

Manager's Biweekly Report

To: Mayor & Town Council
From: Patrick N. Sadek P.E., Town Manager
Report Date: 01/12/19
Subject: Manager's Biweekly Report



BOARDS & COMMITTEES (Council & staff)

✚ CRTPO/MPO/TCC:

- Councilmember Mr. Morse attended the last MPO meeting on 12/18/18.
- Director of Eng. Mr. Huntsinger attended the TCC meeting.

✚ Planning: No meeting due to a lack of agenda items.

✚ Board of Adjustment: No meeting due to a lack of agenda items.

✚ Storm-water: Council Member Mrs. Howe chaired the meeting. Town Manager & staff attended.

✚ ABC: Met on 01/03/19.

✚ Parks & Rec: No meeting was held in Jan. Next meeting is scheduled in March.

✚ Reliable Transportation Sys. For Smart Growth: Meeting was chaired by Council Member Mr. Head, also attended by Town Manager.

✚ UCBC: Council Member Mr. Morse attended this past meeting.

BONDS & CONTRACT (Mr. Todd Huntsinger)

✚ Bonds:

- H & H Homes: Still waiting for more info.
- Sheridan: Agreement has been approved. Eng. accepted lowest bid & moving forward w/ construction.
- Union Grove: Working towards bond release per going thru the Street Acceptance Process.

✚ Contracts:

- Town Hall Security: Add. security measures are moving forward, waiting on deliverables.
- Sardis Rd. Roundabout: Procurement Phase. Drafting construction contract.
- IT Complete St: Agreement w/ NCDOT is executed.
- UDO/LDSM Updating: Awaiting finalized docs. from consultant.
- Veterans Memorial: Brick, benches, & lights have been purchased & stored. Awaiting precast conc.
- FY 17/18 Resurfacing Contract: **Complete**.
- 1st Ave. Storm-water Improv. Phase I: Pump/Pond proposal executed. Design Phase.
- IT Park Neighborhood Drainage Study: Draft copy is **complete**. Under review.

COMMUNICATION/COMMUNITY ENGAGEMENT (Mr. Mike Parks)

✚ Website

- Streamed TC meeting. Put recording online afterward.
- Put recording of new business online.
- Created video for 2019 event schedule & placed online @ <http://indiantrail.org/132/Community-Events>
- Developed & posted a webpage for solid waste recycling issues.
- Worked on webpage for upcoming eng./storm-water work at Branden Oaks.

✚ Public Relations

- Worked w/ Parks & Rec on summer camp program guide.
- Attended groundbreaking for St. Jude home.
- Answered numerous resident inquiries about NCDOT work on U.S. 74, along w/ other inquiries.
- Refreshed "Welcome Packet" for PW to send to new residents.

- Finalizing proposal for NFL/Panthers football field grant.
- Coordinating opening ceremony for the Veterans Memorial Garden.

ED-Residential, Commercial, & Industrial (Town Manager, Mr. Todd Huntsinger, & Mr. Rox Burhans)

- ✚ **SVMP:** On hold.
- ✚ **Towne Center:** Apts. construction plans have been reviewed. Awaiting conceptual design for the commercial part.
- ✚ **Town Property:** A "Offer to Purchase" has been advertised.
- ✚ **Lemmond's Property:** On hold pending a hotelier flag.
- ✚ **SageCroft Town Homes:** Prelim. Eng. Phase. Designer is acquiring add. gravity sewer easement.
- ✚ **Wendy's:** Prelim. Eng. Phase. Scheduled to meet w/ developer on 01/15/19 @ 2:00 P.M.
- ✚ **Plyler Town Homes:** **Approved.** Construction is on hold by developer.
- ✚ **Sun Valley Station:** Prelim. Eng. Phase.
- ✚ **The Haney Development:** Presented before TC. Conceptual Design Phase.
- ✚ **Poplin Village Mixed-Use Development:** Received approval from IT Planning Board. Appear before TC.
- ✚ **Town Hall (1.6 acres):** 1 Developer inquired about town property. Appraisal was provided.
- ✚ **Town Center/Pickle Ball:** Met w/ Developers & discussed Up/Downtown master plan.

