

**CITY COUNCIL REGULAR MEETING
300 WEST CROWELL STREET
MONROE, NORTH CAROLINA 28112
NOVEMBER 25, 2025 – 6:00 P.M.
AGENDA
www.monroenc.org**

RECOGNITIONS

1. Invocation
2. Pledge of Allegiance

REGULAR AGENDA

3. Closed Session pursuant to North Carolina General Statute Sections 143-318.11(a)(1) and (a)(3)

AGENDA ADOPTION

PUBLIC HEARINGS

Please adhere to the following guidelines: Proceed to the podium, and state your name and address clearly; Be concise; avoid repetition; limit comments to three (3) minutes or less; and, Designate a spokesperson for large groups.

4. Declaring Property Located at 609 Winchester Avenue Unfit for Human Habitation and Order Dwelling be Repaired, Altered, Improved or Demolished **PETITION WITHDRAWN; NO PUBLIC HEARING WILL BE HELD**
5. Annexation and Zoning Map Amendment Requests for 6.04 Acres Located Along Myers Road for Residential Low Density Rezoning
 - A. Public Hearing
 - B. Action
6. Annexation Request for .70 Acres Located Along Lancaster Avenue
 - A. Public Hearing
 - B. Action
7. Downtown Economic Development Grow Monroe Grant to Mark and Julie Fox and Jim and Angela Delli Colli for JamZ Pizza and Wings
 - A. Public Hearing
 - B. Action

8. Downtown Economic Development Grow Monroe Grant to Lindsey Shelton for Foils and Faded Salon & Spa
 - A. Public Hearing
 - B. Action
9. Economic Development Pre-Negotiated Sale of 18.52± Acres Located in Monroe Corporate Center to Confidential Company for Project Power Up
 - A. Public Hearing
 - B. Action
10. Zoning Map Amendment Request to Rezone Property Located at 124 Baucom Deese Road and Tax Parcel Number 09-174-013M from Regional Corridor-Mixed Use to Residential Low Density
 - A. Public Hearing
 - B. Action
11. Zoning Map Amendment Request to Rezone Portion of Property Located at 517 Maple Hill Road from Regional Corridor-Mixed Use to Rural Residential
 - A. Public Hearing
 - B. Action
12. Zoning Map Amendment Request to Rezone Property Located at 307 Ridge Road from Regional Corridor-Mixed Use to Residential Low Density
 - A. Public Hearing
 - B. Action

RECOGNITION

13. Public Comment Period

- **Agenda** is tentative and is subject to change up to and including the time of the Meeting.
- **Addressing Item on Agenda:** Prior to the Meeting, please complete the Sign-up Sheet located in the Lobby area. Each speaker will be limited to three minutes.
- **Addressing Item Added to Agenda during Meeting:** Please raise your hand during the item you wish to address. Each speaker will be limited to three minutes.
- **Cell Phones/Pagers:** As a courtesy, please turn off cell phones and pagers while Meeting is in progress.
- **Rules Governing Public Comment Period and Rules of Decorum During City Council Regular Meetings** *Adopted: September 6, 2005 (R-2005-35); Amended: April 2, 2019 (R-2019-23); February 13, 2024; May 14, 2024; July 19, 2024; July 8, 2025; October 14, 2025*
 1. A Public Comment Period shall be placed on the Agenda of the City Council Regular Meeting occurring on the fourth Tuesday of each month. Said agenda item shall occur on the Regular Meeting Agenda immediately following Public Hearings. When adopting the Agenda, City Council may move the Public Comment Period to another location on the Agenda solely at City Council's discretion. Such change is effective only during that meeting.

2. Each person desiring to speak during the Public Comment Period shall sign up to speak prior to the start of the meeting on the form provided by listing their name, full street address of their personal primary residence and not business or other address, topic on which he or she will speak, and whether a City of Monroe resident, Union County resident, or other place of residency. An individual may only sign up for themselves and not sign up or place another individual's name on the Signup Sheet. A speaker shall verbally state their name, street address, city, and state of their personal primary residence and not business or other address when called to speak prior to making any public comments. Any speaker that signs up and fails or refuses to give all the required information will not be called on to comment or forfeit their time to speak during the public comment period.
3. A total time of sixty (60) minutes will be allotted for the Public Comment Period on the Regular Agenda. Any speaker that signs up to speak and does not get a chance to speak during the Public Comment Period due to the sixty-minute time limit will be given priority to speak during the next City Council Public Comment Period. City Council, in its discretion, may extend the sixty (60) minutes allotted for the Public Comment Period during any meeting.
4. City of Monroe residents will be given the opportunity to speak first, followed by Union County residents, followed by residents of other areas. The Mayor, or presiding officer, shall determine the order in which speakers are called to comment.
5. Each speaker shall be allotted up to two (2) minutes to speak which shall be strictly observed at all times. Speakers shall immediately cease speaking when their allotted time is over. Groups of persons speaking on the same topic are strongly encouraged to designate a spokesperson to speak on their behalf. As an incentive, a spokesperson making comments for two (2) to five (5) individuals that signed up to speak will be given up to three (3) minutes, and for six (6) or more, a spokesperson will be given up to five (5) minutes to speak.
6. Speakers and audience members shall maintain proper decorum, etiquette, and civility at all times during the Public Comment Period and any City Council Meeting. Speakers shall remain at the podium to make comments and not approach City Council or City staff. No one can accompany the speaker at the podium. The speaker may use visual aids but shall not engage in demonstrations or inappropriate theatrics. Yelling, making threats, insulting, or rude comments directed towards the Mayor, City Council, City staff or a member of the public will not be tolerated. Profanity, abusive language, public ridicule, or personal attacks will not be tolerated. A speaker that fails to maintain proper decorum may be sanctioned including, but not limited to, forfeiting the remainder of their time, removal from the meeting premises, or other sanctions deemed appropriate.
7. Members of the audience shall also maintain proper decorum, etiquette, and civility at all times. Audience members shall refrain from commenting, jeering, clapping, or cheering in response to comments. Audience members shall not engage in demonstrations or theatrics and shall remain seated at all times unless called on to be identified from their seat when designating a spokesperson and immediately be seated. Audience members shall never approach the podium or dais. Improper decorum by a member of the audience will not be tolerated and may result in sanctions up to and including being asked to leave the meeting following the same procedures set out the sanction a speaker for a decorum violation.

8. Members of the audience may hold signs of proper decorum no larger than 8 inches by 11½ inches in size but shall not raise them above their heads or so as to block the view of those behind them.
9. The Mayor, as the presiding officer, has the authority and responsibility to enforce and carry out these Rules. However, any member of City Council may identify improper conduct by raising a point of order during the meeting. Upon raising a point of order by a Council Member, the Mayor, or presiding officer, shall call for all public comments to cease immediately. The presiding officer shall then, at a minimum, warn the violator and demand the individual cease the violation first. If the violator continues to violate the rules, the presiding officer may impose appropriate sanctions including, but not limited to, loss of time, removal from the Council meeting, or other appropriate action needed to restore decorum. However, if a City Council member believes the warning or sanction imposed are insufficient based on the nature of the violation, any City Council Member may renew the point of order and call for additional sanctions up to and including removal of the offender from the meeting premises upon motion, second, and approval by a majority of City Council. The City Attorney, as Parliamentarian for the City, shall be the final arbiter of the procedural rules and take necessary action to see that proper parliamentary procedures are followed and maintained during City Council Meetings.
10. Anyone that willfully interrupts, disturbs, or disrupts a City Council Meeting may be asked to leave the meeting premises immediately by the Mayor or upon point of order by a City Council Member and approval by City Council. Upon failure to leave as directed, the individual may be cited for violating NC General Statute §14-318.17.
11. Speakers shall not speak on any topic which is the subject of a public hearing on the same Agenda.
12. City Council will refrain from engaging in a dialogue with speakers except to the extent necessary to clarify the speaker's position.
13. No formal action will be taken by City Council during the same meeting on any matter which was initially introduced during the Public Comment Period.
14. The City of Monroe shall not record, video, live stream, or post on the internet any video or audio recordings of public comments made during the Public Comment Period.
15. City Council shall not restrict the subject matter of any comment based on content in any way except as provided herein.



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: November 25, 2025

FROM: Richard Long, City Attorney

PREPARED BY: Bridgette H. Robinson, City Clerk

SUBJECT: Closed Session pursuant to North Carolina General Statute Sections 143-318.11(a)(1) and (a)(3)

SUMMARY STATEMENT

City Council is asked to approve a motion to go into Closed Session.

REVIEW

City Council is permitted to hold a Closed Session in accordance with North Carolina General Statute (N.C.G.S.) Sections 143-318.11(a)(1) to prevent the disclosure of information that is privileged or confidential pursuant to the laws of the State of North Carolina and (a)(3) to consult with the City's attorneys.

RECOMMENDATION

Staff recommends that City Council approve a motion to go into Closed Session pursuant to N.C.G.S. Sections 143-318.11(a)(1) and (a)(3).



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: November 25, 2025

FROM: Lisa Stiwinter, Planning and Development Director

PREPARED BY: Megan Brightharp, Planner

SUBJECT: Annexation and rezoning of 6.04 acres located along Myers Road and further identified with parcel ID number 07-027-003 A90

SUMMARY STATEMENT

City Council is requested to consider the annexation and rezoning of 6.04 acres located along Myers Road and further identified with parcel ID number 07-027-003 A90. The request is to annex and rezone the property from Union County RA-20 to Residential Low Density (RLD) City of Monroe.

REVIEW

Vladimir Andronik is requesting the annexation and rezoning of 6.04 acres located along Myers Road and further identified with parcel ID number 07-027-003 A90. The property is currently zoned RA-20 in Union County and the applicant is requesting to rezone the property to Residential Low Density (RLD) in the City of Monroe. The RLD zoning designation is for single family residential uses and requires a minimum lot size of 20,000 square feet. The property is currently undeveloped.

LAND USE AND TRANSPORTATION PLAN CONSISTENCY

The Land Use and Transportation Plan indicates this area is designated as a Suburban land use category. While residential uses typically take the form of neighborhoods with uniform housing types and densities, a mix of housing types and lot sizes is preferred in Suburban locations. Commercial development mostly serves the needs of nearby residents and often locates along

corridors with higher traffic volumes and near prominent intersections. Emphasis should be placed on integrating the design of commercial centers with surrounding neighborhoods.

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

SERVICE DELIVERY IMPACT ANALYSIS

Administration / Finance / Human Resources:

Parcel ID	Acres	Full Market Value	Taxable Value	Revenue Generated Tax Rate of .44 at Full Market Value
07027003A90	6	\$243,100	\$243,100.00	\$1,070

Law Enforcement Services:

The residents, businesses and property owners of the City of Monroe receive service and protection from the City of Monroe Police Department. The department is funded through the City's General Fund budget and serves all incorporated areas of the City.

CURRENT LEVEL OF SERVICE

Police service within the City of Monroe is currently provided by a municipal department made up of 105 full time sworn officers, 6 part-time officers, 3 part-time civilian employees and 14 fulltime civilian employees. At the current population figure of 39,877, the number of sworn positions reflects a police citizen ratio of 2.5 sworn officers per 1,000 residents.

The current geographical service area encompasses 31.07 square miles, containing approximately 169 centerline miles of City and DOT maintained streets, plus private roads, parking areas and alleys.

All sworn personnel are trained and certified law enforcement officers while several officers possess specialized training and experience in the administration of breath tests for alcohol, and the use of moving and stationary radar speed detection equipment. Each sworn officer is subjected to continued in-service training in such areas as the use of firearms, criminal investigation, crisis control and professional conduct.

The Department headquarters is located in historic downtown Monroe and serves the city through a total of four response zones. The department deploys officers through a single-car, one officer per car, patrol system that has proven to be economically sound and operationally efficient. Uniformed patrols are currently conducted utilizing 12-hour shifts that rotate every 28 days between day and night. Patrol operations are conducted on a 24-hour basis, seven days a week. Supervisors direct the operation of patrol officers and can make adjustments in assignments as required to compensate for existing demand levels.

Statistical and computational data regarding current service area and existing level of police services provided are reflected in **Table 1**, Data for Existing Service Area.

TABLE 1 - DATA FOR EXISTING SERVICE AREA

Estimated Population:	39,877
Classification of Area:	Industrial
Geographical Area (Size):	31.07 square miles
Linear Highway Miles:	169 miles (City & DOT)
Annual Calls for Service	64,352 (2 calls per resident)
Average Response Time:	3.7 minutes (all priorities included)

TABLE 2 - DATA FOR ALL REZONING AREAS

Estimated Population:	0
Classification of Area:	Residential
Geographical Area (Size):	Less than 1 square mile
Linear Highway Miles:	Less than 1 mile
Projected annual calls for service	2 (Est. Based on calls for service for a similar property)
Projected Average Response Time:	4.5 Minutes (all priorities included)

NA		NA	
Average acreage	NA	Average acreage	NA
Homes	NA	Homes	NA
Average Value	NA	Average Value	NA
Calls for Service 2024	NA	Est. Calls for Service per Year	2

LEVEL OF SERVICE TO ANNEXATION AREA

On the effective date of rezoning by the City, all residents and property owners will be eligible to

receive police service on substantially the same basis and in the same manner by which these services are provided to the rest of the City prior to annexation.

The proposed annexation area will be absorbed into the current district and response zones. Service to the proposed rezoned area with continuing growth in the area will have a long-term effect at our current officer allocation. Deployment of personnel will be monitored and adjusted to accommodate the expanded service area and provide traffic enforcement and control services to the expanded jurisdiction. The increase in demand for service in the general area will have an impact on timely service delivery at our current officer allocation.

Water Resources:

1. The parcel in question is identified as 07-027-003 A90. Parcel 07-027-003 A90 currently requires an extension and easement from the existing 10" sanitary sewer line and existing 8" water line located in Myers Road. If annexation is allowed and the parcel in question combines with parcels 07-027-003 A80 and/or 07-027-524 (currently inside Monroe City limits with access to existing water/wastewater), the combined parcels will be fully encompassed within the City of Monroe limits and have direct access to aforementioned existing water/sewer. We are confirming that the City of Monroe currently has water and sewer capacity to serve the parcel based upon our current sewer capacity, flow projections, and planned capital improvements.
2. All capital cost of water and sewer main extensions will be funded by the developer at no cost to the City per the City Water and Sewer Extension Policy. At this time there is no need for a developer agreement of any sort for this annexation.
3. Water and wastewater treatment plant capacity costs will be fully offset by existing system development fees to be paid by the developer at the time they request a meter connection to the system.
4. Meter reading and billing costs will be fully offset by existing utility rates paid by each customer once they establish utility service.
5. Water distribution costs will be dependent on the final demand for water exhibited by each customer connecting to the water system, but will be fully offset by existing utility rates.
6. Sewer collection costs will be dependent on the final volume of sewer discharged to the city system, as exhibited by each customer connecting to the sewer system, but will be fully offset by existing utility rates.

Fire Department:

The proposed annexation will be served from existing Monroe Fire Station 6. There will be no immediate measurable cost impact to the fire department to serve this area. The fire department would absorb this annexation area into an existing planning zone (M643).

