



**CITY OF CREEDMOOR
PLANNING BOARD
PLANNING BOARD MEETING
MARCH 14, 2024
7:00 PM**

CALL TO ORDER

1. RECOGNITION OF QUORUM

2. APPROVAL OF AGENDA

3. APPROVAL OF MINUTES

PLanning Board Minutes from January 30, 2024 and February 8, 2024

[Planning Board Minutes from January 30, 2024 and February 8, 2024.](#)

4. PUBLIC COMMENT

5. OLD BUSINESS

6. NEW BUSINESS

[Recent Trends in Real Estate Development](#)

7. REPORT ON RECENT DEPARTMENT ACTIVITY

[Community Development Monthly Report for February 2024](#)

8. REPORTS FROM CHAIRPERSON AND MEMBERS

ADJOURN



CITY OF CREEDMOOR

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(919) 528-3332

PLANNING BOARD AGENDA REPORT

MEETING DATE: March 14, 2024

PREPARED BY: Mike Frangos, Community Development Director
Community Development

ISSUE CONSIDERED: Planning Board Minutes from January 30, 2024 and February 8, 2024.

SUMMARY OF ISSUE: Please review and approve Planning Board minutes.

REQUESTED MOTION: Motion to approve Planning Board minutes as presented.

ATTACHMENT(S) [20240130_Planning Board Minutes.pdf](#)
[Minutes_PlanningBoard_20240208.pdf](#)

**REVIEWED BY
CITY MANAGER:**



MINUTES OF
CITY OF CREEDMOOR
PLANNING BOARD SPECIAL
MEETING
JANUARY 30TH, 2024
6 P.M.

Present in Person at City Hall Boardroom

Steve Faucette, Edie McDuffie, Mike Allen, Robert Gorham, Kechia Brustmeyer-Brown. Also present Community Development Director Michael Frangos, AICP, CZO, City Attorney Kevin Hornik, and Planning Technician Rebecca Middleton.

Absent

Rick Harbit

Call to Order

Meeting called to order at 6:00PM.

Swearing in New Member

New Planning Board member Kechia Brustmeyer-Brown is sworn in by Mayor Robert Wheeler.

Approval of Agenda

Mike Allen made a motion to approve the agenda as presented. Seconded by Edith McDuffie.
Motion passed with a vote of 5-0.

Approval of Minutes

No minutes were approved at this Special Meeting.

Comments from the Public

No comments from the Public.

Old Business

No Old Business.

New Business | LSP-2023-02, David Miller & Associates

Community Development Director Michael Frangos presented the board with information regarding the proposed redevelopment of 109 Park Avenue. He reviewed the public notification implemented prior to the meeting and gave a detailed explanation of the proposed site plan. In order to use the site as the applicant desires the proposed use required a paved parking lot with other site improvements. Frangos received minimal comment from the board.

Approval of LSP-2023-02

Mike Allen made a motion to approve LSP-2023-02 as presented. Seconded by Edith McDuffie.
Motion passed with a vote 5-0.

Report on Recent Departmental Activity

There were no reports on departmental activity.

Reports from the Chairperson and Members

There were no reports from the Planning Board Members.

Adjourn

A motion to adjourn was made by Mike Allen, seconded by Robert Gorham. The motion passed unanimously.

Meeting adjourned at 6:17PM.

Steve Faucette, Chairperson



MINUTES OF
CITY OF CREEDMOOR
PLANNING BOARD MEETING
FEBRUARY 8TH, 2024
7 P.M.

Present in Person at City Hall Boardroom

Mike Allen, Rick Harbit, Robert Gorham, Kechia Brustmeyer-Brown. Also present Community Development Director Michael Frangos, AICP, CZO, City Attorney Kevin Hornik, and Planning Technician Rebecca Middleton.

Absent

Steve Faucette, Edith McDuffie

Call to Order

Meeting called to order at 7:00PM.

Approval of Agenda

Robert Gorham made a motion to approve the agenda as presented. Seconded by Rick Harbit.
Motion passed with a vote of 4-0.

Approval of Minutes

Kechia Brustmeyer-Brown made a motion to approve the minutes of January 4, 2024 as presented. Seconded by Robert Gorham.
Motion passed with a vote of 4-0.

Comments from the Public

No comments from the Public.

Old Business

No Old Business.

New Business | FIP-2023-01, Sunnyside on Main

Community Development Director Michael Frangos presented the board with the facade grant application from Dennis Pelletier, owner of the new deli "Sunnyside on Main". Mr. Pelletier installed a new awning above his restaurant and applied to be reimbursed by the Facade Improvement Program. Mr. Frangos explained to the board that the program was designed to encourage local business owners to preserve the aesthetics of downtown Creedmoor. The city would then partially reimburse business owners for certain improvements in exchange for a maintenance easement. The board agreed that the new awning installed at Sunnyside was a significant improvement and voted to recommend approval of the grant.

Approval of FIP-2023-01

Kechia Brustmeyer-Brown made a motion to recommend approval of FIP-2023-01 as presented. Seconded by Rick Harbit.
Motion passed with a vote 4-0.

New Business | Community Appearance Ordinance

Community Development Director Michael Frangos shared with the board the Creedmoor Appearance Ordinance, Chapter 156 of the Code of Ordinances, which outlines the regulations regarding appearance and maintenance of all buildings. He informed the Planning Board that commissioners were interested in pursuing the enforcement of this code which had been deprioritized for many years. Board members agreed that the code should be enforced to a certain extent, but depending on how strictly it is enforced it could be considered too harsh on downtown business owners. Overall the board was supportive of enforcing the ordinance, more specifically to address "blight", or unsightly damage and decay to downtown buildings.

Report on Recent Departmental Activity

There were no reports on departmental activity.

Reports from the Chairperson and Members

There were no reports from the Planning Board Members.

Adjourn

A motion to adjourn was made by Robert Gorham, seconded by Kechia Brustmeyer-Brown. The motion passed unanimously.

Meeting adjourned at 7:52PM.

Steve Faucette, Chairperson



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PLANNING BOARD AGENDA REPORT

MEETING DATE: March 14, 2024

PREPARED BY: Mike Frangos, Community Development Director
Community Development

ISSUE CONSIDERED: Recent Trends in Real Estate Development

SUMMARY OF ISSUE: Please read the two recent articles from Frank Muraca regarding recent trends in real estate development.

