

# **PLANNING BOARD MEETING**

**Wednesday, June 4, 2025**

**6:00 PM**

**City Hall Council Chambers**

**300 West Crowell Street, Monroe, NC**

## **AGENDA**

- Item 1. Call to Order – Roll Call**
- Item 2. Pledge of Allegiance and Moment of Silence**
- Item 3. Conflicts of Interest**
- Item 4 Approval of Minutes – May 7, 2025**
- Item 5. Zoning map amendment to rezone the property located at 1913 Steele Street and further identified as tax parcel 09-150-166 from General Industrial (GI) to Residential Low Density (RLD).**
- Item 6. Basics of Development Regulations (E-Module) by Adam Lovelady, Professor for the School of Government**
- Item 7. Next Meeting: Wednesday, July 2, 2025**
- Item 8. Adjournment**

### ***ATTENTION BOARD MEMBERS:***

**Please contact Kimberly Davis at 704-282-4527 to confirm your attendance. Thank you.**

**cc: Jeff Wells  
Lisa Stiwinter  
Richard Long, Attorney  
Planning Staff**

**MINUTES OF THE  
PLANNING BOARD MEETING**

**May 7, 2025, at 6:00 PM  
City Hall – Council Chambers  
300 W. Crowell Street, Monroe, NC**

Emailed to HR on: 5/8/25

**Item 1.        Call to Order - Roll Call**

Jennifer Smith, Chair, called the May 7, 2025 meeting to order at 6:00 p.m. Kimberly Davis called the roll.

**Members Present:** Jennifer Smith (Chair), Archie Morgan, Maryann Rasberry, Daryle Anderson, Pamela Duda (ETJ Member), Chip Wardwell, John Harris (Alternate)

**Members Absent:** None

**Staff Present:** Jeffrey Wells, Asst. City Manager; Doug Britt, Asst. Planning and Dev. Director; Keri Mendler, Senior Planner; Megan Brightharp, Planner 1; Richard Long, City Attorney; Terry Sholar, Senior Staff Attorney; Kimberly Davis, Administrative Asst II;

**Guests:** Shawn Lange, Good Steward Ministries; Alisha DeBerry; Chris Hardin, NSP Hilltop Plaza;

**Item 2.        Pledge of Allegiance and Moment of Silence**

**Item 3.        Conflicts of Interest-** None noted.

**Item 4.        Approval of Minutes – January 8, 2025.**

**Motion:** Archie Morgan made a motion to approve the minutes from January 8, 2025.

**Second:** Maryann Rasberry

**Action:** The motion passed with the following votes:

**AYES:** Jennifer Smith, Archie Morgan, Maryann Rasberry, Daryle Anderson, Pamela Duda, Chip Wardwell,

**NAYS:** None

Since there were six members on the Board, our Alternate, John Harris, was asked to join the panel.

**Item 5.        Zoning Text Amendment to Code of Ordinances-Title XV: Land Usage, Chapter 157, Section 7.5 Accessory Uses & Accessory Structures**

Megan Brightharp, Planner I, presented the proposed text amendment to section 157. 7.5: Accessory Uses and Accessory Structures of the Unified Development Ordinance. “Shawn Lange, on behalf of Good Steward Ministries, has requested the Planning Board consider this text amendment to add additional language addressing donation bins. Currently, Section 157.7.5.B of the UDO states that donation bins ‘shall only be located in the General Business (GB) zoning district.’ The proposed text amendment intends to provide language to allow donation bins in additional zoning districts to include

Neighborhood Business (NB), Community Corridor Mixed-Use 1(CC-MX1), Regional Corridor Mixed-Use (RC-MX), and Conditional Districts (CD).”

“The previous addition of donation bin regulations to the Unified Development Ordinance was meant to address an ongoing concern of the increased number of donation bins that were arbitrarily being placed throughout the City and not being properly maintained. At that time, the General Business (GB) zoning district was designated as an appropriate district for donation bins because it is the largest commercial district and most inclusive. Commercial zoning districts are intended to minimize incompatibilities from dissimilar uses and minimize the impacts of commercial activities on residential uses. Because of this, planning staff agrees with the addition of Neighborhood Business (NB) as an appropriate zoning district for donation bins.”

“Mixed-used zoning districts are meant to accommodate developments containing a variety of compatible uses. While mixed-use district may include a selection of commercial uses, they are not wholly commercial in nature and are meant to include housing, shopping, working, and recreational options in close proximity to one another. Planning staff does not agree with the recommendation to include CC-MX1 and RC-MX as permissible zoning districts for donation bins because it will allow them to be located in areas that may not include any commercial uses, but other uses such as professional office, medical office, or residential.”

“While the City of Monroe has Conditional Districts that are commercial, a vast majority of the Conditional Districts that have been approved are for residential developments. Planning staff does not agree with adding Conditional Districts as permissible locations for donation bins because it creates the opportunity for them to be located in residential neighborhoods.”

“Planning staff recommends approval to include Neighborhood Business in the proposed text amendment. Planning staff recommends denial of the inclusion of Community Corridor Mixed-Use, Regional Corridor Mixed-Use 1, and Conditional Districts in the presented text amendment.”

Ms. Brightharp presented and explained color-coordinated, visual aid maps of the Northeast, Northwest, Southeast and Southwest quadrants of the City of Monroe in order to show the zoning districts within this proposed text amendment. Initially GB (General Business) was selected because it is the largest commercial district and the most inclusive. There is not a significant amount of NB (Neighborhood Business).

Ms. Brightharp then answered questions from the Board. The process for the placement of donation bins include: the person/people placing the bin is required to apply for a zoning permit; courtesy letters are sent to bin owners and property owners to inform them of the rules and regulations and the violation process; bin owners are required to have property owner permission; and they are required to meet all of the standards included in the Text Amendment that is reviewed before the permit is granted. When the Planners and Code Enforcement Officers do their inspections and ride through the city, they see the donation bins, but do not check them on a set schedule. Complaints are also received from the public. Deadlines are given to the bin owners in order to correct the violation. If they do not correct the violation, the first citation is \$50, the second is \$100, the third is \$500 and then it is turned over to the attorney’s office. Once it is with the legal department then it is likely to go to court in order to have the bin removed. These bins look like large library book returns, are sometimes blue and should have a sticker with the bin owner’s name and phone number. Some are for profit and others are nonprofit, but they vary depending on the company.

Ms. Brightharp explained further to the Board that the Planning Team has a list of multiple companies that place bins. The original text amendment outlines the standards and rules for the bins, including the placement of bins and not having items outside of the box. This text amendment is asking whether or not to include more zoning districts for the donation bins. There are a few dozen donation bins placed around the city and along Highway 74. The Target shopping Center and Medical Plaza across Highway 74 from Target are the two main non-residential Conditional Districts. The Medical Plaza has some Commercial Use, but is mainly medical. The text amendment and zoning districts chosen by the Board will apply to any of the operators who apply for a permit. There is not a cap on the number of bins in the city, but there can only be one per parcel. The State Statute and our legal department states that people cannot be denied based on for-profit or from out-of-state. In order to stop the illegal bins, the text amendment needs to be finalized in order to continue the enforcement process. In the Ordinance, the bin operator's contact information is required. If their contact information is not on it, the violation goes to the property owner since the bin is on private property. There is a permit process for permission to place the bins. Zoning violations cannot be abated so they go through the violation process and then legal handles it from there. Courtesy letters have been sent to the bin owners and if it is not in GB (General Business) then the bin has to be removed. If in General Business, the bin needs to be the right color, in the right location, with a permit and on a parcel that has a development on it.