The Bakers Volunteer Fire Department (VFD) currently provides service to the proposed annexation area, with one fire station, and there could be some debt service payments required. The proposed annexed area is estimated to be approximately 6.04 acres. The total district size of the Bakers VFD area is approximately 16.8 square miles or 10,753 acres. Thus, the proposed

annexation area is a very small percentage of Baker's total area. The required debt service is expected to be minimal.

Monroe Fire Department would have primary responsibility to provide services to the annexed area. If needed, Monroe Fire Department would request assistance from Bakers VFD via the automatic and mutual aid agreement with them. Our current agreements are reciprocal, with no financial cost to either party. It is anticipated the current practice of aid between the two agencies would remain in place without any potential aid cost.

Engineering and Stormwater, and Solid Waste Collection and Recycling

The proposed annexation along Lancaster Avenue is expected to have no immediate impact on the operating budgets for the Engineering Department. With no proposed use, there is little additional information available.

Since this lot does not contain residential or commercial properties, at this time, there will be no impact to solid waste revenues or expenses.

Energy Services Department:

The Energy Services department would be natural gas service provider to this location.

The natural gas service will require a bore across Myers Road along with approximately 776 ft. of PE main extension. The estimated cost to extend Natural Gas service to the property in question is \$19,740.06.

Note: This parcel is land locked and would require easements from adjacent property owners to extend natural gas facilities to its location. This estimate assumes no cost for R/W or easement acquisition.

Union Power Cooperative would be the electric service provider to this location.

Planning Department:

The 2020 United States Census states that the average household size was 2.53; assuming this is still accurate, the projected population of the subject parcel would be approximately 2.53.

PUBLIC NOTIFICATION

A rezoning notification was posted 10 days prior to the public hearing.

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

RECOMMENDATION

Planning Staff recommends approval of the annexation. Planning Board and Planning Staff recommend approval of the rezoning to Residential Low Density (RLD).

City Council will need to take action on the following items:

Approval Actions

1. Motion that Petition met the requirements of North Carolina General Statute 160A-31; Second
2. Motion to adopt Ordinance extending the corporate limits; Second
3. Motion to adopt the Resolution Approving Land Use and Transportation Plan Compliance, Second
4. Motion to adopt the Ordinance amending section 157.1.2.1, Second

Denial Actions

1. Motion that Petition did not meet the requirements of North Carolina General Statute 160A-31; Second
2. Motion to deny annexation request; Second
3. Motion to adopt Resolution Denying Land Use and Transportation Plan Compliance; Second
4. Motion to deny zoning map amendment; Second

Attachments:

1. Ortho Map
2. Zoning Map
3. FLUM Map
4. FLUM Description
5. Annexation Plat
6. APO List
7. APO Map
8. PB Draft Minutes
9. Certificate of Sufficiency
10. O-2025-56 Annexation
11. R-2025-63 Approval
12. R-2025-63 Denial
13. O-2025-57 157.1.2.1

Ortho Map
PLANXA-2026-00007

Legend

-  Centerlines
-  City Limits
-  Parcels
-  Subject Property

Existing:
Union County RA-20

Owner:
Vladimir and Zhanna
Andronik

Acres: 6.04



0 200 400
 Feet

Attachment 1

Zoning Map
PLANXA-2026-00007

Legend

Centerlines

City Limits

Parcels

Monroe Zoning Districts

CD

RLD

UC Zoning Districts

RA-20

Municipal

Indian Trail

Subject Property

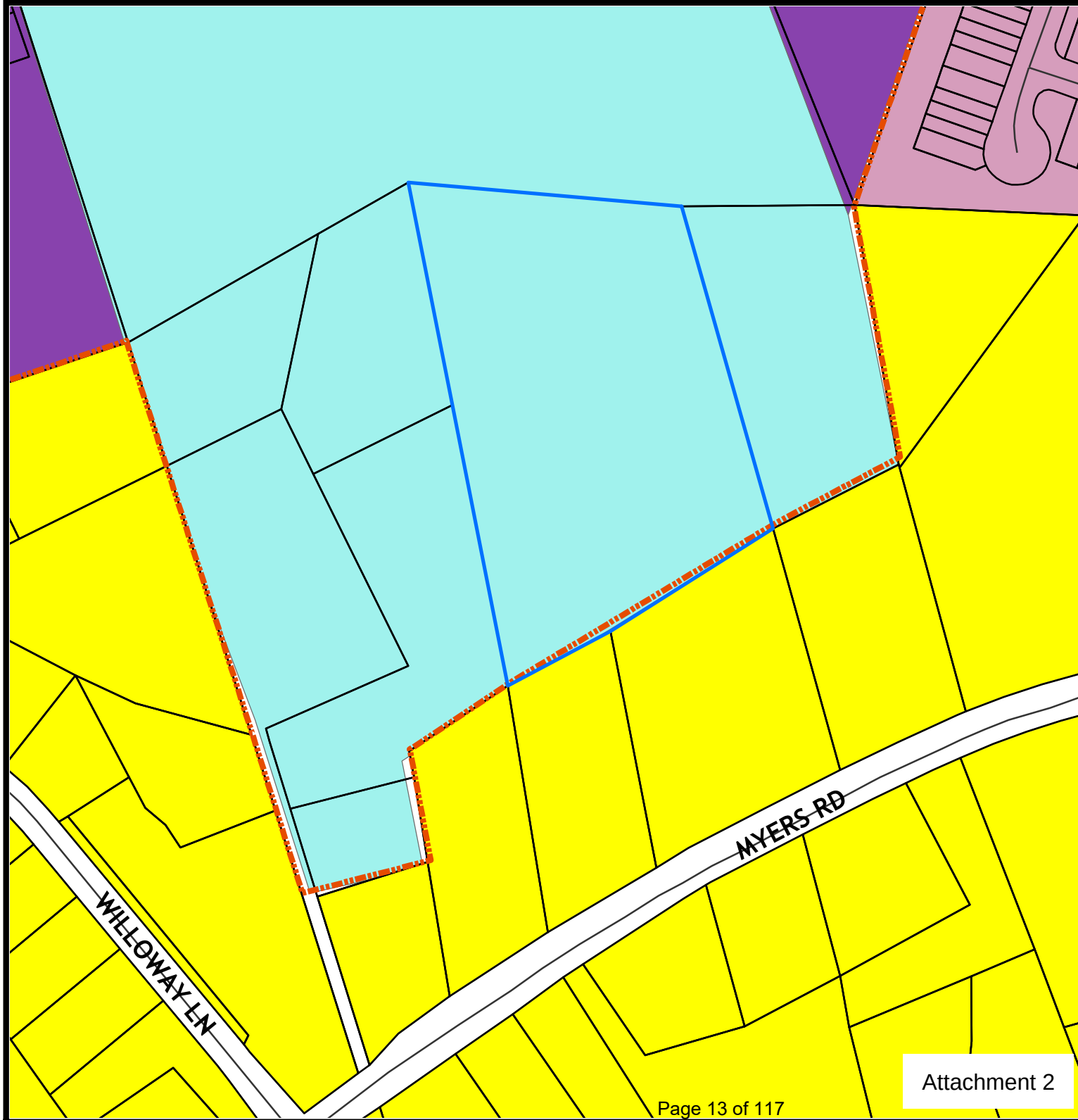
Existing:
Union County RA-20

Owner:
Vladimir and Zhanna
Andronik

Acres: 6.04



0 200 400
Feet



Attachment 2

Future Land Use Map
PLANXA-2026-00007

Legend

- Centerlines
- City Limits
- Parcels
- Suburban
- Subject Property

Existing:
Union County RA-20

Owner:
Vladimir and Zhanna
Andronik

Acres: 6.04

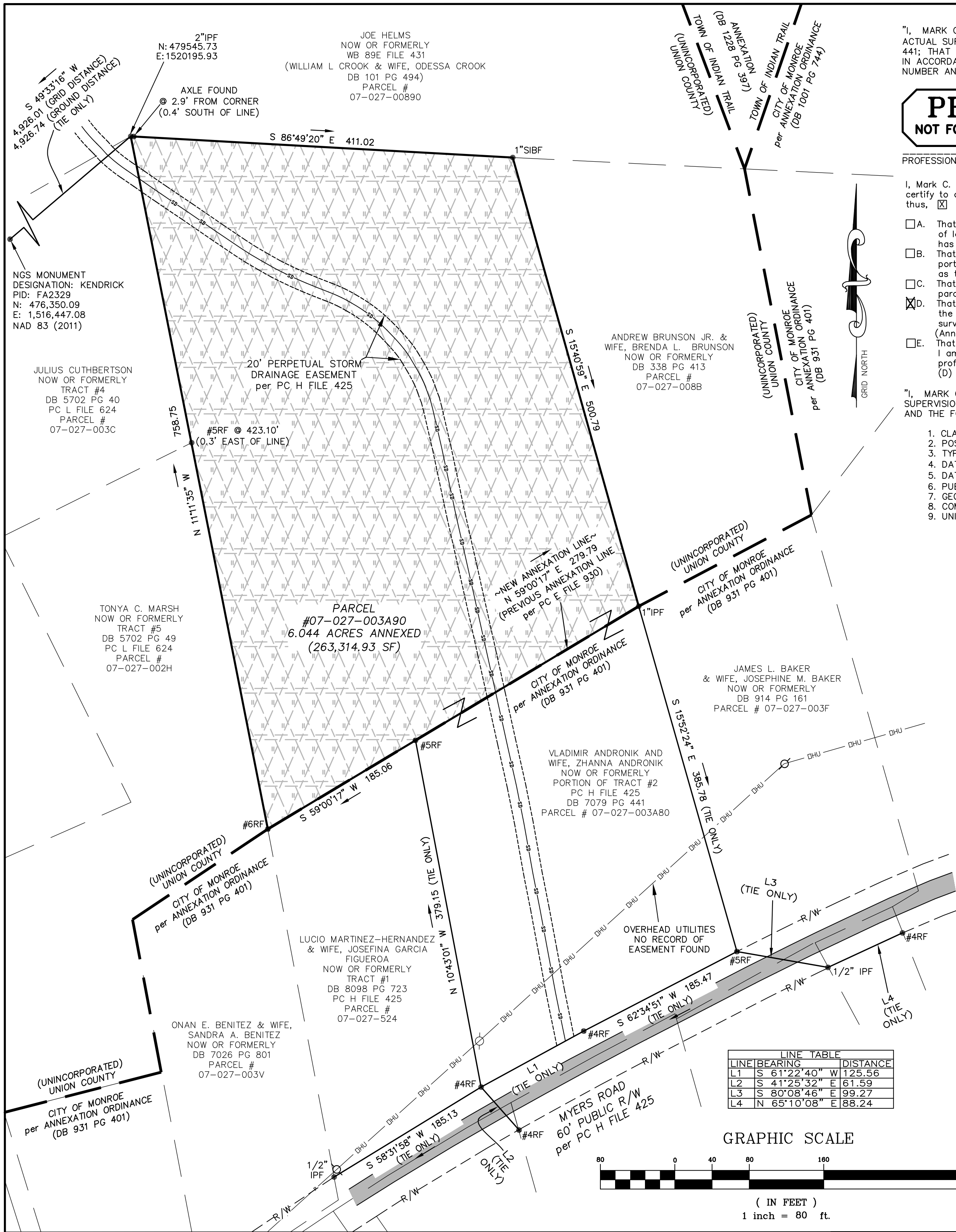


0 200 400
Feet

Attachment 3

Future Land Use Plan

The Land Development Plan indicates this area is Suburban. While residential uses typically take the form of neighborhoods with uniform housing types and densities, a mix of housing types and lot sizes is preferred in Suburban locations. Commercial development mostly serves the needs of nearby residents and often locates along corridors with higher traffic volumes and near prominent intersections. Emphasis should be placed on integrating the design of commercial centers with surrounding neighborhoods.



"I, MARK C. CARTER, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED DESCRIPTION RECORDED IN BOOK 7079 PAGE 441; THAT THE RATIO OF PRECISION AS CALCULATED IS 1: 10,000; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED. WITNESS MY ORIGINAL SIGNATURE, REGISTRATION NUMBER AND SEAL THIS 16th DAY OF SEPTEMBER, A.D., 2025.

PRELIMINARY
NOT FOR SALES OR CONVEYANCES

PROFESSIONAL LAND SURVEYOR L-5102

I, Mark C. Carter, Registered Land Surveyor No. L-5102, certify to one or more of the following as indicated thus, ☒ or ☐:

- ☐ A. That this plat is of a survey that creates a subdivision of land within the area of a county or municipality that has an ordinance that regulates parcels of land.
- ☐ B. That this plat is of a survey that is located in such portion of a county or municipality that is unregulated as to an ordinance that regulates parcels of land.
- ☐ C. That this plat is of a survey of an existing parcel or parcels of land.
- ☒ D. That this plat is of a survey of another category, such as the recombination of existing parcels, a court-ordered survey or other exception to the definition of subdivision. (Annexation Plat)
- ☐ E. That the information available to this surveyor is such that I am unable to make a determination to the best of my professional ability as to provisions contained in (A) through (D) above.

"I, MARK C. CARTER, CERTIFY THAT THIS MAP WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL GPS SURVEY MADE UNDER MY SUPERVISION AND THE FOLLOWING INFORMATION WAS USED TO PERFORM THE SURVEY:

1. CLASS OF SURVEY: A
2. POSITIONAL ACCURACY: 0.04 US FEET
3. TYPE OF GPS FIELD PROCEDURE: REAL TIME KINEMATICS NETWORK
4. DATES OF SURVEY: 08/08/2025
5. DATUM/EPOCH: NAD83
6. PUBLISHED/FIXED CONTROL USE: KENDRICK
7. GEOID MODEL USED: GEIOD 2018
8. COMBINED GRID FACTOR: 0.99985133
9. UNITS: US SURVEY FEET

CITY CLERK APPROVAL

I, _____, CITY CLERK OF THE CITY OF MONROE, NORTH CAROLINA, HEREBY CERTIFY THAT ON THE _____

_____, DAY OF _____, 20____, THE CITY COUNCIL APPROVED THIS PLAT FOR ANNEXATION AND RECORDING.

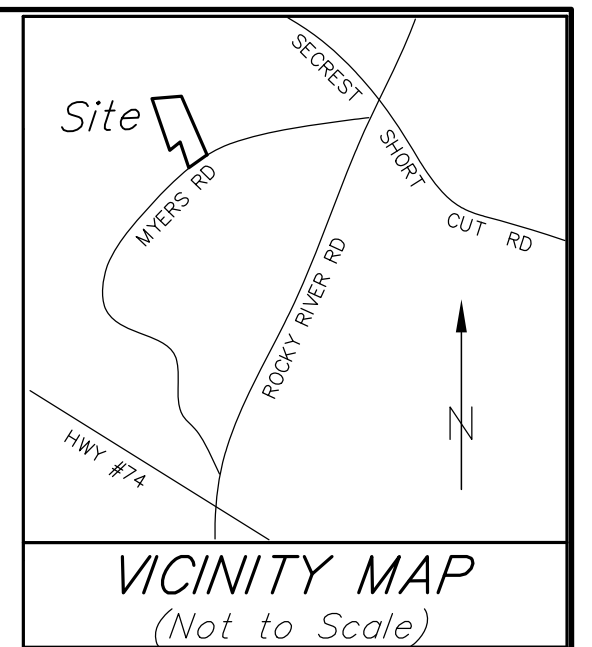
_____, (SEAL)
DATE _____ CITY CLERK

REVIEW OFFICER CERTIFICATE

STATE OF NORTH CAROLINA
UNION COUNTY

I, _____, REVIEW OFFICER OF UNION COUNTY, N.C. CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

