

REGULAR MEETING OF TOWN COUNCIL

AGENDA

February 18, 2016

RULES FOR PERSONS ADDRESSING COUNCIL

1. Each speaker will identify himself or herself by giving his or her **name and place of residence**.
2. Each speaker will be limited to speaking one time on any topic. When you are finished speaking, please step away from the podium and be seated.
3. Each speaker will be limited to **three (3) minutes** and each group's representative will be limited to a **maximum of ten (10) total minutes**. Each group is encouraged to designate a single spokesperson for their group.
4. Each speaker will confine himself or herself to the general question before the Council and avoid irrelevant comments.

REGULAR COUNCIL MEETING

(6:00 PM)

1. Invocation
2. Pledge of Allegiance
3. Public Comments
4. Agenda Adoption
5. Approve Consent Agenda *(All matters listed are considered to be routine and non-controversial by Town Council and will be enacted by one motion. There will be no separate discussion unless a Council member so requests, in which case the item will be removed from the Consent Agenda and considered separately.)*
 - a. Approve January 21, 2016 Regular Minutes (5a)
 - b. Approve February 10, 2016 Special Meeting Minutes (5b)
6. Public Hearing Regarding Amending the Town of Columbus Sign Ordinance (6)
7. Consideration of Amending the Town of Columbus Sign Ordinance (7)
8. Reports
 - a. Council Members Report (8a)
 - b. Planning Board Report (8b)
 - c. Managers Report (8c)
 - d. Public Works Report (8d)
 - e. Police, ABC, and Fire Department reports (8e)
9. Adjourn

1 Town of Columbus
2 Minutes of Columbus Town Council
3 January 21, 2016
4

5 Mayor McIntyre called the Regular Meeting to order at 6:03 p.m.
6

7 In attendance were Mayor Eric McIntyre, Councilmen Richard Hall and Mark Phillips,
8 Councilwoman Margaret Metcalf, Town Manager Timothy Barth, Town Attorney Bailey Nager,
9 Police Chief Chris Beddingfield and Public Works Director James Smith.
10

11 **Regular Meeting 6:00 p.m.**
12

13 **Invocation:**

14 Mayor McIntyre led the invocation.
15

16 **Public Comments:**

17 Mayor McIntyre opened the floor for agenda item three, public comments.

18 Ernie Kan of 85 Hampton Street spoke on three items of concern. First she mentioned that the
19 Polk County Appearance Commission was looking for a beautification project in Columbus that
20 would cost about \$1,000, she asked the Town Council to make suggestions to her very soon so
21 she can take them back to the Appearance Commission; second, she spoke about the Crafter's
22 Guild and mentioned that she was looking for an artist who would agree to display their art in the
23 Town Council Meeting Room; and finally, she mentioned that her neighbor Don Kling had a need
24 for medical assistance last week and the Polk County Rescue Squad went to Hampton Court
25 instead of Hampton Street.
26

27 Don Kling of 67 Hampton Street, asked the Town Council to reconsider the petition that was sent
28 in to change the name of Hampton Street to Morgan Street so there would be less chance for
29 confusion.
30

31 **Approve Regular Agenda:**

32 Mayor McIntyre asked for any changes to the agenda. There were no changes requested.
33

34 Mayor McIntyre stated that he wanted the meetings to go a little more quickly and he asked that
35 Council members make sure to come prepared.
36

37 Councilwoman Metcalf made a motion to adopt the agenda as written, Councilman Phillips
38 seconded, motion carried.
39

40
41 **Approve Consent Agenda:**

42 Mayor McIntyre asked for any changes to the consent agenda. There were no changes requested.
43

44 Councilwoman Metcalf made a motion to approve the consent agenda as written, Councilman
45 Phillips seconded, motion carried.
46

47 The consent agenda and following items were unanimously approved.

- 48 1. November 19, 2015 Regular Meeting Minutes
49 2. Approve Appointment of Rodney McKaig to the Fireman’s Relief Fund Board
50

51 This concludes the items approved in the consent agenda.
52

53 **Consideration of a Utility Deposit Ordinance**

54 Mayor McIntyre turned the floor over to Town Attorney Nager and he explained that this is the
55 amendment to the Utility Deposit ordinance that the Town Council directed him to prepare. After
56 a brief discussion there was no action.
57

58 Mayor McIntyre then moved on to the next item, which was the proposed letter to utility
59 customers. Councilman Hall asked Attorney Nager to explain the different components of the
60 utility deposit ordinance. Attorney Nager explained each letter (C, D and E). After the
61 explanation Mayor McIntyre asked for a motion.
62

63 Councilman Hall made a motion to amend the ordinance shown to remove the part that states,
64 “1.Section 51.02 of the Code of Ordinances, Town of Columbus North Carolina is hereby
65 amended and restated so that it shall read in its entirety as follows:”Councilman Phillips
66 seconded, motion carried.
67

68 Councilman Phillips made a motion to approve the amendment to the Utility Deposit Ordinance
69 as amended, Councilman Hall seconded, motion carried.
70

71 **Consideration of a Letter to Send to Utility Customers**

72 Mayor McIntyre asked the Town Council if there were any changes to the proposed letter.
73 Attorney Nager explained that the letter just encourages customers to add additional adults who
74 live at a residence to the utility bill so there is no interruption in service if the primary name can
75 no longer pay the bill for some reason (i.e. serious illness or death). No changes were suggested.
76

77 Councilwoman Metcalf made a motion to send out the letter to utility customers as it is written,
78 Councilman Phillips seconded, motion carried.
79

80 **Consideration of Calling for a Public Hearing Regarding the Sign Ordinance.**

81 Mayor McIntyre introduced the item. Manager Barth suggested that it be done at the next
82 regularly scheduled meeting, which will be February 18, 2016.
83

84 Councilman Hall made a motion to set a public hearing on the sign ordinance for February 18,
85 2016 at 6:00 p.m., Councilwoman Metcalf seconded, motion carried.
86

87 **Consideration of Purchasing Two Water Billing Scanners**

88 Mayor McIntyre opened this item for discussion. There were several questions about the scanners
89 that Manager Barth answered. Manager Barth mentioned that he had a conversation with
90 Councilman Denton by phone before the meeting regarding buying one and trying it out before
91 buying the second one. Councilman Denton had to be at work because of the impending
92 snowstorm and could not be at the meeting.
93

94 Council agreed with Councilman Denton’s suggestion.
95

96 Councilman Phillips made a motion to buy one water billing bar code scanner, Councilwoman
97 Metcalf seconded, motion carried.