Terry Sholar, Senior Staff Attorney, stood and addressed the Board. The Ordinance has an enforcement mechanism in it. It is a Civil violation process. When a bin is in violation of the Ordinance, a time is given to correct with voluntary compliance. If not corrected in the time allowed, a Notice of Violation is issued to the bin owner and the property owner. This Notice gives them a time to correct. If they don't correct it, there is a civil penalty assessed with first (\$50), second (\$100) and third (\$500) monetary fines. If the fines are not paid then the City turns it over to the legal department who files a lawsuit. The lawsuit is to ask the court to tell whoever is violating the ordinance to stop and/or correct it. If they do not correct it in the time allowed, the owner(s) are in contempt of a court order. The money is awarded, once collected, as a judgement. The box can be removed by the City of Monroe only if the court orders it. These boxes/bins are also regulated by the State of North Carolina. The State requires that if the bins are charitable, the name and phone number of the charity must be on it and must be registered with the Secretary of State's Office. The City of Monroe only regulates where they can be located on properties within the city. If out-of-state bin owners are dropping them in our state without permits, they need to be reported to the Secretary of State and the Attorney General's Office so they can proceed with state enforcement against them. The city is not authorized to handle the bin placement on a case-by-case basis.

Shawn Lange, representing Good Steward Ministries, approached the podium. Their organization has had donation boxes in Monroe for fifteen years. Twenty donation boxes have been placed by them in the City of Monroe. They do daily patrolling for the bins, keep them clean, and get permission from the property owners. He states there are three out-of-state companies who come into Monroe and set bins out without talking to the property owners and without following the rules. Those companies service it once every three weeks and items pile up outside of it. The City of Monroe Code Enforcement Officer, Vernon Cathcart, calls Good Steward to come clean up the unpermitted bins. The Good Steward bins help fund the nonprofit thrift store and support Union County Homeless Shelter, Crisis Pregnancy Center and Social Services Direct Aid and Voucher programs. He asked that they don't unintentionally eliminate the "good" operators while trying to stop the "bad" ones. They have reported, to the Planning Department, a list of twenty to thirty bins that have been dropped without permission within the city.

Richard Long, City Attorney, stood and spoke to the Board. He said, with all due respect, the only issue before the Board is whether or not to expand the district on where to put the bins.

Daryle Anderson distributed copies of information packets to the Board members in regards to his research on the business practices of Good Steward Ministries from 2021 and 2022.

Richard Long, City Attorney, stood and spoke to the Board. He said, with all due respect, this is all about the zoning ordinance and what they will approve in expanding the area or not. This is a recommendation to the City Council about whether to expand the area or not expand the area.

**Motion:** Daryle Anderson made a motion to adopt Resolution denying Land Use and Transportation Plan Compliance and authorization for staff to draft the resolution based on the reason(s) provided and authorization for the Chair to sign the resolution.

**Second:** Maryann Rasberry

**Action:** The motion to deny passed with the following votes:

**AYES:** Jennifer Smith, Archie Morgan, Maryann Rasberry, Daryle Anderson, Pamela Duda, Chip Wardwell, John Harris

**NAYS:** None

**Motion:** Daryle Anderson made a motion to deny the zoning text amendment.

**Second:** Maryann Rasberry

**Action:** The motion to deny passed with the following votes:

**AYES:** Jennifer Smith, Archie Morgan, Maryann Rasberry, Daryle Anderson, Pamela Duda, Chip Wardwell, John Harris

**NAYS:** None

**Item 6. Zoning Text Amendment to Code of Ordinances-Title XV: Land Usage, Chapter 157, Section 7.3 titled "Temporary Uses"**

Keri Mendler, Senior Planner, presented. "The amendment is proposing to remove language regarding produce stands while adding a few clarification points for general temporary uses. As an overview, the temporary use section allows the establishment of specific uses with limited duration. Examples of a temporary use include retails sales of fireworks around the 4th of July, Christmas trees, and produce stands. The temporary use section has general standards that apply to all temporary uses while providing more specific standards for uses, such as produce stands. The produce stand language only allows produce stands between the months of May and October, as we know there are crops that grow in cooler temperatures and we have had individuals, in the past, request a temporary use permit to operate outside of this window. After reviewing the produce stand language, staff feels it is redundant and restrictive for local farmers. If approved, produce stands will be treated as any other retail use and will follow the general standards for temporary uses. Some language is being added that stipulates temporary uses have to be located on a property with a primary use. They cannot set up on a grass or dirt lot. There has to be a building with an active use or and, at least, an improved stand-alone parking lot. To recap, please decide on whether or not to remove the produce stand language and add the clarification language."

**Motion:** Pamela Duda made a motion to adopt Resolution recommending approval of the Land Use and Transportation Plan compliance adjusting for the produce stands.

**Second:** Archie Morgan  
**Action:** The motion passed with the following votes:

**AYES:** Jennifer Smith, Archie Morgan, Maryann Rasberry, Daryle Anderson,  
Pamela Duda, Chip Wardwell, John Harris  
**NAYS:** None

**Motion:** Pamela Duda made a motion to adopt the Ordinance amending Code of Ordinances-  
Title XV: Land Usage, Chapter 157: Section 7.3 titled “Temporary Uses”.

**Second:** Chip Wardwell  
**Action:** The motion passed with the following votes:

**AYES:** Jennifer Smith, Archie Morgan, Maryann Rasberry, Daryle Anderson,  
Pamela Duda, Chip Wardwell, John Harris  
**NAYS:** None

**Item 7.** Planning Board Discussion – Some Board Member’s questions were addressed by Attorney Richard Long. Chip Wardwell expressed his appreciation to be on the Board and was referred to the 2018 Future Land Use Plan, “Forward Monroe,” and the 2022 Unified Development Ordinance for information purposes. John Harris also expressed he is glad to be back for his second stint on the Planning Board.

**Item 8.** Next Meeting: June 4, 2025 at 6pm

**Item 9.** Adjournment

**Motion:** John Harris made a motion to adjourn.

**Second:** Archie Morgan

**Action:** The motion to adjourn passed with the following votes:

**AYES:** Jennifer Smith, Archie Morgan, Maryann Rasberry, Daryle Anderson,  
Pamela Duda, Chip Wardwell, John Harris  
**NAYS:** None

