



**WINTERVILLE TOWN COUNCIL AGENDA
MONDAY, DECEMBER 9, 2024 - 6:00 PM
WINTERVILLE TOWN HALL ASSEMBLY ROOM**

- I. CALL TO ORDER.**
- II. INVOCATION.**
- III. PLEDGE OF ALLEGIANCE.**
- IV. WELCOME.**
- V. ROLL CALL.**
- VI. APPROVAL OF AGENDA.**
- VII. RECOGNITION OF EMPLOYEES:**
 1. Tomeka Stevens - Customer Service Representative; Finance Department.
 2. Andrew Jones - Equipment Operator; Public Works Department.
 3. Anthony Smith - Utility Pump Maintenance Mechanic; Public Works Department.
 4. Brandon Smith - Utility Pump Maintenance Mechanic; Public Works Department.
 5. John Casey - Electric Line Technician: 1st Class; Electric Department.
 6. Haley Camden - Paramedic; Fire ♦ Rescue ♦ EMS.
 7. Allana Head - Office Manager; Fire ♦ Rescue ♦ EMS.
- VIII. APPOINTMENT OF MAYOR PRO-TEM.**
- IX. PRESENTATIONS:**
 1. 2023-2024 Audit - Austin Eubanks with Thompson, Price, Scott, Adams & Co., P.A.
- X. PUBLIC HEARINGS:**
 1. Villa Grande Phase 3 Annexation.
 2. Southbrook Planned Unit Development (PUD) Rezoning/Amendment.
 3. Southbrook Annexation.
- XI. PUBLIC COMMENT:** *The Public Comment period of thirty minutes provides an opportunity for residents to comment on any item included in the agenda or to address the Town Council on any other matter related to the Town of Winterville. For an item included in the Public Hearing section of the agenda, 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 as part of a Public Hearing. Individual speakers are limited to a maximum of three minutes, and no more than three speakers may address the Council on a single matter. The Town Council may elect to take no action on the matter addressed by a speaker, may schedule the matter for further consideration at a future Council meeting, or may refer the matter to Town staff for disposition. Copies of the Town Public Comment Policy are available in the rear of the Assembly Room.*
 1. Rebecca Caveness - Winterville Chamber of Commerce what they do for the community.
 2. Glenn Johnson - Traffic and Pedestrian concerns.

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

1. Approval of the following set of Council Meeting Minutes:
 - November 4, 2024 Regular Meeting Minutes.
2. Approval of 2024 calendars.
 - Draft 2025 Regular Council Meeting Calendar; and
 - Draft 2025 Agenda Review Council Meeting Calendar; and
 - Draft 2025-2026 Budget Calendar.
3. Release and Refund of Taxes.
4. Budget Amendment 2024-2025-4.
5. Copper Creek Phase 3 Annexation - Direct Town Clerk to Investigate Sufficiency.
6. Hunsucker Rezoning - Schedule Public Hearing for January 13, 2025 Council Meeting.

XIII. OLD BUSINESS:

1. NCLM Memorandum of Agreement – Human Resource Management Service.

XIV. NEW BUSINESS:

1. Copper Creek Phase 3 Preliminary Plat.
2. Cornerstone Section 2 Phase 3 Final Plat.
3. Southbrook Phase 2 Preliminary Plat.

XV. OTHER AGENDA ITEMS:

1. Accessory Dwelling Units. (Councilwoman Smith).
2. Street parking ordinance. (Councilwoman Smith).
3. Downtown Revitalization. (Councilwoman Smith).
4. Limited Special Occasion and Special One-Time Permit processes (Mayor Pro Tem Harrell).
5. Agency assessment: Winterville Police Department. (Mayor Pro Tem Harrell).
6. Updating Citizens on Intersection of Mill Street and Boyd Street. (Councilwoman Hawkins).
7. Black History Program: February 2025. (Councilwoman Hawkins).
8. Community Roundtable. (Councilwoman Hawkins).
9. Year-End Review of Other Agenda Items Submitted by Councilwoman Hawkins in 2024: Results and Current Progress. (Councilwoman Hawkins).

XVI. ITEMS FOR FUTURE AGENDAS/FUTURE WORK SESSIONS:

XVII. ANNOUNCEMENTS:

- January 2025 Newsletter Information Due: Thursday, December 9, 2024.
- Cops on a Roof: Friday, December 13, 2024; 8:00 am – 3:00 pm – Walmart, 210 Greenville Blvd. SW.
- Town-wide Christmas Activities: Saturday, December 14, 2024.
 - Parade is at 2:00 pm.
 - Christmas Market is 2:00 pm – 6:00 pm.
 - Tree Lighting Ceremony is at 5:00 pm.
- Planning and Zoning Board Meeting: Monday, December 16, 2024 @ 7:00 pm - Town Hall Assembly Room.
- Board of Adjustment Meeting: Tuesday, December 17, 2024 @ 7:00 pm – Operation Center.
- Stormwater Advisory Board: Tuesday, December 24, 2024 @ 6:30 pm – Operation Center.
- Coffee with a Cop: Friday, December 20, 2024; 9:00 am - 10:30 am – Cooper's Cup, 2588 Railroad Street.
- Christmas Holidays - Town Offices Closed: Tuesday, December 24, 2024, Wednesday, December 25, 2024 and Thursday, December 26, 2024.

- Cancelled Recreation Advisory Board: Tuesday, December 24, 2024 @ 6:30 pm – Operation Center.
- Cancelled - Human Relations Board Meeting: Thursday, December 26, 2024 @ 7:00 – Executive Conference Room.
- New Year's Holiday - Town Offices Closed: Wednesday, January 1, 2025.
- January Agenda Abstracts Due: Thursday, January 2, 2025.
- February 2025 Newsletter Information Due: Wednesday, January 8, 2025.
- Agenda Review Meeting: Thursday, January 9, 2025 @ 4:00 pm – Town Hall Executive Conference Room.
- Regular Town Council Meeting: Monday, January 13, 2025 @ 6:00 pm - Town Hall Assembly Room.

XVIII. REPORTS FROM THE TOWN ATTORNEY, MAYOR AND TOWN COUNCIL, AND TOWN MANAGER.

XIX. CLOSED SESSION:

NCGS § 143-318.11. (3) To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged. General policy matters may not be discussed in a closed session and nothing herein shall be construed to permit a public body to close a meeting that otherwise would be open merely because an attorney employed or retained by the public body is a participant. The public body may consider and give instructions to an attorney concerning the handling or settlement of a claim, judicial action, mediation, arbitration, or administrative procedure. If the public body has approved or considered a settlement, other than a malpractice settlement by or on behalf of a hospital, in closed session, the terms of that settlement shall be reported to the public body and entered into its minutes as soon as possible within a reasonable time after the settlement is concluded.

XX. ADJOURN.

SPECIAL NOTICE: *Anyone who needs an interpreter or special accommodations to participate in the meeting should notify the Town Clerk, Don Harvey at (252) 756-2221 ext. 2344 at least forty-eight (48) hours prior to the meeting. (Americans with Disabilities Act (ADA) 1991.)*



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Public Hearings

Meeting Date: December 9, 2024

Presenter: Stephen Penn, Planning and Economic Development Director

Item to be Considered

Subject: Villa Grande Phase 3 Annexation.

Action Requested: Hold the Public Hearing.

Attachment: Annexation Application, Annexation Map, Legal Description, Resolution Directing Town Clerk to Investigate Petition's Sufficiency, Certificate of Sufficiency, Certified Notice to Adjoining Property Owners.

Prepared By: Stephen Penn, Planning and Economic Development Director

Date: 11/25/2024

ABSTRACT ROUTING:

☒ TC: 12/3/2024

☒ TM: 12/3/2024

☒ Final: tlp - 12/3/2024

Supporting Documentation

Applicant: Nolan Commercial Contractors, INC. Nolan W. Sydes.

Location: On Red Forbes Road, north of Villa Grande's existing homes.

Parcel Numbers: 82582, 19880, 80704, 83029.

Site Data: 22.733 Acres of Villa Grande and an additional 0.67 acres of Red Forbes Road in which the opposite side of the street is also annexed.

Zoning District: R-10.

Staff Analysis:

Villa Grande Phase 3 is currently under construction and will add 40 new residential lots. This annexation will include a small portion of Red Forbes Road in which the opposite side of the Street is within the Town of Winterville.

Anticipated Annexation Schedule:

9/9/24: Direct Town Clerk to Investigate Sufficiency.

11/4/24: Schedule Public Hearing.

12/9/2024: Hold Public Hearing.

Budgetary Impact: TBD.

Recommendation: Hold the Public Hearing and Staff recommends approval of the Annexation Petition.

PETITION REQUESTING ANNEXATION

Date: November 14, 2023

To the Mayor and Town Council of the Town of Winterville:

1. We the undersigned owners of real property respectfully requested that the area described in Paragraph 2 below be annexed to the Town of Winterville.

- All owners of the property must sign.

2 The area to be annexed is contiguous to the Town of Winterville and the boundaries of such territory are as follows:

Description

Being all of Pitt County Parcel Numbers 19880, 80704, and 82582. See attached legal description and map.

83029,

SV Pitt County, LLC

Nolan Commercial Contractors, Inc.

754 Ramsey Road, Suite F

Name By Nolan W. Sydes, President

Address Jacksonville, NC 28546-9484

Signature

Nolan W. Sydes

Name

Address

Signature

Name

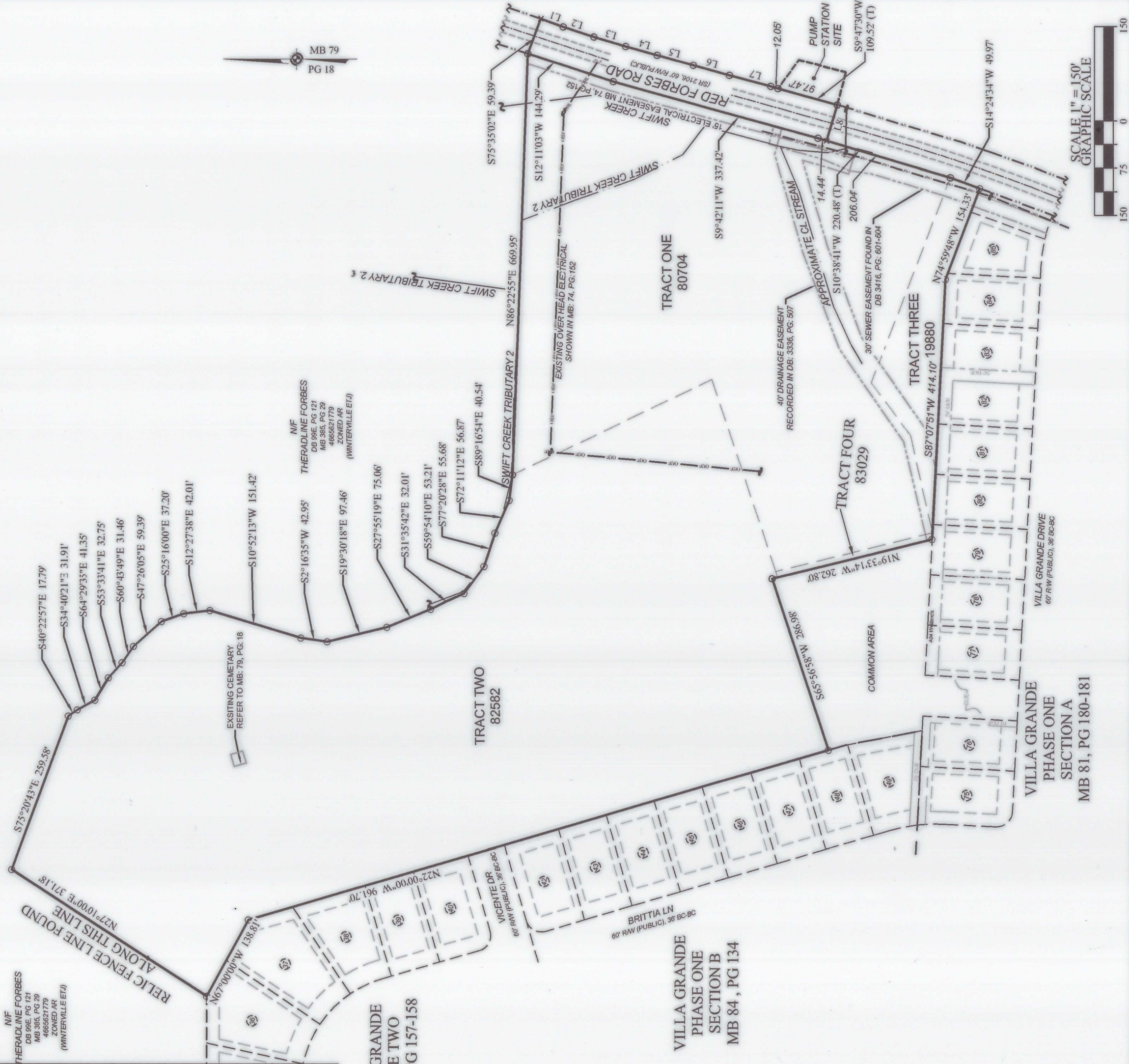
Address

Signature

ADJACENT PROPERTY					DB	PG
LOT #	ARCEL	OWNER (NOW OR FORMERLY)	ADDRESS			
36	87048	ADAMS HOMES AEC LLC	2681 BRITIA LN		4106	350
37	87050	ADAMS HOMES AEC LLC	2685 BRITIA LN		4106	350
38	87052	ADAMS HOMES AEC LLC	2689 BRITIA LN		4106	350
39	87053	ADAMS HOMES AEC LLC	2695 BRITIA LN		4106	350
40	87226	ADAMS HOMES AEC LLC	2701 BRITIA LN		4106	350
42	87226	CONSTABLE WILLIAM C III	2711 BRITIA LN		3978	863
43	87277	ICE THOMAS	2719 BRITIA LN		4037	320
44	87278	HAYNES VASHEKA T	2725 BRITIA LN		3981	485
45	87279	JAMES ROSEA	2731 BRITIA LN		4075	846
46	87230	NGUYEN HUONG V	2737 BRITIA LN		4121	332
47	87231	PHAN THONG	2745 BRITIA LN		3985	442
48	87332	DOYON GUY M	2751 BRITIA LN		4019	521
49	87733	HARRISON LINDSEY P III	2757 BRITIA LN		3986	351
75	84038	ALAKWA ALI A	570 VILLA GRANDE DR		3737	511
76	84038	MOORE SEAN D	566 VILLA GRANDE DR		3668	34
77	84040	SOUTHWELL KENNETH CHARLES	554 VILLA GRANDE DR		3458	592
78	84041	FREEMAN JAMES S ROBERT	548 VILLA GRANDE DR		3713	614
79	84042	THEILE RICHARD B	542 VILLA GRANDE DR		3658	117
80	84043	DANIELS TONY CHARLAIN	536 VILLA GRANDE DR		3740	547
81	84044	MOTTER ADAM C	530 VILLA GRANDE DR		3787	213
82	84045	SQOUR NISREKA A	524 VILLA GRANDE DR		3803	546
83	84046	JOYNER TWANA	518 VILLA GRANDE DR		3782	511
84	84047	COX NATALIE	512 VILLA GRANDE DR		3667	712
85	84048	KASCHAK STEVEN J	504 VILLA GRANDE DR		3745	277
COMMON AREA	84049	NSD COMPANY INC	0 VILLA GRANDE DR		3564	507
COMMON AREA	84050	NSD COMPANY INC	0 VILLA GRANDE DR		3564	507

LINE DATA		
LINE #	BEARING	DISTANCE
L1	S14° 24' 58"W	38.10'
L2	S12° 08' 18"W	51.96'
L3	S10° 13' 14"W	53.61'
L4	S10° 06' 45"W	52.39'
L5	S9° 37' 13"W	59.84'
L6	S9° 35' 42"W	59.69'
L7	S9° 45' 04"W	67.19'
L8	N79° 21' 19"W	59.45'

VILLA GRANDE
PHASE TWO
MB 86, PG 157-158



VICINITY MAP

- # GENERAL NOTES
1. ALL DISTANCES ARE HORIZONTAL GROUND MEASUREMENTS, UNLESS OTHERWISE NOTED.
2. DEEDS AND MAP REFERENCES:
DEED BOOK 2002E, PAGE 73
DEED BOOK 3416, PAGE 601-604.
DEED BOOK 3769, PAGE 824.
DEED BOOK 3336, PAGE 514.
DEED BOOK 3336, PAGE 507
MAP BOOK 3, PAGE 261.
MAP BOOK 74, PAGE 152.
MAP BOOK 79, PAGE 18.
3. PARCEL ID / NCH:
TRACT ONE: 80704,
TRACT TWO: 19880,
TRACT THREE: 19880.
4. TRACT FOUR 8329.
5. ALL PROPOSED CORNERS ARE TO BE MARKED WITH IRON PIPES. PORTIONS OF THIS PROJECT SCALES WITHIN ZONE "X" AND ZONE "A3" PER F.O.D INSURANCE RATE MAP PANEL NO. 3720466500K DATED JULY 07, 2014, AS ESTABLISHED BY FEMA.

ACCEPTED FOR THE TOWN OF WINTERVILLE.

MAYOR

ORDINANCE NO: _____

EXEMPT PURSUANT TO SEC. 154.05 OF THE TOWN OF WINTERVILLE
SUBDIVISION ORDINANCE.

SUBDIVISION ADMINISTRATOR

REVISIONS

[illegible]

ANNEXATION MAP

PITT COUNTY
PARCEL ID NUMBERS
19880, 80704, 82582 & 83029

TOWN OF WINTERVILLE	PITT COUNTY	NORTH CAROLINA
CURRENT OWNER		
SV TTTT COUNTY LLC		
754 RAMSEY ROAD SUITE F		
JACKSONVILLE, NORTH CAROLINA 28546		
SCALE: 1" = 150'	DATE: 08.01.24	
PROJECT #: 2015_004	SHEET: 1 of 1	

STATE OF NORTH CAROLINA
PITT COUNTY

I, _____, REVIEW OFFICER OF PITT COUNTY, CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

DATE: / / REVIEW OFFICER

CERTIFICATION OF REGISTRATION BY REGISTER OF DEEDS
PITT COUNTY, NORTH CAROLINA

FILED FOR REGISTRATION THIS _____ DAY OF _____, 2024 A.D.
AT _____ (AM/PM) AND DULY RECORDED IN PLAT CABINET _____,
SLIDE(S) _____, AND BOOK _____, PAGE _____
REGISTER OF DEEDS

TYPICAL ELEMENT SYMBOLS

EXISTING IRON PIPE	WV	WATER VALVE
EXISTING IRON PIPE	SMH	SEWER MANHOLE
SET/NEW IRON PIPE	SC	SEWER CLEAN-OUT
EXISTING MAG NAIL	SV	SEWER VALVE
SET/NEW MAG NAIL	AD	AREA DRAIN
EXISTING PK NAIL	CB	CATCH BASIN
SET/NEW PK NAIL	GV/GM	GAS VALVE/MARKER
EXISTING CONCRETE MONUMENT	P	UTILITY POLE
SET/NEW CONCRETE MONUMENT	PH	UTILITY PEDESTAL
CONTROL CORNER	OD	OVERHEAD UTILITIES
NON-MONUMENTED POINT	TBR	TO BE REMOVED
TOTAL DISTANCE	SQFT	SQUARE FEET
TIE LINE	AC	ACRES
RIGHT OF WAY	L#	LINE
CENTERLINE	C#	CURVE TABLE
PROPERTY LINE		10' x 70' SIGHT TRIANGLE
MINIMUM BUILDING LINE		
CUL-DE-SAC		
FIRE HYDRANT		
WATER METER		

1. HERBERT J. NOBLES, JR., CERTIFY THAT THIS PLAT WAS DRAWN BY ME FROM AN ACTUAL SURVEY MADE BY ME FROM DESCRIPTION FOUND IN MAP BOOK 74, PAGE 152, AND MAP BOOK 79, PAGE 18, WAYNE COUNTY REGISTER G DEEDS, THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN PLAT CABINET SLIDES. THIS MAP WAS PREPARED IN ACCORDANCE WITH SECTION 800, THIS G.S. 47-30 AS AMENDED, WITHIN MY ORIGINAL SIGNATURE, REGISTRATION NUMBER AND SEAL, THIS 20th DAY OF April, 1982.

Herbert J. Nobles, Jr.
PROFESSIONAL LAND SURVEYOR
LICENSE NUMBER 1-2703

THIS SURVEY DOES NOT CREATE A SUBDIVISION OF LAND WITHIN THE AREA OF A COUNTY OR MUNICIPALITY THAT HAS AN ORDINANCE THAT REGULATED PARCELS OF LAND.

Exhibit "A"
Legal Description
Parcel Numbers 19880, 80704, 82582 and 83029
Winterville, Pitt County, North Carolina

Beginning at a Point, said Point being the northeastern most corner of Common Area 'B' as shown on that certain plat entitled "Final Plat Villa Grande Phase One Section "A" dated June 14, 2017 as recorded in Book 81, Page 180-181 in the Pitt County Register of Deeds

Thence, from said Point of Beginning, along North 74 degrees 59 minutes 48 seconds West for a distance of 154.33 feet to a point;

Thence, South 87 degrees 07 minutes 51 seconds West for a distance of 414.10 feet to a point;

Thence, North 19 degrees 33 minutes 14 seconds West for a distance of 262.80 feet to a point;

Thence, South 65 degrees 56 minutes 58 seconds West for a distance of 286.98 feet to a point;

Thence, turning to the northwest and along and with the eastern boundary line of the Villa Grande Phase One Section "B" as recorded in Map Book 84, Page 134 of the Pitt County registry, North 22 degrees 00 minutes 00 seconds West for a distance of 961.70 feet to a point;

Thence, North 67 degrees 00 minutes 00 seconds West for a distance of 138.81 feet to a point;

Thence, North 27 degrees 10 minutes 00 seconds East for a distance of 371.18 feet to a point;

Thence, South 75 degrees 20 minutes 43 seconds East for a distance of 259.58 feet to a point;

Thence, South 40 degrees 22 minutes 57 seconds East for a distance of 17.79 feet to a point;

Thence, South 34 degrees 40 minutes 21 seconds East for a distance of 31.91 feet to a point;

Thence, South 64 degrees 29 minutes 35 seconds East for a distance of 41.35 feet to a point;

Thence, South 53 degrees 33 minutes 41 seconds East for a distance of 32.75 feet to a point;

Thence, South 60 degrees 43 minutes 49 seconds East for a distance of 31.46 feet to a point;

Thence, South 47 degrees 26 minutes 05 seconds East for a distance of 59.39 feet to a point;

Thence, South 25 degrees 16 minutes 00 seconds East for a distance of 37.20 feet to a point;

Thence, South 12 degrees 27 minutes 38 seconds East for a distance of 42.01 feet to a point;

Thence, South 10 degrees 52 minutes 13 seconds West for a distance of 151.42 feet to a point;

Thence, South 02 degrees 16 minutes 35 seconds West for a distance of 42.95 feet to a point;

Thence, South 19 degrees 30 minutes 18 seconds East for a distance of 97.46 feet to a point;

Thence, South 27 degrees 55 minutes 19 seconds East for a distance of 75.06 feet to a point;

Thence, South 31 degrees 35 minutes 42 seconds East for a distance of 32.01 feet to a point;

Thence, South 59 degrees 54 minutes 10 seconds East for a distance of 53.21 feet to a point;

Thence, South 77 degrees 20 minutes 28 seconds East for a distance of 55.68 feet to a point;

Thence, South 72 degrees 11 minutes 12 seconds East for a distance of 56.87 feet to a point;

Thence, South 89 degrees 16 minutes 54 seconds East for a distance of 40.54 feet to a point;

Thence, North 86 degrees 22 minutes 55 seconds East for a distance of 669.95 feet to a point on the western right of way of Red Forbes Road;

Thence, and along and with the western right of way of Red Forbes Road, South 12 degrees 11 minutes 03 seconds West for a distance of 144.29 feet to a point;

Thence, South 09 degrees 42 minutes 11 seconds West for a distance of 337.42 feet to a point;

Thence, South 10 degrees 38 minutes 41 seconds West for a distance of 220.48 feet to a point;

Thence, South 14 degrees 24 minutes 34 seconds West for a distance of 49.97 feet to the Point of Beginning.

The above-described tract also being the same as shown on that certain map entitled "Boundary Survey for Nolan Commercial Contractors, Inc." as recorded in Book 87, Page 191 in the Pitt County Register of Deeds.

Containing 22.733 acres, more or less.

Red Forbes Road R/W...

Beginning at a Point, said Point being the following courses and distances from the northeastern most corner of Common Area 'B' as shown on that certain plat entitled "Final Plat Villa Grande Phase One Section 'A'" dated June 14, 2017 as recorded in Book 81, Page 180-181 in the Pitt County Register of Deeds:

Along and with the western right of way of Red Forbes Road (SR 2106), North 14 degrees, 24 minutes, 34 seconds East for a distance of 49.97 feet;
Thence, North 10 degrees 38 minutes 41 seconds East for a distance of 206.04 feet to the Point of Beginning.

Thence, from said Point of Beginning, along and with the western right of way of Red Forbes Road (SR 2106), North 10 degrees 38 minutes 41 seconds East for a distance of 14.44 feet to a point;

Thence, North 09 degrees 42 minutes 11 seconds East for a distance of 337.42 feet to a point;

Thence, North 12 degrees 11 minutes 03 seconds East for a distance of 144.29 feet to a point;

Thence, leaving the western right of way of Red Forbes Road (SR 2106), South 75 degrees 35 minutes 02 seconds East for a distance of 59.39' feet to a point in the eastern right of way of Red Forbes Road (SR 2106);

Thence, along and with the eastern right of way of Red Forbes Road (SR 2106), South 14 degrees 24 minutes 58 seconds West for a distance of 38.10 feet to a point:

Thence, South 12 degrees 08 minutes 18 seconds West for a distance of 51.96 feet to a point;

Thence, South 10 degrees 13 minutes 14 seconds West for a distance of 53.61 feet to a point;

Thence, South 10 degrees 06 minutes 45 seconds West for a distance of 52.39 feet to a point;

Thence, South 09 degrees 37 minutes 13 seconds West for a distance of 59.84 feet to a point;

Thence, South 09 degrees 35 minutes 42 seconds West for a distance of 59.69 feet to a point;

Thence, South 09 degrees 45 minutes 04 seconds West for a distance of 67.19 feet to a point;

Thence, South 09 degrees 47 minutes 30 seconds West for a distance of 12.05 feet to a point;

Thence, South 09 degrees 47 minutes 30 seconds West for a distance of 97.47 feet to a point;

Thence, leaving the eastern right of way of Red Forbes Road (SR 2106), North 79 degrees 21 minutes 19 seconds West for a distance of 59.45 feet to the Point of Beginning.

Containing 0.67 acres, more or less.

End of Legal Description

**RESOLUTION DIRECTING THE TOWN CLERK TO INVESTIGATE
A PETITION RECEIVED UNDER NCGS 160A-31**

**VILLA GRANDE PHASE 3 ANNEXATION
PARCEL NUMBERS: 82582, 19880, 80704, 83029**

WHEREAS, petitions requesting annexation of an area described in said petitions were received November 14, 2023 by the Town Council; and

WHEREAS, NCGS 160A-31 provides that the sufficiency of the petition shall be investigated by the Town Clerk before further annexation proceedings may take place; and


WHEREAS, the Town Council of the Town of Winterville seems it advisable to proceed in response to this request for annexation.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Winterville that:

The Town Clerk is hereby directed to investigate the sufficiency of the above-described petition and to certify as soon as possible to the Town Council the result of the investigation.

Adopted this the 9th day of September 2024.




Richard E. Hines, Mayor

ATTEST:


Donald Harvey, Town Clerk

CERTIFICATE OF SUFFICIENCY

**VILLA GRANDE PHASE 3 ANNEXATION
PARCEL NUMBERS: 82582, 19880, 80704, 83029**

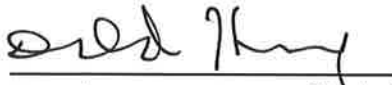
To the Town Council of the Town of Winterville, North Carolina:

I, Donald Harvey, Town Clerk, do hereby certify that I have investigated the petition attached hereto and have found as a fact that said petition is signed by all owners of real property lying in the area described herein, in accordance with NCGS 160A-58.1.

In witness whereof, I have hereunto set my hand and affixed the seal of the Town of Winterville this the 10th day of September 2024.

ATTEST:





Donald Harvey, Town Clerk

**Villa Grande Phase 3 Annexation
Town Council Public Hearing-Annexation
Mailed on 11/18/24**

**STATE OF NORTH CAROLINA
PITT COUNTY**

I, Stephen Penn, Director of Planning and Economic Development of the Town of Winterville, North Carolina, do hereby certify that copies of the attached notice and map were mailed, this day by first class mail, postage prepaid, to the owner of the parcel under consideration and to the owners, as shown on the Pitt County Tax Records, of all abutting parcels. A list of these property owners is also attached hereto.

WITNESS my hand this the 19th day of November, 2024.

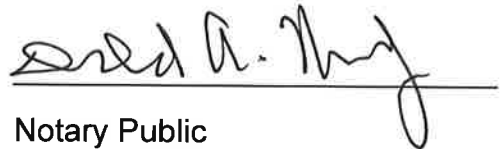


Director of Planning & Economic Development

**STATE OF NORTH CAROLINA
PITT COUNTY**

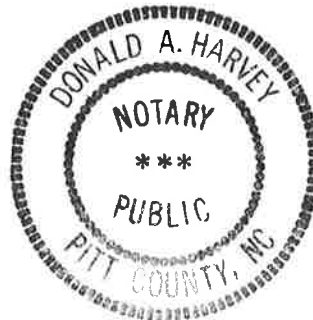
I, Donald A. Harvey, a Notary Public, do hereby certify that Stephen Penn, Economic Development Planner, personally appeared before me this day and acknowledged the due execution of the foregoing certification, for the purposes therein expressed.

WITNESS my hand this the 19th day of November, 2024.



Notary Public

My Commission Expires June 8, 2025





WINTERVILLE

A slice of the good life!

2571 Railroad Street
PO Box 1459
Winterville, NC 28590

Phone (252)756-2221
Fax (252)756-3109
www.wintervillenc.com

Town Council Annexation Request & Public Hearing Notice

NOTICE IS HEREBY GIVEN that the Winterville Town Council will meet on **Monday December 9, 2024** at 6:00 pm in the Town Hall Assembly Room at 2571 Railroad Street, for consideration of the following request and to hold a public hearing:

The Town of Winterville has received an **annexation petition for Villa Grande, Phase 3**, Parcel Numbers, 19880, 80704, 83029, and 82582, a 22.733 acre parcel. And a 0.67 portion of the Red Forbes Rd. right-of-way, adjacent to Villa Grande Phase 3. The annexation map is included.

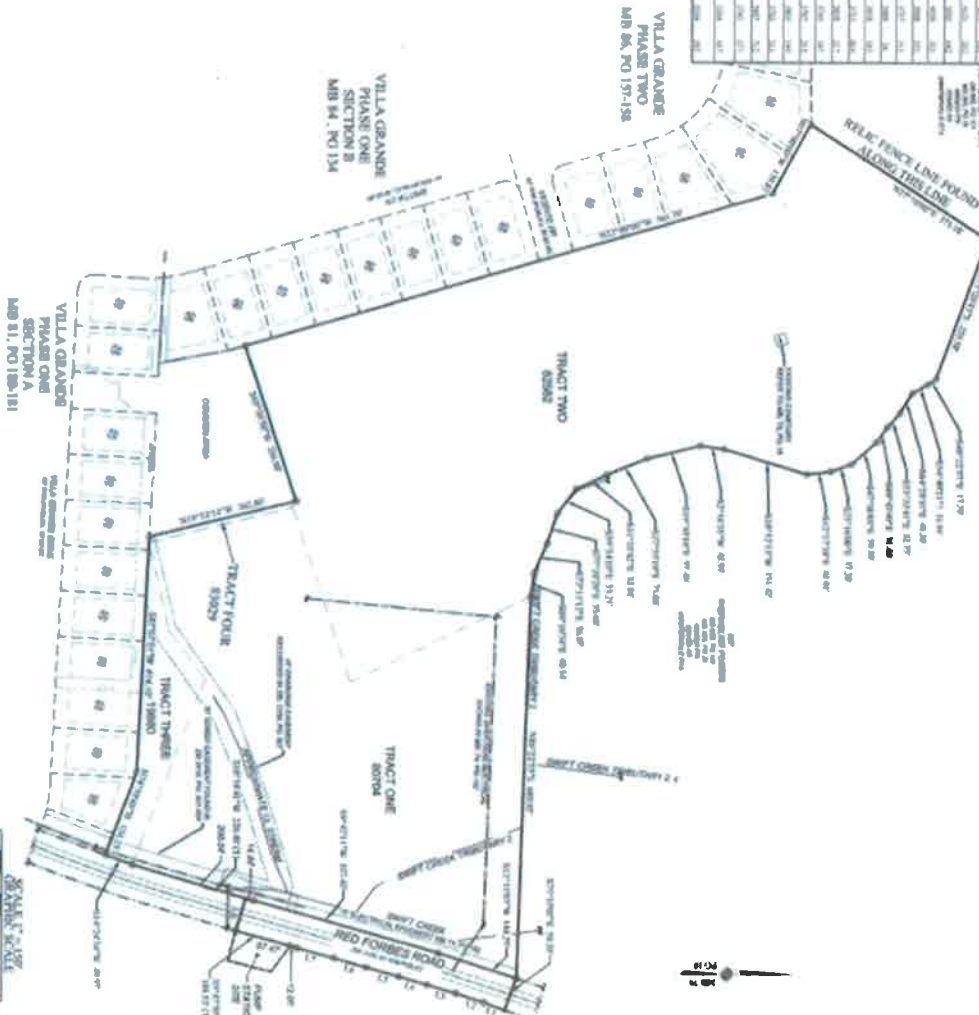
Copies of the Zoning Ordinance and Map are on file at the Planning Department Office in the Town Hall and are available for public inspection by contacting stephen.penn@wintervillenc.com or the Winterville Planning Department at (252) 756-2221 or at wintervillenc.com.

Winterville Citizens are encouraged to attend the meeting and are welcome to speak for or against the proposal at the meeting. Citizens may also view the hearing on the Winterville website at www.wintervillenc.com/videos. If for any reason you have difficulty accessing the Town's video page, please go to the Town's YouTube channel at: www.youtube.com/channel/UChejtVcuiD9O3_zzTrBj4g.

The public may submit written comments to the Town Clerk's office, 2571 Railroad Street, Winterville, NC 28590, or via email to don.harvey@wintervillenc.com. Please include your name and address.

ASSAULT PROPERTY			
DATE	ARREST OFFICER (NAME OR PHOTOGRAPH)	ARRESTING AGENCY	INVESTIGATOR
10/1/88	10/1/88	10/1/88	10/1/88
10/2/88	10/2/88	10/2/88	10/2/88
10/3/88	10/3/88	10/3/88	10/3/88
10/4/88	10/4/88	10/4/88	10/4/88
10/5/88	10/5/88	10/5/88	10/5/88
10/6/88	10/6/88	10/6/88	10/6/88
10/7/88	10/7/88	10/7/88	10/7/88
10/8/88	10/8/88	10/8/88	10/8/88
10/9/88	10/9/88	10/9/88	10/9/88
10/10/88	10/10/88	10/10/88	10/10/88
10/11/88	10/11/88	10/11/88	10/11/88
10/12/88	10/12/88	10/12/88	10/12/88
10/13/88	10/13/88	10/13/88	10/13/88
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LINE DATA		
LINE #	DESCRIPTION	QUANTITY
L1	516 24 1000	30.00
L2	517 24 1000	31.00
L3	518 24 1000	31.00
L4	519 24 1000	32.00
L5	520 24 1000	30.00
L6	521 24 1000	30.00
L7	522 24 1000	31.00
L8	523 24 1000	30.00

[illegible]

TYPICAL		HYPERCALCAEMIA		TYPICAL		HYPERCALCAEMIA	
①	SP	①	SP	①	SP	①	SP
②	SP	②	SP	②	SP	②	SP
③	SP	③	SP	③	SP	③	SP
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STATE OF NORTH CAROLINA
 PUTT COUNTY
 I, JAMES OWEN, CLERK OF PUTT COUNTY,
 CERTIFY THAT JOHN LAMAR, WAS IN ARRESTED FOR VIOLATION OF THE CRIMINAL
 JUSTICE SYSTEM ACT IN VIOLATION OF BOND/ARREST FOR
 THE FOLLOWING:

DATE: 08/26/2016

CERTIFICATION OF REGISTRATION BY AGENTS OF DEPTHS
 PUTT COUNTY
 NORTH CAROLINA

NAME OF AGENT: JAMES OWEN
 TITLE: CLERK
 ADDRESS: 1000 N. AND N. HIGH
 CITY: PUTT

DATE OF REGISTRATION: 08/26/2016

[illegible]

ANNEXATION MAP	
PITT COUNTY	
PARCEL ID NUMBERS	
19880, 80704, 82582 & 83029	
TOWNSHIP OF WAKEFORD	PITTSBOROUGH
SARASOTA COUNTY, FLORIDA	
SARASOTA COUNTY, FLORIDA	
SCALE OF 1" = 100'	DATE: 12/1/04
PROJECT: 2001 004	REVISION: 1/2/07



VICINITY MAP

GENERAL NOTES

3. NO. 400010 IN THE STATE OF TEXAS
COUNTY OF DALLAS, TEXAS, I, JAMES
BERRY BROWN, JR., of said County and State,
being of sound mind and legal age, do hereby
certify that the within and foregoing is a true and
correct copy of the original as the same appears
in my files and records.
4. I, JAMES BERRY BROWN, JR., do hereby
certify that the within and foregoing is a true and
correct copy of the original as the same appears
in my files and records.
5. ALL INFORMATION CONTAINED HEREIN IS UNCLASSIFIED BY 60324 PWS/STW
DATE 04-11-2013
AUTHORITY 50 USC 3024
REASON FOR DECLASSIFICATION 50 USC 3024 (a)(7)(D)
EXEMPTION 50 USC 3024 (a)(7)(D) BY FRANK

ACCEPTED FOR THE POST OFFICE SERVICE

ORDERED: 10/10/2014 10:10:10 AM



THOMAS ENGINEERING, PA est 1983
civil engineering • land surveying • project management

Physical Address: 1916-B Commerce Drive, New Bern, NC 28562
 Mailing Address: P.O. Box 1300, New Bern, NC 28563
 www.ThomasEngineeringPA.com
 Office: 252.437.7222 Fax: 252.434.3446

HAPPY TRAIL FARMS LLC
PO BOX 1863
GREENVILLE NC 27835

LESLIE GUILFORD DILDY
2685 BRITTIA LN
WINTERVILLE, NC 28590

ADAMS HOMES AEC LLC
100 WEST GARDEN ST 2ND FL
PENSACOLA, FL 32502

YASHEKA HAYNES
TRAVIS HAYNES
2725 BRITTIA LN
WINTERVILLE, NC 28590

THONG PHAN
DUNG NGOC CAO
2745 BRITTIA LN
WINTERVILLE, NC 28590

ALI ALAKWA
570 VILLA GRANDE DR
WINTERVILLE, NC 28590

JAMES FREEMAN
548 VILLA GRANDE DR
WINTERVILLE, NC 28590

ADAM MOTTER
MEGAN MOTTER
530 VILLA GRANDE DR
WINTERVILLE, NC 28590

NATALIE COX
512 VILLA GRANDE DR
WINTERVILLE, NC 28590

PAMELA MANNING
SANDRA MANNING HEIRS
211 APPENZELL LN
NEW BERN, NC 28562

WILLIAM RAUH
LYNN RAUH
2677 BRITTIA LN
WINTERVILLE, NC 28590

PAMELA ELLIS
2689 BRITTIA LN
WINTERVILLE, NC 28590

WILLIAM C CONSTABLE III
SUSAN RESSLER
2711 BRITTIA LN
WINTERVILLE, NC 28590

HOSEA JAMES
2731 BRITTIA LN
WINTERVILLE, NC 28590

GUY DOYON
DEBORAH DOYON
2751 BRITTIA LN
WINTERVILLE, NC 28590

SEAN MOORE
ADRIENNE MOORE
566 VILLA GRANDE DR
WINTERVILLE, NC 28590

RICHARD THIELE
ELIZABETH THIELE
542 VILLA GRANDE DR
WINTERVILLE, NC 28590

NISREEN SQOUR
MURAD ALSOUDANY
524 VILLA GRANDE DR
WINTERVILLE, NC 28590

CHRISTEN HALL
504 VILLA GRANDE DR
WINTERVILLE, NC 28590

DENALI HOMEOWNERS
ASSOCIATION INC
106 REGENCY BLVD
GREENVILLE, NC 27858

LATISHA GRAY
2681 BRITTIA LN
WINTERVILLE, NC 28590

CHRISTOPHER TAGGET
MORGAN TAGGETT
2695 BRITTIA LN
WINTERVILLE, NC 28590

THOMAS IGE
ABIODUN IGE
2719 BRITTIA LN
WINTERVILLE, NC 28590

HUONG NGUYEN
CHAU NGUYEN
2737 BRITTIA LN
WINTERVILLE, NC 28590

LINDSEY HARRISON III
ANNE HARRISON
2755 BRITTIA LN
WINTERVILLE, NC 28590

KENNETH SOUTHWELL
OLGA SOUTHWELL
554 VILLA GRANDE DR
WINTERVILLE, NC 28590

TOBY DANIELS
CHAWATTA DANIELS
536 VILLA GRANDE DR
WINTERVILLE, NC 28590

TWANA JOYNER
518 VILLA GRANDE DR
WINTERVILLE, NC 28590

VILLA GRANDE HOMEOWNERS
ASSOCIATION INC
1612 MILITARY CUTOFF RD SUITE 108
WILMINGTON, NC 28403

TOWN OF WINTERVILLE
PO BOX 1459
WINTERVILLE, NC 28590

CONNIE HOOKER
JACQUELINE HOOKER
410 DENALI RD
WINTERVILLE, NC 28590

JONATHAN GUTTENBERGER
ASHLEY GUTTENBERGER
2460 KODIAK DR
WINTERVILLE, NC 28590

ANTHONY COBB
DEMETRISE COBB
2476 KODIAK DR
WINTERVILLE, NC 28590

SV PITT COUNTY LLC
754 RAMSEY RD STE F
JACKSONVILLE, NC 28546

DOROTHY LEE
2468 KODIAK DR
WINTERVILLE, NC 28590

Town of Winterville
Annexation Ordinance

Ordinance No: 24-0-121

Property Annexed: Villa Grande Phase 3; Parcels 82582, 19880, 80704, 83029. Thomas Engineering,
PA. Ordinance Adopted: December 9, 2024

Effective Date: December 31, 2024

Mail to:

Town of Winterville
PO Box 1459
Winterville, NC 28590-1459

**AN ORDINANCE TO EXTEND THE CORPORATE LIMITS OF THE
TOWN OF WINTERVILLE, NORTH CAROLINA**

Villa Grande Phase 3; Parcels 82582, 19880, 80704, & 83029.

WHEREAS, the Town Council has been petitioned under NCGS 160A-31 to annex the area described below; and

WHEREAS, the Town Council has, by resolution, directed the Acting Town Clerk to investigate the sufficiency of the petition; and

WHEREAS, the Acting Town Clerk has certified the sufficiency of the petition and a public hearing on the question of annexation was held at the Winterville Town Hall at 6:00 pm on December 9, 2024 after due notice was given by publication on November 20, 2024 and November 27, 2024; and

WHEREAS, the Town Council finds that the petition meets the requirements of NCGS 160A-31;

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Winterville, North Carolina that:

Section 1. By virtue of the authority granted by NCGS 160A-31, the following described territory is hereby annexed and made part of the Town of Winterville as of December 31, 2024:

Villa Grande Phase 3
Exhibit "A"
Legal Description
Parcel Numbers 19880, 80704, 82582 and 83029
Winterville, Pitt County, North Carolina

Beginning at a Point, said Point being the northeastern most corner of Common Area 'B' as shown on that certain plat entitled "Final Plat Villa Grande Phase One Section 'A' dated June 14, 2017 as recorded in Book 81, Page 180-181 in the Pitt County Register of Deeds. Thence, from said Point of Beginning, along North 74 degrees 59 minutes 48 seconds West for a distance of 154.33 feet to a point; Thence, South 87 degrees 07 minutes 51 seconds West for a distance of 414.10 feet to a point; Thence, North 19 degrees 33 minutes 14 seconds West for a distance of 262.80 feet to a point; Thence, South 65 degrees 56 minutes 58 seconds West for a distance of 286.98 feet to a point; Thence, turning to the northwest and along and with the eastern boundary line of the Villa Grande Phase One Section "B" as recorded in Map Book 84, Page 134 of the Pitt County registry, North 22 degrees 00 minutes 00 seconds West for a distance of 961.70 feet to a point; Thence, North 67 degrees 00 minutes 00 seconds West for a distance of 138.81 feet to a point; Thence, North 27 degrees 10 minutes 00 seconds East for a distance of 371.18 feet to a point; Thence, South 75 degrees 20 minutes 43 seconds East for a distance of 259.58 feet to a point; Thence, South 40 degrees 22 minutes 57 seconds East for a distance of 17.79 feet to a point; Thence, South 34 degrees 40 minutes 21 seconds East for a distance of 31.91 feet to a point; Thence, South 64 degrees 29 minutes 35 seconds East for a distance of 41.35 feet to a point; Thence, South 53 degrees 33 minutes 41 seconds East for a distance of 32.75 feet to a point; Thence, South 60 degrees 43 minutes 49 seconds East for a distance of 31.46 feet to a point; Thence, South 47 degrees 26 minutes 05 seconds East for a distance of 59.39 feet to a point; Thence, South 25 degrees 16 minutes 00 seconds East for a distance of 37.20 feet to a point; Thence, South 12 degrees 27 minutes 38 seconds East for a

distance of 42.01 feet to a point; Thence, South 10 degrees 52 minutes 13 seconds West for a distance of 151.42 feet to a point; Thence, South 02 degrees 16 minutes 35 seconds West for a distance of 42.95 feet to a point; Thence, South 19 degrees 30 minutes 18 seconds East for a distance of 97.46 feet to a point; Thence, South 27 degrees 55 minutes 19 seconds East for a distance of 75.06 feet to a point; Thence, South 31 degrees 35 minutes 42 seconds East for a distance of 32.01 feet to a point; Thence, South 59 degrees 54 minutes 10 seconds East for a distance of 53.21 feet to a point; Thence, South 77 degrees 20 minutes 28 seconds East for a distance of 55.68 feet to a point; Thence, South 72 degrees 11 minutes 12 seconds East for a distance of 56.87 feet to a point; Thence, South 89 degrees 16 minutes 54 seconds East for a distance of 40.54 feet to a point; Thence, North 86 degrees 22 minutes 55 seconds East for a distance of 669.95 feet to a point on the western right of way of Red Forbes Road; Thence, and along and with the western right of way of Red Forbes Road, South 12 degrees 11 minutes 03 seconds West for a distance of 144.29 feet to a point; Thence, South 09 degrees 42 minutes 11 seconds West for a distance of 337.42 feet to a point; Thence, South 10 degrees 38 minutes 41 seconds West for a distance of 220.48 feet to a point; Thence, South 14 degrees 24 minutes 34 seconds West for a distance of 49.97 feet to the Point of Beginning. The above-described tract also being the same as shown on that certain map entitled "Boundary Survey for Nolan Commercial Contractors, Inc." as recorded in Book 87, Page 191 in the Pitt County Register of Deeds. Containing 22.733 acres, more or less.

Red Forbes Road R/W.

Beginning at a Point, said Point being the following courses and distances from the northeastern most corner of Common Area 'B' as shown on that certain plat entitled "Final Plat Villa Grande Phase One Section 'A'" dated June 14, 2017 as recorded in Book 81, Page 180-181 in the Pitt County Register of Deeds: Along and with the western right of way of Red Forbes Road (SR 2106), North 14 degrees, 24 minutes, 34 seconds East for a distance of 49.97 feet; Thence, North 10 degrees 38 minutes 41 seconds East for a distance of 206.04 feet to the Point of Beginning. Thence, from said Point of Beginning, along and with the western right of way of Red Forbes Road (SR 2106), North 10 degrees 38 minutes 41 seconds East for a distance of 14.44 feet to a point; Thence, North 09 degrees 42 minutes 11 seconds East for a distance of 337.42 feet to a point; Thence, North 12 degrees 11 minutes 03 seconds East for a distance of 144.29 feet to a point; Thence, leaving the western right of way of Red Forbes Road (SR 2106), South 75 degrees 35 minutes 02 seconds East for a distance of 59.39' feet to a point in the eastern right of way of Red Forbes Road (SR 2106); Thence, along and with the eastern right of way of Red Forbes Road (SR 2106), South 14 degrees 24 minutes 58 seconds West for a distance of 38.10 feet to a point; Thence, South 12 degrees 08 minutes 18 seconds West for a distance of 51.96 feet to a point; Thence, South 10 degrees 13 minutes 14 seconds West for a distance of 53.61 feet to a point; Thence, South 10 degrees 06 minutes 45 seconds West for a distance of 52.39 feet to a point; Thence, South 09 degrees 37 minutes 13 seconds West for a distance of 59.84 feet to a point; Thence, South 09 degrees 35 minutes 42 seconds West for a distance of 59.69 feet to a point; Thence, South 09 degrees 45 minutes 04 seconds West for a distance of 67.19 feet to a point; Thence, South 09 degrees 47 minutes 30 seconds West for a distance of 12.05 feet to a point; Thence, South 09 degrees 47 minutes 30 seconds West for a distance of 97.47 feet to a point; Thence, leaving the eastern right of way of Red Forbes Road (SR 2106), North 79 degrees 21 minutes 19 seconds West for a distance of 59.45 feet to the Point of Beginning. Containing 0.67 acres, more or less.

