



TOWN COUNCIL WORK SESSION
TELECONFERENCE
MONDAY, AUGUST 24, 2020 AT 6:00 PM

AGENDA

CALL TO ORDER:

DISCUSSION ITEMS:

- 1. Review updated renovation plans for Jiffy Lube located on North Polk St. (Travis Morgan).** Revised to show updated version of garage bay doors.
- 2. Request for Outdoor Saw by the Building Center located at 10201 Industrial Drive (Travis Morgan)**
- 3. Presentation of the Park Master Plan by Kimley-Horn - (Kristy Detwiler)** Representatives from Kimley-Horn will make their presentation of Pineville's Park Master Plan.

ADJOURN:

If you require any type of reasonable accommodation as a result of physical, sensory, or mental disability in order to participate in this meeting, please contact Barbara Monticello, Clerk of Council, at 704-889-2291 or bmonticello@pinevillenc.gov. Three days' notice is required.

TO JOIN THE ZOOM MEETING, FOLLOW INSTRUCTIONS BELOW:

Topic: August 24 Council Work Session **Time:** Aug 24, 2020 06:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

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Barbara Monticello

From: Ryan Spitzer <rspitzer@pinevillenc.gov>
Sent: Tuesday, August 18, 2020 4:34 PM
To: Barbara Monticello
Subject: August 24 Zoom Meeting Information

rspitzer@pinevillenc.gov is inviting you to a scheduled Zoom meeting.

Topic: August 24 Council Work Session
Time: Aug 24, 2020 05:00 PM Eastern Time (US and Canada)

Join Zoom Meeting
<https://us02web.zoom.us/j/84107559548?pwd=WGY4UnoyUkFuOURaczISOTZMS3hmZz09>

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Ryan Spitzer
Town Manager
Pineville, NC 28134
Ph: 704-889-2291



MINUTES

CALL TO ORDER

PRESENT

Mayor Jack Edwards
Mayor Pro Tem Melissa Davis
Council Member Amelia Stinson-Wesley
Council Member Joseph Maxim
Council Member Les Gladden

Mayor Edwards called for a motion to open the meeting at 6:01 p.m.

Motion made by Mayor Pro Tem Davis, Seconded by Council Member Maxim.

Voting Yea: Mayor Pro Tem Davis, Council Member Stinson-Wesley, Council Member Maxim, Council Member Gladden

DISCUSSION ITEMS

1. **Review updated renovation plans for Jiffy Lube located on North Polk St. (Travis Morgan).** Revised to show updated version of garage bay doors.

Planning and Zoning Director, Travis Morgan, gave a Power Point Presentation of Jiffy Lube's revised plans to include frosted glass bay doors, which was an issue Council requested a change with. The updated Site Plan with notes showed:

- new frosted glass bay doors
- dumpster enclosure/screened with solid materials
- benches added to front of the building as town suggested
- decorative street light added

Their signage, when presented, will need to be to code. Council Member Les Gladden asked if there were any plans to put signs above the bay doors? Director Morgan said the signs as shown on the plan are pretty much maxed out. They can either have signs over the bay doors or signs in the front; the plan shows their signage in the front. Rick Cummings, General Contractor for Jiffy Lube, stated there was no need to put any additional signage other than what was on the plan.

Council Member Joe Maxim asked Mr. Morgan if he supported the project as presented right now. Mr. Morgan replied that he was in support of the project as shown in the plan. Mayor Pro Tem Melissa Davis and Council Member Amelia Stinson-Wesley both agreed that this would be a big improvement over what is there now.

Director Morgan then reminded Council that the reason this was before them was that any auto use required Council approval. Director Morgan stated that the next step would be a Public Hearing on September 8th, 2020.

2. **Request for Outdoor Saw by the Building Center located at 10201 Industrial Drive (Travis Morgan)**

The Building Center located on the corner of Industrial Drive has put in a request for an outdoor saw. The existing use is classified as legal, non-conforming. Conditional approval is required in this case as well.

The project came to the Planning and Zoning Director's attention through Mecklenburg County due to a permitting issue. A three-sided shed was constructed with approximate measurements of 65' X 24' to house the saw. The shed is already in place and is in line with the main entry. Currently, there is a market for custom cut lumber which is difficult to obtain in the regular retail market. This saw will allow them to be able to cut lumber to order.

The lumber is stacked as it goes into the machine and comes out cut to the requested specifications. A GAR report recommended that a fan be installed for dust, etc. Director Morgan noted concerns with noise, dust and general zoning items such as the need for improvements to street, sidewalks and landscaping.