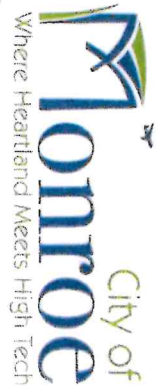
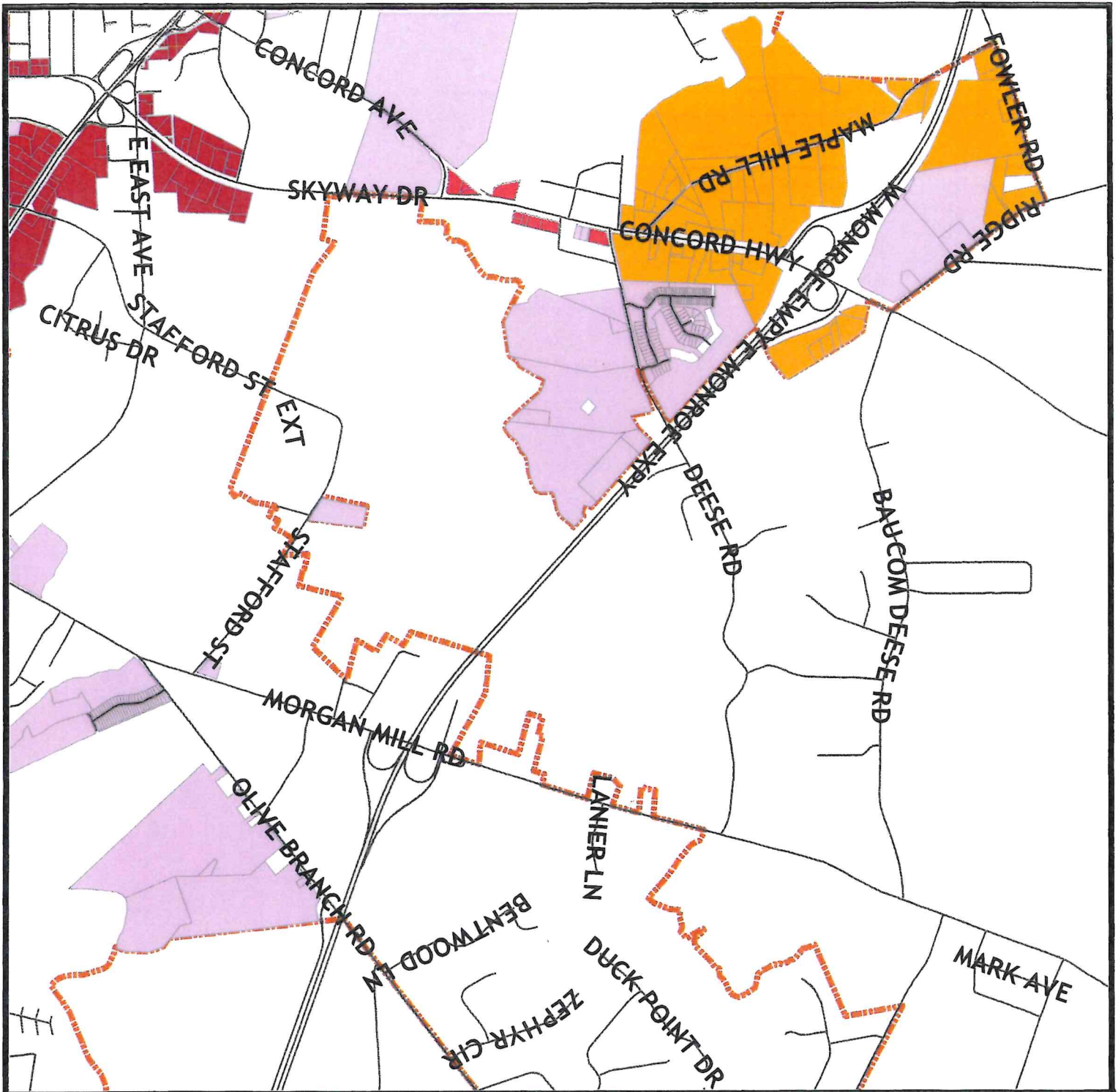
The meeting was adjourned at 7:05 p.m.