REQUESTED MOTION: No Action Required. For discussion purposes only.

ATTACHMENT(S) [Fall_2023_Recent Trends in Real Estate Development_SOG Blog.pdf](#)
[Winter 2024_Recent Trends in Real Estate Development_SOG Blog.pdf](#)

**REVIEWED BY
CITY MANAGER:**

<https://ced.sog.unc.edu/2023/10/recent-trends-in-real-estate-development-fall-2023/>



Community and Economic Development – Blog by
UNC School of Government

<https://ced.sog.unc.edu>

Recent Trends in Real Estate Development: Fall 2023

By Frank Muraca

Published October 30, 2023



(<https://ced.sog.unc.edu/wp->

[content/uploads/sites/1176/2023/10/AdobeStock_558418509_Editorial_Use_Only-scaled.jpeg](https://ced.sog.unc.edu/wp-content/uploads/sites/1176/2023/10/AdobeStock_558418509_Editorial_Use_Only-scaled.jpeg)) This blog post is the first in a regular series aimed at informing local government partners about current conditions facing private developers and development projects in their communities.

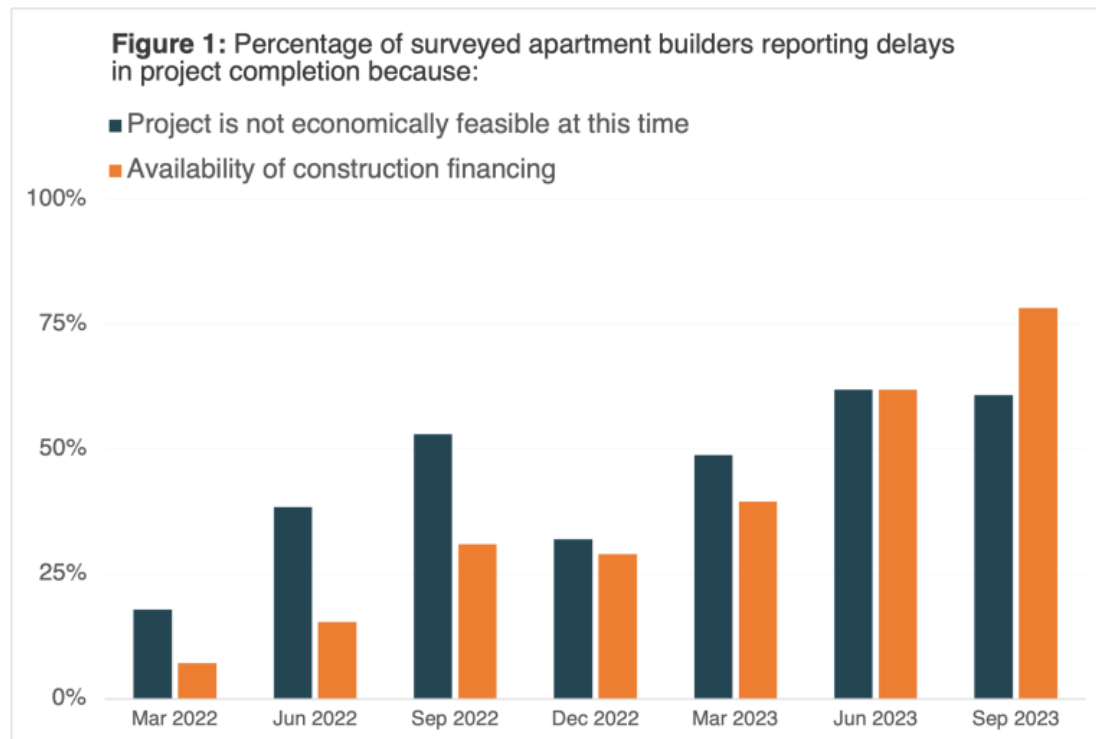
Lending for real estate development projects: interest rates & tighter lending standards

In 2022, the Federal Reserve began raising interest rates to combat inflation, which increased the cost of financing new construction for real estate developments. In 2021, for example, a developer able to secure a \$5 million loan with 3.5% interest to develop a new apartment building would have to pay approximately \$300,000 a year in debt payments. With an interest rate of 8.5% today, debt payments on that loan would cost \$483,000 a year, a 60% increase. In addition, the size of the loan would likely decrease due to the project's inability to cover the higher debt service.

[According to one survey \(https://www.trepp.com/trepptalk/developers-pull-back-sharply-on-multifamily-construction-as-financing-costs-skyrocket\)](https://www.trepp.com/trepptalk/developers-pull-back-sharply-on-multifamily-construction-as-financing-costs-skyrocket) of the

<https://ced.sog.unc.edu/2023/10/recent-trends-in-real-estate-development-fall-2023/>

nation's 30 leading apartment developers, 61% of projects were no longer economically feasible in June 2023, up from 18% in March 2022 right before the Federal Reserve began increasing rates.[1] (#_ftn1)



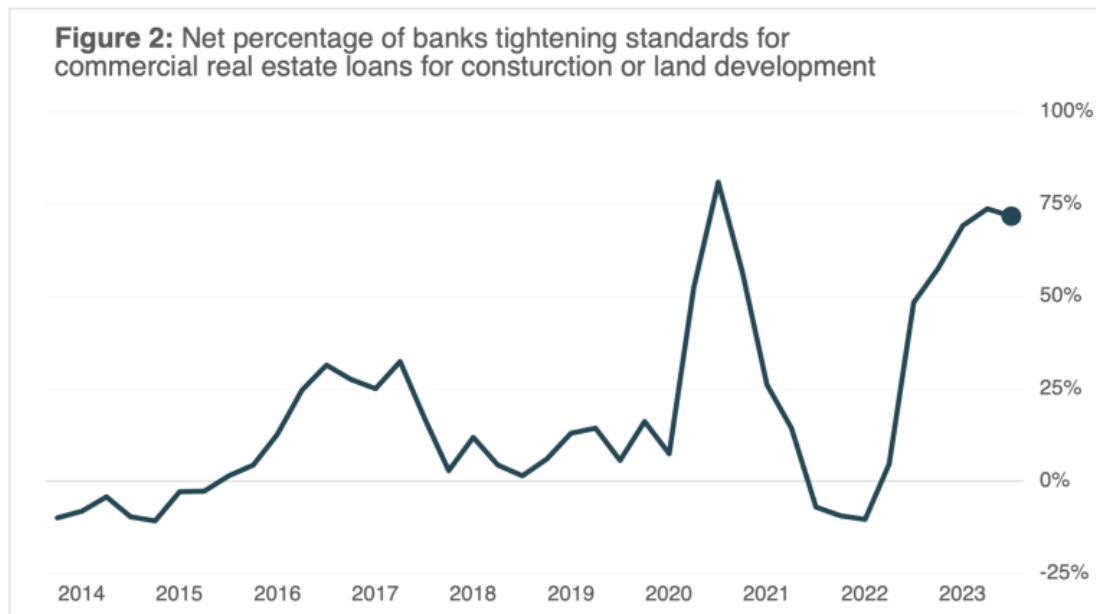
(<https://ced.sog.unc.edu/wp-content/uploads/sites/1176/2023/10/fig1.png>)

