



**Knightdale Town Council
Meeting Agenda**

November 20, 2024, 7:00 p.m.

950 Steeple Square Court, Knightdale, North Carolina 27545

1. WELCOME

Mayor Day

2. INVOCATION

Mayor Day

3. PLEDGE OF ALLEGIANCE

Knightdale High School Key Club

4. ADOPTION OF AGENDA

5. PRESENTATIONS, RECOGNITIONS, AWARDS

- | | | |
|----|---|--------------|
| a. | Introduction of Maintenance Workers | PW Director |
| b. | Introduction and Oath of Police Officer | Police Chief |
| c. | Recognition of Mayor's Academy Participants | Mayor |
| d. | Small Business Saturday Proclamation | Mayor |

6. PUBLIC COMMENT

The Public Comment Period provides an opportunity for the public to address the Town Council. Anyone may speak on an issue, other than a public hearing item, during this time. If you anticipate speaking during tonight's meeting, please print your name and address on the form at the entry table. Before speaking, please step up to the podium and state your name and address for the record. Speaker comments are limited to three (3) minutes and large groups are asked to designate a spokesperson. Speakers should not expect action or deliberation on subject matter brought up during the Public Comment period. Written public comments will be accepted up to 24 hours prior to the meeting and can be submitted online ([Knightdale Public Comment Form](#)). Thank you for your consideration of the Town Council, staff and other speakers.

- Open to the Public
- Report on Citizen Inquiries

7. CONSENT AGENDA

All items on the Consent Agenda are considered routine, to be enacted by one motion without discussion. If a Council Member requests discussion of an item, the item will be removed from the Consent Agenda and considered separately.

- a. October 7, 2024 Work Session Minutes
- b. October 16, 2024 Town Council Minutes
- c. October 17, 2024 Joint Public Hearing Minutes
- d. October 26, 2024 Council Retreat Minutes
- e. November 4, 2024 Work Session Minutes
- f. Code of Ordinance Text Amendments
ORD #24-11-20-001
- g. Council Policy Update - Council Meeting
- h. Council Policy Update - Use of Council Chamber
- i. Meeting Schedule Amendment 05
- j. Council Policy Update - Disposal of Personal Property
- k. Law Enforcement Center Capital Project Ordinance Amendment
ORD #24-11-20-002
- l. Preliminary Findings Resolution - Limited Obligation Bonds
RES #24-11-20-001
- m. Standard Specifications and Design Manual Adoption
RES #24-11-20-002

8. PUBLIC HEARINGS

If you anticipate speaking at tonight's public hearing, print your name and address on the form at the entry table. You must speak from the podium to assure an accurate record of testimony. Before speaking, please state your name and address for the record. Speaker comments are limited to three (3) minutes and large groups are asked to designate a spokesperson. Written public comments will be accepted up to 24 hours prior to the meeting and can be submitted online ([Knightsdale Public Comment Form](#)).

- a. ZMA-2-22 Harper Preserve Development Agreement DS Director
ORD #24-11-20-003

9. SET PUBLIC HEARINGS

10. OLD BUSINESS

- a. ZMA-4-24 16 Main Street/Edward Jones Senior Planner
ORD #24-11-20-004

11. NEW BUSINESS

12. ADVISORY BOARD/COMMITTEE REPORTS

Opportunity for Council Members to share updates from recent advisory board and committee meetings.

13. CLOSED SESSION

14. ADJOURNMENT



PROCLAMATION *of the* TOWN OF KNIGHTDALE

SMALL BUSINESS SATURDAY

WHEREAS, the Town of Knightdale celebrates our small businesses and the contributions they make to our local economy and community; and

WHEREAS, according to the United States Small Business Administration, there are 34.7 million small businesses in the United States; and

WHEREAS, small businesses represent 99.7% of firms with paid employees, are responsible for 61.1% of new jobs created since 1995, and employ 45.9% of the employees in the private sector in the United States, and

WHEREAS, 68 cents of every dollar spent at a small business in the U.S. stays in the local community and every dollar spent at small businesses creates an additional 48 cents in local business activity; and

WHEREAS, 59% of U.S. consumers aware of Small Business Saturday shopped or ate at a small, independently owned retailer or restaurant on Small Business Saturday 2023; and

WHEREAS, the Town of Knightdale supports our local businesses that create jobs, boost our local economy, and preserve our communities; and

WHEREAS, advocacy groups, as well as public and private organizations, across the country have endorsed the Saturday after Thanksgiving as Small Business Saturday.

NOW, THEREFORE, I, Jessica Day, Mayor of Knightdale, North Carolina, do hereby proclaim, November 30, 2024, as

SMALL BUSINESS SATURDAY

and urge the residents of our community, and communities across the country, to support small businesses and merchants on Small Business Saturday and Shop Small throughout the year.

This the 20th day of November, 2024

Jessica Day, Mayor

Heather M. Smith, Town Clerk



Town of Knightdale

Staff Report Cover Sheet

Title: Town Council Minutes

Staff: Heather Smith, Town Clerk

Date: November 20, 2024

PURPOSE

- To provide meeting minutes for Council review and approval

STRATEGIC PLAN PRIORITY AREA(S)

- Organizational Excellence

GENERAL STATUTE REFERENCE(S), if applicable

- § 143-318.10(e): “Every public body shall keep full and accurate minutes of all official meetings, including any closed sessions held pursuant to G.S. 143-318.11.”

TYPE OF PUBLIC HEARING, if applicable

- N/A

FUNDING SOURCE(S), if applicable

- N/A

ATTACHMENT(S)

- Draft October 7, 2024 Work Session Meeting Minutes

STAFF RECOMMENDATION

- Approve minutes from the October 7, 2024 Work Session

Knightsdale Strategic Priorities



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**Knightdale Town Council
Work Session Minutes**

October 7, 2024, 7:00 p.m.

950 Steeple Square Court, Knightdale, North Carolina 27545

Members Present: Mayor Jessica Day, Mayor Pro Tem Latatious Morris, Councilor Ben McDonald, Councilor Stephen Morgan, Councilor Mark Swan

Members Absent: Councilor Steve Evans

Staff Present: Town Manager Bill Summers, Assistant Town Manager Dustin Tripp, Assistant Town Manager Suzanne Yeatts, Development Services Director Jason Brown, Senior Planner Kevin Lewis, Administrative Assistant Morgan England

1. WELCOME

Welcome by Mayor Day at 7:01 p.m.

Mayor Day thanked staff and Council for participation in Western North Carolina recovery efforts.

2. ADOPTION OF AGENDA

...Motion to adopt the agenda.

Motion by Councilor McDonald

Seconded by Mayor Pro Tem Morris

Motion Carried Unanimously

3. DISCUSSION

a. Safety Action Plan

Development Services Director Jason Brown provided an overview of the draft Safety Action Plan, explaining that federal funding can be granted because of the state of safety reports that were organized.

Mr. Brown introduced Nathaniel Heyward, with Kimley-Horn and Associates. Mr. Heyward spoke on Project Identification and Prioritization, which included tiered prioritization guidance and public input. Mr. Heyward explained they are currently in the Prioritization stage and reviewed upcoming milestones through December. Mr. Brown and Mr. Heyward answered questions from Council regarding measurable progress and funding.

b. Transportation Project Update

Development Services Director Jason Brown reviewed the following transportation projects and answered questions from Council:

- Knightdale Boulevard and Old Knight Road Pedestrian Projects
- Mingo Creek Greenway Extension
- Mast Arm Betterment Project at 1st Avenue/Smithfield Road
- Downtown Knightdale Sidewalk Project

Councilor Morgan proposed a Transportation Advisory Board.

c. Monthly DS Update

Development Services Director Jason Brown shared updates on the following projects, gathered feedback from Council on adjusting to SB 166, and answered questions from Council:

- Standard Specifications Update
- 2024 Hazard Mitigation Plan Update
- Zip-Codes Update
- SB 166 Building Code Reform (effective January 1, 2025)

Senior Planner Kevin Lewis presented data on the following projects and answered questions from Council:

- Primrose Daycare
- Wake Vet Office
- Big Oak Court
- Clifton Road Residential

- Hopkins Conservation Neighborhood
- North Smithfield Road Grocer
- Boulder Ridge

4. NON-AGENDA ITEMS

Mayor Pro Tem Morris recognized staff for their work with the construction manager of Kiddie Academy.

Mayor Day shared policy discussions with the North Carolina League of Municipalities (NCLM) and Town Manager Bill Summers answered questions from Council on the process.

5. ADJOURNMENT

...Motion to adjourn at 9:15 p.m.

**Motion by Mayor Pro Tem Morris
Seconded by Councilor Swan**

Motion Carried Unanimously

Heather Smith, Town Clerk

Jessica Day, Mayor



Town of Knightdale

Staff Report Cover Sheet

Title: Town Council Minutes

Staff: Heather Smith, Town Clerk

Date: November 20, 2024

PURPOSE

- To provide meeting minutes for Council review and approval

STRATEGIC PLAN PRIORITY AREA(S)

- Organizational Excellence

GENERAL STATUTE REFERENCE(S), if applicable

- § 143-318.10(e): *“Every public body shall keep full and accurate minutes of all official meetings, including any closed sessions held pursuant to G.S. 143-318.11.”*

TYPE OF PUBLIC HEARING, if applicable

- N/A

FUNDING SOURCE(S), if applicable

- N/A

ATTACHMENT(S)

- Draft October 16, 2024 Town Council Meeting Minutes

STAFF RECOMMENDATION

- Approve minutes from the October 16, 2024 Town Council Meeting

Knightsdale Strategic Priorities



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Knightdale Town Council Minutes

October 16, 2024, 7:00 p.m.

950 Steeple Square Court, Knightdale, North Carolina 27545

Members Present: Mayor Jessica Day, Mayor Pro Tem Latatious Morris, Councilor Ben McDonald, Councilor Stephen Morgan, Councilor Mark Swan, Councilor Steve Evans

Staff Present: Town Manager Bill Summers, Assistant Town Manager Dustin Tripp, Town Clerk Heather Smith, Police Chief Lawrence Capps, Finance Director Mark Stephens, Public Works Director Phillip Bunton, Parks and Recreation Director JP Lefever, Community Relations Director Rachel Morris, Fire Chief Loren Cone, Communications and Marketing Manager Terrence Dove, Senior Planner Donna Goodman, Town Attorney Roger Knight, Police Officer Robert Cesaro

1. WELCOME

Welcome by Mayor Day at 7:00 p.m.

2. INVOCATION

Invocation led by Councilor Swan.

3. PLEDGE OF ALLEGIANCE

Pledge of Allegiance led by members of the S.H.E Mentoring Club at Neuse River Middle School.

4. ADOPTION OF AGENDA

...Motion to adopt the agenda.

Motion by Councilor McDonald

Seconded by Councilor Evans

Motion Carried Unanimously

5. PRESENTATIONS, RECOGNITIONS, AWARDS

a. Recognition of Neuse River Middle School Employees

Neuse River Middle School Assistant Principal Neti Hopkins recognized the following employees for their exceptional work in the school:

- Juliana Diaz - Parent Liaison
- Bonnie Mwanda - Principal

b. National Community Planning Month Proclamation

Mayor Day proclaimed October as Community Planning Month in the Town of Knightdale.

c. Recognition of Community Planning Academy Participants

Senior Planner Donna Goodman highlighted the 2024 Citizen's Planning Academy and thanked Council, residents, advisory board members, and the 2024 Citizen's Planning Academy participants for their contributions to community planning.

d. Introduction and Oath of Police Officer

Police Chief Lawrence Capps introduced new Police Officer Robert Cesaro and Mayor Jessica Day administered the oath of office.

6. PUBLIC COMMENT

a. Open to the Public

Town Clerk Heather Smith summarized comments received from the following individuals:

- Luke White

The full comment is attached as Exhibit A.

b. Report on Citizen Inquiries

Councilor McDonald shared that he met with a group of residents interested in discussing climate change and sustainability initiatives, noting that he informed them of actions taken through the town's Sustainability Committee. Councilor McDonald indicated that he has passed information and requests from the group along to staff.

7. CONSENT AGENDA

...Motion to adopt the consent agenda.

Motion by Councilor Morgan

Seconded by Mayor Pro Tem Morris

Motion Carried Unanimously

a. September 18, 2024 Town Council Meeting Minutes

...Motion to approve the September 18, 2024 meeting minutes.

b. September 19, 2024 Joint Public Hearing Minutes

...Motion to approve the September 19, 2024 Joint Public Hearing minutes.

c. Code of Ordinance Text Amendment

...Complete first reading and adopt proposed text amendments to the Town's Code of Ordinances.

d. Budget Amendment #2025-01

...Adopt Budget Amendment #2025-01.

e. Budget Amendment #2025-02

...Adopt Budget Amendment #2025-02.

f. Park Avenue Drainage Improvement Contract

...Award the Park Avenue Drainage Improvement contract to Combat Construction Company in the amount of \$656,745.16 and authorize the Town Manager to execute the contract.

g. Wake County Hazard Mitigation Plan

...Adopt the Wake County Multi-Jurisdictional Hazard Mitigation Plan and adopt Resolution #24-10-16-001.

h. No Parking on Poplar Street

...Adopt Ordinance #24-10-16-001 designating Poplar Street as a "No Parking" zone.

i. On-Call Stormwater Services Contract

...Authorize the Town Manager to enter into on-call contracts with McAdams, Spangle Environmental, Withers Ravenel, LJB Engineering, and the Timmons Group, pending legal and financial review.

j. AN-3-15 Hinton Oaks Industrial Park - Corrective Ordinance

...Adopt Ordinance # 24-10-16-002.

8. PUBLIC HEARINGS

9. SET PUBLIC HEARINGS

10. OLD BUSINESS

11. NEW BUSINESS

a. Operation Green Light Resolution

Town Clerk Heather Smith provided background information on Operation Green Light, indicating the mission is to support the veteran community and raise awareness about challenges many face when returning to civilian life. Mrs. Smith noted ways in which the town has participated in Operation Green Light in the past and highlighted this year's campaign, which is scheduled to run from November 4-11, 2024.

...Adopt Resolution #24-10-16-002 in support of Operation Green Light.

Motion by Councilor Swan

Seconded by Councilor Evans

Motion Carried Unanimously

12. ADVISORY BOARD/COMMITTEE REPORTS

Councilor Swan shared an update from the recent Veterans Memorial Advisory Board, highlighting discussions on Operation Green Light, signage placement at the Veterans Memorial, and newly approved names.

13. CLOSED SESSION

14. ADJOURNMENT

...Motion to adjourn at 7:31 p.m.

Motion by Councilor Morgan

Seconded by Mayor Pro Tem Morris

Motion Carried Unanimously

Heather Smith, Town Clerk

Jessica Day, Mayor

Exhibit A

Public Comment
(October 16, 2024)

Knightdale Public Comment

For Public Hearing or General Public Comment

All comments submitted will be shared with the Town Council and included in the official record of the meeting. If you choose to submit public comment, please remember the following rules:

- Public Comment, including comments submitted in written form, is limited to three minutes.
- Comments should be addressed to the Board as a whole, not to an individual member.
- Large groups are asked to designate a spokesperson.
- Only one submission per person will be accepted. If multiple entries are received from the same individual, only the final submission will be included in the record.
- Written public comments will be accepted up to 24 hours prior to the meeting date.

Thank you for your participation.

Name

Luke White

Address

836 Laurens Way, Knightdale, North Carolina 27545

Phone Number

[REDACTED]

Email

[REDACTED]

Meeting Date

October 16, 2024 (Town Council Meeting)

Public Comment Subject

General Comment (October 16, 2024)

Please indicate if you are in favor, in opposition, or do not have a stated position and have a concern or neutral statement.

In favor

Permission to use phone number or email for contact

I agree to allow the Town of Knightdale to use this phone number or email to contact me on this subject.

If commenting on a Public Hearing item, please list specific reasons why you are in favor or opposed to the item.

Considering the intensifying effects of climate change, including the recent disaster related to Hurricane Helene, I strongly encourage the Town of Knightdale to adopt an official sustainability plan, such as a Community Climate Action Plan (CCAP), to become eligible for grants and funding that require such a plan to be in place.

If you have questions or concerns with this form, please contact Knightdale Town Clerk, Heather Smith at 919-217-2225 or email Heather.Smith@KnightdaleNC.gov



Town of Knightdale

Staff Report Cover Sheet

Title: Town Council Minutes

Staff: Heather Smith, Town Clerk

Date: November 20, 2024

PURPOSE

- To provide meeting minutes for Council review and approval

STRATEGIC PLAN PRIORITY AREA(S)

- Organizational Excellence

GENERAL STATUTE REFERENCE(S), if applicable

- § 143-318.10(e): “Every public body shall keep full and accurate minutes of all official meetings, including any closed sessions held pursuant to G.S. 143-318.11.”

TYPE OF PUBLIC HEARING, if applicable

- N/A

FUNDING SOURCE(S), if applicable

- N/A

ATTACHMENT(S)

- Draft October 17, 2024 Joint Public Hearing Minutes

STAFF RECOMMENDATION

- Approve minutes from the October 17, 2024 Joint Public Hearing

Knightsdale Strategic Priorities



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Knightdale Town Council Minutes

October 17, 2024, 7:00 p.m.

950 Steeple Square Court, Knightdale, North Carolina 27545

Members Present: Mayor Jessica Day, Councilor Ben McDonald, Councilor Mark Swan, Councilor Steve Evans

Members Absent: Mayor Pro Tem Latatious Morris, Councilor Stephen Morgan

Staff Present: Town Manager Bill Summers, Assistant Town Manager Dustin Tripp, Town Clerk Heather Smith, Development Services Director Jason Brown, Senior Planner Gideon Smith, Town Attorney Roger Knight

LURB Members Present: Lori Dickens, Tabitha Hagen, Chris Parker, Taylor Norton, Alan Smith

1. WELCOME

Welcome by Mayor Day at 7:02 p.m.

2. ADOPTION OF AGENDA

...Motion to adopt the agenda.

Motion by Councilor Evans

Seconded by Councilor Swan

Motion Carried Unanimously

3. JOINT PUBLIC HEARINGS

a. ZMA-5-23 Ample Storage

Public hearing opened at 7:03 p.m.

Senior Planner Gideon Smith presented ZMA-5-23, a request to rezone a portion of 6.98 acres located at 1107 Great Falls Court from Highway Business (HB) and Manufacturing and Industrial (MI) to Manufacturing and Industrial Conditional District (MI-CD) to expand the current facility and develop 539 additional storage units totaling 82,038 square feet.

Mr. Smith shared the vicinity map, site profile, surrounding area land uses, project profile, proposed master plan, and project timeline.

Mr. Smith noted the applicant is requesting flexibility from the Unified Development Ordinance (UDO) regarding architectural requirements, parking location, and setbacks and summarized staff recommendations for additional articulation, additional windows, and architectural continuity.

Mr. Smith discussed the proposal's consistency with the KnightdaleNext Comprehensive Plan, noting this request was submitted prior to the adoption of the new Comprehensive Plan, therefore it will be held to the standards of the plan in place at the time of submission. He also shared the proposal's consistency with the Parks and Recreation Master Plan.

Mr. Smith answered questions from Council and Land Use Review Board Members regarding exterior construction materials, tree coverage, acreage for the expansion, murals, and parking requirements.

Terry Wethington, 1100 Washington Post Road, New Bern, NC, shared that Ample Storage has been at capacity for over a year. He indicated the additional building will only include climate-controlled storage units, therefore it will not generate traffic from the general public. Mr. Wethington shared that the building will have a driveway entrance and summarized the average number of trips per day. He discussed the buffer of trees and shared concerns about vandalism due to the remote location of the building.

Mr. Wethington answered questions from Land Use Review members about building colors and mural considerations.

Matt Prokop, 1550 Wimbledon Drive, Greenville, NC, engineer for the applicant, spoke about trees on the property, buffers, and the proposed fire lane.

...Motion to close the public hearing at 7:39 p.m. and refer ZMA-5-23 to the November 12, 2024 Land Use Review Board for review and recommendation.

**Motion by Councilor Evans
Seconded by Councilor McDonald**

Motion Carried Unanimously

4. ADJOURNMENT

...Motion to adjourn at 7:40 p.m.

**Motion by Councilor McDonald
Seconded by Councilor Evans**

Motion Carried Unanimously

Heather Smith, Town Clerk

Jessica Day, Mayor

DRAFT



Town of Knightdale

Staff Report Cover Sheet

Title: Town Council Minutes

Staff: Heather Smith, Town Clerk

Date: November 20, 2024

PURPOSE

- To provide meeting minutes for Council review and approval

STRATEGIC PLAN PRIORITY AREA(S)

- Organizational Excellence

GENERAL STATUTE REFERENCE(S), if applicable

- § 143-318.10(e): “Every public body shall keep full and accurate minutes of all official meetings, including any closed sessions held pursuant to G.S. 143-318.11.”

TYPE OF PUBLIC HEARING, if applicable

- N/A

FUNDING SOURCE(S), if applicable

- N/A

ATTACHMENT(S)

- Draft October 26, 2024 Council Retreat Minutes

STAFF RECOMMENDATION

- Approve minutes from the October 26, 2024 Council Retreat

Knightsdale Strategic Priorities



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KNIGHTDALE TOWN COUNCIL MINUTES

950 Steeple Square Court, Knightdale, North Carolina 27545

October 26, 2024

The Knightdale Town Council met at 8:30 a.m. at the Rizzo Center located at 150 Dubose Home Lane, Chapel Hill, NC 27517.

PRESENT: Mayor Jessica Day, Mayor Pro Latatious Morris, Councilors Mark Swan, Ben McDonald, Stephen Morgan, and Steve Evans.

ABSENT: No one.

Staff Members Present: Town Manager Bill Summers, Assistant Town Manager Dustin Tripp, Assistant Town Manager Suzanne Yeatts, and Town Clerk Heather Smith.

Fountainworks facilitator Warren Miller opened the meeting at 8:35 a.m. with a discussion on goals for the retreat. He also encouraged the board to identify and celebrate successes from the past year.

Fountainworks facilitator Laura Robinson led the board in several teambuilding activities.

Ms. Robinson reviewed the Council's results of the DiSC analysis, discussed how the roles interact with one another, and led Council through a group exercise applying the DiSC assessment.

Assistant Town Manager Dustin Tripp presented performance metrics, highlighting data regarding the town's core values, and answered questions from Council.

*Break at 12:11 p.m. for lunch.
Meeting resumed at 1:14 p.m.*

Council identified and discussed emerging trends they see in the community.

Assistant Town Manager Suzanne Yeatts presented results from the town's recently completed Community Survey and answered questions from Council.

Town Manager Bill Summers reviewed the Fourth of July event and requested direction from Council. Consensus was to offer a family-friendly daytime event again in 2025 and continue to explore options for future events.

Mr. Summers discussed economic development, shared ways in which the town is empowering the Knightdale business community, and answered questions from Council.

October 26, 2024

Knightsdale Town Council Minutes

Mr. Summers provided estimated costs pertaining to a future Community Center.

Mr. Miller led a goal-setting exercise with Council.

The meeting ended at 4:22 p.m.

Jessica Day, Mayor

Heather Smith, Town Clerk

DRAFT



Town of Knightdale

Staff Report Cover Sheet

Title: Town Council Minutes

Staff: Heather Smith, Town Clerk

Date: November 20, 2024

PURPOSE

- To provide meeting minutes for Council review and approval

STRATEGIC PLAN PRIORITY AREA(S)

- Organizational Excellence

GENERAL STATUTE REFERENCE(S), if applicable

- § 143-318.10(e): “Every public body shall keep full and accurate minutes of all official meetings, including any closed sessions held pursuant to G.S. 143-318.11.”

TYPE OF PUBLIC HEARING, if applicable

- N/A

FUNDING SOURCE(S), if applicable

- N/A

ATTACHMENT(S)

- Draft November 4, 2024 Work Session Meeting Minutes

STAFF RECOMMENDATION

- Approve minutes from the November 4, 2024 Work Session

Knightsdale Strategic Priorities



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**Knightdale Town Council
Work Session Minutes**

**November 4, 2024, 7:00 p.m.
950 Steeple Square Court, Knightdale, North Carolina 27545**

Members Present: Mayor Jessica Day, Mayor Pro Tem Latatious Morris, Councilor Ben McDonald, Councilor Stephen Morgan, Councilor Mark Swan, Councilor Steve Evans

Staff Present: Town Manager Bill Summers, Assistant Town Manager Dustin Tripp, Assistant Town Manager Suzanne Yeatts, Town Clerk Heather Smith, Development Services Director Jason Brown, Parks and Recreation Director JP Lefever, Community Relations Director Rachel Morris, Communications and Marketing Manager Terrence Dove, Recreation Supervisor Andrew Wilkins, Senior Planner Kevin Lewis

1. WELCOME

Welcome by Mayor Day at 7:01 p.m.

2. ADOPTION OF AGENDA

...Motion to adopt the agenda.

Motion by Councilor McDonald

Seconded by Mayor Pro Tem Morris

Motion Carried Unanimously

3. DISCUSSION

a. 2024 Community Survey

Community Relations Director Rachel Morris introduced Jason Morado with ETC Institute who conducted the town's 2024 Community Survey.

Mr. Morado reviewed ETC Institute's credentials, discussed the Community Survey, and reviewed the methodology of data collection. He noted surveys were distributed by mail and online to a randomly selected sample of Town residents with 412 responses being received. Mr. Morado highlighted the geographical locations of respondents and provided key takeaways.

Mr. Morado reviewed how survey results compared to 2022, highlighting increases in satisfaction related to the availability of diverse/cultural experiences, visibility of police in retail areas, effectiveness of Town Manager and staff, and Knightdale as a place to work. He noted decreases in satisfaction surrounding Development Services customer services, special events, value for tax dollars and fees, and enforcing cleanup of debris on private property.

Mr. Morado summarized top priorities for the town moving forward based on survey results and answered questions from Council pertaining to questions included in the survey.

Mrs. Morris indicated the Community Relations department will share survey results once the data has been uploaded to the online dashboard.

b. Public Art Presentation

Town Manager Bill Summers introduced Administrative Intern Joshua Fesmire who discussed the Council's strategic goal of exploring a public arts program.

Mr. Fesmire defined public art, shared results of benchmarking data, and highlighted types of public arts programs that would be feasible in Knightdale.

Mr. Fesmire shared that many municipalities with public arts programs have a committee dedicated to the program, keep a collection of art in online databases, call artists through newspapers and social media, and have an identified set of goals to promote the benefits of public art.

Mr. Fesmire provided a sample vision plan for Knightdale's Public Art Program and recommended an annual partnership with the United Arts Council, the formal adoption of a Knightdale Public Arts Plan, a commitment to annual budgetary allocation for arts, and the creation of engagement opportunities for artists throughout Knightdale to showcase their work.

c. Roundtable Discussion on Public Art

Town Manager Bill Summers introduced Jen McEwen, President of the United Arts Council, who answered questions from Council about art committees, art on private property, stage programming, budgetary expectations, and guidelines for developers.

Council highlighted what they would like to see in a future public arts program, such as additional bike racks, gardens as public art, the providing of spaces and platforms for organic and spontaneous performances, art camps and classes, interactive and sensory pieces, additional story walks with the library, art throughout the new passive park, symphony in the park, art for seniors, local craft markets, musical art pieces, and a digital suggestion box for residents to upload ideas to the committee.

Ms. McEwen shared her observations for what could be done in Knightdale such as classes, open mic nights, murals on the pool deck, wraps for the pool fence, continuation of bike racks, sculpture trail along the new greenway, and mosaic art on a public wall.

Consensus of the Council was to move forward with the creation of a Knightdale Public Arts Plan and the formation of a Public Arts Committee. Mr. Summers identified next steps in which the council will need to take action such as approval of budgetary allocation in FY26, formation and adoption of a public arts committee, and a contract approval with the United Arts Council.

d. Monthly DS Update

Senior Planner Kevin Lewis reviewed SB166, which will impact the town's water allocation policy. He highlighted proposed changes to the policy, discussed the timeline for implementation, and answered questions from Council.

Mr. Lewis provided updates on the following projects, collecting feedback and answering questions from Council.

- Old Faison Place
- Parkside at Westlake
- EP Mart

Mr. Lewis reviewed construction drawings under review, highlighted upcoming public hearings, and answered questions from Council pertaining to sewer capacity at Downtown North.

4. NON-AGENDA ITEMS

Town Manager Bill Summers shared that he was approached by the Raleigh Chamber of Commerce and former Mayor Russell Killen asking for support of the town of Lansing, North Carolina. Mr. Summers noted that staff will offer direct support to that community and the town will place a joint resolution of support on an upcoming agenda.

Mr. Summers also indicated that several County Commissioners from the western part of the state have reached out to thank the Council and community for their support during recovery efforts.

5. ADJOURNMENT

...Motion to adjourn at 9:14 p.m.

**Motion by Mayor Pro Tem Morris
Seconded by Councilor Morgan**

Motion Carried Unanimously

Heather Smith, Town Clerk

Jessica Day, Mayor



Town of Knightdale

Staff Report Cover Sheet

Title: Code of Ordinance Text Amendment

Staff: Kayla Bertling, Research Analyst & Heather Smith, Town Clerk

Date: November 20, 2024

PURPOSE

- To complete a comprehensive review and update of the town's Code of Ordinances.

STRATEGIC PLAN PRIORITY AREA(S)

- Organizational Excellence

GENERAL STATUTE REFERENCE(S), if applicable

- **§ 160A-174** – “A city may by ordinance define, prohibit, regulate, or abate acts, omissions, or conditions, detrimental to the health, safety, or welfare of its citizens and the peace and dignity of the city, and may define and abate nuisances.”
- **§ 160A-175** – “...violation of a city ordinance may be a misdemeanor or infraction as provided by G.S. 14-4 only if the city specifies such in the ordinance.”
- **§ 160A-175** – “...No ordinance specifying a criminal penalty may be enacted at the meeting in which it is first introduced.

TYPE OF PUBLIC HEARING, if applicable

- N/A

FUNDING SOURCE(S), if applicable

- Adopted FY25 Budget (General Fund)

ATTACHMENT(S)

- Staff Report
- Proposed Text Amendments

STAFF RECOMMENDATION

- Adopt Ordinance #24-11-20-001 amending the Knightdale Code of Ordinances

Knightsdale Strategic Priorities



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Town of Knightdale

Staff Report

Title: Code of Ordinance Text
Amendment

Staff: Kayla Bertling, Research Analyst
Heather Smith, Town Clerk

Date: November 20, 2024

Asst. Town Manger Signature: SY

Town Manager Signature: WRS

BACKGROUND INFORMATION

- The North Carolina General Assembly requires all municipalities with a population of 5,000 or more to adopt and issue a code of Ordinances. To ensure the town's Code of Ordinances remains accurate, staff initiates a comprehensive review of the document every few years. This review is done in collaboration with Department Directors and the Town Attorney. Once the review is complete, the recommended changes are brought forth to Council for consideration. Once approved by Council, the Town Clerk will work with American Legal Publishing to incorporate the updates.
- The Town Council completed a first reading of the proposed text amendments on October 16, 2024.

SUMMARY

- After review and consultation with Department Directors, Town Administration, and the Town Attorney, below is a summary of proposed text amendments to the Knightdale Code of Ordinances.
 - Correct formatting, typos, and grammatical errors
 - Update General Statute references
 - Replace pronouns with neutral versions
 - Add sanctions for ethics violations for the Town Attorney
 - Clarify language regarding titles, notices, public comment, advisory boards, addressing systems, appointments, state of emergency declarations, parking regulations, and loitering
 - Remove "Set Public Hearings" as a stand-alone agenda item
 - Add Joint Public Hearings to the regular meeting schedule
 - Add the requirement that BOA members provide annual general disclosure information
 - Remove references to train whistles and the boarding of trains
 - Update definitions for the terms "smoking", "owner", and "rubbish"
 - Reference that subdivision regulations are addressed in the UDO
 - Remove references to auxiliary police divisions
 - Clarify that violations of the following laws can result in a misdemeanor: littering, noise, and alcohol sale/consumption/possession in prohibited areas.
 - Removal of the chapter on Cable Telecommunication Standards

RECOMMENDED ACTION

- Adopt Ordinance #24-11-20-001 amending the Town of Knightdale Code of Ordinances.



TOWN OF KNIGHTDALE

950 Steeple Square Court
Knightdale, NC 27545
KnightdaleNC.gov

ORDINANCE #24-11-20-001 AN ORDINANCE AMENDING THE TOWN OF KNIGHTDALE CODE OF ORDINANCES

WHEREAS, the North Carolina General Assembly gives Town Council the authority to adopt, repeal, and replace ordinances; and

WHEREAS, Town staff, along with the Town Attorney, recently completed a thorough review of the Town of Knightdale Code of Ordinances; and

WHEREAS, the following sections of the Town of Knightdale Code of Ordinances are hereby amended to read as follows:

Chapter 1

Sec. 1.02. - Definitions.

(a) Interest means direct or indirect pecuniary or other material benefit accruing to a Town official as a result of a contract or transaction which is or may be the subject of an official act or action by or with the Town. For the purpose of this code, a Town official shall be deemed to have an interest in the affairs of:

(1) Any person in ~~their~~ ~~his~~-immediate household as defined in the following paragraph (e);

(e) Immediate household means the Town official, ~~their~~ ~~his~~-spouse, domestic partner, and all dependent children of the Town official.

Sec. 1.03. - Standards of conduct.

(c) No Town official shall use ~~their~~ ~~is~~-official position or the Town's facilities for ~~their~~ ~~his~~-private gain, nor shall ~~they~~ ~~he~~-appear before or represent any private person, group or interest before any department, agency, committee or board of the Town except in matters of purely civic or public concern. The provisions of this paragraph (c) are not intended to prohibit a Town official's use of parking permits and are not intended to prohibit ~~their~~ ~~his~~-speaking before neighborhood groups and other nonprofit organizations.

(d) No Town official shall use or disclose confidential information gained in the course of or by reason of ~~their~~ ~~his~~-official position for purposes of advancing:

(i) ~~Their~~ ~~His~~-financial or personal interest;

(ii) A business entity of which ~~they are~~ ~~he is~~-an owner (in part or in whole), an officer or a director;

(iii) The financial or personal interest of a member of ~~their~~ ~~his~~ immediate household or that of any other person; or

(iv) To the detriment to the Town when the Town is engaged in any contract negotiation, efforts preliminary to the acquisition or disposal of real or personal property, preparation for or actual litigation, and/or deliberation on land use planning or other legislative matters.

(e) Incompatible service. No Town official shall engage in, or accept private employment or render service for private interest when such employment or service is incompatible with the proper discharge of ~~their~~ ~~his~~ official duties or would tend to impair ~~their~~ ~~his~~ independence of judgment or action in the performance of ~~their~~ ~~his~~ official duties, unless otherwise permitted by law and unless disclosure is as provided in this code.

(f) No Town official shall directly or indirectly solicit any gift, or accept or receive any gift, whether in the form of money, services, loan, travel, entertainment, hospitality, thing or promise, or any other form, under circumstances in which it could reasonably be inferred that the gift was intended to influence ~~them~~ ~~him~~ or could reasonably be expected to influence ~~them~~ ~~him~~ in the performance of ~~their~~ ~~his~~ official duties, or was intended as a reward for an official action on ~~their~~ ~~his~~ part. Legitimate political contributions shall not be considered as gifts under the provisions of this paragraph (f). This section is not intended to prohibit customary gifts or favors between Town officials and their friends and/or relatives of their spouses, minor children, or members of their household where it is clear that it is that relationship rather than the business of the individual concerned which is the motivating factor for the gift or favor. Furthermore, this section does not prohibit food or drink consumed at a public function at which the public official is participating as a guest speaker or panel member, or a function to which the entire membership of the Town Council and/or Advisory Board are invited.

Sec. 1.04. - General disclosure.

The Mayor, members of the Town Council, members of the Land Use Review Board, ~~members of the Board of Adjustment~~, the Town Manager, Assistant Town Manager, department heads, and Town Attorney shall file with the Town Clerk on the first day of March of each year a statement containing the following information:

(a) The identity, by name and address, of any business entity of which ~~they~~ ~~he~~ or any member of ~~their~~ ~~his~~ immediate household is an owner (as defined in subsections 1.02(a)—(e)). Additionally, the Town official and spouse shall give the name of their employer or, if self-employed, state the nature of their work.

(b) The identity, by location and address, of all real property located in Wake County owned by the Town official or any member of ~~their~~ ~~his~~ immediate household, including an option to purchase, or a lease for ten (10) years or more other than ~~their~~ ~~his~~ personal residence.

The statements required by this action shall be filed on a form prescribed by the Town Clerk and are public records available for inspection and copying by any person during normal business hours. The Town Clerk is authorized to establish and charge reasonable fees for the copying of statements.

Sec. 1.05. - Investigations.

(a) The Town Council may direct the Town Attorney to investigate any apparent violation of this Code as it applies to the Mayor, member of the Town Council, Town Manager, Town Clerk, and any Advisory Board or Committee members, and to report the findings of ~~their~~ ~~his~~ investigation to the Town Council.

(b) The Town Manager may direct the Town Attorney to investigate any apparent violation of this code as it applies to the Assistant Town Managers and department heads and to report the findings of ~~their~~ ~~his~~ investigation to the Town Manager.

(c) The Town Council may direct the Town Manager to investigate any apparent violation of this code by the Town Attorney, and to report the findings of ~~their~~ ~~his~~ investigation to the Town Council.

Sec. 1.06. - Sanctions.

(a) If the Town Manager, after the receipt of an investigation by the Town Attorney, has cause to believe a violation has occurred, ~~they~~ ~~he~~ shall schedule a hearing on the matter. The Town official who is charged with the violation shall have the right to present evidence, cross-examine witnesses, including the complainant or complainants, and be represented by counsel at the hearing. If, after such hearing and review of all the evidence, the Town Manager finds that a violation of this chapter has occurred, ~~they~~ ~~he~~ shall take whatever lawful disciplinary action ~~they deem~~ ~~he deems~~ appropriate, including, but not limited to, reprimand, suspension, demotion or termination of service within thirty (30) days.

~~(c) If the Town Council, after receipt of an investigation by the Town Manager has cause to believe an ethics violation has occurred by the Town Attorney, the Town Council shall schedule a hearing on this matter. The Town Attorney who is charged with the violation shall have the right to present evidence, cross-examine witnesses, including the complainant or complainants, and be represented by counsel at the hearing. If, upon the conclusion of the hearing, at least three-fourths (¾) of the members of the Council vote to find a violation has occurred, the Council may adopt a resolution of censure which shall be placed as a matter of record in the minutes of an official Council meeting. Furthermore, the Council may, by vote of at least three-fourths (¾) of the members of the Council, report the Town Attorney's ethics violation, including the circumstances, the result of the hearing and the censure, to the North Carolina State Bar. The Council must take action within thirty (30) days from the date of the hearing~~

Sec. 1.07. - Advisory opinions in writing.

When any Town official has a doubt as to the applicability of any provision of this code to a particular situation, or as to the definition of terms used herein, ~~they~~ ~~he~~ may apply in writing to the Town Attorney for a written advisory opinion. The Town official shall have the opportunity to present ~~their~~ ~~his~~ interpretation of the facts at issue and the applicability of provisions of the code before such advisory opinion is made.

Sec. 1.08. - Ethics education. ~~[Ethics education].~~

The Mayor and Town Council members shall receive a minimum of two (2) ~~eløk~~ hours of ethics education covering this code and other applicable standards of conduct within twelve (12) months after initial election or appointment and again within twelve (12) months after each subsequent election or

appointment. The education shall be provided by a qualified source chosen by the Council, and the Town shall maintain a record verifying each member's participation.

Chapter 10

Sec. 10.02. - Definitions.

~~Or and and. "Or" may be read "and" and "and" may be read "or" if the sense requires it.~~

Sec. 10.03. - Rules of construction.

~~—(b)— Gender. Words importing the masculine gender shall include the feminine and neuter.~~

Sec. 10.99. - Penalty.

(a) ~~In accordance with G.S. 160D-803, violation of any provision hereof shall be a misdemeanor as provided in G.S. 14-4, punishable on conviction by a fine or by imprisonment.~~ **In accordance with NCGS Section 160A-175, each ordinance contained herein will include a specification if it may be enforced as a misdemeanor.** An ordinance may provide by express statement that the maximum fine or term of imprisonment to be imposed for its violation shall be some figure or number of days less than the maximum penalties prescribed by G.S. 14-4.

(b) An ordinance contained herein may provide for its enforcement by other remedies, as authorized in G.S. ~~160D-803~~ **160A-175**, including the imposition of civil fines, the ordering of specific equitable relief, including injunctions, or a combination of remedies. In addition, any ordinance contained herein may be enforced by an appropriate equitable remedy issuing from a court of competent jurisdiction.

(c) An ordinance may provide, when appropriate, that each day's continuing violation shall be a separate and distinct offense.

Title II

Chapter 20

Sec. 20.03. - Mayor; duties.

The Mayor shall be the **official head of the Town for the service of civil process and for all ceremonial purposes** ~~chief executive officer of the Town~~, and as such, shall perform the following duties:

- (a) Keep ~~himself/herself~~ informed as to the Town's business.
- (e) Make recommendations to the Council concerning the affairs of the Town, as **deemed** ~~he/she deems~~ necessary.

Sec. 20.15. - Regular meetings.

The ~~Council council~~ shall hold a regular meeting on the first Monday and third Wednesday of each month, except that if a regular meeting day is a legal holiday, the meeting shall be held on the next business day. **The Council will also hold a Joint Public Hearing with the Land Use Review Board on the third Thursday of each month if needed.** The meetings shall be held at 7:00 p.m. at the Knightdale

Town Hall and a copy of the **Council's** ~~council's~~ current meeting schedule shall be filed with the **Town Clerk** ~~town clerk~~.

Sec. 20.16. - Special, emergency and adjourned meetings.

(a) Special meetings. The **Mayor** ~~mayor~~, the **Mayor Pro Tempore** ~~mayor pro tempore~~, or any two members of the **Council** ~~council~~ may at any time call a special council meeting by signing a written notice stating the time and place of the meeting and the subjects to be considered. At least forty-eight (48) hours before a special meeting called in this matter, written notice of the meeting stating its time and place and the subjects to be considered shall be:

- (1) Delivered to the **Mayor** ~~mayor~~ and each **Council** ~~council~~ member;
- (2) Posted on the **Council's** ~~council's~~ principal bulletin board, or if none, at the door of the **Council's** ~~council's~~ usual meeting room; and
- (3) Delivered to each media outlet and person who has filed a written request for notice with the **Town Clerk** ~~town clerk~~.

Only those items of business specified in the notice may be transacted at a special meeting called in this manner, unless all members are present or have signed a written waiver of notice.

A special meeting may also be called or scheduled by vote of the **Council** ~~council~~ in open session during another duly called meeting. The motion or resolution calling or scheduling the special meeting shall specify its time, place and purpose. At least forty-eight (48) hours before a special meeting called in this manner, notice of the time, place and purpose of the meeting shall be:

- (1) Posted on the **Council's** ~~council's~~ principal bulletin board, or if none, at the door of the **Council's** ~~council's~~ usual meeting room; and
- (2) **Delivered to each media outlet and person who has filed a written request for notice with the Town Clerk.** ~~Delivered to each newspaper, wire service, radio station, television station and person who has filed a written request for notice with the town clerk.~~

Such notice shall also be delivered at least forty-eight (48) hours before the meeting to each **Council Member** ~~council member~~ not present at the meeting at which the special meeting was called or scheduled, and to the **Mayor** ~~mayor~~ if **the Mayor was** ~~he or she was~~ not present at that meeting.

(b) Emergency meetings. The **Mayor** ~~mayor~~, the **Mayor Pro Tempore** ~~mayor pro tempore~~, or any two members of the **Council** ~~council~~ may at any time call an emergency council meeting by signing a written notice stating the time and place of the meeting and the subjects to be considered. The notice shall be delivered to the **Mayor** ~~mayor~~ and each **Council** ~~council~~ member at least six (6) hours before the meeting. Notice of the meeting shall be given to each media outlet that has filed a written emergency meeting notice request with the **Town Clerk** ~~town clerk~~. This notice shall be given either by telephone or by the same method used to notify the **Mayor** ~~mayor~~ and the **Council** ~~council~~ members.

Emergency meetings shall only be called because of generally unexpected circumstances that require immediate consideration by the **Town Council** ~~city council~~. Only business connected with the emergency may be considered at an emergency meeting.

Sec. 20.17. - Organizational meeting.

On the date and at the time of the first regular meeting in December following a general election in which **Council** ~~council~~-members are elected, or at an earlier date, if any, set by the incumbent **Council** ~~council~~, the newly elected members shall take and subscribe the oath of office as the first order of business. As the second order of business, the **Council** ~~council~~ shall elect a **Mayor Pro Tempore** ~~mayor pro tempore~~. This organizational meeting shall not be held before the municipal election results are officially determined, certified and published in accordance with N.C. General Statutes.

Sec. 20.33. - Agenda.

(a) The **Town Clerk** ~~town clerk~~ or chief administrative officer shall prepare a proposed agenda for each meeting. ~~A request to have an item of business placed on the agenda must be received at least four (4) working days before the meeting. Any council member may have an item placed on the proposed agenda so long as the request is timely and is consistent with the notice requirements of section 20.31.~~ A copy of all proposed ordinances shall be attached to the proposed agenda. An agenda package shall be prepared that includes, for each item of business placed on the proposed agenda, as much background information on the subject as is available and feasible to reproduce. Each **Council** ~~council~~-member shall receive a copy of the proposed agenda and the agenda package and they shall be available for public inspection and distribution or copying when they are distributed to the **Council** ~~council~~-members.

(b) As its first order of business at each meeting, the **Council** ~~council~~ shall discuss and revise the proposed agenda and adopt an agenda for the meeting. The **Council** ~~council~~ may by majority vote add items to or subtract items from the proposed agenda, except that:

(1) The **Council** ~~council~~ may not add items to the proposed agenda stated in the notice of a special meeting called by the **Mayor** ~~mayor~~, **Mayor Pro Tempore** ~~mayor pro tempore~~, or two (2) **Council** ~~council~~ members, unless all members are present, or those who are absent sign a written waiver of notice; and

(c) The **Council** ~~council~~ shall not deliberate, vote or otherwise take action on any matter by reference to a letter, number or other designation, or other secret device or method, with the intention of making it impossible for persons attending a meeting of the **Council** ~~council~~ to understand what is being deliberated, voted or acted on. The **Council** ~~council~~ may, however, deliberate, vote or otherwise take action by reference to an agenda, if copies of the agenda, sufficiently worded to enable the public to understand what is being deliberated, voted or acted on are available for public inspection at the meeting.

Sec. 20.34. - Public address to the Council council.

~~Any individual or group who wishes to address the council shall make a request to be on the agenda to the town clerk. The council will determine what items to include on the agenda. In addition, The~~ the Council holds a public comment period at every regular meeting in which members of the public may sign up to speak.

Sec. 20.35. - Order of business.

(a) Items shall be placed on the agenda according to the order of business. The order of business for the regular meeting shall be as follows:

~~9. Set Public Hearings~~

12. Advisory **Board / Committee** Reports

(c) For items grouped together under ~~4.~~, Consent Agenda, Council may vote for these items as a group, with one (1) motion to approve the lot. Any member of the Council may remove any such item for discussion and a separate vote by so stating their desire to do so.

Sec. 20.36. - Office of **Mayor ~~mayor~~.**

The **Mayor** ~~mayor~~ shall preside at all meetings of the **Council** ~~council~~ but shall have the right to vote only when there is a tie. The **Mayor** ~~mayor~~ shall have the following powers:

- (1) To recognize a **Council** ~~council~~ member in order for the member to address the **Council** ~~council~~ or to make a motion.
- (4) To refer questions of parliamentary procedure to **Town Attorney** ~~town attorney~~.
- (7) Majority of **Council** ~~council~~ can overrule chair in regard to the above items (1) to (6).

Sec. 20.37. - Office of **Mayor Pro Tempore ~~mayor pro tempore~~.**

~~At the first meeting after their election, the Council shall select a mayor pro tempore.~~ The **Mayor Pro Tempore** ~~mayor pro tempore~~ shall have no fixed term of office, but as such, shall perform all the duties of the **Mayor** ~~mayor~~ in the **Mayor's** ~~mayor's~~ absence or disability. A **Council** ~~council~~ member who serves as **Mayor Pro Tempore** ~~mayor pro tempore~~ shall be entitled to vote on all matters and shall be considered a **Council** ~~council~~ member for all purposes, including the determination of whether a quorum is present. If the **Mayor** ~~mayor~~ should become physically or mentally unable to perform the duties of ~~their~~ ~~his or her~~ office, the **Council** ~~council~~ may by unanimous vote declare the **Mayor** ~~mayor~~ incapacitated and confer any of the **Mayor's** ~~mayor's~~ powers and duties on the **Mayor Pro Tempore** ~~mayor pro tempore~~. When a **Mayor** ~~mayor~~ declares that ~~they are~~ ~~he or she is~~ no longer incapacitated, and a majority of the **Council** ~~council~~ concurs, the **Mayor** ~~mayor~~ shall resume the exercise of ~~their~~ ~~his or her~~ powers and duties. If both the **Mayor** ~~mayor~~ and the **Mayor Pro Tempore** ~~mayor pro tempore~~ are absent from a meeting, the **Council** ~~council~~ may elect from among its members a temporary **chair** ~~chairman~~ to preside at the meeting.

Sec. 20.38. - Presiding officer when the **Mayor ~~mayor~~ is in active debate.**

The **Mayor** ~~mayor~~ shall preside at meetings of the **Council** ~~council~~, unless ~~the Mayor becomes~~ ~~he or she becomes~~ actively engaged in debate on a particular proposal, in which case ~~the Mayor~~ ~~he or she~~ may designate another Council ~~council~~ member to preside over the debate. The **Mayor** ~~mayor~~ shall resume presiding as soon as action on the matter is concluded.

Sec. 20.39. - Action by the **Council ~~council~~.**

The **Council** ~~council~~ shall proceed by motion. Any member may make a motion.

Sec. 20.44. - Debate.

The **Mayor** ~~mayor~~ shall state the motion and then open the floor to debate on it. The **Mayor** ~~mayor~~ shall preside over the debate according to the following general principles:

Sec. 20.45. - Procedural motions.

(1) To adjourn. The motion may be made only at the conclusion of action on a pending substantive matter; it cannot interrupt deliberation of a pending matter. ~~A motion to adjourn to a time and place certain shall also comply with the requirements of section 20.31.~~

(4) To suspend the rules. The motion requires for adoption a unanimous vote of the membership of the **Council** ~~council~~ present, excluding the **Mayor** ~~mayor~~, ~~unless he or she may vote in all cases~~. The **Council** ~~council~~ may not suspend provisions of the rules that state requirements imposed by law on the **Council** ~~council~~.

(8) To postpone to a certain time or day. This allows the **Council** ~~council~~ to postpone consideration to a specified time or day and is appropriate when more information is needed, or the deliberations are likely to be lengthy. It should be distinguished from the motion to defer consideration.

(9) To refer to a **Committee** ~~committee~~ ~~or Board~~. Sixty (60) days or more after a motion has been referred to a **Committee** ~~committee~~ ~~or Board~~, the **introducer** ~~introduce~~ may compel consideration of the measure by the entire **Council** ~~council~~, whether or not the **Committee** ~~committee~~ ~~or Board~~ has reported the matter to the **Council** ~~council~~.

(14) To prevent reconsideration for six (6) months. The motion is in order immediately following the defeat of a substantive motion and at no other time. The motion requires for adoption a vote equal to two-thirds (2/3) of the actual membership of the **Council** ~~council~~, excluding the **Mayor** ~~mayor~~, ~~unless he or she may vote in all cases~~, and vacant seats. If adopted, the restriction imposed by the motion remains in effect for six (6) months or until the next organizational meeting of the **Council** ~~council~~, whichever occurs first.

Sec. 20.48. - Duty to vote.

Every member must vote unless excused by the remaining members according to law. A member who wishes to be excused from voting shall so inform the **Mayor** ~~mayor~~, who shall take a vote of the remaining members. No member shall be excused from voting, except upon matters involving the consideration of **their** ~~his or her~~ own financial interest or official conduct. In all other cases, a failure to vote by a member who is physically present in the **Council Chamber** ~~council chamber~~, or who has withdrawn without being excused by a majority vote of the remaining members present, shall be recorded as an affirmative vote.

Sec. 20.49. - Introduction of ordinances.

A proposed ordinance shall be deemed to be introduced on the date the subject matter is first voted on by the **Council** ~~council~~.

Sec. 20.50. - Adoption of ordinances and approval of contracts.

An affirmative vote equal to a majority of all the members of the **Council** ~~council~~ not excused from voting on the question in issue (including the **Mayor's** ~~mayor's~~ vote in case of an equal division) shall be required to adopt an ordinance, to take any action that has the effect of an ordinance, or to make, ratify or authorize any contract on behalf of the **Town** ~~city~~. In addition, no ordinance or action that has the effect of an ordinance may be finally adopted on the date on which it is introduced, except by an affirmative vote equal to or greater than two-thirds (2/3) of all the actual membership of the **Council** ~~council~~, excluding vacant seats, and not including the **Mayor** ~~mayor~~, ~~unless he or she has the right to vote on all questions before the council~~. No ordinance shall be adopted, unless it has been reduced to writing before a vote on adoption is taken.

Sec. 20.51. - Adoption of the budget ordinance.

(a) Notwithstanding the provisions of **the Town Charter** ~~any city charter~~, general law or local act:

(1) Any action with respect to the adoption or amendments of the budget ordinance may be taken at any regular or special meeting of the **Council** ~~council~~ by a simple majority of those present and voting, a quorum being present;

(2) No action taken with respect to the adoption or amendment of the budget ordinance need be published or is subject to any other procedural requirement governing the adoption of ordinances or resolutions by the **Council** ~~council~~; and

(3) The adoption and amendment of the budget ordinance and the levy of taxes in the budget ordinance are not subject to the provisions of **the Town Charter** ~~any city charter~~ or local act concerning initiative or referendum.

(b) During the period beginning with the submission of the budget to the **Council** ~~council~~ and ending with the adoption of the budget ordinance, the **Council** ~~council~~ may hold any special meetings that may be necessary to complete its work on the budget ordinance. Except for the notice requirements of the open meetings law, which continue to apply, no provision of law concerning the call of special meetings applies during that period so long as:

(1) Each member of the **Council** ~~board~~ has actual notice of each special meeting called for the purpose of considering the budget; and

(2) No business other than consideration of the budget is taken up.

This rule does not allow, and may not be construed to allow, the holding of closed meetings or closed sessions by the **Council** ~~council~~ if it is otherwise prohibited by law from holding such a meeting or session.

Sec. 20.52. - Closed sessions.

(a) The **Council** ~~council~~ may hold closed sessions as provided by law. The **Council** ~~council~~ shall only commence a closed session after a motion to go into closed session has been made and adopted during an open meeting. The motion shall state the general purpose of the closed session and must be approved

by the vote of a majority of those present and voting. The ~~Council council~~ shall terminate the closed session by a majority vote.

Sec. 20.53. - Quorum.

A majority of the actual membership of the ~~Council council~~ plus the ~~Mayor mayor~~, excluding vacant seats, shall constitute a quorum. A member who has withdrawn from a meeting without being excused by majority vote of the remaining members present shall be counted as present for purposes of determining whether or not a quorum is present.

Sec. 20.55. - Quorum at public hearings.

A quorum of the ~~Council council~~ shall be required at all public hearings as required by state law. If a quorum is not present at such a hearing, the hearing shall be continued until the next regular council meeting without further advertisement.

Sec. 20.56. - Minutes.

(a) Summarized and accurate minutes of the ~~Council council~~ proceedings shall be kept and shall be open to the inspection of the public, except as otherwise provided in this rule. The results of each vote shall be recorded in the minutes, and on the request of any member of the ~~Council council~~, the "aye"s and "no"s upon any question shall be taken.

Sec. 20.57. - Appointments.

(a) All appointments made by the ~~Council council~~ shall be made in open session. The ~~Council council~~ or a committee of the ~~Council council~~ may consider, but not make, an appointment to another body in closed session, ~~if it follows the requirements set out in the following paragraph. The council may not consider or fill a vacancy among its own membership, except in an open meeting.~~

~~—(b) If the council or a committee of the council considers an appointment to another body in closed session as permitted by Section 143-318.11 of the N.C. General Statutes, the council shall, prior to making the appointment, present at an open meeting a written list of the persons then being considered for the appointment, and on the same day shall make the list available for public inspection in the office of the town clerk. The council shall not make the appointment in such a case before the seventh day after the day on which the list was presented.~~

~~—(c) The council shall use the following procedure to make appointments to various subordinate boards and offices: All interested parties shall complete a standard application and submit completed application to office of town clerk. After review by the town council of the applications received, the mayor shall open the floor for discussion of applications received whereupon nominations will then be obtained. The names shall then be debated. When the debate ends, the mayor shall call the roll of the members, and each member shall cast his or her vote.~~

Sec. 20.58. - Committees and ~~Boards. boards.~~

(a) The ~~Council council~~ or the ~~Mayor mayor~~, as appropriate, may establish and appoint members for such temporary and standing ~~Committees and Boards committees and boards~~ as are needed to help carry

on the work of ~~Town~~ city government. Any specific provisions of law relating to particular **Committees and Boards** ~~committees and boards~~ shall be followed.

(b) The requirements of the open meetings law shall apply to all **Committees and Boards** ~~committees and boards~~ that either are:

- (1) Established by the **Council** ~~council~~; or
- (2) Comprised of **Council** ~~council~~-members.

Sec. 20.59. - Resignation.

The oral or written resignation of a **Council** ~~council~~-member is not effective until accepted at the next regular or special meeting of the **Town Council**. ~~town council~~. Resignations may not be withdrawn after acceptance by the **Council**. ~~council~~.

Sec. 20.60. - Reference to Robert's Rules of Order.

To the extent not provided for in these rules, and to the extent it does not conflict with state law or with the spirit of these rules, the **Council** ~~council~~ shall refer to Robert's Rules of Order, Revised, to answer unresolved procedural questions.

ARTICLE IV

Sec. 20.75. Community Relations Advisory Board.

(c) *Roles and Responsibilities.* The Board shall assume the following roles and responsibilities:

~~(5) Hold its meetings in various locations of the town to promote good relations in all areas and to afford as many citizens as possible the opportunity to attend such meetings.~~

(d) *Membership.* **The Board shall be composed as follows.** ~~The Board shall be composed of 9 voting members appointed by the Town Council. One member from each of the communities identified below is preferred:~~

(1) Voting. The Board shall be composed of nine (9) voting members appointed by the Town Council. One member from each of the communities identified below is preferred:

- ~~(1a)~~ Small business community;
- ~~(2b)~~ Big business community;
- ~~(3c)~~ Non-profit community;
- ~~(4d)~~ Education community;
- ~~(5e)~~ Faith-based community;
- ~~(6f)~~ Youth representative (must be between 18 and 21 years of age or enrolled at a local high school);
- ~~(7g)~~ Wake County Human Services Representative;

(8h) Two at-large members. (Recognizing that no Board composition will ever be representative of all citizens, the at-large members should be selected based on the individual's lived experience. These at-large seats should be used to reflect the current demographic makeup of the town and voices not otherwise represented.)

(e2) *Ex-Officio*. The Mayor shall serve as the ex-officio representative for the Knightdale elected officials.

(a) The ex officio member will not have a vote on items coming before the Board.

(£3) *Staff Support*. The Town Manager, Community Relations Director, Police Chief, and Town Clerk will serve as staff support to the Board. The Town Clerk (or their designee) will prepare and distribute the agenda, take minutes, and record attendance.

(ge) *Terms of Office*. The terms of office for all voting members shall be on a two-year staggered basis.

(1) All terms will begin on March 1 of the year appointed.

(2) All members shall hold their positions until their successors are appointed by the Knightdale Town Council unless they are removed from the Board or they resign.

(hf) *Compensation*. Members of the Board shall serve without compensation.

(ig) *Officers*. The Board shall elect officers from its membership annually for a term of one year. The following officers shall be elected to ensure the orderly conduct of business: Chair and Vice Chair. All officers shall hold their positions until their successors are elected.

(jh) *Meetings, Establishment of a Quorum*. The Board shall meet on a regularly scheduled basis, with its meeting schedule adopted annually.

(1) A quorum shall consist of a majority of the voting members. A quorum must be established before any official action can be taken. Official action shall be approved by a simple majority.

~~—(2) The Chairman may authorize the calling of a special meeting or cancellation of a meeting as needed.~~

(3) All meetings will operate in accordance with the North Carolina General Statutes open meetings law.

(4) The Board shall not establish a subcommittee without prior approval from the Town Council.

(ki) *Acceptance of Grants, Gifts, Etc*. The Board may recommend to the Town Council the acceptance of any grant, gift, bequest, or donation of any personal or real property offered or made for public recreational purposes.

(lj) *Code of Ethics*. All voting members of the Board shall sign an Advisory Board Code of Ethics Statement at their first meeting upon appointment. All members are expected to serve as ambassadors for Knightdale supporting the Town Council, Town staff and all programs and initiatives of the town.

(mk) *Authorized Spokesperson.* The Chair is authorized to serve as the spokesperson for the Board to the Town Council. Only the Town Council or Town Manager (or their designee) are authorized to speak on behalf of the town.

(nl) *Conflict of Interest.* The Board shall operate in compliance with North Carolina's conflict of interest laws.

(om) *Limitations of Power, Removal.* The Board is not authorized by the Town Council to operate outside the scope of authority granted under this **section.** ~~chapter.~~

(1) All voting members are subject to removal by the Knightdale Town Council in their sole discretion.

(2) The Board may recommend to the Town Council the member(s) to be removed.

a. Recommendations shall be made in writing and include specific reasons for removal.

b. The Board may make removal recommendations with a three-fourths majority approval of all voting members.

(3) Members of the Board may be removed by the Town Council for failure to attend 75% or more of meetings within a 12-month period or for any other good cause related to the performance of duties.

Sec. 20.76. Parks and Recreation Advisory Board.

(d) *Membership.* The Board shall be composed as follows:

(3) *Staff Support.* The Town Manager (or their designee) and Parks, Recreation and Cultural Programs Director will serve as staff support to the Board. The **Town Clerk (or their designee)** ~~Knightdale Parks, Recreation and Cultural Programs Department~~ will prepare and distribute the agenda, take minutes, and record attendance.

(h) *Meetings, Establishment of a Quorum.* The Board shall meet on a regularly scheduled basis, with its meeting schedule adopted annually.

~~(2) The Chairman may authorize the calling of a special meeting or cancellation of a meeting as needed.~~

(k) *Authorized Spokesperson.* The Chair is authorized to serve as the spokesperson for the Board to the Town Council. Only the Town Council or Town Manager (or their ~~his~~ designee) are authorized to speak on behalf of the town.

(m) *Limitations of Power, Removal.* The Board is not authorized by the Town Council to operate outside the scope of authority granted under this **section.** ~~chapter.~~

Sec. 20.77. Land Use Review Board.

The **Town** ~~town~~ has established a Land Use Review Board whose rules, procedures, duties and responsibilities can be found in the Town of Knightdale Unified Development Ordinance.

Sec. 20.78. Board of Adjustment. [Reserved].

The Town has established a Board of Adjustment whose rules, procedures, duties, and responsibilities can be found in the Town of Knightdale Unified Development Ordinance.

Sec. 20.80 Veterans Memorial Advisory Board.

(d) *Membership.* The Board shall be composed as follows:

(1) *Voting.* The Board shall be composed of seven (7) voting members appointed by the Town Council. One member shall be a representative of the Two Green Thumbs Garden Club, one shall be a representative of American Legion Post 529, and one shall be a representative of the Disabled American Veterans organization. The remaining membership shall be comprised of citizens who possess a knowledge of Knightdale history and the local veteran community.

(2) *Ex-Officio.* The Mayor shall appoint two (2) ex-officio representatives from the Town Council to serve on the Board.

a. The ex officio members will not have a vote on items coming before the Board.

b. The Mayor shall make ex-officio appointments annually.

(23) *Staff Support.* The Town Manager (or their designee), Parks, Recreation and Cultural Programs Director, and Town Clerk will serve as staff support to the Board. The Town Clerk (or their designee) will prepare and distribute the agenda, take minutes, and record attendance.

(h) *Meetings, Establishment of a Quorum.* The Board shall meet on a regularly scheduled basis, with its meeting schedule adopted annually.

~~(2) The Chairman may authorize the calling of a special meeting or cancellation of a meeting as needed.~~

(k) *Authorized Spokesperson.* The Chair is authorized to serve as the spokesperson for the Board to the Town Council. Only the Town Council or Town Manager (or their his designee) are authorized to speak on behalf of the town.

(m) *Limitations of Power, Removal.* The Board is not authorized by the Town Council to operate outside the scope of authority granted under this section. ~~Chapter.~~

Chapter 21

Sec. 21.01. - Clerk; duties.

The Town Manager shall appoint a Clerk, whose duties shall be to: ~~clerk. It shall be the duty of the clerk to:~~

(e) Perform other duties required by law, or as the Council or Town Manager may direct. ~~as may be required by law, by the Council, or by the Town Manager.~~

Sec. 21.02. - Town Attorney; duties.

The Council shall appoint a Town Attorney, whose duties shall be to:

(g) Perform ~~other duties required by law, or as the Council or Town Manager may direct. any other duties required by G.S. 160A-173 and other laws and ordinances.~~

Sec. 21.04. - Finance Officer; duties.

(g) Perform other ~~duties required by law, or as the Council or Town Manager may direct. duties assigned by the general statutes, the Town charter, the Council or the Town Manager.~~

Sec. 21.05. - Town Manager; duties.

(b) The Town Manager shall be the Chief Administrator of the Town and shall be responsible to the Council for administering all municipal affairs placed in ~~their his/her~~ charge by ~~the Council them~~, and shall have the following powers and duties:

(7) Make any other reports that the Council may require concerning the operations of Town departments, offices, and agencies subject to ~~the Manager's his~~ direction and control.

Sec. 21.06. - Other officers and employees.

Such other officers and employees as are deemed necessary shall be appointed by the Town Manager. ~~All officers and employees shall serve at the pleasure of the Town Manager and receive such compensation as from time to time may be prescribed by the Council.~~

Title III

Chapter 30

Sec. 30.01. - Police Department created.

The Police Department is created subject to the terms, authority, and conditions set out in ~~this chapter. sections 30.02 through 30.06 below.~~

Sec. 30.03. - Composition of Department.

The Police Department shall consist of a Chief of Police, police officers (of designated grade), ~~and administrative staff and an auxiliary police division as the Council deems necessary.~~

Sec. 30.04. - Specific duties of the Police Chief.

(1) The Police Chief commands the force under ~~their his~~ order, and subject to the Town Manager, is responsible for its hiring, discipline and efficiency.

(2) Additional, specific functions of the Chief of Police are:

(a) To issue to the force under ~~their his~~ command such orders and directives as may be necessary to preserve the public peace, prevent crime, arrest offenders, and to protect public and private property and persons in the Town;

(b) To enforce the laws, ordinances, police regulations, and executive orders

applicable to ~~their~~ his jurisdiction;

(c) Perform such other lawful duties as shall be assigned by ordinance or otherwise.

Chapter 31

Sec. 31.03. - Specific duties of the Fire Chief.

(a) The Fire Chief commands the force under ~~their~~ his order, and subject to the Town Manager, is responsible for its hiring, discipline and efficiency.

(b) Additional, specific functions of the Fire Chief are:

(1) To issue to the force under ~~their~~ his command such orders and directives as may be necessary to plan, organize, and direct the activities of the Department to include fire suppression, fire prevention, medical aid, rescue, fire inspections and investigations, hazardous material mitigation, and disaster planning.

(2) To enforce the laws, ordinances, North Carolina Fire Code, and executive orders applicable to ~~their~~ his jurisdiction.

Sec. 31.10. - Adoption of fire prevention code.

The Town adopted the 2006 North Carolina State Building Code (Fire Code), the source being from the International Code Council with North Carolina Amendments including the following appendixes:

- B. Fire-Flow Requirements for Buildings.
- C. Fire Hydrant Locations and Distribution.
- D. Fire Apparatus Access Roads.
- E. Hazard Categories.
- F. Hazard Rankings.
- G. Cryogenic Fluids—Weight and Volume Equivalents.

To the extent the North Carolina State Building Code (Fire Code) is hereafter amended and such amendment is inconsistent with the 2006 edition hereby adopted, section 31.10 of the Knightdale Code of Ordinance[s] is automatically amended in accordance with such State Fire Code amendments. A copy of the ~~Fire Code code~~ in its entirety shall be maintained in the office of the ~~Fire Chief. Town Clerk.~~

Sec. 31.11. - Enforcement.

The ~~Fire Code code~~ hereby adopted shall be enforced by the Chief of the Fire Department or ~~their~~ his or her designee.

Sec. 31.13. - Modifications.

The Chief of the Fire Department shall have power to modify any of the provisions of the **Fire Code** ~~code~~ hereby adopted on application in writing by the Owner or lessee, or ~~their his~~ duly authorized agent when there are practical difficulties in the way of carrying out the strict letter of the **Fire Code** ~~code~~, provided that the spirit of the **Fire Code** ~~code~~ shall be observed, public safety secured, and substantial justice done. The particulars of such modification when granted or allowed and the decision of the Chief of the Fire Department thereon shall be entered on the records of the Department and a signed copy shall be furnished the applicant.

Sec. 31.14. - Appeals.

Whenever the Chief of the Fire Department shall disapprove an application or refuse to grant a permit applied for, or when it is claimed that the provisions of the **Fire Code** ~~code~~ do not apply or that the true intent and meaning of the **Fire Code** ~~code~~ have been misconstrued or wrongly interpreted, the applicant may appeal from the decision of the Chief of the Fire Department to the Town **Manager** ~~manager~~ within thirty (30) days from the date of the decision appealed.

Sec. 31.15. - Open burning.

(d) Permissible open burning with required permit. While recognizing that open burning contributes to air pollution, certain types of open burning may reasonably be allowed in the public interest. The authority to conduct open burning under the provision of this section does not exempt or excuse a person from the consequences, damages or injuries which may result from such conduct, nor does it excuse or exempt any person from complying with all applicable laws, ordinances, regulations, and orders of other governmental entities having jurisdiction even though the open burning is conducted in compliance with this section. The following types of burning are permissible within the Town limits with a **Town-issued** ~~town-issued~~ burning permit.

Chapter 32

Sec. 32.03. - Authorization of action during state of emergency.

(c) The Mayor is hereby authorized and empowered to limit by the proclamation the application of all or any part of such restrictions to any area specifically designated or specific hours of the day or night; and to exempt from all or any part of such restrictions law enforcement officers, firefighters and other public employees, EMS personnel, doctors, nurses, employees of hospitals and other medical facilities; on-duty military personnel whether state or federal; on-duty employees of public utilities, public transportation companies, and newspaper, magazine, radio broadcasting, and television broadcasting corporations operated for profit; and such other **persons who, because of employment, training or skills are critically necessary to the Town and its citizens during the emergency.** ~~classes of persons as may be essential to the preservation of public order and immediately necessary to serve the safety, health, and welfare needs of the people within the Town.~~

(d) The Mayor or ~~their his~~ designee may by proclamation impose the prohibitions and restrictions specified in subsection (e) of this section in the manner described in those sections. The Mayor may impose as many of those specified prohibitions and restrictions as **they find** ~~he finds~~ necessary because of an emergency to maintain an acceptable level of public order and services and to protect lives, safety, and property. The Mayor shall recite ~~their his~~ findings in ~~their his~~ proclamation. The proclamation shall

be in writing. The proclamation shall be posted in Town Hall. The Mayor shall send reports of the substance of the proclamation to the mass communications media which serve the area. The Mayor shall retain a text copy of the proclamation and furnish upon request certified copies of it.

(e) During the existence of a proclaimed state of emergency, the Mayor may impose by proclamation any or all of the following restrictions:

(1) Prohibit or regulate the possession of one's own premises of explosives, firearms, ammunition, or dangerous weapons or substances of any kind, and prohibit the purchase, sale, transfer or other disposition thereof. The Mayor may exempt from some or all of the restrictions **persons who, because of employment, training or skills are critically necessary to the Town and its citizens during the emergency.** ~~classes of people whose possession, transfer, or transportation of certain dangerous weapons or substances is necessary to the provision of the public's health, safety or welfare.~~ The proclamation shall state the exempted **groups of persons** ~~classes~~ and the restrictions from which each is exempted.

(7) Curfew. The proclamation may impose a curfew prohibiting certain areas and during certain periods the appearance in public of anyone whom is not a member of an exempted **group of persons.** ~~class.~~ The proclamation shall specify the geographical area or areas and the period during each twenty-four (24) hour day to which the curfew applies. The proclamation shall state the exempted **groups of persons** ~~classes~~ and restrictions from which each is exempted.

Title IV

Chapter 40

Sec. 40.19. - Streets not to be damaged by **equipment. ~~tractors or harrows.~~**

Sec. 40.35. - Addressing system.

Addresses are assigned in conformance with Wake County GIS protocol and in accordance with the Town of Knightdale Road Naming and Addressing Manual.

~~—(a) Because there is no way of determining how many structures will eventually be built on vacant land within a block, addresses will be assigned so as to provide the flexibility to accommodate change.~~

~~—(b) Corner lots are assigned two (2) numbers since the unit could face either street. The owner or developer shall be assigned the street address that accommodates the front entrance of the structure at the time of permit application.~~

~~—(c) One (1) structure number shall be assigned to each structure whose units share a common roof. Each unit within the structure shall be assigned a unit designator. Allowed unit designators include apartment numbers for each apartment, and numbers for commercial buildings. The unit designator shall be a number and shall not include alphabetic characters. Residential unit and commercial suite designators shall be as follows:~~

~~—(1) Ground level floor numbers: #101, #102, #103, etc.~~

~~—(2) Second floor numbers: #201, #202, #203, etc.~~

Chapter 41

Sec. 41.01. - Definitions.

Recyclables. The private hauler(s) contracted by the Town to pick up recyclables will maintain a list of accepted recyclable materials. ~~At July 1, 2012, accepted recyclable materials were: Newspaper, white paper, green/brown/clear glass, corrugated cardboard, paperboard such as cereal boxes and shoe boxes, plastic bottles 1—5, juice boxes, paper cartons, metal food cans, aluminum beverage cans, aluminum foil, six pack rings, magazines and junk mail.~~

Sec. 41.07. - Collection schedule.

(a) Collection and disposal.

(1) Residential solid waste, yard waste and recyclables will be collected by the Town according to a collection schedule maintained in the ~~Public Works Finance~~ Department. Such schedule may be periodically revised and amended by action of the Council.

Title V

~~The Town of Knightdale adopts by reference the City of Raleigh Code of Ordinances; Division II, Code of General Ordinances; Part 8, Public Utilities; Chapter 2, Water and Sewer Service, having to do with the provision of water, sewer and reuse water."~~

Title VI

Chapter 60

~~Sec. 60.02. - Regulating ~~sellers~~ salesmen, promoters, solicitors, and peddling.~~

Chapter 62

Sec. 62.03. - Permit required.

Any alarm system utilizing an "automatic signal transmission" or an "automatic dialer" that calls the Emergency Communications Center and/or the ~~Police~~ Public Safety Department shall require a permit from the Town before the installation of the system. There shall be no cost for this permit; however the installer and/or user shall be responsible for all installation and maintenance costs associated with these systems. Such permit shall be posted in a conspicuous place on the outside of the premises where the alarm system is maintained.

Sec. 62.06. - Appeal process.

The Town Manager shall have the authority, in ~~their~~ his discretion, to waive any penalty charged to a subscriber when the subscriber submits proof in writing from an alarm business operator that the alarm activation was a mechanical failure that was caused by conditions beyond the control of the subscriber and such mechanical failure has been repaired, or where there is adequate evidence that there was a crime or attempted crime committed at the location that caused the activation of a properly functioning system.

Chapter 63

Sec. 63.01. - Volunteer coaching requirements.

(c) Upon receipt of an application, the Human Resources Department shall conduct a background check of each applicant. Any applicant will be prohibited from volunteering if **they have** ~~s/he has~~ been convicted of a crime determined by the Town to be detrimental to youth and other citizens.

Title VII

CHAPTER 70. - TRAFFIC & PARKING REGULATIONS

Sec. 70.01. - Traffic and parking regulations.

(a) Town traffic and parking regulations will be established by ordinance and the Council. When a new traffic or parking ordinance is adopted, the Chief of Police **shall coordinate with Development Services and/or Public Works to ensure** ~~shall make certain that~~ the appropriate sign, traffic-control signal, or other markings are made to give proper notice of the regulation.

~~—(b) A list of all Town traffic and parking regulations shall be maintained in the office of the Clerk. The current list is incorporated by reference into this chapter.~~

(1) No person shall stand or park a motor vehicle within the public right-of-way for the purpose of displaying it for sale.

(2) All owners and drivers operating vehicles with a gross vehicle weight rating in excess of thirty thousand (30,000) pounds are hereby prohibited from using the public streets of the Town of Knightdale which are zoned residential or which abut residentially zoned property, except for the purposes of travel and transporting, loading and unloading freight and passengers or other service calls, and except for temporary parking in cases of emergency involving a mechanical breakdown necessitating repairs to any such vehicle. Provided that the provisions of this section shall not apply to school buses parked in conformity with permits issued by the Police Department.

(3) Definitions for purposes of this section shall be the same as defined in G.S. 20-4.01, as the same may be from time to time amended.

(4) Every twenty-four-hour period in which a parking offense described above occurs shall be considered a separate offense, each of which carries a penalty of twenty-five dollars (\$25.00).

Sec. 70.08. - Authority of police and Fire Department officials.

(c) Officers of the Fire Department, when at the scene of a fire, may direct or assist the police in directing traffic ~~thereat or in the immediate vicinity~~.

Sec. 70.31. Registration.

(b) The cost for the registration shall be established annually with the adoption of the fee schedule and will be payable to the **Town** ~~town~~ at the time of registration. The registration shall be valid for no more than one year and is to be renewed annually at which time the owner shall submit the above documents and shall schedule the vehicle for a subsequent inspection. Registration fees shall not be prorated.

Sec. 70.32. Inspection.

No golf cart may be operated on any street or highway in the town without first passing an inspection which will be conducted prior to the issuance of a ~~Town town~~ registration decal. Furthermore, no registration decal will be issued until the operator presents proof that the golf cart is fully insured, and the operator has a valid North Carolina driver's license or recognized valid driver's license from another state. To pass the inspection for the ~~Town town~~ and to obtain a golf cart permit, the golf cart must have the following:

- (a) Operational headlight(s) and taillight(s);
- (b) Rubber or equivalent tires;
- (c) Operational steering gear, brakes, emergency or parking brake, rearview mirror, adequately affixed driver seat(s); and
- (d) Other requirements as set forth in this article must be complied with.

Sec. 70.33. Operation.

(n) Each golf cart owner must have proof of ownership, liability insurance and a completed waiver of liability releasing the ~~Town town~~ from liability that may arise as a result of operation of a golf cart inside the town. These documents must always be in the golf cart while in operation on public roads.

Chapter 71

Sec. 71.01. - Illegal parking; overtime.

If any vehicle shall be found illegally parked or parked overtime or in violation of any of the provisions of this chapter, it shall be the duty of the Chief of Police or other police officers of the Town to attach to the vehicle a notice to the owner or operator thereof, if the owner or operator is absent, or to deliver to the owner or operator, if ~~they are he is~~ present, a notice to the effect that the vehicle has been illegally parked or parked overtime or in violation of a provision of this chapter.

Chapter 72

Sec. 72.01. - Temporary parking restrictions by Chief of Police.

(a) The Chief of the Police Department, or ~~their his~~ duly appointed representative, is authorized to prohibit on a temporary basis the parking of vehicles under the following circumstances;

- (1) Along parade routes permitted by the Police Department of the ~~Town city~~ for a period of two
- (2) hours before a parade begins until one hour after the end.

~~**Sec. 73.15. - Not more than three passengers permitted in front seat.**~~

~~It shall be unlawful for the driver or the person in charge of any motor vehicle to permit more than four (4) persons (including the driver) to ride in the front or drivers seat.~~

Sec. 73.18. - Clinging to moving vehicles.

(a) It shall be unlawful for any person riding upon any bicycle, motorcycle, coaster, sled, roller skates or any toy vehicle to attach the same or ~~themselves himself~~ to any moving vehicle upon any roadway.

Sec. 73.20. - Driving under hazardous conditions.

It shall be unlawful for any person to operate a motor vehicle upon public streets on which there is an accumulation of ice or snow unless the vehicle is equipped adequately to insure the continued, controlled mobility of the vehicle under the existing conditions; provided, the failure of an operator to maintain the continued controlled mobility of ~~their his~~ vehicle under the above conditions or the abandonment of a motor vehicle ~~under section 11-2028~~ under the above conditions, shall be deemed to be a failure to properly equip such vehicle as required by this section. ~~It shall be unlawful to allow or cause a motor vehicle to stand or remain standing on the main traveled way of a street or highway in the city in violation of section 11-2171 or otherwise.~~

Title VIII

Chapter 80

Sec. 80.07. - Removal of abandoned, nuisance or junked motor vehicles; pre-towing notice requirements.

Except as set forth in ~~this chapter, Section 7 below~~, an abandoned, nuisance or junked vehicle which is to be removed shall be towed only after notice to the registered owner or person entitled to possession of the vehicle. In the case of a nuisance vehicle or a junked motor vehicle, if the names and mailing addresses of the registered owner or person entitled to the possession of the vehicle, or the owner, lessee, or occupancy of the real property upon which the vehicle is located can be ascertained in the exercise of reasonable diligence, the notice shall be given by first class mail. The person who mails the notice(s) shall retain a written record to show the name(s) and address(es) to which mailed, and the date mailed. If such names and addresses cannot be ascertained or if the vehicle to be removed is an abandoned motor vehicle, notice shall be given by affixing on the windshield or some other conspicuous place on the vehicle a notice indicating that the vehicle will be removed by the Town on a specified date (no sooner than seven (7) days after the notice is affixed). The notice shall state that the vehicle will be removed by the Town on a specified date, no sooner than seven days after the notice is affixed or mailed, unless the vehicle is moved by the owner or legal possessor prior to that time.

With respect to abandoned vehicles on private property, nuisance vehicles and junked motor vehicles to which notice is required to be given, if the registered owner or person entitled to possession does not remove the vehicle but chooses to appeal the determination that the vehicle is abandoned, a nuisance vehicle or in the case of a junked motor vehicle that the aesthetic benefits of removing the vehicle outweigh the burdens, such appeal shall be made to the Town Council in writing, heard at the next regularly scheduled meeting of the Town Council, and further proceedings to remove the vehicle shall be stayed until the appeal is heard and decided.

Sec. 80.09. - Removal of vehicle; post-towing notice requirements.

Any abandoned, nuisance or junked motor vehicle which has been ordered removed may, as directed by the Town, be removed to a storage garage or area by the tow truck operator or towing business contracting to perform such services for the Town. Whenever such a vehicle is removed, the authorizing Town official shall immediately notify the last known registered owner of the vehicle, such notice to include the following:

- (1) The description of the removed vehicle;
- (2) The location where the vehicle is stored;
- (3) The violation with which the owner is charged, if any;
- (4) The procedure the owner must follow to redeem the vehicle; and
- (5) The procedure the owner must follow to request a probable cause hearing on the removal.

The Town shall attempt to give notice to the vehicle owner by telephone; however, whether or not the owner is reached by telephone, written notice, including the information set forth in subsections (1) through (5) above, shall also be mailed to the registered owner's last known address, unless this notice is waived in writing by the vehicle owner or ~~their~~ ~~his~~-agent.

If the vehicle is registered in North Carolina, notice shall be given within twenty-four (24) hours. If the vehicle is not registered in the state, notice shall be given to the registered owner within seventy-two (72) hours from the removal of the vehicle.

Whenever an abandoned, nuisance or junked motor vehicle is removed, and such vehicle has no valid registration or registration plates, the authorizing Town official shall make reasonable efforts, including checking the vehicle identification number, to determine the last known registered owner of the vehicle and to notify ~~them~~ ~~him~~ of the information set forth in subsections (1) through (5) above.

Sec. 80.14. - Protection against criminal or civil liability.

No person shall be held to answer in any civil or criminal action to any owner or other ~~person~~ ~~persona~~ legally entitled to the possession of an abandoned, nuisance or junked motor vehicle, for disposing of such vehicle as provided in this chapter.

Chapter 81

Sec. 81.01. - Adoption of chapter; scope.

The Wake County Animal Control Ordinance, and subsequent amendments, are hereby adopted for use within the corporate limits of the town. The County is hereby authorized to enforce all provisions of its duly adopted Animal Control Ordinance within the corporate limits of the town and to ~~respond~~ ~~response~~ to all calls for service under its ordinance.

Sec. 81.37. - Definitions.

Domestic animal. Any animal that is neither livestock nor exotic by definition, domesticated by ~~man~~ ~~man~~ as to live and breed in a tame condition.

Sec. 81.41. - Exotic or wild animals.

(a) It shall be unlawful for any person to keep, maintain, possess or have under ~~their~~ his control within the Town any venomous reptile or any other wild or exotic animal.

Sec. 81.45. - Penalties for violation.

(c) Payment of a fine imposed in criminal proceedings pursuant to this subsection does not relieve a person of ~~their~~ his liability for taxes, civil penalties or fees imposed under this ordinance.

Chapter 82

Sec. 82.05. - Penalties.

(a) Violations of this ordinance may subject the violator to criminal as well as civil action. In addition to the civil penalties or fees imposed under this ordinance, violation of this ordinance shall be a misdemeanor for which a criminal summons may be issued.

Chapter 83

Sec. 83.03. - Notice to abate; right to appeal; abatement.

(a) If the Town's Code Enforcement Officer determines that a nuisance condition exists on the affected lot, the officer shall give notice to the owner of the premises to abate or remove such conditions within ten (10) calendar days. Serving of such notice shall be by any one (1) of the following methods:

(2) By the deposit of first class mail, postage prepaid, to the owner of the property at ~~their~~ his or her last known address, as listed by the Wake County ~~Tax Administration. Revenue Department.~~

(c) The notice shall state specifically which nuisance condition listed in Section 83.01 is present on the affected parcel of land, and shall also inform the property owner that ~~they~~ he or she may, within the ten-day period, appeal the Code Enforcement Officer's decision to the Town Council by giving written notice to the Code Enforcement Officer.

Sec. 83.06. - Abatement by Town.

Following an appeal hearing, if the Town Council has ordered the Town's Code Enforcement Officer to abate the nuisance condition on the affected lot, the Code Enforcement Officer shall deposit a first class mail notice, postage prepaid, to the property owner as reported by the Wake County ~~Tax Administration Revenue Department~~ that ~~they~~ he or she must abate the nuisance within ten (10) days of the deposit. If the property owner within this ten-day period neglects to abate the public nuisance condition, then the Code Enforcement Officer shall cause the condition to be removed or otherwise remedied by having employees of the Town, or subcontractors retained by the Town, go upon the premises and remove or otherwise abate the nuisance under the supervision of the Code Enforcement Officer. The expense of remedying the abatement shall be paid by the property owner. If the expense is not paid, it is a lien on the land or premises where the nuisance occurred, and such lien shall have the same priority and be collected as unpaid ad valorem taxes. In addition hereto, any such unpaid expenses shall be a lien on other property owned by such property owner located within the Town's corporate limits, or within one (1) mile of the Town's corporate limits, except for such property owner's primary residence, and such lien shall have the same priority as a money judgment lien.

Chapter 84

Sec. 84.01. - Concealed weapons and discharge of firearms.

(3) ~~This section shall be enforced in accordance to N.C. General Statute 14-415.23. This section shall become effective on adoption.~~

Sec. 84.04. - Unnecessary noise.

(i) Permits.

(3) Number of hours. In the case of excess amplification under § 84.04(h), no permits shall be issued which shall have the effect of allowing more than twenty (20) hours of excess amplification per year at any place of public entertainment or ten (10) hours of excess amplification at any other location. Permits shall be tentatively approved and subsequently granted by the noise control officer in the order of receipt unless permits for twenty (20) or more hours have previously been issued for the same or other locations within a one thousand (1,000) foot radius of the facility in the same calendar year, in which event the applicant shall elect whether to limit ~~their~~ ~~his~~ request so as to keep the year's accumulated hours of excess amplification in that location between twenty (20) hours or select another location.

(5) Denial; exceptional permit. If an applicant has been denied a permit under this section and believes the denial is illegal by applicable state or federal law, the applicant shall promptly submit a copy of the denied permit application together with a short statement of the reasons the applicant believes ~~they are~~ ~~he is~~ entitled to a permit to the Town Manager. The Town Manager shall have the discretion to grant an exceptional permit waiving locational, time, and/or dB(A) requirements, upon the determination by the Town Manager that the applicant has made a substantial showing of legal entitlement. Any such exception permit shall be promptly reported to the Town Council.

(k) Equitable remedies.

(1) Civil penalty. Violation of this section shall subject the offender(s) to a civil penalty in the amount of fifty dollars (\$50.00). In the event there is more than one (1) violation within any one (1) year period, then the civil penalty shall be increased for each additional violation over one (1) during such period, as follows.

Second offense within one (1) year: \$100.00

Third offense within one (1) year: \$200.00

Fourth and any subsequent offense within one (1) year shall be enforced through the issuance of the criminal summons **for a Class 3 misdemeanor** to the responsible party.

Once the one (1) year period has run from the "first violation," the next violation shall be a first violation for the purposes of establishing a new one (1) year period.

Violators shall pay any issued penalty within ten (10) days of the issue date and time. The Town Attorney, or designee, is authorized to file suit on behalf of the town to collect any unpaid citations, and the Development Services Director, Police Chief, or their designee, is authorized to verify and sign complaints on behalf of the Town in such suits. A code enforcement officer, police officer, animal

control officer enforcing subject matter jurisdiction, or other employee duly authorized to enforce the noise control ordinances may issue a citation for violations of this article. In general, the police department will respond, investigate, and enforce noise complaints and violations. The Town's code enforcement officers shall be responsible for the investigation and enforcement of noise complaints when they are a result of construction work, business operations, or zoning violations. Complaints of this nature are to be referred to the Town's code enforcement officer by the police department.

Appeal of a civil penalty amount may be made to the Town Manager or designee within thirty (30) calendar days from the date of issuance by filing an appeal stating with specificity the grounds for the appeal and the reasons the penalty should be reduced or abated. In considering the appeal, the penalty or fine, the Town Manager or designee may consider the following:

- a. the gravity of the violation;
- b. any action taken by the violator to correct the violation;
- c. the cost of the action to correct the violation; and
- d. any previous violations committed by the violator, on the same or different site.

(2) Equitable remedies. This article may also be enforced through equitable remedies issued by a court of competent jurisdiction.

(3) Criminal penalty. In addition to, or in lieu of, such civil penalties or other remedies, violation of this article shall constitute a misdemeanor.

(4) Enforcement. This article may be enforced by any one, all or a combination of the remedies set out herein.

~~Sec. 84.05. -- Limitations on the blowing of train whistles.~~

~~It shall be unlawful for any person to blow or sound any railroad train whistle, horn, or other sound device louder or longer than is absolutely necessary as a safety device for protection of persons and property while going at a lawful rate of speed, within the Town, between the hours of 10:00 p.m. and 7:00 a.m.~~

Sec. 84.08. - Discharge of firearms, fireworks, and the like.

No person shall discharge any firearms, fireworks, or any other explosive contrivance within the **incorporated** inhabited portion of the Town, ~~without the Town Manager's consent.~~

Sec. 84.09. - Loitering.

(a) No person shall loiter, ~~lounge, or sleep~~ in or on any street, park, or public place or in any public building, or obstruct the access to any public building or any part thereof, or obstruct passage through or on any public street, park, or public place.

(b) For the purposes of this section, "loiter" shall encompass, but shall not necessarily be limited to, one or more of the following acts:

~~—(3) Remaining idle in essentially one location without being able to establish having a legitimate business or purpose in so remaining idle or who by his conduct has exhibited the absence of a lawful purpose in so remaining idle.~~

~~—(4) Conduct involving the concept of standing idly by, loafing, walking about aimlessly without purpose and including the colloquial expression of "hanging around."~~

(5) Refusing to move on when so requested by a **police** ~~peace~~-officer provided that the **police** ~~peace~~ officer has exercised **their** ~~his~~ discretion reasonably under the circumstances in order to preserve or promote public peace and order.

Sec. 84.15. - Railroads—Blocking crossings.

It shall be unlawful for any railroad conductor of any passenger or freight train to allow **their** ~~his~~ train to stand upon or block any public crossing of the Town for a longer time than five (5) minutes.

Sec. 84.17. - Sale, consumption and possession of alcohol prohibited in certain areas.

(a) Except as provided by this chapter, it shall be unlawful for any person to consume, serve, drink or possess an open container of wine, beer, whiskey or any other alcoholic beverage as defined by Chapter 18B of the General Statutes of the State of North Carolina on or within the rights-of-way of any municipal street, public vehicular area, alley, or any public property owned or occupied by the Town, except where and when specifically permitted by resolution adopted by Town Council. It shall also be unlawful to possess wine, beer, whiskey or any other alcoholic beverage on any street, alley or parking lot which is temporarily closed to regular traffic for a special event unless the resolution of Town Council closing the street, alley, or parking lot makes other provisions for the possession of wine, beer, whiskey or any other alcoholic beverage. An open container is one whose seal has been broken or a container other than the manufacturer's unopened original container.

(b) Pursuant to authority granted by S.L. 2017-87 any establishment located in the corporate limits of Knightdale and holding an ABC permit issued pursuant to G.S. 18B-1001 is permitted to sell beverages allowed by its permit beginning at 10:00 a.m. on Sundays.

(c) Violators of this ordinance may subject to a misdemeanor in accordance with N.C. General Statute 18B.

~~**Sec. 84.19. - [Compliance with other ordinances.]**~~

~~This Ordinance shall be in addition to and not in conflict with all ordinances heretofore enacted pertaining to the public consumption of alcoholic beverages.~~

~~**Sec. 84.20. - [Effective date.]**~~

~~This Ordinance shall be in full force and effect from the date of its adoption and enactment.~~

Sec. 84.23. - Youth protection—Restrictions upon juveniles during specified hours.

(c) Offenses. Except as provided by subsection (d), the following offenses constitute a violation of this section:

(1) A person under the age of eighteen (18) years shall be in violation of this section if ~~they he or she~~ shall remain at any time in a group of four (4) or more individuals in or upon any public place or establishment within the Town.

(2) It shall be a violation of this section for any person under the age of eighteen (18) years to be or remain in or upon any public place or establishment within the Town during the restricted hours.

(3) It shall be a violation of this section for any person eighteen (18) years or older to aid or abet a juvenile in the violation of subsection (c)(1) or (c)(2).

(4) A parent of a juvenile shall be in violation of this section if ~~they he or she~~ knowingly **permit permits**, and/or by inadequate supervision, allows the juvenile to remain on the premises of any establishment or in any public place within the Town during the restricted hours. The term "knowingly" includes knowledge that a parent should reasonably be expected to have concerning the whereabouts of a juvenile in that parent's legal custody. This requirement is intended to hold a neglectful or careless parent up to a reasonable community standard of parental responsibility through an objective test. It shall, therefore, be no defense that a parent was completely indifferent to the activities or conduct or whereabouts of such juvenile.

(5) It shall be a violation of this section for a parent of a juvenile to refuse to take custody of the juvenile during the restricted hours.

(6) The owners, operator, or any employee of an establishment shall be in violation of this section if ~~they he or she~~ knowingly allow ~~allows~~ a juvenile to remain upon the premises of the establishment during the restricted hours. The term "knowingly" includes knowledge that an operator or employer should reasonably be expected to have concerning the patrons of an establishment.

(f) Enforcement procedures.

(1) If a police officer reasonably believes that a juvenile is in violation of the ordinance the officer shall notify the juvenile that ~~they are he or she is~~ in violation of the ordinance and shall require the juvenile to provide ~~their his or her~~ name, address and telephone number and how to contact ~~their his or her~~ parent or guardian. In determining the age of the juvenile and in the absence of convincing evidence such as a birth certificate, a police officer shall, in the first instance of violation of the ordinance, use ~~their his or her~~ best judgment in determining age.

Sec. 84.24. - Restricted construction and commercial activity. [~~Restricted construction and commercial activity.~~]

Sec. 84.25. - Parking on natural surfaces prohibited.

(c) Definitions. For the purposes of this section, the following words and phrases shall have the following meanings:

~~[-Yard.-]~~

Chapter 85

Sec. 85.02 - Definitions.

Smoking. The use or possession of **all tobacco, non-tobacco nicotine, and nicotine free products, including chewing tobacco, snuff, e-cigarettes or electronic cigarettes, and vapor products.** ~~a lighted cigarette, lighted cigar, lighted pipe, or any other lighted tobacco product.~~

Chapter 86

Sec. 86.02. - Bicycle helmets required.

(a) Any person less than sixteen (16) years of age operating or riding on a bicycle, in line skates, scooters, or any other non-motorized vehicle on a public roadway, greenway, bicycle path, or any right-of-way under the jurisdiction of the Town shall wear a properly fastened protective helmet designed for safety on **their** ~~his or her~~ head. Such helmet shall be fitted to size of the user and shall meet or exceed the standards for bicycle helmet use and wear as set by ANSI (American National Standards Institute) Z90.4 or subsequent bicycle helmet standards or the Snell Memorial Foundation's 1984 Standard for Protective Headgear for use in bicycling or subsequent standards. Failure to wear the required helmet shall constitute an infraction.

Chapter 87

Sec. 87.03. - Accessibility to graffiti implements.

(c) **Effective date.** ~~[Effective date.]~~ The provisions of this section shall not be effective until (45) forty-five days following written notice from the Town to the owner/operator of the commercial retail establishment. Written notice shall be deemed accomplished by the First Class postage mailing of a copy of this ordinance [Anti-Graffiti Ordinance] to the address of the property occupied by the establishment as listed with the Wake County Tax Office and to the address of the Commercial establishment listed with the **City of Raleigh** ~~Town's~~ water billing office.

Sec. 87.08. - Removal of graffiti by property owner or **Town ~~City~~.**

Title IX

Chapter 91. - **Subdivision Regulations** ~~Reserved~~

Subdivision Regulations are addressed in the Town of Knightdale Unified Development Ordinance.

Chapter 92

Sec. 92.06. Inspections.

(c) Emergency cases. In cases where it appears that there is an imminent danger to life or safety of any person unless an unsafe building is immediately repaired, vacated, closed, or demolished, the Code Enforcement Officer shall order its immediate repair, evacuation, closing or demolition as **they** ~~he or she~~ may deem necessary, notwithstanding the other provisions of this article. The officer may take the temporary measures necessary to safeguard persons from immediate danger of collapse of such building and is authorized to close temporarily sidewalks, streets, and other buildings in places adjacent to such unsafe building and prohibit the same from being used, pending the elimination of the danger. The cost of emergency measures taken shall become a lien against the premises upon which the emergency condition existed upon confirmation of the cost by the Town Council. The confirmation shall take place

only after ten (10) days written notice to the owner of the premises where the nuisance existed. The Council may also notify any other parties of interest of the emergency condition.

Sec. 92.07. Procedure for enforcement.

(d) Issuance of order after hearing. If, after such notice and administrative hearing, the officer shall determine that the building under consideration is unsafe under the terms of this article, the officer shall state in writing ~~their~~ his findings of fact in support of that determination and shall issue and cause to be served upon the owner thereof an order. If any party in interest other than owner took part in the administrative hearing, the order shall also be served on that person. The Town at its discretion may also serve the order on other parties of interest in the building who did not take part in the administrative hearing. The order shall require the owner, within the time specified in the order, but not less than sixty (60) days, to repair, alter or improve the building in order to render it safe, or to close such building, or to demolish and remove such building. Any unsafe building ordered to be closed or to be demolished and removed must immediately be vacated upon notice of the order. The officer may require, upon notice of the order, any unsafe building to be repaired, altered, or improved to be vacated until such time as the officer determines the building has been made safe. The officer must affix a copy of the order on the unsafe building, and also a notice stating: "This building is unsafe." For those unsafe buildings which must be or are required to be vacated, notice shall further state: "This building is unsafe and unfit for human habitation. Occupation of this building for human habitation is prohibited and unlawful." It is the owner's responsibility to ensure that the building is immediately vacated of all occupants until such time as the officer determines the building has been made safe. In its order the Town may permit a specified party in interest to carry out the order provided that the specified party in interest demonstrates at the hearing its proper legal authority to fulfill the order by making the building safe. Such permission granted by the Town to a specified party in interest shall be in addition to, and not in lieu of, the owner's duty to fully comply with the order and does not relieve the owner of any legal responsibilities.

(e) *Methods of service of complaints and orders.*

(2) If the identities of any owners or the whereabouts of persons are unknown and cannot be ascertained by the officer in the exercise of reasonable diligence, or, if the owners are known but have refused to accept service by registered or certified mail, and the officer makes an affidavit to that effect, then the serving of the complaint or order upon the owners or other persons may be made by publication in a newspaper having general circulation in the town at least once, no later than one (1) week prior to the administrative hearing. Nothing in the section limits the Town, in its discretion, from providing additional notice by publication in a newspaper having general circulation in ~~the Town.~~ ~~[text missing]~~.

Sec. 92.08. Filing of notice of lis pendens.

Lis pendens (a pending suit), in general terms, is a notice filed on public records for the purpose of warning all persons that the title to certain property is in litigation, and they are in danger of being bound by an adverse judgment. Upon the issuance of a complaint and notice of hearing or order pursuant thereto, a notice of lis pendens, with a copy of the complaint and notice of hearing or order attached thereto, may be filed by the officer in the office of the ~~Clerk of Superior Court~~ clerk of superior court for the county, as provided in G.S. 1-120.2. The officer shall serve a copy of the notice of lis pendens upon

the owners and parties in interest in the building, including any lien holders and tenants who may be determined by the exercise of reasonable diligence. The officer may have the notice of lis pendens canceled at such time as the building is brought into conformity with this article by sending to the **Clerk of Superior Court** ~~clerk of superior court~~ a notice asking that the notice of lis pendens be canceled.

Sec. 92.09. Failure to comply with order.

(e) *Enforcement of order.*

(2) Additional resolution one year later. If the officer shall have issued an order ordering a building to be repaired or vacated and closed, and such building has remained unrepaired or vacated and closed for a period of one (1) year, either by action of the owner as provided in subsection 92.09(b) above or following the adoption of a resolution by the Board of Commissioners pursuant to subsection 92.09(e)(1), then, if the Town Council shall find that the owner has abandoned the intent and purpose to repair, alter or improve the building in order to render it safe, and that the continuation of the building in its vacated and closed status would be inimical to the health, safety, morals and welfare of the Town in that the building would continue to deteriorate, would create a fire and safety hazard, would be a threat to children and vagrants, would attract persons intent on criminal activities, would cause or contribute to blight and the deterioration of property values in the area, or would render unavailable property and housing which might otherwise have been made available to ease the persistent shortage of decent and affordable housing, in such circumstances the **Town Council** ~~Board of Commissioners~~ may, after the expiration of such one-year period, enact a resolution and serve such resolution on the owner requiring the owner to either repair or demolish and remove the building within ninety (90) days. The Town may also serve such resolution on any parties of interest. Such resolution shall be recorded in the office of the **County Register of Deeds** ~~county register of deeds~~ and shall be indexed in the name of the property owner in the grantor index. If the owner fails to comply with this resolution within the time fixed by such resolution, then the officer shall effectuate the purpose of the resolution. The cost of such repairs, demolition or removal shall be a lien on the property pursuant to G.S. 160D-1125(b) and (c).

Sec. 92.10. Appeals from orders of the officer, review by court.

(a) Appeals to Board. All appeals which may be taken from decisions or orders of the officer pursuant to this article shall be heard and determined by the Board of **Adjustment** ~~Adjustments~~. As the appeals body, the Board shall have the power to fix the times and places of its meetings, to adopt necessary rules of procedure and any other rules and regulations which may be necessary for the proper discharge of its duties. The Board shall keep an accurate journal of all its proceedings.

(b) When appeal may be taken. An appeal may be taken from a final decision or an order of the officer by the owner or party in interest, an authorized representative of the Town, other than the officer issuing the final decision or order, or the **Town Council** ~~Board of Commissioners~~ of the Town upon proper notice. Except as provided herein, any appeal shall be taken no later than ten (10) days from the date of service of the decision or order as determined by subsection 92.07(e) by filing with the officer and with the **Town Council** ~~Board of Commissioners~~ a written notice of appeal which shall specify with particularity all the grounds upon which the appeal is based. No time limit shall apply to an appeal by an authorized representative or the Town or the **Town Council** ~~Board of Commissioners~~.

(c) Duty of officer. Upon the filing of an appeal upon the filing of any notice of appeal, the officer shall forthwith transmit to the Board of ~~Adjustment Adjustments~~ all the papers constituting the record upon which the final decision or order appealed from was made. The officer shall also report the appeal to the Town Manager, who shall cause the matter to be placed on the agenda for action by the Board at its next ensuing regular meeting, and shall notify the appellant of the date the Board will hear the matter.

(d) Staying of action. When an appeal is from a decision or order of the officer refusing to allow the person aggrieved thereby to do any act, the officer's decision or order shall remain in force until modified or reversed. When an appeal is from a decision or order of the officer requiring the person aggrieved to do any act, the appeal shall have the effect of suspending the requirement until the hearing by the Board, unless the officer certifies to the Board, after the notice of appeal is filed with the officer, that by reason of the facts stated in the certificate (a copy of which shall be furnished to the appellant), a suspension of the officer's requirement would cause imminent peril to life or property. In that case, the requirement shall not be suspended except for due cause shown upon not less than one (1) day's written notice to the officer, by the ~~Town Council Board of Commissioners~~, or by a court of record upon petition made pursuant to G.S. 160D-1127 and this section.

(e) Hearing of appeals. The Board of ~~Adjustment Adjustments~~ shall fix a reasonable time for the hearing of all appeals, and shall reserve the right to continue the hearing of the appeal from time to time. Any party may appear in person or by authorized agent or attorney. The Board may reverse or affirm, wholly or partly, or may modify the decision or order appealed from, and may make any decision and order as in its opinion ought to be made in the matter, and to that end it shall have all the powers of the officer. The Board shall have power also in passing upon appeals, in any case where there are practical difficulties or unnecessary hardships in the way of carrying out the strict letter of this article, to adapt the application of this article to the necessities of the case to the end that the spirit of this article shall be observed, public safety and welfare secured, and substantial justice done. A copy of the Board's decision shall be served on the appellant by the officer.

(f) Petition to superior court.

(1) Every decision of the Board of ~~Adjustment Adjustments~~ shall be subject to review by proceedings in the nature of certiorari instituted within fifteen (15) days of the date of service of the decision of the Board, but not otherwise.

(2) Any person aggrieved by an order issued by the officer or a decision rendered by the ~~Town Council Board of Commissioners~~ may petition the superior court for an injunction restraining the officer from carrying out the order or decision and the court may, upon such petition, issue a temporary injunction restraining the officer pending a final disposition of the cause. The petition shall be filed within thirty (30) days after issuance of the order or rendering of the decision.

Sec. 92.13. Failure to comply with order.

If the owner of a building or structure fails to comply with an order issued pursuant to G.S. 160D-1122 from which no appeal has been taken, or fails to comply with an order of the ~~Town Council Board of Commissioners~~ following an appeal, ~~they~~ he shall be guilty a Class 1 misdemeanor.

Chapter 93

Sec. 93.03. - Powers of the building inspector.

(d) To designate such other officers, agents and employees of the Town as ~~they deem~~ ~~he deems~~ necessary to carry out the provisions of this Ordinance.

Sec. 93.05. - Procedure for enforcement.

(a) Preliminary investigation; noticed; hearing. Whenever a petition is filed with the inspector by at least five (5) residents of the Town charging that any structure exists in violation of this Ordinance or whenever it appears to the inspector, upon inspection, that any structure exists in violation hereof, ~~they~~ ~~he~~ shall, if ~~their~~ ~~his~~ preliminary investigation discloses a basis for such charges, issue and cause to be served upon the Owner of and parties in interest in such structure a complaint stating the charges and containing a notice that a hearing will be held before the inspector at a place therein fixed, not less than ten (10) nor more than thirty (30) days after the serving of said complaint. The owner or any party in interest shall have the right to file an answer to the complaint and to appear in person, or otherwise, and give testimony at the place and time fixed in the complaint. Notice of such hearing shall also be given to at least one (1) of the persons signing a petition relating to such structure. Any person desiring to do so may attend such hearing and give evidence relevant to the matter being heard. The rules of evidence prevailing in courts of law or equity shall not be controlling in hearings before the inspector.

(b) Procedure after hearing. After such notice and hearing, the inspector shall state in writing ~~their~~ ~~his~~ determination whether such structure violates this Ordinance. If the inspector determines that the dwelling is in violation ~~they~~ ~~he~~ shall state in writing ~~their~~ ~~his~~ findings of fact to support such determination, and shall issue and cause to be served upon the owner thereof an order directing and requiring the owner to either repair, alter and improve such structure or else remove or demolish the same within a specified period of time not to exceed ninety (90) days.

Sec. 93.07. - In rem action by Inspector; placarding.

After failure of an owner of a structure to comply with an order of the inspector issued pursuant to the provisions of this ordinance, and upon adoption by the Town Council of an ordinance authorizing and directing ~~them~~ ~~him~~ to do so, as provided by G.S. 160D-1203(5) and Section 93.05(c) of this ordinance, the inspector shall proceed to cause such structure either to be repaired or else removed or demolished, as directed by the ordinance of the Town Council and shall cause to be posted on the main entrance of such structure a placard prohibiting the use or occupation of the structure. Use or occupation of a building so posted shall constitute a misdemeanor.

Each such ordinance shall be recorded in the office of the ~~Register of Deeds~~ ~~register of deeds~~ of Wake County, and shall be indexed in the name of the property owner in the grantor index, as provided by G.S. 160A-443(5).

Chapter 93A

Sec. 93A.02. - Definitions.

Administrator shall collectively mean “**Development Services Director** ~~Planning Director~~ of the Town of Knightdale, North Carolina” and subordinate staff **or other designee**.

~~—Gender, words having a masculine gender shall include the feminine and neuter genders.~~

~~—Inspector shall mean the Building Inspector of the Town or any authorized agent of the Inspector.~~

Owner Any person who alone, jointly or severally with others shall have legal title in fee simple to a building (with or without accompanying actual possession thereof) or any person in charge, care or control of any building, as owner or agent of the owners, or as executor, administrator, trustee or guardian of the estate of the owner. Any such person representing the actual owner shall be bound to comply with the provisions of this article, and of rules and regulations adopted pursuant thereto, to the same extent as if such person were the owner. ~~shall mean any person who alone, jointly, or severally with others:~~

~~—(1) Has title to any dwelling, dwelling unit or rooming unit, with or without accompanying actual possession thereof; or~~

~~—(2) Holds a mortgagee of record for any dwelling, dwelling unit or rooming unit; or~~

~~—(3) Has charge, care or control of any dwelling, dwelling unit or rooming unit, as owner or agent of the actual owner, or as executor, executrix, administrator, administratrix, trustee or guardian of the estate of the actual owner. Any such person thus representing the actual owner shall be bound to comply with the provisions of this ordinance, and with the rules and regulations adopted pursuant thereto, to the same extent as if he was the owner.~~

Rooming house shall mean any dwelling, or that part of any dwelling containing one (1) or more rooming units, in which space is rented or leased by the owner or operator to three (3) or more persons who are not **spouse** ~~husband or wife~~, **child** ~~son or daughter~~, **parent** ~~mother or father~~, or **sibling** ~~sister or brother~~ of the owner or operator.

Rubbish **Combustible or noncombustible waste materials, except garbage and ashes, including, but not limited to, paper, rags, cartons, boxes, wood, excelsior, rubber, leather, tree branches, yard trimmings, tin cans, metals, mineral matter, glass or dust.** ~~shall mean nonorganic waste materials. The term shall include paper, rags, cartons, boxes, wood, rubber, leather, tree branches, yard trimmings, tin cans, metals, mineral matter, glass, and dust.~~

Unfit for human habitation shall mean that conditions exist in a dwelling, dwelling unit, rooming house or rooming unit which violate or do not comply with one (1) or more of the minimum standards of fitness or one (1) or more of the requirements established by this chapter, as determined by the ~~Inspector~~ **Administrator**.

Sec. 93A.05. - Minimum standards for basic plumbing, heating and electrical equipment and facilities.

- (a) Plumbing system.

(5) All required plumbing fixtures shall be located within the dwelling unit and be accessible to the occupants of same **dwelling unit**. The water closet and tub or shower shall be located in a room or rooms affording privacy to the user.

Sec. 93A.09. - Minimum standards for control of insects, rodents and infestations.

(c) Infestation. Every owner and occupant of a dwelling containing a single dwelling unit shall be responsible for the extermination of any insects, rodents or other pests therein or on the premises; and every occupant of a dwelling unit in a dwelling containing more than one (1) dwelling unit shall be responsible for such extermination whenever **their** ~~his~~-dwelling unit is the only one infested. Whenever infestation is caused by failure of the owner to maintain a dwelling in a rodent proof or reasonably insect proof condition, extermination shall be the responsibility of the owner. Whenever infestation exists in two (2) or more of the dwelling units in any dwelling or in the shared or public parts of any dwelling containing two (2) or more dwelling units, extermination shall be the responsibility of the owner.

Sec. 93A.10. - Minimum standards applicable to rooming houses; exceptions.

(c) Sanitary conditions. The owner and/or operator of every rooming house shall be responsible for the sanitary maintenance of all walls, floors, and ceilings, and for the sanitary maintenance of every other part of the rooming house. **They** ~~He~~-shall be further responsible for the sanitary maintenance of the entire premises where the entire structure or building within which the rooming house is contained is leased or occupied by the operator.

Sec. 93A.11. - Responsibilities of owners and occupants.

(b) Cleanliness. Every occupant of a dwelling or dwelling unit shall keep in a clean and sanitary condition that part of the dwelling, dwelling unit and premises thereof which **they occupy and control.** ~~he occupies and controls.~~

Sec. 93A.12. - Powers and duties of the ~~Land Use~~ **Administrator.**

(f) To appoint and fix the duties of such officers, agents, and employees as **they deem** ~~he deems~~ necessary to assist in carrying out the purposes of this chapter, and to delegate any of **their** ~~his~~-functions and powers to such officers, agents and employees; and

Sec. 93A.13. - Inspections; duty of owners and occupants.

The following shall constitute duties of owners and occupants of a dwelling or dwelling unit with respect to inspections:

(a) For the purpose of making inspections, the ~~Inspector~~ **Administrator** is hereby authorized to enter, examine and survey all dwellings, dwelling units, rooming houses, rooming units and the premises associated therewith only when there is reasonable cause to believe that unsafe, unsanitary, or otherwise hazardous or unlawful conditions may exist in the residential building or structure. When the ~~Inspector~~ **Administrator** determines that a safety hazard exists in a dwelling unit within a multifamily building, which, in the opinion of the ~~Inspector~~ **Administrator** poses an immediate threat to the occupant, the ~~Inspector~~ **Administrator** may inspect in the absence of a specific complaint and actual knowledge of the unsafe condition, additional dwelling units to determine whether the same safety hazard exists.

(b) Reasonable cause shall mean any one of the following conditions:

(1) The landlord or owner has a history of more than two (2) verified violations of the housing code within a 12-month period;

(2) There has been a complaint that substandard conditions exist within the building or there has been a request that the building be inspected;

(3) The ~~Inspector~~ Administrator has actual knowledge of an unsafe condition within the building; and/or

(4) Violations of the housing code are visible from off the property.

(c) The owner or occupant of every dwelling, dwelling unit, rooming house or rooming unit, or the person in charge thereof, shall give the ~~Inspector~~ Administrator free access to such dwelling, dwelling unit, rooming house or rooming unit and its premises for the purposes of such inspection, examination and survey when reasonable cause for inspection exists or the subject dwelling is in a multifamily building as described in subsection (a).

(d) Every occupant of a dwelling, dwelling unit, rooming house or rooming unit shall give the owner thereof, or ~~their~~ his agent or employee, access to any part of such dwelling or dwelling unit and its premises at all reasonable times for the purpose of making such repairs or alterations as are necessary to effect compliance with the provisions of this ordinance or with any lawful order issued pursuant to the provisions of this ordinance.

When permission to inspect a dwelling or its premises is denied by the owner/occupant, the ~~Building Inspector~~ Administrator must obtain a warrant to inspect under state law. State law provides for the issuance of warrants for the conducting of inspections authorized by law.

~~Generally, the~~ The consent of the tenant/occupant who is in actual possession and control of the premises is sufficient to authorize an inspection without a warrant, notwithstanding the fact that the owner had objected to the warrantless search. When faced with a situation where permission to inspect is denied, ~~Building Inspectors~~ the Administrator may seek the advice of the Town Attorney.

Sec. 93A.14. - Procedure for enforcement.

