

# Town of Indian Trail

## Memo



**To:** Mayor & Town Council  
**From:** Patrick N. Sadek P.E., Town Manager  
**Report Date:** 11-19-17 at 12:00 PM  
**Subject:** Manager's Report 11-04-17 to 11-17-17

### Boards & Committees

- **CRTPO:** Councilmembers Howe & Evans, and the Town Manager attended the MPO meeting on 11/15/17.
- **Planning Board:** Meeting scheduled for 11-21-17. The PB will review the following:
  - Plyler Town Home project.
  - H & H Homes SF neighborhood on Waxhaw-IT Rd.
  - Modification to Bonterra Live-Work units,
- **Storm-water:** No meeting held in November.
- **Transportation:** No meeting held in November.
- **Public Safety:** No meeting held in November.
- **BOA:** Special Use Permit (SUP) for Strikers Soccer Complex was approved by the Board.
- **ABC Board:** Staff & the Board have agreed to a 50% contribution for right now. Remaining "Fund Balance" will be appropriated to Operating Capital and future Capital Improvement Programs.
- **Tree Board:** No Update.
- **Parks & Rec.:** No meeting is scheduled.

### Bonds/Contracts

- **Bonds:**
  - **Brookhaven Bond Release:** Street Acceptance approved. Working w/ developer on bonds.
  - **Bonterra Phase III–** Street Acceptance approved. Working w/ developer on bonds.
  - **Walden Austin Village New Sureties –** BMP forever bonds Phase I & II request On Hold, Performance Bonds requested for Phase III (Streets, Sidewalk, Curb/Gutter, and Water/Sewer).
  - **Union Grove Amenity Center/Pool:** Bond not approved, awaiting application & appropriate sealed estimates.
  - **Shoppes at Hanfield Village:** Landscaping bond request on 11/8/2017, awaiting application, estimates, and fees. BMP bond requested on 10/23/2017, awaiting application, estimates, and fees.
  - **Walden Austin Village Phase III:** Performance bond for streets, sidewalks, curb & gutter and utilities (water & sewer) approved.
- **Contracts:**
  - **UDO Update:** Procurement **Complete**. Contract Negotiation Process **Complete**. Contract Drafting Phase
  - **Cottage Creek:** Project Closeout submittals received. Under budget. **Complete!!!**
  - **Moving Contract:** Procurement **complete**, contract pre-audited and fully executed, scheduled on 12/01/17.
  - **Copier Contract:** Procurement **complete**. Contract pre-audited and fully executed. Copier delivery and installation at new Town Hall scheduled for 11/21/17 & 11/22/17.
  - **Storm-water Maintenance:** Formally bid twice, Informal bid received, Contract Negotiation Phase. Meeting w/ prospective contractor scheduled for 11/21/17.
  - **Unionville-Sardis Church Roundabout:** Design Plans 75%, NCDOT is currently working w/ consultant to incorporate additional comments and finalize plans for ROW acquisition.
  - **Town Hall Security/Surveillance:** Construction is complete. Training is scheduled for 11/20/2017.
  - **Town Hall Audio/Visual:** Construction is **Complete**, Working w/ Vendor and IT Consultant to finalize programming before accepting AV sys.
  - **Town Hall Network Cabling:** **Complete**. last minute touch ups requested.
  - **Civic/CAC Bldg.Parcels:** Procurement Phase, 3 appraisal bids received.

## Com.-Community Engagement

- **Promotional Items:** Town events and Town Hall “Ribbon Cutting.”
- **HOAs:** Assisted HOAs on numerous issues; coordinated and reserved their meetings for new Town Hall.
- **Audio/Visual (A/V):** Test & troubleshoot the A/V sys. & the livestreaming sys. at new Town Hall bldg.
- **Website:** Periodic updates. [www.indiantrail.org](http://www.indiantrail.org)
- **Council:** Preparation materials for new Council.
- **Spam/viruses:** Resolved spam & viruses’ issues w/ Town’s email sys.
- **VFW:** Assisted in support Town on French Delegation visit.

