major advances in masonry construction. Despite the plentiful clay available in the county, until that time use of

brick in construction was limited to foundation underpinning, firebox linings or chimney stacks. Masonry work was costly and difficult, since the lack of natural lime in the Piedmont limited brick construction. The first known use of it was by the Moravians in Forsyth County in the 1780s (Bisher and Southern, 29).

The Dempsey Brown House, 5455 Brown House Road in Trinity, appears to have been the first to be built entirely of masonry; a brick beside the entrance door is inscribed "1836." In 1838 the Randolph Manufacturing Company in Franklinville, the county's first brick commercial building, was built using locally-made brick. About the same time the nearby Elisha Coffin House (owner and primary stockholder of the factory) was built using the same size brick, readily identified by the many iron inclusions contaminating the clay. The next year (1839) Randolph County built its first brick courthouse in Asheboro, which remained in use until 1909. The first county historian J.A. Blair in 1890 (Blair, 2) states that the county's first brick Courthouse was built about 1830 ("a small brick house was built, which, in consequence of some defect in the walls, soon became unsafe and was torn down..."), but no reference to this has been found in court records.

"Melrose," 5655 Meadowbrook Drive, Trinity, is said to have been built between 1845 to 1847 by Lewis Morgan Leach, one of the original supporters of public schooling in Trinity. The nearby R.W. Reddick House (now destroyed) also in Trinity, was apparently built about the same time. This timing roughly coincides with the construction of the "Old Main" building of Union Institute (later Trinity College), which began in February 1853 with funds from the state Literary Fund. Union Institute was a 3-story brick building 100 feet long by 50 feet wide, large enough for 300 students; it included a chapel, recitation rooms, society halls, laboratory, library, museum, and living quarters for some students. It was finished in June and dedicated in July 1855 (Chaffin, 12).

The low-bid contractor for the Union Institute building was Thomas Rice (1803-1893) of Franklinville, who built both the frame Island Ford factory in Franklinville and its covered bridge over Deep River. Rice was said to have been the contractor for the Greensboro Methodist Church on Elm Street in 1831, a two-story brick building thirty feet wide and fifty feet long. He may also have been the contractor for the church's next sanctuary, built in 1851 on West Market Street; both were masonry structures. Thomas Rice was the church secretary at the Quarterly conference of Dec. 2, 1837, so he was certainly connected to the first church. (Historical Sketch read at 100th anniversary of founding of West Market Church, 1934). As contractor, Rice acted as chief carpenter and designer, while Robert Gray (1820-1890) of Gray's Chapel, provided the masonry work. Gray had been the mason for the 1839 Franklinville factory as well as the 1848 Cedar Falls factory. He was the mason for the Union Institute in 1853, and for the Glenanna Female Seminary in Thomasville in 1855 (*Historical Gleanings*, 74).

The 1985 Randolph County survey entry on Melrose (Whatley, 52) is in error when it says that the house used "American" masonry bond. The many layers of white paint added since 1931 obscure the brick, but a documentary photograph of vintage 1900 clearly shows that the mason used Flemish bond, very unlike the four other Randolph County brick houses. "Flemish" bond uses brick stretchers and headers laid alternately in a single course- usually for load bearing walls at least two bricks thick. Interestingly, close inspection of the two existing documentary photographs of the Union Institute building seems to indicate that it also featured Flemish bond brickwork. That building is less than a mile north of this house; the bricks used are said to have been made and fired on the Leach property, and are 3 inches tall by four inches wide by 8-1/2 inches long.

The house is also unusual in that it features a raised basement not usually found among Randolph County antebellum structures. The original kitchen and dining room were housed in the basement which was accessed through a bulkhead door on the west facade down three steps, roughly six feet below ground level. Several small windows set into the walls provide daylight to two rooms divided by a central hall with stairs providing access to the rest of the house. The western room was used as a kitchen, and the eastern room was apparently rented to boarding students from the Institute. The structure of the house visible in the basement ceiling is made of rough-hewn lumber with visible adze marks.

