



## PROCLAMATION

WHEREAS, civic prayers and national days of prayer have a long and venerable history in our constitutional republic, dating back to the First Continental Congress in 1775; and

WHEREAS, the Declaration of Independence, our first statement as Americans of national purpose and identity, made "the Laws of Nature and Nature's God" the foundation of our United States of America and asserted that people have inalienable rights that are God-given; and

WHEREAS, the Supreme Court has affirmed the right of state legislatures to open their session with prayer and the Supreme Court and the U.S. Congress themselves begin each day with prayer; and

WHEREAS, in 1988, legislation setting aside the first Thursday in May in each year as a National Day of Prayer was passed unanimously by both Houses of Congress and signed by President Ronald Reagan; and

WHEREAS, the National Day of Prayer is an opportunity for Americans of all faiths to join in united prayer to acknowledge our dependence on God, to give thanks for blessings received, to request healing for wounds endured, and to ask God to guide our leaders and bring wholeness to the United States and her citizens; and

WHEREAS, it is fitting and proper to give thanks to God by observing a day of prayer in the Town of Oak Ridge when all may acknowledge our blessings and express gratitude for them, while recognizing the need for strengthening religious and moral values in our State and nation.

NOW, THEREFORE, I, Ann Schneider, mayor of the Town of Oak Ridge, North Carolina, do hereby proclaim Thursday, May 4, 2023, be designated as

### *A Day of Prayer in Oak Ridge, North Carolina*

and call upon all residents of Oak Ridge to pray in thanksgiving for our freedoms and blessings and to ask for God's continued guidance, grace, and protection for this land that we love.

---

Ann K. Schneider  
Mayor

ATTEST:

---

Sandra B. Smith, NCCMC, CMC  
Asst. Town Manager / Town Clerk



# TOWN OF OAK RIDGE TOWN COUNCIL

RZ-23-01 Planning and Zoning Board Hearing Date: May 4, 2023

## GENERAL INFORMATION

- Applicant/Owner:** Duggins Family Trust, Vann Duggins Representative
- Representative:** William (Bill) Greco, Land Solutions
- Request:** Rezoning request from AG (Agricultural) To CZ-RS-40 (Conditional Zoning Residential).
- Location:** The property is located to the south of Forsyth Rd. approximately 630 Feet east of the intersection of Forsyth Rd. and Autumn Harvest Dr. being in Oak Ridge Township.
- Tax Map ID#:** 168307
- Public Notification:** The Town of Oak Ridge notified all property owners within 500' of the subject property and posted the property as well.
- Community Outreach:** The applicant mailed letters to all property owners within 500' of the subject property.
- Existing Use:** The property was used for agriculture (Forestry)
- Tract Size:** 19.57 Acres
- Topography:** Variable, Gently Rolling
- Vegetation:** Recently de-forested with approximately 5 acres in grass and other vegetation

	<b>Adjacent Zoning</b>	<b>Adjacent Land Uses</b>
<b>N</b>	AG	Agricultural
<b>S</b>	RS-40	Single-Family Residential
<b>E</b>	AG	Agricultural
<b>W</b>	AG	Agricultural

Guilford County, NC



**ZONING DISTRICT STANDARDS**

**District Summary:**

Zoning District	Requested	Existing
Designation:	<b>RS-40</b>	<b>AG</b>
Max. Density:	1 DU/Per Acre	1 DU/Per Acre No Major Subdivision

**Conditional Uses:** The petition for rezoning includes all the owners of the property to be included in the rezoning request. Any additional conditions offered during the public hearing must be accepted by all owners of the property being considered for rezoning.

The conditions and site-specific standards proposed by the applicant for mutual approval by the Town of Oak Ridge are limited to those that address: (a) the conformance of the development and use of the property to Town ordinances and the Town’s officially adopted Comprehensive Land Use Plan; and, (b) the impacts reasonably expected to be generated by the development or use of the property.

