



**TOWN OF DAVIDSON  
BOARD OF COMMISSIONERS  
1st Tuesday Work Session  
Town Hall Board Room - 216 S. Main Street  
September 4, 2018**

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**I. CALL TO ORDER**

**II. ANNOUNCEMENTS**

- (a) **Proclamation - National Suicide Prevention Week**

**III. CHANGES TO AGENDA**

**IV. DISCUSSION**

- (a) **Downtown Park/Davidson Farmer's Market Site Improvement Options and NC Department of Agriculture & Consumer Services Grant**  
**Economic Development Manager Kim Fleming**  
**Summary:** This project was one of the top priorities for the Board as the area is used by many citizens of Davidson. It is also an area that attracts visitors and adds to the vibrancy of the downtown. It helps our thriving business/restaurant community by functioning as overflow outdoor seating and is also home to our Farmers' Market. The Town Board worked to secure a \$100,000 grant from the Department of Agriculture that can be used for this project.
- (b) **North-South Connector Study Update**  
**Senior Planner Travis Johnson and Lake Norman Regional Transportation Commission Executive Director Bill Thunberg**  
**Summary:** The Urban Land Institute (ULI), in a 2010 Lake Norman Region transportation and land use study identified North-South connectivity East of NC 115 as a critical need. In response, local jurisdictions, including Huntersville, Davidson, and Mooresville/Iredell County added segments of a potential North-South Parkway to the MPO's Thoroughfare Plan. Huntersville and Davidson included preferred cross-sections in adopted planning documents but there was no comprehensive effort undertaken to link these efforts together in a cohesive manner.

The North – South Parkway Sub Area Study is funded from the Charlotte Regional Transportation Planning Organization's Unified

Planning Work Program (UPWP).

- (c) **Pay Study Update**  
**Town Manager Jamie Justice and Consultant Susan Manning**  
**Summary:** A pay study was included in the FY 2018-19 budget that examines the market for the town's positions to determine if adjustments are needed in order to stay competitive. Our last pay study was conducted in 2015. Susan Manning will provide an overview of the pay study scope of work and an update. Next steps include a presentation to the board by Susan at the September 11<sup>th</sup> board meeting with the findings, recommendations, and implementation options for the board to consider.
  
- (d) **North Harbor Conditional Planning Area Work Session**  
**Planning Director Jason Burdette**  
**Summary:** This is an update to the Board of Commissioners as required by Section 14.5.5. of the Davidson Planning Ordinance. The proposed conditional planning area shall be presented at a Board of Commissioners Work Session for informational purposes, review of plans, conditions, documents and reports, and allow 3 for board comment. However, the proposed plan appears to be consistent with (a) the Davidson Comprehensive Plan, as adopted by the Board of Commissioners and amended from time to time; and, (b) all other officially adopted plans and the Planning Ordinance.
  
- (e) **Draft Noise Ordinance Revisions**  
**Police Chief Penny Dunn**  
**Summary:** The recommended changes for the Town of Davidson noise ordinance are for the ease of understanding for residents and officers, establishment of reasonable and measurable levels of sound, and clearly defining the measuring location for officers responding to a complaint.
  
- (f) **Process for Naming of Town Parks**  
**Town Manager Jamie Justice**  
**Summary:** The town currently has no formal process for naming of parks. With two potential parks coming online in near future, staff and the Livability Board recommend developing a process to engage community.
  
- (g) **Meeting Schedule: Coffee Chats**  
**Town Manager Jamie Justice**  
**Summary:** At the May 1, 2018 informal board meeting, the mayor and commissioners discussed options for improving the meeting schedule. In addition, the location for the coffee chats is no longer an option, necessitating a change regarding the coffee chats.
  
- (h) **Board of Adjustments**  
**Town Attorney Cindy Reid**  
**Summary:** The Board of Adjustment hears cases concerning ordinance interpretations, requests, or appeals for variances. Historically, all members of the Planning Board also serve as members of the Board of Adjustment, either presently serving or

serving as alternates. The five presently serving members are elected by the Planning Board and include an ETJ representative.

(i) **Upcoming Agenda Items**

**Town Manager Jamie Justice**

**Summary:** Overview of topics at upcoming meetings.

(j) **Miscellaneous/Open Discussion**

**Summary:** This is an opportunity for Commissioners to present or discuss any topics not previously listed on the agenda.

**V. SUMMARIZE MEETING ACTION ITEMS**

**VI. ADJOURN**



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**Agenda Title: Proclamation - National Suicide Prevention Week**

**Summary:**

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**ATTACHMENTS:**

	<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
▢	Proclamation_National Suicide Prevention Week	9/4/2018	Cover Memo
▢	NC Suicide Facts 2017	8/31/2018	Cover Memo



## **PROCLAMATION**

### **National Suicide Prevention Week**

**WHEREAS**, suicide is the 10th leading cause of death in the United States and the 2nd leading cause of death among individuals between the ages of 10 to 34; and

**WHEREAS**, in the United States, one person completes suicide every 12.3 minutes, resulting in more than 44,000 suicides each year (Centers for Disease Control; 2015 data); and

**WHEREAS**, suicide is the only leading cause of death in the United States that has increased every year for the past decade; and

**WHEREAS**, it is estimated that there are over 1.1 million suicide attempts each year; and

**WHEREAS**, in 2017, North Carolina experienced 1,406 deaths by suicide (North Carolina Department of Public Health); and

**WHEREAS**, over 90% of the people who die by suicide have a diagnosable and treatable mental health condition, although often that condition is not recognized or treated; and

**WHEREAS**, suicide results in an estimated \$51 billion in combined medical and work loss costs nationally (Centers for Disease Control); and

**WHEREAS**, the stigma associated with mental health conditions and suicidality works against suicide prevention by discouraging persons at risk for suicide from seeking life-saving help; and

**WHEREAS**, organizations such as The American Foundation for Suicide Prevention and Davidson LifeLine envision a world without suicide, and are dedicated to saving lives and bringing hope to those affected by suicide, through research, education, advocacy and resources;

**NOW, THEREFORE**, I, Rusty Knox, Mayor of Davidson, do hereby proclaim September 9-15, 2018 as **"NATIONAL SUICIDE PREVENTION WEEK"** in Davidson and commend its observance to all citizens.

**Proclaimed** this the 4th day of September, 2018.

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Rusty Knox, Mayor

# SUICIDE: NORTH CAROLINA 2017 FACTS & FIGURES

## Suicide Death Rates

	Number of Deaths by Suicide	Rate per 100,000 Population	State Rank
North Carolina	1,406	13.39	36
Nationally	44,193	13.26	

Suicide is the **11th leading** cause of death overall in North Carolina.



On average, one person dies by suicide **every six hours** in the state.



Based on most recent 2015 data from CDC



Suicide cost North Carolina a total of **\$1,358,735,000** of combined lifetime medical and work loss cost in 2010, or an average of **\$1,157,355** per suicide death.

## IN NORTH CAROLINA, SUICIDE IS THE...

**2nd leading**  
cause of death  
for ages 15-34

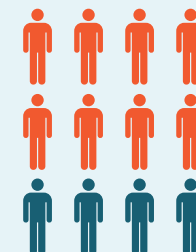
**3rd leading**  
cause of death  
for ages 10-14

**4th leading**  
cause of death  
for ages 35-54

**8th leading**  
cause of death  
for ages 55-64

**16th leading**  
cause of death  
for ages 65 & older

**Over twice as many** people die by suicide in North Carolina annually than by homicide; the total deaths to suicide reflect a total of **25,842** years of potential life lost (YPLL) before age 65.



AMERICAN FOUNDATION FOR  
Suicide Prevention

[afsp.org](http://afsp.org)

## SUICIDE PREVENTION PROGRAMS AND INITIATIVES

- North Carolina's Youth Suicide Prevention Task Force is led by the Division of Public Health's Injury and Violence Prevention Branch. Current activities include a communications campaign, operating a Youth Advisory Council, creating an online suicide prevention training module for public school teachers, contributing to the 2015 N. C. Suicide Prevention Plan and collaborating on a 2015 state suicide prevention summit. Past grant activities included gatekeeper trainings in school districts with a focus on the military, the justice system and mental health providers and development of a school staff workshop to increase support for LGBTQ youth in schools. Visit <http://www.itsok2ask.com/aboutUs/default.aspx>.
- The 2015 N.C. Suicide Prevention Plan is the result of a collaborative 16-month process among staff members from the Division of Public Health-Injury and Violence Prevention Branch, the University of North Carolina Gillings School of Global Public Health's Department of Health Behavior, and the Division of Mental Health, Developmental Disabilities, and Substance Abuse Services (DMH/DD/SAS). The plan provides community-based strategies to prevent suicide and covers the lifespan. Visit <http://www.sprc.org/sites/default/files/2015-NC-SuicidePreventionPlan-2015-0505-FINAL.pdf>.
- North Carolina's Division of Mental Health, Developmental Disabilities and Substance Abuse Services has implemented the Crisis Solutions Initiative in order to decrease emergency department visits for mental health issues. Visit <http://crisissolutionsnc.org/> for more information.

## GET INVOLVED

The AFSP North Carolina Chapter brings together people of all backgrounds in communities throughout the state to fight suicide. For more information or to volunteer, please contact:

### AFSP – NORTH CAROLINA

[northcarolina@afsp.org](mailto:northcarolina@afsp.org)

### BECOME AN ADVOCATE IN NORTH CAROLINA

AFSP's North Carolina advocacy volunteers build relationships with public officials and advocate on behalf of sound suicide prevention policy.

To get involved, contact:

Nicole Gibson

Director of State Policy & Grassroots Advocacy

[ngibson@afsp.org](mailto:ngibson@afsp.org)

## LEADING THE FIGHT AGAINST SUICIDE

We fund research, offer educational programs, advocate for public policy and support those affected by suicide. Headquartered in New York, AFSP has local chapters in all 50 states



AMERICAN FOUNDATION FOR  
Suicide Prevention

[afsp.org](http://afsp.org)



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**Agenda Title: Downtown Park/Davidson Farmer's Market Site Improvement Options and NC Department of Agriculture & Consumer Services Grant  
Economic Development Manager Kim Fleming**

**Summary:** This project was one of the top priorities for the Board as the area is used by many citizens of Davidson. It is also an area that attracts visitors and adds to the vibrancy of the downtown. It helps our thriving business/restaurant community by functioning as overflow outdoor seating and is also home to our Farmers' Market. The Town Board worked to secure a \$100,000 grant from the Department of Agriculture that can be used for this project.

**Summary:**

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**ATTACHMENTS:**

	<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
▢	Agenda Memo - Downtown Park & Davidson Farmer's Market Site Improvements 09.04.18	8/31/2018	Cover Memo
▢	Presentation - Downtown Park & Davidson Farmer's Marker Site Improvements 09.04.18	8/31/2018	Cover Memo





## Downtown Community Gathering Space

To: Davidson Board of Commissioners

From: Kim Fleming

Date: Sep. 4, 2018

Re: Plans for Downtown Community Gathering Space utilizing \$100,000 grant

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### 1. OVERVIEW

The Town Board reviewed potential projects to utilize G.O. Bond money in January 2018. This project was one of the top priorities for the Board as the area is used by so many citizens of Davidson. It is also an area that attracts visitors and adds to the vibrancy of the downtown. It helps our thriving business/restaurant community by functioning as overflow outdoor seating and is also home to our Farmers' Market. The Town Board worked to secure a \$100,000 grant from the Department of Agriculture that can be used for this project.

### 2. RELATED TOWN GOALS

Strategic Plan Item: Economic Development, Social Community Engagement

List core value(s): The physical, social and intellectual well-being of Davidson citizens is fundamental to our community so town government will provide and encourage enjoyable, safe, and affordable recreational and cultural lifelong learning opportunities.

Davidson's economic health is essential to its remaining a sustainable community so town government with judiciously encourage and guide the location of new businesses.

### 3. OPTIONS/PROS & CONS

PROS:

- Utilize \$100,000 of grant money
- Enhance one of the most used community spaces in town
- Benefit to local businesses

CONS:

- Have to spend town money to complete the project

### 4. FYI or RECOMMENDED ACTION

We need to submit the grant paperwork to the Department of Agriculture to secure the funds. Need direction from the Board on utilization of grant funds and phasing or completion of the project.

### 5. NEXT STEPS

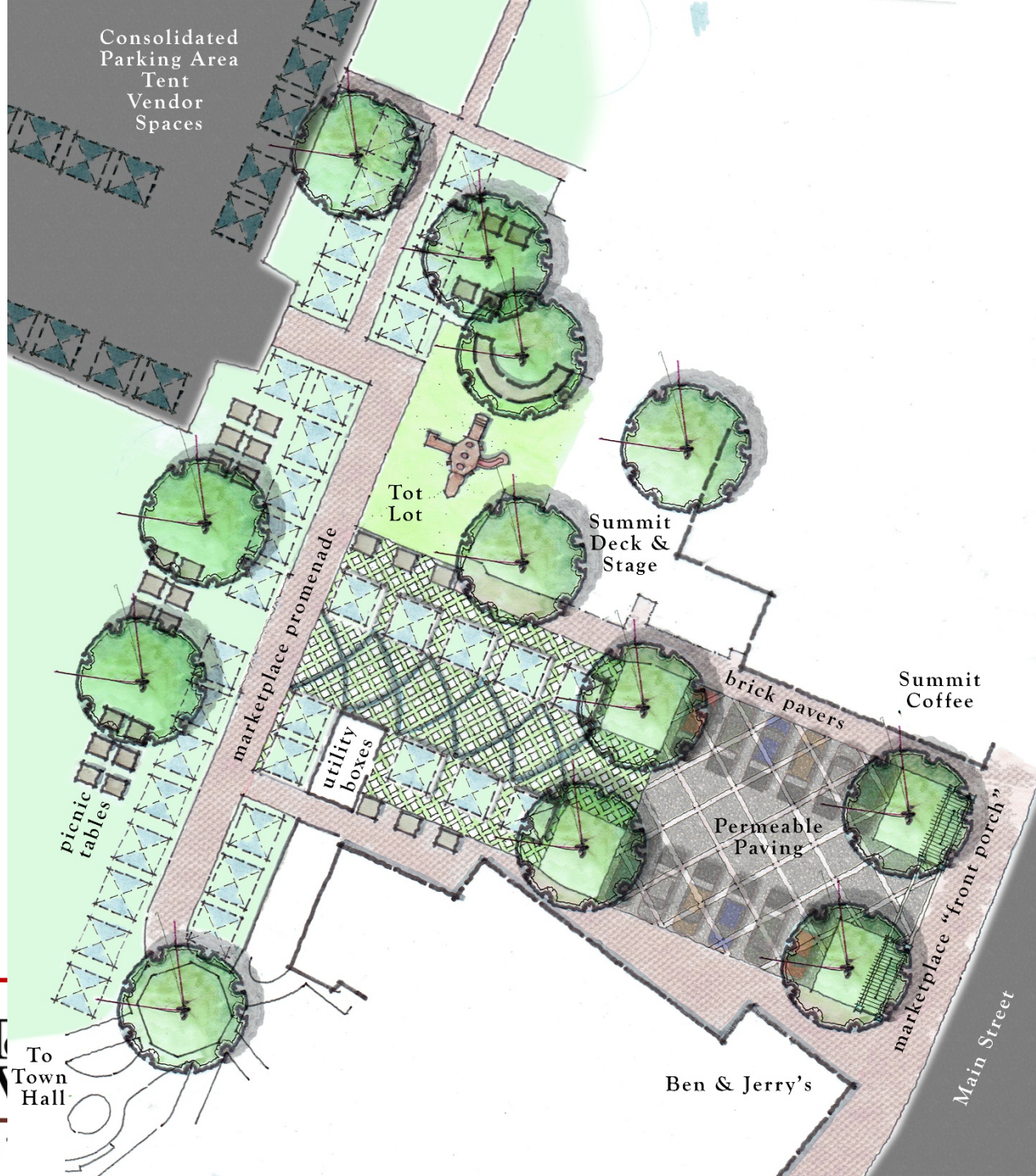
Direct staff to submit grant paperwork and allocate any other funds for project phasing or completion.