## Council / Clerk / Record Mgmt.:

- **ABC Board:** Posted and reviewed special meeting notice.
- **Application:** Reviewed one Planning Board application (Applicant = William Gay).
- **Contracts:** Signed, stamped, and processed contract for Secret Shortcut.
- **Governing Body:** Begin preparation for the 12/12/17 TC Meeting.
- **Meeting Minutes:** Finalized 10-24-17 & 11/14/17 regular & special meeting minutes, processed docs. from 11-14-17 Minutes.
- **Record Management:**
  - Filed and recorded old “N-Focus” contract”.
  - Pulled TC Minutes dating back to 1947 into Online Master File.
  - Reviewed Dept. retention program for Planning Dept.
  - PIRs: None.
- **Ordinances:** Researched & wrote 2 ordinances: 1) modify Code of Ordinances 2) Brunch Bill.
- **Check Requests:** For ordinances #271, #272, #273, #274.
- **Annexation:** Completed resolutions for Annexation #148, #149, #150. Researched and resolved discrepancy in Parcels for Annexation (Resolution 170425-1 and 170808-1) Annexations 146 & 147.
- **Memento:** Departing Council Members. Ordered proofs for out-going Council Gifts.
- **Town Graveyard site:** Facilitated repair of 2 fallen Monuments in the Town’s graveyard thru Odell and vendor.
- **Unified Resolution:** Reached out to Stallings & Matthews Clerks to receive update on Super Street Resolution.
- **Council Training:** Info. on Ethics Training for elected Town Council and CRTPO requirements for delegates.

## ED

- **SVMP:** Received a concept from The Moser Group. Will share w/ Council for review and comments.
- **Downtown Revitalization:** Met w/ 2 developers & discussed potential development for exist. Civic Center parcel.

## Finance / Tax / Revenues

- **Vendors:** All have been paid timely & accurately.
- **ABC Board:** Met w/ our Town’s ABC Board requesting additional funding.
- **FY16/17 Audit:** Received our CPA draft from our auditor for FY16/17 and the final report will be out in November.
- **Bank Accounts:** All have been reconciled accurately.
- **Dash Board:** The October monthly dash board has been completed.
- **FY17/18 Budget:** Will continue to comply w/ the “Local Gov. Commission’s budgeting requirement in will start incorporating certain “School of Gov.” concepts/ideas
- **Support:** Continue to provide financial support all departments.
- **FY17/18 Collection:** Current Year is 57.47%
- **Notices:** Preparing a postcard mailing to remind property owners that taxes are due, to be mailed 12/01/2017.
- **Receivable:** All are posted and current

## Fire:

- Council member Gary & Town Staff attended a meeting that was held at Stallings Fire Station. The meeting was organized by Chief Jonny Blythe to discuss the result of fire fee/tax studies.

## HR

- **Recruiting:**
  - 2<sup>nd</sup> interview for Planning Admin. Assistant position has been scheduled for 11/22/17.
  - Part-time Program Assistant interviews are being conducted and should be wrapping up soon.
- **Performance Management:** One employee performance review was completed for Town Staff.
- **Training and Development:** See training section.
- **Personnel:**
  - HR Director continues to work on completing Stay Interviews w/ staff looking for recommendations on how to make the org. better and to learn where the challenges might exist.
  - Continuing to work on updating the employee personnel manual.
  - Completed a mandatory occupational employment survey from the NC Dept. of Commerce.
- **Risk Management:** Began corresponding w/ UCSO on active shooter training & an emerg. action plan for new bldg. Plans are to begin working on this after the security camera training for the new bldg. Contacted the Hemby Bridge Fire Department to schedule January AED & CPR training for staff.
- **Holiday Food & Toy Drive:** To kick the holiday season off employees were encouraged to donate to our local community. We asked for canned food items which will be donated to the Common Cupboard (a local food bank in Indian Trail), and unwrapped toys to be donated to our Holiday Heroes program (an event which is sponsored by The Town, Hemby Bridge Fire Dept., Stallings Fire Dept. & UCSO). The toys will be given to children in UC.

## Legal:

- **Town Council:** Attended Town Council meeting on 11/14/17. Reviewed closed session meeting minutes.
- **Employment Agreement:** Prepared and executed agreement.