**Proposed Conditional Use:** None

**Development Conditions:**

- 1) Replacement tree coverage shall provide at a rate of five (5) trees per building lot, and a caliper greater than two-and-one-half inches (2½")

**SPECIAL INFORMATION**

**Overlay Districts:** None

**Environmental:** Watershed: Greensboro General Watershed

Floodplains: This site does not include floodplains.

Streams: Small perennial stream along southwestern boundary of property pond.

**Utilities:**

Public Water: Available (Research occurring to see if feasible to connect)

Public Sanitary Sewer: Non-available

**Landscape Requirements:**

Landscaping requirements per **Article IX Division 4** "Landscaping and Tree Protection Requirements" apply to this site.

**Off-Street Parking Regulations:** None

**Tree Conservation Areas:**

Will be determined during Subdivision approval process.

**Transportation:**

Street Classification: Forsyth Rd. – Collector

New Street into development will be classified as a Local Collector.

Site Access: All accesses must be designed and constructed to NCDOT Standards and to the standards set forth in Article VIII, Division 9, Section 30-860 (Streets) of the Town of Oak Ridge Code of Ordinance.

Traffic Counts: 5900 Annual Average Daily Traffic (AADT) Volume along Oak Ridge Rd (Taken in 2021 at the intersection of Oak Ridge Rd and Harvest Ridge Rd.

Sidewalks: None required

Traffic Impact Study: Requirements for a Traffic Impact Analysis/Study is not required by the Town of Oak Ridge Code of Ordinance. However, NCDOT may require a study be completed during the subdivision review process.

Other: N/A

**IMPACT ANALYSIS & STAFF DISCUSSION**

**Future Land Use Compatibility – 2016 Future Land Use Plan**

OBJECTIVE 1.2: Recommend RS-40 zoning for development on tracts outside the town core with marginal environmental, agricultural, historic, or community open space value.

**Comprehensive Pedestrian Transportation Plan**

Figure 3.1 - Town of Oak Ridge Existing and Proposed Facilities map from the Pedestrian Plan does not show any future trails or pedestrian paths along the two parcels.

**STAFF RECOMMENDATIONS:**

The proposed request is consistent with the recommendations of the Oak Ridge Future Land Use Plan. Staff Recommend approval of the rezoning application.

**Staff Report prepared by the Town of Oak Ridge Planning Department**

**PLANNING AND ZONING BOARD RECOMMENDATIONS:**

Motion to recommend **Approval** to Town Council the application for rezoning. The proposal is **Consistent** with the adopted land use plan, it is also **Reasonable** and in the public interest:

Patty Paslaru

Seconded by: Patrick Fiorintino

**Vote 7 to 0 in favor of the motion.**

<b>VOTE:</b>	Stoudemire	<u>✓</u>
	Streck	<u>✓</u>
	Paslaru	<u>✓</u>
	Stafford	<u>✓</u>
	Simpson	<u>✓</u>
	Fiorentino	<u>✓</u>
	Gardner	<u>✓</u>

**WRITTEN RECOMMENDATION ADDRESSING COMPREHENSIVE LAND USE PLAN CONSISTENCY AND OTHER APPROPRIATE MATTERS:**

To be provided after Planning and Zoning Board hearing.

**TOWN COUNCIL RECOMMENDATIONS:**

Motion to Approve/Deny by:

Seconded by:

Vote \_\_\_\_ to \_\_\_\_ in favor of the motion.

<b>ROLL CALL VOTE:</b>	Sullivan	___
	McClellan	___
	Kinneman	___
	Pittman	___
	Schneider	___

**MOTION  
TO APPROVE  
ZONING AMENDMENT**

PROPOSED ZONING AMENDMENT: AG to CZ-RS-40

I make a motion that the proposed zoning amendment be approved based on the following:

1. *The proposed zoning amendment is consistent with the adopted comprehensive plan of the Town of Oak Ridge.* The Planning Board has provided the Council with its written statement that the proposed zoning amendment is consistent with the comprehensive plan, and the Council concurs and adopts the Planning Board's finding of consistency by reference. In addition, the Council further finds that the proposed zoning amendment is consistent with the comprehensive plan because:\_\_\_\_\_.