Coy Coley of the Building Center, noted that the original contractor was not following proper protocol by skipping the permitting process and has since been fired. He explained that the housing market has changed dramatically in the last ten years with different sized lumber required for today's housing plans. Mills are not set up to cut custom lumber. There is a shortage of lumber and a larger demand for custom sizes.

Council Member Les Gladden asked how often the saw would run and were there plans to run it at night. Mr. Coley advised the saw would run about two days a week and not be run at night as their operating hours were from 8:00 a.m. to 5:00 p.m. He stated they were already cutting custom lumber but were not using the new, larger saw yet.

Mayor Edwards asked to see the slide with the decible levels. Mayor Edwards then pointed out that a vacuum cleaner emits more noise than this saw would. Mr. Morgan asked what the Saw Off/Saw On meant. He couldn't understand how decibels could be generated if the saw was off, yet there were readings indicating noise was emitted. Mr. Coley stated that the noise being heard was background noise from other equipment. The meter was picking up noise from the background equipment that was running and had nothing to do with the saw itself since it was turned off.

Mayor Pro Tem Melissa Davis asked Mr. Morgan how the noise from the saw was in comparison to the company that ran the scrubber vent that made so much noise. Director Morgan stated the scrubber was much more high-pitched but he couldn't recall what the decibel level was for that building. He stated he would have a decible level chart at the Public Hearing. Mayor Pro Tem Melissa Davis also noted that there was a new neighborhood going in as well that borders up against this property, so she was concerned about the noise level for them.

Council Member Les Gladden pointed out that on Page 22 of the letter it did not specify how many days the saw would run and asked why it wasn't noted. Mr. Coley said he went back after the information had been submitted, to calculate the number of days they had done custom cutting and found it to be a little more than a day. To be on the safe side, he stated they would be running the machine two days a week. He added that Mecklenburg County wanted a hood over the saw and a fan in the back of the shed. The hood should shield a lot of the noise.

From a general zoning standpoint, Mr. Morgan stated that with any change, addition, deletion to a conditionally approved plan, the town would like to see other improvements be made as well such as:

- parking lot to be screened by shrubs
- add sidewalks, street trees
- resolve drainage issues
- add curb and gutter

Mr. Coley said there was a lawn care business located across the street that was causing the ruts in the street. Council Member Les Gladden asked Mr. Coley if he knew the Red Clay building. Mr. Coley acknowledged that he did. Mr. Gladden stated that the town would like to see the Building Center make some of the same improvements that Red Clay made to their property. Council Member Amelia Stinson-Wesley stated she supported street scape improvements as well.

Mr. Coy stated there was only about three feet of grass which was not much room to work with. To prevent trucks from getting stuck in the mud, they paved over a section of the R-O-W. Mr. Morgan pointed out that the loading/stacking out on the street was an issue because most other businesses take care of their loading and unloading inside the property, not on the street. He noted this as a dimensional pinch point -- the space between the parking lot and the green strip. The other pinch point was by their other building which is in a low spot with drainage issues. Director Morgan advised Mr. Coley to call the Town if trucks are still parking there on the pipe, as he didn't want the pipe to break.

Council Member Amelia Stinson-Wesley asked if some of the noise would be absorbed by the building since it was situated right by it. Mr. Coley stated that the open end of the shed was situated toward the building which should act as a shield to absorb some of the noise. He asked about the housing development that was going in. Mr. Morgan indicated where on the plan the new development was going in, at the bottom left corner of the plan.

Mayor Edwards suggested that Mr. Coley get together with Director Travis Morgan to work on some street scape improvements as the decibel levels produced by the saw seem to be within the acceptable limit. Council Member Amelia Stinson-Wesley asked if vibration was a concern to which Mr. Morgan admitted that was more difficult to determine. Mr. Coley did not think it would be a problem since the saw will be on a concrete slab.

Mayor Edwards advised Mr. Coley to work with Travis on streetscape enhancements. Director Morgan agreed that he would check out the site to suggest enhancements that can be made.

3. Presentation of the Park Master Plan by Kimley-Horn - (Kristy Detwiler) Representatives from Kimley-Horn will make their presentation of Pineville's Park Master Plan.

Laura Handleton of Kimley-Horn introduced herself and gave a presentation on the PARC Master Plan for Pineville. Ms. Handleton stressed that Pineville valued its parks and emphasized that they were more important now than ever before with a pandemic currently taking place and people wanting to be outside.

