

**Town of Montreat
Board of Commissioners
Special Meeting
June 29, 2009 – 4:00 p.m.
Town Services Office**

The Montreat Board of Commissioners held a Special Meeting on June 29, 2009 at 4:00 p.m. in the Town Services Office. Present among the Board were Mayor Letta Jean Taylor, Commissioner Bill Hollins, Commissioner Jack McCaskill and Commissioner O'Neil Tate. Mayor Pro Tem Eric Nichols arrived at 4:07 p.m. Commissioner Ruth Currie arrived at 4:10 p.m. Representing Town Staff were Town Administrator Ron Nalley, Public Works Director Charlie Caldwell, Town Clerk Misty R. Gedlinske and Building Inspector/Code Administrator David Currie. Dale Pennell and Rebecca Johnson of McGill Associates, along with two other members of the public also attended. Mayor Taylor called the meeting to order and gave the invocation.

Agenda Adoption

Commissioner McCaskill moved to adopt the meeting agenda as presented. Commissioner Tate seconded and the motion carried 4/0.

2009-2010 Fiscal Year Budget Ordinance Review

Mr. Nalley presented and reviewed the final 2009-2010 Fiscal Year Budget Ordinance as adopted at the June 25 Special Meeting. He also presented and reviewed proposed Fiscal Year 2008-2009 Budget Amendment #6, which he explained was necessary to cover Administration Department expenditures. Commissioner Tate moved to adopt Fiscal Year 2008-2009 Budget Amendment #6 as presented. Commissioner McCaskill seconded and the motion carried 4/0.

Proposed Montreat General Ordinance Chapter D, Article IV "Street Standards"

Mr. Nalley introduced Rebecca Johnson and Dale Pennell of McGill Associates, who were present to answer any technical or engineering-related questions the Board or members of the public may have. The Board reviewed the most recent revisions to the proposed ordinance as follows:

General Requirements: Mr. Nalley noted that this section included language prohibiting private streets within the Town's existing corporate limits.

General Design Principles – Streets: Ms. Johnson suggested that the language in this section stating that "streets shall be designed as the main public space of the Town and shall be scaled to the pedestrian" may need further clarification. Mr. Nalley explained that large buildings close to the roadway with narrow sidewalks should be avoided in order to ease pedestrian travel between locations or structures. Commissioner Currie felt that new streets should blend aesthetically into existing neighborhoods. Ms. Johnson also suggested that once the Comprehensive Pedestrian Master Plan was completed, the Board may want to consider cross-referencing that document to the street and sidewalk standards found in this ordinance. Mr. Nalley explained that the Montreat Landcare Committee planned to re-apply for grant funding to complete the Comprehensive Pedestrian Master Plan. He stated that although the Plan was not adopted by the

Board, it had been referenced in this ordinance because it would provide detailed information on the areas where sidewalks, trails and walking paths were to be installed. Commissioner Currie suggested that language should be added to the ordinance to indicate that a final Comprehensive Pedestrian Master Plan had not been adopted. Mayor Pro Tem Nichols suggested removing references to roundabouts and laterals shifts. Mr. Pennell explained that there were several varieties of both of these types of traffic control devices, some of which may be appropriate in future development areas. Mr. Nalley said staff recommended including them in the ordinance for this reason.

Street Engineering and Design Specifications: Mr. Nalley explained that this section was intended to prevent subdivision creation without adequate street access. He said that if there were no platted streets to the subdivision or if the existing street was not designed to handle the increased traffic load the developer would be required upgrade the street to the appropriate standard. Mayor Pro Tem Nichols suggested the language stating that “New development shall generally front on existing publicly maintained streets, and shall be required to upgrade those streets to meet the standards of this Section and the Ordinance Regulating the Extension of Public Utilities and Streets” be changed to remove the word “generally.” Commissioner Currie felt that new development should be defined more clearly, and suggested revising this section to state that “Any new development that fronts an existing platted street or publicly maintained road and shall be required to upgrade those streets to meet the standards of this Section and the Ordinance Regulating the Extension of Public Utilities and Streets.” Mr. Pennell suggested the use of “adjoin” instead of “front.” Mr. Nalley was concerned about how to include language addressing a situation where a new subdivision was created in a more remote area that did not adjoin an existing street or other development. After further brief discussion, staff agreed to work on further revisions to this section.