# **Downtown Much Loved Gathering Space Behind Summit**

**September 4, 2018**



College Town. Lake Town. *Your Town.*



College Town. Lake

## Downtown Area Phase I

Item No.	Description	Total
1	Construction Drawings	\$40,000
2	Demo/Grading/ Drainage	\$25,000
3	Move Tot Lot (+synthetic turf)	\$35,000
4	Checkerboard Paver Area	\$74,000
5	Market Promenade (refurbish)	\$10,000
6	String Light Poles & Lighting	\$28,000
Total		\$212,000
Less \$100,000 grant	+ 30% contingency	\$175,600



## Downtown Area Phase II

Item No.	Description	Total
7	Permeable Paving Area	\$81,450
8	Brick Pavers for Edge Sidewalk	\$24,750
9	Landscaping (4 trees & container plantings)	\$20,000
Total		\$126,200
Contingency (30%)		\$37,860
Total Phase II		\$164,060

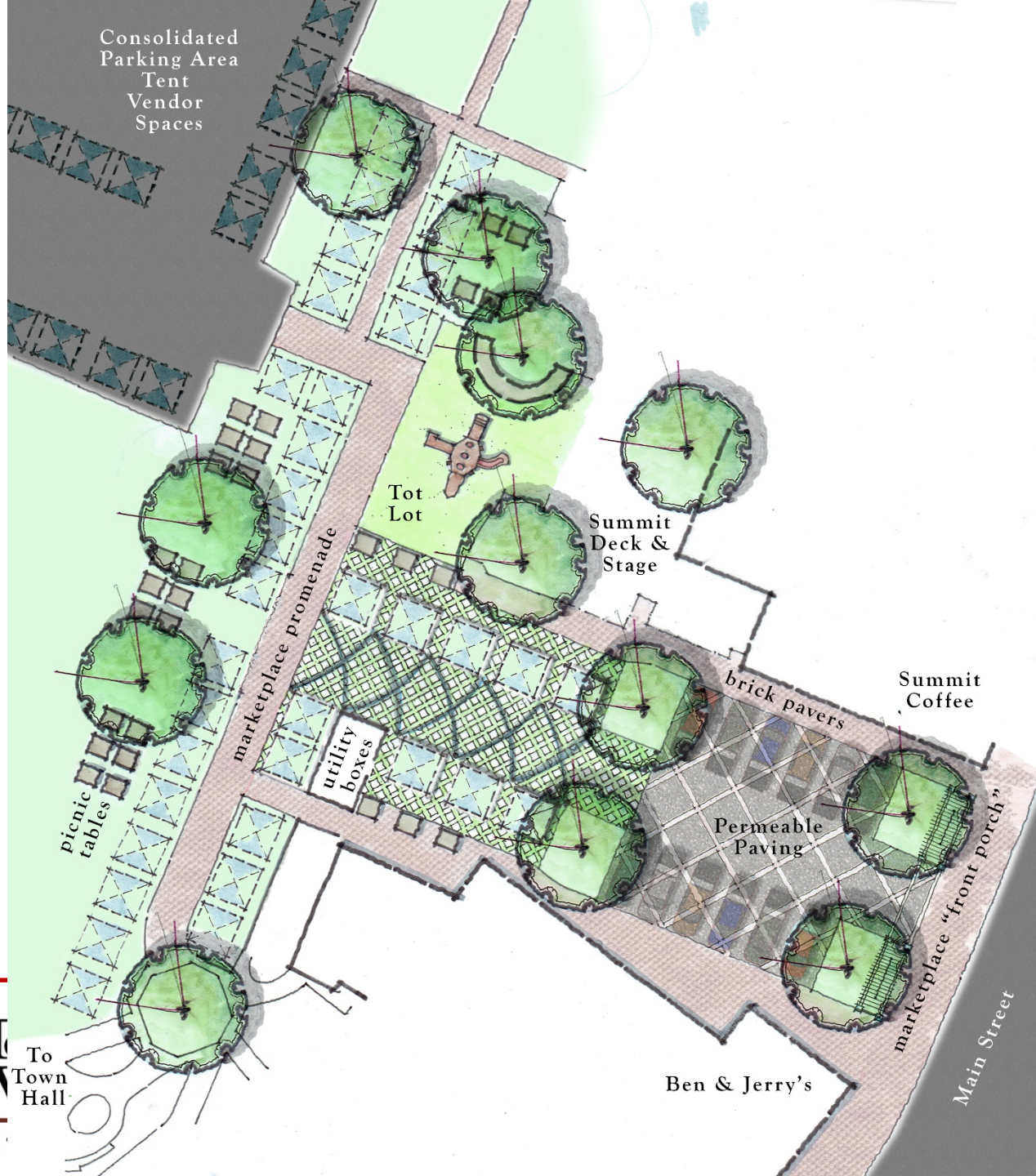


# Downtown Area Options

Item No.	Description	Total
10	Furnishings (picnic/umbrella combos, movable seating, bike racks)	\$80,000
11	Front Porch Structure (w/ 4 swings)	\$35,000
Total		\$115,000







College Town. Lake



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**Agenda Title: North-South Connector Study Update**  
**Senior Planner Travis Johnson and Lake Norman Regional Transportation Commission Executive Director Bill Thunberg**

**Summary:** The Urban Land Institute (ULI), in a 2010 Lake Norman Region transportation and land use study identified North-South connectivity East of NC 115 as a critical need. In response, local jurisdictions, including Huntersville, Davidson, and Mooresville/Iredell County added segments of a potential North-South Parkway to the MPO's Thoroughfare Plan. Huntersville and Davidson included preferred cross-sections in adopted planning documents but there was no comprehensive effort undertaken to link these efforts together in a cohesive manner.

The North – South Parkway Sub Area Study is funded from the Charlotte Regional Transportation Planning Organization's Unified Planning Work Program (UPWP).

**Summary:**

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▣	Agenda Memo - North-South Connector Update 09.04.18	8/31/2018	Cover Memo
▣	Presentation - North-South Connector Update 09.04.18	8/31/2018	Cover Memo





## North-South Corridor Study

To: Davidson Board of Commissioners  
From: J. Travis Johnson, AICP  
Date: 8/22/2018  
Re: North-South Parkway Sub-Area Study

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### 1. OVERVIEW

North Mecklenburg and Southern Iredell County are experiencing large population increases that are projected to continue through 2040. The transportation network, particularly North-South connectivity, is inadequate for current conditions and has been the subject of study since 1983. The Urban Land Institute (ULI), in a 2010 Lake Norman Region transportation and land use study identified North-South connectivity East of NC 115 as a critical need. In response, local jurisdictions, including Huntersville, Davidson, and Mooresville/Iredell County added segments of a potential North-South Parkway to the MPO's Thoroughfare Plan. Huntersville and Davidson included preferred cross-sections in adopted planning documents but there was no comprehensive effort undertaken to link these efforts together in a cohesive manner. The jurisdictions of Huntersville, Davidson and Mooresville, with the support of Cornelius and Iredell County agree that such an effort needs to be undertaken to meet the future mobility needs in the region.

In 2010, the Urban Land Institute (ULI) identified the need for an alternative North-South roadway east of NC 115 in its Lake Norman area report. Since that time, the Lake Norman Regional Transportation Commission and the various local jurisdictions have included the proposed North-South Parkway in various plans and in varying levels of detail.

The North – South Parkway Sub Area Study is funded from the Charlotte Regional Transportation Planning Organization's Unified Planning Work Program (UPWP). Total project cost is \$100,000 (\$80,000 from CRTPO's UPWP and \$20,000 from local partners). The Town of Davidson committed \$3,800 towards this project. Gresham Smith and Partners (GS&P) were selected to assist with this project.

### 2. RELATED TOWN GOALS

Strategic Plan:

Mobility / Transportation

Goal 7 Tactical Priority 2a North-South Corridor Study presentation to Board of Commissioners.

Core Value:

Citizens need to move easily throughout the town and region, so government will provide a variety of options, such as sidewalks, bike paths, greenways, connected streets, and transit.

### 3. OPTIONS/PROS & CONS

Pros: This project will help identify additional cross-jurisdictional north south connections to help manage traffic in the Town. Also, by having cross jurisdictional support, it will increase the potential for receiving grants and may be added to the Charlotte Regional Transportation Planning Organization's Comprehensive Transportation Plan.

### 4. FYI or RECOMMENDED ACTION

FYI

### 5. NEXT STEPS

The first of two Open House's is scheduled for **Thursday, September 27th, 2018** at the **Charles Mack Citizen Center** in Mooresville from 6:00PM to 8PM. The second open house is tentatively scheduled for October 4<sup>th</sup>.

# North-South Parkway Sub-Area Study

## Advisory Committee Meeting

*August 21, 2018*

*1:00 – 2:30PM*

*Town Operations Center  
Ready Room A  
Mooreville, NC*

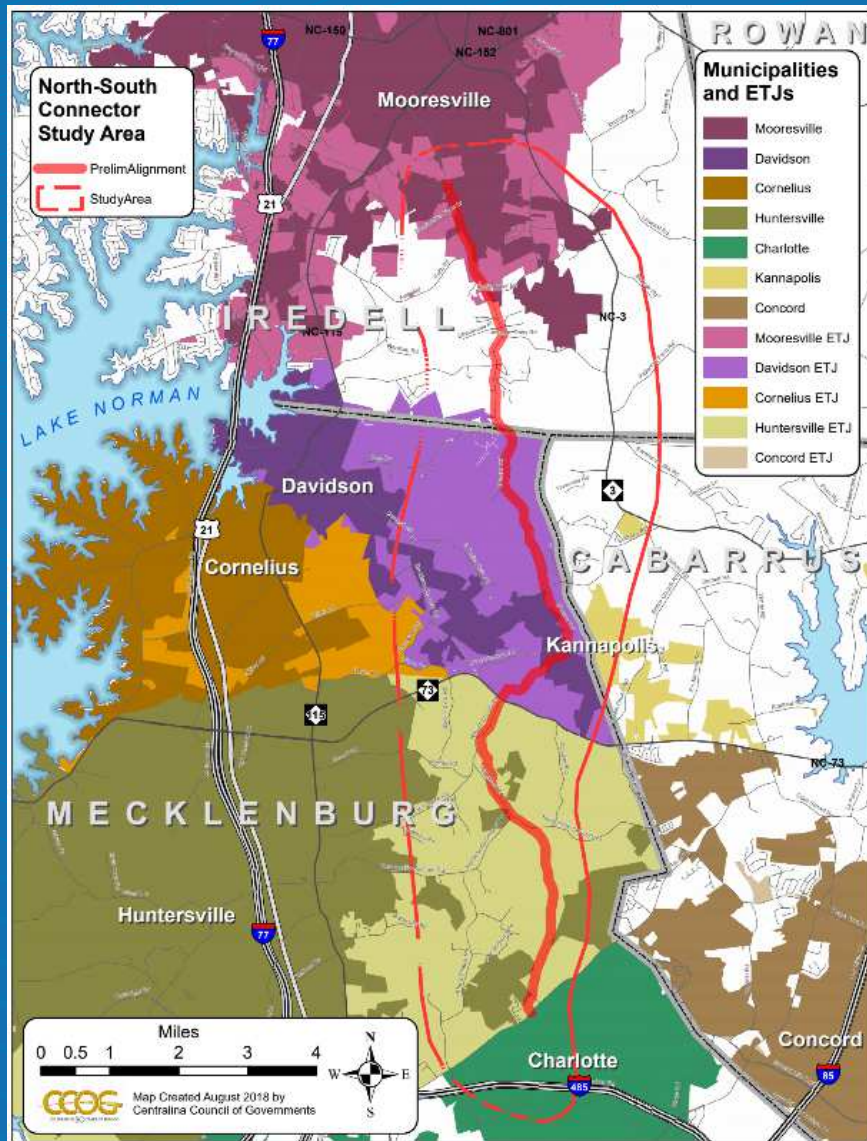


G R E S H A M  
S M I T H   A N D  
P A R T N E R S

# Agenda

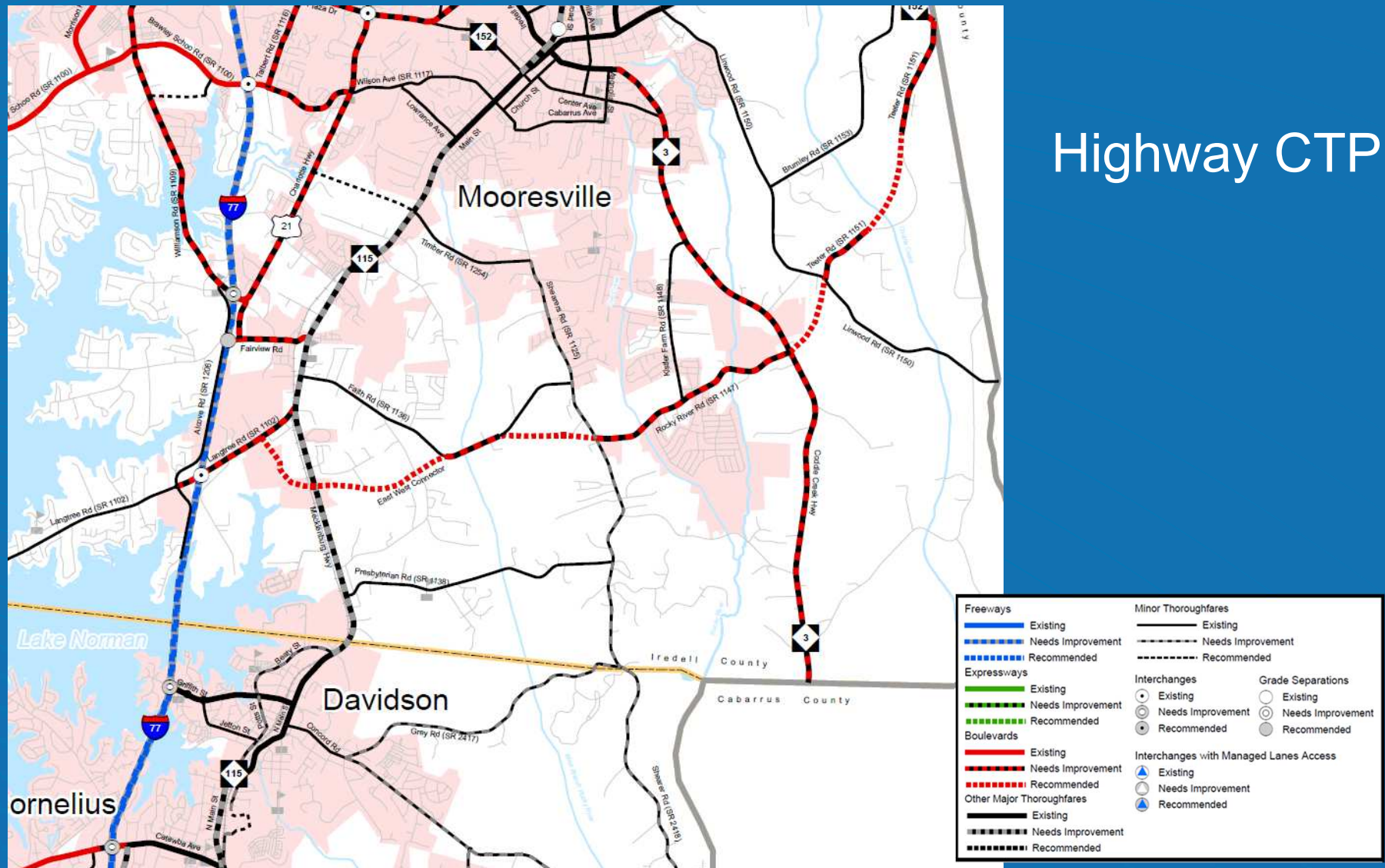
- I. Introduction & Review Agenda
- II. Project Website
- III. Base Mapping
- IV. Open Houses
  - Advertising the Open Houses
  - Location and logistics
  - Pop-Up Events
  - MetroQuest Survey review
- V. Communications Plan
- VI. Other Business