98
99 **Consideration of Naming Jonathan Hollifield as the Engineer for the Water Interconnection**
100 **Project**

101 Manager Barth explained that after the settlement of the interconnection project there are some
102 funds that will be available after paying attorney fees and expert witness fees, there will be some
103 funding to put toward making improvements. Attorney Nager told the Council that we had a
104 system in place, but that it did not work. Saluda and Tryon have both approved Jonathan Hollifield
105 as the Engineer they would like to use to assess what needs to be done to get the system working
106 as it should. Mr. Hollifield has a good working knowledge of the Saluda and Tryon systems,
107 which is where the majority of the work needs to be done.

108
109 Councilman Phillips made a motion to approve Jonathan Hollifield as the Engineer for the water
110 interconnection project improvements, Councilman Hall seconded, motion carried.

111
112 **Consideration of Setting a Date for the Annual Budget Workshop**
113 Mayor McIntyre asked the Manager Barth to suggest a date for the Annual Budget Workshop.
114 Manager Barth mentioned Saturday March 5, 2016. After determining that Saturdays were not
115 good for two of the Council members Mayor McIntyre suggested having it on a weekday night. It
116 was agreed that the budget workshop would be held on Thursday February 25, 2016 at 6:00 p.m.
117 at Town Hall.

118
119 **Council Report**
120 Mayor McIntyre asked if the Council had any concerns. Councilwoman Metcalf mentioned
121 animal control.
122
123 Councilwoman Metcalf is concerned that there are some animals that are not being treated
124 humanely. Manager Barth has read the Town's animal control ordinance and there is little the
125 Town could do about animal treatment. Chief Beddingfield explained that the Polk County
126 Sheriff's Department does the Animal Control enforcement in the Town as well as the county, but
127 will only enforce the Polk County regulations. If the Town had stricter regulations, the Town
128 would have to enforce those regulations. It was agreed the Town would see if it can get some
129 copies of stricter regulations as a starting point for discussing animal control.

130
131 **Planning Board Minutes**
132 The Planning Board Minutes were noted.

133
134 **Manager's Report**
135 Manager Barth presented his report on the following topics:
136 • Manager Barth will be attending the North Carolina City/County Managers Association
137 Annual Winter meeting in Durham from February 3, 2016 to February 5, 2016. Manager
138 Barth will be available by phone.
139 • The Christmas lights are all put away until next year. Manager Barth thanked the Town
140 Council for authorizing money to buy more decorations for this year, the Christmas
141 Committee for helping pick out the decorations, and the public Works staff for putting up the

- 142 new items and securing them to make sure none of it came down. Manager Barth thinks they
143 were a big improvement over the past few years.
- 144 • The Town staff will soon be preparing information to share at the Annual Budget workshop.
145 If Council has any particular item or items for discussion or for the Town staff to gather
146 information on, please let Manager Barth know as soon as possible so we can include those
147 items in our reports.
 - 148 • The Police Chief and Manager Barth are scheduled to meet with the architect for the
149 Columbus Police Department Expansion Project. The architect has been working on the plans,
150 however he has a few questions that need clarification. Also, he will soon be gathering some
151 soil samples to make certain that the soil can support an addition to the building.
 - 152 • Manager Barth noted that the the February ABC Meeting will be the last for ABC Chairman
153 Darryl Bailey. He has accepted a position where he will not be able to devote the time to be
154 ABC Chairman. The Town Council was encouraged to think of potential candidates to fill that
155 position.
 - 156 • There will be a public hearing on the possible rezoning of the property at the corner of Ogle
157 Street and E. Mills Street on February 10, 2016 at 6:00 p.m.
 - 158 • Manager Barth showed a picture he had gotten from the Public Works Director of a land slide
159 at Chocolate Drop. That development continues to have slide problems that may one day
160 make the land inaccessible.
 - 161 • The Fire Department Awards Dinner was postponed from January 23, 2016 to February 6,
162 2016 due to inclement weather.

163

164 **Public Works Report**

165 The Public Works Report was noted.

166

167 **Police Report**

168 Chief Beddingfield presented his report on the following topics:

- 169 • Vandalism (graffiti) at the Old Shell Station and the apprehension of the vandal
- 170 • New Police Vehicles should be arriving soon
- 171 • Chief Beddingfield was asked to be a guest lecturer on Leading Small Police Agencies at
172 North Carolina State University for their LEEP Program
- 173 • A civil land dispute between businesses on E. Mills Street regarding the alley in the back
174

174

175 **ABC Board Report**

176 The ABC Report was noted.

177

178 **Fire Department Report**

179 Fire Chief Tony Priester presented the Fire Department's annual report. The calls for service were
180 just a little less than last year; however, major events are listed as one call rather than list all of the
181 individual calls for that one event.

182

183 Chief Priester also explained some of the abbreviations used in the Fire Department monthly
184 report and said he would try to put a key with the report in the future to make it easier to
185 understand.

186

187 Councilwoman Metcalf asked everyone to be safe in the upcoming winter weather. There being
188 no further business, Councilman Hall made a motion to adjourn, Councilwoman Metcalf
189 seconded, motion carried. The meeting was then adjourned at 7:52 p.m.

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Mayor

Town Manager

Town of Columbus
Minutes of Columbus Town Council
February 10, 2016

Mayor McIntyre called the Regular Meeting to order at 6:00 p.m.