*Respectfully Submitted,*

Jennifer Smith, Chair  
Planning Board

Kimberly Davis  
Secretary to the Board

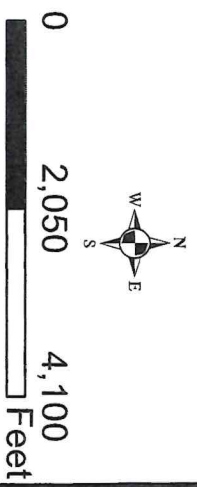




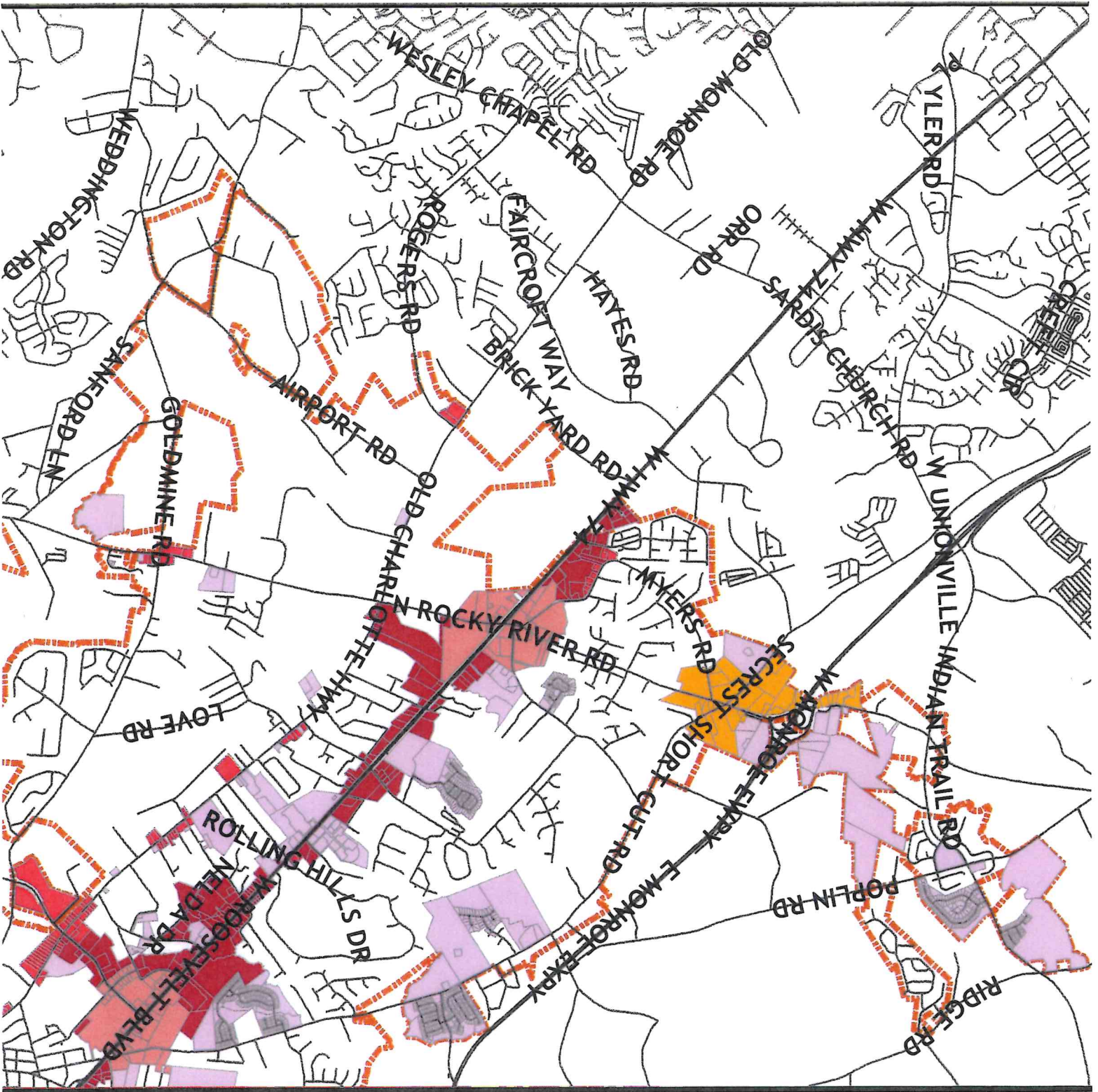
*NE Quadrant*

**Legend**

- CD
- RC-MX
- NB
- GB
- Centerlines
- City Limits







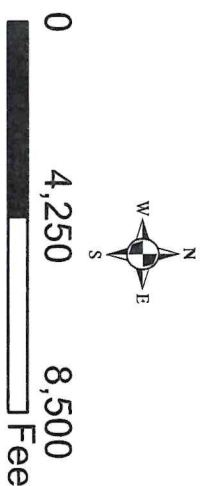




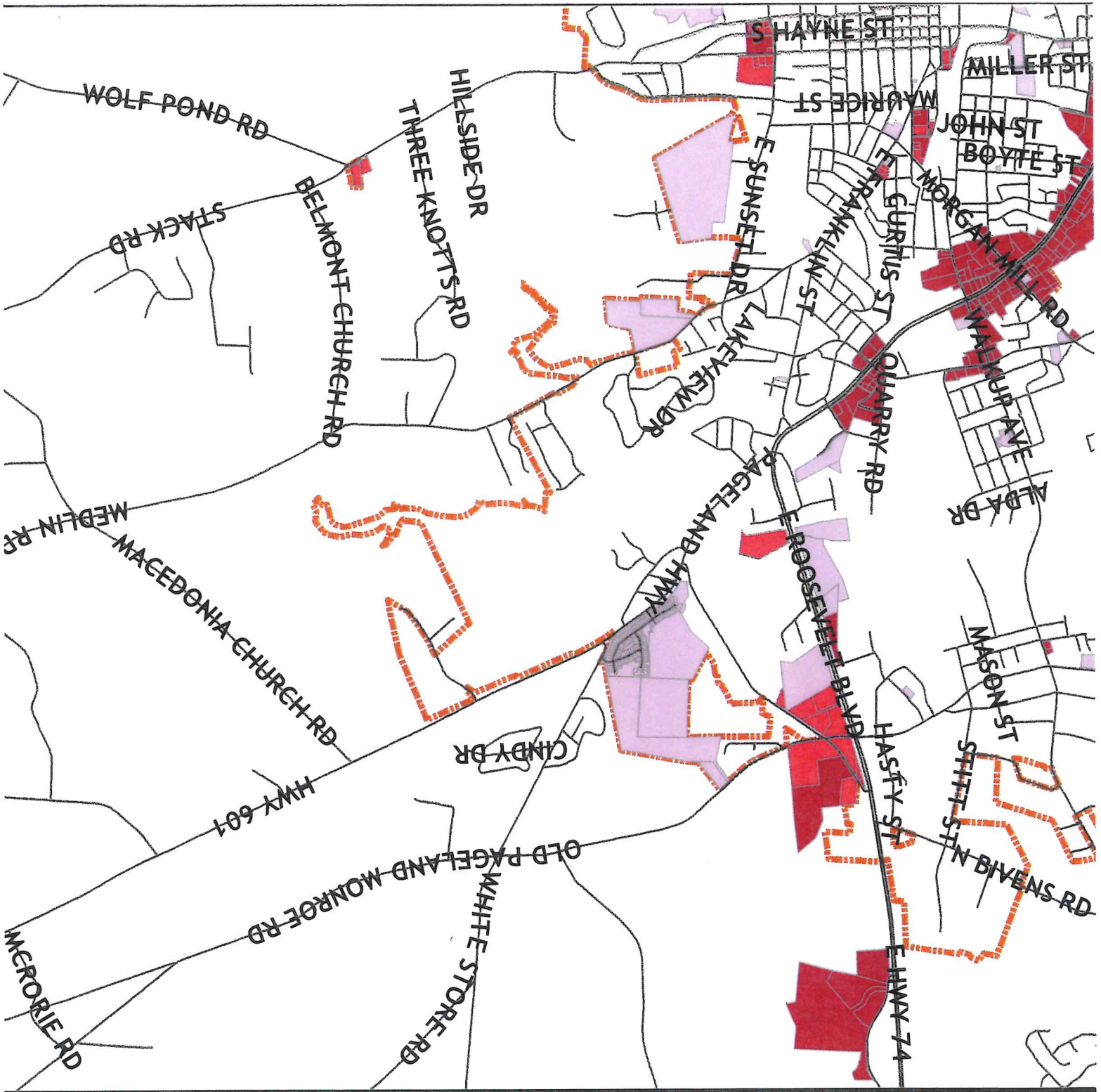
*NW Quadrant*

**Legend**

-  CD
-  RC-MX
-  CC-MX1
-  NB
-  GB
-  Centerlines
-  City Limits












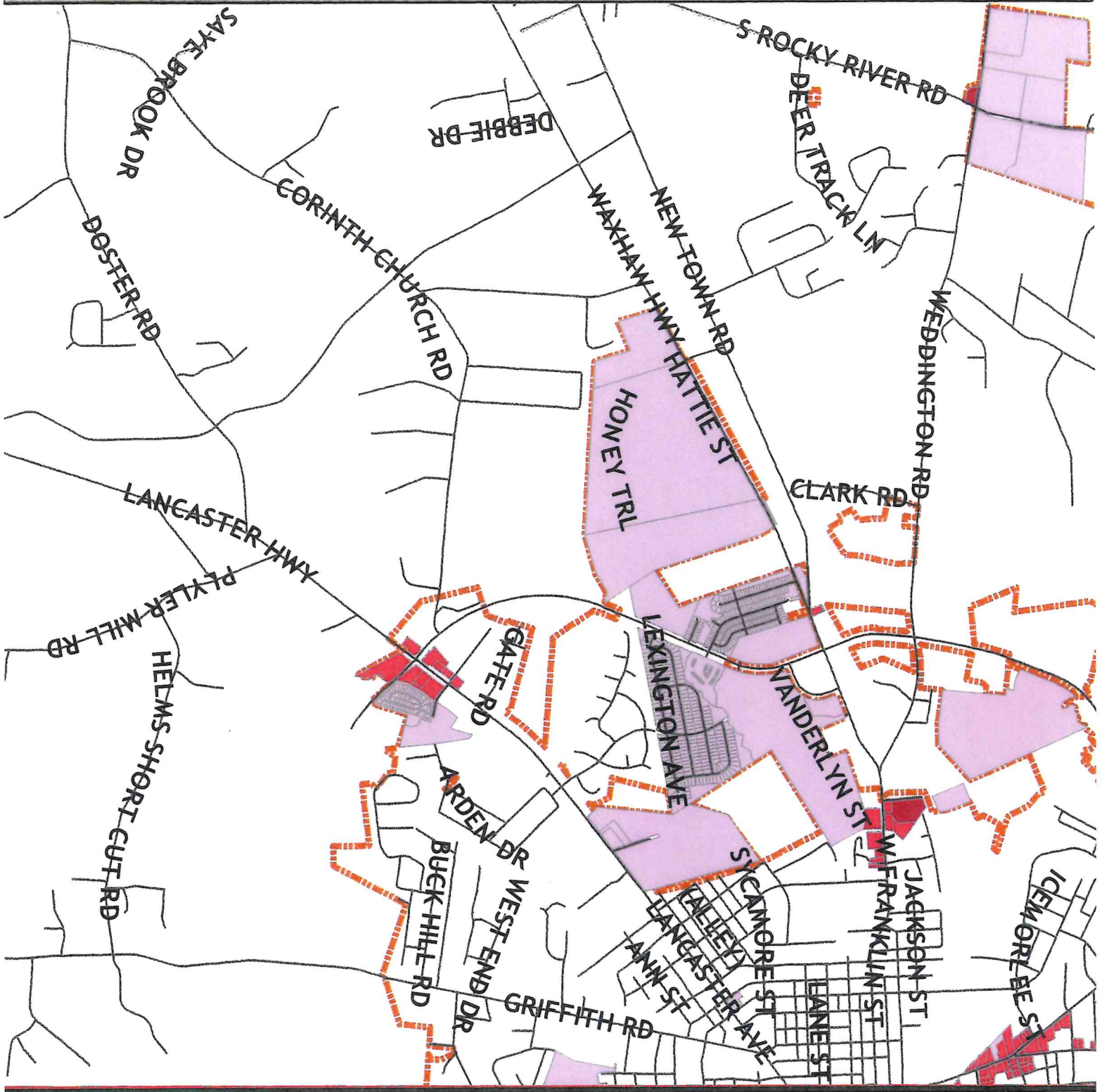
*SE Quadrant*

**Legend**

-  CD
-  NB
-  GB
-  City Limits
-  Centerlines







560 Quadrant

**Legend**

- CD
- NB
- GB
- Centerlines
- City Limits





**Planning Board Meeting; May 7 2025**

To: Fellow Board Members      From: Daryle Anderson  
Subject: Agenda Item 5      Ref: GOOD STEWARD MINISTRIES

Purpose of my research was to identify Monroe/Union County Community Charities benefiting from Good Steward Ministries contributions. **I found none.**

Charities (501(c)(3) Report their taxes on IRS Form 990 (**Public Records**).