In September, 73% of surveyed apartment builders reported that projects were delayed due to the availability of financing, or loans to pay for the cost of construction. One reason why lending has declined is because lenders have tightened their credit standards (<https://blog.firstam.com/economics/banks-continue-to-report-tighter-lending-standards-for-cre>).

Figure 2 shows survey response data from the Federal Reserve's Senior Loan Officer Opinion Survey (or SLOOS). The survey asks banks whether they are tightening standards for commercial real estate loans used for construction or land development. According to one analysis from First American Bank (<https://blog.firstam.com/economics/banks-continue-to-report-tighter-lending-standards-for-cre>), "The percentage of banks reporting tighter lending standards picked up for all types of loans, but this figure was highest for construction loans at

<https://ced.sog.unc.edu/2023/10/recent-trends-in-real-estate-development-fall-2023/>

72 percent...This is a complete shift in lending standard trends compared with two years ago, when interest rates were low and banks were reporting looser, rather than tighter standards.”



(<https://ced.sog.unc.edu/wp-content/uploads/sites/1176/2023/10/fi2.png>)

Changes in construction costs

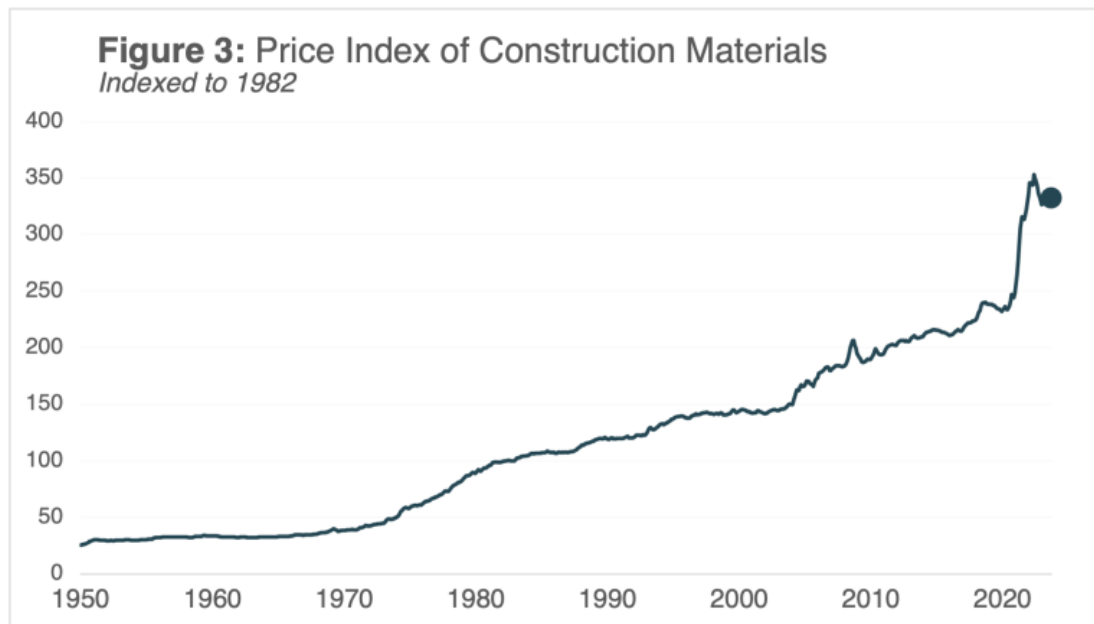
In addition to the availability of lending, the cost of building materials continues to be between 30% and 45% higher than pre-COVID prices. In January 2023, one construction company official told WBTV

(<https://www.wbtv.com/2023/01/24/construction-costs-rising-mecklenburg-county/>), “COVID really started really inflating prices for construction, for a lot of different materials and that was really the start of it, and now inflation after that has kept prices kind of high, so it’s been probably about 2-years now.” Even with recent

<https://ced.sog.unc.edu/2023/10/recent-trends-in-real-estate-development-fall-2023/>

reduced inflation, construction costs have not declined. There should be stabilization across most raw materials, but construction costs are not expected to decline (they rarely do).

Taking the long view, the COVID surge in construction prices was the fastest and most significant cost increase since the Federal Reserve started recording this data in 1947.^[2] (#_ftn1). While prices have moderated since their peak in 2022, they remain about 42% above pre-COVID levels.



(<https://ced.sog.unc.edu/wp-content/uploads/sites/1176/2023/10/fig3.png>).

Some North Carolina communities have had to cover rising construction costs for affordable housing projects. Earlier this year, Raleigh and Wake County approved an additional \$2.3 million (<https://www.nccconstructionnews.com/raleigh-and-wake-county-approve-millions-more-to-cover-rising-costs-on-affordable-housing/>) to cover the costs of a 156-unit development in northeast Raleigh. Last year, the City

<https://ced.sog.unc.edu/2023/10/recent-trends-in-real-estate-development-fall-2023/>

of Durham [allocated additional funds \(https://www.wral.com/story/cost-of-planned-affordable-housing-project-in-durham-more-than-doubles/20341356/\)](https://www.wral.com/story/cost-of-planned-affordable-housing-project-in-durham-more-than-doubles/20341356/) for a 72-unit development that faced increased construction costs.