(a) Preliminary investigation; notice; hearing. Whenever a petition is filed with the Administrator by a tenant or occupant, a party of interest, a public authority or agency or at least five (5) residents of the Town charging that any dwelling or dwelling unit is unfit for human habitation, or whenever it appears to the ~~Inspector~~ Administrator that any dwelling or dwelling unit may be unfit for human habitation, ~~they~~ the Administrator shall, if their preliminary investigation discloses a basis for such charges, issue and cause to be served upon the owner of and parties in interest in such dwelling or dwelling unit a notice of violation stating the charges and containing a notice that a hearing will be held before the ~~Inspector~~ Administrator at a place therein fixed, not less than ten (10) nor more than thirty (30) days after the serving of the complaint. Such notice shall be served in the manner prescribed in G.S. 160D-1206.

The owner or any party in interest shall have the right to file an answer to the complaint and to appear in person, or otherwise, and give testimony at the place and time fixed in the complaint before the ~~Inspector~~ **Administrator**. Notice of such hearing shall also be given to at least one (1) of the persons signing a petition relating to such dwelling. Any person desiring to do so may attend such hearing and give evidence relevant to the matter being heard. The rules of evidence prevailing in courts of law or equity shall not be controlling in hearings before the ~~Inspector~~ **Administrator**. The ~~Inspector~~ **Administrator** shall have discretion to make findings concerning the matters addressed at the hearings.

In the event the condition of the dwelling, or dwelling unit creates an imminent risk to the health and safety of occupants or the public, the Administrator is empowered to take any emergency measure provided by law to protect the public or the occupants of the dwelling or dwelling unit.

(b) Lis pendens. Upon issuance of a notice of violation and notice of hearing pursuant to this section, the ~~Inspector~~ **Administrator, in their sole discretion**, may cause the filing/recording of a notice of lis pendens or other appropriate notice in the office of the Clerk of Superior Court and Register of Deeds of Wake County. The lis pendens shall be cross-indexed in accordance with indexing procedures of the North Carolina General Statutes. The ~~Inspector~~ **Administrator** shall cause a copy of the notice of lis pendens to be served upon the owners and other parties in interest at the time of filing in accordance with G.S 160D-1206.

Upon compliance with the requirements of any order based upon such complaint and hearing the ~~Inspector~~ **Administrator** shall direct the Clerk of Superior Court and Register of Deeds to cancel the notice of lis pendens and shall file any documentation required by the court to cancel the lis pendens.

(c) Procedure after hearing. After such notice and hearing, the ~~Inspector~~ **Administrator** shall determine whether the dwelling or dwelling unit is unfit for human habitation, and, if so, whether it is deteriorated or dilapidated. If the ~~Inspector~~ **Administrator** determines that the dwelling or dwelling unit is deteriorated, **they** ~~he~~ shall state in writing **their** ~~his~~ findings of fact in support of such determination, and shall issue and cause to be served upon the owner thereof an order directing and requiring the owner to repair, alter, or improve such dwelling or dwelling unit to comply with the minimum standards established by this chapter within a specified period of time, not to exceed ninety (90) days. Such order may also direct and require the owner to vacate and close such dwelling or dwelling unit until such repairs, alterations, and improvements have been made.

If the ~~Inspector~~ **Administrator** determines that the dwelling is dilapidated, **they** ~~he~~ shall record in writing **their** ~~his~~ findings of fact to support such determination, and shall issue and cause to be served upon the owner thereof an order either directing and requiring the owner to repair, alter, or improve such dwelling or dwelling unit to comply with the minimum standards established by this chapter, or else to vacate and remove or demolish the same within a specified period of time not to exceed ninety (90) days. If the ~~Inspector~~ **Administrator** finds that repair, alteration, or improvement of such dwelling or dwelling unit cannot reasonably be accomplished or that continued occupation and residence during the term of repair is not safe for occupants, **they** ~~he~~ may require that all occupants immediately vacate the property.

(d) Failure to comply with order.

(1) In personam remedy. If the owner of any deteriorated or dilapidated dwelling or dwelling unit shall fail to comply with an order of the ~~Inspector~~ **Administrator** to repair, alter, or improve or to vacate and close the same within the time specified therein, the ~~Inspector~~ **Administrator** shall submit to the Town Council at its next regular meeting a resolution directing the Town Attorney to petition the Superior Court for an order directing such owner to comply with the order of the ~~Inspector~~ **Administrator**, as authorized by G.S. 160D-1208(e), or to vacate the dwelling pursuant to G.S. 160D-1203(3).

(2) In rem remedy. After failure of an owner of a dwelling or dwelling unit to comply with an order of the ~~Inspector~~ **Administrator** issued pursuant to the provisions of this chapter, and upon adoption by the Town Council of an ordinance authorizing and directing **them** ~~him~~ to do so, as provided by G.S. 160D-1203(4) and this chapter, the ~~Inspector~~ **Administrator** may proceed to cause such dwelling or dwelling unit to be repaired, altered or improved to comply with the minimum standards of fitness established by this chapter, or to be vacated and closed and removed or demolished, as directed by the ordinance of the Town Council.

When authorized by the Town Council, the ~~Inspector~~ **Administrator** shall cause to be posted on the main entrance of such dwelling or dwelling unit a placard with the following words: "This building is unfit for human habitation: the use or occupation of this building for human habitation is prohibited and unlawful". Occupation of a building so posted shall constitute a Class 1 misdemeanor.

(3) Summary ejectment. If an owner or occupant fails to comply with a valid order to vacate a dwelling, the ~~Inspector~~ **Administrator** may initiate proceedings to remove the occupant as provided under G.S. 160D-1203(8).

(e) Appeals from orders of ~~Inspector~~ **Administrator**. An appeal from any decision or order of the ~~Inspector~~ **Administrator** may be taken by any person aggrieved thereby. Any appeal from the ~~Inspector~~ **Administrator** shall be taken within ten (10) days from the receipt of the decision or service of the order, and shall be taken by filing with the ~~Inspector~~ **Administrator** and with the Board of Adjustment a written notice of appeal, which shall specify the grounds upon which the appeal is based. Upon the filing of any notice of appeal, the ~~Inspector~~ **Administrator** shall forthwith transmit to the **Board of Adjustment** ~~Land Use Review Board~~ all the papers constituting the record upon which the decision appealed from was made.

~~An appeal from a~~ **A** decision of the ~~Inspector~~ **Administrator** shall remain in force **during the appeal** until modified or reversed, provided that when an appeal is from a decision of the ~~Inspector~~ **Administrator** requiring the person aggrieved to perform any act, the appeal shall have the effect of suspending the requirement until the hearing by the **Board of Adjustment** ~~Land Use Review Board~~, unless the ~~Inspector~~ **Administrator** certifies to the **Board of Adjustment** ~~Land Use Review Board~~, after the notice of appeal is filed with **them**, ~~him~~, that by reason of the facts stated in the certificate (a copy of which shall be furnished to the appellant), a suspension of this requirement would cause imminent peril to life or property, in which case the requirement shall not be suspended except by a temporary restraining order or injunction **issued by a court of competent jurisdiction**. Such an order may be granted for due cause shown upon not less than one (1) day's written notice to the ~~Inspector~~ **Administrator**, by

the one (1) day's written notice to the ~~Inspector~~, by the **Board of Adjustment** ~~Land Use Review Board~~, or by the Wake County Superior ~~Court~~ **Court** upon petition made pursuant to G.S. 160D-1208.

The **Board of Adjustment** ~~Land Use Review Board~~ shall fix a reasonable time for the hearing of all appeals, shall give due notice to all the parties, and shall render its decision within a reasonable time. Any party may appear in person or by agent or attorney. The **Board of Adjustment** ~~Land Use Review Board~~ may reverse or affirm, in whole or in part, or may modify the decision or order appealed from, and may make such decision and order as in its opinion ought to be made in the matter, and to that end it shall have all the powers of the ~~Inspector~~ **Administrator**, but the concurring vote of four-fifths (4/5) members of the **Board of Adjustment** ~~Land Use Review Board~~ shall be necessary to reverse or modify any decision or order of the ~~Inspector~~ **Administrator**.

The **Board of Adjustment** ~~Land Use Review Board~~ shall have power also in passing upon appeals, when practical difficulties or unnecessary hardships would result from carrying out the strict letter of the ordinance, to adapt the application of the ordinance to the necessities of the case to the end that the spirit of the ordinance shall be observed, public safety and welfare secured, and substantial justice done.

Every decision of the **Board of Adjustment** ~~Land Use Review Board~~ shall ~~may~~ be subject to review by proceedings in the nature of certiorari instituted within the Wake County Superior Court within fifteen (15) days after the written decision of the **Board of Adjustment**, ~~Land Use Review Board~~, but not otherwise.

(f) Petition to ~~S~~superior ~~C~~court for restraining order by owner. Any person aggrieved by an order issued by the ~~Inspector~~ **Administrator** or a decision rendered by the **Board of Adjustment** ~~Land Use Review Board~~ shall have the right, within thirty (30) days after issuance of the order or rendering of the decision, to petition the ~~S~~superior ~~C~~court for an order restraining the ~~Inspector~~ **Administrator** pending a final disposition of the cause, as provided by G.S. 160D-1208(d).

Sec. 93A.15. - Methods of service of complaints and orders.

Complaints or orders issued by the ~~Inspector~~ **Administrator** shall be served upon person(s) either personally or by registered or certified mail. If the whereabouts of such persons are unknown and the same cannot be ascertained by the ~~Inspector~~ **Administrator** in the exercise of reasonable diligence, the ~~Inspector~~ **Administrator** shall make an affidavit to that effect, and the serving of such complaint or order upon such person may be made by publishing the same at least once no later than the time at which personal service would be required under the provisions of this ordinance in a newspaper having general circulation in the Town. Where service is made by publication, a notice of the pending proceedings shall be posted in a conspicuous place on the premises affected by the complaint or order.

Sec. 93A.16. - In rem action by ~~Inspector~~ **Administrator.**

Each in rem order by the ~~Inspector~~ **Administrator** shall be recorded in the office of the Register of Deeds in Wake County wherein the property is located, and shall be indexed in the name of the property owner in the grantor index, as provided by G.S. 160D-1203(4).

Sec. 93A.17. - Costs; a lien of premises.

As provided by G.S. 160D-1203(7), all fees, costs, and expenses associated with any repairs, alterations or improvements, or of vacating and closing, or removal or demolition, caused to be made or done by the ~~Inspector~~ **Administrator** pursuant to this ordinance shall be a lien against the real property upon which such cost was incurred. All such amounts shall be due and payable by the owner of the dwelling or dwelling unit within fifteen (15) days of notice mailed to the owner. Interest shall run on any amount not paid within fifteen (15) days at the rate of one (1) percent per month until fully paid. Such lien shall be filed, have identical priority, and be collected in the same manner as the lien for special assessments established by G.S. Ch. 160A, Art. 10.

Sec. 93A.19. - Appeals/ ~~Board of Adjustment~~ **Land Use Review Board (the Board).**

The ~~Board of Adjustment~~ **Land Use Review Board** will hear all appeals, which may be taken from decisions or orders of the ~~Inspector~~ **Administrator**, as provided by the Town of Knightdale Unified Development Ordinance.

Sec. 93A.21. - Violations; penalty.

(a) It shall be unlawful for the owner of any dwelling or dwelling unit to fail, neglect, or refuse to repair, alter, or improve the same, or to vacate and close and remove or demolish the same, upon order of the ~~Inspector~~ **Administrator** duly made and served as herein provided, within the time specified in such order. Each day that any such failure, neglect, or refusal to comply with such order continues shall constitute a separate and distinct offense.

(c) Any owner of a dwelling except an owner who occupies the dwelling as ~~their~~ **his** principal place of residence, who fails to comply with an order of the ~~Code Enforcement Officer~~ **Administrator** to repair, alter or improve the dwelling, or to vacate and close and remove or demolish the dwelling, within the time specified in the order, shall be subject to the specifications listed **below**. ~~in the Town of Knightdale Ordinance Number 08-04-07-001: Residential Rental Occupancy Permit Ordinance.~~

93A.21 (b) Penalties: The Town may enforce this Chapter by any one (1) or a combination of the following methods, and the institution of an action under any of these methods shall not act as an election of remedies or relieve any party from any obligation prescribed for violations of this article. When a violation continues from day-to-day, a new violation occurs each day following service of the notice or order of the violation.

1. **Civil Penalties.** Any person who shall violate or does not comply with one (1) or more of the minimum standards of fitness or one (1) or more of the requirements established by this Chapter, as determined by the Administrator, shall be subject to a Civil Penalty as follows:
 - a. **First Offense:** \$100 plus \$100 per day for each day after notice that the violation or non-compliance continues.
 - b. **Second Offense and subsequent offenses within five (5) years of the date the first offense was brought into compliance:** \$250 plus \$250 per day for each day after notice that the violation or non-compliance continues.
 - c. **\$500 for any violation resulting in injury to third persons.**

2. **Equitable Remedies.** As authorized by the Town Council, the Town may apply to the courts for appropriate equitable remedy not already included or provided for in this Chapter.

Chapter 93B

Sec. 93B.02. - Definitions.

BOA. The Board of Adjustment for the Town of Knightdale.

Business affiliate. A person who directly or indirectly ~~owns or controls, is owned or controlled by, or is under common ownership or control with,~~ the owner of a probationary residential rental dwelling of any property as defined herein. Solely for purposes of this definition, the terms "owns," "is owned," and "ownership" mean ownership of an equity interest, or the equivalent thereof, of at least ten (10) percent.

~~LURB.~~ The Land Use Review Board for the Town of Knightdale.

Owner. Any person who alone, jointly or severally with others shall have legal title in fee simple to a building (with or without accompanying actual possession thereof) or any person in charge, care or control of any building, as owner or agent of the owners, or as executor, administrator, trustee or guardian of the estate of the owner. Any such person representing the actual owner shall be bound to comply with the provisions of this article, and of rules and regulations adopted pursuant thereto, to the same extent as if such person were the owner. ~~Any person who alone, or jointly, or severally with others:~~

~~(a) Shall have title to any dwelling or dwelling unit, with or without accompanying actual possession thereof; or~~

~~(b) Shall have charge, care or control of any dwelling or dwelling unit, as owner or agent of the owner, or as executor, executrix, administrator, administratrix, trustee or guardian of the estate of the owner. Any such person thus representing the actual owner shall be bound to comply with the provisions of this chapter, and of rules and regulations adopted pursuant thereto, to the same extent as if the person were the owner; or~~

~~(c) For violations of the Housing Code, shall be a mortgagee of record.~~

Verified violation. The aggregate of all violations of housing ordinances or codes found in an individual rental unit of residential real property during a seventy-two-(72) hour period. Any violations that have not been corrected by the owner or manager within twenty-one (21) days of receipt of written notice from the Town of the violations. Should the same violation occur more than two (2) times in a twelve-(12) month period, the owner or manager may not have the option of correcting the violation. If the Housing Ordinance or Code provides that any form of prohibited tenant behavior constitutes a violation by the owner or manager of the rental property, it shall be deemed a correction of the tenant-related violation if the owner or manager, within thirty (30) days of receipt of written notice of the tenant-related violations, begins a summary ejectment action to have the tenant evicted.

Sec. 93B.03. - Qualifying residential rental dwelling.

- (a) Required permitting.

(1) Any residential rental dwelling that has been cited for a violation of a Town Code provision, including, but not limited to, provisions concerning nuisances, noise violations, zoning requirements, or health and safety standards, if any of the following are true:

b. The violation is the fourth violation in a twelve (12) month rolling period for the same owner or the same RRD; or

Sec. 93B.04. - Requirement to obtain and maintain license.

(ed) Subsequent owners responsible for maintenance and compliance with such permit. If the new owner of the dwelling unit is a bona fide new owner, ~~they he or she~~ may request that the Code Enforcement Officer remove the requirement that the dwelling have a rental occupancy permit, and:

Sec. 93B.07. - Appeal.

(2) Unless the Code Enforcement Officer decides to allow the requested relief based on the appeal request, the Code Enforcement Officer shall forward each appeal request to the ~~BOA LURB~~ for a decision on the issue. The ~~BOA LURB~~ shall consider both the applicable code provisions and equitable factors in resolving the appeal. If the person who files an appeal of a notice that a dwelling is qualified as an RRD shows that the owner did not cause and, with the use of reasonable measures, could not have prevented the actions or activities leading to the citations which qualified the dwelling as an RRD and that the owner is using reasonable diligence to correct such violations in a timely fashion, the ~~BOA LURB~~ may reverse the order or reduce the sanctions imposed.

(3) An appeal may be taken from any decision of the ~~BOA LURB~~ by either the owner or the Town by giving notice of appeal to the Town Council within thirty (30) days after the final decision of the ~~BOA LURB~~. Notice of appeal shall be given by delivery of a written statement to the Town Manager stating the grounds for the appeal and providing the Town Manager with particular reference to the meeting at which the issue was heard by the ~~BOA LURB~~. The written appeal shall identify the application, violation, or order at issue and provide the reasons the petitioner contends that it was wrongly applied. The Code Enforcement Officer shall transmit to the Town Manager all documents constituting the record upon which the decision by the ~~BOA LURB~~ was made.

(5) All decisions of the Code Enforcement Officer, ~~BOA LURB~~, and Town Council shall be served on the petitioner.

(6) The enforcement of an order issued by the Code Enforcement Officer which includes the revocation of a rental occupancy permit shall be stayed upon the filing of an appeal and until a final order is issued by the Inspections Director, ~~BOA LURB~~, or Town Council.

Sec. 93B.08. - Administrative fees.

(a) Administrative fee. Any person who violates this chapter shall pay an administrative fee of one hundred dollars (\$100.00) per notice of violation or order and the costs to the Town of service of orders and notices.

(b) Appeal fee. Any person who initiates an appeal concerning an alleged violation of this chapter shall pay an administrative fee of two hundred dollars (\$200.00) per BOA LURB appeal and a fee of two hundred dollars (\$200.00) per Council appeal.

Chapter 94

[No changes]

Chapter 95

[No changes]

Chapter 96

Sec. 96.03. Definitions.

Natural erosion means the wearing away of the earth's surface by water, wind, or other natural agents under natural environmental conditions undisturbed by humans. ~~man.~~

Sec. 96.04. Scope and exclusions.

(b) *Exclusions from regulated land-disturbing activity.*

(1) Activities, including the production and activities relating or incidental to the production of crops, grains, fruits, vegetables, ornamental and flowering plants, dairy, livestock, poultry, and all other forms of agriculture undertaken on agricultural land for the production of plants and animals useful to humans, ~~man~~, including, but not limited to:

Sec. 96.05. Mandatory standards for land-disturbing activity.

(e) *Prior plan approval.* No person shall initiate any land-disturbing activity subject to this chapter unless, thirty (30) or more days prior to initiating the activity, a plan for the activity is filed with and approved by the Town. An erosion and sedimentation control plan may be filed less than 30 days prior to initiation of a land-disturbing activity if the plan is submitted under an approved express permit program. The land-disturbing activity may be initiated and conducted in accordance with the plan once the plan has been approved. The Town ~~town~~ shall forward to the Director of the Division of Water Resources a copy of each plan for a land-disturbing activity that involves the utilization of ditches for the purpose of dewatering or lowering the water table of the tract.

Sec. 96.06. Erosion and sedimentation control plans.

(b) *Financial responsibility and ownership.* Plans shall be disapproved unless accompanied by an authorized statement of financial responsibility and documentation of property ownership. This statement shall be signed by the person financially responsible for the land-disturbing activity or their ~~his~~ attorney in fact. The statement shall include the mailing and street addresses of the principal place of business of: (1) the person financially responsible; (2) the owner of the land; and (3) any registered agents. If the person financially responsible is not a resident of North Carolina, a North Carolina agent must be designated in the statement for the purpose of receiving notice of compliance or non-compliance with the plan, the Act, this chapter, or rules or orders adopted or issued pursuant to this chapter. Except as provided in divisions (c) or (k) of this section, if the applicant is not the owner of the

land to be disturbed, the draft erosion and sedimentation control plan must include the owner's written consent for the applicant to submit a draft erosion and sedimentation control plan and to conduct the anticipated land-disturbing activity.

(d) *Environmental Policy Act document.* Any plan submitted for a land-disturbing activity for which an environmental document is required by the North Carolina Environment Policy Act (G.S. 113A-1 et seq.) shall be deemed incomplete until a complete environmental document is available for review. The Town shall promptly notify the person submitting the plan that the **thirty (30)**-day time limit for review of the plan pursuant to this chapter shall not begin until a complete environmental document is available for review.

(f) *Timeline for decisions on plans.* The Town will review each complete plan submitted to them and within thirty (30) days of receipt thereof will notify the person submitting the plan that it has been approved, approved with modifications, or disapproved. Failure to approve, approve with modifications, or disapprove a complete plan within thirty (30) days of receipt shall be deemed approval. The Town will review each revised plan submitted to them and within fifteen (15) days of receipt thereof will notify the person submitting the plan that it has been approved, approved with modifications, or disapproved. Failure to approve, approve with modifications, or disapprove a revised plan within **fifteen (15)** days of receipt shall be deemed approval.

(i) *Other disapprovals.*

(4) Has failed to substantially comply with state rules or local ordinances and regulations adopted pursuant to this chapter.

a. In the event that an erosion and sedimentation control plan or a transfer of a plan is disapproved by the Town pursuant to division (j) of this section, the local government shall so notify the Director of the Division of Energy, Mineral, and Land Resources within **ten (10)** days of the disapproval. The Town shall advise the applicant or the proposed transferee and the Director in writing as to the specific reasons that the plan was disapproved. Notwithstanding the provisions of Section 96.16(a), the applicant may appeal the local government's disapproval of the plan directly to the Commission.

b. For purposes of this section, an applicant's record or the proposed transferee's record may be considered for only the two **(2)** years prior to the application date.

(q) *Self-inspections.*

(2) Documentation of self-inspections performed under division (q)(1) of this section shall include:

(iii) The name, address, organization affiliation, telephone number, and signature of the person conducting the inspection and the date of the inspection shall be included, whether on a copy of the approved erosion and sedimentation control plan or an inspection report. A template for an example of an inspection and monitoring report is provided on the DEMLR website at:

<https://deq.nc.gov/about/divisions/energy-mineral-land-resources/erosion-sediment-control/forms>

~~<https://deq.nc.gov/about/divisions/energy-mineral-land-resources/erosion-sediment-control/forms>~~. The person responsible for conducting these inspections shall have or obtain at least one NCDOT recognized

erosion and sedimentation control certification. Any documentation of inspections that occur on a copy of the approved erosion and sedimentation control plan shall occur on a single copy of the plan and that plan shall be made available on the site.

Sec. 96.08. Design and performance standards.

(3) *Sediment basin design.* Sediment basins within HQW zones shall be designed and constructed according to the following criteria:

(iii) Have a minimum surface area of 325 square feet per cubic feet per second (cfs) of the twenty-five year storm (Q25) peak flow;

~~Title X~~

~~Sec. 100.01.— Purpose.~~

~~The Town intends, through this chapter, to foster the development and continued operation of cable television and telecommunications systems within its jurisdiction. This chapter will contribute significantly to meeting the communications needs and desires of residents, and institutions of the Town. It will foster economic growth through the encouragement and development of a telecommunications to meet the demands of industry in an ever changing world of technological advancements.~~

~~(Ord. No. 96-03-04-002, 3-4-96)~~

~~Sec. 100.02.— Definitions.~~

~~For the purpose of this article, the following terms, phrases, words, abbreviations and their derivations shall have the meaning given herein, when not inconsistent with the context, words used in the present tense include the future tense, words in the plural number include the singular number, words in the singular number include each of the other genders. The words "shall" and "must" always are mandatory and not merely directory.~~

~~—Access. "Access" shall mean any programming or channel designated for use by any person other than the company.~~

~~—Access facilities. "Access facilities" shall mean any channel capacity, facilities, or equipment designated for public educational, or governmental use and facilities and equipment for the use of such channel capacity.~~

~~—Basic service. "Basic service" shall mean any service tier which includes the retransmission of local television broadcast signals and any public educational and governmental programming required to be carried on the basic tier.~~

~~—Town Council. "Town Council" shall mean the Town Council of the Town of Knightdale, North Carolina or its designee.~~

~~—Cable telecommunications. "Cable telecommunications" shall mean cable television and telecommunications.~~

~~—Cable telecommunications service. "Cable telecommunications service" shall mean the provision of improved television reception or telecommunications intelligence or entertainment service or any lawful telecommunications services, to the public for distributing the same by wire or fiber optic cable or other means.~~

~~—Cable telecommunications system. "Cable telecommunications system" shall mean a system of antennas, cable, fiber optics, wires, lines, towers, wave guides, or other conductors, converters, equipment or facilities, designated and constructed for the purpose of producing, originating, amplifying, and distributing any type of lawful telecommunications service including, but not limited to, audio, video and other forms of electronic, digital or electronic signals.~~

~~—Channel. "Channel" shall mean a 6 MHz band or frequencies in the electromagnet spectrum (or any other means of transmission, including but not limited to optical fibers, which is capable of carrying the equivalent signal or signals), and includes uses of all or any portion of such band of frequencies.~~

~~—Construction completion date. "Construction completion date" shall mean the date, after receiving a request from franchises, on which the Town or its designee issues a certificate of completion to a franchisee. That certificate shall not be unreasonably withheld.~~

~~—FCC. "FCC" shall mean the Federal Communications Commission or any successor agency.~~

~~—Franchise. "Franchise" shall mean and include any authorization granted pursuant to federal and state law and this chapter in terms of a franchise privilege, permit, license or otherwise to construct, or have constructed, operate and maintain a cable telecommunications system. Any such authorization, in whatever term granted, and the fees charged thereunder shall neither supersede nor take the place of any license, license fee or permit authorization which might otherwise be required for the privilege of transacting and carrying on cable telecommunications service under any other Town Ordinance licensing or regulating business within such areas.~~

~~—Full cable telecommunications service. "Full cable telecommunications service" shall mean all cable telecommunications services.~~

~~—Grantee or franchisee or company. "Grantee" or "franchisee" or "company" shall mean the person, firm or corporation to whom a franchise, as herein above defined, is granted by the Town Council under this chapter, and the lawful successor, transferee or assignee of said person, firm or corporation.~~

~~—Gross revenues. "Gross revenues" shall mean any and all compensation received by grantee (or any firm in which grantee has part ownership) as a result of the exercise of a franchise granted pursuant to this chapter, excluding any franchise fees, privilege or use taxes, equipment deposits, bad debts, local access fees, sales, excise or other taxes collected on behalf of any state, city or other governmental unit, and refunds to subscribers by grantee. Notwithstanding the foregoing, revenues received by grantee for the provision of data transmission, point to point telecommunications, telephone or telephone services shall be included in "gross revenues" include by way of illustration, but are not limited to, regular subscriber service fees, installation fees, disconnect and reconnect fees, pay TV, leased channel revenues, advertising, revenues, converter and remote control rental revenues, or any other receipts.~~

~~—Initial service area. "Initial service area" shall mean that geographical area within the Town as set forth in a franchise granted pursuant to this chapter.~~

~~—Knightdale. "Knightdale" shall mean the Town of Knightdale or the area within the present and future territorial Knightdale limits of the Town of Knightdale and such territory outside of the Town which the Town has jurisdiction or control by virtue of any law.~~

~~—Person. "Person" shall mean any person, firm, partnership, association, corporation or organization of any kind.~~

~~—Service package or tier of service. "Service package" or "tier of service" shall mean one or more communications channels or services which are offered as a unit by the grantee or subscribers and for which a separately identifiable rate or charge is made.~~

~~—Street. "Street" shall mean the surface of and the space above and below any publicly owned or maintained property or right of way, street, road, highway, freeway, land, path, alley, court, sidewalk, parkway or drive, now or hereafter existing as such with the Town.~~

~~—Subscriber. "Subscriber" shall mean any person or entity lawfully receiving any portion of the cable telecommunications service provided by a grantee pursuant to a franchise granted in accordance with this chapter.~~

~~(Ord. No. 96-03-04-002, 3-4-96)~~

~~Sec. 100.03.— Application fee and application bond.~~

~~—(a) Application fee. Applicants for a franchise hereunder shall pay a nonrefundable "application fee" to the Town of three thousand dollars (\$3,000.00) which sum shall be due and payable to the Town upon submission to the Town of any application for a franchise. The Town Council may waive the fee for an incumbent operator seeking a franchise renewal pursuant to the informal rules provided in Section 626 of the Cable Communications Policy Act of 1984.~~

~~—(b) Review qualifications. The Town Council shall review all applicant's legal, character, financial, technical and other qualifications, and the adequacy and feasibility of its construction arrangements and its compliance with the terms of this chapter. If the Town Council finds the application is in compliance with this chapter and is satisfied with the ability of the applicant to perform and is satisfied with the legal, character, financial and technical qualifications and construction arrangements, the Town shall grant applicant a franchise.~~

~~(Ord. No. 96-03-04-002, 3-4-96)~~

~~Sec. 100.04.— Franchise required.~~

~~No person may operate a cable telecommunications system in the Town without first obtaining a franchise as provided in this chapter. Any franchise granted shall be nonexclusive. Grantor specifically reserves the right to grant such additional franchises as it deems appropriate subject to applicable state and federal law.~~

~~(Ord. No. 96-03-04-002, 3-4-96)~~

~~Sec. 100.05.— Term of franchise.~~

~~The duration of a franchise granted pursuant to this chapter shall not be more than twenty (20) years from the effective date.~~

~~(Ord. No. 96-03-04-002, 3-4-96)~~

~~Sec. 100.06.— Termination and expiration of franchise.~~

~~—(a) The Town reserves the right to terminate, at any time, any franchise granted hereunder and rescind all rights and privileges associated therewith in the event that:~~

~~—(1) Grantee has not complied in some material respect with any provisions of this chapter or of any supplemental written agreement entered into by and between the Town and the grantee; or in some material respect of any terms or conditions of any franchise or permit issued hereunder; or~~

~~—(2) Grantee has made a material, false statement in the application for the franchise, knowing it to be false; or~~

~~—(3) Grantee, contrary to the best interest of public convenience and welfare, is not providing subscribers with regular, adequate, and proper service; consistent with the terms of any franchise granted hereunder; or~~

~~—(4) Grantee becomes insolvent, enters into receivership or liquidation, files for bankruptcy or for composition of creditors, is unable or unwilling to pay his debts as they mature or is in financial difficulty of sufficient consequence so as to jeopardize the continued operation of the cable telecommunications system unless the grantee is in due process of contesting such debts; or~~

~~—(5) Grantee violates any FCC order or ruling or the order or ruling of any other governmental body having jurisdiction over the grantee unless the grantee is lawfully contesting the legality of applicability of such order.~~

~~—(b) In the event that the Town shall decide to terminate for cause a franchise granted hereunder, it shall give the grantee sixty (60) days written notice of its intention to terminate and stipulate the cause. If during the sixty-day period the cause shall be cured to the satisfaction of the Town, the Town shall declare the notice to be null and void. In any event, before a franchise may be terminated the grantee must be provided with an opportunity to be heard before the Town Council in accordance with the due process procedures. If a grantee's franchise is terminated, the decision shall be subject to judicial review as provided by law.~~

~~—(c) In the event that operation of the cable telecommunications system is discontinued for any reason for a continuous period of thirty (30) days or the franchise held by a grantee to construct, operate or maintain a cable telecommunications system is terminated by the Town Council, pursuant to the terms of this chapter, and all negotiations to settle the differences between the parties have failed (provided, however, that such negotiations shall not be required), the Town Council may advertise and seek another to operate the system. If a franchise is granted to another person, the terminated franchisee may be required to sell the cable telecommunications system to the new franchisee at a price to be determined by three (3) competent, independent appraisers, one each appointed by Town Council. The appraisers to~~

~~be appointed shall use the then best methods of appraising to determine this value. The cost of the appraisers shall be shared equally by the terminated franchisee and the new franchisee. The terminated franchisee shall execute such deeds, bills of sale and other documents as may be necessary to effectuate this sale. The terminated franchisee shall fully cooperate with these appraisers.~~

~~—(d) In the event of the early termination of the franchise as herein provided, the Town shall have the option to purchase the cable business for fair market value of said capital improvements. The Town may also require the grantee to sell any capital improvements as provided in this section to any successor grantee as set forth in subsection (c) hereof. In any event, the Town may require the grantee to continue to provide service for a reasonable period not to exceed six (6) months in order to assure uninterrupted service to subscribers.~~

~~—(e) The Town shall give to franchisee notice of its intent to exercise the option to purchase at least one hundred eighty (180) days prior to the expiration of the term of this franchise and/or such renewals thereof as are authorized. If the franchise is terminated or expires, notice of intent to exercise the option to purchase shall be contained in the notice of intention to terminate.~~

~~—(f) Should the grantee's franchise be terminated or expire, and not purchased as above provided, and at such times as the successor is ready to provide service, but no later than six (6) months from termination or expiration, the grantee shall begin removal of all property owned by it, and placed on a public or private right of way unless permitted by the Town to abandon said property in place. In so removing such plants, structures, and equipment, the grantee shall refill, at its own expense, any excavation made by it and shall leave such public and private places in as good condition as that prevailing prior to the company's installation of its equipment and appliances without affecting, altering or disturbing in any way the electric distribution or telephone cable, wire, or attachments or any poles. The Town Council or other officer or his appointee, shall inspect and approve the condition of such public ways and public places and cables, wire attachments, and poles after removal. Liability insurance and indemnity provided for herein shall continue in full force and effect during the entire period of removal.~~

~~In the event of any such removal, the grantee shall restore the public right of way to a condition satisfactory to the Town. Upon abandonment, which shall only be done as the Town directs, the grantee shall transfer ownership of all such abandoned property to the Town and submit to the Town an instrument in writing, subject to the approval of the Town Attorney, effecting such transfer.~~

~~If the Town or the State is forced to remove the system, the work shall be done at the expense of the terminated grantee.~~

~~(Ord. No. 96-03-04-002, 3-4-96)~~

~~Sec. 100.07. — Transfer or assignment of cable telecommunications system.~~

~~—(a) No transfer of control of a franchise or assignment of a franchise to operate a cable telecommunications system other than a pro forma transfer or assignment to a parent or wholly owned subsidiary corporation or other form of organization shall take place, whether by force or voluntary sale, lease, mortgage, assignment, encumbrance, foreclosure, attachment, merger, or other form of~~

~~disposition, without prior notice to and approval by the Town Council. The notice shall include full identifying particulars of the proposed transaction and the Town Council shall act by resolution. The Town Council shall have one hundred twenty (120) days after the receipt of the notice and all supporting documents within which to approve or disapprove a transfer of control or assignment of franchise; if the proposed transfer or assignment is not acted upon within one hundred twenty (120) days, approval shall be deemed to have been given.~~

~~—(b) Notice of any such proposed transfer or assignment, together with copies of all documents pertaining thereto shall be in writing filed with the Town Clerk. The proposed transferee or assignee shall agree in writing to comply with all provisions of this chapter and such other provisions and requirements as the Town Council might require.~~

~~—(c) For the purpose of this section the term "control" is not limited to majority stock ownership, but includes actual working control in whatever manner exercised. A rebuttable presumption that a transfer of control has occurred shall arise upon the acquisition or accumulation by any person or group of persons of ten (10) percent of the voting shares of the company.~~

~~—(d) In the absence of extraordinary circumstances, the Town Council will not approve any transfer or assignment of the franchise before completion of initial construction of the energized system or within the first two (2) years of operation thereafter.~~

~~(Ord. No. 96-03-04-002, 3-4-96)~~

~~Sec. 100.08. [Reserved.]~~

~~—Editor's note—Ord. No. 20-12-16-003, adopted Dec. 16, 2020, repealed § 100.08, which pertained to franchise and other fees.~~

~~Sec. 100.09. Limitations of franchise.~~

~~—(a) In addition to the limitations otherwise herein appearing, the franchise is subject to the following limitations: Franchisees shall at all times during the life of a franchise hereunder be subject to all lawful exercise of the police power by the Town and other duly authorized regulatory state and federal bodies and shall comply with any and all ordinances which the Town has adopted or shall adopt applying to the public generally, and shall be subject to all laws of the state, and the United States.~~

~~—(b) Time shall be of the essence of any franchise granted hereunder. Franchisees shall not be relieved of their obligations to comply promptly with a provision of this chapter by the failure of the Town to enforce prompt compliance. Failure of the Town to enforce any breach by the franchisee shall not constitute a waiver by the Town.~~

~~—(c) Any franchise hereunder shall not relieve a franchisee of any obligations under any preexisting pole or conduit use agreements it may have with the Town, a utility company, or others maintaining poles or conduits in the streets of the Town.~~

~~—(d) Any poles, cable, electronic equipment or other appurtenances of a franchisee to be installed in, under, over, along, across or upon a street shall be so located so as to cause minimum interference with the public use of the street and to cause minimum interference with the rights of other users of the streets~~

or of property owners who adjoin any of the streets. All such installments in or upon property owned or controlled by the Town shall be subject to the prior approval of the Town.

~~—(e) In the event of disturbance of any public or private property by a franchisee, it shall at its own expense and in a manner approved by the Town, replace and restore such public and private property in as good a condition as before the work causing such disturbance was done.~~

~~—(f) Franchisees shall construct, maintain and operate their cable telecommunications system so as to cause minimum inconvenience to the general public. All excavations shall be properly guarded and protected and shall be required and the surface restored promptly after completion of the work at franchisee's sole cost and expense.~~

~~—(g) Franchisees shall, upon reasonable notice from any person holding a building moving permit issued by the Town, temporarily alter their facilities to permit the moving of such building. The actual cost of such altering shall be borne by the person requesting the altering and franchisees shall have the right to request payment in advance. For the purposes of this chapter, reasonable notice shall be construed to mean written notice received by the franchisee at least seventy-two (72) hours prior to the move.~~

~~—(h) If at any time in case of fire or disaster in the Town it shall become necessary in the judgment of the Town Manager or the Chief of the Fire Department or their designee to cut or move any of the wires, cables, amplifiers, appliances, or appurtenances thereto of a franchisee, such cutting or moving may be done and any repairs rendered necessary thereby shall be made by franchisee at no expense to the Town.~~

~~(Ord. No. 96-03-04-002, 3-4-96)~~

~~Sec. 100.10.— Additional Town rights in franchise.~~

~~—(a) The Town may from time to time add to or modify or delete provisions of this chapter as it shall deem necessary in the exercise of its regulatory powers provided that such additions or revisions are reasonable and in keeping with the public interest and welfare. Such additions or revisions shall be made only after a public hearing for which franchisees shall have received written notice at least thirty (30) days prior to such hearing. In the event of a conflict between any provision of this chapter (or amendment to it) and a franchise granted pursuant hereto, the provisions of the franchise shall control.~~

~~—(b) The Town reserves the right upon reasonable notice to require the grantee at his own expense to protect, support, temporarily disconnect, relocate or remove from the Town's streets any property of the grantee by reason of traffic conditions, public safety, street construction or excavation, change or establishment of street grade, installation of sewers, drains, water pipes, power of communication lines, tracts, or other types of structure or improvements by governmental agencies or any structures of public improvement. Reasonable notice for this provision of the chapter shall be construed to mean at least thirty (30) days except in the case of emergencies where no specific notice period shall be required.~~

~~—(c) In the event of the failure by the grantee to complete any work required by subsection (b) above or any work required by Town Law or Ordinance within the time established and to the satisfaction of the Town, the Town may cause such work to be done and the grantee shall reimburse the Town the costs thereof within thirty (30) days after receipt of an itemized list of such cost.~~

~~—(d) The Town reserves the right, in the event of an emergency or disaster, to require the grantee to make available to the Town Manager, or his appointee, at this request, grantee's facilities at no cost, for emergency use during such emergency or disaster period.~~

~~—(e) The Town reserves the right during the life of any franchise granted hereunder to have access at all reasonable hours to the grantee's plans, contracts and engineering, accounting, financial, statistical, customer and service records relating to the property and the operations to be kept hereunder upon reasonable request.~~

~~—(f) The Town reserves the right during the life of any franchise granted hereunder, to install and maintain free from charge upon the poles and conduits of the grantee any wire and pole fixture necessary for municipal networks such as police and fire, on the condition that such installations and maintenance thereof do not interfere with the operations of the grantee.~~

~~—(g) The Town reserves the right during the life of any franchise granted hereunder, the reasonably inspect and supervise at the grantee's cost, all construction or installation work performed subject to the provisions of the chapter to insure compliance with the terms of the chapter. The Town may also perform measurements upon and randomly inspect any portion of a grantee's system to ensure compliance with the technical standards under which the grantee is authorized to operate. Upon the Town's request, the grantee will perform the tests, submitting the results to the Town.~~

~~—(h) The Town reserves the right during the life of any franchise granted hereunder, upon ninety (90) days notice, to hold a public hearing for the express purpose of reviewing the general and specific performance of the grantee with regard to all franchise provisions contained herein or in the future adopted by the Town.~~

~~—(i) Neither the granting of any franchise nor any governing provision of such franchise shall constitute a waiver or bar to the exercise of any governmental right or power of the Town.~~

~~—(j) Nothing in this chapter shall in any way or to any extent be construed to waive, modify or abridge the Town's right of eminent domain in respect to a franchisee.~~

~~—(k) Any right or power in, or duty impressed upon any officer, employee, department or board of the Town shall be subject to transfer by the Town Council by law to any other officer, employee, department or board. The Town reserves the rights not specifically granted herein, and the enumeration of the rights herein shall not be construed to be a limitation of any right or power the Town may otherwise have.~~

~~—(l) The Town shall have the authority to order a hearing every five (5) years on the provision of additional capacity. If after a hearing, the Town determines:~~

~~—(1) That a requirement for additional capacity exists; and~~

~~—(2) That consideration has been made or will be made for adequate rates to allow the company a fair rate of return on its additional investment.~~

~~(Ord. No. 96-03-04-002, 3-4-96)~~

~~Sec. 100.11.— Service area.~~

~~The franchisee of any franchise hereunder is empowered to provide service to all potential subscribers now or in the future who are located within such portion or portions of the Town as are contained in the franchise.~~

~~(Ord. No. 96-03-04-002, 3-4-96)~~

~~Sec. 100.12.— Emergency alert override system.~~

~~The company shall incorporate into its cable telecommunications systems, the capacity which will permit the Town, in time of emergency, to override the audio portion of all channels simultaneously, by telephone or other communicating medium to be provided by the company.~~

~~—(a) The company shall designate a channel which will be used for emergency broadcasts of both audio and video.~~

~~—(b) The company shall cooperate with the Town in the use and operation of the emergency alert override system.~~

~~—(c) Franchises shall comply with all FCC Rules relating to the provision of emergency messages under the emergency alert system.~~

~~(Ord. No. 96-03-04-002, 3-4-96)~~

~~Sec. 100.13.— Interconnection.~~

~~The company shall interconnect its cable system with any or all other cable systems in nearby areas, upon the directive of requirement, the company shall familiarize itself with the technical demands necessary to cause such interconnection.~~

~~—(a) Interconnection of the systems may be done by direct cable connection, microwave link, satellite, or other appropriate method.~~

~~—(b) Upon receiving a directive from the Town to interconnect, the company shall immediately initiate negotiations with the other affected system or systems in order that all costs may be shared equitable among cable companies for both construction and operation of the interconnection link. Such interconnection shall be made within the time limit established by the Town.~~

~~—(c) The company may be granted reasonable extensions of the time to interconnect, or the Town may rescind its order to interconnect upon petition by the company to the Town. The Town shall grant the request, if it finds the company has negotiated in good faith and has failed to obtain approval from the other affected systems, or the cost of interconnection would cause an unreasonable or unacceptable increase in subscriber rates.~~

~~—(d) The company shall cooperate with any interconnection corporation, regional interconnection authority or county, state and federal regulatory agency established for the purpose of regulating, financing, or otherwise providing for the interconnection of cable systems beyond the boundaries of the Town. Further, the company will cooperate with other cable telecommunications system operators in an~~

~~attempt to standardize the number of channels likely to be interconnected, to standardize a suitable frequency plan that would be compatible with existing microwave coverage in the area that would permit the maximum number of systems to interconnect, and to standardize the actual channel assignments.~~

~~—(e) The company shall design and operate the system so as to facilitate interconnection as state above.~~

~~(Ord. No. 96-03-04-002, 3-4-96)~~

~~Sec. 100.14. Public, educational and governmental access.~~

~~The Town shall have the right to establish an authority or commission to administer for the Town all community media (access) activities. The Town may establish, consistent with federal and state law, requirements in franchises with respect to the designation and use of channel capacity of a franchisee's cable telecommunications system for public, educational and governmental access.~~

~~(Ord. No. 96-03-04-002, 3-4-96; Ord. No. 20-12-16-003, 12-16-20)~~

~~Sec. 100.15. Channels, new developments and access utilization.~~

~~The Town shall have the authority to order a public hearing from time to time on the provision of channel capacity for public bandwidth on the network. If after a hearing, the Town determines:~~

~~—(a) That there exists a reasonable demand for additional bandwidth; and~~

~~—(b) That provisions have been made to allow the company a fair rate of return on its investments, the Town shall order the company to provide such additional capacity within a reasonable amount of time. If the Town finds that additional public bandwidth is desirable, the company shall within three (3) months from receipt of written notice from the Town make additional bandwidth available.~~

~~(Ord. No. 96-03-04-002, 3-4-96)~~

~~Sec. 100.16. Rights of individuals.~~

~~—(a) Franchisees shall not deny service, or otherwise discriminate against subscribers or citizens, on the basis of race, color, religion, national origin, age, gender, disability, family status, marital status, veteran status, or sexual orientation. Franchisees shall comply at all times with all other applicable federal, state and local laws relating to nondiscrimination in the provision of goods and services.~~

~~—(b) Franchisees shall adhere to applicable equal employment opportunity requirements of federal and state law.~~

~~—(c) In the course of providing their services, franchisees shall take reasonable steps to prevent the invasion of a subscriber's right of privacy as such right is defined by applicable federal and state law.~~

~~(Ord. No. 96-03-04-002, 3-4-96)~~

~~Sec. 100.17. Unlawful connections and theft of service.~~

~~—(a) It shall be unlawful for any person, firm or corporation to attach or maintain an electronic, mechanical or other connection to any cable, wire, decoder, converter, descrambler, devise or equipment~~

~~of a cable telecommunications system or to remove, tamper with, modify or alter any cable, wire, decoder, converter, descrambler, device or equipment of a cable telecommunications system for the purpose of intercepting or receiving any programming or service transmitted by such cable telecommunications system for which such person, firm or corporation has not been authorized by the cable telecommunications system to receive.~~

~~—(b) It shall be unlawful for any person, firm or corporation without the authorization of a cable telecommunications system, to distribute, sell, attempt to sell or possess for sale any converter, decoder, descrambler, device or kit or other equipment that is designated to decode or descramble any encoded or scrambled signal transmitted by such cable telecommunication systems.~~

~~(Ord. No. 96-03-04-002, 3-4-96)~~

~~Sec. 100.18.— Liability and indemnification.~~

~~—(a) It shall be expressly understood and agreed by and between the Town, employees and officials and any grantee hereunder that the grantee shall save the Town, its employees and officials harmless and indemnify it and then from all loss sustained by the Town, its employees and officials on account of any suit, judgment, execution, claim or demand whatsoever including but not limited to copyright infringement and all other damages arising out of the award of a franchise on the installation or operation or maintenance of the cable telecommunications system authorized herein, whether or not any act of omission complained of is authorized, allowed or prohibited by this chapter and any franchise granted hereunder.~~

~~—(b) The grantee shall pay and by its acceptance of any franchise granted hereunder agrees that it will pay all expenses incurred by the Town, employees and officials in defending itself with regard to all damages and penalties mentioned in subsection (a) above. These expenses shall include all reasonable out of pocket expenses, such as consultant or attorney fees, and shall also include the reasonable value of any services rendered by the Town Attorney or his staff or any other employees of the Town.~~

~~(Ord. No. 96-03-04-002, 3-4-96)~~

~~Sec. 100.19.— Filing and communications with regulatory agencies.~~

~~The grantee shall simultaneously file and maintain with the Town Council copies of all petitions, applications and communications, relative to any franchise granted pursuant to this chapter, transmitted by the grantee to, or received by the grantee from all federal and state regulatory commissions or agencies having competent jurisdiction to regulate the operations of any broad band telecommunications network authorized hereunder.~~

~~(Ord. No. 96-03-04-002, 3-4-96)~~

~~Sec. 100.20.— Miscellaneous provisions.~~

~~—(a) Compliance with laws. Grantee agrees to comply fully with local ordinances, state and federal laws, and with all rules issued by regulatory agencies now or hereafter in existence.~~

- ~~—(b) Severability. If any section, sentence, clause or phrase of the chapter is held invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the validity of the remainder of this chapter, and any portions in conflict are hereby repealed. Provided, however, that in the event that the FCC declares any section invalid, then such section will be renegotiated by the Town and the grantee.~~
- ~~—(c) Captions. The captions to sections are inserted solely for information and shall not affect the meaning or interpretation of the chapter.~~
- ~~—(d) No recourse against the Town. The grantee shall have no recourse whatsoever against the Town or its officers, boards, commissioners, agents, or employees for any loss, cost, expense or damage arising out of any provision or requirement of this chapter or because of its enforcement.~~
- ~~—(e) Non-enforcement. The grantee shall not be relieved of its obligation to comply promptly with any of the provisions of the franchise by any failure of the Town to enforce prompt compliance.~~
- ~~—(f) This chapter and any disputes arising from its adoption, or from any franchise granted pursuant thereto shall be governed by the laws of the state and the Town consistent with applicable FCC Rules and Regulations required to be observed in the enforcement of this chapter.~~
- ~~—(g) Conflict. This chapter shall not be deemed conclusive as to the terms and conditions of any franchise hereinafter issued hereunder. The final terms and conditions of such franchise shall be determined by the franchise ordinance.~~
- ~~—(h) Franchise require. It shall be unlawful for any person, firm or corporation to construct, operate or maintain a cable telecommunications system in the Town as defined without a franchise.~~
- ~~—(i) New franchises. The provisions of this chapter shall apply only to franchises issued after the effective date of this chapter. Any previously existing franchise shall comply with the chapter in effect at the time the franchise was granted.~~

NOW, THEREFORE, BE IT ORDAINED that the above sections of the Town of Knightdale Code of Ordinances are hereby amended effective immediately.

This the 20th day of November, 2024

BY: _____
 Jessica Day, Mayor

ATTEST: _____
 Heather Smith, Town Clerk



Town of Knightdale

Staff Report Cover Sheet

Title: Council Policy Update - Council Meeting

Staff: Heather Smith, Town Clerk

Date: November 20, 2024

PURPOSE

- To make minor text amendments to the policy regarding Council Meetings. Recommended edits include the addition of a section on written comment submissions and clarification regarding electronic meetings.

STRATEGIC PLAN PRIORITY AREA(S)

- Organizational Excellence

GENERAL STATUTE REFERENCE(S), if applicable

- N/A

TYPE OF PUBLIC HEARING, if applicable

- N/A

FUNDING SOURCE(S), if applicable

- N/A

ATTACHMENT(S)

- Council Meeting Policy with recommended amendments

STAFF RECOMMENDATION

- Adopt changes to the Council Meeting Policy

Knightsdale Strategic Priorities



Safe



Connected & Inclusive



Sustainable



Active & Healthy



Organizational Excellence



Town of Knightdale Council Meeting Policy

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SUBJECT: Council Meeting Policy

EFFECTIVE DATE: October 18, 2023, amended November 20, 2024

APPROVED BY: Town Council

DISTRIBUTION: Mayor and Council Members, Town Manager, Town Clerk, Town Attorney, and Department Directors.

SECTION I. PUBLIC COMMENTS

Per NCGS §160A-81.1, the Knightdale Town Council will provide at least one period for public comment per month at a regular meeting. This public comment period provides members of the Knightdale community and general public the opportunity to address the Town Council.

Per authority granted by NCGS §160A-81.1, the Knightdale Town Council has implemented the following rules governing the conduct of the general public comment period:

1. All persons wishing to speak shall sign in before the meeting begins.
2. All persons wishing to speak shall do so from the podium. No one is permitted to speak from the audience.
3. Each speaker shall state their name and address for the record.
4. Each speaker shall have one opportunity to speak for a period not to exceed 3 minutes in duration. The speaker will not be permitted to speak again once they leave the podium or their 3 minutes expire.
5. Speakers should direct their comments to the Town Council, not the audience or staff. In addition, speakers will not be permitted to direct or answer questions from the audience.
6. The Council requests that groups of three or more designate a spokesperson.
7. Speakers should not expect action or deliberation on subject matter brought up during the Public Comment Period.

8. Speakers shall be civil and courteous in their language and presentation. Insults, profanity, use of vulgar, racist, or sexist language or gestures or other inappropriate behavior are not allowed.

~~8.9. Those who cannot attend in person can submit written comments via the town website 24 hours prior to the meeting. Written comments will be sent to the Town Council and entered into the official record of the meeting.~~

SECTION II. LEGISLATIVE PUBLIC HEARINGS

Meetings of the Knightdale Town Council typically include a segment dedicated to public hearings as required by state statute and the Unified Development Ordinance. The purpose of each Public Hearing is for members of the Knightdale community and general public to make their views known to the Town Council on the subject matter of the hearing. After staff introduces the case, all speakers should address their comments to the Town Council, who, after the Public Hearing is closed, can use the information in their deliberations on the case.

To ensure a fair proceeding for all who wish to speak, the following rules will be observed during public hearings:

1. All persons wishing to speak shall do so from the podium to ensure an accurate record of testimony. No one is permitted to speak from the audience.
2. Each person who has signed up to speak shall have one opportunity to speak for a period not to exceed 3 minutes in duration. The speaker will not be permitted to speak again once they leave the podium or their 3 minutes expire.
3. The Council requests that ~~a~~ groups be represented by a spokesperson in order to keep repetitive testimony at a minimum.
4. Comments must be limited to the subject matter of the hearing. Testimony that is unrelated to the case cannot be considered by the Council in making their decision.
5. Inflammatory or immaterial testimony will not be allowed. Use of vulgar, racist, or sexist language is grounds to immediately terminate the speaker's turn.
6. ~~Those who cannot attend in person can submit~~ Those who cannot attend in person can submit written comments via the town website 24 hours prior to the meeting. Written comments will be sent to the Town Council and entered into the official record of the meeting. ~~In addition to the comment period during the public hearing, individuals can provide~~ ~~to the Council by submitting them to the Town Clerk.~~

SECTION III. ELECTRONIC MEETINGS

This policy defines an Electronic Meeting, describes the conditions under which an official meeting of the Council or a board, panel, or committee that constitutes a “public body” may be held via electronic means, and sets out the procedures for conducting electronic meetings.

N.C.G.S. §143-318.10(d) defines an official meeting as a “meeting, assembly, or gathering together at any time or place or the simultaneous communication by conference telephone or other electronic means of a majority of the members of a public body for the purpose of conducting hearings, participating in deliberations, or voting upon or otherwise transacting the public business within the jurisdiction, real or apparent, of the public body.”

N.C.G.S. §143-318.13(a) states that if a public body “holds an official meeting by use of conference telephone or other electronic means, it shall provide a location and means whereby members of the public may listen to the meeting and the notice of the meeting required by this Article shall specify that location.”

N.C.G.S. §166A-19.24(a) states that “Notwithstanding any other provision of law, upon issuance of a declaration of emergency under G.S. 166A-19.20, any public body within the emergency area may conduct remote meetings in accordance with this section and Article 33C of Chapter 143 of the General Statutes throughout the duration of that declaration of emergency. Compliance with this statute establishes a presumption that a remote meeting is open to the public.”

Definition of an Electronic Meeting

An Electronic Meeting is any duly advertised meeting where a quorum of the public body participates through electronic means that allow simultaneous communication by multiple parties, or other similar means that allow members of the public body to hold a meeting without being physically present in the same room.

The Electronic Meeting shall use any available technology necessary to ensure: (i) unrestricted communication between all members of the public body; (ii) the ability to record the audio of the proceedings; and (iii) viewing or telephonic listen-only access to members of the general public.

Conditions for an Electronic Meeting

There are two conditions under which an Electronic Meeting can be held.

1. An Electronic Meeting can be held when both (i) a State of Emergency has been declared by at least one of the following: President of the United States, Governor of North Carolina, Chairman of the Wake County Board of Commissioners, or Mayor of the Town of Knightdale and (ii) it is prudent and advisable for the public body to avoid holding in-person meetings. (Example: Natural Disaster).
2. An Electronic Meeting shall ~~can~~ be held when both (i) a State of Emergency has been declared by either the Governor of North Carolina or the North Carolina General Assembly and (ii) it is prudent and advisable for the public body to avoid holding in-person meetings. (Example: A crisis associated with a highly contagious viral illness).

Electronic Meeting Rules and Procedures

1. The meeting will be properly advertised according to N.C.G.S. §143-318.12.
2. The agenda will be published online on the Town's official website.
3. If ~~an the~~ Electronic Meeting is held ~~according to Condition #1, then~~ town staff must provide ~~a location and~~ means whereby members of the public may listen to the meeting unless an exception applies pursuant to N.C.G.S. §143-318.11. ~~(N.C.G.S. §143-318.13). If the Electronic Meeting is held according to Condition #2, then town staff will provide a means for the public to view or listen to the meeting unless an exception applies pursuant to N.C.G.S. §143-318.11. (N.C.G.S. §166A-19.24).~~
4. All discussions, deliberations, and actions must be clear to the listening public; board members must not refer to a matter merely by letter, number, or other designation.
5. Per N.C.G.S 166A-19.24, all votes must be conducted by roll call during a remote meeting.
6. The Town Attorney will participate in ~~the Electronic Meeting~~ all remote meetings.
7. Anyone wishing to provide comments during a General Public Comment Period or Public Hearing will be allowed to do so by using the Cognito Form on the town's website or submitting written comments in the Town Hall drop box. All written comments submitted 24 hours in advance of the meeting will be provided to Council prior to the meeting, summarized during the meeting, and included as part of the official record.
8. All quorum rules will remain applicable. A board member only counts as present during the period when he or she maintains communication; if the connection is dropped, the member is no longer present for quorum. Similarly, votes by board members are counted as if the member were physically present only while simultaneous communication is maintained. If a member attending through electronic means becomes disconnected from the meeting, the Mayor or presiding officer shall pause the meeting for a reasonable amount of time to allow for the member to reconnect.
9. The Town Clerk will record minutes as required by N.C.G.S §143-318.10(e). The minutes of the meeting shall designate the name of each Council Member who participated electronically, the nature of electronic communication, and the duration of the Council member's participation. Minutes shall also record the number of votes on each matter voted upon (i.e. 6-1 in favor or opposed).
10. At the start of the meeting, the Mayor or presiding official will take a roll call to determine which members are participating electronically and such designation shall be recorded in the minutes.

SECTION IV. MINUTES

Per N.C.G.S §143-318.10, a public body is any elected or appointed authority, board, commission, committee, council, or other body of the town that exercises a legislative, policymaking, quasi-judicial, administrative, or advisory function. It is the public policy of this State and Town that discussion, motions, debate, and deliberation of a public body be heard openly and that minutes recording the same be published. Minutes may be in written form, video, or audio recording and shall be considered public records as outlined in the Public Records Law §132-1. With limited exceptions, a public body is permitted to enter closed session.

Upon such cases in which a closed session would appear to be in the public interest, N.C.G.C §143-318.10 and §143-318.11 list permitted reasons to hold a closed session meeting and outline the appropriate procedures to be followed. Written minutes providing a general account of the closed session discussion and deliberation shall be kept sufficient to provide a person not in attendance with a reasonable understanding of what transpired. The closed session minutes shall be maintained in a binder or in another manner separate from other general meeting minutes preventing public access.

Once a set of regularly scheduled or special meeting minutes are finalized by the Town Clerk and ready for Town Council approval, they will be listed on the Consent agenda at the next regularly scheduled Town Council meeting. Once minutes of a regularly scheduled or special meeting have been approved, the Town Clerk shall file them digitally on the Town's server, in paper form in the Minute Book, and submit them to American Legal Publishing for online posting. Minutes are available for public inspection in paper form at Town Hall and online.

The Council will approve closed session minutes on the Consent agenda at the next regularly scheduled meeting. Closed session minutes will be distributed to all Council members prior to the meeting. Once approved by the Town Council, closed session minutes shall be kept in a separate, sealed binder from any public meeting minutes. Upon ~~joint~~ determination of the Council that the matter for which the closed session was held has been resolved and that the minutes should be released for public review, the closed session minutes shall be placed on the next Town Council meeting consent agenda for action. Contingent upon Council approval of the recommendation, the closed session minutes shall be unsealed and thereafter maintained in the Town Clerk office in a binder accessible to the public.



Town of Knightdale

Staff Report Cover Sheet

Title: Use of Town Hall Council Chamber Policy Amendment

Staff: Heather Smith, Town Clerk

Date: November 20, 2024

PURPOSE

- To make minor text amendments to the policy regarding Council Chamber use. Recommended edits include the removal of gender-specific pronouns and updating of permitted use examples.

STRATEGIC PLAN PRIORITY AREA(S)

- Organizational Excellence

GENERAL STATUTE REFERENCE(S), if applicable

- N/A

TYPE OF PUBLIC HEARING, if applicable

- N/A

FUNDING SOURCE(S), if applicable

- N/A

ATTACHMENT(S)

- Use of Town Hall Council Chambers Policy with recommended amendments

STAFF RECOMMENDATION

- Adopt changes to the Use of Town Hall Council Chambers Policy

Knightsdale Strategic Priorities



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Organizational Excellence



Town of Knightdale Use of Town Hall Council Chamber Policy

SUBJECT: Use of Town Hall Council Chamber Policy

EFFECTIVE DATE: November 20, 2019, amended November 20, 2024

APPROVED BY: Town Council

DISTRIBUTION: All Employees

Subsection 1: Purpose

To establish a procedure for the limited, planned, and appropriate use of the Town Hall Council Chamber; to limit unnecessary noise, traffic, and other impacts from special use of these facilities that could distract staff or otherwise negatively impact Town Hall operations.

Subsection 2: Overview

The primary purpose of the council chamber continues to be a meeting place for Town Council ~~Regular Meetings and Work Sessions~~. This ~~policy/procedure~~ recognizes that other uses are appropriate for the council chamber as long as they do not interfere with the primary function. The responsibility for approving the use is assigned to the Town Manager. The Town Manager is authorized to refuse or cancel any use of the building ~~that is which in his opinion is~~ not in the best interest of the public.

Subsection 3: Procedure

With authorization from the Town Manager, the Town Clerk (or designee) may schedule the council chamber for the following uses:

- (1) Meetings of Advisory Boards and/or Committees appointed by Town Council
- (2) Meetings/events requested by Department Directors for town business
- (3) Meetings requested by departments of the County, State, or Federal Government

(4) Field trips requested by local schools

Examples of Permitted Uses:

Town Council Meetings, Land Use Review Board Meetings, ~~Public Safety Advisory Board Meetings, Citizens Planning Academy, Knightdale Mayor's Academy,~~ Government meetings requested by elected officials that represent the district, and tours for local students.

Examples of Prohibited Uses:

Religious ceremonies or meetings, political rallies or political party meetings, private parties, commercial uses.



Town of Knightdale

Staff Report Cover Sheet

Title: 2024 Meeting Schedule Amendment 05

Staff: Heather Smith, Town Clerk

Date: November 20, 2024

PURPOSE

- A key component of the open meetings law is the requirement to provide advanced notice of meetings. The Town Council adopted its 2024 Meeting Schedule on December 4, 2023. The schedule has been amended four times since its adoption to account for additional meeting dates and to remove dates from a dissolved advisory board.
- The meeting schedule needs to be amended again to include a meeting with the Eastern Wake Local Government Association on December 12, 2024.

STRATEGIC PLAN PRIORITY AREA(S)

- Organizational Excellence

GENERAL STATUTE REFERENCE(S), if applicable

- § 143-318.12: Public notice of official meetings. *“If a public body changes its schedule of regular meetings, it shall cause the revised schedule to be filed as provided in subdivisions (1) through (4) of this subsection at least seven calendar days before the day of the first meeting held pursuant to the revised schedule.”*

TYPE OF PUBLIC HEARING, if applicable

- N/A

FUNDING SOURCE(S), if applicable

- N/A

ATTACHMENT(S)

- 2024 Meeting Schedule Amendment 05

STAFF RECOMMENDATION

- Adopt the 2024 Meeting Schedule Amendment 05

Knightsdale Strategic Priorities



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2024 Town of Knightdale Meeting Schedule

(Amendment 05)

Town Council	Joint Public Hearings	Land Use Review Board
<i>1st Monday of the month at 7:00 p.m.</i>	<i>Town Council and Land Use Review Board</i>	<i>2nd Monday of the month at 7:00 p.m.</i>
<i>3rd Wednesday of the month at 7:00 p.m.</i>	<i>3rd Thursday of the month at 7:00 p.m.</i>	
		Monday, January 8, 2024
<i>*Tuesday, January 2, 2024</i>	Thursday, January 18, 2024	Monday, February 12, 2024
Wednesday, January 17, 2024	Thursday, February 15, 2024	Monday, March 11, 2024
Monday, February 5, 2024	Thursday, March 21, 2024	Monday, April 8, 2024
Wednesday, February 7, 2024	Thursday, April 18, 2024	Monday, May 13, 2024
Wednesday, February 21, 2024	Thursday, May 16, 2024	Monday, June 10, 2024
Monday, March 4, 2024	Thursday, June 20, 2024	Monday, July 8, 2024
Wednesday, March 20, 2024	Thursday, July 18, 2024	Monday, August 12, 2024
Monday, April 1, 2024	Thursday, August 15, 2024	Monday, September 9, 2024
Wednesday, April 17, 2024	Thursday, September 19, 2024	Monday, October 14, 2024
Monday, May 6, 2024	Thursday, October 17, 2024	<i>Tuesday, November 12, 2024</i>
Wednesday, May 15, 2024	Thursday, November 21, 2024	Monday, December 9, 2024
Monday, June 3, 2024	Thursday, December 19, 2024	
<i>*Tuesday, June 18, 2024</i>		
Wednesday, June 26, 2024 - Rolesville, NC	Board of Adjustment	Veterans Memorial Advisory Board
Wednesday, July 17, 2024	<i>4th Tuesday of every month at 7:00 p.m. as needed</i>	<i>2nd Monday of the month at 4:00 p.m. (June - Dec)</i>
Wednesday, July 24, 2024 - Rolesville, NC		
Monday, August 5, 2024	Tuesday, January 23, 2024	Monday, June 10, 2024
Wednesday, August 21, 2024	Tuesday, February 27, 2024	Monday, July 8, 2024
<i>*Tuesday, September 3, 2024</i>	Tuesday, March 26, 2024	Monday, August 12, 2024
Wednesday, September 18, 2024	Tuesday, April 23, 2024	Monday, September 9, 2024
Monday, October 7, 2024	Tuesday, May 28, 2024	Monday, October 14, 2024
Wednesday, October 16, 2024	Tuesday, June 25, 2024	Monday, December 9, 2024
Saturday, October 26, 2024 - Chapel Hill, NC	Tuesday, July 23, 2024	
Monday, November 4, 2024	Tuesday, August 27, 2024	
Wednesday, November 20, 2024	Tuesday, September 24, 2024	
Monday, December 2, 2024	Tuesday, October 22, 2024	
Thursday, December 12, 2024 - Wendell, NC	Tuesday, November 26, 2024	
Wednesday, December 18, 2024		
	Community Relations Advisory Board	Parks and Recreation Advisory Board
Sustainability Committee	<i>Every other month on the 4th Monday at 6:30 p.m</i>	<i>Quarterly on the 4th Monday of the month at 6:00 p.m.</i>
<i>Quarterly on the 3rd Thursday of the month at 3:00 p.m.</i>		
	Monday, June 24, 2024	Monday, January 22, 2024
Thursday, February 15, 2024	Monday, August 26, 2024	Monday, April 22, 2024
Thursday, May 16, 2024	Monday, October 28, 2024	Monday, July 22, 2024
		Monday, October 28, 2024
	<i>*Date changes due to holiday</i>	



Town of Knightdale

Staff Report Cover Sheet

Title: Council Policy Update-Disposal of Personal Property

Staff: Mark Stephens, Finance Director

Date: November 20, 2024

PURPOSE

- To consider approval of Council Policy Update-Disposal of Personal Property.

STRATEGIC PLAN PRIORITY AREA(S)

- Sustainable
- Organizational Excellence

GENERAL STATUTE REFERENCE(S), if applicable

- N. C. G. S. 160A-266(c) *A city council may adopt regulations prescribing procedures for disposing of personal property valued at less than thirty thousand dollars (\$30,000) for any one item or group of items in substitution for the requirements of this Article.*

TYPE OF PUBLIC HEARING, if applicable

- N/A

FUNDING SOURCE(S), if applicable

- N/A

ATTACHMENT(S)

- Staff Report
- Revised Council Policy-Disposal of Personal Property

STAFF RECOMMENDATION

- Approve Council Policy Update-Disposal of Personal Property

Knightsdale Strategic Priorities



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Town of Knightdale

Staff Report

Title: Disposal of Personal Property
Council Policy

Staff: Mark Stephens, Finance Director

Date: November 20, 2024

Asst. Town Manger Signature: SMY

Town Manager Signature: WRS

BACKGROUND INFORMATION

- To consider amendments to the Council Policy for Disposal of Personal Property.

SUMMARY

- The following revisions are being proposed to the Personal Property Disposal Policy:
 - Referencing the Department Director title
 - Adding reference to related NC General Statute
 - Defining value as fair market
 - Prohibiting town employees from bidding on surplus property

RECOMMENDED ACTION

- Approve Disposal of Personal Property Council Policy as Amended



Town of Knightdale Disposal of Personal Property Policy

SUBJECT: Disposal of Personal Property

EFFECTIVE DATE: September 18, 2019

~~—AMENDED:~~ September 21, 2022; [-November 20, 2024](#)

APPROVED BY: Town Council

DISTRIBUTION: All Employees

Subsection 1: Purpose

The purpose of this policy is to establish the procedure for disposing of the Town of Knightdale's personal property.

Subsection 2: Procedure

When a department director determines that personal property is no longer useful to the town, the disposal of property form noting a brief description of the property and explaining why the property is no longer useful is submitted to the [Business Analyst Finance Director](#).

The [Business Analyst Finance Director](#) will offer the item to other departments before following NC General Statute [160A-266\(c\)](#) to dispose of the surplus property.

The Finance Director will set a [fair market](#) value for surplus property items and has the authority to dispose of items valued at less than \$30,000. Town Council must approve of disposal of items valued at \$30,000 and above.

Town employees ~~involved in the disposal proces~~ are prohibited from purchasing the Town's personal property. All property disposal records will be maintained within the Finance department.



Town of Knightdale

Staff Report

Title: Law Enforcement Center Capital
Project Ordinance Amendment
ORD #24-11-20-002

Staff: Mark Stephens, Finance Director

Date: November 20, 2024

Asst. Town Manger Signature: SMY

Town Manager Signature: WRS

BACKGROUND INFORMATION

- To consider amending the Law Enforcement Center Capital Project Ordinance for bond issuance costs.

SUMMARY

- In consultation with First Tryon, the Town's Financial Advisor, we determined that the best financing option for the Law Enforcement Center Capital Project was to issue Limited Obligation Bonds. The Limited Obligation Bonds would provide a longer term (20 years) and a lower interest rate. With this option, the Town will incur Issuance Costs. These costs will be included in the financed amount, thus not using the Town's cash reserves. The estimated Issuance Costs are \$369,975 and would require an amendment to the Capital Project Ordinance.

RECOMMENDED ACTION

- Adopt Law Enforcement Center Capital Project Ordinance Amendment ORD #24-11-20-002.



TOWN OF KNIGHTDALE

950 Steeple Square Court
 Knightdale, NC 27545
 KnightdaleNC.gov

**ORDINANCE #24-11-20-002
 LAW ENFORCEMENT CENTER CAPITAL PROJECT ORDINANCE AMENDMENT
 FOR THE TOWN OF KNIGHTDALE**

BE IT ORDAINED by the Governing Board of the Town of Knightdale, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the Law Enforcement Center Capital Project Ordinance is amended as follows:

Section 1: The Capital Project Fund will increase by \$369,975 for Bond Issuance Costs.

Section 2: This project was created under Ordinance #23-02-15-001 and amended under Ordinance #24-06-18-004

Section 3: The following amounts are appropriated for the project:

Budgeted Expenditures	Current Budget	Change	Amended
Bond Issuance Cost	\$-	\$369,975	\$369,975
Design/Engineering	1,044,300	-	1,044,300
Total	\$1,044,300	\$369,975	\$1,414,275

Section 4: The following revenues are anticipated to be available to complete this project:

Budgeted Revenues	Current Budget	Change	Amended
Bond Proceeds	\$-	\$369,975	\$369,975
Transfer Capital Reserve Fund	1,044,300	-	1,044,300
Total	\$1,044,300	\$369,975	\$1,414,275

Section 5: Copies of this capital project ordinance shall be furnished to the Clerk, to the Governing Board, to the Town Manager, and to the Finance Director for direction in carrying out this project.

This the 20th day of November, 2024.

BY: _____
 Jessica Day, Mayor

ATTEST: _____
 Heather Smith, Town Clerk



Town of Knightdale

Staff Report Cover Sheet

Title: Preliminary Findings Resolution-Limited Obligation Bonds RES #24-11-20-001

Staff: Mark Stephens

Date: November 20, 2024

PURPOSE

- To consider adoption of Preliminary Findings Resolution-Limited Obligation Bonds RES #24-11-20-001

STRATEGIC PLAN PRIORITY AREA(S)

- Sustainable
- Organizational Excellence

GENERAL STATUTE REFERENCE(S), if applicable

- *NCGS 160A-20 authorizes a local government unit to finance improvements on real property under an installment financing contract using the property as collateral for the debt obligation. A public hearing must be held regarding the project and financing proposal and Local Government Commission approval is required. NCGS 159-3 established the Local Government Commission in 1931 giving them the authority for approving the issuance of debt and similar contracts under certain circumstances. The LGC process requires the submission of an application that is authorized by resolution.*

TYPE OF PUBLIC HEARING, if applicable

- N/A

FUNDING SOURCE(S), if applicable

- N/A

ATTACHMENT(S)

- Staff Report
- Preliminary Findings Resolution-Limited Obligation Bonds RES #24-11-20-001

STAFF RECOMMENDATION

- Adopt Preliminary Findings Resolution-Limited Obligation Bonds RES #24-11-20-001

Knightsdale Strategic Priorities



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Town of Knightdale

Staff Report

Title: Law Enforcement Center Project
Preliminary Findings Resolution –
Limited Obligation Bonds
RES #24-11-20-001

Staff: Mark Stephens, Finance Director

Date: November 20, 2024

Asst. Town Manger Signature: SMY

Town Manager Signature: WRS

BACKGROUND INFORMATION

- To consider the adoption of Preliminary Findings Resolution – Limited Obligation Bonds for the Law Enforcement Center Project RES #24-11-20-001.

SUMMARY

- In consultation with First Tryon, the Town's Financial Advisor, we have determined that the most suitable financing option for the Law Enforcement Center Capital Project is to issue Limited Obligation Bonds. These bonds will offer a longer term of 20 years and a lower interest rate. The first step in securing these bonds is adopting the Preliminary Findings Resolution. The Resolution sets, among other things, the following:
- Authorizes the Mayor, Town Manager, and Finance Director to negotiate a not to exceed amount of \$16,000,000 to finance the Law Enforcement Center.
- Authorizes the Finance Director to file an application with the Local Government Commission.
- Sets the Public Hearing for December 18, 2024, at 7:00 p.m.

RECOMMENDED ACTION

- Adopt Law Enforcement Center Project Preliminary Findings Resolution – Limited Obligation Bonds RES #24-11-20-001.



TOWN OF KNIGHTDALE

950 Steeple Square Court
Knightdale, NC 27545
KnightdaleNC.gov

RESOLUTION #24-11-20-001

RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF KNIGHTDALE, NORTH CAROLINA, AUTHORIZING THE NEGOTIATION OF AN INSTALLMENT FINANCING CONTRACT, DIRECTING THE PUBLICATION OF NOTICE WITH RESPECT THERETO, DECLARING THE INTENT OF THE TOWN TO REIMBURSE ITSELF FOR CAPITAL EXPENDITURES FROM PROCEEDS THEREOF, AND PROVIDING FOR CERTAIN OTHER RELATED MATTERS THERETO

WHEREAS, the Town of Knightdale, North Carolina (the “*Town*”) is a validly existing municipal corporation of the State of North Carolina (the “*State*”), existing as such under and by virtue of the Constitution, statutes and laws of (the “*State*”);

WHEREAS, the Town has the power, pursuant to the General Statutes of North Carolina to (1) enter into installment contracts in order to purchase, or finance or refinance the purchase of, real or personal property and to finance or refinance the construction or repair of fixtures or improvements on real property and (2) create a security interest in some or all of the property financed or refinanced to secure repayment of the purchase price;

WHEREAS, the Town Council of the Town (the “*Town Council*”) hereby determines that it is in the best interest of the Town to (1) finance the renovation and expansion of existing Town facilities including police headquarters, a fire station, and an emergency medical services facility, to consolidate into a new law enforcement center (collectively, the “*Law Enforcement Center Project*”) and (2) refinance an existing installment financing contract, the proceeds of which were originally used to finance improvements on the site of the new Law Enforcement Center Project (the “*Refinancing*”);

WHEREAS, the Town of Knightdale Financing Corporation (the “*Corporation*”) will assist the Town by the execution and delivery of its Limited Obligation Bonds (the “*2025 Bonds*”) to finance the Law Enforcement Center Project and the Refinancing;

WHEREAS, the Town Council hereby determines that it is in the best interests of the Town to finance the Law Enforcement Center Project and the Refinancing by entering into (1) an Installment Financing Contract (the “*Contract*”) with the Corporation and (2) a Deed of Trust, Security Agreement and Fixture Filing (the “*Deed of Trust*”) related to the Town’s fee simple interest in the real property on which the Law Enforcement Center Project is located, together with the improvements thereon, (the “*Mortgaged Property*”), that will provide security for the Town’s obligations under the Contract;

WHEREAS, the Corporation will execute and deliver its 2025 Bonds in an aggregate principal amount not to exceed \$16,000,000, evidencing proportionate undivided interests in rights to receive certain Revenues (as defined in the Contract) pursuant to the Contract;

WHEREAS, the Town hereby determines that financing the Law Enforcement Center Project and the Refinancing are essential to the Town’s proper, efficient and economic operation and to the

general health and welfare of its inhabitants; that financing the Law Enforcement Center Project and the Refinancing will provide an essential use and will permit the Town to carry out public functions that it is authorized by law to perform; and that entering into the Contract and Deed of Trust is necessary and expedient for the Town by virtue of the findings presented herein;

WHEREAS, the Town hereby determines that the Contract would allow the Town to finance the Law Enforcement Center Project and the Refinancing and take title thereto at a favorable interest rate currently available in the financial marketplace and on terms advantageous to the Town;

WHEREAS, the Town hereby determines that the estimated cost of financing the Law Enforcement Center Project and the Refinancing, including payment of the costs of execution and delivery of the Contract, is an amount not to exceed \$16,000,000, and that such cost exceeds the amount that can be prudently raised from currently available appropriations, unappropriated fund balances and non-voted bonds that could be issued by the Town in the current fiscal year pursuant to Article V, Section 4 of the Constitution of the State;

WHEREAS, although the cost of financing the Law Enforcement Center Project and the Refinancing pursuant to the Contract is expected to exceed the cost of financing the Law Enforcement Center Project and the Refinancing pursuant to a bond financing for the same undertaking, the Town hereby determines that the cost of financing the Law Enforcement Center Project and the Refinancing pursuant to the Contract and the Deed of Trust and the obligations of the Town thereunder are preferable to a general obligation bond financing or revenue bond financing for several reasons, including but not limited to the following: (1) the cost of a special election necessary to approve a general obligation bond financing, as required by the laws of the State, would result in the expenditure of significant funds; (2) the time required for a general obligation bond election would cause an unnecessary delay which would thereby decrease the financial benefits of financing the Law Enforcement Center Project and the Refinancing; and (3) insufficient revenues are produced by the Law Enforcement Center Project so as to permit a revenue bond financing;

WHEREAS, the Town hereby determines that the estimated costs of financing the Law Enforcement Center Project and the Refinancing pursuant to the Contract reasonably compares with an estimate of similar costs under a bond financing for the same undertaking as a result of the findings delineated in the above preambles;

WHEREAS, the Town anticipates that any property tax increase, if necessary, to pay installment payments falling due under the Contract will not be excessive;

WHEREAS, the sums to fall due under the Contract will be adequate but not excessive for its proposed purpose;

WHEREAS, Parker Poe Adams & Bernstein LLP, as bond counsel ("*Bond Counsel*"), will render an opinion to the effect that entering into the Contract and the transactions contemplated thereby are authorized by law;

WHEREAS, no deficiency judgment may be rendered against the Town in any action for its breach of the Contract, and the taxing power of the Town is not and may not be pledged in any way directly or indirectly or contingently to secure any money due under the Contract;

WHEREAS, the Town is not in default under any of its debt service obligations;

WHEREAS, the Town's budget process and Annual Budget Ordinance are in compliance with the Local Government Budget and Fiscal Control Act, and external auditors have determined that the Town has conformed with generally accepted accounting principles as applied to governmental units in preparing its Annual Budget ordinance;

WHEREAS, past audit reports of the Town indicate that its debt management and contract obligation payment policies have been carried out in strict compliance with the law, and the Town has not been censured by the North Carolina Local Government Commission (the "LGC"), external auditors or any other regulatory agencies in connection with such debt management and contract obligation payment policies;

WHEREAS, a public hearing on the Contract after publication of a notice with respect to such public hearing must be held, and approval of the LGC with respect to entering into the Contract must be received;

WHEREAS, the Town will incur and pay certain expenditures (the "Original Expenditures") in connection with the Law Enforcement Center Project prior to the date of execution and delivery of the Contract, such Original Expenditures to be paid for originally from a source other than the proceeds of the Contract, and the Town intends, and reasonably expects, to be reimbursed for such Original Expenditures from a portion of the proceeds of the Contract; and

WHEREAS, the Town hereby determines that all findings, conclusions and determinations of the Town in this Resolution are subject to modification or affirmation after all interested parties have been afforded the opportunity to present their comments at a public hearing regarding the execution and delivery of the Contract, the Deed of Trust, and the Law Enforcement Center Project and the Refinancing.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KNIGHTDALE, NORTH CAROLINA, AS FOLLOWS:

Section 1. Authorization to Negotiate the Contract. The Mayor, the Town Manager, and the Finance Director (collectively, the "Authorized Officers"), with advice from the Town Attorney and Bond Counsel, are hereby authorized and directed, individually and collectively, to proceed and negotiate on behalf of the Town the Contract for a principal amount not to exceed \$16,000,000 to finance the Law Enforcement Center Project and the Refinancing, to be entered into in accordance with the provisions of Section 160A-20 of the General Statutes of North Carolina, as amended, and to provide in connection with the Contract, as security for the Town's obligations thereunder, the Deed of Trust conveying a lien and interest in the Mortgaged Property, including the improvements thereon.

Section 2. Application to LGC. The Finance Director, or his designee, is hereby directed to file with the LGC an application for its approval of the Contract and all relevant transactions contemplated thereby on a form prescribed by the LGC and to state in such application such facts and to attach thereto such exhibits regarding the Town and its financial condition as may be required by the LGC.

Section 3. Direction to Retain Professionals. The Town Manager and the Finance Director, with advice from the Town Attorney, are hereby authorized and directed to retain the assistance of Parker Poe Adams & Bernstein LLP, as bond counsel; First Tryon Advisors, as financial advisor; The Bank of New York Mellon Trust Company, N.A., as trustee, and Robert W. Baird & Co. Incorporated, as underwriter. The Town Manager, the Assistant Town Manager, and the Finance Director are hereby authorized to retain such other professionals as they deem necessary in their judgment to carry out the transaction contemplated in this Resolution.

Section 4. Public Hearing. A public hearing (the “Public Hearing”) shall be conducted by the Town Council on December 18, 2024, at 7:00 p.m. at Town Hall, 950 Steeple Square Court, Knightdale, NC, 27545, concerning the Contract, the proposed financing of the Law Enforcement Center Project and the Refinancing, and any other transactions contemplated therein and associated therewith.

Section 5. Actions by the Town. All actions of the Authorized Officers on behalf of the Town with respect to the Contract, whether previously or hereinafter taken, are hereby approved, ratified and authorized.

Section 6. Notice of Public Hearing. The Town Clerk is hereby directed to cause a notice of the Public Hearing, in the form attached hereto as Exhibit A, to be published once in a qualified newspaper of general circulation within the Town no fewer than 10 days prior to the Public Hearing.

Section 7. Repealer. All motions, orders, resolutions and parts thereof in conflict herewith are hereby repealed.

Section 8. Reimbursement. The Town presently intends, and reasonably expects, to reimburse itself for Original Expenditures in an amount not to exceed \$16,000,000 on or after the date occurring 60 days prior to the date of adoption of this Resolution from a portion of the proceeds of the Contract. The Town adopts this Resolution as a declaration of official intent under Section 1.150-2 of the Treasury Regulations promulgated under Section 103 of the Internal Revenue Code of 1986, as amended, to evidence the Town’s intent to reimburse itself for the Original Expenditures from proceeds of the Contract. The Finance Director of the Town, with advice from Bond Counsel, is hereby authorized, directed and designated to act on behalf of the Town in determining and itemizing all of the Original Expenditures incurred and paid by the Town in connection with the Law Enforcement Center Project during the period commencing on the date occurring 60 days prior to the date of adoption of this Resolution and ending on the date of the execution and delivery of the Contract.

Section 9. Effective Date. This Resolution is effective on the date of its adoption.

Adopted this the 20th day of November, 2024.

BY: _____
Jessica Day, Mayor

ATTEST: _____
Heather M. Smith, Town Clerk

EXHIBIT A
NOTICE OF PUBLIC HEARING

The Town Council (the “*Town Council*”) of the Town of Knightdale, North Carolina (the “*Town*”) is considering (1) entering into an installment financing contract in an amount not to exceed \$16,000,000 (the “*Contract*”) to (a) finance the renovation and expansion of existing Town facilities including police headquarters, a fire station, and an emergency medical services facility, to consolidate into a new law enforcement center (collectively, the “*Law Enforcement Center Project*”) and (b) refinance an existing installment financing contract, the proceeds of which were originally used to finance improvements on the site of the new Law Enforcement Center Project (the “*Refinancing*”); and (2) executing and delivering a deed of trust, security agreement and fixture filing (the “*Deed of Trust*”) related to the Town’s fee simple interest in the Law Enforcement Center Project, together with the improvements thereon (collectively, the “*Mortgaged Property*”), as may be required by the entity providing the funds to the Town under the Contract. The Law Enforcement Center Project is located at 979 Steeple Square Court, Knightdale, NC 27545.

The Mortgaged Property identified above will be mortgaged under the Deed of Trust. The Contract and the Deed of Trust permit the Town to enter into amendments to finance additional projects using the Mortgaged Property as collateral and the Town may or may not grant additional collateral in connection with such amendments. On payment by the Town of all installment payments due under the Contract, including any future amendments to finance or refinance projects, the Deed of Trust and any lien created thereunder will terminate and the Town’s title to the Mortgaged Property will be unencumbered.

NOTICE IS HEREBY GIVEN, pursuant to Section 160A-20 of the General Statutes of North Carolina, that on December 18, 2024 at or about 7:00 p.m. the Town will conduct a public hearing in Town Hall, 950 Steeple Square Court, Knightdale, NC, 27545, concerning the approval of the execution and delivery of the Contract, the Deed of Trust, and the Town’s financing of the Law Enforcement Center Project and the Refinancing. All interested parties are invited to present comments thereon at the public hearing.

The Town Council will accept written comments prior to the meeting via the means listed below. Only one submission per person is allowed. Include whether you are opposed or in favor of the proposal. Written comments must be received 24 hours prior to the public hearing. All comments should include the full name and address of the commenter.

- a. Submitted via Town Hall Drop Box at 950 Steeple Square Ct, Attention: Heather Smith, Town Clerk
- b. Submitted via Cognito Forms at
<https://www.cognitoforms.com/KnightdaleNC1/KnightdalePublicComment>

/s/ HEATHER SMITH
Town Clerk
Town of Knightdale, North Carolina

Published: _____, 2024



Town of Knightdale

Staff Report Cover Sheet

Title: Town of Knightdale Standard Specifications & Details Manual

Staff: Donna Goodman, Long Range & Sustainability Senior Planner

Date: November 20, 2024

PURPOSE

- To consider adoption of the revised and updated Standard Specifications & Details Manual
- The Standard Specifications & Details Manual was last updated in 2006. Since that time, the Town has adopted a new Unified Development Ordinance (2021) and a Comprehensive Transportation Plan (2022). The primary goal of this manual update was to incorporate the new street sections from the Comprehensive Transportation Plan. The update also allowed for modernization of certain construction processes and materials, incorporation of current industry standards and practices, and reduction of inconsistencies between multiple Town documents. The successful and efficient update of the Manual required coordination from Development Services, Public Works, Fire Services, City of Raleigh, and the Town's consulting engineer.
- Once adopted, the website will be refreshed to include the new edition and developers and engineers will be notified.

STRATEGIC PLAN PRIORITY AREA(S)

- Safe
- Organizational Excellence

GENERAL STATUTE REFERENCE(S), *if applicable*

- NCGS 160D-501 "Plans"

TYPE OF PUBLIC HEARING, *if applicable*

- N/A

FUNDING SOURCE(S), *if applicable*

- N/A

ATTACHMENT(S)

- Resolution #24-11-20-002
- Standard Specifications & Details Manual, 2024 Edition

STAFF RECOMMENDATION

- Adopt the Standard Specifications & Details Manual, 2024 Edition, and adopt Resolution #24-11-20-002

Knightsdale Strategic Priorities



Safe



Connected & Inclusive



Sustainable



Active & Healthy



Organizational Excellence



TOWN OF KNIGHTDALE

950 Steeple Square Court
Knightdale, NC 27545
KnightdaleNC.gov

RESOLUTION #24-11-20-002

RESOLUTION ADOPTING THE TOWN OF KNIGHTDALE STANDARD SPECIFICATIONS AND DETAILS MANUAL, 2024 EDITION

WHEREAS, on October 2, 2006, the Knightdale Town Council adopted the Standard Specifications and Details Manual, 2006 Edition, adopting specifications for the construction of Town public improvements, including streets and other infrastructure; and

WHEREAS, the Town adopted a new Unified Development Ordinance on July 21, 2021 and Comprehensive Transportation Plan on November 16, 2022; and

WHEREAS, the Town wishes to replace the Standard Specifications and Details Manual, 2006 Edition, with an updated Manual that includes changes and revisions from the Unified Development Ordinance and Comprehensive Transportation Plan; and

WHEREAS, the revised and updated Manual incorporates best industry practices and modernizes construction processes, resulting in more seamless and consistent development; and

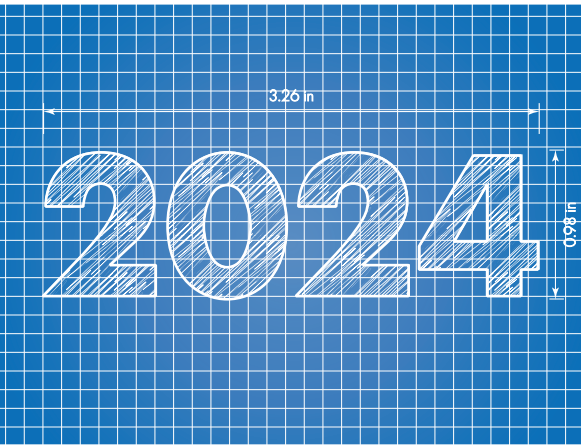
WHEREAS, the Town believes that the health, safety, and general welfare of the Town and its residents will be served by amending the Standard Specifications and Details Manual; and

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Knightdale that the Standard Specifications and Details Manual, 2024 Edition, is hereby adopted to apply to all construction of applicable Town infrastructure constructed by any public or private person or entity.

This the 20th day of November, 2024.

BY: _____
Jessica Day, Mayor

ATTEST: _____
Heather M. Smith, Town Clerk



Town of Knightdale

Standard Specifications and Details Manual

Adopted November __, 2024



Town of Knightdale
950 Steeple Square Court
Knightdale, NC, 27545
www.KnightdaleNC.gov

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STANDARD SPECIFICATIONS & DETAILS MANUAL
2024 EDITION

SECTION 1 - PRELIMINARY CONSIDERATIONS & INSTRUCTIONS

1.01 General

The Standard Specifications as contained herein are to be utilized as minimum standards for all development (non-residential sites and/or subdivisions) and utility construction projects within the jurisdiction of the Town of Knightdale or connecting to the Town's utility system. All development projects shall also comply with the Town of Knightdale *Unified Development Ordinance*.

The purpose of these Specifications is to present standards for typical conditions encountered. All projects which include construction of public facilities, such as storm drainage facilities or streets, require that the design services be performed by, or under the direct supervision of, a Professional Engineer, a Professional Land Surveyor, or a Professional Landscape Architect licensed to practice in the State of North Carolina. The existence of these Standard Specifications and Construction Details does in no way relieve the Professional Engineer, Professional Land Surveyor, or the Professional Landscape Architect of the responsibility to correctly adapt these standards to the actual site conditions encountered on a specific project. The Professional Engineer, Professional Land Surveyor, or the Professional Landscape Architect must review the applicable portions of these specifications and determine that these minimum standards will function correctly for the project. There may be circumstances whereby the engineer, surveyor, or landscape architect may wish to increase pipe strength classification, bedding requirements, reinforcing, depth of stone base, depth of asphalt, etc. In such situations where changes or modifications are proposed, the Town of Knightdale shall be consulted prior to completion of final design and plan submittal. This will serve to help ensure that the plan review time is minimized. Such approval shall be clearly indicated at one location on the construction drawings and labeled "Exceptions to the Standard Specifications of the Town of Knightdale."

Projects shall be constructed according to the Standard Specifications in effect at the time the project receives final approval by the Town of Knightdale for construction. The project contractor shall have at least one complete set of approved plans and these Standard Specifications at the job site at all times that work is being performed.

The Town of Knightdale will periodically update these Specifications. Updates will be made available on the Town's website. The Town will also periodically consolidate the changes and republish the document in its entirety.

1.02 Product Substitutions

Trade names, brand names, and/or manufacturer's information used in these specifications are for the purposes of establishing quality. Use of other qualified manufacturers or products is acceptable provided that details are included in Construction Drawings and reviewed and approved by the Town Engineer and/or Public Works Director. Features of quality, capacity, construction, performance, appearance, size, arrangement, and general utility including economy of operation of substitutes offered, either parallel or exceed those of specified products.

SECTION 2 - GENERAL PROVISIONS

2.01 General

All construction shall conform to the requirements and dimensions on the approved construction plans, Town Standard Details, the Code of the Town of Knightdale, or as stated in these Specifications.

2.02 Abbreviations & Definitions

a. Abbreviations:

- AASHTO - American Association of State Highway Transportation Officials
- ASTM - American Society for Testing & Materials
- AWWA - American Water Works Association
- NCDOT - North Carolina Department of Transportation
- ANSI - American National Standard Institute

b. Definitions:

Where the word "Engineer" is used in these Specifications, it shall be the Town Engineer of Knightdale, the Town's Consulting Engineer as designated by the Town Manager, or an assistant or other representative duly authorized by the Town Engineer or the Town's Consulting Engineer.

Where the words "Town Representative" are used in these Specifications, it shall be the Director of Public Works of the Town of Knightdale or an assistant or other duly authorized representative of the Town of Knightdale, North Carolina.

Where the word "Town" is used in these Specifications, it shall be the Town of Knightdale, North Carolina.

Where the word "Developer" or "Contractor" is used in these Specifications, it shall be the developer of the project or his authorized contractor performing work on the site. For purposes of these Specifications, these words are to be considered synonymous. All Contractors performing construction or installation of public facilities shall be properly licensed for the work by the NC Licensing Board for General Contractors. Prior to commencing work, the Contractor shall submit proof of licensure. The Contractor shall also submit information including mailing and street address for the firm, ownership information, telephone numbers for contact during regular business hours and emergency telephone numbers for contact during nights, weekends and holidays.

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Where the words "Project Engineer" are used in these Specifications, they shall mean the design engineer, land surveyor, or landscape architect retained by the developer, and the person responsible for the preparation of the final construction drawings.

2.03 Insurance Requirements

If work is to be performed within any Town street right-of-way or on Town owned property, the Developer/Contractor shall submit a certificate of insurance to the Town stating that coverage is in effect during the project duration. The limits of coverage shall be no less than \$5,000,000 for general liability (bodily injury and property damage) plus \$1,000,000 for automobile liability (bodily injury and property damage).

2.04 Erosion & Sedimentation Control

a. General Requirements:

Temporary and permanent erosion control measures shall be provided in accordance with the Erosion and Sedimentation Control Plan approved by the Town. The approved Erosion and Sedimentation Control Plan shall be kept on site by the Contractor at all times that work is being performed.

All permanent erosion and sedimentation control measures shall be incorporated into the work at the earliest practicable time, and in no case shall an area remain denuded for more than 30 working days. Temporary erosion and sedimentation control measures shall be coordinated with permanent erosion and sedimentation control measures and all other work on the project to ensure economical, effective and continuous erosion and sedimentation control throughout the construction and post construction period and to minimize siltation of streams, lakes, reservoirs, and other water impoundments, ground surfaces, roadways, or other property.

b. Seeding & Mulching:

Seeding and mulching shall be carried out immediately behind construction in accordance with the following specifications:

SEEDING SPECIFICATIONS			
SHOULDERS, SIDE DITCHES, SLOPES (MAX. 3:1)			
SEEDING PERIOD	TYPE	APPLICATION RATE	
		Per Acre	Per 1000 SF
Aug 15 - Nov 1	Tall Fescue	300#	7#
Nov 1 - Mar 1	Tall Fescue <u>and</u>	300#	7#
	Abruzzi Rye	25#	0.6#
Mar 1 - Apr 15	Tall Fescue	300#	7#
Apr 15 - Jun 30	Hulled Common Bermudagrass	25#	0.6#
Jul 1 - Aug 15	Tall Fescue <u>and</u>	120#	2.8#
	*Browntop Millet	35#	0.8#
	* <u>or</u> Sorghum-Sudan Hybrids	30#	0.7#

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SEEDING SPECIFICATIONS			
SLOPES (3:1 TO 2:1)			
SEEDING PERIOD	TYPE	APPLICATION RATE	
		Per Acre	Per 1000 SF
Mar 1 - Jun 1	Sericea Lespedeza (scarified)	50#	1.2#
	and		
(Mar 1- Apr 15)	<u>ADD</u> Tall Fescue	120#	2.8#
(Mar 1- Jun 30)	<u>OR ADD</u> Weeping Love grass	10#	0.2#
(Mar 1- Jun 30)	<u>OR ADD</u> Hulled Common Bermudagrass	25#	0.6#
Jun 1 - Sep 1	*Tall Fescue <u>and</u>	120#	2.8#
	*Browntop Millet	35#	0.8#
	* <u>or</u> Sorghum-Sudan Hybrids	30#	0.7#
Sep 1 - Mar 1	Sericea Lespedeza (unhulled, unscarified)	70#	1.6#
	<u>and</u> Tall Fescue	120#	2.8#
(Nov 1-Mar 1)	<u>ADD</u> Abruzzi Rye	25#	0.6#

*Temporary - Reseed according to optimum season for desired permanent vegetation. Do not allow temporary cover to grow over 12" in height before mowing, otherwise fescue may be shaded out.

Consult Wake Soil & Water Conservation District or North Carolina Division of Soil & Water Conservation for additional information concerning other alternatives for vegetation of denuded areas. The above vegetation rates are those that do well under local conditions; other seeding rate combinations are possible.

SEEDBED PREPARATION

- (1) Chisel compacted areas and spread topsoil three (3) inches deep over adverse soil conditions, if available.
- (2) Rip the entire area to 6-inch depth.
- (3) Remove all loose rock, roots, and other obstructions leaving surface reasonably smooth and uniform.
- (4) Apply agricultural lime, fertilizer, and superphosphate uniformly and mix with soil (see below*).
- (5) Continue tillage until a well-pulverized, firm, reasonably uniform seedbed is prepared 4 to 6 inches deep.
- (6) Seed on a freshly prepared seedbed and cover seed lightly with seeding equipment or cultipack after seeding.
- (7) Mulch immediately after seeding and anchor mulch.

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- (8) Inspect all seeded areas and make necessary repairs or reseedings within the planting season, if possible. If stand should be over 60% damaged, re-establish following original lime, fertilizer and seeding rates.
- (9) Consult Wake Soil & Water Conservation District on maintenance treatment and fertilization after permanent cover is established.

*Apply:	Agricultural Limestone	- 2 tons/acre (3 tons/acres in clay soils)
	Fertilizer	- 1,000 lb/acre - 10-10-10
	Superphosphate	- 500 lb/acre - 20% analysis
	Mulch	- 2 tons/acre - small grain straw
	Anchor	- Asphalt Emulsion @ 300 gals/acre

c. Construction Entrances:

Gravel construction entrance pads shall be constructed at each point of construction access to each property. The gravel pads shall be maintained in such a manner as to prevent the deposition of mud and debris onto existing public roadways adjacent to the site.

Gravel pads shall be constructed in accordance with the latest adopted Town of Knightdale s Erosion and Sedimentation Control Ordinance and published standard detail Standard Construction Entrance.

Special Note: It shall be the developer's responsibility to see that the construction entrance pads are properly maintained so that mud is not tracked onto adjacent streets. In the event that the gravel construction entrances are not properly maintained, or are otherwise ineffective, **the Town Representative may issue a Stop Work Order** or any other equitable remedy provided by the Town of Knightdale UDO or NC General Statutes. The Stop Work Order, which shall remain in effect until such time as the pads are restored and replenished and until any resulting mud and debris, has been removed from the adjacent streets by the Contractor.

d. Clearing Limits:

All clearing limits shall be clearly identified and staked prior to any construction. The Town shall be given 24-hour notice prior to beginning clearing operations.

2.05 Earthwork

a. General:

Earthwork shall be defined as the removal of soil (including rock) from its natural location and the depositing of such material into the proper fill areas as indicated on the plan.

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b. Rock Excavation - by Blasting:

- (1) Permit - Where rock must be removed by blasting, a written permit must first be obtained from the Town of Knightdale Fire Department a minimum of 24 hours before any explosive materials or blasting agents are used within the corporate limits of the Town of Knightdale and its extra-territorial jurisdiction (ETJ). A certificate of insurance, as outlined in paragraph 2.03, must be submitted to the Town prior to any blasting operations regardless of the location of the blasting.
- (2) Hours of Blasting - Blasting for rock removal shall be limited to daylight hours, no earlier than 8:00 a.m. or later than 5:00 p.m., Monday through Friday, except by special exception specifically authorized by the Fire Marshal. Blasting shall also be prohibited on all Town of Knightdale, State and Federal holidays.
- (3) Blasting Procedures - Blasting for trench rock may be initiated only after the permitting requirements prescribed in (1) above of this Section have been complied with. The Contractor is also reminded of the work hour limitations for blasting, as also established in (2) above of this Section.

Blasting Procedures shall conform to all applicable local, state, and Federal laws and ordinances. The Contractor shall take all necessary precautions to protect life and property, including the use of an approved blasting mat where there exists the danger of throwing rock or overburden. The Contractor shall keep explosive materials which are needed on the job site in specially constructed boxes provided with locks. These boxes shall be painted red and plainly identified as to their contents. After working hours, the boxes containing explosive material shall be removed from the job site.

Failure to comply with this specification shall be grounds for suspension of blasting operations until full compliance is made. No blasting shall be allowed unless a galvanometer is employed to check cap circuits. Where blasting takes place within 500 feet of a utility, structure, or property which could be damaged by vibration, concussion, or falling rock, the Contractor shall be required to keep a blasting log containing the following information for each and every shot:

1. Date of shot
2. Time of shot
3. Foreman's name
4. Number and depth of holes
5. Approximate depth of overburden
6. Amount and type of explosive used in each hole
7. Type of caps used (instant or delay)
8. The weather

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This blasting log shall be made available to the Town Representative upon request and shall be kept in an orderly manner. Compliance by the Contractor with these specifications does in no way relieve him of legal liabilities relative to blasting operations.

The Town Representative reserves the right to require removal of rock by means other than blasting where any utility, residence, structure, etc. is either too close to, or so situated with respect to the blasting hazardous.

c. Removal of Unstable Material:

Where unstable, organic material ("muck") is encountered in trenches or in roadways, the material shall be completely removed and replaced with suitable, thoroughly compacted material.

d. Placement of Fill:

Fill material for roadway embankments shall be free from stones greater than four (4) inches in size, construction material debris, frozen material, organic matter or other unstable material. Fill material placed in roadway embankments shall be placed in uncompacted lifts of eight (8) inches or less and compacted to a density of not less than 95% of maximum dry density as measured by AASHTO Method T-99. The compaction requirement shall be increased to 100% in the uppermost 12 inches of subgrade. These compaction requirements shall apply for that portion of the roadway measured from the back of curb and extending on a slope of 1 to 1 to the no cut/no fill line. Outside these limits soil may be compacted to a density of not less than 90% of maximum dry density as measured by AASHTO T-99.

In cut sections, the uppermost 12 inches of subgrade shall be scarified and recompactd to not less than 100 percent of maximum dry density as measured by AASHTO Method T-99.

Attention is called to Section 3 for the inspection and testing requirements.

e. Compaction Tests:

During roadway construction, the Town Representative shall require the developer or Contractor to provide compaction tests to demonstrate compliance with the compaction requirements outlined herein. Such tests may be required at any time that the Town Representative believes the compaction to be less than the required density.

All compaction testing shall be performed by a certified testing laboratory. The cost of such testing shall be borne by the developer.

2.06 Safety

The Contractor shall provide for and maintain safety measures necessary for the protection of all persons on the work, to include; and shall fully complying with all laws, regulations and building code requirements to prevent accident or injury to persons on or about the location of the work, including all applicable provisions of OSHA regulations. The Contractor shall protect all trees and shrubs designated to remain in the vicinity of the operations and barricade all walks, roads, and areas to keep the public away from the construction. All trenches, excavations, or other hazards in the vicinity of the work shall be well barricaded and properly lighted at night.

The Contractor shall be responsible for the entire site and the necessary protection as required by the Town and by laws or ordinances governing such conditions. He shall be responsible for any damage to Town property, or that of others, by the Contractor, his employees, subcontractors or their employees and shall correct and/or repair such damages to the satisfaction of the Town of Knightdale and/or other affected parties. He shall be responsible for and pay for any such claims against the Town.

2.07 Maintenance of Traffic

Existing public streets or highways shall be kept open to traffic at all times by the Contractor unless permission to close the streets, or portions thereof, is granted by the Town Representative. When allowed to close any street, the Contractor shall contact the Town of Knightdale Public Works, Fire, and Police Departments a minimum of 24 hours before fully or partially closing any street. Proper and sufficient barricades, lights, signing and other protective devices shall be installed by the Contractor when deemed necessary by the Public Safety Department or the Town Representative. All traffic control measures shall comply with the MUTCD standards and guidelines for Work Zone Traffic Control. Failure to comply will result in the issuance of a Stop Work Order.

2.08 Concrete

Concrete shall be only plant-mixed or transit-mixed concrete conforming to ASTM C33 for aggregates and to ASTM C94 for ready-mixed concrete. Any concrete poured that has a slump over four (4) inches as per ASTM C143, or has a batched time of more than 90 minutes, will be considered unacceptable and shall not be incorporated into the work. Concrete shall not be deposited on frozen subgrade. Concrete shall not be poured when the air temperature is falling and below 40° F and the predicted low temperature for the succeeding 24-hour period is less than 32° F. All concrete when placed in the forms shall have a temperature of between 50° and 90° F and shall be maintained at a temperature of not less than 50° F for at least 72 hours for normal concrete and 24 hours for high-early strength concrete or for as much time as is necessary to secure proper rate of curing and designed compressive strength.

Concrete shall be air entrained at five (5) percent, \pm one (1) percent. Retarders and accelerators shall be used only upon approval of the Town Representative.

2.09 Installation of Utilities Not Furnished by the Town

The Developer shall arrange for the installation of all utilities that are not furnished by the Town or the City of Raleigh. This shall include electric service, telephone service, and, where available, cable television and natural gas. Restoration of Town right-of-way disturbed by installation of these types of utilities shall be the responsibility of the Developer. All utility installations shall be designed and installed in a manner to prevent the open cutting of public paved areas.

2.10 Materials

All materials incorporated in work to be accepted by the Town of Knightdale for operation and maintenance shall be new, first quality material installed in accordance with the manufacturer's instructions or these Specifications, whichever, in the opinion of the Town Representative, is more stringent or applicable.

It is the intent of this Specification to provide materials and construction methods of high standard and quality and to provide materials free from defects in workmanship and product. Substitute materials not specified may be used provided documentation (shop drawings) and samples are furnished to the Town not less than fourteen days before their scheduled delivery to the construction site. Documentation and shop drawings may be submitted electronically. The Town will issue written approval, or disapproval, of the alternate materials. The Town shall assume no responsibility for disapproving the substitute material. Current Specifications and/or the latest revisions shall apply in all cases where materials are described by these Specifications.

SECTION 3 - STREETS

3.01 General

Unless otherwise provided herein, all materials and street construction methods shall conform to the applicable requirements as outlined in the *Standard Specifications for Roads & Structures*, latest edition, as published by NCDOT.

Whenever the following terms are used in NCDOT specifications, the intended meaning of such terms shall be as follows:

"State" or "Commission" shall be replaced by "Town of Knightdale."

"Sampling and testing by Commission" shall be replaced by the words "sampling and testing by the Town or its authorized testing agent."

"Inspection by Commission" shall be replaced by "inspection by Town or its duly authorized representative."

3.02 Design

a. General:

Street design shall conform to the standards set forth in the applicable sections of the Knightdale *Unified Development Ordinance*. Streets shall be classified as follows:

STREET CLASSIFICATION ¹	
Category One	Alley Local Street
Category Two	Main Street Urban Main Street Avenue Urban Avenue
Category Three	Boulevard Freeway

¹As defined by the *Unified Development Ordinance*

Intersection sight distances and ensuing sight triangles shall be in accordance with the *Unified Development Ordinance*. When any part of any sight triangle falls outside the right-of-way of either street, a sight triangle easement shall preserve the sight distances. Such sight triangle easements shall be shown on the final plat for the subdivision. Plant materials placed inside the sight triangle shall be in accordance with the *Unified Development Ordinance*.

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b. Soils Evaluation & Pavement Design:

Pavement design for all new streets shall be based upon subgrade soil conditions, a 20-year (minimum) design life and projected traffic loadings (ADT and percent trucks).

The pavement design and subgrade soils evaluation procedure shall include the following as a minimum:

- (1) Perform standard penetration test (SPT) borings to a depth of five feet below design subgrade, or, in the case of fill sections, to a depth of five feet below existing ground. The standard penetration test borings shall be obtained along the centerline of all roadways at intervals not greater than 300 feet.
- (2) Perform classification tests of representative SPT soil samples.
- (3) Obtain bag samples of prevalent soils and perform moisture-density tests.
- (4) Select a soil type for pavement design - usually a weaker soil among those expected to be present at subgraded level. Re-mold a sample and perform a California Bearing Ratio (CBR) using soaked values at 0.1 inch as outlined in ASTM D1833.
- (5) Prepare pavement design calculations based on the soaked CBR values and typical traffic loading as prescribed for the category of the affected street.
- (6) The pavement design and traffic analysis for traffic loading shall be prepared by a Professional Engineer licensed to practice in the State of North Carolina and submitted to the Town in electronic format prior to placing of any curb and gutter or crushed aggregate base course.

Soils testing work shall be performed by a qualified geotechnical engineering firm. The pavement designs shall be performed by a qualified professional engineer using standard methods developed by NCDOT, AASHTO, The Asphalt Institute, or other similar methods approved by the Engineer.

The AASHTO method requires use of a serviceability index as follows:

SERVICEABILITY INDEX	
Street Classification¹	Index
Category One	2.0
Category Two	2.0
Category Three	2.5

¹As defined by the *Unified Development Ordinance*

In addition, use $S_o = 0.49$ for flexible pavement and 0.39 for rigid pavement and reliability of 98 percent for Category Three and 95 percent for Category One and Category Two.

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The final pavement thickness shall be the calculated thickness, but in no case shall the thickness be less than that shown in the standard street section details, or that required by NCDOT for streets to be maintained by the State.

3.03 Construction Requirements

a. General:

All roadway subgrade, storm sewer and utility construction shall be inspected and approved by the Town Representative prior to placement of the base course materials.

All streets shall be cleared and graded for the full width of the right-of-way.

b. Placement of Aggregate Base Course:

Aggregate base course shall be placed and compacted in strict conformance with the standard requirements of NCDOT. Each layer shall be compacted to a density equal to at least 98 percent of the nuclear target density as determined by AASHTO Method T-180 as modified by NCDOT. Category One and Two streets shall have a thickness of no less than eight (8) inches. Category Three streets shall conform to the standard requirements of NCDOT.

c. Placement of Bituminous Surface Course:

For Category One streets, specifically private alleys, the Superpave bituminous surface course pavements shall be in accordance with Type S 9.5A with a total thickness of not less than 2½ inches as shown on the standard details. The bituminous surface course material shall be placed in two lifts, each in strict conformance with the requirements of NCDOT. The second lift shall be 1¼ inch nominal thickness. For other Category One streets, including public utility alleys and local streets, requiring a combination of Type I 19.0B and Type S 9.5B, the Town will require the asphalt intermediate course (I19.0B) to be installed in a single lift of 2½ inches and the asphalt surface course (S9.5B) in a single lift of 1½ inches. The asphalt surface course shall be delayed during the period of initial residential construction activity to allow the initial course of asphalt and underlying structure to withstand a full season's freeze thaw cycle (eg. an initial course laid in the Spring/Summer/Fall of a given year will not be allowed to have the final lift placed until the Spring of the subsequent year). The final lift of asphalt shall be placed at the conclusion of the seasonal freeze thaw cycle, typically March of the following year, and only after 75 percent of the Certificates of Occupancy have been issued for the subdivision or phase of subdivision under construction, or as approved by the Town Engineer.

For Category Two streets requiring a combination of Type I 19.0B and Type S 9.5B, the Town will require the asphalt intermediate course (I19.0B) to be installed in a single lift of 2½ inches and the asphalt surface course (S9.5B) in a single lift of 1½ inches. The asphalt surface course shall be delayed during the period of initial residential construction activity to allow the intermediate course of asphalt and underlying structure to withstand a full season's freeze thaw cycle. (eg. an intermediate course laid in the Spring/Summer/Fall of a given year will not be allowed to have the final lift placed until the Spring of the subsequent year). The final lift of asphalt shall be placed at the conclusion of the seasonal freeze thaw cycle, typically March of the following year, and only after 75 percent of the Certificates of Occupancy have been issued for

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the subdivision or phase of subdivision under construction, or as approved by the Town Engineer. All asphalt shall be installed in strict conformance with the requirements of NCDOT.

For Category Three streets requiring a combination of Type I 19.0B and Type S 9.5B, the Town may require the asphalt intermediate course to be initially sealed with a 1½ inch layer of the asphalt surface course followed by placement of the final asphalt surface course layer at a later date. Asphalt pavement thickness shall conform to the requirements of NCDOT. Geotechnical reports and traffic volumes may be required.

For streets intended for industrial or heavy vehicle use, the Town will require an aggregate base course thickness of no less than twelve (12) inches, the asphalt intermediate course (I19.0B) to be installed in a single lift of 4 inches and the asphalt surface course (S9.5B) in a single lift of 3 inches.

The contractor shall provide temporary drains through the concrete gutter at all low points to allow the first layer of asphalt to drain and eliminate ponding at the low points. Prior to placing the final layer of surface course, the initial course shall be thoroughly cleaned and repaired. Bituminous tack shall be applied prior to surfacing to assure bond between layers, along gutters and around castings.

3.04 Inspection

a. Proof-Rolling:

The Town Representative and contractor's third-party engineer shall be present for all proof-rolling. A minimum of 24 hours' notice shall be given for inspections.

Street embankments and cut areas shall be graded and compacted as described in Section 2 of these Specifications. After all utilities and storm sewers have been installed, the subgrade shall be fine graded and restored to required grade, and then proof-rolled, utilizing a fully loaded tandem axle truck having a gross weight not less than 40,000 pounds and with the tires inflated to not less than 70 psi.

Should any "pumping" or displacement be observed during the proof-rolling, the defective area(s) shall be excavated to a depth no less than 18 inches below subgrade and backfilled with suitable material, thoroughly compacted in not less than eight (8) inch lifts of uncompacted fill. If deemed appropriate by a geotechnical engineer, geotextile fabric may be utilized below the base course material in lieu of additional excavation. The geotextile shall be installed in strict accordance to the manufacturer's recommendations with respect to overlap, depth of cover, etc. Prior to installing geotextile fabric, a copy of the manufacturer's literature shall be submitted to the Town along with the geotechnical engineer's recommendations. The locations of geotextile fabric shall be indicated on the Record Drawings.