Street Materials: Mr. Pennell explained that the road composition standards included in the proposed ordinance were derived from Section 1026 of the North Carolina Department of Transportation’s Standard Specifications for Roads and Structures. Commissioner McCaskill asked staff to ensure that access to either a paper or electronic copy of the NCDOT’s full document was available in the Town Services Office.

Sidewalks: After discussion, the Board agreed by consensus to leave the references to a Comprehensive Pedestrian Master Plan unchanged. Commissioner McCaskill asked that the abbreviation for Aggregate Base Course “(ABC)” be included with the term’s definition for easier understanding in later sections of the ordinance. Mr. Pennell asked that the language pertaining to sidewalk thickness be clarified to include the types of materials approved for sidewalk construction. Commissioner Currie referred to certain pervious materials used for sidewalks in other areas and asked that the ordinance be written to include their use in Montreat as an alternative to concrete or asphalt. After discussion, the Board agreed by consensus for staff to revise this section to state that sidewalks shall be composed of materials approved by the Town, and must meet a minimum depth of four inches if concrete or asphalt is used.

Bike Paths: In response to Commissioner McCaskill's concerns about the use of "may" in this section, Mr. Nalley explained that this word was chosen to allow the option of bike lanes where appropriate without requiring their installation in all new development areas if a suitable location for them was not available.

Cul-de-sacs: Ms. Johnson noted discrepancies in the cul-de-sac termination and radius lengths listed in this section. Staff will revise this section for consistency.

Intersections: Mayor Pro Tem Nichols asked for clearer language stating that the proposed ordinance would apply to all newly-constructed streets. Mayor Taylor asked how the ordinance would affect the intersection of Texas Road and Assembly Drive. Mr. Nalley said that if enough right-of-way area was available, staff would usually recommend that new intersections or those being upgraded or repaired should be made as close to 90 degrees as possible.

Curbs and Drainage: Mr. Pennell explained that the recommendations included in this section were made in response to NCDOT specifications that would ensure adequate safety and runoff control through the use of different curbing and drainage methods depending on the location and road grade of the area.

Minimum Width of Shoulder or Berms: Mr. Pennell stated that the minimum shoulder widths specified in the table referenced in this section were reasonable and adequate for proper utility line maintenance and pedestrian use. Mr. Currie said they would also provide space for bioretention areas and other alternative stormwater control measures. Mr. Pennell also pointed out that the use of certain pervious shoulder materials wherever practical may provide a wider turning radius for large vehicles such as emergency or utility equipment without damaging the road surface.

Posted Speed Limits: Mr. Pennell noted that the maximum Town speed limit in this section of 20 miles per hour did not correspond to the design speeds listed for certain streets in Table 1. Mr. Nalley explained that the posted speed limit was higher than 20 miles per hour in certain locations and the design speeds listed in Table 1 were chosen to ensure that the road design was compatible with actual traffic speeds.

Specific Requirements: Mr. Pennell referred to Figure 1 in this section and explained that the tack coat, intermediate course and base course layers shown would be required on an as-needed basis depending on the vehicle weight and traffic amount the proposed new road was being designed to carry. Ms. Johnson pointed out that the Standard Proctor Test compaction requirements had been raised from 95% to 100% compaction. She explained that this was recommended based on NCDOT requirements, and that this standard was not as difficult, expensive or time-consuming as with the Modified Proctor Test. She stated that a 100% compaction result would greatly increase the longevity of the Town's road system and was comparable to standards used in many other municipalities.