ECONOMIC DEVELOPMENT - Retail (Mr. Gary Evans)

- ✚ **ED Partnership of NC:** Christopher Chung, will keep IT informed of any activities w/ the governor's office &/or NC Department of Commerce.
- ✚ **Vic Shah:** A hotel developer is still interested in the Lemmond's property.
- ✚ **MPV Properties:** Discussed potential development opportunity in IT.
- ✚ **Olde Mecklenburg Brewery:** Discussed potential development opportunity in IT.
- ✚ **Party Starters:** Welcomed Party Starters to IT.
- ✚ **Trader Joes:** Discussed potential development opportunity in IT.
- ✚ **G6 Hospitality:** Discussed potential development opportunity in IT.
- ✚ **LaQuinta Holdings:** interest in building a hotel in IT.
- ✚ **Lincoln Harris:** John Harris is interested in revisiting the Chestnut Park/Lemmond parcels for mixed use development to include a hotel/convention center.
- ✚ **Wooden Robot Brewery:** Discussed potential development opportunity in IT.
- ✚ **Tennis Express:** Discussed potential development opportunity in IT.
- ✚ **The Agency Marketing Group:** Will receive a 1st draft of the ED Marketing materials on 01/14/2019.
- ✚ **Childress Klein:** Coordinated contacts w/ property owners.
- ✚ **Pickle Ball:** Met w/ TyPar Commercial Realty & Pickle Ball developer Mr. Dave Kowert.
- ✚ **Donna & Rusty Hosaflook:** Proposed hotels brands to the Hosaflook for future development.
- ✚ **Meeting w/ NC Elected Officials:** 2 meeting have been scheduled on 01/18/19 w/ local & state elected officials (Representative Craig Horn, Dean Arp, & Senator Todd Johnson). The elected officials will also be invited to our Veterans Memorial Ceremony.
- ✚ **Adam Taylor:** Looking for warehouse/office space in an industrial setting.
- ✚ **UpSkill Centralina Initiative:** Possibility of expanding their operations to IT.

Finance (Mrs. Alicia Massey & Mr. Jim Wojtowicz)

- ✚ **Vendors:** All have been paid timely & accurately.
- ✚ **Bank Accounts:** All have been reconciled accurately. (Total cash @ 12/31/2018 = \$30,719,263).
- ✚ **Interest Income:** Analyzed by both Town Manager & Finance Director. Interest income for Dec. = \$47,544
- ✚ **Dash Board:** Dec. Dash Board is in process & will be placed on our website soon.
- ✚ **TR 2 Annual Report:** FY18 **completed.** Will file w/ Raleigh.
- ✚ **Support:**
 - Town Manager w/ identifying CIP projects that are being quantified/addressed in our FY18/19 budget:

the following CIP budget ordinances have now been established:

- IT Complete St. – Downtown Revitalization
- CC Park Multiuse Trail.
- Chestnut Pkwy. Phase III (Gribble to Old Monroe).
- Continue to provide financial support to all depts.
- Will meet w/ all depts. & review 6 mos. results actual to budget during the week of January 14th.
- ✚ **Audit:** Contract for our certified audit for FY19 is in & currently under review.
- ✚ **Budget:** Strategic planning w/ Town Manager is underway.
- ✚ **Staffing:** Ms. Rosemary Bernauer has been promoted to a Staff Accountant position.
- ✚ **Storm-water:** Finance Director now attends all Storm-water committee meetings supporting staff.
- ✚ **Receivables:** All are posted & current.
- ✚ **Debt service:** We are currently exploring add. early retirements of debt.
- ✚ **Fire funding:** Worked w/ Town Manager regarding fair fire tax funding option.
- ✚ **ABC Board:** Anticipating receipt of our 2nd Qr. payment. Evaluating receipt of Town's fair share.
- ✚ **Fire Tax/Fee:** Review UC's funding options. Presented clarification before TC.
- ✚ **Tax Collections**
 - Property tax current Yr. (FY18/19) 94% Collected.
 - GAP tax current year (FY18/19) 23% Collected.
 - 2% interest penalty assessed 01/07/19 per GS.
 - Staff is utilizing all collection methods as provided by GS to collect delinquent taxes.

