

# Town of Indian Trail

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## Memo

**To:** Mayor & Town Council  
**From:** Patrick N. Sadek P.E., Interim Town Manager  
**Report Date:** 08/25/2017  
**Subject:** Manager's Report 07/29/17- 08/25/17

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## Boards & Committees

- **CRTPO:**
  - CRTPO Staff meeting was canceled.
  - Mayor, Council Member Howe, and Town Manager attended the MPO meeting on 08/16/2017.
  - The 08/03/2017 TCC meeting was attended by the Engineering staff.
- **Storm-water:** Meeting was canceled.
- **Transportation:** Meeting was canceled.
- **Public Safety:** Meeting was canceled.
- **BOA:** Meeting was held on 08/24/17. SUP 2017-0084 Floyd's Veteran Conc. Inc. SUP was on the agenda.
- **Planning:** A meeting was held on 08/15/2017 and discussed:
  1. **ZM 2017-0089 6238 Old Charlotte Hwy.:** Request to amend zoning map for 14.5 ac. parcel from R20 (UC) to SF Low Density (SF-1) in IT. Thomas & Rebecca Woodruff. Approved 4 to 0.
  2. **ZM 2017-0087 212 Unionville IT Rd.:** Request to amend zoning map from Light Industrial to General Business District w/in the Downtown Overlay District. Approved 4 to 0.
  3. **ZM 2017-0077 4025 Old Monroe Rd .:** Request to amend zoning map for 0.68 ac. parcel from SF Low Density (SF-1) to Neighborhood Business District (NBD). Benita L. Thomas. Approved 4 to 0.
  4. **ZT 2017-0092 Electronic gaming:** Amendment to UDO to accommodate gaming operations, internet sweepstake cafes. Approved 4 to 0.
- **Planning:** A meeting was held on 08/15/17:
- **The ABC Board:** received 4 applications. Background check was conducted on all were approved.
- **Tree Board :** Nothing to report.
- **Parks & Rec.:** No meeting in July due to transition of members. No. quorum for August meeting.

Notified TC of new 4 appointments. Board & Committee Roster is updated. Processed 1 resignation (Bova - ARC/Moved from IT)

## Bonds & Sureties

- **Town Hall :** \$12,741.20 water & sewer bond as requested by UCPW.
- **Walden Austin Village Phase I & II:** Approved 4 performance bonds for streets, C&G, and W&S.
- **Crismark :** Reduced 4 release requests and held 1 for outstanding repairs.
- **Brookhaven Phase IV:** Received 2 release requests. Bond released is pending street repairs.

## Com.-Community Engagement

- **Website**: updated to reflect multiple bids, event promotions, news releases, and alerts.
- **Newsletter**: completed and distributed.
- **Business Forum**: a draft copy of the brochure is under review and a date is pending Town Hall's opening.
- **Manager's Page**: updated w/ recent events.
- **HOAs**: continue to work w/ HOAs on various issues
- **Emails**: finalized switchover of TC emails.
- **Cell Phones**: new phones to staff & TC; secured a phone texting preservation system service.
  
- **Meetings**: a meeting was held w/ Mrs. Amanda Faulkenberry to discuss Town financial overview.
- **Media Releases**: submitted news release to media on Purple Heart City - it ran in EJ and Fox 46.
- **Surveys**: worked on online communications for Solid Waste issues and CATS survey.
- **Flyers**: created new solid waste service flyer for Public Works.
- **Town Hall Space Reservations**: discussed new Town Hall space reservations w/ area groups.
- **Badges**: badges for Council have been ordered.

## Council / Clerk

- **Monroe Rd. Widening**: a series of meeting were held w/ TC members to discussed proposed improvements.
- **SVMP**: a series of meetings were held w/ TC members to discuss proposed development.
- **Proclamation**:
  - "Daughters of the American Revolution"
  - Alzheimer
- **IT "Complete St."**: a stakeholders meeting was held and discussed proposed improvements, scope, budget, and schedule. Mayor, TC, consultant, and property/business owners attended and provided comments.