_____,
REVIEW OFFICER _____ DATE _____



NOTES

1. AREA CALCULATED BY COORDINATE COMPUTATION.
2. HORIZONTAL DATUM: NAD 83 (2011)
3. ADJOINING PROPERTY OWNERS NAMES WERE TAKEN FROM UNION COUNTY TAX OFFICE RECORDS, AND ARE CONSIDERED AS NOW OR FORMERLY.
4. IRON RODS AT ALL CORNERS UNLESS NOTED.
5. THIS MAP IS SUBJECT TO ANY AND ALL APPLICABLE DEED RESTRICTIONS, EASEMENTS, RIGHT-OF-WAY, UTILITIES AND RESTRICTIVE COVENANTS AND PRELIMINARY PLAN WHICH MAY BE OF RECORD.
6. ALL DISTANCES ARE HORIZONTAL GROUND DISTANCES, MEASURED WITH ELECTRONIC MEASURING DEVICES UNLESS OTHERWISE NOTED
7. THIS SURVEY WAS PERFORMED WITHOUT THE BENEFIT OF A TITLE SEARCH.
8. NO NCGS MONUMENT FOUND WITHIN 2000 FEET.
9. SUBJECT PROPERTY IS LOCATED WITHIN THE CROOKED CREEK WATERSHED.
10. ANY AND ALL UNDERGROUND UTILITIES SHOWN HERE ARE CONSIDERED APPROXIMATE LOCATION. LACKING EXCAVATION, THE EXACT LOCATION OF UNDERGROUND FEATURES CANNOT BE ACCURATELY, COMPLETELY, AND RELIABLY DEPICTED.
11. THIS PLAT IS FOR ANNEXATION TO THE CITY OF MONROE. ADDITIONAL IMPROVEMENTS MAY EXIST NOT SHOWN HEREON.
12. PARCEL #07-027-003A90 & #07-027-003A80 SHOWN HEREON MAKE UP THE ENTIRE TRACT #2 (DIVISION OF THE WINFORD AND GOLDIE RIVERS PROPERTY per PC H FILE 25, BUT PROVIDED SEPARATE PARCELS FOR TAX PURPOSES. PROPERTY SHALL BE COMBINED INTO 1 TAXABLE PARCEL UPON RECORDATION OF THIS MAP.

LEGEND

IPF	IRON PIPE FOUND
SIBF	SQUARE IRON BAR FOUND
RF	REBAR FOUND
RS	REBAR SET
R/W	RIGHT-OF-WAY
SF	SQUARE FEET
PC	PLAT CABINET
DB	DEED BOOK
PG	PAGE
---	EXTERIOR PROPERTY LINE
---	ADJOINER PROPERTY LINE
---	R/W LINE
---	BUILDING SETBACK LINE
---	DRAINAGE LINE
---	OVERHEAD POWER LINE
---	STORM DRAINAGE EASEMENT
---	MUNICIPAL LIMITS
---	POWER POLE
---	AREA TO BE ANNEXED
---	ASPHALT ROADWAY

Attachment 5

ANNEXATION BOUNDARY FOR THE CITY OF MONROE
THE PROPERTY OF VLADIMIR ANDRONIK AND WIFE, ZHANNA ANDRONIK
VANCE TOWNSHIP, UNION COUNTY, NORTH CAROLINA

8.528 ACRES ON MYERS ROAD
TRACT #2, WINFORD AND GOLDIE RIVERS PROPERTY, REVISED
PC H FILE 425, DB 7079 PG 441
PARCEL # 070-270-03A80
PARCEL # 070-270-03A90



PHOENIX LAND SURVEYING, INC
3316 OLD MONROE ROAD
STALLINGS, NORTH CAROLINA 28104
PH: (704)-335-1655
EMAIL: INFO@PHOENIX-SURVEYING.COM
FIRM # C-3912

FIELD WORK: RM ~ MAPPING: JF
PROJ # 731-1102-01 MYERS RD ANNEXATION PLAT

ACCTNO	OWNERNAME1	OWNERNAME2	CURR_ADDR2	OWNERADDRE	OWNERCITY	OWNERSTATE	OWNERZIP
07027003A80	ANDRONIK VLADIMIR	ANDRONIK ZHANNA		3221 OGLETHORPE LN	MONROE	NC	28110
07027003A90							
07027008A	ASHLEY CLAUDE O	ASHLEY ANTHONY L		4925 MYERS RD	MONROE	NC	28110
07027003F	BAKER JAMES L	BAKER JOSEPHINE M		3039 HIGGINS PL	PALO ALTO	CA	943034009
07027003V	BENITEZ ONAN E	BENITEZ SANDRA A		4901 MYERS RD	MONROE	NC	281107926
07027008B	BRUNSON ANDREW JR	BRUNSON BRENDA L	4923 MYERS RD		MONROE	NC	28110
07027003L	COVINGTON RAYMON TODD HEIRS	C/O LARRY COVINGTON		4916 MYERS RD	MONROE	NC	28110
07027003G	COVINGTON RAYMOND TODD HEIRS			4916 MYERS RD	MONROE	NC	28110
07027002J90	CUTHBERTSON ARCHIE BRANDON HEIRS		150 1/2 WOOD ST	% ANTWOIN CUTHBERTSON	MANSFIELD	OH	44903
07027003C	CUTHBERTSON JULIUS HEIRS		PO BOX 1374	C/O ADRIAN HOOD	MONROE	NC	28111
07027401	GLASSER DAVID W			4858 MYERS RD	MONROE	NC	28110
07027008F	HELMS JOE F	HELMS SANDRA B		5323 SECREST SHORT CUT RD	MONROE	NC	28110
07027008 90	HELMS JOE FRANKLIN ET AL	HOOKS EDNA JEAN		5323 SECREST SHORTCUT RD	MONROE	NC	28110
07027003K	HINSON TIMOTHY	HINSON ERICA		4918 MYERS RD	MONROE	NC	28110
07027002G	HOUSE ERNEST	HOUSE ANDREA		501 ROSS ST	MARSHVILLE	NC	28103
07027003Z							
07027003B	LITTLE LEOLA S			1233 S FOREST HILLS SCHOOL RD	MARSHVILLE	NC	28103
07027002H	MARSH TONYA CUTHBERTSON			105 BIG DIPPER CT	WINGATE	NC	281746776
07027003D	MARTINEZ RAFAEL DEL ANGEL	MARTINEZ ANA		22 E 6TH AVE	LEXINGTON	NC	27292
07027524	MARTINEZ-HERNANDEZ LUCIO	FIGUEROA JOSEFINA GARCIA		4907 MEYERS RD	MONROE	NC	28110
07027003X	MASSEY BOBBY R	MASSEY EMMA L		4910 MYERS RD	MONROE	NC	28110
07027003Y	NGUYEN TONY THUC			4904 MYERS RD	MONROE	NC	28110
07027126 90	SCOTT TIMOTHY HARVEY	SCOTT REGINA CUTHBERTSON		4849 MYERS RD	MONROE	NC	28110

Attachment 6

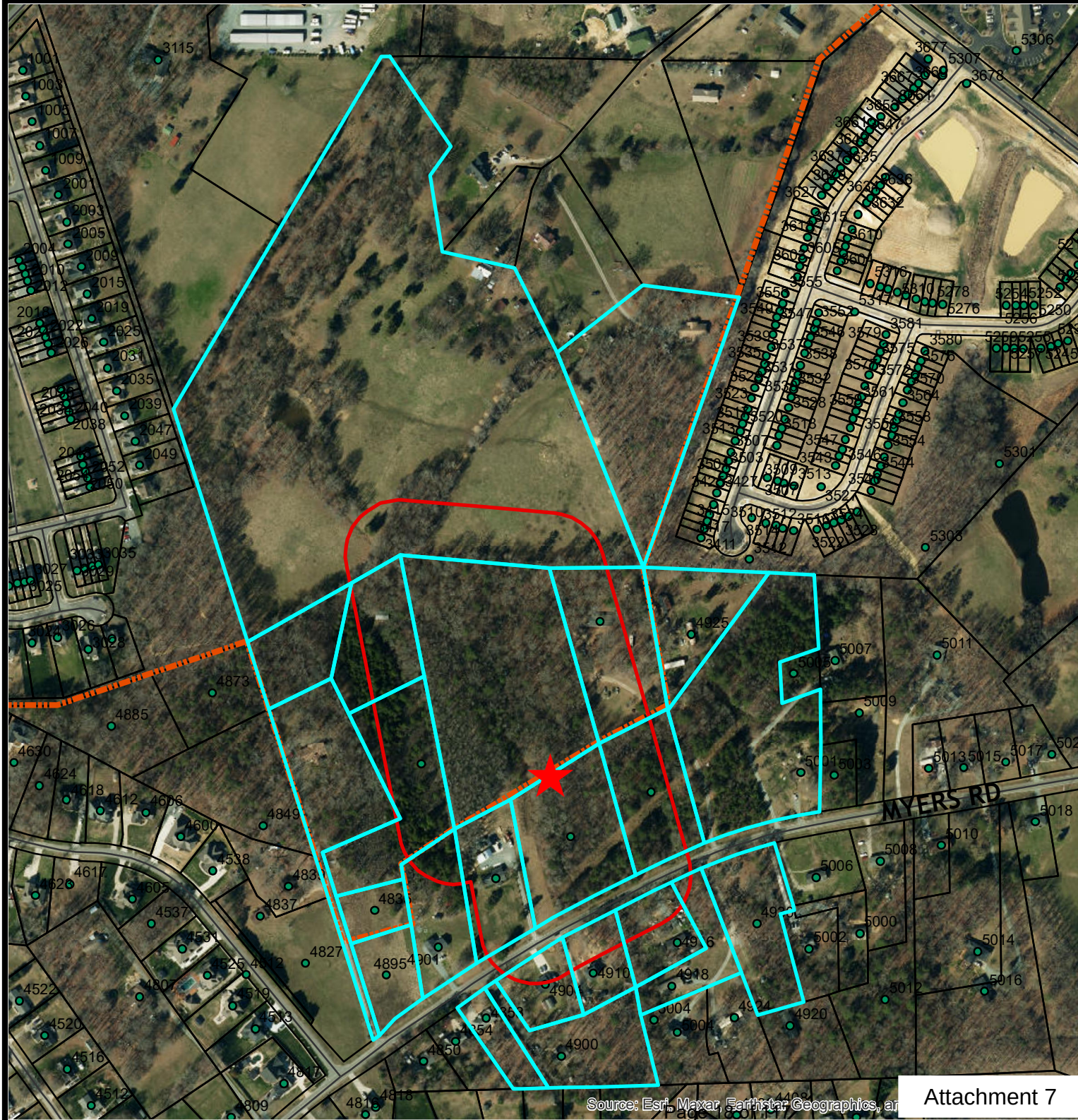
APO Map

PLANXA-2026-00007

Legend

-  Centerlines
-  City Limits
-  Parcels
-  Subject Property
-  Notified Properties
-  150 Foot Buffer

Parcels Notified: 23



MINUTES OF THE PLANNING BOARD MEETING

November 5, 2025, at 6:00 PM
City Hall – Council Chambers
300 W. Crowell Street, Monroe, NC

Emailed to HR: 11/06/25

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

Jennifer Smith, Chair, called the November 5, 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); Alisha DeBerry; Robin Holland (Alternate); John Harris (Alternate);

Members Absent: Chip Wardwell;

Staff Present: Jeffrey Wells, Asst. City Manager; Doug Britt, Asst. Director of Planning and Dev.; Megan Brightharp, Planner 1; Kimberly Davis, Admin. Asst. II;

Guests: Ila Carolyn Eubanks, John Holland, Cary Rogers, Steve Eubanks, Maya and Vladimir Andronik

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

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

Item 4. **Approval of Minutes – October 1, 2025.**

Motion: Archie Morgan made a motion to approve the minutes from October 1, 2025.

Second: Daryle Anderson

Action: The motion to approve passed with the following votes:

AYES: Jennifer Smith, Archie Morgan, Maryann Rasberry, Daryle Anderson, Pamela Duda, Alisha DeBerry, Robin Holland,

NAYS: None

Item 6. **Planning Board is requested to consider a zoning map amendment to rezone 6.04 acres located along Myers Road and further identified with parcel ID number 07-027-003 A90 from Union County RA-20 to Residential Low Density (RLD) City of Monroe.**

Megan Brightharp, Planner I, presented the annexation and zoning map amendment request regarding the property located along Myers Road. The subject property is located north of Myers Road and east of Willow Way Lane. The applicant is requesting to rezone the subject property from RA-20 in Union County to Residential Low Density. The Residential Low Density district is intended to allow for single-family homes on larger lots and may permit compatible uses. The property is currently undeveloped. Property to the north, east and west are zoned RA-20 in Union County. Property to the south is zoned

RLD (Residential Low Density). The Land Use and Transportation Plan indicates this area is designated as a suburban land use category. While residential uses typically take the form of neighborhoods with uniform housing types and densities, a mix of housing types and lot sizes is preferred in Suburban locations. Planning staff believes the request is consistent with the Land Use and Transportation Plan because the proposed rezoning to Residential Low Density (RLD) will establish a residential use in an area designated for residential development. 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. Planning staff recommends approval of the rezoning.

The Board had some questions for Megan. The subject property is located near Willow Way Lane with the larger, by-right homes and right before Myers Road takes you back to Rocky River Road, just before the Rocky River Road-Secret Short Cut Road intersection. RA-20 in Union County and Residential Low Density in City of Monroe are the same zoning in different jurisdictions. The applicants have not proposed any City sewer and water access at this point. The parcel is separated by the city limit line and they want to rezone the whole parcel into the city limits. There was a similar situation with another property on another case where the City line cuts through the parcel and they want to bring the parcel into the City limits to do what they want to do. There is not a current plan for this property, but they would be able to build sixteen homes at the most by-right. The legal department and Planning Staff had a conversation that annexations are to be a City Council determination so this is only a discussion on the rezoning.

Vladimir Andronik and his daughter, Maya Andronik, the property owners at 4911 Myers Road, approached the podium to speak to the Board. The applicant has six children and he wants to build homes for each of the children and their families. Since it is split between the County and the City, they are unable to all build on there as it currently stands. They are only allowed two houses there right now since it is landlocked.

Motion: Jennifer Smith made a motion to recommend adoption of the Resolution Approving Land Use and Transportation Plan Compliance.

Second: Pamela Duda

Action: The motion to approve passed with the following votes:

AYES: Jennifer Smith, Archie Morgan, Maryann Rasberry, Daryle Anderson, Pamela Duda, Alisha DeBerry, Robin Holland,

NAYS: None

Motion: Jennifer Smith made a motion to recommend adoption of the Ordinance amending Section 157.1.2.1- Official Zoning Map.