Frank Muraca is a Senior Real Estate Development Analyst with the UNC School of Government's [Development Finance Initiative \(DFI\)](https://dfi.sog.unc.edu/). Rory Dowling, DFI Development Advisor, is a co-author of this post.

[1](#_ftnref1). St. Louis FRED Economic Data. Producer Price Index by Commodity: Special Indexes: Construction Materials.

<https://fred.stlouisfed.org/series/WPUSI012011>
(<https://fred.stlouisfed.org/series/WPUSI012011>)

[2](#_ftnref1). Source: National Multifamily Housing Council. *Quarterly Survey of Apartment Construction & Development Activity (September 2023)*.

<https://www.nmhc.org/research-insight/nmhc-construction-survey/2023/quarterly-survey-of-apartment-construction-development-activity-september-2023/>
(<https://www.nmhc.org/research-insight/nmhc-construction-survey/2023/quarterly-survey-of-apartment-construction-development-activity-september-2023/>)

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<https://ced.sog.unc.edu/2024/02/recent-trends-in-real-estate-development-winter-2024/>



Community and Economic Development – Blog by
UNC School of Government

<https://ced.sog.unc.edu>

Recent Trends in Real Estate Development: Winter 2024

By Frank Muraca

Published February 19, 2024



This blog post is part of a regular series that reports recent trends in private real estate financing. These posts are meant to inform local governments about current conditions facing private developers and development projects in their communities.

(https://ced.sog.unc.edu/wp-content/uploads/sites/1176/2023/10/AdobeStock_55418509_Editorial_Use_Only-scaled.jpeg)

Source: stock.adobe.com (Editorial Use License)

Lending for real estate development projects

Last quarter's post

(<https://ced.sog.unc.edu/2023/10/recent-trends-in-real-estate-development-fall-2023/>) discussed how rising interest rates

affected private developers' ability to cover debt payments, thereby affecting the financial feasibility of many real estate projects. Real estate market watchers shared cautious optimism that the Federal Reserve may begin to cut rates in 2024. (<https://therealdeal.com/national/2023/12/13/federal-reserve-signals-interest-rate-cuts-for-2024/>) after announcing that rates would remain the same for the third consecutive time in December 2023. However, some economists have said

<https://ced.sog.unc.edu/2024/02/recent-trends-in-real-estate-development-winter-2024/>

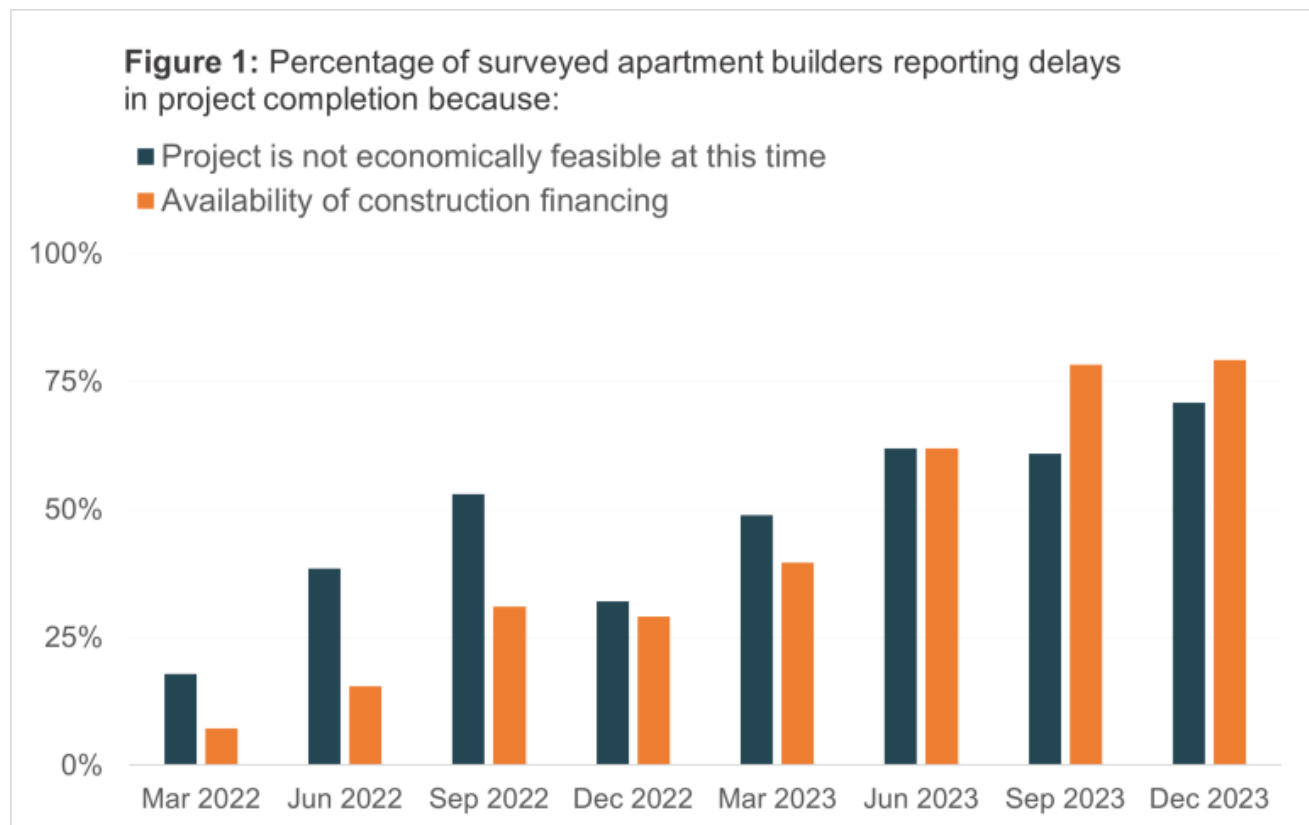
that higher than expected inflation numbers released in January 2024 could delay those rate cuts. (<https://www.npr.org/2024/01/11/1224044520/cpi-inflation-december-labor-department-interest-rate-fed>)

In the months leading up to the Fed's announcement, commercial real estate developers continued to report project delays caused by high interest rates. For example, Kane Realty – a commercial real estate development company – reported that future progress (<https://wraltechwire.com/2023/12/05/massive->

<https://ced.sog.unc.edu/2024/02/recent-trends-in-real-estate-development-winter-2024/>

[downtown-south-project-is-slowed-developer-kane-realty-says/](#)) on the mixed-use “Downtown South” project in Raleigh is contingent on “interest rates going down”.