## Manager's Activities

- **VFW:** Attended the ceremony.
- **Personnel:** Finalizing a personnel issue w/ legal.
- **Sage-Croft Development:** Met w/ developer and will begin working w/ Legal on real estate & land swap doc.
- **Performance Review:** Working on performance reviews for 4 employees.
- **Land Developments:**
  - A meeting is scheduled on 11/20/17 to discuss potential development w/in IT. Coordinated by Councilmember Gary Evans.
  - Working w/ Collier Int. on the Lemmond's property that is located on Hwy. 74, Chestnut Pkwy. & Lemmond Dr.
  - Met w/ Ty-Parr and discussed several Town development sites.
- **ABD:** Reviewed relevant "Alcoholic Beverage Control Laws & Rules".
- **FY16/17 Audit:** Reviewed the Audit.
- **Outdoor Furniture:** Selected materials for both new Town Hall and the proposed Veteran Memorial.
- **CIP Projects:** Met w/ NCDOT on 11/17/17 and discussed project coordination & schedules. Meeting minutes will be generated soon.
- **Fire Tax/Fee Study:** Reviewed & generated comments. Comments to be discussed w/ Chief Jonny Blythe.

## Public Works – Maintenance

- **On-street Parking:** Additional parking is installed on Lemmond's drive at Chestnut Square Park. **Completed!!!**
- **Splash Pad:** Construction Phase. To be completed by 12/15/17.
- **Town Hall:** Working on non-contracted landscaping & irrigation, and coordinating staff move to New Town Hall.
- **Wayfinding:** Awaiting a proof of the signs from the vendor.
- **Miracle Field:** Eagle Eng. is currently working on determining parking requirements.
- **Storm-water Contract:** Procurement Phase.
- **Street Lights:** Working w/ residents' requests at Pondsides & Crismark. Working w/ Union Power & Duke Energy on lights that are out.
- **Tree City:** Staff is working w/ the Planning Dept. to gather all info. related to "Tree City" for reporting purposes.

## Parks and Recreation

- **Master Plan:** Website is live, [envisionitparks.com](http://envisionitparks.com). The site provides updated info. and accepts feedback & comments. Working on completing the exist. "Program Assessment Forms." and Asset Inventory.
- **Events:**
  - **Christmas Parade:** It includes tree lighting, holiday trackless train, pictures w/ Santa, sledding hill, holiday inflatables, games, cookies & crafts. Starts at 4 P.M. w/ tree lighting afterward.
  - **Grand Marshall:** On 11/14/17 Jack Campbell was named by TC. He is a Vietnam Veteran who is heavily involved w/ VFW Post 2423 and w/ the "Military Honor Guard". Staff will work Jack & the Rotary Club to create a press release and finalize all details for the upcoming parade.
  - **UCSO:** Finalizing a safety plan for the event. Boy Scouts have been confirmed to assist w/ the smores and hot chocolate while the Girl Scouts will assist w/ the crafts.
  - **Holiday Heroes:** Placed 14 boxes w/in businesses in Indian Trail.
  - **Events Calendar:** Finalizing the dates for the 2018 "Events Calendar."
  - **Equipment:** Requested quotes for gallery rails & wire display units for Town Hall.
  - **Marketing:** Created & scheduled marketing materials for all social media outlets to be distributed.
  - **Instructors Contracts:** Began drafting next quarter's contracts. Instructors include: Candy Making Instructor, Sketch Artist, Tai Chi, Senior Fitness & Yoga, Fundamentals of Writing.
- **Other Stats:**
  - \$77,971.23 total revenue thus far for FY17/18
  - \$11,100 3-year sponsorship w/ Carolinas Healthcare Sys. for Crossing Paths Park walking path.
  - 3 new dog park users (705 total dogs).
  - 9 Shelter Rentals.
  - 9 seniors on this week's field trip to the "Southern Christmas Show."
  - 23 applications for the Christmas parade through Nov. 15, 2017.
- **Maintenance**
  - **Equipment:** Ongoing.
  - **Storm-water:** Completed a blowout repair in the Brookhaven Subdivision.
  - **Street:** Completed a pothole repair in the Brandon Oaks subdivision.
  - **Bldgs. & Grounds:** Routine maintenance. Prepping new Town Hall w/ all needed supplies.
  - **Training:** Employee weekly safety meeting.