End of Legal Description

Section 2. Upon and after December 31, 2024, the above-described territory and its citizens and property shall be subject to all debts, laws, ordinances, and regulations in force in the Town of Winterville and shall be entitled to the same privileges and benefits as other parts of the Town of Winterville. Said territory shall be subject to municipal taxes according to NCGS 160A-58.10.

Section 3. the Mayor of the Town of Winterville shall cause to be recorded in the Office of the Register of Deeds of Pitt County, and in the Office of the Secretary of State in Raleigh, North Carolina, an accurate map of the annexed territory, described in Section 1 above, together with a duly certified copy of this ordinance. Such map shall also be delivered to the County Board of Elections, as required by NCGS 163-288.1.

Adopted this the 9th day of December 2024.

Richard E Hines, Mayor

ATTEST:

Donald Harvey, Town Clerk

North Carolina
Pitt County

I hereby certify that the foregoing is a true and accurate copy of an ordinance duly adopted by the Town Council of the Town of Winterville, North Carolina, at a meeting held on December 9, 2024 at 6:00 pm at the Town Hall in the Town of Winterville.

IN WITNESS WHEREOF I have hereunto set my hand and have caused the official corporate seal of the Town of Winterville to be affixed, this ____ day of December 2024.

Donald Harvey, Town Clerk

North Carolina
Pitt County

I, Kristin L. Godley, a Notary Public, do hereby certify that Donald Harvey, Town Clerk, personally appeared before me this day and acknowledged the due execution of the foregoing certification, for the purpose therein expressed.

WITNESS my hand and notarial seal this ____ day of December 2024.

NOTARY PUBLIC

My Commission Expires: _____



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Public Hearings

Meeting Date: December 9, 2024

Presenter: Stephen Penn, Planning and Economic Development Director

Item to be Considered

Subject: Southbrook Planned Unit Development (PUD) Rezoning/Amendment.

Action Requested: Hold the Public Hearing.

Attachment: Rezoning Application; Metes and Bounds Description; Boundary Survey; Existing PUD Development Standards (Ordinance Number 23-O-011); Proposed/Amended PUD Document, Staff Report; Proposed Rezoning Map with Single Family Attached area change; Certified Notice to Adjoining Property Owners; Planning and Zoning's Consistency and Reasonableness Statements.

Prepared By: Stephen Penn, Planning and Economic Development Director

Date: 11/25/2024

ABSTRACT ROUTING:

☒ TC: 12/3/2024

☒ TM: 12/3/2024

☒ Final: tlp - 12/3/2024

Supporting Documentation

Southbrook Subdivision was designed as a Planned Unit Development (PUD). PUDs are Conditional Zoning Districts that allow flexibility in design. Southbrook's land is a perfect candidate for such a development due to its significant amount of environmentally sensitive land. The Southbrook PUD allows the developer to cluster the development into smaller pockets to reach a density in alignment with the Comprehensive Land Use Plan, to create a comprehensive design, and to ensure minimal impact to environmental features.

Southbrook received an R-6 Conditional District and Multi-Family Conditional District PUD rezoning approval on 1.9.23. The Southbrook PUD, Ordinance 23-O-011 contains its own development standards. Anything that is not included and approved within the Southbrook PUD Development standards are subject to normal Town of Winterville Standards.

An overview of Southbrook's Proposed Ordinance Amendments for 12.9.2024 Public Hearing:

- **Replacing the existing single-family detached minimum square footage requirement:**
 - **From** the existing 1,800 heated square feet minimum for all single-family detached homes,
 - **To** 1,600 heated sf minimum for two story single-family detached homes, and;
 - **To** 1,500 heated sf minimum for one story single-family detached homes.
- **Replacing the existing single-family attached minimum square footage requirement:**
 - **From** the existing 1,600 heated square feet minimum for single-family attached units,
 - **To** 1,400 heated square feet minimum for single-family attached units.
- **Adding a requirement:** that requires each single-family attached home to have at least one, one-car garage.
- **Modifying the location of the Single-Family attached homes/ Multi-Family Residential (M-R) Zoning District.** This request involves the expansion of the Multi-Family Residential Zoning District area; however it would not permit more Single-Family Attached units within the Subdivision. A maximum of 154 Single-family attached units will remain.
- **Adding a statement/requirement:** that there shall be Multiple Single-Family detached Homes available within the subdivision.

- **Adding a "Design/Deviation Flexibility" Statement:** Southbrook is requesting Town Staff to be granted the authority to approve lot width modifications for all single-family detached lots during Construction Drawings review, without further revisions to the zoning districts, PUD Development Plan or Preliminary Plat. Provided, they meet the minimum lot widths as detailed within Southbrook Planned Unit Development (PUD) Plan. And, that the overall density will not exceed the 612 lots (458 Single Family Detached Lots).
- ** All other aspects of the existing zoning district/PUD are to remain the same.

***Planning and Zoning Unanimously Recommended Approval at their October 21, 2024 meeting.**

More information and details may be found within the attachments and the staff report.

******* Please note that this is a separate request than was heard at the September 2024 Planning and Zoning Meeting. The applicant withdrew that request, prior to Town Council's scheduling of the Public Hearing, and thus the applicant was able to revise their request and resubmit.**

Budgetary Impact: TBD.

Recommendation: Hold the Public Hearing and Review proposed Amendment to determine if it is "Consistent with the Comprehensive Land Use Plan and is reasonable".



**REZONING APPLICATION
TOWN OF WINTERVILLE**

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

Staff Use Only
Appl. # _____

OWNERSHIP INFORMATION:

Applicant: SouthbrookNC, LLC

Address: 4350 Lassiter@ North Hills Ave., Suite 256, Raleigh, NC 27609-5792

Phone #: (704) 995-2507

Owner: Chapel Hill Foundation

Address: 300 South Building, CN 1000, Chapel Hill, NC 27599

Phone #: (919) 962-2336

PROPERTY INFORMATION

Parcel #: 11636, 15006, 11638, 82096, 82094 Area (square feet or acres): +/-245.43

Current Land Use: Vacant

Location of Property: Off of Church Street and Laurie Ellis Road

ZONING REQUEST

Existing Zoning: PUD (Ordinance 23-0-011) Requested Zoning: PUD

Reason for zoning change: Requesting minor revisions to the original PUD approval including revisions to maximize options and flexibility for all housing products.

This application shall be accompanied by the following items:

- A map drawn to a scale of not less than 400 feet to the inch and not more than 20 feet to the inch showing the land covered by the proposed amendment;
- A legal description of the property;
- A list of the names and addresses of all owners of property involved in the map change and all adjoining property owners as shown on County tax records;
- A filing fee according to a regularly adopted Fee Schedule of the Town.

OWNER/AGENT STATEMENT

I, Scott Moore, being the Owner or Agent (if Agent, complete

section below) request that the attached rezoning request be placed on the agenda of the Planning and Zoning Board meeting scheduled for ____/____/____.

I understand that failure to address any item in the zoning amendment application requirements of the zoning ordinance my result in the rezoning request not meeting the minimum submission requirements and will be returned to me for revision and resubmission at the next regular review cycle.

- All owners of the property must sign the application.

Signature

Date

NOTE: AGENTS ACTING ON BEHALF OF THE PROPERTY OWNER MUST HAVE A NOTARIZED STATEMENT FROM THE PROPERTY OWNER GIVING THEM THE AUTHORITY TO ACT ON THE OWNER'S BEHALF.

- All owners of the property must sign the application.

I, Nathan Knuffman, being the Owner of the property described herein, do hereby authorize Scott Moore as agent for the purpose of this application.

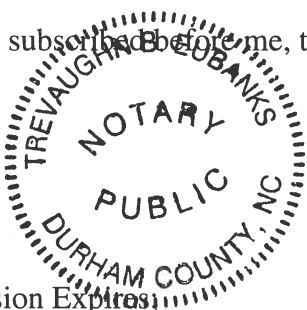
NKell

Signature

10/7/24

Date

Sworn to and subscribed before me, this 7 day of October, 2024.



Trevaughn B. Eubanks

Notary Public

My Commission Expires August 26, 2029

Staff Use Only

Appl. #: _____ Fee Amount _____ Date Paid _____

Planning Board Recommendation: APPROVED

Meeting Date: _____

DENIED

Conditions/Comments: _____

Town Council Decision: APPROVED

Meeting Date: _____

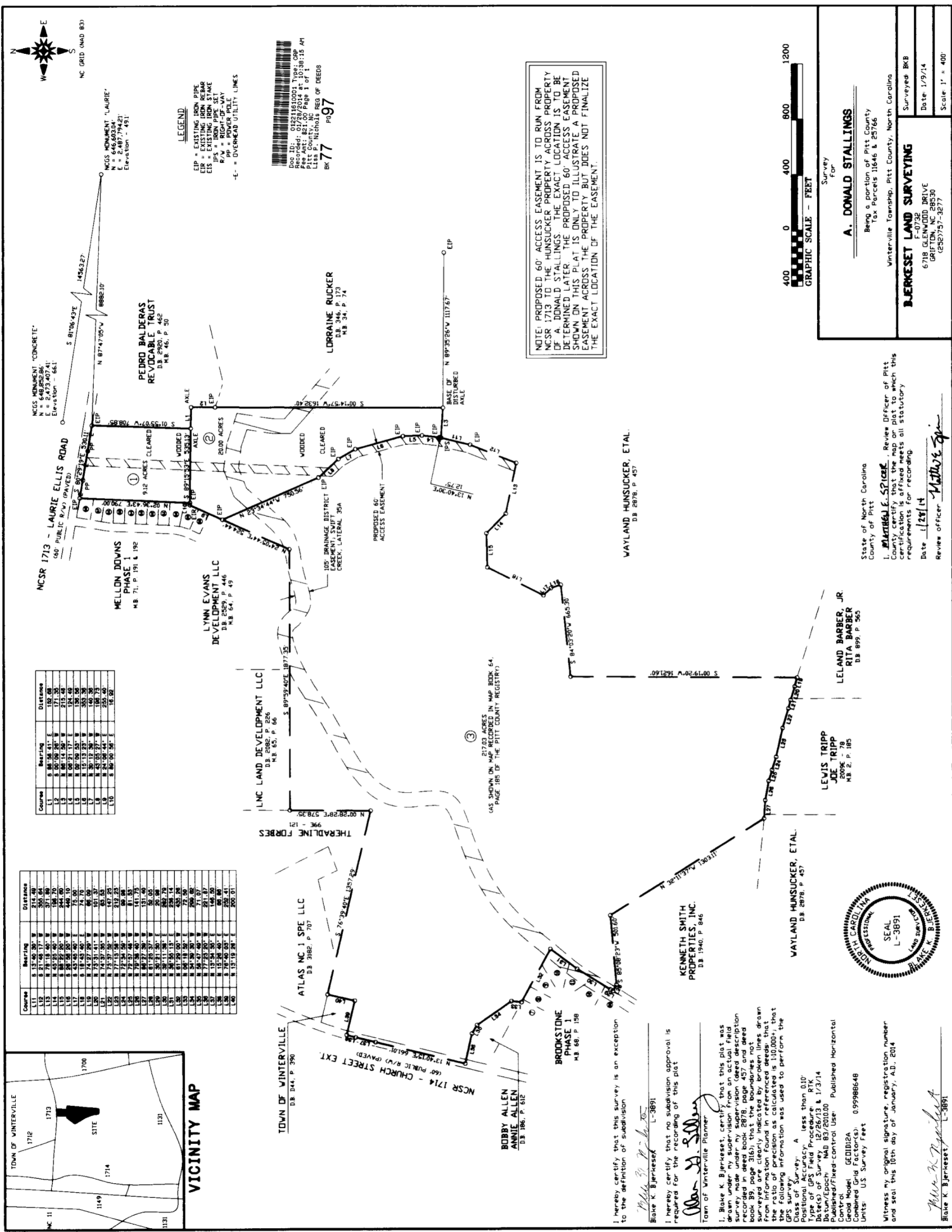
DENIED

Conditions/Comments: _____

Legal Description For
Chapel Hill Foundation Real Estate Holdings LLC
Winterville Township, Pitt County
North Carolina

Commencing at a point, said point being an iron pipe found along the eastern right-of-way of Church Street Ext. (SR 1714) in Winterville Township, Pitt County, North Carolina. Point further described as the northwestern corner of the Annie Mae E. Allen Life Estate property as recorded in Deed Book DC108, Page 1, Pitt County Registry. Point also described as a western corner of the Chapel Hill Foundation Real Estate Holdings Inc. property as recorded in Deed Book 3448 Page 378 and the **POINT OF BEGINNING**. Thence along the eastern right-of-way of Church Street Ext. N 13°49'16" E a distance of 839.61 feet to an iron pipe found. Thence with a curve turning to the right with an arc length of 34.22 feet, with a radius of 970.00 feet, with a chord bearing of N 14°49'55" E, with a chord length of 34.22 feet to an iron pipe found. Thence S 76°40'42" E a distance of 221.56 feet to an iron pipe found. Thence N 13°21'42" E a distance of 199.94 feet to an iron pipe found. Thence S 76°41'35" E a distance of 48.55 feet to an iron pipe found. Thence S 76°43'28" E a distance of 79.97 feet to an iron pipe found. Thence S 76°41'04" E a distance of 80.06 feet to an iron pipe found. Thence S 76°43'38" E a distance of 80.00 feet to an iron pipe found. Thence S 76°38'17" E a distance of 79.88 feet to an iron pipe found. Thence S 76°42'13" E a distance of 95.07 feet to an iron pipe found. Thence S 76°53'54" E a distance of 233.88 feet to an iron pipe found. Thence S 76°11'58" E a distance of 80.03 feet to an iron pipe found. Thence S 76°18'57" E a distance of 79.91 feet to an iron pipe found. Thence S 76°44'16" E a distance of 81.00 feet to an iron pipe found. Thence S 76°02'02" E a distance of 48.73 feet to an iron pipe found. Thence S 77°35'50" E a distance of 31.28 feet to an iron pipe found. Thence S 76°36'08" E a distance of 338.06 feet to an iron pipe found. Thence N 00°31'39" E a distance of 182.63 feet to an iron pipe found. Thence N 00°29'08" E a distance of 330.30 feet to an iron pipe found. Thence N 00°38'02" E a distance of 65.26 feet to an concrete monument. Thence N 89°59'29" E a distance of 114.37 feet to an iron pipe found. Thence N 89°58'14" E a distance of 203.88 feet to an iron pipe found. Thence N 89°58'34" E a distance of 28.92 feet to an iron pipe found. Thence N 89°56'11" E a distance of 114.38 feet to an iron pipe found. Thence S 89°59'31" E a distance of 173.14 feet to an iron pipe found. Thence S 89°54'48" E a distance of 87.40 feet to an iron pipe found. Thence N 89°58'10" E a distance of 172.53 feet to an iron pipe found. Thence S 89°56'54" E a distance of 590.76 feet to an iron pipe found. Thence N 89°50'17" E a distance of 80.27 feet to an iron pipe found. Thence S 89°50'37" E a distance of 79.81 feet to an iron pipe found. Thence S 89°57'59" E a distance of 137.59 feet to an iron pipe found. Thence N 89°56'43" E a distance of 94.24 feet to an iron pipe found. Thence N 24°10'01" E a distance of 80.18 feet to an iron pipe found. Thence N 23°59'09" E a distance of 140.25 feet to an iron pipe found. Thence N 24°08'47" E a distance of 80.05 feet to an iron pipe found. Thence N 24°05'04" E a distance of 79.83 feet to an iron pipe found. Thence N 23°59'17" E a distance of 95.32 feet to an iron pipe found. Thence N 24°13'03" E a distance of 59.81 feet to an iron pipe found. Thence N 24°15'41" E a distance of 95.06 feet to an iron pipe found. Thence N 24°08'17" E a distance of 80.01 feet to an iron pipe found. Thence N 24°06'04" E a distance of 68.97 feet to an iron pipe found. Thence N 25°06'13" E a distance of 44.47 feet to an iron pipe found. Thence N 02°31'42" E a distance of 102.94 feet to an iron pipe found.

Thence N 02°35'22" E a distance of 79.97 feet to an iron pipe found. Thence N 02°40'37" E a distance of 80.02 feet to an iron pipe found. Thence N 02°38'11" E a distance of 79.90 feet to an iron pipe found. Thence N 02°38'58" E a distance of 80.02 feet to an iron pipe found. Thence N 02°37'12" E a distance of 80.03 feet to an iron pipe found. Thence N 02°36'39" E a distance of 65.77 feet to an iron pipe found. Thence N 02°37'37" E a distance of 80.53 feet to an iron pipe found. Thence N 02°34'45" E a distance of 100.31 feet to an iron pipe found along the southern right-of-way of Laurie Ellis Road (SR 1713). Thence across the right-of-way of Laurie Ellis Road N 09°30'52" E a distance of 60.00 feet to a point. Thence down the northern right-of-way of Laurie Ellis Road S 80°29'08" E a distance of 530.03 feet to a point. Thence across the right-of-way of Laurie Ellis Road S 09°30'52" W a distance of 60.00 feet to an iron pipe found. Thence S 01°56'14" W a distance of 708.73 feet to an existing axle. Thence S 88°58'00" E a distance of 152.87 feet to an existing axle. Thence S 00°09'02" W a distance of 171.26 feet to an iron pipe found. Thence S 00°13'41" W a distance of 1632.07 feet to an existing axle. Thence N 86°17'28" W a distance of 215.90 feet to an iron pipe found. Thence S 13°39'00" W a distance of 214.53 feet to an iron pipe found. Thence S 21°51'13" W a distance of 355.50 feet to an iron pipe found. Thence N 78°17'01" W a distance of 371.81 feet to an iron pipe found. Thence N 45°24'01" W a distance of 198.70 feet to an iron pipe set. Thence S 88°23'03" W a distance of 244.59 feet to an iron pipe found. Thence S 26°55'31" W a distance of 449.06 feet to an iron pipe found. Thence S 42°39'50" E a distance of 75.00 feet to an iron pipe found. Thence S 19°34'18" E a distance of 74.12 feet to an iron pipe found. Thence S 84°01'21" W a distance of 665.25 feet to an iron pipe set. Thence S 00°28'33" W a distance of 65.15 feet to a concrete monument. Thence S 00°19'26" W a distance of 1555.90 feet to an iron pipe found. Thence N 74°31'09" W a distance of 65.83 feet to an iron pipe found. Thence N 73°35'21" W a distance of 101.37 feet to an iron pipe found. Thence N 74°41'15" W a distance of 63.53 feet to an iron pipe found. Thence N 73°41'32" W a distance of 147.25 feet to an iron pipe found. Thence N 77°17'38" W a distance of 212.23 feet to an iron pipe found. Thence N 72°38'39" W a distance of 99.96 feet to an iron pipe found. Thence N 73°01'28" W a distance of 81.53 feet to an iron pipe found. Thence N 79°42'20" W a distance of 141.75 feet to an iron pipe found. Thence N 86°31'20" W a distance of 131.43 feet to an iron pipe found. Thence N 32°10'26" W a distance of 1303.35 feet to concrete monument. Thence S 85°20'28" W a distance of 501.60 feet to an iron pipe set. Thence N 61°11'51" W a distance of 51.66 feet to an iron pipe set. Thence N 33°16'57" E a distance of 74.40 feet to an iron pipe found. Thence N 33°16'57" E a distance of 101.95 feet to an iron pipe found. Thence N 33°32'17" E a distance of 202.81 feet to an iron pipe found. Thence N 35°14'59" E a distance of 173.09 feet to an iron pipe set. Thence N 62°59'38" W a distance of 20.21 feet to an iron pipe found. Thence N 62°59'38" W a distance of 97.24 feet to an iron pipe found. Thence N 63°12'47" W a distance of 176.47 feet to an iron pipe found. Thence N 63°11'09" W a distance of 108.02 feet to an iron pipe found. Thence N 63°18'50" W a distance of 31.73 feet to an iron pipe found. Thence N 06°25'46" E a distance of 72.99 feet to an iron pipe found. Thence N 34°39'10" W a distance of 299.54 feet to an iron pipe found. Thence N 58°37'40" W a distance of 71.17 feet to an iron pipe found. Thence N 77°23'18" W a distance of 192.29 feet to an iron pipe found and the **POINT OF BEGINNING** and containing 246.177 acres (10723486 square feet).



Course	Bearing	Distance
L1	S 88°15'41" E	152.00'
L2	S 88°15'41" E	152.00'
L3	S 88°15'41" E	152.00'
L4	S 88°15'41" E	152.00'
L5	S 88°15'41" E	152.00'
L6	S 88°15'41" E	152.00'
L7	S 88°15'41" E	152.00'
L8	S 88°15'41" E	152.00'
L9	S 88°15'41" E	152.00'
L10	S 88°15'41" E	152.00'

Course	Bearing	Distance
L11	S 15°40'30" W	214.68'
L12	S 15°40'30" W	214.68'
L13	S 15°40'30" W	214.68'
L14	S 15°40'30" W	214.68'
L15	S 15°40'30" W	214.68'
L16	S 15°40'30" W	214.68'
L17	S 15°40'30" W	214.68'
L18	S 15°40'30" W	214.68'
L19	S 15°40'30" W	214.68'
L20	S 15°40'30" W	214.68'
L21	S 15°40'30" W	214.68'
L22	S 15°40'30" W	214.68'
L23	S 15°40'30" W	214.68'
L24	S 15°40'30" W	214.68'
L25	S 15°40'30" W	214.68'
L26	S 15°40'30" W	214.68'
L27	S 15°40'30" W	214.68'
L28	S 15°40'30" W	214.68'
L29	S 15°40'30" W	214.68'
L30	S 15°40'30" W	214.68'
L31	S 15°40'30" W	214.68'
L32	S 15°40'30" W	214.68'
L33	S 15°40'30" W	214.68'
L34	S 15°40'30" W	214.68'
L35	S 15°40'30" W	214.68'
L36	S 15°40'30" W	214.68'
L37	S 15°40'30" W	214.68'
L38	S 15°40'30" W	214.68'
L39	S 15°40'30" W	214.68'
L40	S 15°40'30" W	214.68'



I hereby certify that this survey is an exception to the definition of subdivision.

Blake K. Bjerkeset L-3891

Survey for: **Wayland Hunsucker, Etal.**

Town of Winterville Planner: **Wayland Hunsucker, Etal.**

1. Blake K. Bjerkeset, certify that this plat was drawn under my supervision from an actual field survey made under my direction and supervision. I am a duly Licensed Professional Surveyor under the laws of the State of North Carolina, License No. L-3891, and I am not under any suspension or censure from the State Board of Surveying and Mapping.

2. The boundaries shown on this plat are the result of a survey made under my direction and supervision, and the ratio of precision as calculated is 110,000:1 that the following information was used to perform the survey:

GPS Survey: **Trimble R2**

Positional Accuracy: **less than 0.10'**

Type of GPS Field Procedure: **Static**

Date(s) of Survey: **8/25/2013 & 1/3/14**

Published/Field-control Use: **Published Horizontal**

Control: **ECU1026**

Geoid Model: **EGM96**

Units: **U.S. Survey Feet**

Witness my original signature, registration number and seal this 10th day of January, A.D. 2014.

Blake K. Bjerkeset
Blake K. Bjerkeset L-3891

A. DONALD STALLINGS
Survey for
Being a portion of Pitt County
Tax Parcels 11646 & 25766
Winterville Township, Pitt County, North Carolina
BERKESET LAND SURVEYING
L-3891
6718 GLENWOOD DRIVE
GRIFFIN, NC 28530
(252)757-3277

Surveyed BKR
Date: 1/9/14
Scale: 1" = 400'

**AN ORDINANCE TO AMEND CHAPTER 155
ZONING ORDINANCE OF THE
CODE OF ORDINANCES OF THE
TOWN OF WINTERVILLE, NORTH CAROLINA
OFFICIAL ZONING MAP**

WHEREAS, The Coley Group has requested amendment of the Zoning Ordinance of the Town of Winterville by rezoning of the property described herein from Agricultural Residential (AR) to PUD Conditional District (R-6 CD and MR CD).

WHEREAS, a public hearing on the question of this zoning amendment was held, at the Winterville Town Hall at 7:00 p.m. on January 9, 2023, after due notice publication on December 28, 2022 and January 4, 2023; and

WHEREAS, due notice of said public hearing was also given by first class mail to the owners of all parcels, as shown on the County Tax Records, adjoining the parcel under consideration, certification of which has been to the Winterville Town Council; and

WHEREAS, due notice of said public hearing was also given by posting a rezoning request notice on the subject property;

WHEREAS, the Winterville Town Council finds that the proposed rezoning is in compliance with the Town of Winterville's Comprehensive Land Use Plan;

NOW, THEREFORE, BE IT ORDAINED by the Town Council of the Town of Winterville, North Carolina that:

Section 1. The Town of Winterville Zoning Ordinance, Official Zoning Map, is hereby amended by rezoning the following described track from Agricultural Residential (AR) to PUD Conditional District (R-6 CD and MR CD) and is governed by the attached PUD document and unified development plan.

*The Coley Group, a 245.43-acre tract land located on **Laurie Ellis Road and Church Street Ext. Tax Parcels 15006, 11636, 11638, 82094 and 82096**, and being more particularly described on the attached legal description provided below.*

**LEGAL DESCRIPTION OF PROPERTY
REZONED FROM R-15 to GB CD
THE OVERTON GROUP
WINTERVILLE TOWNSHIP, PITT, NC**

TAX PARCEL #15006:

The following property acquired by A. Donald Stallings by Deed from Roy C. Mills and wife dated May 5, 2005, recorded in Book 1906, Page 113, Pitt County Registry:

PARCEL 1:

BEING all of the lands (EXCEPTING Tract "A" containing 25.2 acres and Tract "B" containing 2.25 acres and Tract "C" containing 2.06 acres and Tract "D" containing 7.2 acres) as shown and described on that certain "MAP FOR RECORD FOUNTAIN W. CARROLL," dated March 23, 1966, and prepared by R. J. Strickland, R.S., which said map is recorded in Map Book 15 at page 21, Pitt County Registry, reference to which is hereby made for a more accurate description.

The lands herein described and conveyed contain 138.74 acres after excepting Tracts "A", "B", "C" and "D" as hereinabove excepted and specified. Being the identical property conveyed by Mary Frances Albritton Carroll (widow) to Roy Mills and wife, Jean Mills by deed dated January 17, 1968, recorded in Book M37, Page 440, Pitt County Registry.

PARCEL 2:

First Tract.: That certain tract or parcel of land situate, lying and being in Winterville Township, Pitt County, North Carolina, and located 408 feet eastwardly from the "First Tract" described in the deed from R. M. Abbott et ux to Lucy Abbott Hunsucker, dated March 21, 1962, and recorded in Book 0-33 at page 355 of the Pitt County Registry, and connected with said "First Tract" herein referred to by a path as shown on the map recorded in Map Book 10 at page 137 in the Office of the Register of Deeds of Pitt County, to which map reference is hereby made, and beginning at a point in the center of the path 408 eastwardly, when measured along the center of the path, from the "First Tract" herein referred to, and running thence North 26 deg. 15 min. East, 100 feet; thence North 52 deg. East, 134 feet; thence S. 36 deg. East, 181 feet; thence S. 9 deg. 45 min. West, 300 feet; thence North 84 deg. 15 min. West, 218 feet; thence North 19 deg. 30 min. West, 147 feet; thence North 29 deg. 15 min. East, 121 feet to the point of the beginning, and containing 2.25 acres, more or less, and being the "Second Tract" described in the deed recorded in Book 0-33 at page 355 of said Registry and hereinabove referred to.

Second Tract.: That certain tract or parcel of land situate, lying and being in Winterville Township, Pitt County, North Carolina, bounded on the north, east and south by the lands of Roy Mills, and on the west by a ditch and the lands of Lucy Abbott Hunsucker on the west side of said ditch, and beginning at the northeast corner of the 25.2-acre tract of land described as "First Tract" in the deed from R. M. Abbott et al, to Lucy Abbott Hunsucker, recorded in Book 0-33 at page 355 of the Pitt County Registry, in Roy Mills' line, and running thence South 11 deg. West, with Roy Mills' line, 312 feet; thence North 86 deg. 15 min. West, 112 feet, more or less, to the center line of a ditch; thence northwardly, with the center line of said ditch, 315 feet, more or less, to the line of Roy Mills; thence with his line, South 79 deg. 30 min. East, 90 feet, more or less, to the point of beginning and containing of an acre, more or less, and being the easternmost portion of the 25.2 acre tract of land described in the deed recorded in Book 0-33 at page 355 of the Pitt County Registry.

The above 2 parcels being the identical property conveyed by deed from Wayland L. Hunsucker and wife, Lucy Abbott Hunsucker, to Roy Mills and wife, Jean Mills, dated January 4, 1973, recorded in Book L4 I, Page 179, Pitt County Registry.

PARCEL 3:

Tract 1:

Containing 23.99 acres, more or less and being Tract No. 1 on map entitled Property of A. D. McLawhorn, Jr. and W. L. Hunsucker dated January 30, 1970 and recorded in Map Book 20, Page 2, Pitt County Registry.

Tract 2:

Containing 23.99 acres, more or less, and being Tract No. 2 on map entitled Property of A. D. McLawhorn, Jr. and W. L. Hunsucker dated January 30, 1970 and recorded in Map Book 20, Page 2, Pitt County Registry.

Existing/ Current PUD and REZONING Ordinance for Southbrook

Being the identical property conveyed by deed from Martin Taylor McLawhorn and Katie Marie Farkus to Roy C. Mills and wife, Jean I. Mills dated September 14, 2002, recorded in Book 1364, Page 644, Pitt County Registry.

TAX PARCELS (#11636 and #11638):

The following property acquired by A. Donald Stallings by Deed from Wayland A. Hunsucker et al dated January 20, 2006, recorded in Book 2056, Page 377, Pitt County Registry and by Quitclaim Deed from Elizabeth Abbott Bridgers et al dated April 30, 2010, recorded at Book 2769, Page 148, Pitt County Registry:

Lying and being in Winterville Township, Pitt County, North Carolina and more particularly described as follows:

Tax Parcel #11636; Tract 1: Being all of Tract 1 consisting of 19.80 acres of land as the same appears on that map entitled "Survey for A. Donald Stallings" dated September 8, 2005, revised December 29, 2005, prepared by Baldwin and Associates and recorded in Map Book 64, Page 185, of the Pitt County Public Registry.

Tax Parcel #11638; Tract 2: Being all of Tract 2 consisting of 7.513 acres of land as the same appears on that map entitled "Survey for A. Donald Stallings" dated September 8, 2005, revised December 29, 2005, prepared by Baldwin and Associates and recorded in Map Book 64, Page 185, of the Pitt County Public Registry.

TAX PARCEL #82094:

The following property acquired by A. Donald Stallings by Deed from Margaret M. Nemtuda et al dated March 14, 2014, recorded in Book 3219, Page 288, Pitt County Registry and by Quitclaim Deed and Release from Wayland A. Hunsucker et al dated May 6, 2014, recorded at Book 3219, Page 314, Pitt County Registry:

Lying and being in Winterville Township, Pitt County, North Carolina and more particularly described as follows:

Being all of Tract 1 consisting of 9.12 acres of land as the same appears on that map entitled "Survey for A. Donald Stallings" dated January 9, 2014, prepared by Bjerkeset Land Surveying and recorded in Map Book 77, Page 97, of the Pitt County Public Registry.

TAX PARCEL #82096:

The following property acquired by A. Donald Stallings by Deed from Wayland A. Hunsucker et al dated April 1, 2014, recorded in Book 3219, Page 295, Pitt County Registry:

Lying and being in Winterville Township, Pitt County, North Carolina and more particularly described as follows:

Being all of Tract 2 consisting of 20.00 acres of land as the same appears on that map entitled "Survey for A. Donald Stallings" dated January 9, 2014, prepared by Bjerkeset Land Surveying and recorded in Map Book 77, Page 97, of the Pitt County Public Registry.

End of Legal Description

Section 2. This action shall be shown on the Official Zoning Map.

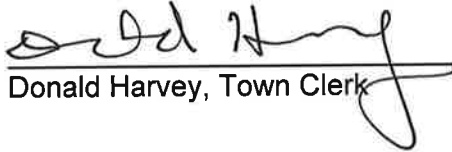
Section 3. This ordinance shall become effective upon adoption.

Adopted this 9th day of January 2023.




Richard E. Hines, Mayor

ATTEST:


Donald Harvey, Town Clerk



**Town of Winterville
Plan Unit Development
For
Southbrook**

Applicant:

Southbrooknc, LLC

4350 Lassiter at North Hills Ave, Ste 256

Raleigh, NC 27609

October 20, 2022



Project Development Team:

Project Manager – Southbrooknc, LLC

4350 Lassiter at North Hills Ave, Ste 256 Raleigh, NC 27609

Contact: Scott Moore

scott@thecoleygroup.com

1. Definitions and Construction Terms

Conceptual Plan. The Conceptual Plan is a plan that generally identifies the land use patterns, conceptual design, and density for the development of the Southbrook Property and is attached as Appendix 1. The Conceptual Plan serves as the zoning map for the development, is a condition of this planned density residential rezoning application, and, along with this document, serves to form the Development Plan for the proposed development.

Developer. The Developer of this project is Southbrooknc, LLC and/or assigns.

Development Plan. This rezoning application with the Conceptual Plan constitutes the Development Plan.

Home Owners Association (HOA). The HOA is a non-profit corporation for the purposes, among other things, of owning and managing the privately owned common areas and providing governance of the development as a homeowner's association.

Open Space. "Open space" refers to areas of the development that allow for light, air, wildlife habitat, stormwater control, and scenic and recreation use. Also included are areas designed to enhance the privacy or general appearance of the development. Open space shall be owned and maintained by the HOA.

Planned Unit Development (PUD). This zoning designation is established to allow for design flexibility of development and is intended to encourage efficient use of the land and public services and to promote high quality design that will provide a variety of dwelling types as well as support services and open space for the residents of the development. These regulations are intended to permit integration with adjacent residential uses and to promote compatibility with existing and emerging patterns of development.

Town. "Town" refers to the Town of Winterville.

Zoning Ordinance. The Zoning Ordinance for the Town of Winterville. Any term not defined in this document will be as defined in the Zoning Ordinance.

2. Development Plan

The plan will meet the Town's Zoning Ordinance (latest edition) and all standards and policies (latest edition) except as noted otherwise.

The maximum number of units proposed is 612 residential homes (with a maximum of 154 Single Family Attached Homes) on the 245-acre subject property. The Conceptual Subdivision Layout shows the general layout of the proposed development with anticipated use areas and how they mingle throughout the development, connected by open spaces and sidewalks along public roads. The Development Plan also shows the general area of Stormwater Control Devices and Recreational Areas. As the plan is further developed, the actual locations of the proposed stormwater devices, residential product types and locations may vary to conform to the Construction Plans.

The proposed rezoning request is beneficial to the Town because it provides a greater tax base. By concentrating more homes on a smaller footprint, we are maximizing the protection of trees and environmentally sensitive areas which is useful to the future residents by concentrating excess open space, that would normally be included in each lot, into larger preservation areas within the subdivision. This gives the new home buyer a smaller lot with less maintenance and also provides a larger area for recreation for all to enjoy. This also results in less long-term infrastructure maintenance for the Town for the same tax base revenue.

Assuming the Town Council finds this rezoning application favorable, the Construction Drawings will provide a much higher level of technical data and detail appropriate for review by the Town, NCDOT, and other agencies having jurisdiction.

The guidelines and zoning regulations for the development and the agreed upon conditions are included in the Development Plan. To account for both technological innovations and unforeseen marketplace changes, this Development Plan is intended to incorporate flexibility concerning design and development.

Should the Developer want to make changes to the Development Plan, the Planning Director can approve specific minor revisions or changes that represent less intensive uses. An example of one such modification is changing the type of residential use that results in a decrease in density. The approval of the Planning Director is an administrative approval only and all other changes to this Development Plan will constitute a rezoning and require City Council approval.

3. Compliance with Town of Winterville's Comprehensive Land Use Plan

The site referenced in this Development Plan is located on both the south side of Laurie Ellis Road and east of Church Street in Winterville. The proposed property contains approximately 245 acres and includes the areas associated with the following Parcel Identification Numbers: 15006, 11636, 11638, 82096, 82094.

The site falls under the Town of Winterville's jurisdiction for planning and land use control. According to Town's Comprehensive Land Use Plan from 2019, the site is shown as medium to high on the Residential Land Use Suitability Map as part of the community assessment. Our proposal shall meet the guidelines of the Healthy Neighborhoods and Environment section by "Developing in a way that alleviates impacts to the natural environment including, flood sensitive areas, trees and valuable natural resources". We are also proposing to adhere to the "Connectivity and Mobility section by creating safe connections between neighborhoods, destinations and services. We will utilize existing public street connections with adjacent communities and also provide stub connections to adjacent lands for future connectivity. Our plan shall adhere to the Future Land Use Map as we will provide a "Suburban Residential" community with 2.5 units per acre with smaller lot sizes that will meet standards for open space and amenities.

4. Common Areas

Common Areas may include, but are not limited to, open spaces and shared amenities like butterfly gardens, dog parks, playgrounds, pool, structures, walking trails, etc. Every lot owner will have the right of ingress and egress, use, and enjoyment in and to the Common Areas, subject to the rules and regulations of the HOA, which rights are appurtenant to and pass with title to every lot.

5. Residential Restrictions

The agents and employees of the Developer and the HOA will have the right to enter onto any lots in the development to control certain actions or activities on such lots. These actions include, but are not limited to, the following:

- A. On and off-street parking on common areas and lots,
- B. Erection of signage,
- C. Solicitation by property owners and non-property owners,
- D. Access by non-property owners,
- E. Construction or placement of temporary structures,
- F. Construction of accessory buildings,
- G. Maintenance of lots (both pre- and post-construction), and
- H. Erection of decorative poles for street or non-regulatory signs within public rights of way if Town approval is granted for the same. These are the responsibility of the HOA to install, repair, and replace at no cost to the Town.

More specific guidelines concerning these actions/activities may be adopted by the Developer and/or the HOA. Subsequently, the Developer and/or the HOA will have the right to enforce these actions/activities in accordance with Town rules, regulations, and ordinances.

6. Dimensional Standards

For each subdivided lot, the dimensions of the lot, yard, and setback will be determined by the Developer as stated in Article VII. Table of Area, Yard, Height Requirements; Section 7.1 Dimensional Requirements as shown in Appendix 2.

7. Regulation of Open Space

The regulation of Open Space within the development will be done by the Developer and the HOA. As such, the Developer and/or the HOA may implement policies regarding towing, parking, access, signage, and trespassing within the development.

8. Driveways/Roadway Access and Sidewalks

Concrete will be used to surface all residential driveways. Utility drives, maintenance areas, drives to temporary structures, access drives to public utility services, and other similar drives can use alternative surface options as approved by the Town's Public Works and Fire departments. Sidewalks in the development will be installed at as per the approved street cross sections generally 5' wide and on one side of the street with the exception of cul-de-sacs.

9. Building & Aesthetics for Single Family Detached Homes

Town ordinances will be met during construction of the development. The HOA will retain authority over the aesthetic aspects of construction such as architectural style elements, appearance, and color through its architectural control mechanisms. All single-family homes will have the following:

1. All homes will have a minimum of 1800 heated square feet.
2. Dimensional architectural roof shingle.
3. 6" min. roof overhang on all sides.
4. All homes will include a 2-car garage.
5. The same elevation is not allowed to be built (1) side by side, (2) across the street, or (3) diagonally from one another.
6. Garage doors will be decorative and/or contain windows.

10. Building & Aesthetics for Single Family Attached Homes

The HOA will retain authority over the aesthetic aspects of construction such as architectural style elements, appearance, and color through its architectural control mechanisms. All single family attached homes will have the following:

1. All homes will have a minimum of 1600 heated square feet.
2. Dimensional architectural roof shingle.
3. 6" min. roof overhang on all sides.

11. Signs (Non-Regulatory)

Entrance signage must be on a parcel that is owned by the HOA or within a signage easement on an owner's property.

The Developer and the HOA will control all applications, permitting, erection and maintenance of all non-regulatory signs within the development. The Town shall permit and inspect all signs that relate to all local, state, and federal building codes.

For all signs (including those that are temporary in nature) erected in public rights-of-way or in view of publicly maintained access, the Developer and the HOA will abide by all sign regulations and limitations as set in the Zoning Ordinance.

12. District Regulations

The Developer and the HOA will encourage efficient use of the land and public services and promote high quality design that provides a variety of dwelling types along with adequate support services and open space for the residents of the development. The district regulations are intended to allow for innovative development that is integrated with proposed adjacent uses and compatible with existing patterns of development.

13. Developer and HOA Requirements

The Developer and the HOA will meet the following requirements:

- A. The Developer and the HOA agree to be responsible for the maintenance and perpetual existence of common areas.
- B. When individual lots that are not a part of an approved and platted subdivision are to be sold, a new subdivision construction and final plat shall be submitted to and approved by the Town and recorded in Pitt County Register of Deeds prior to the sale of lots and granting of any building permit.
- C. The Developer or the HOA must authorize the subdivision or recombination of property prior to the required approval by Town staff.
- D. No building permit for any structure within the development shall be issued until all required improvements are completed or bonded in accordance with the approved construction plans and conditionally accepted by the Public Works Department.
- E. The maximum allowable density shall not exceed 2.5 units per gross acre based on the

total acres in the development.

- F. Land additions to the development may be made in increments of any size and will be subject to this Development Plan.
- G. A variety of dwelling unit styles will be proposed for the development and support uses with adherence to the minimum residential lot areas per Article VII. Table of Area, Yard, Height Requirements; Section 7.1 Dimensional Requirements as shown in Appendix 2.
- H. Setback from public rights-of-way: Any building that is erected, reconstructed, or moved shall be setback a minimum of 20 feet (required by code) from the right-of-way line.
- I. Height Requirements. Maximum building height shall not exceed the heights as stated on the Article VII. Table of Area, Yard, Height Requirements; Section 7.1 Dimensional Requirements.
- J. Open Space Requirement. The proposed overall open space for the project will be no less than 20% of the total project area. The open space will be controlled by the HOA and will be generally located as shown on the Conceptual Subdivision Layout. Within the open space, there will be play areas, stormwater control devices, wooded areas, and grass.

14. **Rights-of-Way Width, Street Design, and Improvements Requirements**

Streets shall be designed in accordance with Section 4 of the Town's Standards Specifications and Details with the following exception: Typical Street cross sections shall follow the detail shown in Appendix 3.

The Town may allow the construction of private streets and/or parking areas within future phases of the community as appropriate for the type of use, structure and development created. The Developer shall designate any such private streets and/or parking areas as Common Open Space to be owned and maintained by the HOA, with full easement rights of access, ingress and egress, thus granted to all owners of lots within the development.

Roadway improvements (turn lanes) on Laurie Ellis Road or Church Street may be required in conjunction with subdivision street access and would be the responsibility of the Developer.

15. **Subdivision Improvements**

The Developer will meet the following requirements:

- A. Curbs and Gutters. Concrete curbs and gutters shall be installed on all public streets within the development to meet all requirements of the Town of Winterville.
- B. Electric Utility Lines. All public electric utility lines will be installed in accordance with the Town's policy for electric service. Electric lines will be installed underground in easements or rights-of-way outside of curb lines where practical.
- C. Natural Gas Utilities. All public natural gas utility lines within the development will be installed in accordance with the Town's policy for Natural Gas Service. Natural gas service lines shall be installed underground in easements or rights-of-way outside of curb lines where practical.
- D. Special Exceptions for Design Waivers. If at any time before or during the construction of the required improvements, it is demonstrated to the satisfaction of the Public Works Department that unforeseen conditions make it necessary to modify

the location or design of such required improvements as were approved in the Development Plan, the Public Works Department may authorize such modifications, provided these modifications are within the spirit and intent of the Town Council approval and do not substantially alter the function of any improvements required by the conceptual master plan.

- E. Solid Waste Improvements. All residential lots will utilize roll out carts. No specific solid waste improvements are anticipated.
- F. Street Trees. The developer desires to provide a streetscape that contains street trees along the public street right of ways within a designated 7' planting strip. Street trees measuring 8' in height and 1.5" in caliper will be provided along the public street rights-of-way at a rate of one per 40' while accommodating driveways. These trees shall adhere to the Town's approved list of street trees. The HOA and/or homeowner will be completely responsible for the health and well-being of the trees. Maintenance of these trees will be specified within the HOA Community Regulations.
- G. Storm Drainage. All stormwater infrastructure shall be designed and constructed to meet all requirements of the Town of Winterville.
- H. Erosion Control. All erosion control measures shall be designed and constructed to meet all requirements of the Town of Winterville.

16. Approval Processes

Rezoning & Preliminary Plat Approval and Revision Process shall adhere to the following:

- A. The Developer will submit a PUD & Rezoning Plan which indicates the design and development pattern for the community. The PUD & Rezoning Plan will be reviewed by the Planning Board, and voted on by the Town Council. Once approved, these two documents will constitute the official master plan for the development.
- B. The Planning Director and the Public Works Director shall have the authority to approve minor deviations to the PUD and Rezoning Plan provided said deviations remain consistent with the spirit and intent of the approvals.
- C. Major deviations and changes to the PUD and Rezoning Plan will require City Council approval. Changes resulting in less intensive density, minor open space shifts, or minor road revisions shall not be considered major deviations.
- D. After approval of the PUD & Rezoning plan, The Developer will submit a Preliminary Plat which will indicate the lot layout within the approved development pattern for the community. The Preliminary Plat will be reviewed by the Planning Board, and voted on by the Town Council.

Construction Drawing Approval and Revision Processes:

- A. Upon approval of the Preliminary Plat, the developer will engage the town and all applicable review agents for Construction Drawing approvals (including but not limited to all planning, engineering and Town/NCDOT reviews).

- B. Upon receipt of Construction Drawing approvals, the Developer may schedule all pre-construction meetings and then begin construction on the required improvements. The Town and all applicable review agents will issue approval letters acknowledging that all required permits have been issued.
- C. The Planning Director and the Public Works Director shall have the authority to administratively approve all minor deviations to the Construction Drawings provided said deviations remain consistent with the spirit and intent of the approved Rezoning and Preliminary Plat.

Final Plat Approval Process:

- A. Upon completion and approval of the required improvements by the State and/or Public Works Department, the developer will submit a Final Plat to the Town and applicable review agents for approval. The Final Plat will conform to the Town's Subdivision Ordinance and approved Construction Drawings.
- B. Once the Final Plat is approved, it will be recorded in the Pitt County Register of Deeds.

Building Permit & Certificate of Occupancy Issuance:

- A. No building permit will be issued to any owner/builder in the Development until the section in which the lot is located has been final platted and meets all the requirements of the approved construction drawings, including the acceptable construction of the Town's roadways.
- B. No Certificate of Occupancy shall be issued until all the required provisions of the Construction Drawings, and applicable local, state and federal regulations are met, except that, provided all other improvements have been completed or bonded and approved by the Town. All bonded improvements shall be completed as approved by the Public Works Department.

17. Project Phasing and Future Property Annexation:

A project of this size requires phased construction. The entrance location(s) and utilities will determine the direction of phasing for this project and all future phases. The Town and Developer recognize that adjacent properties can be included and annexed within this PUD by Southbrooknc, LLC or related entities. The PUD as shown contains more than the allowable open space per the ordinance. The developer reserves the right to annex future properties with the ability to utilize and apply this open space to those properties. This project and any future annexed properties will altogether have no less than 25% open space.

Notes:

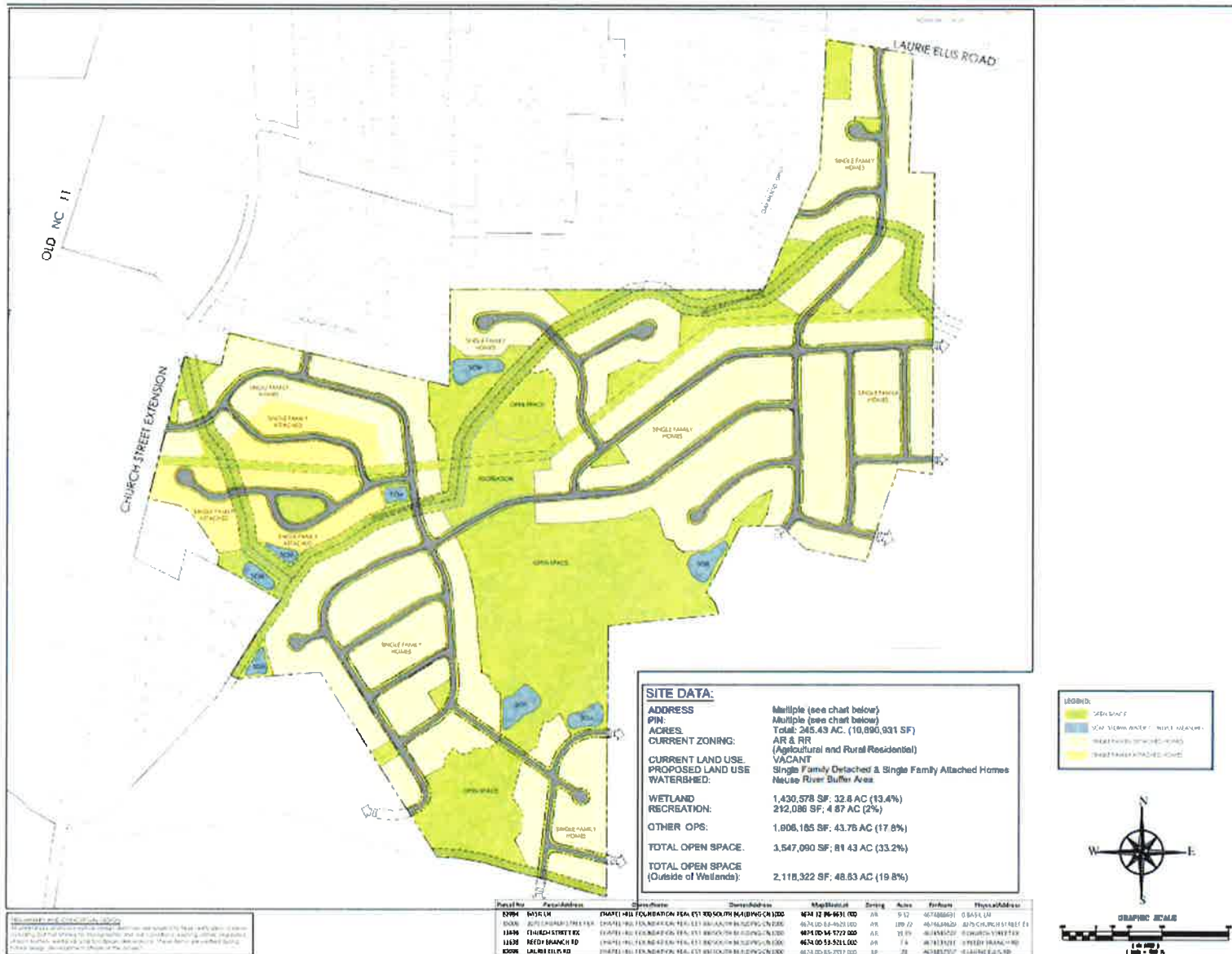
Appendix 1 Conceptual Plan

Appendix 2 Dimensional Standards Chart

Appendix 3 Street Cross Sections

Existing/ Current PUD and REZONING Ordinance for Southbrook

Appendix 1 – Conceptual Plan



Appendix 2 - Dimensional Standards Chart

ARTICLE VII. TABLE OF AREA, YARD AND HEIGHT REQUIREMENTS

Section 7.1 Dimensional Requirements

Each use shall as a minimum conform to the dimensional requirements of the district in which it is located. In some cases, a specific use may be required to meet the Special Requirements as set forth in Section 6.5.

