

**Madison Board of Aldermen
Regular Meeting
Municipal Building
January 9, 2025
6:00 p.m.**

1. **Call to order:**
 - A. **Opening Prayer by Pastor Randy Jessup**
 - B. **Pledge of Allegiance**

2. **Approval of Agenda for January 9, 2025**

3. **Presentation to McMichael High School Volleyball TeamPage 1**

4. **MAS Participation Celebration by Anna Etheridge & Chase Norwood, NCLM Page 2**

5. **Public Comments**

6. **Consideration of Approval of Consent Agenda:**
 - A. **Approval of Minutes, Regular Meeting – December 12, 2024.....Pages 3-6**
 - B. **Approval of Budget Report Ending December 31, 2024**

7. **New Business:**
 - A. **Confirmation of Abatement CostPages 7-8**
 - B. **Call for Public Hearing on Staff Recommended Amendment to UDOPages 9-14**

8. **Board & Committee Appointments:**
 - A. **Madison ABC Commission.....Page 15**
 - B. **Planning BoardPage 16**

9. **Manager/Mayor Comments & Announcements:**
 - A. **Manager’s CommentsPage 17**
 - B. **Various Announcements**

10. **Closed Session:**
 - A. **Approval of December 12, 2024 Closed Session Minutes.....Pages 18-19**

11. **Adjournment**

Agenda Item

Presentation to McMichael High School Volleyball
Team

Comments

- None

Attachments

No

Agenda Item

**MAS Participation Celebration by Anna Etheridge
& Chase Norwood, NCLM**

Comments

- Anna Etheridge & Chase Norwood, NCLM will be here to present the Municipal Accounting Services (MAS) program celebration as the Town has successfully converted our finance software to Black Mountain.

Attachments

No

Agenda Item

Consent Agenda:

- A. Approval of Minutes – December 12, 2024
- B. Approval of Budget Report ending December 31, 2024

Comments

- See Attached

Attachments

Yes

**Madison Board of Aldermen
Regular Meeting
Madison Municipal Building
December 12, 2024
6:00 p.m.**

Members Present: Mayor William Phillips
Alderman Alan Hensley
Alderman Virginia Hoover
Alderman Tom Rogers
Alderman Michael Scales
Alderman Micky Silvers

Members Absent: Alderman Matt Bullins

Staff Present:
Town Manager: Amy Roberts
Town Attorney: Michael Cassidy
Police Chief: Richard Hester
Fire Chief: Jim Ritchey
Finance Director: Tina West
Chief Water Plant Operator: Kevin Yates
Town Clerk: Daniel Bare

Others Present:
Pastor Harold Heart
Mary Martin
Bobbie Webster

Call to Order

Items 1A & B: Opening Prayer & Pledge of Allegiance

Mayor Phillips called the meeting to order at 6:00 p.m. Pastor Harold Heart led the opening prayer after which Mayor Phillips asked that everyone stand for the Pledge of Allegiance.

Item 2: Approval of Agenda for December 12, 2024

MOTION, by Alderman Silvers, seconded by Alderman Hensley, to approve the December 12, 2024 Agenda as presented. Ayes: Aldermen Hensley, Hoover, Rogers, Scales, Silvers and Mayor Phillips. Nays: None. Motion carried.

Item 3: Presentation of Good Neighbor of the Year Award

Mayor Phillips presented the Good Neighbor of the Year Award to Bobbie Webster for her outstanding service in the community.

Item 4: Presentation to McMichael Highschool Volleyball Team

MOTION, by Alderman Silvers, seconded by Alderman Hoover, to table this item until next month's meeting. Ayes: Aldermen Hensley, Hoover, Rogers, Scales, Silvers and Mayor Phillips. Nays: None. Motion carried.

Item 5: Public Comments

Mary Martin gave public comments to promote Order of Eastern Star's Neighborhood Heroes on December 14 and noted that tickets are available to purchase for that event.

Item 6: Consideration of Approval of Consent Agenda

MOTION, by Alderman Rogers, seconded by Alderman Hensley, to approve the Consent Agenda including minutes from November 14, 2024 and the Budget Report ending November 30, 2024. Ayes: Aldermen Hensley, Hoover, Rogers, Scales, Silvers and Mayor Phillips. Nays: None. Motion carried.