- **IRS 990 Form Part 1 provides the Charities Mission Statement.**
- **IRS 990 Form Part 111 States where the Charities Proceeds went.**

**Mission Statement:** IRS 990 Form Part 1.

- "TO PROVIDE SUPPORT TO HOMELESS AND PREGNANCY CENTERS FROM FUNDS OBTAINED IN RESALE THRU (2) THRIFT STORES LOCATED IN UNION COUNTY NC.

**Statement of Program Service Accomplishments:** IRS 990 Form Part 111.

- "ALL PROCEEDS AND PROFITS ARE DONATED TO VARIOUS CHARITIES TO ASSIST NEEDY FAMILIES AND ENHANCE THE GOSPIAL MISSION EFFORTS OF LOCAL AGENCIES AS WELL AS THE **OSENAGE ORPHANGE IN GHANA AND THE GHANA PRISON SERVICE.**

**ADDITIONAL INFORMATION:** Appears most of revenue is expensed.

**IRS Tax info for 2022**

- REVENUE: \$1,123,537
- EXPENSES: \$1,110,106
- Salaries \$533,125 (48%)

**IRS Tax info for 2021**

- REVENUE: \$952,586
- EXPENSES: \$833,613
- Salaries: \$435,500 (52%)

**My Point:** In 2 days of research I found no charity donations benefiting Our Monroe/Union County Community. Form 990 (Page 3) states they made **NO** significant program services accomplishments other than **Osenage Orphange and Ghana Prison Service, both in Ghana.**

I wanted to share this with you before we vote.

Thanks,  
*Daryle*

**Included:**

- Cover Letter and 3 pages attached.
- **Page 1:** IRS 990 Revenue/Expense Form;
- **Page 2:** Statement of Program Services item 2;
- **Page 3:** Explanation of Statement of Program Accomplishments. Ghana

113

Form **990** Return of Organization Exempt From Income Tax  
 Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)  
 Do not enter social security numbers on this form as it may be made public.  
 Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.  
 OMB No. 1545-0047  
**2022**  
 Open to Public Inspection

For the calendar year, or tax year beginning 07-01-2022, and ending 06-30-2023

**B** Check if applicable:  
 Address change  
 Name change  
 Initial return  
 Final return/terminated  
 Amended return  
 Application pending

**C** Name of organization: GOOD STEWARD MINISTRIES INC  
 Doing business as:  
 Number and street (or P.O. box if mail is not delivered to street address) Room/suite: 110 MAIN ST  
 City or town, state or province, country, and ZIP or foreign postal code: MARSHVILLE, NC 28103

**D** Employer identification number: 20-1446959  
**E** Telephone number: (704) 695-5336  
**G** Gross receipts \$ 1,170,268

**F** Name and address of principal officer: BRIAN STEWART, PO BOX 494, MARSHVILLE, NC 28103

**H(a)** Is this a group return for subordinates?  Yes  No  
**H(b)** Are all subordinates included?  Yes  No  
 If "No," attach a list. See instructions.  
**H(c)** Group exemption number ▶

**I** Tax-exempt status:  501(c)(3)  501(c) ( ) (insert no.)  4947(a)(1) or  527

**J** Website: ▶

**K** Form of organization:  Corporation  Trust  Association  Other ▶

**L** Year of formation: 2004 **M** State of legal domicile:

Part I Summary

**1** Briefly describe the organization's mission or most significant activities:  
 TO PROVIDE SUPPORT TO HOMELESS AND PREGNANCY CENTERS FROM FUNDS OBTAINED IN RESALE THRIFT STORES LOCATED IN UNION COUNTY NC

**2** Check this box

<b>3</b> Number of voting members of the governing body (Part VI, line 1a)	<b>3</b>	2
<b>4</b> Number of independent voting members of the governing body (Part VI, line 1b)	<b>4</b>	2
<b>5</b> Total number of individuals employed in calendar year 2022 (Part V, line 2a)	<b>5</b>	34
<b>6</b> Total number of volunteers (estimate if necessary)	<b>6</b>	
<b>7a</b> Total unrelated business revenue from Part VIII, column (C), line 12	<b>7a</b>	0
<b>b</b> Net unrelated business taxable income from Form 990-T, Part I, line 11	<b>7b</b>	

	Prior Year	Current Year
<b>8</b> Contributions and grants (Part VIII, line 1h)		0
<b>9</b> Program service revenue (Part VIII, line 2g)	942,357	1,120,487
<b>10</b> Investment income (Part VIII, column (A), lines 3, 4, and 7d)	10,229	3,050
<b>11</b> Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)		0
<b>12</b> Total revenue—add lines 8 through 11 (must equal Part VIII, column (A), line 12)	952,586	1,123,537
<b>13</b> Grants and similar amounts paid (Part IX, column (A), lines 1-3)	103,848	215,761
<b>14</b> Benefits paid to or for members (Part IX, column (A), line 4)		0
<b>15</b> Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10)	323,217	435,500
<b>16a</b> Professional fundraising fees (Part IX, column (A), line 11e)		0
<b>b</b> Total fundraising expenses (Part IX, column (D), line 25) ▶ 0		
<b>17</b> Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e)	406,548	458,845
<b>18</b> Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25)	833,613	1,110,106
<b>19</b> Revenue less expenses. Subtract line 18 from line 12	118,973	13,431
	Beginning of Current Year	End of Year
<b>20</b> Total assets (Part X, line 16)	711,935	844,479
<b>21</b> Total liabilities (Part X, line 26)	52,215	171,328
<b>22</b> Net assets or fund balances. Subtract line 21 from line 20	659,720	673,151

2/3

Part II Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here Signature of officer: MARK D CABRERA PRESIDENT Date: 2023-11-13

Paid Preparer Use Only Print/Type preparer's name, Preparer's signature, Date, Check if self-employed, PTIN, Firm's name, Firm's EIN, Firm's address, Phone no.

May the IRS discuss this return with the preparer shown above? See Instructions. [ ] Yes [ ] No For Paperwork Reduction Act Notice, see the separate instructions. Cat. No. 11282Y Form 990 (2022)

Part III Statement of Program Service Accomplishments

Check if Schedule O contains a response or note to any line in this Part III [ ] Yes [x] No

1 Briefly describe the organization's mission: TO PROVIDE SUPPORT TO HOMELESS AND PREGNANCY CENTERS FROM FUNDS OBTAINED IN THE RESALE THRIFT STORES LOCATED IN UNION COUNTY, NC

2 Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ? [ ] Yes [x] No If "Yes," describe these new services on Schedule O.

3 Did the organization cease conducting, or make significant changes in how it conducts, any program services? [ ] Yes [x] No If "Yes," describe these changes on Schedule O.

4 Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.

4a (Code: ) (Expenses \$ including grants of \$ ) (Revenue \$ ) GOOD STEWARD MINISTRIES OPERATES TWO THRIFT STORES THAT RECEIVE DONATED TANGIBLE GOODS FOR RESALE. ALL PROCEEDS AND PROFITS ARE DONATED TO VARIOUS CHARITIES TO ASSIST NEEDY FAMILIES AND ENHANCE THE GOSPEL MISSION EFFORTS OF LOCAL AGENCIES AS WELL AS THE OSENASE ORPHANAGE AND THE GHANA PRISONS SERVICE.

4b (Code: ) (Expenses \$ including grants of \$ ) (Revenue \$ )

4c (Code: ) (Expenses \$ including grants of \$ ) (Revenue \$ )

**Planning Board Meeting; May 7 2025**

To: Fellow Board Members      From: Daryle Anderson  
Subject: Agenda Item 5      Ref: GOOD STEWARD MINISTRIES

Purpose of my research was to identify Monroe/Union County Community Charities benefiting from Good Steward Ministries contributions. **I found none.**

Charities (501(c)(3) Report their taxes on IRS Form 990 (**Public Records**).

- **IRS 990 Form Part 1 provides the Charities Mission Statement.**
- **IRS 990 Form Part 111 States where the Charities Proceeds went.**

**Mission Statement:** IRS 990 Form Part 1.

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I wanted to share this with you before we vote.