Kimley-Horn was tasked with reviewing and rating Jack Hughes Park, Lake Park, the Belle Johnston Community Center and the Hut. In general, users of parks don't necessarily care who maintains the facilities, just as long as they are kept neat and clean. Their review found that there was high demand for field use at JHP, the Hut was a valuable piece of the puzzle for indoor events, and that both Lake Park and the Belle Johnston Community Center were both very popular, well-maintained and well-used. However, the town of Pineville was outgrowing these spaces.

Their study also revealed a ton of amenities at Lake Park such as a lake for fishing, playground for kids, shelters for picnics and a stage for concerts and other programs. Those amenities continue to expand with the recent addition of a dog park and splash pad. These are all great amenities to have in a park system.

There was a Community Meeting held in March for individuals to provide their feedback. Another meeting was held virtually in April to consult with the steering committee, the Parks and Recreation Staff, as well as the Park Board members for their input. Also, an online survey was posted for people to participate in. They received 300 survey responses and the take away from that survey was that Lake Park was very popular, heavily used and mostly by families. Satisfaction with Lake Park was rated very high.

There were amenities that people wanted to see more of in the future. They included:

- more walking trails
- more arts and culture
- more special events

The National Parks and Recreation Association, which makes recommendations based on population, noted that the town was providing adequate park amenities with both Lake Park and JHP. However, the town is short on neighborhood parks. Lake Park is a great park for families but it's just as important to have smaller, neighborhood parks as well as the ability to expand community parks.

National trends show that people are exercising and using the outdoors more than they used to be. Outdoor green space is what people want more of.

Kimley-Horn was proposing that even though Pineville parks were very well-used parks, they tended to be more centralized and were both in need of expansion. Both need more areas for walking, multi-purpose fields and room for special events. Kimley-Horn also suggested a neighborhood park on the other side of 485 where some residents were more isolated than the ones living on this side of 485. It's important to be sure there was some type of park in the western area of town and Kimley-Horn recommended the town start looking to reserve space in that area before it was all gone.

Kimley-Horn also took into consideration, the green space that will be in front of the new Town Hall/Library facility. This could be considered a mini park, intended for small gatherings to be held there. Additional recommendation included a new baseball court, more athletic fields, possibly tennis courts and/or a disc golf course which is generally inexpensive to construct. Any new park space should include picnic tables and a playground for kids.

Mini-parks, such as a dog park in an apartment complex is small but still important to residents. These are usually provided by the developers. Kimley-Horn's recommendation was to look into possible changes to our Zoning/Town Ordinance to include more green space. Perhaps make it a requirement for certain developments, depending on their size, to include some green space, other than a pool, in their plans. This led to a brief discussion as to whether the town could require this legally and just how it would be done since the HOA's have the control and responsibility over the common areas. Planning and Zoning director, Travis Morgan, understood that there would need to be a distinction on what the HOA would be over and what the town would be responsible for. He will research further to see how other towns handle this and how it could be incorporated into our ordinance.

Kimley-Horn's specific recommendations for Jack Hughes Park were to add two new baseball fields, as well as a new multi-purpose field, concession stand, playground and shelter. Also recommended were walking trails, particularly at the back end of Jack Hughes Park where the terrain is somewhat hillier.

More walking trails were recommended for Lake Park as well, and the town should try to capitalize on the investment the county is making with the greenway trail in that area. Expansion of the Belle Johnston Community Center was recommended with options being to expand the parking lot and construct an ADA-compliant path and to add more space for offices, classes and a multi-purpose room. Goodsell Park, proposed for the residents on the other side of 485, could include tennis courts, picnic tables, a shelter and a playground for kids.

Events like Rockin' and Reelin', Fallfest and the Farmers Market are all things residents would like to see, along with cultural activities.

With regards to Pineville's wayfinding signs, Kimley-Horn found them to all be different, making it more difficult to identify with one brand. Kimley-Horn recommended one park brand so people can identify with Pineville Parks.

Their suggested Action Plan for the future included:

- 1) Marketing/Outreach - currently the Parks and Recreation Department does a great job with social media and should continue doing what they're doing with social media platforms.
- 2) Staffing Needs - hire more staff as more amenities are added and park acreage increases.
- 3) The budget is increasing appropriately and should continue to increase with additional amenities as they're added as well as increasing the budget for capital use.
- 4) Well maintained Pineville Parks are also well used parks. The Parks department is doing a great job of maintaining Pineville Parks and should continue to keep them well-maintained, keeping in mind that there are different levels of maintenance for different types of parks.
- 5) Partnering with private industries such as Atrium Health, schools, churches, etc. can also benefit the town.
- 6) Recommend this be added to ordinance to require developers to provide open space whether it be a community park, a dog park, recreational space, etc. but should be funded by developer.