The house is designed as three symmetrical bays, with windows on each side of the entrance door. It is about 30 by 50 feet in plan and the entrance facade faces due north. A 15-foot-wide porch provides access to the entrance door about three feet above ground level. A documentary photo shows that the second floor originally had a door onto the porch roof, a plan similar to that of the Coffin-Makepeace House in Franklinville. That second floor veranda entrance is now closed and converted into a bathroom. The north facade windows are 36 inches wide by 80 inches tall, and feature 9 over 9 sash. The window and door lintels are of wood, as were those in the Reddick House in Trinity (those in the Coffin-Makepeace house are of granite).

Interestingly, the side elevations are not symmetrical; both have centrally placed exterior chimney stacks, but the western facade has windows on each side on the second level but no windows are found on the first level. On the east side the bay north of the chimney is blank on both first and second floor, and the south bay has windows on both levels. A brick shed occupies the first floor level entirely across the south side; this appears to be integrated with the two-story house but the layers of paint make it difficult to be certain. Posing a question is the fact that the floor level of this shed wing is a foot or more lower than the first floor of the primary house, and the owner thinks that it originally had a dirt floor. This wing now houses a modern kitchen and dining room, and the original fenestration has been enlarged and modernized.

The front originally featured double-leaf entrance, with two doors under a transom; now replaced by a single modern door, this was probably two-panel Greek Revival doors similar to those still remaining in the rooms upstairs. The ten-foot-wide center hallway just inside exhibits the most elaborate millwork in the house. The open-string stair has a flight to a landing and then a short flight to the second floor level; its rail has plain square balusters and ends in a simple slide. Each step is supported on a bracket with a simple scroll design. Below this are five raised panels decorated with 4x8-inch oval carved sunburst medallions. A two-panel door set under the first landing provides access to the basement. These scrolls and medallions are normally features of architectural styles much earlier than 1847; features such as these are found in the William Coltrane House (c. 1785-1800) and the Jeduthan Harper House (c. 1800-1815), both located in northwestern Randolph County.

The eastern room, used as a den, has no historic trim. The fireplace is faced with modern brick added by the owner's father about 1930. The western room has a ponderous wooden mantel with swelling ogee curves resembling furniture in the 'Empire' style favored by Thomas Day of Milton in the 1850s. The firebox is apparently faced with soapstone which at some point was marbleized in a brown and gold pattern. Both bedrooms upstairs feature two-panel doors and simple post-and-lintel mantels. The only other notable millwork in the house involves the window cases; the chunky apron under the stool of each window is made of a square block with cove molding and a rounded base nosing.

The house is sited on the crest of a hill descending toward a pond at the southwest base of the hill; Interstate-85 channels traffic around the property behind a grove of trees. It is still surrounded by the outbuildings of the former farm, including well house, wash house, smoke house, hired man's house, corn crib, tractor shed, double garage and gambrel-roofed barn. Much of the original acreage has been sold off for nearby subdivisions, but enough property remains to preserve its original rural setting.