Second: Pamela Duda

Action: The motion to approve passed with the following votes:

AYES: Jennifer Smith, Archie Morgan, Maryann Rasberry, Daryle Anderson, Pamela Duda, Alisha DeBerry, Robin Holland,

NAYS: None

Item 7. Next Meeting: Wednesday, December 3, 2025 at 6pm

Item 8. **Adjournment**

Motion: **Archie Morgan made a motion to adjourn.**

Second: **Pamela Duda**

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

**AYES: Jennifer Smith, Archie Morgan, Maryann Rasberry, Daryle Anderson,
Pamela Duda, Alisha DeBerry, Robin Holland,**

NAYS: None

The meeting was adjourned at **6:28 p.m.**

Respectfully Submitted,

Jennifer Smith, Chair
Planning Board

Kimberly Davis
Secretary to the Board

**RESOLUTION DIRECTING CLERK TO INVESTIGATE PETITION RECEIVED
UNDER G.S. §160A-31 FOR 6.04 ACRES LOCATED ALONG MYERS ROAD
R-2025-54**

WHEREAS, a petition requesting annexation of an area described in said petition was received on May 29, 2025 by the City Council; and

WHEREAS, G.S. 160A-31 provides that the sufficiency of the petition shall be investigated by the City Clerk before further annexation proceedings may take place; and

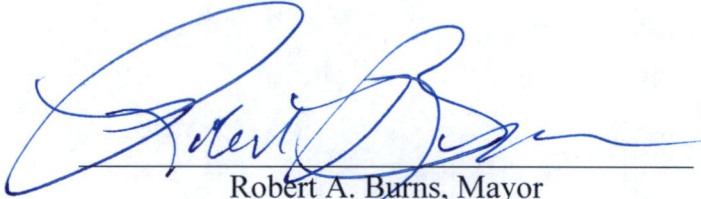
WHEREAS, the City Council of the City of Monroe deems it advisable to proceed in response to this request for annexation.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Monroe that the City Clerk is hereby directed to investigate the sufficiency of the above described petition and to certify as soon as possible to the City Council the result of the investigation.

Adopted this 10th day of November, 2025.

Attest:

Bridgette H. Robinson
Bridgette H. Robinson, City Clerk


Robert A. Burns, Mayor



CERTIFICATE OF SUFFICIENCY
6.04 ACRES LOCATED ALONG MYERS ROAD
TAX PARCEL #07-027-003A 90

To the City Council of the City of Monroe, North Carolina:

I, Bridgette H. Robinson, City Clerk, do hereby certify that I have investigated the Petition attached hereto and have found as a fact that said Petition is signed by all owners of real property lying in the area described therein, in accordance with G.S. 160A-31.

In witness whereof, I have hereunto set my hand and affixed the seal of the City of Monroe, this 10th November, 2025.

Bridgette H. Robinson
Bridgette H. Robinson, City Clerk





CITY OF MONROE
Petition Requesting Annexation

DATE: 5/29/2025

To the City Council of the City of Monroe:

1. I/We the undersigned owner(s) of real property respectfully request that the area described in Item 2 below be annexed to the City of Monroe. Furthermore, I/we do declare and certify that all legal owners of real property in the annexation area have signed this petition in Item 3 below.
2. The area to be annexed is (*choose one*):

☒

Contiguous to the primary corporate limits of the City of Monroe. A complete and accurate legal description of the property and a recently prepared survey map are attached.

OR

☐

Not contiguous to the primary corporate limits of the City of Monroe. A complete and accurate legal description of the property, a recently prepared survey map, and a map showing the area proposed for annexation in relation to the primary corporate limits of the City are attached. In addition, in compliance with Session Law 2003-321, I/we certify that:

- (A) The nearest point on the proposed satellite corporate limits must be not more than two miles from the primary corporate limits of the annexing city or must be contiguous to the satellite corporate limits of the annexing city; and
- (B) No point on the proposed satellite corporate limits may be closer to the primary corporate limits of another city than to the primary corporate limits of the annexing city, except that this subdivision does not apply if the area proposed for annexation is contiguous to the satellite corporate limits.

3. I/We acknowledge that any zoning vested rights acquired pursuant to G.S. 160A-385.1 or G.S. 153A-344.1 must be declared and identified on this petition. I/We further acknowledge that failure to declare such rights on this petition shall result in a termination of vested rights previously acquired for the property. If zoning vested rights are claimed, indicate below and attach proof (copy of a valid building permit, conditional use permit, etc.)

Name (please type or print)	Address (please type or print)	Vested Rights? * (yes or no)	Signature
Vladimir Andronik	3221 oglethorpe Ln		
Zhanna Andronik	Monroe nc 28110		Andronik
	704 989 6618		
	Vandronik@yahoo.com		

****If you answer yes, you must attach a detailed description of the right you are claiming; otherwise you will forfeit this right within the City.***

**ORDINANCE TO EXTEND CORPORATE LIMITS OF
CITY OF MONROE, NORTH CAROLINA
O-2025-56**

WHEREAS, the City Council has been petitioned under G.S. 160A-31 to annex the area described below; and

WHEREAS, the City Council has by Resolution directed the City Clerk to investigate the sufficiency of the petition; and

WHEREAS, the City Clerk has certified the sufficiency of the petition and a public hearing on the question of this annexation was held at the City Hall Council Chambers at 6:00 p.m. on November 25, 2025, after due notice by publication on November 15 and 22, 2025; and

WHEREAS, the City Council finds that the petition meets the requirements of G.S. 160A-31; and

WHEREAS, the City Council further finds that the petition has been signed by all the owners of real property in the area who are required by law to sign; and

WHEREAS, the City Council further finds that the petition is otherwise valid, and that the public health, safety and welfare of the City of Monroe and of the area proposed for annexation will be best served by annexing the area described;

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Monroe, North Carolina that:

Section 1. By virtue of the authority granted by G.S. 160A-31, the following described territory is hereby annexed and made part of the City of Monroe as of November 25, 2025:

**ANNEXATION OF 6.044 ACRES,
THE PROPERTY OF VLADIMIR ANDRONIK AND WIFE, ZHANNA ANDRONIK,
TAX PARCEL 07-027-003A 90**

Being in North Carolina, Union County, Vance Township and being more particularly described as follows: Beginning at NGS monument Kendrick having NC Grid Coordinates of North 476,350.09 feet and East 1,516,447.08 feet and

tied to the North American Datum of 83 (2011): thence North 49° 33' 16" East, 4,926.74 feet to a found 2-inch iron pipe, the northwestern corner of now or formerly Vladimir Andronik and wife, Zhanna Andronik property recorded in Record Book 7079, Page 441 in the Union County Registry and said pipe being a common corner with now or formerly the Julius Cuthbertson property recorded in Record Book 5702, Page 40 in the Union County Registry and a common corner with now or formerly the Joe Helms property recorded in the Estate File 89E, File 431 in the Union County Clerk of Courts Office and being the **TRUE POINT AND PLACE OF BEGINNING**; thence with the said Helms property South 86° 49' 20" East, 411.02 feet to a found 1-inch square iron bar, said bar being a common corner with now or formerly the Andrew Brunson Jr. and wife Brenda L. Brunson property recorded in Deed Book 338, Page 413 in the Union County Registry; thence with the said Brunson property South 15° 40' 59" East, 500.79 feet to a found 1-inch iron pipe, said pipe being a common corner with now or formerly the James L. Baker & wife Josephine M. Baker property recorded in Record Book 914, Page 161 in the Union County Registry and a common corner with the said Andronik property and said pipe being on the existing city limits line of the City of Monroe as found in the annexation ordinance recorded in Record Book 931, Page 401 in the Union County Registry; thence crossing the said Andronik property and with the said city limits line South 59° 00' 17" West, 279.79 feet to a found number 5 rebar, said rebar being a common corner with now or formerly the Lucio Martinez-Hernandez and wife Josefina Garcia Figueroa property recorded in Record Book 8098, Page 723 in the Union County Registry; thence with the said Figueroa property and continuing with the existing city limits line South 59° 00' 17" West, 185.06 feet to a found number 6 rebar, said rebar being a common with now or formerly the Onan E. Benitez and wife, Sandra A. Benitez property recorded in Record Book 7026, Page 801 in the Union County Registry and a common corner with now or formerly the Tonya C. Marsh property recorded in Record Book 5702, Page 49 in the Union County Registry; thence with the said Marsh property and with now or formerly the said Cuthbertson property and leaving the existing city limits line North 11° 11' 35" West, 758.75 feet to the **TRUE POINT AND PLACE OF BEGINNING** and containing 6.044 acres more or less as shown on a plat entitled "Annexation Boundary for the City of Monroe the property of Vladimir Andronik and wife, Zhanna Andronik" prepared by Phoenix Land Surveying, Inc. (Mark C. Carter, PLS) and dated September 16, 2025. Said annexation plat is recorded in Plat Cabinet _____, File _____ in the Union County Registry.

Section 2. Upon and after November 25, 2025, the above described territory and its citizens and property shall be subject to all debts, laws, ordinances and regulations in force in the City of Monroe and shall be entitled to the same privileges and benefits as other parts of the City of Monroe. Said territory shall be subject to municipal taxes according to G.S. 160A-31.

Section 3. The City of Monroe shall cause to be recorded in the office of the Register of Deeds of Union County, and in the office of the Secretary of State at Raleigh, North Carolina, an accurate map of the annexed territory, described in Section 1 above, together with a duly certified copy of this ordinance. Such a map shall also be delivered to the Union County Board of Elections, as required by G.S. 163-288.1.

Adopted this 25th day of November 2025.

Robert A. Burns, Mayor

Attest:

APPROVED AS TO FORM:

Bridgette H. Robinson, City Clerk

Richard Long, City Attorney

**NORTH CAROLINA
UNION COUNTY**

I, Sherry K. Hicks, Notary Public, in and for said County and State, do hereby certify that Bridgette H. Robinson personally appeared before me this day and acknowledged that she is the City Clerk of the City of Monroe, a municipal corporation of said state, and that by virtue of said office is also Clerk to the City Council of said City, and that by authority duly given and as an act of said City, the foregoing instrument was signed in the name of the City and in her presence by its Mayor, sealed with the corporate seal of said City, and attested by herself as its City Clerk.

Witness my hand and notarial seal, this 25th day of November, 2025.

_____(SEAL)
Sherry H. Hicks, Notary Public
My Commission Expires: 01/04/2026

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

R-2025-63

WHEREAS, in accordance with the provisions of North Carolina General Statute 160D-605, City Council does hereby find and determine that the adoption of the zoning map amendment for the property located along Myers Road further described below is consistent with the adopted Land Use and Transportation Plan. The Land Use and Transportation Plan identifies this area as a Suburban land use category. Residential uses are a priority land use within this character area. 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 also residential zoning districts.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Monroe adopts a Resolution Approving Land Use and Development Plan Compliance of the zoning map amendment for property with Union County Tax Parcel Number: 07-027-003 A90.

Adopted this 25th day of November, 2025.

Robert A. Burns, Mayor

Attest:

Bridgette H. Robinson, City Clerk

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

R-2025-63

WHEREAS, in accordance with the provisions of North Carolina General Statute 160D-605, City Council does hereby find and determine that the adoption of the zoning map amendment for the property located along Myers Road further described below is consistent with the adopted Land Use and Transportation Plan. The Land Use and Transportation Plan identifies this area as a Suburban land use category. Residential uses are a priority land use within this character area; therefore, it is consistent. However, this proposal is not a reasonable use or in the public interest because it will allow additional residential development in an area already congested with new, nearby residential development. 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 is amended to reflect the land use modification.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Monroe adopts the Resolution Denying Land Use and Transportation Plan Compliance of the zoning map amendment for property with Union County Tax Parcel Number: 07-027-003 A90.

Adopted this 25th day of November, 2025.

Robert A. Burns, Mayor

Attest:

Bridgette H. Robinson, City Clerk

ORDINANCE TO AMEND CITY OF MONROE CODE OF ORDINANCES
TITLE XV: LAND USES
CHAPTER 157: ZONING CODE
O-2025-57

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 properties located along Myers Road and further identified as tax parcel ID number 07-027-003 A90. The request is to rezone the properties from Union County RA-20 to Residential Low Density (RLD) City of Monroe.

Section 2. This Ordinance shall be effective upon adoption.

Adopted this 25th day of November, 2025.

Attest:

Robert A. Burns, Mayor

Bridgette H. Robinson, City Clerk



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: November 25, 2025

FROM: Lisa Stiwinter, Planning and Development Director

PREPARED BY: Megan Brightharp, Planner

SUBJECT: Annexation of .70 acres located along Lancaster Avenue and further identified with parcel ID numbers 09-321-012 90, 09-321-011 90, and 09-321-010 90

SUMMARY STATEMENT

City Council is requested to consider the annexation of .70 acres located along Lancaster Avenue and further identified with parcel ID numbers 09-321-012 90, 09-321-011 90, and 09-321-010 90.

REVIEW

Anne Marie and Shannen Bretz are requesting the annexation of .70 acres located along Lancaster Avenue and further identified with parcel ID numbers 09-321-012 90, 09-321-011 90, and 09-321-010 90. The three parcels are currently split between the ETJ and incorporated Monroe, the applicants are seeking to annex the portion of the lots located in the ETJ so they will not be split by the jurisdictional line. The properties are Residential Medium Density (RMD) in the City of Monroe and the applicant is not requesting to rezone. The property is currently undeveloped.

SERVICE DELIVERY IMPACT ANALYSIS

Fire Services:

The proposed annexation will be served from existing Monroe Fire Station 1, and there will be no immediate measurable cost impact to the fire department to serve this area. Fire Station 1 would cover this area in the existing planning zone (M123).

The Springs Volunteer Fire Department (VFD) currently provides service to the proposed annexation area with two fire stations, and there could be some debt service payments required.

The proposed annexed area is estimated to be approximately .7 acres. The total district size of the Springs VFD area is approximately 43 square miles, or approximately 27,520 acres. Thus, the proposed annexation area is a very small percentage of Springs total area. The required debt service is expected to be minimal.

Monroe Fire Department would have primary responsibility to provide services to the annexed area. If needed, Monroe Fire Department would request assistance from Springs VFD via the automatic and mutual aid agreement with them. Our current agreements are reciprocal, with no financial cost to either party. It is anticipated the current practice of aid between the two agencies would remain in place without any potential aid cost.

Law Enforcement Services:

The residents, businesses and property owners of the City of Monroe receive service and protection from the City of Monroe Police Department. The department is funded through the City's General Fund budget and serves all incorporated areas of the City.

CURRENT LEVEL OF SERVICE

Police service within the City of Monroe is currently provided by a municipal department made up of 100 full time sworn officers, 6 part-time officers, 4 part-time civilian employees and 12 fulltime civilian employees. At the current population figure of 39,877, the number of sworn positions reflects a police citizen ratio of 2.5 sworn officers per 1,000 residents.

The current geographical service area encompasses 31.07 square miles, containing approximately 169 centerline miles of City and DOT maintained streets, plus private roads, parking areas and alleys.

All sworn personnel are trained and certified law enforcement officers while several officers possess specialized training and experience in the administration of breath tests for alcohol, and the use of moving and stationary radar speed detection equipment. Each sworn officer is subjected to continued in-service training in such areas as the use of firearms, criminal investigation, crisis control and professional conduct.