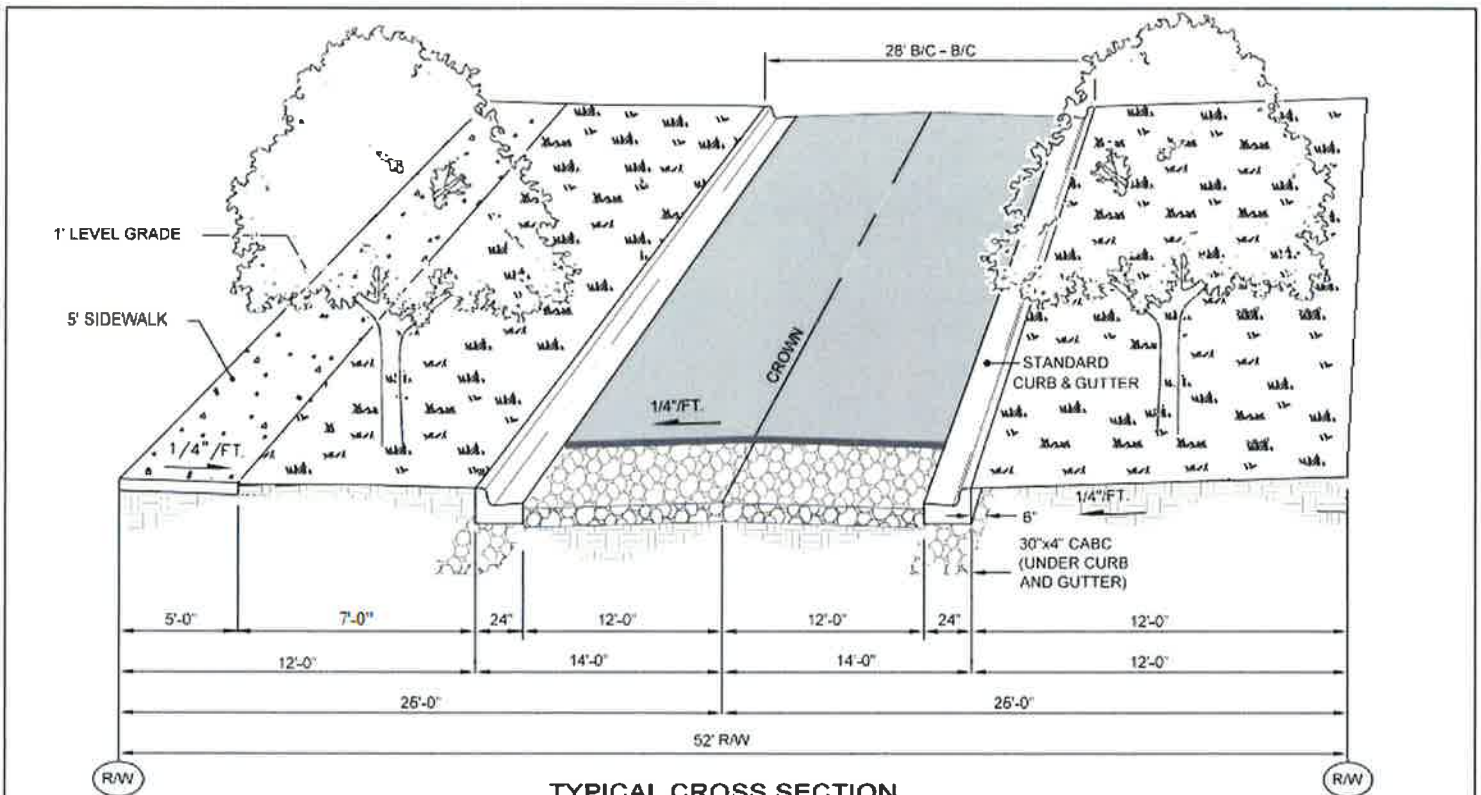
		MINIMUM LOT SIZE (See Notes)		MINIMUM YARD REQUIREMENTS (See Notes)			
		Lot Area Square Feet	Lot Width (in feet) (1)	Front yard setback (in feet)	Side yard (in feet)	Rear yard (in feet)	
R-6	Single-family	6,000	50	20	5	20	35
M-R	Single-family attached	2,000	20	20	5	20	35

NOTES:

- (1) Lot Width shall be measured at the minimum front yard setback line, provided that lot width for residential lots may be measured at the actual building setback which shall not be less than the minimum and shall not be more than two (2) times the minimum. In addition, frontage on the public street shall conform with Section 3.3 (See definition of lot width).

Existing/ Current PUD and REZONING Ordinance for Southbrook

Appendix 3 - Street Cross Section



TYPICAL CROSS SECTION
"STANDARD RESIDENTIAL STREET"
(CURB & GUTTER)

NOTES:

1. PAVEMENT DESIGN TO BE ACCORDING TO PROCEDURE DESCRIBED IN THE MANUAL.
2. MAY ONLY BE USED IN CASES WHERE PROJECTED TRAFFIC VOLUMES WILL NOT EXCEED 1500 ADT.



TOWN OF WINTERVILLE

PUBLIC WORKS DEPARTMENT

2571 Railroad St. Winterville, NC 28590

STANDARD RESIDENTIAL STREET (CURB & GUTTER)

STD. NO.
ST-2

SCALE
 N.T.S.

SHEET
 1 OF 2

DATE
 5-31-19

REVISIONS

NO	DATE	COMMENT



Town of Winterville
Plan Unit Development
For
Southbrook

Applicant:

Southbrooknc, LLC

4350 Lassiter at North Hills Ave, Ste 256

Raleigh, NC 27609

Original Approval: 1/9/23

Revision: 9/23/24

Project Development Team:

Project Manager – Southbrooknc, LLC

4350 Lassiter at North Hills Ave, Ste 256 Raleigh, NC 27609

Contact: Scott Moore

scott@thecoleygroup.com





1. Definitions and Construction Terms

Conceptual Plan. The Conceptual Plan is a plan that generally identifies the land use patterns, conceptual design, and density for the development of the Southbrook Property and is attached as Appendix 1. The Conceptual Plan serves as the zoning map for the development, is a condition of this planned density residential rezoning application, and, along with this document, serves to form the Development Plan for the proposed development.

Developer. The Developer of this project is Southbrooknc, LLC and/or assigns.

Development Plan. This rezoning application with the Conceptual Plan constitutes the Development Plan.

Home Owners Association (HOA). The HOA is a non-profit corporation for the purposes, among other things, of owning and managing the privately owned common areas and providing governance of the development as a homeowner's association.

Open Space. "Open space" refers to areas of the development that allow for light, air, wildlife habitat, stormwater control, and scenic and recreation use. Also included are areas designed to enhance the privacy or general appearance of the development. Open space shall be owned and maintained by the HOA.

Planned Unit Development (PUD). This zoning designation is established to allow for design flexibility of development and is intended to encourage efficient use of the land and public services and to promote high quality design that will provide a variety of dwelling types as well as support services and open space for the residents of the development. These regulations are intended to permit integration with adjacent residential uses and to promote compatibility with existing and emerging patterns of development.

Town. "Town" refers to the Town of Winterville.

Zoning Ordinance. The Zoning Ordinance for the Town of Winterville. Any term not defined in this document will be as defined in the Zoning Ordinance.



2. Development Plan

The plan will meet the Town's Zoning Ordinance (latest edition) and all standards and policies (latest edition) except as noted otherwise.

The maximum number of units proposed is 612 residential homes (with a maximum of 154 Single Family Attached Homes) on the 245-acre subject property. The Conceptual Subdivision Layout shows the general layout of the proposed development with anticipated use areas and how they mingle throughout the development, connected by open spaces and sidewalks along public roads. The Development Plan also shows the general area of Stormwater Control Devices and Recreational Areas. As the plan is further developed, the actual locations of the proposed stormwater devices, residential product types and locations may vary to conform to the Construction Plans.

The proposed rezoning request is beneficial to the Town because it provides a greater tax base. By concentrating more homes on a smaller footprint, we are maximizing the protection of trees and environmentally sensitive areas which is useful to the future residents by concentrating excess open space, that would normally be included in each lot, into larger preservation areas within the subdivision. This gives the new home buyer a smaller lot with less maintenance and also provides a larger area for recreation for all to enjoy. This also results in less long-term infrastructure maintenance for the Town for the same tax base revenue.

Assuming the Town Council finds this rezoning application favorable, the Construction Drawings will provide a much higher level of technical data and detail appropriate for review by the Town, NCDOT, and other agencies having jurisdiction.

The guidelines and zoning regulations for the development and the agreed upon conditions are included in the Development Plan. To account for both technological innovations and unforeseen marketplace changes, this Development Plan is intended to incorporate flexibility concerning design and development.

Should the Developer want to make changes to the Development Plan, (Appendix 1 – Zoning Map) the Planning Director can approve specific minor revisions or changes that represent less intensive uses. An example of one such modification is changing the type of residential use that results in a decrease in density. The approval of the Planning Director is an administrative approval only and all other changes to this Development Plan will constitute a rezoning and require City Council approval.



3. Compliance with Town of Winterville's Comprehensive Land Use Plan

The site referenced in this Development Plan is located on both the south side of Laurie Ellis Road and east of Church Street in Winterville. The proposed property contains approximately 245 acres and includes the areas associated with the following Parcel Identification Numbers: 15006, 11636, 11638, 82096, 82094.

The site falls under the Town of Winterville's jurisdiction for planning and land use control. According to Town's Comprehensive Land Use Plan from 2019, the site is shown as medium to high on the Residential Land Use Suitability Map as part of the community assessment. Our proposal shall meet the guidelines of the Healthy Neighborhoods and Environment section by "Developing in a way that alleviates impacts to the natural environment including, flood sensitive areas, trees and valuable natural resources". We are also proposing to adhere to the "Connectivity and Mobility section by creating safe connections between neighborhoods, destinations and services. We will utilize existing public street connections with adjacent communities and also provide stub connections to adjacent lands for future connectivity. Our plan shall adhere to the Future Land Use Map as we will provide a "Suburban Residential" community with 2.5 units per acre with smaller lot sizes that will meet standards for open space and amenities.

4. Common Areas

Common Areas may include, but are not limited to, open spaces and shared amenities like butterfly gardens, dog parks, playgrounds, pool, structures, walking trails, etc. Every lot owner will have the right of ingress and egress, use, and enjoyment in and to the Common Areas, subject to the rules and regulations of the HOA, which rights are appurtenant to and pass with title to every lot.

5. Residential Restrictions

The agents and employees of the Developer and the HOA will have the right to enter onto any lots in the development to control certain actions or activities on such lots. These actions include, but are not limited to, the following:

- A. On and off-street parking on common areas and lots,
- B. Erection of signage,
- C. Solicitation by property owners and non-property owners,
- D. Access by non-property owners,
- E. Construction or placement of temporary structures,
- F. Construction of accessory buildings,
- G. Maintenance of lots (both pre- and post-construction), and
- H. Erection of decorative poles for street or non-regulatory signs within public rights of way if Town approval is granted for the same. These are the responsibility of the HOA to install, repair, and replace at no cost to the Town.

More specific guidelines concerning these actions/activities may be adopted by the Developer and/or the HOA. Subsequently, the Developer and/or the HOA will have the right to enforce these actions/activities in accordance with Town rules, regulations, and ordinances.

6. Dimensional Standards

For each subdivided lot, the dimensions of the lot, yard, and setback will be determined by the Developer as stated in Article VII. Table of Area, Yard, Height Requirements; Section 7.1 Dimensional Requirements as shown in Appendix 2.

7. Regulation of Open Space

The regulation of Open Space within the development will be done by the Developer and the HOA. As such, the Developer and/or the HOA may implement policies regarding towing, parking, access, signage, and trespassing within the development.

8. Driveways/Roadway Access and Sidewalks

Concrete will be used to surface all residential driveways. Utility drives, maintenance areas, drives to temporary structures, access drives to public utility services, and other similar drives can use alternative surface options as approved by the Town's Public Works and Fire departments. Sidewalks in the development will be installed at as per the approved street cross sections generally 5' wide and on one side of the street with the exception of cul-de-sacs.

9. Building & Aesthetics for Single Family Detached Homes

Town ordinances will be met during construction of the development. The HOA will retain authority over the aesthetic aspects of construction such as architectural style elements, appearance, and color through its architectural control mechanisms. All single-family homes will have the following:

1. A minimum of 1600 heated square feet for Two-Story Homes and 1500 heated square feet for One-Story Homes.
2. Dimensional architectural roof shingle.
3. 6" min. roof overhang on all sides.
4. All homes will include a 2-car garage.
5. The same elevation is not allowed to be built (1) side by side, (2) across the street, or (3) diagonally from one another.
6. Garage doors will be decorative and/or contain windows.
7. Multiple Single Family Detached Homes and Elevations will be made available by the builder(s).

10. **Building & Aesthetics for Single Family Attached Homes**

The HOA will retain authority over the aesthetic aspects of construction such as architectural style elements, appearance, and color through its architectural control mechanisms. All single family attached homes will have the following:

1. All homes will have a minimum of 1400 heated square feet.
2. Dimensional architectural roof shingle.
3. 6" min. roof overhang on all sides.
4. All homes will have a minimum one-car garage.

11. **Signs (Non-Regulatory)**

Entrance signage must be on a parcel that is owned by the HOA or within a signage easement on an owner's property.

The Developer and the HOA will control all applications, permitting, erection and maintenance of all non-regulatory signs within the development. The Town shall permit and inspect all signs that relate to all local, state, and federal building codes.

For all signs (including those that are temporary in nature) erected in public rights-of-way or in view of publicly maintained access, the Developer and the HOA will abide by all sign regulations and limitations as set in the Zoning Ordinance.

12. **District Regulations**

The Developer and the HOA will encourage efficient use of the land and public services and promote high quality design that provides a variety of dwelling types along with adequate support services and open space for the residents of the development. The district regulations are intended to allow for innovative development that is integrated with proposed adjacent uses and compatible with existing patterns of development.

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The Developer and the HOA will meet the following requirements:

- A. The Developer and the HOA agree to be responsible for the maintenance and perpetual existence of common areas.
- B. When individual lots that are not a part of an approved and platted subdivision are to be sold, a new subdivision construction and final plat shall be submitted to and approved by the Town and recorded in Pitt County Register of Deeds prior to the sale of lots and granting of any building permit.
- C. The Developer or the HOA must authorize the subdivision or recombination of property prior to the required approval by Town staff.

- D. No building permit for any structure within the development shall be issued until all required improvements are completed or bonded in accordance with the approved construction plans and conditionally accepted by the Public Works Department.
- E. The maximum allowable density shall not exceed 2.5 units per gross acre based on the total acres in the development.
- F. Land additions to the development may be made in increments of any size and will be subject to this Development Plan.
- G. A variety of dwelling unit styles will be proposed for the development and support uses with adherence to the minimum residential lot areas per Article VII. Table of Area, Yard, Height Requirements; Section 7.1 Dimensional Requirements as shown in Appendix 2.
- H. Setback from public rights-of-way: Any building that is erected, reconstructed, or moved shall be setback a minimum of 20 feet (required by code) from the right-of-way line.
- I. Height Requirements. Maximum building height shall not exceed the heights as stated on the Article VII. Table of Area, Yard, Height Requirements; Section 7.1 Dimensional Requirements.
- J. Open Space Requirement. The proposed overall open space for the project will be no less than 20% of the total project area. The open space will be controlled by the HOA and will be generally located as shown on the Conceptual Subdivision Layout. Within the open space, there will be play areas, stormwater control devices, wooded areas, and grass.

14. Rights-of-Way Width, Street Design, and Improvements Requirements

Streets shall be designed in accordance with Section 4 of the Town's Standards Specifications and Details with the following exception: Typical Street cross sections shall follow the detail shown in Appendix 3.

The Town may allow the construction of private streets and/or parking areas within future phases of the community as appropriate for the type of use, structure and development created. The Developer shall designate any such private streets and/or parking areas as Common Open Space to be owned and maintained by the HOA, with full easement rights of access, ingress and egress, thus granted to all owners of lots within the development.

Roadway improvements (turn lanes) on Laurie Ellis Road or Church Street may be required in conjunction with subdivision street access and would be the responsibility of the Developer.

15. Subdivision Improvements

The Developer will meet the following requirements:

- A. Curbs and Gutters. Concrete curbs and gutters shall be installed on all public streets within the development to meet all requirements of the Town of Winterville.
- B. Electric Utility Lines. All public electric utility lines will be installed in accordance with the Town's policy for electric service. Electric lines will be installed underground in easements or rights-of-way outside of curb lines where practical.
- C. Natural Gas Utilities. All public natural gas utility lines within the development will be installed in accordance with the Town's policy for Natural Gas Service. Natural gas service lines shall be installed underground in easements or rights-of-way outside of curb lines where practical.

- D. Special Exceptions for Design Waivers. If at any time before or during the construction of the required improvements, it is demonstrated to the satisfaction of the Public Works Department that unforeseen conditions make it necessary to modify the location or design of such required improvements as were approved in the Development Plan, the Public Works Department may authorize such modifications, provided these modifications are within the spirit and intent of the Town Council approval and do not substantially alter the function of any improvements required by the conceptual master plan.
- E. Solid Waste Improvements. All residential lots will utilize roll out carts. No specific solid waste improvements are anticipated.
- F. Street Trees. The developer desires to provide a streetscape that contains street trees along the public street right of ways within a designated 7' planting strip. Street trees measuring 8' in height and 1.5" in caliper will be provided along the public street rights-of-way at a rate of one per 40' while accommodating driveways. These trees shall adhere to the Town's approved list of street trees. The HOA and/or homeowner will be completely responsible for the health and well-being of the trees. Maintenance of these trees will be specified within the HOA Community Regulations.
- G. Storm Drainage. All stormwater infrastructure shall be designed and constructed to meet all requirements of the Town of Winterville.
- H. Erosion Control. All erosion control measures shall be designed and constructed to meet all requirements of the Town of Winterville.

16. **Approval Processes**

Rezoning & Preliminary Plat Approval and Revision Process shall adhere to the following:

- A. The Developer will submit a PUD & Rezoning Plan which indicates the design and development pattern for the community. The PUD & Rezoning Plan will be reviewed by the Planning Board, and voted on by the Town Council. Once approved, these two documents will constitute the official master plan for the development.
- B. The Planning Director and the Public Works Director shall have the authority to approve minor deviations to the PUD and Rezoning Plan provided said deviations remain consistent with the spirit and intent of the approvals.
- C. Major deviations and changes to the PUD and Rezoning Plan will require City Council approval. Changes resulting in less intensive density, minor open space shifts, or minor road revisions shall not be considered major deviations.
- D. After approval of the PUD & Rezoning plan, The Developer will submit a Preliminary Plat which will indicate the lot layout within the approved development pattern for the community. The Preliminary Plat will be reviewed by the Planning Board, and voted on by the Town Council.



Construction Drawing Approval and Revision Processes:

- A. Upon approval of the Preliminary Plat, the developer will engage the town and all applicable review agents for Construction Drawing approvals (including but not limited to all planning, engineering and Town/NCDOT reviews).
- B. To allow for design flexibility of development, the following deviations and/or changes can be made at the Construction Drawing Review (without further revision to the Rezoning & PUD or Preliminary Plat):
 - The Developer can establish and/or modify Lot width revisions for all Single Family Detached Lots provided that the lot widths adhere to Appendix 2 - Dimensional Standards Chart and that the overall density will not exceed the 612 Lots (458 Single Family Detached Lots).
- C. Upon receipt of Construction Drawing approvals, the Developer may schedule all pre-construction meetings and then begin construction on the required improvements. The Town and all applicable review agents will issue approval letters acknowledging that all required permits have been issued.
- D. The Planning Director and the Public Works Director shall have the authority to administratively approve all minor deviations to the Construction Drawings provided said deviations remain consistent with the spirit and intent of the approved Rezoning and Preliminary Plat.

Final Plat Approval Process:

- A. Upon completion and approval of the required improvements by the State and/or Public Works Department, the developer will submit a Final Plat to the Town and applicable review agents for approval. The Final Plat will conform to the Town's Subdivision Ordinance and approved Construction Drawings.
- B. Once the Final Plat is approved, it will be recorded in the Pitt County Register of Deeds.

Building Permit & Certificate of Occupancy Issuance:

- A. No building permit will be issued to any owner/builder in the Development until the section in which the lot is located has been final platted and meets all the requirements of the approved construction drawings, including the acceptable construction of the Town's roadways.
- B. No Certificate of Occupancy shall be issued until all the required provisions of the Construction Drawings, and applicable local, state and federal regulations are met, except that, provided all other improvements have been completed or bonded and approved by the Town. All bonded improvements shall be completed as approved by the Public Works Department.



17. Project Phasing and Future Property Annexation:

A project of this size requires phased construction. The entrance location(s) and utilities will determine the direction of phasing for this project and all future phases. The Town and Developer recognize that adjacent properties can be included and annexed within this PUD by Southbrooknc, LLC or related entities. The PUD as shown contains more than the allowable open space per the ordinance. The developer reserves the right to annex future properties with the ability to utilize and apply this open space to those properties. This project and any future annexed properties will altogether have no less than 25% open space.

Notes:

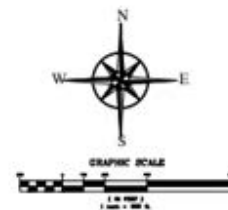
Appendix 1 **Zoning Map**

Appendix 2 Dimensional Standards Chart

Appendix 3 Street Cross Sections



Appendix 1 – Zoning Map



THIS MAP IS A PRELIMINARY DESIGN. ALL INFORMATION AND DATA ARE SUBJECT TO FIELD VERIFICATION OF DATA. INCLUDING BUT NOT LIMITED TO: TOPOGRAPHY, SOILS, UTILITIES, EXISTING UTILITIES, REGULATED WETLANDS, WETLANDS AND WETLANDS. THESE DATA ARE OBTAINED DURING FUTURE DESIGN DEVELOPMENT PHASE OF THE PROJECT.



ARTICLE VII. TABLE OF AREA, YARD AND HEIGHT REQUIREMENTS

Section 7.1 **Dimensional Requirements**

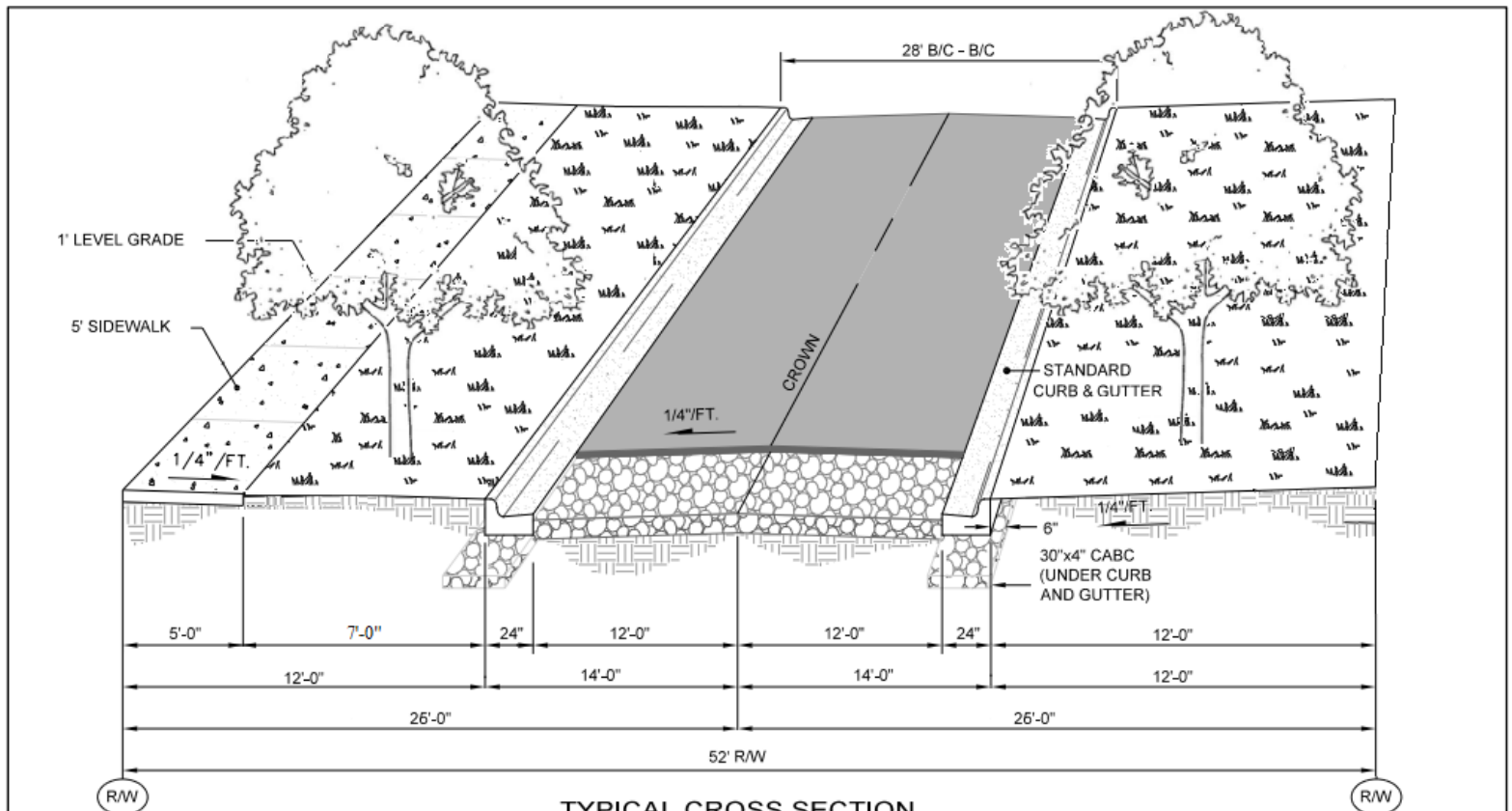
Each use shall as a minimum conform to the dimensional requirements of the district in which it is located. In some cases, a specific use may be required to meet the Special Requirements as set forth in Section 6.5.

		MINIMUM LOT SIZE (See Notes)		MINIMUM YARD REQUIREMENTS (See Notes)			
		Lot Area Square Feet	Lot Width (in feet) (1)	Front yard setback (in feet)	Side yard (in feet)	Rear yard (in feet)	
R-6	Single-family	6,000	50	20	5	20	35
M-R	Single-family attached	2,000	20	20	5	20	35

NOTES:

- (1) Lot Width shall be measured at the minimum front yard setback line, provided that lot width for residential lots may be measured at the actual building setback which shall not be less than the minimum and shall not be more than two (2) times the minimum. In addition, frontage on the public street shall conform with Section 3.3 (See definition of lot width).

Appendix 3 - Street Cross Section



TYPICAL CROSS SECTION
"STANDARD RESIDENTIAL STREET"
(CURB & GUTTER)

NOTES:

1. PAVEMENT DESIGN TO BE ACCORDING TO PROCEDURE DESCRIBED IN THE MANUAL.
2. MAY ONLY BE USED IN CASES WHERE PROJECTED TRAFFIC VOLUMES WILL NOT EXCEED 1500 ADT.



TOWN OF WINTERVILLE

PUBLIC WORKS DEPARTMENT

2571 Railroad St. Winterville, NC 28590

STANDARD RESIDENTIAL STREET (CURB & GUTTER)

STD. NO.

ST-2

SCALE

N.T.S.

REVISIONS

NO DATE COMMENT

SHEET

1 OF 2

DATE

5-31-19



Town of Winterville Planning Department
Zoning Staff Report

GENERAL INFORMATION

APPLICANT	Southbrooknc, LLC c/o Scott Moore
HEARING TYPE	Rezoning Request
REQUEST	Conditional District – R-6 PUD / MR PUD Amendment *An amendment to an existing Zoning District/ PUD Requirements. * Please note that this is a separate request than was heard at the September 2024 P&Z Meeting. The applicant withdrew that request prior to Town Council's scheduling of the Public Hearing and thus the applicant was able to revise their request and resubmit.
CONDITIONS	Current conditions may be found within Ordinance No: 23-O-011. This rezoning was approved as a Planned Unit Development – Conditional Zoning District on 1.9.23. This application is requesting to make changes to Ordinance # 23-O-011.
LOCATION	Church Street Ext. / Laurie Ellis Road
PARCEL ID NUMBER(S)	15006, 11636, 11638, 82096, 82094
PUBLIC NOTIFICATION	P&Z Meeting: Adjacent property owners were mailed notification of the rezoning request on October 8, 2024. Notification was posted on site on September 3, 2024 and re-inspected on October 10, 2024. 78 property owners were mailed notification.
TRACT SIZE	245 +/- acres
TOPOGRAPHY	Flat
VEGETATION	Agricultural/Wooded

SITE DATA

EXISTING USE	Agricultural / Vacant/ Wooded
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ADJACENT PROPERTY	ZONING	ADJACENT LAND USE
N	R-12.5, R-10	Single Family Residential
W	R-10, GB	Agricultural, Commercial
E	AR	Agricultural, Wooded
S	R-15, R-10, AR	Single Family Residential, Agricultural



ZONING DISTRICT Proposed Amendments

Amendment Summary	EXISTING	REQUESTED CHANGE
Amendment of Single Family Attached Zoning Location	The current rezoning map shows Single Family Attached Zoned area near the Church Street Extension Entrance.	The applicant is proposing to expand the single family attached zoning area (although the amount of single family attached units will not increase. (**Note- the current Southbrook PUD Development Plan states that a modification in residential type to a more dense product would require a rezoning and require Council Approval.)
MINIMUM HOME SIZE- SINGLE FAMILY DETACHED HOMES	Two-Story: 1,800 heated square feet. One-Story: 1,800 heated square feet.	Two-Story: 1,600 heated square feet. One-Story: 1,500 heated square feet.
MINIMUM HOME SIZE- SINGLE FAMILY ATTACHED HOMES	1,600 heated square feet	1,400 heated square feet
SINGLE FAMILY ATTACHED GARAGE REQUIREMENTS	No Garage Requirements.	All Homes must have at least a one-car garage.
Multiple Single Family Detached homes will be made available by the builder(s).	Staff considers this to be a duplicate statement since the existing ordinance will not allow the same elevations side by side, across the street, or diagonally from each other.	The statement that "Multiple single family detached Homes and elevations will be made available by the builder(s)."
Deviations from Rezoning/PUD Document and Preliminary Plat.	Construction Drawings should greatly resemble the Preliminary Plat that is approved by Town Council. All Preliminary Plats will have some very small changes that do not change the product, such as: * Small size changes in lots. (but not to change the lot count) * Small shifts in infrastructure (but not to change design and layout) *etc.	To allow for design flexibility of development, the following deviations and/or changes can be made at the Construction Drawing Review (without further revision to the Rezoning & PUD or Preliminary Plat): • The Developer can establish and/or modify lot width revisions for all Single Family Detached Lots provided that the



	<p>Changes other than very small changes require Council Approval.</p> <p>Staff does not view this as a proposed change to our process or the PUD.</p>	lot widths adhere to Appendix 2 - Dimensional Standards Chart and that the overall density will not exceed the 612 Lots (458 Single Family Detached Lots).

SPECIAL INFORMATION

OVERLAY DISTRICT	N/A
ENVIRONMENTAL / SOILS	Potential Wetlands & Other Environmentally sensitive sites.
FLOODPLAIN	N/A
STREAMS	Southeast Drainage Lateral SC-35A, Tributary of off Swift Creek
OTHER	If >1 acre is disturbed, site must meet Phase 2 stormwater requirements and provide Soil Erosion and Sedimentation Control Permit
SITE PLAN REQUIREMENTS	Subdivision Plan required

**These regulations may not reflect all requirements for all situations. See the Town of Winterville Zoning Ordinance for all applicable regulations for site requirements for this zoning district.

LANDSCAPING & BUFFER REQUIREMENTS

Development must meet requirements of the Zoning Ordinance (Article X-A. Vegetation and Buffering Requirements).

TRANSPORTATION

STREET CLASSIFICATION	<p>Laurie Ellis Road – NCDOT Road & Minor Thoroughfare.</p> <p>Church Street Ext – NCDOT Road</p>
SITE ACCESS	All access must be designed and constructed to meet the Town of Winterville / NCDOT standards. The Phase 1 Preliminary Plat showed access from Laurie Ellis Road, Church Street Extension, Cassena Drive (from Eli's Ridge); and Sparrow Ln. (from Mellon Downs).
TRAFFIC COUNTS	Laurie Ellis Rd– 2,800



(per NCDOT Annual Average Daily Traffic Map)	Church Street Ext - 200 (Measured closer to Reedy Branch Intersection).
TRIP GENERATION	N/A.
Level Of Service (Transportation Analysis) Current= 2016 Study; Future= 2045 Projection. <i>* LOS is rated from A-F: A is the best, F the worst.</i> <i>* Roadway Improvement and street design is based upon achieving a minimum of LOS D on existing facilities and LOS C on new facilities.</i>	Laurie Ellis Road- <ul style="list-style-type: none"> ○ Current LOS A (Extremely Low A). ○ Future LOS A (Extremely Low A). <p>Church Street Extension is not analyzed by the study.</p>
SIDEWALKS	Required.
TRAFFIC IMPACT STUDY (TIS)	TBD if required by NCDOT.
STREET CONNECTIVITY	Development must provide interconnectivity within the development and to land on the edge of the boundary.
OTHER	N/A

IMPACT ANALYSIS

Town of Winterville Comprehensive Land Use Plan Policies

The Future Land Use Map designates this property as a Suburban Residential character area. The requested **PUD** zoning districts are consistent with this character area as defined by the future land use designation and will be within the density requirements (proposed 2.5 units per acre – Suburban Residential allows 1-3 units per acre.)

Comprehensive Land Use Plans - Recommendations & Implementation

Suburban Residential - General Character:

1. Larger lot, single family detached residential. Generally around 3 dwelling units per acre, with smaller lots occasionally if minimum standards for open space and amenities are exceeded.

(Land Use) Policy 1: Encourage a balanced tax base while managing growth:

Strategy 1.1: Utilize the Future Land Use Map and character areas when considering land use decisions.

- Identified as Suburban Residential Character Area.

Strategy 1.3: Encourage a logical progression of development and extension of utilities and discourage leap-frog development.



- The proposed development is located adjacent to existing subdivisions and would not be considered a leap-frog development.

Policy 5: Maintain and improve neighborhood character:

Strategy 5.2: Encourage open space and amenities in new development.

- The proposed development would provide ample open space and community amenities.

(Economic Development) Policy 3: Reinforce the Town's identity as a family-friendly community.

Strategy 3.1: Support rezonings to residential used in the Suburban Residential areas identified on the Future Land Use Map.

- Property identified as Suburban Residential Character Area.

(Infrastructure & Mobility) Policy 2: Coordinate connectivity, street and sidewalk standards.

Strategy 2.2: Require or incentivize the connection of stub streets to adjacent properties to allow for future connection of local or collector streets.

- Per the site development plan, the proposed development will provide seven (7) stub streets for future connection with adjacent properties, in addition to connecting with three (3) existing stub streets in Holly Grove and Melon Downs.

Strategy 2.4: Require sidewalks in new developments.

- The proposed street section will include sidewalks and street trees.

(Parks & Natural Resources) Policy 6: Encourage quality open space.

Conservation subdivision design that includes open space and amenities should be encouraged in Suburban Residential areas.

- The requested PUD design does just that, it will be a Conservation Subdivision Design that will focus on preserving the areas of environmental concern in permanent open space and provide quality open space areas and amenities within the community.



STAFF ANALYSIS AND RECOMMENDATION

Staff Analysis

The 245.43-acre property is currently vacant. The property North of the request is zoned R-12.5 CD and is a single-family residential subdivision consisting of 62 lots (Holly Grove); R-10 CD single-family residential subdivision consisting of 97 lots (Laurie Meadows); R-12.5 single-family residential subdivision consisting of 86 lots (Mellon Downs). West (across Church Street Ext) of the request is zoned R-10 and GB with existing commercial uses. South of the request is zoned R-15 CD, R-10 and AR and consist of a single-family residential subdivision consisting of 82 single-family residential homes/lots(Brookstone). East of the property is zoned AR and is partially wooded/agricultural.

Staff Analystist	REQUESTED CHANGE	Staff Recommendation	Represented On Map
Amendment of Single Family Attached Zoning Location	<p>The applicant is proposing to expand the single family attached zoning area (although the amount of single family attached units will not increase.</p> <p>(**Note- the current Southbrook PUD Development Plan states that a modification in residential type to a more dense product would require a rezoning and require Council Approval.</p>	<p>Staff would support this aspect of an ordinance amendment in order to avoid the crossing/disturbance of environmental features. The existing zoning map (O: 23-O-011), shows a desire to add Multi-Family Zoning District/Single Family Attached in a location that would require the crossing of a creek/stream and would require the disturbance of a Neuse River Riparian Buffer. The applicant has determined that they have enough usable land to shift this Single Family Attached into an area in which they can avoid environmental disturbances. The existing 154 Single Family Attached maximum will remain for this project. (The added Multi-family</p>	<p>Represented on attached map with yellow highlighter.</p>



		Zoning proposal is shown within the Middlecrest Drive area of the map).	
MINIMUM HOME SIZE- SINGLE FAMILY DETACHED HOMES	Two-Story: 1,600 heated square feet One-Story: 1,500 heated square feet	Staff will defer to P&Z and Town Council to determine the proposed amendments consistently and reasonableness.	
MINIMUM HOME SIZE- SINGLE FAMILY ATTACHED HOMES	1,400 heated square feet	Staff will defer to P&Z and Town Council to determine the proposed amendments consistently and reasonableness.	
SINGLE FAMILY ATTACHED GARAGE CHANGE	All Single-Family Attached Homes will have at least one one-car garage.	Staff will defer to P&Z and Town Council to determine the proposed amendments consistently and reasonableness.	
MULTIPLE SINGLE FAMILY HOMES WILL BE MADE AVAILABLE	The statement that "Multiple single family detached Homes and elevations will be made available by the builder(s)." (**Note- the existing PUD Document states that The same elevation is not allowed to be built side by side, across the street or diagonally from one another. Thus we consider this a duplicate comment).	Staff does not see an issue with the addition of this statement. However, Staff will defer to P&Z and Town Council to determine the proposed amendments consistently and reasonableness.	
Deviations from	To allow for design	Staff does not have a	



<p>Rezoning/PUD Document and Preliminary Plat.</p>	<p>flexibility of development, the following deviations and/or changes can be made at the Construction Drawing Review (without further revision to the Rezoning & PUD or Preliminary Plat):</p> <ul style="list-style-type: none"> • The Developer can establish and/or modify lot width revisions for all Single Family Detached Lots provided that the lot widths adhere to Appendix 2 - Dimensional Standards Chart and that the overall density will not exceed the 612 Lots (458 Single Family Detached Lots). 	<p>concern with this added statement- extremely small changes in lot lines and infrastructure is expected between the Preliminary Plat Design and Construction Drawing Designs.</p> <p>Staff has informed the applicant that the statement does not change the procedures of the town in any way, in regard to subdivision review, and thus this subdivision shall be treated as any other subdivision.</p> <p>Though Southbrook has a PUD Zoning, the nature of the development moving forward is similar to other subdivision in Winterville and must meet the processes and procedures of the Town and the State.</p> <p>Additional Note:</p> <ul style="list-style-type: none"> • Any changes to the Construction Drawings or Final Plat must go back before P&Z and Town Council Review for approval. The relocation, removal, or redesign of any lots, roads, infrastructure, etc, shall be reviewed by the P&Z Board and 	
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		Town Council.	
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Heated SF of Homes in existing subdivisions that will have direct interconnectivity with Southbrook:

* To provide a heated square foot reference for P&Z and Town Council, the following subdivisions will have direct interconnectivity with Southbrook.

Subdivision	Relationship	Minimum Home Size (Heated SF)	Average Size of all existing homes (Heated SF)	Zoning District Square Footage of home Requirements
Holly Grove. (On Church Street Ext).	Adjoining/Adjacent/Connected Via Cassena Dr; Existing homes will be back to back to proposed Single Family Detached in Southbrook; on the same street.	1821sf heated	2,370sf. (Avg of all 61 homes in the subdivision; heated sf.)	R-12.5 CD- Minimum of 1,800sf heated homes.
Mellon Downs. (On Laurie Ellis Road)	Adjoining/ Adjacent/ Connected via Sparrow Ln. Proposed Single Family Detached homes will be built directly behind existing homes on the same street.	1,490sf heated square foot.	2,082sf (Avg of all 84 homes in the subdivision; heated sf.)	R12.5 Not a conditional district and doesn't have a minimum requirement.
Brookstone (On Church Street Ext).	Neighboring and will connect to the second phase of Brookstone once developed. Phase 1 has been built; the next phase is under Construction Drawing Review). We do not know the size of the homes that will be in the second phase.	2032 sf heated	2,511sf (Avg of all 32 existing homes in the subdivision; heated sf.)	Phase 1: R-15 CD. Minimum of 2,000sf. Phase 2 does not have a minimum home size as a condition.

***Pitt County Online Parcel System (OPIS) was used to determine the Square footage of each home- except 416 Holly Grove Drive which shows conflicting Square Footage Calculations per out Building Inspection and the MLS Listing. Opis shows 1792 heated square footage while other town documents show the home was built with 1821 sf of heated space.



Staff Recommendation:

Staff Recommends that Town Council consider the proposed changes for its reasonableness and consistency in relation to existing and future residents, Town Documents, the Comprehensive Land Use Plan, Zoning Ordinance, surrounding properties/zones, and other details provided within the Staff Report. Staff also recommends that Town Council Consider the Planning and Zoning Board's Vote and any public comments that may be held at the Public Hearing.

The Planning and Zoning Board Unanimously Recommended Approval at their October 21, 2024 meeting.

Rezoning Map to show additional area for Single Family Attached Product

(This request would allow the developer to relocate some of the Single Family Attached Units but does not allow an increase in the number of Single Family Attached Units. A Maximum of 154 single family attached units would remain.



**Southbrook PUD Rezoning
Town Council Public Hearing-Rezoning
Mailed on 11/18/24**

**STATE OF NORTH CAROLINA
PITT COUNTY**

I, Stephen Penn, Director of Planning and Economic Development of the Town of Winterville, North Carolina, do hereby certify that copies of the attached notice and map were mailed, this day by first class mail, postage prepaid, to the owner of the parcel under consideration and to the owners, as shown on the Pitt County Tax Records, of all abutting parcels. A list of these property owners is also attached hereto.

WITNESS my hand this the 19th day of November, 2024.

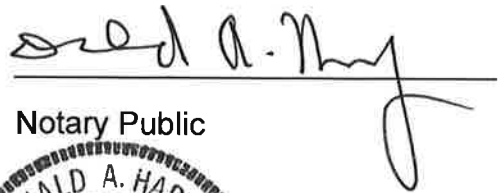


Director of Planning & Economic Development

**STATE OF NORTH CAROLINA
PITT COUNTY**

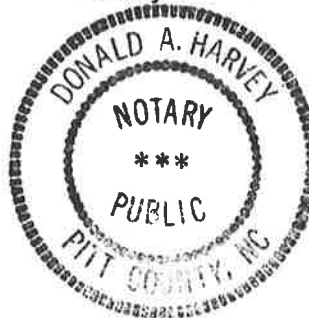
I, Donald A. Harvey, a Notary Public, do hereby certify that Stephen Penn, Economic Development Planner, personally appeared before me this day and acknowledged the due execution of the foregoing certification, for the purposes therein expressed.

WITNESS my hand this the 19th day of November, 2024.



Notary Public

My Commission Expires June 8, 2025





2571 Railroad Street
PO Box 1459
Winterville, NC 28590

Phone (252)756-2221
Fax (252)756-3109
www.wintervillenc.com

**Town Council
Annexation and Rezoning Request
Public Hearing Notice**

NOTICE IS HEREBY GIVEN that the Winterville Town Council will meet on **Monday December 9, 2024** at 6:00 pm in the Town Hall Assembly Room at 2571 Railroad Street, for consideration of the following request(s) and to hold public hearings on the following **Rezoning Request and Annexation Request. The request involves land, most commonly referred to as the Southbrook Subdivision or the Chapel Hill Foundation Real Estate Holding Inc. land, and lies adjacent to Laurie Ellis Road and Church Street Extension.** Details below:

- **Rezoning Request:** The Town of Winterville has received a rezoning application to amend the existing Planned Unit Developing (PUD) Ordinance/ Zoning requirements of parcel numbers 82094; 82096; 15006; 11636 and 11638- located on Laurie Ellis Road and Church Street Extension. The 245.43 acre site is currently zoned R-6 CD and MR CD- PUD Conditional District. The conditions of the existing zoning district are laid out in Ordinance 23-O-011 and can be obtained by contacting the Winterville Planning Department. The rezoning proposal is requesting the following changes to their existing R-6 CD and MR CD- PUD Conditional District:
 - **Replacing the existing single-family detached minimum square footage requirement:**
 - **From** the existing 1,800 heated square feet minimum for all single-family detached homes,
 - **To** 1,600 heated sf minimum for two story single-family detached homes, and;
 - **To** 1,500 heated sf minimum for one story single-family detached homes.
 - **Replacing the existing single-family attached minimum square footage requirement:**
 - **From** the existing 1,600 heated square feet minimum for single-family attached units,
 - **To** 1,400 heated square feet minimum for single-family attached units.
 - **Adding a requirement:** that requires each single-family attached home to have at least one, one-car garage.
 - **Modifying the location of the Single-Family attached homes/ Multi-Family Residential (M-R) Zoning District.** This request involves the expansion of the Multi-Family Residential Zoning District area, however it would not permit more Single-

Family Attached units within the Subdivision. A maximum of 154 Single-family attached units will remain.

- **Adding a statement/requirement:** that there shall be Multiple Single-Family detached Homes available within the subdivision.
- **Adding a "Design/Deviation Flexibility" Statement:** Southbrook is requesting Town Staff to be granted the authority to approve lot width modifications for all single-family detached lots during Construction Drawings review, without further revisions to the zoning districts, PUD Development Plan or Preliminary Plat. Provided, they meet the minimum lot widths as detailed within Southbrook Planned Unit Development (PUD) Plan. And, that the overall density will not exceed the 612 lots (458 Single Family Detached Lots).
- ** All other aspects of the existing zoning district/PUD are to remain the same.

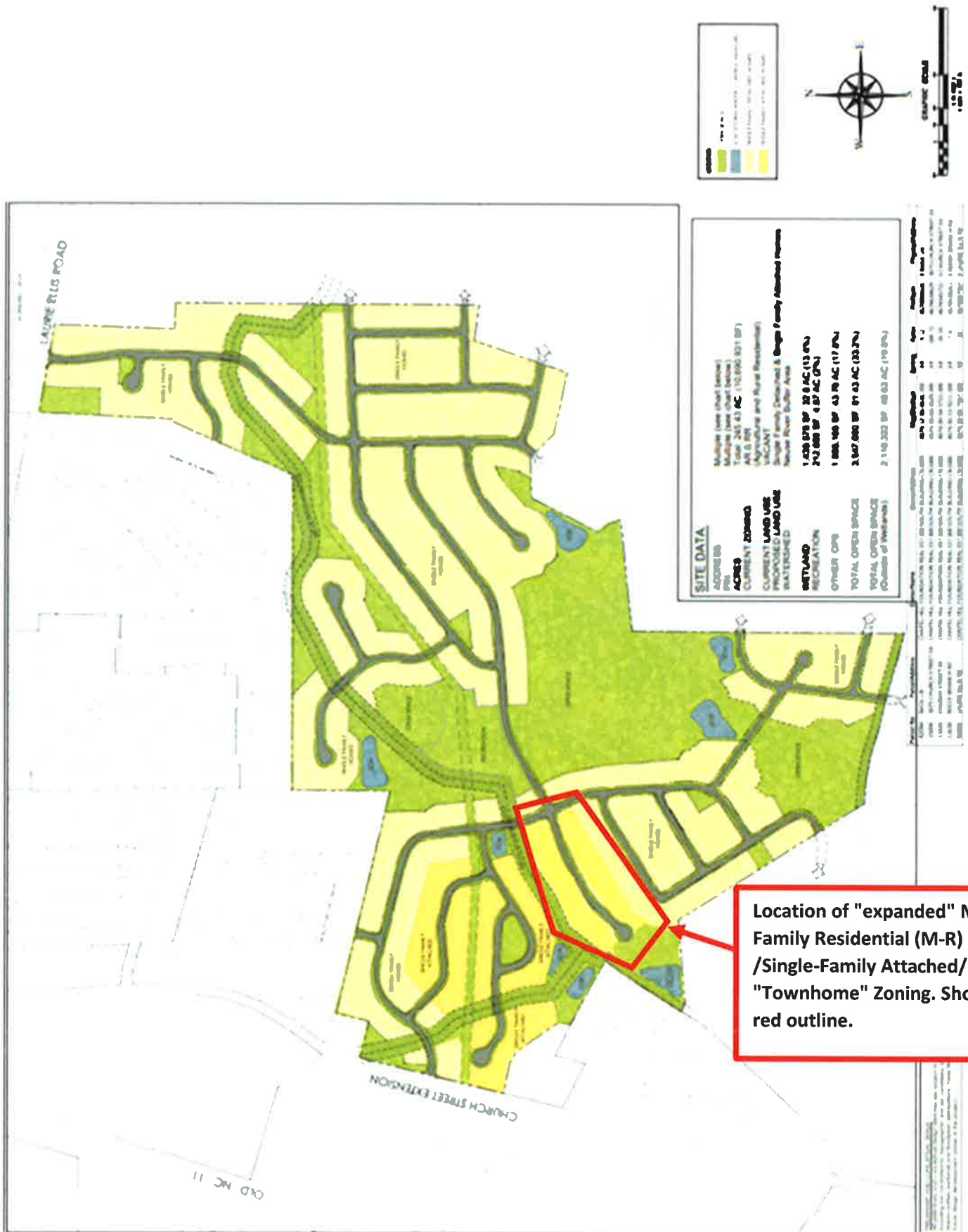
Annexation Request: The Town of Winterville has received an **annexation petition** for parcel numbers 82094; 82096; 15006; 11636 and 11638- located on Laurie Ellis Road and Church Street Extension. This site is commonly referred to as the Southbrook Subdivision. The 246.177 acre site includes the parcel numbers, provided above, and a small portion of Laurie Ellis Road Right of Way. The annexation map is included.