Proof-rolling shall be repeated until there is no evidence of "pumping" or displacement.

b. Compaction Testing - Subgrade:

Upon completion of the proof-rolling, the Developer/Contractor shall furnish to the Town Representative a report from a certified soils testing laboratory. The report shall present the results of a Proctor analysis demonstrating that the subgrade compaction is acceptable in accordance with standard requirements of NCDOT. The subgrade shall then be inspected by the Town Representative, and upon its acceptance and approval, the stone base course may be placed. However, no stone base may be placed prior to backfilling behind the curb.

One field density (compaction) test shall be required for each 3,000 SY of street surface and for each lift of fill material placed into the roadway embankment.

The cost of laboratory testing of subgrade compaction shall be borne by the Developer/Contractor.

c. Intermediate Course & Surface Course Inspection Requirements:

Prior to placement of bituminous surface course material, a Proctor analysis shall be furnished on the Aggregate Base Course placed in the roadway. The report shall be prepared by a certified testing laboratory and shall evidence compliance with the compaction requirements. Quarry tickets shall also be presented to the Town Representative to enable a check for yield at the specified final thickness. The base material shall then be inspected by the Town Representative, and upon acceptance and approval, the bituminous surface course may be placed. Bituminous intermediate course material shall be placed and compacted in accordance with NCDOT requirements. Copies of delivery tickets shall be furnished to the Town Representative to enable a check for yield at the specified final thickness.

The frequency and number of intermediate course field density tests shall be in accordance with requirements of NCDOT or as may otherwise be directed by the Town Representative or the Engineer.

Bituminous surface course material shall be placed and compacted in accordance with NCDOT requirements. Copies of delivery tickets shall be furnished to the Town Representative to enable a check for yield at the specified final thickness.

Should there be a question as to the final thickness of Aggregate Base Course, bituminous intermediate course or bituminous surface course, the Town Representative reserves the right to require the Developer/ Contractor to provide random corings by an independent testing laboratory to demonstrate actual thickness of base, intermediate and surface courses. Core samples shall be taken by a certified testing laboratory, and the results shall be presented to the Town Representative. Should the corings reveal insufficient thickness, the Contractor shall provide additional surface course as may be required or shall furnish other remedial measures as may be acceptable to the Town Representative.

The cost of compaction testing and coring work shall be borne by the Developer.

3.05 Pavement Marking & Signage

The Developer shall be responsible for furnishing and installing all street identification (name) and regulatory signs. The Developer shall also be responsible for striping on all public streets constructed with development as follows:

- Stop Bars and Crosswalks - all streets - per detail 4.06;
 - If crosswalks are located on top of concrete surfaces, the contractor shall submit to the Town Representative the proposed marking paint. Chlorinated Rubber is recommended and preferred by the Town. Marking paint shall include the installation of glass beads per the manufacturer's specification and the rate and density required by MUTCD.
- Continuous Centerline Striping - double yellow line on Category Two and Category Three streets.
- Parking Stalls – where applicable (on-street).

Pavement markings and signage shall be shown on roadway and subdivision plans and shall be installed prior to the issuance of Certificates of Occupancy for the development or final acceptance of the public infrastructure.

a. Pavement Markings:

All pavement markings including traffic control, stop bars fire lanes and crosswalks shall be made with reflectorized thermoplastic striping with a minimum thickness in accordance with NCDOT Standard Specifications for Roads & Structures. All markings shall be 120 mil thick with the exception of symbols which shall be 90 mil thick. Parking stall striping in a private parking lot is exempt from use of thermoplastics. The thermoplastic striping type of marking material shall be applied by fusing to the pavement surface by application of heat. Materials shall comply fully with the requirements set forth in Section 1087 of the Standard Specifications for Roads & Structures, latest edition, as published by NCDOT. Application of markings shall conform to the applicable requirements set forth in Section 1205 of the Standard Specifications for Roads & Structures, latest edition, as published by NCDOT for permanent marking.

b. Street Identification Signs:

Street identification signs shall identify all streets at each intersection. Such signs shall be constructed of aluminum sheets, six (6) inch high, 0.063 inch thick and length as needed to have a two (2) inch margin before and after the lettering. The background shall be reflectorized green meeting the requirements set forth in Section 1092 the Standard Specifications for Roads & Structures, latest edition, as published by NCDOT. Street name lettering shall be white, upper case, block letters four (4) inches in height. Street classification (i.e. street, avenue, etc.) shall be white, upper case block lettering, two (2) inches in height. Street signs shall be mounted at a nominal height of eight (8) feet above grade. The sign shall comply with the Town of Knightdale Standard Detail 3.16.

c. Regulatory Signs:

Regulatory signs shall meet the requirements of the *Manual on Uniform Traffic Control Devices* and any modifications thereto established by NCDOT. Materials shall meet the requirements set forth in Sections 1092 of the *Standard Specifications for Roads & Structures*, latest edition, as published by NCDOT. The location and types of regulatory signs shall be indicated on the construction drawings.

d. Sign Posts:

All signs shall be mounted on a galvanized steel u-channel post with a minimum 14-gauge steel as specified in Section 1094 of the *Standard Specifications for Roads & Structures*.

3.06 Cutting, Replacement, and Patching of Existing Pavement

Open cut of existing bituminous pavement or concrete pavement is generally not permitted on Town streets, designated State maintained roads, and on private driveways. Site-specific cases may be considered by the Town.

Where bituminous or concrete pavements are approved for open cut on Town streets, the pavement shall be restored with pavement replacement conforming to the applicable details 3.14 *Standard Asphalt Pavement Patch* and 3.15 *Standard Concrete Pavement Patch*.

Pavement cuts and patches within NCDOT right-of-way shall conform to the approved encroachment permit or *Standard Specifications for Roads & Structures*, latest edition.

3.07 Private Irrigation Systems

Private irrigation systems proposed to be located within existing or proposed Town right-of-way shall be reviewed, and a permit to encroach upon Town right-of-way shall be issued by the Town prior to installation. The following requirements or features must be indicated on the construction drawings:

- (1) All irrigation systems shall be equipped with an approved RPZ-type backflow preventer located in a freeze-proof enclosure and meeting the requirements of the City of Raleigh.
- (2) All backflow preventers, control boxes, and other above ground devices shall be located outside of Town right-of-way. Only flush-type sprinkler heads and buried piping and control wiring may be located within the Town right-of-way. No sprinkler heads or other devices shall be installed within 5 feet of curbs or edges of pavement.
- (3) Within the Town right-of-way, all control wiring shall be in PVC electrical conduit and installed with no less than 18" of cover, unless greater cover is required by the applicable electrical codes.

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- (4) All irrigation piping crossing beneath Town streets shall be encased in steel or ductile iron casing pipe, extending no less than 3 feet beyond curbs or edges of pavement with no less than 18" of cover.
- (5) Sprinkler heads shall be located and adjusted so that the spray pattern does not enter the right-of-way or create a visual obstruction within sight triangles.
- (6) The owner of the irrigation system shall be fully responsible for operation, maintenance and repair of the system. The owner of the irrigation system shall also be responsible for any damage to Town streets, sidewalks, landscaping or utilities resulting from failure of or repair to the irrigation system. The Town shall not be responsible for damage of any kind to private irrigation systems or components located within Town right-of-way for any reason.
- (7) The owner of the irrigation system shall maintain accurate as-built information regarding the system and shall be responsible for providing this information to the Town or any other public entity. Ownership and contact information of the irrigation system shall be provided to the Town's Director of Public Works and permanently posted on the backflow preventer enclosure, visible to the roadway.

In the event that the Town's Director of Public Works deems that the owner of the irrigation system developer failed to properly install, operate or maintain a private irrigation system within Town right-of-way, the Director will immediately revoke permission for the encroachment upon Town right-of-way. Upon revocation of permission to encroach upon Town right-of-way, water service to the irrigation system will be terminated without further notice.

3.08 Mailboxes

Mailboxes located within Town right-of-way for the purpose of receiving delivery from the US Postal Service shall conform to the requirements set forth by the US Postal Service. All portions of the mailbox, support, or any appurtenance thereto shall be no less than 12" from the back of curb with a minimum height from pavement to mailbox of 42-inches. The Town shall reserve the right to review mailbox location with respect to site triangles, and require relocation accordingly.

3.09 Urban Streetscape Design Features

Certain urban street sections require additional design features. These features shall be provided in accordance with Unified Development Ordinance Sections 7 and 11 and standard details 3.11, 4.14, 4.15, and 4.16. The Town shall reserve the right to review design feature location with respect to site triangles or other conflicts and require relocation accordingly.

SECTION 4 - CURB & GUTTER, DRIVEWAYS SIDEWALKS, AND GREENWAYS

4.01 Materials

a. Concrete:

Concrete for curb and gutter, driveways, or sidewalks shall be Portland cement concrete having a 28-day strength of 3000 psi when tested in accordance with ASTM C39. Detailed specifications for concrete shall conform to the specifications contained in Section 2.08 hereof.

b. Bituminous Concrete (Asphalt):

Asphalt for public greenways shall meet the requirements as set forth in Section 610 of NCDOT Specifications for Type S 9.5A.

c. Joint Fillers:

Joint fillers shall be a non-extruding joint material conforming to ASTM D1751.

4.02 Dimensions

The minimum thickness of a sidewalk shall be 4 inches, except at driveway crossings where the sidewalk shall be 6" thick. Sidewalks shall have a uniform slope perpendicular to the curb of $\frac{1}{4}$ inch per foot toward the curb. The utility strip between the sidewalk and the back of curb shall be less $\frac{1}{2}$ inch per foot toward the roadway. Where street trees are required a subgrade of soil aggregate mixture will be required by the Town.

Curb and gutter shall be standard 30" combination curb and gutter. Rolled or valley type gutter shall not be used. Standard median curb (18-inch) may be used on entrance islands and medians.

4.03 Construction Methods

a. Subgrade:

The subgrade shall be excavated to the required depth to allow placement a minimum of 5" of aggregate base course beneath the curb and shaped to the proper cross-section. Where tree roots are encountered, they shall be removed to a depth of 1 foot for the full width of the excavation. The subgrade shall be stable and thoroughly compacted as specified in paragraph 2.05 and tested in accordance with paragraph 3.04.

For sidewalks a 6" subbase mixture of ABC shall be provided.

b. Forms:

Forms shall be set and maintained true to the required lines, grades, and cross-sectional dimensions as shown in the approved Construction Drawings. Forms shall be constructed with material of such strength and with such rigidity to prevent deflection between supports. Straight forms shall be within a tolerance of $\frac{1}{2}$ inch in 10 feet from a true line horizontally or vertically. Forms shall be thoroughly cleaned of all dirt, mortar and foreign material before being used. All

inside form surfaces shall be thoroughly coated with commercial quality form oil before placing concrete.

Curbing forms or "stringline" guides shall be carefully placed to assure that the curbing will be constructed to accurate grades and without creating any depressions or "bird baths. Curved sections shall be placed such that the radii are smooth and continuous and without abrupt bends.

c. Expansion, Contraction and Control Joints:

Contraction and control joints shall be cut to a depth equal to at least 1/3 of the total concrete thickness. Contraction or control joint spacing shall be 10 feet maximum for curbing and driveway aprons. Expansion joints for curbing shall be no more than 50 feet on centers, with the joint material extending the full depth of the concrete with the top of the filler 1/2 inch below the finished surface. Expansion and contraction joints shall be spaced such that no final curb section shall be less than 5 feet long (including repair sections). Expansion joints for sidewalks shall be spaced no greater than 50 feet apart. Sidewalks shall be finished to grade and cross-section with a float, troweled smooth and finished with a broom. Contraction joints shall be no less than 1/8 inch in width, to a depth equal to at least 1/3 of the total slab thickness and cut at intervals equal to the width of sidewalk.

d. Driveway Aprons:

Where driveway aprons are to be installed in an existing curb, the entire curb and gutter section shall be removed. Saw cutting and removing the curbing, leaving the existing gutter in place, shall not be allowed. Contraction, control and expansion joints shall be located as previously specified and shown on the details. The flow line of the gutter shall be maintained across driveway aprons.

4.04 Pedestrian Crossings

Pedestrian crossings, curb cuts and ramps shall be provided at all intersections in accordance with NC GS 136-44.14. Construction, pavement marking, etc. shall conform to Detail 4.06.

4.05 Inspection

No concrete shall be placed until the forms and subgrades have been inspected and authorized by the Town Representative. Offset or reference points shall be maintained in place to assure proper placement of the forms by the Town Representative. Where machine extruded curbing is used, the "stringline" shall be inspected by the Town Representative. A minimum of 24 hours' notice shall be given for inspections.

For all residential lots that require sidewalk along the road frontage, sidewalk shall be formed and ready for inspection at the time of the driveway inspection. Sidewalk may be installed prior to, but under no circumstances later than the time of the driveway installation.

The Town will require the removal and replacement of sidewalks and driveways that have been broken, cracked, excessively chipped, or misaligned. Such areas designated by the Town Representative shall be repaired at no cost to the Town. Repairs shall be made prior to the

issuance of Certificates of Occupancy for the development or final acceptance of the public infrastructure.

4.06 Greenways

a. General:

All construction shall conform to the requirements and dimensions on the approved construction plans, Town Standard Details, the Unified Development Ordinance, the latest edition of AASHTO Guide for the Development of Bicycle Facilities, Section 405 of 2009 ANSI A117.1., and the Shared Use Path Accessibility Guidelines as published by the United States Access Board, or as stated in these Specifications, whichever, in the opinion of the Town Representative, is applicable.

b. Proof-rolling of Subgrades:

The Town Representative shall oversee the proof-roll of public greenway trails. Proof rolling shall occur at the following stages: prior to placing fill in low areas; after the preparation of subgrade prior to placing ABC; and after the placement of ABC prior to paving.

c. Amenities:

All greenways shall have amenities in accordance with Unified Development Ordinance Section 7 and 11 and standard detail 4.09. Placement shall be approved with Construction Drawings.

d. Signage:

Signage shall be provided in accordance with Unified Development Ordinance Sections 7 and 11 and standard detail 4.09. A proof of the proposed signage shall be submitted to the Town Representative for approval prior to ordering materials

e. Boardwalks & Bridges:

Greenway boardwalk systems shall be constructed of precast concrete and in accordance with standard detail 4.09. Other designs and materials may be allowed with prior review and approval from the Town of Knightdale.

f. Permits:

Greenway structures (i.e. retaining walls, boardwalks, bridges) are required to be certified by a North Carolina Professional Engineer and shall include all necessary plan documents with the final Construction Drawing set for approval. As required by NC Building Code, approved Construction Plans must be submitted with the building permit application for all greenway structures and a building permit must be obtained before construction commences.

SECTION 5 - STORM DRAINAGE

5.01 Design

Storm drainage facilities shall be designed in accordance with the goals and guidelines set forth in the *Unified Development Ordinance*. The goal shall be to collect and dispose of stormwater generated upon or passing through the project location. The determination of the quantities of water that must be accommodated will be based upon peak flows from storms having the following return frequency:

<u>Drainage Structure</u>	<u>Storm Event - Return Frequency</u>
Curb inlets & Gutters	10-year storm
Storm Sewer Collector	10-year storm
Detention Facility	100-year Emergency Spillway
Cross Street Drainage	100-year storm
Roadways in Flood Plain	100-year storm*
SCM Devices	UDO & NCDEQ Stormwater Design Manual

* Roadways in flood plain areas shall withstand the 100-year storm without over-topping or sustaining damage. The roadway embankments shall be fully protected from flows that may occur during a 100-year event.

Prediction of the peak flow rates resulting from a rainfall event shall be calculated using the procedure in the SCS TR-55, the Rational Method, or other calculation procedures acceptable to the Engineer. The size of storm water conduits shall be determined by utilizing the standard energy equation for inlet control or outlet control and/or headwater nomographs as published by various federal agencies such as Federal Highway Administration - HEC-5, HEC-RAS, Soil Conservation Service, etc. Calculations shall include analyses of pre- and post-development run off rates from the project for the 1-year storm event. All calculations shall be performed under the responsible charge of an appropriately licensed design professional and sealed by that professional. Storm drainage facilities shall be designed in a manner such that upstream and downstream properties are not adversely affected.

The minimum pipe size to be used within any public right-of-way shall be 15-inch diameter. All public storm drainage facilities shall be installed in dedicated street rights-of-way (i.e. pipe inlets and outlets shall be within street rights-of-way or dedicated easement). If a property owner/developer desires to extend storm drainage piping to eliminate open channels on private property, such pipes shall be installed within a stormwater easement and maintained at the adjacent property owner's or owners' expense. A manhole or junction box shall be provided at the public right-of-way boundary. Minimum widths of storm drainage easements shall be the

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greater of 1) the width as dictated by the appropriate following configurations listed below; or 2) the width necessary to contain the predicted 100-year water elevation plus two feet in depth:

- 20 feet for single pipes up to and including 36 inches nominal diameter or open channels up to 36 inches in top width
- 20 feet plus the maximum conduit (outside diameter at the barrel) or channel width (in feet) for single pipes or channels larger than 36 inches wide
- 10 feet from the edge line of the outside conduits where multiple parallel pipes are installed.

Erosion and sedimentation control measures shall be so designed to provide control from the calculated peak rates from a 10-year frequency storm. Discharge from drainage systems shall not be of such a velocity as to cause damages after leaving the pipe. At pipe outlets, flared end sections or head walls shall be provided with rip-rap aprons designed to reduce velocity and dissipate energy so that downstream damage does not occur.

Catch basins, yard inlets, manholes or structures shall be installed at each deflection of line or grade. No "blind" junction boxes shall be permitted. The minimum cover for reinforced concrete pipe shall be 2 feet from finish subgrade to the top of pipe under roadways and 1 foot under a non-roadway area. For polyethylene storm drainage pipe, the minimum cover shall be two times the nominal pipe diameter.

Stormwater shall not be allowed to flow across streets. Drainage shall be provided to intercept flow in the radius of an intersection, or the design of the street shall indicate a continuous grade around the radius to allow the flow to continue down the intersecting street. Water shall be picked up before the spread into the street exceeds 8 feet from the face of the curb. The inlets shall be spaced using a maximum capacity of 5 CFS per single curb inlet. No curb inlet shall be installed in the curb radius of any intersection.

Detention ponds and other SCM devices shall reference and adhere to standards set forth by NCDEQ in *Stormwater Design Manual*. Additional requirements by the Town include a maximum of 3:1 slopes on all sides of ponds, unless exempted by the Town Engineer.

5.02 Pipe Materials

a. General:

All storm sewer pipes to be installed in projects within the public street rights of way belonging (or to be dedicated) to the Town of Knightdale shall be reinforced concrete pipe (RCP) or high density polypropylene (HDPP) storm drainage pipe conforming to the specifications presented herein.

If an applicant desires to use any materials other than RCP or HDPP, the applicant's plan submittal must contain a formal request and be accompanied by complete background data to

justify its use. Approval of the use of any materials other than RCP or HDPP may only be granted by the Assistant Town Manager upon the recommendation of the Town Representative and Town Engineer.

b. Reinforced Concrete Pipe (RCP):

RCP shall be as per ASTM C76, or the latest revision, Class III or Class IV with a minimum 15-inch diameter. All RCP shall be top quality material; no seconds or lesser quality pipe shall be used. Joints shall be sealed with a plastic cement putty meeting Federal Specification SS-S-00210 such as "Ram-Nek or a butyl rubber sealant."

c. High Density Polypropylene Pipe (HDPP):

HDPP storm drainage pipe shall conform to AASHTO M330 Type S or Type D. The pipe shall be smooth interior finish and be furnished in 20' laying lengths with an integral bell for gasket, bell and spigot joints. The pipe shall be a double wall type, having a corrugated outer surface and a smooth inner surface, with Manning's roughness not to exceed 0.010. End treatments and fittings shall meet the requirements of AASHTO M330-20.

5.03 Materials - Storm Drainage Structures

a. General:

All structures including manholes, curb inlets, catch basins, yard inlets, junction boxes, etc., shall be constructed of clay brick masonry units, cast in place reinforced concrete units, or precast concrete (waffle boxes are not acceptable). Endwalls and headwalls shall be constructed of clay brick masonry units, concrete brick masonry units, precast or structural cast-in-place concrete.

b. Clay Brick Masonry Units:

Clay brick shall be solid, rough, sound clay brick conforming to ASTM C32, Grade MS.

c. Concrete Brick Masonry Units:

Concrete brick masonry units shall be solid units meeting the requirements of ASTM C55, Grade S-II.

d. Precast Concrete Structures:

Precast concrete structures shall meet the requirements of ASTM C478. Structures shall have joints sealed with a pre-formed plastic gasket per Federal Specifications SS-S-00210. Manholes shall be sized in accordance with the table below.

MANHOLE SIZE REQUIREMENTS		
DEPTH RANGE	OUTLET PIPE SIZE	
0' – 12'	6'	7'
12' – 18'	6'	7'
> 18'	7'	8'

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e. Mortar:

Mortar shall be proportioned as shown below for either Mix No. 1 or Mix No. 2. All proportions are by volume. Water shall be added only in the amount required to make a workable mixture.

MIX NO. 1: 1 part Portland Cement
¼ part Hydrated Lime
3¾ parts Mortar Sand (maximum)

MIX NO. 2: 1 part Portland Cement
1 part Masonry Cement
6 parts Mortar Sand (maximum)

Portland cement shall be ASTM C150, Type 1. Hydrated lime shall conform to ASTM C207, Type S. Masonry cement shall meet the requirements of ASTM C91. Mortar sand shall be standard size 4S, per requirements of the NC DOT.

f. Castings:

- (1) General - All castings shall be of one of the manufacturers specified. If the Developer/ Contractor desires to use a casting of another manufacturer, samples of the casting(s) shall be provided to the Town Representative for review and approval. In addition to samples, the names of other users of the castings shall be furnished along with names and telephone numbers of persons whom the Town Representative may contact for an evaluation of the casting.

All castings shall meet the requirements of ASTM A48, Grade 30 iron.

- (2) Curb Inlet Grate, Frame & Hood - Curb inlets shall be of the grate, frame and hood type conforming to NCDOT 840.03, Type E, F and G, based on flow direction. Castings shall be Type V-4066 (2-5) as manufactured by Vulcan Foundry Company, Southern Foundry SF-102 + SF-103 (C,E,F, or G) or US Foundry #5181. Grates with slots parallel to the curb are not permitted. Curb inlet hoods shall be embossed with "Dump No Waste! Drains to Waterways."
- (3) Grates & Frames - Cast iron grates and frames for yard inlets shall conform to NCDOT 840.16 and be of the size indicated on the approved plans. Grates and frames shall be Vulcan V-4870, Southern Foundry SF-131, US Foundry 4130+6230; or their equivalent with comparable features for other larger size openings as may be required.

Grates and frames shall only be used outside of street rights-of-way.

- (4) Manhole Rings & Cover - Cast iron manhole rings and covers shall conform to NCDOT 840.54, with the words "STORM SEWER" cast on the cover. Covers shall have a minimum of two 1-inch holes. Manhole castings shall be machined to provide a continuous

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bearing around the full periphery of the frame. Covers shall be Vulcan V-1384, Southern Foundry SF-101 or US Foundry 669-KL or approved equivalent.

g. Portland Cement Concrete:

Portland cement concrete used for storm drainage structures, end walls, etc. shall conform to the technical requirements presented in paragraph 2.08 of these Specifications and shall have a minimum compressive strength of 3,000 psi at 28 days. Primary structures, such as box culverts, may require concrete having a compressive strength greater than 3,000 psi and may require the submission of mix designs and testing of the concrete by an independent laboratory. These special requirements may be imposed by the Town Representative for all such structures where recommended by the Engineer.

h. Reinforcing Steel:

Reinforcing steel shall be new billet steel conforming to ASTM A615, Grade 60, deformed.

5.04 Miscellaneous Materials

a. Riprap:

Riprap shall be large aggregate of the size and class shown on the approved drawings.

b. Steps:

Steps shall be constructed using ½ inch diameter reinforcing steel encapsulated in polypropylene material. Steps shall be designed and installed to accommodate a vertical load of not less than 400 pounds and a horizontal pullout load of at least 1,000 pounds. Steps shall have a clear width of 12 inches. If the developer or contractor desires to use a pre-cast or preformed structure, specifications shall be provided to the Town Representative for review and approval.

5.05 Construction Methods

a. Trenching & Bedding for Storm Sewers:

The trench shall be excavated to the line and grade indicated on the Drawings. The trench bottom shall provide a firm and uniform support for the pipe. Where bell and spigot type pipe is used, recesses shall be excavated to receive the pipe bell.

Where the foundation is found to be of poor supporting value, the pipe foundation shall be conditioned by undercutting the unacceptable material to the required depth as directed by the Town Representative and backfilling with stone or other approved material. Where necessary, surface water shall be temporarily diverted in order to maintain the pipe foundation in a dry condition. The flow of water from such temporary diversions shall be directed into suitable erosion control devices.

b. Pipe Laying:

Concrete pipe culverts shall be laid carefully with bells or grooves up grade and ends fully and closely joined. Joints of concrete pipe shall be made with O-ring gasket or with plastic gasket material as specified. Joints shall be made in accordance with manufacturer's recommendations. Pipe which is not true to alignment, or which shows any settlement after laying, shall be taken up and relaid.

c. Backfilling:

The storm sewer trench shall be backfilled with approved material free from large stones or clods in 6-inch layers, loose measurement, and compacted to 95% of maximum dry density (AASHTO T-99), where the trench is within an area to be paved, or where the trench is immediately behind the curb. In streets the compaction requirement shall be increased to 100% of maximum dry density within 12" of subgrade. The backfilling shall be done on both sides of the pipe simultaneously to prevent displacement of the pipe. The backfill materials shall be moistened when necessary in the opinion of the Engineer to obtain maximum compaction. Water settling or puddling shall not be permitted. Backfill in trenches not within the limits to be paved may be compacted in 12-inch layers after backfill is one foot above the top of the pipe.

All trash, forms, debris, etc., shall be cleared from around all pipes and structures before backfilling. Backfilling around structures shall be done symmetrically and thoroughly compacted in 6-inch layers with mechanical tampers to the specified 95% density.

d. Masonry Structures:

Excavations shall be made to the required depth, and the foundation on which the brick masonry is to be laid shall be approved by the Town Representative. The brick shall be laid so that they will be thoroughly bonded into the mortar by means of the "shove-joint" method. Buttered or plastered joints will not be permitted. The headers and stretchers shall be so arranged as to thoroughly bond the mass. Brickwork shall be of alternate headers and stretchers with consecutive courses breaking joint. All mortar joints shall be at least 3/8 inches in thickness. The joints shall be completely filled with mortar. No spalls or bats shall be used except for shaping around irregular openings or when unavoidable to finish out a course. Competent masons shall be employed on the work, and all details of construction shall be in accordance with approved practice and to the satisfaction of the Town Representative.

Steps as shown on the plans shall be placed in all catch basins and inlets when they are greater than five feet in depth. The steps shall be set in the masonry as the work is built up, thoroughly bonded, and accurately spaced and aligned. Steps shall be set at 16 inches on center and project at least 5 inches from the face of the wall.

Inverts in the structures shall be shaped to form a smooth and regular surface free from sharp or jagged edges. They shall be sloped adequately to prevent sedimentation.

The castings shall be set in full mortar beds. All castings when set shall conform to the finish grade shown on the Drawings.

e. Concrete Construction:

The forming, placing, finishing and curing of Portland cement concrete shall be performed in strict accordance with all applicable requirements as contained in the *Standard Specifications for Road & Structures*, latest edition, as published by the NC DOT.

f. Installation of Precast Concrete Structures:

Precast concrete catch basins, manholes, junction boxes, etc. shall be installed level and plumb and upon a firm, dry foundation, approved by the Town Representative. Structures shall be backfilled with suitable materials, symmetrically placed and thoroughly compacted so as to prevent displacement and deter settlement. Castings shall be set in full mortar beds to the required finished grade.

5.06 Inspection Prior to Acceptance

Prior to acceptance of any development with public storm drainage infrastructure, the utility contractor shall arrange a camera inspection of all public storm drainage lines with a 3rd party camera service and then coordinate the results with the Town Representative. Any discrepancies found in violation of these Specifications shall be repaired to the satisfaction of the Town Representative prior to acceptance and prior to issuance of any Certificates of Occupancy. When inspection indicates possible excessive deflection in PP, CSP, or CAP, the contractor shall complete a deflection test by mandrel using a rigid device approved by the Town Representative. The mandrel size shall be clearly labeled and shall be sized so as to provide a diameter of at least 95% of the inside pipe diameter. If deflection exceeds 5%, the pipe shall be Section 500 - Storm Drainage - Page 13 of 14 Effective Date: June 11, 2024 evaluated to determine what corrective measures are required.

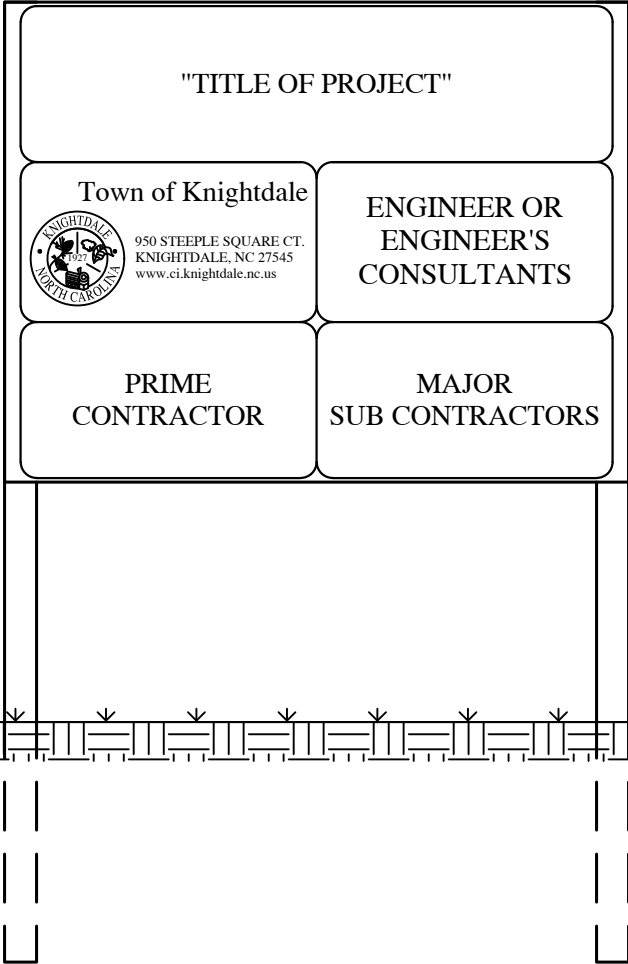
SECTION 6 – WATER & SANITARY SEWER

6.01 Preliminary Considerations

In 2006, the Town of Knightdale and the City of Raleigh merged their water and sewer systems. As a result of the merger, the City of Raleigh owns and operates the water and wastewater system that provides services to residents within the urban service area designated for the Town of Knightdale. However, the Town has authority concerning when and where new water and sewer services can be extended to support growth and development within its planning and zoning jurisdiction, subject to conditions in the inter-local agreement.

In accordance with the regional utility plan, the City of Raleigh assumed sole responsibility for operating, maintaining, improving and expanding the water and wastewater collection system that serves the Town of Knightdale.

Thus, all water and sewer infrastructure, including public fire hydrants, within the jurisdiction of the Town of Knightdale shall conform to the City of Raleigh standard details and City of Raleigh Public Utilities Department Handbook, as well as the minimum design criteria set forth by the Division of Water Resources of the NC Department of Environmental Quality and the North Carolina Fire Code.



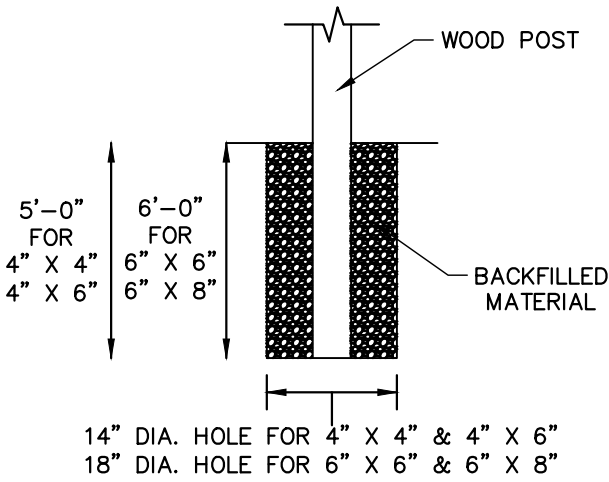
SIGN HEIGHT
84" (7.0')
MAXIMUM

SUPPORT DEPTH
AS NECESSARY

* TOTAL SIGN AREA = 32 SF/SIDE (MAXIMUM)

REVISIONS	
DATE	DESCRIPTION

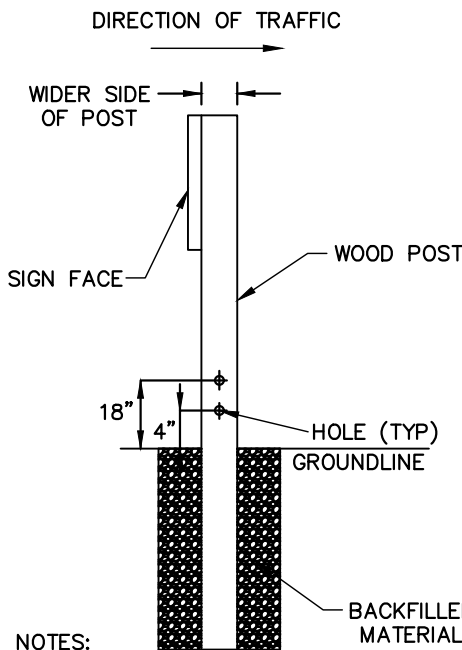
TOWN OF KNIGHTDALE STANDARD DETAILS	PROJECT IDENTIFICATION SIGN Page 145 of 324	STD. NO.
		2.01



NOTE:

TREATED WOODEN POST SHALL BE PLACED IN PRE-DUG HOLE IN GROUND. BACKFILLED USING SUITABLE MATERIAL. AND TAMPED THOROUGHLY TO PROVIDE A RIGID SUB-SURFACE CONDITION AROUND THE POST.

TYPICAL FOUNDATION FOR WOOD SUPPORTS



NOTES:

- ALL WOOD POSTS LARGER THAN 4" X 4" SHALL BE MADE BREAKAWAY BY DRILLING TWO HOLES CENTERED AT 4" AND 18" ABOVE THE GROUND LINE AND PERPENDICULAR TO THE ROADWAY.
- ALL SUPPORTS WITHIN THE CLEAR ZONE SHALL BE BREAKAWAY UNLESS PROTECTED.

WOOD POST MODIFICATIONS FOR BREAKAWAY FEATURE

POST SIZE	HOLE DIA. (IN.)
4" X 4"	--
4" X 6"	1 1/2
6" X 6"	2
6" X 8"	3

WOOD POST MODIFICATIONS FOR BREAKAWAY FEATURES



NOTES:

- SIGNS SHOULD BE INSTALLED ON 4" X 4" MIN. TREATED WOODEN POST IN CONSPICUOUS LOCATION.
- SIGNS SHOULD HAVE AN ALUMINUM BACKING MATERIAL.
- SIGNS SHOULD CONTAIN THE ABOVE SYMBOLS AS APPLICABLE.
- SIGNS SHOULD ALWAYS INCLUDE THE FOLLOWING ADDITIONAL INFORMATION:
 - NAME OF OWNER/PARTY RESPONSIBLE FOR MAINTENANCE
 - OWNER/RESPONSIBLE PARTY CONTACT TELEPHONE
 - KNIGHTDALE STORMWATER HOTLINE TELEPHONE: 919-217-2255
- OWNER/RESPONSIBLE PARTY MAY SUBMIT CUSTOM SIGNAGE FOR APPROVAL.
- SIGNS MUST BE PROPERLY MAINTAINED TO ENSURE ALL GRAPHICS STAY LEGIBLE.

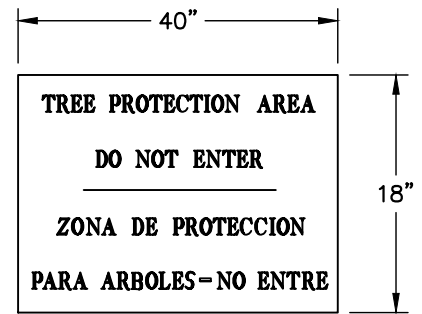
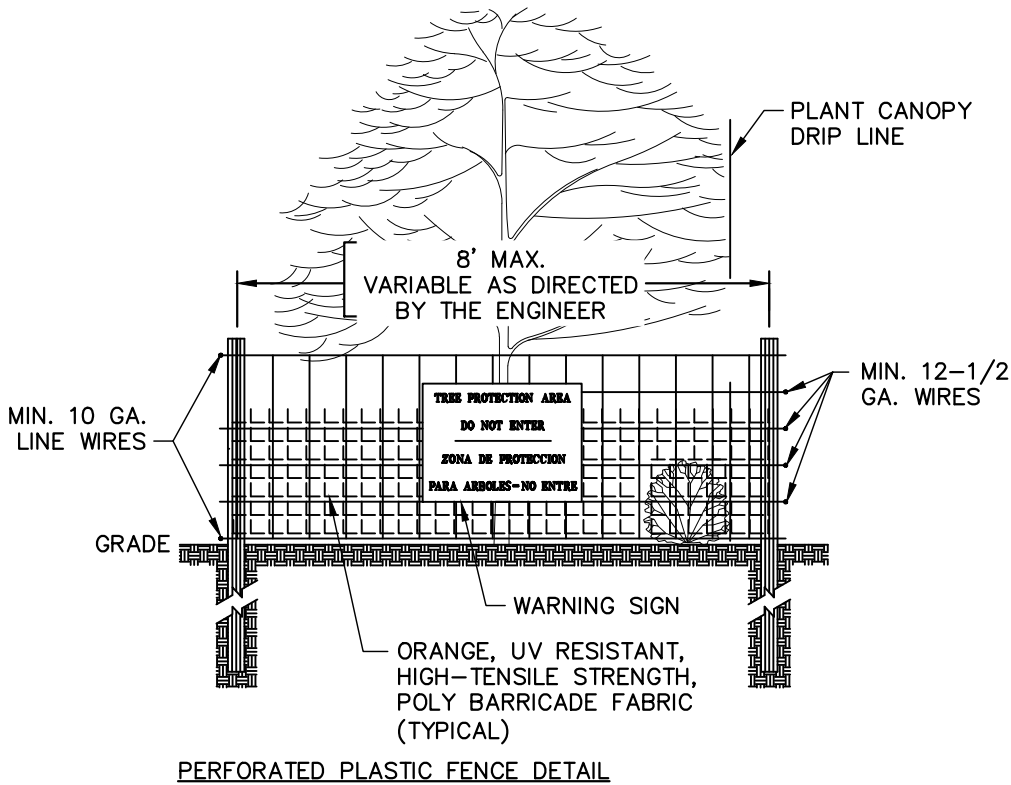
REVISIONS	
DATE	DESCRIPTION

TOWN OF KNIGHTDALE
STANDARD DETAILS

SCM IDENTIFICATION SIGN

STD. NO.

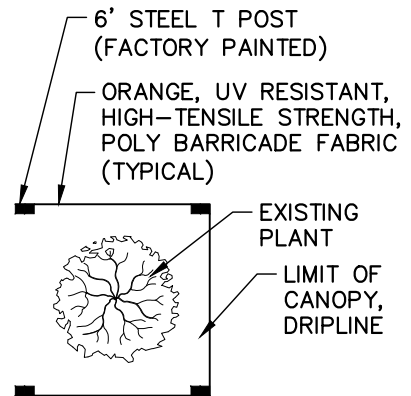
2.02



WARNING SIGN DETAIL

NOTES:

1. REMOVE ALL BARRIERS UPON COMPLETION OF PROJECT.
2. LANDSCAPING PLANS SHALL SHOW LOCATIONS OF ALL TREE PROTECTION FENCES.
3. ALL PLANTS TO BE SAVED SHALL BE PROTECTED BY FENCING AS SHOWN IN THIS DETAIL.
4. CONTRACTOR SHALL INSTALL FENCING PRIOR TO BEGINNING ANY CONSTRUCTION OR GRADING ACTIVITY.
5. CONTRACTOR SHALL CALL FOR INSPECTION AND APPROVAL OF PROTECTIVE FENCING PRIOR TO BEGINNING ANY CONSTRUCTION OR GRADING.
6. PROTECTIVE FENCING SHALL BE LOCATED 5' OUTSIDE DRILINE OF TREES AND 1' MINIMUM OUTSIDE SHRUBS OR OTHER PLANTS.



PLAN VIEW OF PROTECTIVE FENCING
AROUND SINGLE TREE- EXPAND AS NECESSARY

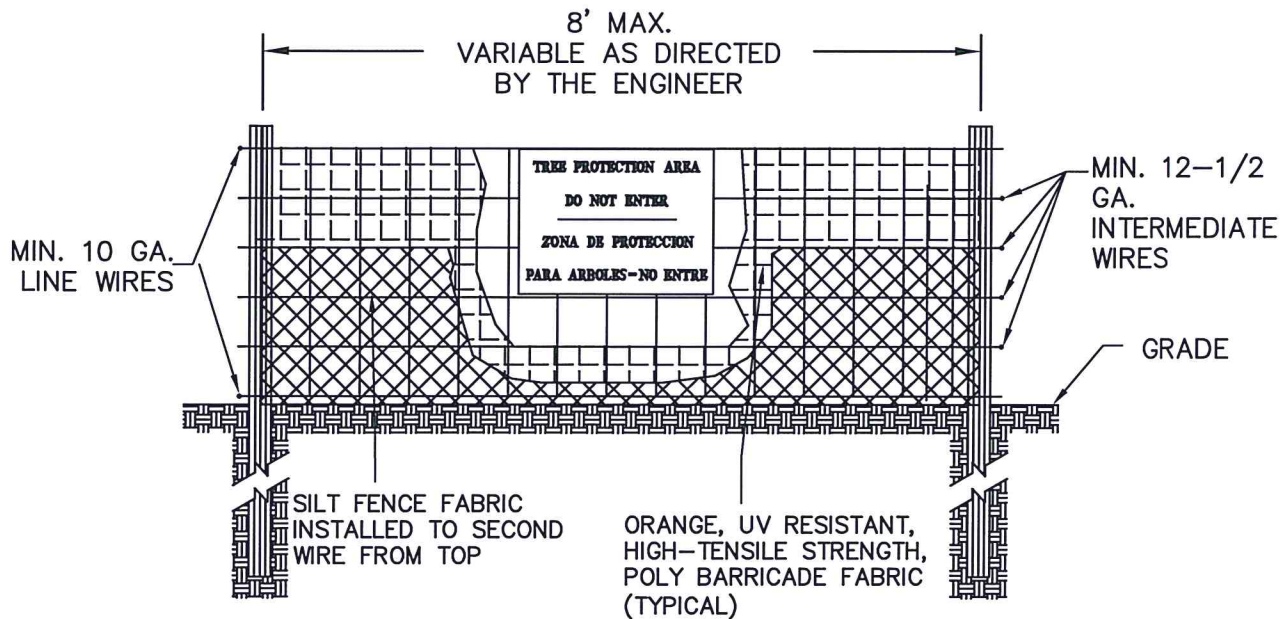
REVISIONS	
DATE	DESCRIPTION

TOWN OF KNIGHTDALE
STANDARD DETAILS

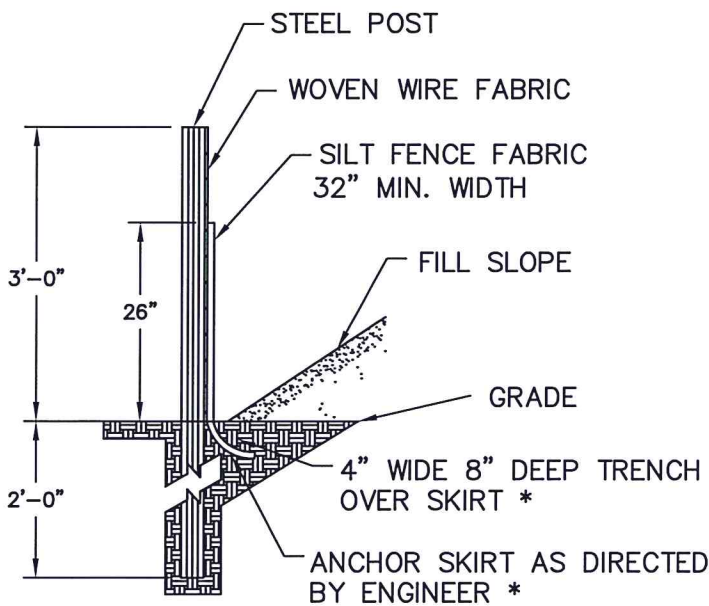
PLANT PROTECTIVE FENCING

STD. NO.

2.10-1

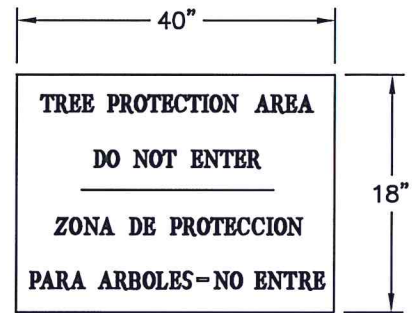


FRONT VIEW



SIDE VIEW

* FOR REPAIR OF SILT FENCE FAILURES, USE NO. 57 WASHED STONE



WARNING SIGN DETAIL

NOTES:

1. ORANGE SILT FENCE REQUIRED.
2. USE SILT FENCE ONLY WHEN DRAINAGE AREA DOES NOT EXCEED 1/4 ACRE AND NEVER IN AREAS OF CONCENTRATED FLOW.
3. ORANGE, UV RESISTANT, HIGH-TENSILE STRENGTH, POLY BARRICADE FABRIC MUST BE USED.
4. END OF SILT FENCE MUST BE TURNED UPHILL.
5. WARNING SIGNS ARE TO BE MADE OF DURABLE, WEATHERPROOF MATERIAL.
6. LETTERS TO BE 3" HIGH MINIMUM, CLEARLY LEGIBLE AND SPACED AS DETAILED IN "WARNING SIGN DETAIL" (THIS SHEET).
7. SIGNS SHALL BE PLACED AT 50' MAXIMUM INTERVALS.
8. SIGNS SHALL BE PLACED AT EACH END OF LINEAR TREE PROTECTION AND 50' ON CENTER THEREAFTER.
9. FOR TREE PROTECTION WITH AREAS LESS THAN A 200' PERIMETER, PROVIDE NO LESS THAN ONE SIGN PER PROTECTION AREA.
10. ATTACH SIGNS SECURELY TO FENCE POSTS AND FABRIC.
11. MAINTAIN TREE PROTECTION FENCE THROUGHOUT DURATION OF PROJECT.
12. ADDITIONAL SIGNS MAY BE REQUIRED BY TOWN OF KNIGHTDALE ENGINEERING DEPARTMENT BASED ON ACTUAL FIELD CONDITIONS.

REVISIONS	
DATE	DESCRIPTION

TOWN OF KNIGHTDALE
STANDARD DETAILS

STANDARD TEMPORARY SILT/TREE PROTECTION
FENCE

STD. NO.

2.10-2

STREET FEATURES:

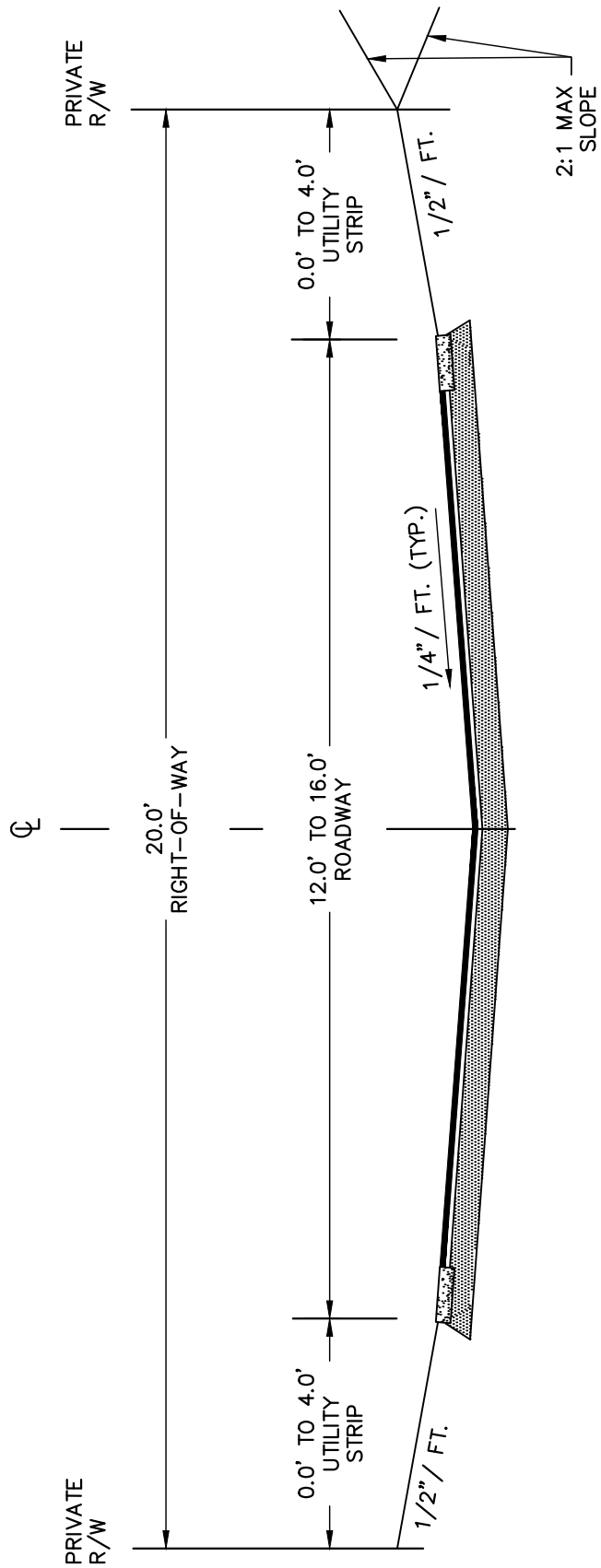
STREET WIDTH OF 12 FT. MINIMUM, 16 FT. DESIRABLE
 REQUIRES 20 FT. OF RIGHT-OF-WAY
 UTILITY LOCATION UNDERGROUND
 TWO TO SIX BLOCKS LONG
 AVERAGE SPEED OF 10 MPH

BUILDINGS & LAND USE:

RESIDENTIAL - PRIMARILY SINGLE FAMILY
 COMMERCIAL

MINIMUM PAVEMENT DESIGN:

BITUMINOUS SURFACE COURSE: 2-1/2" S 9.5A
 BASE COURSE: 8" ABC



NO SCALE

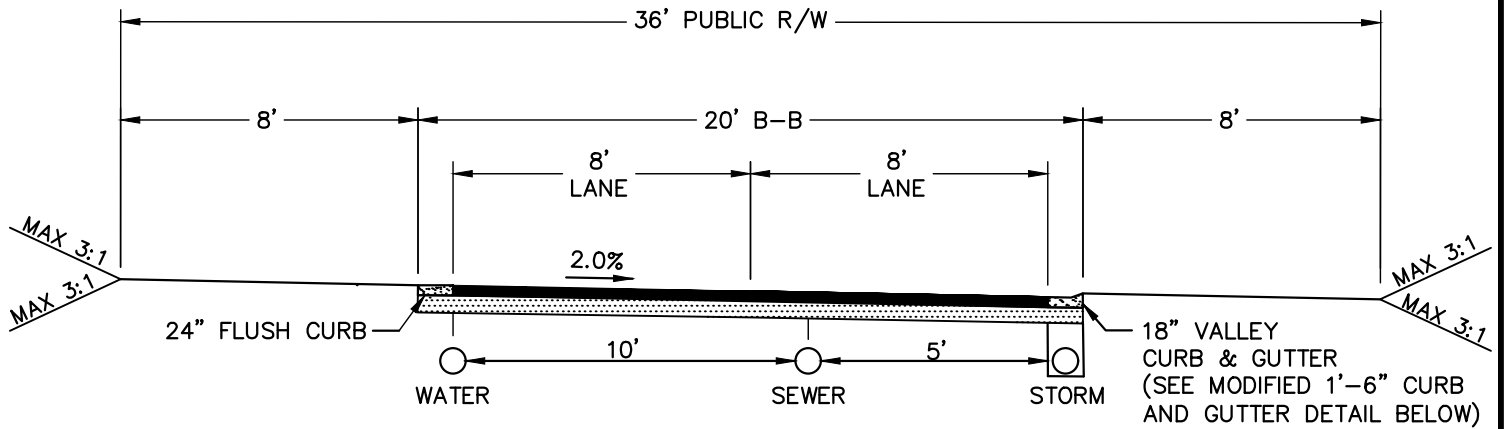
REVISIONS	
DATE	DESCRIPTION

TOWN OF KNIGHTDALE
 STANDARD DETAILS

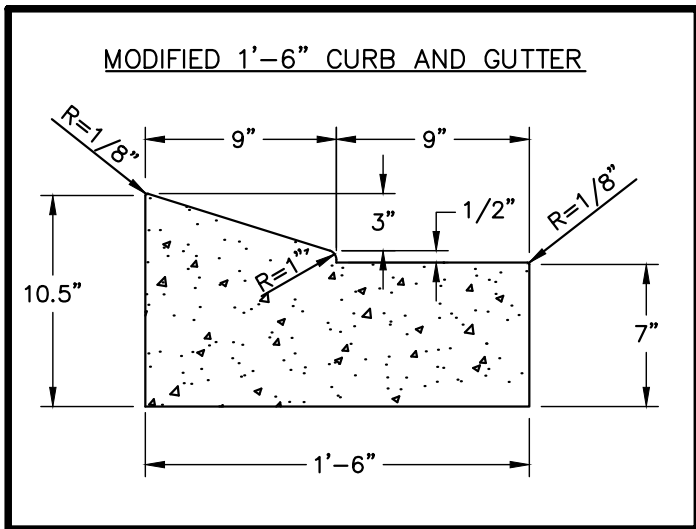
ALLEY SECTION

STD. NO.

3.01-1



TYPICAL UTILITY ALLEY
(36' R/W, 20' B-B)



MINIMUM PAVEMENT DESIGN:

BITUMINOUS SURFACE COURSE: 1 1/2" S9.5B
 INTERMEDIATE COURSE: 2 1/2" I 19.0B
 BASE COURSE: 8" ABC

STREET FEATURES:

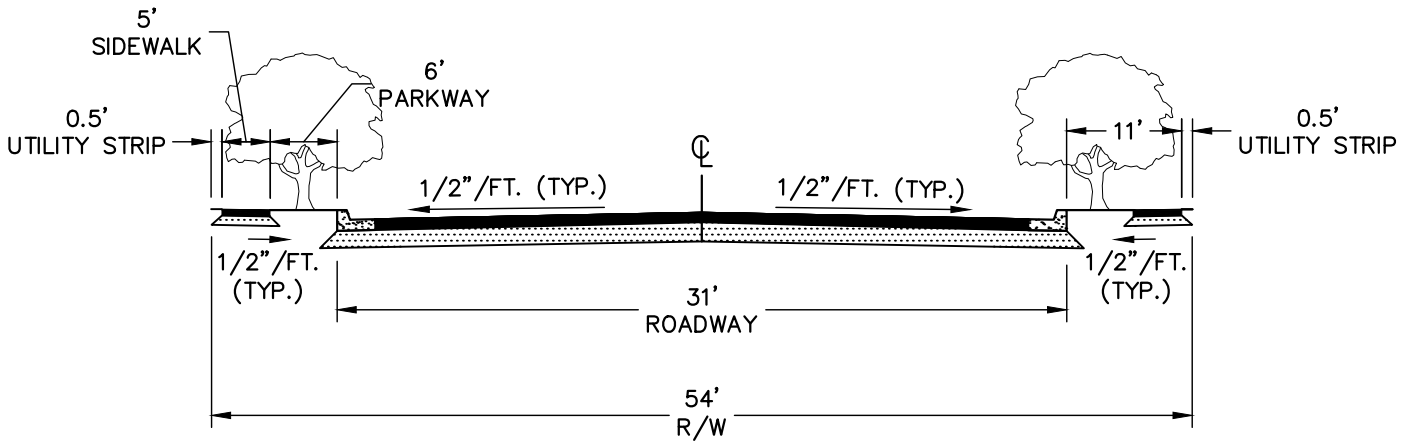
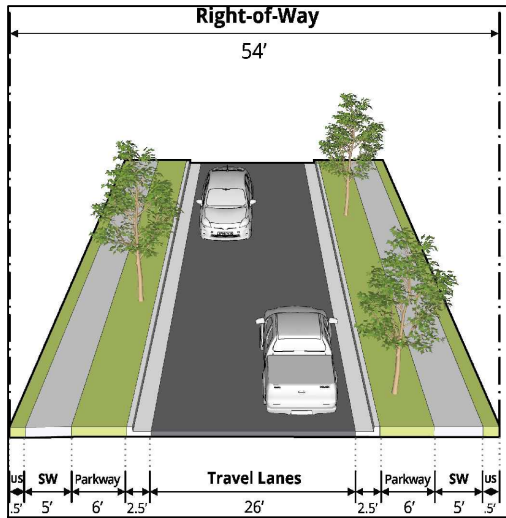
STREET WIDTH 16 FT. MINIMUM
 REQUIRES 36 FT. OF RIGHT-OF-WAY
 AVERAGE SPEED 10 MPH

REVISIONS	
DATE	DESCRIPTION

TOWN OF KNIGHTDALE
STANDARD DETAILS

PUBLIC ALLEY SECTION
Page 150 of 324

1 of 1
STD. NO.
3.01-2



NO SCALE

MINIMUM PAVEMENT DESIGN:

BITUMINOUS SURFACE COURSE: 1 1/2" S 9.5B
 INTERMEDIATE COURSE: 2 1/2" I 19.0B
 BASE COURSE: 8" ABC

STREET FEATURES:

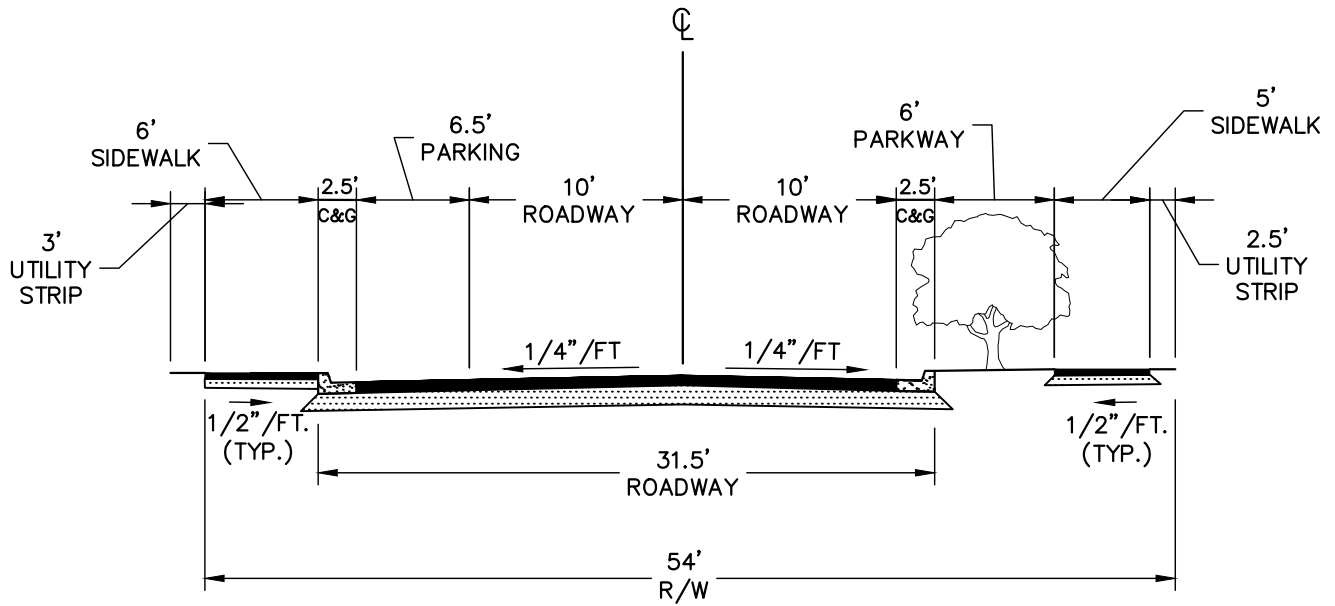
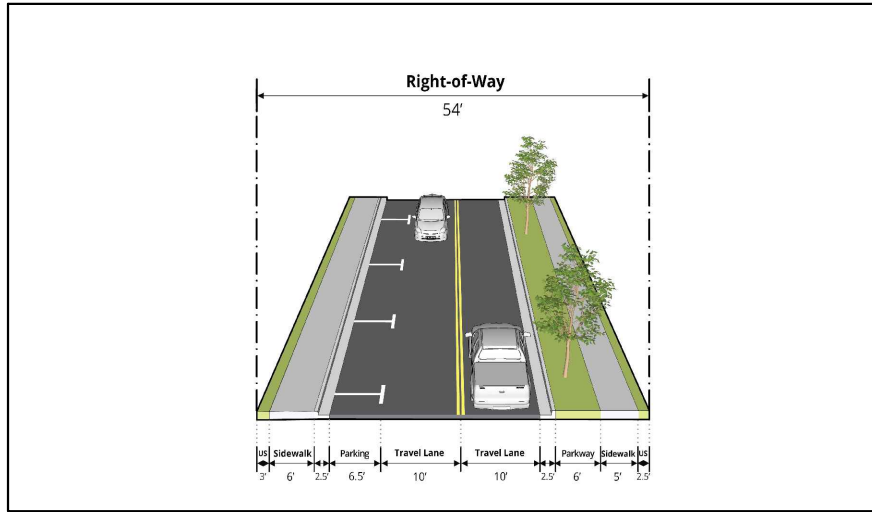
FLEXIBLE STREET DESIGN
 COORDINATE STREET DESIGN ELEMENTS WITH TOWN STAFF
 STREET WIDTH OF 20 FT. FOR ONE-WAY
 STREET WIDTH OF 31 FT. FOR TWO-WAY
 CURB & GUTTER
 INFORMAL PARKING – ONE SIDE ONLY
 PARKWAY – 6 FT. ON EACH SIDE
 SIDEWALK – 5 FT. ON EACH SIDE
 UTILITY STRIP – 0.5 FT. ON EACH SIDE
 REQUIRES 47 FT. OF RIGHT-OF-WAY FOR ONE-WAY
 REQUIRES 54 FT. OF RIGHT-OF-WAY FOR TWO-WAY
 UTILITY LOCATION UNDERGROUND
 AVERAGE SPEED 20 MPH
 STREET TREES LOCATED IN PARKWAY

REVISIONS	
DATE	DESCRIPTION

**TOWN OF KNIGHTDALE
 STANDARD DETAILS**

LOCAL STREET - 2 LANES
 SIDEWALKS
 Page 151 of 324

STD. NO.
 3.02-1



NO SCALE

MINIMUM PAVEMENT DESIGN:

BITUMINOUS SURFACE COURSE: 1 1/2" S 9.5B
 INTERMEDIATE COURSE: 2 1/2" I 19.0B
 BASE COURSE: 8" ABC

STREET FEATURES:

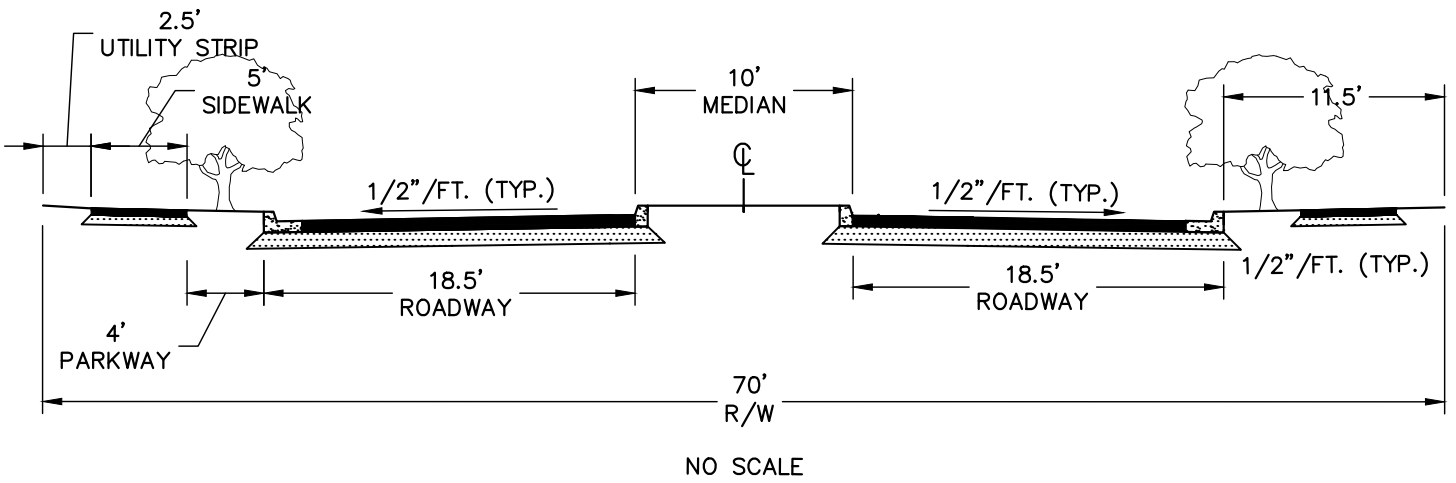
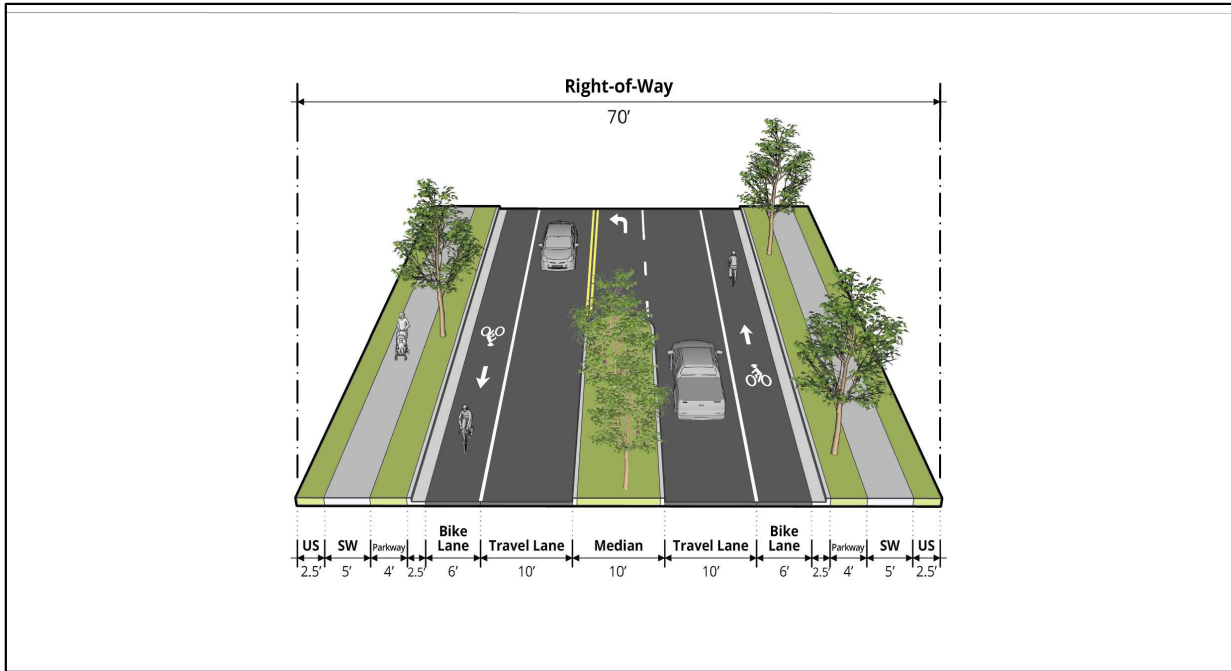
FLEXIBLE STREET DESIGN
 COORDINATE STREET DESIGN ELEMENTS WITH TOWN STAFF
 TRAVEL LANES OF 10 FT.
 CURB & GUTTER
 STRIPED PARALLEL PARKING – ONE SIDE ONLY
 PARKWAY – 6 FT. ON ONE SIDE
 SIDEWALK – 6 FT. ON PARKING SIDE; 5 FT. ON OPPOSING SIDE
 REQUIRES 54 FT. OF RIGHT-OF-WAY
 UTILITY LOCATION UNDERGROUND
 AVERAGE SPEED 20 MPH
 STREET TREES LOCATED IN PARKWAY
 STREET TREES LOCATED ON PARKING SIDE OF STREET
 WILL BE PLACED IN CURB BULB OUT OR BACK OF SIDEWALK

REVISIONS	
DATE	DESCRIPTION

TOWN OF KNIGHTDALE
 STANDARD DETAILS

LOCAL STREET - ON STREET PARKING
 ONE SIDE ONLY
 Page 152 of 324

STD. NO.
 3.02-2



MINIMUM PAVEMENT DESIGN:

BITUMINOUS SURFACE COURSE: 1 1/2" S 9.5B
 INTERMEDIATE COURSE: 2 1/2" I 19.0B
 BASE COURSE: 8" ABC

STREET FEATURES:

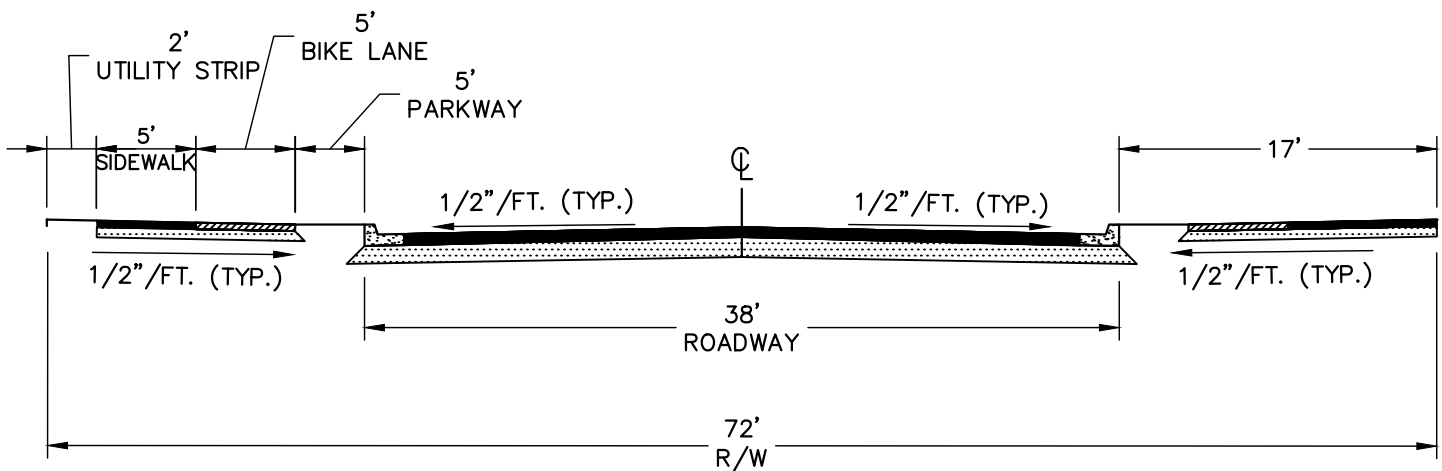
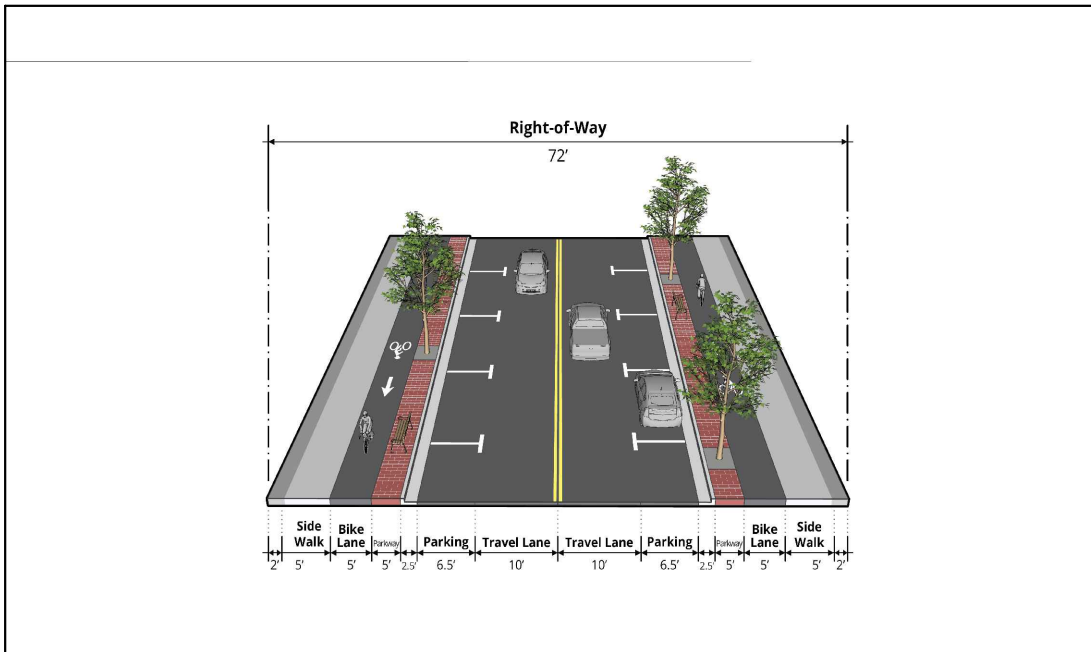
MEDIAN OF 10 FT.
 TRAVEL LANES OF 10 FT.
 CURB & GUTTER
 BIKE LANE – 6 FT. ON EACH SIDE
 PARKWAY – 4 FT. ON EACH SIDE
 SIDEWALKS – 5 FT. ON EACH SIDE
 REQUIRES 70 FT. OF RIGHT-OF-WAY
 UTILITY LOCATION UNDERGROUND OR ALLEY
 AVERAGE SPEED 20–25 MPH
 STREET TREES LOCATED IN PARKWAY
 UTILITY LOCATION BEHIND CURB ON NCDOT FACILITIES
 BICYCLE FACILITY PAVEMENT MARKINGS SHALL ADHERE TO MUTCD STANDARDS

REVISIONS	
DATE	DESCRIPTION

TOWN OF KNIGHTDALE
 STANDARD DETAILS

MAIN STREET - 3 LANES
 BIKE LANES
 Page 153 of 324

STD. NO.
 3.03



NO SCALE

MINIMUM PAVEMENT DESIGN:

BITUMINOUS SURFACE COURSE: 1 1/2" S 9.5B
 INTERMEDIATE COURSE: 2 1/2" I 19.0B
 BASE COURSE: 8" ABC

STREET FEATURES:

TRAVEL LANES OF 10 FT.
 CURB & GUTTER
 STRIPED PARALLEL PARKING
 PARKWAY — 5 FT. ON EACH SIDE
 SIDEWALKS — 5 FT. ON EACH SIDE
 UTILITY LOCATION UNDERGROUND OR ALLEY
 STREET TREES LOCATED IN PARKWAY
 UTILITY LOCATION BEHIND CURB ON NCDOT FACILITIES
 BICYCLE FACILITY PAVEMENT MARKINGS SHALL ADHERE TO MUTCD STANDARDS
 AVERAGE SPEED 20–25 MPH
 PROVIDE ELEMENTS PER URBAN STREETScape DESIGN FEATURES DETAIL

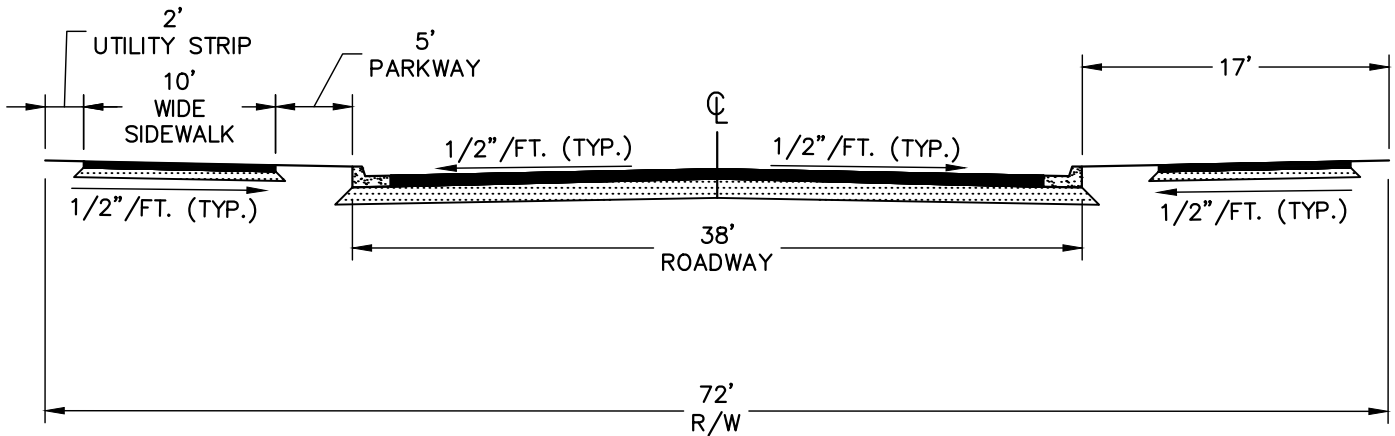
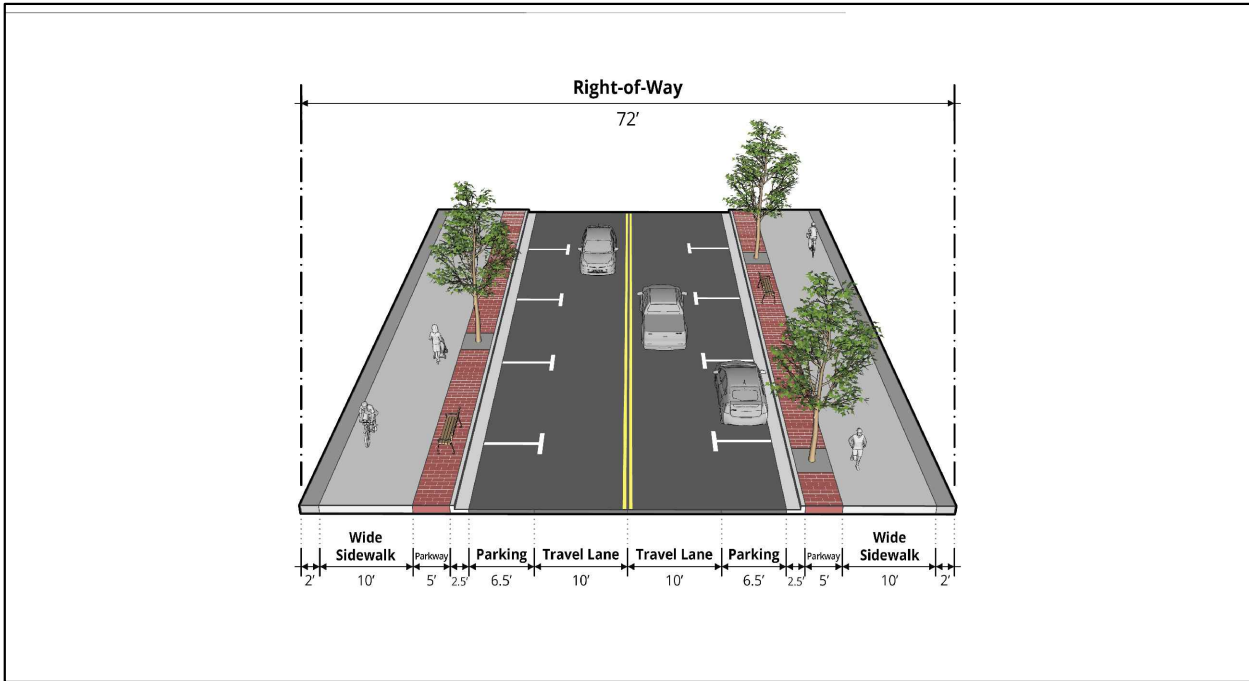
REVISIONS	
DATE	DESCRIPTION

TOWN OF KNIGHTDALE
 STANDARD DETAILS

URBAN MAIN STREET - 2 LANES
 SEPARATED BY 2 LANES (ABOVE THE CURB)

STD. NO.

3.04-1



MINIMUM PAVEMENT DESIGN:

BITUMINOUS SURFACE COURSE: 1 1/2" S 9.5B
 INTERMEDIATE COURSE: 2 1/2" I 19.0B
 BASE COURSE: 8" ABC

STREET FEATURES:

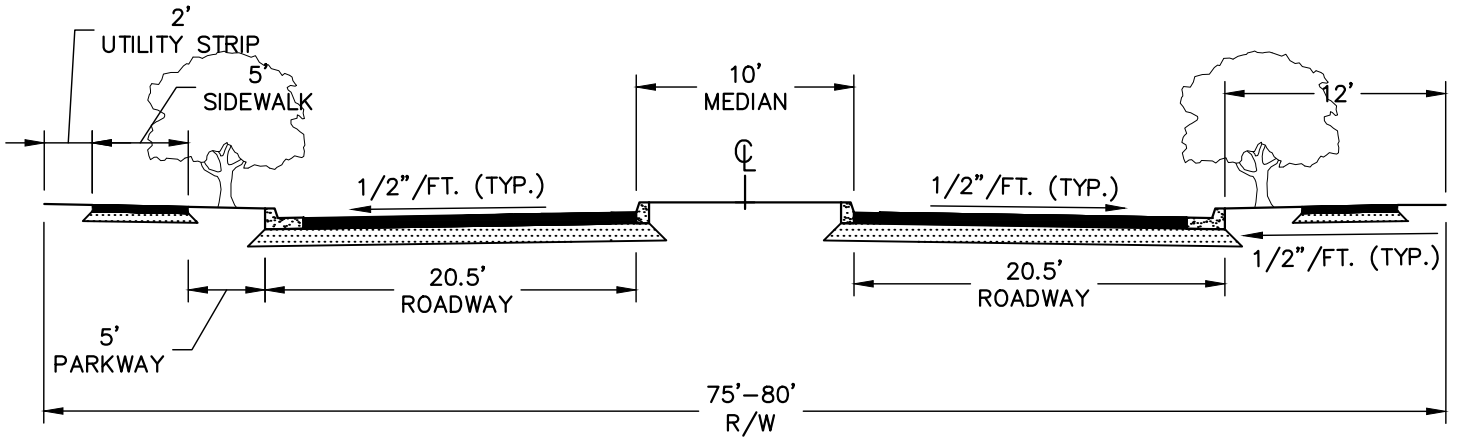
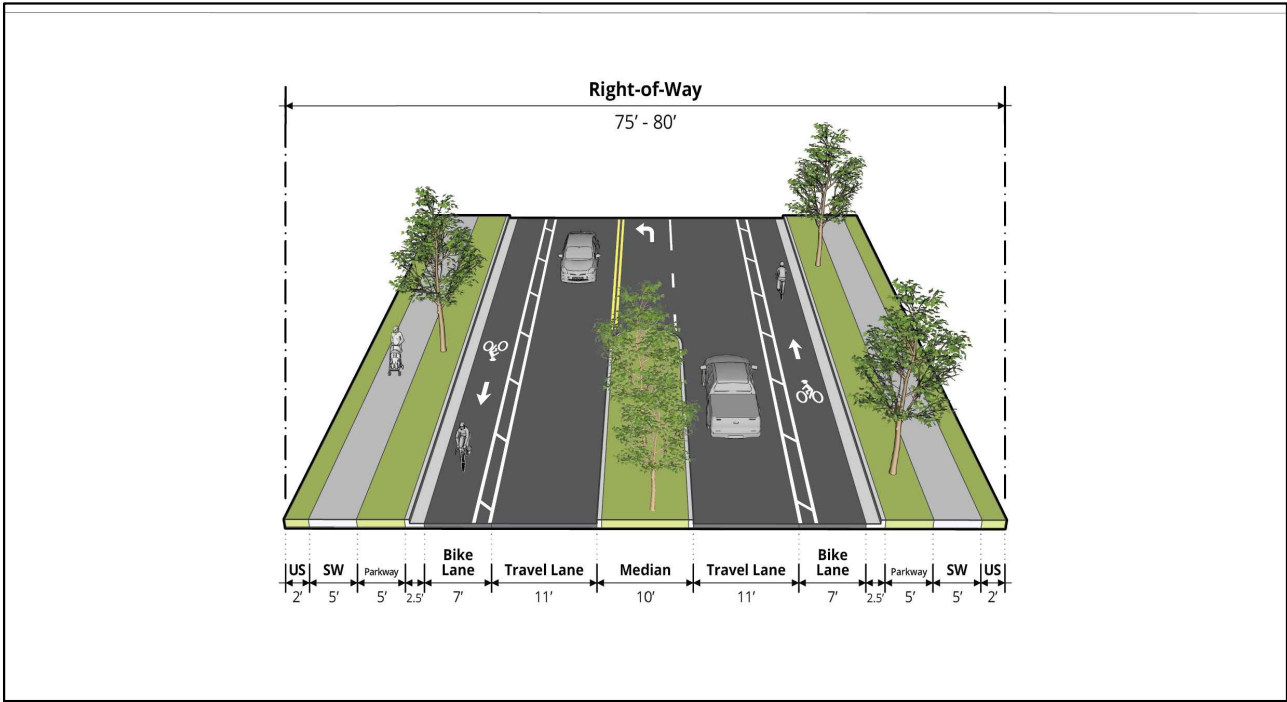
TRAVEL LANES OF 10 FT.
 STREET PARKING 8.5 FT. FROM FACE OF CURB
 CURB & GUTTER
 STRIPED PARALLEL PARKING
 PARKWAY – 5 FT. ON EACH SIDE
 WIDE SIDEWALK – 10 FT. ON EACH SIDE
 REQUIRES 72 FT. OF RIGHT-OF-WAY
 UTILITY LOCATION UNDERGROUND OR ALLEY
 AVERAGE SPEED 20–25 MPH
 STREET TREES LOCATED IN PARKWAY
 UTILITY LOCATION BEHIND CURB ON NCDOT FACILITIES
 PROVIDE ELEMENTS PER URBAN STREETScape DESIGN
 FEATURES DETAIL

REVISIONS	
DATE	DESCRIPTION

TOWN OF KNIGHTDALE
 STANDARD DETAILS

URBAN MAIN STREET - 2 LANES
 WIDE SIDEWALK
 Page 155 of 324

STD. NO.
 3.04-2



NO SCALE

MINIMUM PAVEMENT DESIGN:

BITUMINOUS SURFACE COURSE: 1 1/2" S 9.5B
 INTERMEDIATE COURSE: 2 1/2" I 19.0B
 BASE COURSE: 8" ABC

STREET FEATURES:

MEDIAN OF 10 FT.
 TRAVEL LANES OF 11 FT.
 BIKE LANE OF 7 FT.
 CURB & GUTTER
 PARKWAY - 5 FT. ON EACH SIDE
 SIDEWALKS - 5 FT. ON EACH SIDE
 REQUIRES 75 FT. OF RIGHT-OF-WAY
 WHEN UDO APPENDIX B CALLS FOR A 10 FT. SIDEPATH,
 RIGHT-OF-WAY WIDTH INCREASES TO 80 FT.
 UTILITY LOCATION UNDERGROUND OR ALLEY
 AVERAGE SPEED 35-45 MPH
 STREET TREES LOCATED IN PARKWAY
 UTILITY LOCATION BEHIND CURB ON NCDOT FACILITIES
 BICYCLE FACILITY PAVEMENT MARKINGS SHALL ADHERE
 TO MUTCD STANDARDS
 PROVIDE ELEMENTS PER URBAN STREETScape DESIGN
 FEATURES DETAIL

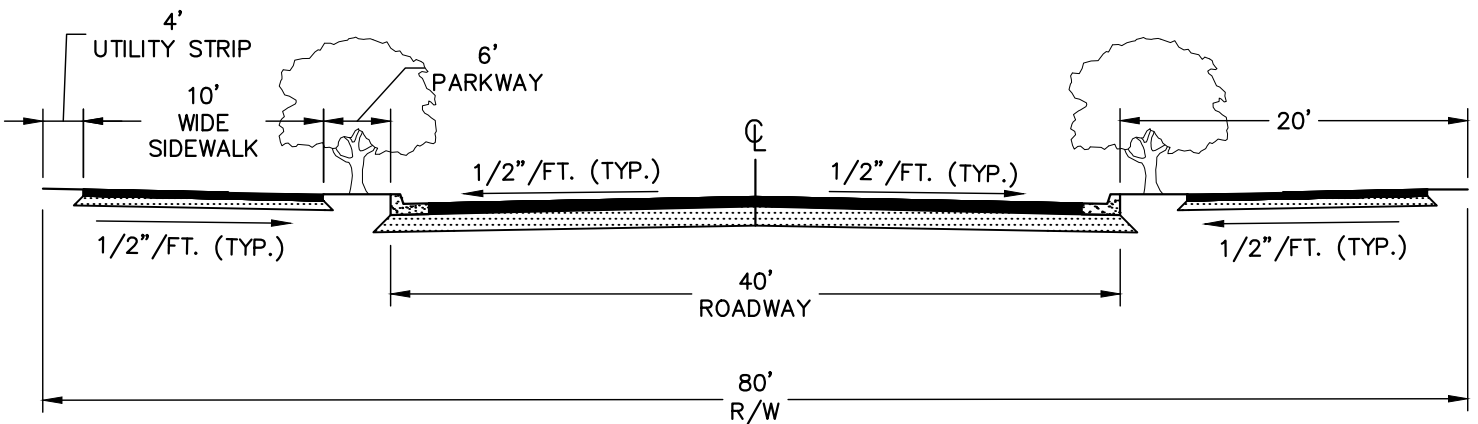
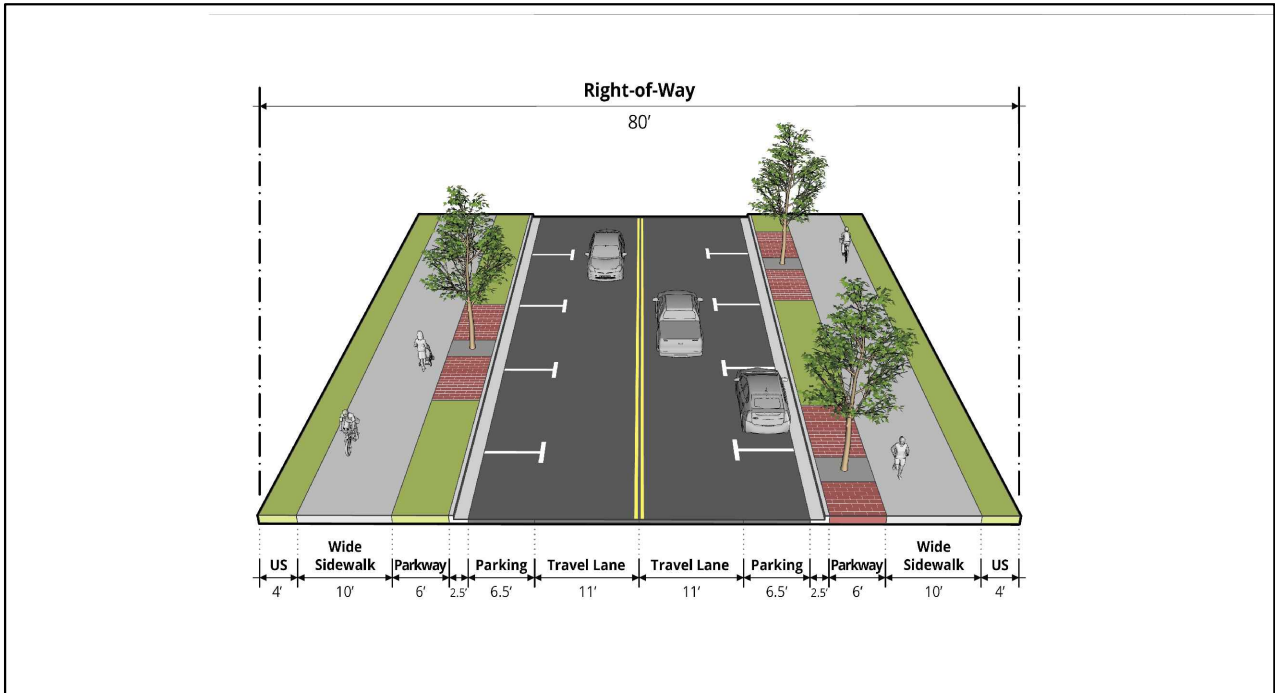
REVISIONS	
DATE	DESCRIPTION

TOWN OF KNIGHTDALE
 STANDARD DETAILS

AVENUE - 3 LANES
 BUFFERED BIKE LANES
 Page 156 of 324

STD. NO.

3.05



NO SCALE

MINIMUM PAVEMENT DESIGN:

BITUMINOUS SURFACE COURSE: 1 1/2" S 9.5B
 INTERMEDIATE COURSE: 2 1/2" I 19.0B
 BASE COURSE: 8" ABC

STREET FEATURES:

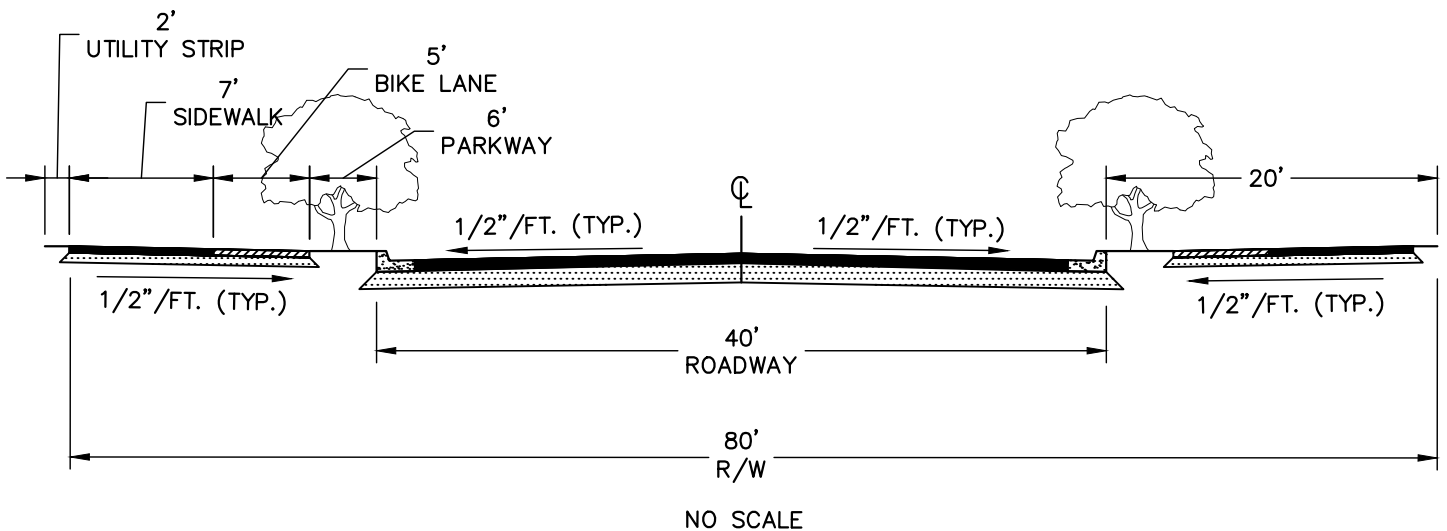
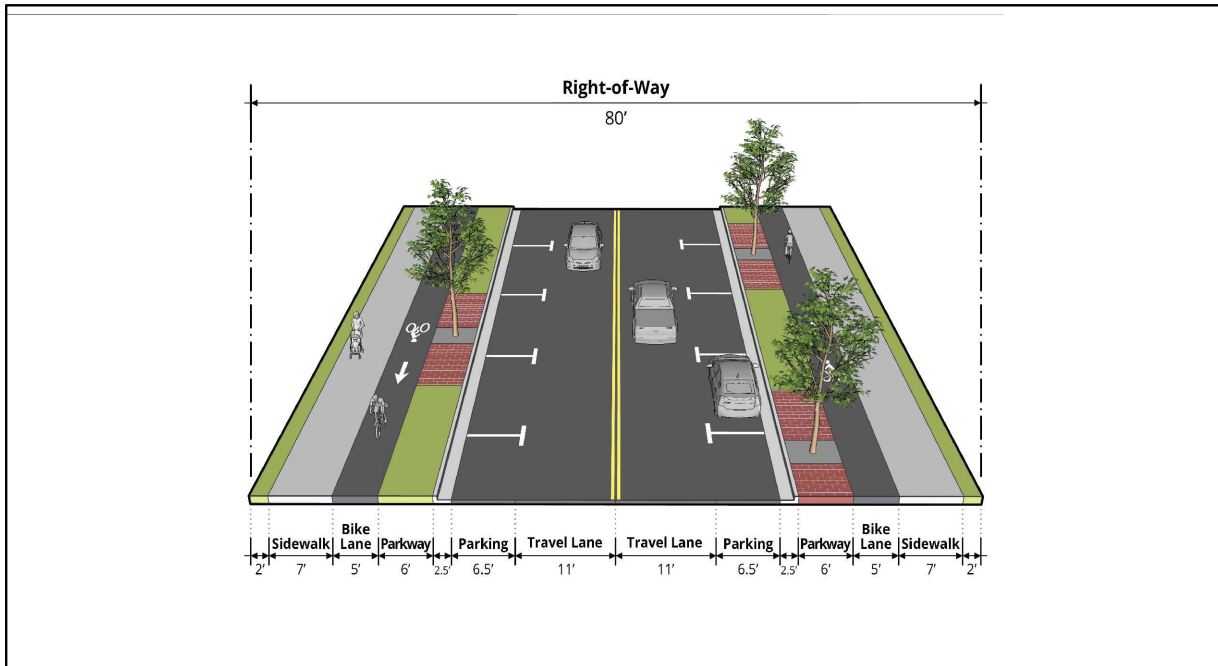
TRAVEL LANES OF 11 FT.
 STREET PARKING OF 8.5 FT. FROM FACE OF CURB
 CURB & GUTTER
 STRIPED PARALLEL PARKING
 PARKWAY – 6 FT. ON EACH SIDE
 WIDE SIDEWALK – 10 FT. ON EACH SIDE
 REQUIRES 80 FT. OF RIGHT-OF-WAY
 UTILITY LOCATION UNDERGROUND OR ALLEY
 AVERAGE SPEED 20–25 MPH
 STREET TREES LOCATED IN PARKWAY
 UTILITY LOCATION BEHIND CURB ON NCDOT FACILITIES
 PROVIDE ELEMENTS PER URBAN STREETSCAPE DESIGN
 FEATURES DETAIL

REVISIONS	
DATE	DESCRIPTION

TOWN OF KNIGHTDALE
 STANDARD DETAILS

URBAN AVENUE - 2 LANES
 WIDE SIDEWALK
 Page 157 of 324

STD. NO.
 3.06-1



MINIMUM PAVEMENT DESIGN:

BITUMINOUS SURFACE COURSE: 1 1/2" S 9.5B
 INTERMEDIATE COURSE: 2 1/2" I 19.0B
 BASE COURSE: 8" ABC

STREET FEATURES:

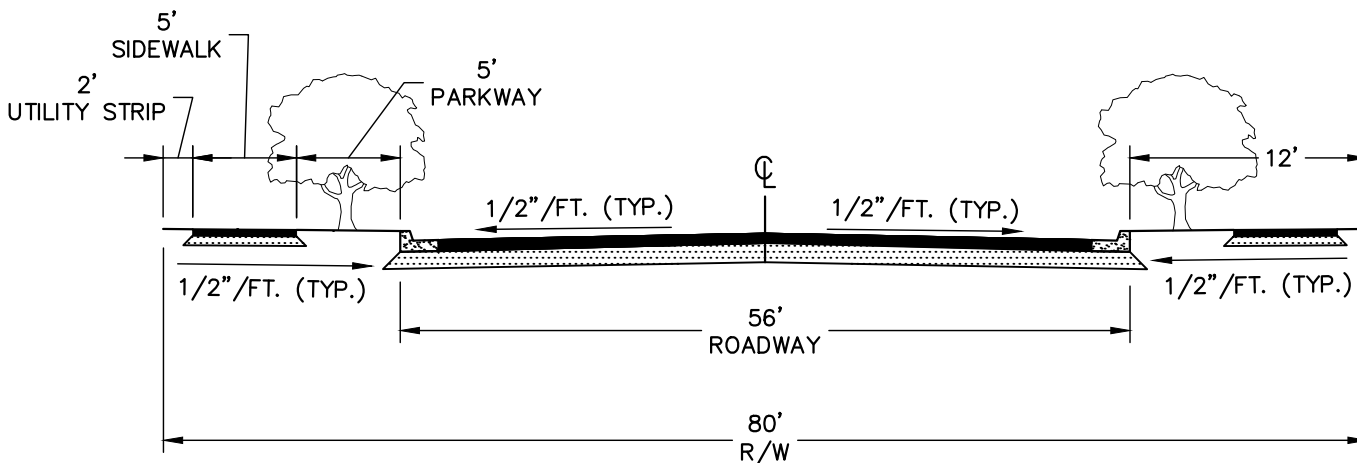
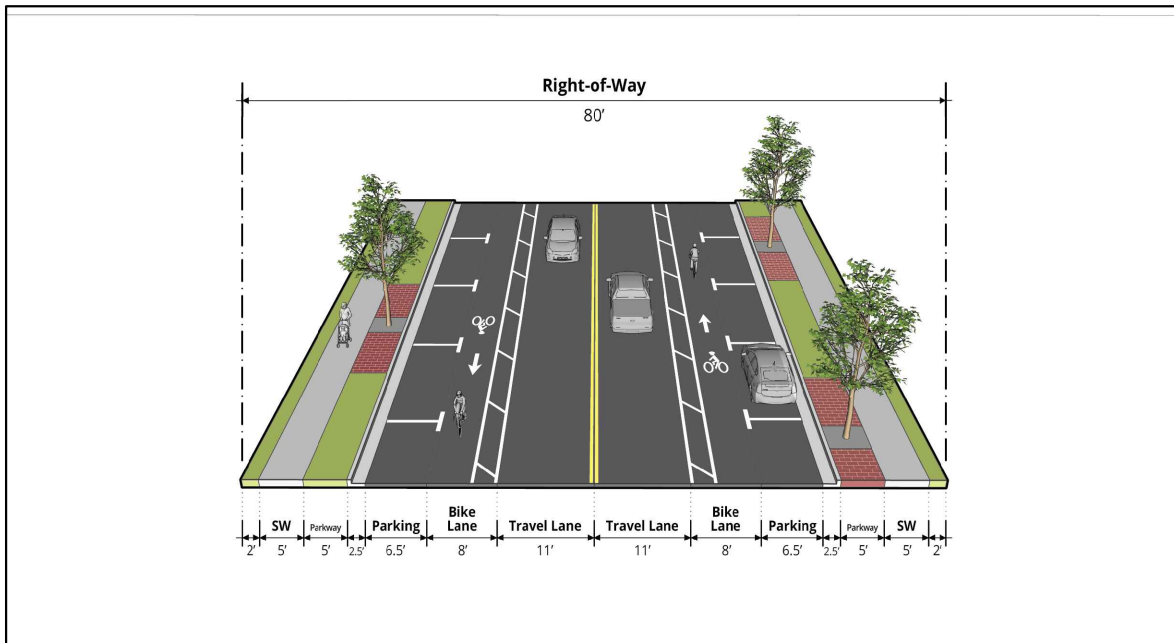
TRAVEL LANES OF 11 FT.
 STREET PARKING OF 8.5 FT. FROM FACE OF CURB
 CURB & GUTTER
 STRIPED PARALLEL PARKING
 PARKWAY – 6 FT. ON EACH SIDE
 BIKE LANE – 5 FT. ON EACH SIDE
 SIDEWALKS – 7 FT. ON EACH SIDE
 REQUIRES 80 FT. OF RIGHT-OF-WAY
 UTILITY LOCATION UNDERGROUND OR ALLEY
 AVERAGE SPEED 20–25 MPH
 STREET TREES LOCATED IN PARKWAY
 UTILITY LOCATION BEHIND CURB ON NCDOT FACILITIES
 BICYCLE FACILITY PAVEMENT MARKINGS SHALL ADHERE TO MUTCD STANDARDS
 PROVIDE ELEMENTS PER URBAN STREETScape DESIGN FEATURES DETAIL

REVISIONS	
DATE	DESCRIPTION

TOWN OF KNIGHTDALE
 STANDARD DETAILS

URBAN AVENUE - 2 LANES
 SEPARATED BIKE LANES (ABOVE THE CURB)
 Page 158 of 324

STD. NO.
 3.06-2



NO SCALE

MINIMUM PAVEMENT DESIGN:

BITUMINOUS SURFACE COURSE: 1 1/2" S 9.5B
 INTERMEDIATE COURSE: 2 1/2" I 19.0B
 BASE COURSE: 8" ABC

STREET FEATURES:

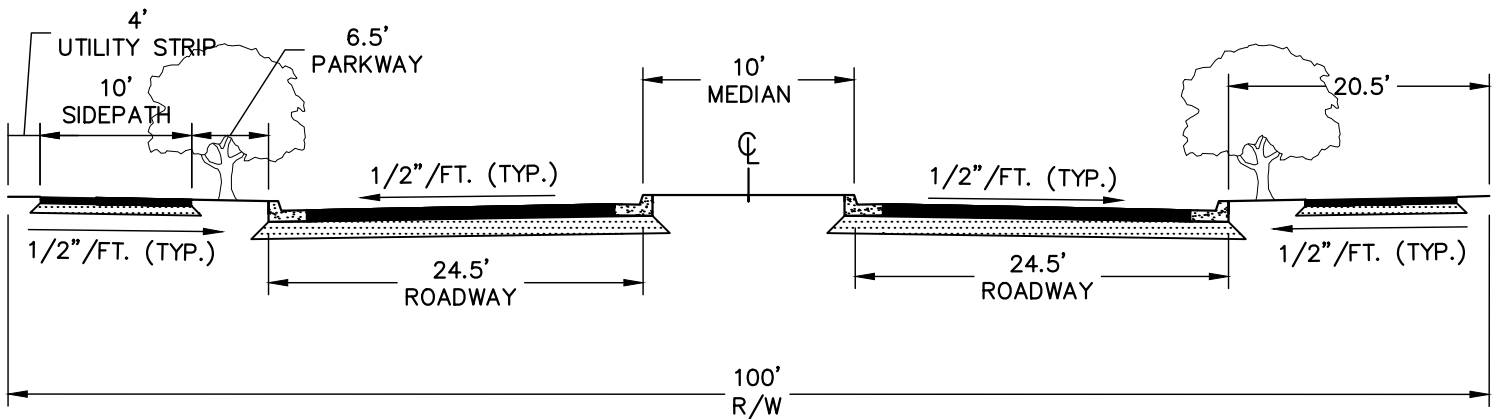
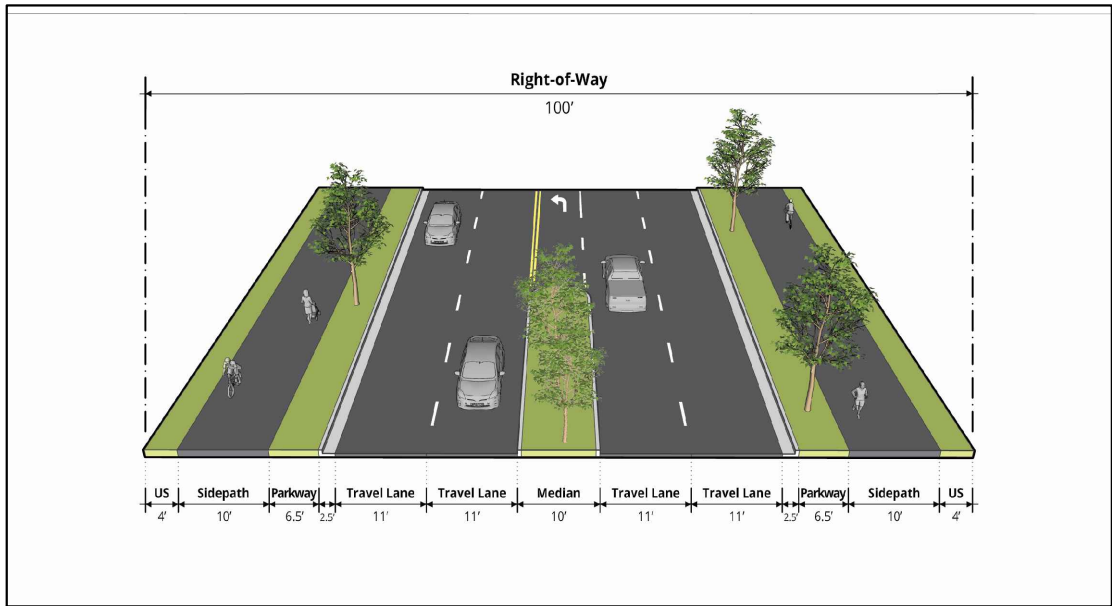
TRAVEL LANES OF 11 FT.
 BUFFERED BIKE LANE OF 8 FT.
 STREET PARKING OF 8.5 FT. FROM FACE OF CURB
 CURB & GUTTER
 STRIPED PARALLEL PARKING
 PARKWAY – 5 FT. ON EACH SIDE
 SIDEWALKS – 5 FT. ON EACH SIDE
 REQUIRES 80 FT. OF RIGHT-OF-WAY
 UTILITY LOCATION UNDERGROUND OR ALLEY
 AVERAGE SPEED 20–25 MPH
 STREET TREES LOCATED IN PARKWAY
 UTILITY LOCATION BEHIND CURB ON NCDOT FACILITIES
 BICYCLE FACILITY PAVEMENT MARKINGS SHALL ADHERE
 TO MUTCD STANDARDS
 PROVIDE ELEMENTS PER URBAN STREETSCAPE DESIGN
 FEATURES DETAIL

REVISIONS	
DATE	DESCRIPTION

TOWN OF KNIGHTDALE
 STANDARD DETAILS

URBAN AVENUE - 2 LANES
 BUFFERED BIKE LANES

STD. NO.
 3.06-3



NO SCALE

MINIMUM PAVEMENT DESIGN:

BITUMINOUS SURFACE COURSE: 1 1/2" S 9.5B
 INTERMEDIATE COURSE: 2 1/2" I 19.0B
 BASE COURSE: 8" ABC

STREET FEATURES:

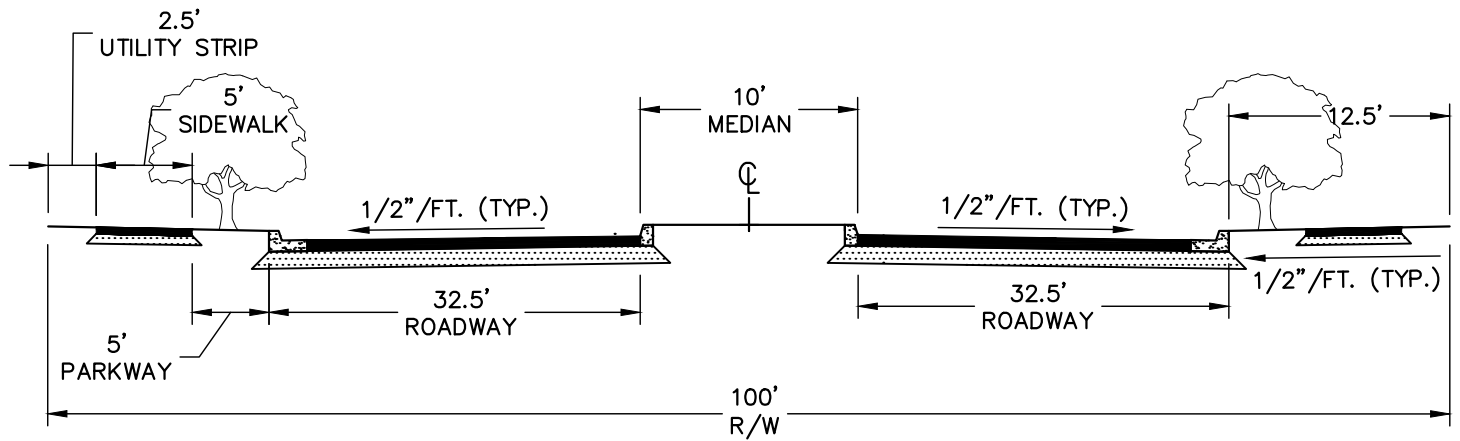
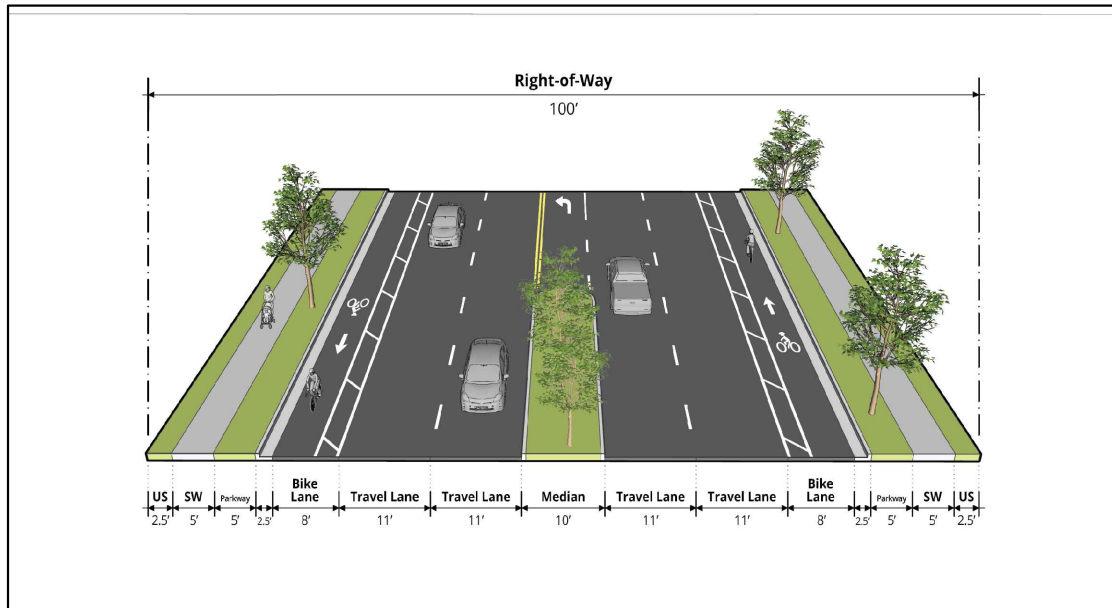
MEDIAN OF 10 FT.
 TRAVEL LANES OF 11 FT.
 CURB & GUTTER
 PARKWAY – 6.5 FT. ON EACH SIDE
 SIDEPATH – 10 FT. ON EACH SIDE
 REQUIRES 100 FT. OF RIGHT-OF-WAY
 UTILITY LOCATION UNDERGROUND
 AVERAGE SPEED 35–45 MPH
 STREET TREES LOCATED IN PARKWAY
 UTILITY LOCATION BEHIND CURB ON NCDOT FACILITIES

REVISIONS	
DATE	DESCRIPTION

TOWN OF KNIGHTDALE
 STANDARD DETAILS

BOULEVARD - 4 LANES
 SIDEPATHS
 Page 160 of 324

STD. NO.
 3.07-1



NO SCALE

MINIMUM PAVEMENT DESIGN:

BITUMINOUS SURFACE COURSE: 1 1/2" S 9.5B
 INTERMEDIATE COURSE: 2 1/2" I 19.0B
 BASE COURSE: 8" ABC

STREET FEATURES:

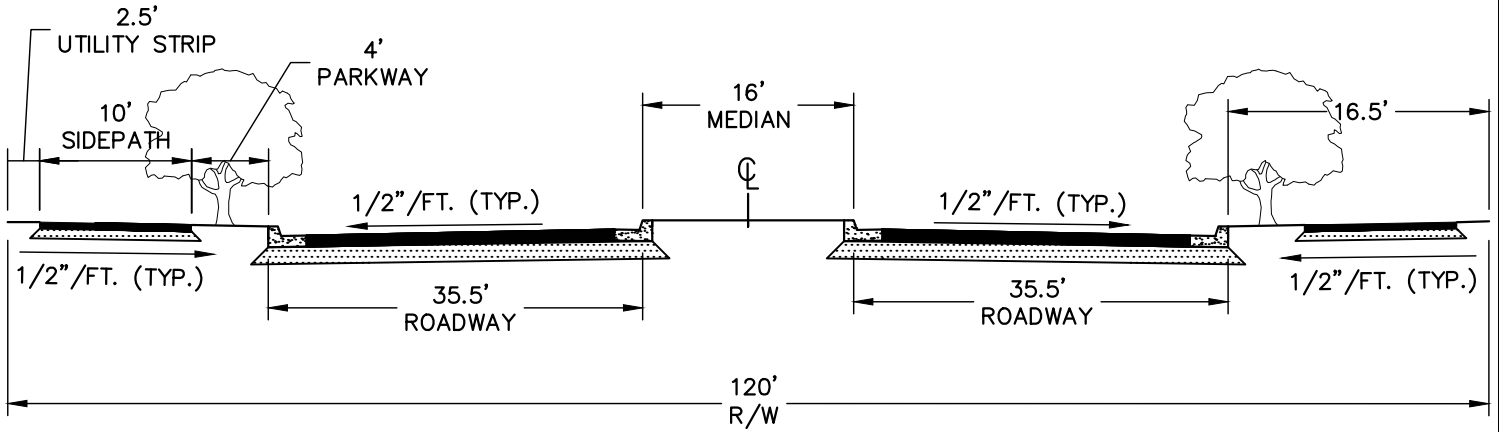
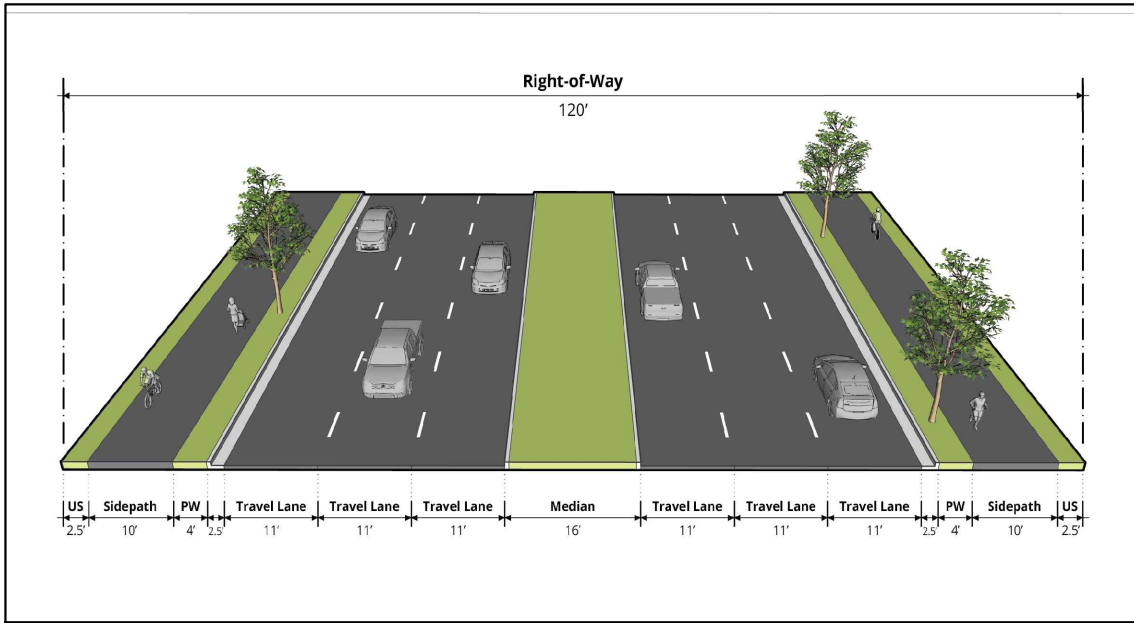
MEDIAN OF 10 FT.
 TRAVEL LANES OF 11 FT.
 BUFFERED BIKE LANE OF 8 FT.
 CURB & GUTTER
 PARKWAY - 5 FT. ON EACH SIDE
 SIDEWALKS - 5 FT. ON EACH SIDE
 REQUIRES 100 FT. OF RIGHT-OF-WAY
 UTILITY LOCATION UNDERGROUND
 AVERAGE SPEED 35-45 MPH
 STREET TREES LOCATED IN PARKWAY
 UTILITY LOCATION BEHIND CURB ON NCDOT FACILITIES
 BICYCLE FACILITY PAVEMENT MARKINGS SHALL ADHERE TO MUTCD STANDARDS

REVISIONS	
DATE	DESCRIPTION

TOWN OF KNIGHTDALE
 STANDARD DETAILS

BOULEVARD - 4 LANES
 BUFFERED BIKE LANES
 Page 161 of 324

STD. NO.
 3.07-2



NO SCALE

MINIMUM PAVEMENT DESIGN:

BITUMINOUS SURFACE COURSE: 1 1/2" S 9.5B
 INTERMEDIATE COURSE: 2 1/2" I 19.0B
 BASE COURSE: 8" ABC

STREET FEATURES:

MEDIAN OF 16 FT.
 TRAVEL LANES OF 11 FT.
 CURB & GUTTER
 PARKWAY - 4 FT. ON EACH SIDE
 SIDEPATH - 10 FT. ON EACH SIDE
 REQUIRES 120 FT. OF RIGHT-OF-WAY
 UTILITY LOCATION UNDERGROUND
 AVERAGE SPEED 35-45 MPH
 STREET TREES LOCATED IN PARKWAY
 UTILITY LOCATION BEHIND CURB ON NCDOT FACILITIES

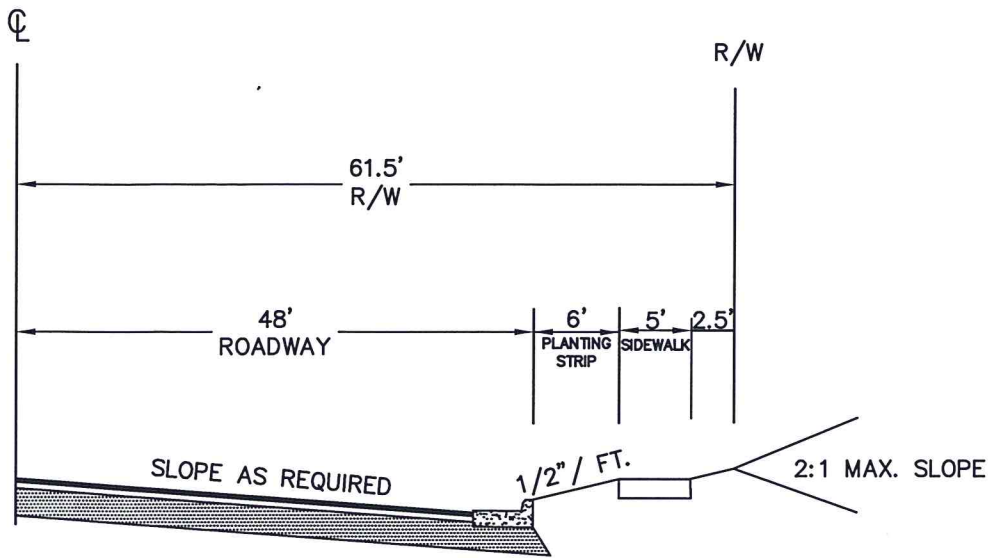
REVISIONS	
DATE	DESCRIPTION

TOWN OF KNIGHTDALE
 STANDARD DETAILS

KNIGHTDALE BOULEVARD - 6 LANE MEDIAN
 SIDEPATHS

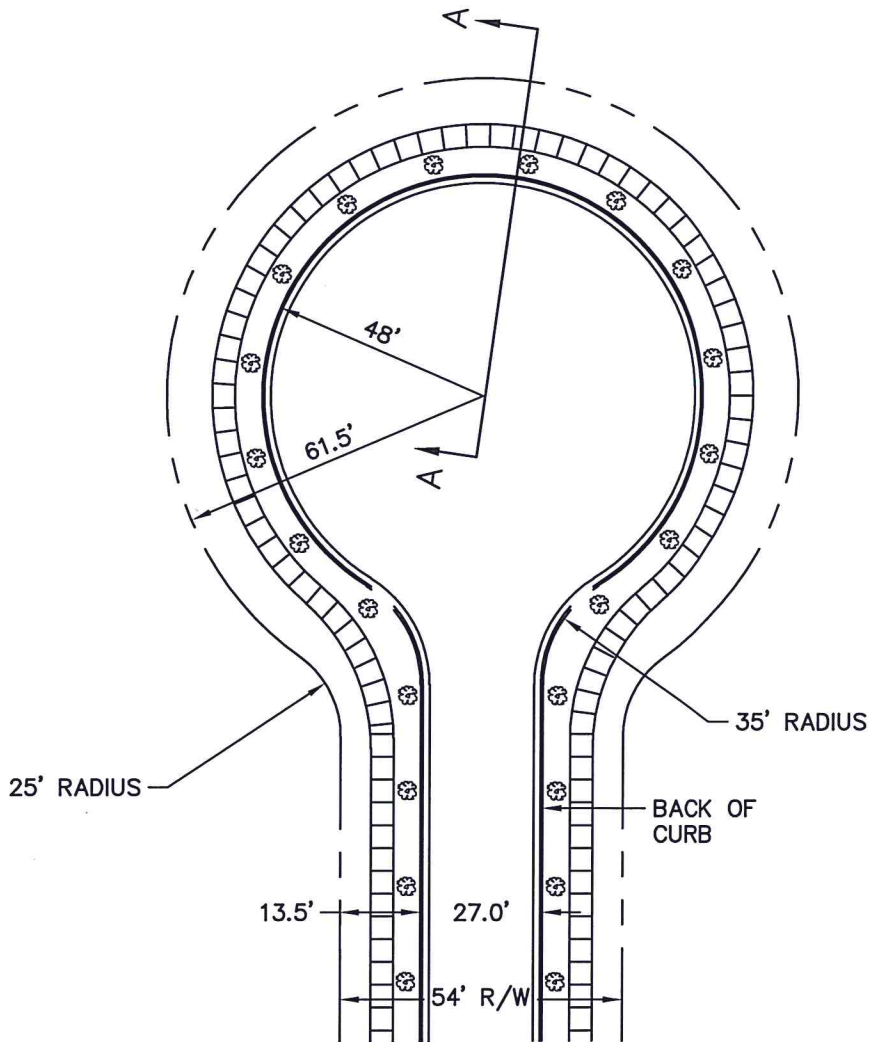
STD. NO.