The Department headquarters is located in historic downtown Monroe and serves the city through a total of four response zones. The department deploys officers through a single-car, one officer per car, patrol system that has proven to be economically sound and operationally efficient. Uniformed patrols are currently conducted utilizing 12-hour shifts that rotate every 28 days between day and night. Patrol operations are conducted on a 24-hour basis, seven days a week. Supervisors direct the operation of patrol officers and can make adjustments in assignments as required to compensate for existing demand levels.

Statistical and computational data regarding current service area and existing level of police services provided are reflected in **Table 1**, Data for Existing Service Area.

TABLE 1 - DATA FOR EXISTING SERVICE AREA

Estimated Population:	39,877
Classification of Area:	Industrial
Geographical Area (Size):	31.07 square miles
Linear Highway Miles:	169 miles (City & DOT)
Annual Calls for Service	64,352 (2 calls per resident)
Average Response Time:	3.7 minutes (all priorities included)

TABLE 2 - DATA FOR ALL REZONING AREAS

Estimated Population:	0
Classification of Area:	Residential
Geographical Area (Size):	Less than 1 square mile
Linear Highway Miles:	Less than 1 mile
Projected annual calls for service	2 (Est. Based on calls for service for a similar property)
Projected Average Response Time:	4.5 Minutes (all priorities included)

NA		NA	
Average acreage	NA	Average acreage	NA
Homes	NA	Homes	NA
Average Value	NA	Average Value	NA
Calls for Service 2023	NA	Est. Calls for Service per Year	2

LEVEL OF SERVICE TO ANNEXATION AREA

On the effective date of rezoning by the City, all residents and property owners will be eligible to receive police service on substantially the same basis and in the same manner by which these services are provided to the rest of the City prior to annexation.

The proposed annexation area will be absorbed into the current district and response zones. Service

to the proposed rezoned area with continuing growth in the area will have a long-term effect at our current officer allocation. Deployment of personnel will be monitored and adjusted to accommodate the expanded service area and provide traffic enforcement and control services to the expanded jurisdiction. The increase in demand for service in the general area will have an impact on timely service delivery at our current officer allocation.

Engineering and Stormwater, and Solid Waste Collection and Recycling

The proposed annexation along Lancaster Avenue is expected to have no immediate impact on the operating budgets for the Engineering Department. With no proposed use, there is little additional information available.

Since these lots do not contain residential or commercial properties, at this time, there will be no impact to solid waste revenues or expenses.

Planning Department:

The 2020 United States Census states that the average household size was 2.53; assuming this is still accurate, the approximate projected population of the subject parcels would be as follows:

Parcel ID	Projected Population
09-321-012 90	Less than 1
09-321-011 90	2
09-321-010 90	3

Administration / Finance / Human Resources:

Parcel ID	<u>Tentative Market Value</u>	Revenue Generated Tax Rate of .5025 at <u>Full Market Value</u>	Revenue Generated Tax Rate of .5025 at <u>Taxable Value</u>
09-321-010 90	\$14,100	\$14,100.00	\$62.04
09-321-011 90	\$11,800	\$11,800.00	\$51.92
09-321-012 90	\$2,900	\$2,900.00	\$12.76

Energy Services:

The Energy Services department would be the Electric and Natural gas service provider to this location.

The electric service will require the extension of some underground primary along Lancaster Ave. The estimated cost to extend approximately 590' of 3-phase, underground primary to the properties in question, is \$31,979.91.

The natural gas main is on the same side of the road and right in front of the parcels in questions. Therefore, there will not be any cost to extend natural gas facilities to these parcels per the City's policy.

Water Resources:

1. The parcels in question are identified as 09-321-012 90, 09-321-011 90, and 09-321-010 90. If annexation is allowed and the parcels in question combine with parcels 09-321-012 80, 09-321-011 80, and 09-321-010 80 (currently inside Monroe City limits with access to existing water/wastewater), the combined parcels will be fully encompassed within the City of Monroe limits. Each parcel would have access to an existing 8" sanitary sewer line and existing 8" water line in Lancaster Avenue, upon annexation and combination of parcels. We are confirming that the City of Monroe currently has water and sewer capacity to serve the project based upon our current sewer capacity, flow projections, and planned capital improvements.
2. All capital cost of water and sewer main extensions will be funded by the developer at no cost to the City per the City Water and Sewer Extension Policy. At this time there is no need for a developer agreement of any sort for this annexation.
3. Water and wastewater treatment plant capacity costs will be fully offset by existing capacity fees to be paid by the developer at the time they request a meter connection to the system.
4. Meter reading and billing costs will be fully offset by existing utility rates paid by each customer once they establish utility service.
5. Water distribution costs will be dependent on the final demand for water exhibited by each customer connecting to the water system, but will be fully offset by existing utility rates.
6. Sewer collection costs will be dependent on the final volume of sewer discharged to the city system, as exhibited by each customer connecting to the sewer system, but will be fully offset by existing utility rates.

PUBLIC NOTIFICATION

An annexation notification sign was posted 10 days prior to the public hearing.

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

RECOMMENDATION

Planning Board and Planning Staff recommend approval of the annexation.

City Council will need to take action on the following items:

Approval Actions:

- 1) Motion that Petition meets the requirements of North Carolina General Statute 160A-31; Second
- 2) Motion to adopt Ordinance extending the corporate limits; Second

Denial Actions:

- 1) Motion that Petition did not meet the requirements of North Carolina General Statute 160A-31; Second
- 2) Motion to deny annexation request; Second

Attachments:

- Attachment 1- Ortho Map
- Attachment 2- Zoning Map
- Attachment 3- Annexation Plat
- Attachment 4- Certificate of Sufficiency
- Attachment 5- O-2025-50
- Attachment 6- APO List
- Attachment 7- APO Map
- Attachment 8- Draft PB Minutes

Ortho Map

PLANXA-2025-00157

Legend

- Centerlines
- ★ Subject Property
- Notified Properties
- Parcels
- City Limits

Existing:

RMD
(Residential Medium Density)

Owner:
Shannen Ronald Bretz
Eleanor Bretz

Acres: .70



0 100 200
Feet

Zoning Map
PLANXA- 2025-00157

Legend

-  Centerlines
-  Parcels
-  RLD
-  RMD
-  Subject Property
-  City Limits

Existing:

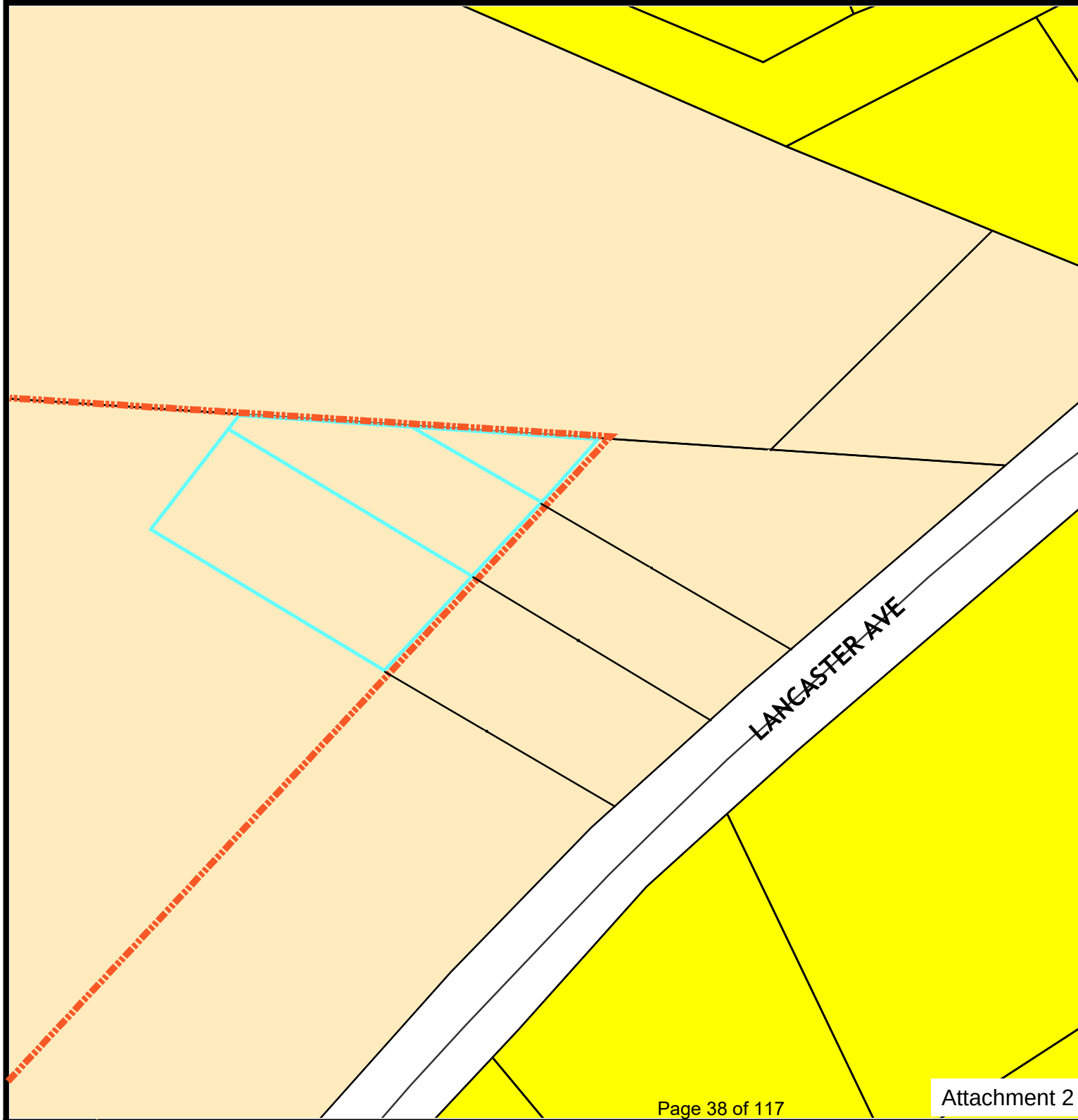
RMD
(Residential Medium Density)

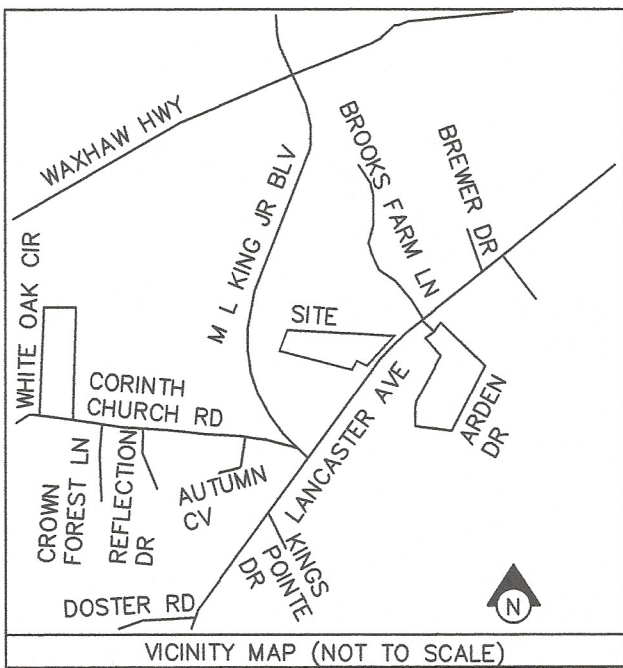
Owner:
Shannen Ronald Bretz
Eleanor Bretz

Acres: .70



0 100 200
 Feet





VICINITY MAP (NOT TO SCALE)

W.P. NORTH REF. BY
UNRECORDED SURVEY
JEFFERY S. GORDON
DEC. 21, 2022

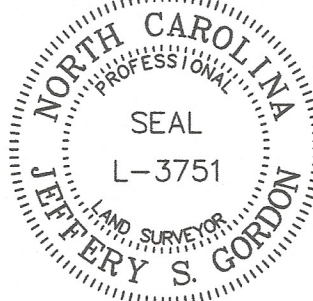
NORTH CAROLINA, UNION COUNTY

I, Jeffery S. Gordon, certify that this plat was drawn under my supervision from an actual survey made under my supervision (deed descriptions recorded in Deed Book 6518, Page 195;) that the boundaries not surveyed are clearly indicated as drawn from information found in Book _____, Page _____; that the ratio of precision as calculated is 1: 10,000 ±; that this plat was prepared in accordance with G.S. 47-30 as amended.

I also certify that this survey is of another category, such as the recombination of existing parcels, a court-ordered survey, or other exemption or exception to the definition of subdivision.

Witness my original signature, registration number and seal this 4th day of February, A.D., 2025.

Seal or Stamp



Professional Land Surveyor
L-3751
Registration Number
REV: 10/23/25 J.S.G.

I, _____ Clerk of the City of Monroe,
North Carolina, hereby certify that on the _____ day of _____, 20____,
The City Council approved this plat annexation and recording.

Date

City Clerk

State of North Carolina
County of Union

I, _____ Review Officer of Union County,
certify that the map or plat to which this certification is affixed
meets all statutory requirements for recording.

Date

Review Officer



LINE TABLE		
LINE	LENGTH	BEARING
L1	36.55	S49°49'30"W
L2	42.96	S48°06'15"W
L3	43.49	S45°43'54"W
L4	86.12	N45°43'19"E
L5	58.19	N45°43'19"E
L6	28.08	N47°27'29"E
L7	64.89	N47°27'29"E

- NOTES:
1. TAX I.D. #09-321-010 90 - #09-321-012 90
 2. AREA CALCULATED BY COORDINATES.
 3. NO NCGS MONUMENT FOUND WITHIN 2000'
 4. ALL DISTANCES ARE HORIZONTAL GROUND DISTANCES, MEASURED WITH ELECTRONIC METERS
 5. #5 REBARS SET AT ALL NEW LOT CORNERS, UNLESS OTHERWISE NOTED.
 6. ADJOINING PROPERTY OWNERS NAMES WERE TAKEN FROM UNION COUNTY TAX OFFICE RECORDS, AND ARE CONSIDERED AS NOW OR FORMERLY
 7. PROPERTY MAY BE SUBJECT TO OTHER EASEMENTS AND OR RIGHTS OF WAY, EITHER RECORDED OR IMPLIED.
 8. ONE (1) NEW ANNEXATION AREA SHOWN ON THIS PLAT.
 9. THIS PROPERTY IS NOT SUBJECT TO A FEMA SPECIAL FLOOD HAZARD ZONE AS PER FIRM, MAP NO. 3710542400J, PANEL 5424J, EFFECTIVE DATE: OCTOBER 16, 2008.