Copies of the Zoning Ordinance and Map are on file at the Planning Department Office in the Town Hall and are available for public inspection by contacting stephen.penn@wintervillenc.com or the Winterville Planning Department at (252) 756-2221 or at wintervillenc.com.

Winterville Citizens are encouraged to attend the meeting and are welcome to speak for or against the proposal at the meeting. Citizens may also view the hearing on the Winterville website at www.wintervillenc.com/videos. If for any reason you have difficulty accessing the Town's video page, please go to the Town's YouTube channel at: www.youtube.com/channel/UChejtVcuiD9O3_zzTrrBj4g.

The public may submit written comments to the Town Clerk's office, 2571 Railroad Street, Winterville, NC 28590, or via email to don.harvey@wintervillenc.com. Please include your name and address.

Rezoning Map:



Location of "expanded" Multi-Family Residential (M-R) /Single-Family Attached/ "Townhome" Zoning. Shown in red outline.

Site Aerial:



CHAPEL HILL FOUNDATION REAL
ESTATE HOLDINGS INC
300 SOUTH BUILDING CN1000
CHAPEL HILL, NC 27599

DEBORAH LUNDIN
MATTHEW LUNDIN
2919 OAKWOOD DR
WINTERVILLE, NC 28590

KENNETH SMITH PROPERTIES INC
1588 NC 102 E
AYDEN, NC 28513

TARRUS CARR
TOMEKA CARR
3004 CASSENA DR
WINTERVILLE, NC 28590

HUEY SWINDELL
JOANN SWINDELL
2899 OAKWOOD DR
WINTERVILLE, NC 28590

JAMES ROACH
TERESA ROACH
2851 OAKWOOD DR
WINTERVILLE, NC 28590

NICHOLS EUGENE JOHN JR
NICHOLS MARY
2971 CALLA LILLY LN
WINTERVILLE, NC 28590

CHRISTOPHER TAGGART
OLIVIA TAGGART
336 HOLLY GROVE DR
WINTERVILLE, NC 28590

LAUREN WICKS
JOSHUA PATE
376 HOLLY GROVE DR
WINTERVILLE, NC 28590

MELLON DOWNS HOMEOWNERS
ASSOCIATION INC
1302 E FIRETOWER RD
GREENVILLE, NC 27858

ANITRA ADAMS
DOMANICK SMITH
370 HOLLY GROVE DR
WINTERVILLE, NC 28590

SCOTT GRABOSKI
MYRA GRABOSKI
404 HOLLY GROVE DR
WINTERVILLE, NC 28590

ROBERT EDWARDS
417 AVALON RD
WINSTON SALEM, NC 27104

WHITE CHARLES VERNON
3024 CHURCH STREET EX
WINTERVILLE, NC 28590

THOMAS HEATH
KAYLA HEATH
400 HOLLY GROVE DR
WINTERVILLE, NC 28590

RILEY DAVIS
KAYLA DAVIS
3100 STREAMSIDE LN
WINTERVILLE, NC 28590

BROOKFIELD HOMEOWNERS
ASSOCIATION OF WINTERVILLE INC
2625 CHARLES BLVD
GREENVILLE, NC 27834

JASMINE GUISADO
2831 OAKWOOD DR
WINTERVILLE, NC 28590

SHANNON DANIELS
PAULA TYRE
2807 OAKWOOD DR
WINTERVILLE, NC 28590

ERICA MCDONALD
TIMOTHY MCDONALD
2909 VERBENA WY
WINTERVILLE, NC 28590

BRIAN WATERWALL
3001 FOX GLOVE DR
WINTERVILLE, NC 28590

WLH DEVELOPMENT LLC
237 CHURCHILL DR
GREENVILLE, NC 27858

NATHAN ROSILLO
CAITLIN ROSILLO
2865 OAKWOOD DR
WINTERVILLE, NC 28590

ARTIS YVONNE LEWIS
2861 OAKWOOD DR
WINTERVILLE, NC 28590

HANE ABULEBDEH
619 N. BERKELEY BLVD
GOLDSBORO, NC 27534

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ETIDAL ALBANNA
2927 OAKWOOD DR
WINTERVILLE, NC 28590

BRANDON KYLE
MELANIE KYLE
2887 OAKWOOD DR
WINTERVILLE, NC 28590

CORTNEY JAHRSDOFER
2915 OAKWOOD DR
WINTERVILLE, NC 28590

KENNETH WILSON
JULIE WILSON
3106 STREAMSIDE LN
WINTERVILLE, NC 28590

NATHANIEL BRYAN
2905 VERBENA WY
WINTERVILLE, NC 28590

HOLLY GROVE HOMEOWNERS
ASSOCIATION INC
106 REGENCY BLVD
GREENVILLE, NC 27834

LEAHY IRENE ROMA
416 HOLLY GROVE DR
WINTERVILLE, NC 28590

ANNIE ALLEN MAE E LIFE ESTATE
ALLEN JEFFERY HUDSON REMAINDER
ETAL
3107 CHURCH STREET EXT
WINTERVILLE, NC 28590

ORVILLE FLEMMINGS
GLENDA FLEMMINGS
420 HOLLY GROVE DR
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SONJA VERDIN
MARK VERDIN
318 HOLLY GROVE DR
WINTERVILLE, NC 28590

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DARNESHA BRUMSEY
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BRIDGERS SUE ELLEN TRUSTEE
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TERESA MORRIS
2904 VERBENA WY
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NICHOLE RICHARDS
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YULIYA GORBACHOVA
DOYLE MANESS
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WINTERVILLE, NC 28590

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MONICA RICKS
2827 OAKWOOD DR
WINTERVILLE, NC 28590

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MARLENE SOPRANO
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WINTERVILLE, NC 28590

RANDY GARRIS
BRENDA GARRIS
2931 OAKWOOD DR
WINTERVILLE, NC 28590

NGUYEN JANET REMAINDER
BROCK ROBERT D LIFE ESTATE
ETAL
2857 OAKWOOD DR
WINTERVILLE, NC 28590

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330 HOLLY GROVE DR
WINTERVILLE, NC 28590

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RANDI CLIFTON
2969 CALLA LILLY LN
WINTERVILLE, NC 28590

JERRY MATKINS
BARKSDALE MATKINS
1540 MANNING RD
JAMESVILLE, NC 27846

RICHARD GINN
MARLA HADDOCK
2839 OAKWOOD DR
WINTERVILLE, NC 28590

MARK MATURO
MARGARET TOMAINO
2813 OAKWOOD DR
WINTERVILLE, NC 28590

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LAURIE HOWARD ELLIS JR TRUST
1036 MADISON AVE
SAN DIEGO, CA 92116

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JOE TRIPP
4809 BOAT LANDING DRIVE
ST AUGUSTINE, FL 32092

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RACHEAL GLINIAC
2968 CALLA LILLY LN
WINTERVILLE, NC 28590

JOSEPH WELLS
KAITLYN WELLS
324 HOLLY GROVE DR
WINTERVILLE, NC 28590

MARTY BAKER
HEATHER BAKER
364 HOLLY GROVE DR
WINTERVILLE, NC 28590

LORRAINE RUCKER
4433 NORRIS STORE RD
AYDEN, NC 28513

AFTOAZ LLC
331 WEST MEATH DR
WINTERVILLE, NC 28590

AMANDA WILEY
6207 REEDY BRANCH RD
WINTERVILLE, NC 28590

COTTEN MCLOYD FOUNTERLOY
BELL COTTEN GLENDA DIANNE
312 HOLLY GROVE DR
WINTERVILLE, NC 28590

PATRICIA MERIZIO
200 PRANCER DR
BEAUFORT, NC 28516

ODIS JOYNER
LOTTIE JOYNER
3118 STREAMSIDE LN
WINTERVILLE, NC 28590

CAROL GATES
2845 OAKWOOD DR
WINTERVILLE, NC 28590

SCARLETT WALSTON
WILLIAM LOWERY III
3101 STREAMSIDE LN
WINTERVILLE, NC 28590

JEAN MAXIME
BEATRICE MAXIME
351 WINDING MEADOWS LN
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SARAH HARRIS
382 HOLLY GROVE DR
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PITT COUNTY SHRINE CLUB HOLDING
CORPORATION
PO BOX 1845
WINTERVILLE, NC 28590

CHERYL GILL
2893 OAKWOOD DR
WINTERVILLE, NC 28590

ROBYN VICTORIA BOND
9099 MAIL SERVICE CENTER ACP 143
NC CENTRALIZED MAILING NC 276

HARLAND ZENO II
TAMMY ZENO
522 NORBERRY DR
WINTERVILLE, NC 28590

MAURICE SMITH SR
NORKINA SMITH
2819 OAKWOOD DR
WINTERVILLE, NC 28590

LAMONT DANIELS
526 NORBERRY DR
WINTERVILLE, NC 28590

ERICA WELLS
MARKUS WELLS
408 HOLLY GROVE DR
WINTERVILLE, NC 28590

TEMIAS GAVIN
JALYSA GAVIS
2905 OAKWOOD DR
WINTERVILLE, NC 28590

LAUREN JONES
CHRISTOPHER JONES
386 HOLLY GROVE DR
WINTERVILLE, NC 28590

RODNEY MCNEIL
GERALD MCNEIL
2908 VERBENA WY
WINTERVILLE, NC 28590

RACHEL P ELISE PROPERTY LLC
343 WINDING MEADOWS LANE
WINTERVILLE, NC 28590

JAMI MOSS
JAMES BEST
3124 STREAMSIDE LN
WINTERVILLE, NC 28590



Town of Winterville
Rezoning Request
Statement of Consistency & Reasonableness
Southbrook R-6 CD & MR CD (PUD)
October 21, 2024- Planning and Zoning Board Meeting

Consistency:

The proposed rezoning request **is consistent with the Town of Winterville's Comprehensive Land Use Plan** as parcels 82094, 82096, 15006, 11638, and 11636 are designated as "Suburban Residential" on the Future Land Use Map.

**The Town of Winterville governing boards must approve written statements documenting their consideration of the plans when making rezoning and zoning text amendment decisions, although they do not have to take actions that are consistent with the plan.*

Decision: In review of the Winterville Comprehensive Land Use Plan, the Southbrook PUD Rezoning Amendment was found to be consistant with the Town of Winterville Comprehensive Plan on October 21, 2024. (Unanimous Decision (7-0)). Chairman Signature: <i>Gregory E. Monroe</i>
--

Reasonableness:

The rezoning request **is** reasonable and in the public interest, in that it allows for land uses that are harmonious with surrounding land uses and land uses in close proximity:

- The Town of Winterville governing boards must adopt a statement of reasonableness for each rezoning. These factors are suggested and not mandated, as not all factors will be relevant to all zoning decisions. The following list of factors should be considered in a reasonableness analysis. **The Town of Winterville is considering:**

- i. The size, physical conditions, and other attributes of the area proposed to be rezoned;

Applicable? Y/N	If applicable, is the proposal reasonable: Decision_____
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- ii. The benefits and detriments to the landowners, the neighbors, and the surrounding community;

Applicable? Y/N	If applicable, is the proposal reasonable: Decision_____
-----------------	---

- iii. The relationship between the current, actual, and permissible development on the tract and adjoining areas and the development that would be permissible under the proposed amendment;

Applicable? Y/N	If applicable, is the proposal reasonable: Decision_____
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- iv. Why the action taken is in the public interest; and

Applicable? Y/N	If applicable, is the proposal reasonable: Decision_____
-----------------	---

- v. Any changed conditions warranting the amendment

Applicable? Y/N	If applicable, is the proposal reasonable: Decision_____
-----------------	---

In Review of the Southbrook PUD Rezoning Amendment, the rezoning request is reasonable and in the public interest, in that it allows for land uses that are harmonious with surrounding land uses and land uses in close proximity as found on October 21, 2024 by the Winterville Planning and Zoning Board. (Unanimous Decision (7-0)).

Chairman Signature: Gregory E. Monroe

Vote to Approve or Deny Rezoning:

In review of the Southbrook rezoning proposal's, Consistency and Reasonableness, The Town of Winterville's Planning and Zoning Board recommends **approval** of the rezoning request by SouthbrookNC, LLC, to rezone 245.43 acres of property (Parcel #'s 82094, 82096, 15006, 11638, and 11636) adjacent to Church Street Extension and Laurie Ellis Road from Ordinance 23-O-011 (R-6 CD & M-R CD (PUD), to an amended version of the R-6 CD & M-R CD (PUD) as an attachment to this document at the October 21, 2024 Planning and Zoning Board Meeting. **(Unanimous Decision (7-0)).**

Gregory E. Monroe

Chair, Town of Winterville Planning and Zoning Board

Date

Appendix/Other Considerations Specific to this Particular Rezoning:

****This Southbrook rezoning is proposed as a Planned Unit Development (PUD) and Conditional District Rezoning. PUD's and Conditional Districts contain additional considerations for their review:**

- **PUD:** Application for PUD shall be approved only if the following findings are made:
 - a. That application of planned unit development requirements to the property will produce a development of equal or higher quality than otherwise required by the strict application of district regulations that would otherwise govern;
 - b. That application of planned unit development requirements to the property will encourage innovative arrangement of buildings and open spaces to provide efficient, attractive, flexible, and environmentally sensitive design;
 - c. The application of planned unit development requirements to the property will produce a development functioning as a cohesive, unified project; and
 - d. That application of planned unit development requirements to the property will not substantially injure or damage the use, value, and enjoyment of surrounding property nor hinder or prevent the development of surrounding property in accordance with the adopted plans and policies of the Town.
- **Conditional Districts:** In approving a Conditional District, the Town Council shall make the following affirmative findings:
 1. That the Use(s) requested is among those listed as an eligible Use in the corresponding General Zoning District.
 2. That the Use Limitations and Conditions as proposed and/or imposed for the Conditional District meet or exceed and/or are at least as restrictive as the minimum standards for the corresponding General Zoning District.
 3. That the Use Limitations and Conditions as proposed and/or imposed for the requested Conditional District can reasonably be implemented and enforced for the subject property.
 4. That when implemented the proposed and/or imposed use limitations and conditions will mitigate specific land development issues that would likely result if the subject property were zoned to accommodate all those uses and the minimum standards of the corresponding General Zoning District.
 5. That the applicant has agreed to the use limitations and conditions as proposed and/or imposed for the requested Conditional District.

Document Links:

- Zoning Ordinance: https://www.wintervillenc.com/Data/Sites/1/media/departments/planning/21-o-112_zoning_ordinance_amend-7.1_executed.pdf
 - Zoning Districts and Table of Uses: Article V.
 - Rezoning Amendment Procedures: Article XIII.
 - Land Use Plan: <https://www.wintervillenc.com/Data/Sites/1/media/departments/planning/winterville-land-use-plan-adopted-10-14-2019-reduced.pdf>
 - Future Land Use Map & Character areas: Section 4; beginning on page 43.
 - Plan Consistency & Reasonableness Guidance: https://www.sog.unc.edu/sites/www.sog.unc.edu/files/6%20_ConsistencyStatements_160DGuidanceDoc%20Mar%202021.pdf
-



Town of Winterville
Plan Unit Development
For
Southbrook

Applicant:

Southbrooknc, LLC

4350 Lassiter at North Hills Ave, Ste 256

Raleigh, NC 27609

Original Approval: 1/9/23

Revision: 9/23/24

Project Development Team:

Project Manager – Southbrooknc, LLC

4350 Lassiter at North Hills Ave, Ste 256 Raleigh, NC 27609

Contact: Scott Moore

scott@thecoleygroup.com





1. Definitions and Construction Terms

Conceptual Plan. The Conceptual Plan is a plan that generally identifies the land use patterns, conceptual design, and density for the development of the Southbrook Property and is attached as Appendix 1. The Conceptual Plan serves as the zoning map for the development, is a condition of this planned density residential rezoning application, and, along with this document, serves to form the Development Plan for the proposed development.

Developer. The Developer of this project is Southbrooknc, LLC and/or assigns.

Development Plan. This rezoning application with the Conceptual Plan constitutes the Development Plan.

Home Owners Association (HOA). The HOA is a non-profit corporation for the purposes, among other things, of owning and managing the privately owned common areas and providing governance of the development as a homeowner's association.

Open Space. "Open space" refers to areas of the development that allow for light, air, wildlife habitat, stormwater control, and scenic and recreation use. Also included are areas designed to enhance the privacy or general appearance of the development. Open space shall be owned and maintained by the HOA.

Planned Unit Development (PUD). This zoning designation is established to allow for design flexibility of development and is intended to encourage efficient use of the land and public services and to promote high quality design that will provide a variety of dwelling types as well as support services and open space for the residents of the development. These regulations are intended to permit integration with adjacent residential uses and to promote compatibility with existing and emerging patterns of development.

Town. "Town" refers to the Town of Winterville.

Zoning Ordinance. The Zoning Ordinance for the Town of Winterville. Any term not defined in this document will be as defined in the Zoning Ordinance.



2. Development Plan

The plan will meet the Town's Zoning Ordinance (latest edition) and all standards and policies (latest edition) except as noted otherwise.

The maximum number of units proposed is 612 residential homes (with a maximum of 154 Single Family Attached Homes) on the 245-acre subject property. The Conceptual Subdivision Layout shows the general layout of the proposed development with anticipated use areas and how they mingle throughout the development, connected by open spaces and sidewalks along public roads. The Development Plan also shows the general area of Stormwater Control Devices and Recreational Areas. As the plan is further developed, the actual locations of the proposed stormwater devices, residential product types and locations may vary to conform to the Construction Plans.

The proposed rezoning request is beneficial to the Town because it provides a greater tax base. By concentrating more homes on a smaller footprint, we are maximizing the protection of trees and environmentally sensitive areas which is useful to the future residents by concentrating excess open space, that would normally be included in each lot, into larger preservation areas within the subdivision. This gives the new home buyer a smaller lot with less maintenance and also provides a larger area for recreation for all to enjoy. This also results in less long-term infrastructure maintenance for the Town for the same tax base revenue.

Assuming the Town Council finds this rezoning application favorable, the Construction Drawings will provide a much higher level of technical data and detail appropriate for review by the Town, NCDOT, and other agencies having jurisdiction.

The guidelines and zoning regulations for the development and the agreed upon conditions are included in the Development Plan. To account for both technological innovations and unforeseen marketplace changes, this Development Plan is intended to incorporate flexibility concerning design and development.

Should the Developer want to make changes to the Development Plan, (Appendix 1 – Zoning Map) the Planning Director can approve specific minor revisions or changes that represent less intensive uses. An example of one such modification is changing the type of residential use that results in a decrease in density. The approval of the Planning Director is an administrative approval only and all other changes to this Development Plan will constitute a rezoning and require City Council approval.



3. Compliance with Town of Winterville's Comprehensive Land Use Plan

The site referenced in this Development Plan is located on both the south side of Laurie Ellis Road and east of Church Street in Winterville. The proposed property contains approximately 245 acres and includes the areas associated with the following Parcel Identification Numbers: 15006, 11636, 11638, 82096, 82094.

The site falls under the Town of Winterville's jurisdiction for planning and land use control. According to Town's Comprehensive Land Use Plan from 2019, the site is shown as medium to high on the Residential Land Use Suitability Map as part of the community assessment. Our proposal shall meet the guidelines of the Healthy Neighborhoods and Environment section by "Developing in a way that alleviates impacts to the natural environment including, flood sensitive areas, trees and valuable natural resources". We are also proposing to adhere to the "Connectivity and Mobility section by creating safe connections between neighborhoods, destinations and services. We will utilize existing public street connections with adjacent communities and also provide stub connections to adjacent lands for future connectivity. Our plan shall adhere to the Future Land Use Map as we will provide a "Suburban Residential" community with 2.5 units per acre with smaller lot sizes that will meet standards for open space and amenities.

4. Common Areas

Common Areas may include, but are not limited to, open spaces and shared amenities like butterfly gardens, dog parks, playgrounds, pool, structures, walking trails, etc. Every lot owner will have the right of ingress and egress, use, and enjoyment in and to the Common Areas, subject to the rules and regulations of the HOA, which rights are appurtenant to and pass with title to every lot.

5. Residential Restrictions

The agents and employees of the Developer and the HOA will have the right to enter onto any lots in the development to control certain actions or activities on such lots. These actions include, but are not limited to, the following:

- A. On and off-street parking on common areas and lots,
- B. Erection of signage,
- C. Solicitation by property owners and non-property owners,
- D. Access by non-property owners,
- E. Construction or placement of temporary structures,
- F. Construction of accessory buildings,
- G. Maintenance of lots (both pre- and post-construction), and
- H. Erection of decorative poles for street or non-regulatory signs within public rights of way if Town approval is granted for the same. These are the responsibility of the HOA to install, repair, and replace at no cost to the Town.

More specific guidelines concerning these actions/activities may be adopted by the Developer and/or the HOA. Subsequently, the Developer and/or the HOA will have the right to enforce these actions/activities in accordance with Town rules, regulations, and ordinances.

6. Dimensional Standards

For each subdivided lot, the dimensions of the lot, yard, and setback will be determined by the Developer as stated in Article VII. Table of Area, Yard, Height Requirements; Section 7.1 Dimensional Requirements as shown in Appendix 2.

7. Regulation of Open Space

The regulation of Open Space within the development will be done by the Developer and the HOA. As such, the Developer and/or the HOA may implement policies regarding towing, parking, access, signage, and trespassing within the development.

8. Driveways/Roadway Access and Sidewalks

Concrete will be used to surface all residential driveways. Utility drives, maintenance areas, drives to temporary structures, access drives to public utility services, and other similar drives can use alternative surface options as approved by the Town's Public Works and Fire departments. Sidewalks in the development will be installed at as per the approved street cross sections generally 5' wide and on one side of the street with the exception of cul-de-sacs.

9. Building & Aesthetics for Single Family Detached Homes

Town ordinances will be met during construction of the development. The HOA will retain authority over the aesthetic aspects of construction such as architectural style elements, appearance, and color through its architectural control mechanisms. All single-family homes will have the following:

1. A minimum of 1600 heated square feet for Two-Story Homes and 1500 heated square feet for One-Story Homes.
2. Dimensional architectural roof shingle.
3. 6" min. roof overhang on all sides.
4. All homes will include a 2-car garage.
5. The same elevation is not allowed to be built (1) side by side, (2) across the street, or (3) diagonally from one another.
6. Garage doors will be decorative and/or contain windows.
7. Multiple Single Family Detached Homes and Elevations will be made available by the builder(s).

10. **Building & Aesthetics for Single Family Attached Homes**

The HOA will retain authority over the aesthetic aspects of construction such as architectural style elements, appearance, and color through its architectural control mechanisms. All single family attached homes will have the following:

1. All homes will have a minimum of 1400 heated square feet.
2. Dimensional architectural roof shingle.
3. 6" min. roof overhang on all sides.
4. All homes will have a minimum one-car garage.

11. **Signs (Non-Regulatory)**

Entrance signage must be on a parcel that is owned by the HOA or within a signage easement on an owner's property.

The Developer and the HOA will control all applications, permitting, erection and maintenance of all non-regulatory signs within the development. The Town shall permit and inspect all signs that relate to all local, state, and federal building codes.

For all signs (including those that are temporary in nature) erected in public rights-of-way or in view of publicly maintained access, the Developer and the HOA will abide by all sign regulations and limitations as set in the Zoning Ordinance.

12. **District Regulations**

The Developer and the HOA will encourage efficient use of the land and public services and promote high quality design that provides a variety of dwelling types along with adequate support services and open space for the residents of the development. The district regulations are intended to allow for innovative development that is integrated with proposed adjacent uses and compatible with existing patterns of development.

13. **Developer and HOA Requirements**

The Developer and the HOA will meet the following requirements:

- A. The Developer and the HOA agree to be responsible for the maintenance and perpetual existence of common areas.
- B. When individual lots that are not a part of an approved and platted subdivision are to be sold, a new subdivision construction and final plat shall be submitted to and approved by the Town and recorded in Pitt County Register of Deeds prior to the sale of lots and granting of any building permit.
- C. The Developer or the HOA must authorize the subdivision or recombination of property prior to the required approval by Town staff.

- D. No building permit for any structure within the development shall be issued until all required improvements are completed or bonded in accordance with the approved construction plans and conditionally accepted by the Public Works Department.
- E. The maximum allowable density shall not exceed 2.5 units per gross acre based on the total acres in the development.
- F. Land additions to the development may be made in increments of any size and will be subject to this Development Plan.
- G. A variety of dwelling unit styles will be proposed for the development and support uses with adherence to the minimum residential lot areas per Article VII. Table of Area, Yard, Height Requirements; Section 7.1 Dimensional Requirements as shown in Appendix 2.
- H. Setback from public rights-of-way: Any building that is erected, reconstructed, or moved shall be setback a minimum of 20 feet (required by code) from the right-of-way line.
- I. Height Requirements. Maximum building height shall not exceed the heights as stated on the Article VII. Table of Area, Yard, Height Requirements; Section 7.1 Dimensional Requirements.
- J. Open Space Requirement. The proposed overall open space for the project will be no less than 20% of the total project area. The open space will be controlled by the HOA and will be generally located as shown on the Conceptual Subdivision Layout. Within the open space, there will be play areas, stormwater control devices, wooded areas, and grass.

14. Rights-of-Way Width, Street Design, and Improvements Requirements

Streets shall be designed in accordance with Section 4 of the Town's Standards Specifications and Details with the following exception: Typical Street cross sections shall follow the detail shown in Appendix 3.

The Town may allow the construction of private streets and/or parking areas within future phases of the community as appropriate for the type of use, structure and development created. The Developer shall designate any such private streets and/or parking areas as Common Open Space to be owned and maintained by the HOA, with full easement rights of access, ingress and egress, thus granted to all owners of lots within the development.

Roadway improvements (turn lanes) on Laurie Ellis Road or Church Street may be required in conjunction with subdivision street access and would be the responsibility of the Developer.

15. Subdivision Improvements

The Developer will meet the following requirements:

- A. Curbs and Gutters. Concrete curbs and gutters shall be installed on all public streets within the development to meet all requirements of the Town of Winterville.
- B. Electric Utility Lines. All public electric utility lines will be installed in accordance with the Town's policy for electric service. Electric lines will be installed underground in easements or rights-of-way outside of curb lines where practical.
- C. Natural Gas Utilities. All public natural gas utility lines within the development will be installed in accordance with the Town's policy for Natural Gas Service. Natural gas service lines shall be installed underground in easements or rights-of-way outside of curb lines where practical.

- D. Special Exceptions for Design Waivers. If at any time before or during the construction of the required improvements, it is demonstrated to the satisfaction of the Public Works Department that unforeseen conditions make it necessary to modify the location or design of such required improvements as were approved in the Development Plan, the Public Works Department may authorize such modifications, provided these modifications are within the spirit and intent of the Town Council approval and do not substantially alter the function of any improvements required by the conceptual master plan.
- E. Solid Waste Improvements. All residential lots will utilize roll out carts. No specific solid waste improvements are anticipated.
- F. Street Trees. The developer desires to provide a streetscape that contains street trees along the public street right of ways within a designated 7' planting strip. Street trees measuring 8' in height and 1.5" in caliper will be provided along the public street rights-of-way at a rate of one per 40' while accommodating driveways. These trees shall adhere to the Town's approved list of street trees. The HOA and/or homeowner will be completely responsible for the health and well-being of the trees. Maintenance of these trees will be specified within the HOA Community Regulations.
- G. Storm Drainage. All stormwater infrastructure shall be designed and constructed to meet all requirements of the Town of Winterville.
- H. Erosion Control. All erosion control measures shall be designed and constructed to meet all requirements of the Town of Winterville.

16. **Approval Processes**

Rezoning & Preliminary Plat Approval and Revision Process shall adhere to the following:

- A. The Developer will submit a PUD & Rezoning Plan which indicates the design and development pattern for the community. The PUD & Rezoning Plan will be reviewed by the Planning Board, and voted on by the Town Council. Once approved, these two documents will constitute the official master plan for the development.
- B. The Planning Director and the Public Works Director shall have the authority to approve minor deviations to the PUD and Rezoning Plan provided said deviations remain consistent with the spirit and intent of the approvals.
- C. Major deviations and changes to the PUD and Rezoning Plan will require City Council approval. Changes resulting in less intensive density, minor open space shifts, or minor road revisions shall not be considered major deviations.
- D. After approval of the PUD & Rezoning plan, The Developer will submit a Preliminary Plat which will indicate the lot layout within the approved development pattern for the community. The Preliminary Plat will be reviewed by the Planning Board, and voted on by the Town Council.



Construction Drawing Approval and Revision Processes:

- A. Upon approval of the Preliminary Plat, the developer will engage the town and all applicable review agents for Construction Drawing approvals (including but not limited to all planning, engineering and Town/NCDOT reviews).
- B. To allow for design flexibility of development, the following deviations and/or changes can be made at the Construction Drawing Review (without further revision to the Rezoning & PUD or Preliminary Plat):
 - The Developer can establish and/or modify Lot width revisions for all Single Family Detached Lots provided that the lot widths adhere to Appendix 2 - Dimensional Standards Chart and that the overall density will not exceed the 612 Lots (458 Single Family Detached Lots).
- C. Upon receipt of Construction Drawing approvals, the Developer may schedule all pre-construction meetings and then begin construction on the required improvements. The Town and all applicable review agents will issue approval letters acknowledging that all required permits have been issued.
- D. The Planning Director and the Public Works Director shall have the authority to administratively approve all minor deviations to the Construction Drawings provided said deviations remain consistent with the spirit and intent of the approved Rezoning and Preliminary Plat.

Final Plat Approval Process:

- A. Upon completion and approval of the required improvements by the State and/or Public Works Department, the developer will submit a Final Plat to the Town and applicable review agents for approval. The Final Plat will conform to the Town's Subdivision Ordinance and approved Construction Drawings.
- B. Once the Final Plat is approved, it will be recorded in the Pitt County Register of Deeds.

Building Permit & Certificate of Occupancy Issuance:

- A. No building permit will be issued to any owner/builder in the Development until the section in which the lot is located has been final platted and meets all the requirements of the approved construction drawings, including the acceptable construction of the Town's roadways.
- B. No Certificate of Occupancy shall be issued until all the required provisions of the Construction Drawings, and applicable local, state and federal regulations are met, except that, provided all other improvements have been completed or bonded and approved by the Town. All bonded improvements shall be completed as approved by the Public Works Department.



17. Project Phasing and Future Property Annexation:

A project of this size requires phased construction. The entrance location(s) and utilities will determine the direction of phasing for this project and all future phases. The Town and Developer recognize that adjacent properties can be included and annexed within this PUD by Southbrooknc, LLC or related entities. The PUD as shown contains more than the allowable open space per the ordinance. The developer reserves the right to annex future properties with the ability to utilize and apply this open space to those properties. This project and any future annexed properties will altogether have no less than 25% open space.

Notes:

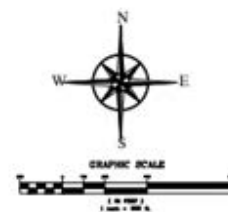
Appendix 1 **Zoning Map**

Appendix 2 Dimensional Standards Chart

Appendix 3 Street Cross Sections



Appendix 1 – Zoning Map



THIS MAP IS A PRELIMINARY DESIGN. All information and/or conditions shown are subject to final verification of them including but not limited to: topographic and soil conditions, existing utility, regulated stream buffers, wetlands and floodplain delineations. These items are verified during future design development phase of the project.



ARTICLE VII. TABLE OF AREA, YARD AND HEIGHT REQUIREMENTS

Section 7.1 **Dimensional Requirements**

Each use shall as a minimum conform to the dimensional requirements of the district in which it is located. In some cases, a specific use may be required to meet the Special Requirements as set forth in Section 6.5.

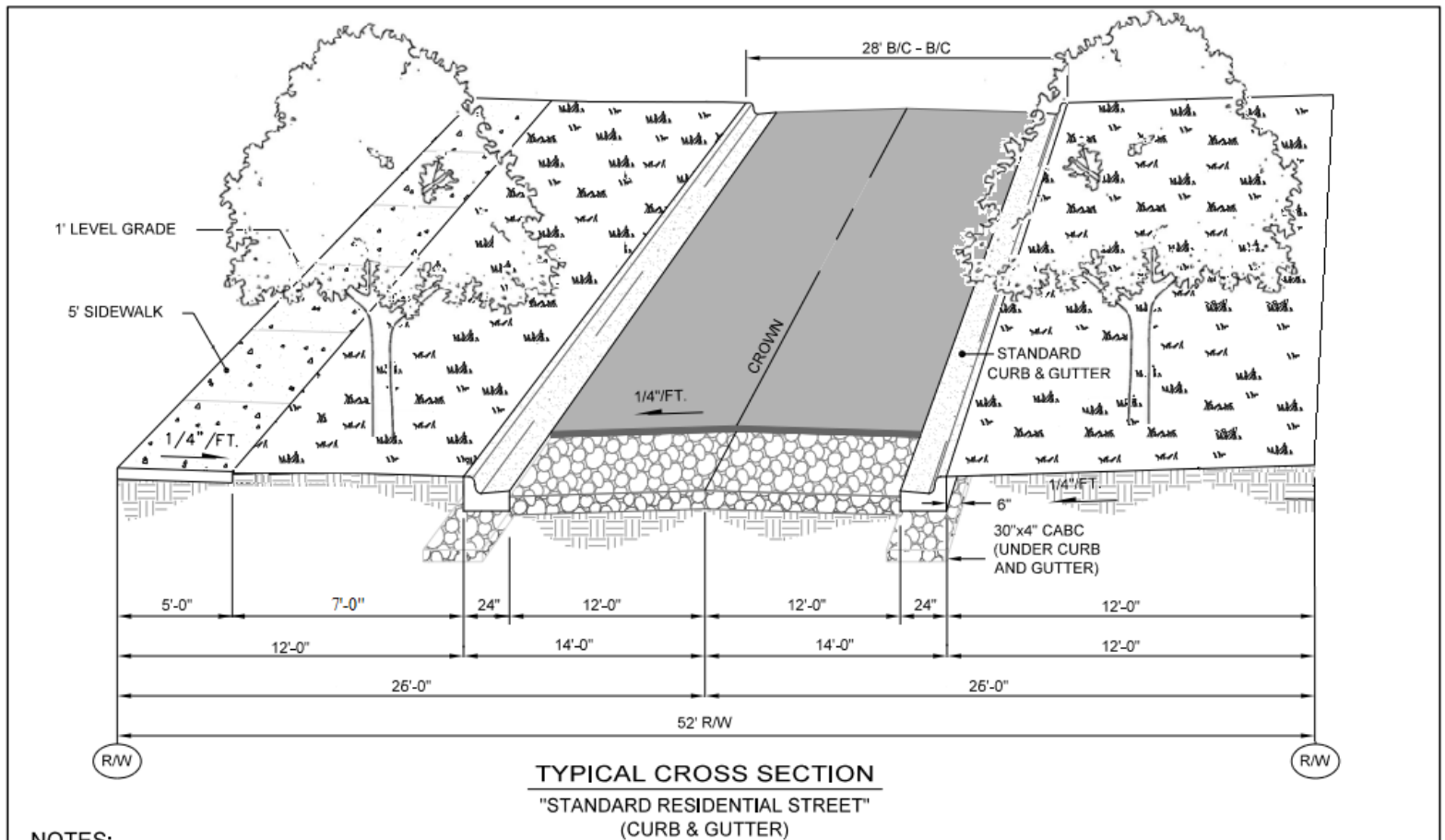
		MINIMUM LOT SIZE (See Notes)		MINIMUM YARD REQUIREMENTS (See Notes)			
		Lot Area Square Feet	Lot Width (in feet) (1)	Front yard setback (in feet)	Side yard (in feet)	Rear yard (in feet)	
R-6	Single-family	6,000	50	20	5	20	35
M-R	Single-family attached	2,000	20	20	5	20	35

NOTES:

- (1) Lot Width shall be measured at the minimum front yard setback line, provided that lot width for residential lots may be measured at the actual building setback which shall not be less than the minimum and shall not be more than two (2) times the minimum. In addition, frontage on the public street shall conform with Section 3.3 (See definition of lot width).



Appendix 3 - Street Cross Section



NOTES:

1. PAVEMENT DESIGN TO BE ACCORDING TO PROCEDURE DESCRIBED IN THE MANUAL.
2. MAY ONLY BE USED IN CASES WHERE PROJECTED TRAFFIC VOLUMES WILL NOT EXCEED 1500 ADT .



TOWN OF WINTERVILLE

PUBLIC WORKS DEPARTMENT

2571 Railroad St. Winterville, NC 28590

STANDARD RESIDENTIAL STREET (CURB & GUTTER)

STD. NO.

ST-2

SCALE

N.T.S

SHEET

1 OF 2

DATE

5-31-19

REVISIONS

NO	DATE	COMMENT



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Public Hearings

Meeting Date: December 9, 2024

Presenter: Stephen Penn, Planning and Economic Development Director

Item to be Considered

Subject: Southbrook Annexation.

Action Requested: Hold the Public Hearing.

Attachment: Annexation Application, Annexation Map, Legal Description, Resolution Directing Town Clerk to Investigate Petition's Sufficiency, Certificate of Sufficiency, Certified Notice to Adjoining Property Owners, Annexation Ordinance (if approved).

Prepared By: Stephen Penn, Planning and Economic Development Director

Date: 11/25/2024

ABSTRACT ROUTING:

☒ TC: 12/3/2024

☒ TM: 12/3/2024

☒ Final: tlp - 12/3/2024

Supporting Documentation

Applicant: Chapel Hill Foundation Real Estate Holdings, Inc.

Location: Between Laurie Ellis Road and Church Street Extension.

Parcel Numbers: 15006, 11636, 11638, 82096, & 82094.

Site Data: 246.177 Acres.

Zoning District: R-6 & M-R Conditional District Planned Unit Development.

Staff Analysis:

Southbrook is a 246 acre Planned Unit Development that will feature up to 612 residential units.

Anticipated Annexation Schedule:

9/9/24: Direct Town Clerk to Investigate Sufficiency.

11/4/24: Schedule Public Hearing.

12/9/2024: Hold Public Hearing.

Budgetary Impact: TBD.

Recommendation: Hold the Public Hearing and Staff recommends approval of the Annexation Petition.

PETITION REQUESTING ANNEXATION

Southbrook Subdivision

Date: June 25, 2024

To the Mayor and the Town Council of the Town of Winterville:

1. We the undersigned owners of real property respectfully request that the area described in Paragraph 2 below be annexed into the Town of Winterville.
2. The area to be annexed is contiguous to the Town of Winterville and the boundaries of such territory are as follows:

Description

See attached Annexation Map and Legal Description

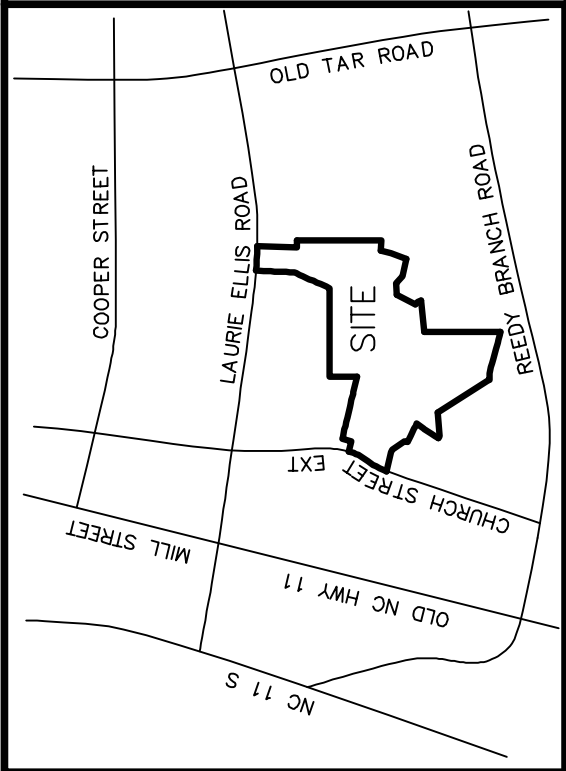
Name: Chapel Hill Foundation Real Estate Holdings, Inc.

Address: 300 South Building CN 1000

Chapel Hill, NC 27599

Signature: _____

Date: 6/25/24



VICINITY MAP (NOT TO SCALE)

STATE OF NORTH CAROLINA, _____ PITT _____ COUNTY

I, CURK T. LANE, _____, DO HEREBY CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED DESCRIPTION RECORDED IN BOOK _____, PAGE _____, ETC.); THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN BOOK _____, PAGE _____; THAT THE RATIO OF PRECISION AS CALCULATED IS 1:10,000±; THAT THE GLOBAL POSITIONING ACCURACY (GPS) OBSERVATIONS WERE PERFORMED TO THE GEOSPATIAL POSITIONING ACCURACY STANDARDS, PART 2: STANDARDS FOR GEODETIC NETWORKS AT THE 1.0M ACCURACY CLASSIFICATION (95% CONFIDENCE) USING RTK NETWORK; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED. WITNESS MY ORIGINAL SIGNATURE AND SEAL THIS _____ DAY OF _____, A.D. 2024

SURVEYOR

L — 3990
LICENSE NUMBER

LINE	BEARING	DISTANCE
L1	N13°49'16"E	839.61'
L2	S76°40'42"E	221.56'
L3	N13°21'42"E	199.94'
L4	N76°31'58"W	31.43'
L5	S76°41'35"E	48.55'
L6	S76°43'28"E	79.97'
L7	S76°41'04"E	80.06'
L8	S76°43'38"E	80.00'
L9	S76°38'17"E	79.88'
L10	S76°42'13"E	95.07'
L11	S76°53'54"E	233.88'
L12	S76°11'58"E	80.03'
L13	S76°18'57"E	79.91'
L14	S76°44'16"E	81.00'
L15	S76°02'02"E	48.73'
L16	S77°35'50"E	31.28'
L17	S76°36'08"E	338.06'
L18	N00°31'39"E	182.63'
L19	N00°29'08"E	330.30'
L20	N00°38'02"E	65.26'
L21	N00°53'47"E	96.28'
L22	N89°59'29"E	114.37'
L23	N89°58'14"E	203.88'
L24	N89°58'34"E	28.92'
L25	N89°56'11"E	114.38'
L26	S89°59'31"E	173.14'
L27	S89°54'48"E	87.40'
L28	N89°58'10"E	172.53'
L29	S89°56'54"E	590.76'

L30	N89°50'17"E	80.27'
L31	S89°50'37"E	79.81'
L32	S89°57'59"E	137.59'
L33	N89°56'43"E	94.24'
L34	N24°10'01"E	80.18'
L35	N23°59'09"E	140.25'
L36	N24°08'47"E	80.05'
L37	N24°05'04"E	79.83'
L38	N23°59'17"E	95.32'
L39	N24°13'03"E	59.81'
L40	N24°15'41"E	95.06'
L41	N24°08'17"E	80.01'
L42	N24°06'04"E	68.97'
L43	N25°06'13"E	44.47'
L44	N02°31'42"E	102.94'
L45	N02°35'22"E	79.97'
L46	N02°40'37"E	80.02'
L47	N02°38'11"E	79.90'
L48	N02°38'58"E	80.02'
L49	N02°37'12"E	80.03'
L50	N02°36'39"E	65.77'
L51	N02°37'37"E	80.53'
L52	N02°34'45"E	100.31'
L53	S80°29'08"E	530.03'
L54	S88°58'00"E	152.87'
L55	S00°09'02"W	171.26'
L56	N86°17'28"W	215.90'
L57	S13°39'00"W	214.53'
L58	N13°48'09"E	12.61'
L59	N06°27'29"E	124.54'
L60	N02°11'51"W	136.52'
L61	N15°14'05"W	353.32'
L62	N30°12'07"W	140.36'
L63	N43°02'11"W	196.74'
L64	S21°51'13"W	355.50'
L65	N78°17'01"W	371.81'
L66	N45°24'01"W	198.70'
L67	S88°23'03"W	244.59'
L68	S42°39'50"E	75.00'
L69	S19°34'18"E	74.12'
L70	S00°28'33"W	65.15'
L71	N74°31'09"W	65.83'
L72	N73°35'21"W	101.37'
L73	N74°41'15"W	63.53'
L74	N73°41'32"W	147.25'
L75	N77°17'38"W	212.23'
L76	N72°38'39"W	99.96'
L77	N73°01'28"W	81.53'
L78	N79°42'20"W	141.75'
L79	N86°31'20"W	131.43'
L80	N61°11'51"W	51.66'
L81	S33°16'06"W	180.86'
L82	N33°16'57"E	101.95'
L83	N35°16'57"E	176.49'
L84	N35°14'59"E	173.09'
L85	N33°16'57"E	74.40'
L86	N62°59'38"W	20.21'
L87	N62°59'38"W	97.24'
L88	N63°12'47"W	176.47'
L89	N83°11'09"W	108.02'
L90	N63°18'50"W	31.73'
L91	N62°56'39"W	83.55'
L92	N06°25'46"E	72.99'
L93	N34°39'10"W	299.54'
L94	N58°37'40"W	71.17'
L95	N77°23'18"W	192.29'

LEGEND

○

IPF

IRON PIPE FOUND

○

CMF

CONCRETE MONUMENT FOUND

○

PKNF

PARKER-KALON NAIL FOUND

○

RRS

RAILROAD SPIKE

○

CSF

COTTON SPIKE FOUND

○

CS

COTTON SPIKE SET

○

CP

COMPUTED POINT

○

P/P

POWER POLE

○

P/W

PIPE/WIRE

○

S.F.

SQUARE FEET

○

AC

ACRE BOOK

○

PB

PLAT BOOK

○

BOM

BOOK OF MAPS

○

PG

PAGE

○

155

LOT HAS OFFSITE SEWER

○

15SL

LOT RECOMBINATION LOT

○

15R

OFFSITE SEWER LOT

○

100

STREET ADDRESS

I, CURK T. LANE, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACUTUAL GPS SURVEY MADE UNDER MY SUPERVISION, FOR THE PURPOSE OF HORIZONTAL CONTROL IN ORDER TO TIE THIS SURVEY TO NC GRID; AND THE FOLLOWING INFORMATION WAS USED TO PERFORM THE SURVEY:

CLASS AA
0.026 FEET, ELLIPTICAL ERROR AXIS
VRS SESSION 2 CONTROL POINTS
5-15-23
NAD 83(2011)/EPIC/ 2010.000
NC GNSS CORRS AND RTK
NAVD 88 USING GEOID 18
0.99988779(AVG)
US FEET

CLASS OF SURVEY:
POSITION ACCURACY:
TYPE OF GPS FIELD PROCEDURE:
DATES OF SURVEY:
DATUM/EPOCH:
PUBLISHED/FIXED-CONTROL USED:
GEOID MODEL:
COMBINED GRID FACTOR:
REPORTING UNITS:

NOTES:

- 1) ALL DISTANCES SHOWN ARE HORIZONTAL GROUND DISTANCES
- 2) AREAS COMPUTED BY COORDINATE METHOD.
- 3) PROPERTY SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD.
- 4) NO. 5 REBAR IRON STAKES WITH CAPS SET AT ALL LOT CORNERS UNLESS OTHERWISE NOTED
- 5) GRID TIE BY GPS
- 6) ZONING: AR
- 7) PARENT TRACT DEED DB 3448 PG 378
- 8) PARCEL NO. 11636, 11638, 15006, 82096 82094

REFERENCES:

DB 3448 PG 378 PB 46 PG 50
DB 4304 PG 056 PB 84 PG 185
DB 356 PG 173 PB 63 PG 66
DB 3587 PG 060 PB 68 PG 158
DB DC108 PG 2567 PB 71 PG 116
DB 2089 PG 078 PB 71 PG 91
DB 3687 PG 839 PB 77 PG 130
DB DC108 PG 1 PB 88 PG 52
PB 82 PG 55
PB 84 PG 89

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING
C1	970.00'	34.22'	34.22'	N14°49'55"E

OWNER: CHAPEL HILL FOUNDATION
REAL ESTATE HOLDINGS, INC.
300 SOUTH BUILDING CN1000
CHAPEL HILL, N.C. 27599

ANNEXATION PLAT
FOR

CHAPEL HILL FOUNDATION REAL ESTATE HOLDINGS INC.