# Study Area

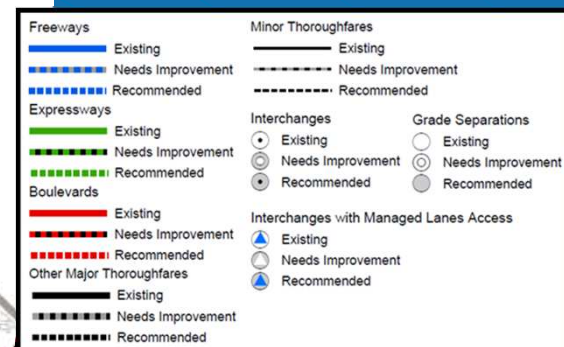
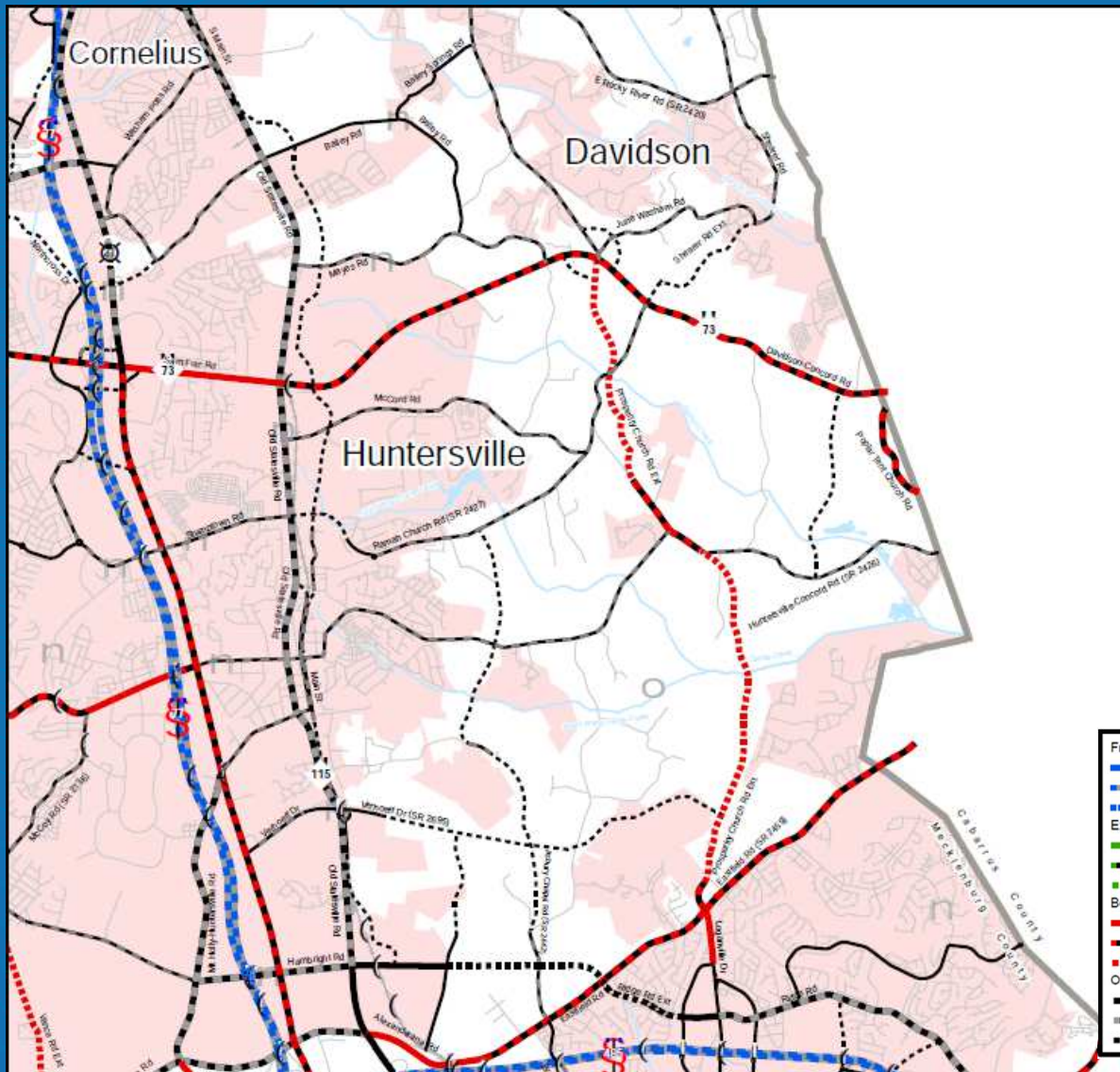




# Highway CTP

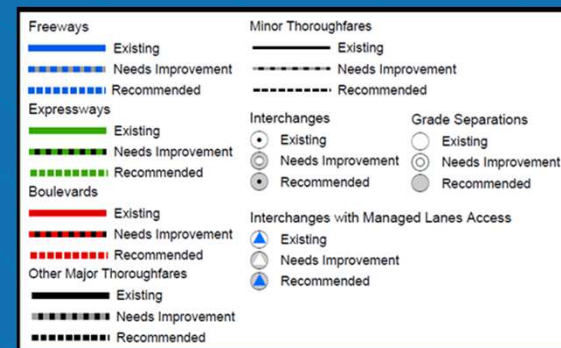
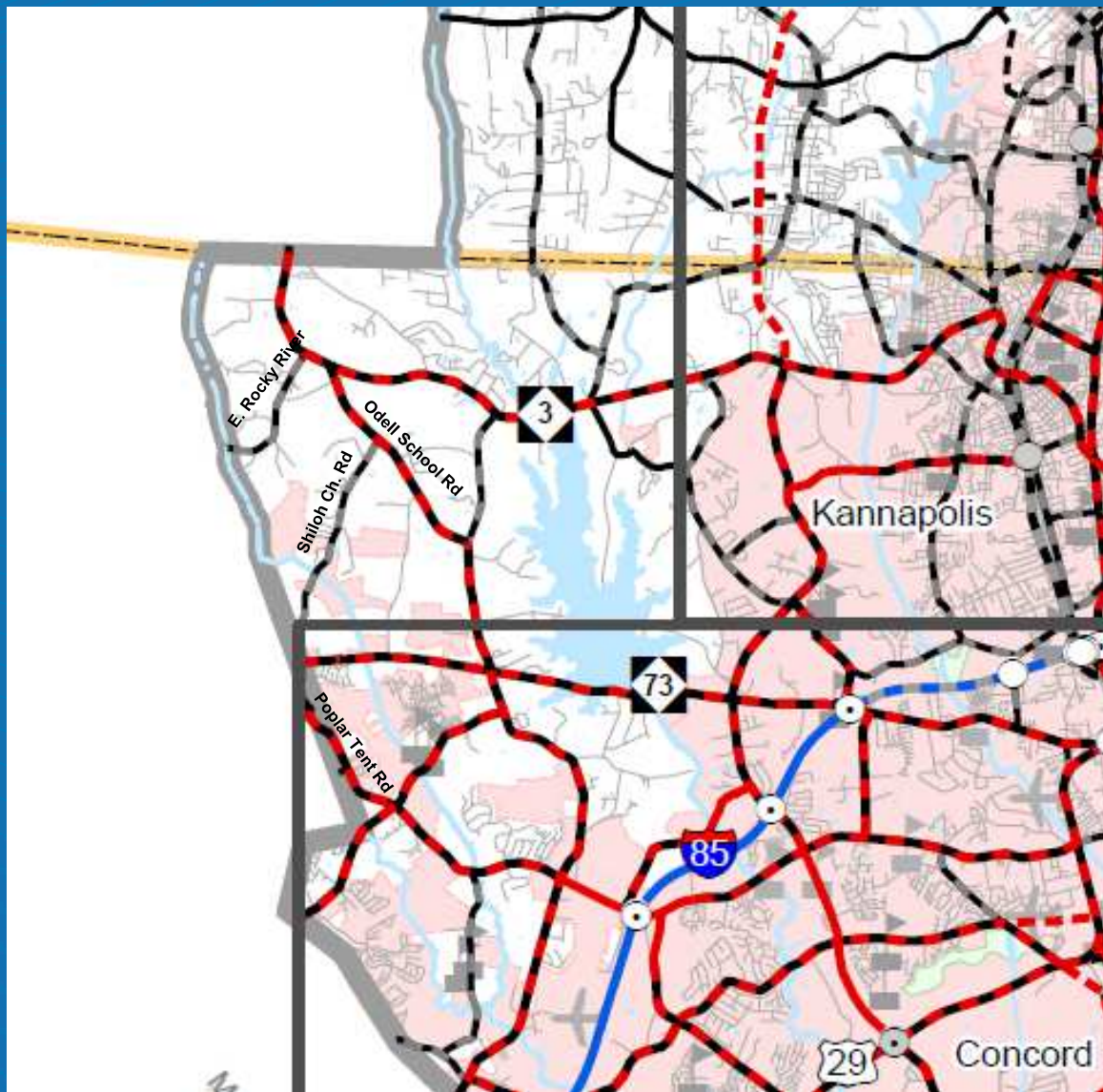