- LEGEND
- RF - REBAR FOUND
 - RS - REBAR SET
 - CP - COMPUTED POINT
 - CC - CONTROL CORNER
 - SSMH - SANITARY SEWER MANHOLE
 - SSE - SANITARY SEWER EASEMENT
 - SSL - SANITARY SEWER LINE
 - NTS - NOT TO SCALE
 - CLPV - CENTERLINE OF PAVEMENT
 - T - TOTAL
 - SF - SQUARE FEET
 - AC - ACRE
 - DB - DEED BOOK
 - PG - PAGE
 - WRW - WITHIN RIGHT-OF-WAY
 - S.R. - STATE ROAD
 - R/W - RIGHT OF WAY
 - N/F - NOW OR FORMERLY
 - 09-321-008 - TAX ID
 - PLE - Private Lateral Easement
 - TL - TIE LINE
 - CITY LIMIT LINE

OWNER INFORMATION:
SHANNEN & ELEANOR BRETZ
2108 LANCASTER AVENUE
MONROE NC, 28112
EABRETZ@AOL.COM

Jeffery S. Gordon Surveying
1394-B WALKUP AVENUE
Monroe, N.C. 28110
(704) 283-9726

**ANNEXATION BOUNDARY FOR THE
THE CITY OF MONROE**

Property of: Shannen & Eleanor Bretz
Legal Ref: DB 6518 PG 195; PC S, FILE: 912
Inside City of Monroe ETJ, Monroe Township,
Union County, North Carolina

Scale: 1" = 50' Date: 4 February 2025

Surveyed by: Jeffery S. Gordon, NCPLS, L-3751

DWG. FILE: C:\LANCASTERAVE2108-MONROE-ANNEXATION.DWG

NO.	DATE	DESCRIPTION	BY
1	8-4-25	City of Monroe comments	JSG
2	10-23-25	City of Monroe comments	JSG

Attachment 3



GRAPHIC SCALE

(IN FEET)
1 inch = 50 ft.

CERTIFICATE OF SUFFICIENCY
.70 ACRES LOCATED ALONG LANCASTER AVENUE
TAX PARCEL #S: 09-321-012, 09-321-011 AND 09-321-010 90

To the City Council of the City of Monroe, North Carolina:

I, Bridgette H. Robinson, City Clerk, do hereby certify that I have investigated the Petition attached hereto and have found as a fact that said Petition is signed by all owners of real property lying in the area described therein, in accordance with G.S. 160A-31.

In witness whereof, I have hereunto set my hand and affixed the seal of the City of Monroe, this 15th October, 2025.



Bridgette H. Robinson
Bridgette H. Robinson, City Clerk



CITY OF MONROE
Petition Requesting Annexation

DATE: Feb 27, 2015

To the City Council of the City of Monroe:

1. I/We the undersigned owner(s) of real property respectfully request that the area described in Item 2 below be annexed to the City of Monroe. Furthermore, I/we do declare and certify that all legal owners of real property in the annexation area have signed this petition in Item 3 below.
2. The area to be annexed is (choose one):

☒ Contiguous to the primary corporate limits of the City of Monroe. A complete and accurate legal description of the property and a recently prepared survey map are attached.

OR

☐ Not contiguous to the primary corporate limits of the City of Monroe. A complete and accurate legal description of the property, a recently prepared survey map, and a map showing the area proposed for annexation in relation to the primary corporate limits of the City are attached. In addition, in compliance with Session Law 2003-321, I/we certify that:

- (A) The nearest point on the proposed satellite corporate limits must be not more than two miles from the primary corporate limits of the annexing city or must be contiguous to the satellite corporate limits of the annexing city; and
- (B) No point on the proposed satellite corporate limits may be closer to the primary corporate limits of another city than to the primary corporate limits of the annexing city, except that this subdivision does not apply if the area proposed for annexation is contiguous to the satellite corporate limits.

3. I/We acknowledge that any zoning vested rights acquired pursuant to G.S. 160A-385.1 or G.S. 153A-344.1 must be declared and identified on this petition. I/We further acknowledge that failure to declare such rights on this petition shall result in a termination of vested rights previously acquired for the property. If zoning vested rights are claimed, indicate below and attach proof (copy of a valid building permit, conditional use permit, etc.)

Name (please type or print)	Address (please type or print)	Vested Rights? * (yes or no)	Signature
Anne Marie Bretz	2108 Lancaster Ave, Monroe, LA	No	DocuSigned by: Anne Marie Bretz
Shannon Bretz	2108 Lancaster Ave, Monroe, LA	No	DocuSigned by: Shannon Bretz

***If you answer yes, you must attach a detailed description of the right you are claiming; otherwise you will forfeit this right within the City.**

**ORDINANCE TO EXTEND CORPORATE LIMITS OF
CITY OF MONROE, NORTH CAROLINA
O-2025-50**

WHEREAS, the City Council has been petitioned under G.S. 160A-31 to annex the area described below; and

WHEREAS, the City Council has by Resolution directed the City Clerk to investigate the sufficiency of the petition; and

WHEREAS, the City Clerk has certified the sufficiency of the petition and a public hearing on the question of this annexation was held at the City Hall Council Chambers at 6:00 p.m. on November 25, 2025, after due notice by publication on November 15, and 22, 2025; and

WHEREAS, the City Council finds that the petition meets the requirements of G.S. 160A-31; and

WHEREAS, the City Council further finds that the petition has been signed by all the owners of real property in the area who are required by law to sign; and

WHEREAS, the City Council further finds that the petition is otherwise valid, and that the public health, safety and welfare of the City of Monroe and of the area proposed for annexation will be best served by annexing the area described;

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Monroe, North Carolina that:

Section 1. By virtue of the authority granted by G.S. 160A-31, the following described territory is hereby annexed and made part of the City of Monroe as of November 25, 2025:

**Annexation of 0.70 Acres, the property of
Shannen & Eleanor Bretz,
Tax Parcels 09-321-010 90, 09-321-011 90 & 09-321-012 90**

Being in North Carolina, Union County, Monroe Township, beginning at a found rebar the corner of now or formerly the Manuel Rojas and wife Neri Chinos Flores property recorded in Record Book 8744, Page 119 in the Union County Registry, a common corner with now or formerly the Shannen Roland Bretz & wife Eleanor Annemarie Bretz property recorded in Record Book 6518, Page 195 in the Union County Registry and said rebar is on the line of now or formerly the Plyler Development Partners, LLC property recorded in Record Book 9095, Page 774 in the Union County Registry and said rebar being on the existing city limits line of the City of Monroe found in annexation ordinance recorded in Record Book 8731, Page 743 in the Union County Registry: thence with the common line of the said Bretz property and the said Plyler property and with the said city limits line S 85° 25' 26" E, 760.27 feet to a set rebar, the **TRUE POINT AND PLACE OF BEGINNING**: thence continuing Plyler property S 85° 25' 26" E, 250.46 feet to a computed point, said computed point being on the existing city limits line of the City of Monroe found in annexation ordinance recorded in Plat Cabinet B, Files 20A, and 24B through 27B in the Union County Registry; thence with the said city limits line and within the said Bretz property four (4) calls as follows: 1) S 47° 27' 29" W, 64.89 feet to a computed point; 2) S 47° 27' 29" W, 28.08 feet to a computed point; 3) S 45° 43' 19" W, 58.19 feet to a computed point; 4) S 45° 43' 19" W, 86.12 feet to a set rebar; thence leaving the existing city limits line and continuing within the said Bretz property two calls as follows: 1) N 53° 32' 3" W, 168.25 feet to a set rebar; 2) N 34° 30' 43" E, 101.44 feet to the **TRUE POINT AND PLACE OF BEGINNING** and containing 0.70 acres more or less as shown on a plat entitled "Annexation Boundary for the City of Monroe Property of: Shannen & Eleanor Bretz" prepared by Jeffery S. Gordon Surveying (as surveyed by Jeffery S. Gordon, NCPLS, L#3751) on February 4, 2025 and last revised 10-23-2025. Said annexation plat is recorded in Plat Cabinet _____, File _____ in the Union County Registry.

Section 2. Upon and after November 25, 2025, the above described territory and its citizens and property shall be subject to all debts, laws, ordinances and regulations in force in the City of Monroe and shall be entitled to the same privileges and benefits as other parts of the City of Monroe. Said territory shall be subject to municipal taxes according to G.S. 160A-31.

Section 3. The City of Monroe shall cause to be recorded in the office of the Register of Deeds of Union County, and in the office of the Secretary of State at Raleigh, North Carolina, an accurate map of the annexed territory, described in Section 1 above, together with a duly certified copy of this ordinance. Such a map shall also be delivered to the Union County Board of Elections, as required by G.S. 163-288.1.

Adopted this 25th day of November 2025.

Robert A. Burns, Mayor

Attest:

APPROVED AS TO FORM:

Bridgette H. Robinson, City Clerk

Richard Long, City Attorney

**NORTH CAROLINA
UNION COUNTY**

I, Sherry K. Hicks, Notary Public, in and for said County and State, do hereby certify that Bridgette H. Robinson personally appeared before me this day and acknowledged that she is the City Clerk of the City of Monroe, a municipal corporation of said state, and that by virtue of said office is also Clerk to the City Council of said City, and that by authority duly given and as an act of said City, the foregoing instrument was signed in the name of the City and in her presence by its Mayor, sealed with the corporate seal of said City, and attested by herself as its City Clerk.

Witness my hand and notarial seal, this 25th day of November, 2025.

_____(SEAL)
Sherry H. Hicks, Notary Public
My Commission Expires: 01/04/2026

ACCTNO	OWNERNAME1	OWNERNAME2	OWNERADDRE	OWNERCITY	OWNERSTATE	OWNERZIP
09327040	ACOSTA JOSE ULISES	GARCIA ALHELI	903 GATE RD	MONROE	NC	28112
09321030	BAGBY RICHARD B	BAGBY SHARON C	2124 PLEASANT KNOLL LN	MONROE	NC	28112
09321009A90	BRETZ RONALD D TRUSTEE	BRETZ NAN E TRUSTEE	95 LAFAYETTE	NAPOLEON	OH	43545
09321009A80						
09321009 80	BRETZ SHANNEN RONALD	BRETZ ELEANOR ANNEMARIE	2108 LANCASTER AVE	MONROE	NC	28112
09321009 90						
09286136	BREWER BAUCOM PROPERTIES LLC		PO BOX 1022	MONROE	NC	28111
09321023	BROOKS FARM HOMEOWNERS ASSOCIATION INC	%HAWTHORNE MANAGEMENT COMPANY	PO BOX 11906	CHARLOTTE	NC	28220
09327001D	CARRANZA-MORALES JUAN	NAJERA EMILSA PAAU	2121 LANCASTER AVE	MONROE	NC	28112
09286057A	MARQUEZ OSCAR WILLIAM VALLADARES	RODRIGUEZ CONSUELO D C LEIVA	1004 MIDWOOD DR	MONROE	NC	28112
09327027	COGSDELL DIANE V		2200 LANCASTER AVE	MONROE	NC	28112
09286059C	DOMINGUEZ JUAN JOSE HUESCA	ORIHUELA CITLALI ESPERANZA CASTREJON	1024 MCCORKLE WAY	MONROE	NC	28112
09327044	EVANS LESLIE M		911 GATE RD	MONROE	NC	28112
09321031	FLETCHER CATHY LAVERNE		2120 PLEASANT KNOLL LN	MONROE	NC	28112
09321006B	GRIFFIN JAMES CARSON	GRIFFIN SUSAN C	289 BELTON CIRCLE	ABBEVILLE	SC	29620
09327001F	HELMS NANCY GAIL		2123 LANCASTER AVE	MONROE	NC	28112
09286058	HOPEWOOD PROPERTIES LLC		PO BOX 428	MONROE	NC	28111
09327045	HORNE JULIUS NELSON		913 GATE RD	MONROE	NC	28112
09327042	JABLONSKI JOSEPH	JABLONSKI JO ANN	907 GATE RD	MONROE	NC	28110
09286133	JEM PARTNERSHIP		815 BRIDGEWATER DR	MONROE	NC	28112
09286059	MACHACA ANTONIO		43 LANDING RD APT 2	GLEN COVE	NY	11542
09327039	ROGERS JACQUELYNN BOCK	BOCK JACK JR	1401 PINE TREE DRIVE	CHARLOTTE	NC	28270
09327046	DOUMAR CINDY ANN		915 GATE RD	MONROE	NC	28112
09327001Q	MYACHIN ROMAN		2153 LANCASTER AVE	MONROE	NC	28110
09327001E	OWENS RANDOLPH	OWENS WILMARIE M	2119 S LANCASTER AVE	MONROE	NC	28112
9321028	PAYAN JUAN CARLOS		2121 PLEASANT KNOLL LN	MONROE	NC	28112
09321008A	PLYLER COMMERCIAL INVESTMENTS LLC		302 WINGO WAY STE 401	MT PLEASANT	SC	29464
09321008B						
09321009	ROJAS MANUEL	FLORES NERI CHINOS	3001 WREN WAY CT	MONROE	NC	28110
09327049	SHUMPERT SANDRA KAYE GULLEGE		2120 LANCASTER AVE	MONROE	NC	28112
09327041	STOVER RALPH		905 GATE RD	MONROE	NC	28112
09327043	STRONG MARY SWAIM		909 GATE RD	MONROE	NC	28112
09286057D	STUFFLEBEAM DENNIS L	STUFFLEBEAM CANDY T	1000 MIDWOOD DR	MONROE	NC	28112
9286134	TARTAN ASSOCIATES		815 BRIDGEWATER DR	MONROE	NC	28112
09286141						
09286135						
09321029	THE NPA TRUST		1010 RAYWOOD CT	MATTHEWS	NC	28104
09327048	VAZQUEZ JOEL DAVILA	GUZMAN CHENIA ONIMARI RIVERA	2118 LANCASTER AVE	MONROE	NC	28112
09286059A	VONEGIDY DENNIS	VONEGIDY TRACI	PO BOX 2192	MONROE	NC	28111
09286059B						
09286057E	WALTON CHARLES WILSON	WALTON RACHEL	2059 LANCASTER AVE	MONROE	NC	28112
09286057	WALTON LORRAINE M		2057 LANCASTER AVE	MONROE	NC	28112
09286057B	WHINNA JAMES D	WHINNA KAREN E	1002 MIDWOOD DR	MONROE	NC	28112
09327047	WILSON WILLIE EARL		5201 CREEDMOOR RD	RALEIGH	NC	27612