Item 7A: Confirmation of Abatement Cost

MOTION, by Alderman Hensley, Seconded by Alderman Silvers, to confirm the Abatement Cost of \$23,332.92 for 203 S. Lonesome Rd. Ayes: Aldermen Hensley, Hoover, Rogers, Scales, Silvers and Mayor Phillips. Nays: None. Motion carried.

Item 7B: Call for Public Hearing on Text Amendment to UDO

MOTION, by Alderman Rogers, seconded by Alderman Hensley, to hold a Public Hearing regarding a Text Amendment to the UDO on January 9, 2025. Ayes: Aldermen Hensley, Hoover, Rogers, Scales, Silvers and Mayor Phillips. Nays: None. Motion carried.

Item 7C: Discussion on Fire Inspections

Town Manager Amy Roberts led a short discussion on the benefits of Fire Inspections in Madison being completed by the Town’s own Fire Inspectors.

MOTION, by Alderman Hoover, seconded by Alderman Scales, to have all Fire Inspections in Madison be completed by the Town’s Fire Inspectors. Ayes: Aldermen Hensley, Hoover, Rogers, Scales, Silvers and Mayor Phillips. Nays: None. Motion carried.

Item 8A: Board & Committee Appointment

MOTION, by Alderman Rogers, seconded by Alderman Hoover, to appoint Ted Caple for a three-year term on the ABC Commission. Ayes: Aldermen Hensley, Hoover, Rogers, Scales, Silvers and Mayor Phillips. Nays: None. Motion carried.

Items 9A & B: Manager/Mayor Comments & Announcements

Mayor Phillips announced that the Madison-Mayodan Recreation Department Christmas Trail of Lights is being held from 6:00 p.m. to 9:00 p.m. on December 6 through January 4, the Madison-Mayodan Christmas Parade starts at 1:00 p.m. on December 14, the Employee Christmas Lunch will be held in the Police Department/Public Works Training Room at 12:00 p.m. on December 20, Town Offices will be closed for Christmas from December 24 through December 26, and Town Offices will be closed for New Year’s Day on January 1.

MOTION, by Alderman Silvers, seconded by Alderman Hensley, to go into Closed Session to discuss Attorney-Client Privilege Pursuant to NCGS 143.318.11(3). Ayes: Aldermen Hensley, Hoover, Rogers, Scales, Silvers and Mayor Phillips. Nays: None. Motion carried.

Item 10: Adjournment

MOTION, by Alderman Hensley, seconded by Alderman Scales, to adjourn the meeting. Ayes: Aldermen Hensley, Hoover, Rogers, Scales, Silvers and Mayor Phillips. Nays: None. Motion carried.

ATTEST:

Daniel Bare, Town Clerk

William Phillips, Mayor



TOWN OF MADISON

OFFICE OF THE FINANCE DIRECTOR

Date: 12/31/2024

To: Honorable Mayor, Board of Aldermen

From: Tina West, Finance Director

Subject: Financial Statements

Please find enclosed the Monthly Unreconciled Financial Statements as of December, 31, 2024.

Revenues for the Month were \$844,052.78 and Expenditures were \$526,636.32.

Major Revenues:

462,113.10 Property Taxes
20,750.00 Taxes- County Fire District
8,397.34 Interest Earned on Investments
123,138.16 Utilities Franchise
57,736.12 Sales Tax
27,646.00 Sanitation Fees - Residential
22,007.65 Insurance Recovery
89,761.35 W & S Revenue
19,000.00 OSMB-74 W/S Infra Grant

Major Expenses:

24,500.00 Planning- Nuisance Abatement- Contracted Services
39,626.00 Contributions
18,220.89 Police Department - M&R Equipment
12,238.75 Police Department - Vehicles
9,327.47 Fire Department - M & R Vehicles
14,674.50 Contracted Services - Garbage
11,714.40 Group Insurance for Retirees
50,942.91 Mayodan Unifi Agreement
19,000.00 DEQ OSMB 74 W/S/ Infrastructure Grant

Banking Information & Balances:

Bank	Type	Account #	Interest Rate	Ending Balance
First Citizen	Business Checking	xx5279	0.10%	\$ 5,067,231.98
First Citizen	Money Market	xx3107	0.05%	\$ 117,113.49
NCCM Trust	Investment/Trust	xx2570	5.07%	\$ 2,012,917.03
First National	Money Market	xx7943	0.90%	\$ 1,225,212.47
Total				\$ 8,422,474.97