# Highway CTP

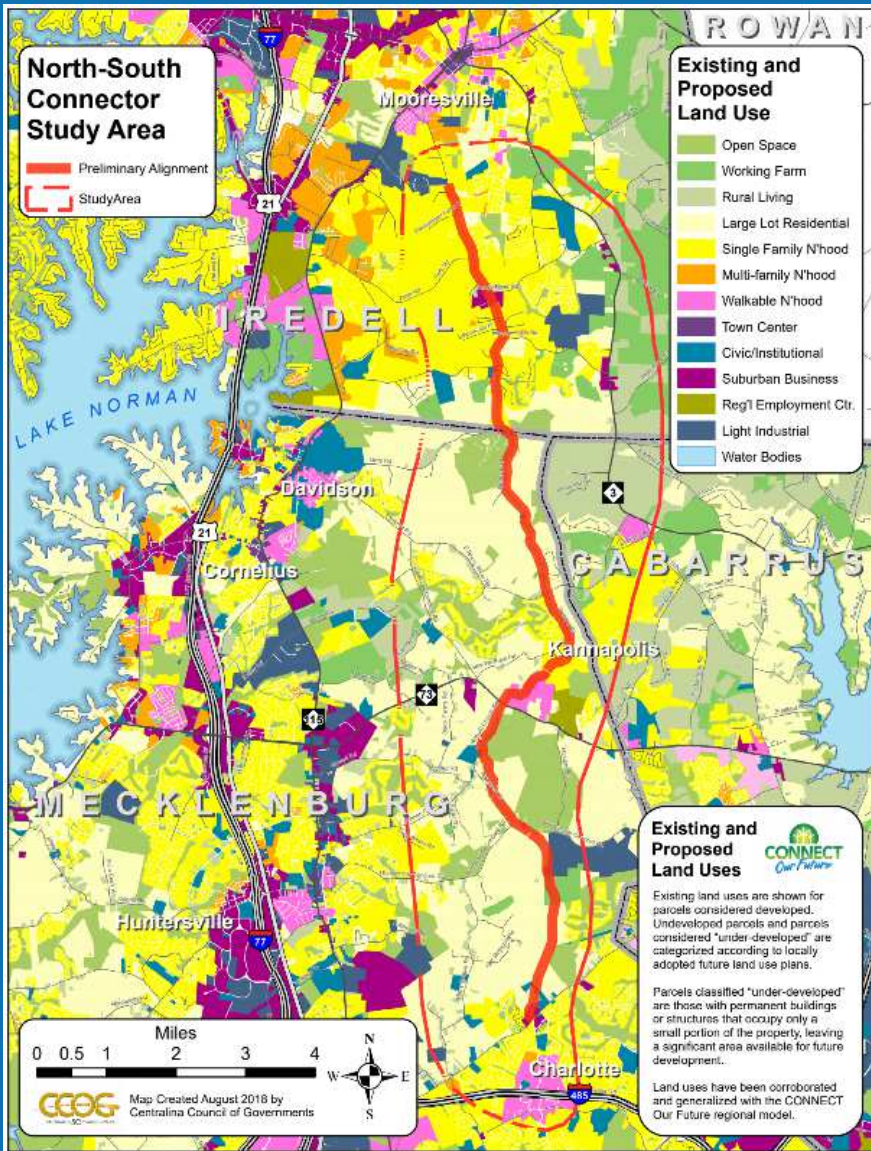




# Cabarrus Rowan MPO CTP

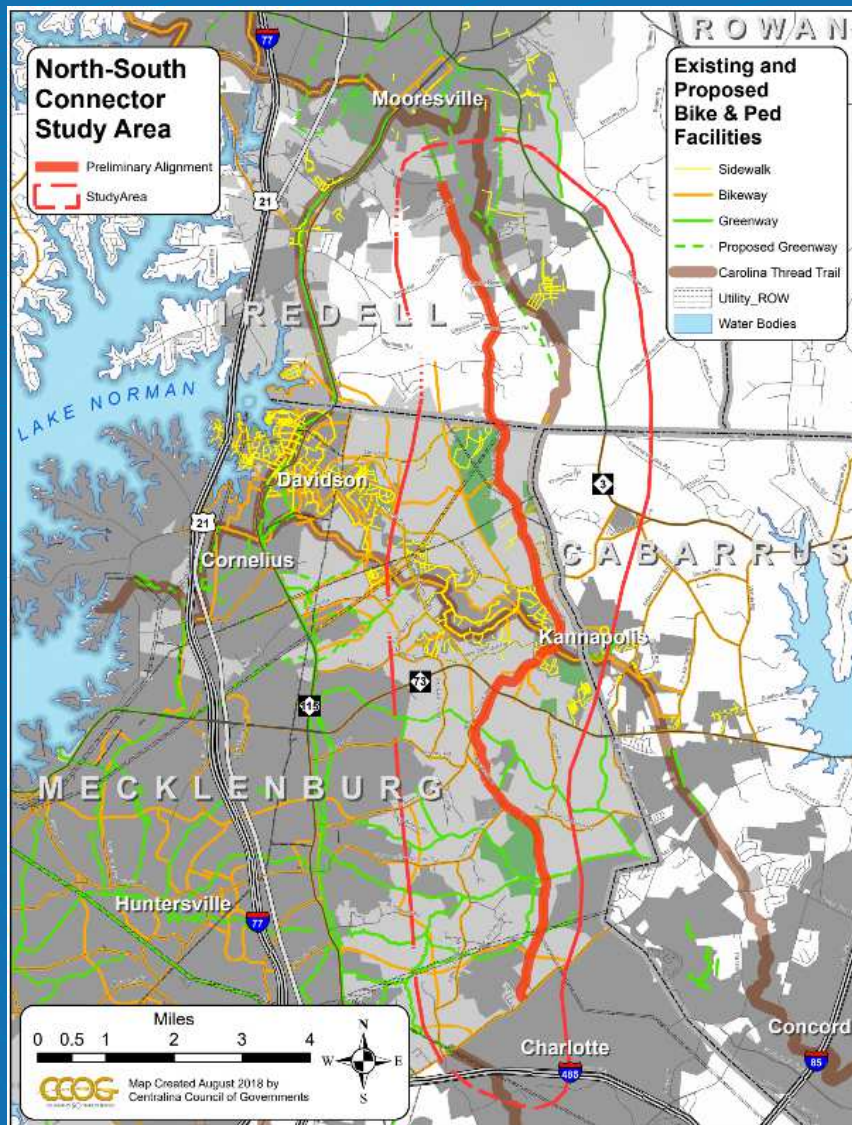




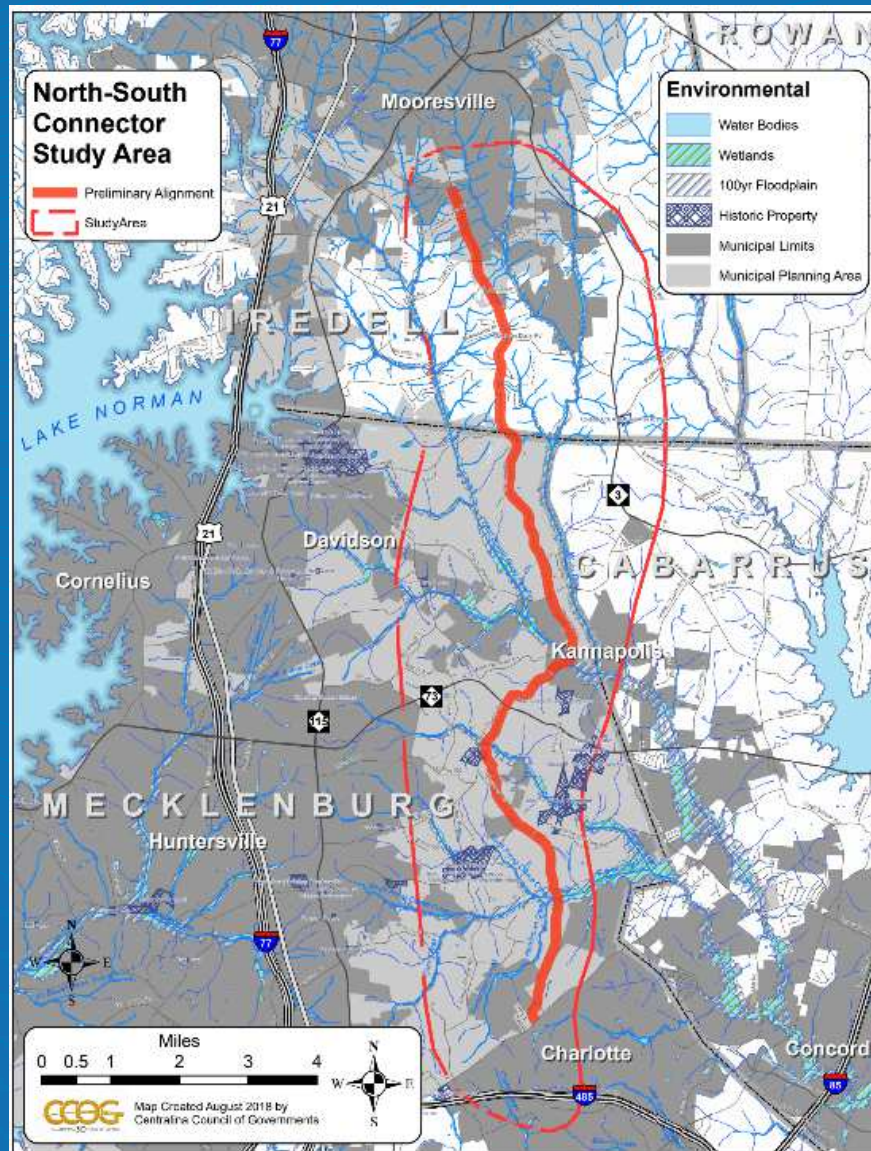


# Land Use

# Bike & Ped Facilities

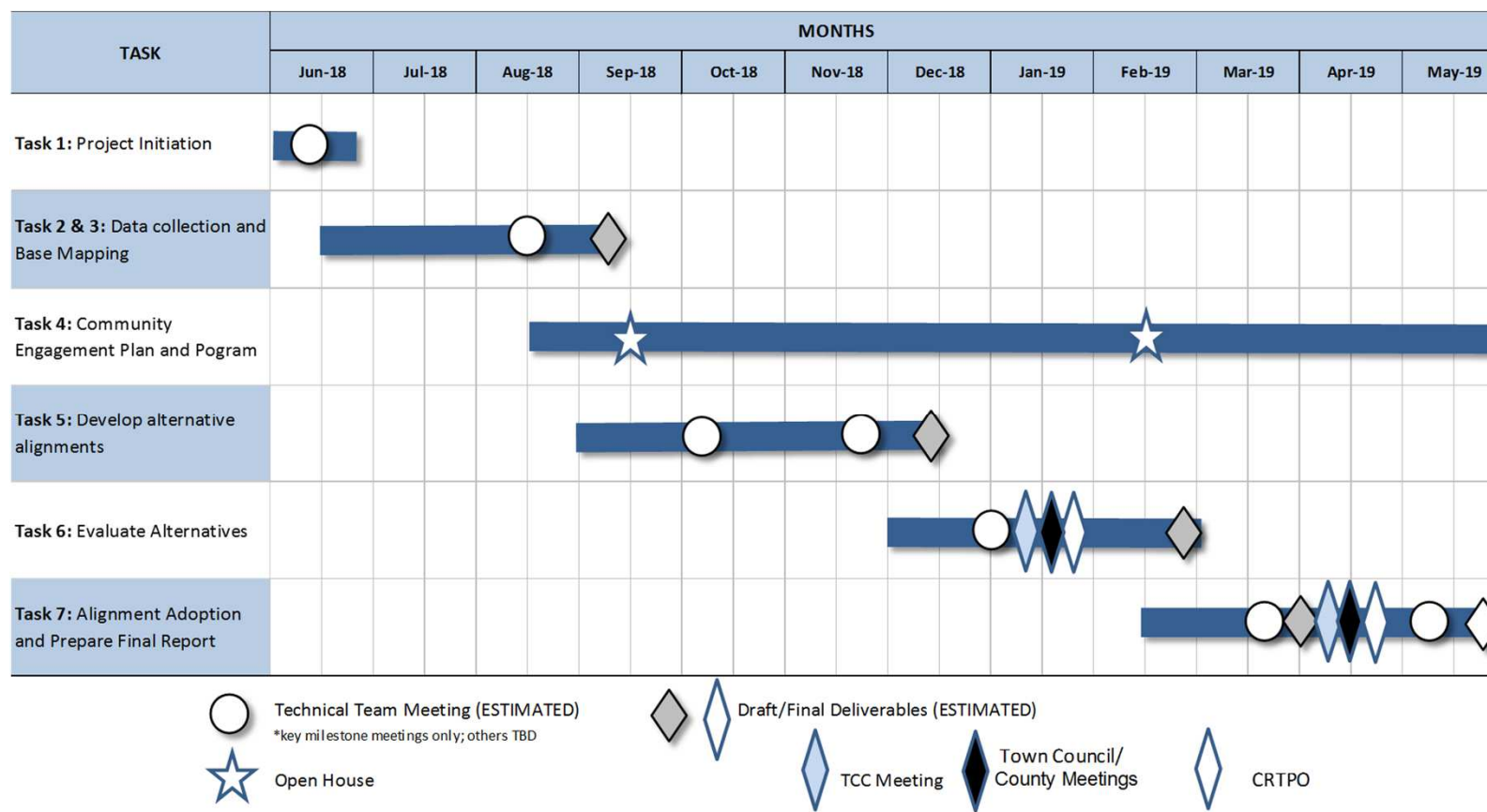






# Environmental

# Project Schedule



# THANK YOU

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GS&P/NC, P.C.

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P A R T N E R S

[www.greshamsmith.com](http://www.greshamsmith.com)



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**Agenda Title: Pay Study Update  
Town Manager Jamie Justice and Consultant Susan Manning**

**Summary:** A pay study was included in the FY 2018-19 budget that examines the market for the town's positions to determine if adjustments are needed in order to stay competitive. Our last pay study was conducted in 2015. Susan Manning will provide an overview of the pay study scope of work and an update. Next steps include a presentation to the board by Susan at the September 11<sup>th</sup> board meeting with the findings, recommendations, and implementation options for the board to consider.

**Summary:**

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**ATTACHMENTS:**

Description		Upload Date	Type
□	Agenda Memo - Pay Study Update 09.04.18	8/31/2018	Cover Memo
□	Presentation - Pay Study Update 09.04.18	8/31/2018	Cover Memo



## North Mecklenburg Pay Study

To: Davidson Board of Commissioners  
From: Jamie Justice, Town Manager  
Date: September 4, 2018  
Re: North Mecklenburg Pay Study

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### 1. OVERVIEW

A pay study was included in the FY 2018-19 budget that examines the market for the town's positions to determine if adjustments are needed in order to stay competitive. Our last pay study was conducted in 2015. The town's strategy, and a human resource best practice, is to complete a pay study every three years that compares salaries and benefits to jurisdictions with whom we compete for employees, and determine from the data if market adjustments need to be made. Staying competitive in the marketplace allows the Town of Davidson to recruit and retain outstanding employees that provide services to the citizens of the town.

The town managers for the towns of Huntersville, Cornelius, and Davidson decided that since all three towns need a pay study, we would join efforts. This enabled us to work together on the information needed and also saved money on the study. Human Resource consultant Susan Manning was selected to do the study on behalf of the towns. Susan has had a long career in human resource management at the local and state government levels and is a Davidson resident.

During the budget discussion back in the spring, the board asked that we bring the information back in the first quarter of the new fiscal year or as soon as possible. There was also discussion about the need to stay competitive in the marketplace, particularly in the areas of public safety as the city of Charlotte was considering significant changes in that area.

Susan Manning will provide an overview of the pay study scope of work and an update. Next steps include a presentation to the board by Susan at the September 11<sup>th</sup> board meeting with the findings, recommendations, and implementation options for the board to consider.

Attached to the agenda is the presentation by Susan Manning.

### 2. RELATED TOWN GOALS

#### **Strategic Plan:**

Operations Goal: Davidson will maintain organizational excellence through sound financial management, training and retention of quality employees, and superior service to the community.

Tactical Priority: Sound financial management; Action step 1.5: Review staffing, pay, and benefits levels.



Partnerships Goal: The town of Davidson will build on existing relationships to strengthen partnerships with strategic organizations and institutions.

**Core Value(s):**

- Citizens entrust town government with the stewardship of public funds, so government will provide high quality services at a reasonable cost.
- Davidson exists in proximity to and is interdependent with other jurisdictions, so we strive for local, regional, state and federal cooperation.

**Constituents served:**

All citizens.

### 3. OPTIONS/PROS & CONS

**N/A**

Receive as information.

### 4. FYI or RECOMMENDED ACTION

FYI.

### 5. NEXT STEPS

Next steps include a presentation to the board by Susan at the September 11<sup>th</sup> board meeting with the findings, recommendations, and implementation options for the board to consider.

# Joint Compensation Study

Cornelius, Davidson & Huntersville

July - September, 2018

# Why do the Study?

- ▶ Labor Market is dynamic and continuing to move forward;
- ▶ Unemployment at historic lows - 3.8%;
- ▶ Wages are on the rise along with inflation;
- ▶ Harder to recruit & retain employees;
- ▶ Biggest impact on law enforcement positions.

# Current vs. 2015 Study

- ▶ Three organizations vs. Davidson;
- ▶ Broader labor market survey - 21 communities;
- ▶ Total compensation - Salary + Benefits;
- ▶ Investigating Non-monetary incentives;
- ▶ Limited classification review vs. full classification study;
- ▶ More efficient/saves money for individual towns.

# Key Milestones

- ▶ July - Salary & Benefits survey
  - ▶ 19 of 21 communities have responded
- ▶ August - compiling and analyzing data
- ▶ September - present findings & recommendations to Town Manager & Department Heads
- ▶ September - present findings & recommendations to Board

# Next Steps

- ▶ Develop findings and present recommendations to Town Manager and Department Directors;
- ▶ Prepare report with implementation options and budget impact;
- ▶ Present recommendations to Board on September 11.



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**Agenda Title: North Harbor Conditional Planning Area Work Session  
Planning Director Jason Burdette**

**Summary:** This is an update to the Board of Commissioners as required by Section 14.5.5. of the Davidson Planning Ordinance. The proposed conditional planning area shall be presented at a Board of Commissioners Work Session for informational purposes, review of plans, conditions, documents and reports, and allow 3 for board comment. However, the proposed plan appears to be consistent with (a) the Davidson Comprehensive Plan, as adopted by the Board of Commissioners and amended from time to time; and, (b) all other officially adopted plans and the Planning Ordinance.

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□	Agenda Memo - North Harbor Conditional Planning Area Work Session 09.04.18	8/31/2018	Cover Memo
□	Attachment - North Harbor Conditional Planning Area	8/31/2018	Backup Material
□	Presentation - North Harbor Club CPA	9/4/2018	Presentation



## STAFF ANALYSIS

Date: September 4, 2018  
To: Board of Commissioners  
From: Jason Burdette, Planning Director  
Re: North Harbor Club (Davidson Landing), Conditional Planning Area Map Amendment

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### 1. INTRODUCTION

#### APPLICANT INFO

- **Owner:** The Lake Norman Company
- **Contractor:** Matthew Bartels (Bartels Construction Solutions, LLC)
- **Location:** 100 North Harbor Pl, 200 North Harbor Pl, 218 North Harbor Pl, 300 North Harbor Pl, and 400 North Harbor Pl. These properties are part of Davidson Landing, west of Interstate 77.  
(Parcel IDs: 00118397, 00118395, 00118394, 00118393, 00118396, and 00118398)
- **Planning Area(s):** Special Use
- **Area:** +/- 2.6 acres

#### REQUEST

The applicant proposes to re-designate approximately 2.6 acres located in Davidson Landing from Special Use to Conditional Planning Area. This area is currently part of a Special Use Permit granted on May 18, 1983. The existing property owner would like to make improvements to the North Harbor Club restaurant located at 100 North Harbor Place (Parcel ID 00118397), including a kitchen expansion. The existing property owner would also like to add banquet hall space to the building located at 400 North Harbor Place (Parcel ID 00118398). Both proposals differ from the plans and specifications submitted with the original Special Use Permit for this area.