## Solid Waste

- **God Bless USA (GBUSA):**
  - A delay in Trash/Recycle on 11/23/17 & 11/24/17 due to Thanksgiving Day. No svc. on Thanksgiving. Thu. Svc. will be collected on Fri and Fri service will be collected on Sat.
  - During the last 2 wks. of svc., there have been 15 additional requests; 10 for week One & 5 for week Two.

## Storm Drainage Maintenance & Improvement Contracts / Studies:

- **1st Ave.:** Still reviewing proposal to finish up Phase I design.
- **Beacon Hill Study:** Study is ongoing.
- **Water Reclamation Study:** Completed. Proposed system is not feasible.
- **Storm-water Maintenance Contract:** Value engineering Phase:
  - Floodplain Cleaning: \$142,500.
  - Catch Basing Cleaning: \$113,750.
  - Bridges & Culverts: \$33,975.
- **Cottage Creek Improvements:** **Completed.**
- **Indian Trail Park:** Reviewing NCDOT's storm drainage study.

## Strategic Planning

- **Park Master Plan:** 1<sup>st</sup>. public outreach/stakeholder hearing was held this past week.
- **Pocket Park Master Plan:** Met w/ a new Charlotte developer to discuss a mixed-use project that would include a 5-ac. urban park.

- **Downtown Revitalization Master Plan:** Planning Phase. Will schedule add. meetings w/ stakeholders.
- **Parking Master Plan:** Chestnut additional on-street parking is **completed**.
- **Storm Drainage Improvement Master Plan:** Planning Phase. ongoing.
- **Ped & Bike Master Plan:** Planning Phase. Ongoing.
- **Traffic Congestion Mitigation Plan:** Planning phase. Ongoing.
- **Secret Shortcut Small Area Plan:** Interlocal Agreement approved by TC. Study will be initiated in December.

#### Town Hall Professional Services/Construction Contracts

- **Schedule:** Bldg. is 99% complete working on minor punch-list items. Civil site items work is ongoing. "Ribbon Cutting" ceremony is scheduled on 12/01/17 at 6:00 PM.
- **Furniture:** Awaiting 4 tables and 35 chairs for the large Community Room & 22 Council Chamber Chairs.
- **Architectural (Creech):** Punch-list is ongoing.
- **CM at Risk (Edifice):** Paving is scheduled for 11/20/17 pending inclement weather.
- **Moving Svcs.:** Scheduled on 12/02/17. On schedule.
- **Wayfinding:** Ongoing. To be completed prior to "Ribbon Cutting."
- **Dumpster Pad:** Concrete pad has been poured.
- **Site Landscaping/Irrigation (Town Part):** Ongoing.
- **Cleaning Service Contract:** On-Hold. Will procure a contract that will provide periodic cleaning:
  - Bathrooms and carpet.
  - Interior & exterior windows.
- **Copier Contract:** Approved & scheduled.
- **Outdoor Furniture:** Procurement Phase. Awaiting quotes.
- **Blinds/Solar Shades:** On hold.
- **Civic & CAC Bldg. Appraisal:** Received proposals from appraisers. Will give Notice-to-Proceed.