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Agenda Item

New Business:

Confirmation of Abatement Cost

Comments

- See attached

Attachments

Yes

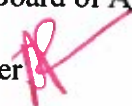


TOWN OF MADISON

120 N. Market St. Madison, NC 27025
Phone (336) 427-5045 Fax (336) 427-2565

OFFICE OF BUILDING INSPECTIONS

MEMORANDON

DATE: January 3, 2025
TO: The Honorable Mayor and Board of Aldermen
FROM: Amy Roberts, Town Manager 
SUBJECT: Confirmation of Abatement Cost

The property listed below was notified of a nuisance in accordance with Chapter 11, Article 1 of the Town Code. The property owner was mailed a certified letter for an extremely long list of nuisances including a building destroyed by fire which is hazardous to the safety of the Town. The notice allowed 30 days to abate the nuisance. The Town worked patiently with the property owner and allowed an additional 30 plus days to abate; however, the property owner refused to demolish and clean the property forcing the Town to abate the nuisance. The Town hired a contractor to abate the nuisance and the property owner was mailed a bill for the exact amount of the abatement charged by the Town plus a \$100.00 Administrative Fee. We have already confirmed abatement cost in the amount of \$23,332.92 which was the cost to demo the home, landfill fees and administrative fee. This confirmation is for dirt to fill in the huge, dangerous hole left from removing the home. According to Town Code, the Board of Aldermen shall make confirmation of the cost of abatement only after ten (10) days written notice to the owners of the cost. After the Board's confirmation of the cost of abatement, it shall then become a lien against the property and recorded and collected as an unpaid tax.

The following properties need your confirmation of the cost of abatement in order to become a lien against the property:

<u>Name/Mailing Address</u>	<u>Property Location</u>	<u>Amount</u>
Gloria Still 203 S. Lonesome Road Madison, NC 27025	203 S. Lonesome Road	\$4,500.00*

Agenda Item

Public Hearing:

Consideration of Staff Recommended Text
Amendment to UDO

Comments

- We called for this Public Hearing to be held in January but were unable to advertise by the required time due to holiday deadlines. With this, we will need to call for a Public Hearing to be held February 13, 2024

Attachments

Yes



Town of Madison

120 N. Market Street Madison, NC 27025
phone (336) 427-5045 fax (336) 427-2565
OFFICE OF ZONING & INSPECTIONS

Date: January 9, 2025

MEMORANDUM

TO: Honorable Mayor and Board of Aldermen
FROM: Madison Planning Board
SUBJECT: Planning Board recommendation to approve Staff Recommended Amendment to UDO, Article VII. Supplemental Regulations, Section 7.2. Regulations for Special Use Permits & Article VI. Establishment of Districts and Regulations, Section 6.6 Table of Permitted Uses.
Applicant: Staff Recommended

Date of Planning Board Meeting: December 30, 2024

Action taken by Planning Board: The Planning Board voted unanimously to recommend that the Board of Aldermen approve the Staff Recommended Amendment to UDO, Article VII. Supplemental Regulations, Section 7.2. Regulations for Special Use Permits & Article VI. Establishment of Districts and Regulations, Section 6.6 Table of Permitted Uses.

Recommendation for Approval by Board of Aldermen **YES X** **NO**

Remarks: The Planning Board recommendation to approve the Staff Recommended Amendment to UDO, Article VII. Supplemental Regulations, Section 7.2. Regulations for Special Use Permits & Article VI. Establishment of Districts and Regulations, Section 6.6 Table of Permitted Uses. is based on the following:

- The removal of redundant portions of our UDO is necessary.
- This Amendment provides PUDs more flexibility in lot requirements.
- The previous math regarding lot requirements for PUDs did not add up correctly, so an amendment was needed to allow seven houses per acre as previously intended.
- This will lead to much needed housing as Madison continues to grow.
- The additional housing will bring patrons to Town to shop & conduct business, it will boost our population which will provide additional federal money, and it will boost Madison's tax base.