### 2. PLANNING STAFF PRELIMINARY REVIEW

#### OVERVIEW

The applicant proposes a Conditional Planning Area Map Amendment for North Harbor Club, a portion of Davidson Landing to allow for a building addition at 100 North Harbor Place and a building addition at 400 North Harbor Place.

There will be no changes to the structures and/or site area of 200 North Harbor Place (Parcel ID 00118395), 218 North Harbor Place (Parcel ID 00118394), 300 North Harbor Place (Parcel ID 00118393) and (Parcel ID 00118396). These parcels were included in this proposal because they are part of the original Special Use Permit.



### **100 NORTH HARBOR PLACE**

The existing building at 100 North Harbor Place is two stories with the North Harbor Club restaurant on the first floor and offices on the second floor. The property owner would like to expand the kitchen on the first floor by 700 square feet. There will be no increase in impervious area with this addition as proposed.

### **400 NORTH HARBOR PLACE**

The existing building at 400 North Harbor Place is two stories with occupied office space on the first floor and unoccupied office space on the second floor. The property owner would like to renovate the existing approximately 4,000 square feet and expand the building by approximately 2,300 square feet (two-story addition) to provide adequate space to operate a banquet facility with an occupancy of approximately 300 people. The property owner would also like to extend the lakeside deck to create a larger outdoor area connected to the indoor banquet space. The proposed addition will increase the impervious area on this parcel by 1,900 square feet. This represents 15.9 percent of the existing pervious area of the parcel. This is below the 24 percent threshold for expansions to structures classified as existing development in Section 17.6.1 of the Davidson Planning Ordinance.

### **PARKING**

The Davidson Planning Ordinance requires a minimum of two parking spaces per 1,000 square feet of commercial use in Section 8.3.1. The total square footage of commercial use after the proposed additions are as follows: 100 North Harbor Place total square footage after addition is 9,815 sq. ft.; 200 North Harbor Place total square footage of existing building is 11,400 sq. ft.; 400 North Harbor Place total square footage after addition is 12,635 sq. ft. The total commercial square footage of the three buildings will be 33,849 sq. ft. This means that a minimum of 68 parking spaces are required. There are 359 parking spaces currently on site.

### **CONDITIONS**

Relevant conditions associated with the original Special Use Permit will carry over to this Conditional Planning Area. The conditions have been modified to allow for the expansion of the 100 and 400 buildings. The proposed conditions are attached.

### **RELATED TOWN GOALS**

Economic Development Strategy: The Town of Davidson will use existing assets and manage growth to encourage an appropriate mix of residential and commercial development.

Core Value: Davidson's economic health is essential to its remaining a sustainable community, so town government will judiciously encourage and guide the location of new business opportunities.

## **3. FYI OR RECOMMENDED ACTION**

This is an update to the Board of Commissioners as required by Section 14.5.5. of the Davidson Planning Ordinance. The proposed conditional planning area shall be presented at a Board of Commissioners Work Session for informational purposes, review of plans, conditions, documents and reports, and allow

for board comment. However, the proposed plan appears to be consistent with (a) the Davidson Comprehensive Plan, as adopted by the Board of Commissioners and amended from time to time; and, (b) all other officially adopted plans and the Planning Ordinance.

#### 4. PROCESS/NEXT STEPS

- Public Input Session: Held 8/29
- BOC Work Session: 9/4
- Planning Board Recommendation: 9/24
- BOC Public Hearing: 9/25
- BOC Decision (Tentative): 10/23

#### 5. RESOURCES & ATTACHMENTS

Resources: Links to referenced policy documents.

- Davidson Planning Ordinance (2015): <http://www.ci.davidson.nc.us/DocumentCenter/View/8499>
- Comprehensive Plan (2010): <http://www.townofdavidson.org/340/Davidson-Comprehensive-Plan>

Site Plans/Building Renderings:

- 100 North Harbor Place: Site Plan; Proposed Rendering (Approved by the DRB 8/15/18)
- 400 North Harbor Place: Site Plan; Proposed Rendering
- Updated Conditions

August 20, 2018

Mecklenburg County Land Use and Environmental Services  
2145 Suttle Avenue  
Charlotte, NC 28208

RE: Conditions for the North Harbor Club Conditional Map Amendment  
Tentative Decision – October, 2018



**Original SUP 83-1 Conditions:**

1. No automobile or marine fuel products shall be sold anywhere upon the property (unless sold on premises in the manufacturer's original can or prepackaged container as such is customarily sold by a sporting goods, convenience or other retail store); no boat repairs, or maintenance be performed upon the property; not boat ramp or boat landing area be permitted; no boat storage or sales be permitted (except from interior show room displays).
2. All improvements to the property shall conform with the maps, plans and specifications submitted by The Lake Norman Company to the Town with its application.
3. All driveways which are not covered by the Subdivision Ordinance and which serve as a necessary means of access to the business development shall be approved by the building inspector, who shall first determine that they have sufficient width and turning radii to assure unhampered ingress and egress by emergency vehicles.
4. The building units located upon the property shall be used only for the purpose specified for each such unit in the petitioner's application.
5. The petitioner must have available water and sewer service in such capacity as to be able to provide adequate service to the business development encompassed within the property for which the original special use permit is granted (83-1).
6. The existing tree and natural vegetation preservation areas running along Interstate 77 and Griffith Street shall be maximized to act as a screen between the project and such roads; in the event trees in that area die or are damaged during construction or thereafter, new trees shall be planted to maintain the screening effect.
7. No detached business or project identification sign shall be permitted except one project identification sign not to exceed 75 square feet in area, which shall be located upon the property subject to the original special use permit (83-1).
8. The petitioner shall comply with all other applicable resolutions and ordinances of the Town of Davidson and the State of North Carolina.

**New Conditions:**

9. An addition will be made to the existing structure at 100 North Harbor Place (parcel ID# 00118397) to allow for a kitchen expansion, as shown on the plans submitted with the Conditional Map Amendment application. The addition will not result in an increase in impervious area (built upon area) on this parcel.
10. An addition will be made to the existing structure at 400 North Harbor Place (parcel ID# 00118398) to allow for a new banquet facility, as shown on the plans submitted with the Conditional Map Amendment application. The addition will result in an added 1,900 square feet of impervious area (built upon area) on this parcel, bringing the total built upon area to 13,939 square feet. The added built upon area represents 15.9 percent of the existing pervious area on this parcel. This is less than 24 percent threshold allowed for expansions to existing development under Davidson Planning Ordinance Section 17.6.1.
11. No changes will be made to the structure(s) and/or site area at 200 North Harbor Place (parcel ID# 00118395), 218 North Harbor Place (parcel ID# 00118394), 300 North Harbor Place (parcel ID# 00118393), and (parcel ID# 00118396).

