

**Old Town Advisory Committee
October 8, 2015**

Minutes

I. CALL TO ORDER

At 7:03 p.m. Chairman Billy Wilder called the meeting to order.

II. ROLL CALL

The following members were present: Chairman Billy Wilder, Rev. Adrian Dixon, and Brandon McLean.

LURB Member Liaison present: None.

Town Council Members present: None.

Staff Members present: Jason Brown and Donna Tierney.

Others present: None.

III. APPROVAL OF MINUTES

September 10, 2015

Rev. Dixon motioned to approve the September 10, 2015 Minutes, seconded by Mr. McLean. The motion carried unanimously.

IV. ADMINISTRATIVE ITEMS

Senior Planner Jason Brown announced the Development Services Department is accepting nominations for the annual Appearance Award. This program was designed to recognize the efforts of individuals, organizations, and businesses that strive to enrich Knightdale's appeal. The nominations must be for new non-residential construction, recently renovated non-residential buildings, or for the beautification efforts of citizens or local organizations. Mr. Brown passed out application forms and encouraged members to submit nominations.

V. OLD BUSINESS

A. Railroad Crossings

Mr. Brown reported to the committee that Public Works Director Fred Boone said there is no status change to this project. Chairman Wilder stated that Duke Energy has raised their power pole. Mr. Brown also explained that since Mr. Boone is leaving the Town, the Development Services Department, with the help of Engineer Joe Turner, will inherit some of the projects Mr. Boone was working on.

B. CrossTies Initiative (John Rex Endowment Grant)

Mr. Brown reported that the last Farmers Market is Saturday, October 10, along with a Food Truck Rodeo. He also stated that the funding for the pedestrian crossing is still tied up with the railroad crossing closing managed by NCDOT.

C. Hair Junction Area Sidewalk Improvement Update

Mr. Brown informed the committee that the sidewalk improvement project has been completed and that the Town is in charge of completing the landscaping. Several members commented that the improvement looks great and that they are pleased. Committee members agreed this item will be removed from the agenda once the landscaping is finished.

D. Community Helpers Update

Mr. Brown reported that the Town has not received any additional complaints about Community Helpers and the current system seems to be working. No further proactive enforcement efforts will take place as long as there are no more complaints. This item will be removed from the agenda so long as it is no longer an issue.

E. N. First Avenue Speeding

Mr. Brown informed committee members that Town Council voted to reduce the speed to 25 mph on First Avenue between Smithfield Rd. and Knightdale Blvd. Speed limits signs were changed as of Wednesday, October 7. Mr. McLean inquired about data from the stealth stat set up by Fred Boone. Mr. Brown said he would check with Mr. Boone. Rev. Dixon inquired if orange caution flagging to show the speed reduction would be put up. Mr. Brown will ask Mr. Boone.

VI. NEW BUSINESS

A. Caboose Museum

Mr. Brown explained to the committee that a group met on September 16 to tour the caboose and make a list of items that need to be repaired or work that needs to be done. After reviewing the list, Public Works Director Fred Boone estimated a figure of \$15,700 and Mr. Brown suggested rounding the number up slightly to cover any extras. Chairman Wilder requested to see the breakdown of individual costs. Mr. Mclean questioned if HVAC would be needed for the space. Mr. Brown answered that the artifacts cannot withstand vast temperature changes so a wall or window unit might be a solution. The Town will also install programmable automated door locks. Mr. Brown explained that Staff is looking for a motion to send this idea to Town Council to be included in next year's budget.

Chairman Wilder explained there is space in the caboose for four display cases, and two more lower cases will fit in the area under the windows. He also suggested placing old renderings of Old Town on the walls facing the street so there would be a direct comparison between past and present.

Chairman Wilder said he would like to suggest this idea to council with a recommended budget of \$16,000.

Rev. Dixon motioned to endorse the concept with an estimated cost of \$16,000, seconded by Mr. McLean. The motion carried unanimously.

Chairman Wilder also inquired about the handicap ramp that has been in public use for several years. Mr. Brown will follow up with Wake County Building Inspector Tommy Scoggins.

B. Old Town Investment Grants

Mr. Brown recapped the Old Town Investment Grant idea. The concept was to incentivize private development in the Old Town area by reimbursement assistance from the Town. After speaking with Town Attorney Clyde Holt, Mr. Brown reported that as is, the program is not favorable. As an alternative, Mr. Holt suggested that the Town purchase property, improve it, and then lease it. Mr. Brown stated that if the committee has a different idea, the concept can be revisited. Rev. Dixon inquired if there was precedent from other small communities. Mr. Brown discussed the possibility of façade grants, but most façades in Old Town have been improved, and there is not much application left. Mr. Brown also discussed other options such as revitalization grants, creating a municipal service (tax) district, and designated historic district grants.

VII. MEMBER INQUIRIES/REPORTS

A. Staff Follow-Up on Previous Month's Inquiries

a) Front Yard Parking

Mr. Brown reported that Town Attorney Clyde Holt has concerns with Development Services' front yard parking proposal. Staff will take the issue back to the Planning and Engineering Committee to find an alternate solution. Mr. Brown explained this issue was raised by OTAC almost a year ago. Staff originally thought it could be a zoning regulation but then it would be applicable in both Town limits and the ETJ (Extra-territorial Jurisdiction). The Town may not want to enforce it in some rural areas of the ETJ where it is not as large of an issue as it is in other places, like Old Town. Staff then thought it could be put in the Town Code under the parking ordinance so it had a citation schedule. The next idea is to look at the nuisance ordinance. However, this may create enforcement issues because each violation must be documented to determine repeat offenders. Ultimately, the Town does not want to create more problems than already exist.

b) Deceased Trees on Oakwood and at the Lion's Club Building

Mr. Brown reported that the deceased trees have been cut down.

Chairman Wilder inquired why there is not a sign at the Lion's Club building saying it is a Town recreation building. He expressed concern that there is no consistency with the name of the building. Mr. Brown believes it is now referred to as the K-FIT Center but will follow up with Parks and Recreation Director Tina Cheek about possible signage changes.

c) Intersection Improvement at First Avenue and Knightdale Boulevard

Mr. Brown read from the Comprehensive Pedestrian Plan which was adopted by the Town in February 2013. There is currently not a budget for the proposed intersection improvement. However, Mr. Brown informed the committee that there is a possibility to find spot improvement funding through the Capital Area Metropolitan Planning Organization (CAMPO). Development Services is providing an educational internship to Bryn Terry. One of her educational areas includes transportation planning and looking at how we can prioritize projects through the Local Administered Projects Program (LAPP).

B. New Inquiries/Reports

VIII. ADJOURNMENT

Having reached the end of the evening's agenda and hearing no further discussion, Chairman Wilder motioned to adjourn the meeting at 7:41 p.m., Brandon McLean seconded, motion carried unanimously.

A handwritten signature in cursive script, appearing to read "Billy Wilder", written over a horizontal line. The signature is fluid and extends to the right of the line.

Attest, Chairman of the Old Town Advisory Committee, Billy Wilder

A handwritten signature in cursive script, appearing to read "Donna Tierney", written over a horizontal line. The signature is fluid and extends to the right of the line.

Clerk to the Old Town Advisory Committee, Donna Tierney