Thanks,  
*Daryle*

**Included:** Cover Letter and 3 pages attached.

- **Page 1:** IRS 990 Revenue/Expense Form;
- **Page 2:** Statement of Program Services item 2;
- **Page 3:** Explanation of Statement of Program Accomplishments. Ghana

3/3

Additional Data Return to Form

Software ID:  
Software Version:

efile Public Visual Render ObjectID: 202333179349304463 - Submission: 2023-11-13 TIN: 20-1446959  
OMB No. 1545-0047  
**SCHEDULE O** Supplemental Information to Form 990 or 990-EZ  
(Form 990) Complete to provide information for responses to specific questions on Form 990 or 990-EZ or to provide any additional information.  
Department of the Treasury Internal Revenue Service ▶ Attach to Form 990 or 990-EZ.  
▶ Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for the latest information.  
**2022**  
Open to Public Inspection

Name of the organization GOOD STEWARD MINISTRIES INC Employer identification number 20-1446959

Return Reference	Explanation
FORM 990, PAGE 2, PART III, LINE 4D	GOOD STEWARD MINISTRIES OPERATES TWO TRHIFT STORES THAT RECEIVE DONATED TANGIBLE GOODS FOR RESALE. ALL PROCEEDS AND PROFITS ARE DONATED TO VARIOUS CHARITIES TO ASSIST NEEDY FAMILIES AND ENHANCE THE GOSPEL MISSION EFFORTS OF LOCAL AGENCIES AS WELL AS THE OSENASSE ORPHANAGE AND THE GHANA PRISONS SERVICE.
FORM 990, PAGE 6, PART VI, LINE 11B	NO REVIEW WAS OR WILL BE CONDUCTED.
FORM 990, PAGE 6, PART VI, LINE 19	NO DOCUMENTS AVAILABLE TO THE PUBLIC
FORM 990, PART IX, LINE 24E	WASTE REMOVAL 27,250 0 0 STORE SUPPLIES 19,795 0 0 LANDFILL 15,944 0 0 EQUIP & STORAGE RENT 14,741 0 0 FREIGHT & SHIPPING 14,180 0 0 PURCHASES 12,848 0 0 OUTSIDE SERVICES 11,605 0 0 TELEPHONE EXPENSE 4,755 0 0 BANK FEES 2,030 0 0 TRAVEL 1,723 0 0 MEALS @ 100% 1,362 0 0 PARKING AND TOLLS 1,281 0 0 DUES & SUBSCRIPTIONS 695 0 0 PROPERTY TAXES 243 0 0 TOTAL 128,452 0 0
FORM 990, PART XI, LINE 9	NON-DEDUCTIBLE EXPENSES 0

Additional Data Return to Form

Software ID:  
Software Version:





**STAFF REPORT**

**TO:** Planning Board  
**DATE:** June 4, 2025  
**FROM:** Lisa Stiwinter, Director of Planning and Development  
**PREPARED BY:** Megan Brightharp, Planner  
**SUBJECT:** Zoning Map Amendment for the property identified as 1913 Steele Street (tax parcel 09-150-166).

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**SUMMARY STATEMENT**

Planning Board is requested to consider a zoning map amendment to rezone the property located at 1913 Steele Street and further identified as tax parcel 09-150-166 from General Industrial (GI) to Residential Low Density (RLD).

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**REVIEW**

The City of Monroe has received a request from Brian Medlin to rezone the subject property from General Industrial (GI) to Residential Low Density (RLD). The General Industrial (GI) district is intended to permit light industrial and manufacturing establishments of varying scales and may permit compatible uses. The Residential Low Density (RLD) district is intended to allow for single-family homes on larger lots and may permit compatible uses. The property is currently developed with one residential structure.

In September 2024, a rezoning request to rezone 1913 Steel Street from General Industrial (GI) to Residential Medium Density (RMD) was presented to City Council. The Residential Medium Density district is more inclusive than RLD as it is intended to allow for a mix of housing types, including single family detached, townhouses/attached single family, and may permit compatible uses. Planning Board and Staff recommended approval of the rezoning request; however, City Council denied the rezoning request citing the proximity of the subject property to the City of Monroe’s public enterprise operations and its pending expansion.

**AREA CHARACTERISTICS**

Adjoining Land Uses and Zoning District

	<b>Existing Uses</b>	<b>Zoning District</b>
<b>North</b>	Industrial	General Industrial
<b>East</b>	Vacant	General Industrial
<b>South</b>	Residential	Residential Medium Density
<b>West</b>	Residential	Residential Medium Density

**LAND USE AND TRANSPORTATION PLAN CONSISTENCY**

The Land Use and Transportation Plan indicates this area as Traditional Development. This designation allows some small-scale commercial and service uses that support surrounding residences. The dense transportation network offers easy access to downtown. The design and scale of neighborhoods encourages active living and affords residents the ability to live, work, shop, and play within a walkable community. Buildings are generally oriented toward a comprehensive network of walkable streets. Cul-de-sacs should be limited to the extent possible, such as locations where topography, natural features, or existing development makes other street connections prohibitive. Requiring pedestrian connections and designating stubouts for future street connections is encouraged.

Planning staff believes the request is consistent with the Land Use and Transportation Plan because the proposed rezoning Residential Low Density (RLD) will reestablish a residential use in an area designated for residential development.

**PUBLIC NOTIFICATION**

A rezoning notification sign will be posted 10 days prior to the public hearing.

An official rezoning notification letter will be sent to the adjacent property owners located within 150 feet, 10 days prior to the public hearing.

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**RECOMMENDATION**

Planning Staff recommends approval of the rezoning.

**Approval Actions**

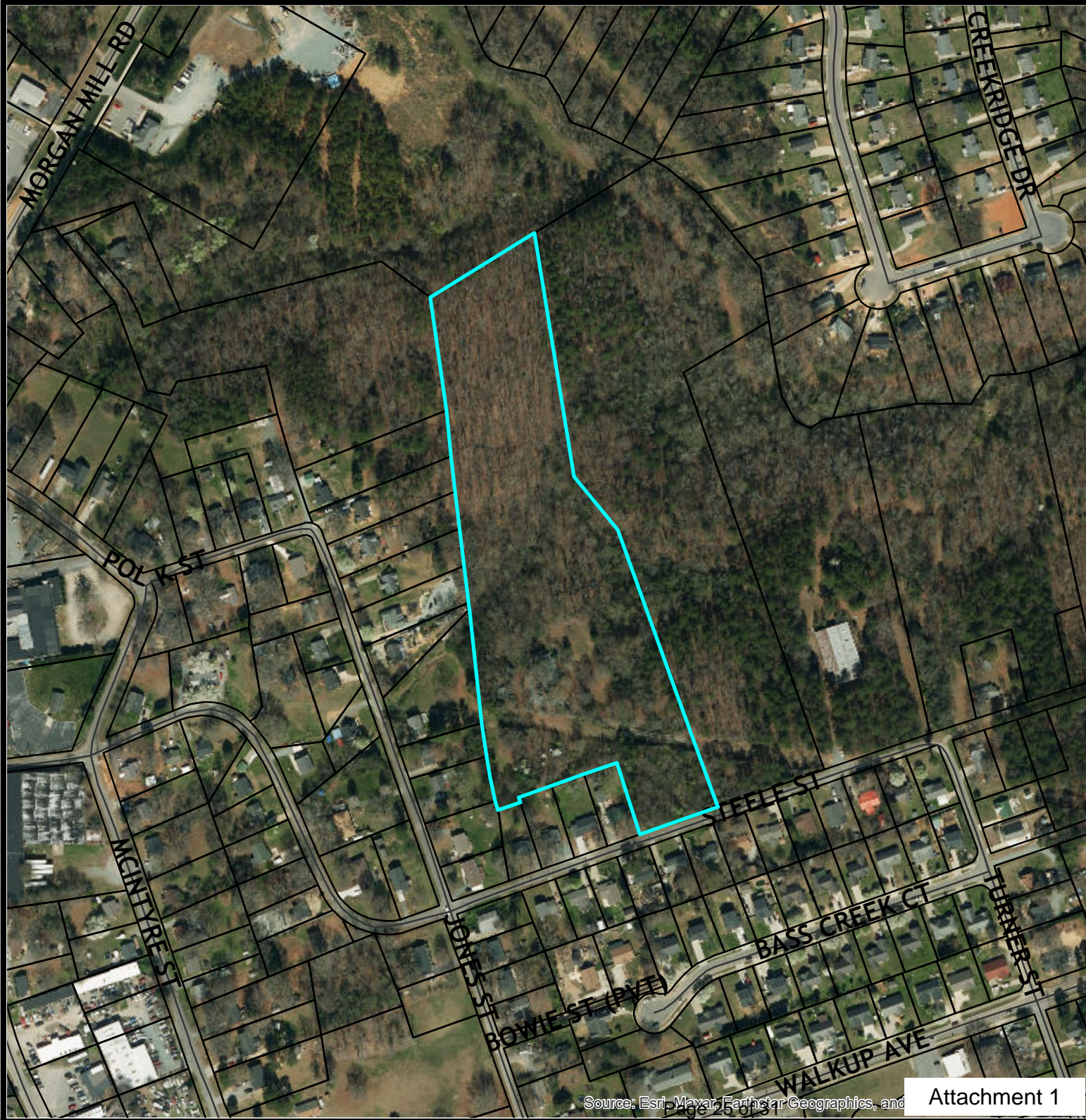
1. Motion to recommend adoption of a Resolution *Approving* Land Use and Transportation Plan Compliance.
2. Motion to recommend adoption of the Ordinance amending Section 157.1.2.1- Official Zoning Map.