WINTERVILLE TOWNSHIP, PITT COUNTY
NORTH CAROLINA
JUNE 24, 2024
SHEET 1 OF 2

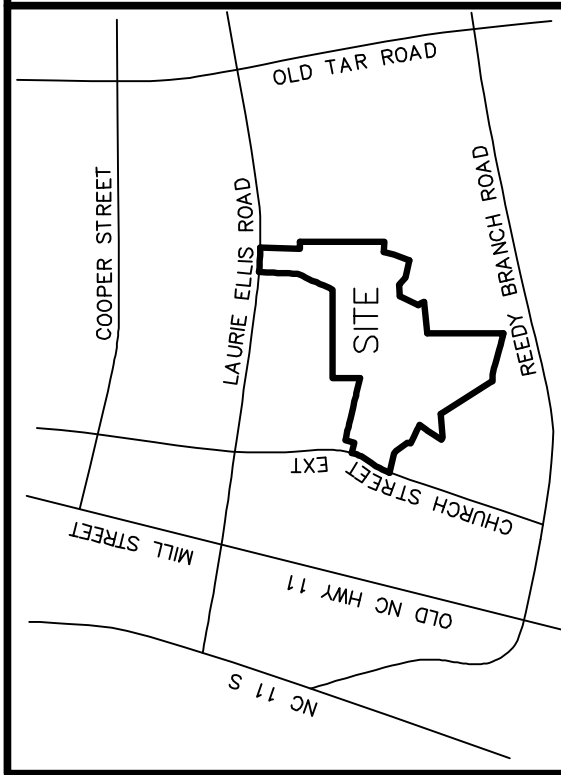
TRUE LINE SURVEYING, P.C.

205 WEST MAIN STREET
CLAYTON, N.C. 27520
TELEPHONE: (919) 359-0427
FAX: (919) 359-0428
www.truelinesurveying.com

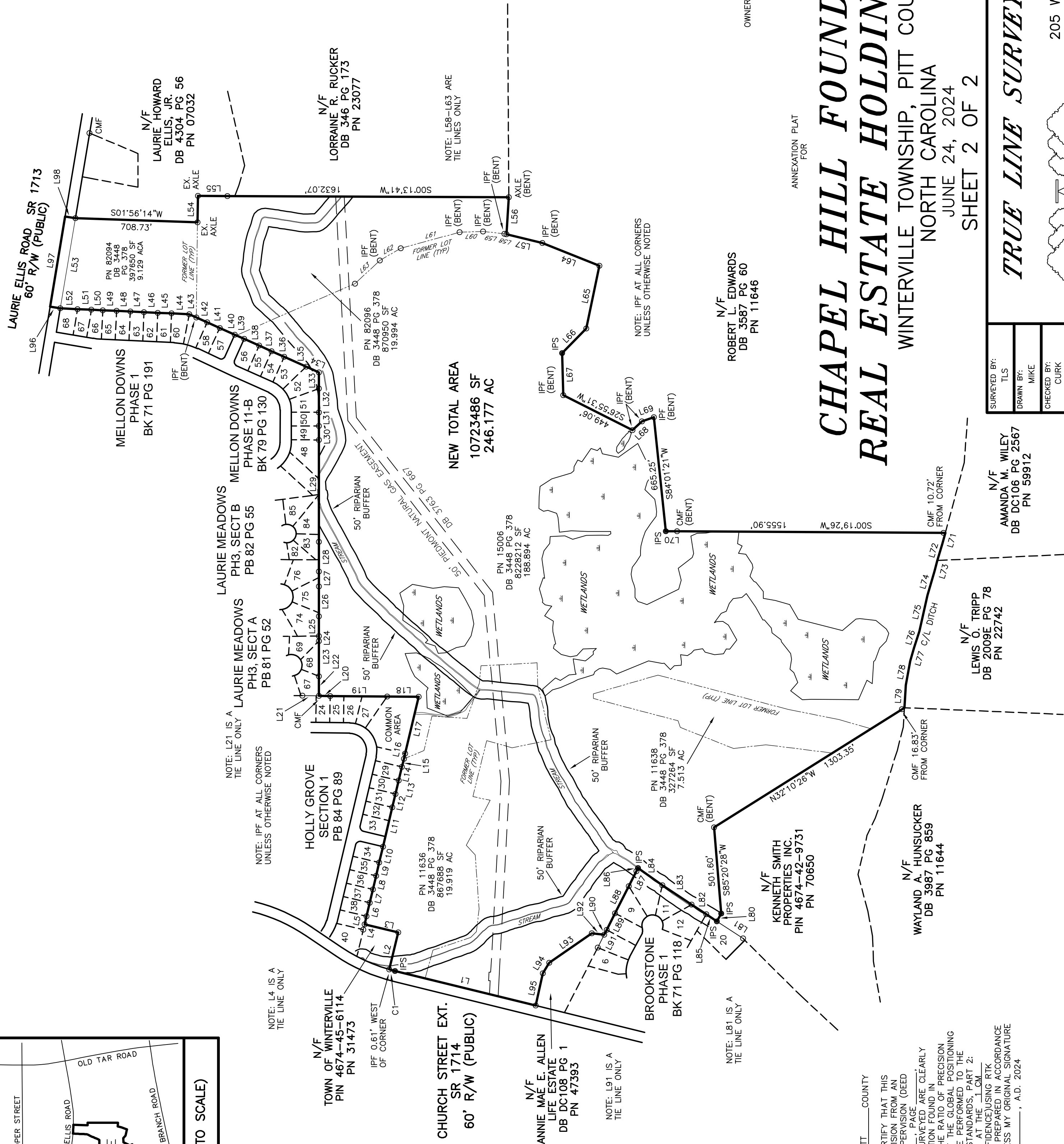
SURVEYED BY:	TL
DRAWN BY:	MIKE
CHECKED BY:	CURK
DRAWING NAME:	ANNEXATION.DWG
SURVEY DATE:	5-15-23
JOB NO.	2484.036

C-1859

100



NC GRID NORTH NAD 83/2014



OWNER: CHAPEL HILL FOUNDATION
REAL ESTATE HOLDINGS, INC.
300 SOUTH BUILDING CN1000
CHAPEL HILL, N.C. 27599

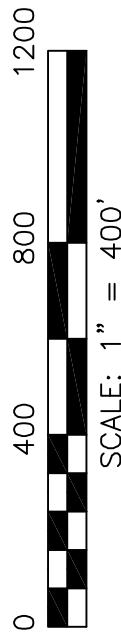
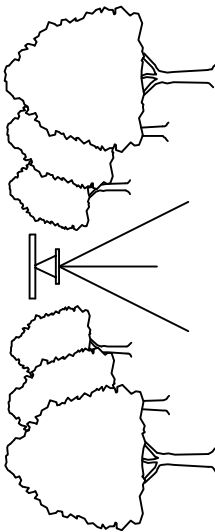
**CHAPEL HILL FOUNDATION
REAL ESTATE HOLDINGS INC.**

WINTERVILLE TOWNSHIP, PITT COUNTY
NORTH CAROLINA
JUNE 24, 2024
SHEET 2 OF 2

TRUE LINE SURVEYING, P.C.

205 WEST MAIN STREET
CLAYTON, N.C. 27520
TELEPHONE: (919) 359-0427
FAX: (919) 359-0428
www.truelinesurveying.com

SURVEYED BY:	TLS
DRAWN BY:	MIKE
CHECKED BY:	CURK
DRAWING NAME:	ANNEXATION.DWG
SURVEY DATE:	5-15-23
JOB NO.	2484.036



L - 3990
LICENSE NUMBER

- 3990

LICENSE NUMBER

C-1859

Legal Description For
Chapel Hill Foundation Real Estate Holdings LLC
Winterville Township, Pitt County
North Carolina

Commencing at a point, said point being an iron pipe found along the eastern right-of-way of Church Street Ext. (SR 1714) in Winterville Township, Pitt County, North Carolina. Point further described as the northwestern corner of the Annie Mae E. Allen Life Estate property as recorded in Deed Book DC108, Page 1, Pitt County Registry. Point also described as a western corner of the Chapel Hill Foundation Real Estate Holdings Inc. property as recorded in Deed Book 3448 Page 378 and the **POINT OF BEGINNING**. Thence along the eastern right-of-way of Church Street Ext. N 13°49'16" E a distance of 839.61 feet to an iron pipe found. Thence with a curve turning to the right with an arc length of 34.22 feet, with a radius of 970.00 feet, with a chord bearing of N 14°49'55" E, with a chord length of 34.22 feet to an iron pipe found. Thence S 76°40'42" E a distance of 221.56 feet to an iron pipe found. Thence N 13°21'42" E a distance of 199.94 feet to an iron pipe found. Thence S 76°41'35" E a distance of 48.55 feet to an iron pipe found. Thence S 76°43'28" E a distance of 79.97 feet to an iron pipe found. Thence S 76°41'04" E a distance of 80.06 feet to an iron pipe found. Thence S 76°43'38" E a distance of 80.00 feet to an iron pipe found. Thence S 76°38'17" E a distance of 79.88 feet to an iron pipe found. Thence S 76°42'13" E a distance of 95.07 feet to an iron pipe found. Thence S 76°53'54" E a distance of 233.88 feet to an iron pipe found. Thence S 76°11'58" E a distance of 80.03 feet to an iron pipe found. Thence S 76°18'57" E a distance of 79.91 feet to an iron pipe found. Thence S 76°44'16" E a distance of 81.00 feet to an iron pipe found. Thence S 76°02'02" E a distance of 48.73 feet to an iron pipe found. Thence S 77°35'50" E a distance of 31.28 feet to an iron pipe found. Thence S 76°36'08" E a distance of 338.06 feet to an iron pipe found. Thence N 00°31'39" E a distance of 182.63 feet to an iron pipe found. Thence N 00°29'08" E a distance of 330.30 feet to an iron pipe found. Thence N 00°38'02" E a distance of 65.26 feet to an concrete monument. Thence N 89°59'29" E a distance of 114.37 feet to an iron pipe found. Thence N 89°58'14" E a distance of 203.88 feet to an iron pipe found. Thence N 89°58'34" E a distance of 28.92 feet to an iron pipe found. Thence N 89°56'11" E a distance of 114.38 feet to an iron pipe found. Thence S 89°59'31" E a distance of 173.14 feet to an iron pipe found. Thence S 89°54'48" E a distance of 87.40 feet to an iron pipe found. Thence N 89°58'10" E a distance of 172.53 feet to an iron pipe found. Thence S 89°56'54" E a distance of 590.76 feet to an iron pipe found. Thence N 89°50'17" E a distance of 80.27 feet to an iron pipe found. Thence S 89°50'37" E a distance of 79.81 feet to an iron pipe found. Thence S 89°57'59" E a distance of 137.59 feet to an iron pipe found. Thence N 89°56'43" E a distance of 94.24 feet to an iron pipe found. Thence N 24°10'01" E a distance of 80.18 feet to an iron pipe found. Thence N 23°59'09" E a distance of 140.25 feet to an iron pipe found. Thence N 24°08'47" E a distance of 80.05 feet to an iron pipe found. Thence N 24°05'04" E a distance of 79.83 feet to an iron pipe found. Thence N 23°59'17" E a distance of 95.32 feet to an iron pipe found. Thence N 24°13'03" E a distance of 59.81 feet to an iron pipe found. Thence N 24°15'41" E a distance of 95.06 feet to an iron pipe found. Thence N 24°08'17" E a distance of 80.01 feet to an iron pipe found. Thence N 24°06'04" E a distance of 68.97 feet to an iron pipe found. Thence N 25°06'13" E a distance of 44.47 feet to an iron pipe found. Thence N 02°31'42" E a distance of 102.94 feet to an iron pipe found.

Thence N 02°35'22" E a distance of 79.97 feet to an iron pipe found. Thence N 02°40'37" E a distance of 80.02 feet to an iron pipe found. Thence N 02°38'11" E a distance of 79.90 feet to an iron pipe found. Thence N 02°38'58" E a distance of 80.02 feet to an iron pipe found. Thence N 02°37'12" E a distance of 80.03 feet to an iron pipe found. Thence N 02°36'39" E a distance of 65.77 feet to an iron pipe found. Thence N 02°37'37" E a distance of 80.53 feet to an iron pipe found. Thence N 02°34'45" E a distance of 100.31 feet to an iron pipe found along the southern right-of-way of Laurie Ellis Road (SR 1713). Thence across the right-of-way of Laurie Ellis Road N 09°30'52" E a distance of 60.00 feet to a point. Thence down the northern right-of-way of Laurie Ellis Road S 80°29'08" E a distance of 530.03 feet to a point. Thence across the right-of-way of Laurie Ellis Road S 09°30'52" W a distance of 60.00 feet to an iron pipe found. Thence S 01°56'14" W a distance of 708.73 feet to an existing axle. Thence S 88°58'00" E a distance of 152.87 feet to an existing axle. Thence S 00°09'02" W a distance of 171.26 feet to an iron pipe found. Thence S 00°13'41" W a distance of 1632.07 feet to an existing axle. Thence N 86°17'28" W a distance of 215.90 feet to an iron pipe found. Thence S 13°39'00" W a distance of 214.53 feet to an iron pipe found. Thence S 21°51'13" W a distance of 355.50 feet to an iron pipe found. Thence N 78°17'01" W a distance of 371.81 feet to an iron pipe found. Thence N 45°24'01" W a distance of 198.70 feet to an iron pipe set. Thence S 88°23'03" W a distance of 244.59 feet to an iron pipe found. Thence S 26°55'31" W a distance of 449.06 feet to an iron pipe found. Thence S 42°39'50" E a distance of 75.00 feet to an iron pipe found. Thence S 19°34'18" E a distance of 74.12 feet to an iron pipe found. Thence S 84°01'21" W a distance of 665.25 feet to an iron pipe set. Thence S 00°28'33" W a distance of 65.15 feet to a concrete monument. Thence S 00°19'26" W a distance of 1555.90 feet to an iron pipe found. Thence N 74°31'09" W a distance of 65.83 feet to an iron pipe found. Thence N 73°35'21" W a distance of 101.37 feet to an iron pipe found. Thence N 74°41'15" W a distance of 63.53 feet to an iron pipe found. Thence N 73°41'32" W a distance of 147.25 feet to an iron pipe found. Thence N 77°17'38" W a distance of 212.23 feet to an iron pipe found. Thence N 72°38'39" W a distance of 99.96 feet to an iron pipe found. Thence N 73°01'28" W a distance of 81.53 feet to an iron pipe found. Thence N 79°42'20" W a distance of 141.75 feet to an iron pipe found. Thence N 86°31'20" W a distance of 131.43 feet to an iron pipe found. Thence N 32°10'26" W a distance of 1303.35 feet to concrete monument. Thence S 85°20'28" W a distance of 501.60 feet to an iron pipe set. Thence N 61°11'51" W a distance of 51.66 feet to an iron pipe set. Thence N 33°16'57" E a distance of 74.40 feet to an iron pipe found. Thence N 33°16'57" E a distance of 101.95 feet to an iron pipe found. Thence N 33°32'17" E a distance of 202.81 feet to an iron pipe found. Thence N 35°14'59" E a distance of 173.09 feet to an iron pipe set. Thence N 62°59'38" W a distance of 20.21 feet to an iron pipe found. Thence N 62°59'38" W a distance of 97.24 feet to an iron pipe found. Thence N 63°12'47" W a distance of 176.47 feet to an iron pipe found. Thence N 63°11'09" W a distance of 108.02 feet to an iron pipe found. Thence N 63°18'50" W a distance of 31.73 feet to an iron pipe found. Thence N 06°25'46" E a distance of 72.99 feet to an iron pipe found. Thence N 34°39'10" W a distance of 299.54 feet to an iron pipe found. Thence N 58°37'40" W a distance of 71.17 feet to an iron pipe found. Thence N 77°23'18" W a distance of 192.29 feet to an iron pipe found and the **POINT OF BEGINNING** and containing 246.177 acres (10723486 square feet).

**RESOLUTION DIRECTING THE TOWN CLERK TO INVESTIGATE
A PETITION RECEIVED UNDER NCGS 160A-31**

**SOUTHBROOK ANNEXATION
PARCEL NUMBERS: 82582, 19880, 80704, 83029**

WHEREAS, petitions requesting annexation of an area described in said petitions were received June 25, 2024 by the Town Council; and

WHEREAS, NCGS 160A-31 provides that the sufficiency of the petition shall be investigated by the Town Clerk before further annexation proceedings may take place; and


WHEREAS, the Town Council of the Town of Winterville seems it advisable to proceed in response to this request for annexation.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Winterville that:

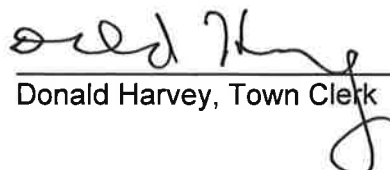
The Town Clerk is hereby directed to investigate the sufficiency of the above-described petition and to certify as soon as possible to the Town Council the result of the investigation.

Adopted this the 9th day of September 2024.




Richard E. Hines, Mayor

ATTEST:


Donald Harvey, Town Clerk

CERTIFICATE OF SUFFICIENCY

SOUTHBROOK ANNEXATION

PARCEL NUMBERS: 82582, 19880, 80704, 83029

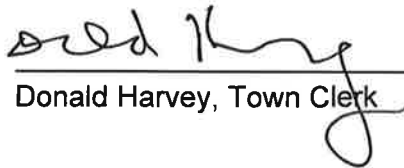
To the Town Council of the Town of Winterville, North Carolina:

I, Donald Harvey, Town Clerk, do hereby certify that I have investigated the petition attached hereto and have found as a fact that said petition is signed by all owners of real property lying in the area described herein, in accordance with NCGS 160A-58.1.

In witness whereof, I have hereunto set my hand and affixed the seal of the Town of Winterville this the 10th day of September 2024.

ATTEST:





Donald Harvey, Town Clerk

**Southbrook PUD Annexation
Town Council Public Hearing-Annexation
Mailed on 11/18/24**

**STATE OF NORTH CAROLINA
PITT COUNTY**

I, Stephen Penn, Director of Planning and Economic Development of the Town of Winterville, North Carolina, do hereby certify that copies of the attached notice and map were mailed, this day by first class mail, postage prepaid, to the owner of the parcel under consideration and to the owners, as shown on the Pitt County Tax Records, of all abutting parcels. A list of these property owners is also attached hereto.

WITNESS my hand this the 19th day of November, 2024.

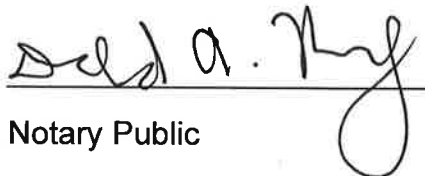


Director of Planning & Economic Development

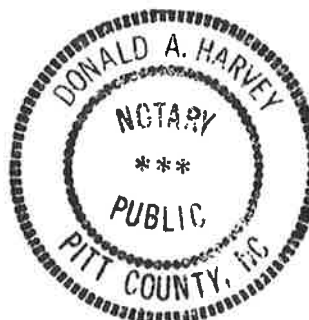
**STATE OF NORTH CAROLINA
PITT COUNTY**

I, Donald A. Harvey, a Notary Public, do hereby certify that Stephen Penn, Economic Development Planner, personally appeared before me this day and acknowledged the due execution of the foregoing certification, for the purposes therein expressed.

WITNESS my hand this the 19th day of November, 2024.


Notary Public

My Commission Expires June 8, 2025





WINTERVILLE

A slice of the good life!

2571 Railroad Street
PO Box 1459
Winterville, NC 28590

Phone (252)756-2221
Fax (252)756-3109
www.wintervillenc.com

**Town Council
Annexation and Rezoning Request
Public Hearing Notice**

NOTICE IS HEREBY GIVEN that the Winterville Town Council will meet on **Monday December 9, 2024** at 6:00 pm in the Town Hall Assembly Room at 2571 Railroad Street, for consideration of the following request(s) and to hold public hearings on the following **Rezoning Request and Annexation Request. The request involves land, most commonly referred to as the Southbrook Subdivision or the Chapel Hill Foundation Real Estate Holding Inc. land, and lies adjacent to Laurie Ellis Road and Church Street Extension.** Details below:

- **Rezoning Request:** The Town of Winterville has received a rezoning application to amend the existing Planned Unit Developing (PUD) Ordinance/ Zoning requirements of parcel numbers 82094; 82096; 15006; 11636 and 11638- located on Laurie Ellis Road and Church Street Extension. The 245.43 acre site is currently zoned R-6 CD and MR CD- PUD Conditional District. The conditions of the existing zoning district are laid out in Ordinance 23-O-011 and can be obtained by contacting the Winterville Planning Department. The rezoning proposal is requesting the following changes to their existing R-6 CD and MR CD- PUD Conditional District:
 - **Replacing the existing single-family detached minimum square footage requirement:**
 - **From** the existing 1,800 heated square feet minimum for all single-family detached homes,
 - **To** 1,600 heated sf minimum for two story single-family detached homes, and;
 - **To** 1,500 heated sf minimum for one story single-family detached homes.
 - **Replacing the existing single-family attached minimum square footage requirement:**
 - **From** the existing 1,600 heated square feet minimum for single-family attached units,
 - **To** 1,400 heated square feet minimum for single-family attached units.
 - **Adding a requirement:** that requires each single-family attached home to have at least one, one-car garage.
 - **Modifying the location of the Single-Family attached homes/ Multi-Family Residential (M-R) Zoning District.** This request involves the expansion of the Multi-Family Residential Zoning District area, however it would not permit more Single-

Family Attached units within the Subdivision. A maximum of 154 Single-family attached units will remain.

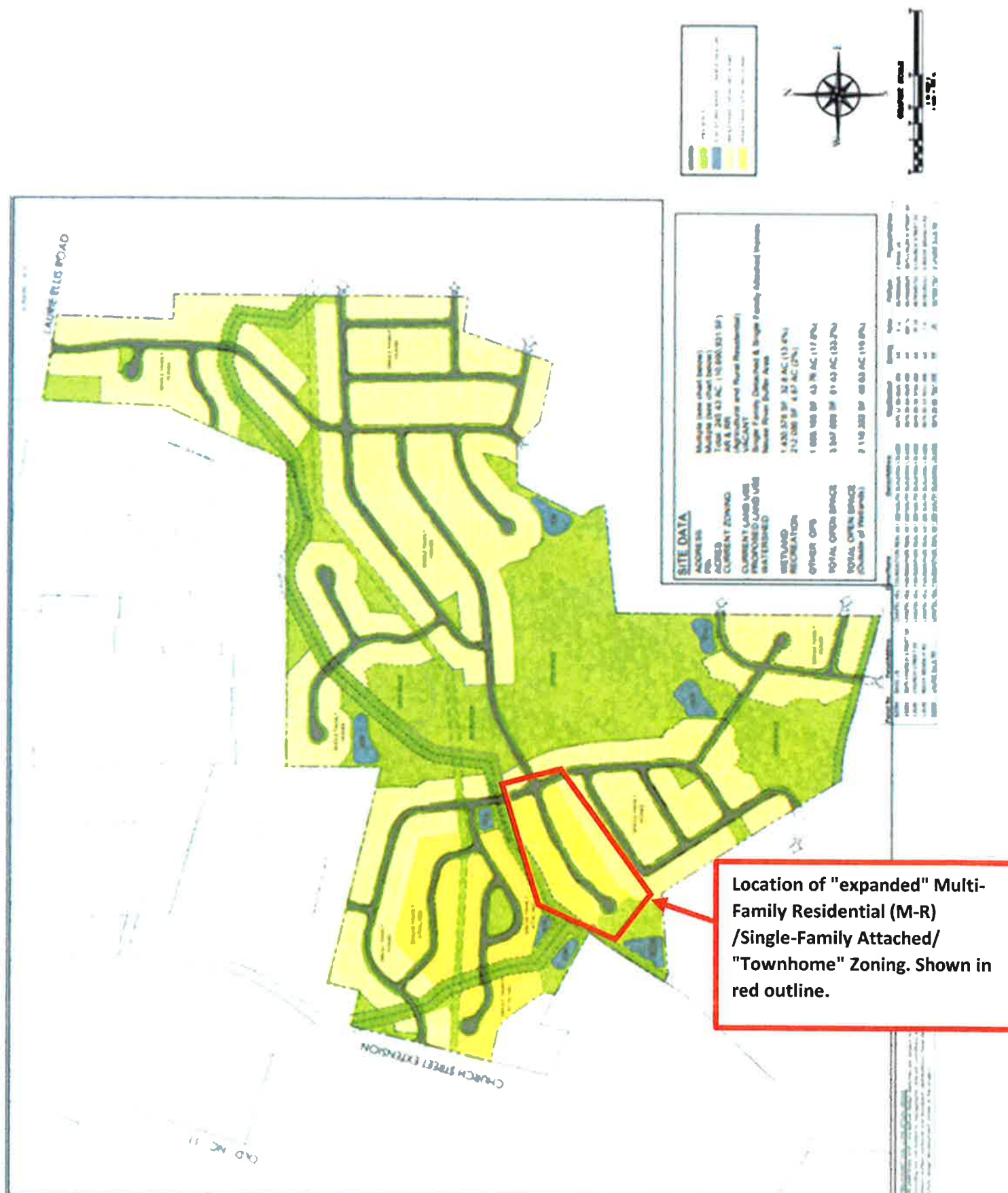
- **Adding a statement/requirement:** that there shall be Multiple Single-Family detached Homes available within the subdivision.
- **Adding a "Design/Deviation Flexibility" Statement:** Southbrook is requesting Town Staff to be granted the authority to approve lot width modifications for all single-family detached lots during Construction Drawings review, without further revisions to the zoning districts, PUD Development Plan or Preliminary Plat. Provided, they meet the minimum lot widths as detailed within Southbrook Planned Unit Development (PUD) Plan. And, that the overall density will not exceed the 612 lots (458 Single Family Detached Lots).
- ** All other aspects of the existing zoning district/PUD are to remain the same.

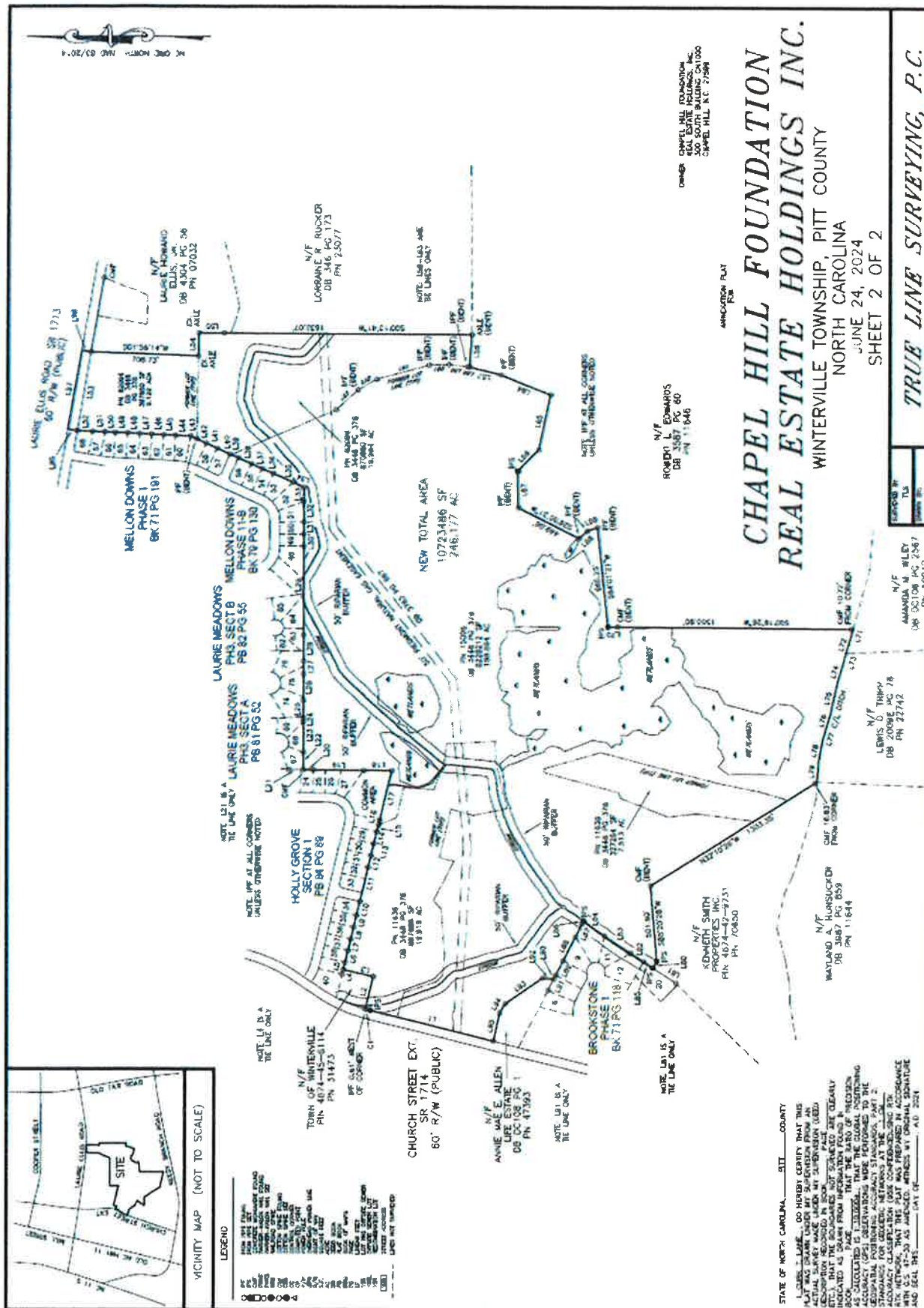
Annexation Request: The Town of Winterville has received an **annexation petition** for parcel numbers 82094; 82096; 15006; 11636 and 11638- located on Laurie Ellis Road and Church Street Extension. This site is commonly referred to as the Southbrook Subdivision. The 246.177 acre site includes the parcel numbers, provided above, and a small portion of Laurie Ellis Road Right of Way. The annexation map is included.

Copies of the Zoning Ordinance and Map are on file at the Planning Department Office in the Town Hall and are available for public inspection by contacting stephen.penn@wintervillenc.com or the Winterville Planning Department at (252) 756-2221 or at wintervillenc.com.

Winterville Citizens are encouraged to attend the meeting and are welcome to speak for or against the proposal at the meeting. Citizens may also view the hearing on the Winterville website at www.wintervillenc.com/videos. If for any reason you have difficulty accessing the Town's video page, please go to the Town's YouTube channel at: www.youtube.com/channel/UChejtVcuiD9O3_zzTrrBj4g.

The public may submit written comments to the Town Clerk's office, 2571 Railroad Street, Winterville, NC 28590, or via email to don.harvey@wintervillenc.com. Please include your name and address.

Rezoning Map:



Site Aerial:



CHAPEL HILL FOUNDATION REAL
ESTATE HOLDINGS INC
300 SOUTH BUILDING CN1000
CHAPEL HILL, NC 27599

DEBORAH LUNDIN
MATTHEW LUNDIN
2919 OAKWOOD DR
WINTERVILLE, NC 28590

KENNETH SMITH PROPERTIES INC
1588 NC 102 E
AYDEN, NC 28513

TARRUS CARR
TOMEKA CARR
3004 CASSENA DR
WINTERVILLE, NC 28590

HUEY SWINDELL
JOANN SWINDELL
2899 OAKWOOD DR
WINTERVILLE, NC 28590

JAMES ROACH
TERESA ROACH
2851 OAKWOOD DR
WINTERVILLE, NC 28590

NICHOLS EUGENE JOHN JR
NICHOLS MARY
2971 CALLA LILLY LN
WINTERVILLE, NC 28590

CHRISTOPHER TAGGART
OLIVIA TAGGART
336 HOLLY GROVE DR
WINTERVILLE, NC 28590

LAUREN WICKS
JOSHUA PATE
376 HOLLY GROVE DR
WINTERVILLE, NC 28590

MELLON DOWNS HOMEOWNERS
ASSOCIATION INC
1302 E FIRETOWER RD
GREENVILLE, NC 27858

ANITRA ADAMS
DOMANICK SMITH
370 HOLLY GROVE DR
WINTERVILLE, NC 28590

SCOTT GRABOSKI
MYRA GRABOSKI
404 HOLLY GROVE DR
WINTERVILLE, NC 28590

ROBERT EDWARDS
417 AVALON RD
WINSTON SALEM, NC 27104

WHITE CHARLES VERNON
3024 CHURCH STREET EX
WINTERVILLE, NC 28590

THOMAS HEATH
KAYLA HEATH
400 HOLLY GROVE DR
WINTERVILLE, NC 28590

RILEY DAVIS
KAYLA DAVIS
3100 STREAMSIDE LN
WINTERVILLE, NC 28590

BROOKFIELD HOMEOWNERS
ASSOCIATION OF WINTERVILLE INC
2625 CHARLES BLVD
GREENVILLE, NC 27834

JASMINE GUISADO
2831 OAKWOOD DR
WINTERVILLE, NC 28590

SHANNON DANIELS
PAULA TYRE
2807 OAKWOOD DR
WINTERVILLE, NC 28590

ERICA MCDONALD
TIMOTHY MCDONALD
2909 VERBENA WY
WINTERVILLE, NC 28590

BRIAN WATERWALL
3001 FOX GLOVE DR
WINTERVILLE, NC 28590

WLH DEVELOPMENT LLC
237 CHURCHILL DR
GREENVILLE, NC 27858

NATHAN ROSILLO
CAITLIN ROSILLO
2865 OAKWOOD DR
WINTERVILLE, NC 28590

ARTIS YVONNE LEWIS
2861 OAKWOOD DR
WINTERVILLE, NC 28590

HANE ABULEBDEH
619 N. BERKELEY BLVD
GOLDSBORO, NC 27534

MUKHTAR ALI
ETIDAL ALBANNA
2927 OAKWOOD DR
WINTERVILLE, NC 28590

BRANDON KYLE
MELANIE KYLE
2887 OAKWOOD DR
WINTERVILLE, NC 28590

CORTNEY JAHRSDOFER
2915 OAKWOOD DR
WINTERVILLE, NC 28590

KENNETH WILSON
JULIE WILSON
3106 STREAMSIDE LN
WINTERVILLE, NC 28590

NATHANIEL BRYAN
2905 VERBENA WY
WINTERVILLE, NC 28590

HOLLY GROVE HOMEOWNERS
ASSOCIATION INC
106 REGENCY BLVD
GREENVILLE, NC 27834

LEAHY IRENE ROMA
416 HOLLY GROVE DR
WINTERVILLE, NC 28590

ANNIE ALLEN MAE E LIFE ESTATE
ALLEN JEFFERY HUDSON REMAINDER
ETAL
3107 CHURCH STREET EXT
WINTERVILLE, NC 28590

ORVILLE FLEMMINGS
GLENDA FLEMMINGS
420 HOLLY GROVE DR
WINTERVILLE, NC 28590

SONJA VERDIN
MARK VERDIN
318 HOLLY GROVE DR
WINTERVILLE, NC 28590

JAVON BRUMSEY
DARNESHA BRUMSEY
2873 OAKWOOD DR
WINTERVILLE, NC 28590

WAYLAND HUNSUCKER
BRIDGERS SUE ELLEN TRUSTEE
PO BOX 1896
WINTERVILLE, NC 28590

ROMAN PAWLAK
JIN KANG
3105 STREAMSIDE LN
WINTERVILLE, NC 28590

HAYDEN MORRIS
TERESA MORRIS
2904 VERBENA WY
WINTERVILLE, NC 28590

KEITH RICHARDS
NICHOLE RICHARDS
2943 OAKWOOD DR
WINTERVILLE, NC 28590

YULIYA GORBACHOVA
DOYLE MANESS
3112 STREAMSIDE LN
WINTERVILLE, NC 28590

TOWN OF WINTERVILLE
PO BOX 1459
WINTERVILLE, NC 28590

QUENICIA NOBLES
2909 OAKWOOD DR
WINTERVILLE, NC 28590

MONICA RICKS
2827 OAKWOOD DR
WINTERVILLE, NC 28590

DAVID SOPRANO
MARLENE SOPRANO
505 NORBERRY DR
WINTERVILLE, NC 28590

RANDY GARRIS
BRENDA GARRIS
2931 OAKWOOD DR
WINTERVILLE, NC 28590

NGUYEN JANET REMAINDER
BROCK ROBERT D LIFE ESTATE
ETAL
2857 OAKWOOD DR
WINTERVILLE, NC 28590

TYNCH ALLEN WAYNE JR
330 HOLLY GROVE DR
WINTERVILLE, NC 28590

RUSSELL CLIFTON
RANDI CLIFTON
2969 CALLA LILLY LN
WINTERVILLE, NC 28590

JERRY MATKINS
BARKSDALE MATKINS
1540 MANNING RD
JAMESVILLE, NC 27846

RICHARD GINN
MARLA HADDOCK
2839 OAKWOOD DR
WINTERVILLE, NC 28590

MARK MATURO
MARGARET TOMAINO
2813 OAKWOOD DR
WINTERVILLE, NC 28590

ELLIS LAURIE HOWARD JR TRUSTEE
LAURIE HOWARD ELLIS JR TRUST
1036 MADISON AVE
SAN DIEGO, CA 92116

LEWIS TRIPP
JOE TRIPP
4809 BOAT LANDING DRIVE
ST AUGUSTINE, FL 32092

ANDREW GLINIAC
RACHEAL GLINIAC
2968 CALLA LILLY LN
WINTERVILLE, NC 28590

JOSEPH WELLS
KAITLYN WELLS
324 HOLLY GROVE DR
WINTERVILLE, NC 28590

MARTY BAKER
HEATHER BAKER
364 HOLLY GROVE DR
WINTERVILLE, NC 28590

LORRAINE RUCKER
4433 NORRIS STORE RD
AYDEN, NC 28513

AFTOAZ LLC
331 WEST MEATH DR
WINTERVILLE, NC 28590

AMANDA WILEY
6207 REEDY BRANCH RD
WINTERVILLE, NC 28590

COTTEN MCLOYD FOUNTERLOY
BELL COTTEN GLENDA DIANNE
312 HOLLY GROVE DR
WINTERVILLE, NC 28590

CAROL GATES
2845 OAKWOOD DR
WINTERVILLE, NC 28590

SARAH HARRIS
382 HOLLY GROVE DR
WINTERVILLE, NC 28590

ROBYN VICTORIA BOND
9099 MAIL SERVICE CENTER ACP 143
NC CENTRALIZED MAILING NC 276

LAMONT DANIELS
526 NORBERRY DR
WINTERVILLE, NC 28590

LAUREN JONES
CHRISTOPHER JONES
386 HOLLY GROVE DR
WINTERVILLE, NC 28590

JAMI MOSS
JAMES BEST
3124 STREAMSIDE LN
WINTERVILLE, NC 28590

PATRICIA MERIZIO
200 PRANCER DR
BEAUFORT, NC 28516

SCARLETT WALSTON
WILLIAM LOWERY III
3101 STREAMSIDE LN
WINTERVILLE, NC 28590

PITT COUNTY SHRINE CLUB HOLDING
CORPORATION
PO BOX 1845
WINTERVILLE, NC 28590

HARLAND ZENO II
TAMMY ZENO
522 NORBERRY DR
WINTERVILLE, NC 28590

ERICA WELLS
MARKUS WELLS
408 HOLLY GROVE DR
WINTERVILLE, NC 28590

RODNEY MCNEIL
GERALD MCNEIL
2908 VERBENA WY
WINTERVILLE, NC 28590

ODIS JOYNER
LOTTIE JOYNER
3118 STREAMSIDE LN
WINTERVILLE, NC 28590

JEAN MAXIME
BEATRICE MAXIME
351 WINDING MEADOWS LN
WINTERVILLE, NC 28590

CHERYL GILL
2893 OAKWOOD DR
WINTERVILLE, NC 28590

MAURICE SMITH SR
NORKINA SMITH
2819 OAKWOOD DR
WINTERVILLE, NC 28590

TEMIAS GAVIN
JALYSA GAVIS
2905 OAKWOOD DR
WINTERVILLE, NC 28590

RACHEL P ELISE PROPERTY LLC
343 WINDING MEADOWS LANE
WINTERVILLE, NC 28590

Town of Winterville
Annexation Ordinance

Ordinance No: 24-0-122

Property Annexed: Southbrook ; Parcels 15006, 11636, 11638, 82096, & 82094; Chapel Hill Foundation
Real Estate Holdings Inc

Ordinance Adopted: December 9, 2024

Effective Date: December 31, 2024

Mail to:

Town of Winterville
PO Box 1459
Winterville, NC 28590-1459

Ordinance No. 24-O-122

**AN ORDINANCE TO EXTEND THE CORPORATE LIMITS OF THE
TOWN OF WINTERVILLE, NORTH CAROLINA**

**Southbrook/ Chapel Hill Foundation Real Estate Holdings Inc; Parcels 15006, 11636,
11638, 82096, & 82094.**

WHEREAS, the Town Council has been petitioned under NCGS 160A-31 to annex the area described below; and

WHEREAS, the Town Council has, by resolution, directed the Acting Town Clerk to investigate the sufficiency of the petition; and

WHEREAS, the Acting Town Clerk has certified the sufficiency of the petition and a public hearing on the question of annexation was held at the Winterville Town Hall at 6:00 pm on December 9, 2024 after due notice was given by publication on November 20, 2024 and November 27, 2024; and

WHEREAS, the Town Council finds that the petition meets the requirements of NCGS 160A-31;

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Winterville, North Carolina that:

Section 1. By virtue of the authority granted by NCGS 160A-31, the following described territory is hereby annexed and made part of the Town of Winterville as of December 31, 2024:

Legal Description For
Chapel Hill Foundation Real Estate Holdings LLC
Winterville Township, Pitt County
North Carolina

Commencing at a point, said point being an iron pipe found along the eastern right-of-way of Church Street Ext. (SR 1714) in Winterville Township, Pitt County, North Carolina. Point further described as the northwestern corner of the Annie Mae E. Allen Life Estate property as recorded in Deed Book DC108, Page 1, Pitt County Registry. Point also described as a western corner of the Chapel Hill Foundation Real Estate Holdings Inc. property as recorded in Deed Book 3448 Page 378 and the **POINT OF BEGINNING.**

Thence along the eastern right-of-way of Church Street Ext. N 13°49'16" E a distance of 839.61 feet to an iron pipe found. Thence with a curve turning to the right with an arc length of 34.22 feet, with a radius of 970.00 feet, with a chord bearing of N 14°49'55" E, with a chord length of 34.22 feet to an iron pipe found. Thence S 76°40'42" E a distance of 221.56 feet to an iron pipe found. Thence N 13°21'42" E a distance of 199.94 feet to an iron pipe found. Thence S 76°41'35" E a distance of 48.55 feet to an iron pipe found. Thence S 76°43'28" E a distance of 79.97 feet to an iron pipe found. Thence S 76°41'04" E a distance of 80.06 feet to an iron pipe found. Thence S 76°43'38" E a distance of 80.00 feet to an iron pipe found. Thence S 76°38'17" E a distance of 79.88 feet to an iron pipe found. Thence S 76°42'13" E a distance of 95.07 feet to an iron pipe found. Thence S 76°53'54" E a distance of 233.88 feet to an iron pipe found. Thence S 76°11'58" E a distance of 80.03 feet to an iron pipe found. Thence S 76°18'57" E a distance of 79.91 feet to an iron pipe found. Thence S 76°44'16" E a distance of 81.00 feet to an iron pipe found. Thence S 76°02'02" E a distance of 48.73 feet to an iron pipe found. Thence S 77°35'50" E a distance of 31.28 feet to an iron pipe found. Thence S 76°36'08" E a distance of 338.06 feet to an iron pipe found. Thence N 00°31'39" E a distance of 182.63 feet to an iron pipe found. Thence N 00°29'08" E a distance of 330.30 feet to an iron pipe found. Thence N 00°38'02" E a

distance of 65.26 feet to a concrete monument. Thence N 89°59'29" E a distance of 114.37 feet to an iron pipe found. Thence N 89°58'14" E a distance of 203.88 feet to an iron pipe found. Thence N 89°58'34" E a distance of 28.92 feet to an iron pipe found. Thence N 89°56'11" E a distance of 114.38 feet to an iron pipe found. Thence S 89°59'31" E a distance of 173.14 feet to an iron pipe found. Thence S 89°54'48" E a distance of 87.40 feet to an iron pipe found. Thence N 89°58'10" E a distance of 172.53 feet to an iron pipe found. Thence S 89°56'54" E a distance of 590.76 feet to an iron pipe found. Thence N 89°50'17" E a distance of 80.27 feet to an iron pipe found. Thence S 89°50'37" E a distance of 79.81 feet to an iron pipe found. Thence S 89°57'59" E a distance of 137.59 feet to an iron pipe found. Thence N 89°56'43" E a distance of 94.24 feet to an iron pipe found. Thence N 24°10'01" E a distance of 80.18 feet to an iron pipe found. Thence N 23°59'09" E a distance of 140.25 feet to an iron pipe found. Thence N 24°08'47" E a distance of 80.05 feet to an iron pipe found. Thence N 24°05'04" E a distance of 79.83 feet to an iron pipe found. Thence N 23°59'17" E a distance of 95.32 feet to an iron pipe found. Thence N 24°13'03" E a distance of 59.81 feet to an iron pipe found. Thence N 24°15'41" E a distance of 95.06 feet to an iron pipe found. Thence N 24°08'17" E a distance of 80.01 feet to an iron pipe found. Thence N 24°06'04" E a distance of 68.97 feet to an iron pipe found. Thence N 25°06'13" E a distance of 44.47 feet to an iron pipe found. Thence N 02°31'42" E a distance of 102.94 feet to an iron pipe found. Thence N 02°35'22" E a distance of 79.97 feet to an iron pipe found. Thence N 02°40'37" E a distance of 80.02 feet to an iron pipe found. Thence N 02°38'11" E a distance of 79.90 feet to an iron pipe found. Thence N 02°38'58" E a distance of 80.02 feet to an iron pipe found. Thence N 02°37'12" E a distance of 80.03 feet to an iron pipe found. Thence N 02°36'39" E a distance of 65.77 feet to an iron pipe found. Thence N 02°37'37" E a distance of 80.53 feet to an iron pipe found. Thence N 02°34'45" E a distance of 100.31 feet to an iron pipe found along the southern right-of-way of Laurie Ellie Road (SR 1713). Thence across the right-of-way of Laurie Ellis Road N 09°30'52" E a distance of 60.00 feet to a point. Thence down the northern right-of-way of Laurie Ellis Road S 80°29'08" E a distance of 530.03 feet to a point. Thence across the right-of-way of Laurie Ellis Road S 09°30'52" W a distance of 60.00 feet to an iron pipe found. Thence S 01°56'14" W a distance of 708.73 feet to an existing axle. Thence S 88°58'00" E a distance of 152.87 feet to an existing axle. Thence S 00°09'02" W a distance of 171.26 feet to an iron pipe found. Thence S 00°13'41" W a distance of 1632.07 feet to an existing axle. Thence N 86°17'28" W a distance of 215.90 feet to an iron pipe found. Thence S 13°39'00" W a distance of 214.53 feet to an iron pipe found. Thence S 21°51'13" W a distance of 355.50 feet to an iron pipe found. Thence N 78°17'01" W a distance of 371.81 feet to an iron pipe found. Thence N 45°24'01" W a distance of 198.70 feet to an iron pipe set. Thence S 88°23'03" W a distance of 244.59 feet to an iron pipe found. Thence S 26°55'31" W a distance of 449.06 feet to an iron pipe found. Thence S 42°39'50" E a distance of 75.00 feet to an iron pipe found. Thence S 19°34'18" E a distance of 74.12 feet to an iron pipe found. Thence S 84°01'21" W a distance of 665.25 feet to an iron pipe set. Thence S 00°28'33" W a distance of 65.15 feet to a concrete monument. Thence S 00°19'26" W a distance of 1555.90 feet to an iron pipe found. Thence N 74°31'09" W a distance of 65.83 feet to an iron pipe found. Thence N 73°35'21" W a distance of 101.37 feet to an iron pipe found. Thence N 74°41'15" W a distance of 63.53 feet to an iron pipe found. Thence N 73°41'32" W a distance of 147.25 feet to an iron pipe found. Thence N 77°17'38" W a distance of 212.23 feet to an iron pipe found. Thence N 72°38'39" W a distance of 99.96 feet to an iron pipe found. Thence N 73°01'28" W a distance of 81.53 feet to an iron pipe found. Thence N 79°42'20" W a distance of 141.75 feet to an iron pipe found. Thence N 86°31'20" W a distance of 131.43 feet to an iron pipe found. Thence N 32°10'26" W a distance of 1303.35 feet to concrete monument. Thence S 85°20'28" W a distance of 501.60 feet to an iron pipe set. Thence N 61°11'51" W a distance of 51.66 feet to an iron pipe set. Thence N 33°16'57" E a distance of 74.40 feet to an iron pipe found. Thence N 33°16'57" E a distance of 101.95 feet to an iron pipe found. Thence N 33°32'17" E a distance of 202.81 feet to an iron pipe found. Thence N 35°14'59" E a distance of 173.09 feet to an iron pipe set. Thence N 62°59'38" W a distance of 20.21 feet to an iron pipe found. Thence N 62°59'38" W a distance of 97.24 feet to an iron pipe found. Thence N 63°12'47" W a distance of 176.47 feet to an iron pipe found. Thence N 63°11'09"

W a distance of 108.02 feet to an iron pipe found. Thence N 63°18'50" W a distance of 31.73 feet to an iron pipe found. Thence N 06°25'46" E a distance of 72.99 feet to an iron pipe found. Thence N 34°39'10" W a distance of 299.54 feet to an iron pipe found. Thence N 58°37'40" W a distance of 71.17 feet to an iron pipe found. Thence N 77°23'18" W a distance of 192.29 feet to an iron pipe found and the **POINT OF BEGINNING** and containing 246.177 acres (10,723,486 square feet).

Section 2. Upon and after December 31, 2024, the above-described territory and its citizens and property shall be subject to all debts, laws, ordinances, and regulations in force in the Town of Winterville and shall be entitled to the same privileges and benefits as other parts of the Town of Winterville. Said territory shall be subject to municipal taxes according to NCGS 160A-58.10.

Section 3. the Mayor of the Town of Winterville shall cause to be recorded in the Office of the Register of Deeds of Pitt County, and in the Office of the Secretary of State in Raleigh, North Carolina, an accurate map of the annexed territory, described in Section 1 above, together with a duly certified copy of this ordinance. Such map shall also be delivered to the County Board of Elections, as required by NCGS 163-288.1.