#### Training (Staff)

- **Parks:** NC Parks & Rec Conference: Jason Tryon scheduled to attend the state conference.
- **Parks:** Katy Keller attended the "Supervisors' Mgmt. School" / Nat. Rec. & Park Assoc. **Completed**.
- **Parks:** NC Parks & Rec Conference: William Carroll scheduled to attend the state conference.
- **Parks:** Nat. Recreation & Park Assoc. "Supervisory Mgmt." Katy Keller is scheduled to attend this course.
- **Parks:** Nat. Recreation & Park Assoc. "Special Event Mgmt." Hayden Kramer will attend this class.
- **Parks:** "Nat. Alliance for Youth Sports" certification. William Carroll is scheduled to attend this training course.
- **Parks:** NC Recreation & Park Assoc. State Conference. Susan Didier will attend this conference.
- **Finance:** Rosemary Bernauer. Accounting & Auditing Update.
- **Finance:** Rosemary Bernauer Basic Local Government Contracting & Procurement.
- **Eng.:** Todd Huntsinger is planning on taking the "Engineering-In-Training" exam.
- **Eng.:** Dalton Pierce has attended "PhotoShop". **Completed**.
- **Eng.:** Todd Huntsinger attended the "Flood Plain Management Training". **Completed**.
- **Eng.:** Adrian Moritz will attend the "Storm Water BMP Inspection & Maintenance" certification course.
- **Eng.:** Marhonda Smith will attend the 2<sup>nd</sup> Procurement training class.
- **Public Works:** APWA Conference: Adam McLamb and Mike Wright planning to attend.
- **Public Works:** Field staff are scheduled to take "Flagging", "Safety", and "Pesticide" training. Ongoing.
- **Tax:** Mya Bailey attended "Fund. of Property Tax Collection". **Completed**.

#### Transportation Projects (FY17/18):

- **Monroe Expressway Rd Naming Project:** **Completed** and approved by TC.
- **Chestnut Pkwy. Phase II** (Matthews IT Rd. to Gribble): Met w/ NCDOT. DOT would like keep ownership & maintenance of this segment. The Town & NCDOT will coordinate the design & construction of this segment w/ Phase III. A full-size roundabout will be included at the intersection of Matthews IT Rd. w/ Gribble Rd.
- **Chestnut Pkwy. Phase III** (Gribble to Monroe Rd.): Environmental phase is **completed**.
- **Resurfacing:** Procurement phase. Reviewing core sample data. Street condition survey is ongoing.
- **IT "Complete St.":** Planning phase. Beginning conceptual design. Will meet w/ Duke energy to discuss utilities conversion cost.



- **Crack Pouring:** Planning phase; street selection is ongoing.
- **Pavement Marking:** Planning phase; street selection is ongoing.
- **Pavement Patching:** Planning phase; street selection is ongoing.
- **Raised Pave. Markers:** Planning phase; street selection is ongoing.
- **US 74 Multi-Use Trail:** Planning phase; 2<sup>nd</sup> field trip has been conducted. Finalizing the alignment.
- **S Fork CC Greenway Trail:** Planning phase; 2<sup>nd</sup> field trip has been conducted. Finalizing the alignment.
- **Stouts RR Siding Extension:** Planning phase (CSX). A grade separation is planned for both Chestnut Pkwy. Ext. and for Wesley Chapel Stouts Rd.
- **Chestnut Sq. Park Pave. Marking:** **Completed.** To be adjusted.
- **Unionville/Sardis Rd. Roundabout:** Real Estate Acquisition Phase. Awaiting go-ahead from NCDOT. Received real estate acquisition proposal from a local firm.

#### UCSO:

- **Training:** Several deputies attended in-service training this week to recertify on OC "pepper spray", Legal Update, and Stop-stick training. The 8 hrs.-class was held at the UCSO office in Wingate, NC.
- **Training:** Sgt. Thomas spent 3 days in Raleigh this week in training. He is currently enrolled in NCSU's "Law Enforcement Exec. Program". He spends 3 days/Mo in the program.
- **Events:** Several deputies attended a meal at the "Lake Park Nursing & Rehab" on Wed. evening. The facility had a public safety appreciation meal and they enjoyed spending some time w/ staff & residents.
- **Investigations:** On 11/16/17 IT Deputies assisted CMPD detectives w/ execution of a judge's order to exhume the body of a young child buried at the 1<sup>st</sup> Baptist Church Cemetery. CMPD has an ongoing criminal case where they have charged a couple, who attends 1<sup>st</sup> Baptist in IT, w/ the death of their child. The couple had a previous child who died and was buried at the church in IT. The exhuming of the couple's 1<sup>st</sup>. child's body was so the child could have a medical autopsy performed. After the autopsy, UCSO's involvement in the matter was simply to stand by as a local jurisdiction agency.