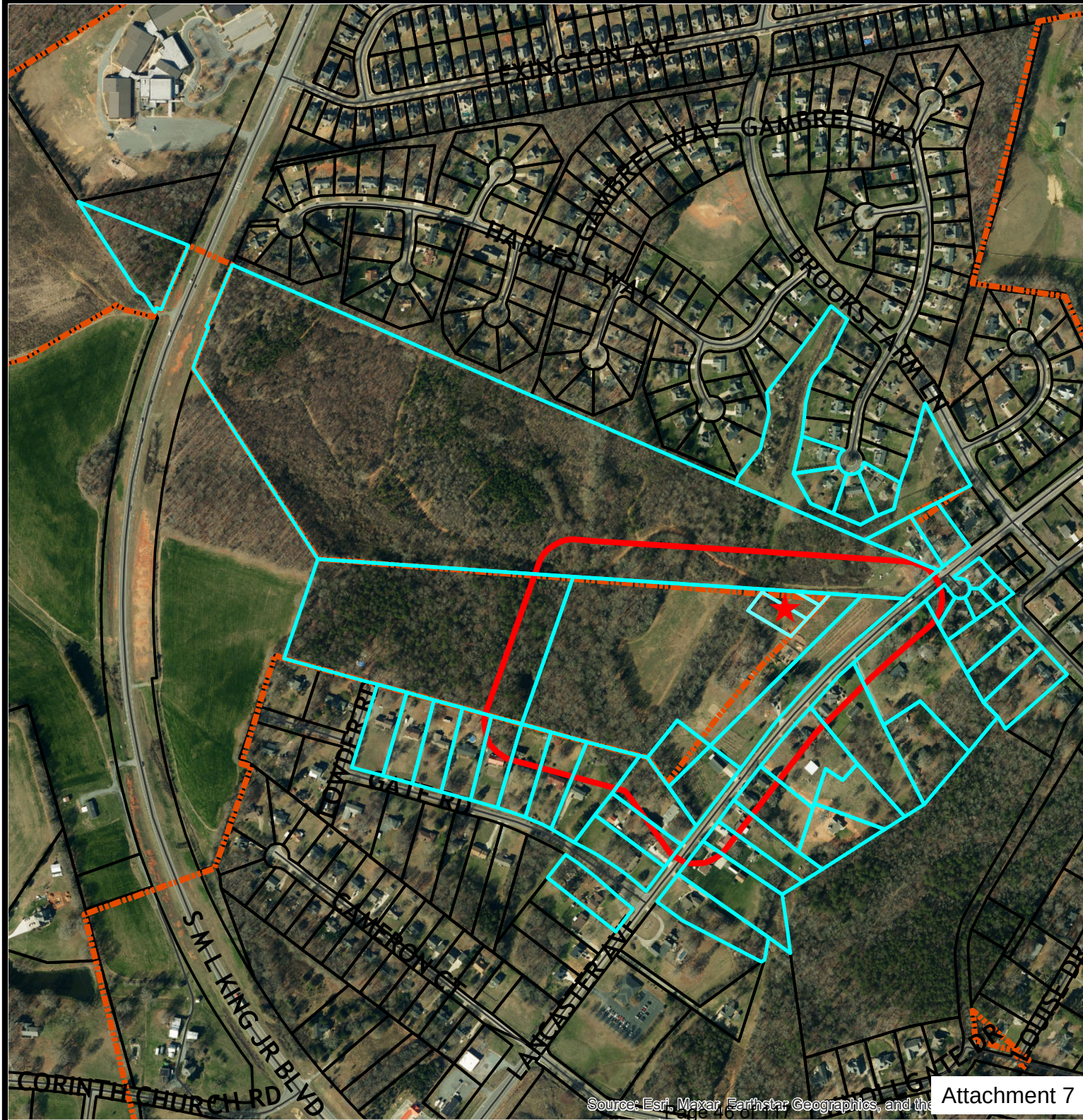
APOMap

PLANXA-2025-00157

Legend

- Centerlines
- City Limits
- Parcels
- ★ Subject Property
- Notified Properties
- 150 Foot Buffer

Parcels Notified: 44



MINUTES OF THE PLANNING BOARD MEETING

October 1, 2025, at 6:00 PM
City Hall – Council Chambers
300 W. Crowell Street, Monroe, NC

Emailed to HR: 10/3/25

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

Jennifer Smith, Chair, called the October 1, 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; Alisha DeBerry; Robin Holland (Alternate)

Members Absent: John Harris (Alternate);

Staff Present: Jeffrey Wells, Asst. City Manager; Doug Britt, Asst. Director of Planning and Dev.; Patrick Blaszyk, Planner 1; Megan Brightharp, Planner 1; Kimberly Davis, Admin. Asst. II;

Guests: Jean-Claude Aho, Janet Fowler Helms, Kaitlyn Helms, Dillon Lane Helms, Shannen Bretz, John Holland,

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

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

Item 4. **Approval of Minutes – August 6, 2025.**

Motion: Archie Morgan made a motion to approve the minutes from August 6, 2025.

Second: Maryann Rasberry

Action: The motion to approve passed with the following votes:

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

NAYS: None

Item 5. **Planning Board is requested to consider the annexation of .70 acres located along Lancaster Avenue and further identified with parcel ID numbers 09-321-012 90, 09-321-011 90, and 09- 321-010 90.**

Megan Brightharp, Planner I, presented the proposed annexation request. The three parcels are currently split between the ETJ and incorporated Monroe. The applicants are seeking to annex the portion of the lots located in the ETJ so they will not be split by the jurisdictional line. The properties are zoned Residential Medium Density (RMD) in the City of Monroe and the applicant is not requesting to rezone. The property is currently undeveloped. There is a city limit line that bisects those three parcels and the applicants want to make them three contiguous parcels. An annexation notification sign will be posted

10 days prior to the public hearing. An official annexation notification letter will be sent to the adjacent property owners located within 150 feet, 10 days prior to the public hearing. Planning staff recommends approval of the annexation.

The property owner, Shannen Bretz, lives at 2108 Lancaster Avenue, Monroe. His stated his intention is to sell the three parcels and he has a potential buyer. The sale of the property is contingent on this annexation. He confirmed that the condition of the sale is to build one house on each of the three parcels.

Sharon Brown, who works for the surveyor, clarified that the buyer only wants the three tracts in order to put one house on each lot. She said the purpose of the annexation is to use the sewer line in the back of the property, but the property has to be annexed into the City of Monroe in order to use it.

Some of the Board members expressed concern about the surrounding properties and whether a developer will come in and build a large subdivision.

Doug Britt and Megan Brightharp answered the Board's questions and reaffirmed that the only item for discussion is a yay or nay on the annexation of the three parcels into the Monroe City limits. The zoning of the parcels is already established. The maximum number of houses that could be built on these three parcels combined is seven homes, but the sale agreement with the buyer is to build one house per parcel according to the owner. The developer does not have to come before the Planning Board unless there are over forty-nine houses built or if they need to rezone the property. The Planning Board cannot regulate the property owner's rights to build one house on a lot, house size, exterior materials or price points. Water and sewer would be extended at the developer's expense.

Motion: Pamela Duda made a motion to recommend approving the annexation request.

Second: Archie Morgan

Action: The motion to approve passed with the following votes:

AYES: Archie Morgan, Daryle Anderson, Pamela Duda, Chip Wardwell, Alisha DeBerry

NAYS: Jennifer Smith, Maryann Rasberry,

Item 8. Next Meeting: Wednesday, November 5, 2025 at 6pm

Item 9. Adjournment

Motion: Chip Wardwell made a motion to adjourn.

Second: Jennifer Smith

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

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

NAYS: None

The meeting was adjourned at 7:23 p.m.

Respectfully Submitted,

Jennifer Smith, Chair
Planning Board

Kimberly Davis
Secretary to the Board



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: November 25, 2025

FROM: Donna O’Keefe, Acting Downtown Manager

PREPARED BY: Donna O’Keefe, Acting Downtown Manager

SUBJECT: Grow Monroe Downtown Economic Development Grant Application –
JamZ Pizza and Wings.

SUMMARY STATEMENT

City Council is asked to consider a recommendation for a GROW Monroe Downtown Economic Development Grant application for Mark Fox, Julie Fox, Angela Delli Colli, and Jim Delli Colli , owners of JamZ Pizza and Wings at 104 S. Main Street.

REVIEW

The owners of JamZ Pizza and Wings have entered into a three-year lease with Kerr Main, LLC for a restaurant space at 104 S. Main Street.

Mark Fox, Julie Fox, Angela Delli Colli, and Jim Delli Colli, have applied for the Grow Monroe Downtown Economic Development Grant. This is a matching 50/50 downtown grant program designed to provide assistance with rental expenses and/or up-fit expenses for a new business. Awards are determined using a formula based square footage.

JamZ Pizza and Wings is a 1000 sq. ft. retail space. This makes the JamZ Pizza and Wings owners eligible for \$8 per sq. ft. or a maximum of \$8000.00 through this grant program. The owners have applied for up-fit only as part of opening their new business. The owners are eligible for a maximum of \$8000.00 in up-fit assistance through this grant. The applicants have provided proof of payment documentation for \$19,548.34 in qualifying up-fit expenses.

Staff presented this application to the Downtown Advisory Board on November 19, 2025. The DAB recommended that JamZ Pizza and Wings be approved for the full eligible award amount of \$8,000.00 in up-fit assistance. Proof of payment for qualifying expenses will be required before funds can be released.

RECOMMENDATION

Staff and the Downtown Advisory Board recommend that City Council adopt a Resolution awarding a Grow Monroe Downtown Economic Development Grant of \$8,000.00 to Mark Fox, Julie Fox, Angela Delli Colli, and Jim Delli Colli, owners of JamZ Pizza and Wings, approve the Resolution and Budget Amendment and authorize the Mayor to execute the necessary documents to appropriate funds of \$8,000.00.

Attachments:

Agreement

Acceptance

Resolution R-2025-37

BA – 2025-59

**NORTH CAROLINA
UNION COUNTY**

This **INCENTIVE AGREEMENT** made and entered this 25th day of November, 2025 between Mark Fox, Julie Fox, Angela Delli Colli, and Jim Delli Colli, owners of JamZ Pizza and Wings (the “Company”) and the **CITY OF MONROE** (the “City”).

WHEREAS, the North Carolina General Statute 158-7.1 and 160A-458.3 authorizes a municipality to undertake an economic development project by extending assistance to a company as an incentive to cause the company to renovate and rehabilitate a downtown historic structure thereby expanding the tax base of the City and providing jobs for its citizens; and

WHEREAS, the Monroe City Council adopted a Downtown Economic Development Grants Program to provide such assistance as an incentive for new investments in the downtown, City of Monroe; and

WHEREAS, City Council adopted a Downtown Master Plan which calls for increased investment and private development in Downtown Monroe; and

WHEREAS, the Downtown Master Plan identified and emphasized the importance of developing restaurant and retail for increased downtown development; and

WHEREAS, the Company plans to make certain improvements and renovations at 104 South Main Street for retail use; and

WHEREAS, the Company intends to use preservation/rehabilitation as an economic development tool by its expansion and anticipates creating new job(s); and

WHEREAS, such business qualifies for assistance through the Downtown Economic Development Grant Programs by the City, and the City Council of the City of Monroe, after public hearing, approved granting up to \$8,000 (Eight Thousand Dollars) to the Company as, up-fit assistance under the terms and conditions stated herein based on the qualifying investment of the Company; and

WHEREAS, the Company and the City enter into this agreement to describe the incentives to be provided by the City in connection with the Company’s investments and renovation in the City’s downtown central business district.

NOW THEREFORE, in consideration of the foregoing premises and the mutual covenants contained in this agreement, the parties agree as follows:

1. **Capital Investments:** Up-fit improvements and new investment shall be made to the Property as described herein. The Company shall provide the City with all necessary documentation and access to the Property to inspect improvements necessary to confirm compliance by the Company prior to the City’s advance of grant funds at completion of the project.

2. **City Grant:** The City agrees to grant to the Company \$8,000.00 through the Downtown Economic Development Grow Monroe Grant Program. \$8,000.00 in funds will be released upon receipt of paid invoices for qualifying up-fit assistance expenses.
3. **Limitations:** The grant is subject to the Company meeting the minimum qualifications required by the City of Monroe Downtown Economic Development Grants Programs (the terms of which are incorporated herein by reference) and upon the terms and conditions set out in attached Exhibit A which are incorporated as if fully set out herein.
4. **Assignments:** No party shall sell or assign any interest in or obligation under this Agreement without the prior expressed written consent of all the parties, no reasonable approval withheld.
5. **E-Verify Requirement.** The Contractor shall comply with the requirements of Article 2 of Chapter 64 of the General Statutes. Further, if the Contractor utilizes a subcontractor, the Contractor shall require the subcontractor to comply with the requirements of Article 2 of Chapter 64 of the General Statutes.
6. **Limitation of Obligation by the City: NO PROVISION OF THIS AGREEMENT SHALL BE CONSTRUED OR INTERPRETED AS CREATING A PLEDGE OF THE FAITH AND CREDIT OF THE CITY WITHIN THE MEANING OF ANY CONSTITUTIONAL DEBT LIMITATION.** No provision of this Agreement shall be construed or interpreted neither as delegating governmental powers nor as a donation or the lending of the credit of the City within the meaning of the North Carolina constitution. This Agreement shall not directly or indirectly or contingently obligate the City to make any payments beyond those appropriated in the City's sole discretion for any fiscal year in which this Agreement shall be in effect. No provision of this agreement shall be construed to pledge or create a lien on any class or source of the City's moneys, nor shall any provision of this Agreement restrict to any extent prohibited by law, any action or right of action on the part of any future City governing body. To the extent of any conflict between this paragraph and any other provision of this Agreement, this paragraph shall take priority.
7. **Miscellaneous:**
 - a. This Agreement shall be governed by and interpreted by the laws of the State of North Carolina.
 - b. Nothing contained in this Agreement shall be deemed or construed so as to in any way estop, limit, or impair the City from exercising or performing any regulatory, policing, legislative, governmental, or other powers or functions.
 - c. Any Communication required or permitted by this Agreement must be in writing and shall be deemed given when delivered by hand for mailing first-class mail, postage paid, and addressed as follows:

If to the Company: Mark Fox, Julie Fox, Angela Delli Colli, and Jim Delli Colli,
owners of JamZ Pizza and Wings
104 South Main Street
Monroe, NC 28112

If to the City: City of Monroe
PO Box 69
Monroe, NC 28111-0069
Attn: Donna O'Keefe, Downtown Manager

- d. If any provision of this Agreement shall be determined to be unenforceable, that provision shall be severable and shall not affect any other provisions of this Agreement.
- e. This Agreement constitutes the entire agreement between the parties, and this Agreement shall not be changed or modified except in writing signed by all the parties.
- f. Subject to the specific provisions of this Agreement, this Agreement shall be binding upon and inure to the benefit of and be enforceable by the parties and their respective successors and assigns.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in their corporate names by their duly authorized officers, all as of the date first above written.

JAMZ PIZZA AND WINGS

CITY OF MONROE

By: _____
Mark Fox, Owner

By: _____
Robert A. Burns, Mayor

Julie Fox, Owner

Attest:

Angela Delli Colli, Owner

Bridgette H. Robinson, City Clerk

Jim Delli Colli, Owner

This Instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Finance Officer: _____
Lisa Strickland

DATE: November 25, 2025

EXHIBIT A

1. The Company shall renovate, rehabilitate and improve the Property consistent with the terms of this Agreement.
2. The Company shall comply with all State, Federal, and local laws, regulations, ordinances and permits in carrying out the purpose of this Agreement and shall during the term of this Agreement remain in good standing with the City.
3. Prior to initiation of rehabilitation and improvements, the Company shall submit all plans for renovations and improvements for review and approval by the City, reasonable approval not withheld.
4. The Company shall meet or exceed the minimum matching investment requirements as outlined in the grant. Proof of expenditure(s) is required as outlined in the grant prior to payment.

**NORTH CAROLINA
UNION COUNTY**

ACCEPTANCE OF DOWNTOWN INCENTIVE GRANT

THAT WHEREAS, by Resolution adopted by the Monroe City Council on November 25, 2025, Mark Fox, Julie Fox, Angela Delli Colli, and Jim Delli Colli, owners of JamZ Pizza and Wings, were awarded a Downtown Economic Development Grow Monroe Grant, pursuant to the City's Downtown Economic Development Grant Programs; and

WHEREAS, Mark Fox, Julie Fox, Angela Delli Colli, and Jim Delli Colli wish to formally accept said Grant(s) and acknowledge its obligation to abide by the terms of the Grant Program and the Resolution both of which are attached hereto and incorporated herein by reference.