Adopted this the 9th day of December 2024.

Richard E Hines, Mayor

ATTEST:

Donald Harvey, Town Clerk

North Carolina
Pitt County

I hereby certify that the foregoing is a true and accurate copy of an ordinance duly adopted by the Town Council of the Town of Winterville, North Carolina, at a meeting held on December 9, 2024 at 6:00 pm at the Town Hall in the Town of Winterville.

IN WITNESS WHEREOF I have hereunto set my hand and have caused the official corporate seal of the Town of Winterville to be affixed, this ____ day of December 2024.

Donald Harvey, Town Clerk

North Carolina
Pitt County

I, Kristin L. Godley, a Notary Public, do hereby certify that Donald Harvey, Town Clerk, personally appeared before me this day and acknowledged the due execution of the foregoing certification, for the purpose therein expressed.

WITNESS my hand and notarial seal this ____ day of December 2024.

NOTARY PUBLIC

My Commission Expires: _____



Name of Applicant: _____

Date: _____

Address: _____

Phone: _____

Town Council Meeting Date Requesting to Provide Comment: _____

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

Name(s) of Speaker(s):

(1) _____

(2) _____

(3) _____

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

Signature



Name of Applicant: _____

Date: _____

Address: _____

Phone: _____

Town Council Meeting Date Requesting to Provide Comment: _____

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

Name(s) of Speaker(s):

(1) _____

(2) _____

(3) _____

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

Signature



Dr. Glenn E. Johnson, DCRD <dr.johnson.dcrc@gmail.com>

RE: Winterville traffic concerns

1 message

Walston, Ellen <EWALSTON@vidanthealth.com>

To: "spigford@greenvillenc.gov" <spigford@greenvillenc.gov>

Cc: "Dr. Glenn E. Johnson, DCRD" <dr.johnson.dcrc@gmail.com>, "Pilgreen, Sue" <SFipps@vidanthealth.com>

Hi Stacey,

Per our discussion at the Safe Communities Traffic Safety Action Team meeting this week, we are concerned about pedestrian safety near the intersection of Main and Mill Streets as we would like to recommend a curb cutout/pedestrian refuge at the curb in front of the NC Driving School as cars parking along the curb block the view of pedestrians crossing Main Str

Ellen M. Walston, MSW, ACSW, LCSW

Injury Prevention Program Coordinator at the Eastern Carolina Injury Prevention Program at Vidant Medical Center

Safe Kids Pitt County Coalition Coordinator

Child Passenger Safety Proxy Technician and Senior Checker

[2100 Stantonsburg Road](#)

P.O. Box 6028 #2 Doctor's Park

Greenville, NC 27835-6028

ewalston@vidanthealth.com

252-847-8532-office

252-847-7890-fax

From: Dr. Glenn E. Johnson, DCRD [mailto:dr.johnson.dcrc@gmail.com]**Sent:** Tuesday, December 15, 2020 11:00 PM**To:** Walston, Ellen <EWALSTON@vidanthealth.com>**Subject:****CAUTION:** This email message originated from outside of Vidant Health.**Dr. Glenn E. Johnson, DCRD** <dr.johnson.dcrc@gmail.com>

to Ben

Thanks for your assistance

**Ben Williams** <Ben.Williams@wintervillenc.com>

to Ryan, me

Dr. Johnson,

Please see the response below from NCDOT.

Have a nice evening.

-Ben

Ben E. Williams, AICP CEP

Assistant Town Manager

Town of Winterville

2571 Railroad Street/P.O. Box 1459

Winterville, NC 28590

(252) 215-2420 – Phone

(252) 215-2465 – Fax

ben.williams@wintervillenc.com

Pursuant to North Carolina General Statutes Chapter 132, Public Records, this electronic mail message and any attachments hereto, as well as any electronic mail message(s) that may be sent in response to it may be considered public record and may be reviewed by anyone at any time.

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From: Hamilton, Steven J <shamilton@ncdot.gov>
Sent: Monday, August 24, 2020, 5:10 PM
To: Ben Williams <Ben.Williams@wintervillenc.com>
Cc: Hunter, Robert P <phunter@ncdot.gov>; Daughtry, Haywood <hdaughtry@ncdot.gov>
Subject: RE: [External] FW: Traffic Mirror

Be Advised: This email originated from outside of the Town of Winterville, NC

Ben,

As a standard practice, we do not utilize convex mirrors at intersections for sight distance issues. There are a couple located state wide at stop sign controlled intersections, but parties such as municipalities or private citizens. Because this intersection is currently signalized there really should not be any reason that a mirror would be needed. If the issue was traffic to make a right turn on red, and there is a documented crash history, then typically the right turn on red would be prohibited. A cursory review of the crashes at this intersection were 17 reported crashes and only one involved a vehicle making a right turn from westbound Main Street and in that incident the right turn vehicle had green. Based on this the restriction of right turns on red.

Sincerely,

Steven J. Hamilton, PE, CPM

Division Traffic Engineer

Division Two

252 439 2816 office

NC Dept of Transportation

1037 W. H. Smith Blvd.

Greenville, NC 27834

cid:image002.png@01D67A3C.E24E0A40

Email correspondence to and from this address is subject to the

North Carolina Public Records Law and may be disclosed to third parties.

--

Dr. Glenn E. Johnson, DCRC

459 Williamston Dr.

Winterville, NC 28590-9416

Cell # 252-902-9222

11/22/24, 5:11 AM

Gmail - RE: Winterville traffic concerns

Home/Office # 252-565-8436

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Winterville Traffic Concern - Winterville Parkway & Vernon White.

Per our discussion at the Safe Communities Traffic & Safety Action Team meeting this week, we are concerned about pedestrian safety near the intersection of Main and Mill Streets as we would like to recommend a curb cutout/pedestrian refuge at the curb in front of the NC Driving School as cars parking along the curb block the view of pedestrians crossing Main Street.

Ben,

Steven J. Hamilton, PE, CPM

Division Traffic Engineer, Division Two

252 439 2816 office

<mailto:shamilton@ncdot.gov>

As a standard practice, we do not utilize convex mirrors at intersections for sight distance issues. There are a couple located state wide at stop sign controlled intersections, but parties such as municipalities or private citizens. Because this intersection is currently signalized there really should not be any reason that a mirror would be needed. If the issue traffic to make a right turn on red, and there is a documented crash history, then typically the right turn on red would be prohibited. A cursory review of the crashes at this intersection were 17 reported crashes and only one involved a vehicle making a right turn from westbound Main Street and in that incident the right turn vehicle had green. Based on this the restrict right turns on red.

Effects for Emergency Vehicles approaching the intersection, Perhaps a reevaluation is needed and or a look into Pre-Emptive device for Emergency Vehicle's

Traffic coming onto Mill Street from Winterville Parkway, then sudden stops for Vehicles turning left onto Vernon White.

Also, Traffic approaching Winterville Parkway from Mill Street, some not clearly does understand the traffic to go in the right direction.

Dr. Glenn E. Johnson, DCRC



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Consent Agenda

Meeting Date: December 9, 2024

Presenter: Donald Harvey, Town Clerk

Item to be Considered

Subject: Council Meeting Minutes.

Action Requested: Approval of Minutes.

Attachment: Draft Minutes of the Council meetings listed below.

Prepared By: Donald Harvey, Town Clerk

Date: 11/28/2024

ABSTRACT ROUTING:

☒ TC: 12/3/2024

☒ TM: 12/3/2024

☒ Final: tlp - 12/3/2024

Supporting Documentation

Approval of the following set of Council Meeting Minutes:

- ❖ November 4, 2024 Regular Meeting Minutes.

Budgetary Impact: NA.

Recommendation: Approval of Minutes.



**WINTERVILLE TOWN COUNCIL
MONDAY, NOVEMBER 4, 2024 – 6:00 PM
REGULAR MEETING MINUTES**

The Winterville Town Council met in a Regular Meeting on the above date at 6:00 PM in the Town Hall Assembly Room, with Mayor Richard E. Hines presiding. The following were present:

Richard E. Hines, Mayor
Brandy Harrell, Mayor Pro Tem
Shantel Hawkins, Councilwoman
Johnny Moye, Councilman
Veronica W. Roberson, Councilwoman
Lisa Smith, Councilwoman
Keen Lassiter, Town Attorney
Terri L. Parker, Town Manager
Anthony Bowers, Assistant Town Manager
Chris Williams, Interim Police Chief
David Moore, Fire Chief
Cliff McGuffin, Public Works Director
Ron Mills, Interim Electric Director
Jessica Manning, Finance Director
Evan Johnston, Building Inspector/Code Enforcement Officer
Diane White, Parks and Recreation Director
Stephen Penn, Planning and Economic Development Director
Angela Fuller, Human Resource Director
Donald Harvey, Town Clerk

CALL TO ORDER: Mayor Hines called the meeting to order.

INVOCATION: Councilwoman Roberson gave the Invocation.

PLEDGE OF ALLEGIANCE: Mayor Hines led everyone in the Pledge of Allegiance.

WELCOME: Mayor Hines welcomed the public.

ROLL CALL: All Present.

APPROVAL OF AGENDA:

Manager Parker noted an amendment to the Agenda including a Closed Session.

Motion made by Mayor Pro Tem Harrell and seconded by Councilwoman Hawkins to approve the amended agenda. Motion carried unanimously, 5-0.

PROCLAMATIONS: Town Clerk Harvey presented the following Proclamations:

1. Veterans Day.



PROCLAMATION
Veterans Day

WHEREAS, our community has a continuing sense of gratitude to those who have given so much in the defense of the freedoms which we all continue to enjoy; and

WHEREAS, on this patriotic occasion, let us all commit ourselves to the great need of fostering a spirit of rededication to the ideals that have served as the foundation of this great country – "One nation, under God, indivisible, with liberty and justice for all."

WHEREAS, America has called on her men and women in uniform to protect our national security, to advance our national interests and to preserve our rights and freedoms; and

WHEREAS, on Veterans Day we recognize the men and women of our Armed Forces who have valiantly defended these values throughout our Nation's history; and

WHEREAS, on Veterans Day we also remember those whose sacrifice ended in permanent injury or death, yet their spirit remains in continued preservation of our freedoms and the promise of liberty established as an example for all oppressed persons of the world; and

WHEREAS, in honor of these dedicated men and women, we pledge continued defense of our nation so that their sacrifice will stand before the entire world as a tribute to the spirit and determination of people dedicated to the principals of freedom and democracy.

NOW, THEREFORE, the Winterville Town Council does hereby proclaim November 11, 2024 as **Veterans Day** in the Town of Winterville, North Carolina and calls upon our citizens to observe this day with appropriate manners in honor of veterans, both living and deceased, who have served this country so willingly to preserve the principles of justice, freedom and democracy; to fly the flag; and let our veterans know we appreciate their great sacrifice.

IN WITNESS WHEREOF, I do set my hand, and cause the seal of Winterville to be affixed this 4th day of November 2024.

Richard E. Hines, Mayor

Attest:

Donald Harvey, Town Clerk

2. International Volunteer Recognition Month.



PROCLAMATION **INTERNATIONAL VOLUNTEER MONTH**

WHEREAS, the town of Winterville recognizes the invaluable contributions of volunteers who selflessly dedicate their time, energy, and expertise to make our community and the world a better place; and

WHEREAS, International Volunteer Day, celebrated annually on December 5th, serves as a global observance to acknowledge the vital role by volunteers in addressing pressing social, economic, and environment challenges; and

WHEREAS, North Carolina has a strong history of improving lives, strengthen communities, and making our state a better place through volunteerism; and

WHEREAS, volunteers are the heart and soul of nonprofit organizations and work tirelessly towards enhancing the quality of life for our residents; and

WHEREAS, as we emerge from the challenges posed by the COVID-19 pandemic, the spirit of volunteerism has played a crucial role in aiding our recovery efforts, from supporting vaccination clinics to delivering essential supplies and exemplifying the resilience and compassion of our community; and

WHEREAS, the Town of Winterville remains committed to fostering a culture of volunteerism, recocking that together we can achieve remarkable feats and overcome the most pressing challenges facing our city and our world; and

NOW, THEREFORE, I, Richard E. Hines, Mayor of the Town of Winterville hereby proclaim the month of December 2024 as **International Volunteer Month** in Winterville, Pitt County, North Carolina and extend best wishes to all of our communities as we recognize and commend all volunteers.

IN WITNESS WHEREOF, I do set my hand, and cause the seal of Winterville to be affixed this 4th day of November 2024.

Richard E. Hines, Mayor

Attest:

Donald Harvey, Town Clerk

3. International Migrants Month.



PROCLAMATION

INTERNATIONAL MIGRANTS MONTH

WHEREAS, the Town of Winterville is home to a diverse and vibrant community of residents hailing from all corners of the world, who have contributed immeasurably to the cultural, economic, and social fabric of our city; and

WHEREAS, international migration has long been a driving force behind the growth and development of Winterville, enriching our community with a wealth of talent, skills, traditions, and perspectives that have made us stronger, more resilient, and more inclusive; and

WHEREAS, December 18th, marks International Migrants Day, a day recognized by the United Nations to celebrate the contributions of migrants worldwide and to reaffirm our commitment to the rights, dignity, and well-being of all migrants, regardless of their origin; and

WHEREAS, we believe that our town's strength lies in its diversity, and we are committed to fostering an environment of unity, understanding, and cooperation among all residents, regardless of their nationality, ethnicity, or race.

NOW, THEREFORE, I, Richard E. Hines, Mayor of the Town of Winterville hereby do hereby proclaim December 2024 as **International Migrant Month**, and encourage its celebration to all Winterville, North Carolina residents.

IN WITNESS WHEREOF, I do set my hand, and cause the seal of Winterville to be affixed this 4th day of November 2024.

Richard E. Hines, Mayor

Attest:

Donald Harvey, Town Clerk

4. Pancreatic Cancer Day.



PROCLAMATION
WORLD PANCREATIC CANCER DAY

WHEREAS, in 2024, an estimated 66,400 people will be diagnosed with pancreatic cancer, and 51,750 people will die from the disease; and,

WHEREAS, pancreatic cancer is one of the deadliest cancers, it is currently the 3rd leading cause of cancer-related death in the United States surpassing breast cancer; and,

WHEREAS, pancreatic cancer has the lowest five-year relative survival rate, at just 13 percent; and,

WHEREAS, when symptoms of pancreatic cancer present themselves, it is generally in later stages, and only 10 percent of pancreatic cancer patients are diagnosed when the disease is confined to their pancreas, and 87 percent of pancreatic cancer patients die within the first five years; and,

WHEREAS, approximately 1,638 deaths will occur in NC in 2024; and,

WHEREAS, pancreatic cancer is the seventh most common cause of cancer-related death across the world; and,

WHEREAS, the good health and well-being of the residents of Winterville are enhanced as a direct result of increased awareness about the symptoms and risks of pancreatic cancer, and research into early detection, causes, and effective treatments; and,

NOW, THEREFORE, I, Richard E. Hines, Mayor of the Town of Winterville hereby that the Town designates November 21, 2024 as **World Pancreatic Cancer Day** in Winterville.

IN WITNESS WHEREOF, I do set my hand, and cause the seal of Winterville to be affixed this 4th day of November 2024.

Richard E. Hines, Mayor

Attest:

Donald Harvey, Town Clerk

PUBLIC COMMENT: Mayor Hines read the Public Comment Policy.

1. Steffen McGhee: Support for Farmstead.
2. Dr. Sharon McDonald Evans: Concerns about Corbella Family Venue treatment.
3. Nicole Bynum: Concerns about Corbella Family Venue treatment.
4. Brandy Daniels: Safety/Security and Corbella Issue.

CONSENT AGENDA:

Items included in the Consent Agenda:

1. Approval of the following sets of Council Meeting Minutes:
 - September 9, 2024 Regular Meeting Minutes (correction of “stripping” to “striping”); and
 - October 14, 2024 Regular Meeting Minutes.
2. Budget Amendment 2024-2025-3.
3. Southbrook Rezoning – Schedule Public Hearing for December 9, 2024.
4. Southbrook Annexation – Schedule Public Hearing for December 9, 2024.
5. Villa Grande Phase 3 Annexation – Schedule Public Hearing for December 9, 2024.
6. Stormwater Ordinance - Schedule Public Hearing for December 9, 2024.
7. NCDEQ Sewer CIP Resolution (24-R-111).

Motion made by Councilwoman Smith and seconded by Councilwoman Roberson to approve consent agenda with correction to September 9, 2024 Regular Meeting Minutes as follows: “1. Councilwoman Smith asked to look into the ordinance on street parking, Auxiliary Dwelling Unit language, and downtown improvements/maintenance including parking and striping.” Motion carried unanimously, 5-0.

OLD BUSINESS:

1. Sutton Capital - Farmstead Utilities: Town Manager Parker explained and presented the subject.

Members from the Sutton Capital Group, LLC and their Attorney, Christian Porter requested a Meeting with Mayor Hines, Town Attorney Lassiter, and Town Manager Parker on September 4, 2024 after they had been made aware of the Council’s decision on utility service at the August meeting. The Group requested how they might have an opportunity to present their “side” of the circumstances to Council and they were informed that they could do so at a Meeting if they requested. The request was made, and Sutton Capital Group will be speaking to Council to present their side pertaining to the utility service provision for Farmstead Subdivision.

Christian Porter and Scott Anderson spoke asking the Council to reconsider serving the Farmstead Development with water and sewer. Scott Anderson gave the presentation that follows:



FARMSTEAD | WINTERVILLE, NC

THE OVERVIEW



Welcome to "The Farmstead"

The proposed Farmstead community is located in Winterville, NC just outside of Greenville. This development is masterplanned at the corner of Davenport Farm Road and Beech Branch Road, adjacent to Pine Community College. The overall site is 294 acres and is made up of three (3) separate parcels, separated by Davenport Farm Road. The proposed lots average 11,000 SF (0.25 AC).

"The Farmstead" offers a walkable community with sidewalks throughout the development and a future primary /mid connection along Beech Branch Road (which borders the western edge of the property).



THE FARMSTEAD | WINTERVILLE, NC

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THE PLAN

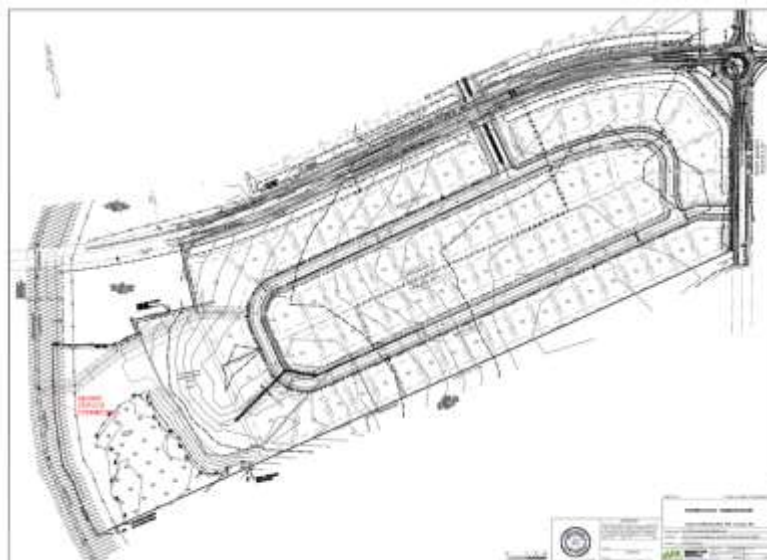


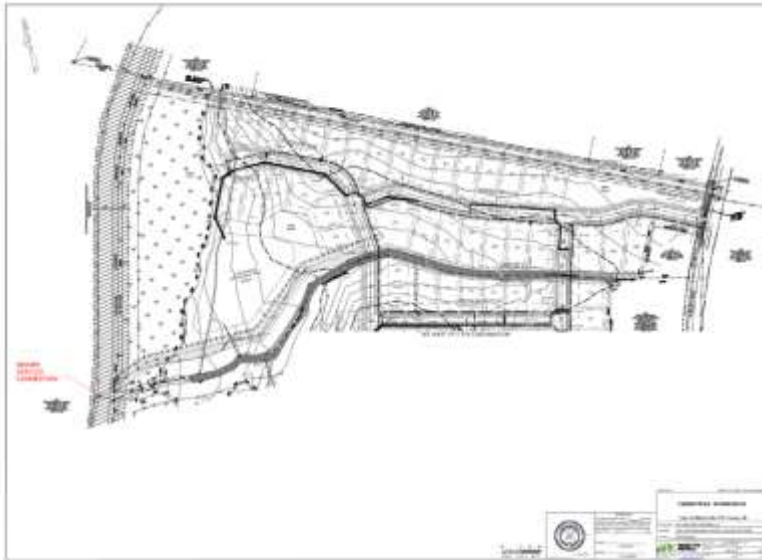
- LEGEND
- COMMUNITY AMENITY
 - POOL
 - TRAIL
 - OUTDOOR AMENITY
 - TRAIL
 - WATER MANAGEMENT
 - STORMWATER MANAGEMENT
 - PROPOSED WETLANDS

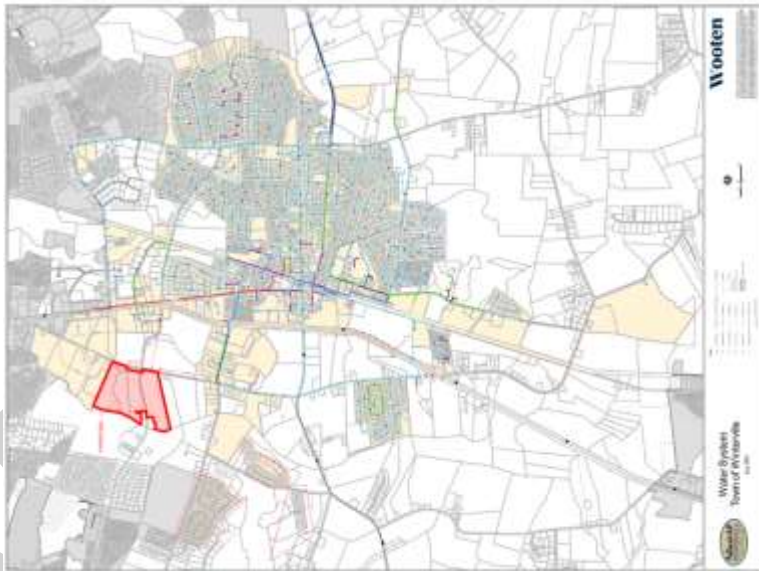
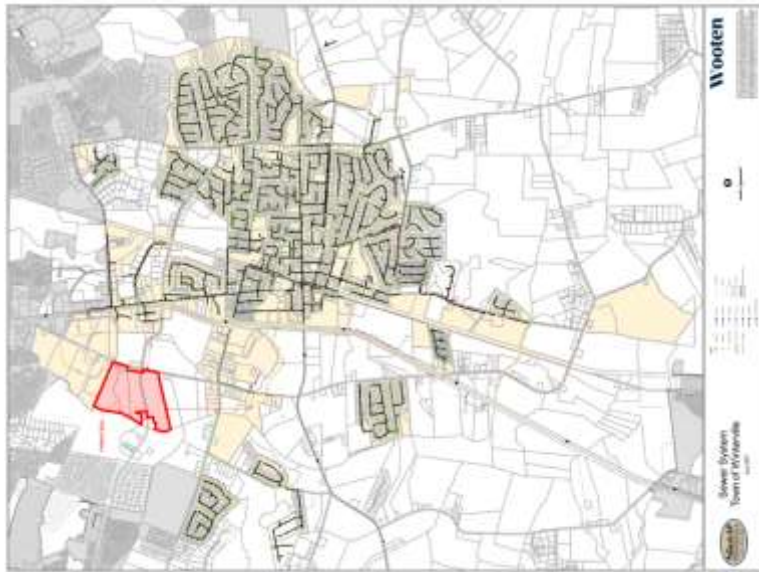


THE FARMSTEAD | WINTERVILLE, NC

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ENGINEERS

PLANNERS

SURVEYORS

LANDSCAPE ARCHITECTS

Town of Winterville, NC
Scenario 3: Duxsport Farm Pump Station & Force Main
PRELIMINARY OPINION OF PROBABLE COST
FEBRUARY 2024
TOTAL PROJECT SUMMARY

Item No.	Qty.	Unit	Description	Unit Price	Cost	Alternate Cost
1	1	LS	Mobilization (3%)		\$ 398,000.00	
2	1	LS	8" Wet Well, 150 GPM Pumps, Piping, etc.		\$ 700,000.00	
2A	1	LS	10" Wet Well, 500 GPM Pumps, Piping, etc.			\$ 800,000.00
3	4,650	LF	4-inch Force Main	\$ 140.00	\$ 651,000.00	
3A	4,650	LF	8-inch Force Main	\$ 180.00		\$ 837,000.00
4	260	CY	Additional Excavation along Harvest Mill Lane	\$ 50.00		\$ 13,000.00
5	60	CY	Additional Excavation from MH-6 to Wet Well	\$ 50.00		\$ 3,000.00
6	4	EA	Automatic Air Release Valve and Vault w/Vent (0'-4")	\$ 18,000.00	\$ 72,000.00	
7	80	LF	18" Steel Casing (Jack & Bore)	\$ 1,000.00	\$ 80,000.00	
8	1	EA	Tie-in to Existing Manhole	\$ 8,000.00	\$ 8,000.00	
9	5,000	LF	5ft Fence	\$ 6.50	\$ 32,500.00	
10	15	EA	5ft Fence Outlet	\$ 280.00	\$ 4,200.00	
11	40	CY	Stabilization Stone	\$ 80.00	\$ 3,200.00	
12	500	CY	Select Backfill	\$ 50.00	\$ 5,000.00	
13	4,000	LBS	Additional Ductile Iron Fittings	\$ 10.00	\$ 40,000.00	
14	1	LS	Testing Allowance	\$ 10,000.00	\$ 10,000.00	
Estimated Sewer Cost					\$1,713,000.00	\$2,015,000.00

WATER						
Item No.	Qty.	Unit	Description	Unit Price	Cost	Alternate Cost
15	2,900	LF	8" RUPVC/PVC Water Line	\$ 175.00		\$ 507,500.00
16	6,000	LF	10" RUPVC/PVC Water Line	\$ 200.00		\$ 1,200,000.00
17	1	EA	Tie-in to Existing Water Main	\$ 8,000.00		\$ 28,000.00
18	2	EA	8" Gate Valve & Box	\$ 5,000.00		\$ 10,000.00
19	4	EA	10" Gate Valve & Box	\$ 7,500.00		\$ 30,000.00
20	2	EA	12" Gate Valve & Box	\$ 9,000.00		\$ 18,000.00
21	300	LF	30" Steel Casing (Jack & Bore)	\$ 1,200.00		\$ 360,000.00
22	200	SY	Asphalt Pavement Replacement	\$ 170.00		\$ 34,000.00
23	5,000	LBS	Additional Ductile Iron Fittings	\$ 10.00		\$ 50,000.00
Estimated Water Cost						\$1,883,500.00

Estimated Construction Cost **\$1,713,000.00** **\$4,098,400.00**


Contingency (10%) \$ 171,300.00 \$ 401,000.00
Technical Services \$ 500,000.00

Total Estimated Project Cost **\$1,884,000.00** **\$4,910,400.00**

Alternate Cost - Base Cost (Town's Cost) **\$3,025,000.00**

Scenario: Farmstead Development
(Figure 1)





ENGINEERS

PLANNERS

SURVEYORS

LANDSCAPE ARCHITECTS

Towns of Winterville, NC
Scenario 3: Davenport Farm Pump Station & Force Main
PRELIMINARY OPINION OF PROBABLE COST
FEBRUARY 2024
TOTAL PROJECT SUMMARY

Item No.	Qty.	Unit	Description	Unit Price	Cost	Alternate Cost
1	1	LS	Mobilization (10%)		\$ 108,000.00	
2	1	LS	8" Wet Well, 150 GPM Pumps, Piping, etc.		\$ 700,000.00	
2A	1	LS	10" Wet Well, 300 GPM Pumps, Piping, etc.			\$ 800,000.00
3	4,850	LF	4-inch Fence Main	\$ 140.00	\$ 651,000.00	
3A	4,850	LF	6-inch Fence Main	\$ 180.00		\$ 857,000.00
4	250	CY	Additional Excavation along Harvest Mill Lane	\$ 50.00		\$ 13,000.00
5	80	CY	Additional Excavation from Mill-4 to Wet Well	\$ 50.00		\$ 8,000.00
6	4	EA	Automatic Air Release Valve and Vault w/Vent (0'-6")	\$ 18,000.00	\$ 72,000.00	
7	80	LF	18" Steel Casing (Jack & Bore)	\$ 1,000.00	\$ 80,000.00	
8	1	EA	Tie-in to Existing Manhole	\$ 8,000.00	\$ 8,000.00	
9	5,000	LF	5th Fence	\$ 8.50	\$ 32,500.00	
10	15	EA	5th Fence Outlet	\$ 280.00	\$ 4,200.00	
11	40	CY	Stabilization Stone	\$ 80.00	\$ 3,200.00	
12	100	CY	Select Backfill	\$ 50.00	\$ 5,000.00	
13	4,000	LBS	Additional Ductile Iron Fittings	\$ 10.00	\$ 40,000.00	
14	1	LS	Testing Allowance	\$ 10,000.00	\$ 10,000.00	

Estimated Sewer Cost

\$1,713,850.00

\$2,015,900.00

WATER

Item No.	Qty.	Unit	Description	Unit Price	Cost	Alternate Cost
15	2,900	LF	8" RUPVC/PVC Water Line	\$ 175.00	\$ 507,500.00	
16	8,000	LF	10" RUPVC/PVC Water Line	\$ 200.00	\$ 1,200,000.00	
17	1	EA	Tie-in to Existing Water Main	\$ 8,000.00	\$ 8,000.00	
18	2	EA	6" Gate Valve & Box	\$ 5,000.00	\$ 10,000.00	
19	4	EA	10" Gate Valve & Box	\$ 7,500.00	\$ 30,000.00	
20	2	EA	12" Gate Valve & Box	\$ 9,000.00	\$ 18,000.00	
21	100	LF	30" Steel Casing (Jack & Bore)	\$ 1,200.00	\$ 120,000.00	
22	200	SY	Alphabet Paving Replacement	\$ 170.00	\$ 34,000.00	
23	5,000	LBS	Additional Ductile Iron Fittings	\$ 10.00	\$ 50,000.00	

Estimated Water Cost

\$1,883,500.00

Estimated Construction Cost

\$1,713,850.00

\$4,888,400.00

Contingency (10%)

\$ 171,000.00

\$ 401,000.00

Technical Services

\$ 500,000.00

Total Estimated Project Cost

\$1,884,850.00

\$6,889,400.00

Alternate Cost - Base Cost (Town's Cost)

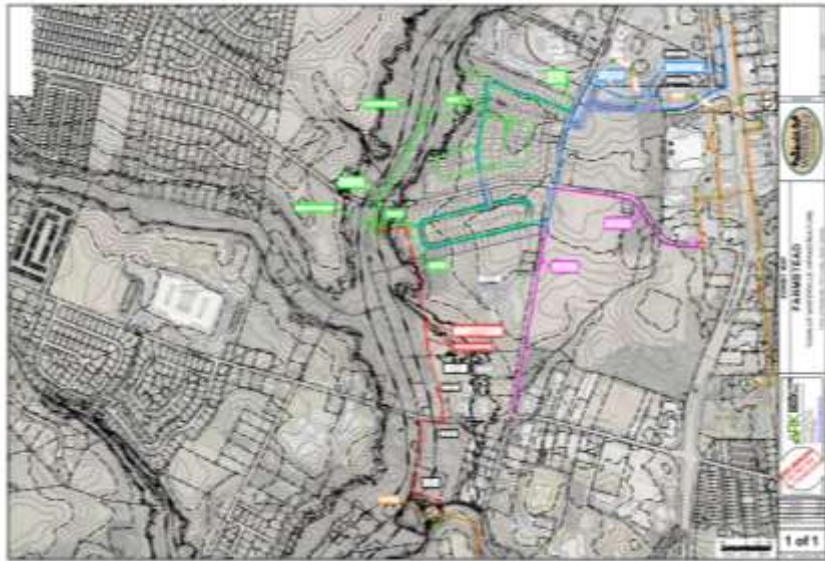
\$3,525,590.00

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NCBELS Lic. No. F-0334

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Farmstead Off-Site Improvements

Revenues and Expenditures

November 4, 2024

Number of Lots	Development Fee (One Time)	Monthly Fee / Home	Total	6,750 Gallons per Month
Water				
179	\$ 250.00	\$ 34.81	\$ 6,231.44	Total Water Revenue per month
			\$ 44,750.00	Development Fee
Sewer				
179	\$ -	\$ 73.47	\$ 13,150.68	Total Sewer Revenue per month
			\$ 277,335.44	Total Revenue year 1 with full build out
			\$ 232,585.44	Total Revenue year 2+

Number of Lots	* Water Cost from GUC	Sewer Cost per 1,000 gal from CMSD	Total
	\$ 126.84	\$ 3.50	
179	\$ 22,704.36	\$ 50,746.50	\$ 73,450.86
			Total Expenses per year**
			\$ 203,884.58
			\$ 159,134.58

* Town currently has 4,415 meters according to the local water supply plan

* Town budget is to purchase \$560,000 of water from GUC

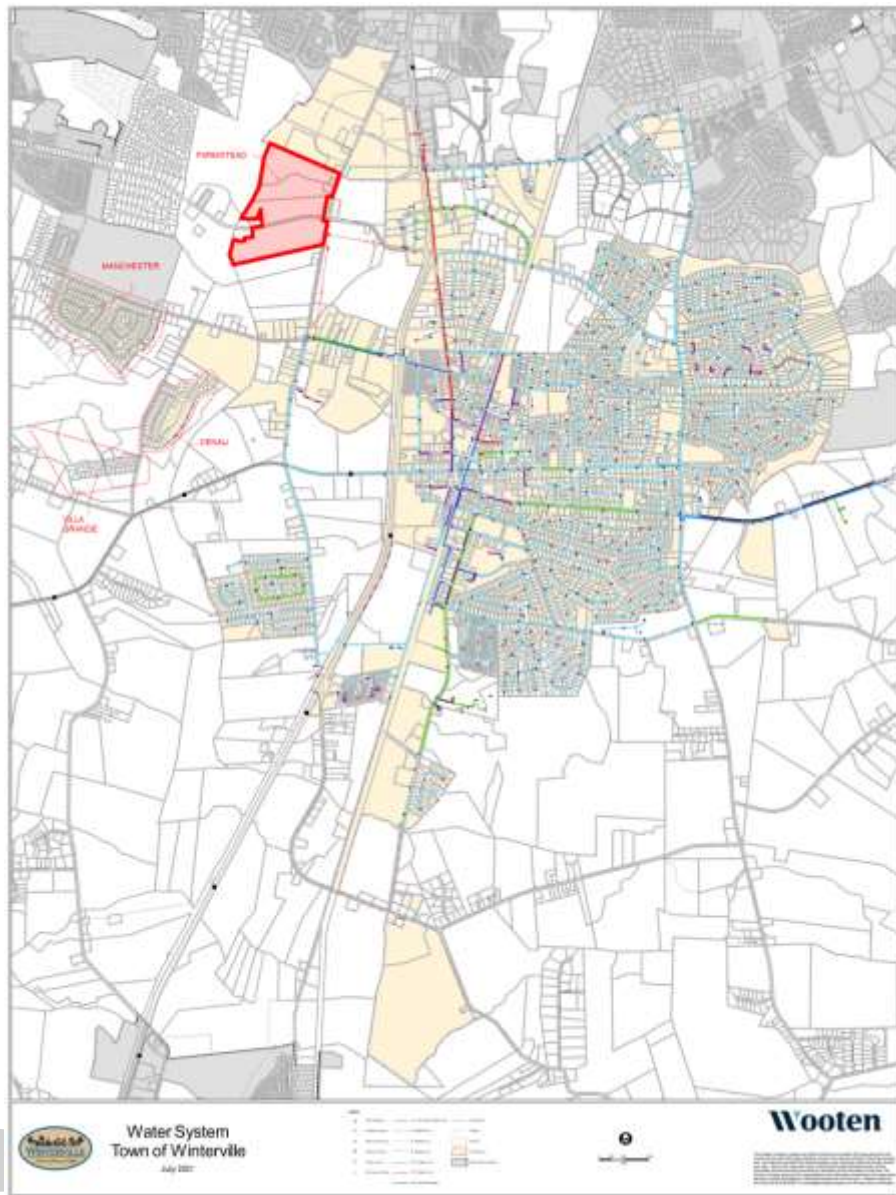
** Does not include any operation, maintenance, finance cost.

Total Water Infrastructure Cost \$ 2,500,000.00

Total Sewer Infrastructure Cost \$ 2,100,000.00

Total Infrastructure Cost \$ 4,600,000.00

Return Period 28.63 Years




Councilman Moye asked what are the costs and Councilwoman Roberson asked what will the developer pay? Christian Porter cited the costs and method. Councilwoman Smith what is the other situation by territory. Mayor Pro Tem Harrell asked what is the environmental impact? Scott Anderson spoke to the gravity sewer to the low point along Swift Creek then pumped. Mayor Hines asked where the pump station would be built. Scott Anderson noted south of the bridge near Davenport Farm Road.

Christian Porter summarized GUC serving versus Winterville serving. Extra costs would most likely be put to the project out of the market. Public Works Director McGuffin said he was told when he came in 2022. Councilwoman Smith said did they do due diligence to make sure it would work. Councilwoman Hawkins said assumed GUC would serve. Scott Anderson said conversations with former staff and GUC to serve. Mayor Hines noted the Town could have filed an injunction. Town Attorney Lassiter said we did not file anything, and he would recommend Council take up the issue in closed session. Mayor Pro Tem Harrell asked when would a decision be made? Town Attorney Lassiter said at the discretion of the Council.

NEW BUSINESS:


1. Eli's Ridge Phase 5 Final Plat. Planning and Economic Development Director Penn presented:




P&Z– November 4, 2024

Eli's Ridge Phase 5 Final Plat

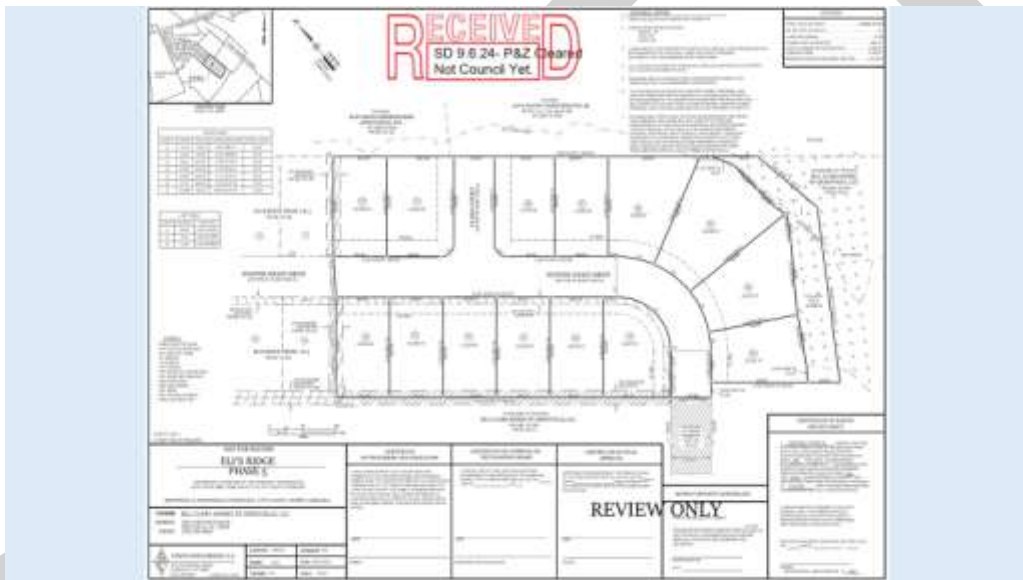
Presenter:
Stephen Penn,
Planning





Eli's Ridge Phase 5 Final Plat

- Applicant: Stroud Engineering, PA.
- Location: Within the existing Eli's Ridge Subdivision, off of Worthington Road. Site at the end of Hunter Grace Drive.
- Parcel Numbers: A portion of 84754.
- Site Data: 14 New Lots; 5.51 Acres.
- Zoning District: R-10.



Town of
WINTERVILLE
A slice of the good life!

Eli's Ridge Ph 5 – Final Plat

- Staff Recommendation:
 - The Eli's Ridge Phase 5 Final Plat has received Technical Review Committee Approval & P&Z Approval (Unanimous).

Mayor Hines asked for any further discussion or any more questions. Hearing none what is Council's pleasure.

Motion made by Councilwoman Roberson and seconded by Mayor Pro Tem Harrell to approve the Eli's Ridge Phase 5 Final Plat. Motion carried unanimously, 5-0.

2. PEAK Energy Natural Gas Hedging Option Contract Amendment. Assistant Town Manager Bowers explained and commented.

The Town has two contracts for natural gas that is used to fuel the Kings Mountain Energy Plant. Carolina Power Partners operate the plant. The natural gas for this plant is purchased through contracts with PEAK Energy. These amendments will be applied to our two Natural Gas contracts that are currently in place with PEAK Energy. These amendments will allow the Town of Winterville to "Hedge" the gas markets in an attempt to protect the Town from extremely volatile movements in the natural gas market.

We will be allowed (2) hedges in the summer months and (3) hedges in the winter months. The theory is to lock in a gas rate for some point in time in the future. For example, if we feel like natural gas prices are going to go up to \$30 per dekatherm then we may agree to purchase a certain amount of gas at a rate of \$25 per dekatherm. The timing of the transaction is critical. You will have to decide way in advance of the sell date. If you wanted to hedge for the month of December when the demand is the highest, you will most likely make that purchase in July or August prior. This is a tool that the town will not use often but is good to have available to as an option with the natural gas markets become unstable.

Town Manager Parker noted that we will not hedge our entire amount.

Mayor Hines asked for any further discussion or any more questions. Hearing none what is Council's pleasure.

Motion made by Councilwoman Smith and seconded by Mayor Pro Tem Harrell to approve PEAK Energy Natural Gas Hedging Option Contract Amendment pending review by Town Attorney Lassiter.

Councilman Moyer asked if before we hedge, will it come back to Council. Assistant Town Manager Bowers said absolutely it would.

Motion carried unanimously, 5-0.

3. Replacement of Councilwoman Roberson as representative on Mid-East Commission. Town Manager Parker explained and commented.

Mayor Hines said we appreciate her service and commitment. Councilwoman Roberson said she feels the importance of membership in the Mid-East Commission. Town Manager Parker said it is on the agenda, however no action is required tonight. Mayor Hines mentioned what we spend on Mid-East and should we reconsider membership.

OTHER AGENDA ITEMS:

1. Update on Request for Boyd Street and Mill Street Signalization. (Councilwoman Hawkins).

Councilwoman Hawkins commented on motion passed last month and wanting an update. Assistant Town Manager Bowers said NCDOT received request and will take 4-6 weeks for a conclusion to evaluate factors and costs of the stated options. Councilwoman Hawkins noted the sum up the

response. July minutes nixed all way stop. Assistant Town Manager Bowers we could request something else, or additional options. Mayor Hines said with the western part of state issues, all projects are being pushed back. Assistant Town Manager Bowers noted flashing lights could move solution forward the quickest. Councilman Moye what is the price quote, price is a drop in the bucket to a signal light.

Town Manager Parker said if we pay for this one, NCDOT may expect us to do others. Councilman Moye said when construction starts on Old Tar Road, traffic all come this way. Need to look at an improvement. Mayor Hines said other costs will increase as related expenses are added. Assistant Town Manager Bowers noted we are on their timeline. Councilwoman Roberson asked how the speed signs are powered. Police Chief Williams said presently battery, could be solar adapted. Councilwoman Hawkins said the traffic is heavy, request NCDOT, and hopefully they will get back quickly. Assistant Town Manager Bowers noted a new request requires additional studies.

Mayor Hines asked for any further discussion or any more questions. Hearing none what is Council's pleasure.

Motion made by Councilwoman Smith and seconded by Councilwoman Hawkins to approve Flashing red beacons in the interim awaiting an additional decision. Motion carried unanimously, 5-0.

2. Emergency Preparation Plans. (Councilwoman Hawkins).

Councilwoman Hawkins questioned Town's plans in relation to the western issue and changing climate. What do we do? Councilwoman Roberson said she took a special class on NIMS. Fire Chief Moore noted classes are set-up for taking, can take some online. Councilwoman Hawkins said if a catastrophe is coming, what can the citizens do. Fire Chief Moore said County handles the base of operations. Town Manager Parker said EOC is set to open whenever it is needed. Councilwoman Hawkins asked when can course be reactivated and setup. Fire Chief Moore said will take some time and will look into the needs. Councilwoman Hawkins noted the new Town App can be utilized. Town Manager Parker said the GOGov; Winterville at Work, goes live Friday, November 8th. All Call has more obstacles, still working. Councilwoman Hawkins said it is excellent in bringing it available to citizens

ITEMS FOR FUTURE AGENDA/FUTURE WORK SESSIONS:

Town Manager Parker said the Recycling Town Hall Meeting is being set up and we are working to find a date for the Electric Rate Study.

Motion made by Councilwoman Smith and seconded by Councilman Moye to approve the North Winterville Cemetery Sign as presented by Staff. Motion carried unanimously, 5-0.

ANNOUNCEMENTS: Town Clerk Harvey gave the following announcements:

- 2024 General Election: Tuesday, November 5, 2024 – Community Room and Operation Center Training Room.
- Veteran's Day Holiday - Town Offices Closed: Monday, November 11, 2024.
- Coffee with a Cop: Friday, November 15, 2024; 9:00 am - 10:30 am – Cooper's Cup.
- Planning and Zoning Board Meeting: Monday, November 18, 2024 @ 7:00 pm - Town Hall Assembly Room.
- Board of Adjustment Meeting: Tuesday, November 19, 2024 @ 7:00 pm - Town Hall Assembly Room.
- Recreation Advisory Board: Tuesday, November 26, 2024 @ 6:30 pm – Operation Center.

- December Agenda Abstracts Due: Wednesday, November 27, 2024.
- Thanksgiving Holidays - Town Offices Closed: Thursday, November 28, 2024 and Friday, November 29, 2024.
- Agenda Review Meeting: Thursday, December 5, 2024 @4:00 pm – Town Hall Executive Conference Room.
- Town Christmas Party: Thursday, December 5, 2024 @6:00 pm – Cotton Barn.
- Regular Town Council Meeting: Monday, December 9, 2024 @ 6:00 pm - Town Hall Assembly Room.

REPORTS FROM THE TOWN ATTORNEY, MAYOR, AND TOWN COUNCIL, AND TOWN MANAGER:

Attorney Lassiter: None, Closed session

Councilwoman Smith: Thanks for all that came out. Thanks to the Chamber and Fright Fest.

Councilwoman Roberson: Go out and Vote and Thanksgiving Dinner at Mt. Shiloh.

Mayor Pro Tem Harrell: Thanks to staff, everyone deserves another chance, your voice matters, be collaborative.

Councilwoman Hawkins: The people are at the top of the organization, you have a voice, presence is important. Questions are not continuous they are for information. Celebrate for Veterans Day. Vote for today and those that will come behind us.

Councilman Moyer: Thanks for coming out and voicing concerns. We strive to do better. Have a WONDERFUL Thanksgiving.

Manager Parker: No comment.

Mayor Hines: Thanks for those that have come out to speak and listen. Come out all the time to look and see.

Motion made by Councilwoman Hawkins and seconded by Councilman Moyer to go into Closed Session NCGS § 143-318.11. (3) To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease; or (ii) the amount of compensation and other material terms of an employment contract or proposed employment contract. Motion carried unanimously, 5-0.

Entered into Closed Session at 7:58 pm.

CLOSED SESSION:

Motion made by Councilwoman Smith and seconded by Mayor Pro Tem Harrell to return to Open Session. Motion carried unanimously, 5-0. Returned to Open Session at 10:34 pm.

Mayor Hines issued the following statement on the Bynum/Corbella's Social House case:
 "To the citizens, as we navigate through these times together, let us remember the strength found in our collective and calm resolve. Our Town is a community and together we stand resilient and ready to face these challenges with grace and harmony."

Town Attorney Lassiter issued the following statement on the Bynum/Corbella's Social House case: "As there is currently an appeal before a state agency (ABC Commission) regarding a denial by the ABC Commission of an alcohol permit application for Corbella's and also due to Police Chief Chris Williams being subpoenaed by the State to testify at this appeal, the Town believes it must allow this legal process to move forward to its ultimate conclusion. Once that appeal is heard on December 17, 2024, the ABC Commission will decide on the status on Mr. Bynum's alcohol permit application."

Mayor Hines noted that the Town will serve utilities to the Farmstead project.

ADJOURN:

Motion made by Councilwoman Roberson and seconded by Mayor Pro Tem Harrell to adjourn the meeting. Motion carried unanimously, 5-0. Meeting adjourned at 10:42 pm.

Adopted this the 9th day of December 2024.

Richard E. Hines, Mayor

ATTEST:

Donald Harvey, Town Clerk



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Consent Agenda

Meeting Date: December 9, 2024

Presenter: Donald Harvey, Town Clerk

Item to be Considered

Subject: 2025 Council Meeting and Budget Calendars.

Action Requested: Approval of Calendars.

Attachment: Draft Calendars Listed below.

Prepared By: Donald Harvey, Town Clerk

Date: 12/5/2022

ABSTRACT ROUTING:

☒ TC: 12/5/2022

☒ TM: 12/4/2024

☒ Final: tlp - 12/4/2024

Supporting Documentation

Approval of the following 2025 Calendars:

- Council Meeting Calendar; and
- Agenda Review Calendar; and
- Budget Calendar.

Budgetary Impact: NA.

Recommendation: Staff recommends approval of the 2025 Calendars.