AND

2. *The proposed zoning amendment is reasonable.* The Council considers the proposed zoning amendment to be reasonable because:

A. The report of the Town staff finding the proposed zoning amendment to be reasonable is adopted by reference.

B. The Council further finds that the proposed zoning amendment is reasonable because:\_\_\_\_\_.

AND

3. *The proposed zoning amendment is in the public interest.* The Council considers the proposed zoning amendment to be in the public interest because:

A. The report of the Town staff finding the proposed zoning amendment to be in the public interest is adopted by reference.

B. The Council further finds that the proposed zoning amendment is in the public interest because:\_\_\_\_\_.

[Call for second etc.]

**MOTION  
TO REJECT  
ZONING AMENDMENT**

PROPOSED ZONING AMENDMENT: AG to CZ-RS-40

I make a motion that the proposed zoning amendment be  
rejected based on the following:

1. *The proposed zoning amendment is not consistent with the adopted comprehensive plan of the Town of Oak Ridge.* The Planning Board has provided the Council with its written statement that the proposed zoning amendment is not consistent with the comprehensive plan, and the Council concurs and adopts the Planning Board's finding of inconsistency by reference. In addition, the Council further finds that the proposed zoning amendment is inconsistent with the comprehensive plan because:\_\_\_\_\_.

AND/OR

2. *The proposed zoning amendment is not reasonable.* The Council considers the proposed zoning amendment to be unreasonable because:

A. The report of the Town staff finding the proposed zoning amendment to be unreasonable is adopted by reference.

B. The Council further finds that the proposed zoning amendment is unreasonable because:\_\_\_\_\_.

AND/OR

3. *The proposed zoning amendment is in the public interest.* The Council considers the proposed zoning amendment to be against the public interest because:

A. The report of the Town staff finding the proposed zoning amendment to be against the public interest is adopted by reference.

B. The Council further finds that the proposed zoning amendment is against the public interest because:\_\_\_\_\_.

[Call for second etc.]

**MOTION  
TO APPROVE  
ZONING AMENDMENT**

PROPOSED ZONING AMENDMENT: AG to CZ-RS-40

I make a motion that the proposed zoning amendment be approved based on the following:

1. *Even though the proposed zoning amendment is inconsistent with the adopted comprehensive plan of the Town of Oak Ridge, a change in conditions in meeting the development needs of the community has occurred since plan adoption.* These changes include:

\_\_\_\_\_.

Furthermore, the Planning Board has provided the Council with its written statement that the proposed zoning amendment is inconsistent with the comprehensive plan, but that a change in conditions in meeting the development needs of the community has occurred since plan adoption, and the Council concurs and adopts the Planning Board's finding of inconsistency and changing conditions by reference. In addition, the Council further finds that the proposed zoning amendment meets the development needs of the community because:

\_\_\_\_\_

AND

2. *The proposed zoning amendment is reasonable.* The Council considers the proposed zoning amendment to be reasonable because:

- A. The report of the Town staff finding the proposed zoning amendment to be reasonable is adopted by reference.

- B. The Council further finds that the proposed zoning amendment is reasonable because:

\_\_\_\_\_.

AND

3. *The proposed zoning amendment is in the public interest.* The Council considers the proposed zoning amendment to be in the public interest because:

- A. The report of the Town staff finding the proposed zoning amendment to be in the public interest is adopted by reference.

- B. The Council further finds that the proposed zoning amendment is in the public interest because: \_\_\_\_\_.

AND

4. By approving this motion, the Council also hereby amends the Town of Oak Ridge comprehensive plan to reflect the approved zoning amendment.