## ED

- **IT Industrial Park**: met w/ Mr. Chris Plate' and provided a negotiation update on 08/22/17.
- **SVMP**: received comments from staff and TC. Will forward comments to the Moser Group on 08/28/17.
- **Downtown Revitalization/Towne Center**: staff & Ty-Par Commercial Realty Inc. are meeting weekly to discuss master planning.
- **Wesley Chapel Rd. Property**: Chris Azar / Dennis Gay met with staff and discussed a light industrial site.

## Finance

- **Purchasing Policy**: reviewed and updated.
- **Vendors**: all vendors have been paid on time. Ensuring that FY17/18 expenses are properly allocated
- **Financial Advisor**: met & discussed current CIP project status and possible upcoming borrowings.
- **Bank Accounts**: all have been reconciled.
- **Monthly Dashboard**: July monthly dashboard has been completed

- **External Audit** : final stages of our FY16/17 external audit (the auditors last day of field work = 08/22/17).
- **Insurance**: met w/ Henby Insurance. Will be receiving an additional quote for our town's property & liability insurance for this year (policy effective 09/15/17-09/14/18)
- **Cell Phones** : worked w/ COM Director Mike Parks in switching over town cell phones from monthly stipend.
- **Bonds & Surities** : requested a bond for Town Hall water & sewer

## HR

- **HR Director** : New HR Director Ms. Carey Warner has attended our weekly departmental meeting. Mrs. Warner is scheduled to start on 08/28/2017

## Legal

- **Planning**: continue to assist the Planning Dept. in zoning & legal related issues.
- **HR**: reviewed Town Manager's performance review questionnaire document and advised TC.
- **UCSD Contract**: reviewed draft copy of the contract and provided comments.
- **Personnel issues**: met w/ Mr. Faulkenberry and discussed personnel issue related claim.
- **Policies**: is developing a policy for educational and travel expenses.
- **New Town Hall**: continues to reconcile new pavement repair budget. Forwarded a demand letter to project team. Work w/ staff and continue to update project budget/change orders spreadsheet.

## Manager's Activities

- **Support**: Provide support to IT residents, Town Council, and staff.
- **Heritage Development** : continue to respond to construction concerns raised by Taylor Glen's residents.
- **CATS**: as of 08/19/17, approx. 200 residents filled "CATS" survey. Please visit the site and fill- out the survey.
- **Regional Managers ' meeting** : met w/ the manager of Matthews and Pineville and discussed Towns related issues. This meeting will reoccur once every 2 months.
- **Performance Reviews** : town-Manager performance review questionnaire form has been reviewed by HR consultant and Town Attorneys, and submitted to TC for review and approval.
- **Miracle Field** : awaiting further donations update from Mr. David Drehs.
- **UCSO Service Contract**: reviewed by Town Attorneys, Manager, and Finance, and submitted to TC for review and approval. It can be voted upon on 08/22/17.
- **Committees** : attended all Committees and events.
- **Park Master Plan** : Planning phase.
- **Pocket Park Master Plan** : Planning Phase. Submitted a preliminary plan to TC.
- **Downtown Revitalization Master Plan**: Planning Phase. Working w/ the
- **Chestnut Pkwy. Parking Master Plan** : Preliminary Engineering
- **Storm Drainage Improvement Master Plan** : Preliminary Engineering
- **Ped & Bike Master Plan** : Planning Phase
- **Traffic Congestion Mitigation Plan** : Planning phase.

## Parks & Rec

- **Carolina Panthers Grant** :
- **Splash Pad**: have submitted plan review comments to UCPW. Awaiting approval.