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APPENDIX B: LEACH-MORGAN HOUSE CHAIN OF TITLE

1788	66/368 Land Pat. Bk.	State to Hugh Leach, 300 acres.
1800	8/170 RC Deed Bk.	Hugh Leach to John Leach, 200 acres.
1825		Death of John Leach. Intestate; no record of real property disposition.
1850	28/202	D/T, Lewis Leach to Jesse Harper et. al., 203 acres "on which Lewis M. Leach now resides."
1876	54/360	Branson Coltrane, Commissioner for the lands and improvements of Lewis M. Leach, at public sale to J. Frank Leach, 203 acres, "a parcel of real estate which was the property of Lewis M. Leach... the tract of land on which L.M. Leach did then reside."
1876	39/36	M/D, J.F. Leach to D.M. Payne, 203 acres "on which said Lewis M. Leach now lives.
1902	39/36	Margin notation: "This mortgage is satisfied in full this day by the payment of judgement no 215 Civil Docket 10 Page 89 This June 5 th 1902. D.M. Payne Mortgagee."
1910	263/81	N.C. English, Commissioner, under a judgement of the Superior Court of said County, in the special proceedings entitled J. Frank Leach and Lewis Leach, by their next friend N.C. English, to J.R. Riddick (at public sale), 107.5 acres.
1912	150/288	J.R. Reddick and wife Sarah Reddick to Eula E. Wagstaff, 80.32 acres.
1918	180/97	O.L. Wagstaff and wife Eula E. Wagstaff to T.J. Steed, 62.23 acres less 16.2 acres (all of the original O.L. Wagstaff tract with the exception of 16.2 acres lying to the south of the aforesaid described tract).
1919	186/254	T.J. Steed and wife Martha Steed to A.M. Heilig, 62.23 acres less 16.2 acres (all of the original O.L. Wagstaff tract with the exception of 16.2 acres lying to the south of the aforesaid described tract).
1929	239/557	A.M. Heilig and wife Zula Heilig to J.W. Matlock and wife Ossie Ethel Matlock, 62.23 acres less 16.2 acres (all of the original O.L. Wagstaff tract with the exception of 16.2 acres lying to the south of the aforesaid described tract).
1931	250/126	J.W. Matlock and wife Ossie Ethel Matlock to J.D. Morgan and C.J. Morgan, 62.32 acres less 16.2 acres.
1952	473/328	J.D. Morgan and wife Pallie Morgan to C. J. Morgan and wife Lida Morgan, 62.32 Acres less 16.2 acres.
2008	2104/717	Martha Morgan Stunda (sole heir and Executor of the Estate of Lida T. Morgan) to Martha Morgan Stunda, 62.23 less 16.2 acres.