In attendance were Mayor Eric McIntyre, Councilmen Richard Hall, Josh Denton, and Mark Phillips, Councilwoman Margaret Metcalf, Town Manager Timothy Barth, and Town Clerk Devon Gosnell

Regular Meeting 6:00 p.m.

Invocation:

Mayor McIntyre led the invocation.

Public Hearing to Consider Rezoning Certain Land from R-2 to HC

Mayor McIntyre opened the Public Hearing.

Manager Barth conveyed that the Planning Board met on January 11, 2016 and recommended the parcel to be rezoned.

Mayor McIntyre asked for public comments. There were no public comments.

Mayor McIntyre then closed the Public Hearing.

Consideration of Rezoning Certain Property From R-2 to HC

Councilwoman Metcalf made a motion to rezone parcel C2-B4 from R-2 Medium Density Residential to HC Highway Commercial, Council Denton seconded, motion carried.

There being no further business, Councilman Denton made a motion to adjourn, Councilman Hall seconded, motion carried. The meeting was then adjourned at 6:04 p.m.

Mayor

Town Clerk



MEMORANDUM FOR TOWN COUNCIL MEETING

To: Mayor & Town Council
From: Timothy J. Barth, Town Manager
Re: Public Hearing Regarding Amending the Town of Columbus Sign Ordinance
Date: February 18, 2016

Background

The sign ordinance is part of the overall zoning ordinance for the Town. Before any action can be taken to amend the zoning ordinance a public hearing must be held.

If you have any questions or concerns, please do not hesitate to contact me.



MEMORANDUM FOR TOWN COUNCIL MEETING

To: Mayor & Town Council
From: Timothy J. Barth, Town Manager
Re: Consideration of Amending the Town of Columbus Sign Ordinance
Date: February 18, 2016

Background

The Planning Board met several times regarding this issue. With the advice of the Town Attorney they came to the recommendation that is attached to this memo. The recommendation addresses many issues within the ordinance including issues raised by the U.S. Supreme Court's decision in the Reed case requiring content neutrality in the ordinance.

The Town Attorney will be available at the meeting to address the major changes to the sign ordinance.

If you have any questions or concerns, please do not hesitate to contact me.

ORDINANCE AMENDING THE TOWN OF COLUMBUS SIGN ORDINANCE

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF COLUMBUS that the following amendments are made within section § 154.112 SIGNS.

1. Section 154.112 of the Code of Ordinances, Town of Columbus North Carolina, is hereby amended and restated so that it shall read as follows:

§ 154.112 SIGNS.

(A) *Purpose of sign regulations.*

(1) It shall be the purpose of this subchapter to promote the safety, health, peace, dignity and general welfare of the people and the town in a manner consistent with the nature beauty of the area through the regulation of the posting, displaying, erection, use, maintenance of signs.

(2) Further, it is recognized that the standards and regulations for signs will address the following purposes:

(a) Provide an improved environmental setting and community appearance, which is vital for the economic well-being of the town;

(b) Create a more productive and professional business environment;

(c) Provide signs which are appropriate in scale to the planned character and development in each zoning district;

(d) Promote traffic safety and prevent hazard or nuisance conditions for vehicle or pedestrian traffic;

(e) Prevent the visual clutter of signage which distracts from business and conflicts with legitimate informational signage and signage which is essential for public health and safety;

(f) Protect and enhance the value of properties within the town; and

(g) Promote the public safety and general welfare of the town.

(B) *General requirements.*

(1) No sign of any type or any part thereof shall be erected, painted, repainted, posted, reposted, placed, replaced or hung in any zoning district except in compliance with these regulations.

(2) No sign shall be placed on any lot without the permission of either the owner or occupant of the premises on the lot. Signs placed in violation of this rule may be removed by the owner, the occupant or the Town of Columbus. See also N.C.G.S. § 14-145, making unlawful posting of advertisements on the property of another without first obtaining the written consent of such owner thereof.

(3) Each application for a sign permit shall be made in writing and shall contain or have attached thereto the following information:

(a) A drawing approximately to scale showing the design of the sign, including dimensions, methods of attachment or support, source of illumination and showing the relationship to any building or structure to which it is or is proposed to be installed or affixed; and

(b) A plot plan approximately to scale indicating the location of the sign relative to property lines, easements, streets, sidewalks and other signs.

(4) Sign permit applications shall be submitted to and approved by the Zoning Administrator prior to a permit being issued. A record of the application, plans and the actions taken thereon shall be kept in the office of the town. The Town Council may establish a fee schedule for all sign permits issued in accordance with this chapter.

(5) *Sign area.* The area of a sign shall be considered to be that of the smallest rectangular, circular, or elliptical figure which encompasses all lettering, wording, design or symbols, together with any background on which the sign is located. Any cutouts or extensions shall be included in the area of a sign, but supports and bracing which are not intended as part of the sign shall be excluded. In the case of a multi-faced sign, the area of the sign shall be considered to include all faces visible from one direction.

(6) Wall signs shall not project higher than the eave or parapet of the building where mounted.

(C) *Signs allowed without a permit.* The following types of signs are allowed in all zoning districts, unless specifically limited herein, and do not require a sign permit:

(1) Signs unlighted and bearing only property numbers, post box numbers, and the name of the owner or occupant of the premises. These signs shall not exceed two square feet in area per dwelling. If more than one sign or nameplate is required, the total allowable sign area shall not exceed eight square feet;

(2) Flags and insignia of any government except when displayed in connection with commercial promotion;

(3) Holiday decorations in season;

(4) Legal notices and warnings, regulatory, informational or directional signs erected by any public agency or utility;

(5) Integral decorative or architectural features of buildings, including signs, which denote only the building name, date of erection or street numbers; and

(6) The following signs, including portable or mobile signs on wheels, but such signs shall not be closer than 5 feet from the edge of any street pavement or any other property line:

(a) On a property which is offered for lease, rent or sale during the period which property is so offered:

1. One unilluminated sign per street frontage. The maximum size of the signs shall be as follows:

a. In all residential districts, 12 square feet; and

b. In all other districts, the signs shall be limited to one square foot of area for each five lineal feet of advertised property which abuts a public street, provided, however, no such sign shall exceed 128 square feet in area.