TOWN COUNCIL 2025 REGULAR MEETING CALENDAR

DATE	DESCRIPTION	TIME	LOCATION
Monday, January 13, 2025	Regular Council Meeting	6:00 pm	THAR
Monday, February 10, 2025	Regular Council Meeting	6:00 pm	THAR
Monday, March 10, 2025	Regular Council Meeting	6:00 pm	THAR
Monday, April 14, 2025	Regular Council Meeting	6:00 pm	THAR
Monday, May 12, 2025	Regular Council Meeting	6:00 pm	THAR
Monday, June 9, 2025	Regular Council Meeting	6:00 pm	THAR
Monday, July 14, 2025	NO MEETING	NA	NA
Monday, August 11, 2025	Regular Council Meeting	6:00 pm	THAR
Monday, September 8, 2025	Regular Council Meeting	6:00 pm	THAR
Monday, October 13, 2025	Regular Council Meeting	6:00 pm	THAR
Monday, November 10, 2025	Regular Council Meeting	6:00 pm	THAR
Monday, December 8, 2025	Regular Council Meeting	6:00 pm	THAR

**THAR: Town Hall Assembly Room
2571 Railroad Street
Winterville, NC 28590**

Adopted by Town Council – 12/9/2024



TOWN COUNCIL 2025 AGENDA REVIEW MEETINGS

DATE	DESCRIPTION	TIME	LOCATION
Thursday, January 9, 2025	Agenda Review Meeting	4:00 pm	THECR
Thursday, February 6, 2025	Agenda Review Meeting	4:00 pm	THECR
Thursday, March 6, 2025	Agenda Review Meeting	4:00 pm	THECR
Thursday, April 10, 2025	Agenda Review Meeting	4:00 pm	THECR
Thursday, May 8, 2025	Agenda Review Meeting	4:00 pm	THECR
Thursday, June 5, 2025	Agenda Review Meeting	4:00 pm	THECR
Thursday, July 10, 2025	NO MEETING	NA	NA
Thursday, August 7, 2025	Agenda Review Meeting	4:00 pm	THECR
Thursday, September 4, 2025	Agenda Review Meeting	4:00 pm	THECR
Thursday, October 9, 2025	Agenda Review Meeting	4:00 pm	THECR
Thursday, November 6, 2025	Agenda Review Meeting	4:00 pm	THECR
Thursday, December 4, 2025	Agenda Review Meeting	4:00 pm	THECR

**THECR: Town Hall Executive Conference Room
2571 Railroad Street
Winterville, NC 28590**



TOWN OF WINTERVILLE

FY 2025-2026

BUDGET CALENDAR

DATE	DESCRIPTION	TIME	LOCATION
Tuesday, January 28, 2025	Town Council Vision Setting Meeting – Part 1	5:30 pm	THECR
Tuesday, February 4, 2025	Town Council Vision Setting Meeting – Part 2 (TENTATIVE)	5:30 pm	THECR
Monday, February 17, 2025	Distribution of Budget Worksheets to Management Team	NA	TMGR OFFICE
Monday, March 31, 2025	Management Team Recommendations Due	5:00 pm	TMGR OFFICE
Monday, May 5, 2025	Town Council & Manager Progress Meeting	6:00 pm	THECR
May 6-9, 2025	Manager Review with Management Team	NA	TMGR OFFICE
Monday, May 19, 2025	Hand delivery of the Recommended Budget	NA	NA
Tuesday, May 20, 2025	Town Council Budget Work Session #1	6:00 pm	THAR
Wednesday, May 21, 2025	Town Council Budget Work Session #2	6:00 pm	THAR
Tuesday, May 27, 2025	Town Council Budget Work Session #3 (TENTATIVE)	6:00 pm	THAR
Monday, June 2, 2025	Public Hearing	6:00 pm	THAR
Monday, June 9, 2025	Adoption of the FY 2025-2026 Budget Ordinance	6:00 pm	THAR
Tuesday, July 1, 2025	Fiscal Year Begins	NA	NA

THAR:
Town Hall Assembly Room
2571 Railroad Street
Winterville, NC 28590

THECR:
Executive Conference Room
2571 Railroad Street
Winterville, NC 28590

TMGR Office
Town Manager's Office
2571 Railroad Street
Winterville, NC 28590

DEPOT:
Winterville Train Depot
Railroad Street
Winterville, NC 28590

Approved by Town Council - 12/9/2024
Please NOTE the times of the meetings vary.



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Consent Agenda

Meeting Date: November 4, 2024

Presenter: Jessica Manning, Finance Director

Item to be Considered

Subject: Release and Refund of Taxes.

Action Requested: Approval of Release and Refund of the Taxes.

Attachment: Listing of owner's due releases and refunds.

Prepared By: Jessica Manning, Finance Director

Date: 10/23/2024

ABSTRACT ROUTING:

☒ TC: 10/28/2024

☒ TM: 12/4/2024

☒ Final: tlp - 12/4/2024

Supporting Documentation

In general, tax refunds do not have a budgetary impact on the Town due to the fact that payments have been received twice for the same property. The total refunds are in the amount of \$36,244.82 and the total amount of releases are \$2,821.02.

The Town Council has approved a resolution authorizing the Finance Officer to be able to approve the request for releases and refunds in amounts less than \$100.00 dollars.

Please see the attached information as submitted by the Tax Collector.

Budgetary Impact: None, as we will not amend the budget due to the small amount of releases.

Recommendation: Staff recommends Council approve the the releases and refunds.

Town of Winterville
Tax Refunds and Releases
November 22, 2024

Real Property Tax Refunds

Name	Year	Parcel	Date	Amount	Reason
BILL CLARK HOMES	2024	87070	08/01/2024	\$53.46	OVER PYMT
CURL, JESSIE & MICHELLE	2024	63270	08/01/2024	\$68.55	OVER PYMT
JACKSON, PATRICIA A.	2024	84240	08/01/2024	\$107.52	OVER PYMT
ADAMS HOMES AEC LLC	2024	89040	08/07/2024	\$1,133.73	OVER PYMT
SEAMAN, ALINE	2024	59813	09/27/2024	\$83.02	OVER PYMT
JUMONVILLE, SUSAN D	2024	56053	11/22/2024	\$984.06	OVER PYMT
CLAIR JR, DANA LEE	2024	69604	11/22/2024	\$202.50	OVER PYMT
FORBES, DIANNE M	2024	69637	11/22/2024	\$1,413.82	OVER PYMT
BELL, TAMMIE	2024	66091	11/22/2024	\$1,038.76	OVER PYMT
MATA, JOSE	2024	44372	11/22/2024	\$967.49	OVER PYMT
ADAMS HOMES AEC LLC	2024	89057	11/22/2024	\$157.50	OVER PYMT
POPURI, SRIKANTH	2024	67296	11/22/2024	\$1,898.99	OVER PYMT
WILKES, JESSIE S	2024	84015	11/22/2024	\$1,237.95	OVER PYMT
LACOV, SEAN	2024	68380	11/22/2024	\$255.27	OVER PYMT
MILLS, SAMMY	2024	79211	11/22/2024	\$1,462.71	OVER PYMT
SIEMENS, JOHN	2024	68236	11/22/2024	\$1,127.19	OVER PYMT
ROBERSON, JENNIFER	2024	68441	11/22/2024	\$1,102.84	OVER PYMT
LAFEVERS, STEVEN J	2024	68471	11/22/2024	\$2,183.91	OVER PYMT
ADAMS HOMES AEC LLC	2024	89035	11/22/2024	\$157.50	OVER PYMT
ADAMS HOMES AEC LLC	2024	89036	11/22/2024	\$157.50	OVER PYMT
ADAMS HOMES AEC LLC	2024	89060	11/22/2024	\$157.50	OVER PYMT
MABRY, RICHARD E/FLORENCE	2024	86161	11/22/2024	\$1,726.14	OVER PYMT
VINCENT, MARY H	2024	32089	11/22/2024	\$327.45	OVER PYMT
HENNING, ROBERT	2024	89048	11/22/2024	\$1,616.31	OVER PYMT
MCCARREN, NARGES/HUGO RIZO	2024	66007	11/22/2024	\$747.15	OVER PYMT
KING	2024	55144	11/22/2024	\$1,610.85	OVER PYMT
GIZZARD, LAWRENCE	2024	56041	11/22/2024	\$991.20	OVER PYMT
BRAVO GARCIA, SARAH BETH	2024	69577	11/22/2024	\$1,690.64	OVER PYMT
ARMSTRONG III, CLYDE HENRY	2024	79194	11/22/2024	\$1,847.82	OVER PYMT
HERAMAIN, DORIS GRACE	2024	89047	11/22/2024	\$157.50	OVER PYMT
ADAMS HOMES AEC LLC	2024	89059	11/22/2024	\$157.50	OVER PYMT
WHITEHURST, JAMES	2024	26548	11/22/2024	\$140.00	OVER PYMT
CURL, JESSIE & MICHELLE	2024	63270	11/22/2024	\$1,233.77	OVER PYMT
BUTLER, DUNCAN & HUGHS, CHASE	2024	64616	11/22/2024	\$1,438.52	OVER PYMT
EVERETT, SETH	2024	68482	11/22/2024	\$1,756.22	OVER PYMT
STRONG, LINWOOD	2024	73228	11/22/2024	\$1,339.98	OVER PYMT
NELSON, RANY	2024	82597	11/22/2024	\$1,607.50	OVER PYMT
HUNTER, JOHNATHA	2024	82648	11/22/2024	\$1,182.83	OVER PYMT
RAY, CARISSA	2024	19241	11/22/2024	\$721.67	OVER PYMT
Total				\$36,244.82	

Personal Property Refunds

Name	Year	Account	Date Total	Refund \$0.00
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Real Property Releases

Name	Year	Parcel	Date	Released	
DAVIS, DELAFAYETTE	2024	19848	08/19/2024	\$323.19	PER CO.
SETZER, CHADWICK E	2024	64654	08/22/2024	\$166.95	PER CO.
COBB, PATRICIA WORTHINGTON	2024	13885	08/22/2024	\$212.00	PER CO.
VINCENT, SAMUEL	2024	32089	09/03/2024	\$327.45	PER CO.
SEAMAN, ALINE	2024	59813	09/27/2024	\$83.02	PER CO.
EVERETT JR., SETH LEE	2024	68482	09/27/2024	\$73.93	PER CO.
SMITH, LEVI C	2024	24469	09/27/2024	\$105.88	PER CO.
KEELING, JEFFREY ALAN	2024	44388	09/27/2024	\$116.65	PER CO.
GILLESPIE, VENETIA	2024	10755	09/30/2024	\$314.37	PER CO.
CLAIR JR, DANA LEE	2024	69604	10/07/2024	\$202.50	PER CO.
ARGUDIN, CARMEN	2024	70736	10/07/2024	\$381.00	PER CO.
TUCKER, MICHAEL LELAND & KRISTI	2024	22860	10/23/2024	\$113.26	PER CO.
TUCKER, B LELAND & GAIL ESTATE	2024	26556	10/23/2024	\$25.89	PER CO.
LACOV, SEAN	2024	68380	10/23/2024	\$255.27	PER CO.
			Total	\$2,701.36	

Personal Property Releases

Name	Year	Account	Date	Released	Reason
TORREY, TROY DANA	2024	0001078382	08/07/2024	119.66	Per Co.
			Total	\$119.66	

Total Refunds	39	\$36,244.82
Total Releases	15	\$2,821.02

The Release (G.S. 105-381 or 382), Corrections (G.S. 105-325), or Refunds (G.S. 105-381 or 382) of tax bills outlined above are approved by The Town of Winterville Council.

Richard E. Hines, Mayor	January 9, 2024
	Date Approved



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Consent Agenda

Meeting Date: December 9, 2024

Presenter: Jessica Manning, Finance Director

Item to be Considered

Subject: Budget Amendment 2024-2025-4.

Action Requested: Approval of Budget Amendment.

Attachment: Budget Amendment.

Prepared By: Jessica Manning, Finance Director

Date: 11/25/2024

ABSTRACT ROUTING:

☒ TC: 12/3/2024

☒ TM: 12/3/2024

☒ Final: tlp - 12/3/2024

Supporting Documentation

This is the fourth budget amendment for the 2024-2025 Fiscal Year.

This budget amendment addresses the need to increase the budget by \$843,000 to cover the purchase of 11.5 acres of land to be used for the addition of operation capacity as well as potential recreational space. The Public Buildings Capital Outlay account and the Fund Balance account will be increased by \$843,000, with plans to finance the land at a later date.

Budgetary Impact: The total budget amendment will increase the budget in the amount of \$843,000.

Recommendation: Staff recommends Council approve the amendment.

BUDGET ORDINANCE AMENDMENT 2024 - 2025 - 4

BE IT ORDAINED by the Governing Board of the Town of Winterville, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2025:

SECTION 1. Revenues are to be changed as follows:

LINE ITEM DESCRIPTION	Fund	Account	Increase	Decrease
Fund Balance Appropriation	General	10-0000-00	3831 \$ 843,000	
Total			\$ 843,000	\$ -


SECTION 2. Appropriations are to be changed as follows:

LINE ITEM DESCRIPTION	Fund	Department	Account	Increase	Decrease
Capital Outlay	General	Public Buildings	10-4260-00	7150 \$ 843,000	
Total				\$ 843,000	\$ -

Adopted the 9th day of December 2024.

Richard E. Hines, Mayor

Donald Harvey, Town Clerk

	Town of Winterville Town Council Agenda Abstract	Item Section: Consent Agenda Meeting Date: December 9, 2024
	Presenter: Stephen Penn, Planning and Economic Development Director	
Item to be Considered		
Subject: Copper Creek Phase 3 Annexation. Action Requested: Direct Town Clerk to Investigate Sufficiency of Annexation Petition. Attachment: Annexation Petition, Annexation Map, & Legal Description.		
Prepared By: Stephen Penn, Planning and Economic Development Director		Date: 11/25/2024
ABSTRACT ROUTING:		
<input checked="" type="checkbox"/> TC: <u>12/3/2024</u>	<input checked="" type="checkbox"/> TM: <u>12/3/2024</u>	<input checked="" type="checkbox"/> Final: <u>tlp - 12/3/2024</u>
Supporting Documentation		
<p><u>Applicant:</u> Terra Ventures Group, LLC; Manager Ashley Elks.</p> <p><u>Location:</u> Reedy Branch Road, North of Copper Creek Section 1 and East of Copper Creek Section 2.</p> <p><u>Parcel Numbers:</u> 80600.</p> <p><u>Site Data:</u> 12.80 acres.</p> <p><u>Zoning District:</u> R-12.5.</p> <p><u>Staff Analysis:</u></p> <p>Copper Creek Section 3 is an R-12.5 zoned parcel on Reedy Branch Road. The owner of the site would like to annex into the Town of Winterville's Corporate Limits.</p> <p><u>Anticipated Annexation Schedule:</u></p> <p>12/9/24: Direct Town Clerk To Investigate Sufficiency.</p> <p>1/13/25: Schedule Public Hearing.</p> <p>2/10/2025: Hold Public Hearing.</p>		
Budgetary Impact: TBD.		
Recommendation: Direct Town Clerk to Investigate Sufficiency of Annexation Petition.		

PETITION REQUESTING ANNEXATION

Date: 11/13/24

To the Mayor and Town Council of the Town of Winterville:

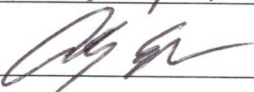
1. We the undersigned owners of real property respectfully requested that the area described in Paragraph 2 below be annexed to the Town of Winterville.

- All owners of the property must sign.

2 The area to be annexed is contiguous to the Town of Winterville and the boundaries of such territory are as follows:

Description

COPPER CREEK, SECTION 3 BEING THE PROPERTY DESCRIBED IN DB 4521, PG 258 AND TRACT 1 AS SHOWN ON MAP RECORDED IN MB 74, PG 79 OF THE PITT COUNTY REGISTRY Winterville Township, Pitt County, North Carolina

Terra Ventures Group, LLC
Name BY Ashley Estes Manager Address 1645 E Arlington Blvd Suite C
Signature  Greenville NC 27858

Name _____ Address _____

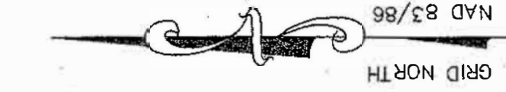
Signature _____

Name _____ Address _____

LEGEND:

- AC = ACRE
- CAL = CENTERLINE
- CCM = CONCRETE MONUMENT
- EIP = EXISTING IRON PIPE
- EX = EXISTING
- IPS = IRON POINT SET
- MB = MAP BOOK
- N/F = NOW OR FORMERLY
- PG = PAGE
- RD = ROAD
- REF = REFERENCE
- R/W = RIGHT OF WAY
- SQ.FT = SQUARE FEET

- AC = ACRE
- CAL = CENTERLINE
- CCM = CONCRETE MONUMENT
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- MB = MAP BOOK
- N/F = NOW OR FORMERLY
- PG = PAGE
- RD = ROAD
- REF = REFERENCE
- R/W = RIGHT OF WAY
- SQ.FT = SQUARE FEET



SITE DATA:

ACREAGE 12.80 AC
PARCEL NO 80600
NC PIN 4674097161
ZONING AR

SURVEY NOTES

1. PROPERTY SURVEYED IS PARCEL NUMBER 80600, OWNED BY TERRA VENTURES GROUP, LLC, CONTAINING 12.80 ACRES.
2. NO TITLE OPINION OR TITLE COMMITMENT WAS PROVIDED BY THE OWNER AT THE TIME OF THIS SURVEY.
3. ACREAGE CALCULATED BY THE COORDINATE METHOD.
4. COORDINATES ARE N.C. GRID UNITS ESTABLISHED WITH GPS.
5. NO N.C.G.S. HORIZONTAL CONTROL MONUMENTS FOUND WITHIN 2000 FEET OF THIS PROPERTY.
6. ALL DISTANCES ARE HORIZONTAL GROUND MEASUREMENTS IN FEET AND DECIMALS THEREOF UNLESS NOTED OTHERWISE.
7. THAT THIS SURVEY IS OF AN EXISTING PARCEL OF LAND WITHIN A COUNTY OR MUNICIPALITY THAT HAS AN ORDINANCE THAT REGULATES PARCELS OF LAND.
8. THIS PROPERTY IS SUBJECT TO ANY AND ALL EASEMENTS, RIGHTS OF WAY, AND RESTRICTIVE COVENANTS WHICH MAY BE OF RECORD.
9. REFERENCES:
DB 4521, PG 258 - SOURCE OF TITLE
MB 74, PG 79

FLOOD NOTE

THIS PROPERTY IS NOT LOCATED IN A SPECIAL FLOOD HAZARD AREA (ZONE X).

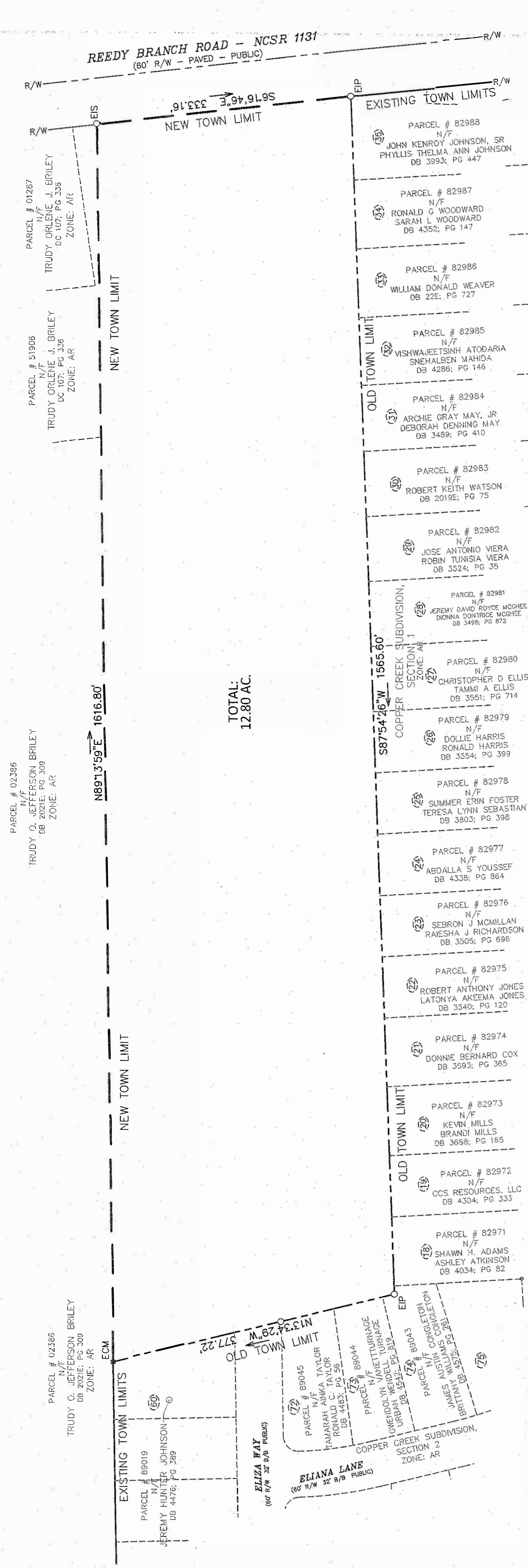
REFERENCES:
EFFECTIVE FIRM 3720467400J, DATED 01/02/2004,
TOWN OF WINTERVILLE ETJ, CID 370193, PANEL 4674, SUFFIX J
EFFECTIVE FIRM 3720468400K, DATED 07/07/2014,
TOWN OF WINTERVILLE ETJ, CID 370193, PANEL 4664, SUFFIX K

LINE LEGEND

NEW TOWN LIMIT LINE =
OLD TOWN LIMIT LINE =
TOWN LIMIT LINE =

VICINITY MAP

1"=1000'



TOTAL:
12.80 AC.

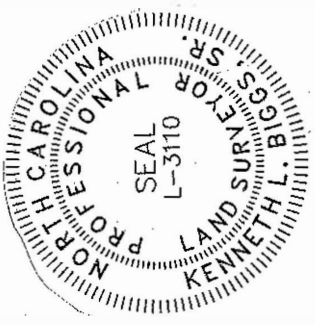
SURVEYOR'S CERTIFICATION

STATE OF NORTH CAROLINA
PITTS COUNTY
I, KENNETH L. BIGGS, SR., CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL FIELD SURVEY PERFORMED UNDER MY SUPERVISION (DEED DESCRIPTION RECORDED IN BOOK _____ PAGE _____ OR FROM BOOKS REFERENCED HEREON); THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN BOOK _____ PAGE _____ OR AS REFERENCED HEREON; THAT THE RATIO OF PRECISION AS CALCULATED IS 1:10,000; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED.

I FURTHER CERTIFY PURSUANT TO G.S. 47-30 (1)(1)(d), THIS SURVEY IS OF ANOTHER CATEGORY AND IS AN EXEMPTION TO THE DEFINITION OF A SUBDIVISION.

WITNESS MY ORIGINAL SIGNATURE AND SEAL THIS THE 20th DAY OF NOVEMBER, 2024.

SIGNED: Kenneth L. Biggs, Sr.
KENNETH L. BIGGS, SR., P.L.L.C. L-3110



REVIEW OFFICER
DATE: _____

PITTS COUNTY, CERTIFY THAT THIS MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL THE STATUTORY REQUIREMENTS FOR RECORDING.

STATE OF NORTH CAROLINA
COUNTY OF PITTS

TOWN OF WINTERVILLE, NC SUBDIVISION CERTIFICATION:
EXEMPT PURSUANT TO SECTION 154.05 OF THE TOWN OF WINTERVILLE SUBDIVISION ORDINANCE.

TOWN PLANNER
DATE: _____

ANNEXATION MAP FOR

COPPER CREEK, SECTION 3

BEGING A THE PROPERTY DESCRIBED IN DB 4521, PG 258
AND TRACT 1 AS SHOWN ON MAP RECORDED IN MB 74, PG 79
OF THE PITTS COUNTY REGISTRY

Winterville Township, Pitt County, North Carolina

Drawn by: KLB/CPT	Checked by: KLB
Coastal Carolina Surveyors, PLLC	P-0790
LAND SURVEYORS	Approved by: KLB
PO Box 2768, Winterville, NC 28590	Date: 11/08/2024
KLB (252) 702-1427	Scale: 1" = 100'
kenbiggs.ccsurveyors@yahoo.com	



Metes and Bounds Report

Project Name: Copper Creek Phase 3

Report Date: 11/8/2024 9:32:15 PM

Client: Terra Ventures Group, LLC

Project Description:

Prepared by: Marie Peedin, PE

Metes and Bounds description Tax Parcel 80600

Beginning at a point whose Northing is 647564.369 and whose Easting is 2471875.607 ; said point being a point on the western right of way line of Reedy Branch Road, thence


N 6-16-46.00 W a distance of 333.16 ; thence

S 89-13-59.00 W a distance of 1616.80 ;thence

S 13-34-29.00 E a distance of 377.22; thence

N 87-54-26.00 E a distance of 1565.60 to the point of beginning.

Total area of tract is 12.80 ac.

	Town of Winterville Town Council Agenda Abstract	Item Section: Consent Agenda Meeting Date: December 9, 2024
	Presenter: Stephen Penn, Planning and Economic Development Director	
Item to be Considered		
Subject: Hunsucker Rezoning. Action Requested: Schedule Rezoning Public Hearing for January 13, 2025. Attachment: Rezoning Application(s); Rezoning Map; Metes and Bounds Description; Staff Report; Planning and Zoning Reasonableness and Consistency Statement		
Prepared By: Stephen Penn, Planning and Economic Development Director		Date: 11/25/2024
ABSTRACT ROUTING:		
<input checked="" type="checkbox"/> TC: <u>12/3/2024</u>	<input checked="" type="checkbox"/> TM: <u>12/3/2024</u>	<input checked="" type="checkbox"/> Final: <u>tlp - 12/3/2024</u>
Supporting Documentation		
<p><u>Applicant:</u> Linwood Stroud and Matthew Hunsucker.</p> <p><u>Location:</u> Reedy Branch Road (Roughly 415' to the east of Davie Street along Reedy Branch Rd.).</p> <p><u>Parcel Numbers:</u> 11644.</p> <p><u>Site Data:</u> 41.33 Acres.</p> <p><u>Current Zoning District:</u> Agricultural Residential (AR).</p> <p><u>Proposed Zoning District:</u> R-10 Conditional District (CD): Condition is that <u>10% of the area will remain Open Area/Space when developed.</u></p> <p><u>Comprehensive Plan/Future Land Use Plan Character Area:</u> Suburban Residential Character Area.</p> <p><u>Staff Analysis:</u></p> <p>The 41.33-acre property is currently vacant and farmed land. The surrounding uses are dominated by single-family detached homes and agricultural land. The Comprehensive Land Use Plan designates this area as "Suburban Residential Character Area" and supports an R 10 Rezoning with the condition that a minimum of 10% of the land is to remain "open space".</p> <p>Therefore, the rezoning request is consistent with the intent and purpose of the Comprehensive Land Use Plan, the Future Land Use Map and is compatible with the existing development and trends in the surrounding area.</p> <p><u>Planning and Zoning Recommendation:</u> Planning and Zoning recommended approval at their 11/18/24 Meeting. (5-1). Planning and Zoning's Consistency and reasonableness statement is attached.</p>		
Budgetary Impact: TBD.		
Recommendation: Schedule Public Hearing for January 13, 2025 Town Council Meeting.		



**REZONING APPLICATION
TOWN OF WINTERVILLE**

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

Staff Use Only
Appl. # _____

OWNERSHIP INFORMATION:

Applicant: Linwood Stroud (agent) and Matthew Hunsucker (agent)

Address: 107-B Commerce St, Greenville, NC, 27858 and 1210 Ballyhask Pl, Raleigh, NC 27607

Phone #: 252-756-9352 and 404-386-1488

Owner: Wayland A Hunsucker and Sue Ellen Bridgers, Trustee of Bridgers Family Irrevocable Trust

Address: PO Box 1896, Winterville, NC 28590

Phone #: 252-531-3191

PROPERTY INFORMATION

Parcel #: 11644 Area (square feet or acres): 41.33

Current Land Use: Agricultural

Location of Property: Ingress off of Reedy Branch Rd west of and adjacent to 6083 Reedy Branch Rd

ZONING REQUEST

Existing Zoning: AR Requested Zoning: R-10 with 10% open area

Reason for zoning change: Following Winterville's Comprehensive Land Use Plan (adopted October 14, 2019) and to match the adjacent northern subdivision zoning of R-10

This application shall be accompanied by the following items:

- A map drawn to a scale of not less than 400 feet to the inch and not more than 20 feet to the inch showing the land covered by the proposed amendment;
- A legal description of the property;
- A list of the names and addresses of all owners of property involved in the map change and all adjoining property owners as shown on County tax records;
- A filing fee according to a regularly adopted Fee Schedule of the Town.

I, Sue Ellen Bridgers, Trustee of Bridgers Family Irrevocable Trust, being the Owner or Agent (if Agent, complete

section below) request that the attached rezoning request be placed on the agenda of the Planning and Zoning Board meeting scheduled for 11 / 18 / 2024.

I understand that failure to address any item in the zoning amendment application requirements of the zoning ordinance may result in the rezoning request not meeting the minimum submission requirements and will be returned to me for revision and resubmission at the next regular review cycle.

- All owners of the property must sign the application.

Sue Ellen Bridgers
Signature

8.28.2024
Date

NOTE: AGENTS ACTING ON BEHALF OF THE PROPERTY OWNER MUST HAVE A NOTARIZED STATEMENT FROM THE PROPERTY OWNER GIVING THEM THE AUTHORITY TO ACT ON THE OWNER'S BEHALF.

- All owners of the property must sign the application. (see attached second signature page)

I, Sue Ellen Bridgers, Trustee of Bridgers Family Irrevocable Trust, being the Owner of the property described herein,

do hereby authorize Linwood Stroud and Matthew Hunsucker as agents for the purpose of this application.

Sue Ellen Bridgers
Signature

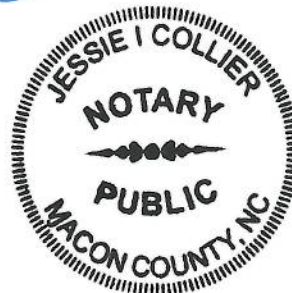
8.28.2024
Date

Sworn to and subscribed before me, this 28th day of August, 2024.

Jessie L. Collier
Notary Public

My Commission Expires:

10/5/2027



Staff Use Only

Appl. #: _____ Fee Amount _____ Date Paid _____

Planning Board Recommendation: APPROVED ☐ Meeting Date: _____
DENIED ☐

Conditions/Comments: _____

Town Council Decision: APPROVED ☐ Meeting Date: _____
DENIED ☐

Conditions/Comments: _____



**REZONING APPLICATION
TOWN OF WINTERVILLE**

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

Staff Use Only
Appl. # _____

OWNERSHIP INFORMATION:

Applicant: Linwood Stroud (agent) and Matthew Hunsucker (agent)

Address: 107-B Commerce St, Greenville, NC, 27858 and 1210 Ballyhask Pl, Raleigh, NC 27607

Phone #: 252-756-9352 and 404-386-1488

Owner: Wayland A Hunsucker and Sue Ellen Bridgers, Trustee of Bridgers Family Irrevocable Trust

Address: PO Box 1896, Winterville, NC 28590

Phone #: 252-531-3191

PROPERTY INFORMATION

Parcel #: 11644 Area (square feet or acres): 41.33

Current Land Use: Agricultural

Location of Property: Ingress off of Reedy Branch Rd west of and adjacent to 6083 Reedy Branch Rd

ZONING REQUEST

Existing Zoning: AR Requested Zoning: R-10 with 10% open area

Reason for zoning change: Following Winterville's Comprehensive Land Use Plan (adopted October 14, 2019) and to match the adjacent northern subdivision zoning of R-10

This application shall be accompanied by the following items:

- A map drawn to a scale of not less than 400 feet to the inch and not more than 20 feet to the inch showing the land covered by the proposed amendment;
- A legal description of the property;
- A list of the names and addresses of all owners of property involved in the map change and all adjoining property owners as shown on County tax records;
- A filing fee according to a regularly adopted Fee Schedule of the Town.

OWNER/AGENT STATEMENT

I, Wayland A Hunsucker, being the Owner or Agent (if Agent, complete section below) request that the attached rezoning request be placed on the agenda of the Planning and Zoning Board meeting scheduled for 11 / 18 / 24.

I understand that failure to address any item in the zoning amendment application requirements of the zoning ordinance my result in the rezoning request not meeting the minimum submission requirements and will be returned to me for revision and resubmission at the next regular review cycle.

- All owners of the property must sign the application.

Signature Wayland A. Hunsucker Date 8-26-24

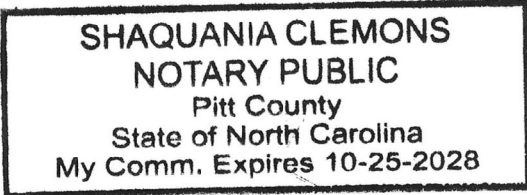
NOTE: AGENTS ACTING ON BEHALF OF THE PROPERTY OWNER MUST HAVE A NOTARIZED STATEMENT FROM THE PROPERTY OWNER GIVING THEM THE AUTHORITY TO ACT ON THE OWNER'S BEHALF.

- All owners of the property must sign the application. (see attached second signature page)

I, Wayland A Hunsucker, being the Owner of the property described herein, do hereby authorize Linwood Stroud and Matthew Hunsucker as agents for the purpose of this application.

Signature Wayland A. Hunsucker Date 8-26-24

Sworn to and subscribed before me, this 26 day of August, 2024.



Shaquania Clemons
Notary Public

My Commission Expires:

10 / 25 / 2028

LINE TABLE:

L1:	N 21°47'-19 W	154.63'
L2:	N 81°17'-06 E	73.74'
L3:	N 74°57'-20 E	51.46'
L4:	S 67°57'-43 E	66.41'
L5:	S 63°43'-14 E	82.57'
L6:	S 26°02'-28 E	74.59'
L7:	S 35°56'-03 E	46.38'
L8:	S 29°10'-18 W	101.01'
L9:	S 65°20'-22 W	110.04'
L10:	S 65°10'-54 W	59.89'
L11:	N 24°45'-08 W	209.89'
L12:	N 65°10'-22 E	60.20'



LEGEND:

- NIS = NEW #5 REBAR STAKE
- NPS = NO POINT SET
- PP = EXISTING IRON PIPE
- PP = POWER POLE
- EIS = EXISTING IRON STAKE
- B/C = BACK OF CURB
- R/W = RIGHT OF WAY
- ENM = EXISTING MAGNETIC NAIL
- NPF = NO POINT FOUND
- CLR INT = CENTERLINE ROAD INTERSECTION
- MBL = MINIMUM BUILDING LINE
- ECM = EXISTING CONCRETE MONUMENT
- ERRS = EXISTING RAILROAD SPIKE
- = CHAIN LINK FENCE
- = OVERHEAD ELECTRIC LINE
- = DRAWING NOT TO SCALE

ACREAGE: SITE DATA

PARCEL 11644 = 41.33 ACRES

NORTH CAROLINA PITT COUNTY TOWN OF WINTERVILLE

I, JAMES L. EDWARDS, CERTIFY THAT THIS MAP WAS DRAWN BY ME FROM AN ACTUAL SURVEY MADE BY ME, THAT THE RATIO OF PRECISION AS CALCULATED IS 1:10,000. THAT THE BOUNDARIES NOT SURVEYED ARE SHOWN AS BROKEN LINES PLOTTED FROM BOOK N/A, PAGE N/A, THAT THIS MAP MEETS THE REQUIREMENTS OF THE STANDARDS OF PRACTICE FOR LAND SURVEYING IN NORTH CAROLINA (21 NCAC 56.1600), AS WELL AS COMPLIANCE WITH NORTH CAROLINA GENERAL STATUTE 47-30, WITNESS MY ORIGINAL SIGNATURE, REGISTRATION NUMBER, AND SEAL, THIS 3RD DAY OF APRIL, 2023. I CERTIFY THAT THE FOLLOWING INFORMATION WAS USED TO PERFORM THIS GNSS SURVEY:

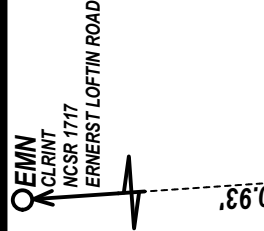
REVIEW OFFICER DATE

CLASS OF SURVEY = A
POSITIONAL ACCURACY = 0.10'
TYPE OF GPS FIELD PROCEDURE = NCVRS NETWORK RTK
DATES OF SURVEY: 12/29/22, 03/25/2023, 03/31/23
DATUM/FIXED CONTROL USED = NCVRS NETWORK
GEOID MODEL = GEOID18
COMBINED SCALE FACTOR = 0.999884694
UNITS = U.S. SURVEY FEET

I CERTIFY THAT THIS SURVEY IS OF AN EXISTING PARCEL OR PARCELS OF LAND OR ONE OR MORE EXISTING EASEMENTS AND DOES NOT CREATE A NEW STREET OR CHANGE AN EXISTING STREET.



James L. Edwards
JAMES L. EDWARDS, PLS. L - 4867



N = 640,268.16 sFT
E = 2,475,414.80 sFT

PROPOSED STREET 60' R/W
(PER UNRECORDED MAP TITLED SECTION 2 OF W.L. HUNSUCKER SUBDIVISION BY MCDAVID AND ASSOCIATES, INC. DATED NOVEMBER, 1974, IN WHICH A PORTION OF SAID MAP WAS RECORDED IN DEED BOOK E45, PAGE 129.)

REEDY BRANCH ROAD
60' PUBLIC R/W, 26' PAVEMENT

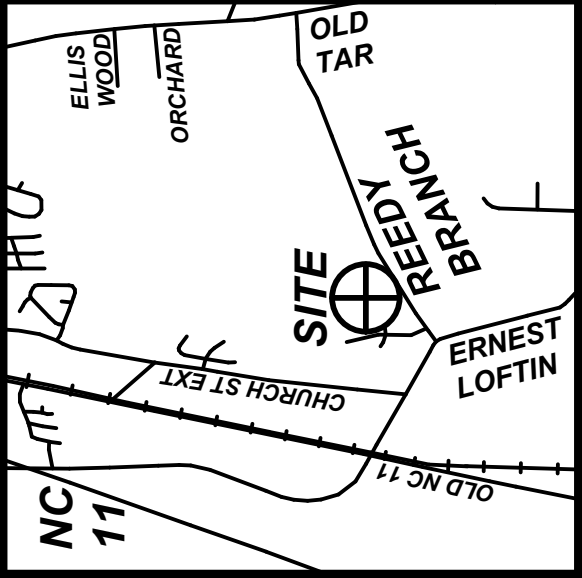
CENTERLINE OF DITCH IS PROPERTY LINE
S 02°36'01" W 1087.03'

SCALE: 1 INCH = 150 FEET.



NOTES:

- ALL DISTANCES ARE GROUND UNLESS OTHERWISE NOTED.
- AREA BY COORDINATE GEOMETRY.
- SUBJECT LOCATED WITHIN A FLOOD HAZARD ZONE PER MAP 3720467400J EFFECTIVE 1/02/04.
- SUBJECT LOCATED WITHIN THE ETJ OF THE TOWN OF WINTERVILLE AND IS ZONED AR.
- DITCH ALONG SUBJECT PROPERTY'S NORTHERN PROPERTY LINE IS DESIGNATED AS BLUE LINE PER PITT COUNTY GIS.
- 50' RIPARIAN BUFFER EXISTS.



PARCEL 02149
EVANS
DB 3364, P 785

N 21°22'33" W 1051.83' TOTAL
1041.83'

PARCEL 11644
HUNSUCKER
DB 3987, P 859

PARCEL 70650
SMITH PROPERTIES LLC
DB 1940, P 846

PARCEL 15006
CHAPEL HILL FOUNDATION REAL ESTATE HOLDINGS INC
DB 3448, P 378
MB 15, P 21

WAYLAND A. HUNSUCKER

PARCEL 11644
REEDY BRANCH ROAD
WINTERVILLE, NC, 28590

REFERENCES: DB 3987, P 859; MB 15, P 18; MB 15, P 21; DB 3270, P 613;
DB 666, P 239; DB E45, P 130; DB 516, P 16; DB 2450, P 641;
MB 2, P 185; MB 35, P 183; MB 35, P 184; DB 3949, P 12.

WINTERVILLE TOWNSHIP PITT COUNTY NORTH CAROLINA

SCALE : ONE INCH EQUALS ONE HUNDRED FIFTY FEET.

APRIL 3, 2023

JAMES L. EDWARDS LAND SURVEYING 0520714-7374 362 SECOND STREET, AYDEN, NC, 28513

LEGAL DESCRIPTION FOR PARCEL 11644, REEDY BRANCH ROAD, WINTERVILLE, NC:

BEGINNING AT AN EXISTING 2 INCH IRON PIPE LOCATED IN THE NORTHERN RIGHT OF WAY OF REEDY BRANCH ROAD, WITH NCGRID(2011) COORDINATES OF N= 640,268.16 sFT, E = 2,475,414.80 Sft, ALSO KNOWN AS THE POINT OF BEGINNING, AND BEING THE COMMON PROPERTY CORNER WITH THE SOUTHEASTERN PROPERTY CORNER OF PARCEL 46007, AND RUNNING N 21-43-39 W 475.10' TO AN EXISTING 3/4" IRON PIPE, THENCE N 21-49-57 W 272.58' TO A 3/4" EXISTING IRON PIPE, THENCE N 21-47-19 W 154.63' TO A BENT 3/4" EXISTING IRON PIPE; THENCE N 21-44-00 W 251.77' TO A 5/8" EXISTING IRON STAKE, THENCE N 21-22-33 W 1041.83' TO A NEW 5/8" IRON STAKE SET, THENCE N 21-22-33 W 10.00' TO A NO POINT SET IN THE CENTERLINE OF AN EXISTING DITCH, THENCE WITH THE CENTERLINE OF THE DITCH N 81-17-06 E 13.74' TO A NO POINT SET IN THE CENTERLINE OF THE DITCH, THENCE N 89-39-38 E 124.57' TO A NO POINT SET IN THE CENTERLINE OF THE DITCH, THENCE N 80-38-14 E 103.81' TO A NO POINT SET IN THE CENTERLINE OF THE DITCH, THENCE N 75-32-00 E 134.04' TO A NO POINT SET IN THE CENTERLINE OF THE DITCH, THENCE N 74-57-20 E 51.46' TO A NO POINT SET IN THE CENTERLINE OF THE DITCH, THENCE N 73-37-09 E 111.90' TO A NO POINT SET IN THE CENTERLINE OF THE DITCH, THENCE S 73-43-36 E 201.67' TO A NO POINT SET IN THE CENTERLINE OF THE DITCH, THENCE S 67-57-43 E 66.41' TO A NO POINT SET IN THE CENTERLINE OF THE DITCH, THENCE S 63-43-14 E 82.57' TO A NO POINT SET IN THE CENTERLINE OF THE DITCH, THENCE S 72-16-16 E 500.88' TO A NO POINT SET IN THE CENTERLINE OF THE DITCH, THENCE S 86-37-16 E 144.04' TO A NO POINT SET IN THE CENTERLINE OF THE DITCH, THENCE S 26-02-28 E 74.59' TO A NO POINT SET IN THE CENTERLINE OF THE DITCH, THENCE S 02-36-07 W 1081.03' TO A NO POINT SET IN THE CENTERLINE OF THE DITCH, THENCE S 66-50-24 W 4.92' TO AN EXISTING 3/4" IRON PIPE, THENCE S 66-50-24 W 290.06' TO AN EXISTING 1" IRON PIPE, THENCE S 66-50-24 W 162.37' TO A NEW 5/8" IRON STAKE SET, THENCE ALONG A CURVE WITH A RADIUS OF 483.30' AND A CHORD OF S 80-16-32 W 205.74' TO AN EXISTING 1" IRON PIPE, THENCE S 03-53-36 E 126.25' TO A NEW 5/8" IRON STAKE SET, THENCE ALONG A CURVE WITH A 360.00' RADIUS AND A CHORD OF S 14-56-26 E 124.84' TO AN EXISTING 3/4" IRON PIPE, THENCE S 24-40-05 E 209.90' TO AN EXISTING 3/4" IRON PIPE LOCATED IN THE NORTHERN RIGHT OF WAY OF REEDY BRANCH ROAD, AND THE COMMON CORNER OF LOT 7, THE SOUTHWESTERN PROPERTY CORNER OF PARCEL 30725, THENCE S 65-10-54 W 59.89' TO AN EXISTING 3/4" IRON PIPE, THENCE S 65-15-06 W 110.84' TO AN EXISTING 2" IRON PIPE, WHICH IS THE POINT OF THE BEGINNING, CONTAINING 41.33 ACRES.



**Town of Winterville Planning Department
Hunsucker Rezoning- Zoning Staff Report**

GENERAL INFORMATION

APPLICANT	Linwood Stroud & Matthew Hunsucker
HEARING TYPE	Rezoning Request
REQUEST	R-10 Conditional District (CD)
CONDITIONS	That 10% of the future subdivision will be "Open Space".
LOCATION	Reedy Branch Road
PARCEL ID NUMBER(S)	11644
PUBLIC NOTIFICATION	Adjacent property owners were mailed notification of the rezoning request on 11.6.2024 (P&Z). Notification was posted on site on 11.6.2024. 17 properties were mailed notification.
TRACT SIZE	41.33 +/- acres
TOPOGRAPHY	Flat
VEGETATION	Cleared, Wooded, Agricultural.

SITE DATA

EXISTING USE	Vacant/ Wooded
---------------------	----------------

ADJACENT PROPERTY	ZONING	ADJACENT LAND USE
N	R-10.	Future site of Brookstone Phase 2 subdivision.
W	R-20.	Colonial Woods (ETJ) subdivision & Wooded land.
E	A-R.	Agricultural.
S	A-R; Reedy Branch.	Rural Single-Family Homes and Reedy Branch Road.

ZONING DISTRICT STANDARDS

DISTRICT SUMMARIES	EXISTING	REQUESTED
ZONING DISTRICT DESIGNATION	A-R.	R-10 CD.
MAX DENSITY	TBD	TBD
TYPICAL USES	Low density neighborhood consisting of single-family residences along with limited	Quiet, medium-density neighborhood consisting of single-family residences along with limited home occupations



	home occupations and private and public community uses.	and private and public community uses.
--	---	--

SPECIAL INFORMATION

OVERLAY DISTRICT	N/A
ENVIRONMENTAL / SOILS	TBD.
FLOODPLAIN	None Shown.
STREAMS	TBD.
OTHER	If >1 acre is disturbed, site must meet Phase 2 stormwater requirements and provide Soil Erosion and Sedimentation Control Permit
SITE PLAN REQUIREMENTS	Site Plan / Construction Plan required.

**These regulations may not reflect all requirements for all situations. See the Town of Winterville Zoning Ordinance for all applicable regulations for site requirements for this zoning district.

LANDSCAPING & BUFFER REQUIREMENTS

Development must meet requirements of the Zoning Ordinance (Article X-A. Vegetation and Buffering Requirements).

TRANSPORTATION

STREET CLASSIFICATION	Reedy Branch Road. – NCDOT Road. Minor Thoroughfare on MPO Map.
SITE ACCESS	All access must be designed and constructed to meet the Town of Winterville / NCDOT standards.
TRAFFIC COUNTS (per NCDOT Annual Average Daily Traffic Map)	650 AADT.
Level Of Service (Transportation Analysis) Current= 2016 Study; Future= 2045 Projection. <i>* LOS is rated from A-F: A is the best, F the worst.</i> <i>* Roadway Improvement and street design is based upon achieving a minimum of LOS D on existing facilities and LOS C on new facilities.</i>	Existing: Extremely Low "A". Future: Extremely Low "A".
TRIP GENERATION	TBD.
SIDEWALKS	Required.
TRAFFIC IMPACT STUDY (TIS)	TBD By NCDOT.
STREET CONNECTIVITY	N/A – Rezoning Phase.
OTHER	N/A



IMPACT ANALYSIS

Land Use Compatibility

The surrounding properties consist of single-family detached, agricultural land, or properties that are in review to become developed as single-family detached properties.

The proposed R-10 Conditional District (with the condition that 10% of the subdivision is dedicated as open area) would permit single-family detached developments and is consistent with the surrounding land uses.

Town of Winterville Comprehensive Land Use Plan Policies

The Future Land Use Map designates this property as a Suburban Residential character area. Suburban Residential Character area is defined as "Primarily the large lot, single family detached residential, that many people love about the town's housing stock. Generally 2-3 dwellings per acre, larger lot, with front- and side loaded garages. Smaller lot sizes occasionally if minimum standards for open space and amenities are exceeded." R-10 is considered a potential zoning district as long as 10%-30% of the area is dedicated as open space. The requested **R-10 CD** zoning district *is* consistent with this character area as defined by the future land use designation.

Comprehensive Land Use Plans - Recommendations & Implementation

Land Use - Recommendation:

- **Maintain and improve neighborhood character:**
 - Encourage Open Space and amenities in new developments.
- **Reinforce the Town's Identity as a family-friendly community:**
 - Support rezoning to residential uses in the Suburban Residential and Urban Neighborhood areas as identified on the future land use map.



STAFF ANALYSIS AND RECOMMENDATION

Community Outreach

Applicant is encouraged to discuss this proposed rezoning with owners of surrounding properties.

Staff Analysis

The 41.33-acre property is currently vacant and farmed land. The surrounding uses are dominated by single-family detached homes and agricultural land. The Comprehensive Land Use Plan designates this area as "Suburban Residential Character Area" and supports an R 10 Rezoning with the condition that a minimum of 10% of the land is to remain "open space".

Therefore, the rezoning request is consistent with the intent and purpose of the Comprehensive Land Use Plan, the Future Land Use Map and is compatible with the existing development and trends in the surrounding area.

Staff Recommendation

Staff recommends **Approval** of the rezoning request for the 41.33 acres from A-R to R-10 CD with the condition that 10% of the subdivision is dedicated open space.