HUMAN RESOURCES (Mrs. Carey Warner)

- ✚ **Recruiting:**
 - Advertisement & interviews are currently in process for the following:
 - Senior Planner: Two interviews conducted.
 - Planner: In the process of conducting interviews.
 - Civil Engineer/Contracts Admin.: 2nd interview was conducted.
 - Staff Accountant: **filled.** w/ an internal promotion. Successful candidate started her new role on 01/02/2019. Her Accounting Tech. position has been posted.
 - Street & Drainage Tech: **filled.**
 - Street & Drainage Tech: Currently posted.
 - Bldg. & Grounds Maint.Tech: Currently posted.
 - Accounting Tech.: has been advertised internally & externally.
- ✚ **Personnel:**
 - Annual Cookie Exchange Event: Held on 12/19/18.
 - Payroll Software: Met w/ current vendor & discussed real-time compatible solutions; eliminating the need for conventional timesheets.
- ✚ **Risk Management:** Continuing to update policies & procedures.
- ✚ **Training:** The holiday's limited the amount of training during this Manager Report's period.
- ✚ **Performance Management:**
 - Mr. Meade Bradshaw (**complete**)
 - Adam Mclamb (**complete**)
 - Carey Warner (**complete**)
 - Rox Burhans (**complete**)
 - Todd Huntsinger (**complete**)
 - Jason Tryon (**complete**)

LEGAL (Karen & Kevin)

- ✚ **Town Property Sale:** Resolution for surplus & upset bidding. Offer to Purchase.

- ✚ Town council Meeting: Prepared & attended meeting.
- ✚ Sardis Roundabout
 - Resolution for condemnation.
 - RE Acquisition/condemnation.
 - Arbor Glen RE Acquisition. Notice of condemnation & Complaint.
 - Documentations.
 - Conversation w/ RE Consultant Mr. Craig Long.
- ✚ Planning Board Bylaws: Revision.
- ✚ Solid Waste Contract: Review solid waste contract for recycling.
- ✚ PIRs: Review & phone conversation w/ Mr. Dennis Gay.
- ✚ Fire Service Strategy: Discussion w/ Town Manager.
- ✚ Sharidan Neighborhood: Grimmer settlement agreement. Paragon bank conversation.
- ✚ Kahill Development: Vested rights.
- ✚ SageCroft: Amendment to agreement.
- ✚ 8008 Beacon Hills: Reviewing law & proposed ordinance
- ✚ Phasing Development/Vesting.

MANAGER'S ADD. ACTIVITIES

- ✚ Solid Waste Recycling: Working on solid waste recycling recommendations for TC. Shared updates w/ TC.
- ✚ Fire Tax/Fee: Working on recommendations to TC. Shared updates w/ TC.
- ✚ Veterans Memorial Garden: Landscaping design. Seating area for the event is **complete**. Met w/ staff & assign event's responsibilities.
- ✚ New Bus. Grand Openings: **None**
- ✚ Regional Managers' Meeting: On 01/04/19, met w/ managers of Monroe, Stallings, & Mathews. & discussed light rail transit & solid waste recycling.
- ✚ Town / NCDOT Projects: Reviewed traffic data for 2 intersections.
- ✚ Design, Project Mgmt., Plans & TIA Reviews.: Provided oversight.
- ✚ Strategic Plans: Reviewed Annexation Brochure.
- ✚ Performance Reviews: Conducted 4 directors' performance reviews. **Complete**.
- ✚ ED: Work closely w/ our ED Coordinator & provide oversight.
- ✚ Meetings. Attendance:
 - Crismark Apts.: Met w/ developer (Ty-Parr) & reviewed rendering drawing.
 - New Co. Manager: Met w/ Mr. Mark Watson & discussed town/county related matters.
 - Stallings Manager: Met w/ Stallings Town Manager Mr. Alex Sewell & discussed solid waste recycling.
 - Fire Tax/Fee: Met w/ Chief Johnny Blythe & discussed partial bus. plan.
 - County Solid Waste: Planning to meet w/ County Solid Waste Director on 01/15/19 at 5:30 P.M.
 - Storm-water Committee Meeting: Attended past meeting & provided comments.
 - Dept. Meeting: Continue to chair meeting w/ directors & discuss town related bus.
 - Old Town Hall Property: Worked w/ attorneys on "Offer to Purchase" agreements.
 - Project Visits: Continue to visit town projects.
 - Town Facilities: Continue to visit town facilities & perform inspections.
 - TC: Continue to meet w/ council members & provide info & support. Generate all meeting agendas.
 - Attorneys: Continue to meet w/ town attorneys & discuss town legal related issues.
 - Potential Land Developers:
 - Met twice w/ Ty-Par/Town Center's developer
 - Met w/ the Pickle Ball Developer.
 - Met w/ Childress Klein/Developer
 - Discussed CC Park phase II conceptual design w/ Eagles Eng.
 - Discussed Boy/Girl Scouts w/ post leaders & Mr. Larry Helms.