Signed: *Daniel Bow*
Secretary, Planning Board

Article VII. Supplemental Regulations, Section 7.2 Regulations for Special Use Permits

Amend as proposed for Planned Unit Development

- Use:** **Planned Unit Developments**
- Special Use Districts:** R-20 & R-40 Low Density Residential; ~~R-10 Medium Density Residential~~
- Purpose:** The purpose of a Planned Unit Development (PUD) is to provide for creation of well-thought-out environments through the application of flexible and diversified land development standards. PUDs are intended to encourage the application of new techniques and technology resulting in a more comprehensive development arrangement with lasting function and appeal. It is further intended to achieve broader goals such as economic land development, consideration of environmental conditions, efficient street systems and utility networks, usable attractive open spaces, and the general well-being of the Town's inhabitants.
- Uses:** In Madison, PUDs are principally residential developments **and** ~~They shall may contain a minimum of two residential types uses such as single-family residential detached homes, townhomes, cluster homes and/or condominiums.~~ **Manufactured housing is not permitted in a PUD.**
- However, non-residential uses such as service and commercial establishments serving the neighborhood are permitted. Any such establishments shall be of a scale and dimension consistent with the standards of the PUD's residential development. Parking shall be located at the side and/or rear of such buildings.
- Density:** The maximum overall density for single-family detached units is 7.0 dwelling units per acre; ~~and for multi-family, 12.0 dwelling units per acre.~~ A minimum of 10% of the land shall be open space owned in common by the owners or dedicated to the Town.
- Minimum Size:** A minimum of ten (10) acres is required to ensure appropriate layout, sufficient open space and pleasing design of various residential uses.
- Site Plan:** The site plan shall show the location of the buildings, streets, alleys, walks, parking areas, recreational areas and facilities, numbered and dimensioned residential sites, common areas and open space within the site and all existing buildings and structures within one hundred (100) feet, in addition to public or private easements or rights-of-way adjoining or intersecting such property.
- Design Standards:** Proposed schedule of development likely to be followed.

Proposed provisions for storm drainage and sanitary sewerage, approved by a N.C. certified registered engineer.

Size and proposed location of any freestanding signs.

Proposed solid waste storage facilities consisting of a minimum 10' X 20' concrete pad with vehicle apron and a six-foot (6') high stockade fence on minimum of three (3) sides with six-foot (6') foot high bollards to protect the fence;

Proposed water system and firefighting facilities such as hydrants or sprinkler connections;

Types of surfacing, slope, grade and cross section of drives, sidewalks, malls, etc. (Private streets shall be designed to assure proper access and turn around for service and emergency vehicles);

The location and heights of all fences, walls, and hedges shall be shown;

All lighting shall be directed away from residential zoned areas. All lighting locations and heights shall be shown on the plan.

Location and amount of recreation area, if any; and

All plans showing utility construction details must meet the current specifications of the Town of Madison.

Placement of Buildings:

~~Individual and unattached buildings in a planned unit development shall have side yards with a minimum of ten (10') feet.~~ **The minimum lot size and minimum yard requirements included in the UDO may be adjusted by the maximum number of units allowed per acre as determined by the UDO Administrator.**

Any group of buildings forming a courtyard shall have at least twenty-five (25%) percent of the perimeter of such courtyard open for access to emergency vehicles;

The minimum size and the minimum standards of periphery lots that will be adjacent to property for single-family houses shall be the same as the minimum size and minimum standards required in the zoning district where that portion of the PUD is located.

Common Areas:

All planned unit developments shall contain commonly owned land for the use and enjoyment of the residents. Areas shall be designated on the site development plan as common areas and on the subdivision plan as an area to be held in separate ownership for the use and benefit of residents occupying specified lots. ~~(or units in the case of condominiums).~~

Declaration of Covenants

Approval of these common areas requires submission by the

and Restrictions:

developer of a declaration of the covenants and restrictions that will govern the ownership management and maintenance of the common areas. Submissions and declarations shall follow the requirements of the North Carolina Unit Ownership Act. ~~where common areas serve condominiums. Submissions and declaration shall follow the requirements for establishment of homeowners' associations for Townhouses or residential cluster development (same requirements) for all other forms of residential development.~~

Complete Removal of Cluster Developments

~~Use: Cluster Developments (residential)~~

~~Special Use Districts: R-20 Low Density Residential; R-10 Medium Density Residential; R-8 Medium High Density Residential; R-40 Low Density Residential~~