## Parks & Rec

- **Carolina Panthers Grant:** applying for a \$150 K park facility improvement and /construction of turf field grant.
- **Splash Pad:** received comments from UCPW. Dispositioned comments. Awaiting approval.
- **Events:** “Rogue One” movie was held on 08/18/17.
  - Planning for “Halloween Spooktacular”. The sponsorship for this event has been secured.
  - Staff is currently planning the route for the 2017 “Christmas Parade” event. Expanded events & activities are scheduled to follow the parade. The event will take place at Chestnut Pkwy. Park.
  - Staff is working on preliminary dates for the 2018 events calendar.
- **Programs:** Staff is working on creating new in-house programs:
  - McClure Sports
  - Speed & Agility Camp
  - Lexi Davis Softball Camp
  - Disc Golf Club
  - Saturday Lacrosse Academy powered by Stick-with-us org.
  - SNAG Golf
  - Adult Coed Kickball
  - Quick Start Tennis Clinic
  - Final Fall Program Guide is ready to be shared w/ 16,00 homes w/in IT.
- **Reservations/Registrations :**
  - 29 athletic reservations were held at CC & Chestnut Sq. Park since 08/01/17.
  - 14 athletic reservations were made for CC & Chestnut Sq. Parks in the past week.
  - \$1,440.00 was collected thru program registration, rentals, and event registration.
  - CC Park will host a “Top Gun Softball” tournament w/ 24 teams on 08/19/17.
  - 12 kids have registered for a clay camp at the CAC.

## Public Information Requests

- **PIR #13:** Mr. James Kimball: Sheridan Community St. Bond.
- **PIR #14:** Smart Produce US/Nadeen Weeden: Vendor information update.
- **PIR #15:** RE Research Associate - Shanley D’Innocenzo: Union Town Square-ESA/PCS Process
- **PIR #16:** Mrs. Amanda Faulkenberry: meeting minutes TC (10/12), Planning Board (08/12, 09/12).
- **PIR #17:** Mrs. Amanda Faulkenberry: a copy of Chris Plate’s presentation.
- **PIR #18:** Mr. Rusty King: 4108 Matthews IT Rd. (parcel # 07105018, 07105017) a copy of prelim. site plan.
- **PIR #19:** Branden Chopelas Personal Data and other Town Info.

## Public Works - Maintenance

- **Sidewalk:** completed sidewalk repair along Glen Hollow Dr.
- **Streets:** completed pothole repairs along Pioneer Ln.
- **Town R/W:** performed ongoing maintenance along several Town maintained roadways.
- **NCDOT R/W:** transmit NCDOT right-of-way related inquiries to NCDOT Maintenance office.
- **Signage:** installed 10 “Purple Heart” signs at 10 IT roadway locations.
- **Building & Ground:** routine maintenance at all buildings.

- **Park Facilities** : routine maintenance at all parks and community gardens.
- **Park Events** : assisted in preparing the grounds for events.
- **Storm-water**: completed an additional repair along Fox Hunt Dr.

#### Policies / Ordinances

- **UDO/Land Development Manual**: received 4 proposals from 4 different firms.
- **Vendor Background Check Policy**: Finance Dept. began working on a vendor background check policy
- Preliminary site plan of an Industrial building to be located at 4108 Matthews Indian-Trail Rd.

#### Solid Waste

- **Waste Connection** : continues to administer the contract and holds biweekly meetings. Has received 132 service requests in the 1<sup>st</sup> and 3<sup>rd</sup> week.

#### Strategic Planning

- **Park Master Plan** : Planning phase.
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- **Downtown Revitalization Master Plan**: Planning Phase. Working w/ the
- **Chestnut Pkwy. Parking Master Plan** : Preliminary Engineering
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#### Storm Drainage Maintenance & Improvement Contracts (FY17/18):

- **Maintenance Contracts: the "Bridge & Culvert I", the "Storm Drainage Sys. I", and "Flood Plain I"**: contracts will all be combined into one contract and procured in one package. Procurement Phase.
- **1st Ave. Storm Drainage Improvements** : phase I is in Planning Phase.
- **Ashcroft Floodplain Study** : completed.
- **Beacon Hill Study** : approved by Council. Awarded to USI (consultant).
- **IT Park Study** : awaiting a proposal from USI (consultant)
- **Water Reclamation Study**: joined procurement w/ UCPW. UCPW awarded contract to CDM (consultant).
- **Cottage Creek**: contract awarded to Bulls Eye Contractor. Procurement phase.