According to one survey (<https://www.trepp.com/trepptalk/developers-pull-back-sharply-on-multifamily-construction-as-financing-costs-skyrocket>) of the nation’s 30 leading apartment developers, a record 92% of those surveyed reported delays in starts for new projects.[1] (#_ftn1) Of those delays, 71% were because the project was not economically feasible in December 2023. See Figure 1.



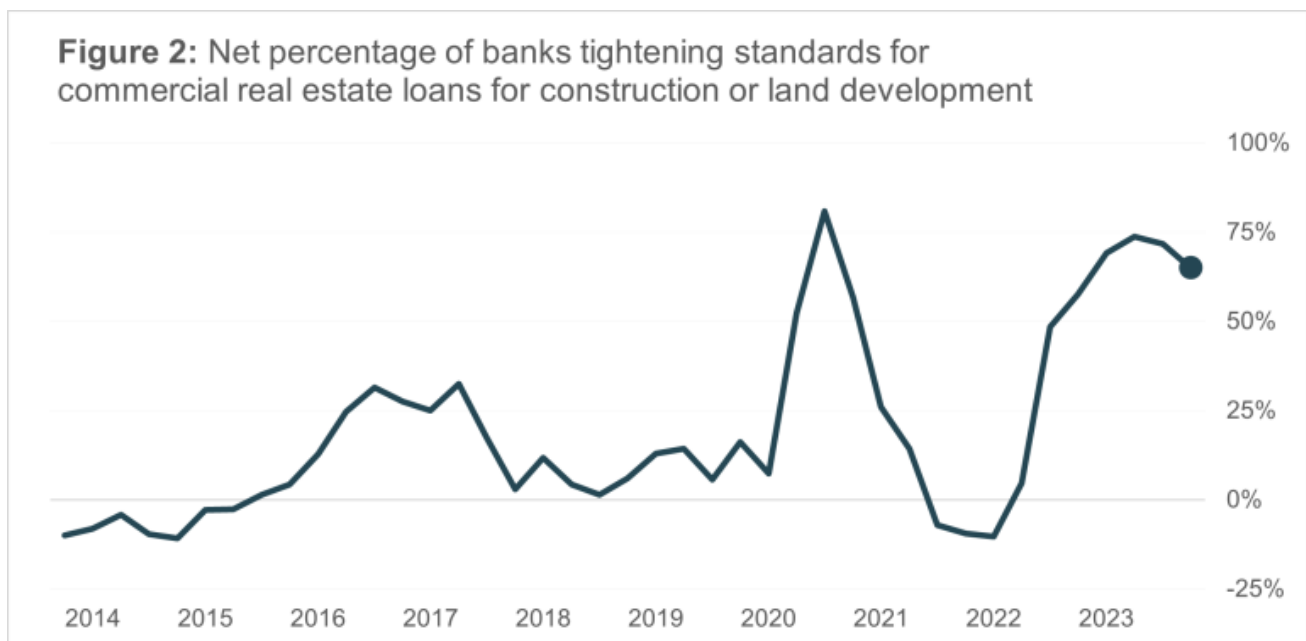
(https://ced.sog.unc.edu/wp-content/uploads/sites/1176/2024/02/capital_markets_2023Q4.png).

In September, 79% of the apartment builders surveyed reported that projects were delayed due to the availability of financing, or loans to pay for the cost of construction. One reason why lending has declined is because lenders have [tightened their credit standards](https://blog.firstam.com/economics/banks-continue-to-report-tighter-lending-standards-for-cre) (<https://blog.firstam.com/economics/banks-continue-to-report-tighter-lending-standards-for-cre>).

Figure 2 shows survey response data from the Federal Reserve’s Senior Loan

<https://ced.sog.unc.edu/2024/02/recent-trends-in-real-estate-development-winter-2024/>

Officer Opinion Survey (or SLOOS). The survey asks banks whether they are tightening standards for commercial real estate loans used for construction or land development. While the percentage of banks reporting tightened standards has dropped in the past two quarters, it remains well above pre-COVID levels. According to [one analysis from First American Bank](https://blog.firstam.com/economics/banks-continue-to-report-tighter-lending-standards-for-cre) (<https://blog.firstam.com/economics/banks-continue-to-report-tighter-lending-standards-for-cre>), “The percentage of banks reporting tighter lending standards picked up for all types of loans, but this figure was highest for construction loans at 72 percent...This is a complete shift in lending standard trends compared with two years ago, when interest rates were low and banks were reporting looser, rather than tighter standards.”



(https://ced.sog.unc.edu/wp-content/uploads/sites/1176/2024/02/capital_markets2_2023Q4.png).