After brief discussion, the Board directed staff to revise the ordinance draft to reflect the revisions and comments from this meeting and present it for further consideration at the July 2 Agenda Meeting. Mayor Taylor said the Council could consider formal adoption after the public hearing on this matter at the July 9 Town Council Meeting.

Texas Road Bridge Replacement

Mr. Nalley said staff had asked McGill Associates to stake out both the structure size and construction area boundaries of the proposed bridge relocation site. Once this is completed, Town staff will prepare an inventory of trees and other vegetation that would need to be removed. He reiterated the Board's options for addressing the bridge situation as follows:

- Leave the existing bridge closed to vehicular traffic and limit its use to pedestrians only.
- Build a new bridge in the same location that is five to seven feet higher and nearly twice as long as the existing bridge in order to comply with current floodplain construction regulations.
- Submit a Letter of Map Amendment to the Federal Emergency Management Agency (FEMA) or apply for a No-Rise Certification that would allow the existing bridge to be repaired or replaced with an identical structure.
- Build a new bridge in a new location near Well B, upstream from the existing bridge.

Ms. Johnson cautioned that the Letter of Map Amendment or No-Rise Certification option would cost several thousand dollars to prepare and that there would be no guarantee that FEMA would approve the Town's request. She advised that replacing the bridge with an identical structure would not accommodate larger emergency vehicles, and noted that any modification to the structure of the existing bridge would still need to be completed outside of the floodway area according to current floodplain regulations. She also said the Board would need to consider whether permanently closing the existing bridge was feasible given the amount of seasonal traffic in the area.

Mr. Currie pointed out that the base flood elevation near Well B was much lower and the non-encroachment area was much narrower than at the site of the existing bridge. He stated that this would make designing a suitable bridge in this location much easier than replacing the bridge in its current location. Ms. Johnson also noted that full surveys and base flood elevation and geotechnical information had already been obtained for both sites.

Mr. Nalley advised that the cost of replacing the bridge in its existing location with a higher, longer structure was estimated at about \$400,000, which was significantly more expensive than the amount previously budgeted for replacing the bridge with an identical structure. He said the new bridge would have a higher weight rating than the existing one, with a dedicated walkway for pedestrians and would be wide enough to accommodate two-way traffic if necessary. He also said that if the Board wished to proceed with relocating the bridge, staff would work with McGill

Associates to complete the preliminary design work and cost estimates. Mayor Taylor asked whether eliminating the pedestrian walkway from the design for a new bridge at the current location would significantly reduce the cost of the project. Ms. Johnson replied that most of the additional cost for this project was attributed to the increased length and height of the structure. Mr. Nalley said bids could be obtained for completing the bridge both with and without this portion to see what its effect on the project price would be.

After further discussion, the Board agreed by consensus to proceed with relocating the Texas Road bridge near Well B, upstream from its current location, and to preserve the existing bridge for pedestrian-only use.

Public Comment

Jim Williamson referred to the section of the proposed streets standards prohibiting closed, guarded or gated streets within the Town and said that the unlocked wooden gate to their driveway was approved several years ago by a former Town Supervisor and intended to deter unauthorized parking and increase security to their home. He said that since he and his wife had learned of objections to the gate, they were now offering to remove it. Peggy Williamson also wanted to stress that the gate was not installed without prior authorization and said she too agreed to remove it to prevent any further controversy. She noted that the expected increase in security from having the gate in place proved not to be valid in that the porch furniture had been stolen from their property earlier in the year. Commissioner Currie thanked the Williamsons for agreeing to remove the gate. Commissioner Hollins said his only objection to gate was that it could encourage other homeowners to install similar gates which were not allowed.

Adjournment

There being no further items of business to discuss, Commissioner Hollins moved to adjourn the Special Meeting. Commissioner Tate seconded. The motion carried 5/0 and the meeting was adjourned at 5:40 p.m.

Letta Jean Taylor, Mayor

Misty R. Gedlinske, Town Clerk