



WINTERVILLE

A slice of the good life!

MAYOR AND TOWN COUNCIL

DOUG JACKSON, MAYOR

RONALD COOPER, SR.

TONY

JOHNNY MOYE

VERONICA R

MARK SMITH

ADMINISTRATION

TERRI L. PARKER, TOWN MANAGER

BEN WILLIAMS, ASSISTANT TOWN MANAGER

JASMAN J. SMITH, TOWN CLERK

KEEN LASSITER, TOWN ATTORNEY

ALAN LILLEY, PLANNING DIRECTOR

ANTHONY BOWERS, FINANCE DIRECTOR

DAVID MOORE, FIRE CHIEF

EVAN JOHNSTON, PARKS & RECREATION DIRECTOR

TRAVIS WELBORN, PUBLIC WORKS DIRECTOR

RYAN WILLHITE, POLICE CHIEF

MIKE WELDIN, BUILDING INSPECTOR/CODE ENFORCEMENT OFFICER



TOWN COUNCIL AGENDA

May 9, 2016 at 7:00 P.M.

WINTERVILLE TOWN HALL ASSEMBLY ROOM

- I. CALL TO ORDER**
- II. INVOCATION**
- III. PLEDGE OF ALLEGIANCE**
- IV. WELCOME**
- V. APPROVAL OF AGENDA**
- VI. RECOGNITION:** Retirement of Sergeant Major Ryan C. Willhite from the United States Marine Corps
- VII. INTRODUCTION OF NEW EMPLOYEES**
- VIII. PRESENTATIONS**
- IX. PUBLIC HEARINGS**

1. Public Hearing on the Application for a Zoning Ordinance Amendment on Off-Premise Advertising Signs

X. PUBLIC COMMENT:

The Public Comment period of thirty minutes provides an opportunity for residents to comment on any item included on the agenda, address the Town Council on any other matter related to the Town of Winterville. For an item included in the Public Comment period, residents should address the Council at the time the Mayor invites public comment on the item.

No public comment may be made to the Council during the meeting, except during the Public Comment period or a Public Hearing. Individual speakers are limited to a maximum of three minutes, and no more than three speakers may address a single matter. The Town Council may elect to take no action on the matter addressed by a speaker, may schedule the matter for consideration at a future Council meeting, or may refer the matter to Town staff for disposition. Copies of the Town Council agenda are available in the rear of the Assembly Room.

1. Fiscal Year 2016-2017 Non-Town Funding Requests
 - a. Mr. Greg Needham – Sheppard Memorial Library
 - b. Ms. Jenny Lee & Agape' Adams – Rebuilding Together
 - c. Mrs. Barbara Manning – Senior Adult Fellowship
 - d. Mrs. Beatrice Henderson & Ms. Judy Whitehurst – Winterville Senior Citizens Club
 - e. Mr. Alton Wadford – Watermelon Festival
 - f. Mr. Jamie Cooper – Boys & Girls Club of Pitt County

XI. CONSENT AGENDA:

The following items are considered routine in nature and will not be discussed by the Town Council unless a citizen requests that an item be removed from the Consent Agenda for further discussion. The Mayor may allow citizens to comment on or ask questions.

1. Approval of May 2, 2016 Special Meeting Minutes
2. Approval of April 11, 2016 Regular Meeting Minutes

8. Approval of Reimbursement for Police Vehicles and Fire SCBA equipment
9. Approval of Financing Agreement with BB&T for Police Vehicles and Fire SCBA
10. Adoption of Budget Amendment 15-16-06

XII. OLD BUSINESS

XIII. NEW BUSINESS

1. Approval of Recreation Advisory Board Appointment
2. Discussion of Implementation of a Farmer's Market
3. Discussion on Teen Programs
4. Approval of New Regional Pump Station Site

XIV. OTHER AGENDA ITEMS

XV. ITEMS FOR FUTURE AGENDAS/FUTURE WORK SESSIONS

XVI. REPORTS FROM TOWN ATTORNEY, TOWN MANAGER, AND DEPARTMENT HEADS

Update on Capital Projects Currently Underway:

- Water Interconnect on Worthington Road
- Regional Sewer Pump Station Project
- Nobel Canal Drainage Basin Study
- Railroad Street Sidewalk Project
- Parks and Recreation Master Plan
- Water Tank Rehabilitation Project
- Minimum Housing/Code Enforcement
- Urgent Repair Program

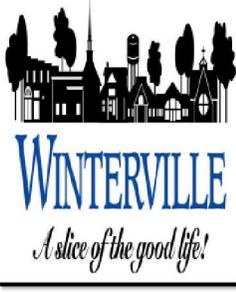
XVII. REPORTS FROM THE MAYOR AND TOWN COUNCIL

XVIII. ANNOUNCEMENTS

XIX. CLOSED SESSION

XX. ADJOURN

SPECIAL NOTICE: Anyone who needs an interpreter or special accommodations to participate in the meeting should contact the Town Clerk, Jasman Smith at 215-2344 at least forty-eight (48) hours prior to the meeting. (Americans with Disabilities Act)



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: PU

Meeting Date: May 9, 2016

Presenter: Alan Lilley, Planning Director

Item to be Considered

Subject: Public Hearing – Application for a Zoning Ordinance Text Amendment on Off-Premis

Action Requested: Applicant requests adoption of the requested Zoning Ordinance Text Ame requests discussion during a Council Workshop for this specific item.

Attachments: Copy of Application and supporting materials; Planning & Zoning Board Report.

Prepared By: Alan Lilley, Planning Director

Date: 5/5/2

ABSTRACT ROUTING:

TC 5/5/2016JJS

FD _____

TM tlp – 5/5/2016

Final

Supporting Documentation

The current zoning ordinance prohibits off-premise advertising signs within the jurisdiction of the Winterville. An application has been submitted by Robert Moore, of Riley Outdoor, LLC for ad amendment that would allow off-premise advertising signs within the General Business Zoning approval of a Special Use Permit by the Town Council. The use would also be subject to spec listed within the proposed ordinance document. The Planning & Zoning Board considered the March 21, 2016 meeting. After making some minor revisions to the submitted document, the P voted to recommend adoption of the requested amendment as modified by the Planning Board

Budgetary Impact: N/A



ZONING ORDINANCE
TEXT AMENDMENT APPLICATION
TOWN OF WINTERVILLE

2571 Railroad Steet
P O Box 1459
Winterville, NC 28590
Phone: (252) 756-2221

St
Appl. #

APPLICANT INFORMATION:

Applicant: RILEY OUTDOOR, LLC

Address: 1968 CORNESTONE DRIVE
WINTERVILLE, N.C. 278590

Phone #: 252-521-7666 ROBERT MOORE

TEXT AMENDMENT INFORMATION:

Zoning Ordinance Section Number and Name: 9.15 - L - Off-Premis

Text Amendment Requested: See Attached

Reason For Text Amendment: Off-Premise signs also known
Billboards are a very effective mechanism for
communicating with the public. In 2005 D
billboards became an even more useful M
of communicating often via changing mess

Staff Use Only

Appl. #: 01-031416 Fee Amount \$350.00 Date Paid 03-14-2

Planning Board Recommendation: APPROVED

Meeting Date: _____

DENIED

Conditions/Comments: _____

Town Council Decision : APPROVED

Meeting Date: _____

DENIED

Conditions/Comments: _____

**TOWN OF WINTERVILLE
DRAFT ORDINANCE
Draft #1**

March 9, 2016

Off-premises advertising signs are permitted only with a conditional/special use permit issued by the Town Council, no off-premises advertising signs are permitted except for Digital Billboards (or Smartboards) along and facing Fire Tower Road, this ordinance and regulations only apply to Fire Tower Road.