Finally, a summary of proposals and timelines proposed was included in the plan. Ms. Handleton turned the floor over to Council for any questions or comments.

Council Member Joe Maxim thanked Ms. Handleton for the outstanding presentation and recognized that a lot of work had gone into the presentation. He asked if there were opportunities for grants to fund some of these projects as the costs to invest in these projects was significant and would only increase over the years due to inflation. He could see this more as a 15-20-year plan, rather than a 10-year plan due to costs.

Ms. Handleton stated yes, there were opportunities for grants. Parks and Recreation Director Kristy Detwiler, had just applied for one and there are others out there but the town needs to look into partnering with private companies to share costs as well. She noted that some inflation was calculated into the plan - they budgeted for inflation due to rising construction costs. Council Member Maxim agreed that the need for additional resources exists but the cost will always be a factor in how much and how quickly recommendations can be implemented. He was better able to make a connection when Ms. Handleton pointed out the cost of upkeep per acre on a chart that was provided in the packet.

Mayor Pro Tem Melissa Davis asked if it was legal to ask developers to provide more open space and to require them to provide something other than just a pool. Director Travis Morgan stated that if we looked at larger

developments, we could do it but we'd have to be mindful of parks that are overseen by an HOA vs. a municipally owned park. Town Manager, Ryan Spitzer, stated that the town could require some type of open space, not just pool, from developers. Director Morgan stated he will look at other ordinances to see what he can come up with.

Mayor Pro Tem Melissa Davis stated, to be clear, that the town would require green space to be within the community and not outside of it, correct? Director Morgan advised that we could do that. Council Member Les Gladden asked if we could require developers to turn over green space to the town to develop a park. Mr. Morgan said there could be a certain mix within an HOA under their jurisdiction but there could be areas that we might have to maintain.

Council Member Amelia Stinson-Wesley said she would be interested in seeing some sort of ordinance requiring small mini parks in developments. Director Morgan said there are things we can dovetail into the master plan of a development and identify areas for mini parks.

Mr. Spitzer asked Ms. Handleton to go back to JHP and discuss the need to build more ball fields. JHP is the natural place to build them but we will also need to discuss where to put Public Works and the Electric Buildings and if they would be moving to the new building with us. Council Member Joe Maxim asked what options there were. Manager Spitzer stated we don't own a lot of land so we would need to search for property.

Council Member Les Gladden reasoned that it came down to weighing out whether they wanted all town offices located in close to proximity to each other in the JHP area or new fields for Jack Hughes Park but both won't fit.

Mayor Pro Tem Melissa Davis asked who exactly needed more ball fields. Ms. Handleton stated that PCAA needed more fields. Mayor Pro Tem Melissa Davis stated she wanted to keep all the Town Offices closer together. Council Member Amelia Stinson-Wesley agreed and said she wanted them together as well.

Council Member Joe Maxim stated that ideally, we would like to be able to balance having one more multi-use field, along with town employees, all in the same area by Jack Hughes Park. Manager Spitzer stated that it was possible to try and work both in but we wouldn't have a lot of buildable land to work with.

Council Member Les Gladden said we have a lot of flood plain land that cannot be built on - we need to drill down exactly how much land can be built on out at JHP. Council then asked Parks and Recreation Director Kristy Detwiler to list out the tournaments that had been held at JHP over the last five years.

Council Member Les Gladden made a motion to go into Closed Session and Mayor Pro Tem Melissa Davis seconded the motion. There were ayes by all to go into Closed Session at 8:03 p.m.

CLOSED SESSION: Discussion took place regarding possible legal action pertaining to a piece of equipment purchased by the town. After a lengthy discussion, employee was given instructions on the next steps before proceeding to legal action.

Motion made by Council Member Les Gladden, seconded by Mayor Pro Tem Melissa Davis to exit Closed Session. Ayes by all. Once back in Open Session, a brief discussion took place on funds available to keep employees on the payroll but off unemployment and employees having to work from home due to issues stemming from the Covid-19 pandemic. Mayor Pro Tem Melissa Davis asked Manager Spitzer to find out if detectives were working from home.

ADJOURN: Council Member Amelia Stinson-Wesley moved to adjourn the meeting, seconded by Mayor Pro Tem Davis. There were ayes by all and the meeting adjourned at 9:35 p.m.

ATTEST:


Barbara Monticello, Town Clerk


Mayor Jack Edwards