3.07-3



SECTION A

TERRAIN	MAX. SLOPE
LEVEL	2:1
ROLLING	2:1

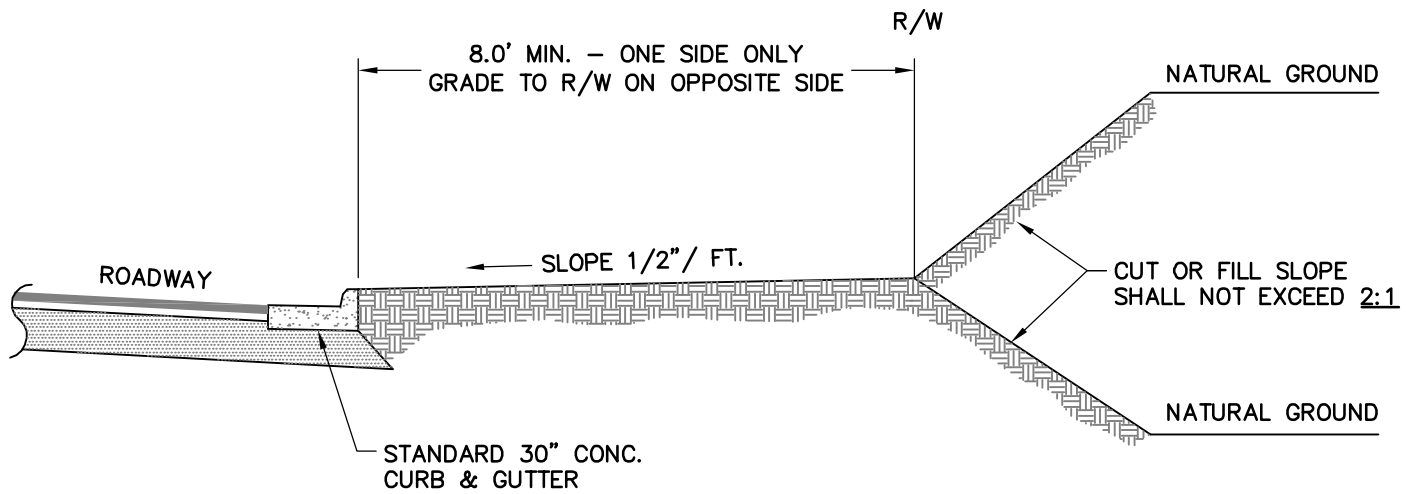


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DATE	DESCRIPTION

TOWN OF KNIGHTDALE
STANDARD DETAILS

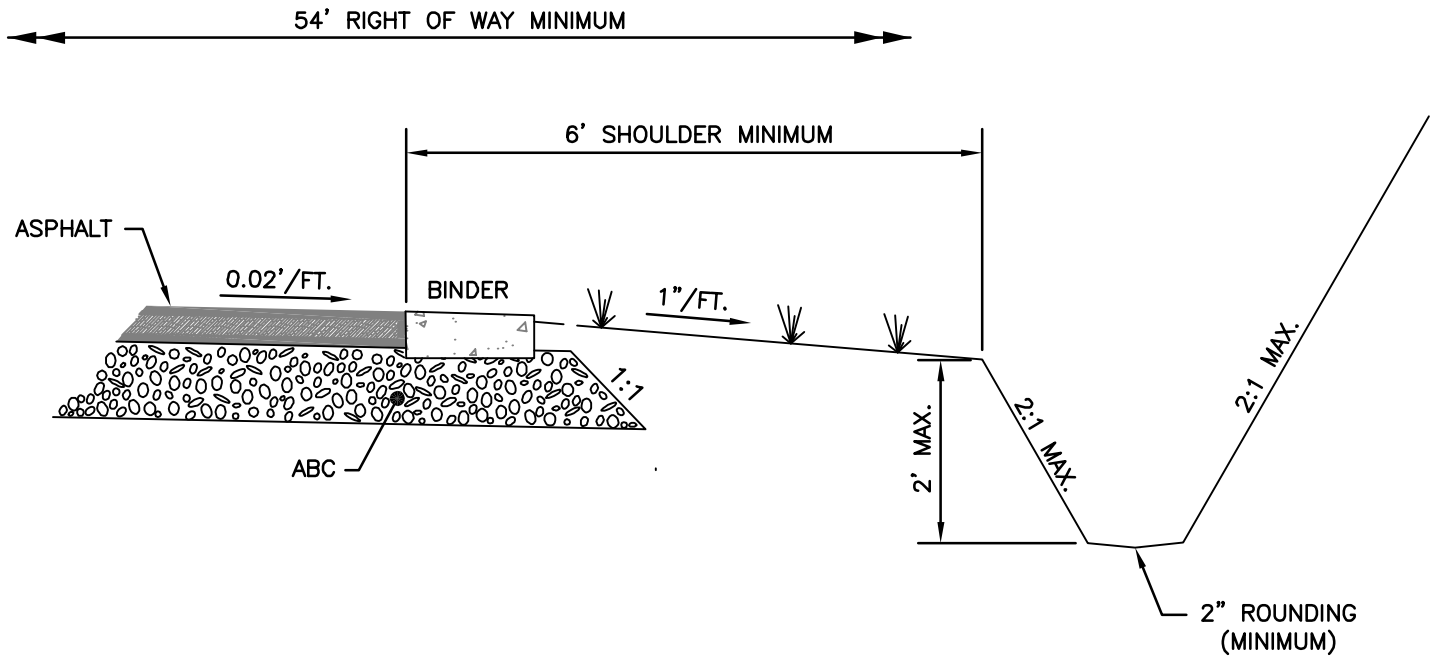
CUL DE SAC SECTION
Page 163 of 324

STD. NO.
3.08



REVISIONS	
DATE	DESCRIPTION

TOWN OF KNIGHTDALE STANDARD DETAILS	STANDARD SHOULDER SECTION WITHOUT SIDEWALK Page 164 of 324	STD. NO.
		3.09



NOTE:

THIS SECTION MAY ONLY BE USED WHEN ALL OF THE FOLLOWING CONDITIONS ARE MET:

1. STREET IS EITHER A CUL-DE-SAC OR RESIDENTIAL LOOP WITH LOW AVERAGE DAILY TRAFFIC.
2. STREET IS DESIGNATED TO BE WITH BINDER CURB AS SHOWN DURING APPROVAL PROCESS.
3. STREET VERTICAL GRADE SHALL NOT EXCEED 5% AT ANY POINT.
4. SWALE SYSTEM DESIGNED TO CARRY AT LEAST THE 10 YEAR STORM.
5. VELOCITY WITHIN THE SWALE SHALL BE NON-EROSIVE.
6. DETAILED DRAINAGE CALCULATIONS REQUIRED.

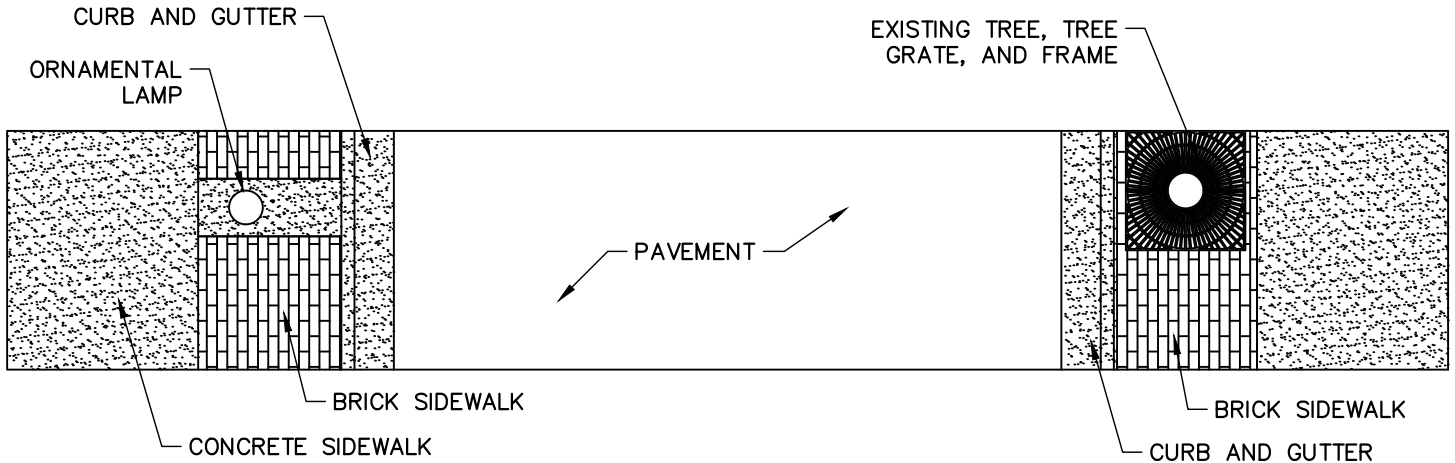
REVISIONS	
DATE	DESCRIPTION

TOWN OF KNIGHTDALE
STANDARD DETAILS

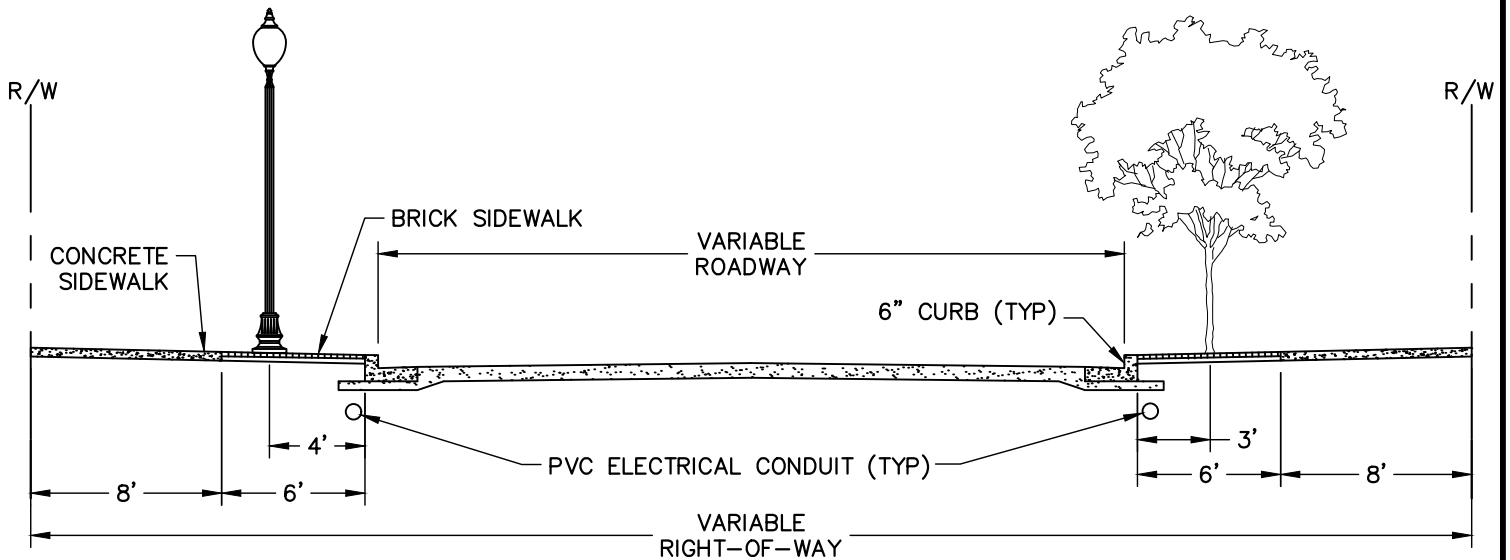
STANDARD SHOULDER SECTION
WITHOUT CURB & GUTTER
Page 165 of 324

STD. NO.

3.10



PLAN



SECTION

NOTES:

1. TO BE USED ON URBAN MAIN STREET AND URBAN AVENUE CROSS SECTIONS.
2. FOR ILLUSTRATIVE PURPOSES. FOLLOW DESIGN DETAIL FOR SPECIFIC CROSS SECTION.
3. STAMPED CONCRETE MAY BE USED IN LIEU OF BRICK PAVERS.
4. STREET LAMPS SHALL BE SPACED SUCH THAT THERE ARE NO CONFLICTS WITH STREET TREES.
5. STREETSCAPE ELEMENTS SHOULD INCLUDE BENCHES, TRASH CANS, AND BIKE RACKS.

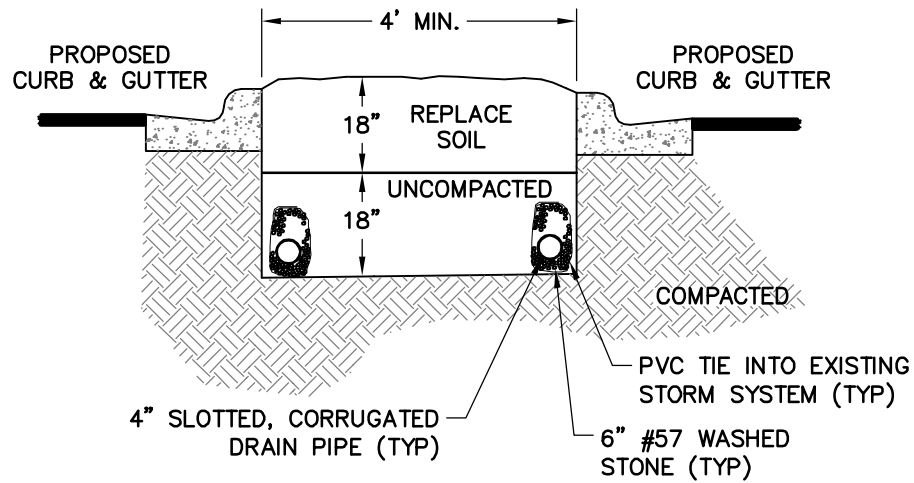
REVISIONS	
DATE	DESCRIPTION

TOWN OF KNIGHTDALE
STANDARD DETAILS

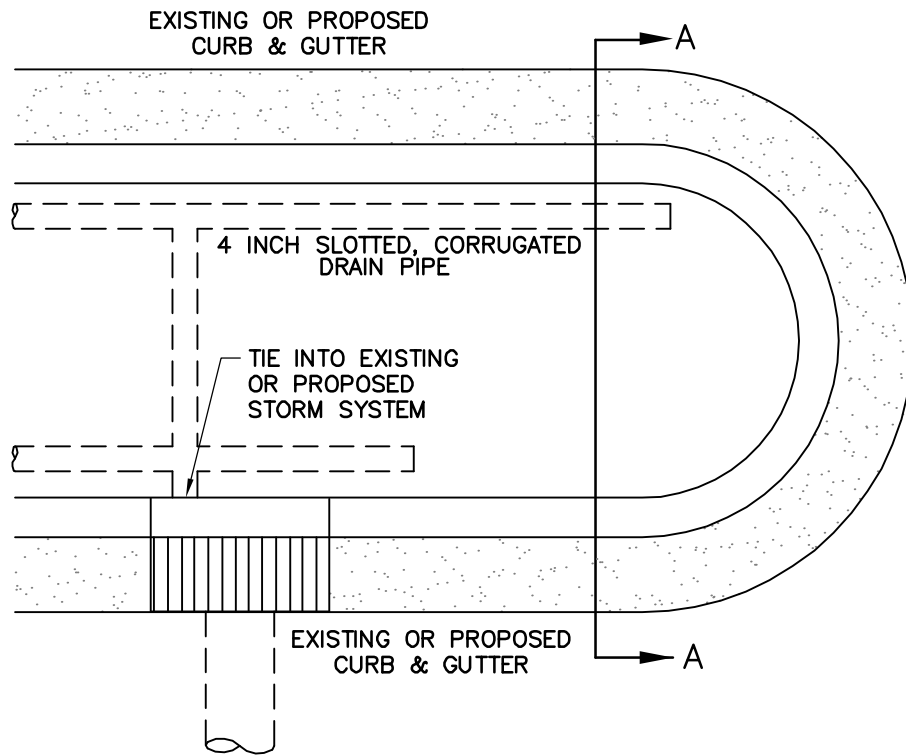
URBAN STREETSCAPE DESIGN FEATURES

STD. NO.

3.11



TYPICAL SECTION A-A



PLAN VIEW

NOTES:

1. FABRIC FOR WRAPPING THE DRAINS WITH PERFORATED PIPE AND WASHED STONE SHALL BE THE NON-WOVEN TYPE, MIRAFI 140NL OR APPROVED EQUAL.
2. SUBSURFACE DRAINAGE SHALL BE INSTALLED IN ALL MEDIANS WHERE DRAIN LINES CAN BE TIED INTO EXISTING STORM DRAIN SYSTEM. A 4 INCH PERFORATED, CORRUGATED PVC DRAIN SHALL BE INSTALLED IN EACH MEDIAN AT THE BOTTOM OF THE EXCAVATED AREA. DRAIN SHALL BE COVERED WITH A MINIMUM OF 6 INCHES OF #57 WASHED STONE, THEN WRAPPED WITH THE SPECIFIED NON-WOVEN GEOTEXTILE FABRIC. SPECIAL CARE SHALL BE EXERCISED WHEN FILLING MEDIANS WITH SOIL SO AS NOT TO CRUSH OR DAMAGE THE DRAINAGE SYSTEM OR RECOMPACT THE SOIL.

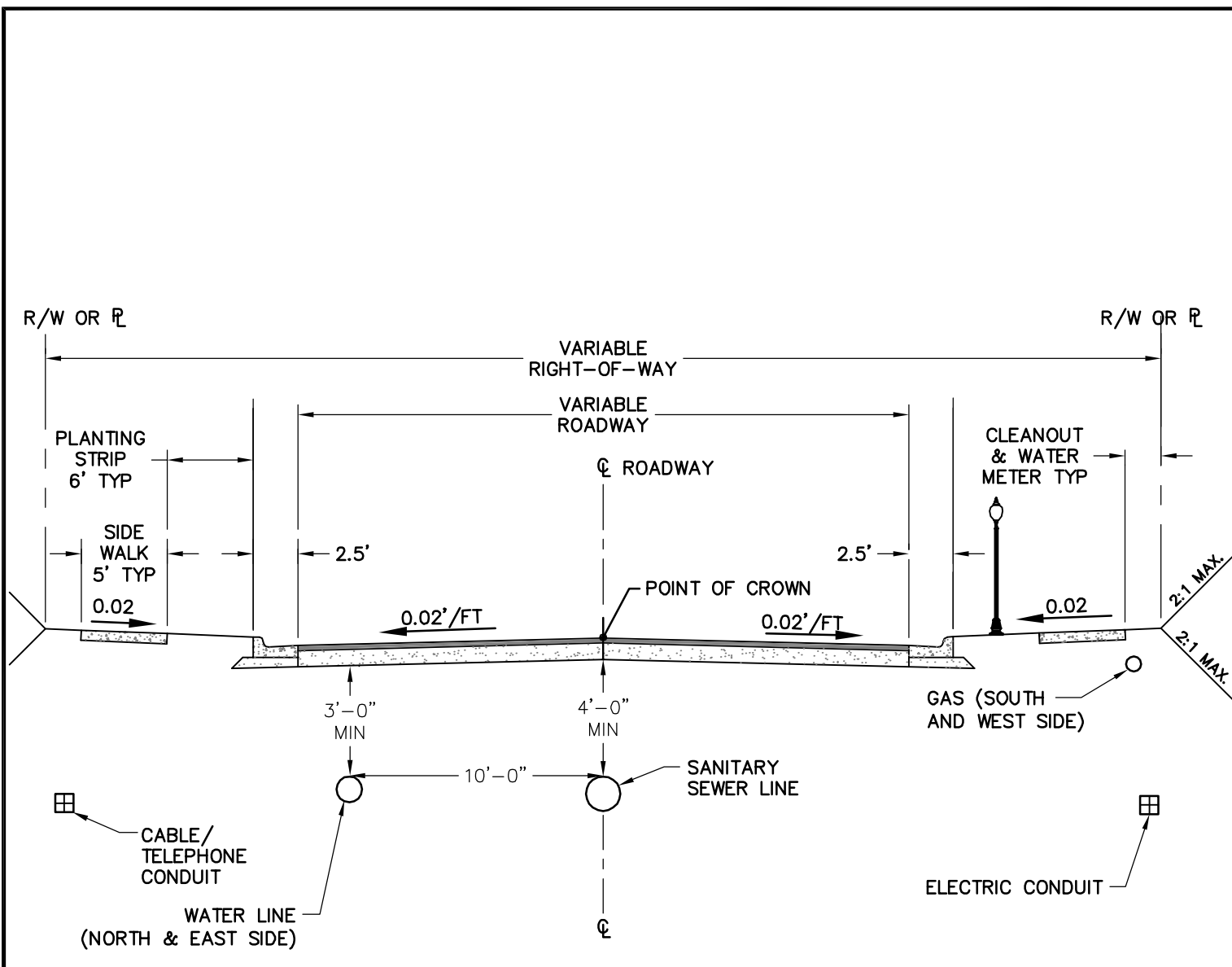
REVISIONS	
DATE	DESCRIPTION

TOWN OF KNIGHTDALE
STANDARD DETAILS

STREET MEDIAN EXCAVATION,
DRAINAGE, AND BACKFILL
Page 167 of 324

STD. NO.

3.12

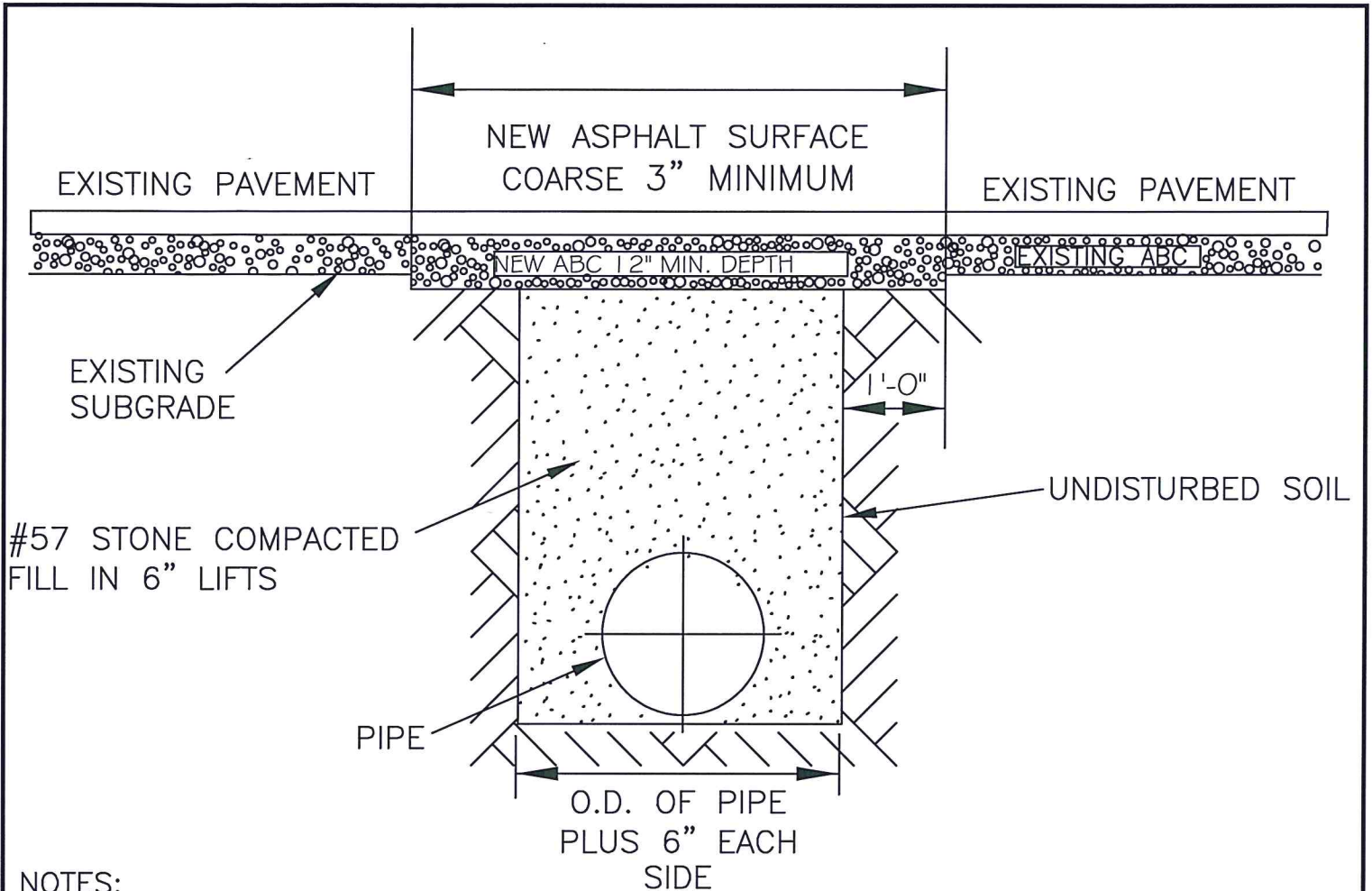


CROSS SECTION

NOTES:

1. THERE SHALL BE AN 18-INCH VERTICAL SEPARATION BETWEEN WATER AND SEWER LINES.
2. WATER AND/OR SANITARY SEWER LINES SHALL BE A MINIMUM OF TWO (2) FEET FROM THE EDGE OF THE CURB AND GUTTER.
3. ENCROACHMENT ONTO TOWN MAINTAINED RIGHT OF WAY SHALL FOLLOW CONDITIONS OF THE APPLICABLE ENCROACHMENT AGREEMENT OR FRANCHISE AGREEMENT.
4. STREET LAMPS SHALL BE PLACED SUCH THAT THERE ARE NO CONFLICTS WITH STREET TREES.

REVISIONS	
DATE	DESCRIPTION

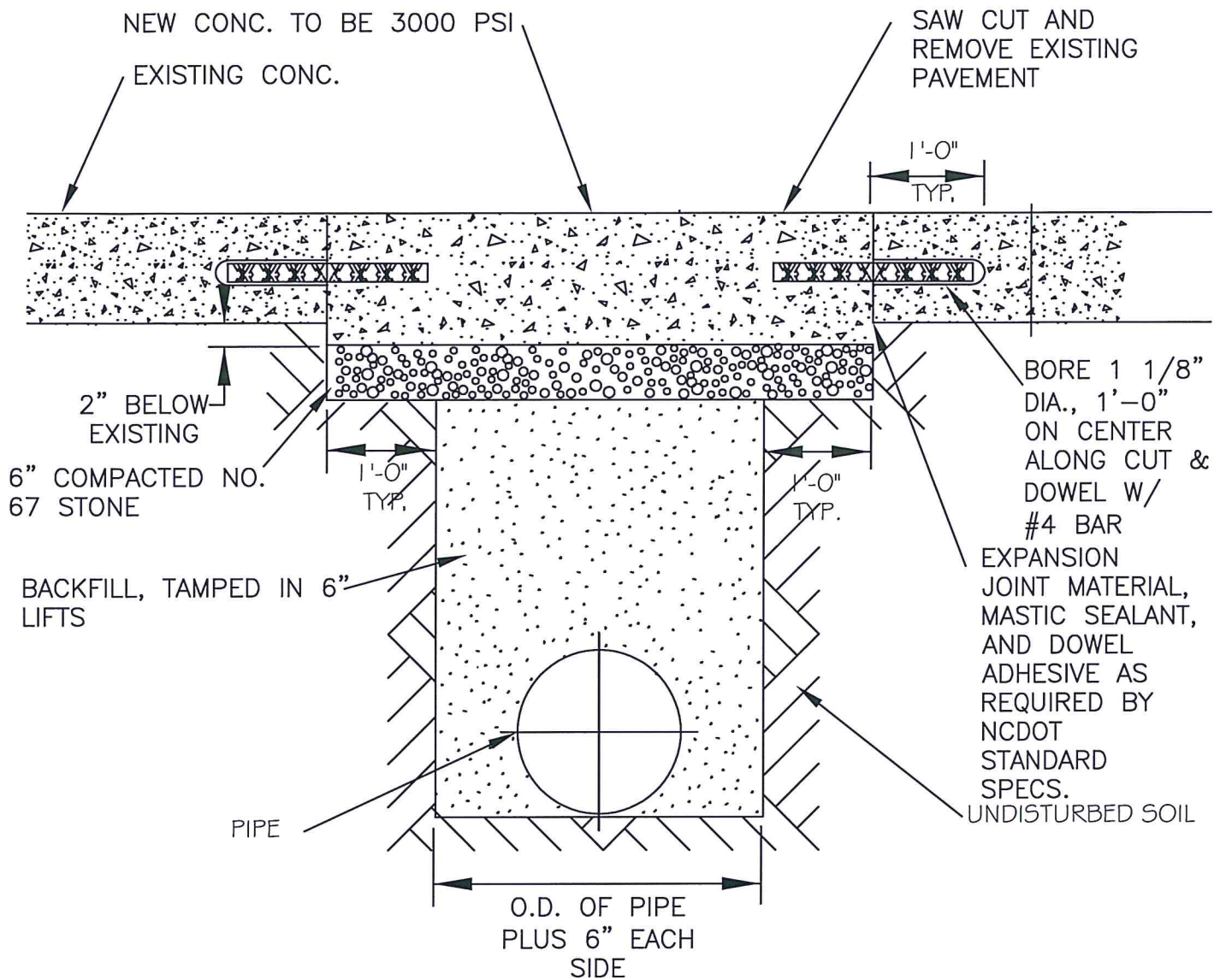


NOTES:

1. THE PAVEMENT CUT SHALL BE DEFINED BY A STRAIGHT EDGE AND CUT WITH AN APPROVED SAW CUT MACHINE.
2. THE TRENCH SUBGRADE MATERIAL SHALL BE BACKFILLED WITH SUITABLE MATERIAL AND COMPACTED TO A DENSITY OF AT LEAST 95% OF THAT OBTAINED BY COMPACTING A SAMPLE OF THE MATERIAL IN ACCORDANCE WITH AASHTO T-99 AS MODIFIED BY NCDOT.
3. THE FINAL 1' OF FILL SHALL CONSIST OF ABC MATERIAL COMPACTED TO A DENSITY EQUAL TO 100% OF THAT OBTAINED BY COMPACTING A SAMPLE OF THE MATERIAL IN ACCORDANCE WITH AASHTO T-80 AS MODIFIED BY NCDOT.
4. THE ENTIRE THICKNESS/ VERTICAL EDGE OF CUT SHALL BE TACKED.
5. THE SAME DEPTH OF PAVEMENT MATERIAL WHICH EXISTS SHALL BE REINSTALLED, BUT IN NO CASE SHALL THE ASPHALT BE LESS THAN 3" THICK.
6. THE ASPHALT PAVEMENT MATERIAL SHALL BE INSTALLED AND COMPACTED THOROUGHLY WITH A SMOOTH DRUM ROLLER TO ACHIEVE A SMOOTH LEVEL PATCH.
7. NO HAND PATCHING ALLOWED.
8. PAVEMENT CUTS WITHIN NCDOT ROW SHALL CONFORM TO THE APPROVED ON SITE ENCROACHMENT PERMIT.
9. MINIMUM PATCH WIDTH TO BE WIDTH OF THE ROADWAY.
10. ANY EXISTING PAVEMENT MARKINGS DISTURBED BY WORK SHALL BE REPLACED.

REVISIONS	
DATE	DESCRIPTION

TOWN OF KNIGHTDALE STANDARD DETAILS	STANDARD ASPHALT PAVEMENT PATCH DETAIL	STD. NO.
		3.14



NOTES:

1. SEE TOWN OF KNIGHTDALE STANDARD SPECIFICATIONS FOR STORM DRAINAGE AND STANDARD DETAIL 5.02: "TRENCH FOR STORM DRAIN PIPES" FOR ADDITIONAL DETAILS.
2. PAVEMENT CUTS WITHIN NCDOT ROW SHALL CONFORM TO THE APPROVED ON SITE ENCROACHMENT PERMIT,
3. THE PAVEMENT CUT SHALL BE DEFINED BY A STRAIGHT EDGE AND CUT WITH AN APPROVED SAW CUT MACHINE.
4. THE TRENCH SUBGRADE MATERIAL SHALL BE BACKFILLED WITH SUITABLE MATERIAL AND COMPACTED TO A DENSITY OF AT LEAST 95% OF THAT OBTAINED BY COMPACTING A SAMPLE OF THE MATERIAL IN ACCORDANCE WITH AASHTO T-99 AS MODIFIED BY NCDOT.
5. THE FINAL 6" OF FILL SHALL CONSIST OF ABC MATERIAL COMPACTED TO A DENSITY EQUAL TO 100% OF THAT OBTAINED BY COMPACTING A SAMPLE OF THE MATERIAL IN ACCORDANCE WITH AASHTO T-80 AS MODIFIED BY NCDOT.
6. ANY EXISTING PAVEMENT MARKINGS DISTURBED BY WORK SHALL BE REPLACED.

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DATE	DESCRIPTION

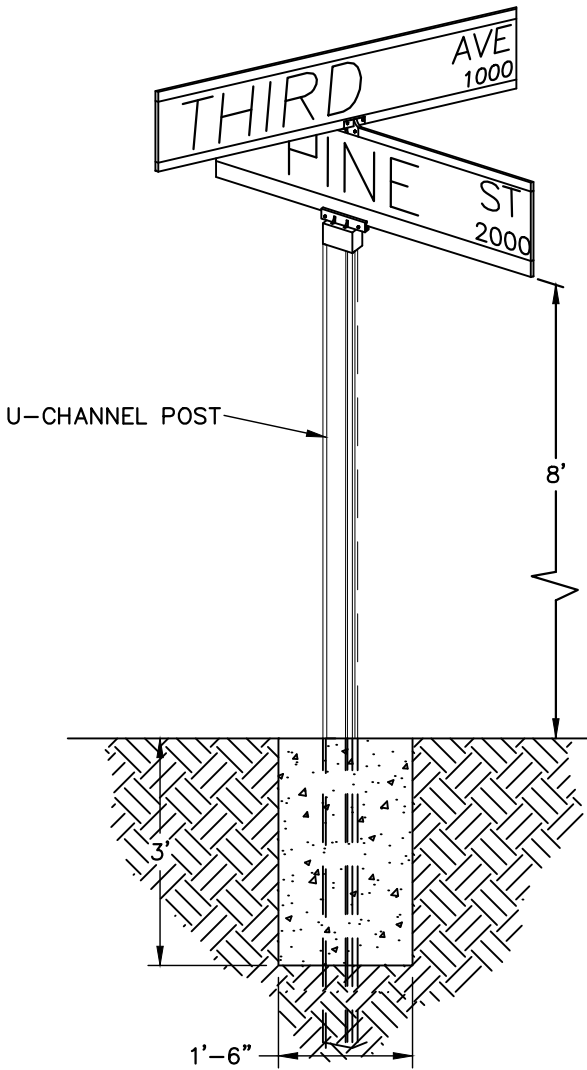
TOWN OF KNIGHTDALE
STANDARD DETAILS

STANDARD CONCRETE
PAVEMENT
PATCH DETAIL

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STD. NO.
3.15

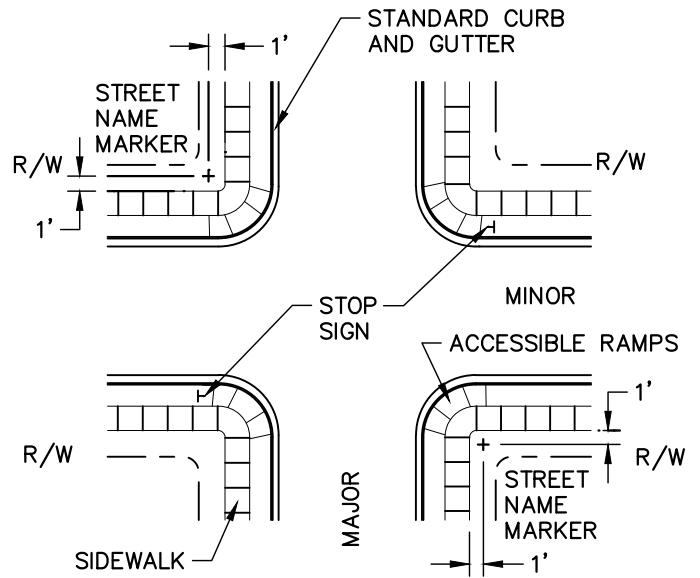
INSTALLATION OF STREET NAME SIGN



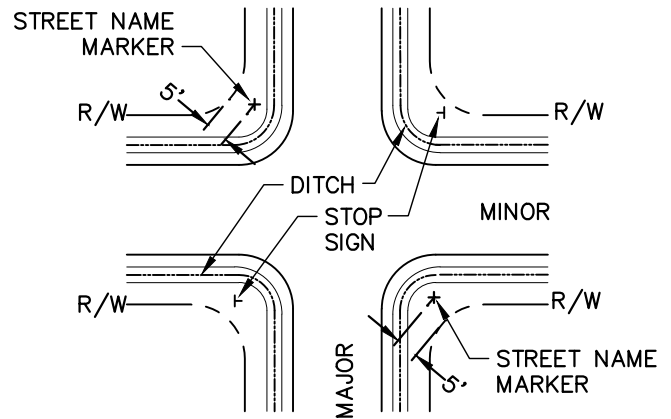
NOTES:

1. TWO STREET NAME MARKERS ARE REQUIRED IF THE MAJOR STREET HAS 3 OR MORE LANES.
2. ANY VARIANCE FROM THIS STANDARD MUST BE APPROVED BY THE TOWN OF KNIGHTDALE.
3. ALL DECORATIVE SIGNS MUST BE REVIEWED AND APPROVED BY THE TOWN.

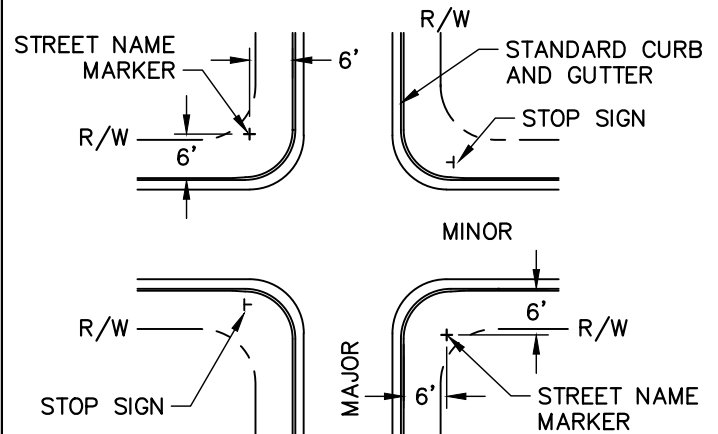
INTERSECTION WITH SIDEWALK, CURB, AND GUTTER



INTERSECTION WITH DITCHES, AND NO CURB AND GUTTER



INTERSECTION WITH CURB AND GUTTER



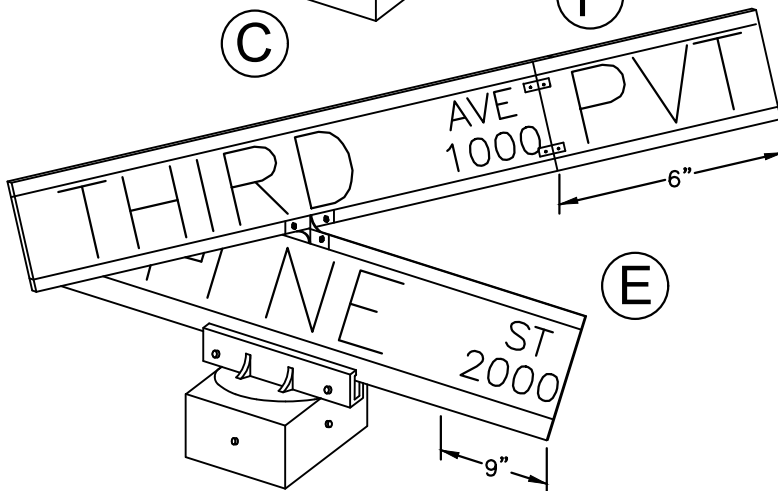
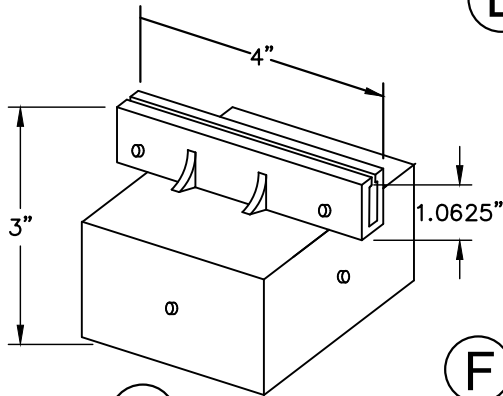
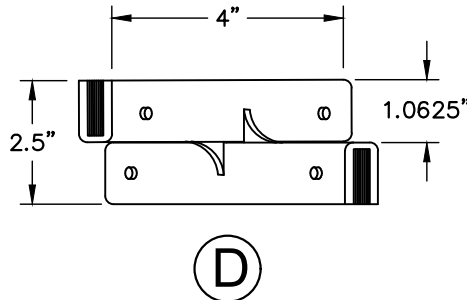
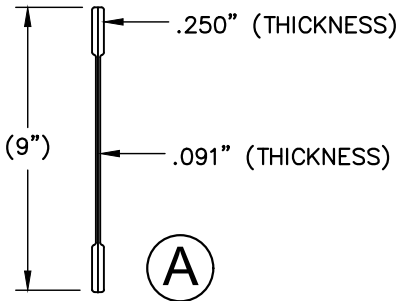
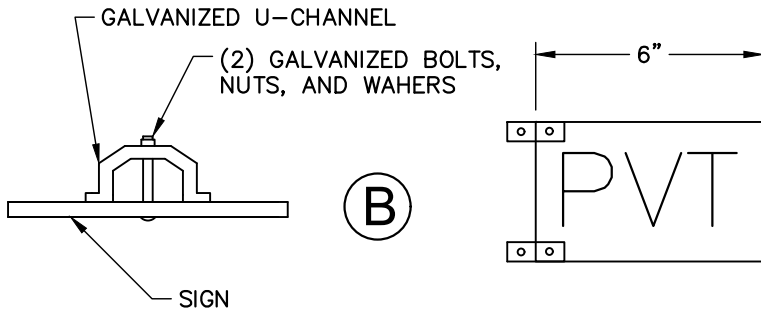
REVISIONS	
DATE	DESCRIPTION

TOWN OF KNIGHTDALE
STANDARD DETAILS

STREET NAME SIGN INSTALLATION
LOCATIONS

STD. NO.

3.16-1



2. CAP TO BE ALUMINUM #380 ALLOY OR EQUAL SLOTTED FOR .25" EXTRUDED BLADE; 2.375" I.D. BASE, DIE CAST AND POLISHED. CAP SHALL BE TAPPED TO RECEIVE AND INCLUDE 3 STAINLESS STEEL SET SCREWS FOR POST MOUNTING AND 2 STAINLESS STEEL SET SCREWS FOR BLADE MOUNTING. SET SCREWS TO HAVE ALLEN HEADS (SEE DETAIL C).
3. BLADE SPACER BRACKET SHALL MEET SAME SPECIFICATIONS AS THE CAP WITH 2 SCREWS TO EACH BLADE MOUNTING (SEE DETAIL D).
4. THE FACE OF ALL BLADES SHALL MEET COVERED WITH ENGINEERING GRADE SHEETING WITH #2290 WHITE DIE CUT LETTERS WITH REVERSED SCREENED #708 TRANSPARENT GREEN. THE PRIMARY LETTERS SHALL BE 5" HIGH UPPER CASE, FHWA SERIES B AND PREFIX/SUFFIX LETTERS SHALL BE 2-1/2" HIGH, UPPER CASE, FHWA SERIES C. BLOCK NUMBERS SHALL BE PLACED IN THE LOWER RIGHT CORNER AND SHALL BE 2-1/2" HIGH, FHWA SERIES C. ALL MATERIALS TO BE VACUUM AND HEAT APPLIED TO A PREPARED ALUMINUM BLADE, WHICH HAS BEEN CLEANED AND ALL FOREIGN MATERIAL REMOVED (SEE DETAIL E).
5. LETTERS, NUMBERS AND SPACING SHALL CONFORM TO THE STANDARD ALPHABETS FOR HIGHWAY SIGNS, 1966 EDITION, REPRINT MAY, 1972 BY THE U.S. DEPARTMENT OF TRANSPORTATION, FEDERAL HIGHWAY ADMINISTRATION, OFFICE OF TRAFFIC OPERATION.
6. ALL STREET NAME SIGNS ARE SUBJECT TO APPROVAL BY THE TOWN. BLOCK NUMBERS SHALL BE PROVIDED ON SIGNS AND CORRESPOND TO OFFICIALLY APPROVED ADDRESSES.
7. IF THE STREET IS INTENDED TO BE PRIVATE, A SUPPLEMENTAL PLATE IS REQUIRED. THE SUPPLEMENTAL PLATE MAY BE ATTACHED TO THE SIGN OR AN EXTENDED BLADE WITH BLACK ON YELLOW SHEETING MAY BE USED. THE SIGN SHALL HAVE BLACK LETTERS THAT SHOW PVT TO STAND FOR PRIVATE. THE LETTERS SHALL BE 2-1/2" HIGH, UPPER CASE, FHWA SERIES C, ON A BACKGROUND OF YELLOW ENGINEERING GRADE SHEETING. (SEE DETAIL F).
8. ON ALL ROADWAYS EXCEPT STREETS WITH STANDARD CURB AND GUTTER AND SPEED LIMITS EQUAL TO OR LESS THAN 25 MPH, ALL SIGNS WITHIN CLEAR ZONE SHALL BE OF A BREAKAWAY DESIGN THAT COMPLIES WITH THE LATEST EDITION OF AASHTO MANUAL FOR ASSESSING SAFETY HARDWARE (MASH) AND NCHRP REPORT 350.

NOTES:

1. BLADES SHALL BE EXTRUDED ALUMINUM 6063T5 OR 6063T6 ALLOY .080" THICK. POST SHALL BE 10'-0" IN LENGTH, 3 LB. STEEL U-CHANNEL SUPPORTS PER NCDOT STD. 1094-1(B).

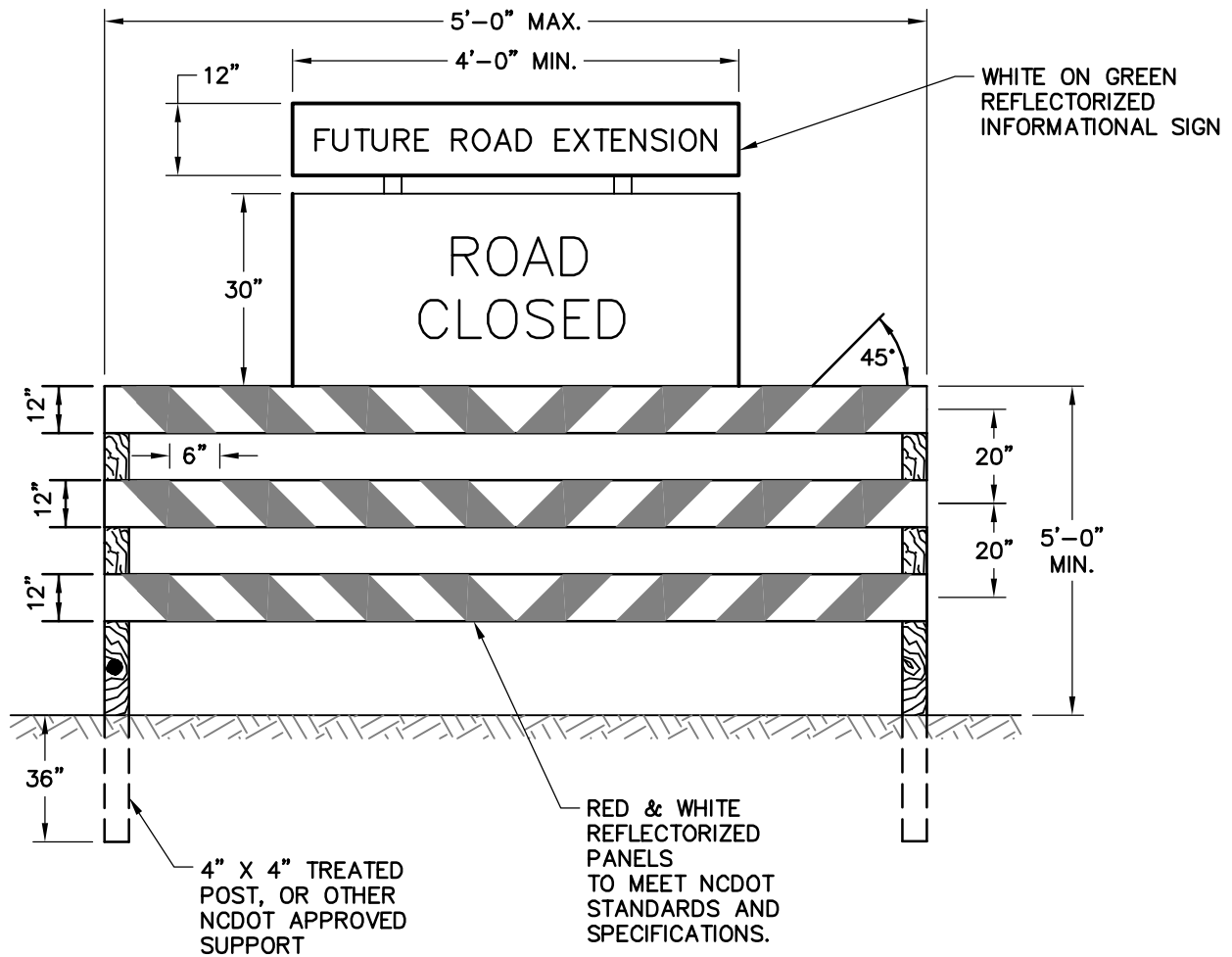
REVISIONS	
DATE	DESCRIPTION

TOWN OF KNIGHTDALE
STANDARD DETAILS

STREET NAME SIGN

STD. NO.

3.16-2



NOTES:

1. BARRICADE(S) TO BE ERECTED ACROSS ENTIRE ROADWAY INCLUDING CURB & GUTTER.
2. ADVANCE WARNING SIGN W14-1 (DEAD END) SHALL BE PLACED JUST AFTER LAST INTERSECTING STREET.
3. MARKINGS FOR BARRICADE RAILS SHALL BE REFLECTIVE AND ALTERNATE RED AND WHITE STRIPS.
4. "ROAD CLOSED" SIGN SHALL MEET SPECIFICATIONS OF M.U.T.C.D R11-2 AND BE REQUIRED ATOP EACH BARRICADE USED.

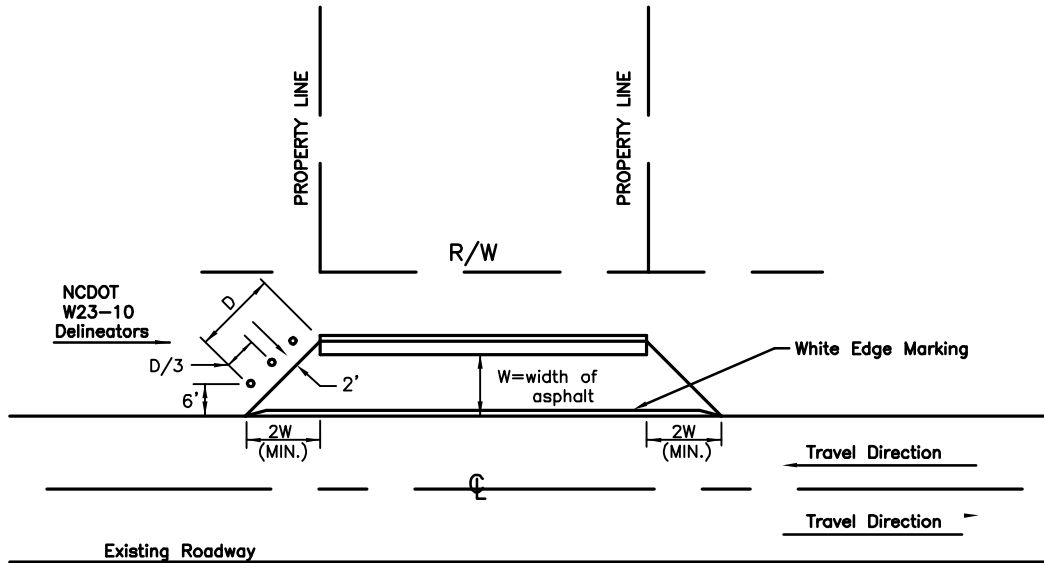
REVISIONS	
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TOWN OF KNIGHTDALE
STANDARD DETAILS

TEMPORARY BARRICADE FOR DEAD END ROADS

STD. NO.

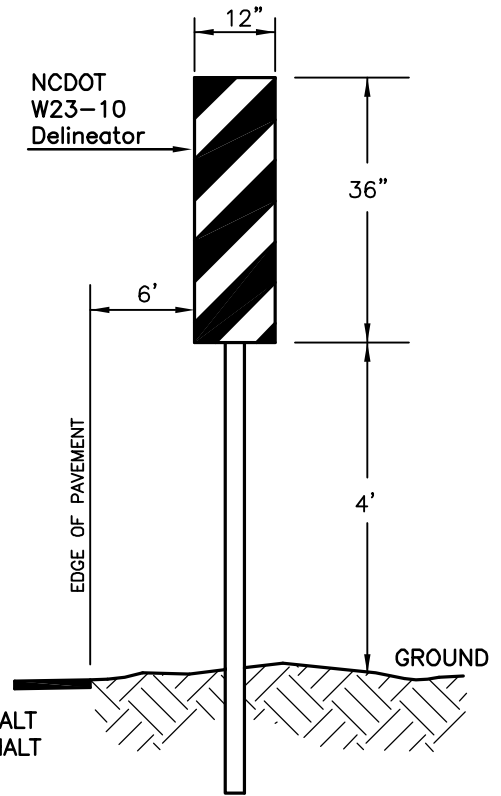
3.18



PLAN VIEW

NOTES:

1. TAPER ON BOTH ENDS OF ROADWAY WIDENING SHALL BE A MINIMUM 2:1. THE TOWN ENGINEER AND/OR NCDOT RESERVE THE RIGHT TO REQUIRE A LONGER TAPER IF DEEMED NECESSARY FOR THE SAFETY OF THE PUBLIC.
2. A SOLID WHITE EDGE MARKING SHALL BE EXTENDED ALONG WIDENING AT EXISTING PAVEMENT.
3. DELINEATORS SHALL ONLY BE REQUIRED AT TAPER FROM CURB TO EXISTING PAVEMENT IN DIRECTION OF TRAVEL.
4. DELINEATORS SHALL BE ORIENTED SUCH THAT THE FACE OF THE SIGN IS PERPENDICULAR TO TRAVEL LANE.
 - A. BOTTOM EDGE OF DELINEATOR 4' ABOVE ROADWAY.
 - B. THE DELINEATOR STRIPES SHALL SLOPE UPWARD SLOPE UPWARD AND OUTWARD FROM TRAFFIC.
 - C. DELINEATORS TO BE SPACED ON CENTERS AT 1/3 OF THE DISTANCE D SHOWN BELOW FOR NEW ASPHALT WIDTHS \leq 15 FT. OR AT 1/4 OF D FOR NEW ASPHALT WIDTHS $>$ 15 FT.
 - D. DELINEATORS SHALL BE MOUNTED ON BREAKAWAY POSTS.
 - E. DELINEATORS SHALL BE REFLECTORIZED.



DETAIL

REVISIONS	
DATE	DESCRIPTION

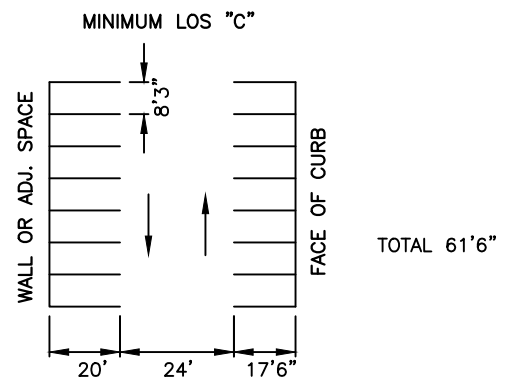
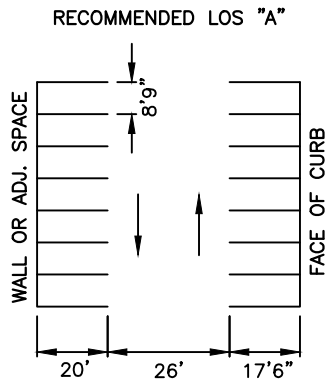
TOWN OF KNIGHTDALE
STANDARD DETAILS

STANDARD PAVEMENT WIDENING
TAPER AND MARKINGS
Page 174 of 324

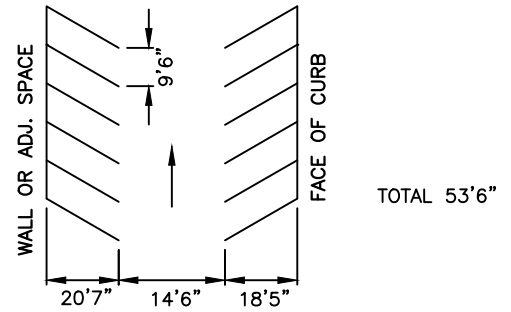
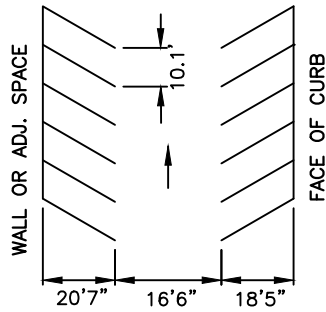
STD. NO.
3.19

PLANNING & URBAN DESIGN
DESIGN STANDARDS

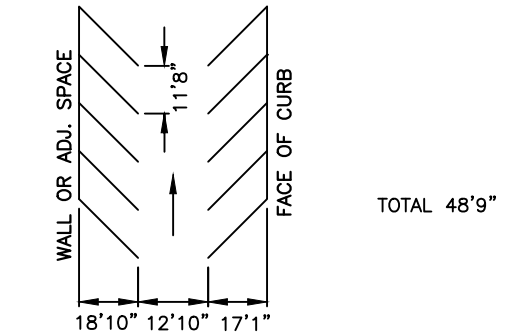
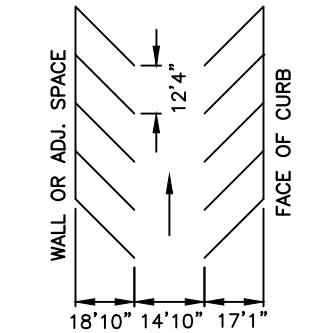
PARKING ANGLE 90°
(TWO WAY OPERATION ONLY)
TOTAL 63'6"



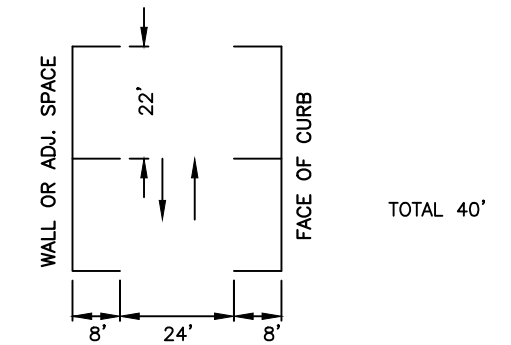
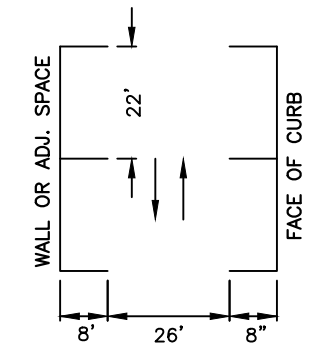
PARKING ANGLE 60°
(ONE WAY OPERATION ONLY)
TOTAL 55'6"



PARKING ANGLE 45°
(ONE WAY OPERATION ONLY)
TOTAL 50'9"



PARALLEL PARKING
(TWO WAY OPERATION ONLY)
TOTAL 42'



NOTE:

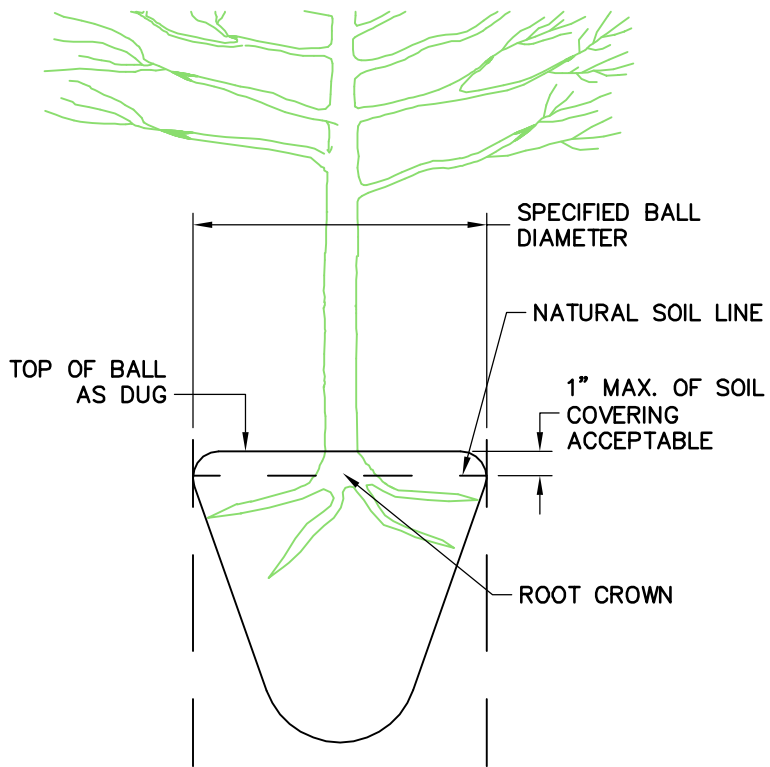
1. FOR ACCESSIBLE PARKING STANDARDS SEE TOWN UNIFIED DEVELOPMENT ORDINANCE.
2. PAVEMENT MARKINGS SHALL BE 4" WHITE PAINT TO TOWN STANDARDS.

REVISIONS	
DATE	DESCRIPTION

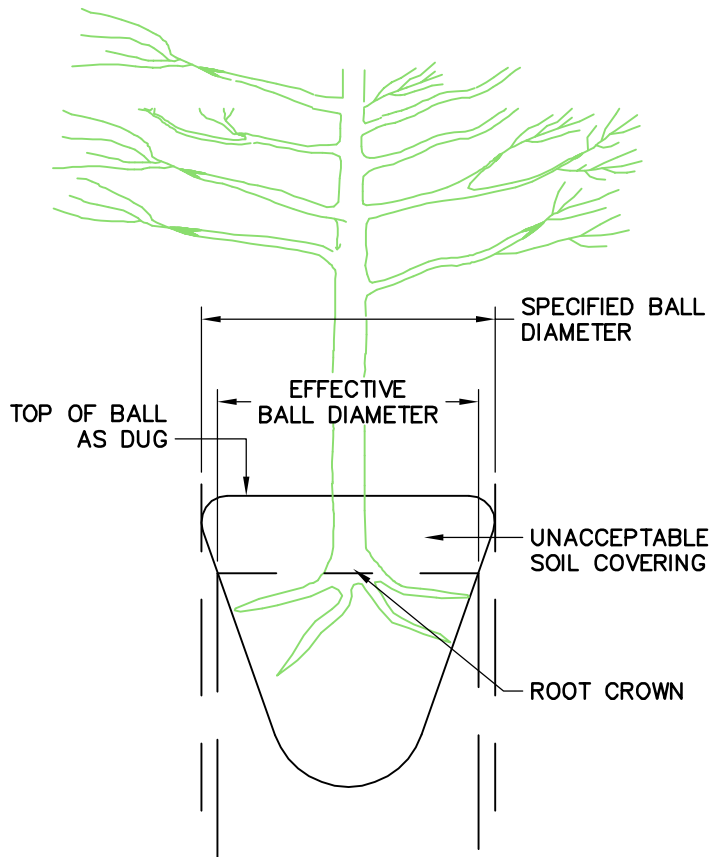
TOWN OF KNIGHTDALE
STANDARD DETAILS

PARKING STANDARDS
Page 175 of 324

STD. NO.
3.20



ACCEPTABLE CONDITION

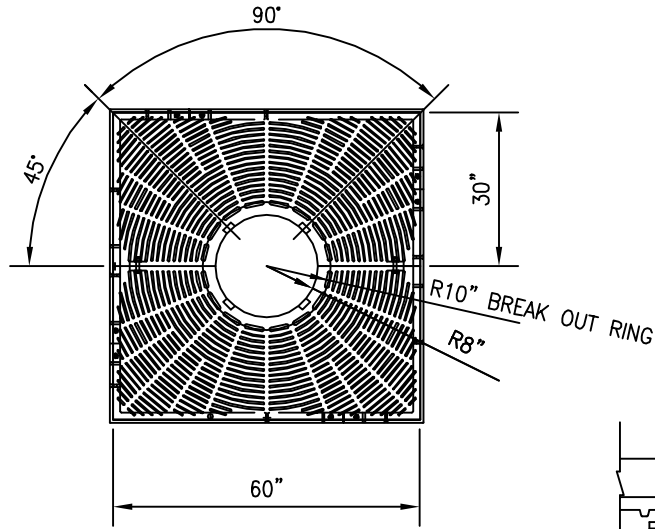


UNACCEPTABLE CONDITION

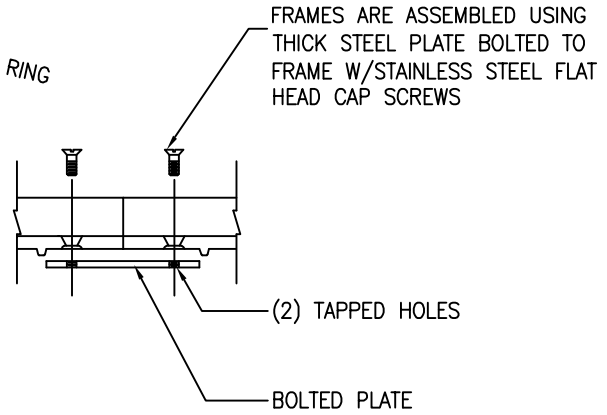
NOTE:

A ROOT COLLAR EXCAVATION FOR ALL TREES SPECIFIED WILL BE DONE BY THE TOWN TO ENSURE THAT TREES WERE NOT PLANTED/GROWN TOO DEEPLY AT SOURCE (NURSERY). LANDSCAPE CONTRACTOR SHALL HAVE SUPPLIER MARK GROUND LEVEL LINE ABOVE ROOT BALL. IF TOWN DETERMINES THAT THERE IS EXCESSIVE SOIL OVER THE ROOT CROWN, THESE TREES WILL BE REJECTED.

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TREE GRATE W/BREAK AWAY RING
NTS



ASSEMBLY DETAIL

NOTE:
MATERIAL: CAST GRAY IRON ASTM A-48, CLASS 35B
FINISH: NOT PAINTED

NOTES:

1. TREE GRATES ARE REQUIRED AT VARIOUS LOCATIONS IN TOWN TO COMPLY WITH ZONING REQUIREMENTS. ALL OTHER INSTALLATIONS OF TREE GRATES WITHIN THE R/W OF STATE MAINTAINED STREETS REQUIRE AN ENCROACHMENT AGREEMENT EXECUTED THROUGH NCDOT.
2. INSTALLATION TO BE COMPLETED IN ACCORDANCE WITH MANUFACTURER'S SPECIFICATIONS.
3. MATERIAL SHALL BE CAST GRAY IRON ASTM A-48, CLASS 35B WITH A NON PAINTED FINISH.
4. AN INSPECTION SCHEDULE IS NEEDED FOR TREES THAT WILL BE PLANTED IN THE STREET R/W DUE TO ZONING OR OTHER REQUIREMENTS. LANDSCAPE INSPECTION INCLUDES THE FOLLOWING:

TREE PIT/WELL OR PLANTING STRIP INSPECTION
 SOIL MIX APPROVALS/INSPECTIONS
 TREE APPROVALS/INSPECTIONS – PRIOR TO PURCHASING THE TREES, TO BE MADE BY TOWN
 TREE PLANTING INSPECTION
 FINAL WALK THROUGH

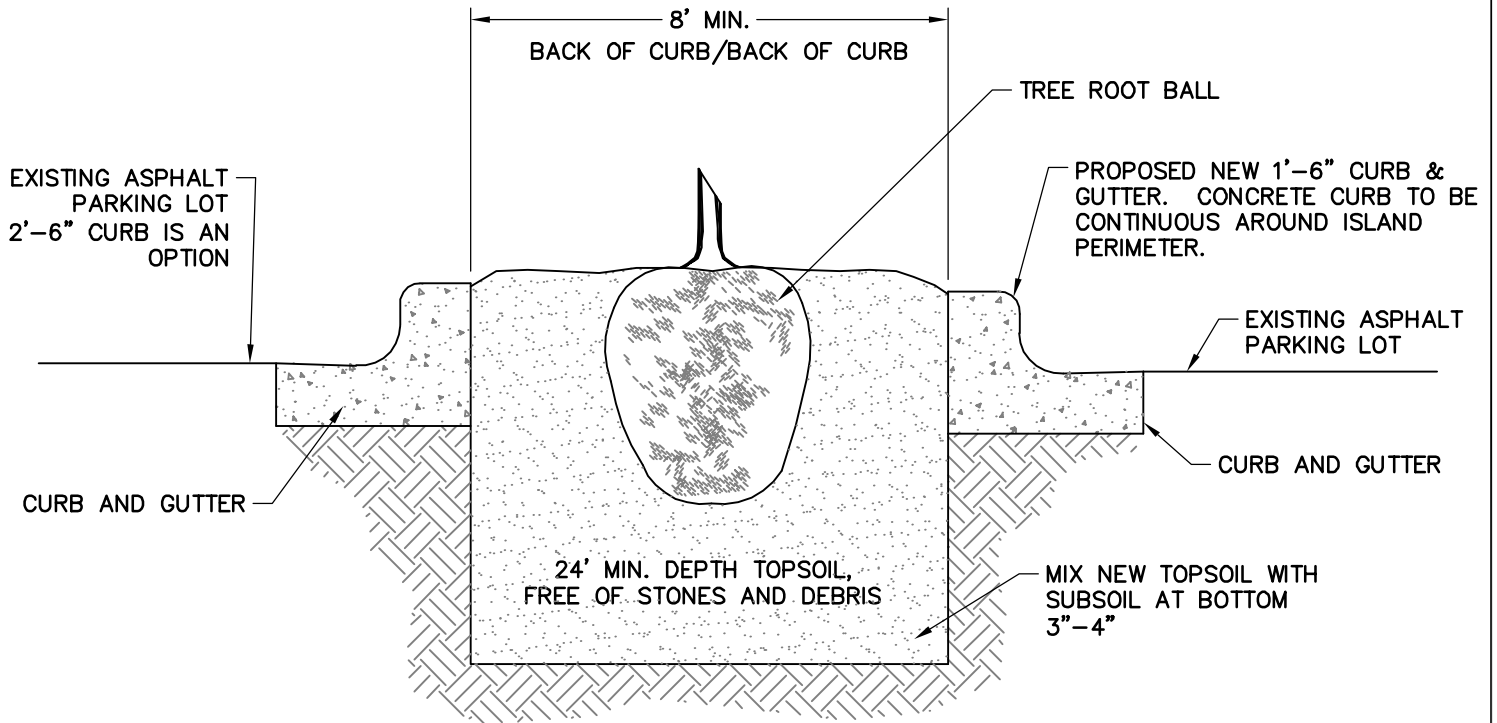
5. ALL OF THE ABOVE INSPECTIONS WILL BE PERFORMED BY THE TOWN

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TOWN OF KNIGHTDALE
STANDARD DETAILS

TREE GRATE DETAIL
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NOTES:

1. 300 SF MIN. TOTAL REQUIRED AREA PER TREE.
2. FOR NEW PLANTING AREAS, REMOVE ALL PAVEMENT, GRAVEL SUB-BASE AND CONSTRUCTION DEBRIS BEFORE PREPARING SOIL AND PLANTING TREES.
3. REMOVE COMPACTED SOIL AND ADD 24" NEW OR TOPSOIL/PLANTING MIX OR UNCOMPACT AND AMEND TOP 24" OF EXISTING SOIL TO MEET TOPSOIL/PLANTING MIX STANDARDS FOR TREES.

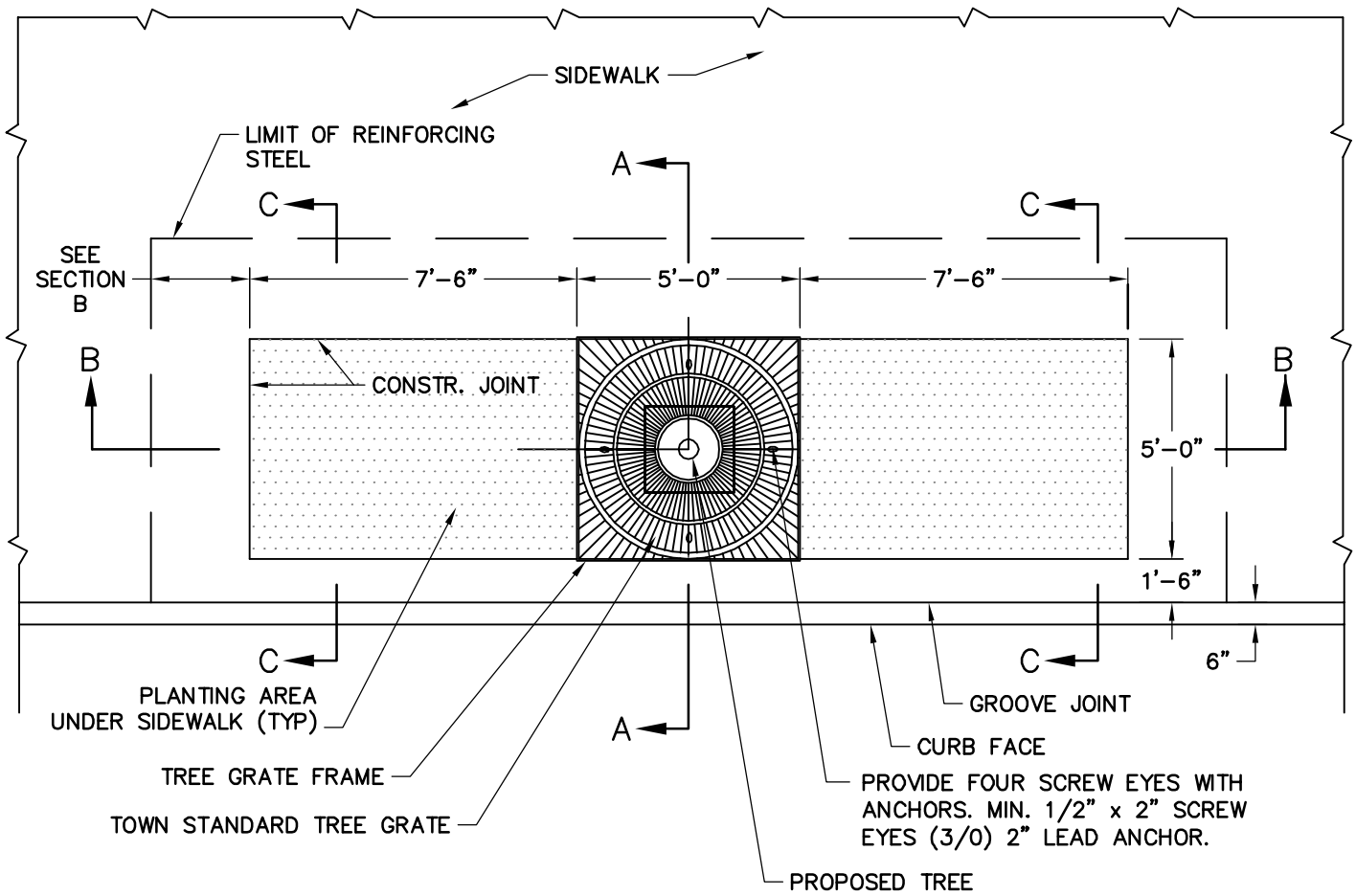
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DATE	DESCRIPTION

TOWN OF KNIGHTDALE
STANDARD DETAILS

TREE PLANTING ISLAND
IN PARKING LOTS
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3.23



PLAN

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DATE	DESCRIPTION

TOWN OF KNIGHTDALE
STANDARD DETAILS

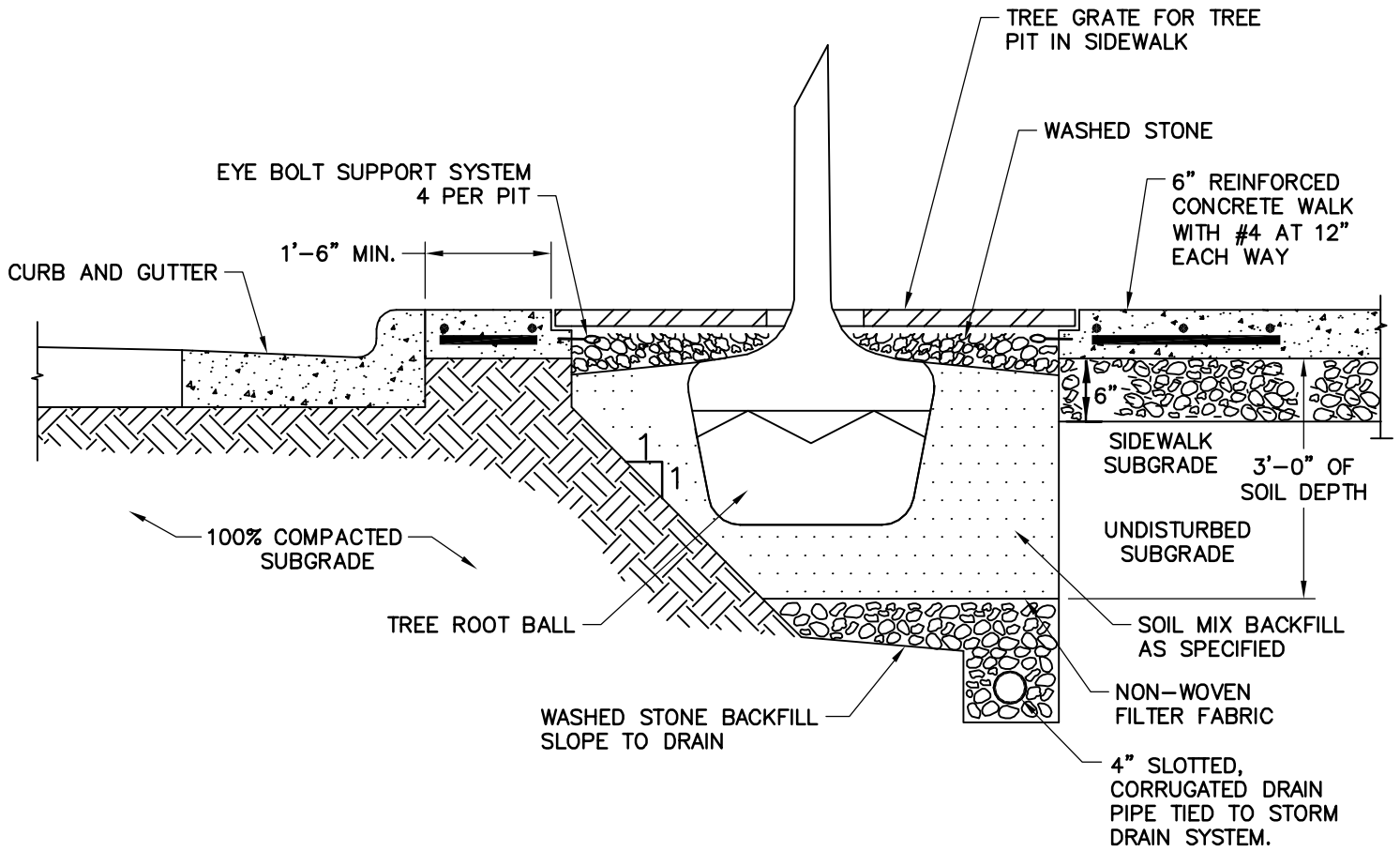
TREE PIT WITH GRATE IN SIDEWALK

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1 of 4

STD. NO.

3.24

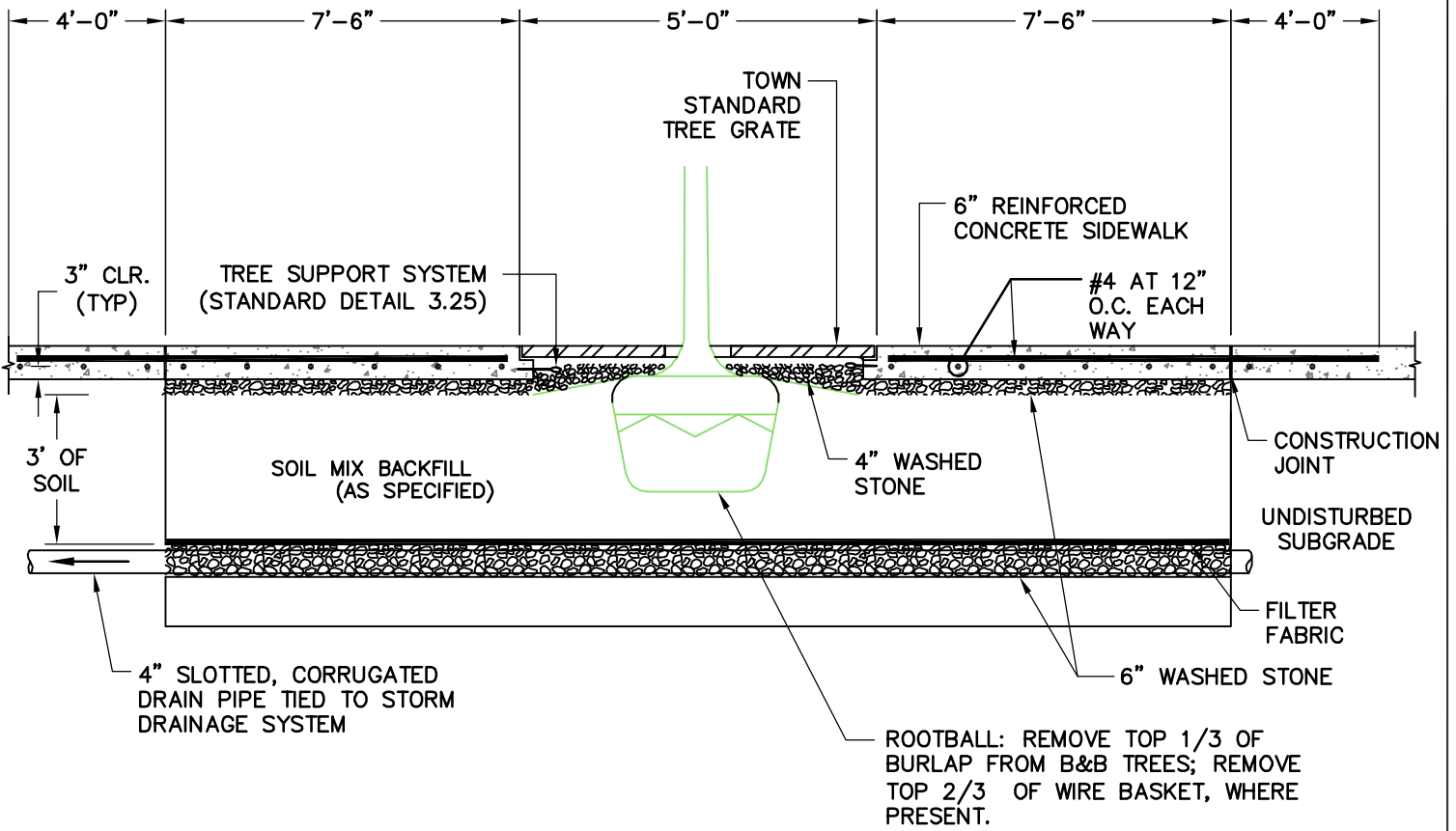


SECTION A-A

NOTE:

SIDEWALK SUBBASE SHALL BE A 70 PERCENT AGGRATE TO 30 PERCENT SANDY SOIL MIXTURE PER TOWN STANDARD SPECIFICATIONS.

REVISIONS	
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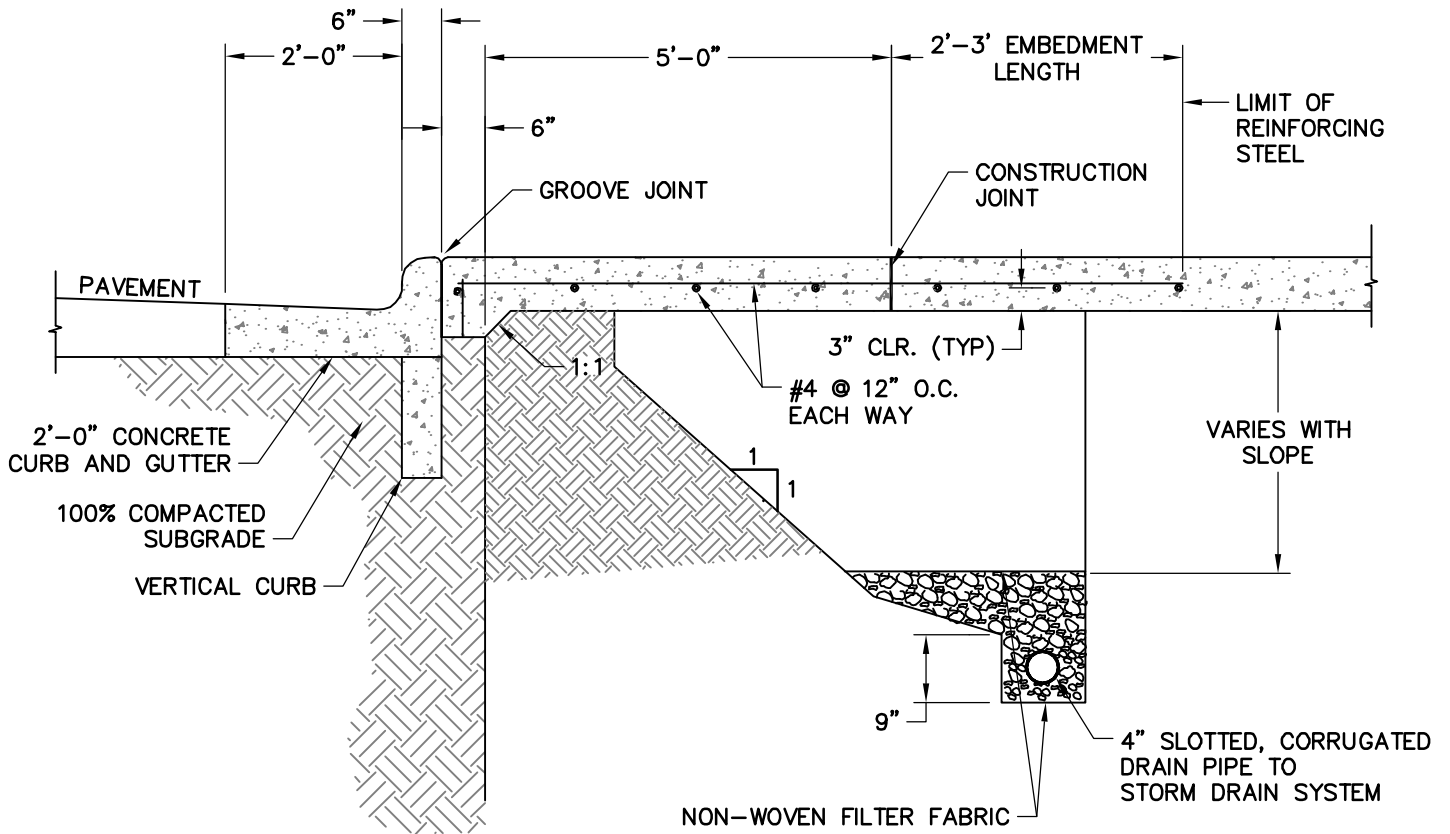
SECTION B-B

REVISIONS	
DATE	DESCRIPTION

**TOWN OF KNIGHTDALE
STANDARD DETAILS**

TREE PIT WITH GRATE IN SIDEWALK
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3 of 4
STD. NO.
3.24



NOTES:

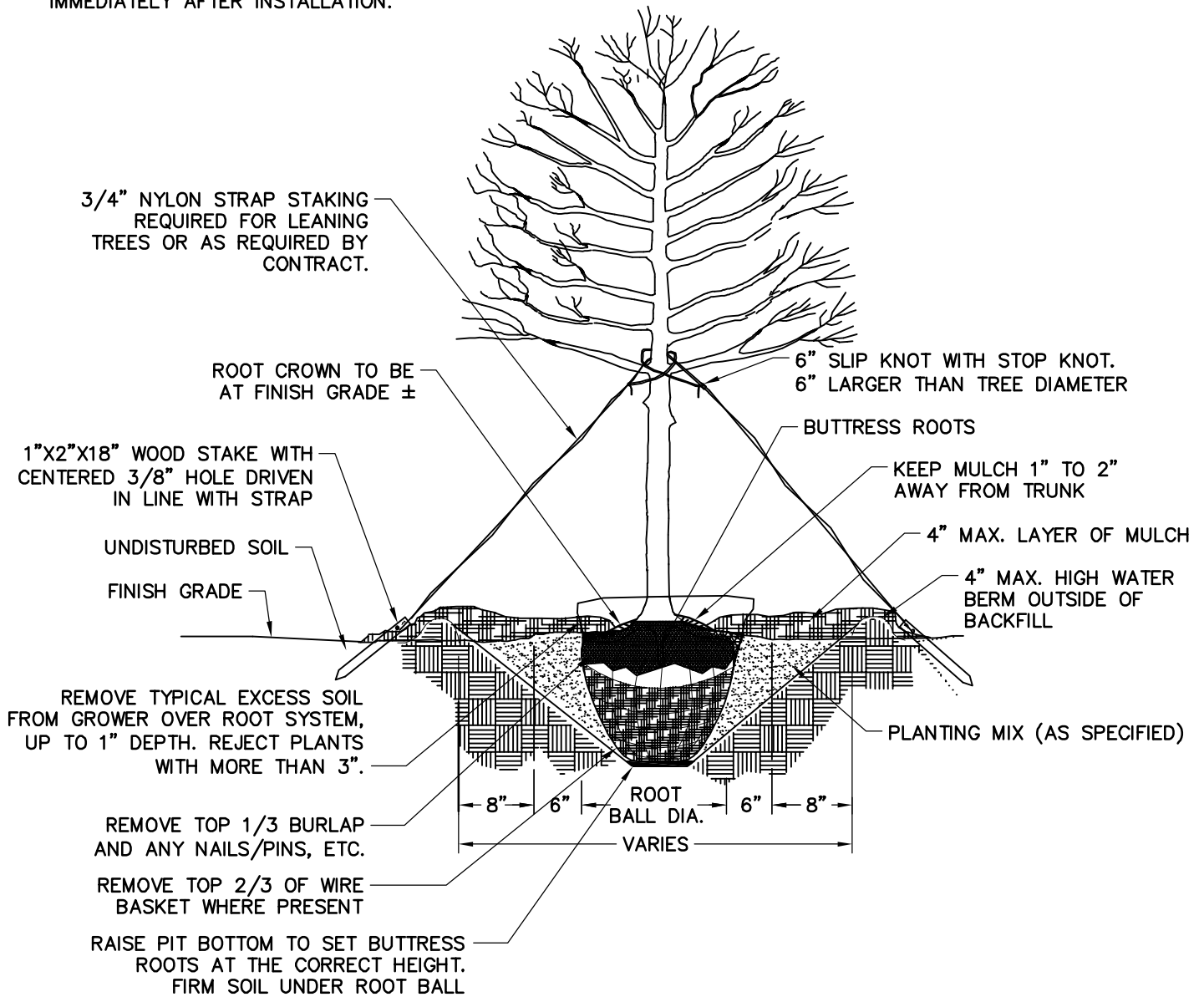
1. EXPANSION JOINTS ARE PERMITTED AT 40' MIN. SPACING AND NOT LESS THAN 12'-6" FROM CENTER OF TREE GRATE.
2. SEE STANDARD DETAIL 4.04 (2 OF 2) FOR GROOVE JOINT.
3. CONCRETE SHALL BE 3600 PSI IN 28 DAYS.
4. ALL REINFORCING STEEL SHALL BE GRADE 60.
5. USE REINFORCED STEEL BAR SUPPORTS IN COMPLIANCE WITH NCDOT STANDARD SPECIFICATION 970-4.

SECTION C-C

REVISIONS	
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NOTES:

1. REMOVE WIRE OR NYLON TWINE FROM BALL.
2. SOAK ROOT BALL AND PLANT PIT IMMEDIATELY AFTER INSTALLATION.



ALL TREES SHALL MEET AMERICAN STANDARD FOR NURSERY STOCK (AMSI, 1990, PART 1, "SHADE AND FLOWERING TREES")

FOR EXAMPLE:	CALIPER	HEIGHT (RANGE)	MAX. HEIGHT	MIN. ROOT BALL DIA.	MIN. ROOT BALL DEPTH
	2"	12-14'	16'	24"	16"
	3"	14-16'	18'	32"	21"

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TOWN OF KNIGHTDALE
STANDARD DETAILS

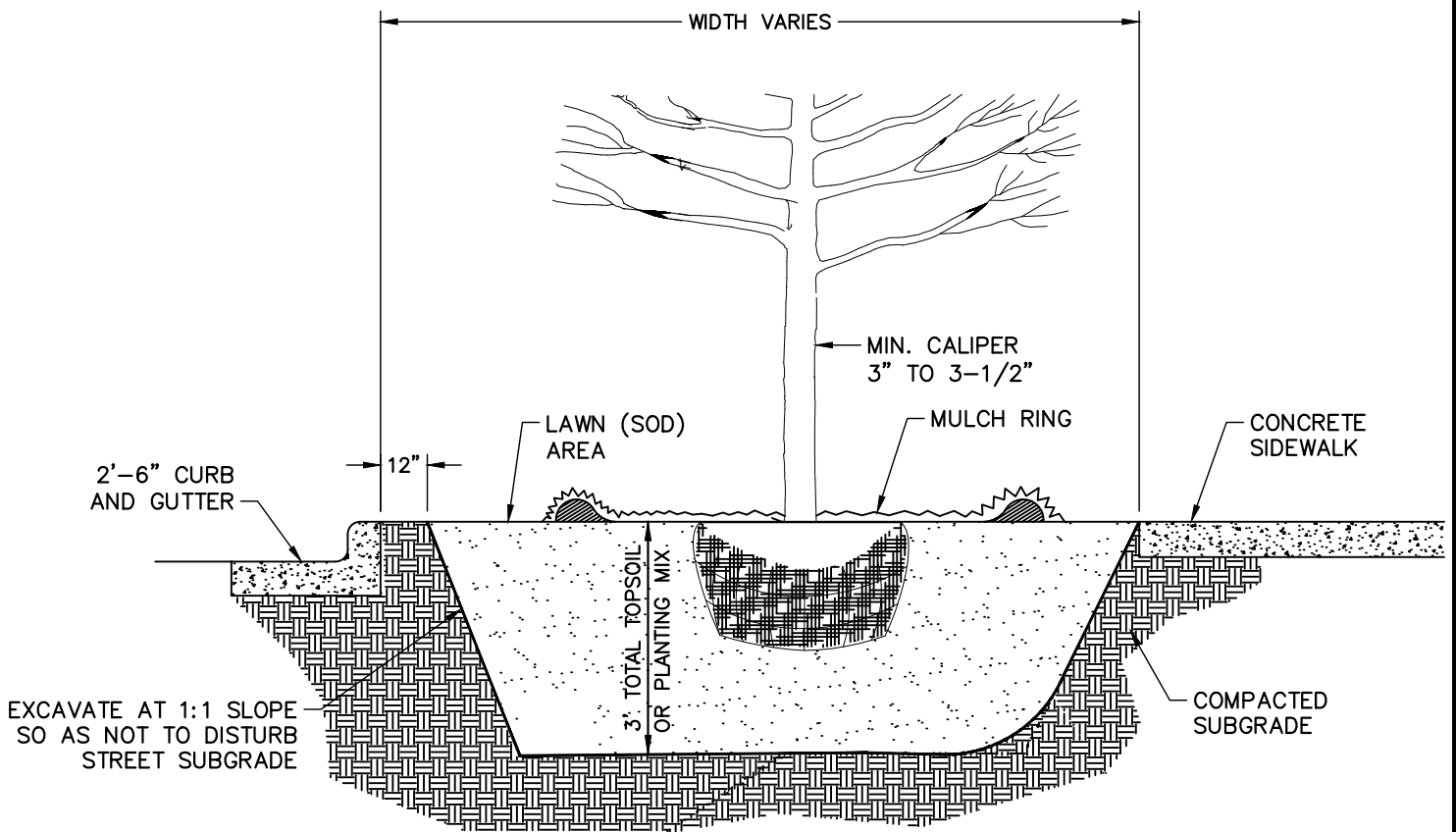
TREE PLANTING
(FOR SINGLE AND MULTI-STEM TREES)
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STD. NO.

3.25

NOTES:

1. MEANT TO PROVIDE GUIDANCE ON STREET TREE PLANTING. REFERENCE SPECIFIC CROSS SECTION FOR PLANTING LOCATION AND WIDTH.
2. 6 FT. PLANTING WIDTH PREFERRED, WHERE POSSIBLE.
3. FOR NEW PLANTING AREAS, REMOVE ALL PAVEMENT, GRAVEL, SUB-BASE, AND CONSTRUCTION DEBRIS BEFORE PREPARING SOIL AND PLANTING TREES.
4. REMOVE COMPACTED SOIL AND ADD 24" NEW TOPSOIL WITH PLANT MIX OR UNCOMPACT AND AMEND TO 24" OF EXISTING SOIL TO MEET TOPSOIL WITH PLANTING MIX STANDARDS FOR TREES.
5. MULCH SHALL NOT BE STACKED AGAINST BASE OF PLANTING.

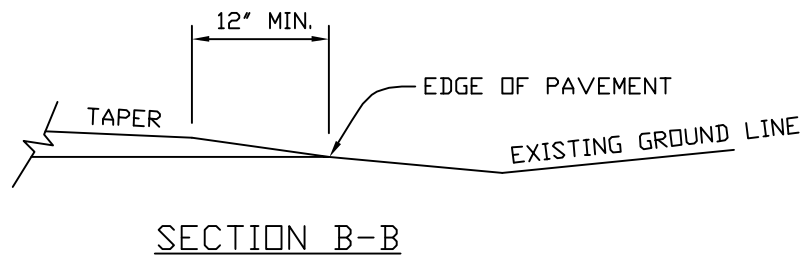
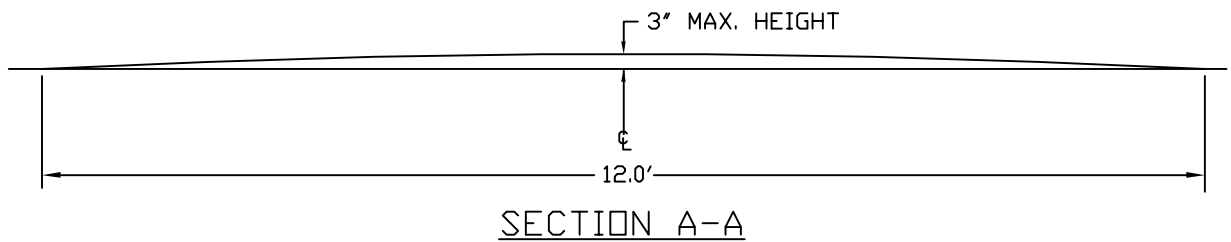
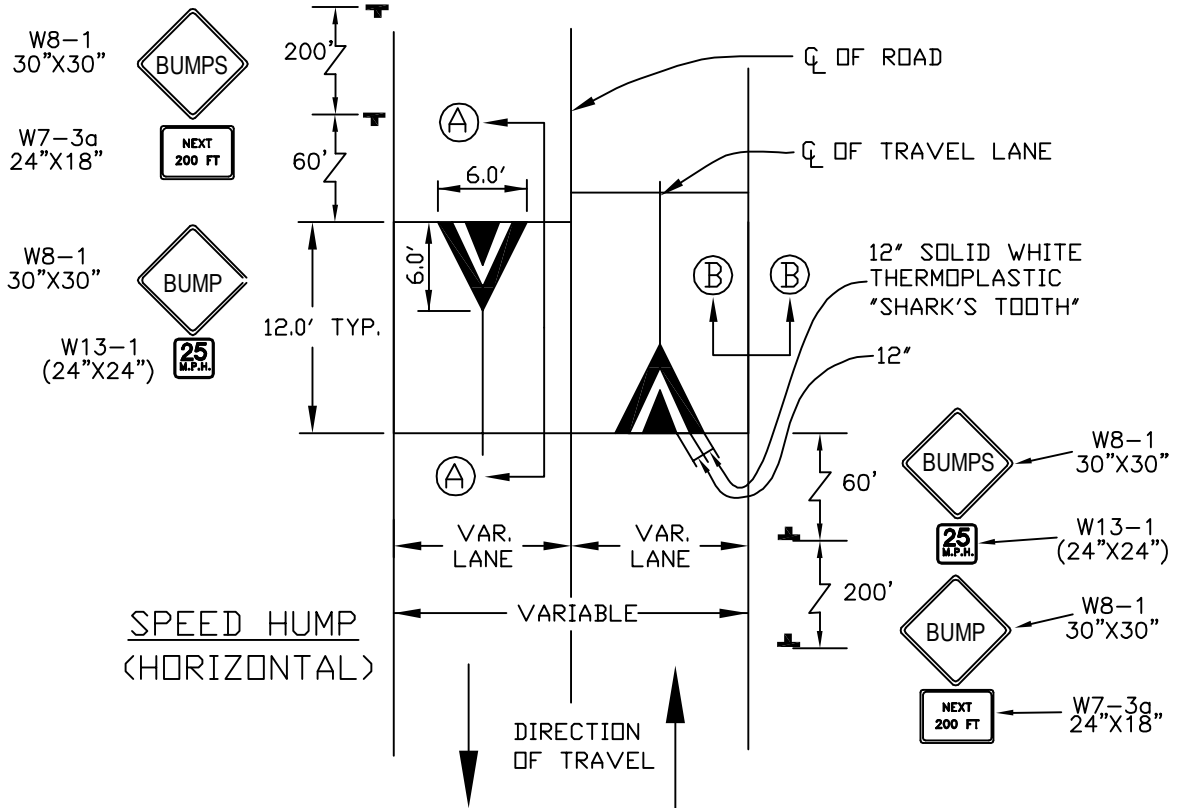


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DATE	DESCRIPTION
	07.01.2024

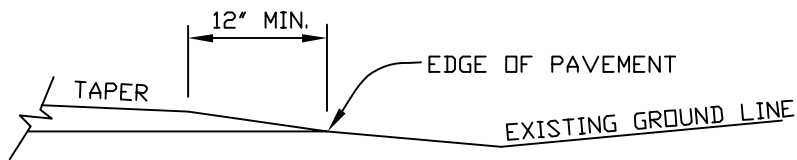
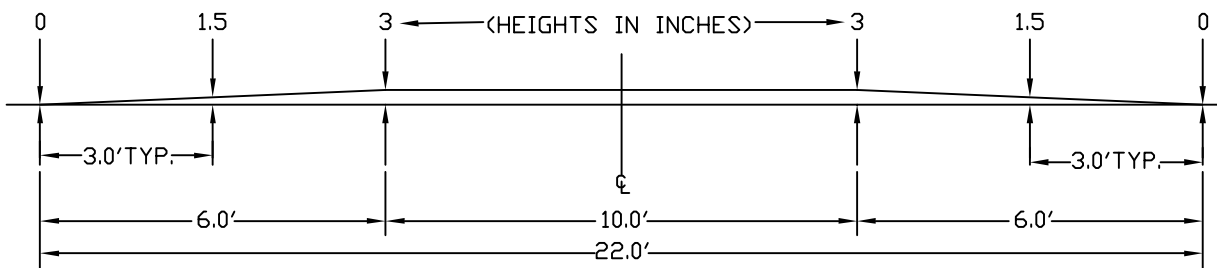
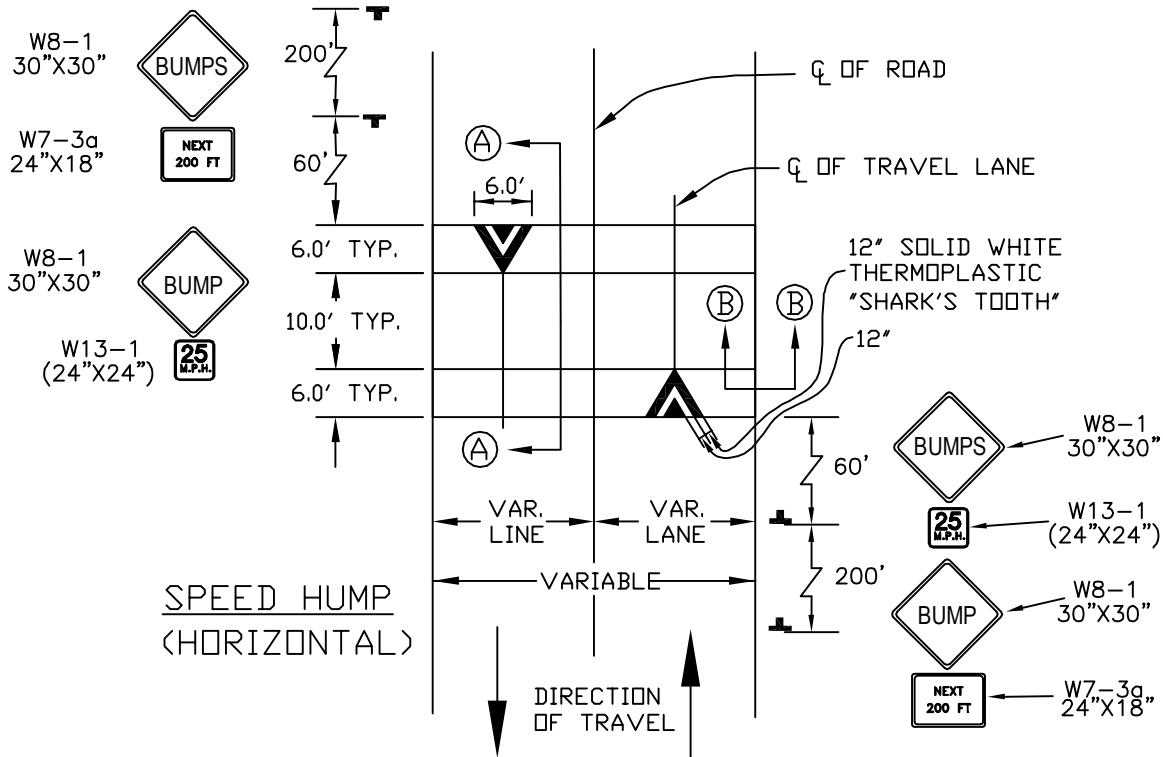
TOWN OF KNIGHTDALE
STANDARD DETAILS

STREET TREE PLANTING
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DATE	DESCRIPTION



SECTION B-B

REVISIONS	
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TOWN OF KNIGHTDALE
STANDARD DETAILS

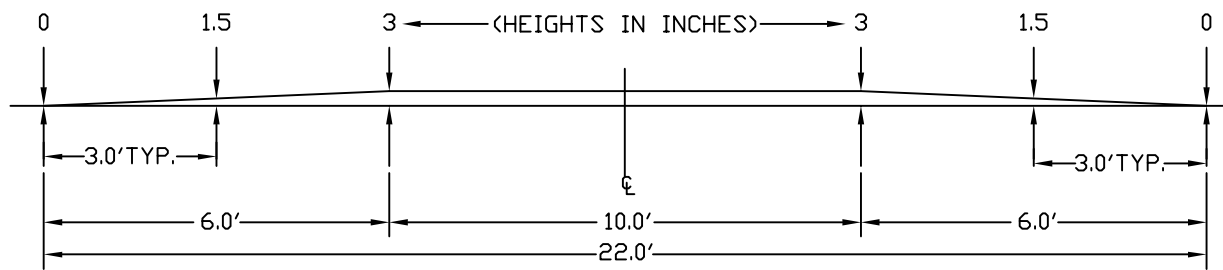
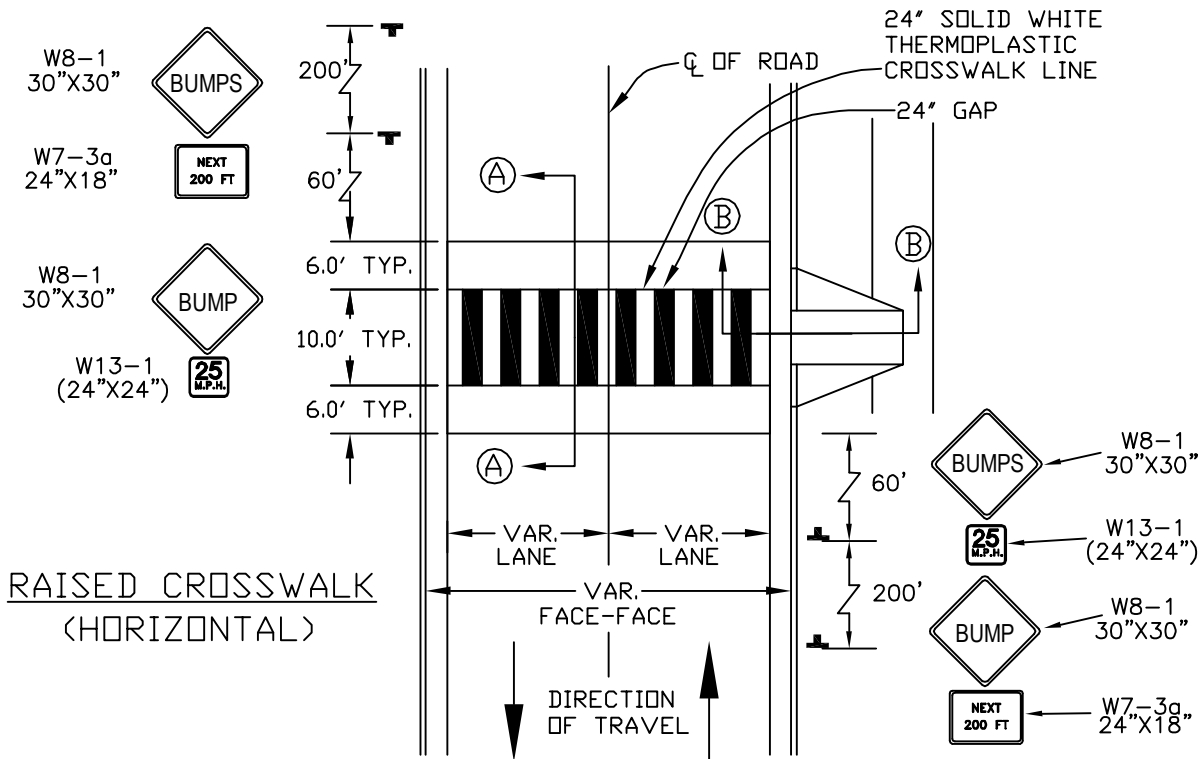
STANDARD PAVEMENT UNDULATION
(FLAT TOP SPEED HUMP)

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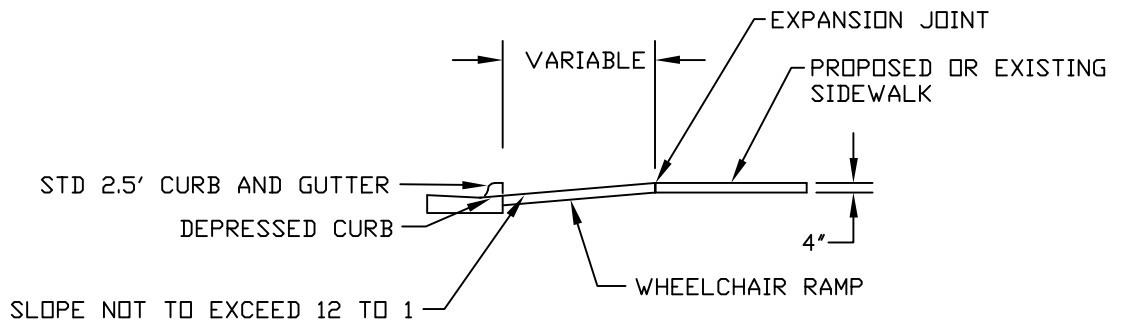
2 OF 3

STD. NO.