- a. Off Premise Advertising must be located in GB(General Business Zone) and cannot be within property zoned or developed for residential purposes.**
- b. Off-premises advertising signs shall be spaced a minimum of 3,500 feet apart, measured between signs facing Fire Tower Road.**
- c. Where the structural support is visible from any street, the display shall be constructed on a steel pole.**
- d. The immediate premises shall be kept free from debris or undergrowth. Appropriate landscaping shall be placed and maintained at the base of the structural support of every off premise advertising sign erected.**
- e. All displays shall be maintained in a state of good repair. The backs and supporting structures of off-premise advertising signs shall be kept painted in a neutral color to blend with the natural environment.**
- f. While minor repairs, maintenance and the posting of new messages on off-premise advertising signs made nonconforming by this UDO are permitted, no changes in the size or construction of the signs shall be permitted except to make the sign comply with the requirements.**
- g. Off-premises advertising signs may be placed back-to-back or in a v-type construction. Not more than one face is allowed on each side of the display.**
- h. All off-premise signs must be Digital Billboards or Smartboards. Digital Billboard or Smartboard is a type of off-premise sign utilizing digital message technology, capable of changing the static message copy on the sign electronically. A digital billboard may be internally or externally illuminated. Billboards shall contain static messages only and shall not have animation, movement, or the appearance or optical illusion of movement, of any part of the sign structure. Each static message shall not include flashing, scintillating lighting or the varying of light intensity.**
- i. The digital message on a Digital Billboard shall not change more than once every eight (8) seconds.**
- j. Size, height and setback requirements are as follows:**
- k. If all portions of this ordinance are met then the town council shall issue permit for outdoor advertising sign.**

**35' Maximum Height as measured from the edge of pavement to the top of sign structure.
300' Square Feet**

March 21, 2016

To: Mayor and Town Council
From: Alan Lilley, Planning Director / Secretary Planning & Zoning Board
Subject: Report for March 21, 2016 Planning and Zoning Board Meeting

As recorded in the minutes of the March 21, 2016 meeting, the Winterville Planning and Zoning Board took the following actions and/or made the following recommendations:

Request for Amendment of Zoning Ordinance Article IX-Signs, Section 9. Signs Expressly Prohibited, to again allow Off-Premises Signs under a new set of Special Requirements for Off-Premises Signs

Following much discussion, a motion to recommend approval of the proposed amendment to the Town Council, subject to the following change: *All Digital Billboards must donate a minimum of 500 ad spaces **per digital face per day**, to local public service announcements with Town of Winterville announcements being given priority.*

The motion was carried unanimously.

End of Report.



Jasman J. Smith, BSBA, CMC, NACMA
Town Clerk

There were (9) Non-Town Agency Applications and (1) other application submitted for Fiscal Year 2017. The non-town agency requests totaled \$82,790 and the Sheppard Memorial Library Request totaled at \$165,300. Attached is a summary of the funds requested, applications, and comprehensive reports.

FY 2016-2017 NON-TOWN AGENCY FUNDING REQUESTS

Agency	Amt .of Request	Other Amt.	Status
Boys & Girls Club	\$5,000.00		PENDING
Pitt County Council on Aging	\$4,290.00		PENDING
Senior Adult Fellowship	\$3,500.00		PENDING
Winterville Chamber of Commerce	\$20,000.00		PENDING
Winterville Historical & Arts Society: DEPOT	\$0.00	In-Kind	PENDING
Winterville Historical & Arts Society: MUSEUM	\$0.00	In-Kind	PENDING
Winterville Senior Citizens Club	\$5,000.00		PENDING
Winterville Watermelon Festival	\$35,000.00		PENDING
Rebuilding Together Pitt County, NC	\$10,000.00		PENDING
TOTAL	\$82,790		
Sheppard Memorial Library Request	\$165,300		PENDING

NOTES

1. At the May 9, 2016 Regular Meeting, the Sheppard Memorial Library, Boys and Girls Club, Senior Adult Fellowship, Winterville Senior Citizens Club, Winterville Watermelon Festival, and Rebuilding Together Pitt County plan to speak under the Public Comment Section about their funding requests. The funding requests and comprehensive reports are attached to each public comment form.
2. The following agencies will not speak at the May 9, 2016 Regular Meeting about their funding requests: Winterville Chamber of Commerce, Winterville Historical & Arts Society: DEPOT, Winterville Historical & Arts Society: MUSEUM, and Winterville Watermelon Festival.