**Denial Actions**

1. Motion to recommend adoption of the Resolution *Denying* Land Use and Transportation Plan Compliance, authorization for staff to draft the resolution based on the reason(s) provided and authorization for the Chair to sign the resolution.
2. Motion to recommend denial of the zoning map amendment

Attachments:

- Attachment 1-Ortho Map
- Attachment 2-Zoning Map
- Attachment 3-Future Land Use Map
- Attachment 4-FLUM Description
- Attachment 5-R-2025-XX Approval
- Attachment 6-R-2025-XX Denial
- Attachment 7-O-2025-XX Section 157.1.2.1



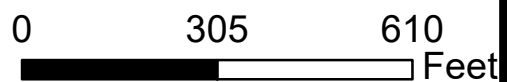
**Ortho Map**  
**PLMA-2025-00211**

**Legend**

- Centerlines
- ▭ Parcels
- ▭ Subject Property

**Owner:**  
**Joel Penegar**

**Acres: 9.4**



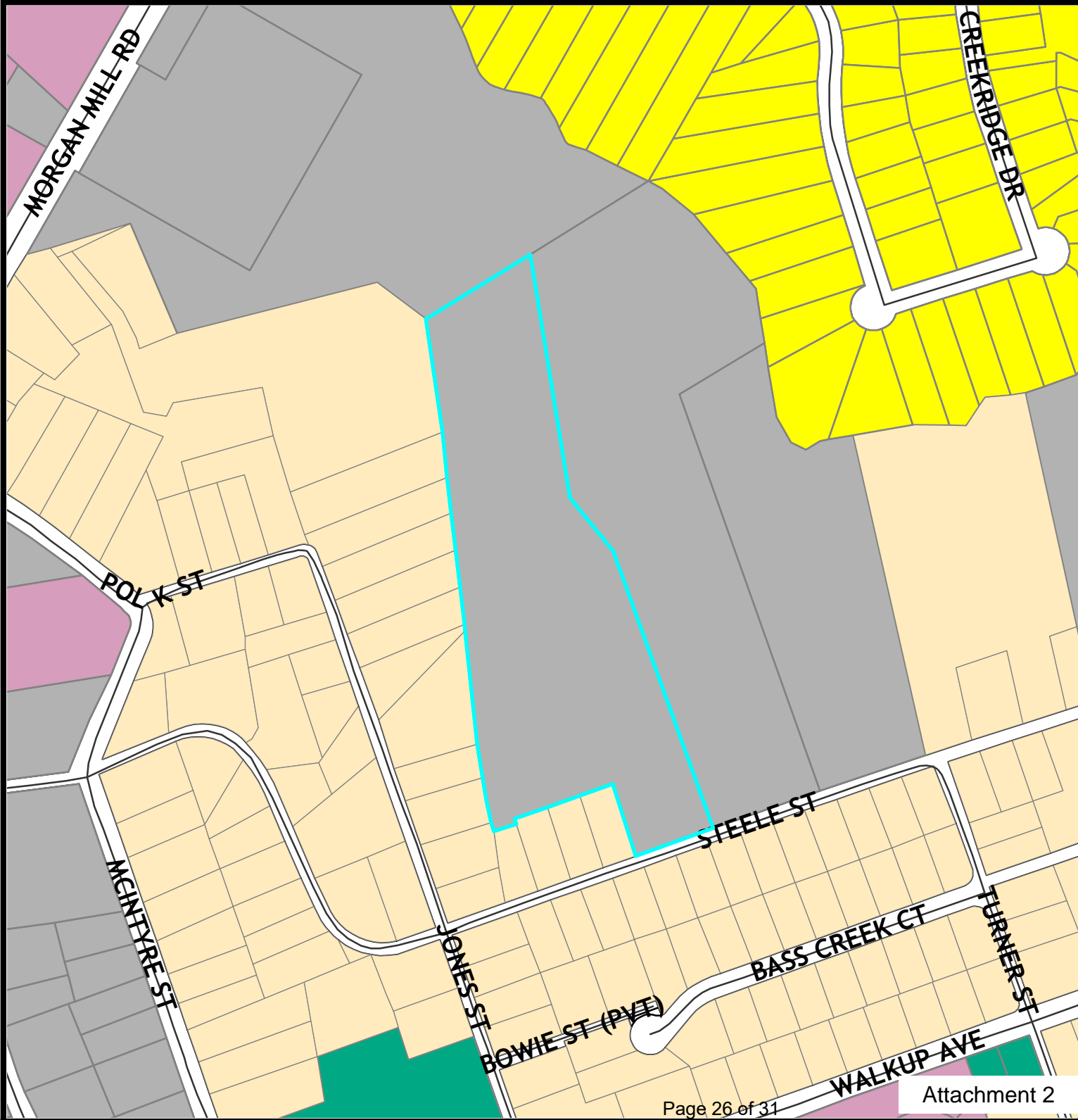
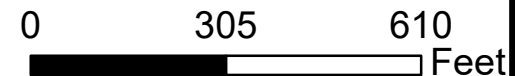
**Zoning Map**  
**PLMA-2025-00211**