APPENDIX A: LEACH-MORGAN HOUSE DESIGNATION BOUNDARY

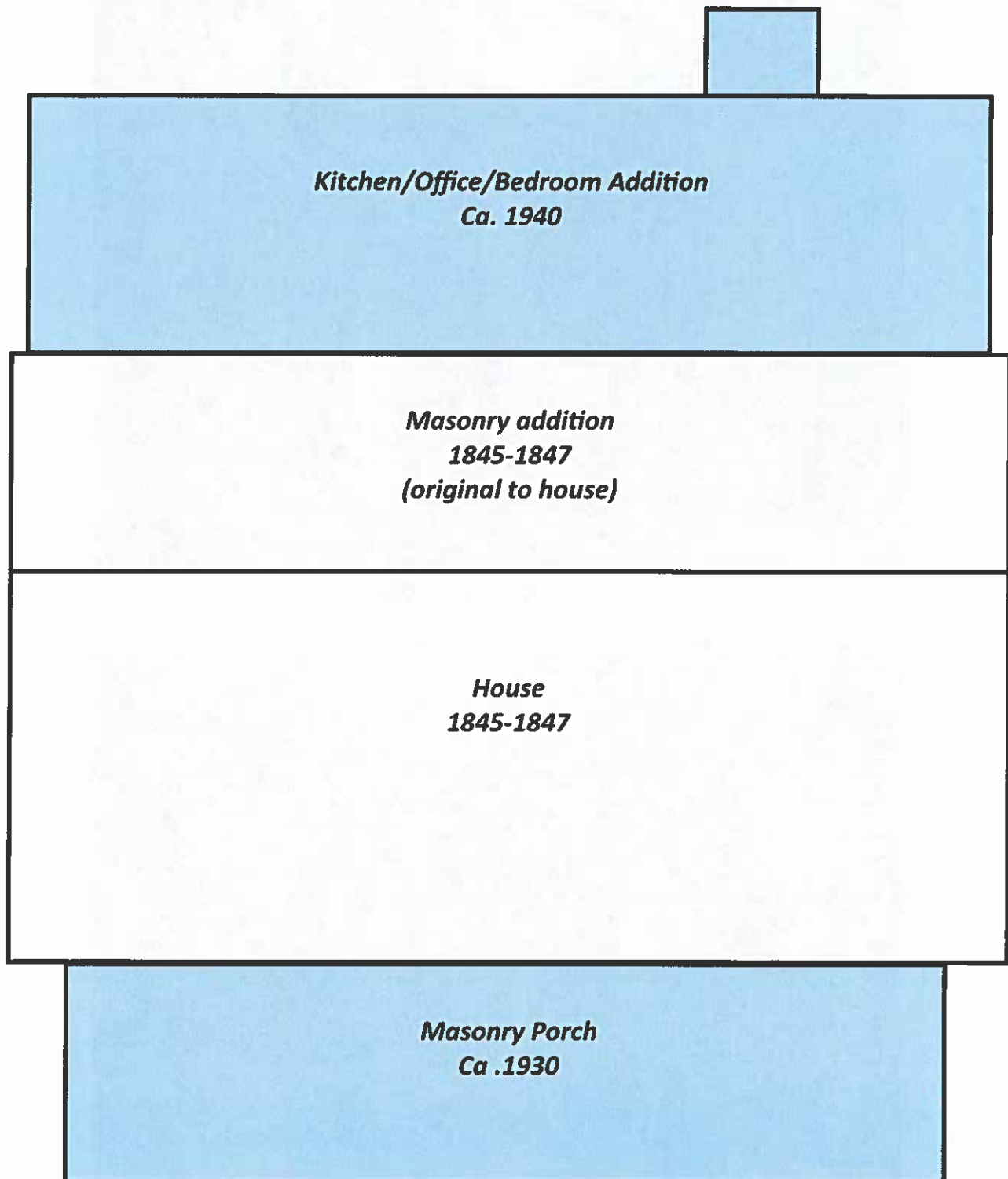
REID	20297	OWNER ADDRESS2	
PIN	7707681150	OWNER CITY	TRINITY
TAXED ACREAGE	20.89	OWNER STATE	NC
PROPERTY DESCRIPTION	MEADOWBROOK RD;W	OWNER ZIP	27370
DEED BOOK & PAGE	002104/00717	LOCATION ADDRESS	5655 MEADOWBROOK DR
PLAT BOOK & PAGE		LOCATION ZIP	TRINITY,27370
OWNER	STUNDA, MARTHA MORGAN	DATA REFRESHED	5/17/2026
OWNER ADDRESS	P O BOX 49		



Disclaimer: This map was compiled from recorded deeds, plats, and other public records and data. Users of this data are hereby notified that the aforementioned public information sources should be consulted for verification of the information. Randolph County, its agents and employees make no warranty as to the accuracy of the information on this map.