[Call for second etc .]

# MEMORANDUM

---

TO: Town Council  
FROM: Sandra Smith, Asst. Town Manager/Town Clerk  
DATE: April 19, 2023  
RE: Veterans Honor Green

Council,

The Special Events Committee has raised \$7,845.00 during the quarter ending March 31, 2023.

Per your direction, contributions to the Veterans Honor Green are to be matched quarterly using the \$50,000 Small Town Development Grant from the state, as the Town match for the year has been expended.

The total amount in the restricted fund after the actions recommended will be:

\$169,242.24	Previous total in Veterans Honor Green restricted fund
7,845.00	Veterans Honor Green contributions January-March 2023
<u>+ 7,845.00</u>	Town match
\$184,932.24	Total in Veterans Memorial restricted fund

The total unused in the state grant after the recommended action is \$29,783.38.

**Recommended actions:**

Match \$7,845.00 and move it and the \$7,845.00 earned this quarter (total of \$15,690.00) to the Veterans Memorial Restricted Fund.



# MEMORANDUM

---

TO: Town Council  
FROM: Sandra Smith, Asst. Town Manager/Town Clerk  
DATE: March 24, 2023  
RE: Town Records

Council,

The repository for the Town of Oak Ridge's records is town hall. Retention of many of the documents stored here is no longer required, resulting in boxes of records with little or no reference value.

General Statute and the 2019 Local Government Agencies General Records and Disposition Schedule, which has been adopted by Council, dictates how long documents must be retained. Before documents can be destroyed, the action must be approved by the Town Council.

If destruction of certain records is approved, staff will contract with a company that will provide secure transportation and a Certificate of Destruction verifying the secure disposal.

**Recommended actions:**

Approve the destruction of records listed on the attached Destruction Log.





## TOWN OF OAK RIDGE DESTRUCTION LOG

RECORDS SERIES TITLE	REQUIRED RETENTION	DATE RANGE	VOLUME	MEDIA		DATE OF DESTRUCTION	METHOD OF DESTRUCTION	AUTHORIZATION FOR DESTRUCTION
				PAPER	ELECTRONIC			
<b>ACCOUNTS PAYABLE</b> Reimbursements, receipts/bills of sale, check registers & subsidiary registers	3 years after payment	1998 - 2019	12 boxes*	X			Shredding Service	
<b>ACCOUNTS RECEIVABLE</b> Receivables owed, records of payment	3 years after collection	2015 - 2018	2 boxes*	X			Shredding Service	
<b>BANK STATEMENTS &amp; RECONCILIATIONS</b> Bank statements, cancelled checks, deposit slips & reconciliation reports	After 3 years	2000 - 2019	7 boxes*	X			Shredding Service	
<b>TIMESHEETS</b> Employees' work hours and attendance	After 2 years	1999 - 2007	1 box*	X			Shredding Service	
<b>INSURANCE POLICIES</b> Insurance policies & certificates	10 years after superseded or obsolete	2002 - 2007	1 box*	X			Shredding Service	
<b>MISCELLANEOUS</b> Parking citations, animal control issues, Bike safety, Fall Festival		2000 - 2011	1 box*	X			Shredding Service	