2. One additional unilluminated sign per street frontage only on those days the property is available for inspection (i.e., days when an open house is being conducted on the premises). No such sign shall exceed six square feet in area.

(b) One unilluminated sign may be erected on a site during the period of construction or reconstruction of a building or other similar project. The sign shall be removed no more than two days after the construction work has been completed. The maximum size of the sign shall be follows:

1. In residential districts, 32 square feet.

2. In all other districts, 64 square feet or one square foot of sign area for each five lineal feet of property abutting a public street, whichever is greater. In no instance, however, shall any such sign exceed 128 square feet in area.

(c) Banners, pennants, ribbons, balloons, posters, streamers may be displayed for a period of not more than 30 days in any one calendar year on the occasion of the opening of a new business.

(d) Signs painted or displayed on the interior or exterior of commercial building windows, provided, however, the signs shall not exceed 25% of the total window area.

(e) Signs by individual for profit businesses may be placed on their premises in the Central Business District and the Highway Commercial District for an aggregate period not to exceed 30 days in a calendar year. There shall not be more than one such sign at any time and such sign shall not exceed six square feet in area.

(f) One unilluminated sign may be displayed on a property where a local public event, non-commercial in its primary purpose, is to take place, and a maximum of three other unilluminated signs may be placed by the person conducting such event at other locations within the Town (with permission of the property owner or occupant), on the following conditions:

1. Signs shall be placed out not more than two weeks in advance of the local public event and must be removed not more than two days after the completion of the event.

2. The maximum size of the signs shall be 30 square feet in area on the property where the event will occur and six square feet in area for signs on other properties.

(g) Unilluminated signs may be posted during the period beginning on the 30th day before the beginning date of "one-stop" early voting under N.C.G.S. 163-227.2 and ending on the 10th day after the primary or election day.

(h) One unilluminated sign may be displayed on a property where a yard sale, garage sale or estate sale signs is being conducted, and a maximum of three other unilluminated signs may be placed by the person conducting such sale at other locations within the Town (with permission of the property owner or occupant), on the following conditions:

1. Signs shall be placed out no earlier than 24 hours before the sale, and shall be removed no later 12:00 p.m. the day after the sale.

2. Each sign shall not exceed three square feet in area.

3. Signs placed pursuant to this Subsection (C)(6)(h) shall display the owner's address.

4. Failure to follow the above guidelines or to remove the signs within the proper time frame shall result in a fine as set forth in the Town fee schedule.

(D) *Required signs.* Every residence, office, retail establishment, industry or any other structure with a street number assigned to it shall display the number in such a way as to be easily visible from the street providing access. The numerals shall be of such size and color as to be easily recognizable and shall be attached to the wall of the building facing the street or, if the distance to the street or visibility due to other means makes this impractical, shall be displayed on a nameplate or number sign placed at the main entrance of the property, or displayed on a rural mailbox. Property owners may choose one of the latter methods of display in addition to attaching numerals to the building. No permit shall be required for these signs.

(E) *Signs Allowed by Permit.* In addition to the signs allowed under Subsections (C) and (D), above, the following signs shall be allowed, upon approval of a sign permit, in the following districts:

(1) *Signs permitted in residential districts.*

(a) Signs for subdivisions and planned unit developments not exceeding 32 square feet in area. One sign may be erected at each entrance to the subdivision, but shall be located on private property and shall not exceed six feet in height above the ground level, and illumination shall be restricted to indirect white lighting.

(b) Signs for mobile home parks and campgrounds not exceeding 16 square feet in area. One sign may be erected at each main entrance to the mobile home park or campground but shall be located on private property no closer than ten feet to any property line. Illumination shall be limited to indirect white lighting.

(c) One sign for multi-family residential developments may be erected at each major entrance to the property. These signs shall not exceed 32 square feet in area and may be flat mounted against the wall of the building or freestanding. If freestanding, the signs shall be set back at a minimum of ten feet from any property line and shall not exceed six feet in height above ground level. Illumination shall be limited to indirect white lighting.

(d) One sign for non-residential uses may be erected on the premises, provided that the signs do not exceed 32 square feet in area and may be flat mounted against the wall of a building or freestanding. If freestanding, the signs shall be set back at a minimum of ten feet from any property line and shall not exceed six feet in height above ground level. Illumination shall be limited to indirect white lighting.

(e) One sign for each home occupation is permitted, but shall not be closer than ten feet to any property line or street right-of-way, shall not be higher than four feet above ground level and shall not exceed four square feet in area.

(f) For properties used for residential purposes, one unilluminated sign per lot. The sign may be flat mounted against the wall of a building or freestanding. If freestanding, the sign shall be set back at a minimum of ten feet from any property line and shall not exceed three feet in height above ground level. The sign shall not exceed four square feet.

(2) *Signs permitted in the I-26 Corridor Overlay Area.* One freestanding sign is permitted for each zoned lot taking access from an arterial or collector road. Any such freestanding sign(s) shall not exceed 30 feet in height or 100 square feet in sign area. The I-26 Corridor Overlay boundaries for purposes of this sign ordinance are from the concrete right-of-way monument set at the east intersection of Highway 26 and Highway 108 at the corner of Spartan Petroleum Company and running east 500 feet on Highway 108 to a line parallel to the right-of-way of I-26, and also at the concrete right-of-way monument set at the west intersection of Highway 26 and Highway 108 at the corner of the McFarland tract and running west 500 feet on Highway 108 to a line parallel to the right-of-way of I-26.