# NORTH HARBOR CLUB CPA





Mecklenburg

77

Davids on

100

2.60 acres

400

North Harbor Pl

100-401

100-699

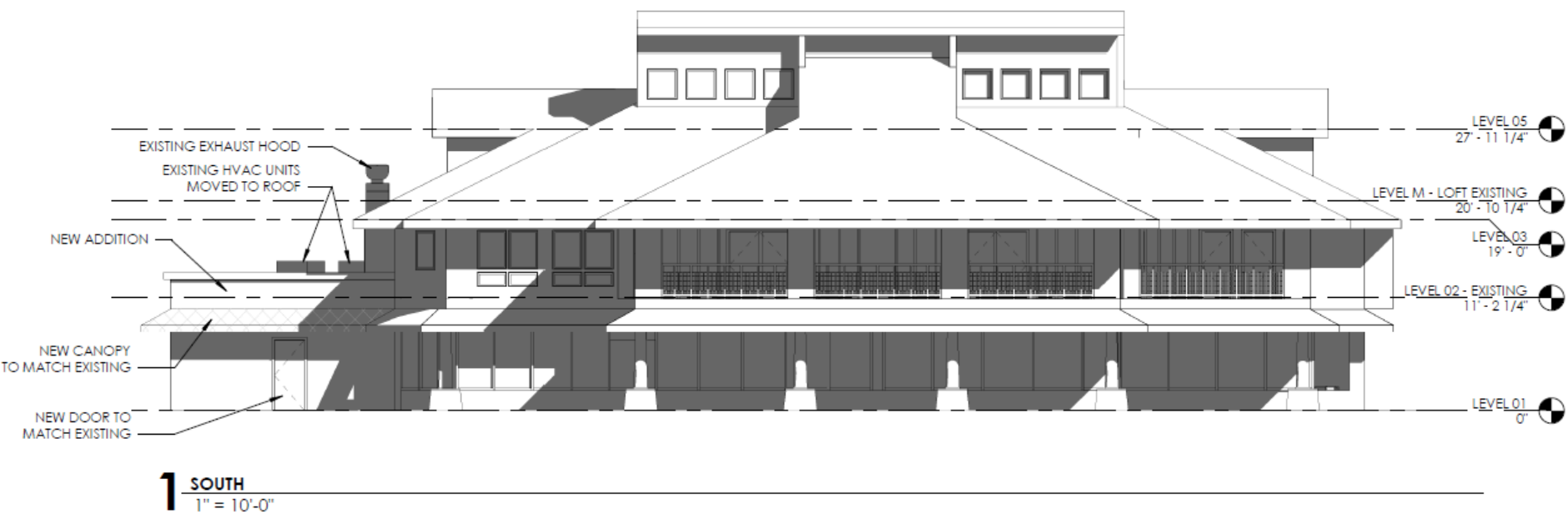
Davids on

Northwest Dr



# NORTH HARBOR CLUB CPA

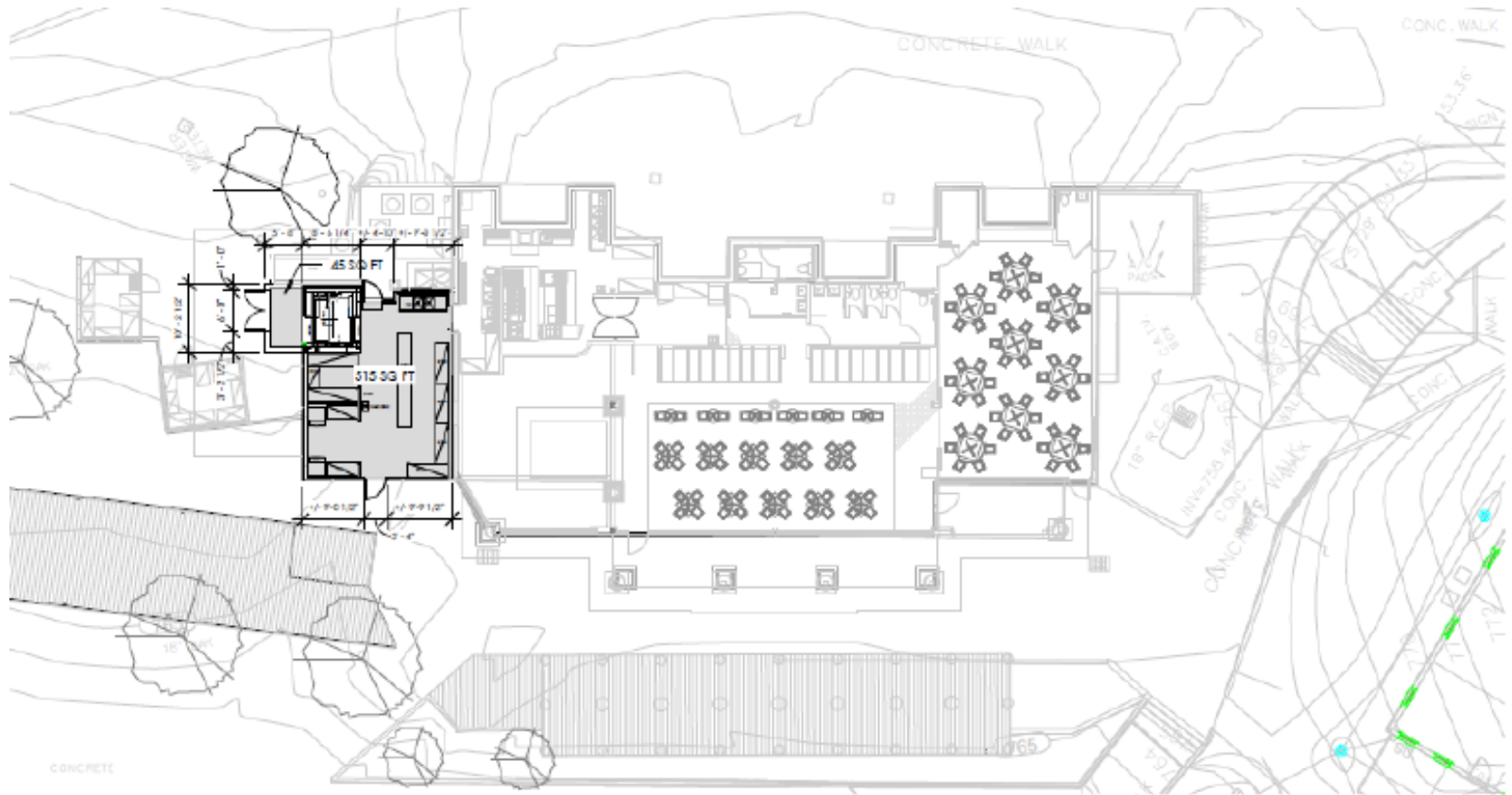
## BUILDING 100





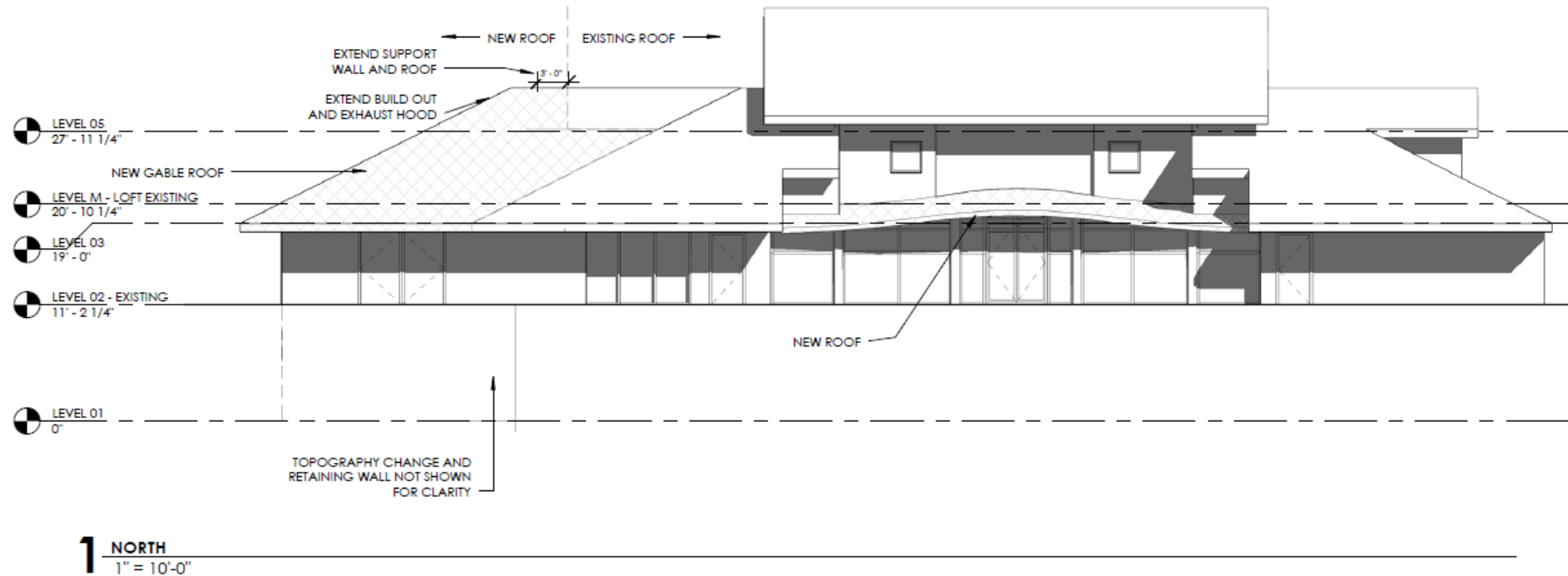
# NORTH HARBOR CLUB CPA

## BUILDING 100

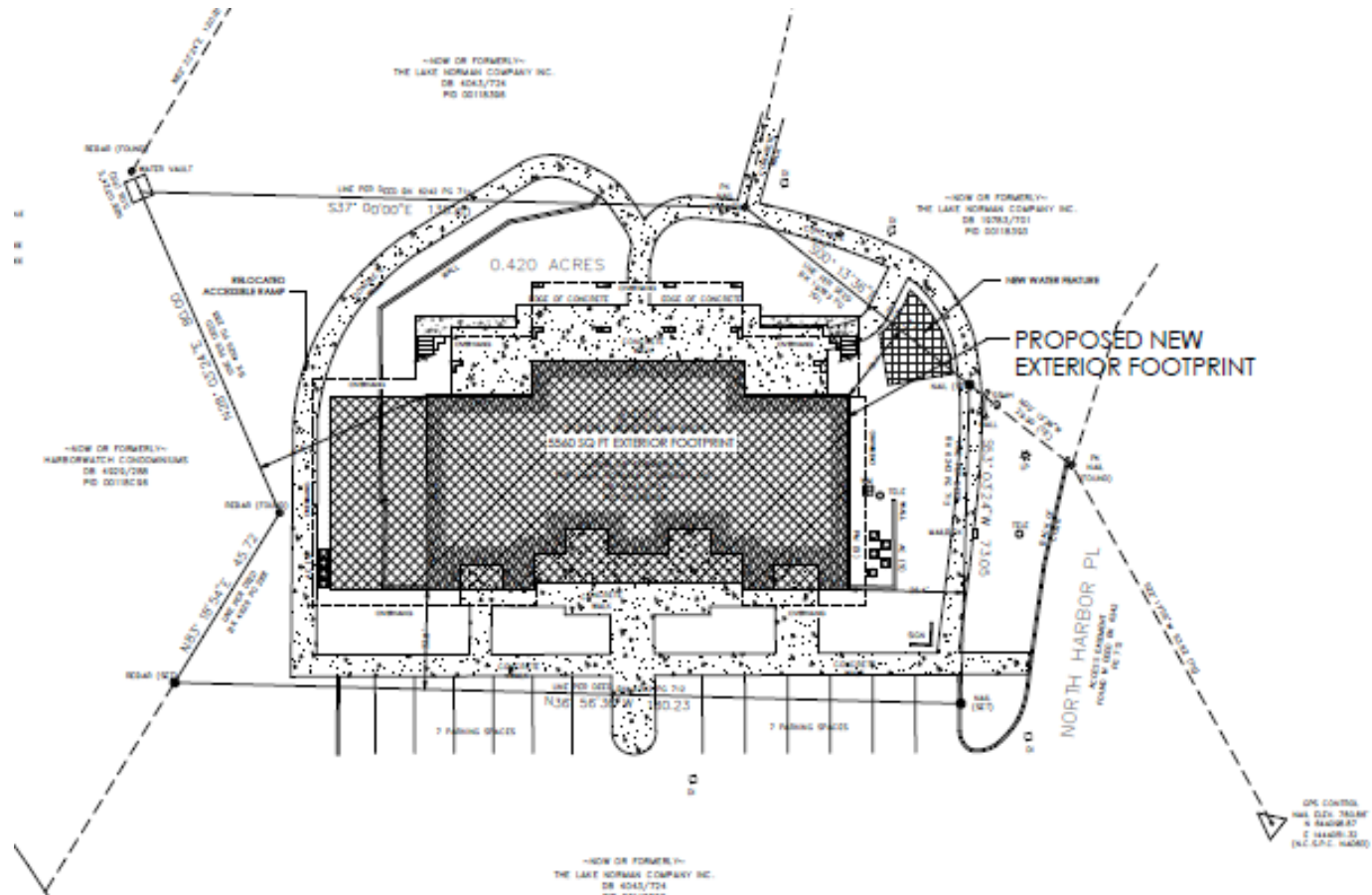


# NORTH HARBOR CLUB CPA

## BUILDING 400



# BUILDING 400



# NORTH HARBOR CLUB CPA

## PROCESS & NEXT STEPS

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- Public Input Session: 8/29
- BOC Work Session: 9/4
- Planning Board Recommendation: 9/24
- BOC Public Hearing: 9/25
- BOC Decision: 10/23 (tentative)



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**Agenda Title: Draft Noise Ordinance Revisions  
Police Chief Penny Dunn**

**Summary:** The recommended changes for the Town of Davidson noise ordinance are for the ease of understanding for residents and officers, establishment of reasonable and measurable levels of sound, and clearly defining the measuring location for officers responding to a complaint.

**Summary:**

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**ATTACHMENTS:**

	<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
▣	Agenda Memo - Draft Noise Ordinance Revisions 09.04.18	8/31/2018	Cover Memo
▣	Presentation - Draft Noise Ordinance Revisions 09.04.18	8/31/2018	Cover Memo



## Noise Ordinance Revision Recommendations

To: Davidson Board of Commissioners  
From: Penny L. Dunn, Chief of Police  
Date: August 29, 2018  
Re: Study Results and Recommendations for Changes to Noise Ordinance

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### 1. OVERVIEW

A study of like-environment-towns/cities was completed along with gathering of information related to noise related complaints and safe sound levels. The number of complaints for noise in the Town of Davidson for 2017 was 103 in total. Eleven complaints were from residents complaining of noise emanating from the Davidson College campus with seven of the eleven complaints made by one resident on Naramore Street. Other noise complaints are for a variety of reasons, including a neighbor walking or stomping loudly, music, people talking/arguing loudly, construction equipment operating, etc.

The study revealed inconsistency for municipal areas home to a small college (less than 6,000 students) for levels of sound, type of environment, location of the source, and measuring. The study included several colleges in North Carolina and one each from Ohio, Pennsylvania, and Virginia. (Belmont Abbey, Elon, Guilford, Lenoir-Rhyne, High Point, Dickinson, Denison, and Washington & Lee.) State statutes may influence enforcement capabilities. One fairly consistent factor was the time of night for infractions to be enforced. The night time hours of 11p – 7a, with no distinction for day of the week, was consistently listed for quieter levels of sound disruption and enforcement by police. Those municipalities that used decibel measuring for enforcement ranged from 52 decibels to 80 decibels. Fines for infractions ranged from \$50 to \$1,000 per infraction with some escalating for subsequent infractions. Measuring distance was split between options of a specific distance from the violators property and measuring from the complainant's property line.

Information on safe sound levels from the Environmental Protection Agency and the World Health Organization recommend a maximum of 70 decibels when there is continuous exposure. Continuous exposures are likely to occur in a work environment where hearing protection would be recommended.

The recommended changes for the Town of Davidson noise ordinance are for the ease of understanding for residents and officers, establishment of reasonable and measurable levels of sound, and clearly defining the measuring location for officers responding to a complaint.

### 2. RELATED TOWN GOALS

Core Values:



- Citizens are the heart of Davidson, so town government will treat all people fairly, with courtesy and respect.
- Open communication is essential to an engaged citizenry, so town government will seek and provide accurate, timely information and promote public discussion of important issues.
- Davidson's traditional character is that of a small, historic college town, so land planning will reflect its historic patterns of village-centered growth including connection of neighborhoods, preservation of our historic resources, conservation of rural area, and provision of public spaces.

### 3. OPTIONS/PROS & CONS

#### Pros:

- Provides consistency in ordinance language
- Establishes measuring standards and decibel levels using comparative data and scientific research
- Reduces confusion for officers and citizens with consistent days and times for infractions
- Comparison to like municipal environments
- Institutional property was added to encompass properties not previously included
- Responds to requests from board members, students, and citizens to review current ordinance

#### Cons:

- Extends hour for higher decibel level
- Increases decibel range

### 4. FYI or RECOMMENDED ACTION

Providing Board with information on ordinance as requested following study.

### 5. NEXT STEPS

Board consider proposed changes

Board makes recommendations

Board revises current ordinance and passes approved changes to ordinance

## Town of Davidson – Noise Ordinance

(recommended changes shown with strikeouts and blue font)

- **ARTICLE III. - NOISE**
- **Sec. 30-71. - Purpose.**

It is recognized that people have a right to, and should, be ensured an environment free from excessive sound and vibration that may jeopardize their health or safety or welfare or degrade the quality of their life. This article is enacted to protect, preserve and promote the health, safety, welfare and quality of life of the citizens of the town through the reduction, control and prevention of noise.

(Ord. of 8-8-2006; Ord. of 1-25-2011(1))

- **Sec. 30-72. - Standards of measurement.**

Standards, instrumentation, personnel, measurement procedures, and recording procedures to be used in the measurement of sound as provided for in this article shall be as follows:

- (1) Sound level measurement shall be made with a sound level meter using the "A" weighting scale.
- (2) Sound level meters shall be at least type two meeting American National Standard Institute Incorporated requirements.

(Ord. of 8-8-2006; Ord. of 1-25-2011(1))

- **Sec. 30-73. - Prohibited acts.**

- (a) It shall be unlawful for any person or entity to emit or cause to be emitted any noise across a property line or to a public street, sidewalk or public vehicular area or into another dwelling unit of a multi-family structure in excess of the noise levels established below:

	Time	Sound Level Limit	
		Residential & Commercial	Multi-family
Daytime hours:	<del>Sunday: Noon to 6:00 p.m.</del> <del>Monday – Thursday: 7:00 a.m. to 9:00 p.m.</del> <del>Friday: 7:00 a.m. to 11:00 p.m.</del> <del>Saturday: 8:00 a.m. to 11:00 p.m.</del>	60 dBa	55 dBa
Nighttime hours:	<del>Sunday: 6:00 p.m. to 7:00 a.m.</del> <del>Monday – Thursday: 9:00 p.m. to 7:00 a.m.</del>	55 dBa	50 dBa

	Time	Sound Level Limit	
		Residential & Commercial	Multi-family
	Friday: 11:00 p.m. to 9:00 a.m. Saturday: 11:00 p.m. to noon Sunday		

	Times	Residential	Multi-family	Commercial/Institutional
Day	7a-11p	65 dBa	60 dBa	70 dBa
Night	11p-7a	60 dBa	55 dBa	65 dBa
For construction and use of outdoor tools see Section (c) chart & Subsections 1-3				

- (b) It shall be unlawful for any person to make, continue, or cause to be made or continued any unreasonably loud and disturbing noise in the town. The following acts, among others, are declared to be loud and disturbing in violation of this section; but this enumeration shall not be deemed to be exclusive:
- (1) No person during the nighttime hours shall sound any horn or other audible signal device of a motor vehicle unless it is necessary as a warning to prevent or avoid a traffic accident.
  - (2) No person shall discharge into the ambient air the blow-down of any steam vent of the exhaust of any stationary internal combustion engine or air compressor equipment unless such discharge is through a muffler.
  - (3) No sound amplifying devices on or within motor vehicles shall emit noise in excess of 60 dBa measured at a distance of 50 feet or greater from the motor vehicle.
  - (4) No person shall possess or harbor any animal or bird which, frequently or for a continued duration, howls, barks, meows, squawks or makes other sounds which creates a noise disturbance across a residential property line which exceeds the levels established in section 30-73.
  - (5) No person shall use or fire any explosives, firearms or similar devices which create impulsive sound so as to cause a noise disturbance across a residential property line or on a public right-of-way without first obtaining a special variance issued pursuant to section 30-76.
- (c) It shall be unlawful to carry on the following activities within 300 feet of any residentially occupied structure in the town between the hours established below:

Day	Times – No Activity Between	
Monday – Friday	9p-7a	
Saturday – Sunday	9p-9a	

- (1) The operation of a refuse collection vehicle; ~~between the hours of 9:00 p.m. and 7:00 a.m.~~
- (2) The operation of earth-moving equipment; generators; pneumatically-powered, powder-actuated, or fuel cell combustion-driven tools; or construction machinery ~~and tools; between~~

~~the hours of 9:00 p.m. and 7:00 a.m. weekdays, between 9:00 p.m. Friday and 9:00 a.m. Saturday, between 9:00 p.m. Saturday and noon Sunday, and between 6:00 p.m. Sunday and 7:00 a.m. Monday.~~

- (3) The operation of lawn mowers, leaf blowers, and other domestic tools out-of-doors; ~~between the hours of 9:00 p.m. and 8:00 a.m.~~
- (4) ~~As to single family structures~~ operate or allow the operation of any sound amplification equipment so as to create sounds registering 65 dBa during daytime hours or 60 dBa during nighttime hours as measured from the complainant's property line, except in accordance with a special variance obtained from the Town of Davidson Board of Commissioners. ~~anywhere within the boundary line of the nearest residentially occupied property. (See Section (a) chart for list of daytime hours and decibel limits.)~~
- (5) ~~Operate or allow the operation of any sound amplification equipment on a regularly scheduled basis for more than 60 consecutive seconds or a total of 90 seconds per hour.~~
- (6) As to multi-family structures including apartments, condominiums, or other residential arrangements where boundary lines cannot readily be determined, operate or allow the operation of any sound amplification equipment so as to create sounds registering 60 dBa during daytime hours or 55 dBa during nighttime hours as measured from any point within the interior of another the complainant's residential unit in the same complex or within the boundary line of the nearest residentially occupied property, except in accordance with a special variance permit obtained from the Town of Davidson Board of Commissioners Police Department. (See Section (a) chart for list of daytime and nighttime hours and decibel limits.)
- (7) Any mechanical noise (other than those items referenced in subsection (c)(4) above) which registers more than 60 db(A) at the nearest complainant's property line.
- (8) The operation of an engine or standing motor vehicle or any auxiliary equipment attached to such vehicle for a period in excess of ten minutes when such vehicle is parked, for reasons other than traffic congestion, in a residential area.

(Ord. of 8-8-2006; Ord. of 1-25-2011(1))

- **Sec. 30-74. - Exceptions.**

The provisions of this article shall not apply to:

- (1) Any siren, whistle or bell lawfully used by emergency vehicles or any other alarm systems used in an emergency situation; however, burglar alarms not terminating within 30 minutes after the responsible person has been notified shall be unlawful.
- (2) Warning devices required by OSHA or other local, county, state or federal safety regulations.
- (3) Noise created by any aircraft flight operations which are specifically preempted by the Federal Aviation Administration.
- (4) Noise created by sporting events, wedding bells and publicly sponsored recreational activities such as town day and parades.

(Ord. of 8-8-2006; Ord. of 1-25-2011(1))

- **Sec. 30-75. - Enforcement.**

(a) *Enforcement officers.* The police department shall be responsible for the enforcement of this article throughout the town. The Davidson College ~~Police Department Security Force~~ shall be empowered to enforce this article within the boundaries of the Davidson College campus.