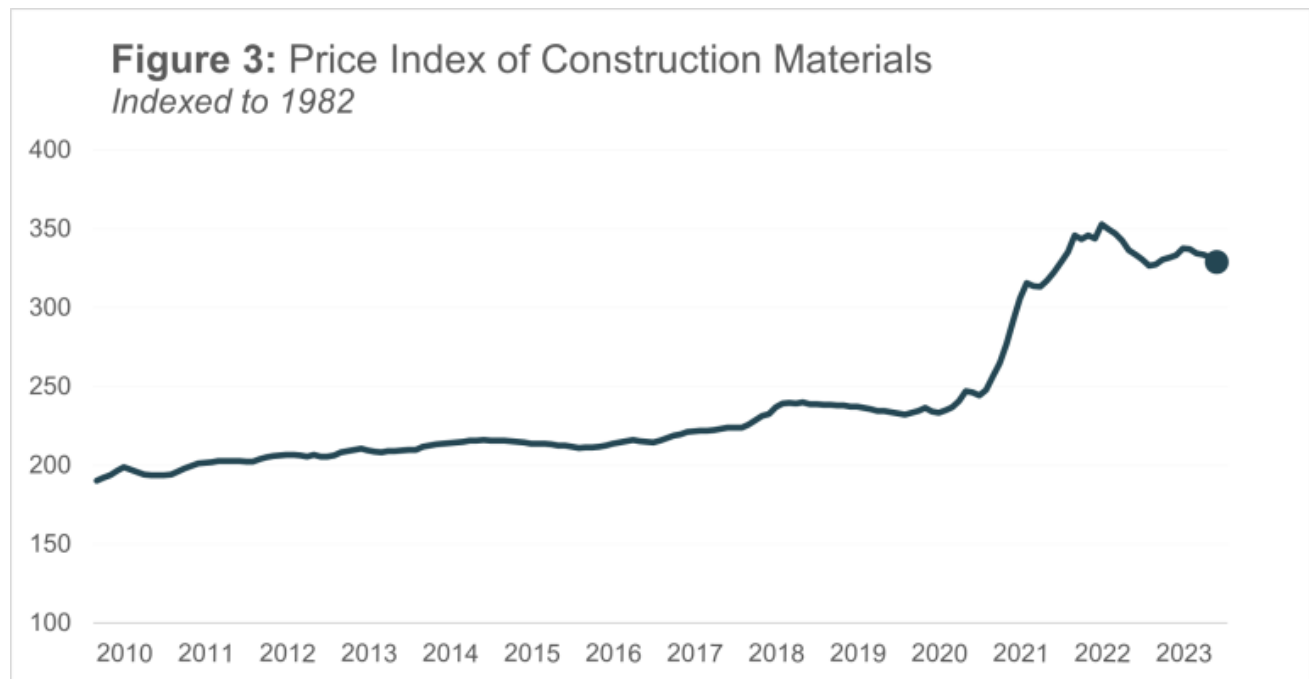
Changes in construction costs

In addition to the availability of lending, the cost of building materials continues to be between 30% and 45% higher than pre-COVID prices. In January 2023, one construction company official [told WBTV](https://www.wbtv.com/2023/01/24/construction-costs-rising-mecklenburg-county/) (<https://www.wbtv.com/2023/01/24/construction-costs-rising-mecklenburg-county/>), “COVID really started really inflating prices for construction, for a lot of

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different materials and that was really the start of it, and now inflation after that has kept prices kind of high, so it's been probably about 2-years now." Even with recent reduced inflation, constructions costs have not declined.

Taking the long view, the COVID surge in construction prices was the fastest and most significant cost increase since the Federal Reserve started recording this data in 1947.[2](#_ftn2) While prices have moderated since their peak in 2022, they remain about 42% above pre-COVID levels.



(https://ced.sog.unc.edu/wp-content/uploads/sites/1176/2024/02/capital_markets3_2023Q4.png)

Frank Muraca is a Senior Real Estate Development Analyst with the UNC School of Government's Development Finance Initiative (DFI). (<https://dfi.sog.unc.edu/>) Rory Dowling, DFI Development Advisor, is a co-author of this post.

[1](#_ftnref1) Source: National Multifamily Housing Council. *Quarterly Survey of Apartment Construction & Development Activity (December 2023)*.

<https://www.nmhc.org/research-insight/nmhc-construction-survey/2023/quarterly->

<https://ced.sog.unc.edu/2024/02/recent-trends-in-real-estate-development-winter-2024/>

[survey-of-apartment-construction-development-activity-december-2023/](https://www.nmhc.org/research-insight/nmhc-construction-survey/2023/quarterly-survey-of-apartment-construction-development-activity-december-2023/)
(<https://www.nmhc.org/research-insight/nmhc-construction-survey/2023/quarterly-survey-of-apartment-construction-development-activity-december-2023/>)

[2] (#_ftnref2) St. Louis FRED Economic Data. Producer Price Index by Commodity: Special Indexes: Construction Materials.

<https://fred.stlouisfed.org/series/WPUSI012011>
(<https://fred.stlouisfed.org/series/WPUSI012011>)

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PLANNING BOARD AGENDA REPORT

MEETING DATE: March 14, 2024

PREPARED BY: Mike Frangos, Community Development Director
Community Development

ISSUE CONSIDERED: Community Development Monthly Report for February 2024

SUMMARY OF ISSUE: Please review Community Development Monthly Report.

REQUESTED MOTION: Nio Action Required.

ATTACHMENT(S) [Community Development Department Managers Report_20240305.pdf](#)

**REVIEWED BY
CITY MANAGER:**



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Community Development Monthly Report FEBRUARY 2024

Representatives of CAMPO, Granville County, Franklin County, Wake County, City of Creedmoor, and Town of Butner convened a ZOOM meeting on 1/29/2024 to discuss the scope of the proposed Northwest Area Study. The northwest area of CAMPO's jurisdiction includes southern Granville County and part of Franklin and Wake Counties. The study will comprehensively address all mobility modes and areas of transportation planning, and potentially address housing and water resource availability. The study is scheduled for FY25 as part of CAMPO's Unified Planning Work Program (UPWP) and likely will last 18 months. [CAMPO Executive Board on 2/21/2024 approved the study for FY25 UPWP.](#)

CDM Smith has recently submitted a site plan for the new Joe Peed Road Lift Station. It shows the new five acre location on the south side of Joe Peed Road and the west side of Ledge Creek within out ETJ. The site plan will go before the Planning Board for recommendation and the Board of Commissioners for final approval. Staff has compiled a review memo of the site plan, revisions are expected back shortly. [Revised plans arrived at the CDO on February 19, 2024, staff review is underway.](#)

Sunnyside on Main owner Dennis Pelletier (former Owl House location) has submitted a Facade Improvement Grant (FIP) application for a new awning. [The Planning Board recommended approval and the BOC approved the FIP reimbursement request on February 20, 2024. The property owner's original signature is needed on the maintenance easement before the reimbursement can be awarded.](#)

After several years as a temporary use, B & G Pipe at 1686 NC Hwy. 56 has submitted a large site plan package with an NCDOT driveway permit and will appear on an upcoming BOC agenda for final review and approval. [Few stormwater plan components still remain incomplete and stormwater review fees have yet to be paid. There has been no change to the status of this application.](#)

The National Sign Plazas, LLC (NSP) agreement for wayfinding professional services has been finalized. A purchase order was issued and first payment made. [NSP delivered its first three sample designs on February 21, 2024 and those were immediately delivered to the BOC for preview and consideration. The maximum dimensions of the sign is suggested to be 32 square feet or 5.5 feet in either length and/or width.](#)