(3) *Signs permitted in the Highway Commercial District and Public Service District.*

(a) One freestanding sign is permitted for each zoned parcel. Any such freestanding sign shall not exceed 30 feet in height or 100 square feet in sign area. Businesses fronting on more than one public street shall be permitted one freestanding sign for each road frontage;

(b) One additional freestanding sign is permitted for businesses with drive-through windows provided that the sign is facing the drive-through lane and does not exceed six feet in height or 40 square feet in sign area;

(c) Wall signs shall be permitted for each separate business establishment provided the total allowable sign area for all signs shall not exceed two square feet for each foot of building wall facing a public street. The location and number of wall signs is at the option of the owner or tenant, however, where more than four signs are located on any zoning lot, the fifth sign, respectively, shall reduce the total allowable sign area by 20%;

(d) The total allowable sign area for all signs, including all wall and freestanding signs, shall not exceed two square feet for each lineal foot of building wall facing a public street. Sizes of each sign are at the option of the owner or tenant, but in no case shall a freestanding sign be more than 100 square feet in sign area;

(e) One sign per business establishment may be suspended from or attached to the underside of a canopy or marquee, provided the sign does not exceed four square feet in area and maintains a clear distance of at least seven and one-half feet between the sidewalk and the bottom of the sign;

(f) No sign shall be less than 5 feet from the edge of any street pavement or 15 feet from any other property line.

(4) *Signs permitted for Industrial Districts and Central Business Districts.*

(a) One freestanding sign is permitted for each premise. The area of the sign shall not exceed the total allowable sign area, but in no case exceed 80 square feet in area, and shall not project more than 25 feet above the ground. Businesses fronting on more than one public street shall be permitted one freestanding sign for each frontage; provided however, the combined area of all signs shall not exceed the allowable sign area and, in no case, 80 square feet;

(b) Wall signs shall be permitted for each business. The location and number of wall signs is at the option of the owner or tenant, however, where more than four signs are located on any lot, the fifth sign and each succeeding sign, respectively, shall reduce the total allowable sign area by 20%;

(c) The total allowable sign area shall not be more than one square foot per lineal foot of building wall facing a public street, not to exceed 100 square feet;

(d) One sign per business establishment may be suspended from or attached to the underside of a canopy or marquee, provided the sign does not exceed four square feet in area and maintains a clear distance of at least seven and one-half feet between the sidewalk and the bottom of the sign; and

(e) No sign shall be less than 10 feet from a street right-of-way or 20 feet from any other property line.

(5) *Industrial Park subdivision signs.* For Industrial Parks, one additional sign on each street frontage other than those regulated in Signs Permitted for Industrial Districts shall be permitted, subject to the following: permanent signs for industrial park subdivisions shall not exceed 80 square feet in area. Ground mounted signs may be erected at each major entrance to the subdivision, but shall be located on private property no closer than ten feet to any property line. No sign shall exceed ten feet in height above ground level and illumination shall be restricted to indirect white lighting.

(6) *Master signage plan for shopping centers.*

(a) Signs presented on a Master Signage Plan and/or a Common Signage Plan must be uniform in design and features. The same type of materials must be used for all wall signage on any single or multi-unit structure. All types and colors of signs, as long as they produce a unifying theme and meet all area and height requirements, will be considered by the Zoning Administrator except those expressly prohibited by this chapter.

(b) Information required for a Master Signage Plan shall include specifications for each sign in sufficient detail to determine that the height and area requirements of the Sign Ordinance have been met. A site plan showing the layout of each sign is also required. An elevation of the freestanding sign shall be provided which shows provisions for shared usage and design type.

(c) A Master or Common Signage Plan shall be a part of any development plan, site plan, unified development plan, or other plan required for development and may be processed simultaneously with the plans(s). A Master or Common Signage Plan shall be approved prior to the issuance of any sign permit(s).

(d) A Master or Common Signage Plan may be amended by filing a new plan which complies with all requirements of this chapter. The Zoning Administrator may approve minor changes to a Master or Common Signage Plan provided the changes comply with all requirements of this chapter.

(e) After approval of a Master or common Signage Plan, no sign shall be erected, affixed, placed, painted, or otherwise established except in conformance with the plan and the plan may be enforced in the same way as any other provision of this chapter.

(7) *Signs Erected by Institutions.* Signs erected by schools, churches, hospitals, governments and other institutions are permitted in all districts, but the size of any such signs shall not be in excess of 32 square feet. If the sign is freestanding it shall not be closer than ten feet from any property line and shall not project higher than six feet above ground level.

(F) *Prohibited signs.* The following signs are prohibited:

(1) Banners, pennants, balloons, posters, ribbons, streamers, spinners or other similar devices, except as permitted in Subsection (C)(6), above;

(2) No sign or device shall be permitted which contains animation or is illuminated by any flashing, alternating, intermittent, or moving light or lights;

(3) No signs shall be permitted to be erected or maintained upon trees or painted or drawn upon rocks or utility poles;

(4) Billboards;

(5) Roof signs;

(6) Projecting signs and freestanding signs located within a public right-of-way except when erected by the town, county, state or federal government, provided, however, that political signs may be located pursuant to the provisions of N.C.G.S. §136-32; and

(7) No sign may be permitted which appears to direct the movement of traffic or resembles any official sign, signal or device.

(G) *Illumination.* Signs may be illuminated unless the provisions of this chapter explicitly state that they shall be unilluminated. Illuminated signs may be internally illuminated unless the provisions of this chapter explicitly limit them to illumination by indirect (external) light. Where illuminated signs are permitted, they shall conform to the following requirements:

(1) All signs illuminated under the provisions of this section shall be constructed to meet the requirements of the National Electric Code;

(2) Internally illuminated signs shall be limited to those with glass or plastic panels bearing the advertisement; provided, however, that exposed neon tubing shall be permitted;

(3) Indirect external flood and display lighting shall be shielded so as to prevent direct rays or light from being cast into a residential area or district and/or vehicles approaching on a public right-of-way from any direction. The lighting shall also be shielded so as to prevent direct view of the light source from a residence or residential district and/or vehicles approaching on a public right-of-way from any direction; and

(4) Flame as a source of light is prohibited.

(H) *Maintenance and removal of unsafe signs.*

(1) All signs of any nature shall be maintained in a state of good repair. No sign shall be allowed to remain which becomes structurally unsafe, hazardous or endangers the safety of the public or property.

