

MONDAY – 5:30 P.M.

AUGUST 27, 2012

WORK SESSION

The City Council of the City of Elizabeth City held their monthly work session on the above date and time in the City Council Chambers of the Municipal Administration Building with Mayor J. W. Peel presiding. Councilman M. E. Brooks was absent. Members attending were: J. M. Baker, R. T. Donnelly, L. M. Hill-Lawrence, L. A. Hummer, K. K. Spence, J. A. Stimatz and J. B. Walton. City staff members attending were: City Clerk D. S. Pierce-Tamplen, City Attorney W. H. Morgan, Finance Director S. E. Blanchard, Deputy City Clerk V. D. White, Planning Director J. C. Brooks, Electric Director K. F. Clow, Interim Police Chief J. A. Manley, Parks and Recreation Director B. V. White and Human Resource Director K. W. Felton.

Mayor Peel established a quorum was present and called the meeting to order at 5:30 p.m. He called for a moment of silent reflection after which he led the Pledge of Allegiance to the Flag of the United States of America.

1} AGENDA ADJUSTMENTS AND APPROVAL:

Mayor Peel called for action regarding the prepared agenda.

A motion was made by Councilman J. A. Stimatz, seconded by Councilwoman L. A. Hummer to approve the agenda as presented. Those voting in favor of the motion were: Stimatz, Hummer, Baker, Donnelly, Hill-Lawrence, Spence and Walton. Against: None. Motion carried.

2} ARTS OF THE ALBEMARLE PROGRAMMING:

Mayor Peel recognized Ms. Rhonda Twiddy, Interim Director of Arts of the Albemarle for an update on the programs that the Arts of the Albemarle offer. She thanked Council for the financial support they received from the City during a very challenging period of transition. Following the presentation the Council was given a glimpse of the talent that exists in one of the programs they offer, The Center Players.

3} UPDATE – ELIZABETH CITY ZONING MAP:

Mayor Peel called upon Planning Director J. C. Brooks for comments.

Ms. Brooks stated over the past several years the Planning Staff has noted several discrepancies which were found in the GIS Map and the need for the City to conduct a more intense review of the zoning map classifications land uses for accuracy in the digital mapping. Staff has been researching and comparing zoning classifications that currently appear on the City's GIS map and the previously adopted zoning map of 1998. When City Council adopted the Unified Development Ordinance in 1999, a new zoning map with the change in classifications was adopted with it. At that time, the City joined with the County in digitizing the map. It is uncertain to what degree the data used at the time was accurate. Since creating the first GIS map, the technology has become far more accurate and refined. Unfortunately, the Certified Zoning Map which was adopted at the time has been lost. Staff has conducted an extensive search through our files, dry storage at the Water Tank at ECSU, with the County and with the consultant who prepared the UDO. The map just cannot be located. The Institute of Government was contacted when we couldn't find the map. Staff was advised that the current digital map and the known previous certified 1998 Map should be compared, modified as necessary and be readopted by the governing body. Planning Staff compared the two maps for zoning consistence, has reviewed all rezoning applications for the past 13 years and verified through City Council minutes. Staff has identified approximately 300 parcels which raised concerns to us. We have further refined these parcels into 89 grouping of parcels. It appears that some discrepancies are scriber errors, some rezonings were never changed on the GIS map and some changes just could not be documented. State Legislation requires that the City hold a public hearing to adopt a new zoning map. A half page legal ad will be required to be advertised for two consecutive weeks prior to the public hearing. All property owners outside the general viewing area of the newspaper will have to be notified by first class mail. Planning Commission should take the lead in reviewing the map and what staff has found and forward their recommendation to City Council for modifications to the zoning map. Once this has been completed City Council will be able to hold the formal public hearing process for readopting the zoning map. Once the new map is certified by City Council a copy will be given the City Clerk for permanent records and planning staff will hold a copy and a copy will be given to the GIS Coordinator. She then answered some questions from members of Council.

4} UPDATE – CONDITIONAL ZONING:

Mayor Peel called upon Planning Director Brooks for comments.

