



KNIGHTDALE TOWN COUNCIL MINUTES

950 Steeple Square Court, Knightdale, North Carolina 27545

October 7, 2013

The Knightdale Town Council met at 7:00 p.m. at Knightdale Town Hall, 950 Steeple Square Court, Knightdale, North Carolina.

PRESENT: Mayor Russell Killen, Mayor Pro Tem Mike Chalk;
Councilors Jeff Eddins, Tim Poirier, and Dustin Tripp.

ABSENT: Councilor James Roberson.

Staff Members Present: Clyde Holt, Town Attorney; Seth Lawless, Town Manager; Suzanne Yeatts, HR Director/Town Clerk; Fred Boone, Town Engineer/Public Works Director; Brian Bowman, Public Information Officer; Jimmy Overton, Finance Director; Jeff Triezenberg, Senior Planner; Jennifer Currin, Senior Planner; Keith Archambault, IT Administrator; Jason Godwin, Police Chief.

Meeting called to order by Mayor Killen at 7:00 p.m.

WELCOME

Welcome by Mayor Killen.

INVOCATION

Invocation by Councilor Poirier.

ITEM I. ADOPTION OF AGENDA

...Motion by Mayor Pro Tem Chalk to adopt the agenda. Motion seconded by Councilor Poirier and carried unanimously.

ITEM II. APPROVAL OF MINUTES

None at this time.

ITEM III. PRESENTATIONS, RECOGNITIONS, AWARDS

- A. Community Helpers Services Center, Inc.
Billy R. Neal, President of Community Helpers Services Center, Inc. asked Council for a \$2,500 donation to continue to provide assistance to local families.

Council directed staff to prepare a budget amendment for \$2,500 for the next meeting's consent agenda.

Mayor Pro Tem Chalk stated he would contribute an additional \$500.

- B. National Community Planning Month Proclamation
Mayor Killen proclaimed October 2013 National Community Planning Month.

ITEM IV. PUBLIC

Anyone may speak on an issue not included on tonight's agenda. If you anticipate speaking during tonight's meeting, please print your name and address on the form at the entry table. You must speak from the podium to assure accurate record. Before speaking, please state your name and address.

- A. Open to the Public
Brian Ceccarelli, 4605 Woodmill Run, Apex, NC, expressed concerns regarding the Town's red light cameras and provided Council with a document supporting his concerns.

No one else approached.

- B. Report on Citizen Inquiries
None at this time.

ITEM V. CONSENT AGENDA

- A. Position Classification Plan Amendment
Adopt Revised Position Classification Plan as presented effective immediately.
- B. Fee Schedule Revision 02
Adopt proposed change to fee schedule to include \$14.00 mechanical permit processing fee for commercial construction.

...Motion by Mayor Pro Tem Chalk to adopt the Consent Agenda. Motion seconded by Councilor Eddins and carried unanimously.

ITEM VI. ACTIONS REQUIRING PUBLIC HEARINGS

If you anticipate speaking during a public hearing at tonight's meeting, please print your name and address on the form at the entry table. You must speak from the podium to assure accurate record of testimony. Large groups are asked to designate a spokesperson. If the Mayor announces that the hearing is a quasi-judicial public hearing, all speakers must be administered an oath by the Town Attorney.

A. Langston Ridge UAA Amendment
Public hearing opened at 7:20 p.m.

Jennifer Currin, Senior Planner, presented amendments authored by Curtis Thompson, Attorney representing MDChadwick Company, LLC for the Langston Ridge subdivision. Ms. Currin noted that staff is currently awaiting information from NCDOT before making a recommendation for Council action.

Michael Chadwick, Contractor, addressed Council stating he would be glad to answer any questions.

No one else approached.

...Motion by Councilor Eddins at 7:25 p.m. to continue the public hearing to the October 16, 2013 Town Council meeting. Motion seconded by Mayor Pro Tem Chalk and carried unanimously.

B. ZMA-1-13 Knightdale Investors, LLC
Public hearing opened at 7:26 p.m.

Jeff Triezenberg, Senior Planner, presented a zoning map amendment to rezone several parcels adjacent to the Knightdale Station park property.

Mr. Triezenberg identified the applicant as Withers & Ravenel, Inc. and noted that the amendment supports the comprehensive plan's objectives.