- ✚ **Town Events:** none
- ✚ **Recruitment/Interviews:** Interviewed 2 Sr. Planners.
- ✚ **CC Park Phase II:** Conceptual plan development. Ongoing.
- ✚ **Park Master Plan:** Shared more comments w/ staff. Awaiting “Final Copy” & “Executive Summary”
- ✚ **Biweekly Manager’s Report:** **Complete**

PARKS & RECREATION (Mr. Jayson Tryon)

✚ **Programs**

- **Breakfast w/ Santa:** Hosted 40 children in the Lg. Community Room.
- **Paint & Create:** Marshmallow art fun, biweekly program for ages 5+ on 01/14/19.
- **After School Program:** Provide creative & constructive activities to get kids out of afterschool normal flow. Objective: to market to residents & to build closer & lasting relationships w/ the youth of IT.
 - 12/19/18 Shiloh Elem.
 - 01/03/19 Sun Valley Elem.
 - Sun Valley & IT are scheduled for next month.
- **Mini Chefs:** New Year’s Theme, kids made rolls, chicken nugget tacos, & rice krispies sushi.
- **Parents Night Out:** 13 kids, 50% increase from our last School Day Out. Kids really enjoyed the activities, along w/ a craft session.
- **Crafty Kids:** Christmas Theme, made paper plate Snowman, Paper bag Tree, & Tissue paper wreath.
- **Sr. Field Trip:** IT Christmas lights tour on 12/13/18.
- **Monday Mahjong:** Age 55+ took place every Mon.
- **Trivia Night:** Holiday Movie trivia (Dec.) as a collaborative program w/ the Library. 28 participants.
- **Sr. Coffee & Cards:** Every Wed. social gathering & games. Group collected 3 lg. boxes of food for “Common Heart”. Next month’s initiative is targeting “Turning Point” needs
- **Sr. Holiday Party:** Holiday Party (55+) Pot Luck activities. Group collected 2 lg. boxes of stuffed toys for the Town Holiday Hero Toy Drive.

✚ **Staff Reports**

- **Community Rooms:** Continue to be used by a variety of org.
- **Special Events:** Finalized the 2019 Schedule. Schedule includes 3 new events
 - 1st. event of 2019 will take place in March w/ our “Touch A Truck”.

✚ **Sponsorships:** Sponsorship meetings & commitments for 2019 events:

- \$3,200 – Capital of IT – “**Family Fun Day**” & “**4th of July Parade**”
- \$7,500 - Pleasant Plains Dental – “**Movie nights & Halloween Spooktacular**”
- \$4,500 - GBUSA “**Hits After Six concert series**”
- \$1,200 - D-Bat – “**Fall Festival**”
- \$2,500 - Publix – “**Family Fun Day**”
- \$1,200 - Farm Bureau of IT – “**Christmas Parade**”

✚ **Athletics** No add. updates. (See previous report)

- ✚ **Master Plan:** Was reviewed for the 2nd time on 01/07/19 by Town Manager, Finance, Engineering, Planning, Public Works, ED, & Parks & Rec. Add. comments were generated. Consultant will be making necessary changes. An electronic will be developed so staff can edit & complete as an amendment to the previous master plan.

PUBLIC WORKS (Mr. Adam McLamb)

✚ **Town Hall:**

- **Bldg.:** Ongoing maintenance, cleaning, & landscaping.
- **Edifice’s:** Punch list items: **Outstanding.**
- **Security:** Door & panic button. **Outstanding.**
- **Generator:** **Outstanding.**