#### Tax

- **Property tax** : bills were mailed to property owners on 08/07/17 (earliest date these have ever been mailed)
- **Inquiries** : tax Dept. is responding to high volume of calls (typical of tax billing season).

#### Town Hall Professional Services / Construction Contracts

- **Schedule**: bldg. targeted completion date is 08/30/17; parking lot completion date is 9/30/2017.
- **Furniture** : will be delivered on 08/31/17; under budget.
- **Architectural (Creech)**: construction management & design during construction; ongoing; under budget.
- **CM at Risk (Edifice)**: construction management is ongoing; over budget; additional scope is disputed.
- **Matthews IT Rd.**: targeted completion date 08/25/17.

- **Testing (PSI)** : terminated contract; under budget.
- **Audio Visual** : completed; under budget; managed by Town staff
- **IT (Network Cabling)** : internet service was activated on 8/1/17; managed by Town staff.
- **Security** : completed; under budget; managed by Town staff.
- **Internet/Phones** : completed; under budget; managed by Town Staff.
- **Moving Services** : procurement phase; move is pending reconstruction of pavement; managed by Town staff.
- **Wayfinding** : on hold; awaiting furniture delivery.
- **Dumpster Pad** : to be built by Town construction crew.
- **Site Landscaping /Irrigation** : planning phase; outsourced to an irrigation contractor.
- **Kitchen Equipment** : delivered. managed by Town staff; under budget.
- **Parking Lot Pavement Repair** : negotiation phase; Still not resolved; over budget.
- **Cleaning Svc. Contract**: planning Phase; under review; managed by Town staff.
- **Copier Machine Contract**: procured; managed by Town staff.
- **Floor Mat Contract**: procurement phase.

### Staff Training

- **Council**: registered Council member Ms. Shirley Howe to take the “Ethics for Local Elected Officials” training.
- **Conferences** : participated in one session of the Centralina Council of Government (COG.)
- **APWA Conference**: adam Mclamb and Mike Wright planning to attend the APWA conference.
- **National Park & Rec Conference**: Jason Tryon and Kate Keller scheduled to attend the national conference.
- **NC Park & Rec Conference**: William Carroll scheduled to attend the state conference.
- **Finance**: Jim Wojtiwicz the CPA Conference.
- **Finance**: Alicia Gaddy is planning on taking the CPA examination.
- **Engineering**: Todd Huntsinger is planning on taking the “Engineering-In-Training” examination.
- **Engineering**: Marhonda Smith is attending two-part Procurement Certification training session.
- **Engineering**: Dalton Pierce is planning on attending a “Storm Drainage Inspection” training course.
- **Engineering**: Trena Sims has completed “MS Power Point” training course.
- **Solid Waste**: Pam has completed 3 HR classes and planning on completing 2 more.
- **Public Works**: Adam McLamb, “Supervisory & Management Skills” training class.
- **Other Departments**: awaiting “Training Programs” schedules from Planning and Administration.

### Transportation Projects (FY17/18):

- **Chestnut Pkwy. Phase II (NCDOT)** : Matthews IT Rd. to Gribble Rd.; planning phase
- **Chestnut Pkwy. Phase III (Town)**: Gribble Rd. to Monroe Rd.; environmental phase-endanger species.
- **Resurfacing** : procurement phase; received core samples results. Will prioritize street based on severity.
- **IT “Complete St.”/Downtown Revitalization** : awaiting inclusion of the project in the State Transportation Improvement Program (STIP); Town staff began conceptual design.
- **Crack Pouring Contract** : planning Phase; street selection process.
- **Pavement Marking Contract** : planning phase; street selection process.
- **Pavement Patching Contract** : planning phase; street selection process.