3.28

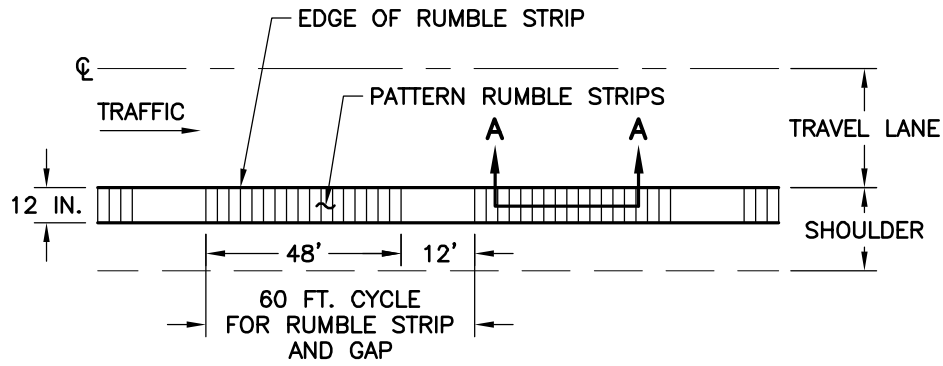


SECTION A-A

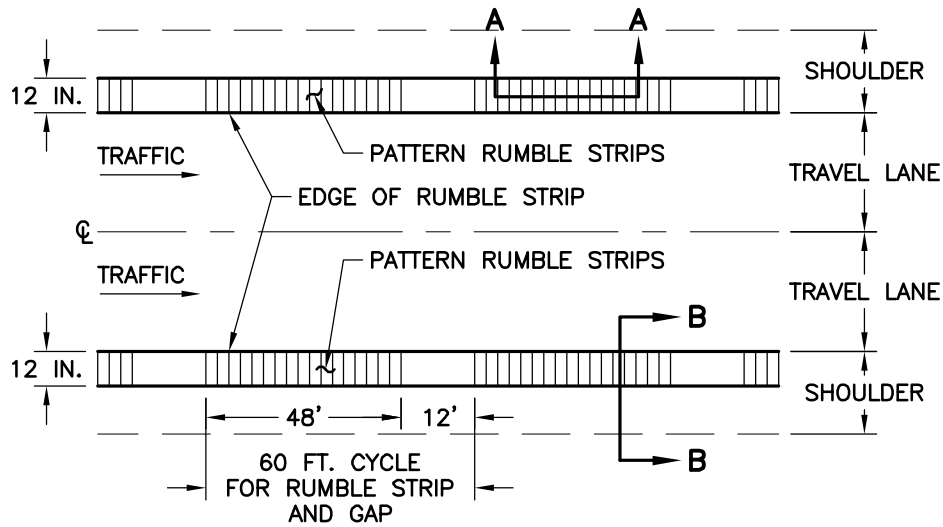


SECTION B-B

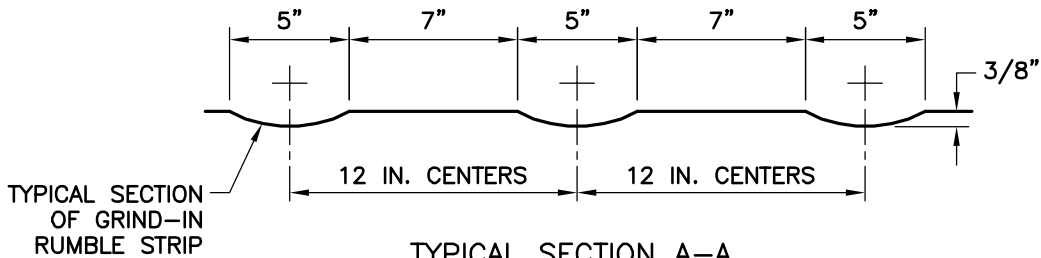
REVISIONS	
DATE	DESCRIPTION



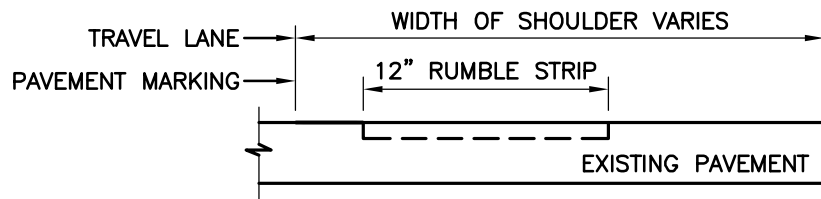
INTERMITTENT RUMBLE STRIP
TWO-LANE ROADWAY (ASPHALT)



INTERMITTENT RUMBLE STRIP
FOUR-LANE DIVIDED ROADWAY (ASPHALT)



TYPICAL SECTION A-A
FOR GRIND-IN RUMBLE STRIP
ON EXISTING ASPHALT OR CONCRETE PAVEMENT



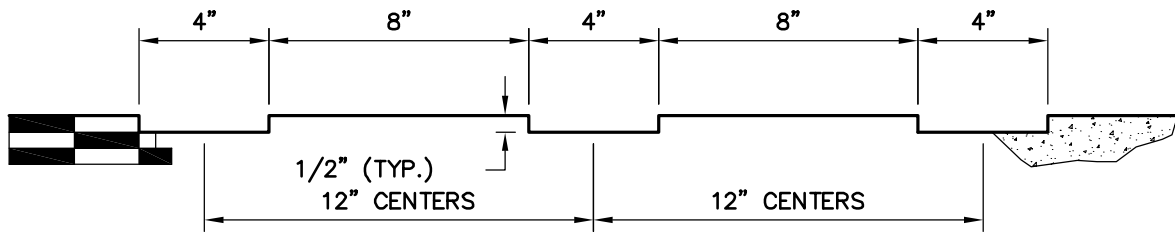
TYPICAL SECTION B-B

REVISIONS	
DATE	DESCRIPTION

TOWN OF KNIGHTDALE
STANDARD DETAILS

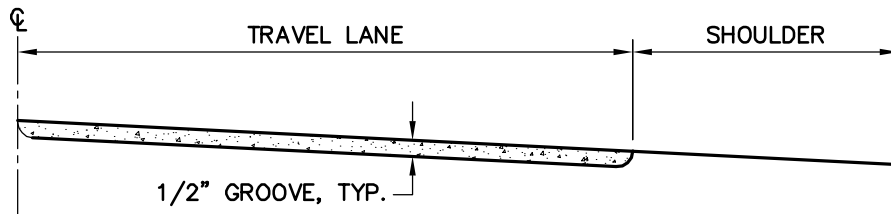
RUMBLE STRIPS
OUTSIDE LANE
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STD. NO.
3.29



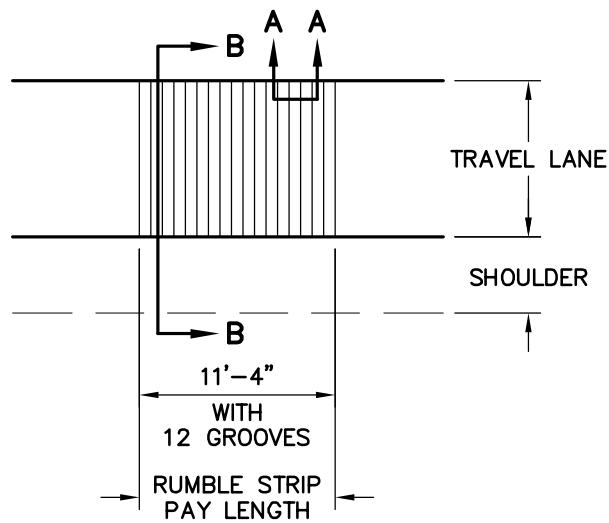
RUMBLE STRIP GROOVES IN ASPHALT OR CONCRETE SURFACE
12 STRIPS PER CLUSTER, TYPICAL

SECTION A-A
(GROOVED)



SECTION B-B
(GROOVED)

PERMANENT GROOVED RUMBLE STRIPS



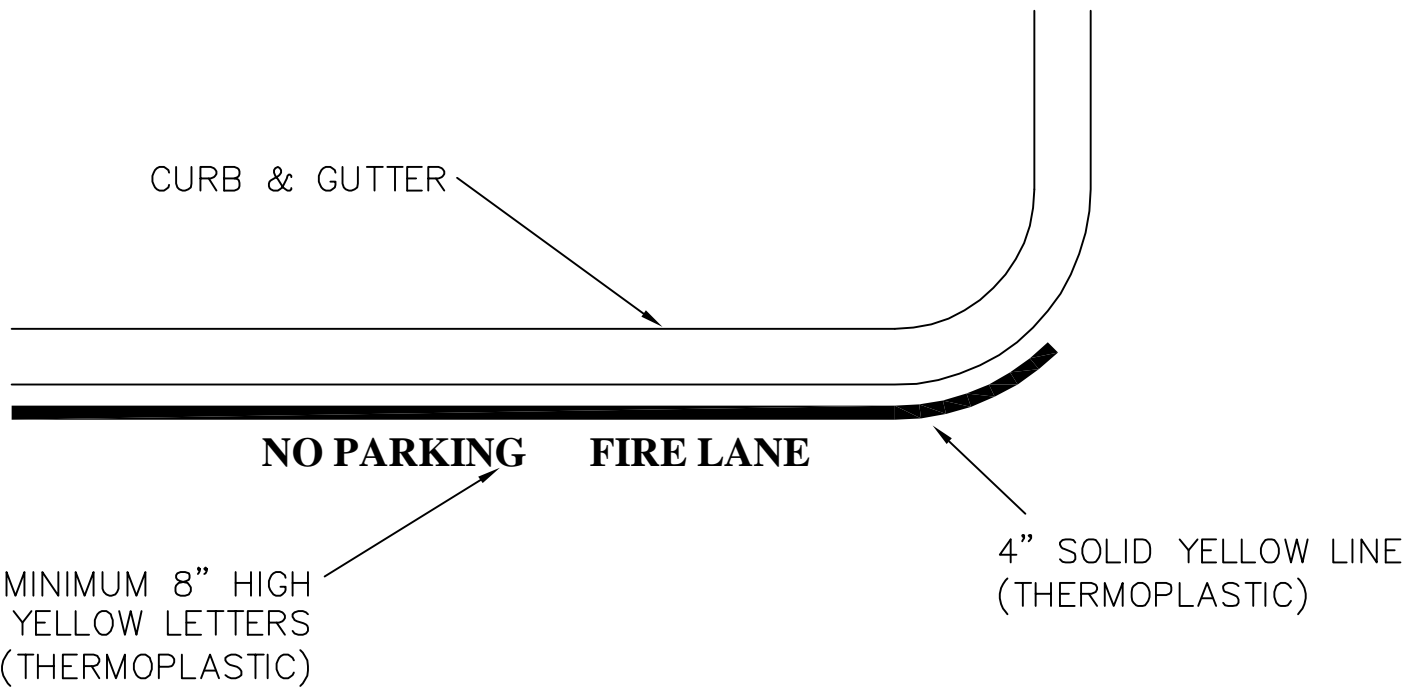
TYPICAL RUMBLE STRIP CLUSTER

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DATE	DESCRIPTION

TOWN OF KNIGHTDALE
STANDARD DETAILS

RUMBLE STRIPS
TRAFFIC CALMING
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STD. NO.
3.30



TYPICAL FIRE LANE PAVEMENT MARKING DETAIL

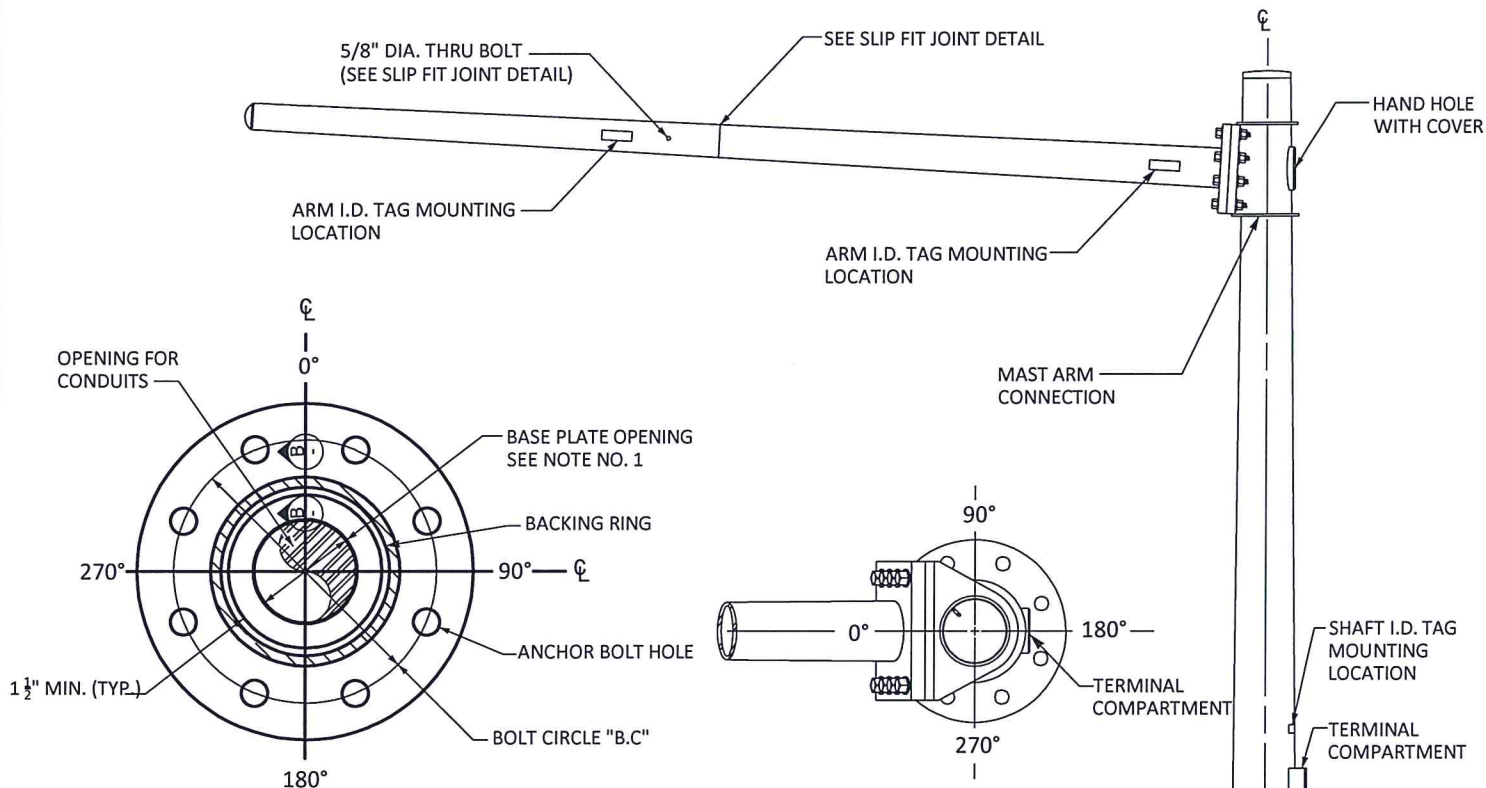
REVISIONS	
DATE	DESCRIPTION

TOWN OF KNIGHTDALE
STANDARD DETAILS

FIRE LANE PAVEMENT MARKING

STD. NO.

3.31

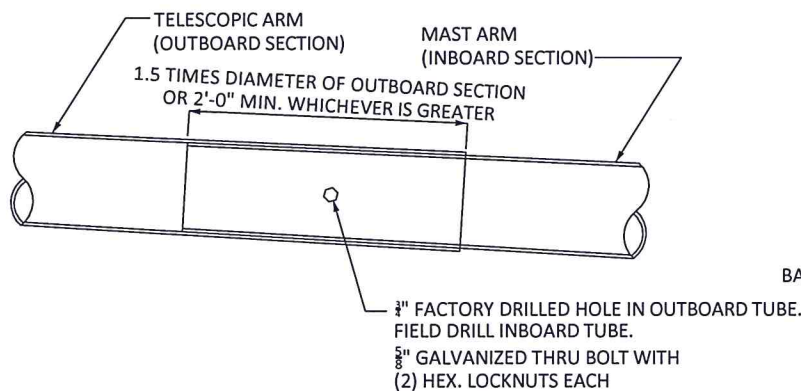


SECTION A-A

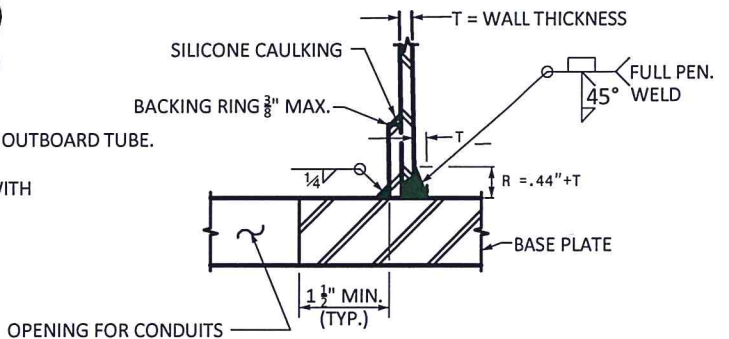
POLE BASE PLATE DETAILS

MAST ARM RADIAL ORIENTATION

MAST ARM POLE



SLIP FIT JOINT DETAIL FOR MAST ARM



SECTION B-B

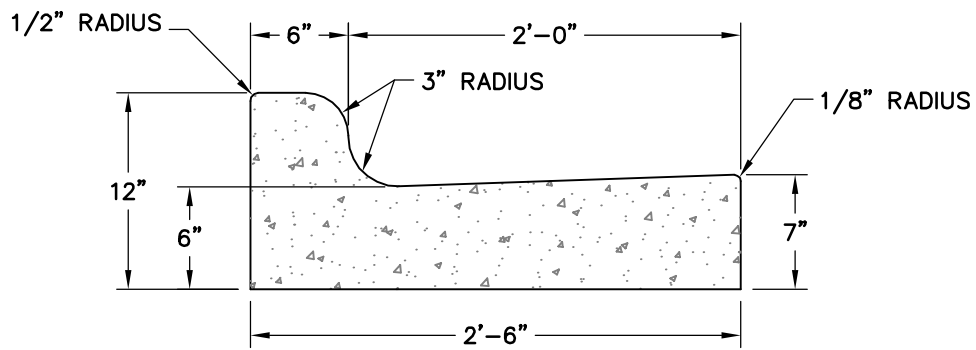
(POLE ATTACHMENT TO BASE PLATE)

FULL-PENETRATION GROOVE WELD DETAIL

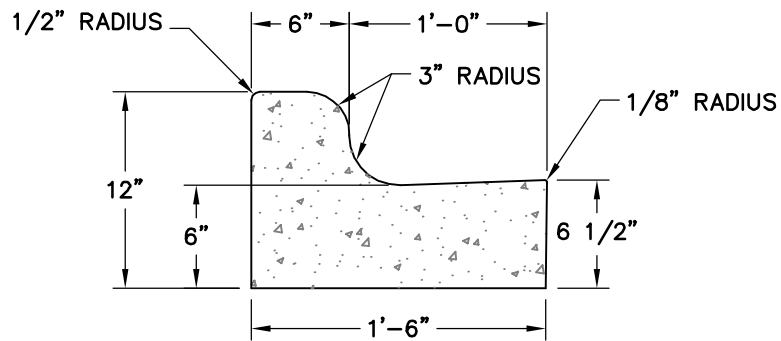
NOTE:
 OPENING IN POLE BASE PLATE SHALL BE EQUAL TO POLE BASE INSIDE DIAMETER MINUS 3 1/2" BUT SHALL NOT BE LESS THAN 8 1/2"

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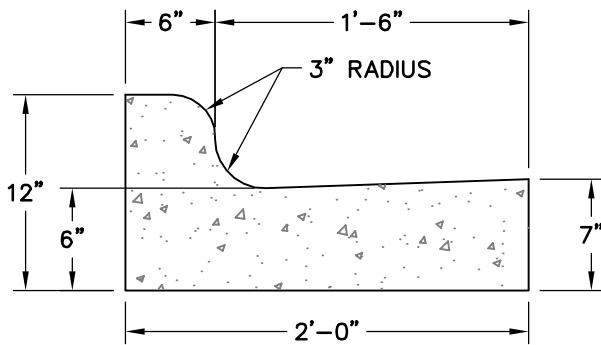
TOWN OF KNIGHTDALE
 STANDARD DETAILS



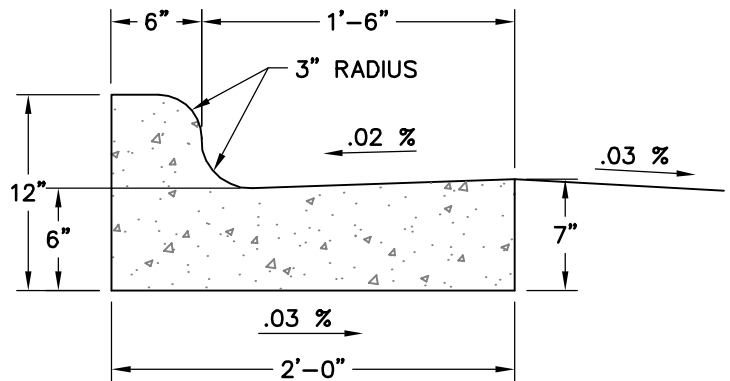
STANDARD 2'-6" CURB AND GUTTER



1'-6" STANDARD CURB AND GUTTER



2'-0" STANDARD CURB & GUTTER



SLOPE FOR VARIABLE
SUPER ELEVATION RATES

REVISIONS	
DATE	DESCRIPTION

TOWN OF KNIGHTDALE
STANDARD DETAILS

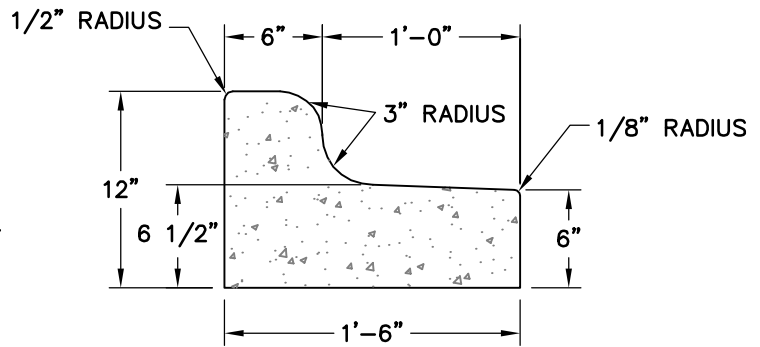
CURB AND GUTTER
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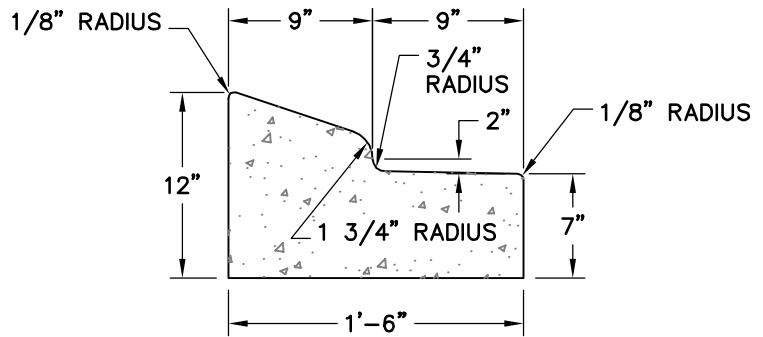
STD. NO.

4.01

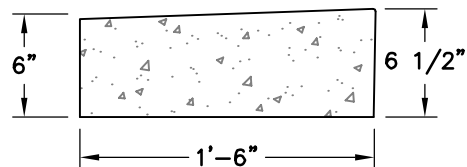
1'-6" MEDIAN CURB AND GUTTER
 TO BE USED IN MEDIANS WHEN LANES ARE SLOPED FROM ISLAND OR AS SPECIFIED BY THE TOWN ENGINEER.



1'-6" MOUNTABLE CURB AND GUTTER
 TO BE USED IN MEDIANS ONLY WHEN SPECIFIED BY THE TOWN ENGINEER.

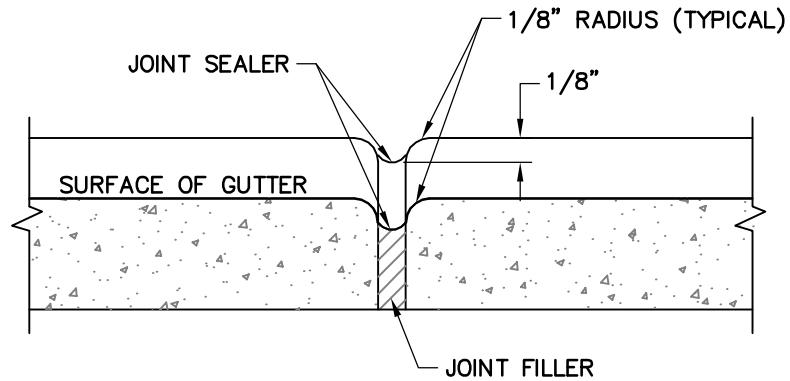


1'-6" BINDER CURB
 TO BE USED IN ALLEYS ONLY WHEN SPECIFIED BY THE TOWN ENGINEER.



1'-6" STANDARD CURB AND GUTTER

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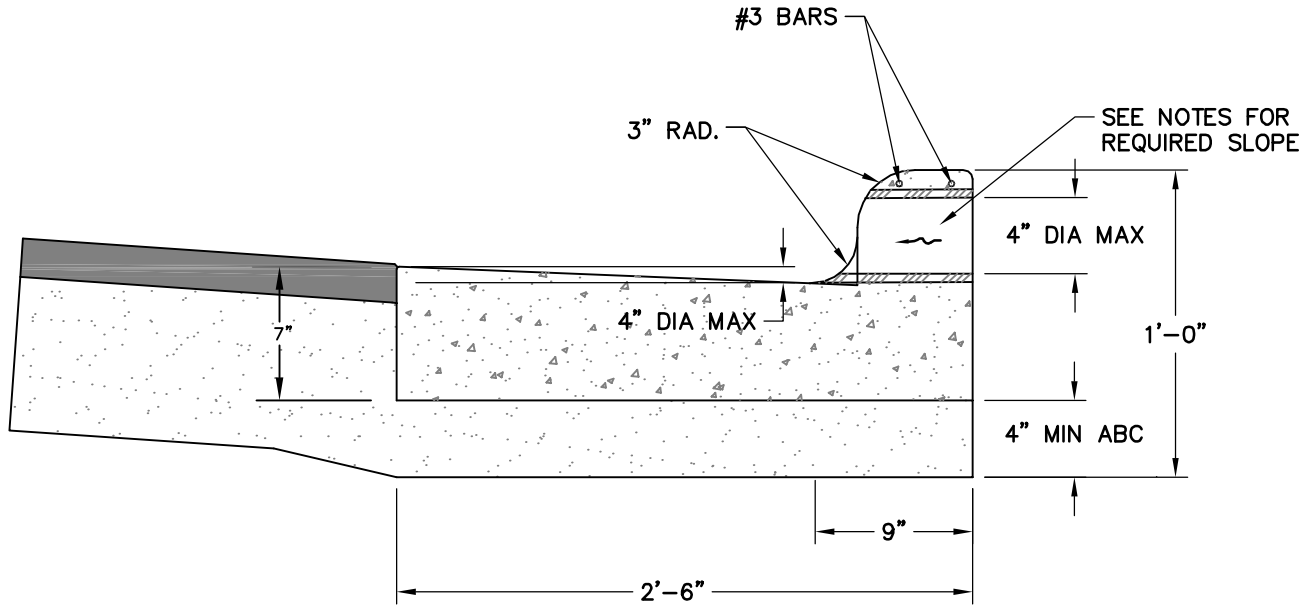
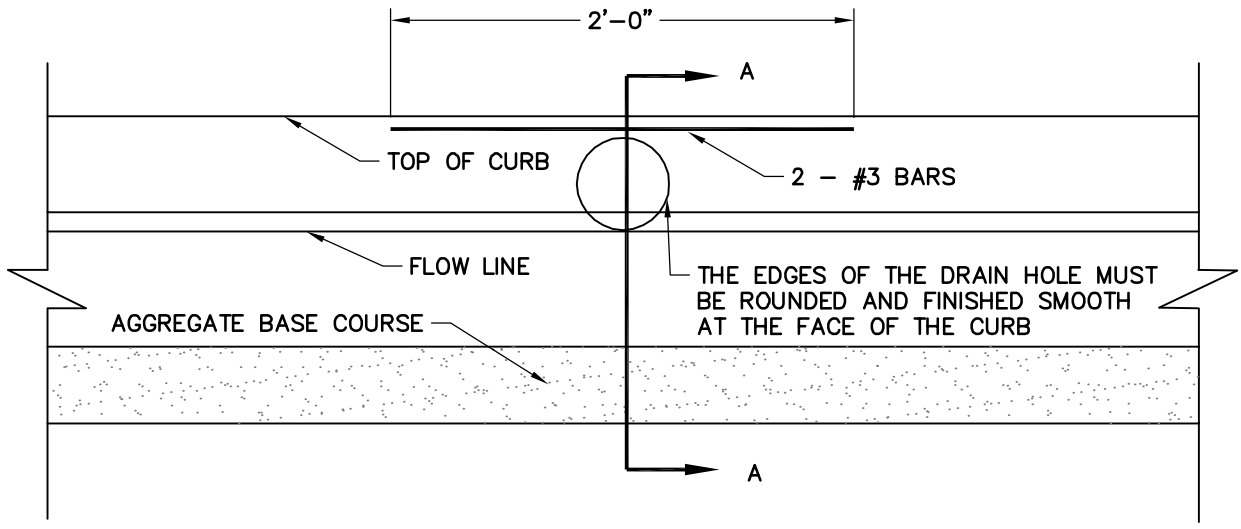


TRANSVERSE EXPANSION JOINT

NOTES:

1. CONTRACTION JOINTS SHALL BE SPACED AT 10-FOOT INTERVALS. JOINT SPACING MAY BE ALTERED BY THE ENGINEER TO PREVENT UNCONTROLLED CRACKING.
2. CONTRACTION JOINTS MAY BE INSTALLED BY THE USE OF TEMPLATES OR FORMED BY OTHER APPROVED METHODS. WHERE SUCH JOINTS ARE NOT FORMED BY TEMPLATES, A MINIMUM DEPTH OF 1-1/2" SHALL BE OBTAINED.
3. ALL EXPANSION JOINTS SHALL BE SPACED AT 90-FOOT INTERVALS, AND ADJACENT TO ALL RIGID OBJECTS. JOINTS SHALL MATCH LOCATIONS WITH JOINTS IN ABUTTING SIDEWALK.
4. CONCRETE COMPRESSIVE STRENGTH SHALL BE 3600 PSI IN 28 DAYS.
5. CURB SHALL BE DEPRESSED AT INTERSECTIONS TO PROVIDE FOR FUTURE ACCESSIBLE RAMPS.
6. TOP 6" OF SUBGRADE BENEATH THE CURB AND GUTTER SHALL BE COMPACTED TO 100% STANDARD PROCTOR DENSITY.

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DATE	DESCRIPTION

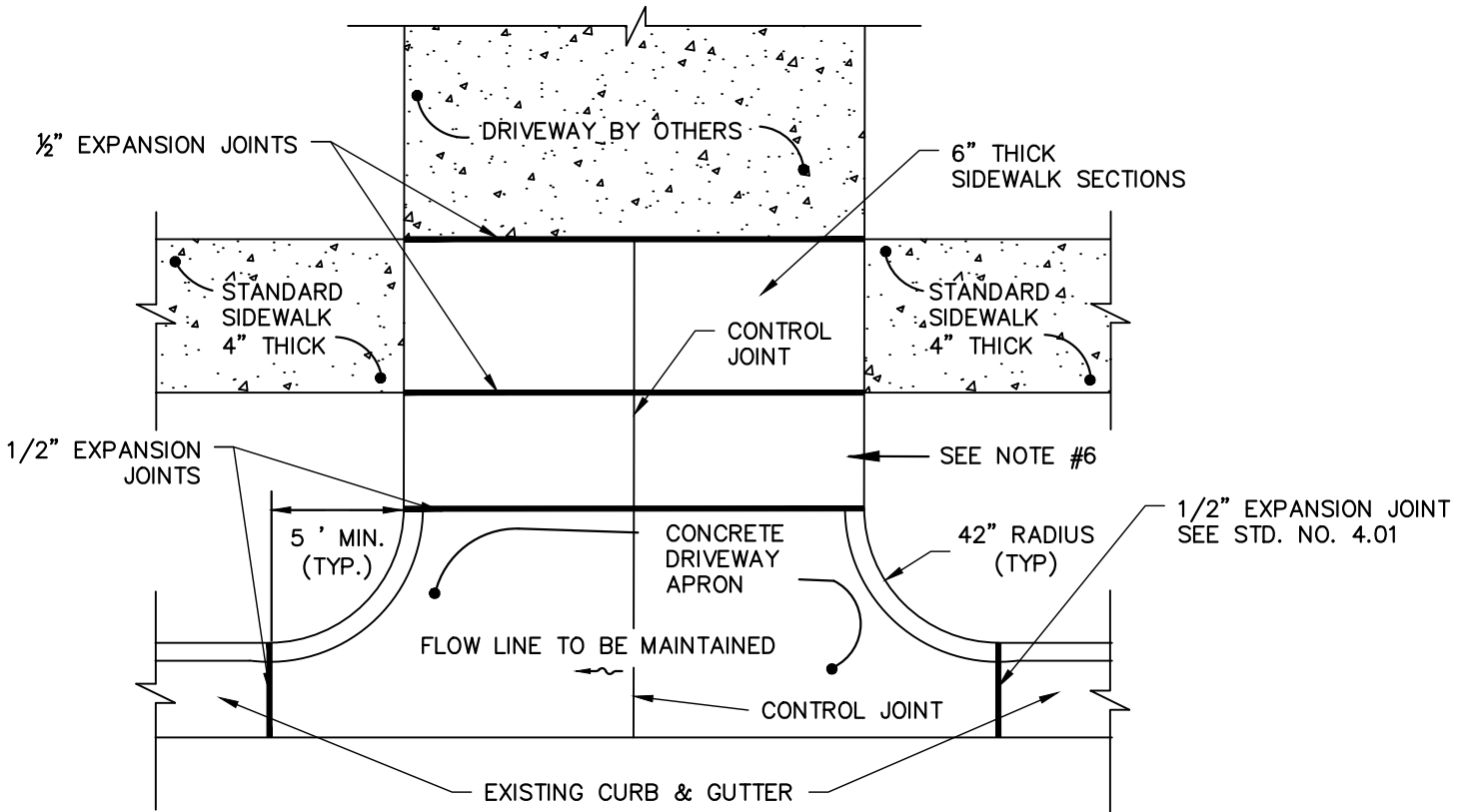


SECTION A-A

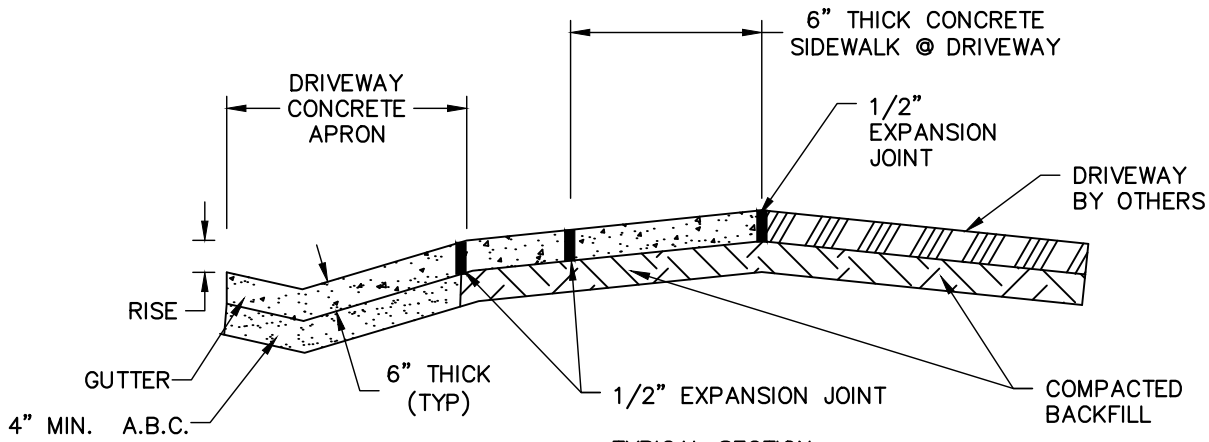
NOTES:

1. CURB DRAINS SHALL NOT BE CONSTRUCTED WITHIN 10' OF CONTRACTION OR EXPANSION JOINTS.
2. OPENING GRADE MAY VARY BETWEEN A MAXIMUM SLOPE OF 1/2" PER FT AND A MINIMUM OF 1/4" PER FT.
3. MORE THAN ONE HOLE MAY BE INSTALLED PROVIDED THE HOLES ARE LOCATED WITH 18" SPACING.

REVISIONS	
DATE	DESCRIPTION



PLAN VIEW



TYPICAL SECTION

NOTES:

1. RESIDENTIAL DRIVEWAYS TO BE 12' TO 18' WIDE AT RIGHT-OF-WAY.
2. COMMERCIAL DRIVEWAYS TO BE A MAXIMUM OF 36' WIDE AT RIGHT-OF-WAY.
3. CONCRETE SHALL BE 3000 P.S.I.
4. CONTROL JOINTS NOT TO EXCEED 10' ON CENTER.
5. CURB RADIUS SHALL NOT RISE MORE THAN 1 (ONE) INCH.
6. IF THE DRIVEWAY SECTION BETWEEN THE SIDEWALK AND THE DRIVEWAY APRON IS 18" OR LESS THE SIDEWALK WILL BE WIDENED TO THE APRON AND AN EXPANSION JOINT ELIMINATED.
7. DRIVEWAY SHALL BE A MINIMUM OF 2 FEET FROM PROPERTY LINES.

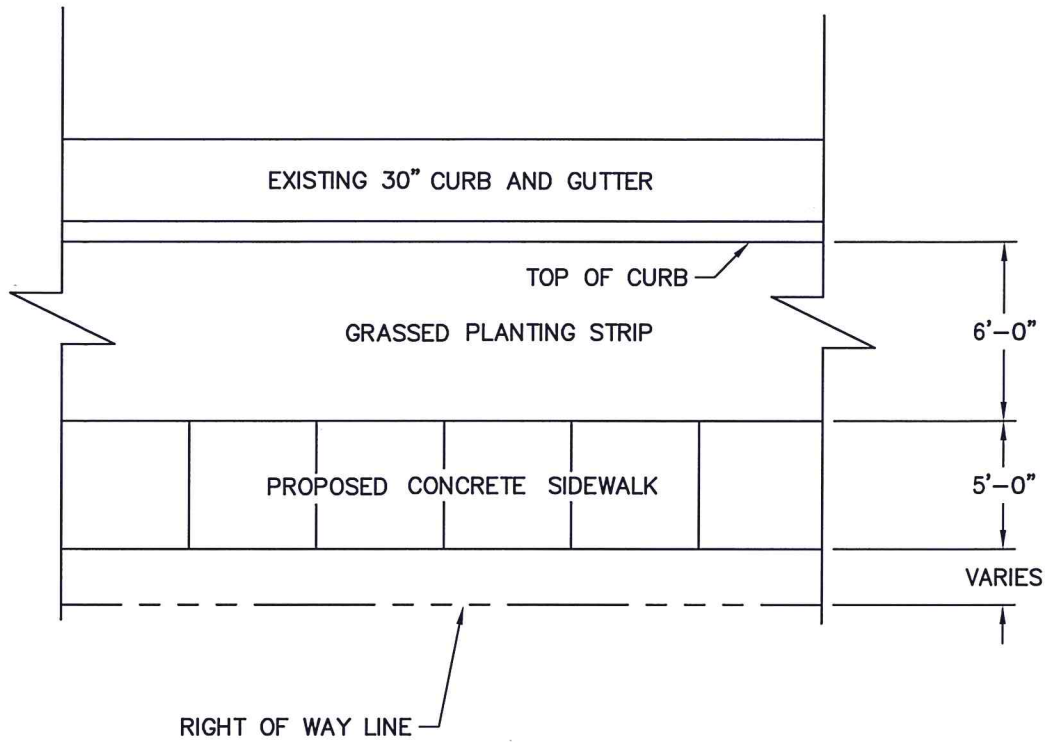
REVISIONS	
DATE	DESCRIPTION

TOWN OF KNIGHTDALE
STANDARD DETAILS

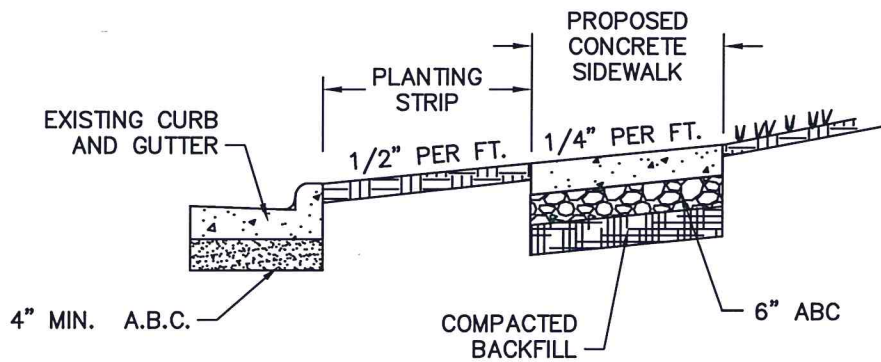
STANDARD DRIVEWAY APRON

STD. NO.

4.03



PLAN VIEW

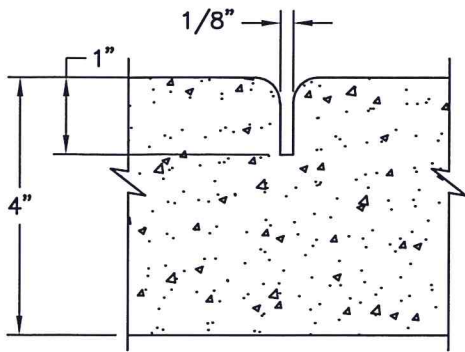


TYPICAL SECTION

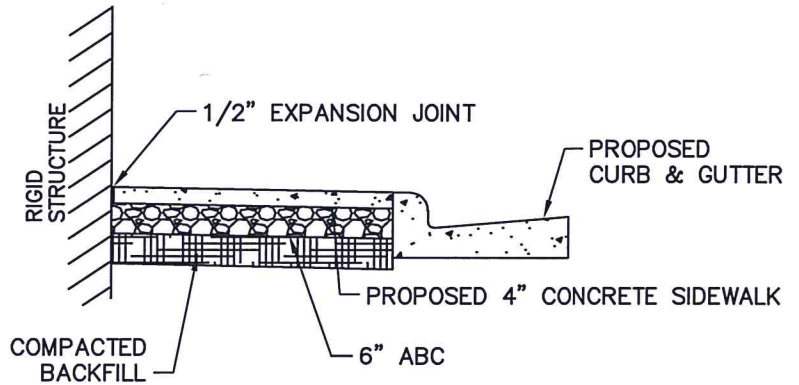
NOTES:

1. TRANSVERSE EXPANSION JOINTS TO BE A MAXIMUM OF 50 FEET APART.
2. CONTROL JOINTS TO BE AT 5 FEET O.C.
3. ALL CONCRETE TO BE FINISHED WITH CURING COMPOUND.

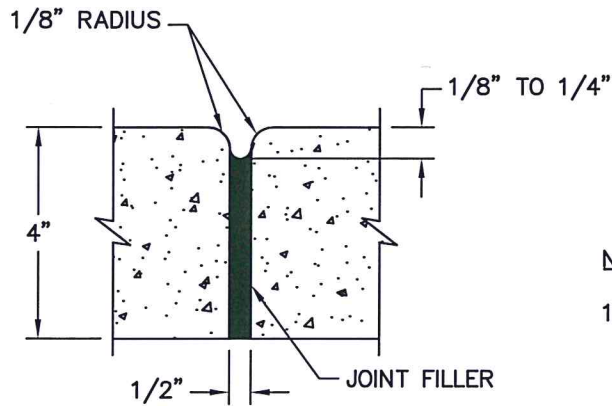
REVISIONS	
DATE	DESCRIPTION



GROOVE JOINT IN SIDEWALK



DETAILS SHOWING EXPANSION JOINTS
IN CONCRETE SIDEWALK



TRANSVERSE EXPANSION
JOINT IN SIDEWALK

NOTES:

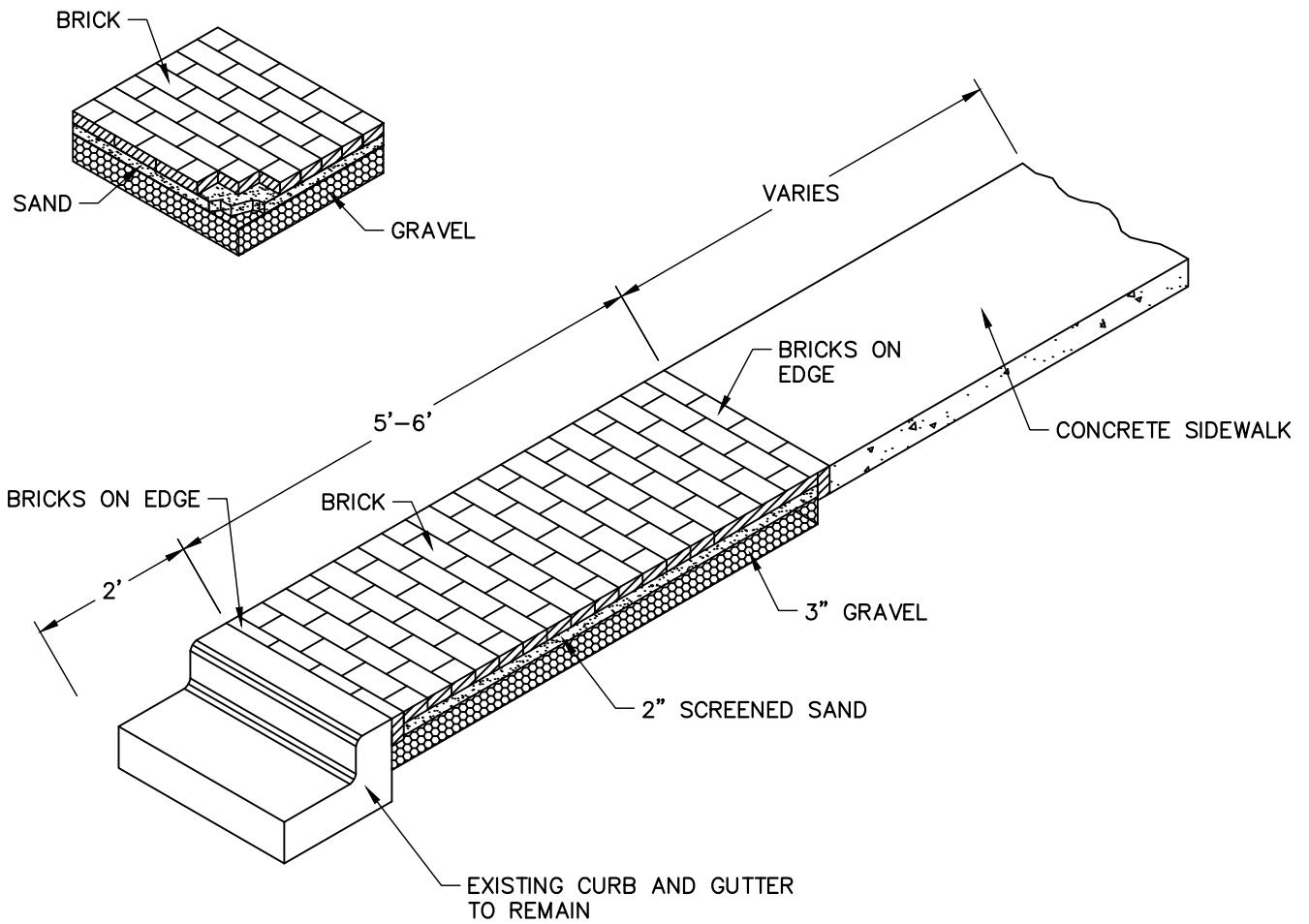
1. A GROOVE JOINT 1" DEEP WITH 1/8" RADII SHALL BE REQUIRED IN THE CONCRETE SIDEWALK AT 5' INTERVALS. ONE 1/2" EXPANSION JOINT WILL BE REQUIRED AT 45' INTERVALS NOT TO EXCEED 50' AND MATCHING EXPANSION/CONSTRUCTION JOINT IN ADJACENT CURB. A SEALED 1/2" EXPANSION JOINT WILL BE REQUIRED WHERE THE SIDEWALK JOINS ANY RIGID STRUCTURE.
2. SIDEWALK AT DRIVEWAY ENTRANCES TO BE 6" THICK.
3. WIDTH OF SIDEWALK SHALL CORRESPOND TO STREET CROSS SECTION BUT SHALL BE 5' AT A MINIMUM.
4. SIDEWALK ADJACENT TO CURB AND GUTTER IN PARKING LOT OR ALONG STREET SHALL BE 6' WIDE AT A MINIMUM.
5. SIDEWALK TO BE POURED TO END OF RADIUS AT INTERSECTING STREETS.
6. CONCRETE COMPRESSIVE STRENGTH SHALL BE 3600 PSI IN 28 DAYS.

REVISIONS	
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TOWN OF KNIGHTDALE
STANDARD DETAILS

CONCRETE SIDEWALKS
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STD. NO.
4.04-2

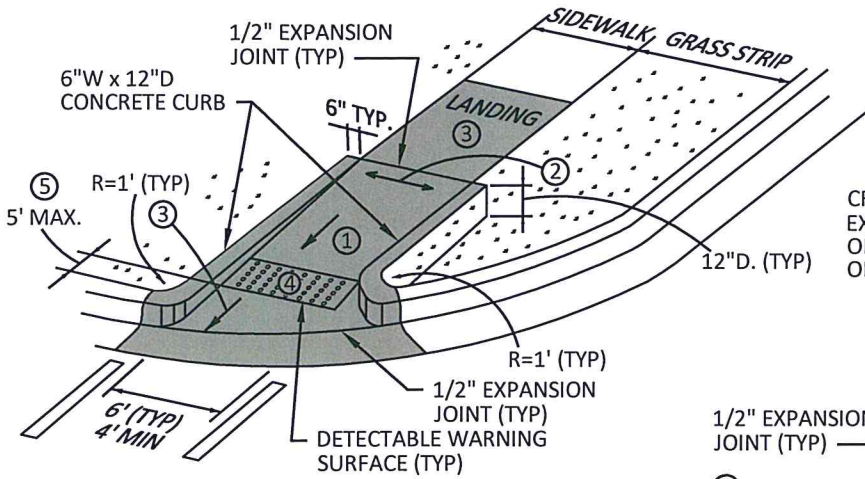


NOTES:

1. STAMPED CONCRETE OR ASPHALT MAY BE USED IN LIEU OF BRICK PAVERS WITH PRIOR REVIEW AND APPROVAL FROM THE TOWN OF KNIGHTDALE.
2. TO BE USED ON URBAN MAIN STREET AND URBAN AVENUE CROSS SECTIONS WHERE SIDEWALKS AND TREE PLANTINGS ARE COMBINED.
3. FOR ILLUSTRATIVE PURPOSES. FOLLOW DESIGN DETAIL FOR SPECIFIC CROSS SECTION.
4. PAVERS SHALL BE HANOVER PREST BRICK OR EQUIVALENT.
5. PATTERN IS RUNNING BOND.
6. PRIOR TO INSTALLATION, CONTRACTOR TO SUBMIT PLAN OF LAYOUT INCLUDING COLOR AND SIZE FOR TOWN APPROVAL.

REVISIONS	
DATE	DESCRIPTION

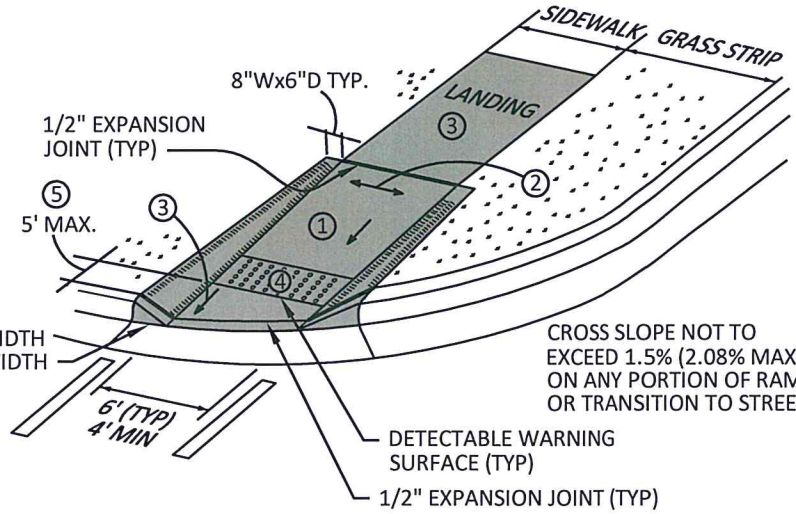
CONCRETE DEPTH	
RAMP/FLARE	6"
LANDING	4"



TYPE N-1 (CURB TYPE)

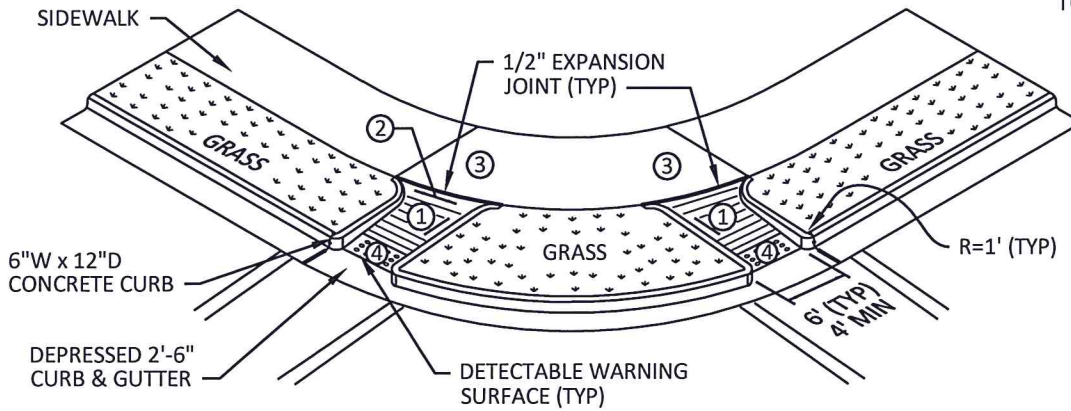
- ① 7.5%; 8.33% (1:12) MAX RAMP SLOPE
- ② 1.5%; 2.08% (1:48) MAX CROSS SLOPE
- ③ CURB RAMPS REQUIRE A (4'-0") MINIMUM LANDING WITH A MAXIMUM CROSS SLOPE AND LONGITUDINAL SLOPE OF 1.5 (2.08% MAX) WHERE PEDESTRIANS PERFORM TURNING MANEUVERS. SLOPE TO DRAIN TO CURB.
- ④ RAMPS AND DOMES SHALL BE INSTALLED THE SAME WIDTH AS THE SIDEWALK.
- ⑤ IF LENGTH EXCEEDS 5', TRUNCATED DOMES SHALL BE INSTALLED ALONG THE BACK OF THE CURB COVERING THE FULL WIDTH OF THE RAMP.

CROSS SLOPE NOT TO EXCEED 1.5% (2.08% MAX) ON ANY PORTION OF RAMP OR TRANSITION TO STREET.



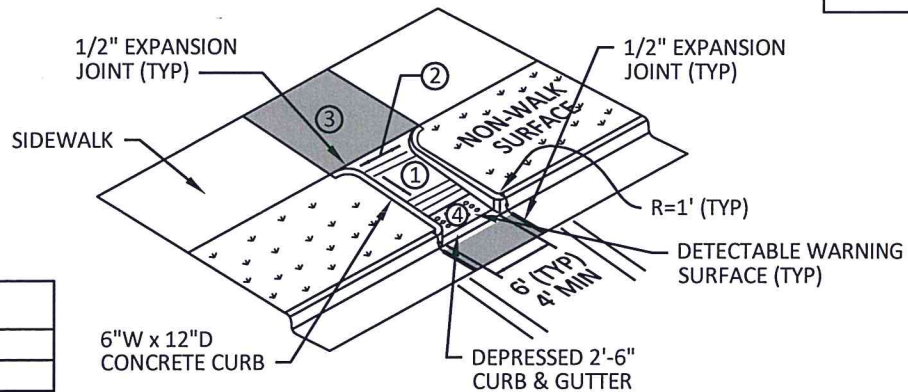
TYPE N-1A (FLARE TYPE)

NOTE: USE SMALL FLARES ONLY WHEN A CURB TYPE DIRECTLY CONFLICTS WITH APPROACHING VEHICULAR TURNING MOVEMENTS.



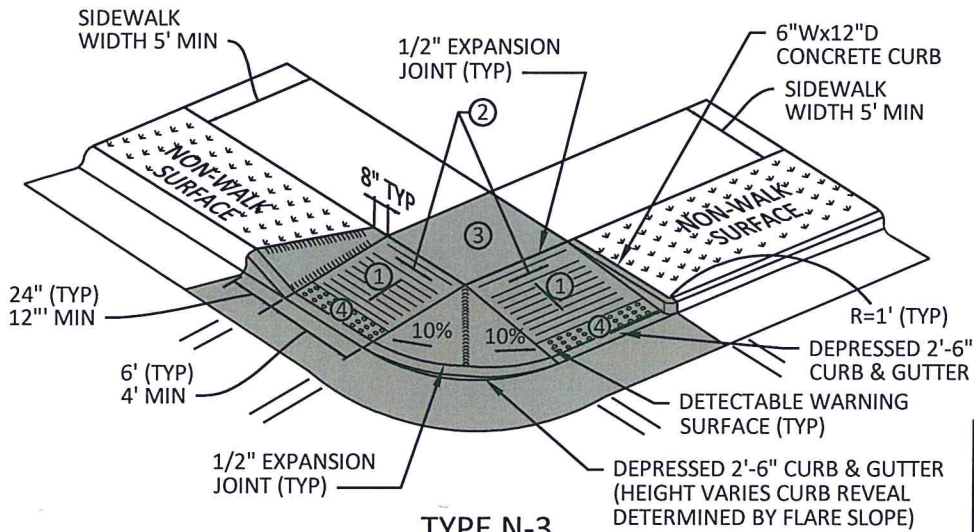
TYPE N-2 (RADIUS)

CONCRETE DEPTH	
RAMP/FLARE	6"
LANDING	4"



TYPE N-2 (TEE INTERSECTION)

REVISIONS	
DATE	DESCRIPTION



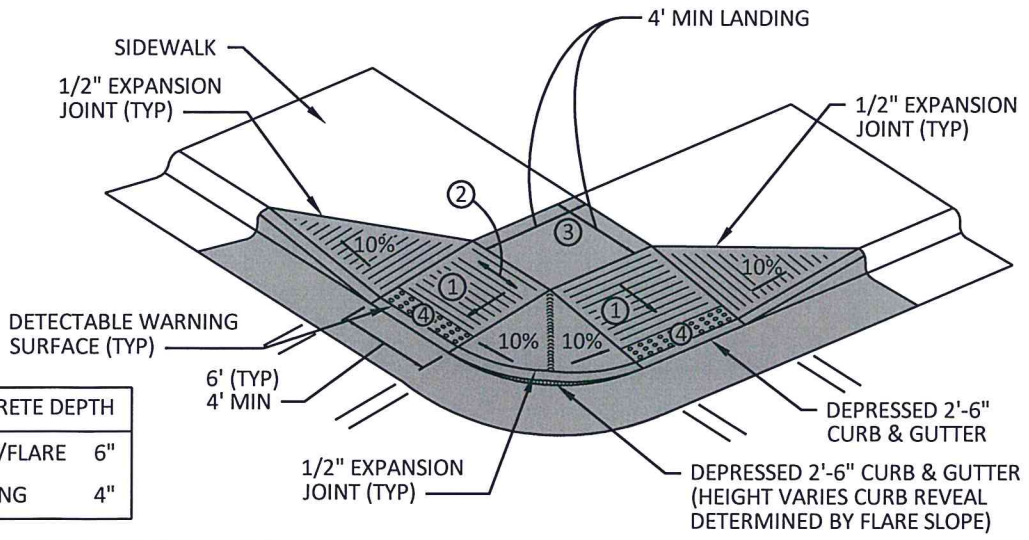
CONCRETE DEPTH	
RAMP/FLARE	6"
LANDING	4"

TYPE N-3

NOTE: USE SMALL FLARES ONLY WHEN A CURB TYPE DIRECTLY CONFLICTS WITH APPROACHING VEHICULAR TURNING MOVEMENTS.

CROSS SLOPE NOT TO EXCEED 1.5% (2.08% MAX) ON ANY PORTION OF RAMP OR TRANSITION TO STREET.

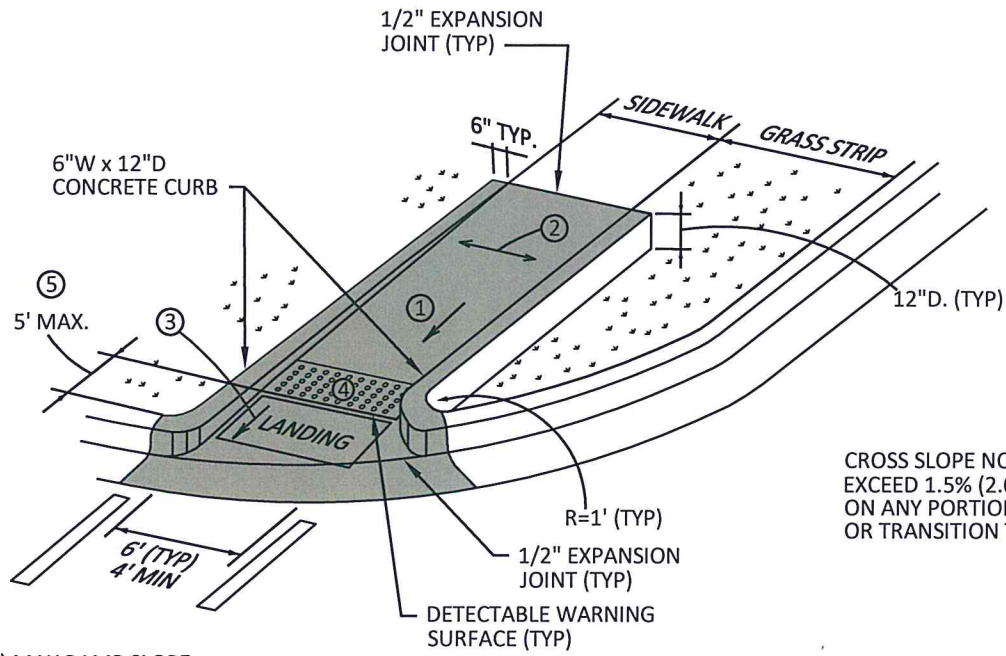
- ① 7.5%; 8.33% (1:12) MAX RAMP SLOPE
- ② 1.5%; 2.08% (1:48) MAX CROSS SLOPE
- ③ CURB RAMPS REQUIRE A (4'-0") MINIMUM LANDING WITH A MAXIMUM CROSS SLOPE AND LONGITUDINAL SLOPE OF 1.5 (2.08% MAX) WHERE PEDESTRIANS PERFORM TURNING MANEUVERS. SLOPE TO DRAIN TO CURB.
- ④ RAMPS AND DOMES SHALL BE INSTALLED THE SAME WIDTH AS THE SIDEWALK.
- ⑤ SIDEWALK WIDTH TO MATCH CORRESPONDING STREET SECTION.



CONCRETE DEPTH	
RAMP/FLARE	6"
LANDING	4"

**TYPE N-3A
(COMMERCIAL/RETAIL USE)**

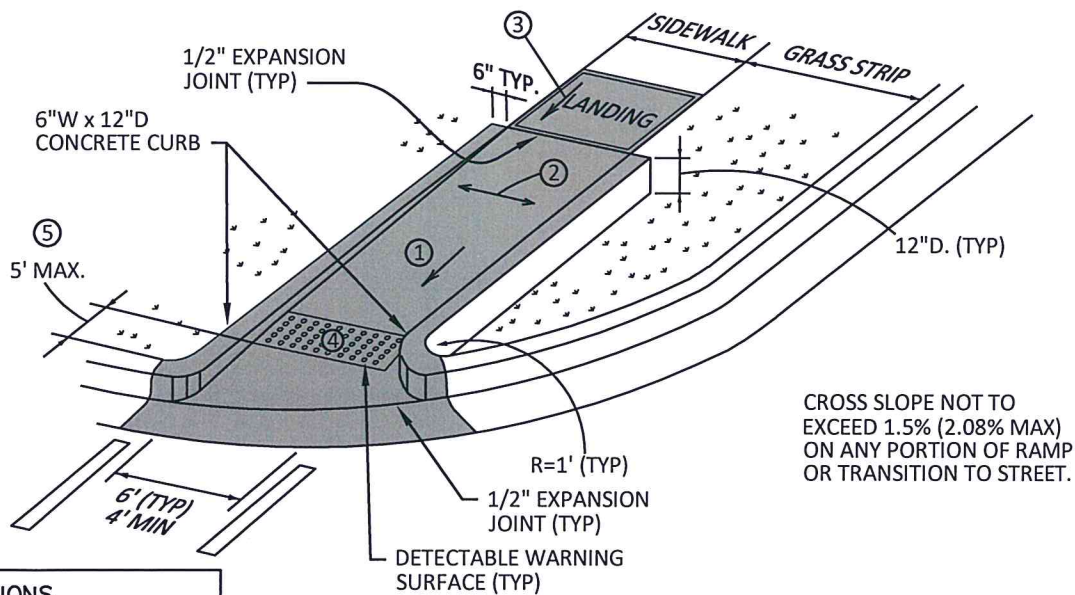
REVISIONS	
DATE	DESCRIPTION



TYPE N-4

- ① 7.5%; 8.33% (1:12) MAX RAMP SLOPE
- ② 1.5%; 2.08% (1:48) MAX CROSS SLOPE
- ③ CURB RAMPS REQUIRE A (4'-0") MINIMUM LANDING WITH A MAXIMUM CROSS SLOPE AND LONGITUDINAL SLOPE OF 1.5 (2.08% MAX) WHERE PEDESTRIANS PERFORM TURNING MANEUVERS. SLOPE TO DRAIN TO CURB.
- ④ RAMPS AND DOMES SHALL BE INSTALLED THE SAME WIDTH AS THE SIDEWALK.
- ⑤ IF LENGTH EXCEEDS 5', TRUNCATED DOMES SHALL BE INSTALLED ALONG THE BACK OF THE CURB COVERING THE FULL WIDTH OF THE RAMP.

CONCRETE DEPTH	
RAMP/FLARE	6"
LANDING	4"



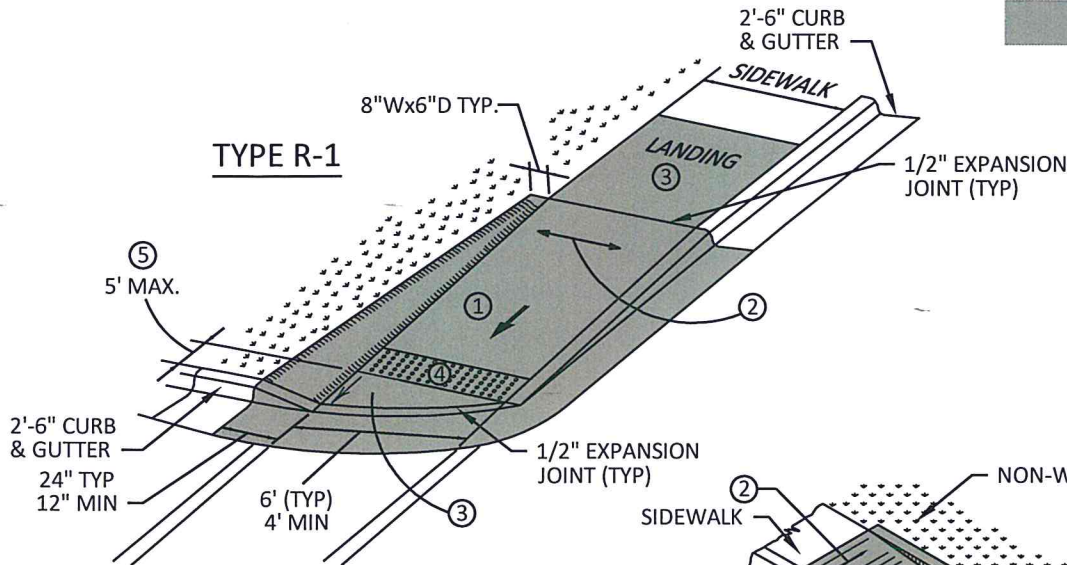
TYPE N-4A

REVISIONS	
DATE	DESCRIPTION

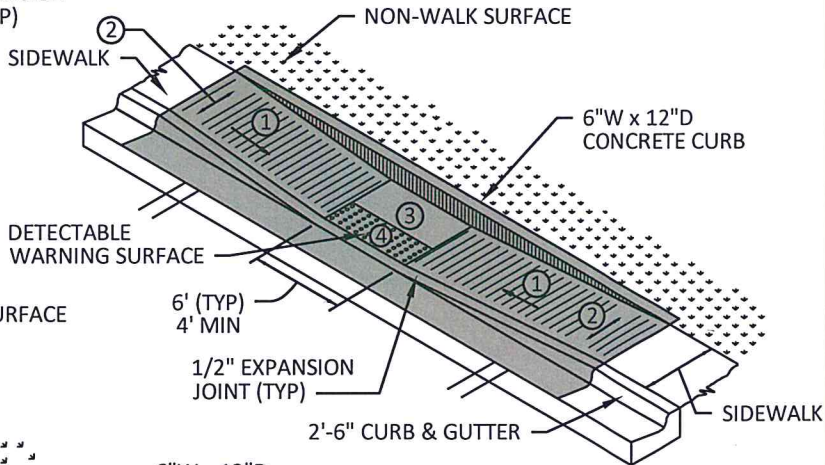
PAY LIMITS FOR CURB RAMP

CONCRETE DEPTH	
RAMP/FLARE	6"
LANDING	4"

TYPE R-1



CROSS SLOPE NOT TO EXCEED 1.5% (2.08% MAX) ON ANY PORTION OF RAMP OR TRANSITION TO STREET.

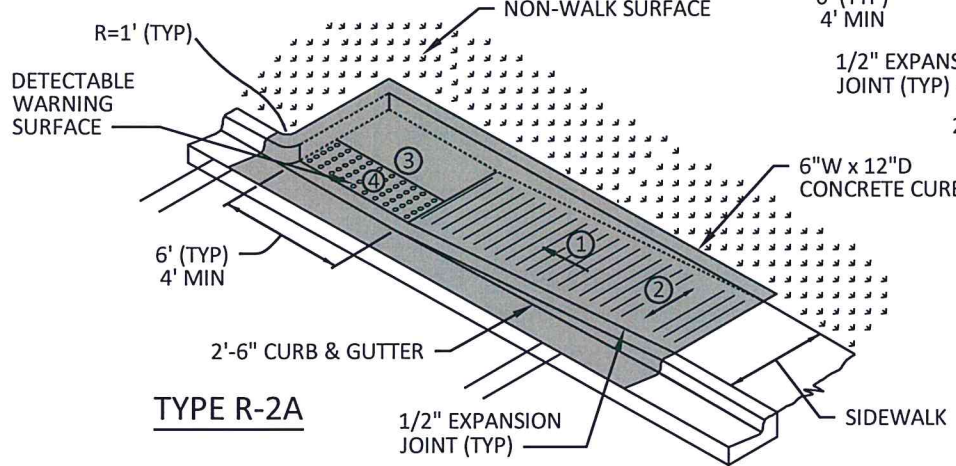


TYPE R-2

(USE ONLY WHERE WATER WILL NOT POND WITHIN LANDING)

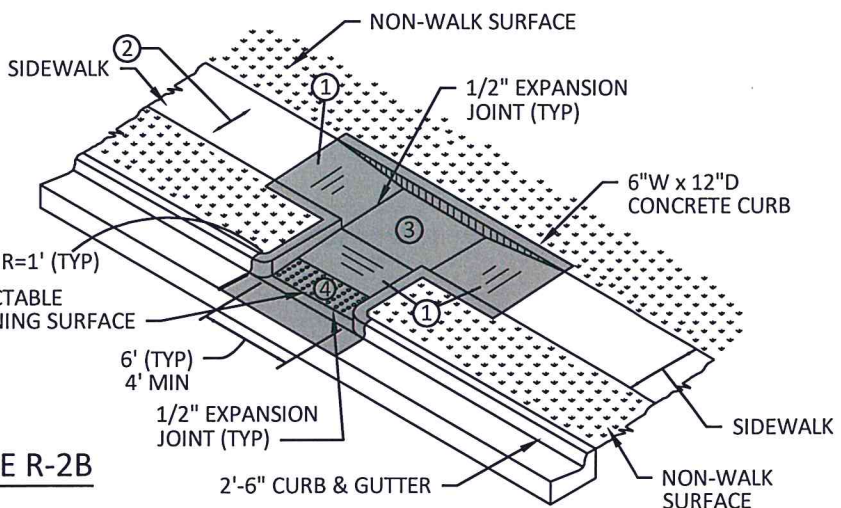
CONCRETE DEPTH	
RAMP/FLARE	6"
LANDING	4"

TYPE R-2A



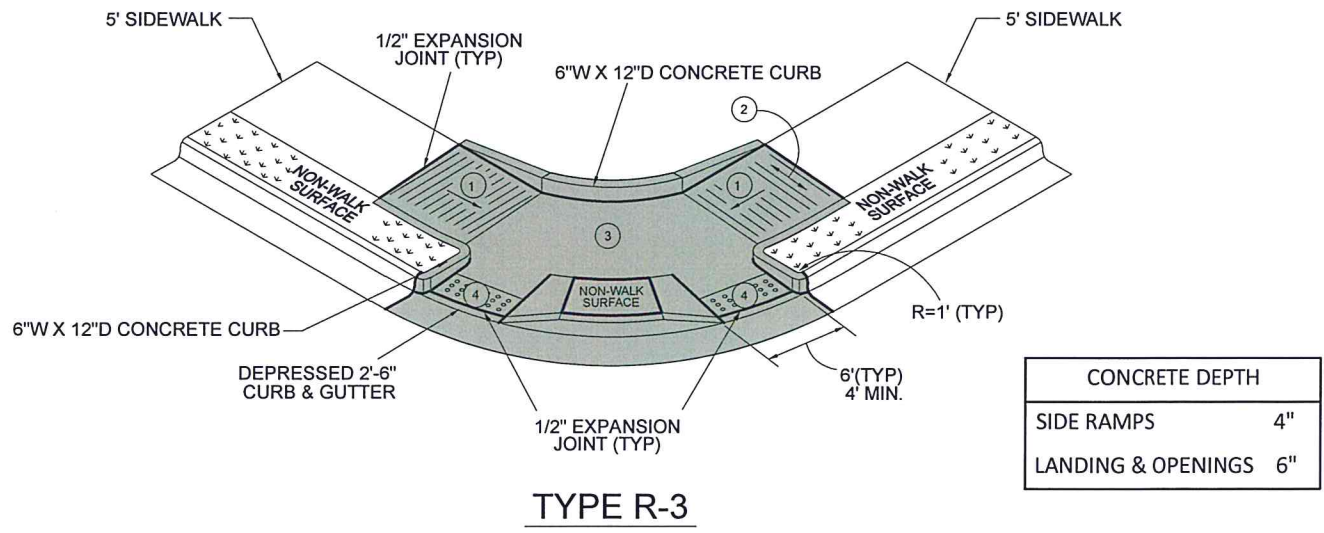
- ① 7.5%; 8.33% (1:12) MAX RAMP SLOPE
- ② 1.5%; 2.08% (1:48) MAX CROSS SLOPE
- ③ CURB RAMPS REQUIRE A (4'-0") MINIMUM LANDING WITH A MAXIMUM CROSS SLOPE AND LONGITUDINAL SLOPE OF 1.5 (2.08% MAX) WHERE PEDESTRIANS PERFORM TURNING MANEUVERS. SLOPE TO DRAIN TO CURB.
- ④ RAMPS AND DOMES SHALL BE INSTALLED THE SAME WIDTH AS THE SIDEWALK.
- ⑤ IF LENGTH EXCEEDS 5', TRUNCATED DOMES SHALL BE INSTALLED ALONG THE BACK OF THE CURB COVERING THE FULL WIDTH OF THE RAMP.

TYPE R-2B



REVISIONS	
DATE	DESCRIPTION

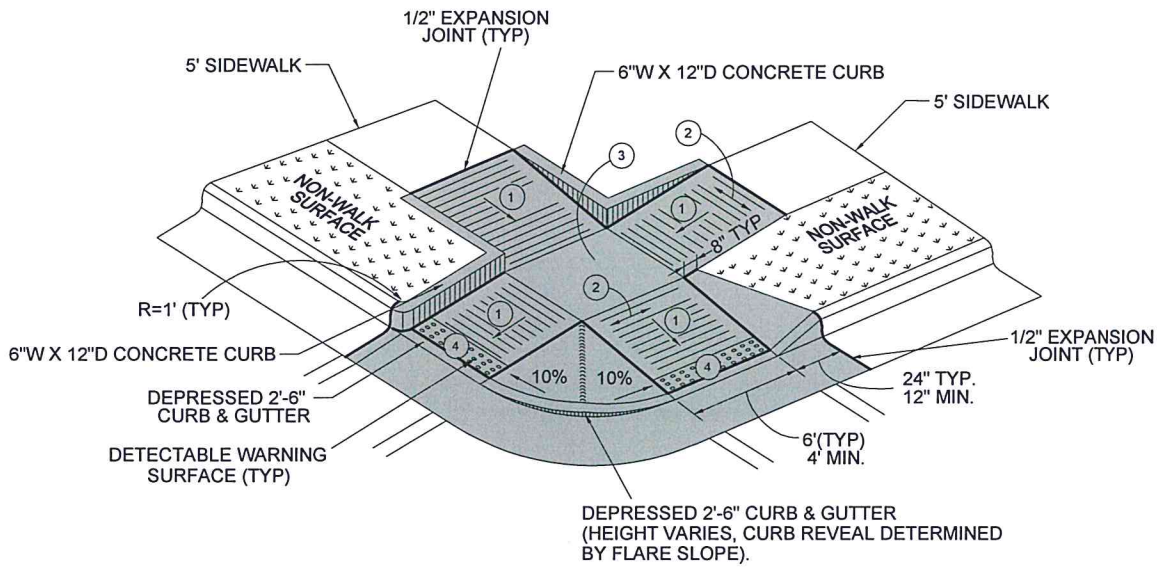
PAY LIMITS FOR CURB RAMP



CONCRETE DEPTH	
SIDE RAMPS	4"
LANDING & OPENINGS	6"

TYPE R-3

- ① 8.33% (1:12) MAX RAMP SLOPE
- ② CROSS SLOPE: 2.00%
- ③ CURB RAMPS REQUIRE A (4'-0") MINIMUM LANDING WITH A MAXIMUM CROSS SLOPE AND LONGITUDINAL SLOPE OF 1.5 (2.08% MAX) WHERE PEDESTRIANS PERFORM TURNING MANEUVERS. SLOPE TO DRAIN TO CURB.
- ④ RAMPS AND DOMES SHALL BE INSTALLED THE SAME WIDTH AS THE SIDEWALK.
- ⑤ SIDEWALK WIDTH TO MATCH CORRESPONDING STREET SECTION.



TYPE R-4

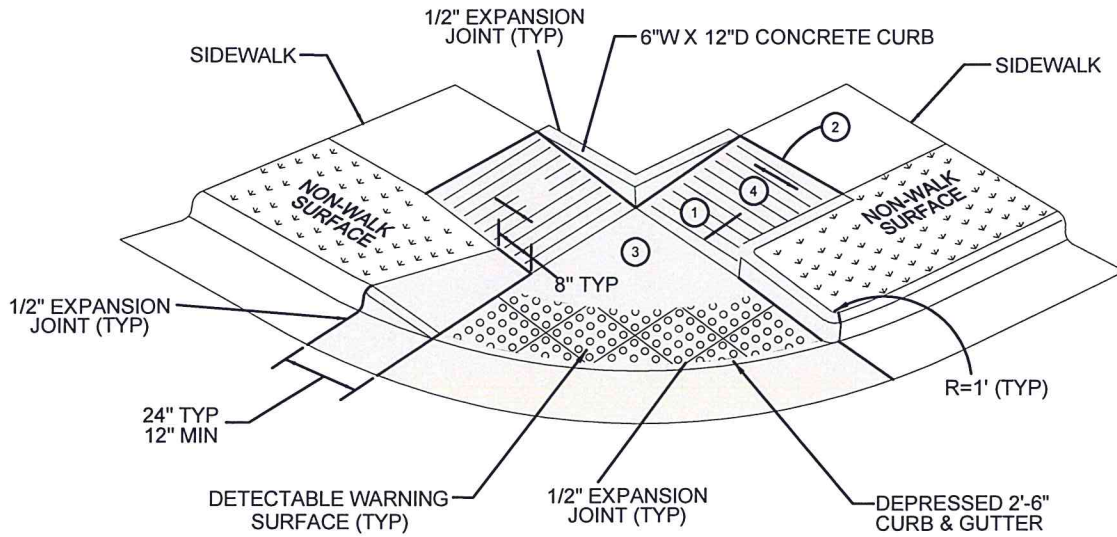
CONCRETE DEPTH	
SIDE RAMPS	4"
LANDING & OPENINGS	6"

REVISIONS	
DATE	DESCRIPTION

TOWN OF KNIGHTDALE
STANDARD DETAILS

WHEELCHAIR CURB RAMPS
(NEW DEVELOPMENT)

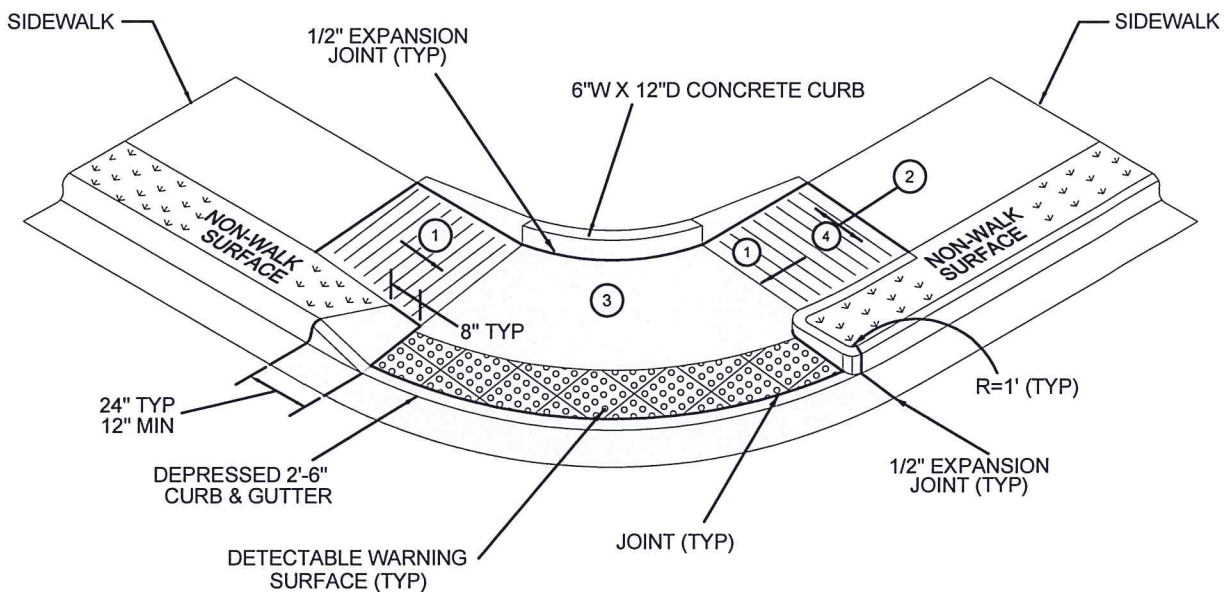
5 of 8
STD. NO.
4.06-5



**SMALL RADIUS
LESS THAN 15'**

CONCRETE DEPTH	
SIDE RAMPS	4"
LANDING & CURB RAMPS	6"

- ① 8.33% (12:1) MAX RAMP SLOPE
- ② CROSS SLOPE: 2.00%
- ③ CURB RAMPS REQUIRE A (4'-0") MINIMUM LANDING WITH A MAXIMUM CROSS SLOPE AND LONGITUDINAL SLOPE OF 2.00% WHERE PEDESTRIANS PERFORM TURNING MANEUVERS. SLOPE TO DRAIN TO CURB.
- ④ RAMPS SHALL BE INSTALLED THE SAME WIDTH AS THE SIDEWALK.



**LARGER RADIUS
15' OR GREATER**

PAY LIMITS FOR CURB RAMP

**ONLY TO BE USED WITH
TOWN OF KNIGHTDALE APPROVAL.**

REVISIONS	
DATE	DESCRIPTION

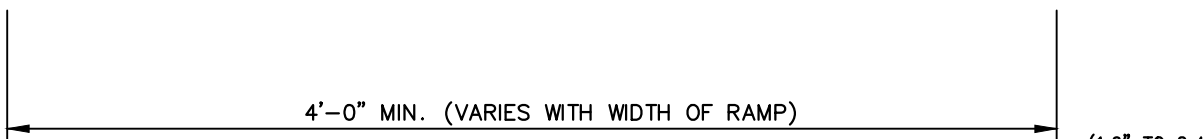
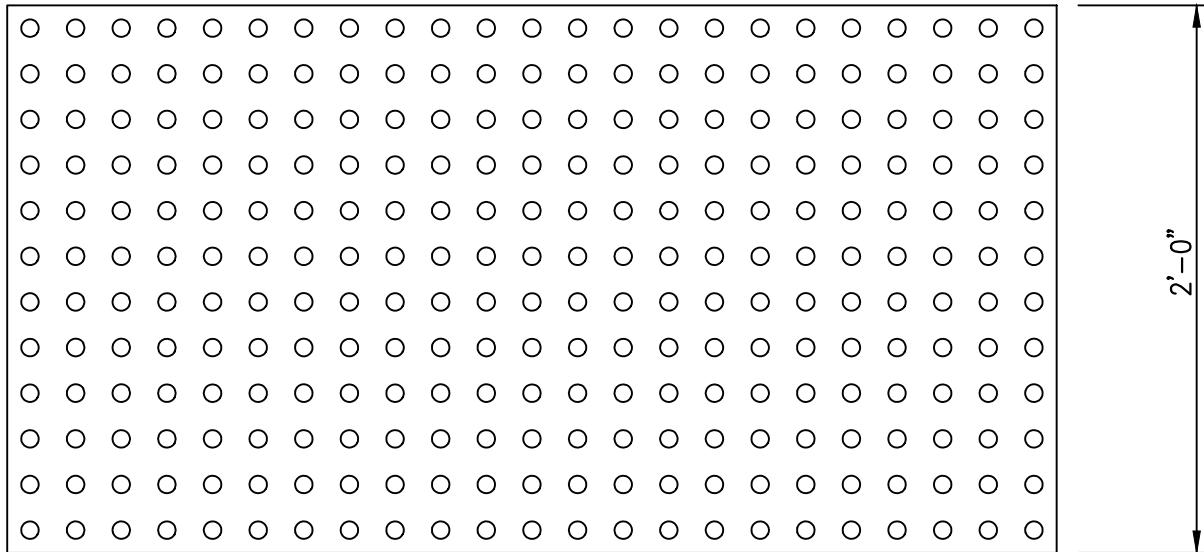
TOWN OF KNIGHTDALE
STANDARD DETAILS

SHARED CURB RAMPS/FLARED
(RETROFIT)
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STD. NO.
4.06-6

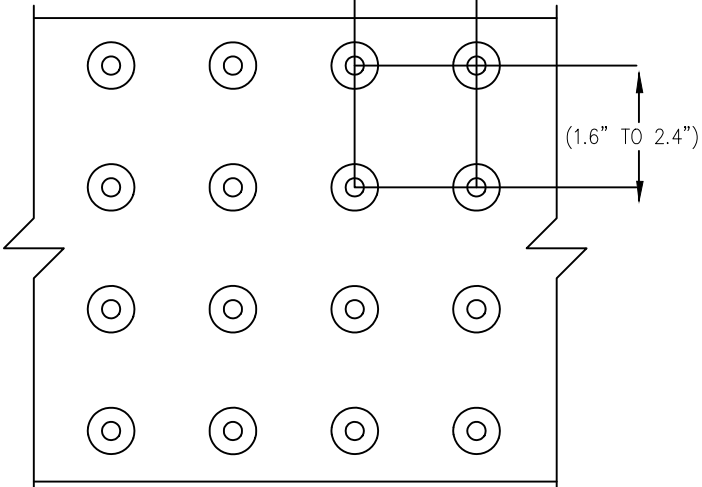
1. KNIGHTDALE STANDARD CURB RAMPS HAVE BEEN DEVELOPED IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT (ADA) AND PUBLIC RIGHT OF WAY ACCESS GUIDELINES (PROWAG).
2. CURB RAMPS SHALL BE PROVIDED AT LOCATIONS AS SHOWN ON THE PLANS OR AS DIRECTED BY THE ENGINEER. SIDEWALK ACCESS RAMPS SHALL BE LOCATED AS INDICATED IN THE DETAIL, HOWEVER, THE LOCATION MAY BE ADJUSTED IN COORDINATION WITH THE TOWN OF KNIGHTDALE WHERE EXISTING LIGHT POLES, FIRE HYDRANTS, DROP INLETS, ETC. AFFECT PLACEMENT.
3. DOUBLE WHEELCHAIR RAMPS ARE TO BE INSTALLED AT ALL PUBLIC STREET INTERSECTIONS WHERE SIDEWALK IS REQUIRED.
4. THE WALKING SURFACE SHALL BE SLIP RESISTANT. THE COLOR FOR THE DETECTABLE WARNING AREA SHALL BE YELLOW FOR CONTRAST.
5. NO SLOPE ON THE SIDEWALK ACCESS RAMP SHALL EXCEED 1"/FT (12:1) IN RELATIONSHIP TO THE GRADE OF THE STREET.
6. ALL RAMPS SHALL BE INSTALLED THE SAME WIDTH AS THE SIDEWALK. IN NO CASE SHALL THE WIDTH OF THE SIDEWALK ACCESS RAMP BE LESS THAN 48".
7. USE CLASS A (3000 PSI) CONCRETE WITH A SIDEWALK FINISH IN ORDER TO OBTAIN A ROUGH NONSKID SURFACE.
8. A 1/2" EXPANSION JOINT INSTALLED FULL DEPTH WILL BE REQUIRED WHERE THE CONCRETE SIDEWALK ACCESS RAMP JOINS THE CURB AND ALSO WHERE NEW CONCRETE ABUTS EXISTING CONCRETE.
9. CURB RAMPS SHOULD BE PLACED PARALLEL TO THE DIRECTION OF TRAVEL.

REVISIONS	
DATE	DESCRIPTION

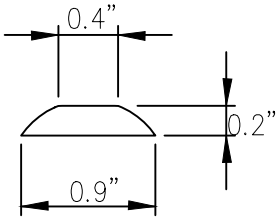


NOTES: TRUNCATED DOME PLAN VIEW

1. ALL MATS SHALL BE REPLACEABLE MATS. PLASTIC MATS CAN BE EITHER SURFACE APPLIED OR WET-SET FRAMES THAT ACCEPT THE PLASTIC MATS. (NO PRE-CAST PAVERS, ETC.)
2. WIDTH OF DETECTABLE WARNING AREA SHALL BE A MINIMUM OF 4 FEET AND VARY WITH WIDTH OF RAMP.
3. LENGTH OF DETECTABLE WARNING AREA SHALL BE 2 FEET REGARDLESS OF SECTION WIDTH.
4. DETECTABLE WARNING AREA CAN BE SQUARE WHERE USED IN A CURB RADIUS.
5. DETECTABLE WARNING DOMES SHALL BE ALIGNED ON A SQUARE GRID IN THE PREDOMINANT DIRECTION OF TRAVEL TO PERMIT WHEELS TO ROLL BETWEEN DOMES.
6. DETECTABLE WARNING AREA SHALL BE COLORED YELLOW IN ALL LOCATIONS.

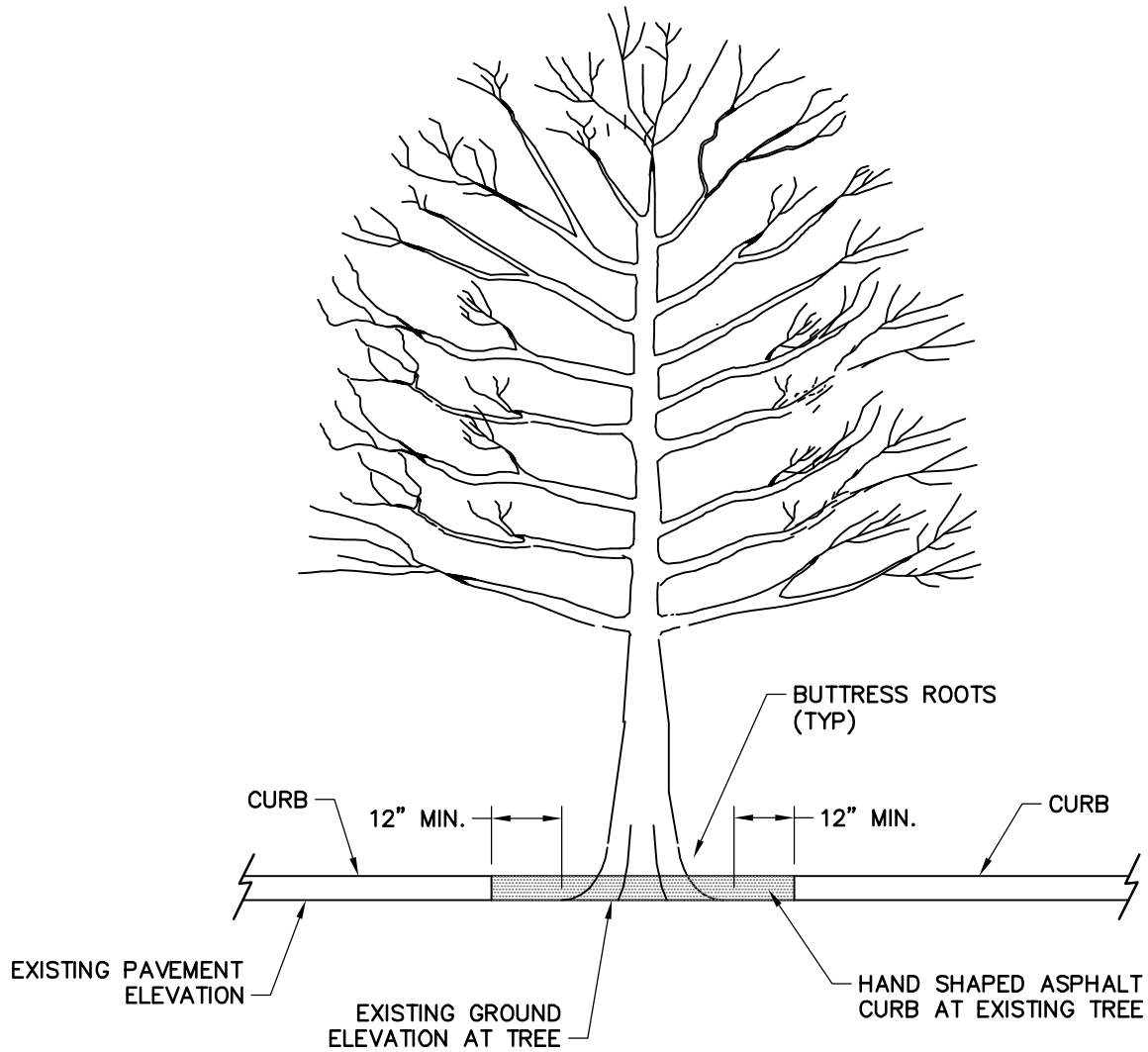


TRUNCATED DOME SPACING



TRUNCATED DOME SECTION

REVISIONS	
DATE	DESCRIPTION



NOTES:

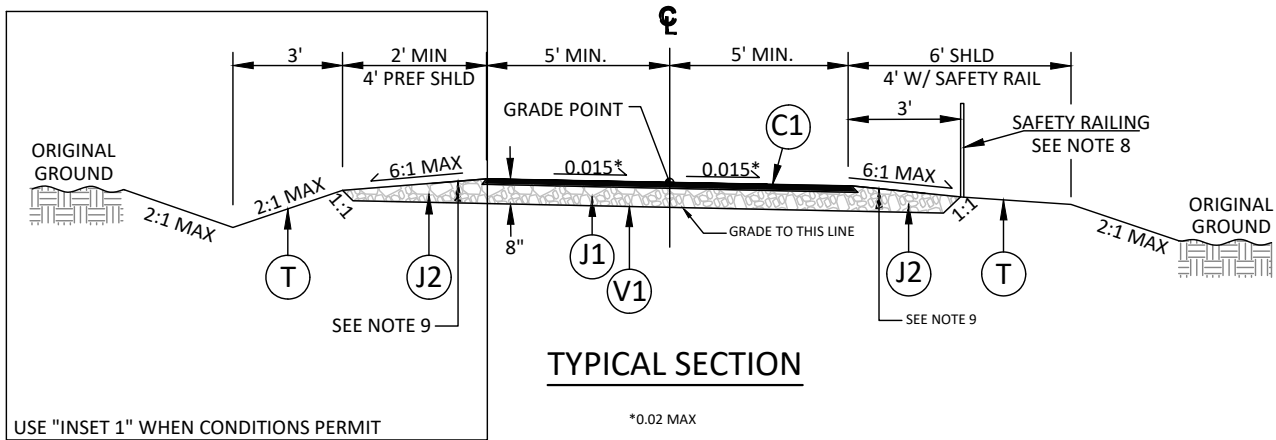
1. CONTRACTOR SHALL USE EXTREME CAUTION WHEN WORKING NEAR EXISTING TREES.
2. WHERE EXISTING TREES ARE WITHIN 4' OF THE PROPOSED BACK OF CURB, THE PROPOSED CURB SHALL END A MINIMUM OF 12" FROM THE TREE'S BUTTRESS ROOTS.
3. CONTRACTOR SHALL COORDINATE WITH THE TOWN TO IDENTIFY TREES FOR WHICH THIS DETAIL APPLIES PRIOR TO CONSTRUCTION NEAR THE TREE(S).
4. NO TREES SHALL BE REMOVED UNLESS CLEARLY SPECIFIED ON THE PLANS OR IDENTIFIED BY THE ENGINEER.
5. AVOID FILL PLACEMENT NEAR TREE.

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TOWN OF KNIGHTDALE
STANDARD DETAILS

ASPHALT CURB PLACEMENT
AT EXISTING TREES
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4.08

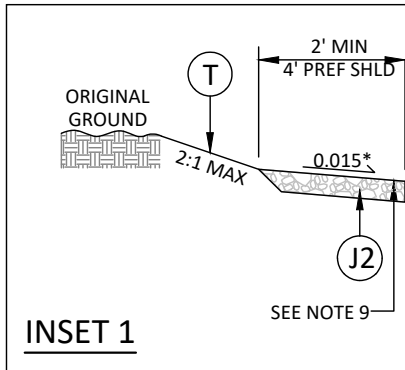


TYPICAL SECTION

*0.02 MAX

NOTES:

1. TRAIL WIDTH TO BE DETERMINED BY THE TOWN OF KNIGHTDALE
2. WHEN CONDITIONS PERMIT, USE 6' SHOULDER IN FILL SECTIONS AND 4' SHOULDER IN CUT SECTIONS. USE MINIMUM 2' SHOULDER IN CUT AND FILL SECTIONS. FOR CUT SECTION CONDITION SHOWN IN "INSET 1", APPLY ENGINEERING JUDGEMENT TO DETERMINE IF UPHILL SIDE REQUIRES A SWALE.
3. PROVIDE MINIMUM 2' SHOULDER OF UNPLANTED AGGREGATE BASE COURSE.
4. TRAILS OR TRAIL SEGMENTS OF ANY LENGTH MAY BE CONSTRUCTED WITH RUNNING SLOPES/VERTICAL GRADES UP TO 1:20 (5%). TO ACCOMMODATE STEEP TERRAIN, TRAILS MAY BE DESIGNED WITH STEEPER SECTIONS OF CONSTRAINED LENGTH AS SHOWN IN TABLE 1. RESTING INTERVALS WITH FLATTER GRADES ARE REQUIRED BETWEEN TRAIL SEGMENTS ANY TIME RUNNING SLOPE EXCEEDS 1:20 (5%). RESTING INTERVALS SHALL BE LOCATED ON UPHILL SIDE OF TRAIL IF ONLY PROVIDED ON ONE SIDE.
5. TO ENSURE THAT A TRAIL IS NOT DESIGNED AS A SERIES OF STEEP SEGMENTS, NO MORE THAN 30% OF THE TOTAL LENGTH OF TRAIL MAY HAVE A RUNNING SLOPE/VERTICAL GRADE OF 7.5% (8.33% OR 1:12 MAX). RESTING INTERVALS MUST BE PROVIDED FREQUENTLY AS THE RUNNING SLOPE INCREASES.
6. RUNNING SLOPE/VERTICAL GRADE RECOMMENDATIONS MAY NOT BE ABLE TO BE ACHIEVED FOR TRAIL REPLACEMENT PROJECTS. FOR THESE TYPE OF PROJECTS, REPLACEMENT OF EXISTING CONDITION IN KIND IS SUFFICIENT.
7. TYPICAL CROSS SLOPE SHALL BE 1.5% (2.08% OR 1:48 MAX). CROSS SLOPE DIRECTION VARIES. SLOPE SHOULDERS FOR POSITIVE DRAINAGE WHICH MAY REQUIRE CONTINUING PAVEMENT OR SHOULDER SLOPE UNTIL TIE-IN WITH NATURAL GROUND. SEE PLAN SHEETS AND CROSS SECTIONS.
8. WHEN CONDITIONS PERMIT, SHOULDERS TO MATCH CROSS SLOPE OF TRAIL AND SIDE SLOPES TO BE 3:1 OR FLATTER.
9. PROVIDE A SAFETY RAIL FOR THE FOLLOWING CIRCUMSTANCES WITHIN 6' OF THE EDGE OF PAVEMENT: 1) SLOPE > 3:1 AND DROP OF 6'; 2) SLOPE > 2:1 AND DROP OF 4'; 3) SLOPE > 1:1 AND DROP OF 1'.
10. CONTRACTOR IS RESPONSIBLE FOR RE-ESTABLISHING ALL SLOPES DISTURBED DURING CONSTRUCTION.
11. PROOF ROLLING SHALL OCCUR IN PRESENCE OF THE OWNER OR THE OWNER'S TESTING AGENCY AT THE FOLLOWING STAGES: 1)PRIOR TO PLACING FILL IN LOW AREAS; 2) AFTER THE PREPARATION OF SUBGRADE PRIOR TO PLACING ABC; 3) AFTER THE PLACEMENT OF ABC PRIOR TO PAVING.
12. PAVEMENT EDGE SLOPES ARE 1:1 UNLESS OTHERWISE NOTED.
13. NO ABOVE-GROUND UTILITIES OR UTILITY SURFACE COVERS/PLATES/MANHOLES SHALL BE LOCATED WITHIN THE TRAIL AND SHALL BE A MINIMUM OF 2' FROM THE EDGE OF TRAIL. RAISED MANHOLES SHALL BE A MINIMUM OF 4' FROM THE EDGE OF TRAIL.



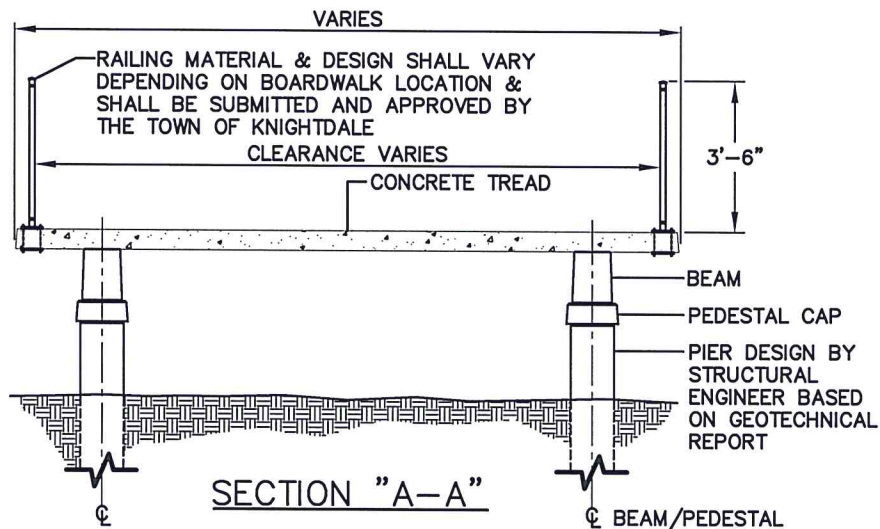
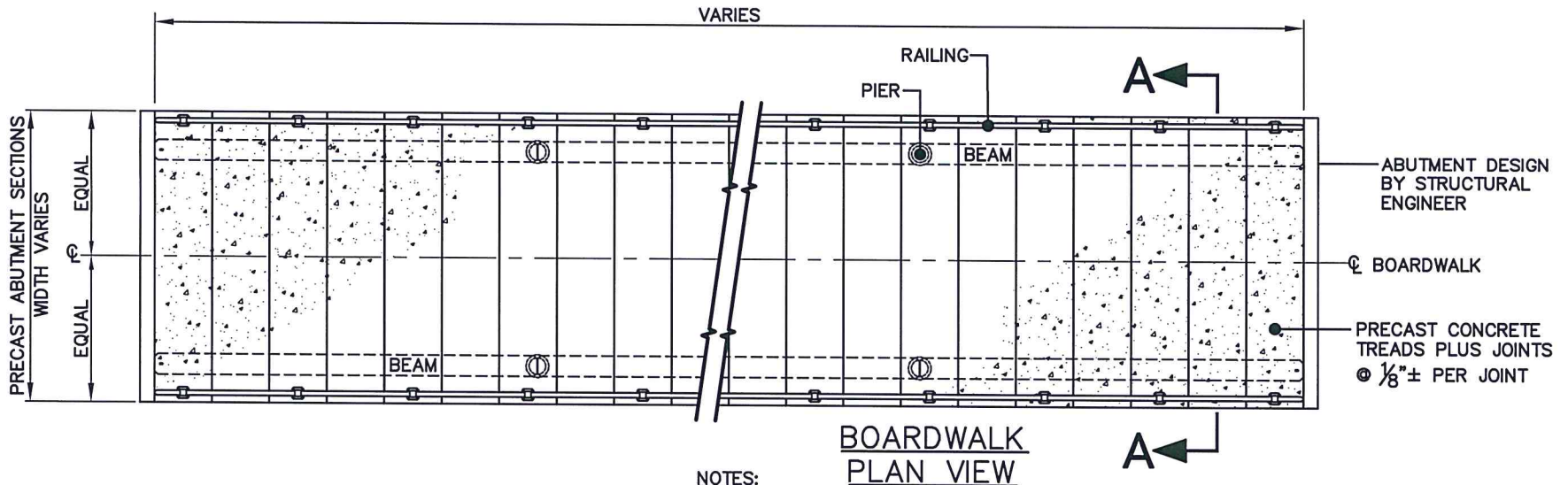
INSET 1

PAVEMENT SCHEDULE	
C1	2" ASPHALT CONCRETE SURFACE COURSE, TYPE S9.5B AT AN AVERAGE RATE OF 220 LBS. PER SQ. YD. OR 110 LBS. PER SQ. YD. IN EACH OF TWO LAYERS
J1	6" AGGREGATE BASE COURSE
J2	VARIABLE DEPTH AGGREGATE BASE COURSE
T	EARTH MATERIAL
V1	GEOTEXTILE FOR PAVEMENT STABILIZATION

TABLE 1 - MAXIMUM RUNNING SLOPE AND TRAIL SEGMENT LENGTH	
RUNNING SLOPE	MAX LENGTH OF SEGMENT
1:20 (5%)	200 FT
1:12(8.33%)	30 FT

REVISIONS	
DATE	DESCRIPTION

TOWN OF KNIGHTDALE STANDARD DETAILS	ASPHALT TYPICAL GREENWAY SECTION VARIABLE WIDTH (10' MIN) Page 210 of 324	STD. NO.
		4.09-1



NOTES:

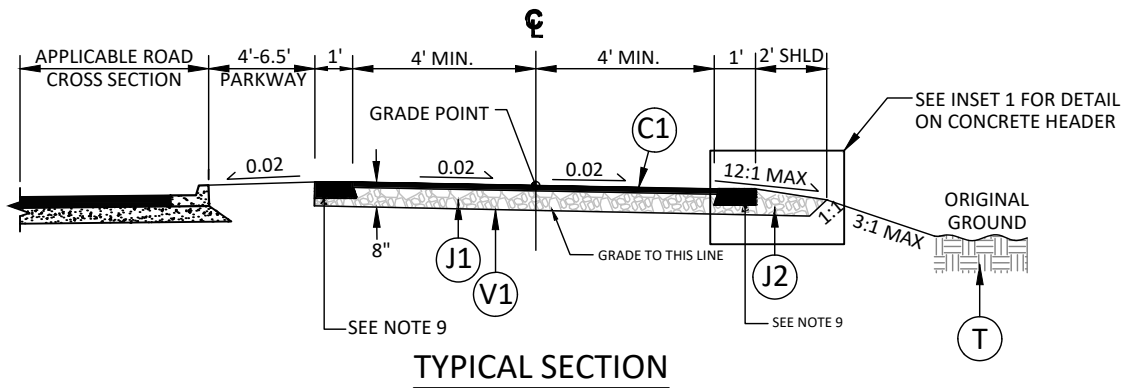
1. BOARDWALK SYSTEM (BEAMS, TREADS, AND CURBS IF APPLICABLE) MUST BE PRECAST CONCRETE. WALKING SURFACE (TREADS) SHALL BE MADE OF PRECAST CONCRETE, AND SUPPORTED BY PRECAST CONCRETE BEAMS.
2. COLOR AND FINISH TEXTURE SHALL BE INTEGRAL AND MUST BE SUBMITTED FOR APPROVAL.
3. PRECAST CONCRETE TREADS SHALL BE STRUCTURAL LOAD BEARING ELEMENTS AND SHALL INTERLOCK WITH ONE ANOTHER VIA A "TONGUE AND GROOVE" CONNECTION.
4. TREADS SHALL MAINTAIN A "BOARDWALK APPEARANCE", SPECIFICALLY MEANING EACH TREAD SHALL HAVE A WIDTH: LENGTH RATIO RANGING FROM A MINIMUM OF 3:1 TO A MAXIMUM OF 14:1.
5. ALL BOARDWALK CONNECTORS SHALL BE NON-CORROSIVE, AND HIDDEN FROM VIEW. METALLIC CONNECTORS ARE NOT ACCEPTABLE FOR THIS PROJECT.
6. THE DESIGNER OF THE BOARDWALK, FOUNDATION AND RAILING SYSTEM SHALL BE A QUALIFIED REGISTERED PROFESSIONAL ENGINEER LICENSED IN THE STATE OF NORTH CAROLINA.
7. **BOARDWALK DESIGN CRITERIA:**
 - AASHTO LRFD GUIDE SPECIFICATIONS FOR THE DESIGN OF PEDESTRIAN BRIDGES, 2ND EDITION
 - AASHTO LRFD BRIDGE DESIGN SPECIFICATIONS FOR HIGHWAY BRIDGES, 5TH EDITION.
 - AMERICAN CONCRETE INSTITUTE 2005 – BUILDING CODE AND COMMENTARY.
 - RAILINGS (WHEN REQUIRED BY CODE) SHALL BE SUITABLE FOR PEDESTRIAN TRAFFIC AND SHALL BE A MINIMUM OF 42 INCHES ABOVE THE TREAD / DECK SURFACE.
 - RAILING TO BE ATTACHED BY POST TO DECK TOP WITH A BASE PLATE OR MOUNTED TO SIDEWALK OR SUPPORTING BEAM SIDES.
 - A 4-INCH SPHERE CANNOT PASS THROUGH THE LOWER 34 INCHES OF THE RAIL SYSTEM AND AN 8-INCH SPHERE MUST NOT PASS THROUGH THE THE UPPER AREA OF THE RAIL SYSTEM FROM 34" TO 42" HEIGHT.
 - RAILINGS MUST RESIST A UNIFORM LOAD OF 50 POUNDS APPLIED PER LINEAR FOOT OR A SINGLE CONCENTRATED LOAD OF 200 POUNDS APPLIED IN ANY DIRECTION AT THE TOP OF EACH RAIL.
 - RAILINGS SHOULD PROVIDE SAFETY TOE RAIL OR CURB.
 - RAILINGS NEED TO BE SUBMITTED AND APPROVED BY THE TOWN OF KNIGHTDALE.
8. OTHER DESIGNS/MATERIALS MAY BE ALLOWED PER TOWN OF KNIGHTDALE REVIEW AND APPROVAL

REVISIONS	
DATE	DESCRIPTION

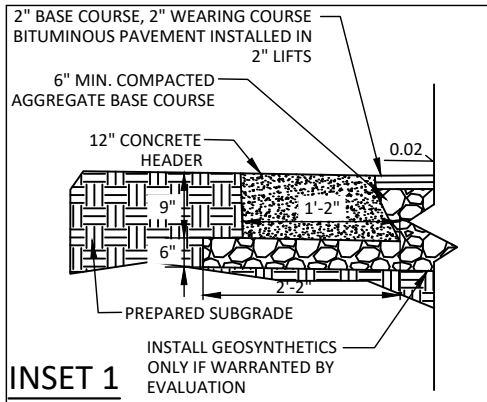
TOWN OF KNIGHTDALE
STANDARD DETAILS

STANDARD PRECAST CONCRETE BOARDWALK
(PLAN & SECTION VIEW)

STD. NO.
4.09-2



TYPICAL SECTION



NOTES:

1. TRAIL WIDTH TO BE DETERMINED BY THE TOWN OF KNIGHTDALE
2. PROVIDE MINIMUM 2' SHOULDER OF UNPLANTED AGGREGATE BASE COURSE.
3. TRAILS OR TRAIL SEGMENTS OF ANY LENGTH MAY BE CONSTRUCTED WITH RUNNING SLOPES/VERTICAL GRADES UP TO 1:20 (5%). TO ACCOMMODATE STEEP TERRAIN, TRAILS MAY BE DESIGNED WITH STEEPER SECTIONS OF CONSTRAINED LENGTH AS SHOWN IN TABLE 1. RESTING INTERVALS WITH FLATTER GRADES ARE REQUIRED BETWEEN TRAIL SEGMENTS ANY TIME RUNNING SLOPE EXCEEDS 1:20 (5%). RESTING INTERVALS SHALL BE LOCATED ON UPHILL SIDE OF TRAIL IF ONLY PROVIDED ON ONE SIDE.
4. TO ENSURE THAT A TRAIL IS NOT DESIGNED AS A SERIES OF STEEP SEGMENTS, NO MORE THAN 30% OF THE TOTAL LENGTH OF TRAIL MAY HAVE A RUNNING SLOPE/VERTICAL GRADE OF 7.5% (8.33% OR 1:12 MAX). RESTING INTERVALS MUST BE PROVIDED FREQUENTLY AS THE RUNNING SLOPE INCREASES.
5. RUNNING SLOPE/VERTICAL GRADE RECOMMENDATIONS MAY NOT BE ABLE TO BE ACHIEVED FOR TRAIL REPLACEMENT PROJECTS. FOR THESE TYPE OF PROJECTS, REPLACEMENT OF EXISTING CONDITION IN KIND IS SUFFICIENT.
6. TYPICAL CROSS SLOPE SHALL BE 2.0% (2.08% OR 1:48 MAX). CROSS SLOPE DIRECTION VARIES. SLOPE SHOULDERS FOR POSITIVE DRAINAGE WHICH MAY REQUIRE CONTINUING PAVEMENT OR SHOULDER SLOPE UNTIL TIE-IN WITH NATURAL GROUND. SEE PLAN SHEETS AND CROSS SECTIONS.
7. WHEN CONDITIONS PERMIT, SHOULDERS TO MATCH CROSS SLOPE OF TRAIL AND SIDE SLOPES TO BE 3:1 OR FLATTER.
8. CONTRACTOR IS RESPONSIBLE FOR RE-ESTABLISHING ALL SLOPES DISTURBED DURING CONSTRUCTION.
9. PROOF ROLLING SHALL OCCUR IN PRESENCE OF THE OWNER OR THE OWNER'S TESTING AGENCY AT THE FOLLOWING STAGES: 1) PRIOR TO PLACING FILL IN LOW AREAS; 2) AFTER THE PREPARATION OF SUBGRADE PRIOR TO PLACING ABC; 3) AFTER THE PLACEMENT OF ABC PRIOR TO PAVING.
10. PAVEMENT EDGE SLOPES ARE 1:1 UNLESS OTHERWISE NOTED.
11. NO ABOVE-GROUND UTILITIES OR UTILITY SURFACE COVERS/PLATES/MANHOLES SHALL BE LOCATED WITHIN THE TRAIL AND SHALL BE A MINIMUM OF 2' FROM THE EDGE OF TRAIL. RAISED MANHOLES SHALL BE A MINIMUM OF 4' FROM THE EDGE OF TRAIL.
12. DO NOT PLANT TREES WITHIN 2'-0" SHOULDER, RECOMMENDED 6'-0" DISTANCE FROM TRAIL EDGE OR GREATER IF SWALE OR SCM IS PRESENT.