Ms. Brooks stated that staff has discussed Conditional Zoning with City Council and the benefits of having this as a part of the Unified Development Ordinance over the past several years. Conditional Zoning is a technique whereby the owner and local government may impose site specific conditions on the property

that address conformance of the development and use of the site. The owner of the property must agree they will build specifically or develop their property in a certain way and the local government has to agree to the conditions. Several years ago and some of you set in on this, David Owens from the Institute of Government made a presentation to the local and regional staff boards and commissions. We were informed before any jurisdictions could adopt conditional zoning there were several plans that each jurisdiction had to have adopted and have in place. In our case, we did not have a certified Land Use Plan which was approved by CAMA. This past year we received CAMA's approval on our land use plan so now we can move forward with this. In anticipation of approving the Land Use Plan, staff reviewed other jurisdictions ordinances, drafted language and text and took it to the Planning Commission for preliminary review and approval. City Council suggested that we also take this text amendment before our Historic Preservation Commission and the Board of Adjustments. Both of these boards have seen the language and have made comment on it. Staff will be taking the revised language to the Planning Commission in September and this text amendment should be coming back to you in October.

5} COMMITTEE REPORTS:

a} Albemarle Economic Development Commission – Councilwoman Hummer, Councilwoman Baker, Councilwoman Hill-Lawrence and Mayor Peel:

Councilwoman Hummer reported that there was a presentation by Wayne Harris of his economic development report. The AEDC web site is still experiencing a lot of hits and people are still looking here and looking to locate a business here. There was someone in town that day that he was showing around. It is still a hard process right now.

Councilwoman Baker asked to add something to that. They are updating their web site to allow some new technology. Wayne also talked about attending a couple of workshops in Raleigh and Virginia Beach in September and October about wind energy because we are still a potential player in wind energy coming to this area. He is going to make sure our name is still active with regard to people getting power and energy from the wind.

b} Central Communications Advisory Board – Mayor Pro Tem Walton:

Mayor Pro Tem Walton stated they had not met since the last meeting but he did read in the paper that we hired a director for the organization. He is an ex Coast Guard person.

c} Firemen's Relief Fund Board – Councilman Spence:

Councilman Spence stated they have not met. They are looking at trying to meet on the 29th.

d} Joint Land Use Plan Committee – Councilman Stimatz:

Councilman Stimatz stated the Committee as such hasn't met in some time and he is not sure the next time we will meet. It will probably be when we have to send the Land Use Plan back in for approval again. The outcome of all the work in the past is what you heard tonight.

e} NC Eastern Municipal Power Agency – City Manager Olson and Mayor Peel:

Mayor Peel stated they did not have a meeting this month.

f} Solid Waste Committee – Councilman Spence:

Councilman Spence stated they have not met.

g} Elizabeth City Downtown, Inc. – Councilman Donnelly:

Councilman Donnelly stated the film festival has ended and Music on the Green continues on Tuesday night from six to eight p.m. Tomorrow night it will be Jazz with Connected playing. Bring a light lunch or dinner down and sit down in the grass and enjoy the performance. ECDI has also scheduled the Downtown Clean Up Day which might help the Pool Street Park. That is scheduled for September 22nd from 9:00 a.m. to Noon. If you are interest just bring a trash bag or two and some weeding tools. Ghost Walk during the weekend of October 12th and 13th. ECDI will be having a barbeque fund raising dinner at the PNC Bank parking lot area and meals will be served indoors. The Board will be going on retreat on September 20th from 4:00 p.m. to 8:00 p.m. We also nominated the HAS IT campaign and blog for the North Carolina Main Street Award and the Main Street Award of the Best Image Building Campaign. We also nominate last years' Nell Cropsy Ghost Walk for Best Special Events for event series. ECDI has been fairly busy and he thinks after the retreat we will focus more on building our downtown.

h} Elizabeth City Area Chamber of Commerce Board – Mayor Peel:

Mayor Peel stated that Ms. Kelly Thorsby is the new President of the Chamber. She has been serving now about six weeks in that capacity. We did meet last week and the main item on the agenda was thanking everyone for all the work on Coast Guard Week. That was a big success. The Celebrities Server served

over 2,000 people out there that day. There was a lot of appreciation for everything that happened that week.