- Christmas Decoration: has been removed & stored. **Complete.**
- + **Veterans Garden**:
 - Pre-cast conc. Delivery: **Outstanding.**
 - Landscaping Design: Ongoing
- + **Old Town Hall**:
 - Construction Docs.: Procurement Phase. Ongoing
- + **Park Maintenance**:
 - Routine maintenance: Ongoing.
 - Christmas lights: Removed. **Complete.**
 - Landscaping: Mulch has been installed at all parks. **Complete.**
 - CC Park: A new zip line has been installed. **Complete.**
 - CS Park Trail:
 - Trail has been opened from a falling tree. **Complete.**
 - Decorative lighting has been installed at the playground. **Complete.**
- + **Bldgs. & Grounds Maintenance**: Routine maintenance at all Town properties.
- + **Storm-water Maintenance**:
 - Storm Drainage Contract: Procurement Phase. Catch basins cleaning at “Brandon Oaks” neighborhood & floodplain cleaning.
- + **Right-of-Way Maintenance**:
 - Streets: Pothole were repair at Rogers Rd., Breeze Ln., & Fountain Brook Dr. **Complete.**
 - Sidewalk:
 - ❖ Staff began repairing sidewalk along “Bent Creek” neighborhood.
 - ❖ Will begin construction of new sidewalk connection at “Brandon Oaks” neighborhood.
- + **Fleet**:
 - GPS: Devices are installed on all town veh. Devices will offer reports on mileage, speed, fuel consumption, location, & trip date & time info.

SOLID WASTE (Mr. Adam Mclamb)

- + **God Bless USA (GBUSA)**:
 - 65 add. Requests/complaints w/in tracEZ over the last 4 wks.
 - Met w/ GB USA & discussed the current recycling issue. Evaluating solid waste recycling options.

STRATEGIC PLANNING (staff)

- + **Future Rezoning Plan**: The plan lists all potential future rezoning parcels.
 - **Downtown Revitalization Master Plan**: Scheduled a 2nd stakeholder meeting on 01/31/19.
- + **Parking Master Plan** (up/downtown):

<u>Location</u>	<u>Added/Complete</u>	<u>Proposed</u>	<u>Existing</u>	<u>Total</u>
Old Town Hall	32	65	58	155
CS Pkwy.	-	-	123	123
Town Hall	27		76	103
CS Park	-	43	334	377
Lemmond's Dr.		80	-	80
Matthews IT	15	-	-	15
				853

- + **Storm Drainage Improv. Master plan**:
 - Storm Drainage Structure survey: **Completed** in 2017
 - Flooding Culverts: Map is **completed** in 2018. Available on town's website.
 - Flood Plain Survey: **Completed** in 2017

- Priority Projects:
 - 1st Ave.: Pump & Pond: Prelim. Eng. Phase
 - IT Park Neighborhood Study: Draft study is **complete** & under review.
 - Storm Drainage System Cleaning: Procurement Phase
- ✚ Ped & Bike Master Plan: See trail master Plan.
- ✚ Trail Master Plan. Many trails throughout the Town are proposed and/or built by developers.
 - CC Greenway: Prelim. Eng. Phase
 - Hwy. 74 Multiuse Trail: Prelim. Eng. Phase
 - IT Complete Street: Prelim. Eng. Add. surveying is ongoing.
 - Affinity Trail: **Complete.**
- ✚ Traffic Congestion Mitigation Plan:
 - Hwy. 74 Superstreet: To be completed by 04/30/19. Construction Phase
 - Monroe Rd. Widening: To be completed by 12/31/23. Stalling is proposing an elected officials meeting.
 - Chest Parkway. II: To be completed by 12/31/21. Prelim. Eng.
 - Sardis Roundabout: To be completed by 09/30/19. RE Acquisition Phase.
 - Wesley Chapel Widening: Unknow completion date.
 - IT Rd./Gribble Roundabout: to be completed by 12/31/20.
 - Chestnut Pkwy./Gribble Roundabout: Prelim. Eng. to be completed by 12/31/21.
 - IT Rd. Matthews IT Rd. Intersection: Under analysis. TIA by developer.
 - Matthews IT Rd. Chestnut Pkwy. Intersection: to be completed by 12/31/21. Prelim. Eng. Phase.
- ✚ Town Annexation Initiative: Adopted.
- ✚ UDO: Due 2nd week of Jan. from consultant.

TOWN CLERK (Mrs. Kathy Queen)