PAVEMENT SCHEDULE

C1	2" ASPHALT CONCRETE SURFACE COURSE, TYPE S9.5B AT AN AVERAGE RATE OF 220 LBS. PER SQ. YD. OR 110 LBS. PER SQ. YD. IN EACH OF TWO LAYERS
J1	6" AGGREGATE BASE COURSE
J2	VARIABLE DEPTH AGGREGATE BASE COURSE
T	EARTH MATERIAL
V1	GEOTEXTILE FOR PAVEMENT STABILIZATION

**TABLE 1 -
MAXIMUM RUNNING SLOPE
AND TRAIL SEGMENT LENGTH**

RUNNING SLOPE	MAX LENGTH OF SEGMENT
1:20 (5%)	200 FT
1:12(8.33%)	30 FT

REVISIONS

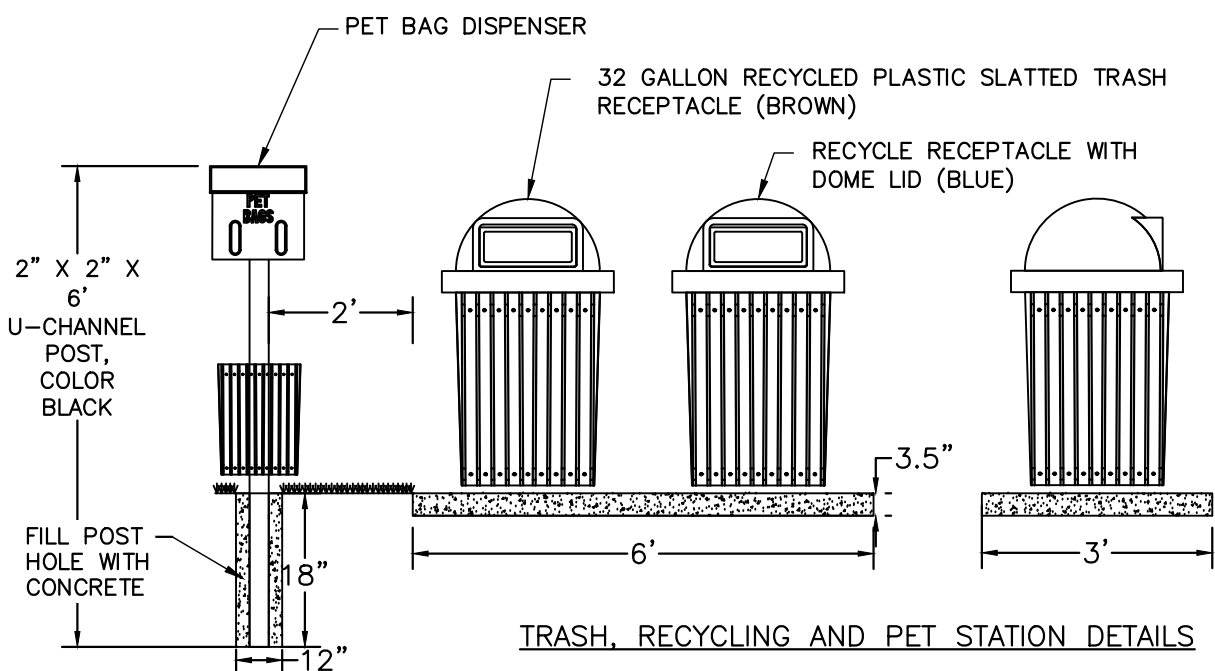
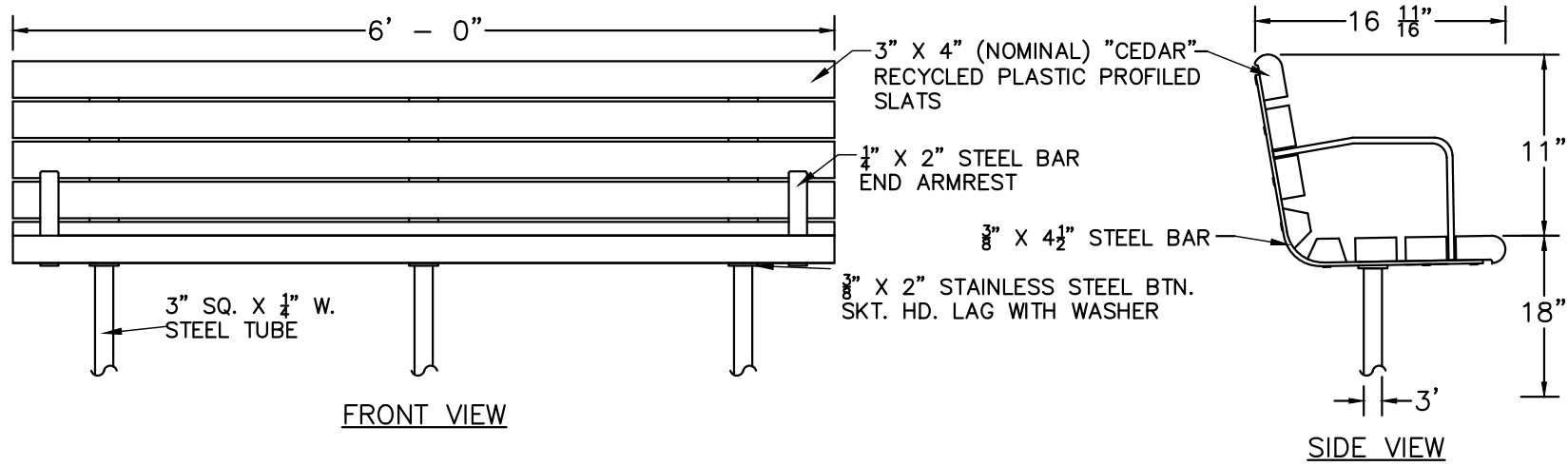
DATE	DESCRIPTION

**TOWN OF KNIGHTDALE
STANDARD DETAILS**

ASPHALT TYPICAL SIDEPATH

STD. NO.

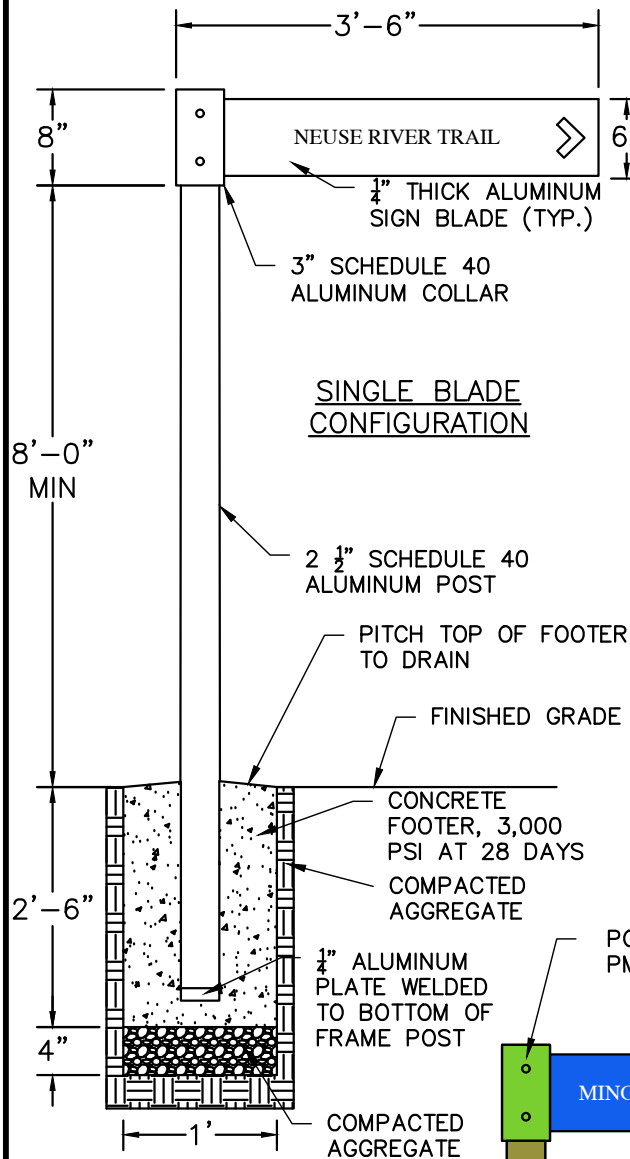
4.09-3



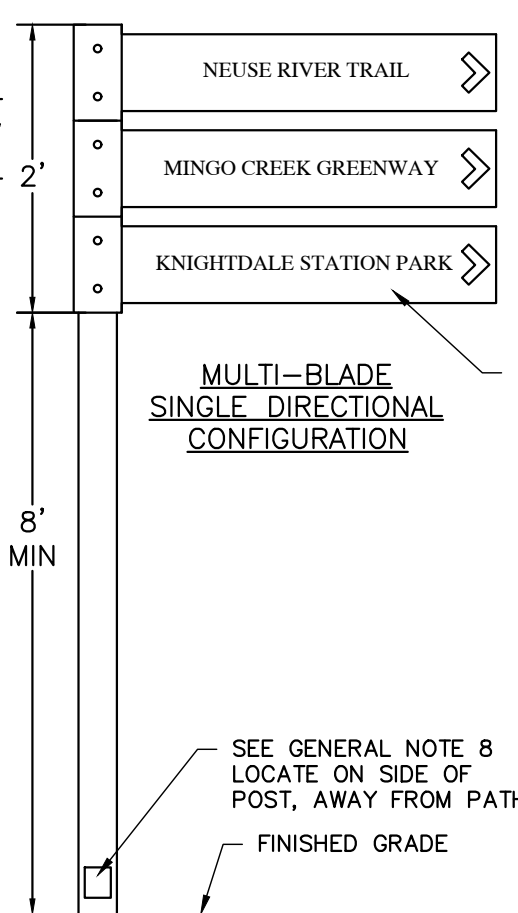
NOTES:

1. BENCHES SHALL BE KAY PARK RECREATION CONTOUR BENCH WITH BACK, 6 FT., RECYCLED PLASTIC (BROWN), OR APPROVED EQUIVALENT.
2. TRASH RECEPTACLE SHALL BE TREE TOP PRODUCTS 32 GALLON, SLATTED, RECYCLED PLASTIC (BROWN), NO. 4ZK5003 WITH DOME LID AND PUSH DOOR, OR APPROVED EQUIVALENT.
3. RECYCLING RECEPTACLE SHALL MATCH TRASH RECEPTACLE, WITH USE OF BLUE DOME LID.
4. PET WASTE STATION SHALL BE TREE TOP PRODUCTS STANDARD ROUND PET WASTE STATION, 10 GALLON, RECYCLED PLASTIC (BROWN), OR APPROVED EQUIVALENT.
5. BENCHES, DOG STATION, TRASH AND RECYCLE RECEPTACLES TO BE INSTALLED BY THE CONTRACTOR IN ACCORDANCE WITH MANUFACTURER'S SPECIFICATIONS AND DETAILS.
5. SURFACE OR INGROUND MOUNT OF FIXTURES TO BE INDICATED AND APPROVED IN PLAN REVIEW.
6. AMENITIES TO BE PLACED IN ACCORDANCE WITH UDO AND APPROVED CONSTRUCTION PLANS.

REVISIONS	
DATE	DESCRIPTION



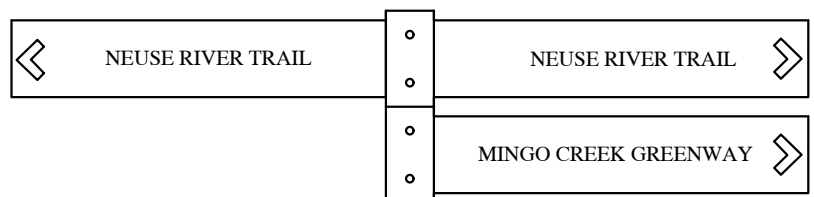
SINGLE BLADE CONFIGURATION



MULTI-BLADE SINGLE DIRECTIONAL CONFIGURATION

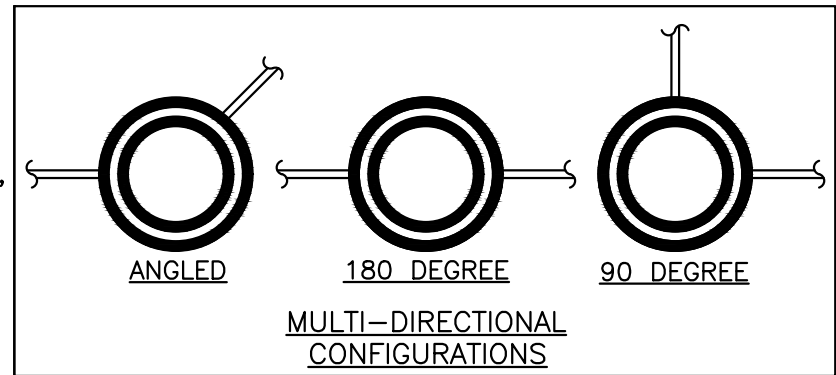
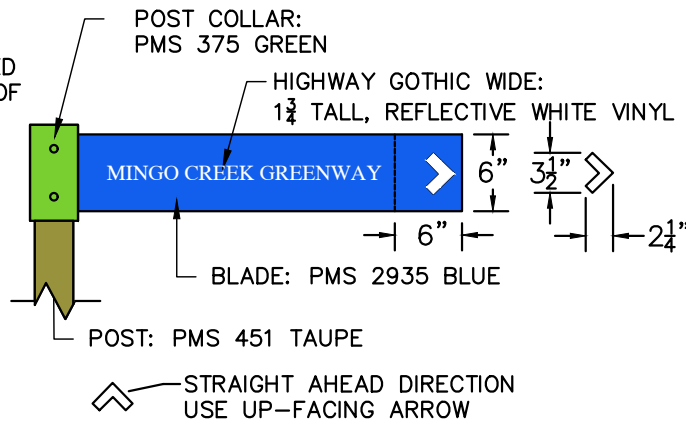
DURING INSTALLATION, ALL BLADES TO BE ALIGNED IN THE DIRECTION REFERENCED IN THE SIGN TEXT. MULTI-DIRECTIONAL BLADES ON A SINGLE POST COLLAR SHALL BE MANUFACTURED FOR PROPER FIELD ALIGNMENT. SEE MULTI-DIRECTIONAL CONFIGURATION OPTIONS.

MULTI-BLADE MULTI-DIRECTIONAL CONFIGURATION



NOTES:

1. SIGN TEXT/GRAPHICS SHOWN FOR ILLUSTRATIVE PURPOSES ONLY.
2. TEXT/GRAPHICS TO BE SPECIFIC TO PROJECT AND/OR LOCATION.
3. SIGN MAY BE DOUBLE-SIDED, SAME TEXT AND LAYOUT, BASED ON SITE CONDITIONS AND VIEWING DIRECTIONS.
4. SEE PAGE 2 OF 2 FOR NOTES AND PIPE/COLLAR SECTION.



MULTI-DIRECTIONAL CONFIGURATIONS

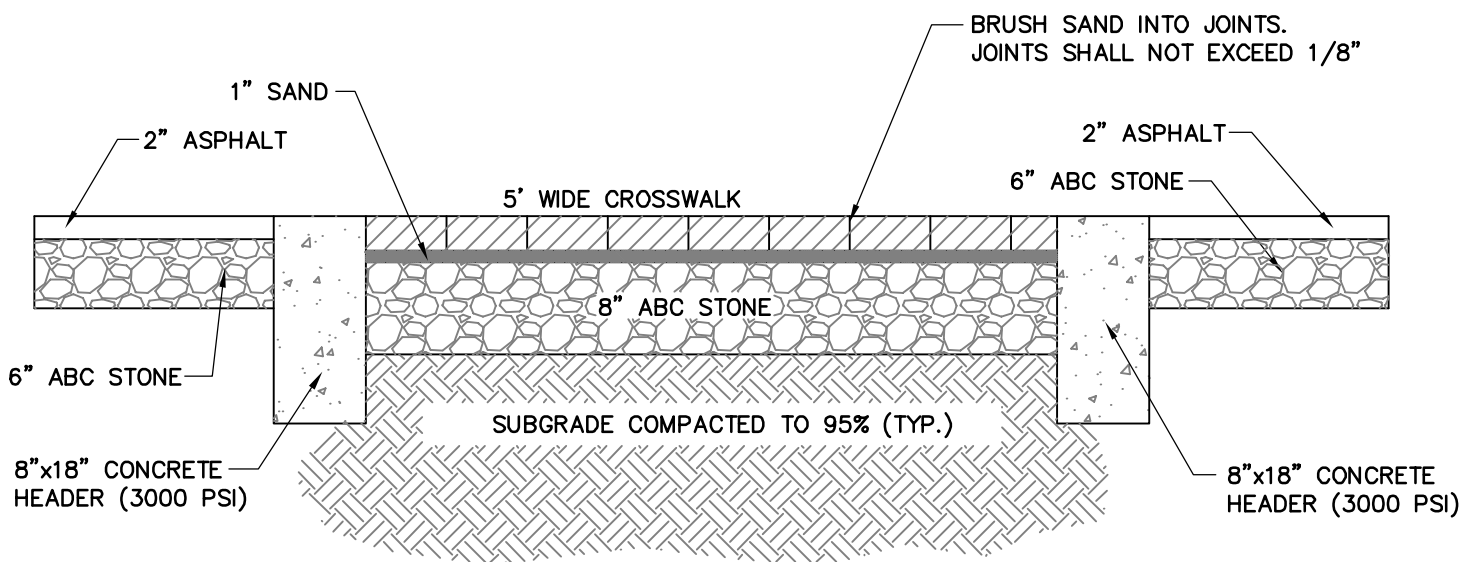
REVISIONS	
DATE	DESCRIPTION

POST: PMS 451 TAUPE
 STRAIGHT AHEAD DIRECTION USE UP-FACING ARROW

TOWN OF KNIGHTDALE
 STANDARD DETAILS

GREENWAY DIRECTIONAL SIGNAGE

1 OF 2
 STD. NO.
 4.09-5



NOTE:

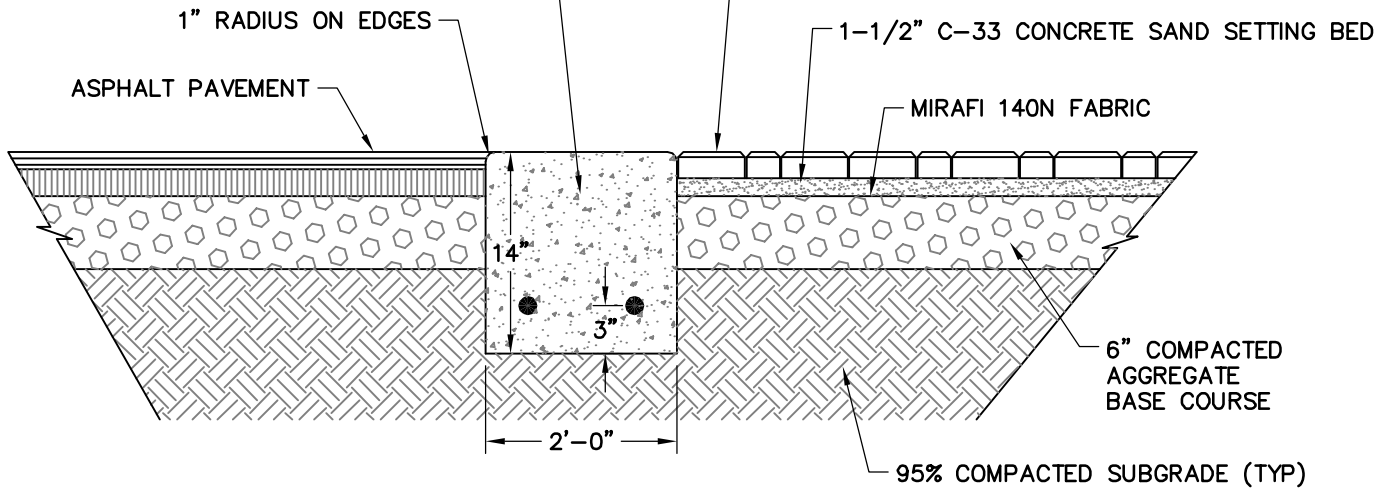
1. STAMPED CONCRETE OR ASPHALT MAY BE USED IN LIEU OF BRICK PAVERS.

REVISIONS	
DATE	DESCRIPTION

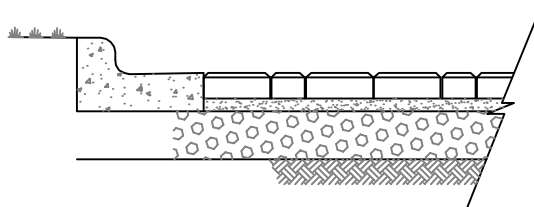
TOWN OF KNIGHTDALE STANDARD DETAILS	BRICK CROSSWALK Page 215 of 324	STD. NO.
		4.10

2' WIDE BY 14" DEEP CONC. BAND 3000 PSI
 @ 28 DAYS. BROOM FINISH FLUSH W/
 ASPHALT & PAVERS. CONTROL JOINTS @
 ±5' OC (EQUAL SPACING). PROVIDE 2 #5
 REBAR CONT. W/3" MINIMUM COVER.

3-1/8" X 5-1/2" X 8-1/4" CONC. HOLLAND
 PAVER STONE, 80MM BY GORIA ENTERPRISES.
 COLOR AND PATTERN TO BE SELECTED BY
 OWNERS REPRESENTATIVE. (SAND SWEEPED JOINTS)



SECTION @ CONCRETE BAND



SECTION @ CURB & GUTTER

NOTE:

1. STAMPED CONCRETE OR ASPHALT MAY BE USED IN LIEU OF BRICK PAVERS.

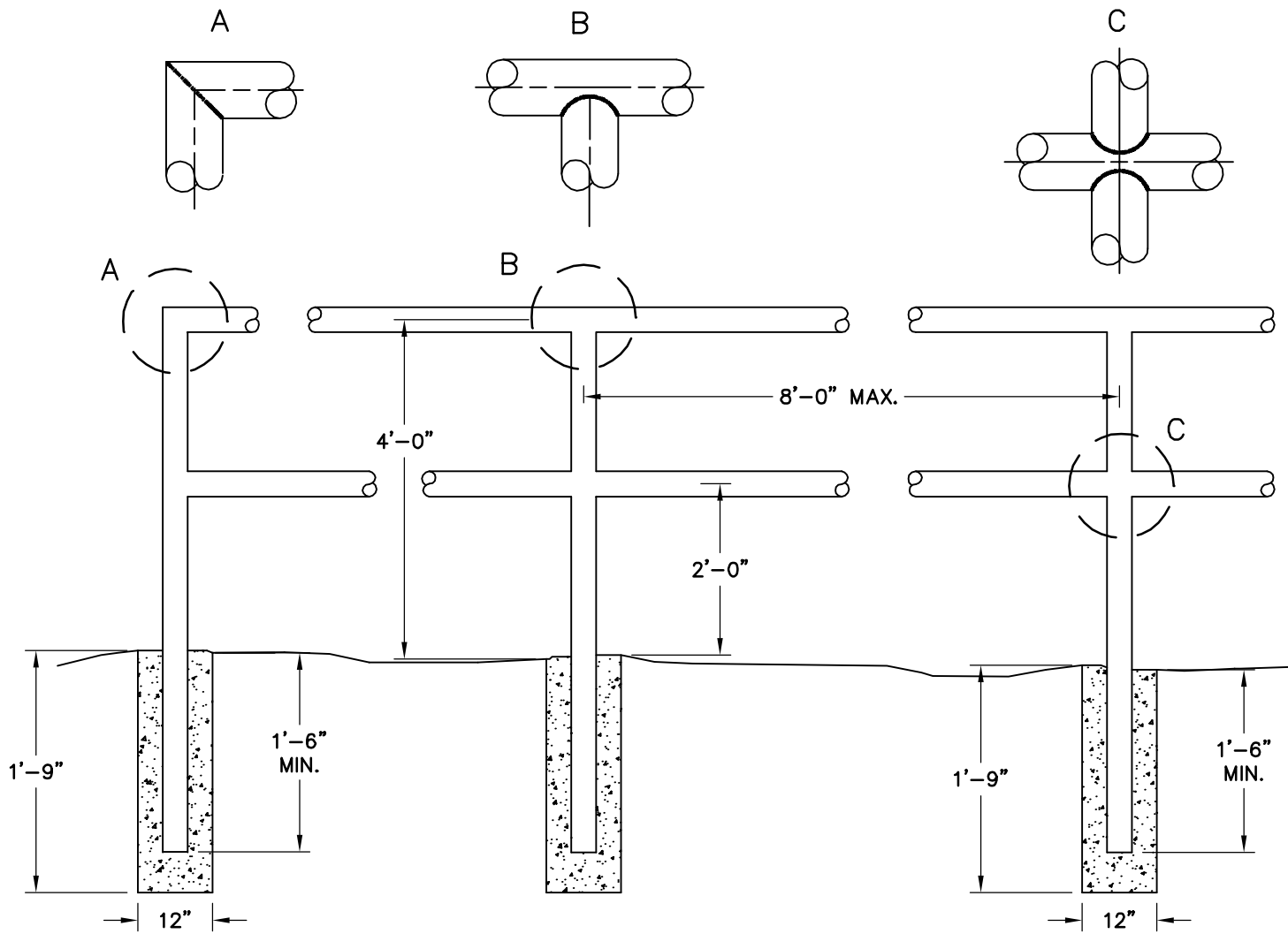
REVISIONS	
DATE	DESCRIPTION

TOWN OF KNIGHTDALE
 STANDARD DETAILS

UNIT PAVER CROSSWALK
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STD. NO.

4.11



NOTES:

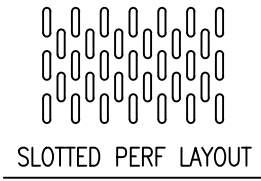
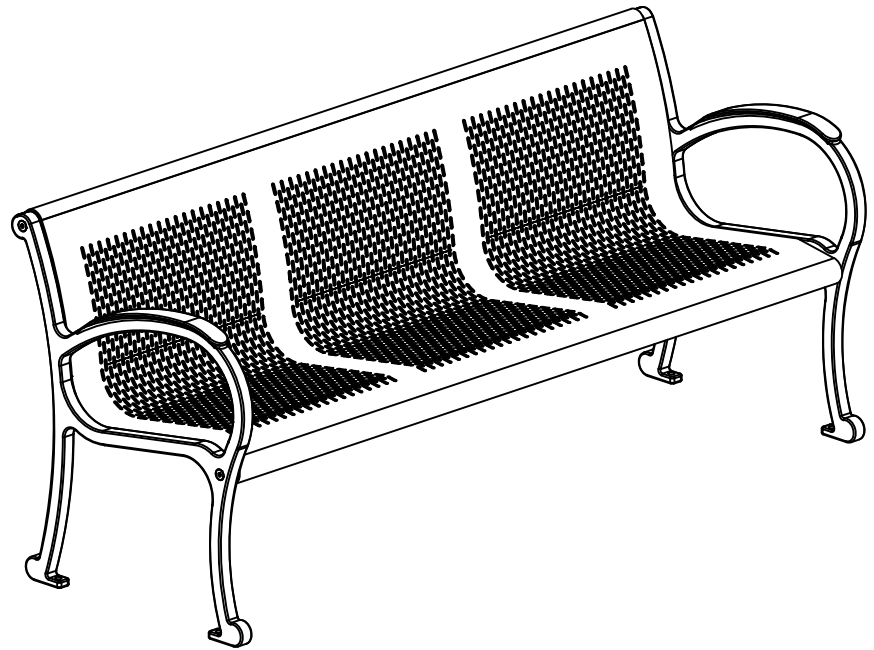
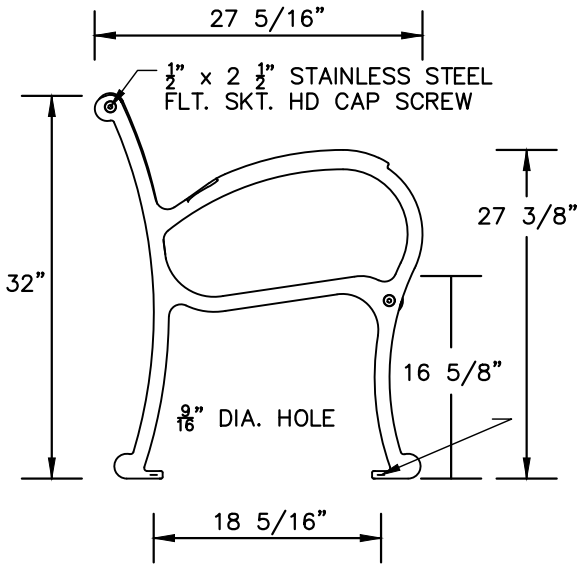
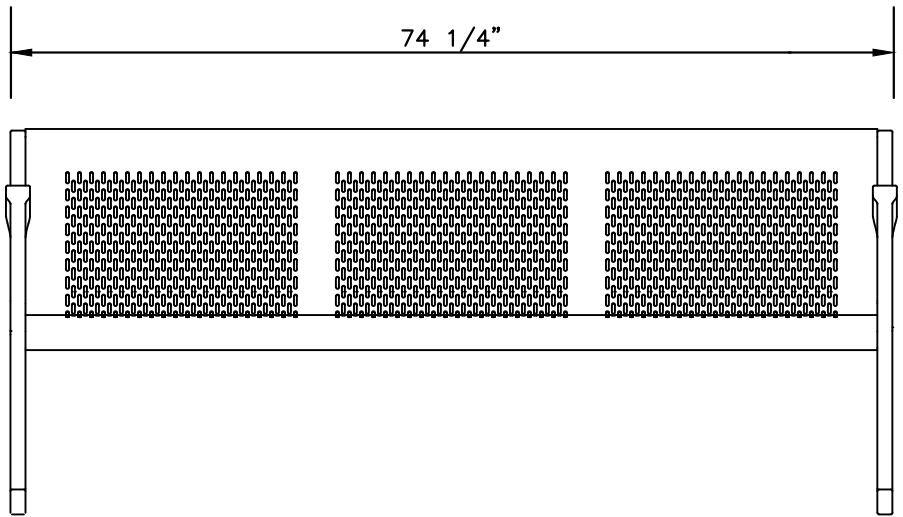
1. ALL CONCRETE TO BE 3600 PSI COMPRESSIVE STRENGTH.
2. TYPE OF PIPE TO BE USED IS 1-5/8" MAX. O.D. BLACK IRON, LOW CARBON PIPE.
3. ALL JOINTS TO HAVE A 1/2" FILLET WELD.
4. AFTER INSTALLATION, PAINT ASSEMBLY WITH BLACK ALL WEATHER ENAMEL.
5. TO BE USED AS REQUIRED BY THE TOWN ENGINEER.

REVISIONS	
DATE	DESCRIPTION

TOWN OF KNIGHTDALE
STANDARD DETAILS

TYPICAL HANDRAIL
Page 217 of 324

STD. NO.
4.13



NOTES:

1. BENCH SHALL BE DUMOR 169 SERIES 6 FT. STEEL PERFORATED SEAT (BLACK), OR EQUIVALENT.
2. OTHER DESIGNS MAY BE ALLOWED PER TOWN OF KNIGHTDALE REVIEW AND APPROVAL.
3. BENCH TO BE INSTALLED BY CONTRACTORS IN ACCORDANCE WITH MANUFACTURER'S SPECIFICATIONS AND DETAILS.
4. ALL STEEL MEMBERS COATED WITH ZINC RICH COATING THEN POLYESTER POWDER COATED.

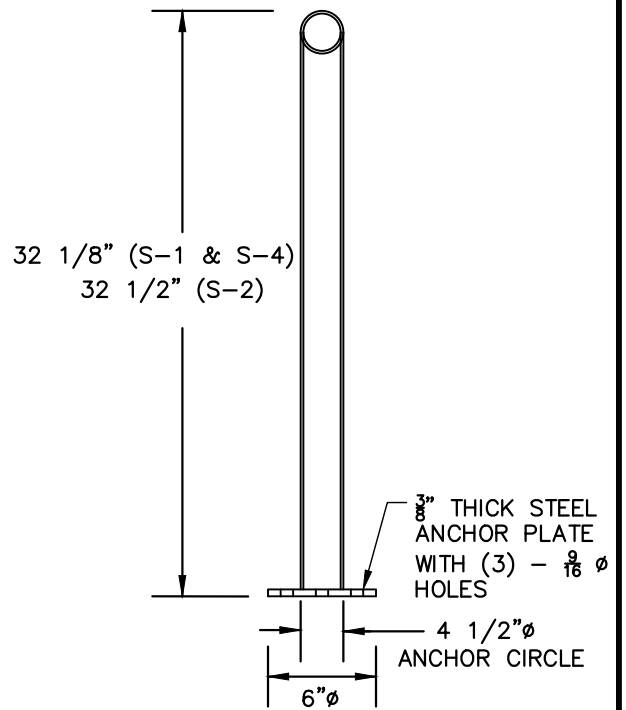
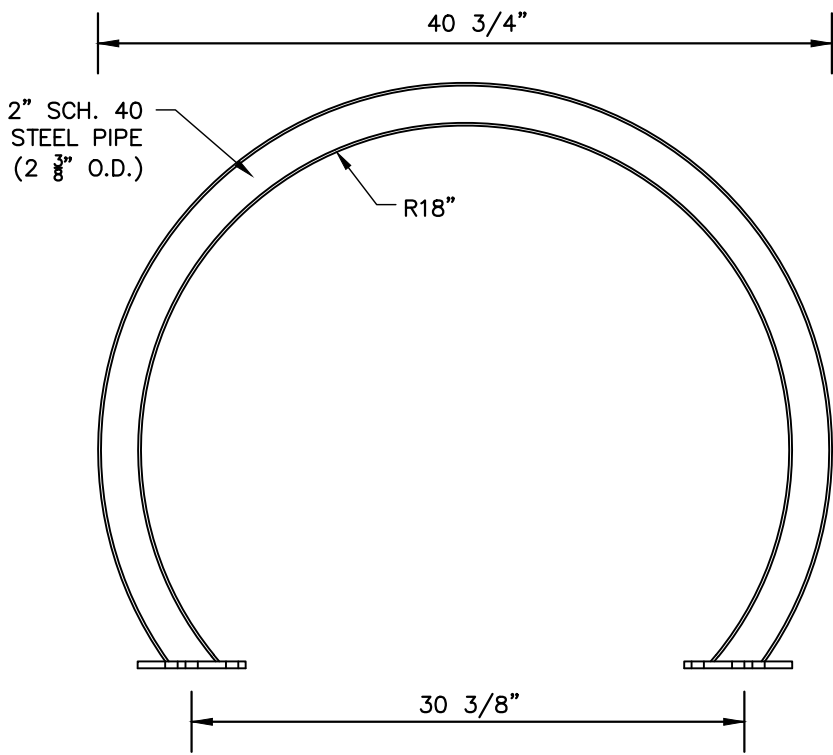
REVISIONS	
DATE	DESCRIPTION

TOWN OF KNIGHTDALE
STANDARD DETAILS

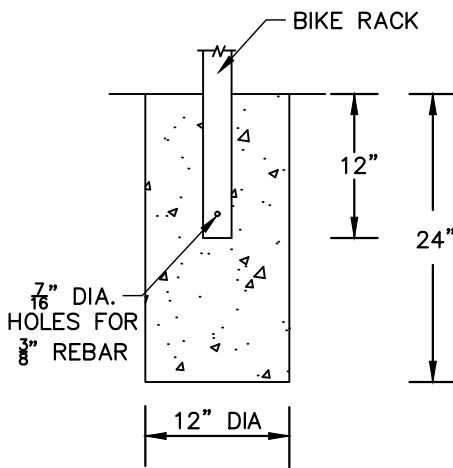
TYPICAL BENCH

STD. NO.

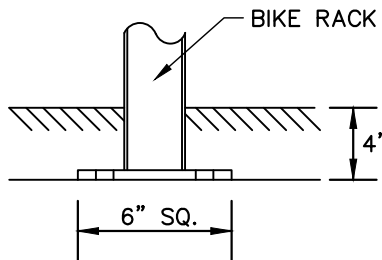
4.14



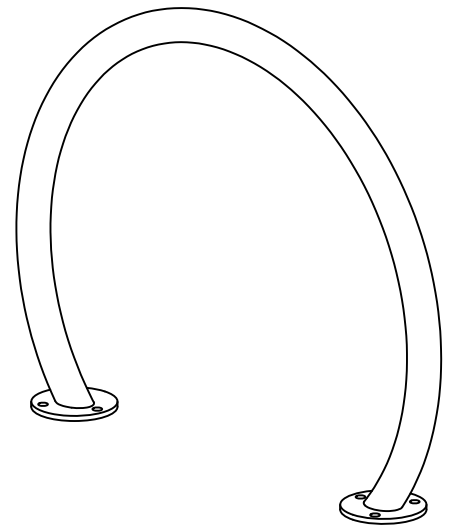
S-2 SURFACE MOUNT



S-1 EMBEDMENT



S-4 SUB FLOOR



NOTES:

1. BIKE RACK SHALL BE DUMOR 292 SERIES POWDER COATED (BLACK), OR EQUIVALENT.
2. OTHER DESIGNS MAY BE ALLOWED PER TOWN OF KNIGHTDALE REVIEW AND APPROVAL.
3. BIKE RACK TO BE INSTALLED BY CONTRACTORS IN ACCORDANCE WITH MANUFACTURER'S SPECIFICATIONS AND DETAILS.
4. ALL STEEL MEMBERS COATED WITH ZINC RICH EPOXY COATING THEN FINISHED WITH POLYESTER POWDER COATED.
5. 1/2" X 3 3/4" EXPANSION ANCHOR BOLTS PROVIDED FOR OPTIONS S-2 & S-4.

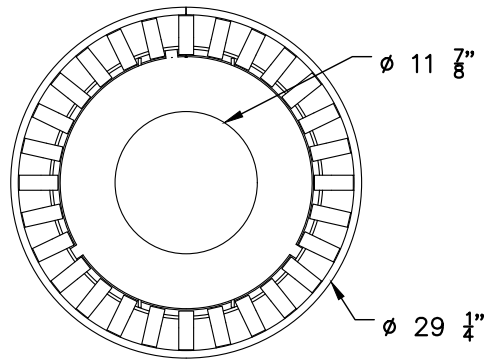
REVISIONS	
DATE	DESCRIPTION

TOWN OF KNIGHTDALE
STANDARD DETAILS

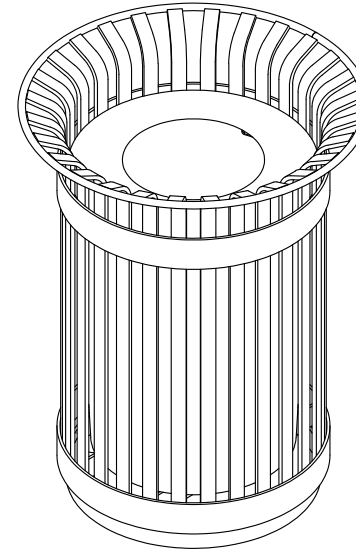
TYPICAL BIKE RACK

STD. NO.

4.15

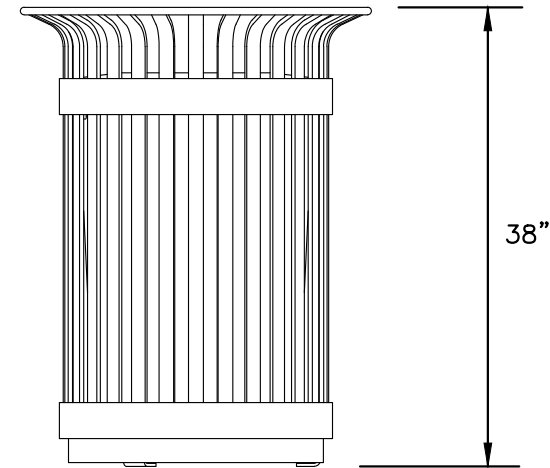


TOP VIEW



NOTES:

1. TRASH RECEPTACLE SHALL BE MAGLIN STEEL FLAT BAR, 32 GALLON, WITH DOME LID (BLACK GLOSS), OR EQUIVALENT.
2. OTHER DESIGNS MAY BE ALLOWED PER TOWN OF KNIGHTDALE REVIEW AND APPROVAL.
3. TRASH RECEPTACLE TO BE INSTALLED BY CONTRACTOR IN ACCORDANCE WITH MANUFACTURER'S SPECIFICATIONS AND DETAILS.



SIDE VIEW

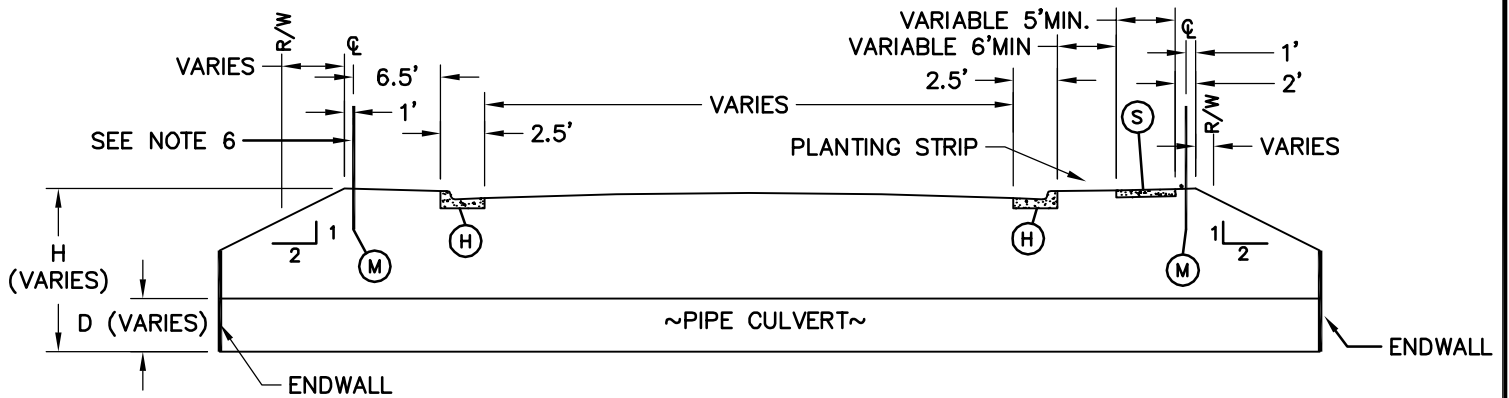
REVISIONS	
DATE	DESCRIPTION

TOWN OF KNIGHTDALE
STANDARD DETAILS

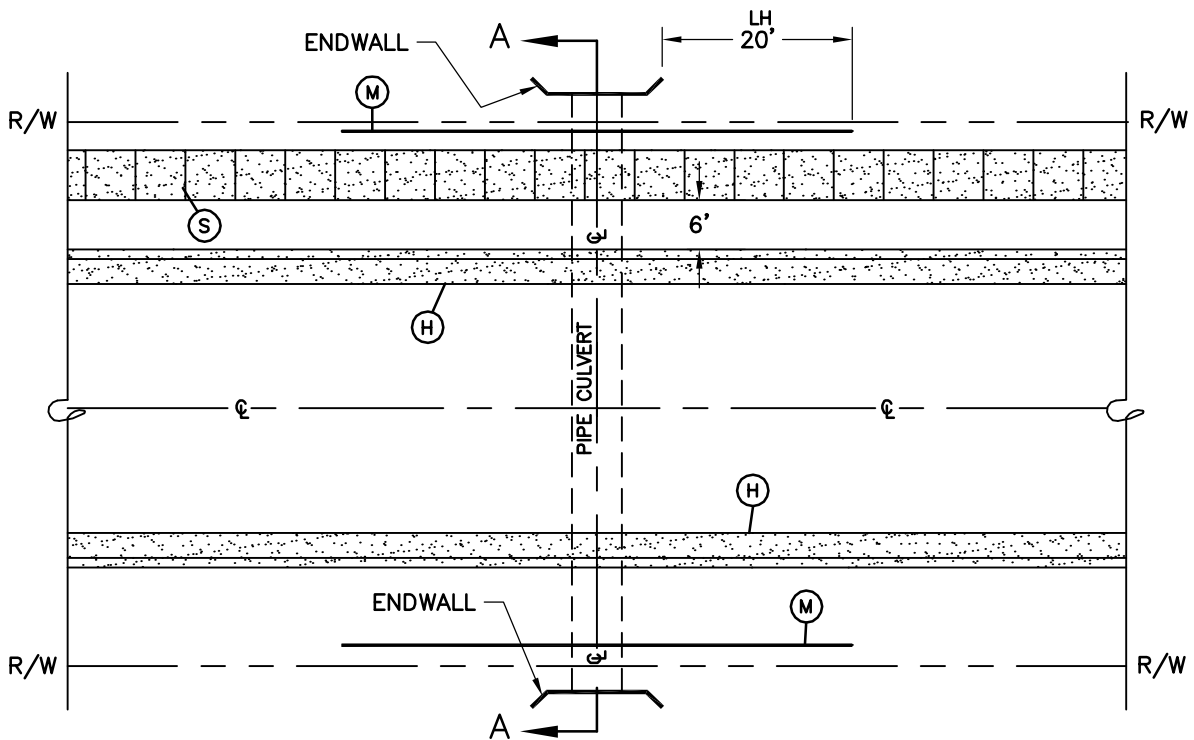
TYPICAL TRASH RECEPTACLE

STD. NO.

4.16



SECTION A - A



PLAN VIEW

LH = DISTANCE FROM END OF WINGWALL TO END OF HANDRAIL.

- (H) 2'-6" CURB AND GUTTER, STANDARD DETAIL 4.01
- (M) HANDRAIL, STANDARD DETAIL 4.13
- (S) 5'-0" SIDEWALK, MINIMUM STANDARD DETAIL 4.04

REVISIONS	
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TOWN OF KNIGHTDALE
STANDARD DETAILS

CULVERT CROSSING ON RESIDENTIAL
AND COMMERCIAL STREETS
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1 of 2
STD. NO.
5.01

NOTES:

1. UNLESS OTHERWISE DETERMINED BY THE TOWN ENGINEER, THE MEASURES ILLUSTRATED SHALL BE USED WHEN CULVERT DIAMETER, D, IS GREATER THAN OR EQUAL TO 24 INCHES AND WHEN THE DIFFERENCE IN ELEVATION BETWEEN THE CULVERT INVERT AND THE TOP OF SLOPE, H, IS GREATER THAN OR EQUAL TO 5 FEET.
2. INSTALLATION OF 2'-6" CURB AND GUTTER MAY NOT BE REQUIRED WHEN AN ADEQUATE CLEAR ZONE IS PROVIDED FOR VEHICLES WITH A MAXIMUM OF 6:1 SLOPE (SEE TABLE 1).
3. INSTALLATION OF HANDRAIL MAY NOT BE REQUIRED WHEN A 10-FOOT PEDESTRIAN CLEAR ZONE IS PROVIDED BEHIND THE SIDEWALK WITH A MAXIMUM OF 6:1 SLOPE. WHERE NO SIDEWALK IS REQUIRED, INSTALLATION OF HANDRAIL MAY NOT BE REQUIRED WHEN A 15-FOOT PEDESTRIAN CLEAR ZONE IS PROVIDED BEHIND THE CURB WITH A MAXIMUM OF 6:1 SLOPE.
4. FOR CULVERT CROSSINGS WITHOUT ENDWALLS, LH SHALL BE MEASURED FROM THE OUTSIDE OF THE NEAREST WALL OF THE CULVERT BARREL.
5. WHEN NECESSARY, AS DETERMINED BY THE TOWN ENGINEER, ADDITIONAL MEASURES MAY BE REQUIRED.
6. INSTALLATION OF HANDRAIL IS REQUIRED ON BOTH SIDES OF STREET IF SIDEWALK IS REQUIRED ON BOTH SIDES.
7. INSTALLATION OF HANDRAIL IS REQUIRED ON BOTH SIDES OF STREET IF NO SIDEWALK IS REQUIRED EXCEPT WHEN A 15-FOOT PEDESTRIAN CLEAR ZONE IS PROVIDED BEHIND THE CURB WITH A MAXIMUM OF 6:1 SLOPE.
8. INSTALLATION OF HANDRAIL IS REQUIRED ON THE SIDEWALK SIDE OF STREET IF SIDEWALK IS ONLY REQUIRED ON ONE SIDE OF STREET.
9. DESIGN ADT IS CALCULATED ASSUMING A TRIP GENERATION OF 13 DAILY TRIPS PER SINGLE FAMILY DWELLING UNIT.

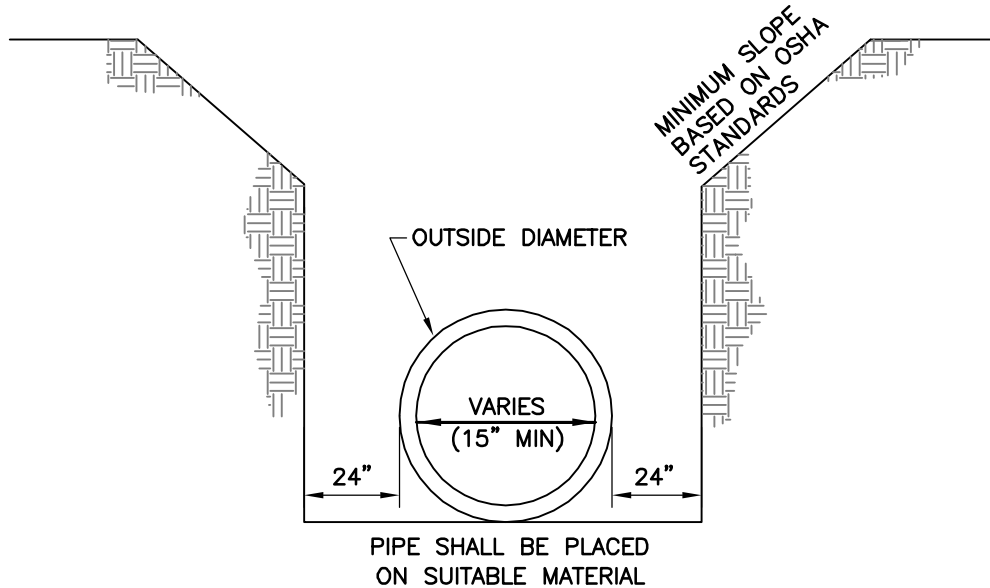
TABLE 1.
CLEAR ZONE DISTANCES
LOCAL, COLLECTOR, AND COMMERCIAL STREETS

DESIGN ADT	CLEAR ZONE FROM EDGE OF PAVEMENT	
	TANGENT SECTION	CURVE (WITHIN 125' OF CULVERT)
UNDER 750	10'	15'
750 - 1500	12'	18'
1501 - 6000	14'	21'
OVER 6000	16'	24'

REVISIONS	
DATE	DESCRIPTION

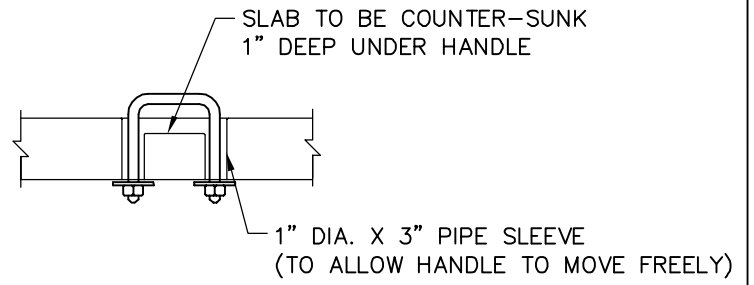
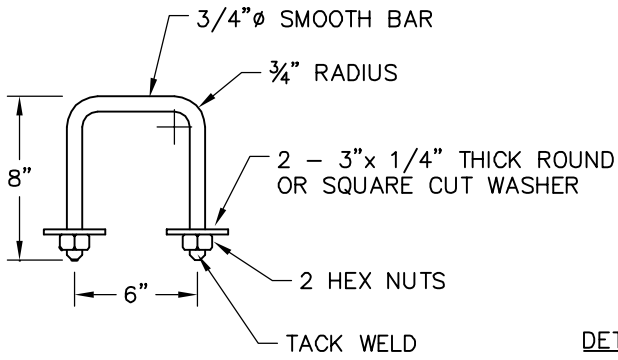
NOTES:

1. A MINIMUM OF 24" FROM OUTSIDE DIAMETER OF PIPE TO SIDE OF TRENCH MUST BE ALLOWED FOR COMPACTION OF FILL MATERIAL. BACKFILLING OF TRENCHES SHALL BE ACCOMPLISHED IMMEDIATELY AFTER THE PIPE IS LAID. THE FILL AROUND THE PIPE SHALL BE PLACED IN LAYERS NOT TO EXCEED 6". UNDER NO CIRCUMSTANCES SHALL WATER BE PERMITTED TO RISE IN UNBACKFILLED TRENCHES AFTER THE PIPE HAS BEEN PLACED. COMPACTION REQUIREMENTS SHALL BE ATTAINED BY THE USE OF MECHANICAL TAMPS ONLY. EACH AND EVERY LAYER OF BACKFILL SHALL BE PLACED LOOSE AND THOROUGHLY COMPACTED INTO PLACE.
2. ALL BACKFILL MATERIAL SHALL HAVE AN IN PLACE COMPACTED DENSITY OF AT LEAST 95% OF THE STANDARD PROCTOR MAXIMUM DENSITY.
3. THE FINAL 24" OF BACKFILL MATERIAL SHALL BE COMPACTED TO 100% OF THE STANDARD PROCTOR MAXIMUM DENSITY.
4. ALL TRENCHING OPERATIONS SHALL MEET OSHA STANDARDS.
5. BACKFILL MATERIAL BENEATH ROADWAY SHALL BE SELECT BACKFILL MATERIAL.

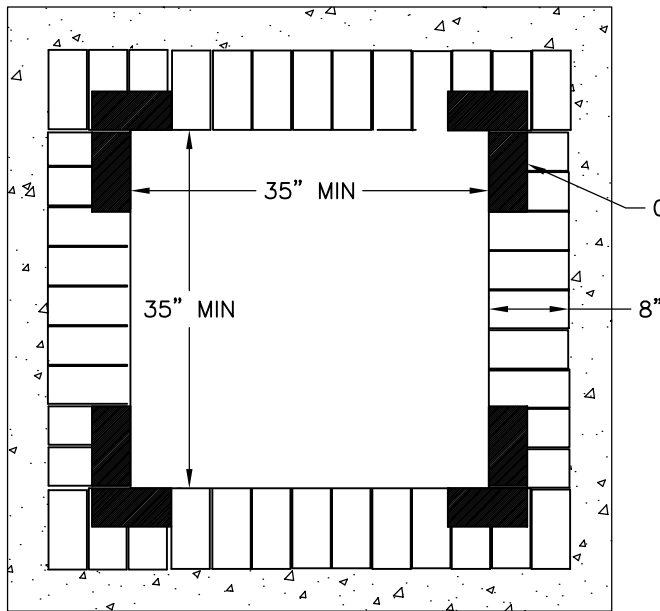


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DATE	DESCRIPTION

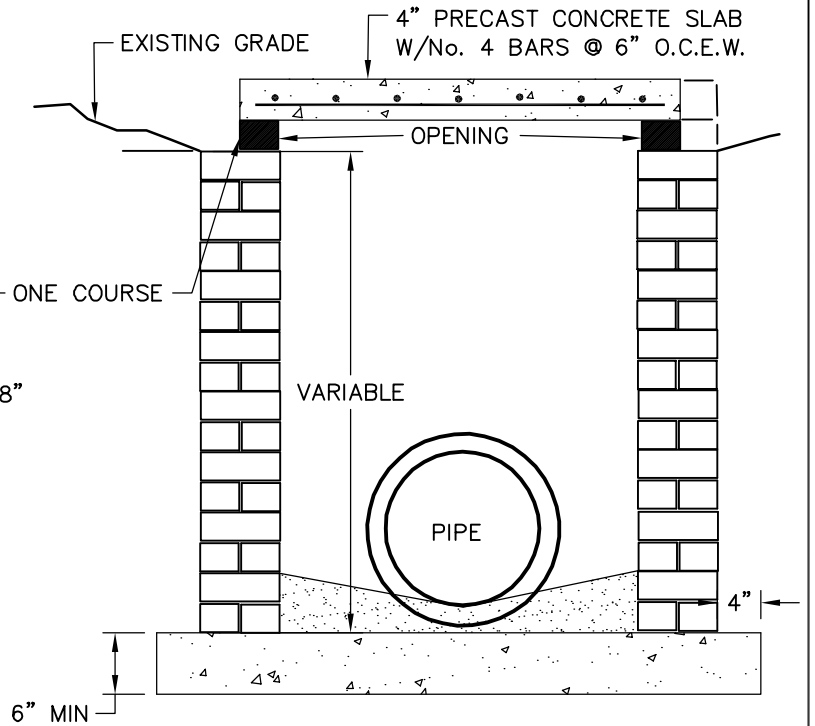
TOWN OF KNIGHTDALE STANDARD DETAILS	TRENCH FOR STORM DRAIN PIPES	STD. NO. 5.02
	Page 223 of 324	



DETAIL OF HANDLE



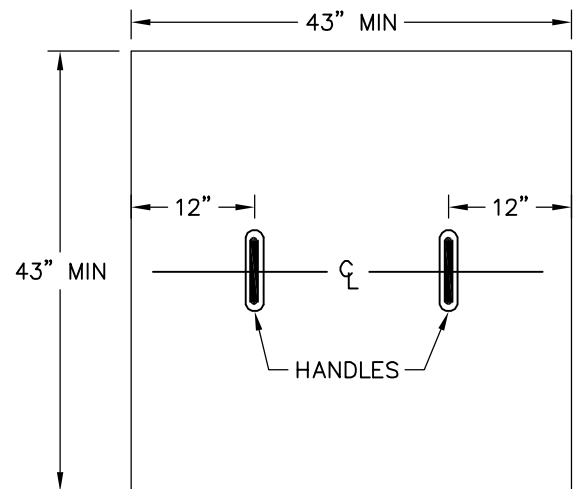
PLAN VIEW



PROFILE

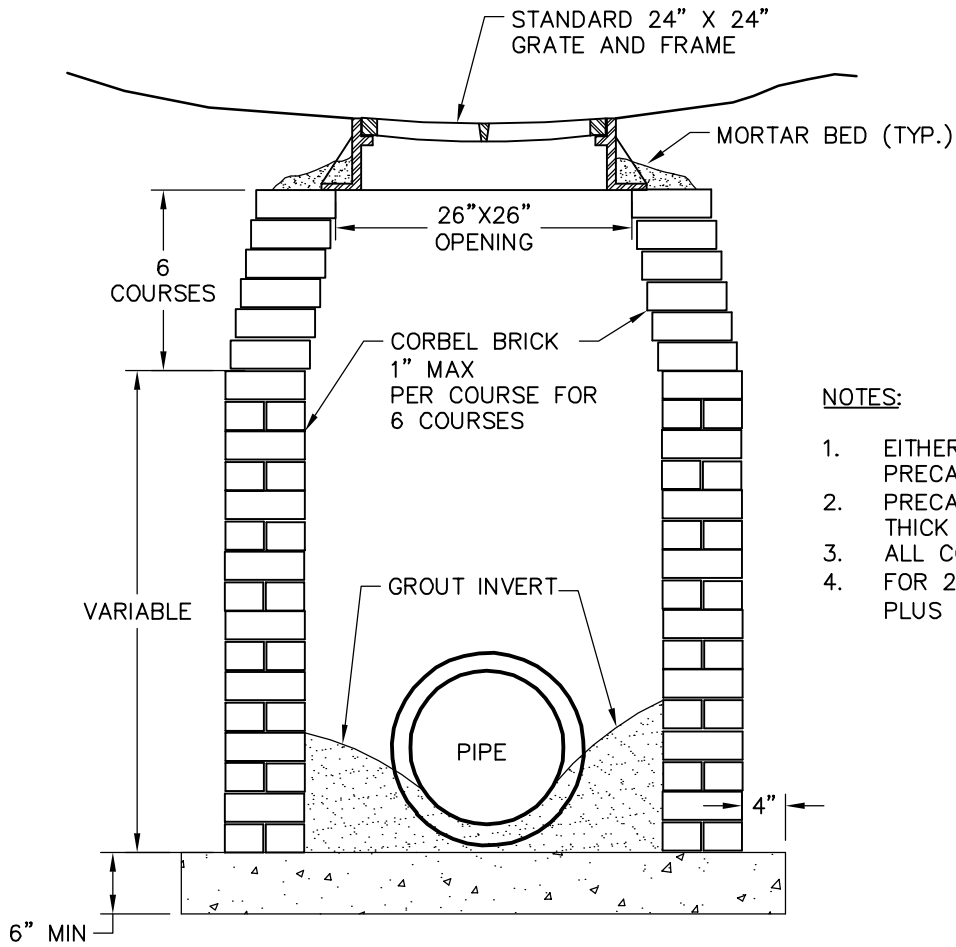
NOTES:

1. EITHER SOLID BRICK, SOLID BLOCK OR PRECAST CONCRETE MAY BE USED.
2. PRECAST CONCRETE WALLS SHALL BE 6" THICK MINIMUM.
3. ALL CONCRETE SHALL BE 3000 P.S.I.
4. FOR 24" PIPE AND LARGER USE PIPE DIA. PLUS 12" AS INSIDE DIMENSIONS.



PRECAST CONCRETE SLAB

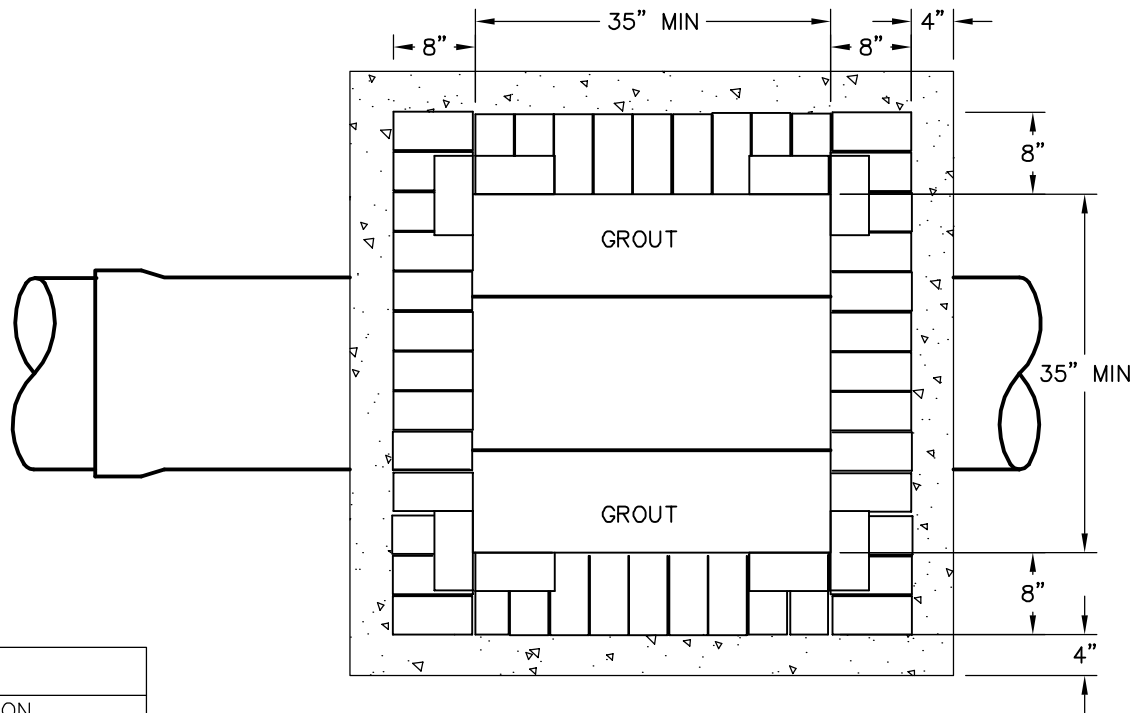
REVISIONS	
DATE	DESCRIPTION



PROFILE

NOTES:

1. EITHER SOLID BRICK, SOLID BLOCK, OR PRECAST CONCRETE MAY BE USED.
2. PRECAST CONCRETE WALLS SHALL BE 6" THICK MINIMUM.
3. ALL CONCRETE SHALL BE 3000 P.S.I.
4. FOR 24" PIPE AND LARGER USE PIPE DIA. PLUS 12" AS INSIDE DIMENSIONS.



PLAN VIEW

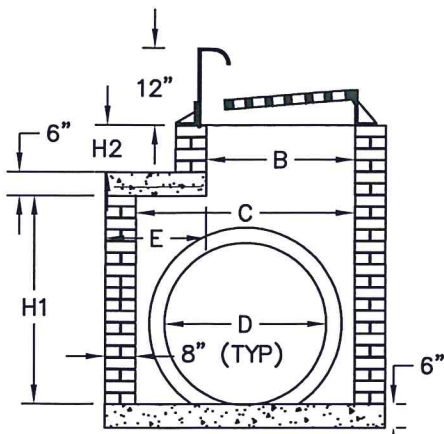
REVISIONS	
DATE	DESCRIPTION

TOWN OF KNIGHTDALE
STANDARD DETAILS

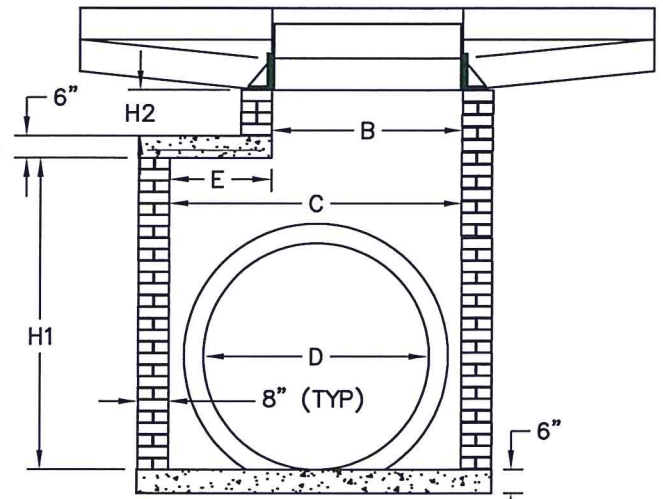
STANDARD DROP INLET
WITH GRATE AND FRAME
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STD. NO.

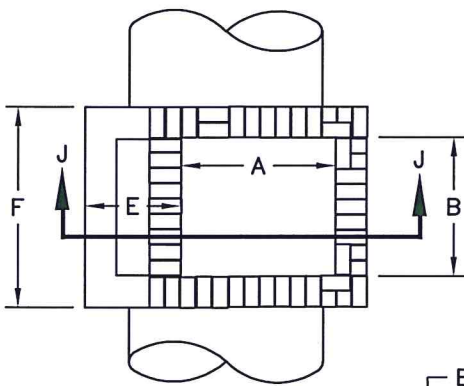
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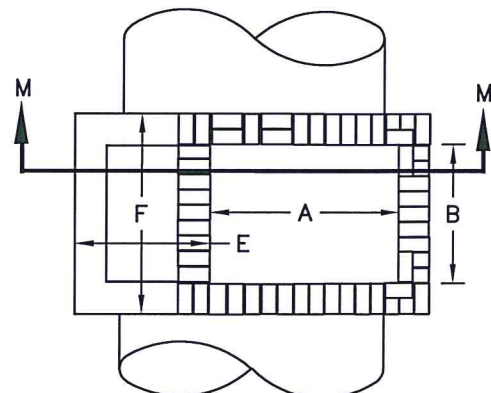
END ELEVATION J-J
WHERE 30" TO 36" PIPE IS USED



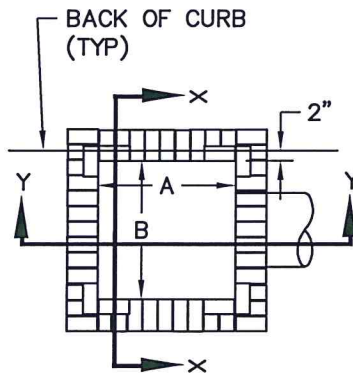
SIDE ELEVATION M-M
WHERE 42" TO 54" PIPE IS USED



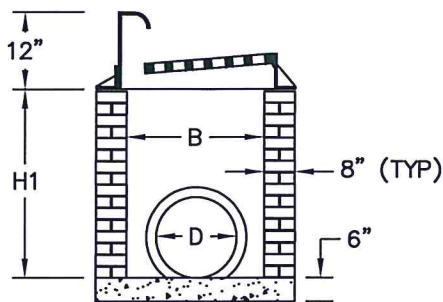
PLAN



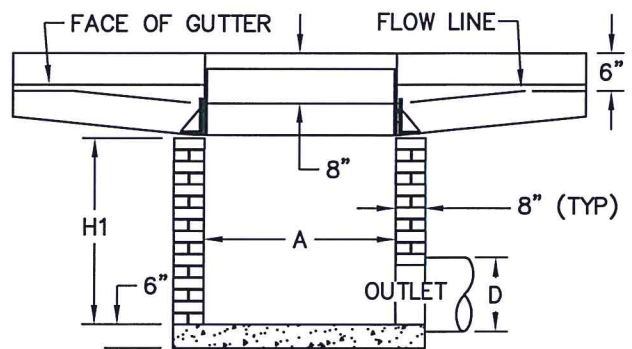
PLAN



PLAN VIEW



SECTION X-X



SECTION Y-Y

NOTES:

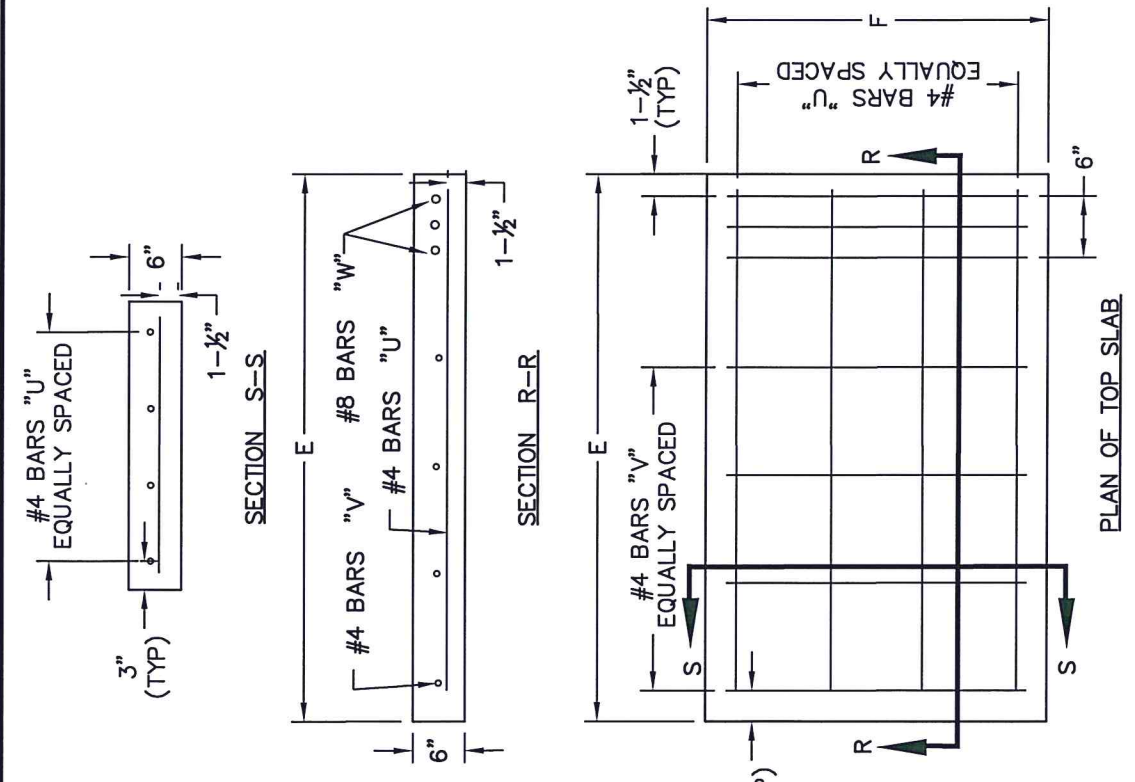
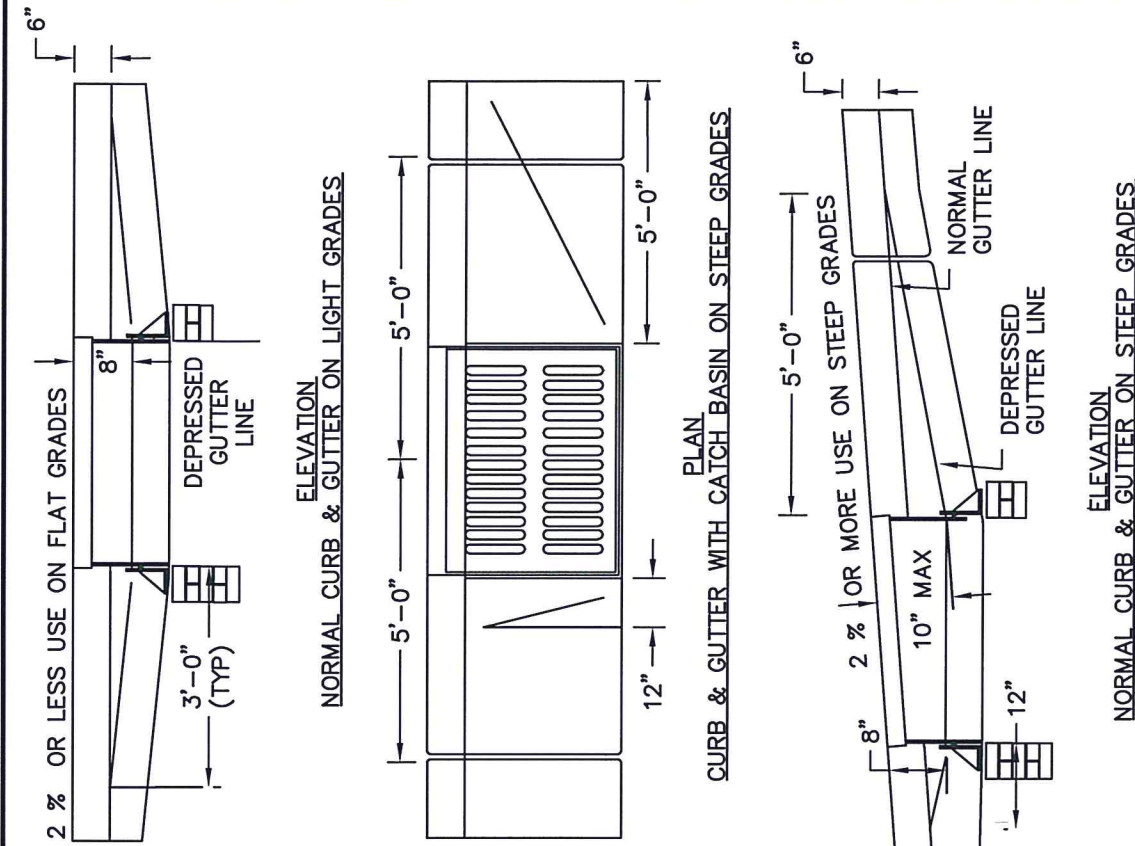
1. MORTAR JOINTS SHALL BE 1/2" THICK.
2. ALL CONCRETE SHALL BE 3000 P.S.I.
3. BASE SLABS SHALL BE FORMED PRIOR TO PLACING OF CONCRETE.
4. USE TYPE "A" GRATE AT SAG POINTS, OTHERWISE USE TYPE "B" OR "C" FOR THE APPROPRIATE FLOW DIRECTION.
5. MASONRY UNITS MAY BE JUMBO BRICK, CONCRETE BRICK, OR SOLID CONCRETE BLOCK.
6. ALL WALLS GREATER THAN 6' IN DEPTH SHALL BE CONSTRUCTED 12" THICK.

REVISIONS	
DATE	DESCRIPTION

TOWN OF KNIGHTDALE
STANDARD DETAILS

STANDARD CURB INLET
BRICK BOX
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1 of 4
STD. NO.
5.05-1



DIMENSIONS AND QUANTITIES FOR BRICK CATCH BASINS

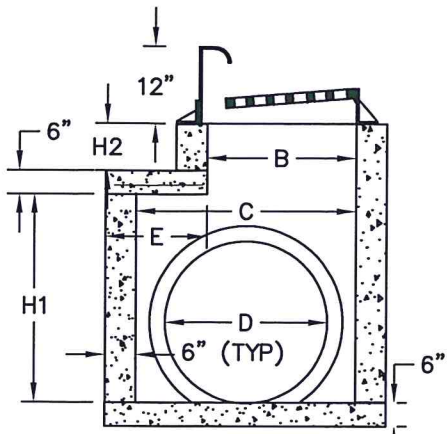
PIPE	DIMENSIONS FOR BOX AND PIPE				COVER DIMENSIONS			REINFORCING				CUBIC YARDS OF CONCRETE IN BOX		BRICK MASONRY		DEDUCTIONS FOR ONE PIPE							
	SPAN	WIDTH	WIDTH	HEIGHT	SPAN	HEIGHT	MIN	H1	H2	E	F	BARS "U"	BARS "V"	BARS "W"	TOP SLAB	FLOOR TOTAL	CU	PER FT ABOVE MIN	H1	H2	CM	RC	
D		A	B																				
15"	3'-0"	2'-2"					2'-6"											0.321				0.0308	0.047
18"							2'-10"															0.0442	0.065
24"							3'-4"															0.0794	0.113
30"							3'-2"															0.1224	0.170
36"							3'-8"															0.1760	0.230
42"							4'-5"															0.2400	0.323
48"							5'-0"															0.3131	0.460
54"							5'-7"															0.3958	0.580

REVISIONS	
DATE	DESCRIPTION

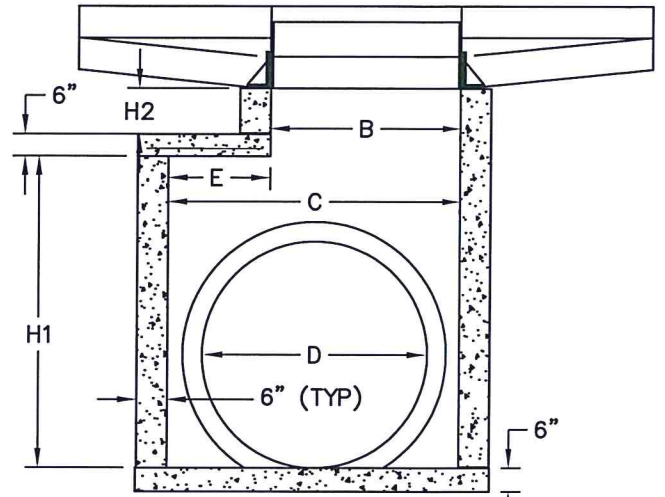
TOWN OF KNIGHTDALE
STANDARD DETAILS

STANDARD CURB INLET
BRICK BOX

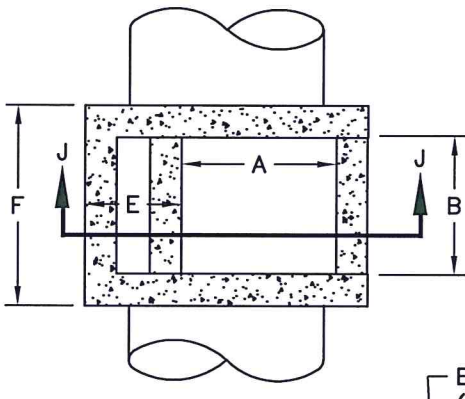
Page 227 of 324



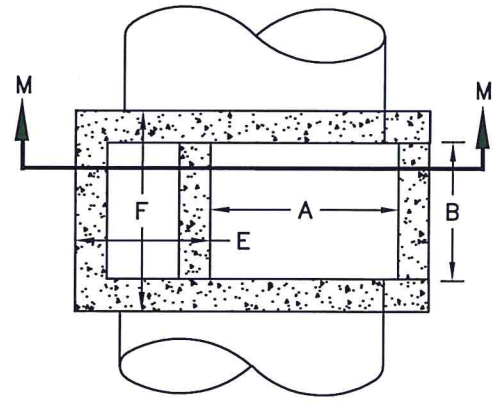
END ELEVATION J-J
WHERE 30" TO 36" PIPE IS USED



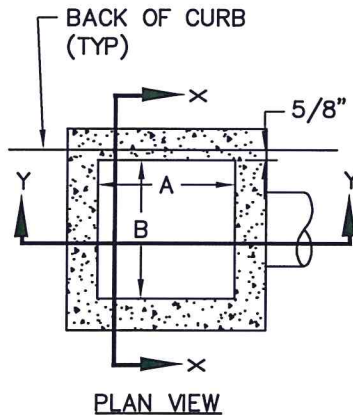
SIDE ELEVATION M-M
WHERE 42" TO 54" PIPE IS USED



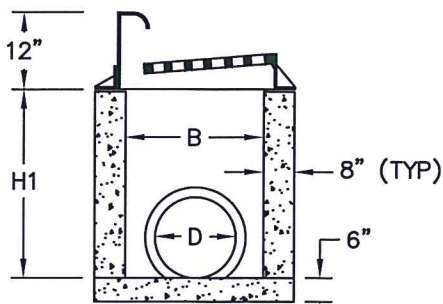
PLAN



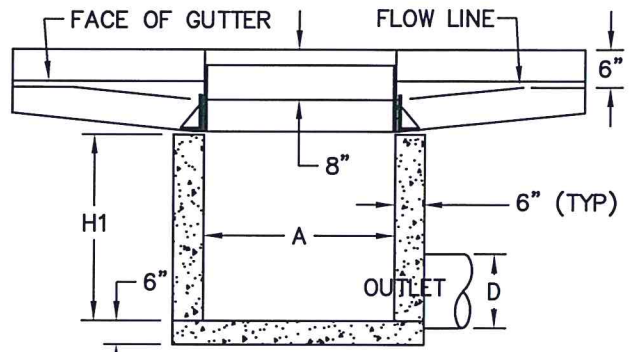
PLAN



PLAN VIEW



SECTION X-X



SECTION Y-Y

NOTES:

1. ALL CONCRETE SHALL BE 3000 P.S.I.
2. BASE SLABS SHALL BE FORMED PRIOR TO PLACING OF CONCRETE.
3. USE TYPE "A" GRATE AT SAG POINTS, OTHERWISE USE TYPE "B" OR "C" FOR THE APPROPRIATE FLOW DIRECTION.
4. ALL WALLS GREATER THAN 6' IN DEPTH SHALL BE CONSTRUCTED 12" THICK.
5. WAFFLE BOXES ARE NOT ALLOWED WITHOUT PRIOR APPROVAL FROM THE TOWN OF KNIGHTDALE

REVISIONS	
DATE	DESCRIPTION

TOWN OF KNIGHTDALE
STANDARD DETAILS

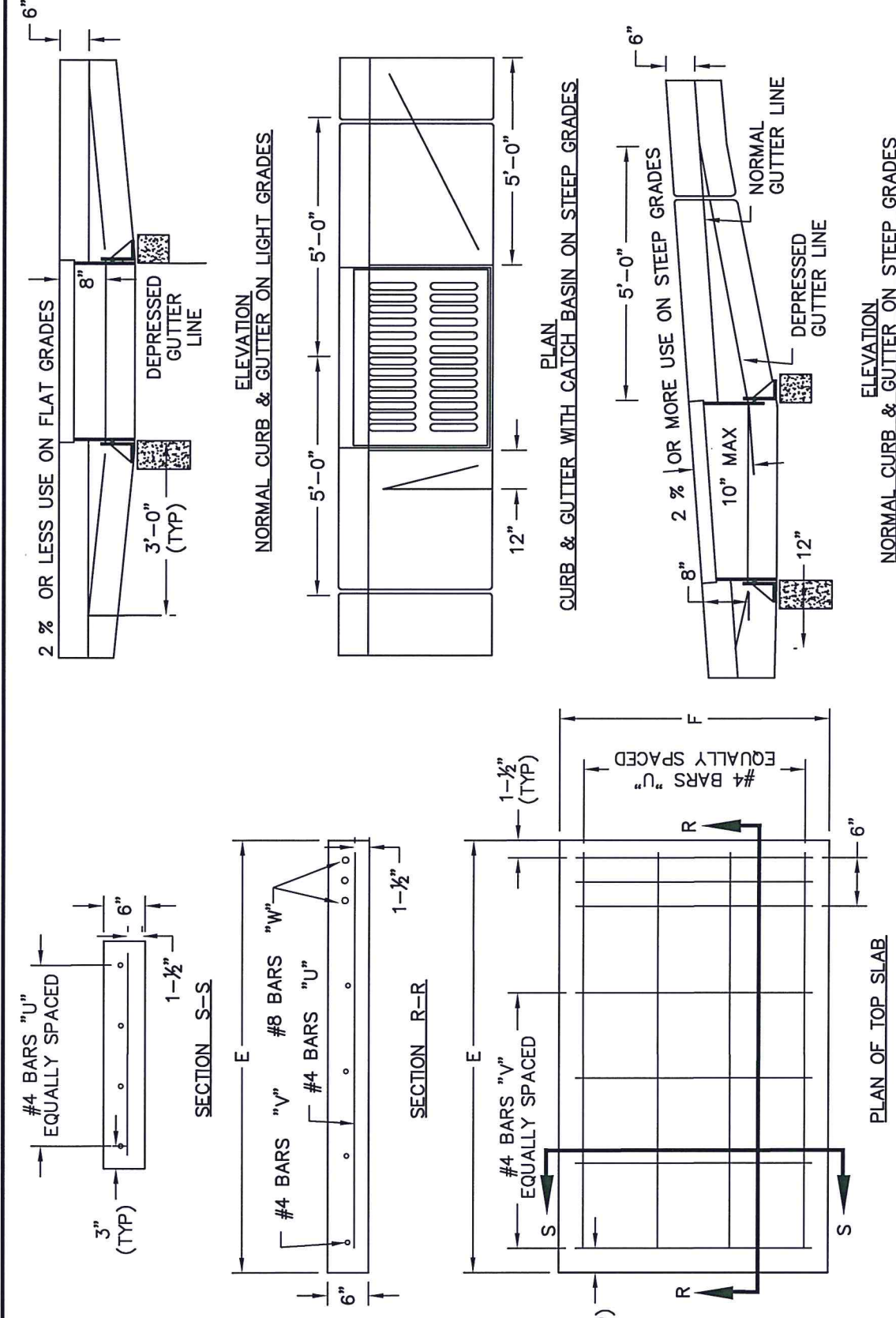
STANDARD CURB INLET
PRECAST CONCRETE BOX
Page 228 of 324

3 of 4

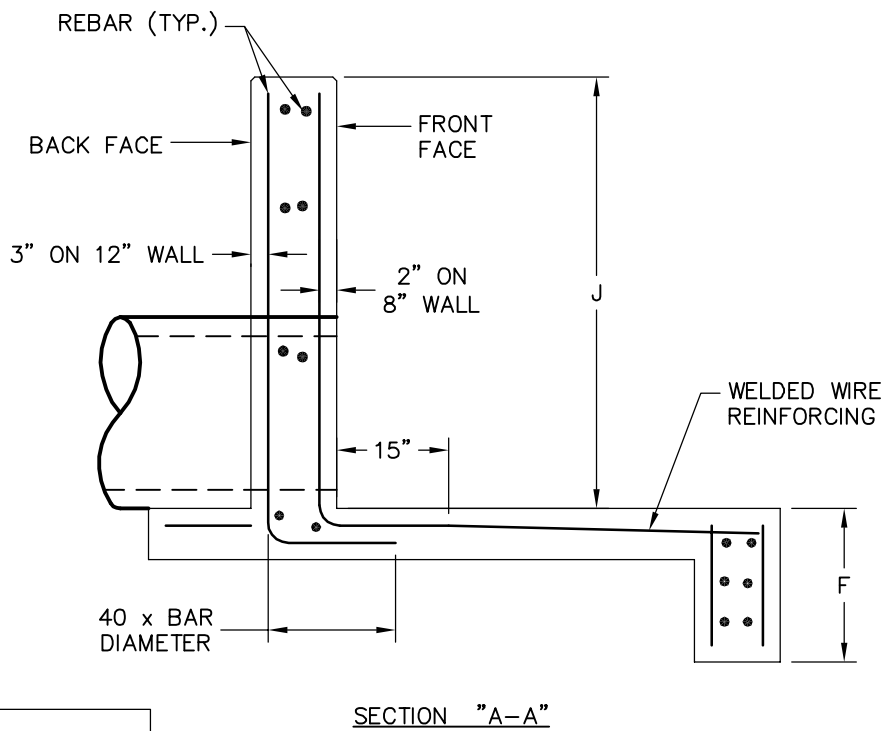
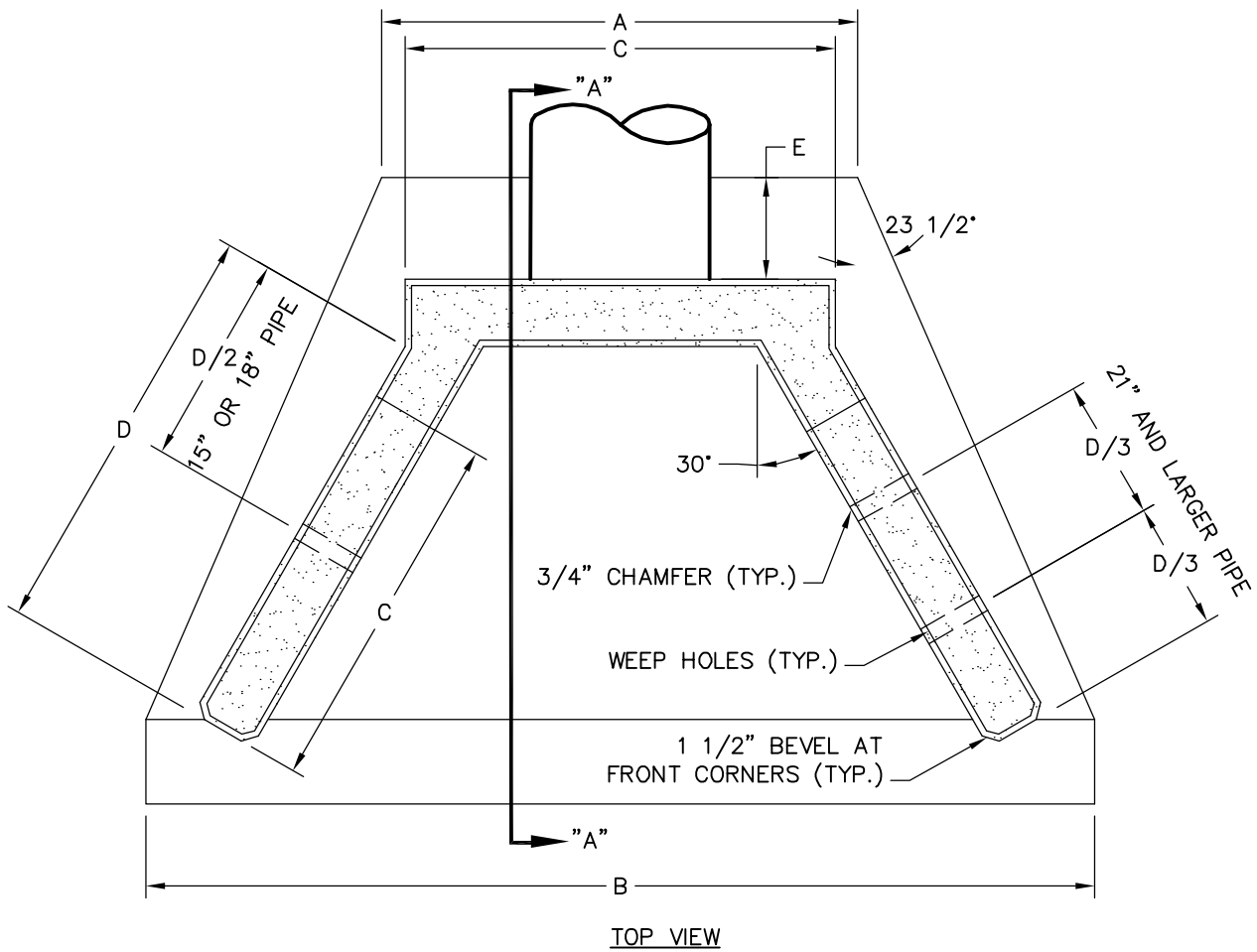
STD. NO.

5.05-3

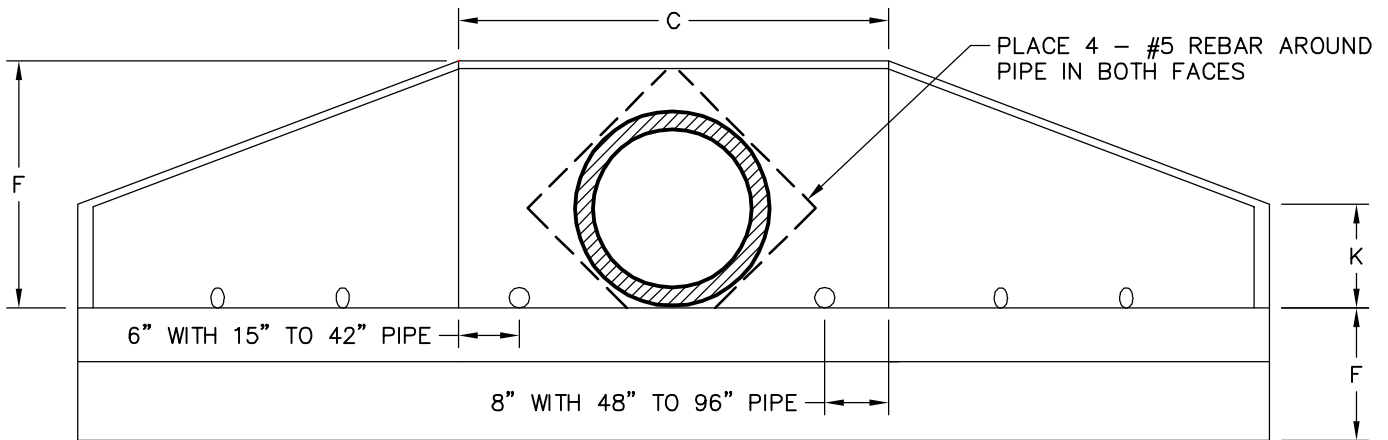
TOWN OF KNIGHTDALE STANDARD DETAILS	
DATE	DESCRIPTION



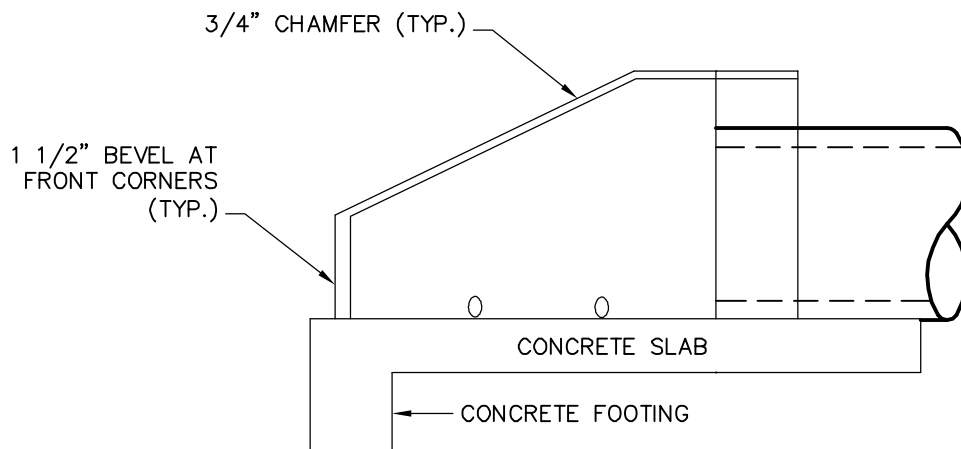
DIMENSIONS AND QUANTITIES FOR BRICK CATCH BASINS																				
DIMENSIONS FOR BOX AND PIPE				COVER DIMENSIONS			REINFORCING			CUBIC YARDS OF CONCRETE IN BOX		BRICK MASONRY		DEDUCTIONS FOR ONE PIPE						
PIPE	SPAN	WIDTH	WIDTH	SPAN	HEIGHT	HEIGHT	H2	NO	LENGTH	NO	LENGTH	TOTAL	TOP SLAB	FLOOR	TOTAL	CU	PER FT	Ht	CM	RC
15"	3'-0"	2'-2"			2'-6"	2'-10"		4	1'-6"	3	4'-1"	45				0.321	0.321	0.0308	0.047	
18"					2'-10"			4	2'-0"	3	4'-1"	49					0.0442	0.065		
24"					3'-4"			4	1'-6"	3	4'-1"	45					0.0794	0.113		
30"					3'-2"			4	1'-6"	3	4'-1"	45						0.1224	0.170	
36"					3'-8"			4	2'-0"	3	4'-1"	49							0.1760	0.230
42"					4'-5"			4	1'-9"	3	3'-3"	38							0.2400	0.323
48"					5'-0"			4	2'-6"	4	3'-3"	40							0.3131	0.460
54"	3'-0"	2'-2"			5'-7"			4	3'-0"	6	3'-3"	48							0.3958	0.580



REVISIONS	
DATE	DESCRIPTION



FRONT ELEVATION

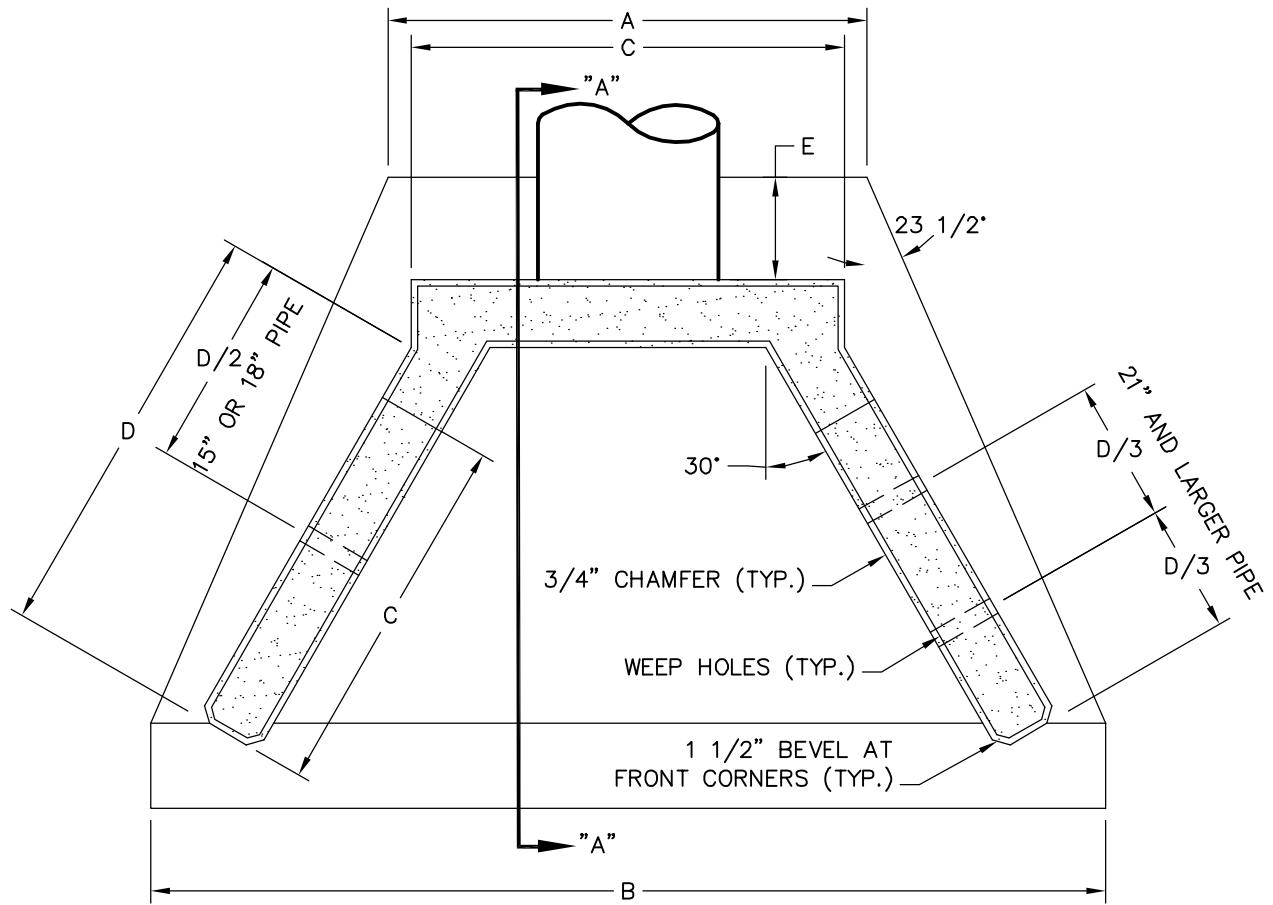


LEFT SIDE ELEVATION

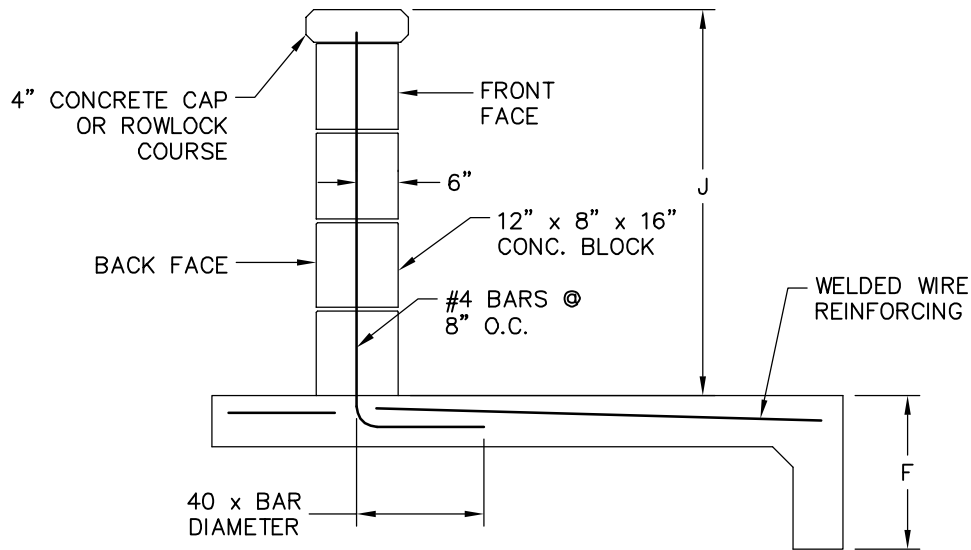
NOTES:

1. SEE STANDARD DETAIL. 5.09 FOR DIMENSIONS.
2. PLACE 1 CUBIC FOOT OF WASHED STONE BEHIND EACH WEEP HOLE.

REVISIONS	
DATE	DESCRIPTION



TOP VIEW

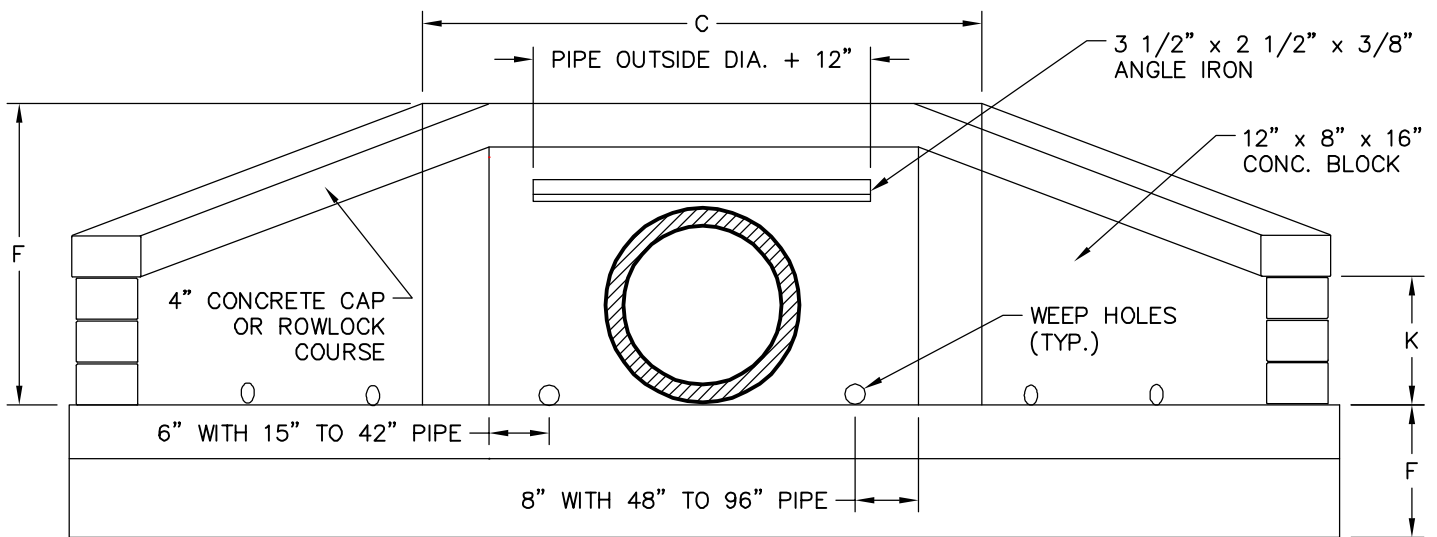


SECTION "A-A"

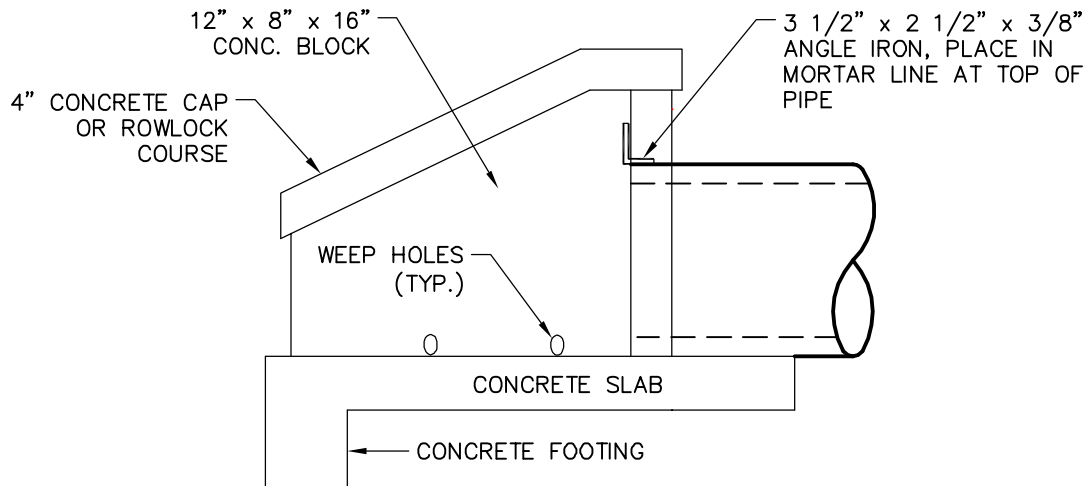
NOTES:

1. SEE STANDARD DETAIL 5.09 FOR DIMENSIONS.
2. PLACE 1 CUBIC FOOT OF WASHED STONE BEHIND EACH WEEP HOLE.
3. FILL EACH CAVITY COMPLETELY WITH 3000 P.S.I. CONCRETE. THE CONC. SHALL NOT FALL MORE THAN THE HEIGHT OF 5 LAYERS OF BLOCK.