Density: ~~The number of dwelling units per acre shall not exceed the density for the zoning district in which the cluster development is located. No minimum acreage is required. Open space is a required element of a cluster development and may be used to avoid topographical constraints, to protect tree cover, natural drainage ways and floodplains, and to allow development on marginal land. In Madison, "cluster developments" refers to residential developments.~~

Site Plan: ~~The site plan shall insure appropriate lay-out, sufficient open space and pleasing design layout of residences. It shall include: location of the buildings, streets, alleys, walks, parking areas, recreational areas and facilities, numbered and dimensioned residential sites and common areas within the site and all existing buildings and structures within one hundred (100) feet, in addition to public or private easements or rights of way adjoining or intersecting such property.~~

Design Standards: ~~Proposed schedule of development likely to be followed.~~

~~Proposed provisions for storm drainage and sanitary sewerage, approved by a N.C. certified registered engineer.~~

~~Size and proposed location of any freestanding signs;~~

~~Proposed solid waste storage facilities consisting of a minimum 10' X 20' concrete pad with vehicle apron and a six-foot (6') high stockade fence on minimum of three (3) sides with six-foot (6') foot high bollards to protect the fence;~~

~~Proposed water system and firefighting facilities such as hydrants or sprinkler connections;~~

~~Types of surfacing, slope, grade and cross section of drives, sidewalks, malls, etc. (Private streets shall be designed to assure proper access and~~

~~turn around for service and emergency vehicles);~~

~~A landscaping plan showing buffers between any residential districts and perimeter landscaping consistent with Section 7.5 Off Street Parking, Design and Location Standards. Also, location and heights of all fences and walls.~~

~~All lighting shall be directed away from residential zoned areas. All lighting locations and heights shall be shown on the plan.~~

~~Location and amount of recreation area, and~~

~~All plans showing utility construction details must meet the current specifications of the Town of Madison.~~

Placement of Buildings:

~~Individual and unattached buildings in a planned unit development shall have side yards with a minimum of ten (10') feet;~~

~~Any group of buildings forming a courtyard shall have at least twenty-five (25%) percent of the perimeter of such courtyard open for access to emergency vehicles;~~

~~Setbacks from public street right-of-way shall be the same as required by the zoning district in which the cluster development is located; and~~

Common Areas:

~~All cluster development shall contain commonly owned land for the use and enjoyment of the residents. Areas shall be designated on the site development plan as common areas and on the subdivision plan as an area to be held in separate ownership for the use and benefit of residents.~~

Declaration of Covenants and Restrictions:

~~Approval of these common areas requires submission by the developer of a declaration of the covenants and restrictions that will govern the ownership management and maintenance of the common areas. Submissions and declarations shall follow the requirements of the North Carolina Unit Ownership Act. Submissions and declaration shall follow the requirements for establishment of homeowners' associations for Townhouses set forth later in this Section.~~

Article VI. Establishment of Districts and Regulations, Section 6.6 Table of Permitted Uses

Complete Removal of Cluster Development

<i>Principal Use</i>	<i>R-40 Low Density Residential</i>	<i>R-20 Low Density Residential</i>	<i>R-10 Medium Density Residential</i>	<i>R-8 Medium High Density Residential</i>	<i>Town Center</i>	<i>General Commercial</i>	<i>Neighborhood Center</i>	<i>M-1 Light Industry</i>	<i>M-2 Heavy Industry</i>
Cluster development (residential)	S	S	S	S	-	-	-	-	-

Agenda Item

Board & Committee Appointments:
ABC Commission

Comments

- Micky Silvers' term expires on 1/13/25 and he wishes to be reappointed for another 3-year term.

Attachments

No

Agenda Item

Board & Committee Appointments:
Planning Board

Comments

- Katie Shelton's term on the Planning Board expires on 2/9/25 and she wishes to be reappointed for another 2-year term.

Attachments

No

Agenda Item

Manager/Mayor Comments & Announcements:

- A. Manager Comments
- B. Announcements

Comments

Announcements:

- 1/8: County-wide Coffee & Connecting at RCC Workforce Development Center at 8:00 a.m.
- 1/20: Town Offices closed for Martin Luther King Holiday.

Attachments

No

Agenda Item

Closed Session:

Approval of December 12, 2024 Closed
Session Minutes

Comments

- None

Attachments

No