Davis Martin Powell representing the property owner Bekee Ventures LLC have submitted a site plan for 109 Park Avenue. The item has been forwarded to the CTCRC for full review. Following a rapid review and revision, the Planning Board and Board of Commissioners has scheduled a special joint meeting on 1/30/2024 to review and finalize the site plan. [BOC approved the site plan on 1/30/2024, construction may begin immediately. Many improvements have been made to the inside of the building including new floors throughout, and new adult sized plumbing fixtures in all the restrooms.](#)

Construction continues on Yakamoz Steakhouse at 816 N. Durham Avenue with both interior and exterior improvements. The owner predicts opening in 2024. [Initial zoning compliance inspections were completed and a short punch-list of items remain. Including payment of the fee-in-lieu of landscape installation, and a final determination if the proposed site lighting fixtures are "full cut-off" as](#)

our ordinance requires. Upon completion staff will issue a Certificate of Zoning Compliance (CZC) and that will allow the owner to pursue their Certificate of Occupancy from Granville County Inspections.

LGI Homes, Inc. has confirmed that they plan to mobilize the construction of Brames Crossing. Interest rates on construction financing have hindered progress but that their intentions are to start building as soon as possible. CD Staff has met in person with Brandee Melcher, Brames Crossing Project Manager for LGI Homes. [LGI Contractors have demolished houses and various structures at four separate locations throughout the project area. Certificates of Zoning Compliance have been issued.](#)

Urban Design Partners, on behalf of LGI Homes, Inc. has resubmitted the Yorkshire subdivision as a general rezoning. Since the applicants previously withdrew their conditional zoning request there is no waiting period required for re-submission. The general rezoning requests a change from AG-Agricultural zoning to SFR-Single-Family Residential has been assigned case number ZMA-2023-01. It appeared on the 11/9 Planning Board agenda and received a recommendation for denial. [The applicant has requested that the public hearing be delayed indefinitely.](#)

Gander Development, likely developer of a large scale residential subdivision near to Marry Lane and Pleasant Grove Baptist Church, has enlisted Exult Engineering to conduct a traffic impact analysis along NC 56 near Mt. Energy Elementary School. A meeting was held on 11/1 to discuss the parameters of that study. After several email exchanges the extent of the TIA has been agreed upon and the traffic engineering work is underway. [No progress to report.](#)

The Granville-Person Stormwater Utility Group met in Butner Town Hall on 8/20 to update on the status of the Falls Lake Watershed Rules re-examination process, regulatory compliance, reporting, and other utility business. A resolution supporting the CPII was approved at the 10/2 BOC meeting. The Finance Department has provided Raftelis the initial batch of stormwater related expenditures, as requested. Raftelis initial results were reviewed and additional information collected on personnel costs shared among the stormwater fund. [Raftelis presented their findings at the 2024 BOC Planning Retreat and explained the increased expenses and the current budget outlook. Staff was directed to find a way to implement stormwater fee increases incrementally over time.](#)

The Site Group has submitted a complete application package for conditional district zoning. CZ-2023-02 will begin CTRC review and comments will be collected. Previously The Site Group convened a pre-application neighborhood meeting regarding the proposed Creedmoor Village development on 4/13/2023. Eight interested parties attended. Presenters proposed a mixed-use pedestrian friendly development that includes commercial and residential elements. Their conceptual site plan outlines approximately 113,000 square feet of commercial space, 400 units of multi-family apartments, and 300 units of single-family attached townhomes and many new intersections with NC 56 Hwy. The Planning Board tabled the case until September 14, 2023 while the applicant compiles more information to answers questions presented. On 9/14 the Planning Board unanimously voted to recommend approval with conditions to the Board of Commissioners on a proposal with fewer multi-family units and more townhomes than previously proposed. Published advertisements in the Butner-Creedmoor News, mailed notifications, and property posting have been completed in a timely manner. A Public Hearing was held on November 6, 2023. Revisions to the conceptual master plan and conditions of approval are underway after comments received. The applicant still has reservations regarding the desired timeline of milestones as it relates to the availability of water and wastewater allocation. Draft version 7 has been reviewed and approved by both parties and the final action is expected at the 2/6/2024 BOC meeting. [After BOC approval on 2/6/2024 the final conceptual site plan and all required components of the approval will be filed with the Granville County Register of Deeds.](#)

Implementation of the Water and Wastewater Allocation Policy (Resolution 2022-R-14) approved by the BOC on 10/17/2022 has established a framework for reviewing and approving small-scale residential allocations. To date [nine](#) residential approvals have been given for homes to be built at: 205 W. Rogers Avenue, 815 N. Crescent Drive, 2106 Southerby Lane, 306 Park Avenue, and 2029 Hawley School Road, 103 Beverly Court, 204 Mill Street, 402 Fleming Street, and 0 Dove Road; leaving zero gallons per day of residential and 5,490 gallons per day non-residential allocation unassigned. Two potential non-residential projects are vying to be the first to submit a site plan application. Chad Abbott intends to construct commercial flex space on a lot near US 15 Hwy. and N. Main Street intersection, and Randy Lanou's Mule Town Depot. CDO has coordinated with SGWASA on their status of our zoning approvals, and when allocations may lapse if no progress has been made. Resolution 2023-R-05 was adopted by the BOC to redistribute 510 GPD previously reserved for the City Hall Expansion project to residential development. One new residential SFD at 0 Dove Road was recently approved, and the Zoning Compliance Permit for 205 W. Rogers Ave. recently expired, returning that allocation with other GPD available. 5,490 GPD available for non-residential uses. A new ZCP has been issued for a new 3BR/2BA structure at 205 W. Rogers Avenue putting our residential allocation total at [223 GPD](#).