Map Scale
1 inch = 415 feet
5/21/2026

APPENDIX C: FLOOR PLAN



Leach-Morgan House (Melrose), 1847



Front view from north



Front/side view from northeast

Leach-Morgan House (Melrose), 1847



Front and side view from northwest



Rear view from south/southeast

Leach-Morgan House (Melrose), 1847

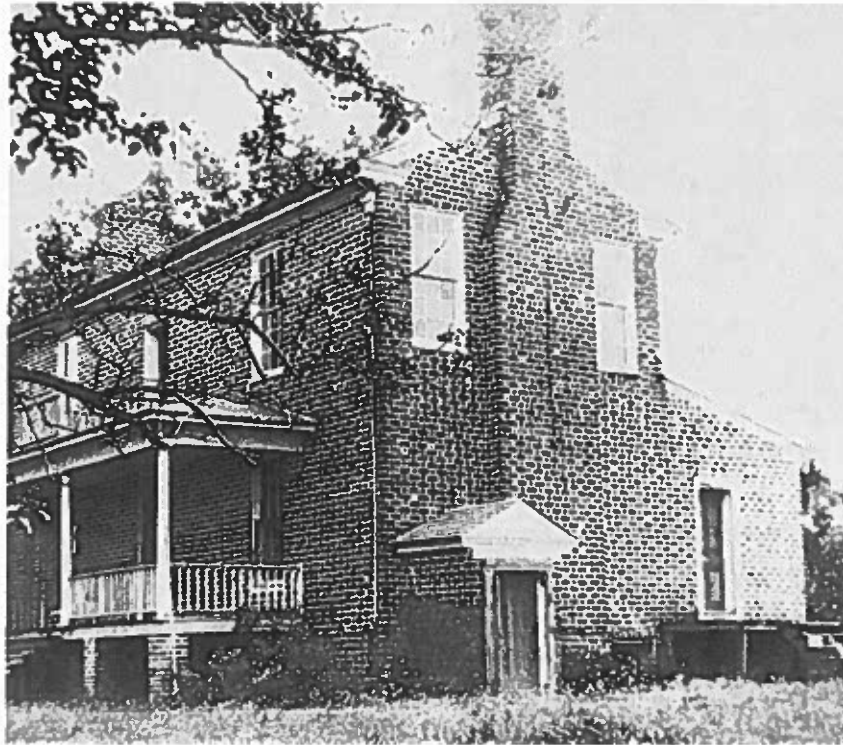


Side view from east



Front view ca. 1910

Leach-Morgan House (Melrose), 1847



Front and side view from northwest

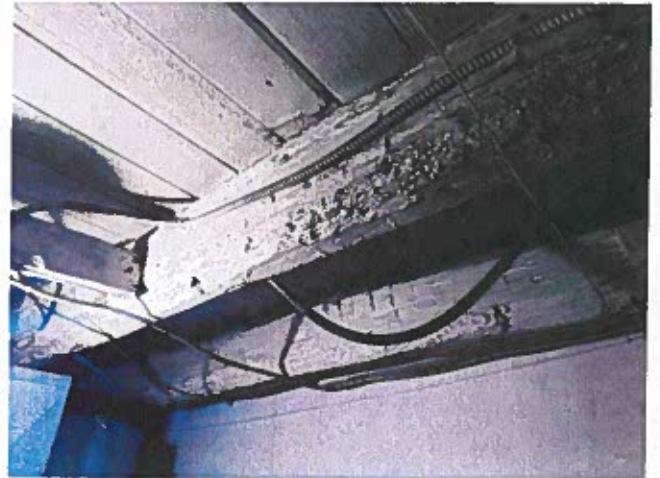


Aerial view from northeast

Leach-Morgan House (Melrose), 1847



Eave return detail



Joist detail



Staircase detail



Mantle detail



Two-panel door detail



Sill and base moulding detail

Leach-Morgan House (Melrose), 1847



Outbuilding



Outbuilding



Outbuilding



Outbuilding



Lewis Morgan Leach



Nancy Elder Leach



Randolph County Historic Landmark Preservation Commission

201 Worth Street, Asheboro, North Carolina 27203 ♦ 336-318-6806 ♦ www.rchlpc.org

NOTICE OF PUBLIC HEARING LOCAL LANDMARK DESIGNATION COUNTY OF RANDOLPH, N.C.

The public is advised that on Wednesday, July 22, 2026, at 6 p.m., the Randolph County Historic Landmark Preservation Commission will conduct a public hearing in the **Meeting Room of the Asheboro Public Library**, 201 Worth Street, Asheboro, N.C., to consider Local Historic Landmark designation for the following properties:

LEACH-MORGAN HOUSE ("MELROSE") 5655 Meadowbrook Dr. Trinity, N.C. 27370

Historical data may be obtained by contacting the Randolph County Public Library, 201 Worth Street, Asheboro, N.C. Recommendations from the Historic Landmark Preservation Commission will be forwarded at a later date to the appropriate governing board. Interested citizens are invited to attend this public hearing and will be given the opportunity to provide comment.

L. McKay Whatley Jr., Chairman
Randolph County Historic Landmark Preservation Commission