(b) *Abatement orders.*

(1) In lieu of issuing a citation as provided in section 30-75, the enforcement officer may issue an order requiring abatement of any source of noise alleged to be in violation of this article within a reasonable time period and according to guidelines which the enforcement officer prescribes.

(2) The failure to comply with an abatement order, upon proof that a violation of this article was occurring when the abatement order was issued, shall constitute a separate offense and shall be punishable by a fine of not more than \$100.00.

(c) *Citations.* Except where a person is acting in good faith to comply with an abatement order issued pursuant to this section, violation of any provision of this article shall be cause for a citation to be issued by the enforcement officer. No citation shall be issued for any violation of section 30-73 until the enforcement officer has given verbal notice to the emitter that he is in violation of this article, and the emitter has not therefore come immediately into compliance with this article.

(d) *Penalties.* Any person who violates any provision of this article shall be deemed to have committed an infraction and shall be fined for each offense a sum not to exceed \$100.00.

(Ord. of 8-8-2006; Ord. of 1-25-2011(1))

• **Sec. 30-76. - Special variances.**

(a) The board of commissioners shall have the authority, consistent with this section, to grant special variances.

(b) Any person seeking a special variance pursuant to this section shall file an application with the board of commissioners. The application shall contain information which demonstrates that bringing the source of sound or activity for which the special variance is sought into compliance with this article would constitute an unreasonable hardship on the applicant, or on the town, or on other persons. Any individual who claims to be adversely affected by allowance of the special variance may file a statement with the board of commissioners containing any information to support his claim. If the board of commissioners finds that a sufficient controversy exists regarding an application, a public hearing shall be held.

(c) In determining whether to grant or deny the application, the board of commissioners shall balance the hardship to the applicant, the town, and other persons affected; the adverse impact on property affected; and any other adverse impacts of granting the special variance. Applicants for special variances and persons contesting special variances may be required to submit any information the board of commissioners may reasonably require. In granting or denying an application, the board of commissioners shall place on public file a copy of the decision and the reasons for denying or granting the special variance.

(d) Special variances shall be granted by notice to the applicant containing all necessary conditions, including a time limit on the permitted activity. The special variance shall not become effective until

all conditions are agreed to by the applicant. Noncompliance with any condition of the special variance shall terminate it and subject the person holding it to those provisions of this article regulating the source of sound or activity for which the special variance was granted.

(e) Application for extension of time limits specified in special variances or for modification of other substantial conditions shall be treated like applications for initial special variances under subsection (b) of this section.

(f) The board of commissioners may issue guidelines, defining the procedures to be followed in applying for a special variance and the criteria to be considered in deciding whether to grant a special variance.

(Ord. of 8-8-2006; Ord. of 1-25-2011(1))





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**Agenda Title: Process for Naming of Town Parks  
Town Manager Jamie Justice**

**Summary:** The town currently has no formal process for naming of parks. With two potential parks coming online in near future, staff and the Livability Board recommend developing a process to engage community.

**Summary:**

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**ATTACHMENTS:**

Description	Upload Date	Type
▢ Agenda Memo - Process for Naming of Town Parks 09.04.18	8/31/2018	Cover Memo



## Naming Process for Town Parks

To: Davidson Board of Commissioners  
From: Jamie Justice, Town Manager  
Date: September 4, 2018  
Re: Naming Process for Town Parks

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### 1. OVERVIEW

The town currently has no formal process for naming of parks. With two potential parks coming online in near future, staff and the Livability Board recommend developing a process to engage community:

- Livability Board's Parks Subcommittee develop 3-5 potential names based on natural features and history of park land.
- Seek public input on those potential names from citizen on Open Town Hall.
- Livability Board make recommendation to Board of Commissioners, considering citizens input.
- Board of Commissioners consider Livability Board recommendation for approval by resolution.

### 2. RELATED TOWN GOALS

N/A

### 3. OPTIONS/PROS & CONS

Pros: Policy provides framework for anyone wishing to offer ideas. Engages community.

### 4. FYI or RECOMMENDED ACTION

We recommend the Board of Commissioners approve this process and we initiate it for the Park at Bailey Springs immediately.

### 5. NEXT STEPS

If approved, names the Parks Subcommittee of the Livability Board has developed will be posted on Open Town Hall for community feedback. The Livability Board will then make a recommendation to the Board of Commissioners.



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**Agenda Title: Meeting Schedule: Coffee Chats  
Town Manager Jamie Justice**

**Summary:** At the May 1, 2018 informal board meeting, the mayor and commissioners discussed options for improving the meeting schedule. In addition, the location for the coffee chats is no longer an option, necessitating a change regarding the coffee chats.

**Summary:**

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**ATTACHMENTS:**

	<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
▣	Agenda Memo - Meeting Schedule: Coffee Chats 09.04.18	8/31/2018	Cover Memo
▣	Attachment - Open Town Hall Meeting Schedule Data 09.04.18	9/4/2018	Cover Memo



## Meeting Schedule: Coffee Chats

To: Davidson Board of Commissioners  
From: Jamie Justice, Town Manager  
Date: September 4, 2018  
Re: Meeting Schedule: Coffee Chats

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### 1. OVERVIEW

At the May 1, 2018 informal board meeting, the mayor and commissioners discussed options for improving the meeting schedule. In addition, the location for the coffee chats is no longer an option necessitating a change regarding the coffee chats.

The board decided the following regarding coffee chats:

- For the coffee chats, we will cancel the May 21 coffee chat. The Board will consider hosting coffee chats at Davidson Town Hall quarterly starting in September (two at 9:00 a.m. and one at 6:00 p.m.). We will use Open Town Hall to seek citizen input.
- The mayor and commissioners will meet with citizens on their own time.

Open town hall was utilized to solicit citizen feedback. Attached are the results from that question.

Town staff has discussed the options for coffee chats:

Option 1: Resume coffee chats but change the frequency to quarterly or every fifth Monday schedule.

Option 2: Discontinue coffee chats.

Staff recommends option 2 as the board has already increased its meeting schedule and engagement opportunities with the public therefore a coffee chat is not needed. In addition, the nature and format of the coffee chats have not proven to be particularly effective. If the board decides it wants to continue coffee chats, then staff would recommend Option 1 of only doing it quarterly.

### 2. RELATED TOWN GOALS

#### **Strategic plan:**

Community Engagement Goal:

Tactical priority 1: create new approach to board meetings

#### **List core value(s):**

Open communication is essential to an engaged citizenry, so town government will seek and provide accurate, timely information and promote public discussion of important issues.

**Constituents served:**

All citizens

### **3. OPTIONS/PROS & CONS**

Option 1: Resume coffee chats but change the frequency to quarterly or every fifth Monday schedule.

Pros:

Quarterly or every fifth Monday would be a more appropriate frequency

Cons:

Some citizens would want to return to the monthly frequency.

Additional staff time.

Option 2: Discontinue coffee chats.

Pros:

No longer have a forum that has proven to not be particularly effective.

Does not add additional board meeting time.

Cons:

No longer have a citizen engagement opportunity for the board.

Some citizens would want to return to having coffee chats.

### **4. FYI or RECOMMENDED ACTION**

Staff recommends option 2 as the board has already increased its meeting schedule and engagement opportunities with the public therefore a coffee chat is not needed. In addition, the nature and format of the coffee chats have not proved to be particularly effective. If the board decides it wants to continue coffee chats, then staff would recommend Option 1 of only doing it quarterly.

### **5. NEXT STEPS**

If the board selects option 2, no further action is needed. If the board selects options 1, we will move forward to update the meeting schedule, secure the meeting space, and start either in October or the next quarterly/5<sup>th</sup> Monday opportunity.

# Please share your thoughts on Davidson Coffee Chats and Meeting Schedule

i	Summary Of Registered Responses	2
<hr/>		
ii	Individual Registered Responses	4
<hr/>		



## Please share your thoughts on Davidson Coffee Chats and Meeting Schedule

What are your thoughts on the meeting schedule and coffee chats?. Please complete the survey.

### Summary Of Registered Responses

As of July 9, 2018, 10:26 AM, this forum had:

Attendees: 56

Registered Responses: 11

Minutes of Public Comment: 33

This topic started on May 11, 2018, 8:58 AM.

**What type of meeting would be beneficial to you for an open Q&A session with our elected officials?**

#### Average Priorities

Monthly coffee chats at Davidson Town Hall (alternating 9:00 a.m. and 6:00 p.m. start times to accommodate schedules)

Quarterly coffee chats at another location (alternating 9:00 a.m. and 6:00 p.m. start times to accommodate schedules)

Quarterly coffee chats at Davidson Town Hall (alternating 9:00 a.m. and 6:00 p.m. start times to accommodate schedules)

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**If you selected "quarterly coffee chats at another location" as your top priority, where do you recommend holding these coffee chats?**

Answered 5

Skipped 6

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**What are your OTHER ideas for Q&A sessions with the elected officials:**

Answered 7

Skipped 4

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**What is your reaction to the overall new schedule (work sessions on the first and second Tuesday, regular meeting on the fourth Tuesday, all with agendas, all with a 6:00 p.m. start time)?**

Please share your thoughts on Davidson Coffee Chats and Meeting Schedule

What are your thoughts on the meeting schedule and coffee chats?. Please complete the survey.

Answered	9
Skipped	2

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## Please share your thoughts on Davidson Coffee Chats and Meeting Schedule

What are your thoughts on the meeting schedule and coffee chats?. Please complete the survey.

### Individual Registered Responses

Robert Cameron (registered)

May 11, 2018, 11:08 AM

**What type of meeting would be beneficial to you for an open Q&A session with our elected officials?**

#### My Priorities

Monthly coffee chats at Davidson Town Hall (alternating 9:00 a.m. and 6:00 p.m. start times to accommodate schedules)

Quarterly coffee chats at Davidson Town Hall (alternating 9:00 a.m. and 6:00 p.m. start times to accommodate schedules)

Quarterly coffee chats at another location (alternating 9:00 a.m. and 6:00 p.m. start times to accommodate schedules)

**If you selected "quarterly coffee chats at another location" as your top priority, where do you recommend holding these coffee chats?**

No response

**What are your OTHER ideas for Q&A sessions with the elected officials:**

I don't have any magic solutions, but I am frustrated at Coffee Chats over the past year, which have devolved from previously being open and inquiring

exchanges, to being dominated by a small, vocal group with a narrow agenda. Possibly limiting the amount of time that is spent on a given topic would help?

Possibly limiting remarks by each individual to one, maybe two, to avoid speakers repeatedly, beating the same poor defunct equine beast.

Whatever the solution, please keep Davidson from being driven by decibels, whatever the topic, thanks.

**What is your reaction to the overall new schedule (work sessions on the first and second Tuesday, regular meeting on the fourth Tuesday, all with agendas, all with a 6:00 p.m. start time)?**

No opinion.

Mike Roman (registered)

May 11, 2018, 2:08 PM

**What type of meeting would be beneficial to you for an open Q&A session with our elected officials?**

#### My Priorities

Monthly coffee chats at Davidson Town Hall (alternating 9:00 a.m. and 6:00 p.m. start times to accommodate schedules)

Quarterly coffee chats at Davidson Town Hall (alternating 9:00 a.m. and 6:00 p.m. start times to accommodate schedules)

## Please share your thoughts on Davidson Coffee Chats and Meeting Schedule

What are your thoughts on the meeting schedule and coffee chats?. Please complete the survey.

Quarterly coffee chats at another location (alternating 9:00 a.m. and 6:00 p.m. start times to accommodate schedules)

**If you selected "quarterly coffee chats at another location" as your top priority, where do you recommend holding these coffee chats?**

The location is not as important as having a location large enough to accomodate everyone who wants to come.

(The coffee and casual environment of the Egg was nice).

**What are your OTHER ideas for Q&A sessions with the elected officials:**

My top priority was monthly chats as opposed to quarterly to provide more opportunities to get together. Since I work during the day, It's impossible for me to get to the 9:00 AM meetings. If they alternated and were only held quarterly, that would only leave two available meetings per year.

**What is your reaction to the overall new schedule (work sessions on the first and second Tuesday, regular meeting on the fourth Tuesday, all with agendas, all with a 6:00 p.m. start time)?**

Sounds good. Again, since I work about an hour commute away until 5:00, the previous 4:00 work sessions were always impossible to get to.

Name not shown (registered)

May 12, 2018, 8:06 AM

**What type of meeting would be beneficial to you for an open Q&A session with our elected officials?**

### My Priorities

Quarterly coffee chats at another location (alternating 9:00 a.m. and 6:00 p.m. start times to accommodate schedules)

Quarterly coffee chats at Davidson Town Hall (alternating 9:00 a.m. and 6:00 p.m. start times to accommodate schedules)

**If you selected "quarterly coffee chats at another location" as your top priority, where do you recommend holding these coffee chats?**

Until 18 months or so ago, coffee chats were a great informal forum where folks could gather with their Davidson neighbors and town officials and staff for collegial and respectful information sharing and discussion. The chats produced some terrific ideas while strengthening community bonds. Thanks to a small, outspoken, rude group of individuals, however, these chats devolved into forums for pet issues and disrespectful treatment of fellow citizens and town staff. I'd recommend first off that you (Rusty and the board) reset the intended tone and purpose of these meetings back to their original concept, and that you then actively require all attendees abide by such standards for open communication, collaboration, and decorum. I'd also suggest that rotating the chats to a different part of town each quarter would help engage a broader range of citizens.

## Please share your thoughts on Davidson Coffee Chats and Meeting Schedule

What are your thoughts on the meeting schedule and coffee chats?. Please complete the survey.

### What are your OTHER ideas for Q&A sessions with the elected officials:

Whether in coffee chats, regular board meetings, or other public forums, the sessions of the last 18 months have been characterized by disrespectful, one-sided, and often just plain rude and mean behavior by a small number of individuals toward their fellow citizens and town staff. Citizens have been slandered (based on lies, not facts) from the podium. Hard-working staff has been repeatedly mocked with "songs" and props. Rusty, I highly doubt this kind of behavior would have been tolerated in the lost Davidson paradise of your father's tenure. I appreciate your having led public comment policy changes to address the behavior, yet then I watch as you do nothing as it continues to happen -- always from the mouths of the same half-dozen or so people -- in meeting after meeting. Rusty and Board -- please stop permitting a small group of loud, mean people to dominate these forums and set town priorities around their pet issues. There's another 13,000 of us who, respectfully, would like to return Davidson to a place where neighborliness, kindness, and decorum define the town's character.

### What is your reaction to the overall new schedule (work sessions on the first and second Tuesday, regular meeting on the fourth Tuesday, all with agendas, all with a 6:00 p.m. start time)?

6pm start time is good. Please also set a reasonable END time (I'd recommend 7:30) and MANAGE to it, for the sake of citizens, staff, and yourselves. A 4 hour town meeting is not a format that enables regular engagement by the average citizen. Rusty and some of new board indicated when elected that they'd manage these meetings down to reasonable duration. Yet the last 6 months have seen by far the longest, and least productive, board meetings in years.

Name not shown (registered)

May 12, 2018, 9:11 AM

### What type of meeting would be beneficial to you for an open Q&A session with our elected officials?

No response

### If you selected "quarterly coffee chats at another location" as your top priority, where do you recommend holding these coffee chats?