- ✚ TC Meeting: **Attended/prepared all pre & post work for meetings to include doc. processing per timeline:**
 - Completed agenda & meeting minutes for 01-08-19 closed session & regular meeting.
 - Completed meeting notes for 01-04-19 dept. meeting.
 - Met w/ Admin. regarding Veterans Memorial on 01-07-19.
- ✚ Ordinances, Resolutions, Proclamations Certificates & Policies:
 - Finalized R190108-1 – Resolution resetting public hearing date for Poplin Village.
 - Finalized R190108-2 - Sardis Rd. Roundabout potential eminent domain resolution.
 - Completed R180108-03 town properties surplus & upset bid resolution.
 - Finalized Sagecroft’s “Offer to Purchase” & contract doc.
 - Notified BOE & SOC of Annexation #151.
 - Corrected Annexation #151 date. To be refiled.
- ✚ Communications:
 - Placed 03/03/19 ABC agenda & posted on web & in electronic library
 - Coordinated “New Businesses” TC presentations w/ “Scottie Cuts” & “Doodle Sasser Distillery”.
 - Communicated TC agenda items deadline to staff & TC.
 - Consulted w/ Town Attorney on Sagecroft’s “Offer to Purchase” & contract doc. finalization.
 - Communicated “Public Comment Policy & Statement” to council member Martin (Stalling).
 - Received ABC change notice form for meeting date & posted on Town board
 - Received ABC Minutes from 11/17/18. Posted on website. Affirmed w/ ABC Finance.
 - Requested an increase of credit limit for the Observer to \$1,500 from \$1,000.
- ✚ Misc.:
 - Researched Ord. #130 for recordation purposes.
 - Coordinated revision of Ord. #111 regarding storm-water fees.
 - Created new Annexation file for Annexations 151 thru 300.
 - Completed supplemental agreement #8306 for Ord. #298 “Hwy. 74 Multi-use Trail.

- Forwarded a copy of our solid waste contract the town of Stallings.

TRANSPORTATION PROJECTS (Mr. Todd Huntsinger)

- ✚ Chestnut Pkwy. Phase II: (Matthews IT Rd. to Gribble): design phase. NCDOT project.
- ✚ Chestnut Pkwy. Phase III: (Gribble to Monroe Rd.): Still in design procurement phase.
- ✚ IT "Complete St.": Preliminary Eng. Phase.
- ✚ US 74 Multi-Use Trail: Preliminary Eng. Phase.
- ✚ S Fork CC Greenway Trail: Prelim. Eng. Survey is **Complete**. Might do add. Surveying.
- ✚ Unionville/Sardis Rd. Roundabout: RE Acquisition Phase.
- ✚ FY19/20 Resurfacing: A list of streets is ready. Construction will begin Spring of 2019.
- ✚ FY18/19 Pavement Marking: Preparing a list of streets. Construction will begin Spring of 2019.
- ✚ FY18/19 Raised Pavement Markers: Preparing a list of streets. Construction will begin Spring of 2019.
- ✚ FY18/19 Crack Pouring: Preparing a list of streets. Construction will begin Spring of 2019.
- ✚ FY18/19 Patching: Preparing a list of streets. Construction will begin Spring of 2019.

ENGINEERING / PLANNING / PLAN REVIEW / INSPECTION (Engineering & Planning Staff)

Projects under review:

- ✚ Annexation Projects: None
- ✚ Zoning Map Amendment Projects:
 - Residential: None
 - Non-Residential: None
- ✚ Conditional Zoning Projects:
 - ✚ CZ 2018-0080 Park Meadows: Request to rezone 2.44 acres from SF-1 to MFR for 14-15 townhomes. PB recommended approval; December 11 TC.
 - ✚ CZ 2015-0113 Austin Village Harris Teeter Fuel Sta.: Request to amend conditional rezoning to permit a fuel sta.
 - ✚ CZ 2018-0095 Town Center: Mixed use development w/ townhomes, apts., retail & office located on IT Rd.
 - ✚ CZ 2018-0100 Harper's Run: 109 town-home located near intersection of Chestnut Ln. & Old Monroe Rd.
 - ✚ CZ 2015-0113M Austin Village Minor Modification: Request to amend setbacks.
- ✚ Special Use Permit:
- ✚ UDO Text Amendment Applications
- ✚ Site Plan/Plat Application:
 - Residential:
 - Non-Residential: Town Center Apts.

✚ **Site Plan/ Subdivision/ Plat Projects** (Engineering & Planning Staff)