- **Raised Pave. Markers Contract** : planning phase; street selection process.
- **Unionville IT Rd/Sardis Rd.:** coordinated roundabout improvements w/ Sardis Rd. Elem. on 08/16/17.
- **US 74 Multi-Use Trail:** planning phase; ongoing; generating a project schedule.
- **S Fork CC Greenway Trail:** planning phase; developing the alignment; generating a project schedule.
- **Stouts RR Siding Extension** : planning phase (CSX).
- **Chestnut Sq. Park Pave. Marking:** awaiting completion of storm drainage project at new Town Hall entrance.

## ENGINEERING / PLANNING / PLAN REVIEW / INSPECTION

### Projects under review:

- **Annexation Projects:** request to annex 14.5 ac. parcel in order to develop 40 SF lot subdivision. Applicant is also seeking zoning map amendment to SF-1. Applicant: Thomas & Rebecca Woodruff
- **Rezoning Projects:**
  1. **Residential:** request to amend zoning map for 14.5 ac. parcel from R20 (UC) to SF Low Density (SF-1) in IT. Applicant: Thomas & Rebecca Woodruff.
  2. **Non-residential :**
    - a. **212 Unionville IT Rd.:** request to amend zoning map from Light Industrial to General Business District w/in the Downtown Overlay District.
    - b. **4025 Old Monroe R d.:** request to amend zoning map for 0.68 ac. parcel from Single Family Low Density (SF-1) to Neighborhood Business District (NBD). Applicant: Benita L. Thomas
    - c. **6800 Old Monroe R d.:** request to amend zoning map for 2.02 ac. parcel from Neighborhood Business District (NBD) to Single Family Low Density (SF-1). Applicant: Union County Board of Education
- **New UDO Text Amendment Applications :**
  - **Food Trucks:** amendment to UDO to permit food trucks in designated areas of the Town.
- **Site Plan/Plat Application:**
  1. **Residential:**
    - None
  2. **Non-Residential:**
    - None

### Site Plan / Subdivision / Plat Projects

- **Habitat for Humanity:** recombination of 2 parcels into 1 parcel. 0.76 ac. 5404 Bethel Lane. Habitat for Humanity.
- **Goins Family Company Addition:** a 6,500 sq. ft. addition to an existing building. 1.36 ac. 2121 Unionville IT Rd. Crescent Metal Structures.
- **Old Hickory Lot 11 & 12:** a lot line adjustment of 2 parcels totaling 3.37 ac. NJV Investments
- **SV HS Renovation :** 33,000 sq. ft. addition. UCBE. Sketch plan comments completed this week.
- **Azar Townhomes:** 5523 Orr Rd. 80 lot townhome community on 6.5-ac. approved under an older SUP. The BoA disapproved renewal of the permit. Chris Azar. Last comments were sent out by staff on 07/07/17.
- **All Points Waste Svcs.:** Van Buren Av. Construction of a 16,292 sq. ft. bldg. on 5.2 ac. Design Resource Group.