(2) Upon determination by the County Building Inspector or by the Zoning Administrator in conjunction with the Town's Engineer or Public Works Director that a sign is structurally unsafe, hazardous or endangers the safety of the public or property, the Zoning Administrator shall order the same to be made safe or removed subject to the following provisions:

(a) The owner of the sign, the occupant of the premises on which the sign or structure is located, or the person or firm maintaining the same shall, upon written notice by registered or certified mail from the Zoning Administrator, forthwith in the case of immediate danger and in any case within ten days, secure or repair the sign or structure; and

(b) No sign shall be erected or maintained in such a manner that any portion of its surface or its supports will interfere in any way with the free use of access to any fire escape, exit or standpoint, or so as to obstruct any window so that light or ventilation is reduced below minimum standards required by any applicable law or building code.

(I) *Penalties and enforcement.* Violation of the provisions of these sign regulations shall be enforceable as set forth below in addition to any other enforcement provisions set forth in this chapter. (However, any unsafe signs shall be removed pursuant to Subsection H, above.)

(1) *Notice of violation.* The Zoning Administrator shall have the authority to issue a notice of violation for all violations of the sign ordinance. Where the owner of the sign is indicated on the sign or is otherwise apparent or known to the Zoning Administrator, a copy of the notice of violation shall be delivered to the sign owner by hand delivery or by certified mail. In all other cases, a copy of the notice of violation shall be posted on the sign and a copy shall be delivered by hand delivery or certified mail to the property owner as shown on the County tax records. In addition, service hereunder may be made in accordance with Rule 4 of the State Rules of Civil Procedure.

(2) *Right to appeal.* The sign owner and/or the property owner shall have the right to file an appeal from the notice of violation of the Zoning Administrator to the Board of Adjustment pursuant to the procedure set forth in §154.046, above.

(3) *Time to remedy violation.* The sign owner and/or the property owner shall have 15 days to remedy all violations set forth in the notice of violation unless an appeal from the decision of the Zoning Administrator is sought by the aggrieved party. The 15-day period shall commence upon the earlier of the posting of the notice of violation on the sign or the delivery of a copy of the notice of violation to the sign owner or property owner.

(4) *Extension of time for compliance.* The Zoning Administrator shall have the authority to grant a single 30-day extension of time within which the sign owner must comply with the notice of violation. The single extension of time may be issued based upon a written request for extension of time, which sets forth valid reasons for not complying within the original 15-day period.

(5) *Remedies for failure to comply.* Pursuant to G.S. § 160A-175(f), the Zoning Administrator may choose from the remedies set forth below to enforce the ordinance when there is a failure to comply with the notice of violation. These remedies are as follows.

(a) In addition to or in lieu of the other remedies set forth in this section, the Zoning Administrator may issue a citation setting forth a civil penalty of \$50. In the case of a continuing violation, each 24-hour period during which the violation continues to exist shall constitute a separate violation. The citation shall be served upon the person(s) described in subsection (I)(1) by the means set forth therein. In the event the offender does not pay the penalty within ten days of service of the citation, the civil penalty shall be collected by the town in a civil action in the nature of debt, which shall not constitute a misdemeanor, and in so providing, the Town Council hereby chooses to exercise the option provided by G.S. § 160A-175(b).

(b) In addition to or in lieu of the other remedies set forth in the section, the Zoning Administrator shall have the authority to issue a remove order for any sign not repaired or brought into compliance within the time required by the foregoing provisions. Remove orders shall be issued to and served upon the person(s) described in subsection (I)(1) above by the means set forth therein. The sign owner or the landowner shall be allowed a period of 30 days after the service of the remove order within which to remove the sign at his or her own expense. The remove order shall describe specifically the location of the sign to be removed and all of the reasons for issuance of the remove order, including specific reference to the provisions of the ordinance which have been violated.

(c) In addition to or in lieu of the other remedies set forth in this section, the Zoning Administrator may seek injunctive relief in the appropriate court.

(6) *Removal and recovery of expense.* If a sign owner or property owner fails to comply with the requirements of a remove order, the Zoning Administrator may cause the sign to be removed. The sign owner and property owner shall be jointly and severally liable for the expense of removal.

(7) *Notice; collection of sum.* Notice of the cost of removal shall be served upon the person(s) described in subsection (I)(1) by the means set forth therein. If the sum is not paid within 30 days thereafter, the sum shall be collected by the town in a civil action in the nature of debt, which shall not subject the offender to the penalty provision of G.S. § 14-4.

(Ord., Art. XI, § 1117, passed - -; Am. Ord. 2010-02, passed 3-25-2010; Am. Ord. passed 12-15-2011; Am. Ord. passed 9-18-2014; Am. Ord. 2016-03, passed 2-18-2016)

All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed.

Adopted this 18th day of February, 2016

ATTEST:

Devon Gosnell, Town Clerk

Eric McIntyre, Mayor

APPROVED AS TO FORM:

A. Bailey Nager, Town Attorney

1 **COLUMBUS PLANNING BOARD**
2 **Minutes of Regular Meeting**
3 **Monday, January 11, 2016**
4

5 The Town of Columbus Planning Board met on Monday, January 11, 2016 at 4:00 p.m., at the
6 Columbus Town Hall, 95 Walker Street, Columbus, North Carolina.
7

8 **Board Members Present:** Kathleen Nowakowski
9 Jimmi Buell
10 Joan Scoggins
11 Bevin Corbin
12

13 **Staff Present:** Timothy J Barth, Town Manager
14 Bailey Nager, Town Attorney
15

16 The meeting was called to order at 4:05 p.m. A roll call was taken and the Chairman
17 acknowledged all present except Mary Shambaugh who has recently passed away.

18 Mrs. Nowakowski asked if there were any changes to the September 14, 2015 minutes. There
19 were no changes requested. Mr. Corbin made a motion to approve the September 14, 2015 minutes as
20 written, Ms. Buell seconded, motion carried.