REVISIONS	
DATE	DESCRIPTION



FRONT ELEVATION

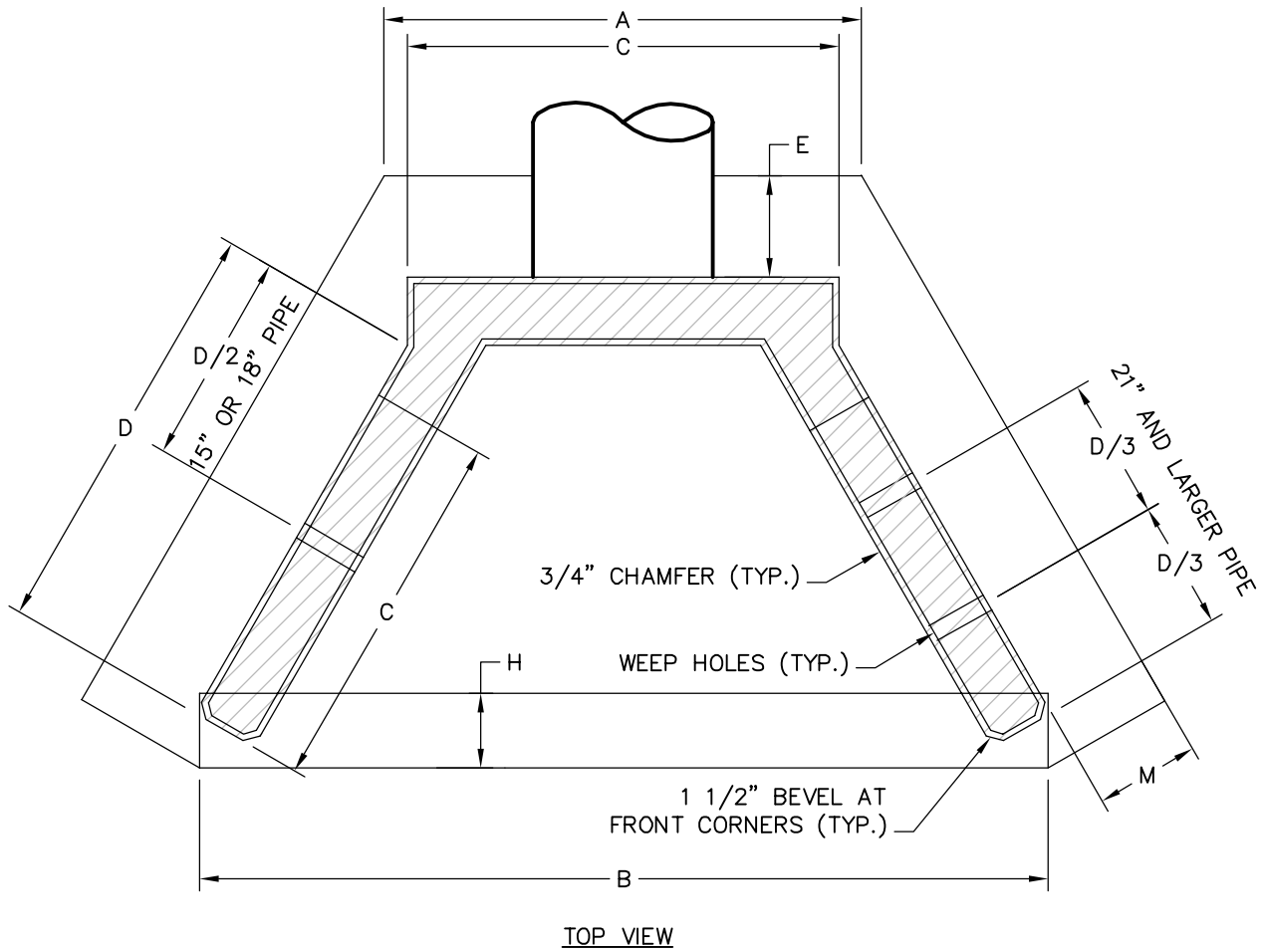


LEFT SIDE ELEVATION

NOTES:

1. SEE STANDARD DETAIL 5.09 FOR DIMENSIONS.
2. PLACE 1 CUBIC FOOT OF WASHED STONE BEHIND EACH WEEP HOLE.

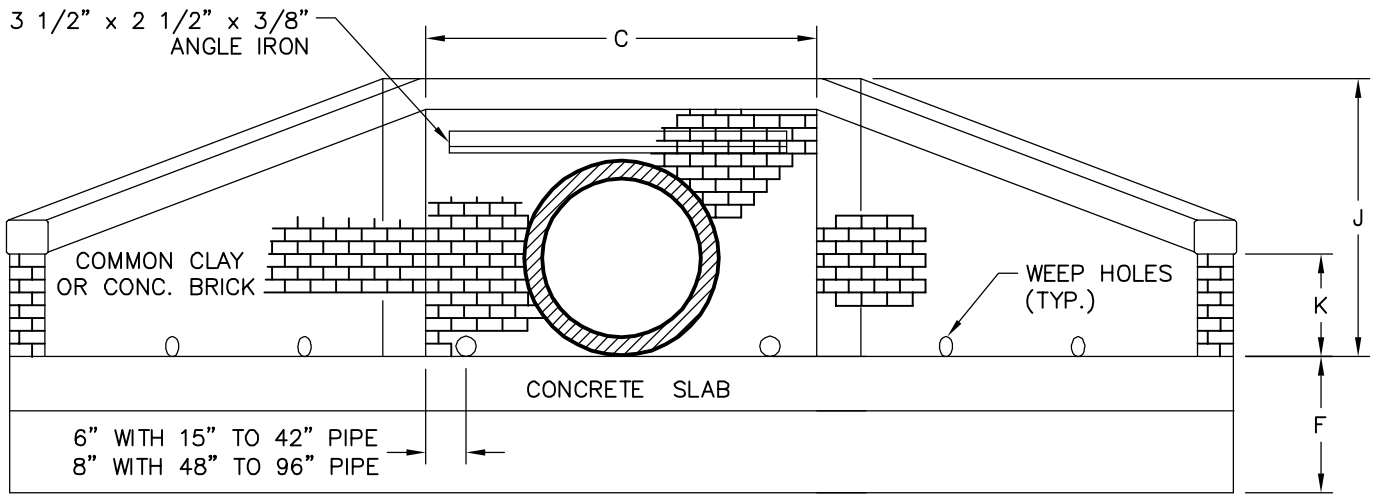
REVISIONS	
DATE	DESCRIPTION



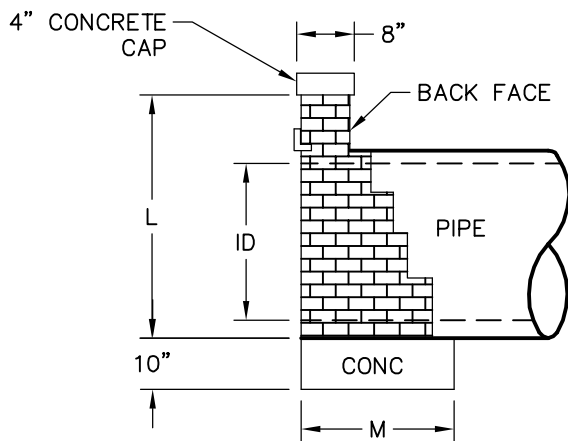
NOTES:

1. SEE STANDARD No. 5.09 FOR DIMENSIONS.
2. PLACE 1 CUBIC FOOT OF WASHED STONE BEHIND EACH WEEP HOLE.

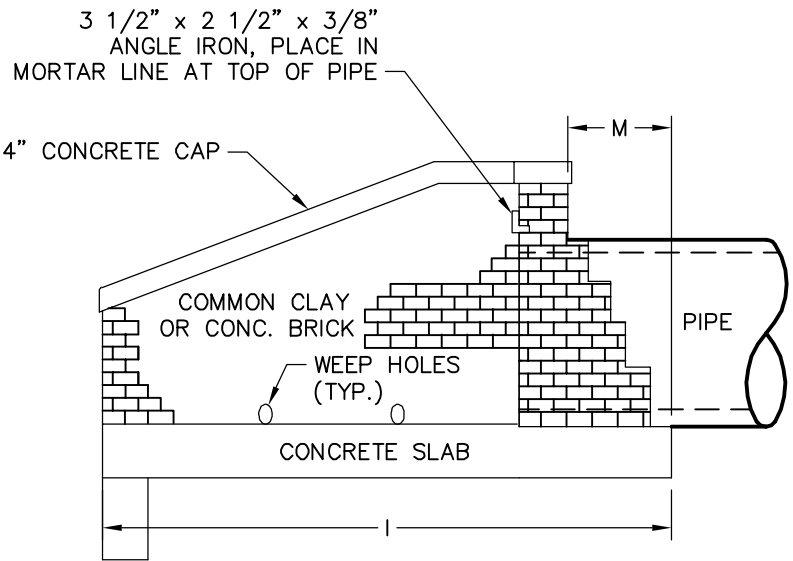
REVISIONS	
DATE	DESCRIPTION



FRONT ELEVATION



END ELEVATION



SIDE ELEVATION

COMMON DIMENSIONS		
ID	L	M
15"	2'-5"	1'-8"
18"	2'-8"	1'-8"
24"	3'-4"	2'-0"
30"	3'-9"	2'-4"
36"	4'-3"	2'-4"
42"	4'-11"	2'-8"
48"	5'-7"	3'-0"

NOTES:

1. ADD THE COMMON DIMENSIONS TO OVERALL LIST ON STANDARD DETAIL 5.09 FOR BRICK HEADWALLS.
2. THE COMMON DIMENSIONS ARE FOR END WALLS FOR BRICK H.W. WITH 48" R.C.P. & UNDER.
3. ANGLE IRON AS SHOWN SHALL BE REQUIRED ONLY WHEN CORRUGATED METAL PIPE IS USED.
4. ONE CUBIC FOOT OF STONE REQUIRED BEHIND EACH WEEP HOLE.

REVISIONS	
DATE	DESCRIPTION

REVISIONS	
DATE	DESCRIPTION

TOWN OF KNIGHTDALE
STANDARD DETAILS

DIMENSIONS FOR SINGLE PIPE HEADWALLS

PIPE SIZE	SHELL THICKNESS	WALL THICKNESS	SLAB THICKNESS	A	B	C	D	E	F	G	H	I	J	K
15"	2 1/2"	8"	6"	4'-10"	9'-4"	3'-7"	4'-2"	1'-0"	1'-6"	3'-8"	8"	5'-8"	2'-7"	1'-0"
18"	2 1/2"	8"	6"	5'-5"	10'-5"	3'-11"	4'-11"	1'-0"	1'-6"	4'-5"	6'	6'-3"	2'-11"	1'-0"
24"	3"	8"	6"	6'-4"	12'-4"	4'-6"	6'-3"	1'-0"	1'-6"	5'-9"	6'	7'-5"	3'-6"	1'-0"
30"	3 1/2"	8"	6"	7'-3"	14'-3"	5'-1"	7'-7"	1'-0"	1'-6"	7'-1"	6'	8'-7"	4'-1"	1'-0"
36"	4"	8"	6"	7'-5"	15'-1"	5'-8"	7'-10"	1'-6"	2'-0"	7'-4"	6'	9'-4"	4'-8"	1'-6"
42"	4 1/2"	8"	6"	8'-4"	17'-0"	6'-3"	9'-2"	1'-6"	2'-0"	8'-9"	6'	10'-6"	5'-3"	1'-6"
48"	5"	8"	6"	9'-4"	18'-11"	6'-10"	10'-6"	1'-6"	2'-0"	10'-0"	6'	11'-7"	5'-10"	1'-6"
54"	5 1/2"	8"	6"	10'-1"	19'-9"	7'-5"	10'-9"	1'-6"	2'-0"	10'-3"	8"	11'-10"	6'-5"	2'-0"
60"	6"	12"	6"	10'-10"	22'-5"	8'-0"	12'-1"	2'-0"	2'-6"	11'-7"	8"	14'-0"	7'-0"	2'-0"
66"	6 1/2"	12"	8"	11'-9"	24'-4"	8'-7"	13'-5"	2'-0"	2'-6"	12'-11"	8"	15'-2"	7'-7"	2'-0"
72"	7"	12"	8"	12'-5"	25'-1"	9'-2"	13'-7"	2'-0"	2'-6"	13'-1"	8"	15'-3"	8'-2"	2'-6"
78"	7 1/2"	12"	8"	13'-4"	27'-0"	9'-9"	14'-11"	2'-0"	2'-6"	14'-5"	8"	16'-5"	8'-9"	2'-6"
84"	8"	12"	8"	13'-11"	27'-9"	10'-4"	15'-1"	2'-0"	2'-6"	14'-7"	8"	16'-7"	9'-4"	3'-0"
90"	8 1/2"	12"	8"	14'-10"	29'-9"	10'-11"	16'-6"	2'-0"	2'-6"	16'-0"	8"	17'-10"	9'-11"	3'-0"
96"	9"	12"	10"	15'-10"	30'-6"	11'-6"	16'-8"	2'-0"	2'-6"	16'-2"	12"	17'-11"	10'-6"	3'-6"
102"	9 1/2"	12"	10"	16'-11"	32'-10"	12'-1"	18'-0"	2'-0"	2'-6"	17'-6"	12"	19'-4"	11'-1"	3'-6"
108"	10"	12"	10"	17'-6"	33'-8"	12'-8"	18'-3"	2'-0"	2'-6"	17'-9"	12"	19'-7"	11'-8"	4'-0"
114"	10 1/2"	12"	10"	18'-5"	35'-10"	13'-3"	19'-7"	2'-0"	2'-6"	19'-1"	12"	21'-0"	12'-3"	4'-0"
120"	11"	12"	10"	19'-5"	37'-10"	13'-10"	20'-11"	2'-0"	2'-6"	20'-0"	12"	22'-2"	12'-10"	4'-0"

DIMENSIONS FOR HEADWALL WITH WINGWALLS
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REVISIONS	
DATE	DESCRIPTION

**TOWN OF KNIGHTDALE
STANDARD DETAILS**

NOTE:

1. ALL DIMENSIONS FOR WING WALLS NOT LISTED ABOVE SHALL BE AS SHOWN FOR SINGLE PIPE HEADWALLS.
2. THE MINIMUM DISTANCE BETWEEN PIPES IN A DOUBLE PIPE HEADWALL IS 2'-0".

DIMENSIONS FOR HEADWALL WITH WINGWALLS
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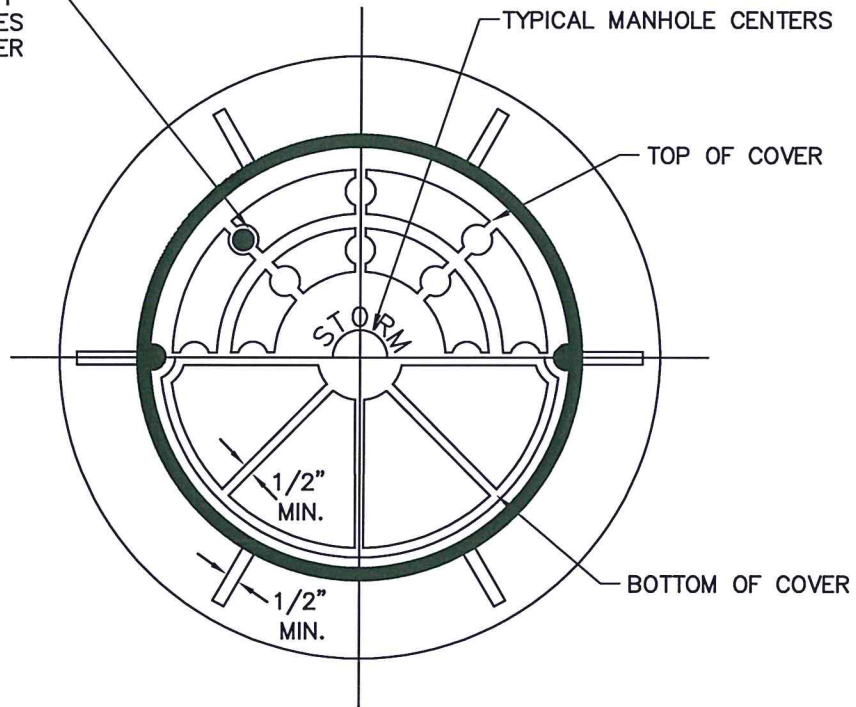
DIMENSIONS FOR SINGLE PIPE HEADWALLS						CUBIC YARDS OF CONC.
PIPE SIZE	BACK FACE		SLAB REINFORCEMENT	FRONT FACE	HORIZONTAL AND VERTICAL	
	HORIZONTAL	VERTICAL				
15"	No.3 @ 12" O.C.	No.3 @ 12" O.C.	6-6 X10-10 WW	No.4 @ 18" O.C.	"	1.61
18"	"	"	"	"	"	1.96
24"	"	"	"	"	"	2.67
30"	"	"	"	"	"	3.49
36"	"	"	"	"	"	4.21
42"	"	"	"	"	"	1.9
48"	"	"	"	"	"	6.33
54"	"	No.4 @ 12" O.C.	"	"	"	7.23
60"	"	"	"	"	"	11.25
66"	No.4 @ 12" O.C.	"	6-6 X 6-6 WW	"	"	14.67
72"	"	"	"	"	"	15.75
78"	"	"	"	No.4 @ 12" O.C.	"	18.04
84"	"	No.5 @ 12" O.C.	"	"	"	19.32
90"	"	"	"	"	"	21.92
96"	No.5 @ 12" O.C.	No.6 @ 12" O.C.	"	"	"	26.38
102"	"	"	"	"	"	32.26
108"	"	"	"	"	"	34.21
114"	"	No.8 @ 12" O.C.	"	"	"	40.78
120"	"	"	"	"	"	44.97

DIMENSIONS FOR DOUBLE PIPE HEADWALLS					CUBIC YARDS OF CONC.
H	I	J	K		
8'-6"	13'-0"	7'-3"	8'-9"		2.24
9'-4"	14'-4"	7'-10"	9'-5"		2.7
10'-10"	16'-10"	9'-0"	10'-7"		3.64
12'-4"	19'-4"	9'-2"	11'-9"		4.72
13'-1"	20'-9"	11'-4"	12'-11"		5.75
14'-7"	23'-3"	12'-6"	14'-1"		7.05
16'-2"	25'-9"	13'-8"	15'-3"		8.52
17'-6"	27'-2"	14'-10"	16'-5"		9.74
18'-10"	30'-5"	16'-0"	18'-4"		14.74
20'-4"	32'-11"	17'-2"	19'-6"		19.44
21'-7"	34'-3"	18'-4"	20'-8"		20.96
23'-1"	36'-9"	19'-6"	21'-10"		23.89
24'-3"	38'-1"	20'-8"	23'-0"		25.59
25'-9"	40'-8"	21'-10"	24'-2"		28.95
27'-4"	42'-0"	23'-0"	25'-4"		35.30
29'-0"	44'-11"	24'-2"	26'-11"		42.53
30'-2"	46'-4"	25'-4"	28'-1"		45.15
31'-8"	49'-1"	26'-6"	29'-6"		53.26
33'-3"	51'-8"	27'-8"	30'-9"		58.59

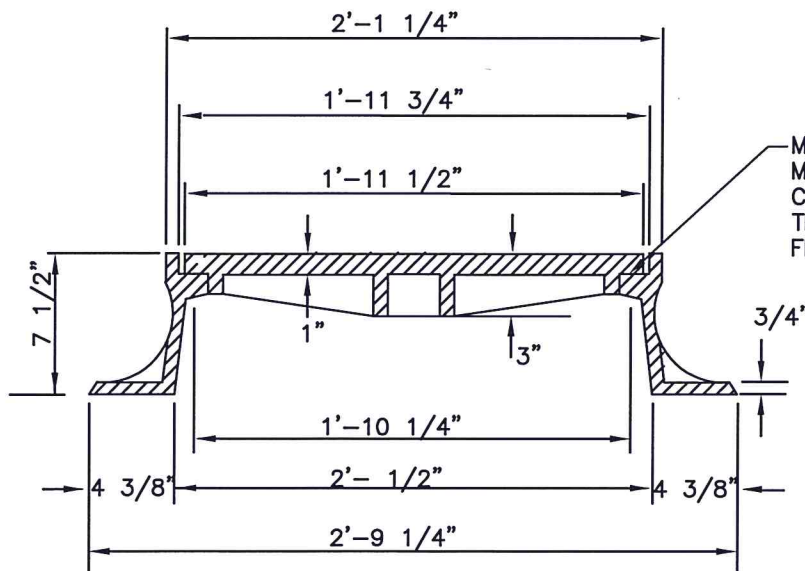
THE WORDS 'STORM SEWER' MUST BE CAST ON THE COVER.



A MINIMUM OF TWO 1" DIAMETER HOLES REQUIRED FOR STORM SEWER



PLAN VIEW



MANHOLE CASTING SHALL BE MACHINED TO PROVIDE A CONTINUOUS BEARING AROUND THE FULL PERIPHERY OF THE FRAME.

SECTION

MINIMUM AVERAGE WEIGHT

RING	190
COVER	120
TOTAL	310

REVISIONS	
DATE	DESCRIPTION

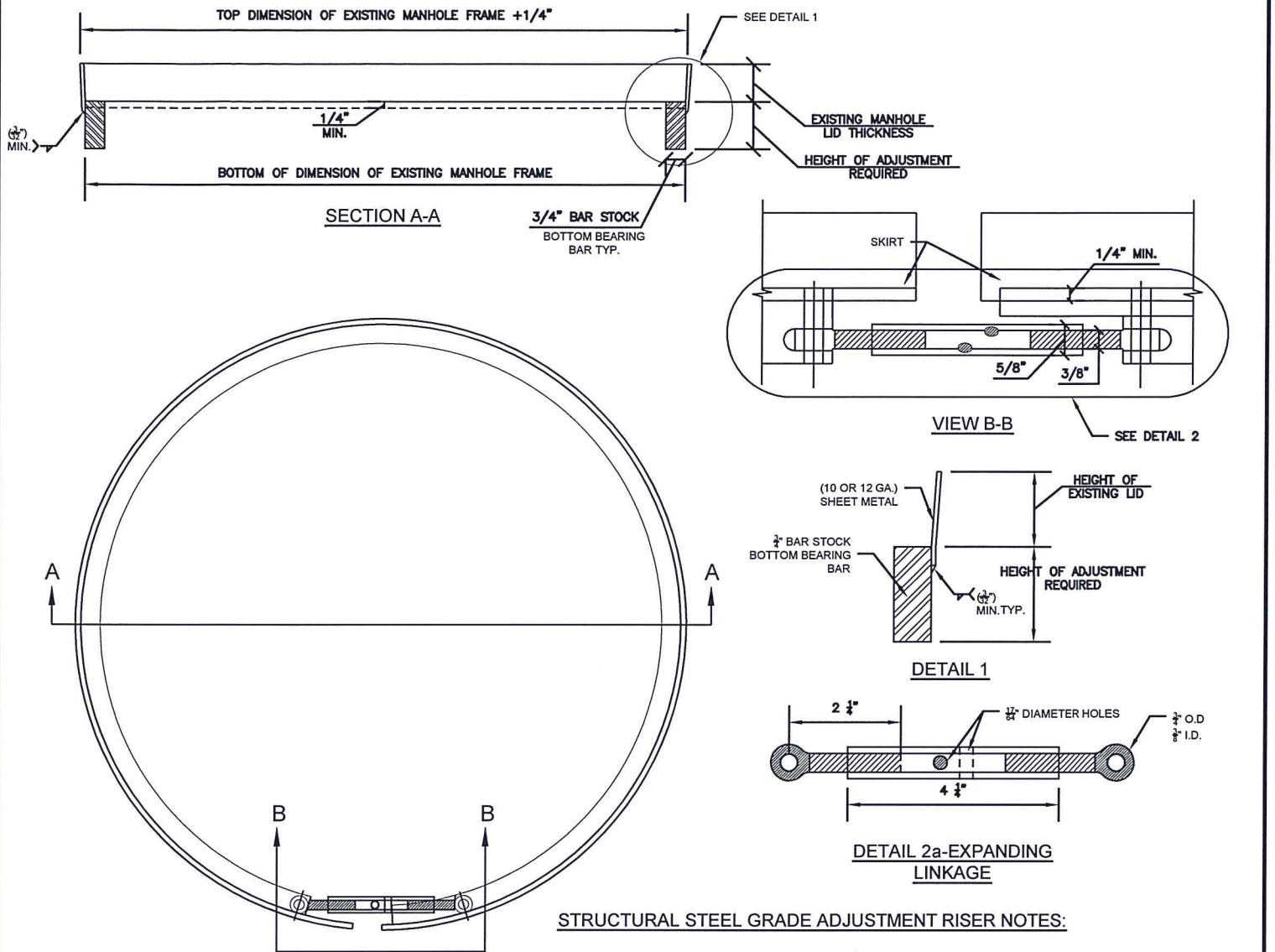
TOWN OF KNIGHTDALE
STANDARD DETAILS

STANDARD MANHOLE RING & COVER

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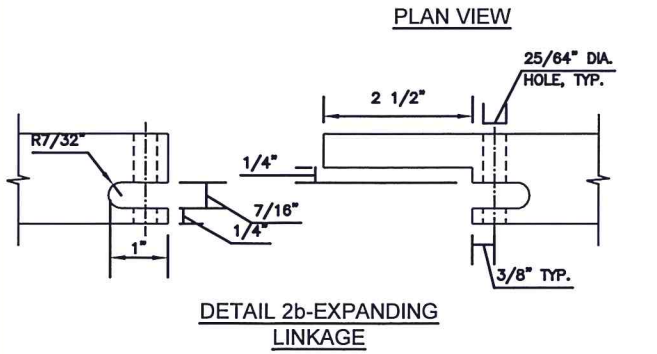
STD. NO.

5.10



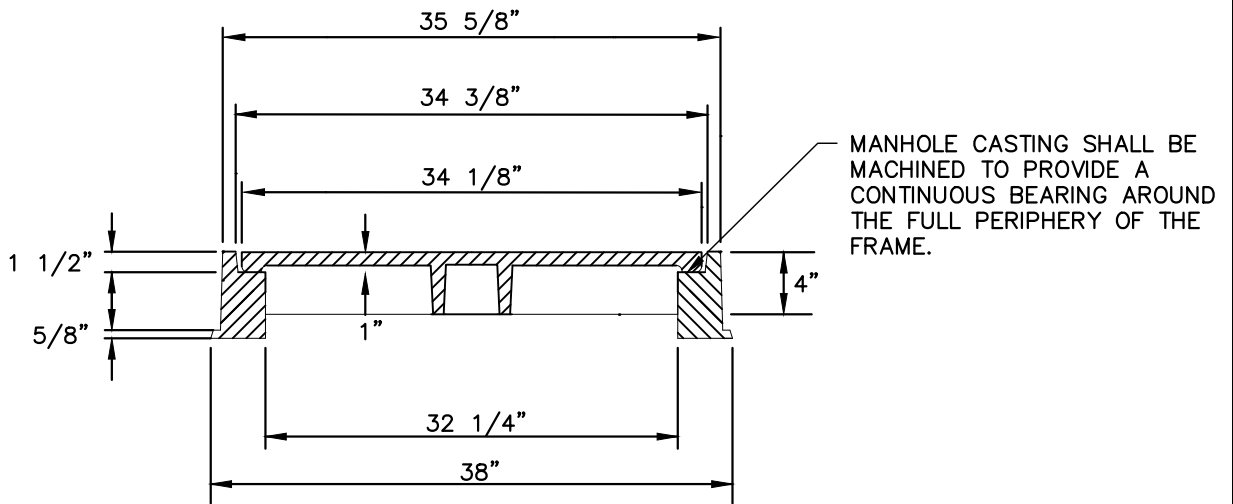
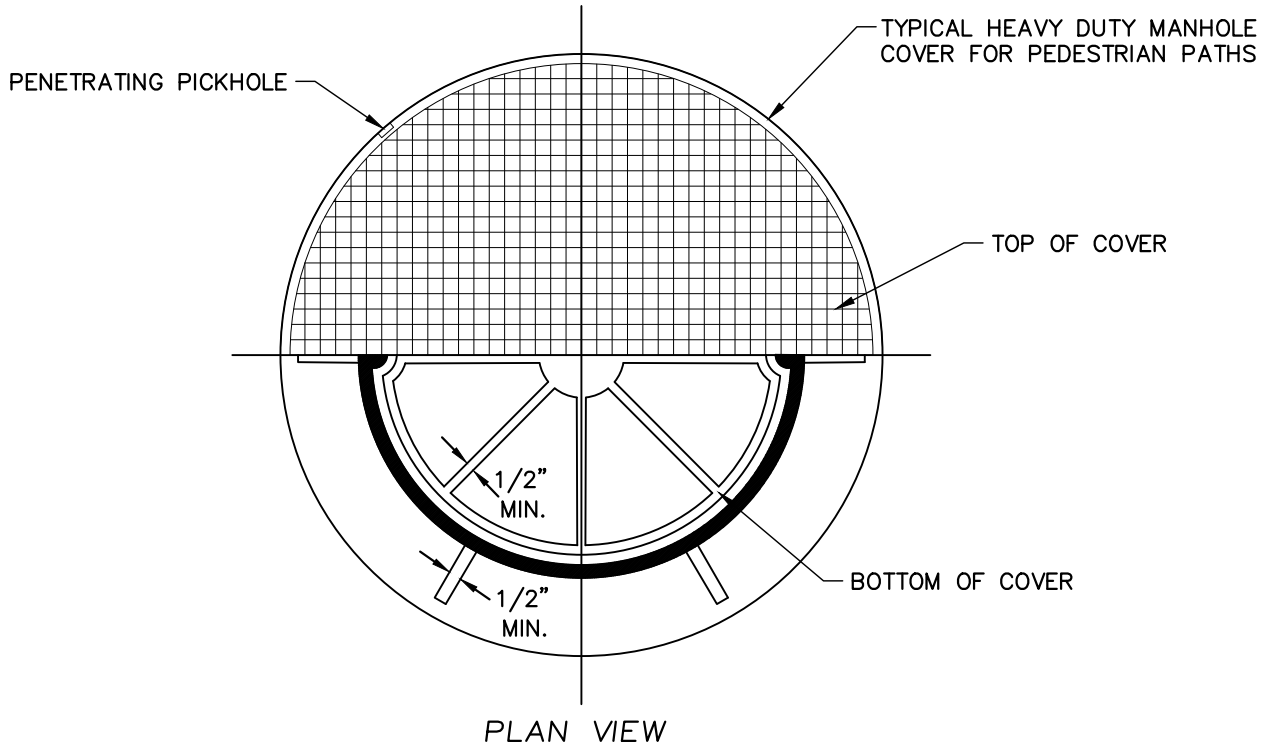
STRUCTURAL STEEL GRADE ADJUSTMENT RISER NOTES:

1. ADJUSTMENT RISER HEIGHT RANGE IN 1/4" INCREMENTS:
 - MINIMUM HEIGHT ADJUSTMENT = 3/4"
 - MINIMUM HEIGHT ADJUSTMENT = 5 3/4"
2. ADJUSTMENT RISER DIAMETER MINIMUM 1 3/4" TO 52".
3. PROVIDE STRUCTURAL STEEL CONFORMING TO ASTM A36-12 FOR RISER BAR.
4. SKIRT THICKNESS:
 - IF RISER HEIGHT IS EQUAL OR GREATER THAN LID THICKNESS PLUS 1/2" USE 10 GA ASTM A653 G90 SHEET METAL FOR SKIRT. ENDS OF SKIRT SHOULD OVERLAP 3/4" AT MEAN DIAMETER.
 - IF RISER HEIGHT IS LESS THEN LID THICKNESS PLUS 1/2" USE 12 GA ASTM A653 G90 SHEET METAL FOR SKIRT. ENDS OF SKIRT SHOULD TOUCH AT MINIMUM DIAMETER.
5. PIVOTED LINKAGE SHOULD EXPAND AND CONTRACT THE RISER PLUS AND MINUS 1/2" DIAMETER GIVING A FULL ONE INCH DIAMETER VARIATION WITHOUT BINDING. ATTACHMENT OF LINKAGE SHALL PIVOT ON 3/8" 304 STAINLESS STEEL ROLL PINS (14,000 LB DOUBLE SHEER STRENGTH).
6. TURNBUCKLE MATERIAL IS A.I.S.I. 12L 14 STEEL COLD DRAWN ZINC PLATED WITH YELLOW DICHROMATE FINISH DIPPED IN LINEBACKER RUST INHIBITOR.
7. RIGHT & LEFT ROD ENDS SHALEE BE FORGING A.I.S.I. C-1030 STEEL HEAT TREATED BHN 240, AND ZINC PLATED WITH DICHROMATE FINISH (3/8-16).
8. WELD STRUCTURAL STEEL IN ACCORDANCE AWS D1.3-2008 STRUCTURAL WELDING CODE - SHEET STEEL AND AWS D1.1-2000 STRUCTURAL WELDING CODE - STEEL.
9. PROVIDE ADJUSTMENT RISERS WHICH EXPAND TO THE FULL CIRCUMFERENCE OF THE ORIGINAL FRAME AND ALLOWS NO MOVEMENT.
10. CUSTOM FABRICATE EACH ADJUSTMENT RISER TO FIT THE EXISTING DIMENSIONS OF EACH MANHOLE. CAREFULLY MEASURE TOP AND BOTTOM DIAMETER OF HOLE, LID DIAMETER, LID THICKNESS, AND HEIGHT OF EACH EXISITNG LID AND PROVIDE THIS INFORMATION TO THE FABRICATOR. CLEARLY MARK EACH ADJUSTMENT RISER FOR PLACEMENT LOCATION. UPON DELIVERY OF ADJUSTMENT RISERS, VERIFY ALL DIMENSIONS AND LOCATION BEFORE INSTALLATION BEGINS.
11. FABRICATION TOLERANCES:
 - BOTTOM OUTSIDE DIMENSION +/-1/8"
 - TOP INSIDE DIMENSION +/-1/8"
 - LID THICKNESS +/-1/16"
12. MANHOLE FRAME MUST BE CLEANED. REMOVE ALL DEBRIS ON ALL SURFACES THE RISER TOUCHES. INSTALL THE STEEL ADJUSTMENT RISERS SECURELY TO THE EXISTING FRAME BY EXPANDING THE PIVOTED TURNBUCKLE USING A SCREWDRIVER AS A LEVER.
13. CHECK FOR FULL BEARING OF LOWER RISER BAR SECTION ON EXISTING FRAMES DURING INSTALLATION.



STRUCTURAL STEEL GRADE ADJUSTMENT RISERS - TYPE 1

REVISIONS	
DATE	DESCRIPTION



MANHOLE CASTING SHALL BE MACHINED TO PROVIDE A CONTINUOUS BEARING AROUND THE FULL PERIPHERY OF THE FRAME.

MINIMUM AVERAGE WEIGHT	
RING	240
COVER	260
TOTAL	500

NOTES:

1. APPLICABLE TO STORM SEWER ONLY
2. WHEN ABLE, MANHOLES SHOULD BE AVOIDED IN PEDESTRIAN PATHS
3. IF UNAVOIDABLE, USE FLUSH, HEAVY DUTY RATED COVER
4. CHANGE DIMENSIONS, AS APPLICABLE
5. MANHOLE COVER TO BE US FOUNDRY TYPE AC OR APPROVED EQUIVALENT

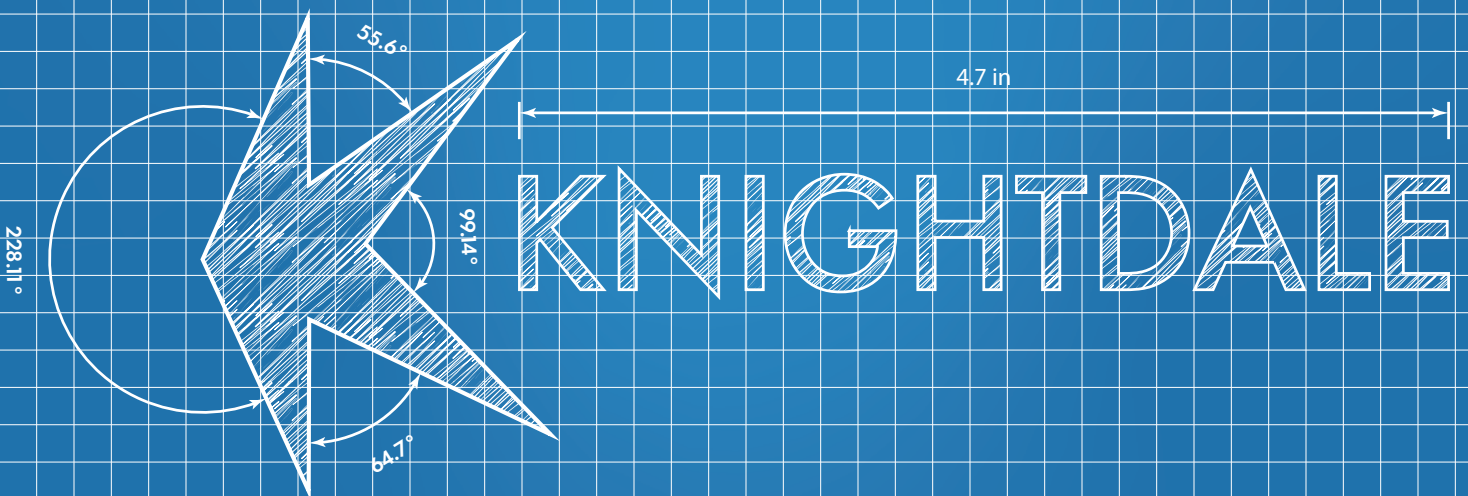
REVISIONS	
DATE	DESCRIPTION

TOWN OF KNIGHTDALE
STANDARD DETAILS

MANHOLE COVER - PEDESTRIAN PATH

STD. NO.

5.12





Town of Knightdale

Staff Report Cover Sheet

Title: Harper Preserve Development Agreement

Staff: Kevin Lewis, Senior Planner

Date: November 20, 2024

PURPOSE

- To provide an overview of a Development Agreement request for the recently approved Harper Preserve development.

STRATEGIC PLAN PRIORITY AREA(S)

- Sustainable

GENERAL STATUTE REFERENCE(S), if applicable

- N.C.G.S. 160A-1001

TYPE OF PUBLIC HEARING, if applicable

- Legislative

FUNDING SOURCE(S), if applicable

- N/A

ATTACHMENT(S)

- Staff Report
- Draft Development Agreement document
- Ordinance # 24-11-20-003

STAFF RECOMMENDATION

- After receiving public comment, close the public hearing.
- Approve the Development Agreement and adopt Ordinance #24-11-20-003.

Knightsdale Strategic Priorities



Safe



Connected & Inclusive



Sustainable



Active & Healthy



Organizational Excellence



Town of Knightdale

Staff Report

Title: Harper Preserve Development Agreement

Staff: Kevin Lewis, Senior Planner

Date: November 20, 2024

Director Signature: JB

Asst. Town Manger Signature: DT

Town Manager Signature: WRS

I. REQUEST:

Parker Poe has requested that the Town Council consider approving the proposed Development Agreement for the Harper Preserve development. The developer, Town Attorney, and staff have reviewed the proposed Agreement and find it acceptable.

II. PROJECT PROFILE:

PROPERTY LOCATION:	Fayetteville Street and Robertson Street
WAKE COUNTY PIN:	1754-51-8186 and 1754-60-7948
ZONING DISTRICT	General Residentil-3 and Neighborhood Mixed Use Planned Unit Development
NAME OF PROJECT:	Harper Preserve
APPLICANT:	Parker Poe
DEVELOPER:	Old East Properties
PROPERTY SIZE:	94.01 acres
APPROVED LAND USE:	231 residential lots & 2.3 acres of commercial

III. PROJECT HISTORY:

On May 17, 2023 the Town Council approved a request (ZMA-2-22; ORD #22-11-16-007) to rezone and develop 94 acres between Fayetteville Street and Robertson Street. The development is identified by the Wake County PINs 1754-51-8186 and 1754-60-7948.



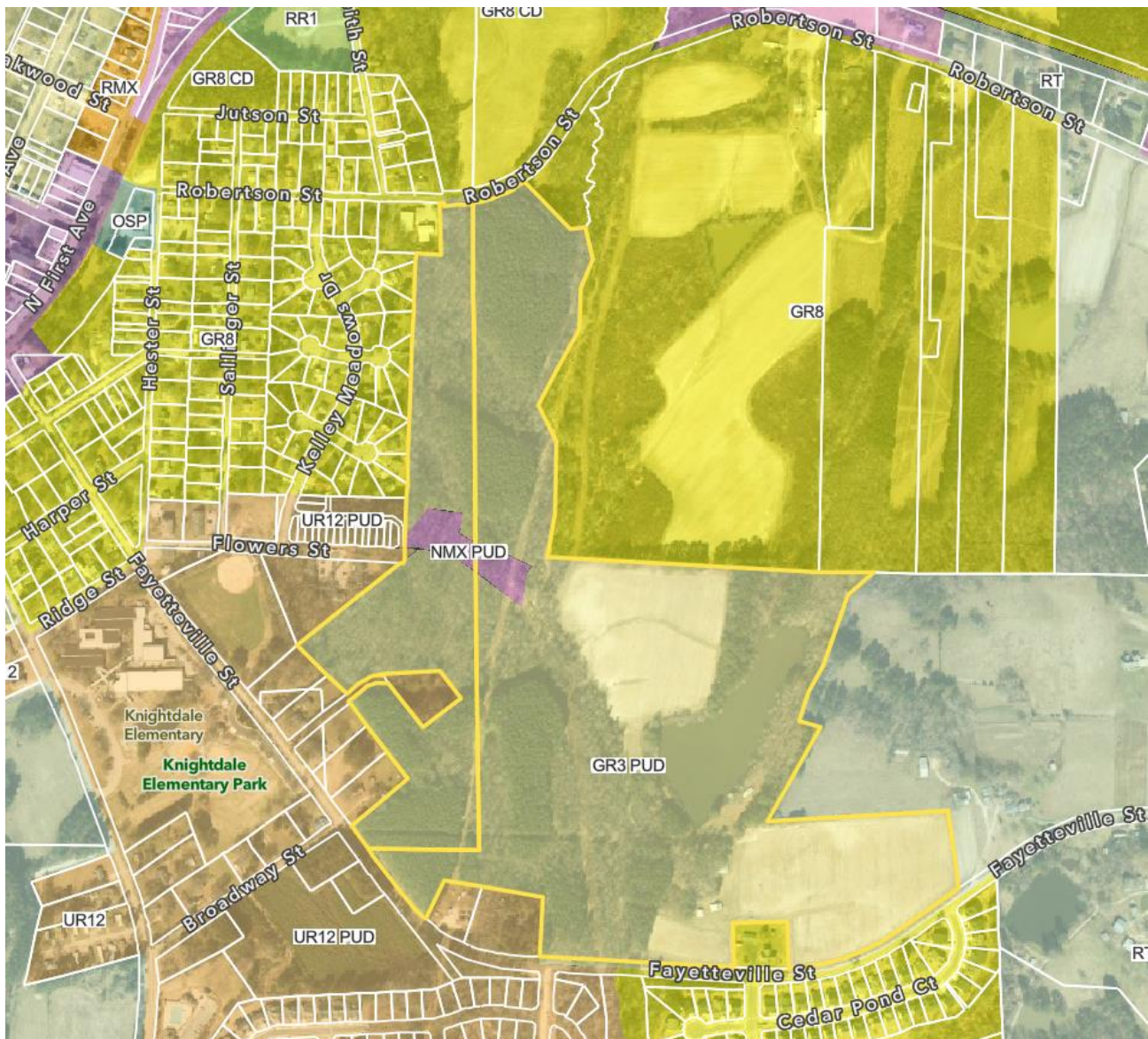
Town of Knightdale

Staff Report

IV. PROJECT SETTING – SURROUNDING ZONING DISTRICTS AND LAND USES:

The approved project is located on two parcels with frontage on Fayetteville Street and Robertson Street.

DIRECTION	LAND USE	ZONING
North	The Collection	GR8
South	Residential, Glenmere	GR8, UR12
East	Residential, Robertson Crossing	GR8, RT
West	Residential	GR8, UR12



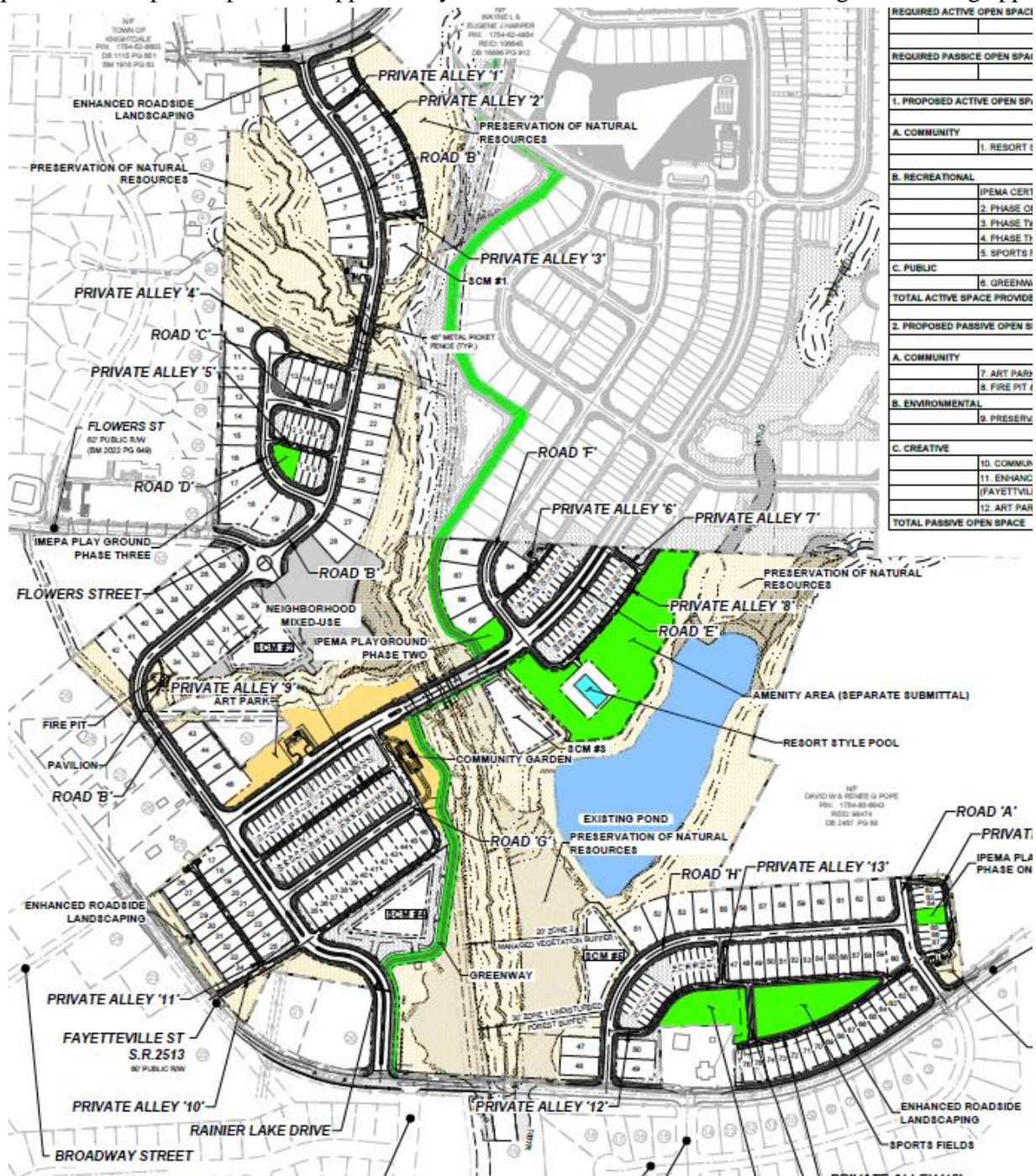


Town of Knightdale

Staff Report

V. APPROVED MASTER PLAN:

A Master Plan and Planned Unit Development were approved for 231 residential lots featuring front- and rear-loaded homes, and a 2.3 acre nonresidential outparcel for future retail and office users. As part of the Planned Unit Development, a site-specific plan was approved by Town Council. Construction Drawings are nearing approval.



REQUIRED ACTIVE OPEN SPACE	
REQUIRED PASSIVE OPEN SPACE	
1. PROPOSED ACTIVE OPEN SPACE	
A. COMMUNITY	1. RESORT STYL
B. RECREATIONAL	2. IPEMA CERT 3. PHASE C 4. PHASE T 5. SPORTS F
C. PUBLIC	6. GREENW
TOTAL ACTIVE SPACE PROVIDED	
2. PROPOSED PASSIVE OPEN SPACE	
A. COMMUNITY	7. ART PARK 8. FIRE PIT
B. ENVIRONMENTAL	9. PRESERV
C. CREATIVE	10. COMMUN 11. ENHANC 12. ART PARK
TOTAL PASSIVE OPEN SPACE	



Town of Knightdale

Staff Report

VI. PROPOSED ELEMENTS OF DEVELOPMENT AGREEMENT:

The following elements and terms are proposed for the Harper Preserve Development Agreement. Full details of each item can be found in the attached draft document of the Agreement.

A. Water Allocation Policy Compliance:

Per the adopted Water Allocation Policy, the residential portion of the development was awarded 15 base points as a major residential subdivision. The following table shows how the development will be compliant with the WAP:

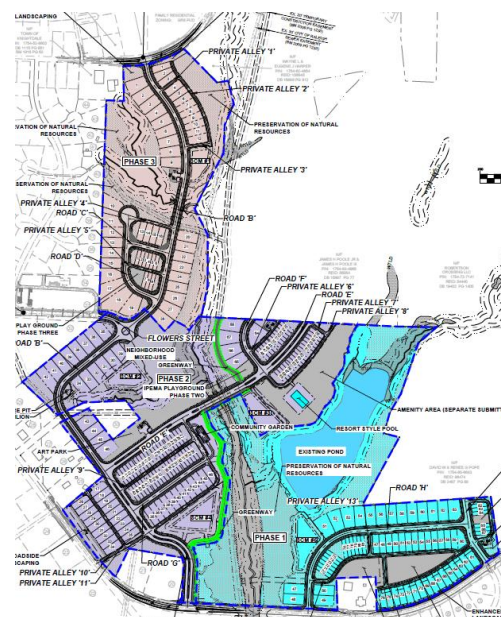
	Point Total
Major Subdivision	15
Bonus Point Item	
Residential Architectural Standards for Single-Family and Townhouse	15
On-Street Public Parking	4
Outdoor Display of Public Art	4
Private Greenway – More than 3,000 Linear Feet	3
IPEMA Certified Playground Equipment	4
Resort Style Pool	2
Clubhouse without Kitchen – 1,500 – 2,499 Square Feet	5
Total Water Allocation Policy Points	52

B. Recreational Open Space:

The developer will provide both active and passive recreational open space in accordance with the approved Master Plan and PUD. Amenities shall include a playground, art park, public greenway trails, pool and clubhouse, and playfields.

C. Phasing & Vested Rights:

The project is planned for development in three phases. The term of this agreement shall be a period of seven years following execution by both parties. Unless otherwise agreed by the parties, the rights and interests conveyed by the Town to the Owner pursuant to this Agreement shall terminate on or about November 20, 2031.





Town of Knightdale

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D. Site Development Allowances:

Several zoning conditions were granted with the approved Master Plan and PUD. Those exceptions are listed below and are contained in the attached Agreement.

- A. All single-family front-loaded lots shall be a minimum of 60 feet wide and be served by driveways that are a minimum length of 25 feet. All single-family rear-loaded lots and townhomes shall be served by driveways that are a minimum length of 20 feet.
- B. Side setbacks for front-loaded lots shall be a minimum of five feet, and three feet for rear-loaded lots.
- C. The development shall meet the following distribution of uses as noted in the approved Master Plan:

Use Type	Distribution
Dwelling-Townhomes	17%
Dwelling-Single-Family	76%
Mixed-Use	7%

- D. Mass grading shall be permitted on all single-family lots, except lots 1-9 and 59-63 as shown on the Master Plan.
- E. A 10-foot Type A Buffer shall be required on the mixed-use parcels adjacent to single-family zoning.

E. Architectural Standards:

Architectural standards and building elevations were approved as part of the Master Plan and PUD. These standards shall be carried forward with this agreement. Additional buildings proposed on this site shall otherwise conform to UDO standards found in Chapter 6.

F. Transportation Improvements:

The development shows a new road being constructed across Town-owned land off of Fayetteville Street, on the site of a former wellhouse (Exhibit D). This Agreement will grant the developer a Temporary Construction Easement from the Town at time of construction. Afterwards, the developer will dedicate the new public road back to the Town.

VII. STAFF RECOMMENDATION:

After receiving public comment, staff recommends the Town Council close the public hearing. Following discussion and questions, staff recommends approving the Development Agreement and adopting Ordinance #24-11-20-003.

Instrument Prepared by Roger W. Knight
Brief Description for Index: Development Agreement
Name of Development: Harper Preserve
Town of Knightdale Case Number: ZMA-2-22
Parcel Identification Number: 1754-51-8186, 1754-60-7948
REID: 0106651, 0060426

Mail After Recording to: Jason Brown
Director of Development Services
Town of Knightdale
950 Steeple Square Ct.
Knightdale, NC 27545

**STATE OF NORTH CAROLINA
WAKE COUNTY**

**HARPER PRESERVE SUBDIVISION
DEVELOPMENT AGREEMENT**

THIS DEVELOPMENT AGREEMENT (the "Agreement") is made effective as of the 20th day of November, 2024 by and between the TOWN OF KNIGHTDALE, a municipal corporation existing under the laws of the State of North Carolina ("Town"), and HDP HARPER PRESERVE, LLC ("Owner"), a North Carolina limited liability company.

WITNESSETH:

WHEREAS, Owner possesses legal title to real property (PINS 1754-51-8186, 1754-60-7948) consisting of 94.01 acres, more or less, within the planning jurisdiction of the Town, as more particularly ~~described~~ ~~on~~ depicted in Exhibit A attached hereto and incorporated herein (the "Property");

WHEREAS, Owner warrants that all parties having an interest in the Property have

executed this Agreement except for those specifically set out on Exhibit A, that the Property is free and clear of encumbrances except for those specifically set out on Exhibit A, and that Owner shall warrant and defend the Property against the claims of all persons whomsoever;

WHEREAS, Owner, by executing this Agreement, assumes all affirmative obligations to develop the Property and consents to develop the Property in accordance with the terms of this Agreement;

WHEREAS, the terms of this Agreement imposing obligations on the Owner shall be effective upon signing of this Agreement;

WHEREAS, Owner has received Town approval of Master Subdivision Plan with case number ZMA-2-22 (a copy of which is attached hereto as Exhibit B), authorizing development of the Property as a detached and attached single-family residential subdivision, which shall include residential uses, commercial uses, and ancillary public and private facilities including streets, sidewalks, water and sewer lines, storm drainage improvements, and certain active and passive recreation facilities (collectively the "Project"), all to be developed pursuant to the terms of this Agreement;

WHEREAS, the Master Subdivision Plan has been updated after Town staff review and approval, and a copy of the updated Master Plan is attached hereto as Exhibit B. The Project proposes a mixed-use subdivision of not more than 231 residential dwelling units and approximately 2.3 acres of commercial land compliant with all Town ordinances and development standards, to be built within one phase, and Town has agreed to allocate utilities for the development.

WHEREAS, Owner has committed to Property enhancements as shown on the Master Subdivision Plan and as described in this Agreement in order to satisfy the Town's Water Allocation Policy and to supplement the tax base of the Town and contribute to the quality of life of current and future Town residents.

NOW, THEREFORE, in consideration of Owner's development of the Property in accordance with the terms hereof and Town's allocation of water and wastewater capacity as described herein for the same, and other mutual covenants and agreements contained herein and other good and valuable consideration, the receipt and legal sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

Section 1. Definitions. Whenever used in this agreement, the following terms shall have the definitions indicated hereinafter in this Section 1. Other terms may be defined elsewhere in this agreement.

A. "Infrastructure" shall mean all public and private infrastructure necessary to serve the Property including, but not limited to, police and fire protection facilities, water mains, valves, fittings, fire hydrants, service connections, service lines, shutoffs, meter boxes, sewage pumping stations, force mains, gravity sewer mains, manholes, laterals, streets, curbs, gutters, sidewalks, greenways, bikeways, transit facilities, park and recreation facilities, storm drainage facilities, and stormwater

retention facilities. Infrastructure to be located within or abutting the Property shall be referred to as "Onsite" and is also referred to herein as "Community Amenities." Other Infrastructure serving the Property shall be referred to as "Off-site." Infrastructure shall either be owned by Town or other government entity (Public Infrastructure) or by Owner or the property owners association for the Project or a subassociation thereof, if applicable (each an "Owners Association") (Private Infrastructure).

B. "Master Subdivision Plan" shall mean the approved plans for the Project (Site Plan, Subdivision Plan, Planned Unit Development or other approval required by the Town's Unified Development Ordinance, however termed), and all subsequent modifications, amendments and extensions, construction drawings, and specifications that may hereafter be made a part thereof, but all of which will be contained in the Town Development Services Department's file for this project.

C. "Standard Specifications" shall mean all applicable legal requirements pertaining to the development of the Property including, but not limited to, Master Subdivision Plan, applicable permits, and construction drawings required for all Infrastructure, including, without limitation, the Town's Unified Development Ordinance, Knightdale's Water Allocation Policy (Ordinance # 13-06-19-001 and Ordinance # 16-09-06-001) and Standard Specifications and Construction Details Manual. The failure of this Agreement to describe any other permit, condition, or term of restriction applicable to the Property does not relieve Owner of the necessity of complying with the same.

D. "Owners Association" shall mean a nonprofit association incorporated under North Carolina law by Owners. The Owners Association shall among other things have primary enforcement responsibility for subdivision restrictive covenants within the residential portion of the Project and for maintenance of Onsite Private Infrastructure provided by Owner. All future property owners within the residential portions of the Project shall be members of the Owner's Association or a subassociation thereof.

Section 2. Town Approval of Development Covenants, Etc. Town's reasonable legal expenses associated with the Town Attorney's review and approval of this Agreement, any Articles of Incorporation, Declaration of Covenants, and Bylaws for any Owners Association created, all deeds, easements, documents, plans or covenants related to the Property that affect Town's ability to enforce any part of this Agreement, shall be reimbursed to Town by Owner in a timely manner. Any requested approval or review by the Town Attorney shall not be unreasonably delayed or withheld, and legal expenses allocated to the Owner, and/or by Town shall not exceed fees charged for like services in the Research Triangle, North Carolina market area. Notwithstanding the foregoing or any other language in this Agreement, the Town Attorney shall represent only Town and his duties shall run to Town as his sole client.

Section 3. Owner Filings.

A. Annexation & Phasing. Owner acknowledges the Project is not within the Corporate Limits of the Town and an annexation petition and survey is required. Owner acknowledges that Project will be developed within three phases and in accordance with the Phasing Schedule set forth in Exhibit C.

B. Master Subdivision Plan Approval Schedule. Owner has received Town approval of a Master Subdivision Plan, with case number ZMA-2-22 and Ordinance # 22-11-16-007 and subsequent extensions of vested rights. Owner intends to develop the Project, submitting a subdivision site plan for approval by Town for the Project. Owner will construct the Project in accordance with the approved Master Subdivision Plan. At the time of approval of a subdivision site plan, the subdivision site plan shall be deemed to be a "Site Specific Development Plan" pursuant to Section 12.2.G.4 of the Unified Development Ordinance of Town entitled to the Vested Rights set forth in such ordinance. Town shall not unreasonably deny a submitted subdivision site plan that substantially conforms to the approved Master Subdivision Plan and Standard Specifications. Without limiting the generality of the foregoing, it is expressly acknowledged that Town determination as to whether Infrastructure required to be provided by Owner is sufficient to meet the requirements of any subdivision site plan, the applicable calculation shall be made based on the approved Master Subdivision Plan for the Project as a whole. However, the amount of improved open space dedicated or proposed to be dedicated by each subdivision site plan shall equal or exceed the amount of open space required to be dedicated under the terms of the UDO, taking into account the previously dedicated open space submitted for site subdivision plan approval.

Section 4. Infrastructure to be Provided by Owner. Except as set forth in this Agreement, Owner shall design, construct and install at its expense all required Infrastructure in accordance with the design criteria set forth in the Standard Specifications.

A. Procedure. The plans for Infrastructure shall be prepared by a licensed engineer employed by Owner and approved by Town, with such approval not to be unreasonably withheld. Owner shall obtain, at its expense, all required permits and approvals from all governmental agencies prior to commencing construction of the Infrastructure. Town agrees to cooperate with and reasonably assist Owner in its efforts to obtain necessary permits, approvals, or licenses from other governmental entities necessary or beneficial for the development of the Property in accordance with this Agreement and as otherwise approved by Town.

B. As-Built Drawings. Owner shall provide Town a complete set of as-built drawings showing all the Infrastructure, if any, and any easements as located by a North Carolina licensed surveyor and certified by Owner's engineer of record. The as-built drawings shall be submitted in a digital format compatible with the Town's GIS system and approved by the Town Manager.

C. Contracts for Public Infrastructure. Owner will ensure that all contracts for engineering, design, construction, and/or construction management for Public Infrastructure include specific language that provides (1) that the contract does not limit any warranties provided under operation of statute or common law concerning the engineering, design, construction, adequacy, or performance of the Improvements; (2) the contract does not limit or shorten any statute of limitations provided by law regarding claims concerning the engineering, design, construction, adequacy, or performance of the Improvements; (3) the Town is named a third-party beneficiary of the contract for the purpose of making any claims regarding the engineering, design, construction, adequacy, or time of installation of the Improvements; and (4) all warranties available to the Owner under the contract are, in addition to, available and assignable to the Town. Owner shall provide or acquire all easements and/or right-of-way necessary for all Infrastructure.

D. City of Raleigh and State of North Carolina Approval of Utility Plans. Sanitary sewer lines and water distribution infrastructure to serve the Project shall be constructed at Owner's sole expense in accordance with plans approved by the State of North Carolina, City of Raleigh and Town. Town shall facilitate any discussions required with the City of Raleigh or State of North Carolina with respect to the Sewer and Water Infrastructure.

E. Public Road Improvements. The public right-of-way dedication and street improvements required of Owner related to Harper Preserve development shall be governed by this Section 4.E and, where applicable, the requirements of the North Carolina Department of Transportation, the approved Master Plan and Standard Specifications.

1. Fayetteville Street. Developer shall install asphalt, pavement, curb and gutter, and a 10-foot wide sidepath, that includes a 5-foot wide concrete bridge at the stream crossing and is consistent with the ultimate cross section of the Town's standard Local Street.

F. Easements. The parties acknowledge that the installation of the public infrastructure may require Owner to acquire certain easements or rights-of-way located outside the Property (the "Off-site Easements") or North Carolina Department of Transportation (NCDOT) Right-of-Way Encroachment Agreements. Owner shall acquire the Off-site Easements at its sole cost and expense; provided that if, after reasonable efforts, Owner are not able to acquire one or more of the Off-site Easements or rights-of-way, Owner may, at its discretion and by written notice to the Town, request the Town to acquire those Off-site Easements or rights-of-way through its exercise of eminent domain or similar proceedings. For each section or portion of right of way included in the written request for the Town's exercise of its powers of eminent domain, the Owner shall provide the following:

1. One or more certified appraisals including a description of the property appraised and the location in relation to the road and right of way.
2. A detailed description of the reasonable efforts Owner made to acquire the portion of the right of way for that section or portion of the right of way, including the amounts of offers and counteroffers (if any).
3. The name and address and telephone number(s) of the owners.

Should the Town, in its sole discretion, determine the efforts of the Owner to acquire one or more portions of the right of way are not reasonable under the circumstances, or that the reasonableness cannot be adequately determined, the Town may decline to exercise its powers of eminent domain until such time as the Owner has conclusively established that the Owner has exhausted all reasonable efforts to acquire the necessary right of way. At that point the Town may decide to acquire the property by right of way, may decide to omit or delay the construction of the road improvement indefinitely or may require a modification of the project to accommodate the change in the planned road and access.

In connection with the construction of Ranier Lake Drive as shown on the Master Subdivision Plan in Exhibit B, the Town shall provide a temporary construction easement ("TCE") across Town owned property consistent with Exhibit D. The TCE shall end upon completion of the road, including inspection by Town Staff and certification, and in no event shall the TCE extend past the term of this

agreement.

Section 5. Residential Construction Standards. Dwellings constructed on the Property shall comply with those standards set forth on Exhibit E.

Section 6. Community Design Exceptions. Owner hereby agrees that the following zoning conditions were granted by the approved Master Subdivision Plan.

1. All single-family front-loaded lots shall be a minimum of 60 feet wide and be served by driveways that are a minimum length of 25-feet. All single-family rear-loaded lots and townhomes shall be served by driveways that are a minimum length of 20 feet.
2. Side setbacks for front-loaded lots shall be a minimum of five feet, and three feet for rear-loaded lots.
3. The development shall meet the following distribution of uses as noted in the approved master plan:

Use Type	Distribution
Dwelling-Townhomes	17%
Dwelling-Single-Family	76%
Mixed-Use	7%

4. Mass grading shall be permitted on all single-family lots, except lots 1-9 and 59-63 as shown on the Master Subdivision Plan in Exhibit B.
5. A 10-foot Type A Buffer shall be required on the mixed-use parcels adjacent to single-family zoning.

Section 7. Community Amenities: On-Site Recreational Amenities to be Provided by Owner. Owner acknowledges that Town requires Onsite amenities for the residents of the Project for the following reasons, among others: (i) the size, scope, and location of the Project; (ii) to ensure a suitable tax base to support the increase in municipal services as a result of the Project; and (iii) to increase the desirability of the Property for residents and potential residents of Town. All Onsite recreational amenities shall be provided at the expense of Owner. Owner's proposed amenities shall include at a minimum the following, which shall be deemed Private Infrastructure unless designated otherwise below:

A. Approximately 9.38 acres of active and passive open space, including but not limited to a pool and clubhouse, playground equipment, public and private greenways, multi-use path, dog park, amenity areas, public art space, and a community garden, gathering areas, and enhanced roadside landscaping in substantially the locations shown on the Master Subdivision Plan.

B. All Onsite amenities will be owned and maintained by Owner or transferred to an Owners Association, who shall be responsible for its maintenance. If Owner or any successor in interest desires to materially change, substitute, and/or remove any community amenity included in an approved Master Subdivision Plan and/or Site Plan, Town first must consent in writing to

such change or removal, such consent not to be unreasonably withheld, conditioned, or delayed.

Section 8. Reimbursements. Any reimbursements or credits available to the Owner hereunder for costs related to providing Infrastructure will be provided in accordance with Town and/or City of Raleigh policies in effect at the time of completion of such Infrastructure. Town makes no representation, expressed or implied, that any reimbursement or credit will be available to or applied for Owner's benefit.

Section 9. Water and Sewer Capacity Reservation, Allocation & Fees.

A. Upon Subdivision Plan approval, water and sewer allocation from the Town shall be reserved in an amount appropriate to serve 231 residential dwellings and commercial space. Such reserved capacity from the Town shall be allocated to new development on the Property once Owner's Master Subdivision Plan/Site Plan is approved and recorded.

B. Subject to denial of approval from another superior governmental agency, the timely performance by Owner of its obligations set forth described in Section 8 of this Agreement, Town shall maintain the water and sewer allocation available for the Property in accordance with time periods established in the approved Phasing Schedule. The Town Development Services Department shall maintain a public list of all assigned flows and the Town's available capacity for allocation of water and sewer.

C. The amount of flow assigned for a development shall be the average flow requirement for the type of development as determined by Town and/or the City of Raleigh sufficient to support the development approved, which is currently 75 gallons per day per bedroom.

D. Owner and Town acknowledge that the Master Subdivision Plan was submitted under the Town's Water Allocation Policy (Ordinance # 13-06-19-001) then in effect, which required a project be awarded at least 50 total points to merit water allocation. Owner and Town also acknowledge that the Town's Water Allocation Policy (Ordinance # 13-06-19-001) now in effect awards a major subdivision 15 base points and requires a project be awarded at least 50 total points to merit water allocation. Owner acknowledges that the Town has the authority to approve water allocation through a utility allocation agreement even if a project does not achieve the minimum of 50 total points. Operating under the current Water Allocation Policy, Owner acknowledges that it receives 15 base points for a single-family subdivision, and Owner acknowledges that it must achieve at least 35 bonus points. Town acknowledges that Owner achieves the minimum 35 bonus points through the provision of those project enhancements indicated on Exhibit F. The project enhancements as listed on Exhibit F shall not be changed unless approved by Town Council.

Section 10. Force Majeure. The parties hereto shall not be liable for any failure to perform hereunder as a result of an external event or events beyond the control of the party claiming force majeure, including acts of the United States of America, acts of the State of North Carolina (including the denial of or delay in granting permits that Owner or Town has, respectively, pursued in good faith), embargos, fire, flood, drought, hurricanes, tornadoes, explosions, acts of God or a public enemy, strikes, labor disputes, vandalism, civil riots, or acts of terrorism provided, the party claiming such force majeure (i) shall notify in writing the other party promptly upon becoming aware that the

performance of any duty or obligation required under this Agreement will be delayed or prevented by a force majeure and (ii) shall diligently and in good faith act to the extent within its power to remedy the circumstances affecting its performance and to complete performance in as timely a manner as possible. Notwithstanding the foregoing, the Town's provision of municipal services, including water and sewer, to the Property is conditioned upon Owner's timely performance of its obligations hereunder.

Section 11. Indemnification of Town.

A. As used in this Section, "Charges" means claims, lawsuits, judgments, costs, damages, losses, demands, liabilities, duties, obligations, fines, penalties, royalties, settlements, and expenses (included within "Charges" are (1) interest; (2) reasonable attorney's fees; and (3) amounts for alleged violations of sedimentation pollution, erosion control, pollution, or other environmental laws, regulations, ordinances, rules, or orders, including any such alleged violation that arises out of the handling, transportation, deposit, or delivery of the items that are the subject of this Agreement). In this Indemnification, "Town" includes Town and its officers, officials, employees, independent contractors, and agents, but shall not be construed to include Owner.

B. Indemnification. To the maximum extent allowed by law, Owner shall defend, indemnify, and save harmless Town from and against all claims for loss of life, personal injury and property damage, as well as Charges that arise in connection with this Agreement or as a result of negligent or willful acts or omissions of Owner or Owner's contractors or subcontractors or anyone directly or indirectly employed by or contracting with any of them or anyone for whose acts any of them may be liable in accordance with this Section. In performing its duties under this Section, Owner shall, at its sole expense, defend all claims with legal counsel reasonably acceptable to Town.

C. Other Provisions Separate. Nothing in this Section shall affect any warranties in favor of Town that are otherwise provided in or arise out of this Agreement. This Section is in addition to and shall be construed separately from any other indemnification provisions that may be in this Agreement.

D. Survival. With respect to Indemnification for which Owner is responsible pursuant to Section 9(B), which are caused by third-parties (*i.e.*, by parties other than Town), this Section shall remain valid despite termination of this Agreement (whether by expiration of the term or otherwise) for one (1) year after expiration of the applicable statute of limitations (and for the duration of any claims brought within the time period specified above) for such third-party claims. This Section shall automatically terminate after four (4) years following the termination of this Agreement (whether by expiration of the term or otherwise) with respect to all other Charges.

E. Limitations of Owner's Obligation. Subsections "A" and "B" above shall not require Owner to indemnify or hold harmless Town against liability for Charges resulting from the gross negligence or willful act or omission of Town.

Section 12. Written Consents from Town. Where this Agreement refers to written approvals or consents to be given by Town and the person or position that may give consent is not identified, the authority to give such approvals shall be deemed to be with the Town Manager or

his designee and Owner may rely on such authority and approvals to no detriment of their own. approval required by this Agreement shall not be effective unless given in writing. Unless provided otherwise herein, the written approvals or consents required by Town shall not be unreasonably withheld, conditioned, or delayed.

Section 13. No Waiver of Governmental Authority or Discretion. Nothing in this Agreement shall be construed to bind, estop, direct, limit, or impair the future regulatory, legislative, or governmental discretion of the Knightdale Town Council in a manner not permitted by law. Town shall incur no liability to the Owner for any losses or damages it may incur as result of or in connection with Town's exercise or performance of its regulatory, legislative, or governmental powers or functions, or any judicial determination regarding the same.

Section 14. Miscellaneous.

A. Choice of Law and Forum. This Agreement shall be deemed made in Wake County, North Carolina. This Agreement shall be governed by and construed in accordance with the laws of North Carolina. Except for any cause of action for which a federal court has exclusive jurisdiction, the exclusive forum and venue for all actions arising out of this Agreement shall be the North Carolina General Court of Justice, in Wake County. Such actions shall neither be commenced in nor removed to federal court. This Section shall not apply to subsequent actions to enforce a judgment entered in actions heard pursuant to this Section.

B. Waiver. No action or failure to act by either party shall be deemed to constitute a waiver of any of its rights or remedies that arise out of this Agreement, nor shall such action or failure to act constitute approval of or acquiescence in a breach hereunder, except as may be specifically agreed in writing.

C. Severability. If any provision of this Agreement shall be determined by a court of competent jurisdiction to be unenforceable, the unenforceable provisions shall be severed from the remainder of this Agreement, which shall remain enforceable in accordance with its terms, and the severed provision shall be deemed to be replaced with an amended provision that is as near to achieving the intent of the parties hereto as the severed but is not unenforceable.

D. No Third-Party Rights Created. This Agreement is intended for the benefit of Town and Owner and their successors and assigns as permitted under this Agreement and not for any other person, and no such persons shall enjoy any right, benefit, or entitlement under this Agreement.

E. Principles of Interpretation and Definitions. In this Agreement, unless the context requires otherwise: (1) the singular includes the plural and the plural, the singular. The pronouns "it" and "its" include the masculine and feminine. References to statutes or regulations include all statutory and regulatory provisions consolidating, amending, or replacing the statute or regulation. References to contracts and agreements shall be deemed to include all amendments to them. The words "include," "includes," and "including" are to be read as if they were followed by either the phrase "without limitation" or "but not limited to." (2) References to a "Section" or "section" shall mean a section of this Agreement. (3) "Contract and "Agreement," whether or not capitalized,

refer to this instrument. (4) Titles of sections, paragraphs, and articles are for convenience only and shall not be construed to affect the meaning of this Agreement. (5) "Duties" includes obligations. (6) The word "person" includes natural persons, firms, companies, associations, partnerships, trusts, corporations, governmental agencies and units, and other legal entities. (7) The word "shall" is mandatory. (8) The word "day" means calendar day. (9) Attorneys for all parties have participated in the drafting of this document, and no future interpretation shall favor or disfavor one party over another on account of authorship. (10) All exhibits, attachments, or documents attached to this Agreement or referred to in this Agreement are incorporated by reference into this Agreement as if fully set forth herein.

F. Covenant of Good Faith and Fair Dealing. The Town and Owner shall cooperate and act in good faith to perform their obligations under this Agreement and shall refrain from any action inconsistent with their contractual rights or obligations that would prejudice or injure the other party's rights to receive the benefits of this Agreement.

G. Consideration. The parties hereto agree that this Agreement is mutually beneficial in that it provides for orderly urban growth and systematic extension of municipal improvements while at the same time saving a substantial amount of money for the development by relieving it of certain infrastructure expenses for which it would otherwise have been obligated. The major subdivision, single-family dwelling construction standards and the project enhancements required pursuant to the Town's Water Allocation Policy (Ordinance # 16-09-06-001) are considered by the parties to be the minimum additions to the Town's corporate tax basis sufficient to enable the Town to finance the provision of municipal services to the Property. The parties acknowledge that these mutual benefits are sufficient to constitute good and valuable consideration in support of this contractual agreement.

H. Construction of Agreement. This Agreement supersedes and replaces all prior understandings and agreements *between* Town, Owner and Owner in their entirety with respect to the subject matter hereof. In the event of a conflict or inconsistency between this Agreement and any currently existing agreement between Town, Owner and Owner, the provisions of this Agreement shall control. In the event of a conflict or inconsistency between this Agreement and the Standard Specifications, the provisions of this Agreement shall control.

I. Amendment. This Agreement shall not be modified in any manner except in writing, signed by each of the parties, except that Owner shall not be required to join in any amendment once Owner no longer owns the Property.

J. Applicability of Agreement. This Agreement shall be applicable to the Property and the Master Subdivision Plan as approved by Town and as the same shall thereafter be amended or modified by agreement of the then-owner(s)/Owner(s) of the Property and Town in writing.

K. Preambles. The preambles to this Agreement are a part of the agreement of the parties as set forth in this Agreement and shall be binding upon the parties in accordance with their terms.

L. Acreages. Where specific acreages and distances are set forth herein, such amounts

are subject to change based on actual conditions on the Property and necessary or desirable adjustments made during construction.

M. Further Assurances. Town and Owner shall, at the request of the other, take such further actions and enter into such further agreements as are reasonably required to effectuate the intent of this Agreement.

N. Multiple Originals and Counterparts. This Agreement may be executed in multiple originals and separate counterparts each of which shall constitute an original and all of which taken together shall constitute the whole Agreement. Facsimile signatures shall be deemed to have the same effect as originals.

Section 15. Term. The term of this Agreement shall be a period of seven (7) years following execution by both parties.

Section 16. Real Covenant: Delegation of Duties. This Agreement shall be recorded in the office of the Register of Deeds of Wake County, North Carolina and shall be a real covenant running with and appurtenant to the Property, and any portion thereof, as it may be subdivided or recombined, and shall apply to the development of all or any portion of the Property. Owner may assign all or a portion of its interest in this Agreement and/or be released from all or a portion of its obligations under this Agreement only upon the assumption of all or a portion of Owner's obligations hereunder by a successor in title to the Property and only with the prior written consent of Town. Town's consent shall not be unreasonably withheld, conditioned or delayed and in any event shall not be withheld if the party assuming all or a portion of Owner's obligations possesses adequate financial resources, ownership interests and development expertise needed to complete the requirements of this Agreement being assigned, and provided Owner delegates, and proposed assignee assumes and agrees to fulfill, in writing, all of Owner's duties set forth in this Agreement which are being assigned.

Section 17. Consideration: Authority to Enter Agreement. The parties hereto agree that this Agreement is mutually beneficial in that it provides for orderly urban growth and systematic extension of municipal improvements while at the same time relieving Town of the expense of constructing additional infrastructure and providing for a predictable increase in the real property tax base with development of the Property as provided herein. The parties acknowledge that these mutual benefits are sufficient to constitute good and valuable consideration in support of this contractual agreement. This Agreement was ratified by the Town Council at an open meeting on November 20, 2024 following any notice required by applicable law, if any. Such ratification shall be deemed to satisfy any requirements for Town Council approval of any item contained herein whether or not specifically stated in such ratification.

Section 18. Default by Owner. The Town's Land Use Administrator or his designee shall conduct an annual investigation on each anniversary date of recording this Agreement to determine if Owner is in compliance with the construction obligations attached hereto. In addition to other remedies provided for in this Agreement or by law or equity, any material breach which remains uncured for a period of thirty (30) days after receipt of written notice from the Town of non-compliance shall entitle the Town to require specific performance of Owner's obligations

thereunder and recover such damages as to which the Town may be entitled, plus reasonable attorneys' fees and costs of any such litigation. Furthermore, the Town may halt and enjoin further development activities on the Property by withholding the issuance of permits, map recordings, and/or utility extension or connections for any period of time within which the Development remains in material breach which is uncured for a period of thirty (30) days after receipt of written notice of non-compliance from the Town. Any failure of the Town to exercise any right or remedy as provided for herein shall not be deemed a waiver of the Town's right to strictly enforce Owner's obligations in any other instance.

Section 19. Default by Town. In the event of a default by the Town in performance of its obligations hereunder, Owner's sole relief and remedy shall be limited to a suit for specific performance of this Agreement. No monetary damages or costs shall be recoverable from Town.

Section 20. Mutual Estoppel. As consideration for entering into this Agreement, all parties certify as follows:

A. This Agreement supersedes any and all previous agreements regarding the subject matter and neither party has asserted any claims, counterclaims, rights of offset against the other, and that no circumstances exist which would justify cancellation or termination of the Agreement.

B. In consideration of the mutual promises contained herein and other good and valuable consideration, Owner on behalf of itself and its affiliates, divisions, parents, subsidiaries, predecessors, successors, assigns, agents, employees, officers, directors, shareholders, representatives and insurers, whether named herein or not, does hereby irrevocably and unconditionally release, remise, acquit and discharge the Town, including its elected officials, employees, former employees, representatives, attorneys, contractors and insurers, whether named herein or not, from any and all claims, demands, actions or causes of action, or suits of law or in equity for damages, declaratory relief, injunctive relief, or any other form of monetary or non-monetary relief, based upon legal or equitable theory of recovery, known or unknown, past, present, or future, suspected to exist or not suspected to exist, anticipated or not anticipated, which have arisen prior to the effective date of this Agreement and which are in any manner related to the subject matter of this Agreement.

C. In consideration of the mutual promises contained herein, and other good and valuable consideration, the Town, including its elected officials, employees, former employees, representatives, attorneys, contractors and insurers, whether named herein or not, except for past sums owed by Owner for fees, charges or reimbursements due pursuant to the Town's development fee schedule, for property taxes of general application, and/or due pursuant to applicable Sections of this Agreement, does hereby irrevocably and unconditionally release, remise, acquit and discharge Owner and Owner, their affiliates, divisions, parents, subsidiaries, predecessors, successors, assigns, agents, employees, former employees, officers, directors, shareholders, representatives, attorneys, contractors and insurers, whether named herein or not, from any and all claims, demands, actions or causes of action, or suits of law or in equity for damages, declaratory relief, injunctive relief, or any other form of monetary or non-monetary relief, based upon any legal or equitable theory of recovery, known or unknown, past, present, or future, suspected to exist or not suspected to exist, anticipated or not anticipate, which have arisen prior to the effective date of this Agreement and which are in any manner related to the subject matter of this Agreement.

[Signature Pages Follow]

IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed and sealed pursuant to proper authority as of the day and year first above written.

ATTEST:

TOWN OF KNIGHTDALE

By: _____
Heather Smith, Town Clerk

By: _____
Jessica Day, Mayor

NORTH CAROLINA WAKE COUNTY

I certify that _____, Town Clerk of the Town of Knightdale, personally appeared before me this day and certified to me under oath or by affirmation that she is not a named party to the foregoing document, has no interest in the transaction, signed the foregoing document as a subscribing witness, and either (i) witnessed Jessica Day sign the foregoing document, or (ii) witnessed the principal acknowledge the principal's signature on the already-signed document.

Today's Date _____, 20____

[Notary's signature as name appears on seal]

— [Notary's printed name as name appears on seal]

My commission expires: _____

[Affix Notary Seal in Space Above]

This agreement has been found to be in compliance with the North Carolina Local Government Fiscal Control Act.

Finance Director

HDP Harper Preserve, LLC

By: _____

Name: _____

Title: _____

STATE OF NORTH CAROLINA

COUNTY OF _____

I certify that the following person personally appeared before me this day, acknowledging to me that he or she voluntarily signed the foregoing document in the capacity indicated: _____.

Today's Date _____, 20____

[Notary's signature as name appears on seal]

[Notary's printed name as name appears on seal]

My commission expires: _____

[Affix Notary Seal in Space Above]

List of Exhibits

- Exhibit A** Property Description
- Exhibit B** Master Subdivision Plan/Planned Unit Development
- Exhibit C** Phasing Schedule
- Exhibit D** Easement Location
- Exhibit E** Residential Construction Standards & Elevations
- Exhibit F** Bonus Points - Water Allocation Policy

Exhibit A

Property Description

Insert Annexation Plat before recording!

Exhibit B

Planned Unit Development & Master Subdivision Plan

[insert before recording]

Exhibit C

Phasing Schedule

Phase 1 (65 lots) - No later than December 31, 2027

Phase 2 (114 lots) - No later than December 31, 2029

Phase 3 (52 lots) - No later than December 31, 2030

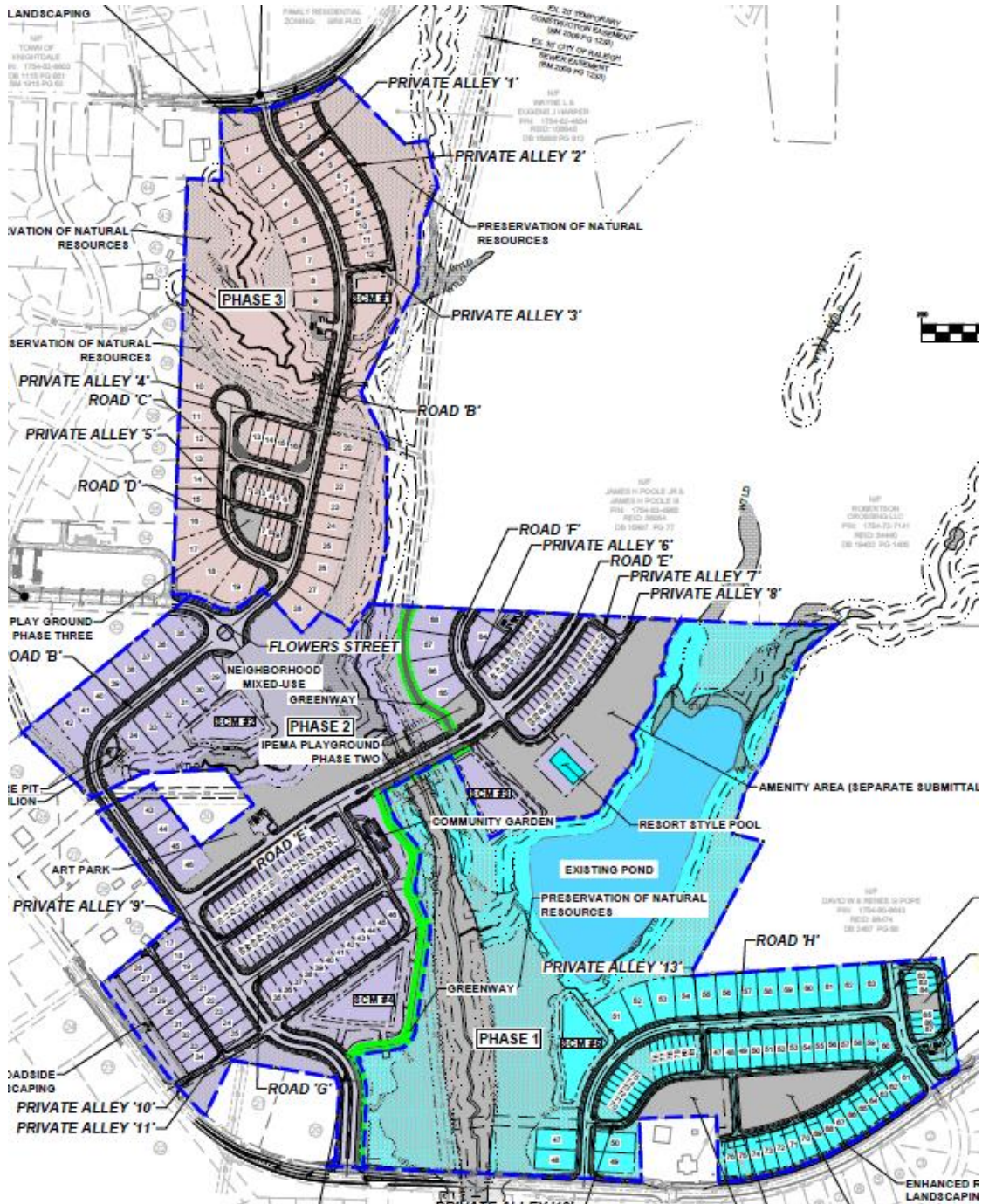


Exhibit D

Easement Location

Exhibit E

Design Standards

The Owner has provided actual home elevations that will be built in the subdivision (included in PUD document). In addition to the elevations, the applicant agrees to the Single-Family Dwelling Architectural Standards found in UDO Ch. 6.5, the Townhouse Architectural Standards found in UDO Ch. 6.6, the Apartment Building Architectural Standards found in UDO Ch. 6.7, the Mixed Use Building Type Standards found in UDO Ch. 6.8, and the additional conditions listed below:

NMX Mixed-Use Architectural Standards

1. **Primary Façades:** Primary façades are those which face a public or private street. All buildings shall have a primary façade that consists of a clearly discernible base, body, and cap as follows:
 - a. The lowest portion (base) of the building façade shall be built with masonry material to a height of at least two feet. The top of the base shall be constructed with a soldier course (a complete course of masonry laid on end vertically with the narrow side exposed) or an equivalent cap, which projects further from the façade than the rest of the base.
 - b. The body of the building shall constitute a minimum of 50% of the total building height. A living wall or planted vegetative wall may be used to define the body of the building.
 - c. The highest portion (cap) of the building façade shall have a smaller vertical dimension than the base and shall consist of a cornice, parapet, awning, canopy, eave or other architectural treatment that demarcates the top of the structure.
 - d. Visually heavier materials shall be placed below lighter materials (e.g., stucco or siding over brick or stone) to give the sense of support and grounding.
2. **Primary Materials:** At least 40% of the primary façades shall consist of one or more of the following approved materials:
 - a. Brick or glazed brick;
 - b. Wood;
 - c. Cementitious fiber board;
 - d. Stone, cast stone, stone masonry units, marble or similar material;

Secondary Materials: The secondary facades and the remaining area of the primary façades may also consist of the following materials:

 - a. Concrete masonry units;
 - b. Exterior insulation finishing systems;
 - c. Split face block;
 - d. Concrete (pre-cast or cast in place);
 - e. Concrete block;
 - f. Metal composite panels; and
 - g. Rigid frame metal.
3. **Transparency:** The first floor primary facades of non-residential buildings located less than 150 feet from a public right-of-way shall have a minimum transparency of 30%. Windows and glazing used to meet this standard must allow views from habitable areas inside the building to the street or property line, except where obstructed by the display of merchandise for retail uses. Glass block, spandrel and windows in vehicular garage doors do not count towards meeting this standard.

4. Additional Standards:
 - a. Building façades should include a clearly discernible base, body, and cap set apart with different colors, materials, patterns, profiles and/or textures.
 - b. Along street frontages, windows, main entrances, architectural treatments and other primary façade elements should be oriented toward the street.
 - c. New buildings should utilize the Town of Knightdale's predominant palette of materials (including brick, wood and stone), and should specifically reflect the colors, shades and textures of surrounding development. Glass, stucco and synthetic stucco may be used as a primary material where deemed appropriate.
 - d. High-quality materials should be used for all building walls visible from a public street, parking lot, park or civic space.
5. All other UDO standards shall apply to these lots.

Townhouse Architectural Standards

1. All townhouse units will have alley-loaded two-car garages.
2. All townhouse units shall be raised from the finished grade a minimum of 18-inches and have stem wall or raised slab foundations that shall be covered on all sides with brick or stone. Areas under porches may be enclosed with lattice.
3. All townhouse units will have a combination of two or more of the following materials on the front facade (not counting the foundation): stone, brick, lap siding, fiber cement siding, shake or board and batten. All siding will be fiber cement. Vinyl may be used for soffits, fascias, and corner boards.
4. Usable front porches shall be at least five (5) feet deep and extend more than 30% of the primary façade.
5. All townhouse units shall provide detailed design elements using at least one (1) of the features from each of the four categories below:
 - a. Entrance
 - i. Recessed entry with 6 inches minimum width door trim.
 - ii. Covered porch with 6-inches minimum width pillars/posts/columns.
 - b. Building Offsets
 - i. Facade offset
 - ii. Roofline offset
 - c. Roof
 - i. Dormer
 - ii. Gable
 - iii. Cupola/Tower/Chimney
 - iv. Decorative cornice of roof line (flat roof only)
 - d. Facade - at least two (2) of the following elements:
 - i. Bay window
 - ii. Balcony
 - iii. Porch
 - iv. Shutters
 - v. Window trim with 4" minimum width
 - vi. Patterned finish (scales, shakes, wainscoting, brick, or stone)
6. There shall be a 12-inches overhang on every gable roof end.
7. Townhouse building walls shall be wood clapboard, cement fiber board or shingle, wood board and batten, brick, or stone.
8. Main roofs on townhouse buildings shall have a pitch between 6:12 and 12:12. Monopitch (shed) roofs are allowed only if they are attached to the wall of the main building. Monopitch roofs shall have a pitch of at least 3:12.
9. For every second and third story of the side elevations, there shall be a minimum of three windows added to the side elevation with at least two windows on the second floor and 1 window on the third floor. Any siding break on the side of the home such as a fireplace or wall offset can be used as an alternate to a window. On the ground floor there shall be a minimum of one window on the side elevations.

10. The second and third stories of the rear elevation shall have either a balcony and door(s) or windows making up a minimum of 25% of the length of the rear elevation. The percentage is measured as the horizontal plane (lineal feet) containing a balcony and door(s) or windows divided by the total horizontal plane length.
11. No two townhouse units in a building shall have the same exterior paint color scheme.

Single Family Architectural Standards

1. Single-family 2-story homes built on lots at least 60-feet wide will have a minimum of 2,000 square feet and 1-story homes on such lots will be a minimum of 1,600 square feet. Lots that are at least 60-feet wide will have front-loaded two car garages.
2. Single-family homes built on lots less than 60-feet wide will have a minimum of 1,450 square feet and have alley-loaded 2-car garages.
3. All single-family homes shall be raised from the finished grade a minimum of 18" and shall have stem wall or raised slab foundations that shall be covered on all sides with brick or stone. Areas under porches may be enclosed with lattice.
4. All single-family homes with a crawl space will be wrapped in brick or stone on all sides.
5. All single-family homes will have a combination of two or more of the following materials on the front facade (not counting the foundation): stone, brick, lap siding, fiber cement siding, shake or board and batten. All siding will be fiber cement. Vinyl may only be used for soffits, fascia, and corner boards.
6. All single-family homes will have a front porch with a minimum depth of five (5) feet. Front porch posts will be at least six-inches by six-inches.
7. Main roof pitches (excluding porches) for two-story homes shall be at least 8:12.
8. There shall be a 12-inch overhang on every gable roof end.
9. Main roof pitches for one-story and one-and-a-half-story homes will be at least 6:12.
10. Garages for lots that are at least 60-feet wide will not protrude more than six (6) feet from the front porch or stoop and all garage doors shall contain over window inserts and hardware.
11. For every linear 30 feet (or fraction) of continuous side elevation per floor, there shall be one window or door added to the side elevation. Any siding break on the side of the home such as a fireplace, porch, wall offset can be used as an alternative to a window or door.
12. Garages will not exceed 45% of the front facade width or will be split into two bays.

Exhibit F

Water Allocation Policy - Project
Enhancements for Point
Compliance

	Points
Base Points - Major Residential Subdivision	15
Options to Obtain an additional 35 points:	
Residential Architectural Standards	15
On-Street Public Parking	4
Outdoor Display of Public Art	4
Private Greenway - More than 3,000 Linear Feet	3
IPEMA Certified Playground Equipment	4
Resort Style Pool	2
Clubhouse without Kitchen - Less than 2,500 Square Feet	5
<i>Total Proposed Bonus Points:</i>	<i>38</i>
Total Points (50 Points Required)	52



TOWN OF KNIGHTDALE

950 Steeple Square Court
Knightdale, NC 27545
KnightdaleNC.gov

ORDINANCE #24-11-20-003
AN ORDINANCE TO ADOPT THE HARPER PRESERVE DEVELOPMENT
AGREEMENT

WHEREAS, the Town of Knightdale has received a request to consider approving the Harper Preserve Development Agreement; and

WHEREAS, the proposed development will add to the Town's tax base, diversify housing options, and contribute to the quality of life for Town of Knightdale residents; and

WHEREAS, the Town Council finds that the proposed agreement is consistent with the requirements in NCGS Sections 160D-1001 through 160D-1012.

NOW, THEREFORE, BE IT ORDAINED by the Town Council of the Town of Knightdale, North Carolina that:

- Section 1.** That the Harper Preserve Development Agreement be adopted as proposed.
- Section 2.** That all laws and clauses of law in conflict herewith are hereby repealed to the extent of said conflict.
- Section 3.** That if this ordinance or application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions of this ordinance which can be given separate effect and to the end the provisions of this ordinance are declared to be severable.
- Section 4.** That this ordinance has been adopted following a duly advertised public hearing of the Town Council.
- Section 5.** That this ordinance shall be enforced as provided in NCGS §160A-175 or as provided for in the Knightdale Town Code.
- Section 6.** That this ordinance shall become effective upon its adoption by Town Council.

Adopted this 20th day of November, 2024

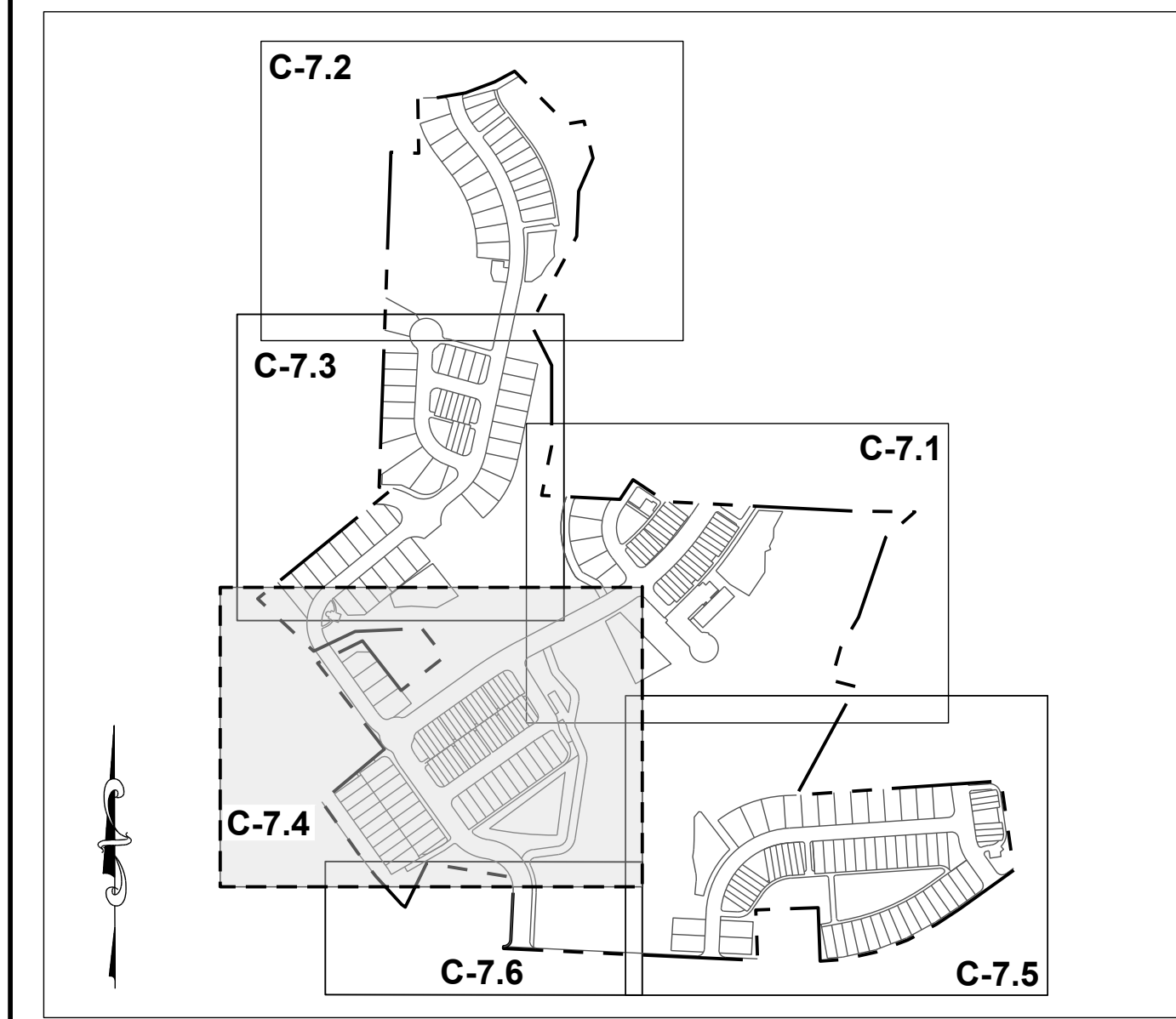
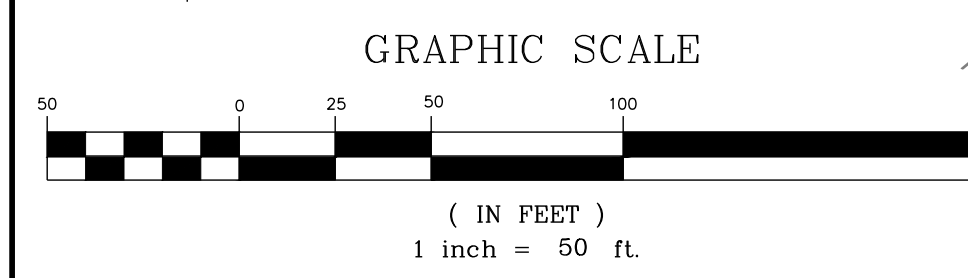
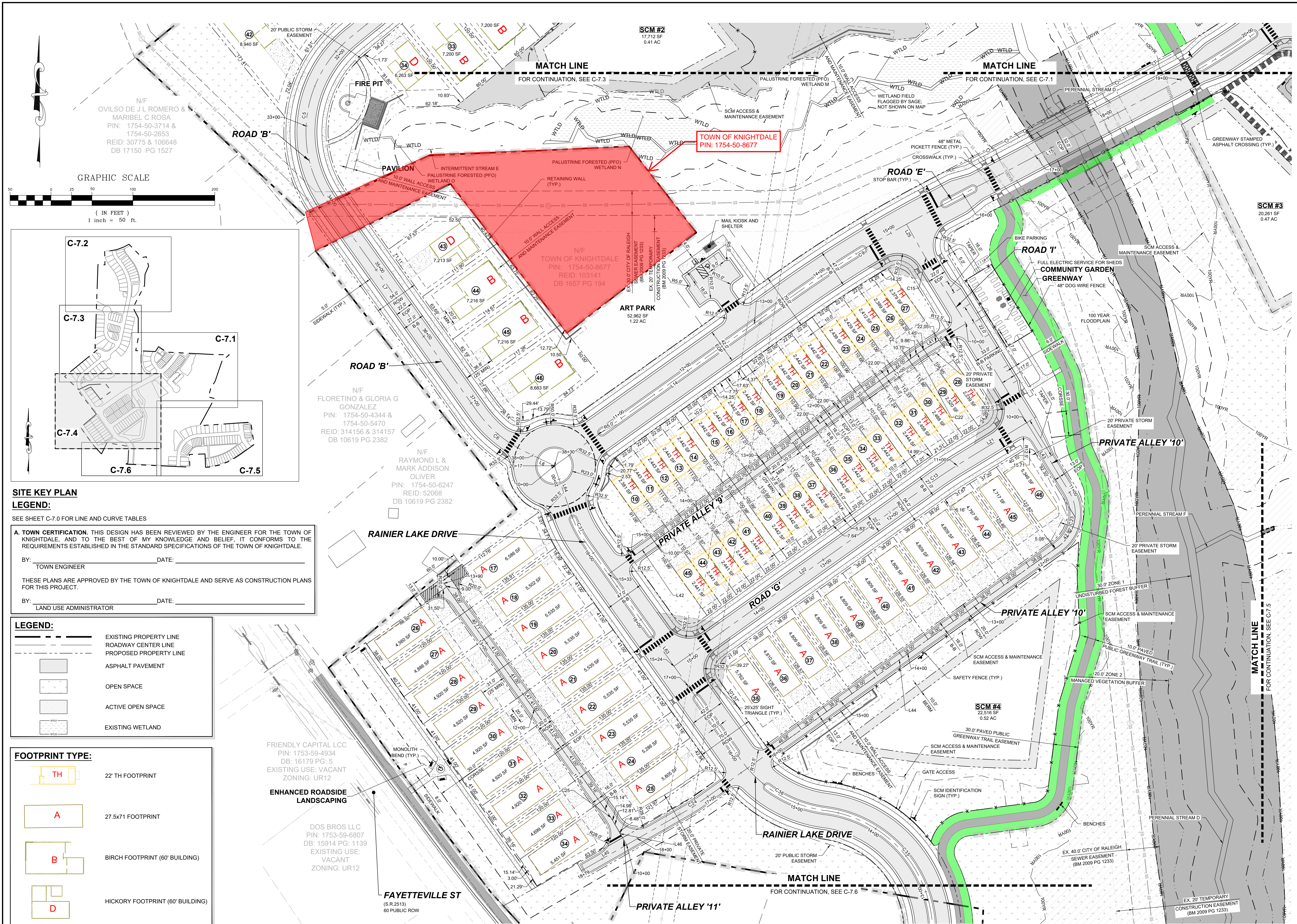
(SIGNATURE PAGE TO FOLLOW)

(SIGNATURE PAGE FOR ORDINANCE #24-11-20-003)

Jessica Day, Mayor

ATTEST:

Heather Smith, Town Clerk



SITE KEY PLAN

LEGEND:

SEE SHEET C-7.0 FOR LINE AND CURVE TABLES

A. TOWN CERTIFICATION. THIS DESIGN HAS BEEN REVIEWED BY THE ENGINEER FOR THE TOWN OF KNIGHTDALE, AND TO THE BEST OF MY KNOWLEDGE AND BELIEF, IT CONFORMS TO THE REQUIREMENTS ESTABLISHED IN THE STANDARD SPECIFICATIONS OF THE TOWN OF KNIGHTDALE.

BY: _____ DATE: _____
TOWN ENGINEER

THESE PLANS ARE APPROVED BY THE TOWN OF KNIGHTDALE AND SERVE AS CONSTRUCTION PLANS FOR THIS PROJECT.

BY: _____ DATE: _____
LAND USE ADMINISTRATOR

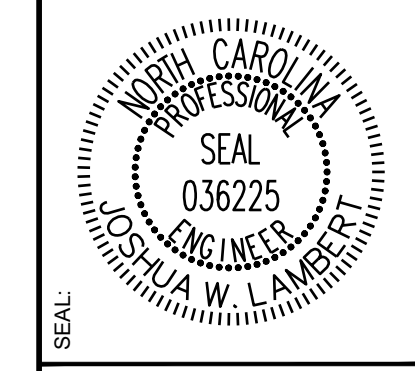
LEGEND:

- EXISTING PROPERTY LINE
- ROADWAY CENTER LINE
- - - PROPOSED PROPERTY LINE
- ASPHALT PAVEMENT
- OPEN SPACE
- ACTIVE OPEN SPACE
- EXISTING WETLAND

FOOTPRINT TYPE:

- TH 22' TH FOOTPRINT
- A 27.5x71' FOOTPRINT
- B BIRCH FOOTPRINT (60' BUILDING)
- D HICKORY FOOTPRINT (60' BUILDING)

NO.	REVISIONS	DATE	BY



STRONGROCK
ENGINEERING GROUP

STRONG ROCK ENGINEERING GROUP, PLLC | COMPANY LICENSE # P-2166
305 CHURCH AT NORTH HILLS STREET, SUITE 1110 RALEIGH, NC 27609 | INFORMATION@STRONGROCKGROUP.COM

STRONG ROCK PROJECT	NOT FOR CONSTRUCTION	SCALE	DESIGNED BY	DRAWN BY	CHECKED BY

HARPER PRESERVE
TOWN OF KNIGHTDALE, WAKE COUNTY, NORTH CAROLINA
CONSTRUCTION PLANS
PARTIAL SITE PLAN IV

DRAWING SHEET
C-7.4
18 OF 143

THIS PLANSET AND ANY ASSOCIATED DOCUMENTS ARE PRELIMINARY AND NOT AUTHORIZED FOR CONSTRUCTION UNTIL SIGNED, DATED, AND OFFICIALLY RELEASED FOR CONSTRUCTION BY THE ENGINEER OF RECORD.



Town of Knightdale

Staff Report Cover Sheet

Title: ZMA-4-24 – 16 Main Street Edward Jones Branch Office Conditional District

Staff: Gideon Smith, Senior Planner – Current

Date: November 20, 2024

PURPOSE

- The purpose of this staff report is to provide an overview of a Zoning Map Amendment for the proposed Edward Jones Branch Office Conditional District.

STRATEGIC PLAN PRIORITY AREA(S)

- Connected & Inclusive

GENERAL STATUTE REFERENCE(S), if applicable

- N.C.G.S 160D-605

TYPE OF PUBLIC HEARING, if applicable

- Legislative

FUNDING SOURCE(S), if applicable

- N/A

ATTACHMENT(S)

- Staff Report
- Application & Narrative
- Master Plan
- Neighborhood Meeting Summary

STAFF RECOMMENDATION

- Approve ZMA-4-24
- Adopt conditions
- Adopt the recommended advisory statement describing plan consistency and reasonableness of action
- Adopt ORD #24-11-20-004

Knightsdale Strategic Priorities



Safe



Connected & Inclusive



Sustainable



Active & Healthy



Organizational Excellence



Town of Knightdale

Staff Report

Title: 16 Main Street Edward Jones Branch
Office Conditional District (ZMA-4-24)

Staff: Gideon Smith, Senior Planner

Date: November 20, 2024

Director Signature: JB

Asst. Town Manger Signature: DT

Town Manager Signature: WRS

I. REQUEST:

Katie Smith, on behalf of Fred D. and Cynthia B. Johnson, has submitted an application requesting a Zoning Map Amendment to rezone approximately ±0.16 acres of land located at 16 Main Street, and further identified by Wake County PIN 1754-42-1863, from General Residential Low-Density (GR3) District to Town Center – Conditional District (TC-CD) to convert the existing single-family dwelling into an Edward Jones Branch Office.

II. PROJECT PROFILE:

PROPERTY LOCATION:	16 Main Street
WAKE COUNTY PIN:	1754-42-1863
CURRENT ZONING DISTRICT:	General Residential Low-Density (GR3) District
PROPOSED ZONING DISTRICT:	Town Center – Conditional District (TC-CD)
NAME OF PROJECT:	16 Main Street – Edward Jones Branch Office: Katie Smith, CFP
APPLICANT:	Katie Smith, CFP
PROPERTY OWNER:	Fred D. and Cynthia B. Johnson
DEVELOPER:	Doug Johnson/TBD
PROPERTY SIZE:	0.159 acres
CURRENT LAND USE:	Single-Family Dwelling (1,345 square feet)
PROPOSED LAND USE:	1,345 square foot Edward Jones Branch Office
PROPOSED PARKING:	4 On-Street (Public) parking spaces; 1 On-Site ADA parking space

III. BACKGROUND INFORMATION:

The Conditional District (ZMA-CD) rezoning process provides a procedure for the rezoning of property based upon the recognition that certain types of zoning districts would be inappropriate at particular locations in the absence of special conditions. This process affords a degree of certainty in land use decisions not possible when rezoning to a general category allowing many different uses.

Conditional Districts provide for orderly and flexible development under the spirit and intent of the general policies of the General District without the constraints of the principal structure dimensional standards. All standards and requirements of the corresponding General District shall be met, except to the extent that the conditions imposed are more restrictive than those standards. However, when a Conditional District is a requirement of Section 3.1 of the UDO, petitioners may also ask that certain standards identified be decreased. Within an approved Conditional District, no use shall be permitted except pursuant to the conditions imposed on the Conditional District in the approval of the rezoning.

The Master Plan, as a site-specific Conditional Zoning Plan, is itself a condition of the ZMA-CD. In addition to the Master Plan, the applicant shall provide the exact land use classifications proposed for the Conditional District, which has been



Town of Knightdale

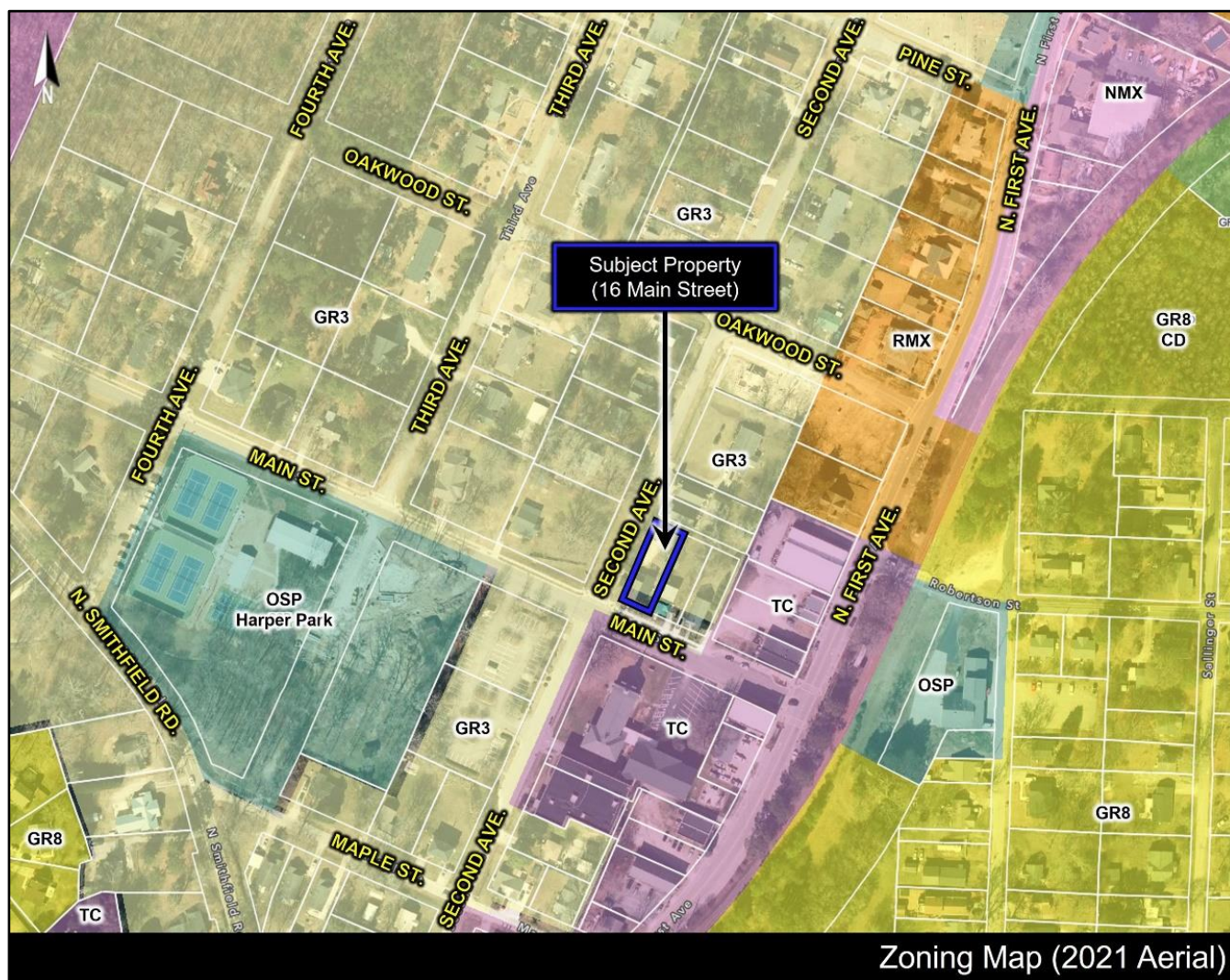
Staff Report

detailed in Section VIII of this Staff report. Such use classifications may be selected from any of the uses, whether permitted by right or special use, allowed in the General District upon which the Conditional District is based. Uses not otherwise permitted within the General District shall not be permitted within the Conditional District.

IV. PROJECT SETTING – SURROUNDING ZONING DISTRICTS AND LAND USES:

The proposed rezoning features one parcel located at 16 Main Street (NE corner of Main Street and Second Avenue), which is currently located within the Town’s Corporate Limits. Therefore, an annexation petition is not required.

DIRECTION	LAND USE	ZONING
North	Single-Family Residential	GR3
South	Religious Institution	TC
East	Single-Family Residential	GR3
West	Single-Family Residential	GR3





Town of Knightdale

Staff Report



V. PROPOSED MASTER PLAN:

The applicant has submitted a full Master Plan in accordance with Section 12.3.F of the UDO. The applicant is proposing to convert the existing home on the subject property to an Edward Jones Branch Office (Banks, Credit Unions, Financial Services). If the proposed rezoning is approved, the applicant intends to modify the interior of the existing structure to accommodate the needs of the proposed office. On the exterior, the applicant intends to construct a covered front porch facing Main Street to make the structure more consistent with the surrounding homes, replace the existing vinyl siding with new fiber cement siding on all sides of the building, and resize certain windows for a more uniform appearance and to allow more natural sunlight.

According to the applicant, the proposed office will have two employees, one of which will be the applicant. In addition, clients are seen by appointment only and most of the appointments are conducted virtually.

Since a Conditional District is a requirement of Section 3.1 of the UDO for the proposed use (Banks, Credit Unions, Financial Services), the applicant may also ask that certain standards identified be decreased. The applicant's requested exceptions to the applicable standards are detailed in Section VIII of this Staff report.

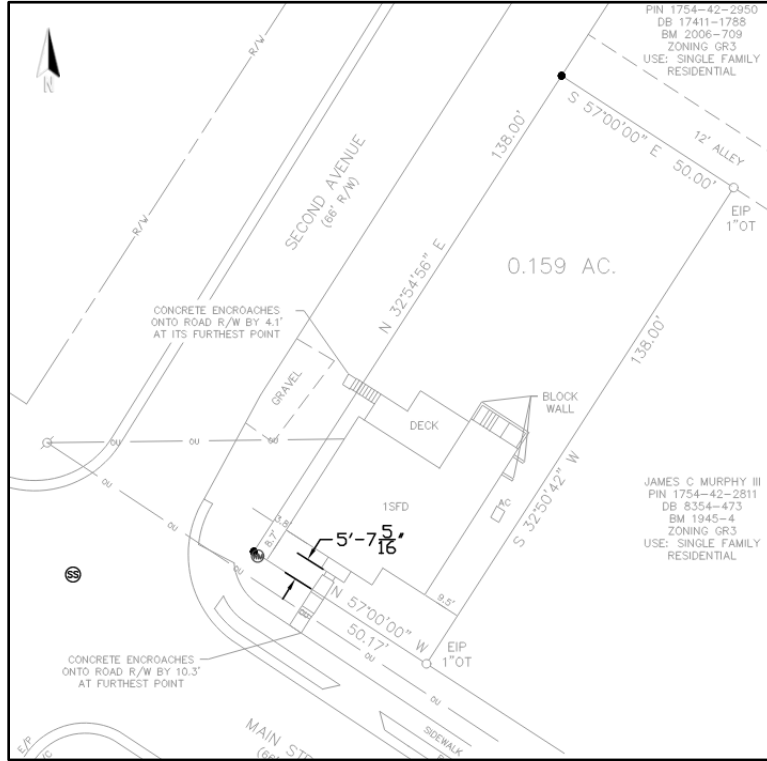
The applicant and Staff met multiple times early in the process as the plan evolved. Further analysis of the site plan is detailed below.



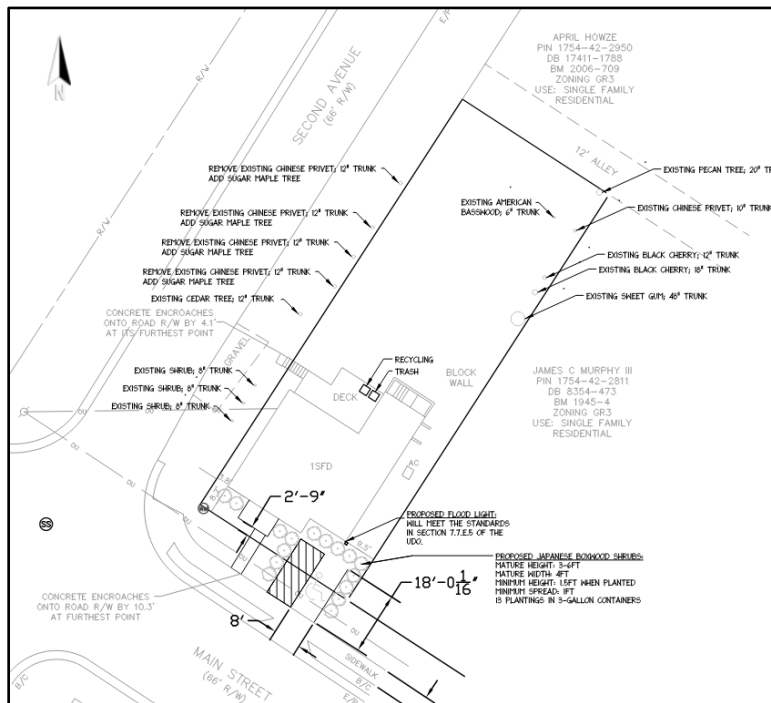
Town of Knightdale

Staff Report

16 Main Street – Existing Conditions (Single-Family Residential)



16 Main Street – Proposed Master Plan (Edward Jones Branch Office)





Town of Knightdale

Staff Report

VI. STAFF SITE PLAN ANALYSIS:

Staff has reviewed the plan for UDO consistency and found the Master Plan generally complies with the required provisions. The following items are being highlighted for Council review and further consideration.