- **Union Grove Phase 1 Map 3:** Unionville IT Rd. Creation of 47 lots within 12.478 ac. Ongoing construction.
- **IT Bus. Park-Lot 15:** Bus. Park Dr. Subdivision of a .85 ac. parcel from the 3.1 ac. parcel. Eagle Eng.
- **Riverside Conc.:** located on Tech. Dr. 8,500 sq. ft. site plan flex bldg. located on 1.15 ac. Chris Hope
- **Taco Bell SV:** Wesley Chapel Rd. Construction of a 2,100 sq. ft. restaurant on 1.29 ac. Jason Galloway.
- **H&H Homes Cottages :** Waxhaw IT Rd. A 49-lot SF subdivision. Bohler Eng. Clearing, grubbing Phase.
- **Heritage Subdivision:** located on Wesley Chapel Stouts Rd. A 316-lot single-family subdivision. Applicant: Kolter Land Partners Ongoing Mass grading.
- **Southgate Phase I:** Intersection of Poplin Rd & Rocky River Rd. Site Plan review for 67-ac. site contemplating 124-SF lots and 52-Townhome lots. Eagle Engineering.
- **Idlewild Commons Bus. Ctr.:** the Moser Group. Proposed Office/Flex Bldg. (2) totaling 22,000 SF of space. Adjacent to Food Lion and Beacon Hills.
- **Aqua Duck Offices:** proposed 6,300 sq. ft. foot bldg. Smith Farm Rd. (Parcel 07105027 D80). Derek Hodge.
- **Plyler Road Townhomes:** 35-lot alley-served townhomes. Plyler Rd. next to former Genwove site. Grading only permit issued 5/26/17.
- **Church on S. Fork Road:** proposed 3,000 sq. ft. addition to an exist. 316 South Fork Rd.
- **Lidl Grocery Store:** aspen Asset Group, LLC. Grocery Store w/ parking lot and future IT public roadway. At the corner of Unionville IT Rd and Hwy. 74. Developer's Engineer is requesting to move forward w/ work w/o NCDOT approval. Town Eng. Will discuss culvert redesign status w/ NCDOT Hydraulics Division. Pre-construction meeting held on 8/17/17
- **Minor subdivision :** plat for parcel at 2017 Chestnut Ln. Sergey Dryk.
- **Lito Building:** sketch review for a proposed 3158 sq. ft. retail bldg. off SV Place Rd. Solano Esselito. Sketch plan conditional approval issued 06/01/17
- **Jennie K Privette Minor Subdivision:** single lot being subdivided into 2 lots off Poplin Rd. Jeffery S. Gordon
- **Church of The Redeemer:** site plan for new sanctuary. Wesley Chapel Rd. Chris Hope. Under review (2<sup>nd</sup> submittal)
- **Metrolina CA Track & Field:** proposed track and field addition to the Metrolina CA complex. Mark Houle
- **Shops at SV Retail:** site Plan for retail bldg. approx. 4,161 sq. ft. Bldg. pad is being poured while underground infrastructure is being installed.
- **SV Lot 17:** 7,500 sq. ft. multi-tenant bldg. at SVC shopping center (theater site). Overcash-Demmitt Architects.
- **Austin Village Office Bldg.** proposed office bldg. Approx. 4200 sq. ft. on parcel 07132010F. Chris Hope.
- **SXCW Property:** lot recombination. Lots 1 and 2 in Indian Trail Business Park. Applicant: Russell Whitehurst
- **Rodriguez Family Home:** lot recombination. Picketts Circle lot 32 & 33. Jeff Gordon, Frontier Surveying.
- **Van Blarcom :** minor subdivision off Gray Fox Rd. Applicant: Will Lawrence.
- **Tyson Realty Inc:** minor subdivision off Gray fox Dr. Applicant: Will Lawrence.
- **Glenn Oaks Retail:** sketch plan for retail shops in front of the Glen Oaks Apartments. Applicant: Marcus Arroyo, Tyson Group/Bo-TY LLC.
- **Automotive Repair:** Gray Fox Road. Construction of new 2,400 sq. ft. automotive repair bus. on 1.58 ac. Applicant: HOJCO, LLC.