No response

### What are your OTHER ideas for Q&A sessions with the elected officials:

No response

### What is your reaction to the overall new schedule (work sessions on the first and second Tuesday, regular meeting on the fourth Tuesday, all with agendas, all with a 6:00 p.m. start time)?

No response

joan adams (registered)

May 12, 2018, 11:12 AM

### What type of meeting would be beneficial to you for an open Q&A session with our elected officials?

## Please share your thoughts on Davidson Coffee Chats and Meeting Schedule

What are your thoughts on the meeting schedule and coffee chats?. Please complete the survey.

### My Priorities

Quarterly coffee chats at another location (alternating 9:00 a.m. and 6:00 p.m. start times to accommodate schedules)

**If you selected "quarterly coffee chats at another location" as your top priority, where do you recommend holding these coffee chats?**

I recommend that an apology be sent to The Egg for the rudeness of the people and the commissioners. Then, continue at The Egg. Also, suggest that people attending the meeting leave a tip for the workers.

**What are your OTHER ideas for Q&A sessions with the elected officials:**

No response

**What is your reaction to the overall new schedule (work sessions on the first and second Tuesday, regular meeting on the fourth Tuesday, all with agendas, all with a 6:00 p.m. start time)?**

I feel that specific topics are better than an agenda. Also, commissioners need to introduce themselves. Guidelines for civility is not followed. The last participants in the "chat" had personal agendas. This was very disturbing.

William Boehmler (registered)

May 12, 2018, 1:35 PM

**What type of meeting would be beneficial to you for an open Q&A session with our elected officials?**

### My Priorities

Monthly coffee chats at Davidson Town Hall (alternating 9:00 a.m. and 6:00 p.m. start times to accommodate schedules)

Quarterly coffee chats at Davidson Town Hall (alternating 9:00 a.m. and 6:00 p.m. start times to accommodate schedules)

Quarterly coffee chats at another location (alternating 9:00 a.m. and 6:00 p.m. start times to accommodate schedules)

**If you selected "quarterly coffee chats at another location" as your top priority, where do you recommend holding these coffee chats?**

No response

**What are your OTHER ideas for Q&A sessions with the elected officials:**

No response

**What is your reaction to the overall new schedule (work sessions on the first and second Tuesday, regular meeting on the fourth Tuesday, all with agendas, all with a 6:00 p.m. start time)?**

Makes sense. Would allow most people to attend work sessions. May make the fourth Tuesday with citizen



## Please share your thoughts on Davidson Coffee Chats and Meeting Schedule

What are your thoughts on the meeting schedule and coffee chats?. Please complete the survey.

opportunity to speak run rather late into the evening.

Carol Jones (registered)

May 13, 2018, 5:35 AM

**What type of meeting would be beneficial to you for an open Q&A session with our elected officials?**

### My Priorities

Monthly coffee chats at Davidson Town Hall (alternating 9:00 a.m. and 6:00 p.m. start times to accommodate schedules)

**If you selected "quarterly coffee chats at another location" as your top priority, where do you recommend holding these coffee chats?**

No response

### What are your OTHER ideas for Q&A sessions with the elected officials:

Q&A sessions should focus on specific topics and be announced prior to the meeting. This will allow citizens concerned about the specific topics to ask questions and listen to other comments about those topics. The loose structure and "no agenda" of the Coffee Chats have turned them into little more than complaining sessions for the "vocal minority."

Ask citizens to submit topics or questions via the website and/or the CivicMobile app, or provide a short survey form at the meeting. You'll then have a running list from which the Commissions can select a topic of discussion for the next meeting.

Commissioners can kick-off the Q&A session with a short overview of the topic, so that it sets the stage for citizens to provide their feedback, ask questions, and propose ideas. The Mayor (or facilitator) should ensure that both "sides" of an issue have exposure. Commissioners should be prepared to answer questions.

Commissioners and citizens who are speaking should be asked to stand up and speak into a microphone, so they can be both seen and heard in the taped video.

Schedule "Lunch and Learn" sessions at Town Hall, where people can bring their own lunch and spend time with a Board Member or a Department Head who can talk about a topic-of-the-day and get citizen feedback.

**What is your reaction to the overall new schedule (work sessions on the first and second Tuesday, regular meeting on the fourth Tuesday, all with agendas, all with a 6:00 p.m. start time)?**

Scheduling all meetings at 6:00 p.m. gives those working 9 to 5 the opportunity to attend, but not everyone has a 9 to 5 work schedule or wants to be out after dark, especially when the meeting runs late.

Cathleen Santeiu (registered)

May 13, 2018, 5:39 AM

**What type of meeting would be beneficial to you for an open Q&A session with our elected officials?**

### My Priorities

## Please share your thoughts on Davidson Coffee Chats and Meeting Schedule

What are your thoughts on the meeting schedule and coffee chats?. Please complete the survey.

Monthly coffee chats at Davidson Town Hall (alternating 9:00 a.m. and 6:00 p.m. start times to accommodate schedules)

**If you selected "quarterly coffee chats at another location" as your top priority, where do you recommend holding these coffee chats?**

No response

**What are your OTHER ideas for Q&A sessions with the elected officials:**

Provide a survey form at meetings to gather more feedback from citizens instead of relying on just the vocalized input.

Broaden and promote the use of the on-line "Open Town Hall" to collect questions, identify priorities, and gather more input from citizens.

**What is your reaction to the overall new schedule (work sessions on the first and second Tuesday, regular meeting on the fourth Tuesday, all with agendas, all with a 6:00 p.m. start time)?**

What's the difference between a work session and a regular meeting? They need to be distinctly different, otherwise you will just be holding three meetings a month, with one being longer than the other two because of the added opportunity for citizens to speak.

The work sessions should be reserved to study, analyze, and clarify specific issues, and include public input.

No decisions should be made except in regular meetings. Therefore, I think there should be no public input during regular meetings, just in the work sessions.

All work session topics should include use of the on-line "Open Town Hall" to gather more input than from just the same few vocal speakers.

Nancy Gardner (registered)

May 14, 2018, 1:32 PM

**What type of meeting would be beneficial to you for an open Q&A session with our elected officials?**

### My Priorities

Quarterly coffee chats at another location (alternating 9:00 a.m. and 6:00 p.m. start times to accommodate schedules)

Monthly coffee chats at Davidson Town Hall (alternating 9:00 a.m. and 6:00 p.m. start times to accommodate schedules)

**If you selected "quarterly coffee chats at another location" as your top priority, where do you recommend holding these coffee chats?**

Some place similar to the Egg so folks can enjoy beverages--and it adds to the informality of the sessions. But would like them to be monthly rather than quarterly.

**What are your OTHER ideas for Q&A sessions with the elected officials:**

Try to encourage some other folks besides the SD people to attend.

## Please share your thoughts on Davidson Coffee Chats and Meeting Schedule

What are your thoughts on the meeting schedule and coffee chats?. Please complete the survey.

**What is your reaction to the overall new schedule (work sessions on the first and second Tuesday, regular meeting on the fourth Tuesday, all with agendas, all with a 6:00 p.m. start time)?**

no opinion here

Name not shown (registered)

May 14, 2018, 1:39 PM

**What type of meeting would be beneficial to you for an open Q&A session with our elected officials?**

### My Priorities

Monthly coffee chats at Davidson Town Hall (alternating 9:00 a.m. and 6:00 p.m. start times to accommodate schedules)

Quarterly coffee chats at another location (alternating 9:00 a.m. and 6:00 p.m. start times to accommodate schedules)

**If you selected "quarterly coffee chats at another location" as your top priority, where do you recommend holding these coffee chats?**

No response

**What are your OTHER ideas for Q&A sessions with the elected officials:**

No response

**What is your reaction to the overall new schedule (work sessions on the first and second Tuesday, regular meeting on the fourth Tuesday, all with agendas, all with a 6:00 p.m. start time)?**

No response

Donna Pollack (registered)

May 14, 2018, 8:32 PM

**What type of meeting would be beneficial to you for an open Q&A session with our elected officials?**

### My Priorities

Quarterly coffee chats at Davidson Town Hall (alternating 9:00 a.m. and 6:00 p.m. start times to accommodate schedules)

Quarterly coffee chats at another location (alternating 9:00 a.m. and 6:00 p.m. start times to accommodate schedules)

**If you selected "quarterly coffee chats at another location" as your top priority, where do you recommend holding these coffee chats?**

DCPC Fellowship Hall

DUMC Fellowship Hall

## Please share your thoughts on Davidson Coffee Chats and Meeting Schedule

What are your thoughts on the meeting schedule and coffee chats?. Please complete the survey.

### **What are your OTHER ideas for Q&A sessions with the elected officials:**

I would prefer that at least two board members be in attendance. I do not like one on one meetings with a commissioner and citizen.

### **What is your reaction to the overall new schedule (work sessions on the first and second Tuesday, regular meeting on the fourth Tuesday, all with agendas, all with a 6:00 p.m. start time)?**

I like the idea of having public comments at the last work session but worry about the timing of a vote if it is to take place on that same night.



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**Agenda Title: Board of Adjustments  
Town Attorney Cindy Reid**

**Summary:** The Board of Adjustment hears cases concerning ordinance interpretations, requests, or appeals for variances. Historically, all members of the Planning Board also serve as members of the Board of Adjustment, either presently serving or serving as alternates. The five presently serving members are elected by the Planning Board and include an ETJ representative.

**Summary:**

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**ATTACHMENTS:**

Description	Upload Date	Type
□ Agenda Memo - Board of Adjustments Discussion 09.04.18	8/31/2018	Cover Memo



## Board of Adjustments

To: Davidson Board of Commissioners

From: Cindy Reid

Date: Sep. 4, 2018

Re: Discussion of Board of Commissioners assuming duties of the Board of Adjustment

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### 1. OVERVIEW

The Board has asked staff for a short critique of why it should or shouldn't assume the duties of the Board of Adjustment (BOA). Per our planning ordinance, the BOA is the Planning Board. Text amendments to Chapter 13 of the Planning Ordinance can reassign the BOA duties to the BOC. Land use decisions can be grouped into four categories: legislative, quasi-judicial, advisory, and administrative. Governing boards usually make legislative decisions but can make quasi-judicial decisions. Planning boards usually make advisory decisions but can make quasi-judicial decisions. In NC, quasi-judicial decisions are most often assigned to boards of adjustment, appointed by the governing board. It really doesn't matter which board is making quasi-judicial decisions so long as rules for that type of decision are followed.

The main reason for the governing board not to make quasi-judicial decisions is because it places board members in a lose-lose predicament. As an elected official, a board member wants to be responsive to the desires of constituents. Elected officials involved in a quasi-judicial hearing may not engage in "ex parte" discussions with community members (not just the parties) about the pros and cons of the case. This can be frustrating to citizens who feel as if it is the elected official's job to listen to their concerns. It can also be exasperating to an elected official to have to respond to a citizen that an issue cannot be discussed. Unfortunately, doing the right thing by the legal criteria may cost votes at the next election. On the other hand, failure to follow the strict legal criteria in order to satisfy constituents runs the risk of a potentially bad lawsuit.

An added reason to delegate the quasi-judicial role to another board (planning or separately appointed) is time. In the past, the town has had few quasi-judicial hearings; however, we have seen an increase in the last two years. Depending upon what is being appealed or sought, the record and written and oral arguments can consume many hours of time to be sufficiently reviewed, debated, and discussed. Only the town board can adopt the budget, ordinances and provide overall policy direction. These duties cannot be delegated, but the quasi-judicial role can.

Of course, the governing board may want to make all final decisions. Keep in mind that decisions made by the BOC and BOA are appealable to the superior court, so no decision is actually final. Nonetheless, if the BOC wants to be the final decision maker at the local level for both legislative and quasi-judicial decisions, this is the only way to do so.



## 2. RELATED TOWN GOALS

Legislative policy decisions involves the entire community.

Quasi- judicial decisions only involve the parties before the board, and those with standing to challenge.

## 3. OPTIONS/PROS & CONS

- Board of Adjustment remains with Planning Board
- Board of Adjustment is a separate board appointed by the Board of Commissioners
- Board of Commissioners assumes role of Board of Adjustment

Pros:

All decisions, except administrative, are made by the BOC.

Cons:

Difficult for a legislative policy making body to conduct quasi- judicial hearings, no ex parte communications allowed, no pre-determined opinion allowed, failure to follow strict quasi-judicial rules could lead to a damaging lawsuit, takes focus away from what the BOC does best which is to give direction, set policies, and engage with constituents, time consuming and more meetings.

## 4. FYI or RECOMMENDED ACTION

Discussion only.

## 5. NEXT STEPS

Next steps depend on the direction of the BOC. Options 2 or 3 will require text amendments to the Planning Ordinance.



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**Agenda Title: Upcoming Agenda Items**  
**Town Manager Jamie Justice**  
**Summary:** Overview of topics at upcoming meetings.

**Summary:**

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**ATTACHMENTS:**

Description	Upload Date	Type
□ Upcoming Agenda Items September 2018	8/31/2018	Cover Memo

## Upcoming agenda items for September 2018

08-31-2018\*

\*items subject to change

### September 4<sup>th</sup> work session 6PM

Downtown Public gathering spot/Farmer's Market Improvements with update from Stantec

North-South Connector Study update by Bill Thunberg, LNTC

Pay Study Update by Susan Manning, Consultant

Proposed Noise Ordinance revisions

Discuss future Coffee Chats held quarterly

North Harbor Club Conditional Planning Area work session

Process for naming of town parks

Board of Adjustment Members – Town Board or Planning Board

Opportunity for Miscellaneous/Open Discussion

### September 11<sup>th</sup> work session 6PM

Presentation by Kurt Naas on the Lingle Hut restoration project

Sidewalks discussion of option 1 (Grey/Spring)

Pay Study Presentation by Susan Manning, Consultant

Historic Preservation Goal status report

Rules of Procedure for Commissioners voting via phone

Commissioner Reports

### September 20<sup>th</sup> Mini-retreat 11:30AM-4PM

Planning & Zoning Decisions and Growth Management Tools with Adam Lovelady, Associate Professor of Public Law & Government, UNC School of Government

Affordable Housing Strategy

### September 25<sup>th</sup> regular meeting 6PM

Swearing In Ceremony for (4) Davidson Police Officers

Recognition of Ralph Quackenbush for 20 years of service to the Town

Davidson Day TERFA Bonds – Public Hearing

North Harbor Club Conditional – Public Hearing

251 South Street Property acquisition and financing update

On horizon (not exhaustive list)

- Planning work plan items – Tree ordinance Sept/Oct
- Comp plan starts in September
- North Harbor Club Conditional approval (Oct)
- Park at Beatty Task Force Update #2 (Oct)
- FEMA Floodplain maps approval (Oct)
- Advisory Board Nominations (Oct)
- North Corridor Study by CATS status report (Oct)
- Public Facilities/251 South St. property – financing next steps/final actions (Close by Dec.)
- 2019 Legislative Agenda (Nov)
- PSB: surveying and engineering phase results back to board and public for input (likely fall)
- Exit 30: finish construction; engage DOT for additional landscaping (fall)
- I-77: finish project by end of 2018; Turnpike authority communications on how it works (fall)



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**Agenda      Miscellaneous/Open Discussion**

**Title:**      **Summary:** This is an opportunity for Commissioners to present or discuss any topics not previously listed on the agenda.

**Summary:**

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**ATTACHMENTS:**

**Description**

**Upload Date**

**Type**

No Attachments Available