Landscaping & Environmental Features

A 30-foot Type C Buffer is required along the northern and eastern property lines to provide spatial separation and to decrease visual contact between the proposed business and existing homes. The applicant is requesting relief from this requirement because the existing home is currently situated approximately 10-feet from the property line, limiting their ability to plant the required buffer. Additional information regarding this request can be found in Section VIII of this Staff report. Staff recommend that the applicant and adjacent property owner (14 Main Street) work together to determine how some vegetative materials can be added to the space between the two structures to provide some level of buffer.

Google Street View – Structure Separation



Architectural Standards & Elevations

According to the applicable Use Specific Standards for the proposed use (Banks, Credit Unions, and Financial Services uses shall be located in the Mixed-Use Building Type as detailed in Section 6.8 of the UDO. The existing home was constructed in 1940 per Wake County Real Estate Data. As proposed, the location of the existing home will remain the same with interior and exterior work taking place to accommodate the needs of the proposed office. The applicant is requesting that the House Building Type Standards, as outlined in Section 6.5 of the UDO, are applied to the proposed development in lieu of the Mixed-Use Building Type that is required.

Overall, the proposed design meets the spirit and intent of the UDO for the House Building Type, however, certain components are detailed further in Section VIII of this Staff report.



Town of Knightdale

Staff Report

Proposed Exterior Modifications to the Existing Home

	 <p>BENJAMIN MOORE SIMPLY WHITE</p> <p>SHERWIN-WILLIAMS ALABASTER</p> <p>BENJAMIN MOORE WHITE DOVE</p> <p>SHERWIN-WILLIAMS PURE WHITE</p> <p>SHERWIN-WILLIAMS OYSTER WHITE</p> <p>BENJAMIN MOORE CHANTILLY LACE</p> <p>BENJAMIN MOORE CHINA WHITE</p> <p>SHERWIN-WILLIAMS SHOJI WHITE</p>		
EXISTING VINYL SIDING	PROPOSED EXTERIOR COLOR		
			
PROPOSED FRONT DOOR	PROPOSED WINDOWS	PROPOSED FIBER CEMENT	



Town of Knightdale

Staff Report

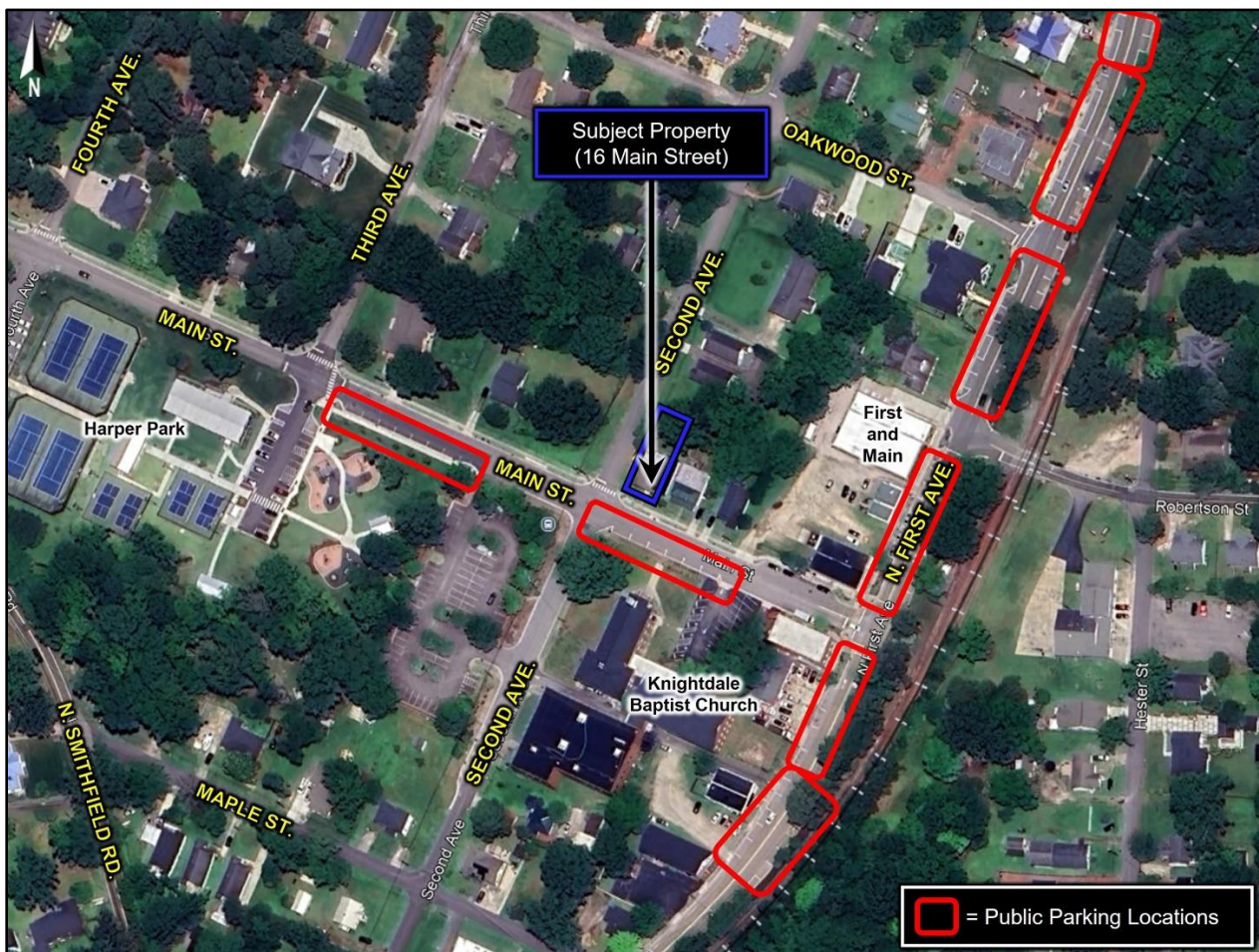
Public Gathering Spaces

The applicant is requesting that the House Building Type Standards, as outlined in Section 6.5 of the UDO, are applied to the proposed development in lieu of the Mixed-Use Building Type that is required. If approved under the House Building Type Standards, the proposed use will not require a Public Gathering Space. Additional information regarding this request can be found in Section VIII of this Staff report.

Parking

Based on the size of the existing home (~1,345 square feet), the maximum number of parking spaces for the proposed use is seven parking spaces. The minimum is four. The applicant has the opportunity to make a \$500 per parking space contribution to the Town of Knightdale's parking fund in lieu of constructing the required minimum number of parking spaces on-site since the subject property is located within the Central Business District.

As proposed, the applicant will contribute \$2,000 to the Town's parking fund prior to Construction Drawings approval to meet minimum parking requirements. This will allow the applicant's clients to use four of the existing on-street public parking spaces near the subject property when visiting the subject site for appointments.

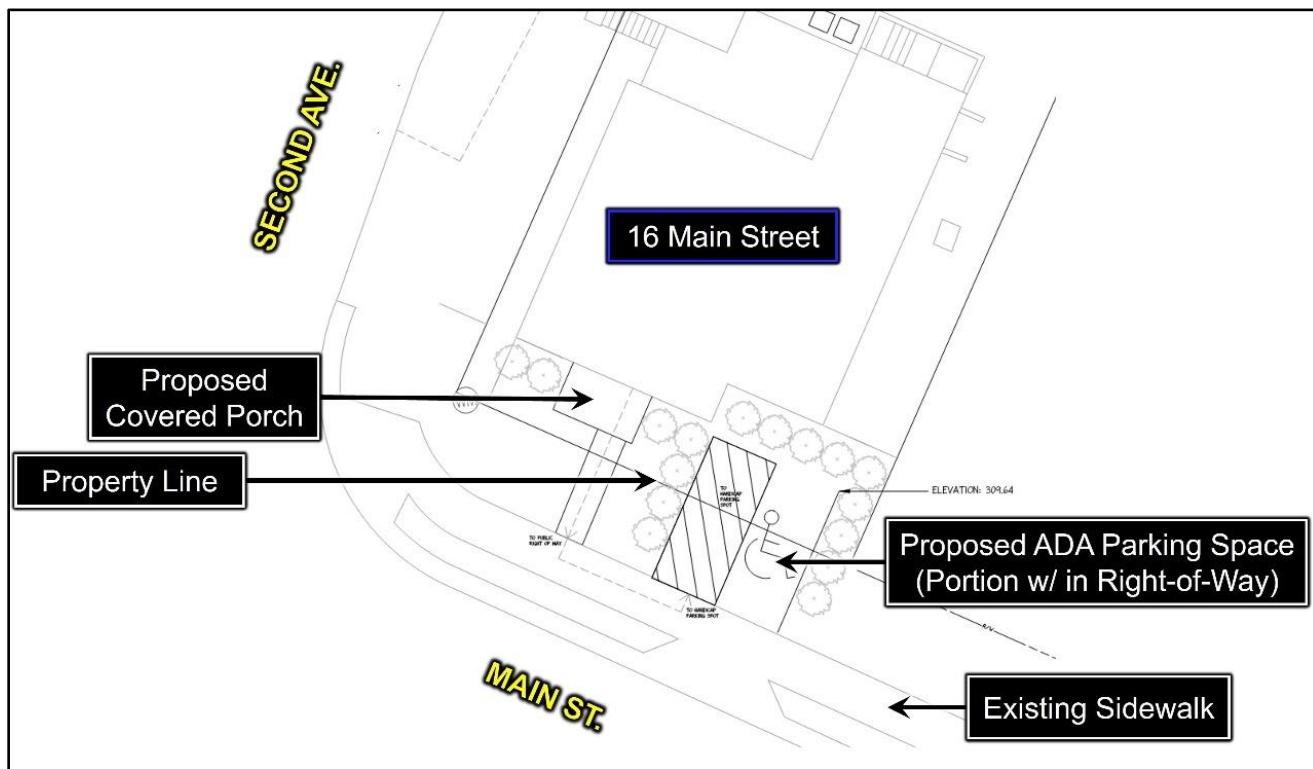




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Since the North Carolina Building Code requires at least one ADA parking space, the applicant is not permitted to make a parking fund contribution for this parking space, and as a result, is required to construct the ADA parking space on the subject property. As proposed, the applicant is requesting approval to construct one ADA parking space at the front of the subject property adjacent to Main Street. Additional information regarding this request can be found in Section VIII of this Staff report.



Pedestrian Connectivity

In order for walking to be a viable transportation choice for local trips, circulation routes must be safe, convenient, and highly connected. Pedestrian circulation and connectivity should primarily take place adjacent to planned streets within the right-of-way; however, a considerable amount of pedestrian activity also takes place on-site, where vehicle speeds are lower but the numbers of potential conflict points are higher. The applicant is not proposing any changes to the existing 5-foot-wide sidewalk along Main Street. The existing sidewalk network along Main Street and N. First Avenue will allow clients to safely walk from the public parking locations to the subject property.

VII. LEGISLATIVE CASE PROCEDURES:

Staff met with the development team in May of 2024 to discuss the potential of a project at this location. A Conditional District rezoning is a legislative process that requires Town Council to hold a public hearing and receive a recommendation from the Land Use Review Board prior to acting on the application. Additionally, certain application procedures are required, such as having a pre-application meeting with Staff, and holding a neighborhood meeting with



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any property owners within 200 feet of the outer boundaries of the subject development. Below is a timeline of the required elements.

- Pre-application meeting: May 23, 2024
- Neighborhood Meeting (Virtual): July 16, 2024

The virtual neighborhood meeting was held online on July 16, 2024. Three adjacent property owners attended the meeting. In general, they had questions about the request itself, parking, security, buffers, as well as rezoning questions in general. A copy of the mailed notice, the list of recipients, and a summary of the meeting are attached as part of the application packet. Additionally, the Town of Knightdale followed public hearing notice requirements as prescribed in the North Carolina State Statutes.

- First Class Letters Mailed: September 6, 2024
- Sign Posted on Property: September 6, 2024
- Legal Ad Published in Wake Weekly: September 6 & 13, 2024

Following the formal submittal and review of the proposed Master Plan, the applicant met with the Development Review Committee (DRC) on August 8, 2024, to discuss the technical comments and details associated with the proposed plan. Staff discussed with the applicant items involving stormwater drainage impacts in the area, ADA parking space design requirements, and the accessible route to the front entrance of the building. The DRC voted unanimously to **continue** the proposal pending the applicant addressing the review comments and Town Council approving the Rezoning request.

VIII. PROPOSED CONDITIONAL DISTRICT REZONING:

In accordance with Section 12.2.G.3.f of the UDO, all standards and requirements of the corresponding General District shall be met, except to the extent that the conditions imposed are more restrictive than those standards. However, when a Conditional District is a requirement of Section 3.1 of the UDO, petitioners may also ask that certain standards identified be decreased. Within an approved Conditional District, no use shall be permitted except pursuant to the conditions imposed on the Conditional District in the approval of the rezoning.

Town Council may attach reasonable and appropriate conditions including but not limited to the location, nature, hours of operation and extent of the proposed use with consent of the applicant. The applicant will have a reasonable opportunity to consider and agree to any additional requirements proposed by either the LURB or the Town Council prior to final action.

Staff have reviewed the major site elements and found the majority to be in compliance with all requirements of the TC District and UDO. Major site elements and their compliance statements are listed below. As mentioned previously, in certain instances, the applicant has requested alternative standards, which are also detailed below.

- Zoning:** The subject property is currently zoned GR3. The proposed use (Banks, Credit Unions, and Financial Services) requires a Conditional District rezoning in the Town Center District. This process allows for flexibility to achieve the applicant's goals while meeting the spirit and intent of the UDO and Comprehensive Plan. The applicant is requesting approval of a Conditional District Rezoning from GR3 to TC-CD to allow the existing home on the subject property to be converted into an Edward Jones Branch Office.



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The applicant has requested that only Banks, Credit Unions, and Financial Services uses are permitted on the subject property. All other uses otherwise permitted in the TC Zoning District shall be prohibited.

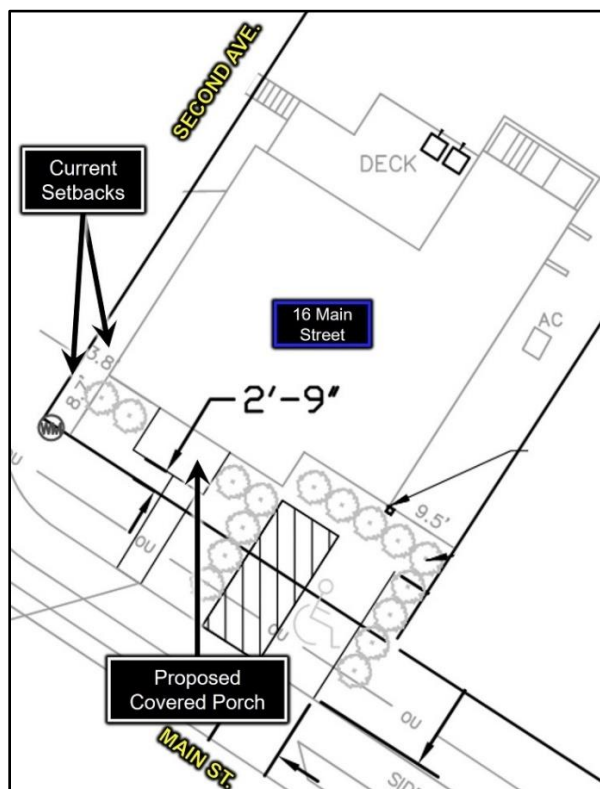
B. **Setbacks:** The minimum setbacks for the House Building Type are as follows:

Minimum Setbacks				
	Front	Side	Corner	Rear
House Building Type	10'	20% of lot width*	10'	25'

*Side setback shall be calculated as an aggregate. Lots less than 60 feet in width shall have a minimum setback of 3 feet. Side yards of corner lots shall be a minimum of 10 feet.

According to the proposed Master Plan, the existing home is approximately 8.7 feet from the front property line and approximately 3.8 feet from the side yard corner. Therefore, the existing structure is classified as a legal nonconforming principal structure. Per the Nonconforming Principal Structures regulations set forth in Section 13.3 of the UDO, the existing nonconforming principal structure is allowed to remain and may be enlarged or altered provided such change does not increase the structure's nonconformity.

The proposed covered porch will increase the structure's nonconformity in terms of the front setback, which would not be permitted unless Town Council provides flexibility through the approval of the requested Conditional District. If approved, the applicant will be permitted to construct the covered porch so that it is situated approximately 2.75-feet from the front property line, as shown on the proposed Master Plan.

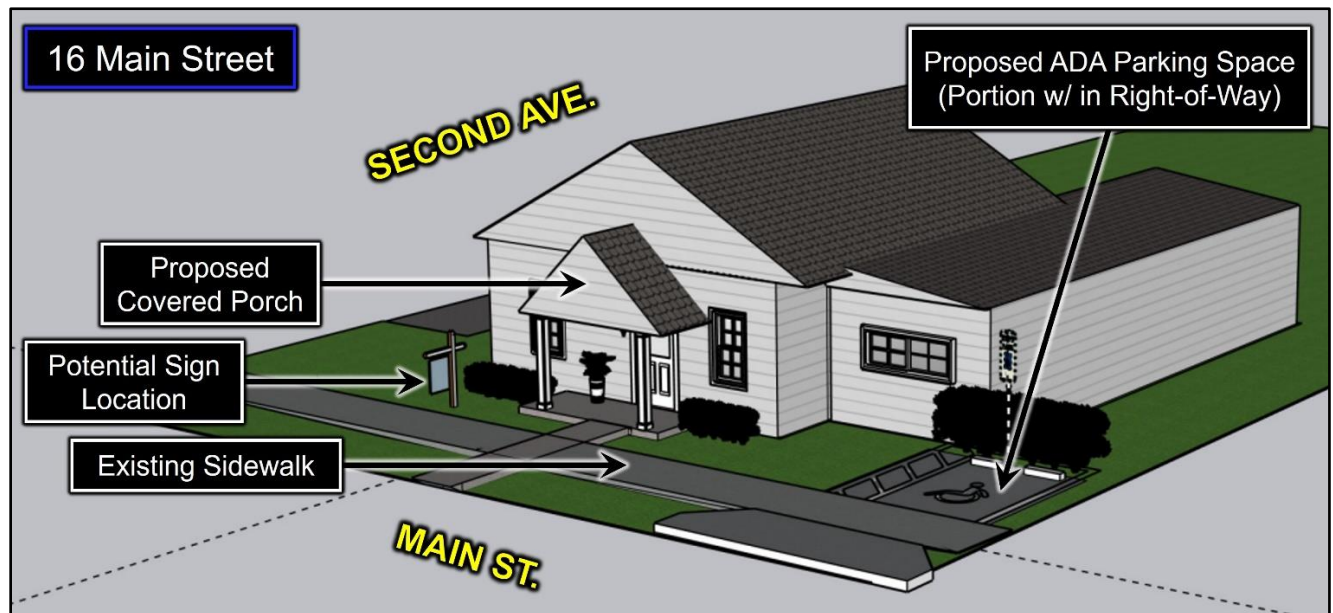




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- C. **Additional Use Standards:** Some uses require additional, specific standards based on the nature of operations and potential impacts to surrounding properties. The following standards are applied to the Banks, Credit Unions, and Financial Services uses.
- Banks, credit unions, and financial services uses shall be located in the Mixed-Use Building Type as detailed in Section 6.8.
As mentioned previously, the applicant is requesting that the House Building Type Standards, as outlined in Section 6.5 of the UDO, are applied to the proposed development in lieu of the Mixed-Use Building Type that is required.
 - In the NMX and TC zoning districts only indoor transactions shall be permitted with no night drop boxes permitted.
If approved, this additional use standard shall apply. The applicant has demonstrated compliance with this standard by including a note on the proposed Master Plan.
- D. **Building Type Standards:** The applicant is requesting that the House Building Type Standards are applied to the proposed development. The applicant proposes to replace the existing vinyl siding with fiber cement siding and to construct a covered porch at the front door of the existing structure. No other exterior modifications are proposed to the structure. The proposed Master Plan generally complies with this regulation.



- E. **Parking:** As mentioned previously, the applicant proposes to contribute \$2,000 to the Town's parking fund prior to Construction Drawing approval to meet minimum parking requirements. The applicant's clients can use four of the existing on-street public parking spaces near the subject property when visiting the subject site for appointments.

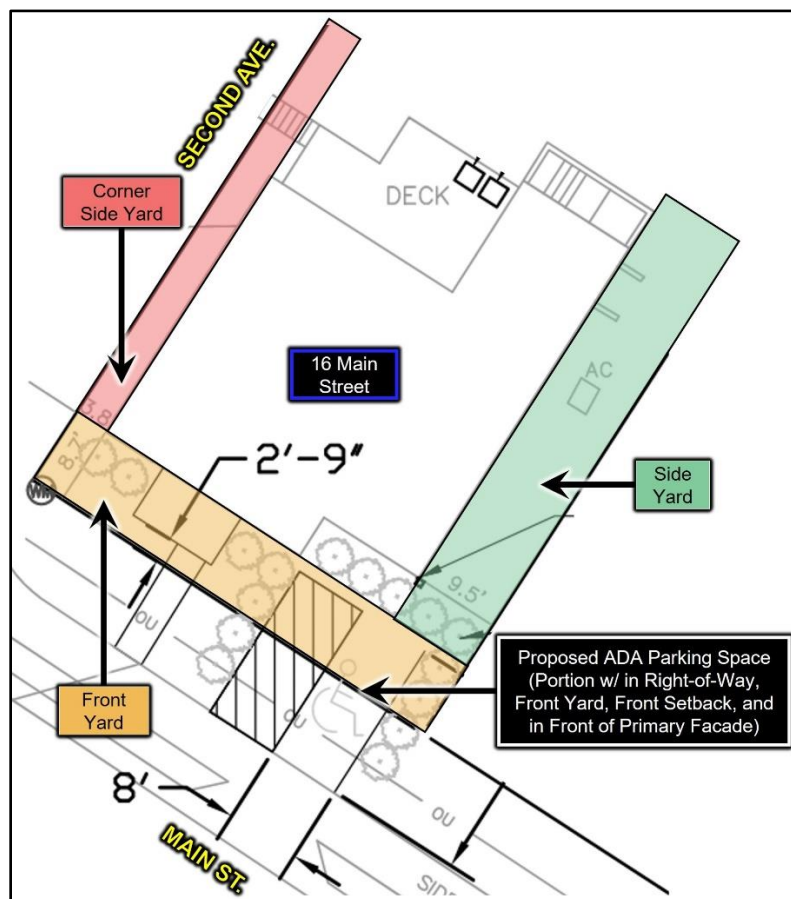
Since the North Carolina Building Code requires at least one ADA parking space, the applicant will not be permitted to make a parking fund contribution for this parking space, and as a result, is required to construct the ADA parking space on the subject property.



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According to Sections 7.1.K.1, 7.1.K.4, and 7.1.M.1 of the UDO, parking spaces cannot be located within any required setback, in the front yard, or in front of the building façade, and cannot encroach upon or extend onto public rights-of-way or sidewalks. As proposed, the applicant is requesting flexibility to construct one ADA parking space at the front of the subject property adjacent to Main Street, as shown on the Master Plan.



Section 7.1.K.2.c of the UDO requires all parking lots to be curbed using standard curb and gutter with a minimum width of 1.5 feet. As proposed, the applicant is requesting flexibility to construct one ADA parking space without the required curb and gutter.

- F. **Landscaping:** When a Town Center Zoning District is proposed adjacent to a GR3 zoned parcel, a 30-foot Type C Buffer is required. As previously mentioned, this buffer is required along the northern and eastern property lines to provide spatial separation and to decrease visual contact between the proposed business and existing homes. The applicant is requesting relief from this requirement because the existing home is currently situated approximately 10-feet from the property line, limiting their ability to plant the required buffer. In addition, the applicant indicated that the other houses on the block and in the neighborhood do not have 30-foot buffers and contend that the required buffer would decrease the visual aesthetics of the homes.



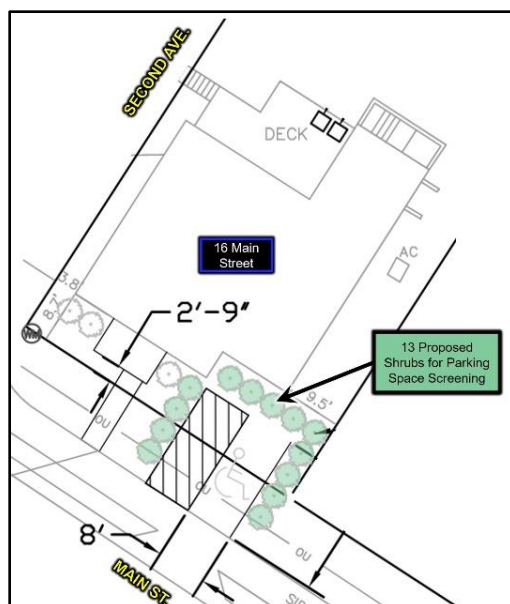
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Staff recommend that the applicant and adjacent property owner (14 Main Street) work together to determine how some vegetative materials can be added to the space between the two structures to provide some level of buffer.

When parking spaces front street rights-of-way, the UDO requires the parking space to be screened with a Type A Buffer (three canopy trees, two understory trees, and twenty shrubs per 100 linear feet). The applicant is requesting to remove the canopy and understory tree requirements based on discussions with the adjacent property owner (14 Main Street) during the Neighborhood Meeting (see Neighborhood Meeting Summary attachment).

As proposed, the applicant intends to plant the required shrubs surrounding the proposed ADA parking space (at least 10 shrubs) to provide lower-level screening of vehicular headlights. If flexibility is not granted, the applicant will be required to plant a minimum of two canopy trees, one understory tree, and 10 shrubs around the proposed ADA parking space.



- G. **Roadway Improvements & Street Trees:** Second Avenue is identified as a Local Street by the Comprehensive Transportation Plan (CTP) and Appendix A of the UDO. New development with frontages on existing publicly maintained streets shall be required to upgrade all of their frontages to meet the standards of Chapter 10 of the UDO, including but not limited to, curb and gutter, sidewalks, on-street parking, street trees, street lights, etc. The applicant is requesting flexibility to remove these requirements because the proposed office fronts Main Street with clients utilizing the existing on-street parking in the vicinity or the ADA parking space in front of the structure. The applicant also indicated that this is being requested because Second Avenue is primarily residential and there is limited space to add these improvements.

Main Street is identified as an Existing Urban Main Street by the CTP and Appendix A of the UDO. Main Street has been constructed to its ultimate cross-section in front of the subject property. However, street trees have not been installed. The applicant is requesting flexibility to remove this requirement because the grass strip between the road and sidewalk is narrow.

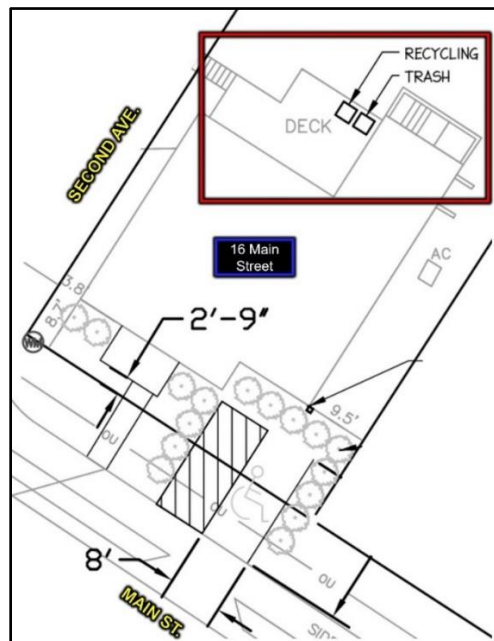


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- H. **Trash and Recycling Receptacles:** Section 7.5.E restricts all trash/recycling bins (containment devices) to the side or rear yards and must be screened from off-site view. In addition, all containment areas shall be enclosed to contain windblown litter, the enclosure (with gates) shall be opaque and finished with masonry materials consistent with the principal structure, all containment areas shall be screened by elements of a Type B Buffer, and the bins must be placed on a concrete pad.

The applicant is requesting flexibility to these requirements. As proposed, the applicant requests that the trash/recycling bins are stored under the existing deck, out of view from both Main Street and Second Avenue.



- I. **Public Utilities/Water Allocation Policy:** The subject property has existing and active public water and sewer services. Therefore, the proposed development is not required to comply with the Water Allocation Policy. However, since the proposed development is considered a “Change of Use” per the Water Allocation Policy, the proposed development is automatically awarded the required 50 Base Points, indicating that compliance with the Water Allocation Policy has been met.
- J. **Stormwater Management:** Based upon the scope of work associated with the proposed development, stormwater management is not required.
- K. **Lighting:** The applicant is not proposing any deviations from the lighting standards outlined in Section 7.7 of the UDO.
- L. **Signage:** All site signage will be reviewed under a separate zoning review; however, based upon the dimension of the subject property and the location of the existing structure, available space for the installation of a monument sign or permanent suspended shingle post sign is limited based upon the minimum setbacks applicable to these types of signs.

The applicant is contemplating installing a Permanent Suspended Shingle Post Sign near the front door of the proposed office to advertise its location. According to Chapter 8 of the UDO, these types of signs must be at least



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five feet from all property lines, street rights-of-way, and utility easements. The applicant is requesting flexibility to encroach into this minimum five-foot setback if necessary to install this signage.

VIII. COMPREHENSIVE PLAN:

Since the adoption of the original KnightdaleNext 2035 Comprehensive Plan in 2018, the Town of Knightdale has experienced significant growth and there have been new pressures and realities not contemplated in 2018. These development pressures and considerable growth prompted a desire to update the Comprehensive Plan to allow for the proactive management of the location, timing, and magnitude of future development to protect the character and integrity of Knightdale. As shown in the plan's new name, KnightdaleNext V.2, is an update to an existing document, not an entirely new plan, with the same horizon year of 2035 as the 2018 version.

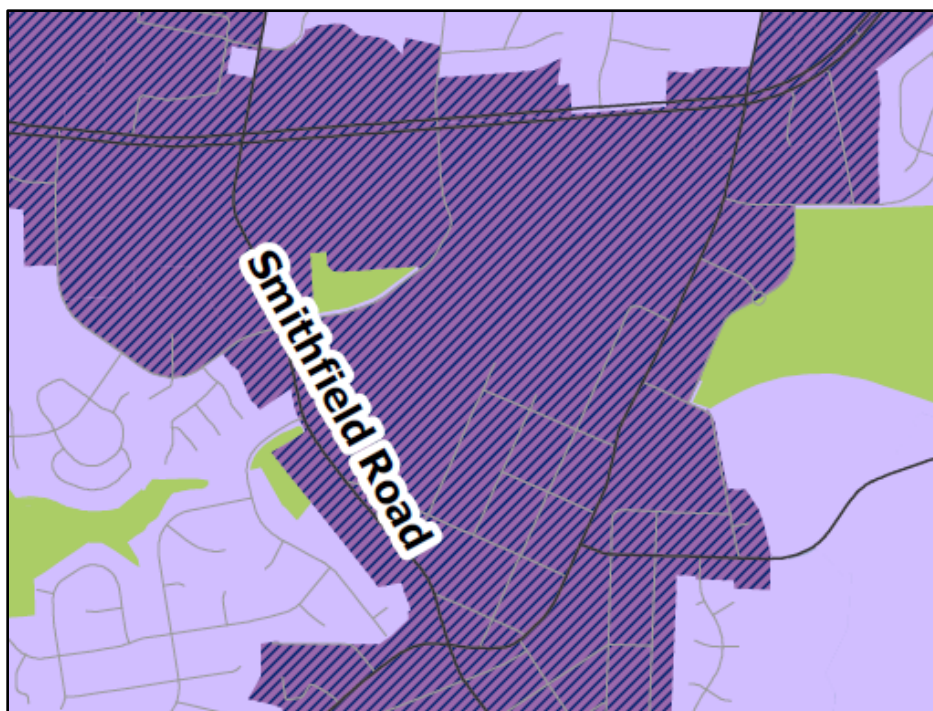
KnightdaleNext V.2 includes better guidance for where development activity should occur and to what scale, with detailed information to help inform the style of development Town Council expects when striving to create an “inclusive and connected urban small town with unique gathering places that foster a sense of community” as noted in the Council’s Strategic Plan. A mantra for KnightdaleNext V.2 is to grow intentionally between now and the planning horizon (2035). This includes an emphasis on growing inward, versus outward, in the near future to be good stewards of land and cognizant of the time and money realities associated with extending infrastructure.

The General Framework, presented in Chapter 3, includes three maps that should guide future decisions about conservation and development in the community. All three maps should be used in a series when contemplating the future of a parcel or area.

A. Intentional Growth Area Map

The KnightdaleNext V.2 Comprehensive Plan features the Intentional Growth Area Map, a high-level tool to guide growth decisions and offer a means to efficiently organize and illustrate a hierarchy of growth and conversation priorities for town leaders.

The subject property is located within a Target Growth Area. Target growth areas include land inside different activity centers depicted on the Future Place Type Map, and extending outward from the mixed-use areas along one or more corridors in some cases, that could help accommodate





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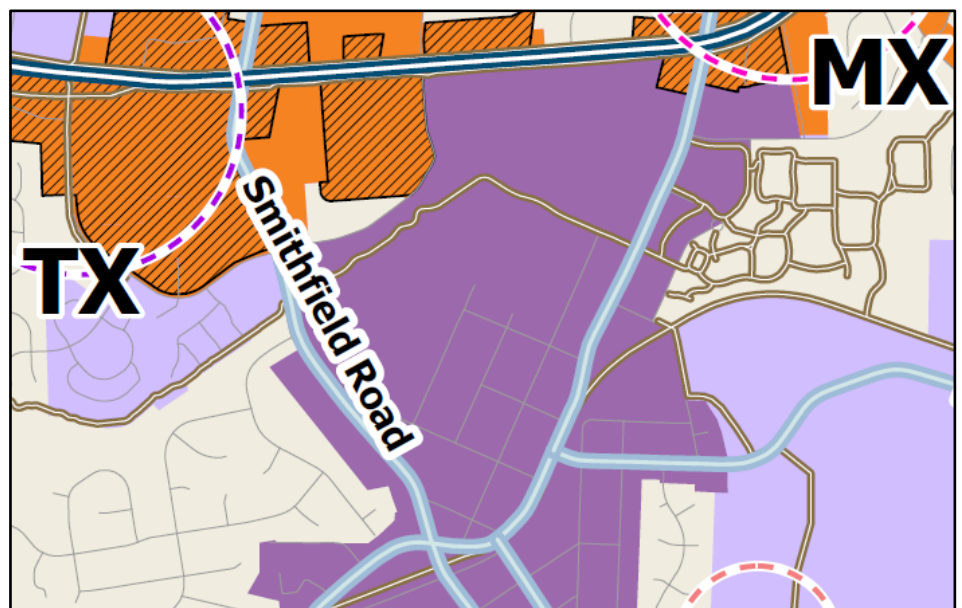
growth projected for an eleven-year planning horizon, 2024 to 2035, assuming annual growth rates similar to the last decade (i.e., 4.21% per year). They include old town and downtown, innovation center, neighborhood center, and mixed-use center place type categories. Together, they provide an opportunity to re-imagine Knightdale's future, and introduce new, energized activity areas that provide key locations for new employment centers, retail centers, entertainment areas, and upper story or adjacent residential units in appropriate locations. In the context of redevelopment, these areas require more deliberate planning and phasing to keep them viable over longer periods of change. However, once complete, redeveloped areas have the potential to serve as new and reinvigorated activity centers or mixed-use corridors for the whole of Knightdale.

These areas should be a high-priority for new or improved infrastructure constructed by private developers, which will provide new capacity in existing service areas to keep pace with infill development and redevelopment envisioned for the different activity centers or mixed-use corridors depicted on the Urban Small Town Framework Map or Future Place Type Map. Continued investments in these areas should maximize return-on-investment potential for the town and offer several public-private partnerships to improve the public realm — the space between buildings — or add community facilities during the development entitlement process.

Infrastructure investments in these areas should keep pace with changing economics, evolving technologies, and aging-infrastructure. Advancing infrastructure investments in these areas should be considered to incentivize investments by developers or private property owners. Specific projects should be considered that might transform these areas into more walkable and vibrant places, and consider opportunities to link neighborhoods to the different development activity centers.

B. Urban Small Town Framework Map

The Urban Small Town Framework Map presents five center-based categories and four corridor-based categories to further organize the town's planning area and emphasize treatments for specific areas. Town officials should advocate for increased or decreased development intensities in areas depicted on the map to support the town's broad goals and initiatives presented in the comprehensive plan (e.g., increased development intensities to support transit ridership or decreased development intensities to reinforce rural landscapes). Officials should also coordinate decisions for specific lots or parcels in an identified center or corridor to instill (reinforce) a unique development brand or sense of place.





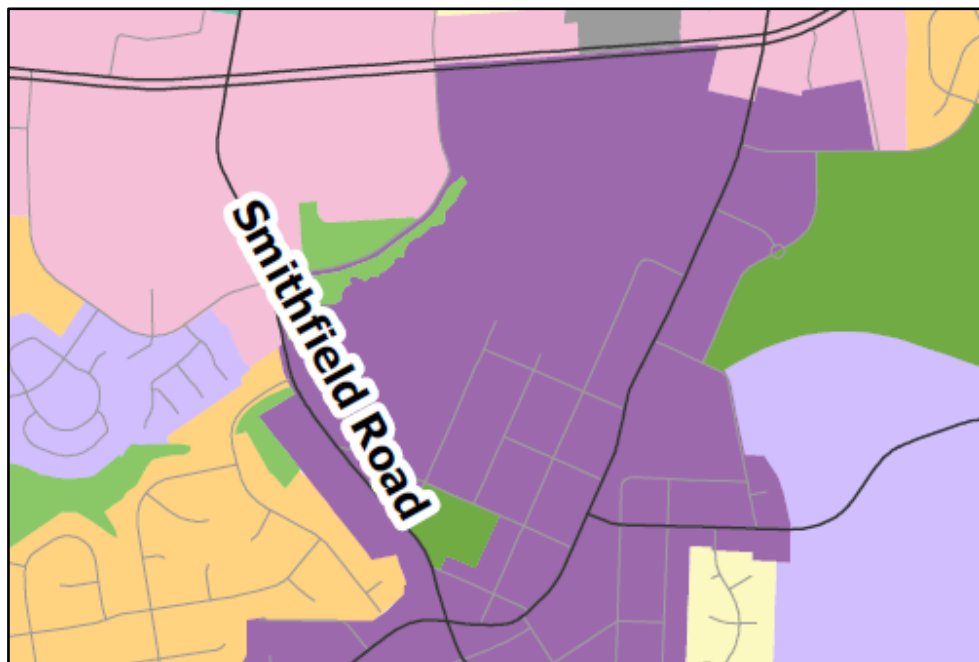
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The subject property is located within the Old Town and Downtown Target Area. More specific direction for decision making in these areas is presented on the Future Place Type Map and its corresponding place type category descriptions.

C. Future Place Type Map

The Future Place Type Map delineates preferred development types, locations, patterns, and styles for the planning jurisdiction assuming complete build-out of the community. The depiction of all thirteen categories on the map sets high-level expectations for the types, locations, patterns, and styles of development preferred in the community. Developers and property owners should consult the map to confirm desirable



(supportable) development outcomes before making major investment decisions. Town residents should consult the map to understand what is generally intended for vacant or declining properties in the community if or when a developer or property owner decides to make an investment.

The subject property is located within the Old Town Future Place Type, which is defined as:

The Old Town Area is much larger than the downtown in terms of size, and supports existing homes, businesses, parks, and open space that together celebrate community and the humble beginnings of Knightdale. Preserving the character of existing homes in the area is a high-priority, though some existing lots may be subdivided or redeveloped to introduce new home choices. The type, size, orientation, and character of new homes built in existing neighborhoods should be compatible with adjacent properties and supporting infrastructure. Officials should also be careful of unintended consequences associated with the wide-spread subdivision of large lots or infill development activities in the area: increased stormwater flooding because of changed drainage patterns, changes in overall neighborhood dynamics, or rising home values (and rising tax bills) that drive existing residents out of the area. Policies or considerations in the comprehensive plan should manage the timing and location of lot subdivision or tear-downs in specific areas if conditions being monitored are not exceeding expectations.

Small businesses or restaurants, oriented toward First Avenue, should complement the size and scale of nearby homes. Buildings throughout the area may stand one (1) to three (3) stories tall. Historic preservation and neighborhood compatibility should be priorities during infill development or



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redevelopment efforts. Parking may be satisfied using on-street parking, public parking lots, or shared rear-lot parking strategies.

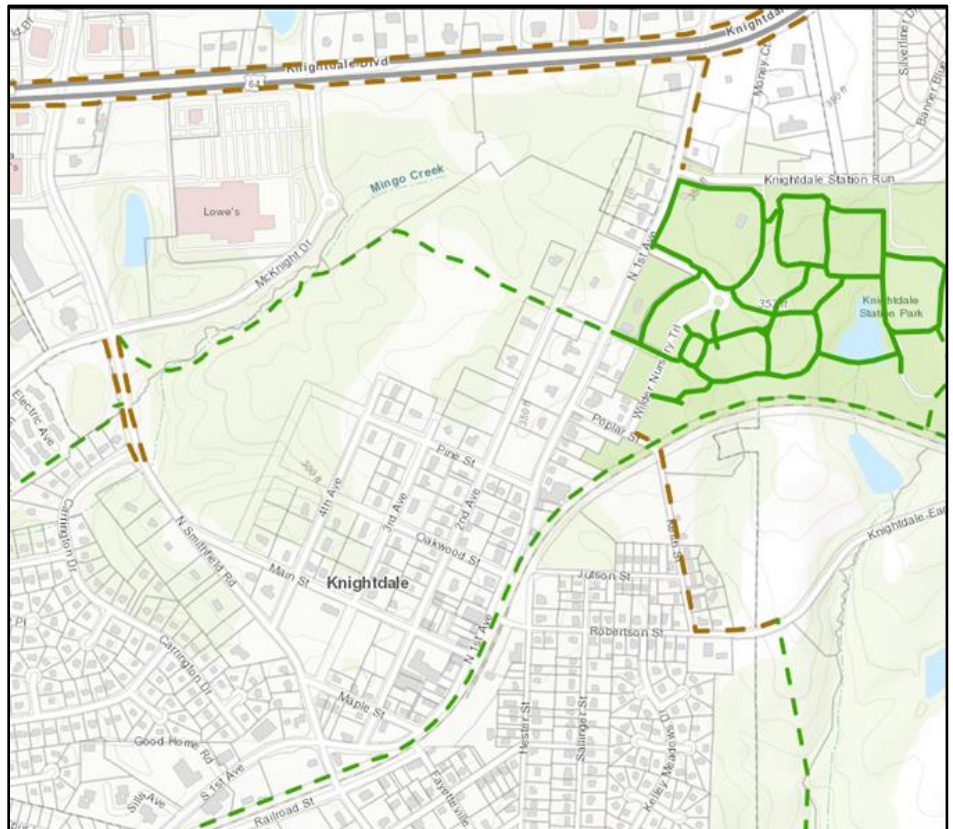
The Place Type Transect, seen below, builds off of the Future Place Type Map and helps to illustrate how developments should blend together as Knightdale grows. The Old Town Place Type falls into the Activity Centers category.



D. Trails and Greenways Map

The Trails & Greenway Map provides the general alignment of greenways in Knightdale. These trails should connect to the existing Town infrastructure or provide new recreational opportunities for residents.

The Map does not indicate that any greenways or trails should be constructed adjacent to the proposed development.





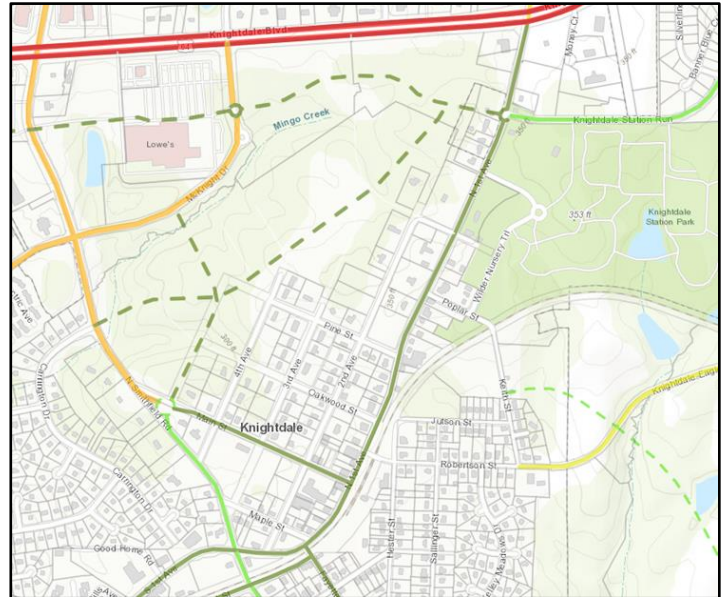
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E. Street Network Map

Development activities should assist with the construction of a comprehensive transportation network. The proposed development will utilize Main Street, which is classified as an Existing Urban Main Street. The subject property is also adjacent to Second Avenue, a Local Street. The applicant has requested flexibility to not install the required roadway improvements, such as curb and gutter, on-street parking, sidewalk, street trees, street lights, etc., associated with the Local Street cross-section.

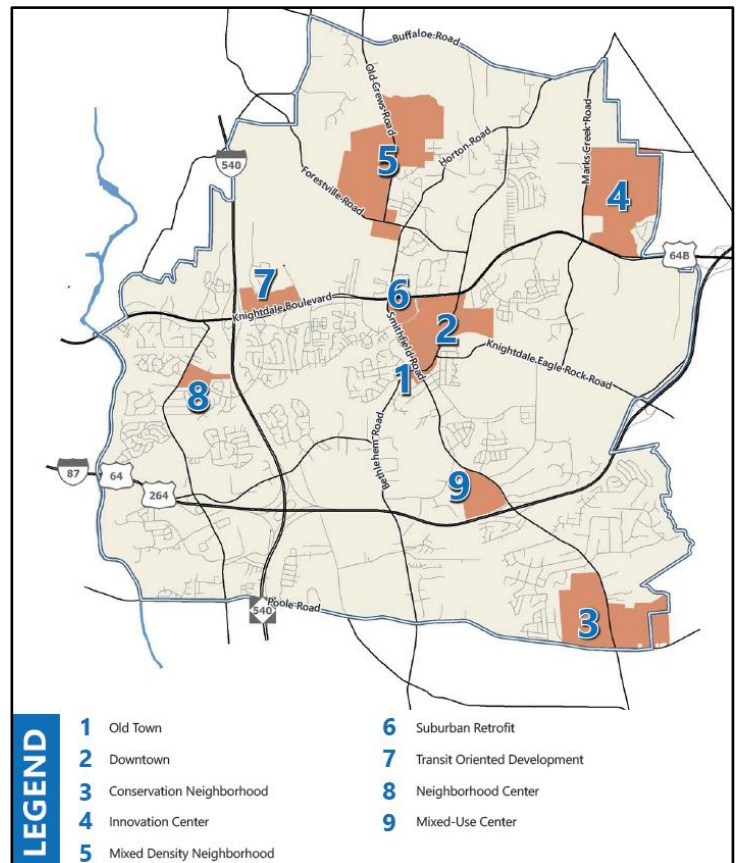
The Street Network Map does not call for any additional roads to be constructed.



F. Focus Area Studies

The KnightdaleNext V.2 Comprehensive Plan developed conceptual drawings and images for illustrative purposes only. They do not constitute intended outcomes or provisional approvals for the properties represented in the Plan. Actual development of the areas may vary significantly from the drawings included in the document based on property owner interests, market realities, lending conditions, available infrastructure, environmental features, or other factors. Though they conceptually illustrate development potential in defined geographies, they also demonstrate the application of character-driven design principles and development-related policies that could be applied in other areas of Knightdale with similar conditions.

Illustrations provided in the Focus Area Studies sections are intended to convey the intent of the policies when the Intentional Growth Areas Map, the Urban Small Town Framework Map, and the Future Place Type Map and descriptions are brought together. Their primary purpose is to





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help the community visualize possibilities and create a platform for dialogue about the details reflected in the images and how best to implement similar ideas in the Town's Unified Development Ordinance or other implementing documents.

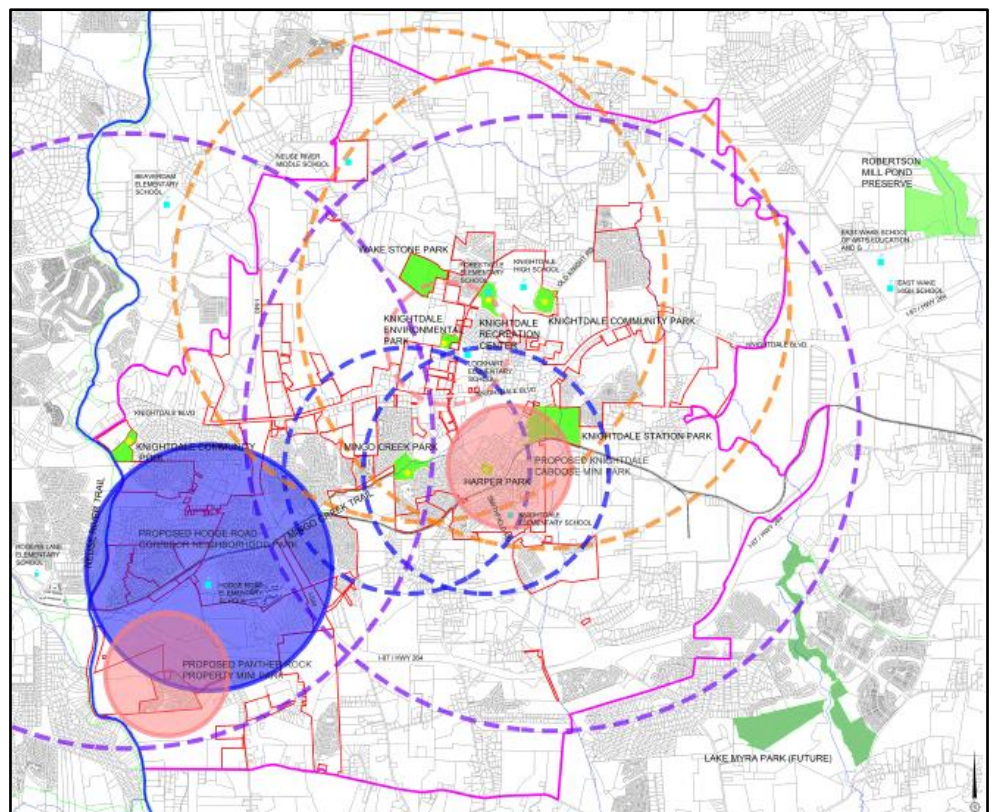
The proposed development is located within the Downtown Focus Area. The key to maintaining the character of this Town Center while accommodating new development is the sensitive integration of new buildings and the creation of connections to surrounding development. Some of the concepts for this Focus Area include:

- New development is sensitive to surrounding homes, businesses, and public spaces
- Existing homes, businesses, park and open spaces define the character of the area. The attributes of each inform decisions about future infill development
- Development scale, building orientation, and the location and configuration of open space and parking can mitigate the potential impacts of change, allowing infill to complement and even enhance the existing assets.
- Road and greenway connections extend into flanking areas, improving accessibility to the heart of the community and increasing residents' sense of connection to the place.
- New development adjacent to Knightdale Station Park should be designed in a way that is oriented to the park and/or views of the park.
- Existing residential building may be converted to small-scale commercial buildings along First Avenue.

CONSISTENCY WITH THE COMPREHENSIVE PARKS AND RECREATION MASTER PLAN:

The Knightdale Town Council adopted the Town's first ever Comprehensive Parks and Recreation Master Plan in April 2022. This plan includes recommendations for future park facilities based on community needs and existing conditions.

The plan indicates that this proposal is within the two-and-a-half-mile service area of Knightdale Station Park, the two-mile service area for the Knightdale Community Park and Wake Stone Park, and the one-mile service area for Mingo Creek Park and Harper Park.





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CONSISTENCY WITH THE COMPREHENSIVE PLAN:

North Carolina General Statute 160D-605 requires that **prior to** adoption or rejecting any zoning amendment, the governing board shall adopt a statement describing whether its action is consistent with an adopted comprehensive plan and explaining why the board considers the action to be reasonable and in the public interest.

The KnightdaleNext V.2 Comprehensive Plan contains eight guiding principles categories developed by the community. These guiding principles should be embraced by development proposals to enhance quality-of-life and economic prosperity across town. The principles embody the core philosophy and Town vision expressed by the community.

The Guiding Principles are rooted in those presented in the 2018 KnightdaleNext Comprehensive Plan. They were consolidated or refined based on 1) new opportunities for the town not considered during the previous comprehensive plan update, 2) the need for more precise preference statements to influence intended outcomes, or 3) comments received from residents during the planning process to update the comprehensive plan.

Of the eight guiding principles detailed in the Comprehensive Plan, the following apply to this development proposal:



Inclusive, Livable Town

Promote a welcoming, inclusive, and diverse town for residents, business owners, and visitors that recognizes not everyone starts from the same place and that intentional and unintentional barriers exist in peoples' daily lives. Plan for, and regulate, different aspects of growth and development with the interests and needs of all town residents in mind, and recognize the entire community benefits when it helps those most vulnerable to challenges. Wealth is shared more equitably, economies are more sustainable, homes are more attainable, tax base expands, skilled workforce expands, and more local businesses are added to the community. The town should address future land use decisions, investment opportunities, or the rising costs-of-living in Knightdale as potential barriers to being a more inclusive and livable town.



Planned and Orderly Growth

Encourage a mix of land uses and development intensities in accordance with Chapter 3 (General Growth Framework) that promotes economic development, sense of place, social interaction, community-building, and the efficient use of town facilities and services.

Emphasize the development of unique activity centers throughout the community that vary in scale, use, size, and intensity. Also, proactively plan for the neighborhoods, corridors, and public spaces between activity centers that make the entire community more vibrant and connected. Prioritize infill development of under-utilized properties, and redevelopment of declining properties, in Knightdale (as opposed to expanding greenfield development patterns) to be more compact as a town and more efficient with town resources. Acknowledge increased densities and intensities, and a mixed of residential and non-residential uses, are needed in the town's activity centers to accommodate compact development patterns.



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Economic Vitality

Create a competitive advantage for economic development in Knightdale based on place-making, which promotes, in part, high-quality and desirable places to live, work, and visit as a means to attract top-level businesses and their employees. Investments that make the town a more dynamic place also create a stronger local economy that appeals to a wide range of skilled and educated workers. Future investments to support place-making as economic development should realize fiscal benefits for town residents by seeking to improve the tax base, promote economic development and investment, support the needs of local shops and businesses, and increase access to diversified employment opportunities in the town's planning jurisdiction.

IX. JOINT PUBLIC HEARING SUMMARY:

A joint public hearing with the Land Use Review Board and Town Council was held at the September 19, 2024 Town Council meeting. No members of the public attended this meeting, however, Council and LURB members had general discussions with Staff and the applicant regarding the requested UDO flexibility, hours of operation and the business model itself, buffer and landscaping requirements, parking location, building code requirements, and the general process if a different use is proposed in the future. Town Council did request that Staff monitor the public parking areas around the subject property as growth occurs to ensure on-street public parking remains an option for residents and visitors. No substantive changes have been made to the plan following the public hearing.

X. LAND USE REVIEW BOARD SUMMARY:

The proposal was presented to the Land Use Review Board at their October 14, 2024, meeting. An overview of the proposal was shared, along with the proposal's consistency with the Comprehensive Plan. A motion was made to recommend approval of the proposed development, and to forward the following recommended advisory statement to Town Council. The motion was seconded and unanimously approved by a vote of 6-0. No substantive changes have been made to the plan following the LURB meeting.

XI. STAFF RECOMMENDED ADVISORY STATEMENT:

Staff recommend that Town Council approve the request to rezone the approximately ±0.16 acres of land located at 16 Main Street, and further identified by Wake County PIN 1754-42-1863, from General Residential Low-Density (GR3) District to Town Center – Conditional District (TC-CD), adopt the recommended advisory statement regarding Comprehensive Plan consistency and conditions, and adopt Ordinance #24-11-20-004

The proposed Zoning Map Amendment is consistent with the KnightdaleNext V.2 2035 Comprehensive Plan as it addresses several of the guiding principles such as embracing and promoting the elements of an inclusive, livable Town, exercising planned and orderly growth strategies through infill development, and continuing to enhance Knightdale's economic vitality. Further, it is consistent with the Intentional Growth Areas Map and the Urban Small Town Framework Map, as well as the Future Place Type Map's designation as an "Old Town & Downtown" Place Type. The request is reasonable and in the public interest as it aids in developing a vibrant, sustainable, and safe community design in which people not only desire to visit, but to also live, work, and play.

Project Overview

#1387627

Project Title: Edward Jones - Katie Smith, CFP

Jurisdiction: Town of Knightdale

Application Type: Conditional District Rezoning (Full)

State: NC

Workflow: Conditional District Rezoning: Town Council (Step 3)

County: Wake

Project Contacts

Contact Info: Applicant

Katie Smith
Edward Jones
815 Oberlin Rd Ste 301
Raleigh, NC 27605
P:9198361399
katiejohnsonsmith@gmail.com

Contact Info: Property Owner

Doug Johnson

PO Box 2016
Fremont, NC 27830
P:9199200932
doug@b2buministries.org

Please indicate which of the following contacts should be included in this project.: None of the Above

Project Location

Project Address: 16 MAIN ST KNIGHTDALE NC 27545

PIN: 1754-42-1863

Total Acreage: 0.159

Project Description

Brief Description of Project:

16 Main Street is currently zoned General Residential (GR3) and has an existing single-family home on the property. We would like to re-zone the property so we can open an Edward Jones office for Financial Advisor Katie Smith, CFP in the current building. There will be no structural changes to the current home and will be cosmetic changes only. We are not proposing any significant changes to the outward appearance of 16 Main Street as it blends nicely with the surrounding neighborhood. The proposed porch will further enhance the general street decor as the neighboring houses all have porches. We do plan cosmetic changes such as resizing some of the windows to give the house a more uniform appearance and to allow more natural sunlight in. We also plan to remove the existing vinyl siding and install fiber cement siding. The existing color scheme of 16 Main seems to work well with the overall neighborhood, and we plan on a similar scheme.

Katies office is currently located on Oberlin Rd in Raleigh. She has one employee and sees clients by appointment only. There is not a lot of foot traffic as most of her appointments are conducted via zoom.

After moving to the Knightdale area in 2022, Katie and her family decided this is where they want to be long-term to raise their two daughters. Katie and her family attend Bethlehem Baptist Church and enjoy attending community events at Knightdale Station Park as well as supporting local restaurants and businesses. Katie wants to re-locate her office from Raleigh to Knightdale so she can be closer to her family and be local and involved in the community that she actively supports.

16 Main Street would like to utilize the current on-street parking via In-Town Center Overlay District payment option with the consideration of adding new on-street parking spaces on Second Avenue in the future. Or, we would ask to use the exemption for the prepared hard pavement surfacing and curbing requirements due to the parking lot being used only for occasional use (2 or fewer

days per week) and have parking where the current gravel lot is on the left side of the house (Second Ave). Assuming all requirements are met, we are requesting a variance for the ADA parking space to be at the front of the house where the current driveway entrance curbing is already installed. Section 7.1.G.2.c.iii states that Banks, Credit Unions, and Financial Services parking calculations require maximum of 5.5 parking spaces per 1,000 square feet gross floor area and minimum is half the maximum. Since the property is located within the Central Business district, we want to make a payment of \$500 per required parking space into the Town of Knightdales parking fund. So, other than the required ADA parking space, no other on-site parking spaces will be required per UDO Section 7.1.B.2 and the Towns Rate & Fee Scheduled FY 24-25.

16 Main Street would also like to request a variance to the buffer setback as well as a variance to the porch setback. The current porch slab at the front of the house is 4.5x7. We would propose to make it approximately 6x10 to make it easily accessible and meet ADA requirements. We would also like to add a porch covering/roof overhang. We also want to request deviation from Section 5.4.C.1. This additional use standard requires these uses to be located in the Mixed-Use building type as detailed in Section 6.8 of the UDO.

We'd like to use existing landscaping to meet requirements of UDO Section 7.4.D.4 and location of existing trees is shown on site plan. Along Second Avenue, there are 4 Chinese Privot canopy trees with trunks between 10-12" and one 12" cedar tree. We'd like to request deviation from UDO Section 7.4.L & 10.2.K to not have one state tree (canopy tree) along Main St as none of the other homes on that street have any trees. The grass strip between the road and sidewalk is not very large and the tree would have to be planted in front of the mailbox and front door to adhere to these guidelines with the proposed ADA parking spot.

Project Location Data

Inside Corporate Limits: Yes
Proposed Land Use (General): Office/Service
Current Land Use: Residential
Current Zoning: GR3 - General Residential 3

Residential Information

Does this project include a residential component?: No
Number of Townhome Lots:
Total Number of Proposed Residential Lots: 0
Number of alley loaded lots:
Proposed Density:
Number of Detached Single Family Lots:
Number of Multi-Family/Apartments Units:
Number of front loaded lots:

Please Note: Knightdale's Unified Development Ordinance has unique regulations pertaining to mass grading and landscape preservation. Please consult the UDO regulations below to ensure your proposed project meets the requirements.

As outlined in **UDO Chapter 9.3: Residential Clearing & Grading**, mass grading is prohibited except where residential lots are less than 60 feet in width.

As outlined in **UDO Chapter 7.4.H: Tree Protection**, there are requirements for landscape preservation, tree save areas, protection measures, and replacement specifications.

Non-Residential Information

Does this project include a non-residential component?: Yes
Total Number of Proposed Non-Residential Lots: 1
Total Number of Non-Residential Buildings: 1
If your project contains more than three buildings, please upload total proposed square footage information as part of your project documents.
Building #1 Square Footage: 1345
Building #2 Square Footage:
Building #3 Square Footage:

Please Note: Knightdale's Unified Development Ordinance has unique regulations pertaining to landscape preservation. Please consult the UDO regulations below to ensure your proposed project meets the requirements.

As outlined in **UDO Chapter 7.4.H: Tree Protection**, there are requirements for landscape preservation, tree save areas, protection measures, and replacement specifications.

Utility & Stormwater Information

Proposed Water Supply: Public or Municipal

Description of Public Utility Connection (Water Supply):

Property has existing and active public water and sewer services via 5/8" water meter and 4" sewer cleanout. This would be considered a change of use and only the premise type (from residential single family to commercial) would change.

Proposed Wastewater Supply: Public or Municipal

Description of Public Utility Connection (Wastewater Supply):

Property has existing and active public water and sewer services via 5/8" water meter and 4" sewer cleanout. This would be considered a change of use and only the premise type (from residential single family to commercial) would change.

How will stormwater management be addressed?: Existing System or Device

New Device Type:

Does the proposed development anticipate the addition or extension of public streets?: No

Does the parcel(s) contain any of the following environmental/natural features?: N/A

Neighborhood Meeting Information

Please Note: A full Neighborhood Meeting Report is a required element of this application. The questions below must answered and are not a substitution for providing a full report, as outlined in the application checklist.

Date of Mailed Notification: 07/05/2024

Date of Neighborhood Meeting: 07/16/2024

Number of Property Owners Contacted: 18

Number of Residents in Attendance: 3

Provide a brief summary of the meeting, including any issues or concerns that were discussed.:

The neighborhood meeting was conducted on 7/16/24 via zoom. The meeting had 3 attendees plus Gideon Smith. Katie and Doug presented the conditional district rezoning project and answered questions from the neighbors.

- **Parking:** The neighbors asked about parking and we explained using the parallel spots on the street plus the addition of ADA space where current driveway entrance is curbed. Katie also explained that she is appointment only and doesn't have multiple clients coming into the office at once.
- **Commercial Zoning:** The neighbors asked about the rezoning and what would prevent a Dunkin' Donuts or other business from occupying the space in the future. Gideon explained that other businesses would have to go through rezoning process as well and that this is a specific rezoning for bank/credit union/financial services use only
- **Residential Zoning:** The neighbors asked if the property could go back to residential if approved commercial. It was

explained that it could but would need to go back thru the rezoning process.

- Security: The neighbors asked if outdoor security cameras would be installed. Katie will check with Edward Jones Home Office and let them know. Katie e-mailed the neighbors on 7/17 letting them know outdoor security cameras are not standard for Edward Jones but can be approved on a case by case basis. Katie also let the neighbors know that cash is NOT kept on premises.
- Buffer Zone: The next door neighbor understands there isn't space for large buffer zone as written in UDO. The only concern is the side window they have without blinds/curtain that looks into 16 Main St. Having a bush line was discussed but next door neighbor was more concerned about 2 large trees in back of lot. Doug and neighbor are going to further discuss what/if should be done as those trees help with runoff water.

Comprehensive Plan Consistency

Current 2035 Comprehensive Plan Placetype Designation:
Old Town

Provide brief statements regarding whether the rezoning request is consistent with the Growth Framework designation, Growth & Conservation Placetype, and any applicable policies contained within the 2035

Comprehensive Plan.:

16 Main St is located in Old Town and Downtown target growth area that supports existing homes, businesses, parks, and open spaces for residents of Knightdale. The character of the home will stay the same and be compatible with current existing adjacent properties while providing the opportunity to support a small locally owned business.

UDO Consistency

Please Note: All standards and requirements of the corresponding Base/General District must be met, except to the extent that the conditions imposed are more restrictive than those standards. If a Conditional District is required per UDO Ch. 3, certain UDO standards may be decreased or modified.

Proposed Base Zoning District: TC - Town Center

UDO Building Type: Residential (house/townhouse)

Project Type: Exterior Modification of Existing Building or Site (no change to footprint)

Explain how the project is consistent with the Unified Development Ordinance:

By preserving the character of 16 Main St as an existing home, we are staying consistent with the UDO old town standards and supporting a new business. We want to keep the house building type to adhere to other homes in the neighborhood and on the block. Adding a porch will keep a consistent building size, orientation, and character that matches other residences in the area and having an ADA spot at the front of the building will be safer and easier to access the front door for handicapped individuals.

UDO Section 7.1.K.1/4 and 7.1.M.1: We are requesting use of the

current driveway entrance curbing to make an ADA accessible parking spot in front of 16 Main St. The driveway entrance was already installed by the town and 16 Main St is the only property on the block that does not have the driveway paved past the sidewalk. It would be dangerous and inconvenient for handicapped individuals to use street parking and/or have to park behind the building. The safest and shortest distant to the front door is by using the current driveway entrance. Due to the width of the lot, if handicapped individuals had to park behind the house, it would be hazardous to make their way from the back of the home all the way around to the front. The burden in this case is not on the property owner but is on the handicapped individual who comes for financial services. We would request a variance from Section 7.1.K.4 to have part of the ADA parking space encroaching the public right-of-way, just like the two houses next door. We would also request a variance from UDO Section 10.4.A.1.b on Second Avenue so that the frontage does not need to be upgraded so no curb and gutter, sidewalk, on-street parking, or street lights are required.

UDO Section 3.4/6.5: We are requesting a variance of UDO Section 6.5 from the Town of Knightdale to not have a thirty-foot buffer yard as the current lot is 50 ft wide. The space between the current home and the adjacent house is only 10 feet. The current houses on the block in the neighborhood do not have thirty-foot buffers and it would decrease the visual aesthetics of the homes. The space between the current homes is only 10 feet so it would intrude upon the neighbors house as there is not adequate spacing between the two houses for this type of buffer.

We are requesting a variance of UDO Section 3.4 from the Town of Knightdale to allow for the extension of the front porch and roof line at 16 Main St. According to house build standards, the front setback must be 10 ft. The current porch slab (4.5x7 ft) is already encroaching the front setback by 5.8 ft. The proposed extension of the front porch (6x10 ft) would increase the encroachment to approximately 7.3 ft. This is identified hardship based on the size and dimension regarding the lot. The house and slab are already extending into the encroachment. The existing home on this lot is built further towards the front of the lot than the others homes on the. This smaller lot depth restricts the building area making the construction of the proposed front porch not possible within the existing front yard setback. The request of relaxing the required front setback is in line with intent of the UDO as its desire is for house building types within a block to be uniform in their use of driveways (UDO Section 6.5) and the current building is already encroaching the setback. The lot is in the same configuration as when it was bought and no structural changes have been made.

List all requested Land Use Categories to be permitted within the Conditional District. :

Office/Service Use for Banks, Credit Unions and Financial Services

Water Allocation Policy Compliance

Please Note: Connection to municipal water requires compliance with the [Water Allocation Policy](#). Projects must be awarded 50 points or more to merit water allocation. Specific information regarding policy compliance must be included in the Master Plan submittal.

Land Use Category: 50 pts - Change of Use

Base Points: 50

Bonus Points: 4

Total Points Proposed: 54

TOWN OF KNIGHTDALE
OWNER & AGENT AUTHORIZATION FORM

Application or
Project #: _____

Submittal Date: 6/24/2024

I, Doug & Cindy Johnson am the owner of the following property/properties,
located within in the Town of Knightdale:

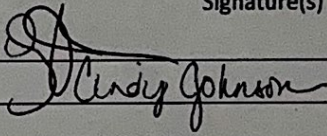
16 Main Street

I do hereby give permission to Katie Smith to submit the
following type of application to the Town of Knightdale on my behalf for the above
referenced property/properties.

- Master Plan (By Right)
- General Rezoning or Conditional District
- Special Use Permit
- Planned Unit Development
- Construction Drawings
- Variance/Appeal
- Other:

I am the owner of the property and will be acting as my own agent.

Signature(s) of Owner(s):



Print or type name(s):

Doug Johnson
Cindy Johnson

Attach additional sheets if there are additional owners.

***If ownership has been recently transferred, a copy of the deed must accompany this authorization.**

Last update: October 2020

Edward Jones- Katie Smith, CFP®
16 Main St
Knightdale, NC 27545
Conditional District Rezoning Master Plan

16 Main Street is currently zoned General Residential (GR3) and has an existing single-family home on the property. We would like to re-zone the property so we can open an Edward Jones office for Financial Advisor Katie Smith, CFP® in the current building. There will be no structural changes to the current home and will be cosmetic changes only. We are not proposing any significant changes to the outward appearance of 16 Main Street as it blends nicely with the surrounding neighborhood. The proposed porch will further enhance the general street decor as the neighboring houses all have porches. We do plan cosmetic changes such as resizing some of the windows to give the house a more uniform appearance and to allow more natural sunlight in. We also plan to remove the existing vinyl siding and install fiber cement siding. The existing color scheme of 16 Main seems to work well with the overall neighborhood, and we plan on a similar scheme.

Katie's office is currently located on Oberlin Rd in Raleigh. She has one employee and sees clients by appointment only. There is not a lot of foot traffic as most of her appointments are conducted via zoom.

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1. Boundary & Significant Feature Survey: See Survey below and attached
2. Scale & North Arrow: See Survey below and attached

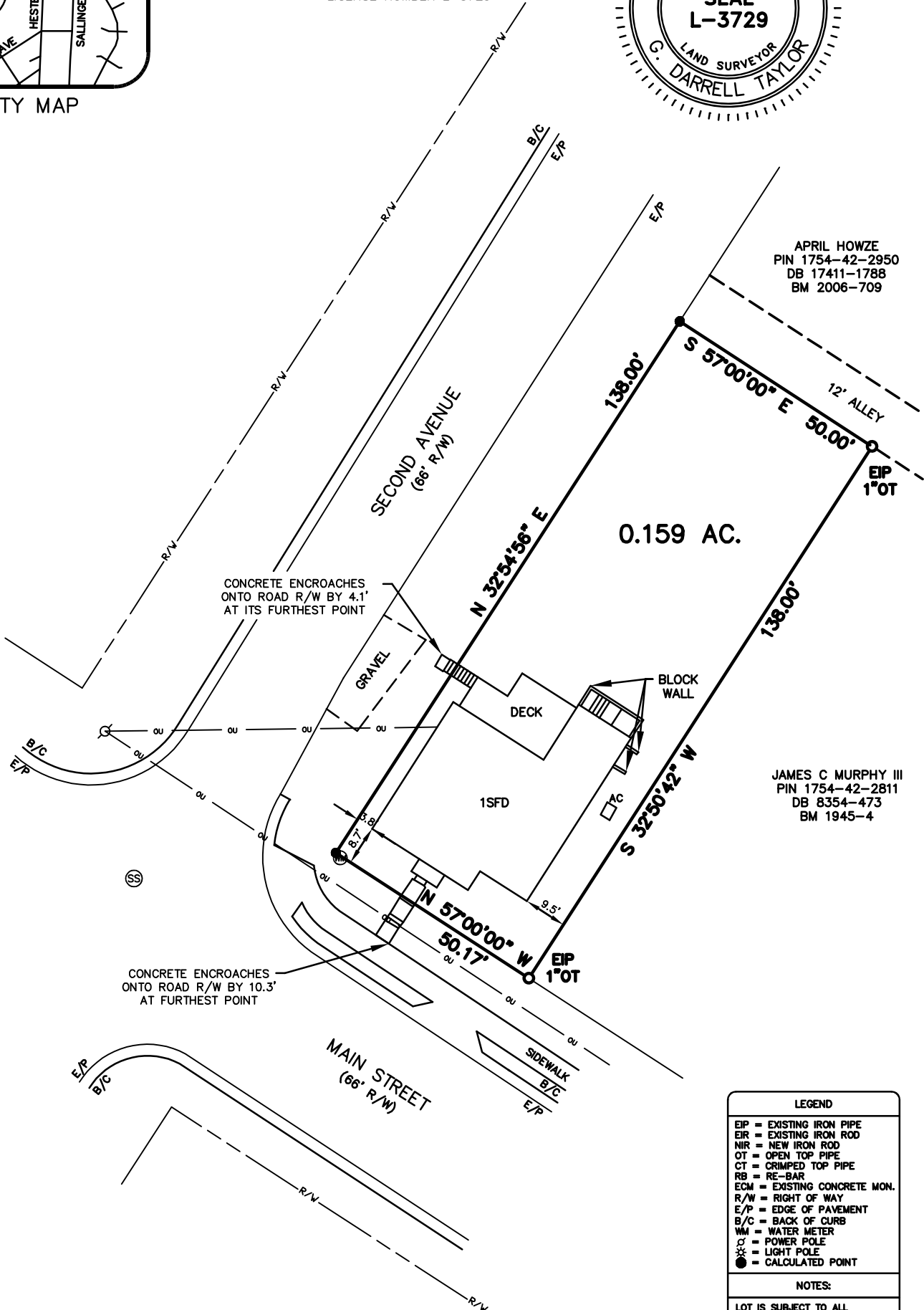


VICINITY MAP

I, G. DARRELL TAYLOR, CERTIFY THAT THIS PLAT WAS DRAWN BY ME FROM AN ACTUAL SURVEY BY ME (DEED DESCRIPTION RECORDED IN BOOK 8441, PAGE 512); THAT THE RATIO OF PRECISION AS CALCULATED IS 1:20,000+. WITNESS MY ORIGINAL SIGNATURE, LICENSE NUMBER AND SEAL THIS 23TH DAY OF MARCH A.D., 2024.

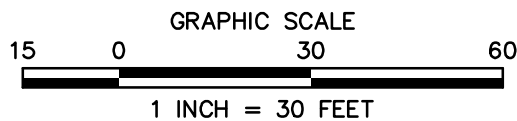
G. Darrell Taylor
 PROFESSIONAL LAND SURVEYOR
 LICENSE NUMBER L-3729

THIS MAP IS NOT A CERTIFIED SURVEY AND HAS NOT BEEN REVIEWED BY A LOCAL GOVERNMENT AGENCY FOR COMPLIANCE WITH ANY APPLICABLE LAND DEVELOPMENT REGULATIONS.



APRIL HOWZE
 PIN 1754-42-2950
 DB 17411-1788
 BM 2006-709

JAMES C MURPHY III
 PIN 1754-42-2811
 DB 8354-473
 BM 1945-4



LEGEND
EIP = EXISTING IRON PIPE
EIR = EXISTING IRON ROD
NIR = NEW IRON ROD
OT = OPEN TOP PIPE
CT = CRIMPED TOP PIPE
RB = RE-BAR
ECM = EXISTING CONCRETE MON.
R/W = RIGHT OF WAY
E/P = EDGE OF PAVEMENT
B/C = BACK OF CURB
WM = WATER METER
C = POWER POLE
* = LIGHT POLE
● = CALCULATED POINT
NOTES:
LOT IS SUBJECT TO ALL RESTRICTIONS AND EASEMENTS OF RECORD.
FLOOD NOTE:
NO FEMA FLOOD HAZARD AREAS PER FIRM NUMBER 3720XXXXXX, MAP REVISED JULY 19, 2022.

PROJ. NO.: 2024-226
 FILENAME: JOHNSON
 DRAWN BY: GDT
 SCALE: 1" = 30'
 DATE: 03/24/24

SURVEY FOR: DOUG JOHNSON &
 JOHN ANNIE LLC
 16 MAIN STREET
 KNIGHTDALE, NC 27545
 ST. MATTHEW'S TWP., WAKE CO., N.C.
 PIN 1754-42-1863 DB 8441 PG 512

G. DARRELL TAYLOR
 Professional Land Surveyor
 2220 Effingham Circle
 Raleigh, NC 27615
 919.906.8043
 ncsurveyorder@gmail.com

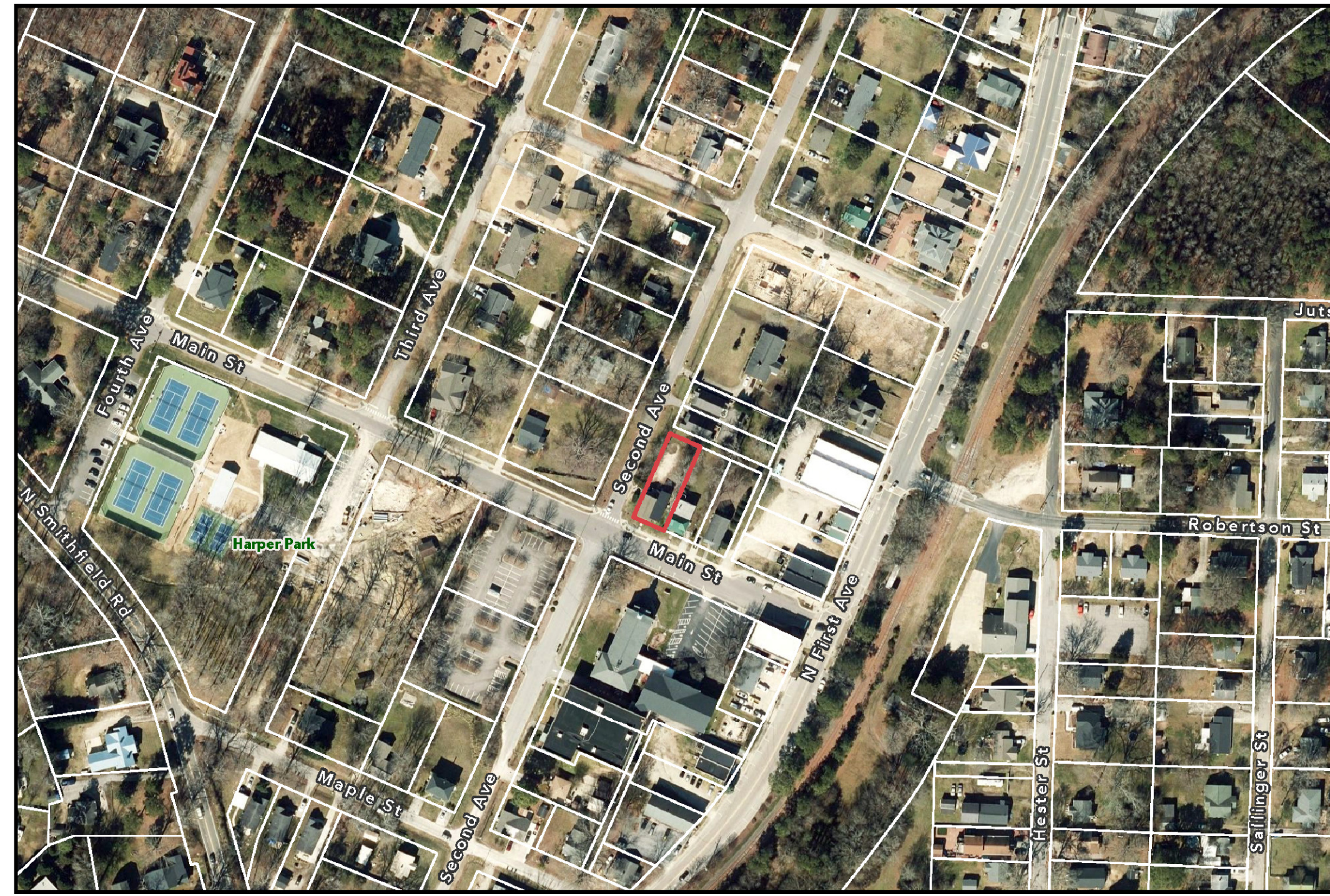
Site Data Table	
Total Acreage	0.159
Acreage in Parks & Other Non-residential Uses	0.159
Total # of Housing Units	0
Area of All Mixed-Use & Non-Residential Buildings	1,345 sqft
Gross Project Density per Acre	6.3
Linear ft of Streets	221ft
Linear ft of Sidewalks	67ft

DOUG & CINDY JOHNSON

16 MAIN STREET
KNIGHTDALE, NC, 27545
919-920-0932

PROPERTY INFORMATION

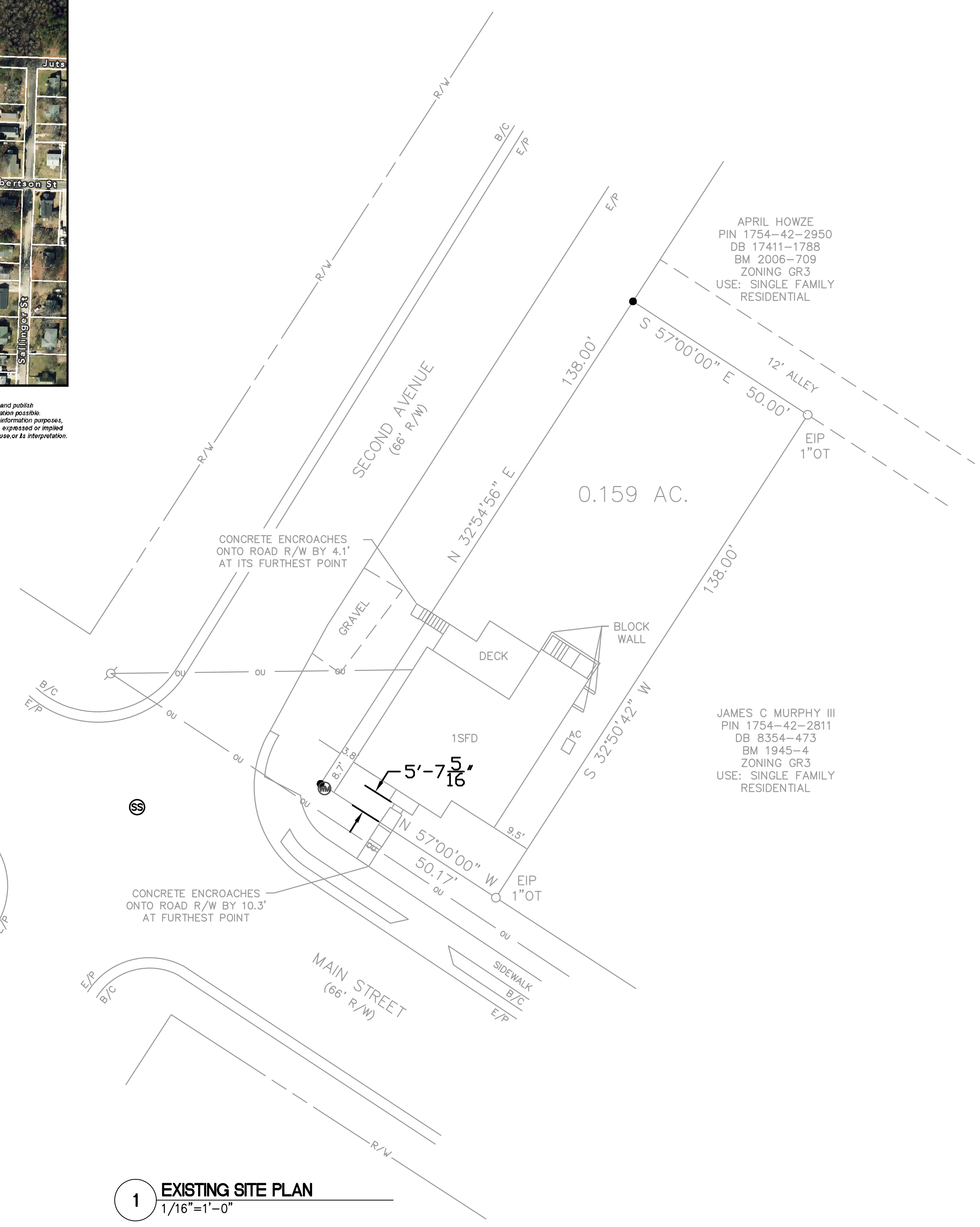
0.159 ACRES
1,345 SQFT EXISTING HOUSE
CURRENT ZONING GR3
PROPOSED ZONING TC
PROPOSED USE: BANKS, CREDIT UNIONS, AND FINANCIAL SERVICES (EDWARD JONES OFFICE)



ZMA-4-24 Edward Jones Office Vicinity Map



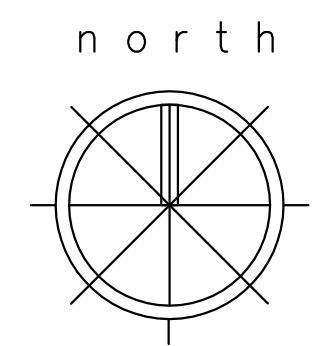
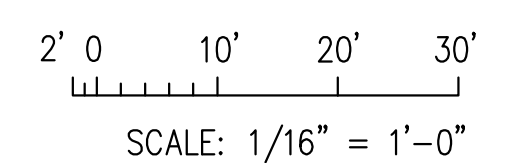
Disclaimer:
Mapa makes every effort to produce and publish the most current and accurate information possible. However, the maps are produced for information purposes, and are NOT surveys. No warranties, expressed or implied, are provided for the data therein, its use or its interpretation.



APRIL HOWZE
PIN 1754-42-2950
DB 17411-1788
BM 2006-709
ZONING GR3
USE: SINGLE FAMILY RESIDENTIAL

JAMES C MURPHY III
PIN 1754-42-2811
DB 8354-473
BM 1945-4
ZONING GR3
USE: SINGLE FAMILY RESIDENTIAL

1 EXISTING SITE PLAN
1/16" = 1'-0"



Edward Jones Branch Office: Katie Smith, CFP
KNIGHTDALE, NC
ST. MATTHEW'S TOWNSHIP; WAKE COUNTY
TOK PROJECT# ZMA-4-24

REVISIONS

NO.	DATE	DESCRIPTION

DATE
09.30.2024

DRAWN BY

PROJECT NO.

SHEET TITLE

SHEET

1 OF 6

DOUG & CINDY JOHNSON

16 MAIN STREET
KNIGHTDALE, NC, 27545
919-920-0932

PROPERTY INFORMATION

0.159 ACRES
1,345 SQFT EXISTING HOUSE
CURRENT ZONING GR3
PROPOSED ZONING TC
PROPOSED USE: BANKS, CREDIT
UNIONS, AND FINANCIAL
SERVICES (EDWARD JONES
OFFICE)

Site Data Table	
Total Acreage	0.159
Acreage in Parks & Other Non-residential Uses	0.159
Total # of Housing Units	0
Area of All Mixed-Use & Non-Residential Buildings	1,345 sqft
Gross Project Density per Acre	6.3
Linear ft of Streets	221ft
Linear ft of Sidewalks	67ft

Edward Jones Branch Office: Katie Smith, CFP

KNIGHTDALE, NC

ST. MATTHEW'S TOWNSHIP; WAKE COUNTY

TOK PROJECT# ZMA-4-24

REVISIONS

DATE
09.30.2024

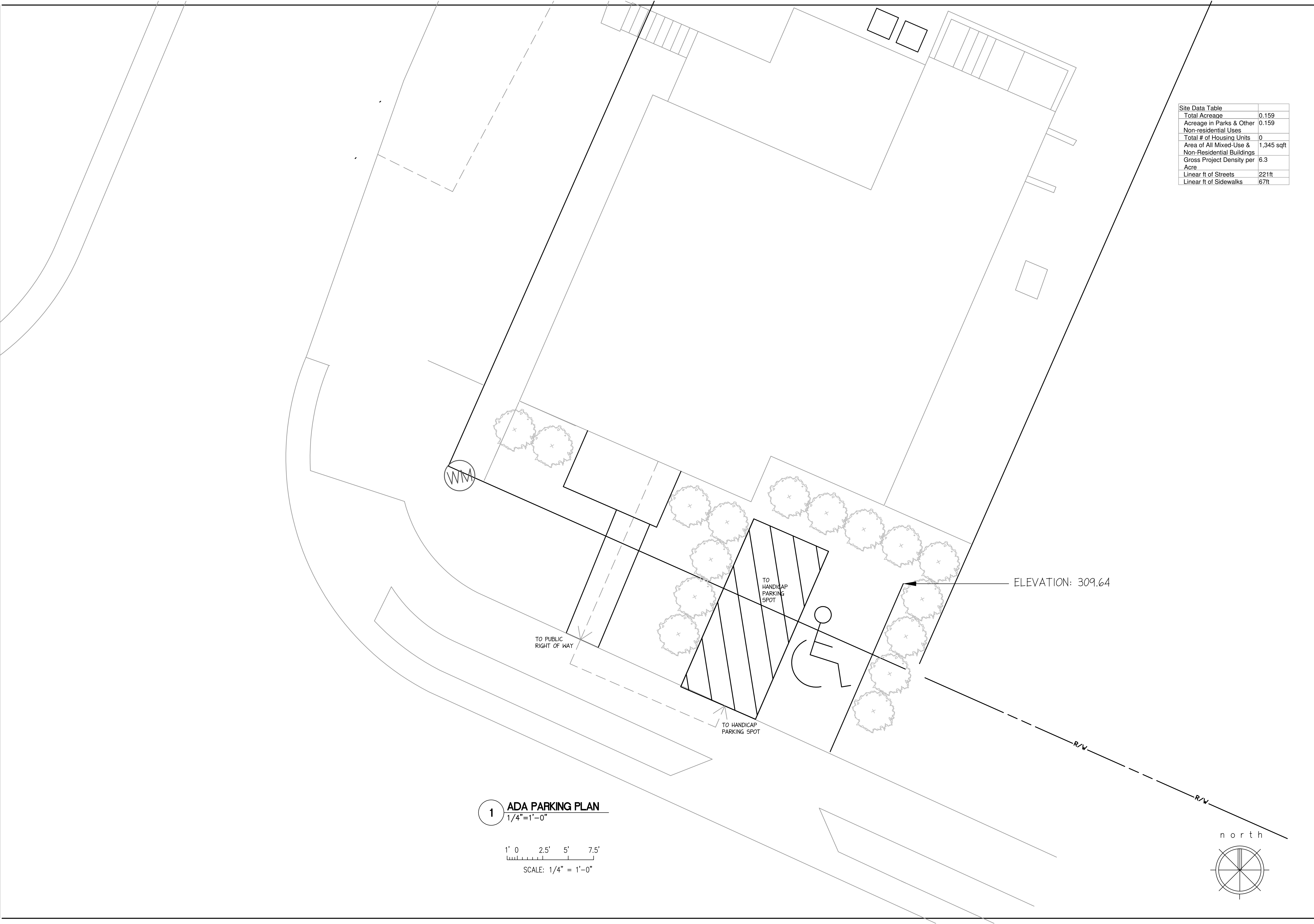
DRAWN BY

PROJECT NO.

SHEET TITLE

SHEET

3 OF 6



1 ADA PARKING PLAN
1/4" = 1'-0"

1' 0 2.5' 5' 7.5'
SCALE: 1/4" = 1'-0"

DOUG & CINDY JOHNSON

16 MAIN STREET
KNIGHTDALE, NC, 27545
919-920-0932

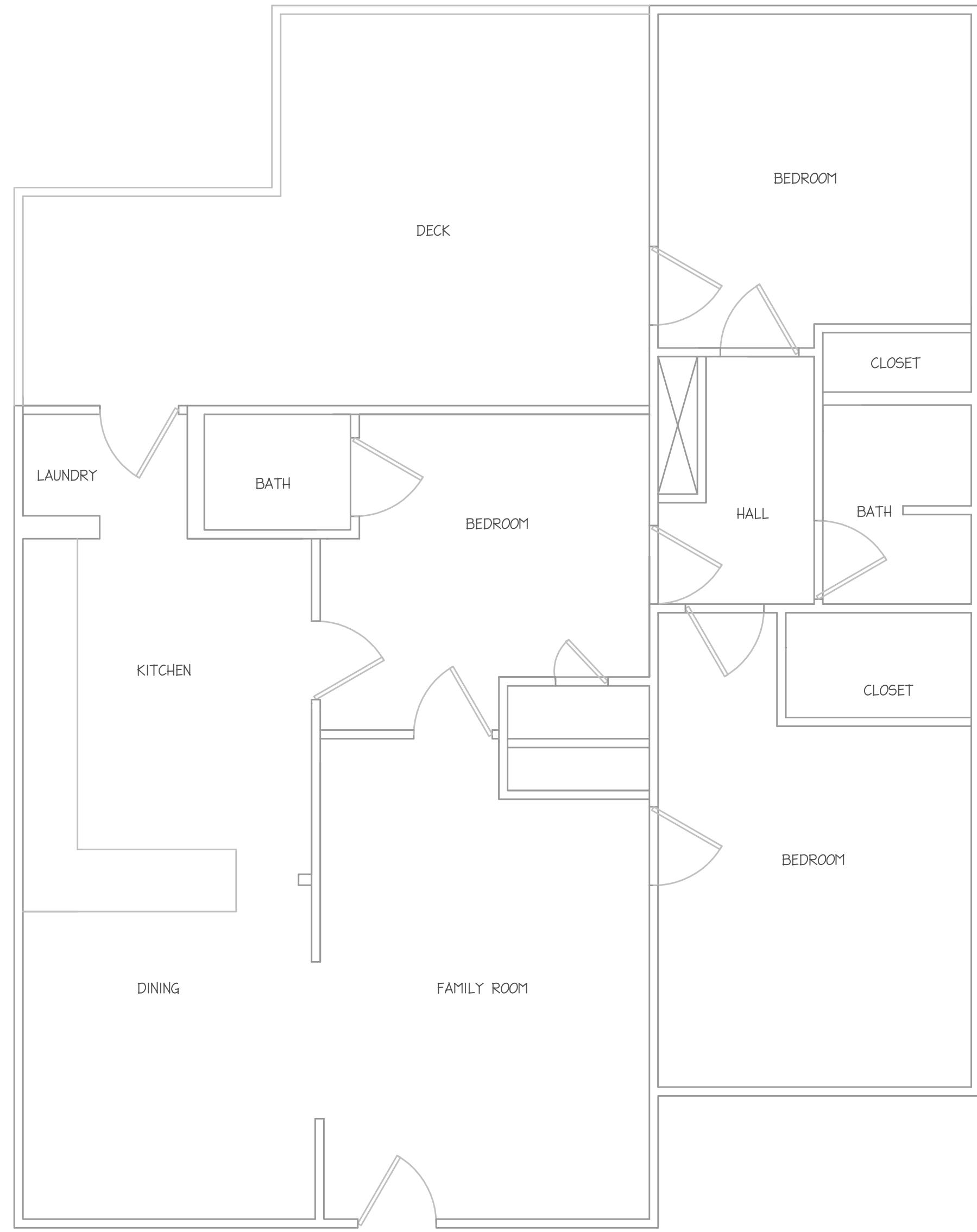
PROPERTY INFORMATION

0.159 ACRES
1,345 SQFT EXISTING HOUSE
CURRENT ZONING GR3
PROPOSED ZONING TC

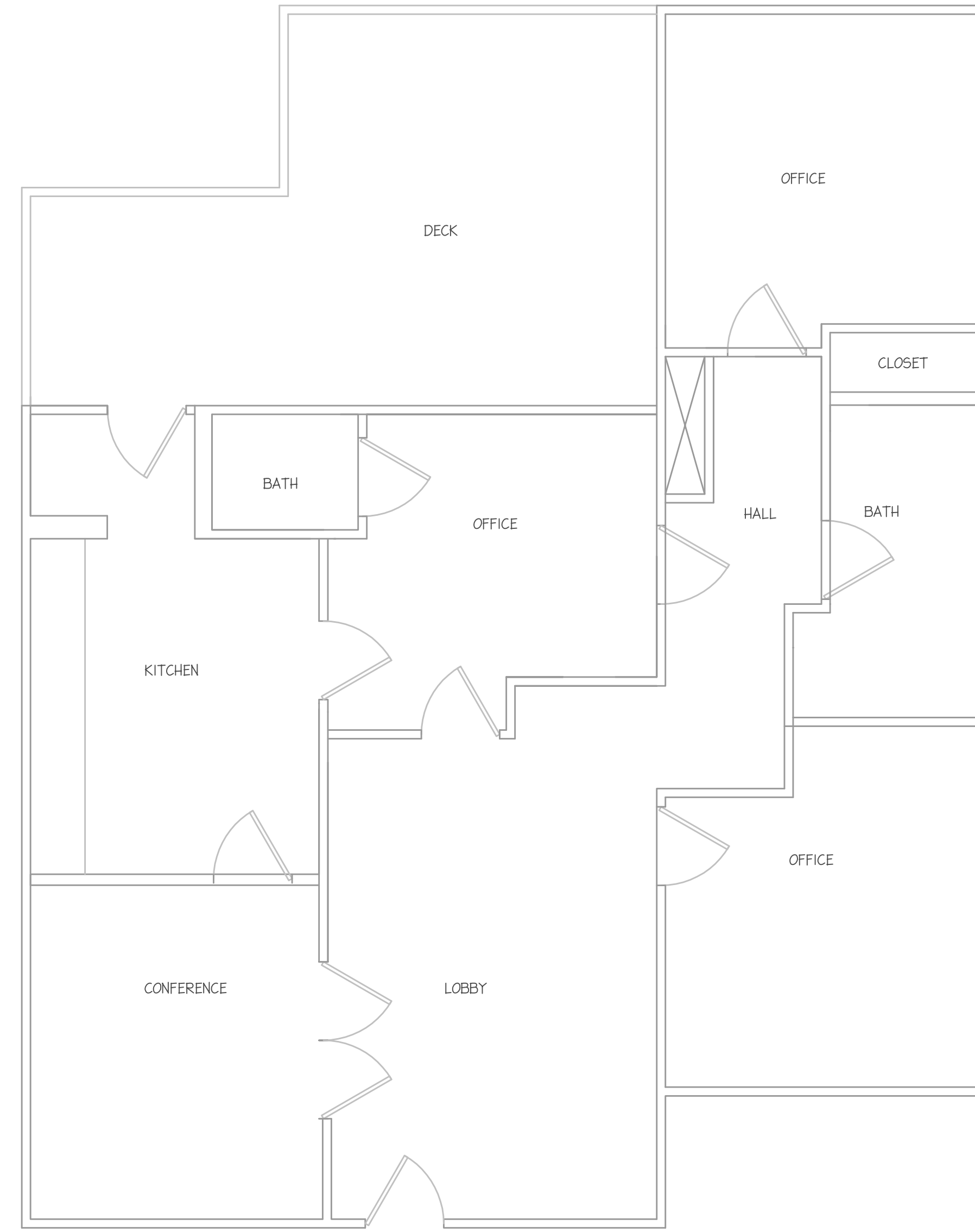
PROPOSED USE: BANKS, CREDIT
UNIONS, AND FINANCIAL
SERVICES (EDWARD JONES
OFFICE)

Edward Jones Branch Office: Katie Smith, CFP

KNIGHTDALE, NC
ST. MATTHEW'S TOWNSHIP; WAKE COUNTY
TOK PROJECT# ZMA-4-24



1 EXISTING FLOOR PLAN
1/4"=1'-0"



1 NEW FLOOR PLAN
1/4"=1'-0"

REVISIONS

NO.	DATE	DESCRIPTION

DATE
09.30.2024

DRAWN BY

PROJECT NO.

SHEET TITLE

SHEET

4 OF 6

PROPERTY INFORMATION

0.159 ACRES
1,345 SQFT EXISTING HOUSE
CURRENT ZONING GR3
PROPOSED ZONING TC

PROPOSED USE: BANKS, CREDIT
UNIONS, AND FINANCIAL
SERVICES (EDWARD JONES
OFFICE)

Edward Jones Branch Office: Katie Smith, CFP
KNIGHTDALE, NC
ST. MATTHEW'S TOWNSHIP; WAKE COUNTY
TOK PROJECT# ZMA-4-24



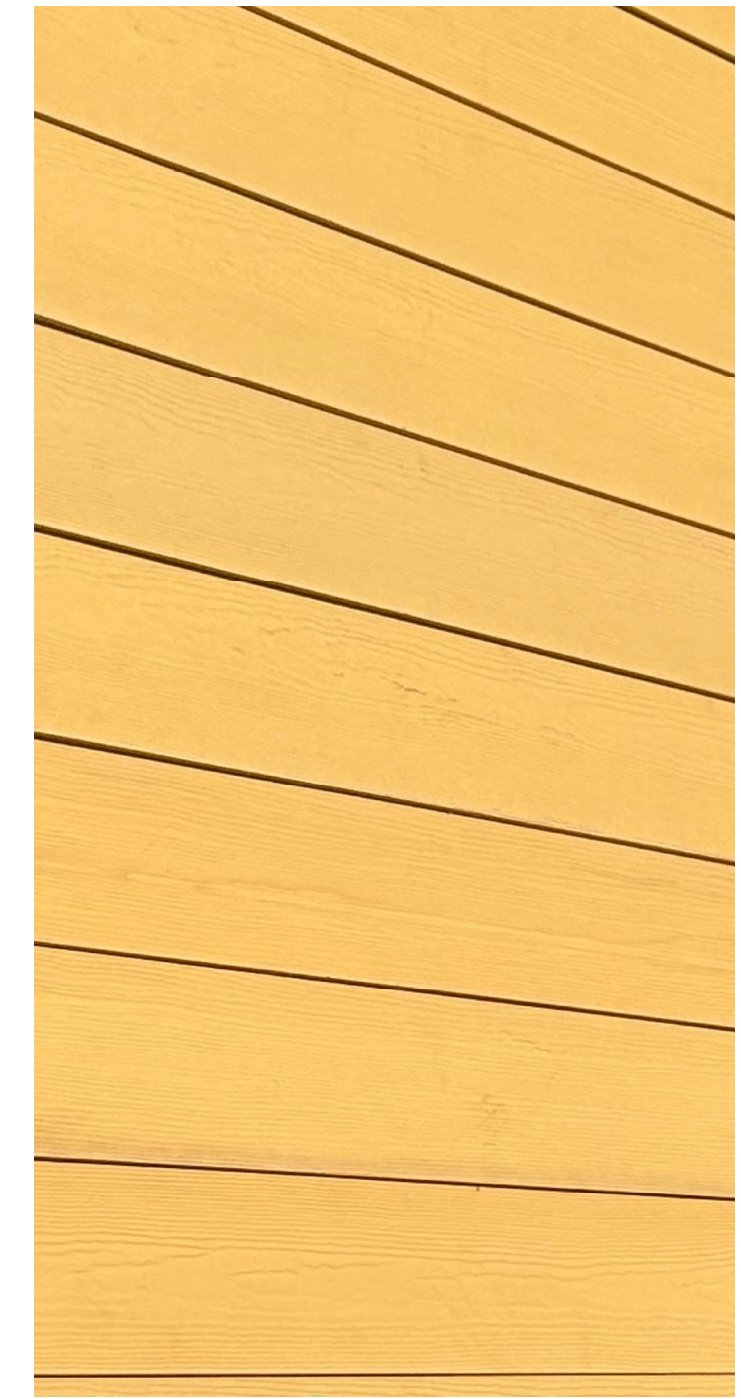
PROPOSED FRONT DOOR



PROPOSED WINDOWS



PROPOSED EXTERIOR COLOR



PROPOSED FIBER CEMENT



EXISTING VINYL SIDING

REVISIONS

DATE

09.30.2024

DRAWN BY

PROJECT NO.

SHEET TITLE

SHEET

16 Main St.
Knightdale, NC 27545

Katie Smith
Doug Johnson

July 5, 2024

Dear Knightdale Area Property Owner:

You are invited to a neighborhood meeting to learn more about a proposed project adjacent to or near your property. A Neighborhood Meeting is required by the Town of Knightdale Unified Development Ordinance and all property owners within 200 feet of the proposed development must receive notification of the meeting. The meeting will be an opportunity for residents and property owners to learn more about the project and provide feedback.

Meeting Date: July 16, 2024

Meeting Time: 6:00pm

Meeting Welcome: Katie Smith

UDO Section 12.2.C.3 requires a Neighborhood Meeting prior to the submittal of any Zoning Map Amendment or Special Use Permit. The goal is to solicit feedback from neighboring residents to assist in bettering the proposal prior to the required public hearing.

Next Steps are possible revisions to the plan based on comments received, application submittal, Town Council Joint Public Hearing, Land Use Review Board meeting, then Town Council Decision.

Project Presentation: Katie Smith & Doug Johnson

Q&A: Katie Smith

Meeting Location:

<https://edwardjones.zoom.us/j/92637625100?pwd=F8x4bDNzGYDSCf1fXJCBSybRMUn4mW.1>

Meeting ID: 926 3762 5100

Passcode: 100900

Application type: Conditional District Rezoning

Approving Authority: Town Council Legislative Approval

Address: 16 Main St. Knightdale, NC

PIN: 1754-42-1863

Description of proposal: Request to rezone 16 Main St from residential to commercial to be used as Edward Jones office for Katie Smith, CFP®.

Estimated Submittal Date: July 20, 2024

Enclosed is a map showing the location of the property being considered for this proposal. Additional materials and information may be available at the meeting.

*Please see the Development Services 2024 Meeting & Submittal Schedule for future public meetings dates.

<https://www.knightdalenc.gov/sites/default/files/uploads/developmentservices/submittal-and-meeting-schedule-2024.pdf>

If you have any questions, comments, or concerns about the proposal prior to the meeting, you may contact the developer/project manager at 919-920-0467. These will be recorded as part of the meeting summary, which is submitted to Town staff and elected officials. You may also contact the Town of Knightdale Development Services Department at 919-217-2245.

Cc: Town of Knightdale Development Services Department

Project Contact Information

Project Name: Edward Jones – Katie Smith, CFP® Proposed Zoning: RMX

Location: 16 Main St. Knightdale NC

Property PIN(s): 1754-42-1863

Acreege/Square Feet: 0.16 acres

Property Owner: Doug & Cindy Johnson

Address: PO Box 2016

City: Fremont

State: NC

Zip: 27830

Phone: 919-920-0932

Email: doug@b2buministries.org

Developer: Doug Johnson

Address: PO Box 2016

City: Fremont

State: NC

Zip: 27830

Phone: 919-920-0932

Email: doug@b2buministries.org

Engineer: Doug Johnson

Address: PO Box 2016

City: Fremont

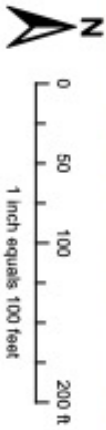
State: NC

Zip: 27830

Phone: 919-920-0932

Email: doug@b2buministries.org

ZMA-4-24 Edward Jones Office



Disclaimer:
Always makes every effort to produce and publish the most current and accurate information possible. However, the maps are produced for information purposes, and are NOT surveys. No warranties, expressed or implied, are provided for the data therein, its use, or its interpretation.



Summary of Discussions

Provide a summary of any questions or comments received from meeting attendees along with responses by the applicant. If the question or comment will result in a change to the proposal, please state how that change will be made and the resulting follow up with the applicant. Use duplicate sheets if needed.

The neighborhood meeting was conducted on 7/16/24 via zoom. The letters were mailed out on 7/05/24. The meeting had 3 attendees plus Gideon Smith. Katie and Doug presented the conditional district rezoning project and answered questions from the neighbors.

- **Parking:** The neighbors asked about parking and we explained using the parallel spots on the street plus the addition of ADA space where current driveway entrance is curbed. Katie also explained that she is appointment only and doesn't have multiple clients coming into the office at once.
- **Commercial Zoning:** The neighbors asked about the rezoning and what would prevent a Dunkin' Donuts or other business from occupying the space in the future. Gideon explained that other businesses would have to go through rezoning process as well and that this is a specific rezoning for bank/credit union/financial services use only
- **Residential Zoning:** The neighbors asked if the property could go back to residential if approved commercial. It was explained that it could but would need to go back thru the rezoning process.
- **Security:** The neighbors asked if outdoor security cameras would be installed. Katie will check with Edward Jones Home Office and let them know. Katie e-mailed the neighbors on 7/17 letting them know outdoor security cameras are not standard for Edward Jones but can be approved on a case by case basis. Katie also let the neighbors know that cash is NOT kept on premises.
- **Buffer Zone:** The next door neighbor understands there isn't space for large buffer zone as written in UDO. The only concern is the side window they have without blinds/curtains that looks into 16 Main St. Having a bush line was discussed but next door neighbor was more concerned about 2 large trees in back of lot. Doug and neighbor are going to further discuss what/if anything should be done as those trees help with runoff water.

List of all property owners within 200 ft who were contacted about neighborhood meeting

Address	Owner
321 N FIRST AVE	FRIEDRICHS, PEGEEN W FRIEDRICHS, DEREK M
14 MAIN ST	MURPHY, JAMES C III
12 MAIN ST	STONE, DEBRA M
301 N FIRST AVE	JOHNSON, VIVIAN GAYLE
307 N FIRST AVE	JOHNSON, VIVIAN GAYLE
323 SECOND AVE	VAN WAGNEN, SUMMER
104 MAIN ST	ROBERTSON, DANIEL B ROBERTSON, ANNE KNIGHT
315 N FIRST AVE	KNIGHT RENTALS LLC
311 N FIRST AVE	HOUSE, MARTHA S HOUSE, KENNETH L JR
211 MAIN ST	KNIGHTDALE BAPTIST CHURCH
221 N FIRST AVE	STRICKLAND, MICHAEL A
325 SECOND AVE	HARRELL, BENJIE
310 SECOND AVE	HOWZE, APRIL
16 MAIN ST	JOHNSON, FRED DOUGLAS JOHNSON, CYNTHIA BULLOCK
309 SECOND AVE	JACKSON, JENNIFER
316 SECOND AVE	VEQUIST, DAVID GEORGE IV VEQUIST, MICHELLE LANE
326 SECOND AVE	HARRELL, WILLIE C III
9 MAIN ST	KNIGHTDALE BAPTIST CHURCH

NEIGHBORHOOD MEETING ATTENDANCE SHEET

Please list Neighborhood Meeting Attendees who provided their name and/or contact information either during the meeting or via phone/email before or after the meeting. Use duplicate sheets if needed.

	Name/Organization	Address	Phone Number	Email Address	Follow Up Requested?
1	Claire Wagner	14 Main St	252-813—8015	Clairevwagner6@gmail.com	YES
2	Sean Murphy	14 Main St	919-810-2720	Seanm.murphy@hotmail.com	YES
3	Deb Stone	12 Main St	919-961-5074	Deb65stone@gmail.com	YES
4	Gideon Smith Town of Knightdale Development Services	950 Steeple Square Court, Knightdale, NC	919-217-2245	Gideon.smith@knightdalenc.gov	NO



TOWN OF KNIGHTDALE

950 Steeple Square Court
Knightdale, NC 27545
KnightdaleNC.gov

ORDINANCE #24-11-20-004
AN ORDINANCE TO AMEND THE UNIFIED DEVELOPMENT ORDINANCE
OF THE TOWN OF KNIGHTDALE
WHICH INCLUDES THE ZONING DISTRICT MAP

ZMA-4-24 16 Main Street Edward Jones Branch Office Conditional District

WHEREAS, the Town of Knightdale has received a petition to amend the zoning of the property from General Residential Low-Density (GR3) District to Town Center Conditional District (TC-CD); and

WHEREAS, the Town Council finds the proposed Zoning Map is consistent with the KnightdaleNext V.2 2035 Comprehensive Plan as it addresses several of the guiding principles such as embracing and promoting the elements of an inclusive, livable Town, exercising planned and orderly growth strategies through infill development, and continuing to enhance Knightdale's economic vitality. Further, it is consistent with the Intentional Growth Areas Map and the Urban Small Town Framework Map, as well as the Future Place Type Map's designation as an "Old Town & Downtown" Place Type; and

WHEREAS, the request is also reasonable and in the public interest as it aids in developing a vibrant, sustainable, and safe community design in which people not only desire to visit, but to also live, work, and play;

NOW, THEREFORE, BE IT ORDAINED by the Town Council of the Town of Knightdale, North Carolina:

SECTION 1: That the Unified Development Ordinance of the Town of Knightdale Code, which includes the Zoning District Map, be amended to rezone approximately ± 0.16 acres of land located at 16 Main Street, and further identified by Wake County PIN 1754-42-1863, from General Residential Low-Density (GR3) District to Town Center – Conditional District (TC-CD) to convert the existing single-family dwelling into an Edward Jones Branch Office.

SECTION 2. That the approved Master Plan shall serve as a site-specific condition to the parcel of land identified as PIN 1754-42-1863. However, the applicant must submit Construction Drawings to the Town for approval that are in conformance with the approved conditions of the TC-CD Zoning District, Master Plan comments, Unified Development Ordinance, and comments from the August 8, 2024 Development Review Committee meeting.

SECTION 3. That the requested development regulation flexibility contained within the application identified as ZMA-4-24, and listed below apply as additional zoning conditions to the parcel of land identified above:

1. The only permitted use on the subject property shall be Banks, Credit Unions, and Financial Services uses.
2. The House Building Type Standards shall be applied to the subject development.
3. A covered, front porch shall be permitted to encroach into the minimum front setback associated with the House Building Types Standards prescribed by Chapter 6 of the Unified Development

Ordinance. The covered, front porch shall be at least 2.75-feet from the front property line, as shown on the Master Plan.

4. The ADA parking space shall be permitted within the required setbacks, in the front yard, and in front of the building façade, and can encroach upon or extend onto the Main Street public right-of-way, as shown on the Master Plan.
5. The ADA parking space shall not be required to be constructed with curb and gutter.
6. Canopy trees and understory trees associated with the 10-foot Type A Buffer shall not be required to be planted around the ADA parking space. Shrubs, however, shall be required, as shown on the Master Plan.
7. A 30-foot Type C Buffer shall not be required along the northern and eastern property lines of the subject property.
8. Second Avenue shall not be required to be upgraded to meet the standards of Chapter 10 of the Unified Development Ordinance, including, but not limited to, curb and gutter, sidewalks, on-street parking, street trees, or street lights.
9. Main Street shall not be required to be upgraded to meet the standards of Chapter 10 of the Unified Development Ordinance, including, but not limited to, curb and gutter, sidewalks, on-street parking, street trees, or street lights.
10. Trash and recycling bins shall be stored under the existing deck, out of view from both Main Street and Second Avenue.
11. A Permanent Suspended Shingle Post Sign shall be permitted to encroach into the applicable setback prescribed by Chapter 8 of the Unified Development Ordinance for this sign type.

SECTION 4. That all laws and clauses of law in conflict herewith are hereby repealed to the extent of said conflict.

SECTION 5. That if this ordinance or application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions of this ordinance which can be given separate effect and to the end the provisions of this ordinance are declared to be severable.

SECTION 6. That this ordinance has been adopted following a duly advertised public hearing of the Town Council and following review and recommendation by the Land Use Review Board.

SECTION 7. That this ordinance shall be enforced as provided in G.S. 160D-605 or as provided for in the Knightdale Town Code

SECTION 8. That this ordinance shall become effective upon its adoption by Town Council.

Adopted this 20th day of November, 2024

Jessica Day, Mayor

ATTEST and SEAL:

Heather Smith, Town Clerk