- Sun Valley Commons Lot 13: Construction of a 4,000 sq. ft. multi-tenant retail bldg. Eagle Eng.
- Pure Power: Gray Fox Road. 18,125 sq. ft. office/warehouse. Paul Woody Architect.
- Ride Now Motors: US Highway 74. 20,160 sq. ft. light industrial bldg. on 5.5 ac. Eagle Eng.
- All Points: Construction of a 23,830 sq. ft. waste services facility on 11.7 ac. Cummings Construction.
- Bonterra: Phase IV Map 3: Recordation of 104 lots. Eagle Eng.
- Independence Point: US Hwy. 74. 9,800 sq. ft. retail bldg. on 1.84 ac. Eagle Eng.
- Heritage Phase 3 Plat: Recordation of 22 lots. Kolter Land Partners
- Heritage Phase 2 Plat: Recordation of 14 lots. Kolter Land Partners
- Heritage Phases 9 & 10 Site Plan: Wesley Chapel. Proposed 79 lots on 9.5 ac. Kolter Land Partners
- Plyler Townhomes: Rd. Subdivision of 41 townhome lots & 2 open space lots on 6.4 ac. Eagle Eng.
- Pressly Animal Hospital: Chestnut Ln. 4,000 sq. ft. veterinary office on 2.86 ac. Foxx Construction.
- Braeburn: Faith Church Rd. 365 SF lots on 171.59 ac. ESP Associates.
- RT Storage: Cannon Dr. An RV/Boat storage area on .876 ac. Rick Turner

- **Heritage Funeral:** Matthews IT Rd. Parking lot expansion. Chris Hope
- **Strikers Soccer Complex:** Stinson-Hartis Rd. A soccer complex on 6 ac. Woodbine Design, P.C.
- **Autobell Car Wash:** Old Monroe Rd. 23,724 sq. ft. veh. surface expansion. Blue Ridge Eng.
- **Figuroa Auto Repair:** Hwy 74. Construction of a 5,000 sq. ft. repair shop on 1.03 ac. Am. Architecture.
- **Riverside Conc.:** Tech. Dr. 8,500 sq. ft. site plan flex bldg. located on 1.15 ac. Chris Hope
- **Taco Bell SV:** Wesley Chapel. Construction of a 2,100-sq. ft. restaurant on 1.29 ac. Jason Galloway.
- **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. 2nd review.
- **Metrolina CA Track/Field:** Proposed track and field addition to the Metrolina CA complex. Mark Houle.
- **Austin Village Office Bldg.** Proposed office bldg. 4200 sq. ft. on parcel 07132010F. Chris Hope.
- **Automotive Repair:** Gray Fox Rd. Construction of 2,400 sq. ft. auto repair bus. on 1.58 ac.

Site Plan/ Subdivision/ Plat Projects (Engineering & Planning Staff)

- **1111 Waxhaw IT Rd:** 29,774 sq. ft. multi-tenant commercial development. Fuller Consulting Srvcs.
- **Town Center Apt.:** IT Rd. S. 7 bldgs. consisting of 441 dwelling units. Hagen Eng.
- **Cook Insurance Co.:** Unionville IT Rd. Conversion of a 1,438 sq. ft., SF residence into an office. Kyle Hayes Architect.
- **Ride Now Motors:** US Hwy.74. 20,160 sq. ft. light industrial bldg. on 5.5 ac. Eagle Eng.
- **Bonterra: Phase IV Map 3:** Recordation of 104 lots. Eagle Eng.
- **Heritage Phase 3 Plat:** Recordation of 22 lots. Kolter Land Partners
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Projects Under Development: (Engineering & Planning Staff)

- **Independence Point/Ihop:** Hwy 74. 9,800 sq. ft. retail on 1.84 ac. Eagle Eng. Bldg. is being framed.
- **Pressly Animal Hospital:** Chestnut Ln. 4,000 sq. ft. veterinary office on 2.86 ac. Fox Construction. Working on interior finishes & paving parking lot.
- **Pure Power:** Gray Fox Rd. 18,125 sq. ft. office/warehouse. Paul Woody Architect. Bldg. exterior is **completed**; interior has begun.
- **Braeburn Subdivision/Bonterra V-VIII:** Faith Church Rd. 365 SF lots on 171.59 ac. ESP Assoc. Site has been seeded & mulched. Working on grading of lots in Phase I.
- **All Points Waste:** Construction of a 23,830 sq. ft. waste services facility on 11.7 ac. Cummings Construction. Working on bldg. pad.
- **Church of The Redeemer:** Site plan for new sanctuary. Wesley Chapel Rd. Chris Hope. Bldg. facade