Wooten Task Order #18 was issued for survey and design at 2766 Clifton Avenue. Surveying was completed and design will start in early April. The design team consulted with Public works staff and the City Engineer about existing conditions and proposed outcomes. The project includes installation of a new yard inlet and connection to an existing curb inlet and junction box under that is under the residential driveway; followed by extensive fill, re-pouring of the entire driveway, and final grading of the property side yard. Ana Wadsworth, P.E. with The Wooten Company operating under Task Order #18 has completed two alternative designs for the repair, as presented on 7/17/2023 BOC meeting. Those designs have been distributed to potential contractors for cost estimates. We hope to have three competitive bids, and will work with the lowest responsible and responsive bidder. Ana Wadsworth's last responsibility under task order #18 will be to assist decision makers in choosing the best alternative to correctly complete the repair. CDO received no bids for the Conway project on 8/29/2023. During September CDO staff reached out to three more drainage contractors (The Oak Drainage & Utilities, Moffat Pipe, and Precision Earth & Pipe, LLC). Contract has been awarded to Chris Milko, LLC. [City Engineer is handling implementation and construction oversight.](#)

Task Order #12 for Ferbow Street Utility Relocation was agreed to as a turn-key project, where Wooten would manage the bidding process, procurement, awarding of a contract, construction administration and engineering inspections. The Wooten Company has significant experience and substantial expertise in water and wastewater infrastructure construction projects like these. The game plan moving forward will be to rebid the project with a longer lead time for plan reviews, and longer period to execute the work in question. Relaxing these parameters will allow potential public utility certified contractors to re-consider if this project can be completed profitably and therefore make them interested in bidding. The list of contractors provided by SGWASA and Wooten's contacts will be each directly contacted regarding this project and will be posted on Beacon Bids.com website, and the State of NC procurement system in order to reach as big a group of potential bidders as possible. Assuming this renewed effort comes to fruition we hope to have three competitive bidders by the September BOC meeting. CDO received one bid from Pipeline Utilities, Inc. on 8/29/2023. The total bid was \$308,308; more than double the engineer's estimate. BOC formally rejected the outlandish bid on 9/5 and re-opened the bidding period. Recently SGWASA has suggested bundling this project with other repair work in the near future. Contract has been awarded to Moffat Pipe. [City Engineer is handling implementation and construction oversight.](#)

Stimmel Associates is also working with the City Engineer on the drafting, compiling, preparation, and publishing of a revised Standard Specification and Construction Details Manual for the City. This manual

will serve to inform all the development community about our quality standards, review processes, construction oversight procedures, Falls Lake Rules compliant storm water controls, and an assortment of other minimum standards the BOC has authorized. The kick-off meeting for this project was held on 7/6. Emails have been exchanged during the month of August answering minor questions and stating preferences. Additional items related to addressing standards and tree-trimming requirements on public rights-of-way have been added to the document's scope. The second review meeting was held on 10/21 where staff began review and discussion of the initial draft. The third draft review meeting was held on March 9, 2023, and the fourth on April 6, 2023. Edits are still underway. [City Engineer is overseeing project.](#)

CDO staff has been searching for firms willing to provide estimates for surveying and marking services. Several local companies have been directly solicited and we're still working to get three comparable estimates. Once again, proposals for service have come in much higher than expected.

Code Enforcement – January 2024

Citizen complaints: 3
Letters mailed: 28
New Cases: 2
Cases closed / in compliance: 5
Fines levied: \$100
Fines collected: \$100
Snipe signs removed: 1
SCM Inspections: 11
Outfall Inspections: 0
Work Order Requests: 1
Zoning Inspections: 6

- Lisa (Linn) Kawaz, owner of 702 N. Crescent Drive, [has come forward to enter into a repayment agreement.](#)
- [Code Enforcement Officer has been inspecting downtown buildings with specific regard to Chapter 156: Community Appearance. Individual letters will be sent simultaneously during the week of March 4th and owners will be given until May to execute repairs.](#)
- [Four \(4\) zoning compliance inspections for demolitions on LGI property in preparation for Brames Crossing construction to begin.](#)

City Engineer

Continuing follow up with John Sandor (NCDOT) regarding R-5707L (cash reimbursement and landscape maintenance). The initial \$25,000 reimbursement check arrived. As the project reaches the end of the warranty period the remainder of the City's overpayment (\$19,343) should be returned.

[Ferbow St. Utility Relocation- Continuing with post-award requirements as project enters the construction phase. During the week ending 2/23/24, Moffat delivered 2 large excavators and had the temporary construction easement surveyed by Taylor, Wiseman, and Taylor. Erosion control devices, bypass pumping, and construction activities began 2/26/24. Demobilization is expected in early March 2024.](#)

[Clifton Ave. Drainage Repair- Construction began during the first week of February. Numerous site visits were conducted to monitor progress and approve contractor's requests/suggestions regarding several steps. While starting with detailed construction plans, we looked for ways to improve the design as excavation started and new information became available. The schedule was affected somewhat by weather. Ensured the contractor kept the Conway's informed of his planned activities on a daily basis. Weather permitting, the project completion is expected 3/1/24.](#)

Responded to Citizen's Concern- Mrs. Washington (adjacent to the Conway's property) had numerous concerns regarding surface flow of stormwater, settling of her foundation, and verifying her property boundaries. The storm water easement (swale transitioning to pipe) was explained to her. After examining the settlement in her crawl space, she was advised to consult with a structural engineer, specializing in foundations. She was shown her property corners as they were marked as part of the Conway project.

Met with Joel Coates (SGWASA) to discuss a house under construction on Hawley School Rd. The submitted site plan showed a sewer connection to a gravity sewer main. Due to topography, waste water will have to be pumped from the house to a manhole several hundred feet away across the adjacent parcel. Even though the two parcels are owned by the same person, it was agreed the property owner needed to get an easement across the adjacent parcel to prevent future issues. SGWASA was informed that if they make an easement a condition of service, we will enforce it through the certificate of zoning compliance.

Along with Gerard Seibert, met with Mr. Phillip Mann (Cozart St. driveway) regarding damage caused by his dump truck. A course of action was agreed upon to repair the damage and prevent future damage. We will follow up as he makes progress (extending driveway pipe, extending stone base, widening driveway apron, etc.).

Standard Specifications and Drawings- Necessary revisions/additions to Stimmel's second DRAFT submittal on 1/8/24 have been noted for both the Specifications and Drawings. The review letter for the Specifications will be finalized and sent to Stimmel by 2/29/24, review letter regarding the Drawings will follow shortly.

Wooten Stormwater Mapping- Mike Frangos, Jerry Seibert, and I met with Tyrus Cohan, Wooten's GIS/Mapping expert. We identified additional areas to map (Powell Bill roads) and drainage structures to locate. To increase the ease of use of the Stormwater Atlas/Maps, several improvements to their layout were discussed and agreed upon.