Robbie Oldham, Withers & Ravenel, Inc. spoke in support of the rezoning request and offered to answer any questions about the site.

No one else approached.

...Motion by Councilor Tripp at 7:36 p.m. to close the public hearing and refer ZMA-1-13 to the October 14, 2013 Land Use Review Board meeting. Motion seconded by Councilor Poirier and carried unanimously.

C. ZTA-7-13 Suburban Chickens
Public hearing opened at 7:37 p.m.

Planner Jeff Triezenberg presented a zoning text amendment to amend Section 4.6 (Accessory Buildings) of the Unified Development Ordinance by adding regulations for the keeping of chicken (hens only) in residential yards as recently enabled by an amendment of the Town Code.

Council directed staff to establish a maximum size for chicken coops.

Meg Buckingham, 103 Citrine Court, Knightdale, spoke in favor of the zoning text amendment.

No one else approached.

...Motion by Mayor Pro Tem Chalk at 7:57 p.m. to close the public hearing and refer ZTA-7-13 to the October 14, 2013 Land Use Review Board meeting. Motion seconded by Councilor Tripp and carried unanimously.

D. ZTA-8-13 Board of Adjustment Amendments
Public hearing opened at 7:58 p.m.

Planner Jeff Triezenberg presented a zoning text amendment to amend Section 14.3A (Land Use Review Board) and Chapter 15 (Development Process) of the Unified Development Ordinance by making the changes necessary to bring the UDO in compliance with Session Law 2013-126, also known as House Bill 276.

No one else approached.

...Motion by Councilor Eddins at 8:14 p.m. to close the public hearing and refer ZTA-8-13 to the October 14, 2013 Land Use Review Board meeting. Motion seconded by Councilor Poirier and carried unanimously.

ITEM VII. SET PUBLIC HEARINGS

None at this time.

ITEM VIII. TOWN ATTORNEY

Town Attorney Clyde Holt explained that a utility easement assignment had been inadvertently omitted when the City of Raleigh utility merger occurred and asked Council to authorize the Town Manager to execute such

assignment with the City of Raleigh for property owned by Kathleen Hearn.

...Motion by Councilor Poirier to authorize the Town Manager to execute Assignment of Easement to the City of Raleigh. Motion seconded by Councilor Eddins and carried unanimously.

ITEM IX. OLD BUSINESS

Smithfield Road CDBG Project Budget Modification

Fred Boone, Town Engineer, asked Council to increase the Smithfield Road CDBG Project by \$60,310 as the low bid for the project was above the initial estimate for construction.

...Motion by Mayor Pro Tem Chalk to increase total funds for Smithfield Road Project. Motion seconded by Councilor Tripp and carried unanimously.

Budget Amendment 2014-05

Jimmy Overton, Finance Director, presented a Budget Amendment to appropriate additional funds from the Capital Reserve Fund for the construction of the Smithfield Road CDBG Project; to appropriate additional Parks and Recreation trip revenues; to appropriate fund balance for outstanding Parks and Recreation encumbrances at June 30, 2013; and to reclassify expenditures within departments.

...Motion by Councilor Tripp to approve Budget Amendment 2014-05. Motion seconded by Mayor Pro Tem Chalk and carried unanimously.

ITEM X. NEW BUSINESS

None at this time.

ITEM XI. OTHER BUSINESS

Councilor Eddins complimented Mayor Killen and Mayor Pro Tem Chalk for spearheading the park project and commented on how nice it turned out.

Mayor Killen reminded everyone of the Wake County Board of Education and School Bond items on tomorrow's ballot and encouraged citizens to vote.

ITEM XII. COMMITTEE REPORTS

A. Planning and Engineering
No report.

B. Finance
No report.

C. Public Safety

Councilor Eddins noted tonight's meeting has been moved to October 16, 2013.

D. Nominating

No report.

E. Liaison Reports

No report.

ITEM XIII. CLOSED SESSION FOR LEGAL OR PERSONNEL MATTERS

None at this time.

ITEM XIV. ADJOURNMENT

...Motion by Councilor Eddins to adjourn at 8:25 p.m. Motion seconded by Councilor Tripp and carried unanimously.



Mayor Russell B. Killen



Town Clerk Suzanne M. Yeatts