### Projects Under Development :

- **Bonterra Phase 4:** Bonterra Town Center Area. Plan review of 85-ac site contemplating 161 SF residential lots Applicant: Eagle Engineering. Ongoing mass grading of phase IV.
- **Industrial Alloys:** site Plan for a new storage bldg. approx. 20,000 sq. ft.
- **Cahill Bus. Park:** proposed development of 4 office/flex space bldg. totaling approx. 65,000 sq. ft. of bldg. space on approx. 5-acres at 3508 Mathews-IT Rd.
- **Union Grove:** proposed 207-lot subdivision (approx. 68-ac. site) located on Unionville-IT Rd. across from the Ashe Croft neighborhood. Ongoing construction in phase 1 with grading and roadway construction in phase 2.
- **First Baptist Church of IT:** parking Lot expansion at the corner of Peace Dr. and IT Fairview Rd. adding 49 parking spaces and reconfiguring the lot. Project Completed.
- **Berkshire Partners #4 Old Hickory Bus. Park:** applicant: Berkshire Partners #4, LLC New Office/Warehouse to be constructed on an exist. vacant wooded lot in Old Hickory Bus. Park. The bldg. will be 17,000 sq. At the corner of Eaton Ave. & Stinson Hartis Rd, Lot 10. As-built approved and site approval as well. Project closed out.
- **Tsai Office:** conversion of exist. house/residential structure into an office/retail use. A new parking lot will be established along w/ necessary landscaping. Located at 307 S IT Rd. (parcel 07108001A).
- **Shoppes at Hanfield Village:** proposed construction for the Shoppes at Hanfield Village: 5 bldg. totaling 88,616 SF of commercial space. Applicant: Arista Development. Ongoing mass grading & construction.
- **Walden at Austin Village:** 51 SF detached homes on approx. 16 ac. On the north side of Chestnut Ln., west of Potter Rd. **Applicant:** Cox-Shepp Construction. Construction Phase. Roadway improvements along Chestnut Ln.
- **Harris Teeter Dist. Ctr. Parking:** trailer parking expansion for distribution center. 50% of the project is complete. Ongoing construction to up fit wet pond.
- **Shoppes at Hanfield Village Shopping Ctr:** proposed modification to the previous conditional rezoning approval for the Publix shopping ctr. Proposal contemplates the addition of 0.318 ac. of land into the site for use as an interior drive aisle. Publix bldg. Construction is ongoing.
- **Glenn Oaks Apts.:** 204-unit apartment community and related improvements located off Old Monroe Rd behind the Family Dollar retail establishment. Final inspection performed this week.
- **Wal-Mart Online Pick-up:** 2101 Younts Rd. Proposed parking & storage area for online pick up orders.
- **MCA Classroom & Family Life Ctr. Addition:** Metrolina Christian Academy. Replacing modular classrooms w/ a new free-standing bldg. Also expanding the Family Life Ctr. where the exist. 'tot lot' is located. Classroom bldg. is 6,656 Sq. Ft. and Family Life Ctr. Bldg. is 15,400 sq. ft.
- **SV Commons Bldg. 18:** 11,463 sq. ft. multi-tenant bldg. at SV Commons shopping ctr. (theater site).
- **SV Commons Bldg. 22:** 11,463 sq. ft. multi-tenant bldg. at SV shopping center (theater site).
- **Atlantic Pin striping:** 8,000 sq. ft. vehicle pin striping and customization facility for semis and other large vehicles. 4108 Matthews IT Rd Site is graded and cleared, erosion control installed.
- **IT Elem. School:** install ADA sidewalks & ramps. Pave exist. gravel parking lot. 200 Education Dr. Eagle Eng.

- o **Double Radius Office Warehouse Conversion:** conversion required additional parking. No change to bldg. footprint. Off Van Buren Ave. **Applicant:** Peadon Finein Architecture, PLLC.

**Number of New Businesses (0):**

**Weekly Report 08/1/17 - 08/23/17 (Permits)**

Alarm	32
False Alarm	0
Compliances	7
Zoning	37
Signs/Banners	4
New Project Reviews	4
Misc. Invoices	3

**Weekly Report 08/1/17 - 08/23/17 (Code Enforcement)**

Sign Banners Violations	31
New Nuisance Violations (i.e. Tall Grass, Junk, etc.)	37
<b>Residential Zoning Compliance Inspections-New Construction</b>	12
Violation Re-Inspections - <b>Ordinance Compliance</b>	51
Citizen Ordinance Education	57
Minimum Housing Inspections/Hearings	2
Property Lien Actions	3
Auto Violations (i.e. junk vehicles, etc.)	16
On Street Parking Violations	31
<b>Notice of Violation or Written Warning</b>	53
ZONES	1-8