TOWN OF WINTERVILLE PUBLIC COMMENT APPLICATION

Name of Applicant: _____ Greg Needham _____

Date: _____

Address: _____ 530 Evans Street, Greenville, NC 27858 _____

Phone: _____

Town Council Meeting Date Requesting to Provide Comment: _____ May 9, 2016 _____

Description of the Item(s) to be presented to the Town Council Members. Please be specific.

Winterville Library Budget Request

Name(s) of Speaker(s):

(1) _____ Greg Needham, Library Director _____

(2) _____

(3) _____

My signature below acknowledges that I have read the Town of Winterville Public Comment Application and I agree that as applicant, the speaker(s) named above shall adhere to the Public Comment Rules of the Town of Winterville.

Signature



March 22, 2016

To: Ms. Terri L. Parker, Manager, Town of Winterville

From: Greg Needham, Director of Libraries

Re: Winterville Library Budget for 2016-2017

In the budget process for 2016-2017, the Trustees of Sheppard Memorial Library adopted the sum of \$165,300 as the amount needed from the Town of Winterville as reimbursement for Sheppard Memorial Library's cost of operating the Winterville Library from July 1, 2016 through June 30, 2017. Attached is a financial statement that breaks down the revenues and expenditures in detail.

The amount indicated above covers the cost of personnel and operational expenses to provide 57 hours of library service per week. We are pleased to continue our cooperative working relationship with the Town of Winterville to provide library service for the community.

Thank you for your consideration of this budget request and as always, we are ready to present to the Town Council as needed, or otherwise provide any information to help with your budget process.

**Sheppard Memorial Library
Budget Request for the Operation of the
Winterville Public Library for Fiscal 2016-2017**

	FY 15-16	FY 16-17	\$	
Revenues:	Funded	Requested	Change	
Town of Winterville	\$161,620	\$165,300	\$3,680	
Pitt County Appropriation	\$10,000	\$10,000	\$0	
Desk Receipts	\$14,981	\$15,199	\$218	
State Aid	\$22,093	\$22,093	\$0	
Total Revenue	\$208,694	\$212,592	\$3,898	
Expenditures:				
Wages & Benefits	\$95,324	\$98,550	\$3,226	8 part-time staff; 1 manager; 3% for merit/cola; 7% in
Books	\$22,000	\$23,750	\$1,750	Funds allotted for the purchase of circulating library r
Audiovisual Materials	\$2,000	\$2,000	\$0	Books on CD and DVDs.
E-Services (Online)	\$4,620	\$5,341	\$721	E-books; e-magazines; other online resources.
Periodicals	\$894	\$1,100	\$206	Magazines and newspapers.
Internet Cost After E-Rate	\$2,365	\$2,564	\$199	Cost after e-rate discounts to provide high-speed Inte
Supplies	\$11,238	\$11,238	\$0	Supplies expense.
Fuel/Vehicle Maintenance	\$1,454	\$750	(\$704)	Fuel and vehicle maintenance that support daily cour
Equipment Maintenance	\$10,813	\$10,813	\$0	Computer hardware; software licenses.
Postage	\$1,123	\$860	(\$263)	Postage to mail overdue notices, invoices, and post c
Business Services	\$2,666	\$2,666	\$0	Cost for collection agency; annual audit; e-rate consu
Administrative Services	\$54,197	\$52,960	(\$1,237)	Administration; book processing/cataloging; daily cou
Total Expenditures	\$208,694	\$212,592	\$3,898	