21 There were no public comments
22

23 **Consideration of Rezoning Certain Property from R-2 to HC**

24 Manager Barth explained that the property owner of the lot located on the northeast corner of
25 Ogle Street and East Mills Street wanted his property rezoned because he has a potential buyer for the
26 property. Durand's Auto Detailing is thinking about buying the lot, putting up a building and moving his
27 business there.

28 Mrs. Nowakowski made a motion to recommend to the Town Council that the property be
29 rezoned from R-2 to HC, Mr. Corbin seconded, motion carried.

30 Mr. Corbin made a motion to find the proposed use is consistent with the plans and policies of
31 the Town of Columbus, Ms. Scoggins seconded, motion carried.
32

33 **Consideration of Changes to the Sign Ordinance**

34 At the request of the Planning Board, Attorney Nager has rewritten the sign ordinance for the
35 Town of Columbus, but has included as much from the old ordinance as possible that fits within the new
36 guidelines as ruled by the U.S. Supreme Court.

37 Attorney Nager tried to remove any area in the current ordinance that appeared to be content
38 driven. The verdict, as handed down by the Supreme Court, requires all sign regulations to be content
39 neutral. If a sign has to be read to understand what type of sign it is, then the sign is content driven.

40 In reviewing the draft Attorney Nager prepared he noted he had included back in the ordinance a
41 section on allowing businesses an extra sign for 30 days maximum during a calendar year and that those
42 signs could be no more than six square feet in area. Also, Attorney Nager further defined Illumination
43 under that section and removed the section that was duplicated on the previous page regarding lighted
44 signs. After much discussion the Planning Board agreed that the maximum size for the extra signage
45 should be four (4) square feet. Mr. Corbin made a motion to accept the revisions to the sign ordinance
46 and to recommend it to the Town Council, Ms. Scoggins seconded, motion carried.

47 Ms. Nowakowski made a motion to find the proposed use is consistent with the plans and
48 policies of the Town of Columbus, Mr. Corbin seconded, motion carried.
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There being no further business, Mr. Corbin made a motion to adjourn, Ms. Buell seconded, motion carried. The meeting was adjourned at 4:48 p.m.

Chairman

Town Manager

February 18, 2016 Town Manager's Report
Prepared for Columbus Town Council
Friday February 11, 2016

- 1) **Budget Work Session:** The Town Council Budget Work Session will be on Thursday February 25 starting at 6:00p.m. There will be an agenda and some background material that will be put in your boxes by Tuesday. The Mayor has graciously offered to provide pizza and Councilwoman Metcalf has agreed to provide some drinks.

- 2) **Grand Opening of Blue Ridge Community Health Services:** The Blue Ridge Community Health Care facility opened in December 2015 in the Columbus Commons business area located at 155 W. Mills Street. They are having an open House on Monday February 29, 2016 from 4:00 p.m. – 6:00 p.m. All of the Town Council are invited to attend.

- 3) **New Restaurant in Town:** There is a new restaurant in Town called The Farm House Restaurant. It is located at 322 E. Mills Street just beyond Durand's Detailing business. It is open 6:00 a.m. – 2:00 p.m.

- 4) **Concerts in the Park:** I plan to make application soon to have a concert series in Veterans Park this summer and next fall. I will apply to the Polk County Community Foundation to have five total concerts in the coming year. The five will consist of one concert in each of July, August and September, and then two concerts the following May. There were three concerts this last year and they were excellent events, but rain threatened every one of the dates so attendance was not as high as it might have been if the weather had been good.

Public Works Report – February 12, 2016

- The town crew got to try out the new snow plow for the January 15th winter storm. This plow works a whole lot better than the previous plow that we were using.
- Leaf season ended on February 7th. The total number of loads ended up being 35. This is a total of 350 cubic yards.
- Many quotes have been gathered for the budget retreat coming up.
- We have spent several hours in the field trying to resolve location and meter ID issues.
- The SCADA system is back operational as of February 11th.

COLUMBUS POLICE DEPARTMENT

Department Head Report

February 18th 2016 Council Meeting

Chris Beddingfield, Police Chief

- Statistical Data

- Operated efficiently during first weather/snow event of the year
 - Utilized Dodge 4wd Truck

- Scheduled Bike-safe NC classes for year 2016
 - 7 classes scheduled

- Officer Kelly Condrey first to arrive at David Jackson's residence for a garage fire without being dispatched.
 - Grabbed a water hose and contained fire until fire dept. arrived

- Chief Beddingfield attended N.C. Association of Chiefs of Police yearly conference

Columbus Police Department

Monthly Activity Report

January 2016

Calls Answered

Wrecks	7
Alarm Calls	14
Domestic	2
Suspicious Vehicles	18
Suspicious Person	7
Assist Fire/EMS	5
Larceny	5
Stranded Motorists	3
Disturbance	4
Involuntary Commitments	3
Breaking & Entering	0
Suicide Threat	0
Hit and Run	2
Stolen Vehicle	0
Total Calls Answered:	503

Premise Checks

Residence Checks	165
Business Checks	7,548
Church Checks	311
Total Checks	8,024

Charges

Speeding Citations	30
No Operators License	11
Driving While License Revoked	5
Drug Charges	19
Uninsured Motorists	5
Careless & Reckless Driving	15
Open Container	4
Total Charges	136
(Traffic & Criminal)	

Arrests

Felony Arrests	3
Misdemeanor Arrests	15
DWI	2
Fugitives Arrested	0
Total Arrests	18

Training Topics

RMS Training
Homemade Explosives and
Clandestine Labs

Total Training Hours Received: 46

Requested to Assist Sheriff's Office, City Police Departments & Other Agencies

Calls	19
Hours	13.2

Community Patrols - 247

Town of Columbus
Minutes of the ABC Board
January 11, 2016

Chairman Bailey called the meeting to order at 5:11 p.m.