Councilman Donnelly stated that they have hired a new Membership Director, Ms. Bonnie Grady. She comes to the Chamber having been a Chamber President in West Virginia and Ohio. She has a tremendous amount of experience.

i} Finance Committee: Councilwoman Hummer, Councilman Donnelly, Councilwoman Hill-Lawrence and Mayor Peel:

Councilwoman Hummer stated the Finance Committee met last Wednesday, the 22nd and among the recommendation we made to the full City Council were the recyclables contract with Waste Industries, the Bid Award for the Church Street Bridge electric work and the acceptance of a bill of sale for US 17 North sewer line. These items will be discussed in the City Council meeting tonight.

j} Parks and Recreation Advisory Board – Mayor Pro Tem Walton:

Mayor Pro Tem Walton stated they have not met since the first council meeting of the month.

k} Alleyway Committee – Councilwoman Hummer, Councilwoman Baker, Councilman Brooks and Councilwoman Hill-Lawrence:

Councilwoman Hummer stated they had not met lately.

l} Elizabeth City/Pasquotank County Airport Authority – Councilman Stimatz:

Councilman Stimatz said things are going well at the Airport. We continue to have more people that want hanger space than we have hanger space for. That is one of the downstream areas of expansion that we are looking at. There are still people looking at developing the Air Park. We are working to make our October Flight Festival a little bit bigger and more fun. Things are going well.

m} Storm Water Drainage Task Force – Councilman Stimatz, Councilman Donnelly and Councilman Brooks:

Councilman Stimatz said we met on the 10th. We recapped where we are in terms of projects that are ongoing. In particular the old Fairgrounds off of Hughes Boulevard next to Perry Glass. They are making good progress in fixing that, repairing it back to a good state with a good drainage flow. That is going to be helpful in taking the pressure off the west end of Cedar, Colonial and Maple Streets and also because we are closing up the cross connector under Hughes Boulevard. That is going well. The other thing is the Elizabeth Street project is

already starting to show some improvements in the amount of flooding in the duration of flooding. We haven't gotten to the point of putting in the bigger, faster pumps or the two large culverts that will be running down Elizabeth Street.

The other thing is the Roanoke Avenue project which we talked about at our last meeting.

n} Tourism Development Authority – Councilwoman Baker:

Councilwoman Baker stated we had a meeting last Thursday and we talked about and presented a copy of an article for "Our State" magazine which featured Andy Montero and Montero's Restaurant. It was a two page article with great pictures. It was in September's issue which is on the newsstands now. It was pointed out that if we had to buy that kind of publicity through a magazine with the distribution that "Our State" has, it would cost us about \$9,000. It is just fabulous the publicity that we are getting and the tourism that it is creating because of that one magazine along. The Co-op that was also talked about. That is kicking off. The brochures are in racks all over town. They show what events are happening around Elizabeth City for the fall. Then there will be a new brochure printed in the spring. The Co-op is a vehicle for organizations who want their publicity out there. They give a certain amount of money and she thinks it is \$750 this year and the Tourism Board will match that and the Co-op advertising goes out very wide. They go to many places throughout the state. They are a good vehicle to bring people here. There was an issue to republish the Walking Tour booklets which has proven to be very popular with tourist. The two that are out is the Downtown and Main Street Walking Tour Booklets and the ECSU Historic District Walking Tour. The third one that is coming out will be the Main Street Residential Walking Tour. There will eventually be six. A lot of going on in tourism and good stuff happening.

6} ADJOURNMENT:

There being no further business to come before the Work Session at this time Mayor Peel adjourned the meeting at 6:23 p.m.

Dianne S. Pierce-Tamplen, MMC
City Clerk

Joseph W. Peel
Mayor