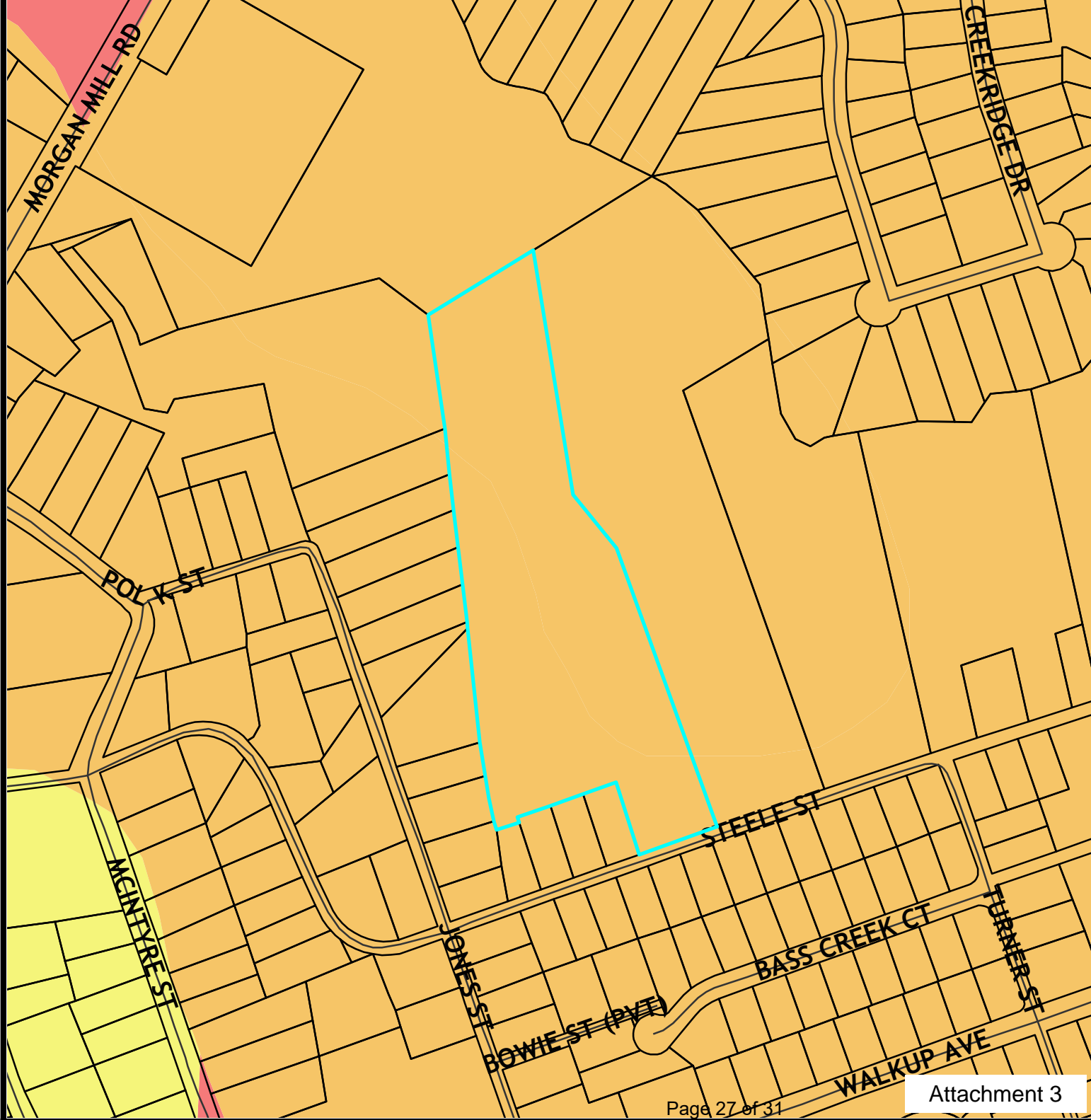
**Legend**

- Centerlines
- Parcels
- CD
- GI
- OM
- RLD
- RMD
- Subject Property

**Owner:**  
**Joel Penegar**







**Acres: 9.4**





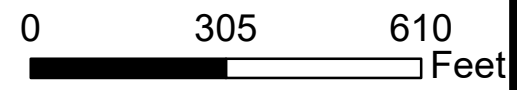
**Future Land Use Map**  
**PLMA-2025-00211**

**Legend**

-  Centerlines
-  Parcels
-  Community Corridor
-  Suburban
-  Traditional Development
-  Subject Property

**Owner:**  
**Joel Penegar**

**Acres: 9.4**



## **Land Use and Transportation Plan Description**

The Land Use and Transportation Plan indicates this area as Traditional Development. This form of development surrounds the downtown core and is anchored by the city's most historic neighborhoods. This designation allows some small-scale commercial and service uses that support surrounding residences. The dense transportation network offers easy access to downtown. The design and scale of neighborhoods encourages active living and affords residents the ability to live, work, shop, and play within a walkable community. Buildings are generally oriented toward a comprehensive network of walkable streets. Cul-de-sacs should be limited to the extent possible, such as locations where topography, natural features, or existing development makes other street connections prohibitive. Requiring pedestrian connections and designating stubouts for future street connections is encouraged.

**RESOLUTION APPROVING LAND USE AND  
TRANSPORTATION PLAN COMPLIANCE**

**R-2025-XX**

**WHEREAS**, in accordance with the provisions of North Carolina General Statute 160D-605, the Planning Board does hereby find and determine that the adoption of the zoning map amendment for the property located at 1913 Steele Street further described below is consistent with the adopted Land Use and Transportation Plan. The Land Use and Transportation Plan identifies this area as Traditional Development where residential is a priority use. The proposed rezoning to the Residential Low Density (RLD) designation would allow residential uses which would be consistent with the Plan. The proposed rezoning is a reasonable use and in the public interest because the surrounding parcels are residential uses.

**NOW, THEREFORE, BE IT RESOLVED** that the Planning Board of the City of Monroe recommends adoption of a Resolution Approving Land Use and Transportation Plan Compliance of the zoning map amendment for property with Union County Tax Parcel Number: 09-150-166.

Adopted this 4<sup>th</sup> day of June, 2025.

\_\_\_\_\_  
Jennifer Smith, Planning Board Chair

Attest:

\_\_\_\_\_  
Kimberly Davis, Secretary to Planning Board

**RESOLUTION DENYING LAND USE AND  
TRANSPORTATION PLAN COMPLIANCE**

**R-2025-XX**

**WHEREAS**, in accordance with the provisions of North Carolina General Statute 160D-605, the Planning Board does hereby find and determine that the adoption of the zoning map amendment for the property located at 1913 Steele Street further described below is consistent with the adopted Land Use and Transportation Plan. The Land Use and Transportation Plan identifies this area as Traditional Development where residential is a priority use. The proposed rezoning to the Residential Low Density (RLD) designation would allow residential uses which would be consistent with the Plan. However, this proposal is not a reasonable use or in the public interest because:

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Based on this information, the conditions have changed which justify amending the Land Use and Transportation Plan. As a result of this zoning map amendment denial, the Land Use and Transportation Plan would be amended to reflect the land use modification.

**NOW, THEREFORE, BE IT RESOLVED** that the Planning Board of the City of Monroe recommends adoption of the Resolution Denying Land Use and Transportation Plan Compliance for property with Union County Tax Parcel Number(s): 09-150-166.

Adopted this 4<sup>th</sup> day of June, 2025.

\_\_\_\_\_  
Jennifer Smith, Planning Board Chair

Attest:

\_\_\_\_\_  
Kimberly Davis, Secretary to Planning Board

**ORDINANCE TO AMEND CITY OF MONROE CODE OF ORDINANCES  
TITLE XV: LAND USES  
CHAPTER 157: ZONING CODE  
O-2025-XX**

**Preamble**

**Pursuant to authority conferred by Chapter 160D-701 of the North Carolina General Statutes, as amended and for the purpose of promoting the health, safety, morals, or general welfare of the inhabitants of the City by lessening congestion in and around the streets; securing safety; preventing the overcrowding of land; avoiding undue congestion; and facilitating the adequate provision of transportation,**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MONROE THAT TITLE XV, CHAPTER 157 ZONING CODE OF THE CITY OF MONROE CODE OF ORDINANCES BE AMENDED AS FOLLOWS:**

**Section 1.** Amend §157.1.2.1 OFFICIAL ZONING MAP as follows:

Rezone the property located at 1913 Steele Street further identified with parcel ID # 09-150-166 from General Industrial (GI) to Residential Low Density (RLD).

**Section 2.** This Ordinance shall be effective upon adoption.

Adopted this 8<sup>th</sup> day of July, 2025

Attest:

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Robert A. Burns, Mayor

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Bridgette H. Robinson, City Clerk