In attendance were Chairman Darryl Bailey, Board member Kelly Hamby, Board member Devon Gosnell, and Manager Chris Reid

Regular Meeting

Ethical Statement & Minutes

Board member Devon Gosnell read the following ethical statement:

“ In accordance with GS 18B-201, it is the duty of every Board member to avoid both conflicts of interest and appearance of conflicts. Does any member have any known conflict of interest or appearance of conflict with respect to any matters coming before the Board today?”

Chairman Bailey responded no. Board member Hamby responded no. Board member Gosnell responded no.

Approve Regular Agenda:

There were no changes requested to the agenda.

Approve Consent Agenda:

Chairman Bailey asked for any changes to the consent agenda. There were no changes requested.

Board member Devon Gosnell made a motion to approve the consent agenda, Chairman Bailey seconded, motion carried. The following items were approved:

1. Approve December 14, 2015 Regular Meeting Minutes

This concludes the items approved on the consent agenda.

Kathy Gregory presented the December Financial Report. The net year to date is \$12,393.44. The liabilities are at \$48,172.23. The cash balance is \$22,323.53. There was an issue with wine inventory that was discovered at the end of the month. Staff is working on correcting this issue.

Personnel Policy

The Board reviewed the items from the 2010 personnel policy. The items discussed were having all Board members present for interviews, to have background checks completed with the applications, to do a yearly review on the manager and update job duties after the review, to add the robbery and shop lifting portions, and to remove the memo section.

Board members Kelly Hamby and Devon Gosnell will prepare a rough draft to present at the February meeting.

49 **Meeting Schedule**

50 Board member Devon Gosnell made a motion to move the meeting day to the third Monday of
51 each month at 5:00 pm, Board member Kelly Hamby seconded, motion carried.

52

53 **DVR Update**

54 Manager Reid will contact David Searcy for instruction on using the DVR system. No Board
55 member had a spare monitor.

56

57 **Carolina Data Terminal Update**

58 Board member Devon Gosnell had no update. She will continue to contact Angela for an update.

59

60 **Dead Stock**

61 Board member Devon Gosnell and Manager Chris Reid will get in touch with Laurie Lee at the
62 ABC Commission and request price breaks for the dead stock.

63

64 Manager Reid called the Defiant Rep to get him to come into the store to help boost sales. The
65 Rep said he will be happy to stop by as soon as possible.

66

67 **Carolina Foothills Business Expo**

68 The Board discussed the expo and decided not to participate.

69

70 **Employee Training- Responsible Beverage Sales**

71 Board member Devon Gosnell explained that EMC Insurance, our workman's compensation
72 insurance, is requiring some form of alcohol sales training. She further explained that the ABC
73 Commission offers onsite Responsible Beverage Sales Training. The Board agreed to contact the
74 ABC Commission to schedule onsite training.

75

76 Board member Devon Gosnell will schedule the training and will confirm with Betty at EMC
77 Insurance.

78

79 **Inventory**

80 The Board discussed inventory and agreed to the following schedule:

81

- 82 • Saturday, January 16 – Board member Devon Gosnell will come in and count the mini
83 bottles.
- 84 • Sunday, January 17, 2016 – Shirley, Rickie and Chris will come in at 7:00 am to count
85 the floor.
- 86 • Monday, January 18, 2016 – Board member Kelly Hamby will make the corrections.

87

88 **Manager's Report**

- 89 • Manager Reid will pull out the old stock sheet and review its usefulness. This will help
90 keep track of inventory movement until we can get the new scanners.

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94 There being no further business, Board member Kelly Hamby made a motion to adjourn, Board
95 member Devon Gosnell seconded, motion carried. The meeting was adjourned at 6:15 pm.

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Chairman

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Board member

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Board member / Clerk

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Town of Columbus Fire Department

Incident Summary Report

January 2016



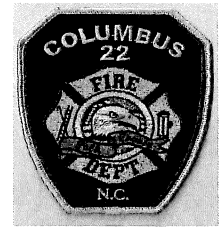
Town Hall
copy

Type of Incident	Number of Calls	Firefighter Hours Utilized
Emergency Medical Calls In CFD	64	53:18:00
Fire Alarm In CFD District	3	6:56:00
Stranded Motorist/Traffic Hazard	2	0:26:00
Weather Related Emergency/Flooding	1	8:00:00
Landing Zone At St. Luke's Hospital	2	4:33:00
Medical/Rescue Call MA to MSVFD/DNR	2	3:56:00
Brush Fire w/ homes Threatened/AA to SFD	1	7:28:00
Structure Fire AA to GCVFD	2	3:30:00
MVA w/o Injuries in CFD District	11	49:10:00
Assist DOT With Mud Removal	1	0:13:00
Smoke Complaint	1	1:00:00
MVA w/ Injuries in CFD District	3	20:29:00
Possible Structure Fire AA to MSVFD	1	4:08:00
Public Service Call in CFD District	6	7:54:00
Vehicle Fire In CFD District	1	3:10:00
Brush Fire AA in SVFD District D&C	1	1:08:00
Power Line Down in CFD District	1	5:24:00
No Incident Found	4	2:28:00
Fire Alarm AA D&C in Tryon District	2	0:14:00
Station Coverage in GCVFD District	1	6:45:00
Tree Down in CFD District	1	0:57:00
D&C Structure Fire AA MSVFD	1	1:12:00
Structure Fire AA in MSVFD	1	14:24:00
Fire Alarm AA D&C in Saluda Fire District	2	1:10:00
MVA W/O Injuries AA to SFD	1	1:50:00
Fire Alarm AA to MSVFD	1	1:04:00

Town of Columbus Fire Department

Incident Summary Report

January 2016



Public Service MA to MSVFD	1	2:12:00
Structure Fire in Tryon District	1	3:12:00
Fire Alarm AA D&C GCVFD	2	1:24:00
MVA AA With Injuries in SFD District	1	15:54:00
Unknown Fire Type AA Green Creek FD	1	0:33:00
Structure Fire in CFD District	1	6:53:00
Traffic Control Assist Law Enforcement AA	1	0:17:00
Total	125	241:12:00
Training Hours January 2016		152:00:00
Total Firefighter Hour Calls and Training		393:12:00