**Town of Winterville
Rezoning Request
Statement of Consistency & Reasonableness**

**Hunsucker Rezoning
November 18, 2024- Planning and Zoning Board Meeting**

Consistency:

The proposed rezoning request **is consistent with the Town of Winterville's Comprehensive Land Use Plan** as parcel 11644 is designated as "Suburban Residential" on the Future Land Use Map.

**The Town of Winterville governing boards must approve written statements documenting their consideration of the plans when making rezoning and zoning text amendment decisions, although they do not have to take actions that are consistent with the plan.*

Decision: In review of the Winterville Comprehensive Land Use Plan, the Hunsucker Rezoning Amendment is found to be consistent with the Town of Winterville Comprehensive Plan on November 18, 2024.

Vice Chair Signature Douglas K. Keleni Date: 11/18/24

Reasonableness:

The rezoning request **is** reasonable and in the public interest, in that it allows for land uses that are harmonious with surrounding land uses, land uses in close proximity, and is in the public interest:

- The Town of Winterville governing boards must adopt a statement of reasonableness for each rezoning. These factors are suggested and not mandated, as not all factors will be relevant to all zoning decisions. The following list of factors should be considered in a reasonableness analysis. **The Town of Winterville is considering:**

- i. The size, physical conditions, and other attributes of the area proposed to be rezoned;

Applicable? Y/N	If applicable, is the proposal reasonable: Decision _____
-----------------	--

- ii. The benefits and detriments to the landowners, the neighbors, and the surrounding community;

Applicable? Y/N	If applicable, is the proposal reasonable: Decision _____
-----------------	--

- iii. The relationship between the current, actual, and permissible development on the tract and adjoining areas and the development that would be permissible under the proposed amendment;

Applicable? Y/N	If applicable, is the proposal reasonable: Decision _____
-----------------	--

- iv. Why the action taken is in the public interest; and

Applicable? Y/N	If applicable, is the proposal reasonable: Decision _____
-----------------	--

- v. Any changed conditions warranting the amendment

Applicable? Y/N	If applicable, is the proposal reasonable: Decision _____
-----------------	--

In Review of the Hunsucker Rezoning Amendment, the rezoning request is reasonable and in the public interest, in that it allows for land uses that are harmonious with surrounding land uses and land uses in close proximity as found on November 18, 2024 by the Winterville Planning and Zonign Board.

Vice Chair Signature Douglas R. Kilian Date: 11/18/24

Vote to Approve or Deny Rezoning:

In review of the Hunsucker rezoning proposal's, Consistency and Reasonableness, The Town of Winterville's Planning and Zoning Board recommends **approval** of the rezoning request by Linwood Stroud and Matthew Hunsucker, to rezone 41.33 acres of property (Parcel # 11644), adjacent to Reedy Branch Road, from Agricultural-Residential (AR) to R-10 Conditional District (CD).

Conditions:

- Ten Percent (10%) of the development must remain Open Space/Open Area.

Douglas R. Kilian 11/18/24
Vice-Chair, Town of Winterville Planning and Zoning Board Date

Approved by P&Z on 11/18/24.







**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Old Business

Meeting Date: December 9, 2024

Presenter: Terri L. Parker, Town Manager

Item to be Considered

Subject: NCLM Memorandum of Agreement – Human Resource Management Services.

Action Requested: Approval of Agreement.

Attachment: Cover Letter, and Memorandum of Agreement – Human Resource Management Services.

Prepared By: Terri L. Parker, Town Manager

Date: 12/4/2024

ABSTRACT ROUTING:

☒ TC: 12/4/2024

☒ TM: 12/4/2024

☒ Final: tlp - 12/4/2024

Supporting Documentation

The initial Agreement and associated project (Classification and Pay Study/Update of the Town's Personnel Policy) was put on hold until we hired a Human Resource Director. The League is requiring an updated Memorandum of Agreement (MOA) and the attached MOA has been provided for approval.

Budgetary Impact: \$17,350 – Will need to amend the FY 2024-2025 Annual Budget.

Recommendation: Staff recommends Council approve the Memorandum of Agreement.

434 Fayetteville Street
Suite 1900
Raleigh, NC 27601
919-715-4000
nclm.org

December 4, 2024

Angie Fuller
HR Director
Town of Winterville
PO Box 1459
Winterville, NC 28590

Dear Angie,

We are pleased to be able to offer the enclosed Memorandum of Agreement to the Town of Winterville to perform the specified human resource management services as described herein.

This contract will be performed through an agreement between the North Carolina League of Municipalities and the MAPS Group. This private consulting firm consists of former and current practicing personnel professionals in the public sector who specialize in human resources and general management. They are, or have been, employed in human resources departments at the state and municipal level of government and undertake consulting assignments for the North Carolina League of Municipalities.

I will have overall responsibility for this project to determine that all contractual obligations of this study are successfully met.

If you have any questions or need clarification on any item contained within our Memorandum of Agreement, please contact me at the League Office.

Sincerely,

Lou Bunch

Lou Bunch
Senior Municipal Human Resources Consultant

Enclosures

cc: The MAPS Group

MEMORANDUM OF AGREEMENT
HUMAN RESOURCE MANAGEMENT SERVICE
TOWN OF WINTERVILLE

THIS AGREEMENT is made and entered into this ____ day of _____, 2024 by and between the North Carolina League of Municipalities, an unincorporated association, hereinafter called "League", and the Town of Winterville, an incorporated municipality hereinafter called "Town."

WITNESSETH

In consideration of the amounts of money hereinafter agreed to be paid, and in consideration of the other conditions hereinafter agreed to by the Town of Winterville, the League offers to perform the following services:

Scope of Services. The League agrees to provide through its subcontractor The MAPS Group the services described and set forth in Attachment "A", Scope of Services, which is incorporated into and made a part of the Memorandum of Agreement by reference.

Time for Performance. The time for performance will be approximately four (4) months. The contract can begin in late December 2024/early January 2025 or at a time mutually agreed upon between The MAPS Group and the Town.

Cost. The fee for the proposed work is \$17,350.00. In addition, the Town will be billed for actual itemized expenses for mileage and any lodging required.

In consideration of the services performed by the League, the Town agrees to abide by and perform the following:

The MAPS Group will bill the Town for one payment of \$4,337.50 at the beginning of the study, the same amount upon completion of the interviews, the same amount upon completion of a draft of the study, and a final payment of the same amount plus actual itemized expenses when the study is completed. The Town agrees to remit payment to The MAPS Group upon receipt of each of the statements referred to above.

Execution. If this Memorandum of Agreement is not executed and returned to the League Office within thirty (30) days from the submission date, the time frame for performance may have to be renegotiated.

E-verify. The MAPS Group certifies that it currently complies with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes.



Iran Divestment Act Certification. As of the date of this Agreement, The MAPS Group certifies that it is not listed on the Final Divestment List created by the State Treasurer pursuant to N.C.G.S. 147-86.58 and that The MAPS Group will not utilize any subcontractor found on the State Treasurer's Final Divestment List.

Governing Law. This Agreement shall be construed and interpreted in accordance with the laws of the State of North Carolina. Venue shall lie in Wake County.

If the terms of this contract are acceptable, please sign two (2) copies and return one to the League office.

SUBMITTED BY:

NORTH CAROLINA LEAGUE OF
MUNICIPALITIES

Lou Bunch

Lou Bunch
Senior Municipal Human Resources Consultant

12/4/2024

Submission Date

ACCEPTED BY:

TOWN OF WINTERVILLE

Name

Title

Date

This instrument has been pre-audited in the
manner required by the Local Government Budget
and Fiscal Control Act.

(Signature of Finance Officer)



ATTACHMENT "A"

SCOPE OF SERVICES

PAY AND CLASSIFICATION STUDY

SCOPE OF SERVICES

Objectives of Study

The primary purpose of this study is to conduct a comprehensive pay and classification study and update the personnel policy for the Town of Winterville to include the following work study objectives:

- To study and evaluate all positions covered by the NCLGERS within the Town for the purpose of determining the proper position classification and salary for each employee.
- To conduct a comprehensive salary survey of appropriate public and private sector organizations to determine that the Town's salaries, benefits and wages are competitive within the applicable job market.
- To prepare or update class specifications for each position class based upon current job duties and requirements, outlining appropriate ADA information.
- To prepare a pay plan for the Town as required to maintain a competitive system of salaries and wages.
- To identify those classes of positions that are "exempt" and "non-exempt" in compliance with the Fair Labor Standards Act (F.L.S.A.) of 1983 as amended in 1985.
- To review and make recommendations concerning the effectiveness of the Town's overall compensation system including compression issues.
- To update the personnel policy to reflect modern and effective staff management and most recent laws, regulations and court cases.

In addition, the study will evaluate the Town's Human Resource Management system including hiring, on-boarding, time keeping, regulatory compliance, record keeping, compensation systems, performance evaluation, benefits administration, training, engagement climate, and employee communications and relations.

Study Work Components

A. Preparation of the Classification and Pay Plan

1. Conduct a comprehensive review of the Town's Personnel system for the purposes of staff orientation and to provide data and information to be used in the preparation of the classification and compensation data and related study components.
2. Conduct a meeting with Town Manager and staff to discuss the various work components of the study and to explain the study methodology and approach. At this meeting we will

also discuss the appropriate labor market for surveying salary data and the project schedule.

3. Conduct orientation sessions with employees to cover the purposes and process of the study. These meetings help establish realistic expectations with employees and reduce mis-information. The meetings will cover:
 - * purposes of the study;
 - * steps in conducting the study;
 - * study methodology;
 - * what the study will and will not cover;
 - * distribution and review of how to complete questionnaires; and
 - * answer any questions
4. Survey existing employee positions. This task will involve a review of the completed questionnaires, desk audits with representative employees in each class, and conferences with each department head to review and verify information presented on the questionnaires and in the desk audits. The purpose of this task is to determine that The MAPS group obtains comprehensive, factual, and accurate data and information. This task also resolves any conflicting information or data.
5. Following the review and field audit of existing employee positions, class specifications (often called job descriptions) will be prepared. These class specifications will be written to comply with OSHA and ADA regulations. The MAPS Group will use the following factors to classify jobs:
 - * Difficulty, complexity, and variety of work
 - * Education and experience requirements of the job
 - * Nature and extent of public contact
 - * Physical effort and hazards; and
 - * Supervision given and received.

B. Development of the Pay Plan

1. A survey of salary plans will be performed utilizing public sector jurisdictions and other organizations for the purpose of recommending wage and salary schedules that are competitive and sufficient to attract and retain qualified employees. The identification of competitive organizations will be made by the Town in consultation with The MAPS Group. The salary survey will request hiring and maximum salaries for each position surveyed.
2. A comprehensive analysis of the salary survey will be prepared.
3. Following analyses of all inputs considered previously in Study Components A and B, all classes of positions will be allocated to the recommended salary schedule.

C. Preparation of the Employee Allocation List

1. Following completion of the classification plan and compensation schedule, an allocation list will be prepared showing employees by name, present classification, proposed classification, present salary grade, proposed salary grade, recommended salary, and proposed increase amount (if applicable).
2. Costs for implementation options of the plan will be provided. Up to three options will be provided with graphs illustrating impact of each option on salary compression as well as costs. Options will be designed specifically to address compression if needed and desired.

If more than three options are needed, there will be an additional charge of \$250 per additional option.

FLSA Status

As part of this study, the MAPS Group will identify and recommend positions that the Town may consider Exempt from the Wage and Hour Provisions of the Fair Labor Standards Act.

Personnel Policy

The MAPS Group will review and make recommendations for updating the Town's personnel policy to be consistent with modern and effective human resource management and current laws and regulations. The personnel policy is reviewed for policy versus procedural language and is recommended to meet a balance of providing guidance without including unnecessarily restrictive or detailed procedures. If needed, a new policy will be provided.

Communication with the Town

During the study, MAPS principals will be available to Town management to clarify any steps, current stage of the study, or other issues related to the study by phone or Email. In addition, while MAPS principals are on site for orientation and/or interviews, personal consultations are available as necessary to the study. A draft of the study will be sent to management for review and MAPS will make one visit to discuss management reactions to the study prior to finalizing it. After the draft review, the MAPS Group will make a presentation to the Town Council/Board of Commissioners and then return once more to respond to discussion and questions. Any additional trips will require additional fees.

Involvement of Town Staff

Town staff members will be required to complete position description questionnaires for each position, prepare organization charts, participate in interviews if selected (all department directors will be interviewed), provide current employee data including copies of current salary plan and employee information by department with name, current classification, current grade, date of hire, date of last promotion, and current annual salary. These last components are needed for calculating the costs of implementation options.

Results of the Study

The study will result in the publication and delivery to the Town of ten (10) copies of the report to include the classification plan, class specifications, compensation plan, implementation costs, personnel policy and management recommendations. The MAPS representative will formally present the study to the Town Board and be available to respond to questions.


Plan Maintenance

Once the study is complete and implemented, the MAPS Group will provide assistance to Town staff on maintenance of the plan including the classification of new or revised positions, market revisions to the pay plan and other assistance as needed. The MAPS Group will provide telephone consultation and will classify new or revised positions as needed for up to three years following the study for \$200 per position. Additional work may be performed on a maintenance contract.

In addition, the MAPS Group will provide the Town with a linked spreadsheet that will allow for market adjustments (cost of living increases) to automatically update the salary schedule and class listings and provide the Town with a digital copy of all class specifications.

Project Staff

The study will be led by Erika Phillips. Additional team members will be subject to approval by the Town.

	Town of Winterville Town Council Agenda Abstract	Item Section: New Business Meeting Date: December 9, 2024
	Presenter: Stephen Penn, Planning and Economic Development Director	
Item to be Considered		
Subject: Copper Creek Phase 3 Preliminary Plat. Action Requested: Review Copper Creek Section 3 Preliminary Plat. Attachment: Preliminary Plat, and Staff Report.		
Prepared By: Stephen Penn, Planning and Economic Development Director		Date: 11/25/2024
ABSTRACT ROUTING:		
<input checked="" type="checkbox"/> TC: <u>12/3/2024</u>	<input checked="" type="checkbox"/> TM: <u>12/3/2024</u>	<input checked="" type="checkbox"/> Final: <u>tlp - 12/3/2024</u>
Supporting Documentation		
<p><u>Applicant:</u> Inner Banks Engineering - Marie Peedin.</p> <p><u>Location:</u> Reedy Branch Road (Roughly 140' to the north of Copper Creek Drive.) North of Copper Creek Section 1 and east of Copper Creek Section 2.</p> <p><u>Parcel Numbers:</u> 80600.</p> <p><u>Site Data:</u> 13.03 Acres.</p> <p><u>Lots:</u> 34.</p> <p><u>Zoning District:</u> R-12.5.</p> <p><u>Staff Analysis:</u></p> <p>The Preliminary Plat has been reviewed by the Town of Winterville Technical Review Committee and has received full approval.</p> <p>Thus, Staff recommends approval of the Preliminary Plat as it meets the Town's Standards and has been approved by the Winterville Technical Review Committee.</p> <p><u>Planning and Zoning Board Recommendation:</u></p> <p>Planning and Zoning Board met on November 18, 2024 and unanimously recommended approval of the Preliminary Plat.</p>		
Budgetary Impact: TBD.		
Recommendation: Staff recommends approval of Preliminary Plat.		



Town of Winterville Planning Department
Zoning Staff Report
Copper Creek Section 3 Preliminary Plat.

GENERAL INFORMATION

APPLICANT	Inner Banks Engineering, PC- Marie Peedin.
HEARING TYPE	Preliminary Plat
REQUEST	Preliminary Plat Review.
CONDITIONS	None/ No Proposed Conditional District.
LOCATION	Parcel Number 80600- Parcel adjacent to and north of Copper Creek Subdivision off of Reedy Branch Road.
PARCEL ID NUMBER(S)	80600
PUBLIC NOTIFICATION	Not Required for Preliminary Plat.
TRACT SIZE	12.8 acres
TOPOGRAPHY	Flat
VEGETATION	Cleared/ Agricultural.

SITE DATA

EXISTING USE	Farmland/Agriculture.
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ADJACENT PROPERTY	ZONING	ADJACENT LAND USE
N	AR	Agriculture & Single Family Home.
W	R-12.5	Single Family Residential Neighborhood. (Copper Creek)
E	AR	Single Family Residential Homes.
S	R-12.5	Single Family Residential Neighborhood. (Copper Creek)

ZONING DISTRICT STANDARDS

DISTRICT SUMMARIES	Zoning District
ZONING DISTRICT DESIGNATION	R-12.5
MAX DENSITY	Minimum of 12,500 sf of Single Family Residential Lots.



TYPICAL USES	Single Family Residential.
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SPECIAL INFORMATION

OVERLAY DISTRICT	None.
ENVIRONMENTAL / SOILS	None.
FLOODPLAIN	None.
STREAMS	None.
OTHER	If >1 acre is disturbed, site must meet Phase 2 stormwater requirements and provide Soil Erosion and Sedimentation Control Permit
SITE PLAN REQUIREMENTS	Site Plan / Construction Plan required.

**These regulations may not reflect all requirements for all situations. See the Town of Winterville Zoning Ordinance for all applicable regulations for site requirements for this zoning district.

LANDSCAPING & BUFFER REQUIREMENTS

Development must meet requirements of the Zoning Ordinance (Article X-A. Vegetation and Buffering Requirements).

TRANSPORTATION

STREET CLASSIFICATION	Reedy Branch Road- NCDOT Minor Thoroughfare. Eliza Way- TOW Street connecting to Cooper Creek.
SITE ACCESS	Via Reedy Branch Road and Eliza Way.
TRAFFIC COUNTS (per NCDOT Annual Average Daily Traffic Map)	Reedy Branch Road- 1,900 AADT.
Level Of Service (Transportation Analysis) Current= 2016 Study; Future= 2045 Projection. * LOS is rated from A-F: A is the best, F the worst. * Roadway Improvement and street design is based upon achieving a minimum of LOS D on existing facilities and LOS C on new facilities.	Reedy Branch Road: Existing: Very Low A. Future: Very Low A.
TRIP GENERATION	10 trips/day/dwelling. (Per Winterville Standard Specs).
SIDEWALKS	Required along one side of the street and adjacent to Reedy Branch Road.



TRAFFIC IMPACT STUDY (TIS)	Preliminary Plat has been reviewed by NCDOT and didn't warrant a TIS.
STREET CONNECTIVITY	Connected to Copper Creek Phase 2, Reedy Branch, and a future stub to the northern parcel of land.
OTHER	N/A

IMPACT ANALYSIS

This Preliminary plat has been reviewed for Town of Winterville and NCDOT compliance.

STAFF ANALYSIS AND RECOMMENDATION

Staff Analysis

The Preliminary Plat has been reviewed by the Town of Winterville Technical Review Committee and has received full **approval**.

Staff Recommendation

Staff recommends **approval** of the Preliminary Plat as it meets the Town's Standards and has been approved by the Winterville Technical Review Committee.

P&Z Board Recommendation:

P&Z Board met on November 18, 2024 and unanimously recommended **approval** of the Preliminary Plat.



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: New Business

Meeting Date: December 9, 2024

Presenter: Stephen Penn, Planning and Economic Development Director

Item to be Considered

Subject: Cornerstone Section 2, Phase 3 Final Plat.

Action Requested: Review Cornerstone Section 2, Phase 3 Final Plat.

Attachment: Final Plat.

Prepared By: Stephen Penn, Planning and Economic Development Director

Date: 11/25/2024

ABSTRACT ROUTING:

☒ TC: 12/3/2024

☒ TM: 12/3/2024

☒ Final: tlp - 12/3/2024

Supporting Documentation

Applicant: Stroud Engineering.

Location: Cornerstone Subdivision off of Firetower Road. (Back of existing Subdivision).

Parcel Numbers: 38827.

Site Data:

- This Phase 3.3151 acres.
- This Phase contains 11 Lots.

Zoning District: R-6.

Staff Analysis:

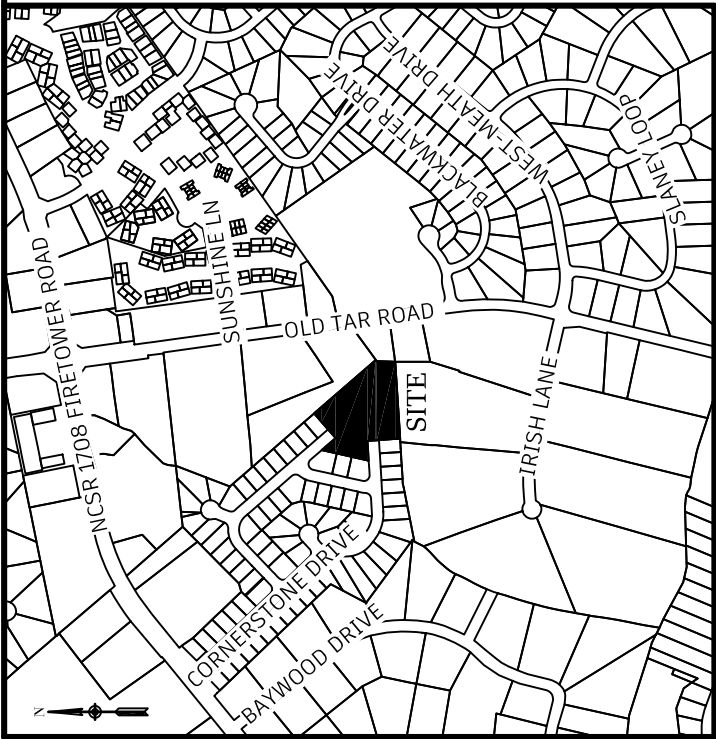
The Proposed Cornerstone Section 2, Phase 3 Final Plat has received Technical Review Committee Approval. **Thus, Staff recommends the approval of Cornerstone Section 2, Phase 3, Final Plat as its design meets all requirements of the Town of Winterville.**

Planning and Zoning Recommendation:

Planning and Zoning Board met on 9/16/24 and recommended **approval** of the Cornerstone Section 2, Phase 3 Final Plat.

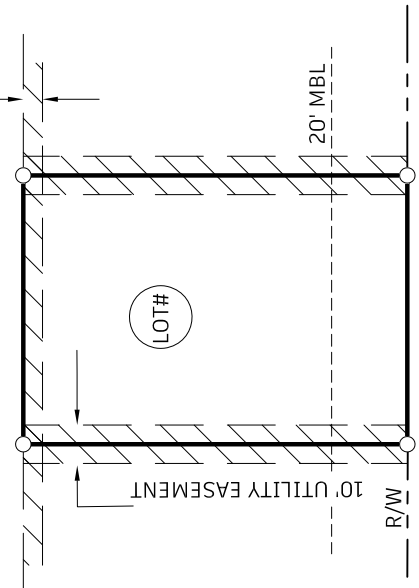
Budgetary Impact: TBD.

Recommendation: Staff recommends approval of Cornerstone Section 2, Phase 3 Final Plat.



VICINITY MAP
SCALE: 1" = 1,000'

- LEGEND**
- R/W= RIGHT-OF-WAY
 - FIR= FOUND IRON ROD
 - BC= BACK OF CURB
 - R= RADIUS
 - L= LENGTH
 - CH= CHORD
 - PC= POINT OF CURVATURE
 - PT= POINT OF TANGENCY
 - PN= PARCEL NUMBER
 - MBL= MINIMUM BUILDING LINE



PUBLIC STREET
(60' R/W 36' BC/BC PUBLIC)

TYPICAL LOT UTILITY EASEMENT DETAIL
(NOT TO SCALE)

SHEET 1 OF 1

MAP FOR RECORD

CORNERSTONE

SECTION 2, PHASE 3

REFERENCE: A PORTION OF THE PROPERTY RECORDED IN DEED BOOK 4425, PAGE 298 OF THE PITT COUNTY REGISTRY

WINTERVILLE, WINTERVILLE TOWNSHIP, PITT COUNTY, NORTH CAROLINA

OWNER: REGGIE SPAIN HOMES, LLC
ADDRESS : 609 D COUNTRY CLUB DRIVE
GREENVILLE, NC 27834
PHONE:

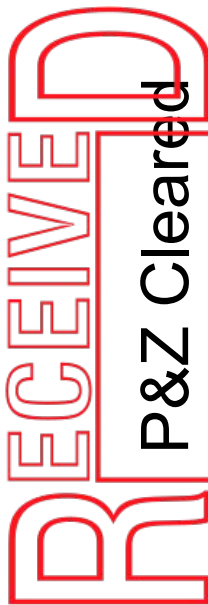
STROUD ENGINEERING, P.A.
107-B COMMERCE STREET.
GREENVILLE, NC 27858
(252) 756-9352
LICENSE NO.C-0647

PI801-001

GENERAL NOTES

- AREAS CALCULATED BY COORDINATE GEOMETRY.
- MINIMUM BUILDING SETBACKS:
FRONT - 20'
SIDE - 8'
REAR - 20'
- THIS PROPERTY IS NOT LOCATED IN A SPECIAL FLOOD HAZARD AREA AS DETERMINED BY THE NATIONAL FLOOD INSURANCE PROGRAM.
REFERENCE: FIRM 3720468500K, DATED 07/07/2014.
- ALL DISTANCES SHOWN ARE HORIZONTAL GROUND DISTANCES IN US SURVEY FEET UNLESS OTHERWISE STATED.
- DRAINAGE SWALES, COMMON AREA, AND RECREATION AREAS TO BE MAINTAINED BY THE HOMEOWNER'S ASSOCIATION.
- THE DESIGNATION OVER WATER, SANITARY SEWER, DRAINAGE, AND ELECTRIC LINES ARE FOR THE PURPOSE OF ESTABLISHING THE WIDTH OF SAID EASEMENTS. THE EASEMENTS SHOWN ARE NOT EXCLUSIVE AND WILL PERMIT THE FUTURE INSTALLATION OF WATER, SANITARY SEWER, DRAINAGE, AND ELECTRIC LINES WITHIN THOSE DESIGNATED WIDTHS.
- NO BUILDINGS, STRUCTURES, OR OTHER IMPROVEMENTS, MATERIALS AND SURFACES, INCLUDING BUT NOT LIMITED TO PRINCIPAL AND ACCESSORY STRUCTURES AND ADDITIONS OR APPURTENANCES THERETO, SIGNAGE, FENCES WALLS, MECHANICAL EQUIPMENT, CANOPIES, ANTENNAS, MASTS, AERIALS, MONUMENTS, LANDSCAPE PLANTINGS, FILL MATERIALS, DEBRIS, SOLID WASTE COLLECTION CONTAINERS, MAIL RECEPTACLES AND IMPERVIOUS SURFACES, SHALL ENCRoACH WITHIN ANY DEDICATED EASEMENT WITHOUT PRIOR WRITTEN APPROVAL OF THE TOWN OF WINTERVILLE.

SITE DATA	
TOTAL AREA IN TRACT	3.3151 ACRES
NO. OF LOTS CREATED	11
CURRENT ZONING	R-6 (RESIDENTIAL)
LINEAR FEET IN STREETS	394.35 LF
AREA IN PARKS OR RECREATION	0.00 AC



P&Z Cleared

Need Final

Approvals etc to
present to Town
Council.

CURVE TABLE				
CURVE #	LENGTH	DELTA	RADIUS	CHORD DIRECTION
C1	2.26'	0°57'28"	135.00'	S 87°22'44" E
C2	73.99'	31°24'07"	135.00'	N 76°26'28" E
C3	20.88'	8°51'44"	135.00'	N 56°18'32" E
C4	35.57'	67°55'38"	30.00'	S 85°50'45" W
C5	17.63'	40°24'36"	25.00'	N 39°59'08" W
C6	1.97'	2°15'39"	50.00'	S 20°42'18" E
C7	70.58'	80°52'47"	50.00'	S 62°16'32" E
C8	39.08'	44°46'58"	50.00'	N 54°53'36" E
C9	33.33'	38°11'53"	50.00'	N 13°24'11" E
C10	64.35'	73°44'23"	50.00'	N 42°33'58" W
C11	18.58'	21°17'43"	50.00'	S 89°54'59" W
C12	17.69'	40°32'04"	25.00'	S 80°27'15" E
C13	35.57'	67°55'38"	30.00'	S 26°13'24" E
C14	9.02'	3°49'44"	135.00'	N 05°49'33" E
C15	76.53'	32°28'42"	135.00'	N 12°19'40" W
C16	13.61'	5°46'30"	135.00'	N 31°27'17" W
C17	84.10'	64°14'48"	75.00'	N 02°13'08" W
C18	82.72'	63°11'44"	75.00'	N 61°30'08" E

REVIEW ONLY

CERTIFICATE OF SURVEY
AND ACCURACY

I, DEBORAH T. BOYETTE, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM A CALCULATED CURVE TABLE RECORDED IN SUPERVISION PAGE OR FROM BOOKS REFERENCED HEREON; THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN BOOK PAGE , OR AS REFERENCED HEREON; THAT THE RATIO OF PRECISION OR POSITIONAL ACCURACY IS 1:30,708, THAT THIS MAP WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED.

I FURTHER CERTIFY PURSUANT TO G.S. 47-30 (f)(1)(g), THAT THIS SURVEY CREATES A SUBDIVISION OF LAND WITHIN THE AREA OF A COUNTY OR MUNICIPALITY THAT HAS AN ORDINANCE THAT REGULATES PARCELS OF LAND.

WITNESS MY ORIGINAL SIGNATURE AND SEAL THIS THE _____ DAY OF _____.

SIGNED _____
PROFESSIONAL LAND SURVEYOR L-4146

REVIEW OFFICER'S CERTIFICATE

NORTH CAROLINA, PITT COUNTY

I, _____, REVIEW OFFICER OF PITT COUNTY, CERTIFY THAT THIS MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

REVIEW OFFICER
DATE _____

CERTIFICATE OF FINAL
APPROVAL

APPROVED FOR RECORDING BY THE TOWN COUNCIL OF THE TOWN OF WINTERVILLE, NC ON THIS THE _____ DAY OF _____, 2024, PURSUANT TO AUTHORITY OF SECTION 154.13 IN THE SUBDIVISION REGULATIONS.

DATE _____
MAYOR _____

CERTIFICATE OF APPROVAL BY
THE PLANNING BOARD

I HEREBY CERTIFY THAT THIS FINAL PLAT WAS RECOMMENDED FOR APPROVAL BY THE PLANNING BOARD OF THE TOWN OF WINTERVILLE ON THE _____ DAY OF _____, 20____.

DATE _____
CHAIRMAN, PLANNING BOARD _____

CERTIFICATE
OF OWNERSHIP AND DEDICATION

I (WE) HEREBY CERTIFY THAT I AM (WE ARE) THE OWNER(S) OF THE PROPERTY SHOWN AND DESCRIBED HEREIN, THAT THE PROPERTY IS WITHIN THE SUBDIVISION JURISDICTION OF THE TOWN OF WINTERVILLE AND THAT I (WE) HEREBY ADOPT THIS PLAN OF SUBDIVISION WITH MY (OUR) FREE CONSENT AND HEREBY ESTABLISH ALL LOTS AND DEDICATE ALL STREETS, ALLEYS, WALKS, PARKS AND OTHER OPEN SPACES TO PUBLIC OR PRIVATE USE AS NOTED.

DATE _____
OWNER _____

MAP FOR RECORD

CORNERSTONE

SECTION 2, PHASE 3

REFERENCE: A PORTION OF THE PROPERTY RECORDED IN DEED BOOK 4425, PAGE 298 OF THE PITT COUNTY REGISTRY

WINTERVILLE, WINTERVILLE TOWNSHIP, PITT COUNTY, NORTH CAROLINA

OWNER: REGGIE SPAIN HOMES, LLC
ADDRESS : 609 D COUNTRY CLUB DRIVE
GREENVILLE, NC 27834
PHONE:

STROUD ENGINEERING, P.A.
107-B COMMERCE STREET.
GREENVILLE, NC 27858
(252) 756-9352
LICENSE NO.C-0647

PI801-001



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: New Business

Meeting Date: December 9, 2024

Presenter: Stephen Penn, Planning and Economic Development Director

Item to be Considered

Subject: Southbrook Phase 2 Preliminary Plat.

Action Requested: Review Plat - Approve if Southbrook PUD Rezoning passes; Deny if Rezoning is denied.

Attachment: Preliminary Plat/Map; Staff Report.

Prepared By: Stephen Penn, Planning and Economic Development Director

Date: 11/25/2024

ABSTRACT ROUTING:

☒ TC: 12/3/2024

☒ TM: 12/3/2024

☒ Final: tlp - 12/3/2024

Supporting Documentation

Applicant: Southbrook NC, LLC (Scott Moore).

Location: Between Church Street Ext.& Laurie Ellis Road.

Parcel Numbers: 15006, 11636, 11638, 82096, & 82094

Site Data: Phase 2 Contains 194.95 acres & 336 Single Family Lots & 98 Single Family Attached Lots.

Zoning District: R-6 Conditional District & MR Conditional District Planned Unit Development (PUD), as outlined within Southbrook Development Plan/Ordinance 23-O-011 (in 2023). An Amendment to 23-O-011 is being reviewed and voted upon, on 12/9/24, prior to this Preliminary Plat review. Depending on Council's Approval or Denial of the rezoning, there may be a new Zoning District for this parcel. **The Preliminary Plat currently shows an cluster of Single Family Attached product within an R-6 Zoning District (Middlecrest Drive). R-6 does not allow Single Family Attached and this area must be rezoned to M-R in order to be compliant with the Zoning Ordinance. If the rezoning is approved, earlier in the night, then the Single Family Attached product, in question, will be rezoned to Multi-Family Residential (MO-R) and will meet Zoning and Town Standards for approval.**

Staff Analysis:

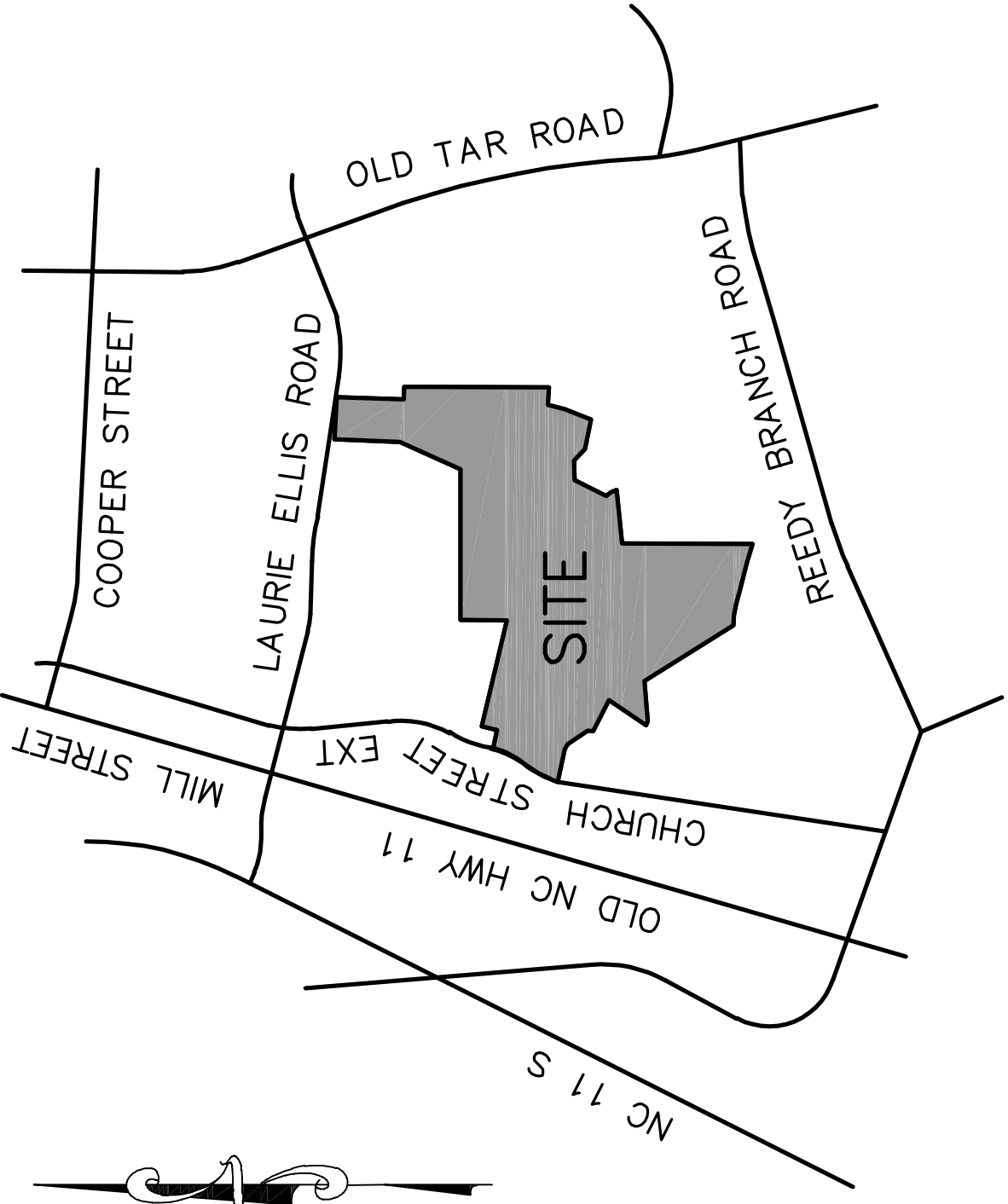
- If Southbrook Rezoning (held on 12.9.24) is approved: Staff recommend **approval** of Preliminary Plat.
 - As it has received TRC approval except for the location in which there is a Zoning Discrepancy: Single Family Attached Product in the R-6 Zoned Area.
- If Southbrook Rezoning (held on 12.9.24) is Denied: Staff recommends **denial** of the Preliminary Plat.
 - If Rezoning is Denied, the Preliminary Plat does not adhere to the Zoning Ordinance, as they are proposing Single-Family Attached within R-6. Single Family Attached is not Permitted within the R-6 Zoning District. **If the Rezoning, earlier in the night is approved, then this issue will be resolved.**

Planning and Zoning Analysis:

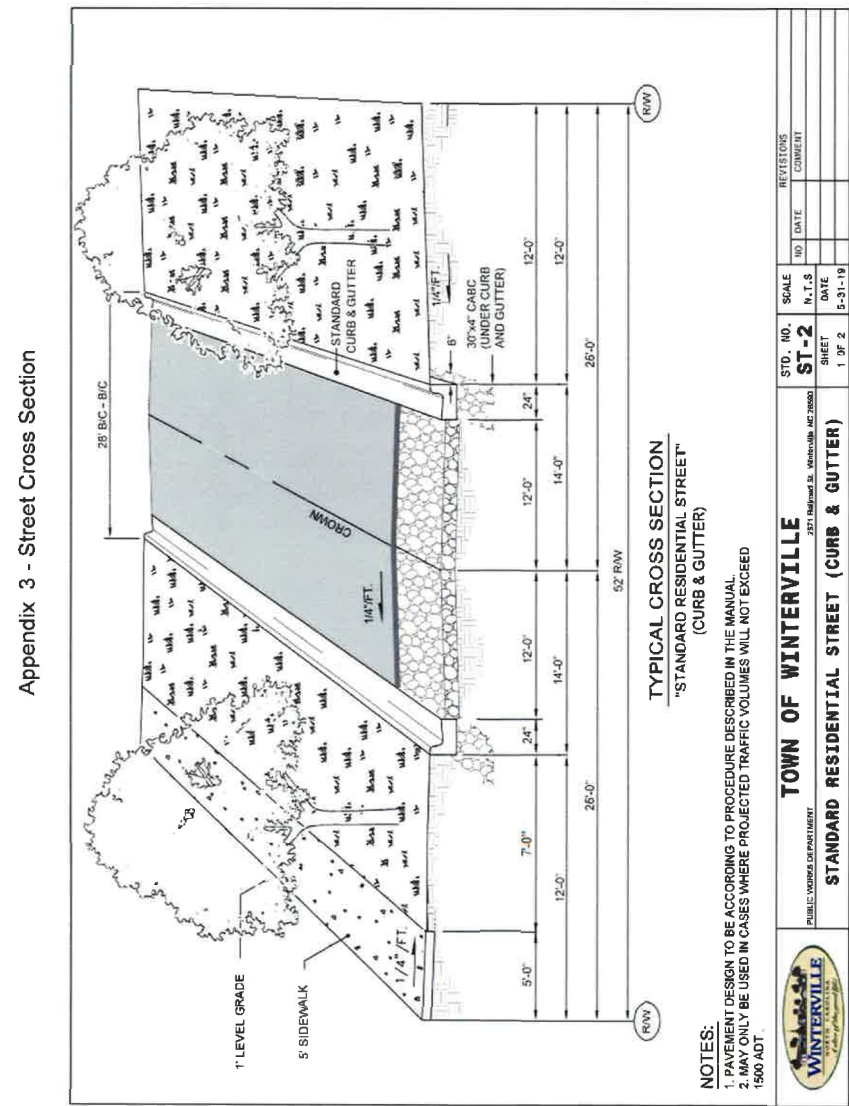
The Planning and Zoning Board recommends the **denial** of the Southbrook Phase 2 Preliminary Plat as that it currently does not meet the requirements of the Zoning Ordinance; **however**, the Planning and Zoning Board does **recommend** the conditional **approval** of the Southbrook Phase 2 Preliminary **Plat subject to the Town Council approving the PUD rezoning of the Southbrook subdivision.**"

Budgetary Impact: TBD.

Recommendation: Approve Plat if Rezoning for Southbrook (earlier in the Dec 9, 24 meeting is approved). As Middlecrest Drive. will now be zoned "M-R" and the entire plat will meet Town Standards. Deny Plat if Rezoning is denied as R-6 does not allow Single Family Attached Products.



VICINITY MAP (Scale: 1" = 2000')

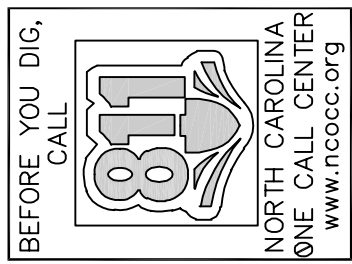


APPROVAL

THIS PRELIMINARY PLAT, & THE STREET NAMED THEREON, WERE APPROVED BY THE TOWN PLANNING AND ZONING COMMISSION AT A MEETING HELD THE _____ DAY OF _____, 20____.

SIGNED _____ CHAIRMAN

SIGNED _____ TOWN PLANNING



RECEIVED

10.10.24

Middlecrest Dr. area

Must be rezoned in order for the Town to be able to approve this Plat.



Owner

Chapel Hill Foundation
Real Estate Holdings, Inc.
300 South Building
CN 1000
Chapel Hill, N.C. 27599

APPROVAL

THIS PRELIMINARY PLAT, & THE STREET NAMED THEREON, WERE APPROVED BY THE TOWN PLANNING AND ZONING COMMISSION AT A MEETING HELD THE _____ DAY OF _____, 20____.

SIGNED _____ CHAIRMAN

SIGNED _____ TOWN PLANNING

SITE INFORMATION

LOCATION: OFF CHURCH ST. EXT. OFF LAURIE ELLIS RD. WINTERVILLE, N.C.

COUNTY: PITT COUNTY

TOTAL SITE AREA: ±50.38 Ac. (Total)

PHASE 1 ACREAGE: ±23.69 Ac. TRACT A

PHASE 2 ACREAGE: ±26.69 Ac. TRACT B

PHASE 2 ACREAGE: ±194.35 Ac.

ZONING: R-6 CD AND M-R CD; ORDINANCE 23-0-011

MINIMUM BUILDING SETBACKS: (R-6) (NR)

FRONT: 20'

SIDE: 20'

REAR: 20'

WIDE: 15'

WIDE: 20'

EXISTING USE: VACANT/AGRICULTURAL

PROPOSED USE: RESIDENTIAL

PARCEL ID: 11636, 15006, 11638, 82096, 62094, 467486659, 467486663, 467486665, 467486667, 467486669, 467486671, 467486673, 467486675, 467486677, 467486679, 467486681, 467486683, 467486685, 467486687, 467486689, 467486691, 467486693, 467486695, 467486697, 467486699, 467486701, 467486703, 467486705, 467486707, 467486709, 467486711, 467486713, 467486715, 467486717, 467486719, 467486721, 467486723, 467486725, 467486727, 467486729, 467486731, 467486733, 467486735, 467486737, 467486739, 467486741, 467486743, 467486745, 467486747, 467486749, 467486751, 467486753, 467486755, 467486757, 467486759, 467486761, 467486763, 467486765, 467486767, 467486769, 467486771, 467486773, 467486775, 467486777, 467486779, 467486781, 467486783, 467486785, 467486787, 467486789, 467486791, 467486793, 467486795, 467486797, 467486799, 467486801, 467486803, 467486805, 467486807, 467486809, 467486811, 467486813, 467486815, 467486817, 467486819, 467486821, 467486823, 467486825, 467486827, 467486829, 467486831, 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NOTE: IPF AT ALL CORNERS
UNLESS OTHERWISE NOTED

SCALE: 1" = 100'

MANY ARE THE PLANS IN A PERSONS HEART, BUT IT IS THE LORD'S PURPOSE THAT PREVAILS. PROVERBS 19: 21



Town of Winterville Planning Department
Preliminary Plat Report for Southbrook Phase 2 Preliminary Plat.

Version 2 for 2024- A version of this Preliminary Plat went before P&Z in September 2024. P&Z recommended denial as it did not meet subdivision ordinance requirements. The applicant withdrew that preliminary plat and resubmitted.

GENERAL INFORMATION

APPLICANT	Southbrook NC, LLC (Scott Moore).
Submission Type:	Preliminary Plat.
CONDITIONS	Zoned R-6 Conditional District & MR Conditional District Planned Unit Development (PUD) as outlined Within Ordinance Number 23-O-011
LOCATION	Church Street Extension & Laurie Ellis Rd.
PARCEL ID NUMBER(S)	15006, 11636, 11638, 82096, & 82094
Site Data	This Phase contains 336 Single Family Lots & 98 Single Family Attached Lots.
TRACT SIZE	This Phase contains 194.95 acres.
TOPOGRAPHY	Flat
VEGETATION	Cleared, Wooded, Etc.

SITE DATA

EXISTING USE	Vacant/ Wooded/ ETC.
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ADJACENT PROPERTY	ADJACENT LAND USE
N	Single Family Residential
W	Single Family Residential.
E	Vacant/Farmland.
S	Single Family Residential & Farmland.

SPECIAL INFORMATION

OVERLAY DISTRICT	None.
ENVIRONMENTAL / SOILS	See Construction Drawings or Preliminary Plat.
FLOODPLAIN	None on current maps.
STREAMS	Southeast Drainage Lateral SC-35A, Tributary of off Swift Creek



OTHER	If >1 acre is disturbed, site must meet Phase 2 stormwater requirements and provide Soil Erosion and Sedimentation Control Permit
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**These regulations may not reflect all requirements for all situations. See the Town of Winterville Zoning Ordinance for all applicable regulations for site requirements for this zoning district.

LANDSCAPING & BUFFER REQUIREMENTS

Development must meet requirements of the Zoning Ordinance (Article X-A. Vegetation and Buffering Requirements). **No bufferyard is required due to proposed and adjoining land uses.**

TRANSPORTATION

STREET CLASSIFICATION	Laurie Ellis Road – NCDOT Road & Minor Thoroughfare. Church Street Ext – NCDOT Road
SITE ACCESS	All access must be designed and constructed to meet the Town of Winterville / NCDOT standards. The Phase 1 Preliminary Plat showed access from Laurie Ellis Road, Church Street Extension, Cassena Drive (from Eli's Ridge); and Sparrow Ln. (from Mellon Downs).
TRAFFIC COUNTS (per NCDOT Annual Average Daily Traffic Map)	Laurie Ellis Rd– 2,800 Church Street Ext - 200 (Measured closer to Reedy Branch Intersection).
Level Of Service (Transportation Analysis) Current= 2016 Study; Future= 2045 Projection. <i>* LOS is rated from A-F: A is the best, F the worst.</i> <i>* Roadway Improvement and street design is based upon achieving a minimum of LOS D on existing facilities and LOS C on new facilities.</i>	Laurie Ellis Road- <ul style="list-style-type: none"> ○ Current LOS A (Extremely Low A). ○ Future LOS A (Extremely Low A). Church Street Extension is not analyzed by the study.
TRIP GENERATION	TBD.
SIDEWALKS	Required.
TRAFFIC IMPACT STUDY (TIS)	TBD by NCDOT.
STREET CONNECTIVITY	Town Ordinances and documents support interconnectivity within the subdivision and to adjoining properties.
OTHER	N/A



STAFF ANALYSIS AND RECOMMENDATION

Staff Analysis

For Town Council:

If Southbrook Rezoning is approved: Staff recommend Approval of Preliminary Plat.

If Southbrook Rezoning is Denied: Staff recommends denial of the Preliminary Plat.

- **The Proposed Southbrook Phase 2 Preliminary Plat does not meet the standards of the Town or the Southbrook Development Plan as outlined within Ordinance 23-O-011.**

1. Middlecrest Drive is outside of the "Single Family Attached" Zoning Map.
 - a. Southbrook Dev Standards state "Should the developer want to make changes to the Development Plan, The Planning Director can approve specific minor revisions or changes that represent less intensive uses. An example of one such modification is changing the type of residential use that results in a decrease in density. The approval of the Planning Director is an administrative approval only and all other changes to this Development Plan will constitute a rezoning and require City Council Approval".
 - i. The "Middlecrest Drive" townhomes represent a higher density at this location however the overall number of Townhomes will not increase throughout the development.
 - b. A rezoning to include the Middlecrest Drive Townhomes as "Multi-Family" must be approved by Town Council in order for this Preliminary Plat to meet the Zoning Ordinance and Subdivision Ordinance.



Staff Recommendation:

If Southbrook **Rezoning** is approved: Staff recommend **approval** of Preliminary Plat.

If Southbrook **Rezoning** is Denied: Staff recommends **denial** of the Preliminary Plat.

P&Z Recommendation:

The Planning and Zoning Board recommends the **denial** of the Southbrook Phase 2 Preliminary Plat as that it currently does not meet the requirements of the Zoning Ordinance; **however**, the Planning and Zoning Board does **recommend** the conditional **approval** of the Southbrook Phase 2 Preliminary **Plat subject to the Town Council approving the PUD rezoning of the Southbrook subdivision.**"