#### Engineering / Planning / Plan Review / Inspection

##### Projects under review:

- **Annexation Projects:**
  - Annexation of 5104 Strand Dr. to construct SF homes
  - Annexation of property located at 2316 Waxhaw-Indian Trail Rd, H&H Homes Phase II. Corresponds to H&H Homes Phase II conditional rezoning request.
  - Brandon Oaks: Annexation of 3 SF residential lots along w/ portion of HOA maintained property.
- **Rezoning Projects:**
  - Residential: Brandon Oaks: Rezoning 3 SF residential lots along w/ portion of HOA maintained property from R-20 to SF-4. Corresponding annexation project.
  - Non-residential:
    - No new submittals
- **Conditional Zoning Projects:**
  - Wesley Chapel Stouts Rd: Shoppes at Hanfield Village amendment
  - 2316 Waxhaw-Indian Trail Rd, H&H Homes Phase 2. Proposed construction of 49 SF homes.
- **New UDO Text Amendment Applications:**
  - Food Trucks: Amendment to UDO to permit food trucks in designated areas of the Town. **Completed!!**
- **Site Plan/Plat Application:**
  - Residential: None
  - Non-Residential: Figueroa Automotive Repair Shop

##### Site Plan / Subdivision / Plat Projects

- **Figueroa Auto Repair:** Hwy. 74. Construction of a 5,000 sq. ft. repair shop on 1.03 ac. American Architecture.
- **Union Grove Phase II Map I:** 95 SF lots & 5 common open space lots on 27.16 ac. Carolina Surveyors.
- **Bonterra Phase IV Map II Plat:** Recordation of 34 SF lots & 2 open space lots on 14.15 ac. Eagle Eng.
- **Walden at Austin Village Phase III:** Recordation of 24 SF detached lots & 1 common open space lot on 5.95 ac. On-Point Surveying.
- **Berkshires/Old Hickory Lot # 11:** Eaton Av. Construction of a 20, 253 sq. ft. office/warehouse on 3.37 ac.

- Chris Hope.
- **All Points Waste Svcs.:** Van Buren Av. Construction of a 16,292-sq. ft. bldg. on 5.2 ac. Design Resource Group.
  - **Riverside Conc.:** 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.
  - **Heritage Subdivision:** Wesley Chapel Stouts Rd. A 316-lot SF subdivision. Kolter Land Partners. Ongoing Mass grading.
  - **Southgate Phase 1:** Intersection of Poplin Rd & Rocky River Rd. Site plan review for a 67-ac. site contemplating 124-SF lots and 52-Townhome lots. Met w/ potential future buyer of town home & SF home sections to discuss architecture. This would be a new builder in our community.
  - **Church of The Redeemer:** Site plan for new sanctuary. Wesley Chapel Rd. Chris Hope. 2<sup>nd</sup> review.
  - **Metrolina CA Track & Field:** Proposed track and field addition to the Metrolina CA complex. Mark Houle.
  - **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.
  - **Automotive Repair:** Gray Fox Rd. Construction of new 2,400 sq. ft. auto repair bus. on 1.58 ac. HOJCO, LLC.
  - **Plyler Rd. Townhomes:** 35-lot townhomes. Plyler Rd. next to former Genwove site. Modification application submitted to remove alleys and increase town home lots to 41. Community meetings held on 11/09/17 in Civic Bldg. Received positive feedback from adjacent neighborhoods. Planning Board will review application on 11/21.