- has begun. Driveway is being tied in to the roundabout.
- [Austin Village Office Bldg.](#) Proposed office bldg. Approx. 4200 sq. ft. on parcel 07132010F. Chris Hope. Plans have been approved, No construction activities yet.
- [Plyler Townhomes:](#) 41 townhome lots & 2 open space lots on 6.4 ac. Eagle Eng. Grading is ongoing.
- [SVC Lot 13/Dunkin Donuts:](#) Construction of a 4,000 sq. ft. multi-tenant retail bldg. Eagle Eng. Exterior at 80%; working on civil site items.
- [Glenn Oaks Retail:](#) Old Monroe Rd. 9,000 sq. ft. multi-tenant commercial bldg. Ty-Parr Realty. Site construction is in final stages.
- [PNG Southfork Enhancement/12" new main:](#) Plyler Rd. Construction of nat. gas substation 2-ac. PNG. **Complete.**
- [SVMC Lot 17:](#) 7,500 sq. ft. multi-tenant bldg. (theater site). Overcash Demmitt Architects. Bldg. construction is on-going.
- [The Cottages at IT:](#) Waxhaw IT Rd. A 49-lot SF subdivision. Bohler Eng. Home bldg. has begun.
- [Lidl Grocery Store:](#) Aspen Asset Group, LLC. Grocery Store w/ parking lot & future IT public roadway. At the corner of Unionville IT Rd/Hwy 74. TCO was granted and developer has implemented necessary bonding for the rest of outstanding items. Awaiting completion of Hwy 74 Superstreet construction.
- [Bonterra Phase IV:](#) Bonterra Town Center Area. Plan review of 85-ac site contemplating 161 SF residential lots. Eagle Eng. Home bldg. & roadway is ongoing.
- [Union Grove:](#) Proposed 207-lot subdivision (approx. 68-ac.) on Unionville-IT Rd. across from the AsheCroft neighborhood. CO's are complete. Working towards project close-out (walking trails, st. acceptance, & offsite improvements).
- [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. Home bldg. is ongoing.
- [Atlantic Pin Striping:](#) 8,000 sq. ft. pin striping & customization facility for semis & other lg. 4108 Matthews IT Rd. NCDOT improvements have been approved, waiting on dry weather.
- [Fieldstone Farms Subdivision:](#) Working w/ developer on street acceptance. Resurfacing is complete. Final inspection has been performed. Developer has completed the BMP punch list.
- [Sheridan Subdivision:](#) (see Bonds section)
- [Arbors at Blanchard Farms:](#) Finalizing close-out items.
- [Heritage Subdivision:](#) Roadway work in Phase I & II is **complete.** Contractor is working on Phase III roads. Town continues monitoring dust control. Home bldg. is ongoing.
- [Fisher Textiles:](#) Matthews IT Rd. A 50,750 sq. ft. add. to an exist. warehouse. Expansion of exist. Bldg. is ongoing.
- [Hojco Automotive:](#) Gray Fox Rd. A 2400 sq. ft. bldg. Ongoing. Lot has been cleared.

Number of New Businesses: (Planning Staff)

- [Were Dancing Studio:](#) Dance studio in Shoppes at Hanfield Village.
- [Brazie Chow:](#) Coffee Shop and Breads in Gregory Plaza.
- [Glow Golf:](#) Indoor Miniature Golf in Union Festival.
- [The Cigar Shop:](#) Located in Independence Pointe building (next to Zaxbys).
- [Dunkin Donuts:](#) Located in Sun Valley Commons.
- [Party Starters:](#) Party supply business in Union Town Center.

Miscs.: (Planning Staff)

- [Zoning Map Amendment Community Meetings:](#)
 - CZ 2018-0100 Harper's Run Townhomes. 01/16/19, 2:30 P.M. - 4:30 P.M. & 5:00 P.M. - 7:00 P.M. Town Hall

Regional Land Development Projects (Planning Staff)

- UC Poplin Mixed Residential Project: Proposed mixed residential project located near Bonterra neighborhood consisting of 264 apts., 94 SF Homes, & 60 Town Homes
- UC Old Charlotte Hwy. Apts.: Proposed 226 apts. located near the Bakers FD.

WEEKLY REPORT 12/13/2018 – 1/9/2019 (Planning Staff)

PERMITS		CODE ENFORCEMENT	
Zoning	17	Illegal Signs	1
		Notice of Violations	48
Compliances	11	Final Zoning Compliance - SF	4
		Follow Up Inspections	90
Sign/Banner	1	Citizen Ordinance Education	39
		Minimum Housing Inspections/Hearings	0
New Project Reviews	5	Property Lien Actions	0
		On-Street Parking Violations	11
Misc	0	On-Street Parking Citations	0