\* Volume of 1 box is 1.7 cubic feet



## Oak Ridge Parks & Recreation - Facility Rental Fee Schedule

	<i>Oak Ridge Resident</i>	<i>Non-resident</i>	<i>Non-profit</i>	<i>Refundable Deposit*</i>
<b>Athletic Field (2 hr. minimum)</b>	\$12.50 / hour add \$15 / hr. for lights	\$15 / hour add \$15 / hr. for lights	\$10 / hour add \$15 / hr. for lights	\$100 / over 2 hrs.
<b>Athletic Field (Tournaments)</b>	\$150 / field / day add \$15 / hr. for lights	\$150 / field / day Add \$15 / hr. for lights	\$150 / field / day Add \$15 / hr. for lights	\$100
<b>225' Temporary Outfield Fence</b>	\$50 / day free if total field rental exceeds \$275 / day or \$550 / weekend	\$50 / day free if total field rental exceeds \$275 / day or \$550 / weekend	\$50 / day free if total field rental exceeds \$275 / day or \$550 / weekend	--
<b>Pitching Mounds</b>	\$25 / mound / day 50% off for tournaments	\$25 / mound / day 50% off for tournaments	\$25 / day / mound 50% off for tournaments	--
<b>Concession Stand (Limited availability)</b>	\$10 / hour	\$12.50 / hour	\$8 / hour	\$100
<b>Picnic Shelter</b>	\$40.00 / 4 hours \$60.00 / full day	\$50.00 / 4 hours \$75.00 / full day	\$32.00 / 4 hours \$48.00 / full day	--
<b>Amphitheater</b>	\$150 / 3 hour minimum \$50 per additional hr. \$500 / full day (12 hrs.)	\$225 / 3 hour minimum \$75 per additional hr. \$750 / full day (12 hrs.)	\$112.50 / 3 hour minimum \$37.50 per additional hr. \$375 / full day (12 hrs.)	\$75
<b>10' x 10' canopy (Per rental)</b>	\$15 / canopy	\$15 / canopy	\$15 / canopy	\$100
<b>Horseshoes (Per set)</b>	No Charge	No Charge	No Charge	\$50 / set
<b>Infield Preps (Optional)</b>	\$30 / game prep \$20 / practice prep	\$30 / game prep \$20 / practice prep	\$30 / game prep \$20 / practice prep	--
<b>Staff cost / person (Mandatory for non- operating hours)</b>	\$20 / hour	\$20 / hour	\$20 / hour	--

**NOTE:** The cost of facility clean-up or damage repair due to renter neglect is subject to being charged at the staff rate listed above. Repeated occurrences will subject renter to payment of refundable\* clean-up fees prior to rental period. Also, the Town of Oak Ridge charges a \$25 processing fee under NC General Statute § 25-3-506 to the maker of any dishonored rental payment check. \*Subject to staff approval

# MEMORANDUM

---

TO: Town Council  
FROM: Ashley Royal/Deputy Town Clerk  
DATE: May 1, 2023  
RE: Budget Amendment for 2023 Music in the Park

Council,

A \$10,000 budget amendment is requested to pay for start-up cost associated with the 2023 Music in the Park Series. The requested funds are to pay for marketing material (newspaper ads, fliers, signs and banners), products, and band costs. We expect the requested amount to be made up in revenue during this fiscal year.

**Recommended actions:**

Approve budget amendment to increase Parks Special Events revenue by \$10,000 and increase Parks Special Events expenses by \$10,000 for Music in the Park start-up costs.





## RESOLUTION R-2023-09

### A RESOLUTION AMENDING THE TOWN OF OAK RIDGE WATER SYSTEM FEES AND CHARGES SCHEDULE

WHEREAS, the Town Council adopted a water base rate of \$21.00 plus \$6.50/1,000 gallons per month in 2022; and

WHEREAS, costs for chemicals and other supplies have risen significantly, and the proposed water enterprise fund budget anticipates these cost increases; and

WHEREAS, the Water Advisory Committee reviewed and unanimously recommended approval of the new proposed water rate at its meeting on April 26, 2023; and

WHEREAS, the new proposed rate is lower than the current and proposed rates from private water providers in Oak Ridge;

NOW, THEREFORE, BE IT RESOLVED that the Town Council adopts a residential metered service rate for water of \$24.00 plus \$7.50/1,000 gallons, effective May 5, 2023.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

---

Ann K. Schneider  
Mayor

ATTEST:

---

Sandra B. Smith, NCCMC, CMC  
Asst. Town Manager/Town Clerk