#### Projects Under Development:

- **Shoppes at Hanfield Village Out Parcel #2:** Construction of a 4,775 sq. ft. med. office bldg. on 0.789 ac. Eagle Eng. Site has been graded but construction has not begun yet.
- **H&H Homes Cottages:** Waxhaw IT Rd. A 49-lot SF subdivision. Bohler Eng. Grubbing & grading is ongoing. Installation of temp. storm-water features is ongoing.
- **Shops at SV Retail** (Harris Teeter center): Site Plan for retail bldg. approx. 4,161 sq. ft. Bldg. is 80% completed w/ interior construction ongoing.
- **Lidl Grocery Store:** Aspen Asset Group, LLC. Grocery Store w/ parking lot and future IT public roadway. At the corner of Unionville IT Rd & Hwy. 74. Developer has started work on his Grading Only permit. FEMA floodplain docs. under review for culvert redesign. Bldg. pad has been constructed.
- **Bonterra Phase IV:** Bonterra Town Center Area. Plan review of 85-ac site contemplating 161 SF residential lots Applicant: Eagle Eng. Phase I streets are paved and 25 homes are being constructed.
- **Goins Family Company Addition:** A 6,500 sq. ft. addition to an exist. Bldg. 1.36 ac. 2121 Unionville IT Rd. Crescent Metal Structures. Approved to construct but developer hasn't moved forward.
- **Union Grove:** Proposed 207-lot subdivision (approx. 68-ac. site) on Unionville-IT Rd. across from the Ashe Croft neighborhood. Ongoing construction in Phase I & II. 1/2 of Phase II's streets have been paved & curb/gutter in place. Other 1/2 of phase II streets have a stone base.
- **Tsai Office:** Conversion of exist. house/residential structure into an office/retail use. 307 S IT Rd. Almost **completed.**
- **Shoppes at Hanfield Village:** Proposed construction for the Shoppes at Hanfield Village: 5 bldg. totaling 88,616 sq. ft. of commercial space. Arista Development. Publix portion of site has a temp. C/O in order to stock bldg. Additional bldgs. are erected but still under construction. internal roads are constructed & paved.
- **Walden at Austin Village:** 51 SF detached homes on approx. 16 ac. On the N. side of Chestnut Ln., W. of Potter Rd. Cox-Shepp Construction. Ongoing home bldg.
- **Harris Teeter Dist. Ctr. Parking:** Trailer parking expansion for distribution center. Storm-water pond up-fit is **completed.** Installation of curb/gutter & dolly pads. Ongoing construction.
- **MCA Classroom & Family Life Ctr. Add.:** 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. Foundation footers complete and underground infrastructure being installed.
- **SVMC Bldg. 18:** 11,463 sq. ft. multi-tenant bldg. at SVMC shopping ctr. Project is wrapping up.
- **SVMC Bldg. 22:** 11,463 sq. ft. multi-tenant bldg. at SV shopping ctr. (theater site). Bldg. is 90% complete.
- **Atlantic Pin striping:** 8,000 sq. ft. vehicles pin striping & customization facility for semis and other large

vehicles.4108 Matthews IT Rd. Bldg. pad is poured.

- o **IT Elem. School:** 200 Education Dr. Eagle Eng. Awaiting request for CO inspection.
- o **Double Radius Office Warehouse Conversion:** Conversion required add. parking. No change to bldg. footprint. Off Van Buren Ave. Peadon Finein Architecture, PLLC.
- o **Fieldstone Farms Subdivision:** Working w/ developer on street acceptance. Conc. repair is ongoing. pavement repair to begin once developer awards contract.
- o **Sheridan Subdivision:** Development has 2 parcels left to build on plus the Amenity Area. Street repair is ongoing on Phase I. Entrance Rd. into subdivision is complete. Awaiting material testing data before finishing up phase map.

**Other**

- o **Box City Program:** The Planning Dept. held its 2017 “Box City” program at Sardis Elem. School. This program educates 2<sup>nd</sup> grade students on the importance of town planning. The Eng. Dept. also provides instruction on the importance of storm-water management. Staff worked w/ approx. 80 IT children.

**Number of New Businesses (1):**

- o **MOD Pizza, SVMC:** Serving individual artisan-style pizzas and salads.

**Weekly Report 11/04/17 to 11/17/17 (Permits)**

Alarm	27
False Alarm	0
Compliances	1
Zoning	16
Signs/Banners	0
New Project Reviews	0

**Weekly Report 11-04-17 to 11-17-17 (Code Enforcement)**

Sign Banners Violations	19
New Nuisance Violations (i.e. Tall Grass, Junk, etc.)	15
Residential Zoning Compliance Inspections-New Construction	6
Violation Re-Inspections – Ordinance Compliance	25
Citizen Ordinance Education	32
Minimum Housing Inspections/Hearings	0
Property Lien Actions	2
Auto Violations (i.e. junk vehicles, etc.)	5
On Street Parking Violations	10
Notice of Violation or Written Warning	10
ZONES	2,4

Generated by Town Manager Patrick N Sadek on 11/19/2017 at 11:00 A.M.