NOW, THEREFORE, Mark Fox, Julie Fox, Angela Delli Colli, and Jim Delli Colli agree as follows:

1. That they accepts said grant and covenants that it will abide by the attached Resolution and Grant Program which it has read and understands.
2. That it further understands that the grant award was based on representations made in the grant application and at the public hearing at which the grant was awarded.

JAMZ PIZZA AND WINGS

Attest:

Mark Fox, Owner

Julie Fox, Owner

Angela Delli Colli, Owner

Jim Delli Colli, Owner

The Mayor and City Clerk hereby acknowledge the award of grant.

CITY OF MONROE

ATTEST:

Robert A. Burns, Mayor

Bridgette H. Robinson, City Clerk

**RESOLUTION OF MONROE CITY COUNCIL
AWARDING DOWNTOWN INCENTIVES TO
MARK AND JULIE FOX AND JIM AND ANGELA DELLI COLLI
FOR JAMZ PIZZA & WINGS
R-2025-59**

WHEREAS, the City of Monroe has adopted a Downtown Economic Development Grow Monroe Grant Program, hereinafter “Program”; and,

WHEREAS, Mark Fox, Julie Fox, Angela Delli Colli, and Jim Delli Colli , owners of JamZ Pizza and Wings at 104 S. Main Street, have duly applied for a Downtown Economic Development Grow Monroe Grant for 104 South Main Street; and,

WHEREAS, a public hearing was conducted by the City Council on November 25, 2025, at which hearing testimony was given by Donna O’Keefe, Manager, Downtown Monroe for the City of Monroe; and,

WHEREAS, the City Council makes the following findings with respect to said application:

1. One Hundred Four (104) South Main Street is approximately 1000 square feet of retail space and within the Downtown Monroe Master Plan area.
2. The applicant proposes a retail store in accordance with the Downtown Master Plan.
3. The renovations and improvements as proposed will have a significant effect on revitalization of the City’s Central Business District as indicated in the Downtown Master Plan.
4. That the applicant meets all other applicable requirements of the Program set forth by the City Council.
5. The renovations and improvements to the above described property as proposed will (a) stimulate the local economy, (b) promote business, and (c) result in creation of job(s) that pay at or above the median wage.

WHEREAS, based on the above findings and other documentation in the file the City Council concludes that the applicant qualifies for the Grow Monroe Program for an amount not to exceed \$8,000.00. With qualification for the incentive established and the economic benefits accrued to the City in the form of new employment, increased tax base and property value and increased City utility revenues, the grants’ application should be approved subject to compliance with the Program and subject to appropriation; and,

WHEREAS, the City of Monroe and Mark Fox, Julie Fox, Angela Delli Colli, and Jim Delli Colli , owners of JamZ Pizza and Wings seek to enter into an Economic Development Grant Agreement under the terms and conditions stated therein.

NOW, THEREFORE, BE IT RESOLVED THAT the incentive application of Mark Fox, Julie Fox, Angela Delli Colli, and Jim Delli Colli , owners of JamZ Pizza and Wings, for Downtown Economic Development Grow Monroe Grant Program is hereby approved pursuant to the terms and conditions set out in the attached Incentive Agreement, the Incentive Agreement with Mark Fox, Julie Fox, Angela Delli Colli, and Jim Delli Colli , owners of JamZ Pizza and Wings is approved and the Mayor and other staff as necessary are authorized to execute any and all documents and instruments necessary to carry out said approval. The appropriate of any funds is reserved for future action consistent with the terms of the Incentive Agreement.

Adopted this 25th day of November, 2025.

Attest:

Robert A. Burns, Mayor

Bridgette H. Robinson, City Clerk

**BUDGET AMENDMENT
BA-2025-37**

1. Amendment necessary to appropriate funds for Downtown Economic Development Program for, Mark Fox, Julie Fox, Angela Delli Colli, and Jim Delli Colli , owners of JamZ Pizza and Wings at 104 S. Main Street.

General Fund:

Revenues:

Appropriation of Fund Balance	\$8,000.00
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Expenses:

Transfer to Downtown Monroe Fund	\$8,000.00
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Downtown Monroe Fund:

Revenues:

Transfer from General Fund	\$8,000.00
----------------------------	------------

Expenses:

Downtown Economic Development Programs	\$8,000.00
---	------------

Adopted this 25th day of November, 2025.

Attest:

Robert A. Burns, Mayor

Bridgette H. Robinson, City Clerk



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: November 25, 2025

FROM: Donna O’Keefe, Acting Downtown Manager

PREPARED BY: Donna O’Keefe, Acting Downtown Manager

SUBJECT: Grow Monroe Downtown Economic Development Grant Application –
Lindsey Shelton, owner of Foils and Faded Salon & Spa

SUMMARY STATEMENT

City Council is asked to consider a recommendation for a GROW Monroe Downtown Economic Development Grant application for Lindsey Shelton, owner of Foils and Faded Salon & Spa, located at 103/105 S Hayne Street.

REVIEW

Lindsey Shelton, owner of Foils and Faded Salon & Spa has entered into a two-year lease with Milton and Denice Polemides for a retail space at 103/105 S. Hayne Street.

Ms. Shelton has applied for the Grow Monroe Downtown Economic Development Grant. This is a matching 50/50 downtown grant program designed to provide assistance with rental expenses and/or up-fit expenses for a new business. Awards are determined using a formula based square footage.

Foils and Faded Salon & Spa is a 2341 sq. ft. retail space. This makes the Foils and Faded Salon & Spa owner eligible for \$6 per sq. ft. or a maximum of \$14,046.00 through this grant program. Ms. Shelton has applied for rental assistance only as part of opening her new business. The monthly rent expense for this business is \$2700.00 per month or \$32,400 per year. Fifty percent of the annual rental expense is \$16,200. Ms. Shelton is eligible for a maximum of \$14046.00 in rental assistance through this grant with \$7023.00 paid to the applicant at the end of six months, and \$7023.00 after twelve months. Proof of timely rent payment in full is required before funds can be released.

Staff presented this application to the Downtown Advisory Board on November 19, 2025. The DAB recommended that Foils and Faded Salon & Spa be approved for the full eligible award amount of \$14,046 in up-fit assistance. The \$7023.00 in rental assistance will be paid to the

applicant at the end of six months, and \$7023.00 will be payable after twelve months. Proof of timely rent payment in full will be required before funds can be released.

RECOMMENDATION

Staff and the Downtown Advisory Board recommend that City Council adopt a Resolution awarding a Grow Monroe Downtown Economic Development Grant of \$14,046.00 to Lindsey Shelton, owner of Foils and Faded Salon & Spa, approve the Resolution and Budget Amendment and authorize the Mayor to execute the necessary documents to appropriate funds of \$14,046.00.

Attachments:
Agreement
Acceptance
Resolution R-2025-57
BA – 2025-34

**NORTH CAROLINA
UNION COUNTY**

This **INCENTIVE AGREEMENT** made and entered this 25th Day of November, 2025 between Lindsey Shelton, owner of Foils and Faded Salon & Spa (the “Company”) and the **CITY OF MONROE** (the “City”).

WHEREAS, the North Carolina General Statute 158-7.1 and 160A-458.3 authorizes a municipality to undertake an economic development project by extending assistance to a company as an incentive to cause the company to renovate and rehabilitate a downtown historic structure thereby expanding the tax base of the City and providing jobs for its citizens; and

WHEREAS, the Monroe City Council adopted a Downtown Economic Development Grants Program to provide such assistance as an incentive for new investments in the downtown, City of Monroe; and

WHEREAS, City Council adopted a Downtown Master Plan which calls for increased investment and private development in Downtown Monroe; and

WHEREAS, the Downtown Master Plan identified and emphasized the importance of developing restaurant and retail for increased downtown development; and

WHEREAS, the Company plans to make certain improvements and renovations at 103/105 South Hayne Street for retail use; and

WHEREAS, the Company intends to use preservation/rehabilitation as an economic development tool by its expansion and anticipates creating new job(s); and

WHEREAS, such business qualifies for assistance through the Downtown Economic Development Grant Programs by the City, and the City Council of the City of Monroe, after public hearing, approved granting up to \$14,046.00 (Fourteen Thousand and Forty Six Dollars) to the Company as, rent subsidy under the terms and conditions stated herein based on the qualifying investment of the Company; and

WHEREAS, the Company and the City enter into this agreement to describe the incentives to be provided by the City in connection with the Company’s investments and renovation in the City’s downtown central business district.

NOW THEREFORE, in consideration of the foregoing premises and the mutual covenants contained in this agreement, the parties agree as follows:

1. **Capital Investments:** Up-fit improvements and new investment shall be made to the Property as described herein. The Company shall provide the City with all necessary documentation and access to the Property to inspect improvements necessary to confirm compliance by the Company prior to the City’s advance of grant funds at completion of the project.

2. **City Grant:** The City agrees to grant to the Company \$14,046.00 through the Downtown Economic Development Grow Monroe Grant Program. \$14,046.00 will be paid in rent subsidy and will be paid over a one (1) year period (with fifty percent of the amount payable at six and twelve months). Proof of timely payment for the full amount of the rent is required before funds are released.
3. **Limitations:** The grant is subject to the Company meeting the minimum qualifications required by the City of Monroe Downtown Economic Development Grants Programs (the terms of which are incorporated herein by reference) and upon the terms and conditions set out in attached Exhibit A which are incorporated as if fully set out herein.
4. **Assignments:** No party shall sell or assign any interest in or obligation under this Agreement without the prior expressed written consent of all the parties, no reasonable approval withheld.
5. **E-Verify Requirement.** The Contractor shall comply with the requirements of Article 2 of Chapter 64 of the General Statutes. Further, if the Contractor utilizes a subcontractor, the Contractor shall require the subcontractor to comply with the requirements of Article 2 of Chapter 64 of the General Statutes.
6. **Limitation of Obligation by the City: NO PROVISION OF THIS AGREEMENT SHALL BE CONSTRUED OR INTERPRETED AS CREATING A PLEDGE OF THE FAITH AND CREDIT OF THE CITY WITHIN THE MEANING OF ANY CONSTITUTIONAL DEBT LIMITATION.** No provision of this Agreement shall be construed or interpreted neither as delegating governmental powers nor as a donation or the lending of the credit of the City within the meaning of the North Carolina constitution. This Agreement shall not directly or indirectly or contingently obligate the City to make any payments beyond those appropriated in the City's sole discretion for any fiscal year in which this Agreement shall be in effect. No provision of this agreement shall be construed to pledge or create a lien on any class or source of the City's moneys, nor shall any provision of this Agreement restrict to any extent prohibited by law, any action or right of action on the part of any future City governing body. To the extent of any conflict between this paragraph and any other provision of this Agreement, this paragraph shall take priority.
7. **Miscellaneous:**
 - a. This Agreement shall be governed by and interpreted by the laws of the State of North Carolina.
 - b. Nothing contained in this Agreement shall be deemed or construed so as to in any way estop, limit, or impair the City from exercising or performing any regulatory, policing, legislative, governmental, or other powers or functions.

- c. Any Communication required or permitted by this Agreement must be in writing and shall be deemed given when delivered by hand for mailing first-class mail, postage paid, and addressed as follows:

If to the Company: Lindsey Shelton, owner of Foils and Faded Salon & Spa
103/105 South Hayne Street
Monroe, NC 28112

If to the City: City of Monroe
PO Box 69
Monroe, NC 28111-0069
Attn: Donna O'Keefe, Downtown Manager

- d. If any provision of this Agreement shall be determined to be unenforceable, that provision shall be severable and shall not affect any other provisions of this Agreement.
- e. This Agreement constitutes the entire agreement between the parties, and this Agreement shall not be changed or modified except in writing signed by all the parties.
- f. Subject to the specific provisions of this Agreement, this Agreement shall be binding upon and inure to the benefit of and be enforceable be the parties and their respective successors and assigns.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in their corporate names by their duly authorized officers, all as of the date first above written.

**LINDSEY SHELTON,
OWNER OF FOILS AND
FADED SALON & SPA**

CITY OF MONROE

By: _____
Jennifer Hill, Owner

By: _____
Robert A. Burns, Mayor

Attest:

Bridgette H. Robinson, City Clerk

This Instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Finance Officer: _____
Lisa Strickland

DATE: _____

EXHIBIT A

1. The Company shall renovate, rehabilitate and improve the Property consistent with the terms of this Agreement.
2. The Company shall comply with all State, Federal, and local laws, regulations, ordinances and permits in carrying out the purpose of this Agreement and shall during the term of this Agreement remain in good standing with the City.
3. Prior to initiation of rehabilitation and improvements, the Company shall submit all plans for renovations and improvements for review and approval by the City, reasonable approval not withheld.
4. The Company shall meet or exceed the minimum matching investment requirements as outlined in the grant. Proof of expenditure(s) is required as outlined in the grant prior to payment.

**BUDGET AMENDMENT
BA-2025-34**

1. Amendment necessary to appropriate funds for Downtown Economic Development Program for Foils and Faded Salon and Spa, owner Lindsey Shelton.

General Fund:

Revenue:

Appropriation of Fund Balance	\$14,046
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Expense:

Transfer to Downtown Monroe Fund	\$14,046
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Downtown Monroe Fund:

Revenue:

Transfer from General Fund	\$14,046
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Expenses:

Downtown Economic Development Programs	 \$14,046
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Adopted this 25th day of November, 2025.

Attest:

Robert A. Burns, Mayor

Bridgette H. Robinson, City Clerk

**RESOLUTION OF MONROE CITY COUNCIL
AWARDING DOWNTOWN INCENTIVES TO
LINDSEY SHELTON, OWNER OF FOILS AND FADED SALON & SPA
R-2025-57**

WHEREAS, the City of Monroe has adopted a Downtown Economic Development Grow Monroe Grant Program, hereinafter “Program”; and,

WHEREAS, Lindsey Shelton, owner of Foils and Faded Salon & Spa at 103/105 South Hayne Street, has duly applied for a Downtown Economic Development Grow Monroe Grant for 103/105 South Hayne Street; and,

WHEREAS, a public hearing was conducted by the City Council on November 25, 2025, at which hearing testimony was given by Donna O’Keefe, Manager, Downtown Monroe for the City of Monroe; and,

WHEREAS, the City Council makes the following findings with respect to said application:

1. One Hundred three and One Hundred Five (103/105) South Hayne Street is approximately 2341 square feet of retail space and within the Downtown Monroe Master Plan area.
2. The applicant proposes a retail store in accordance with the Downtown Master Plan.
3. The renovations and improvements as proposed will have a significant effect on revitalization of the City’s Central Business District as indicated in the Downtown Master Plan.
4. That the applicant meets all other applicable requirements of the Program set forth by the City Council.
5. The renovations and improvements to the above described property as proposed will (a) stimulate the local economy, (b) promote business, and (c) result in creation of job(s) that pay at or above the median wage.

WHEREAS, based on the above findings and other documentation in the file the City Council concludes that the applicant qualifies for the Grow Monroe Program for an amount not to exceed \$14,046. With qualification for the incentive established and the economic benefits accrued to the City in the form of new employment, increased tax base and property value and increased City utility revenues, the grants’ application should be approved subject to compliance with the Program and subject to appropriation; and,

WHEREAS, the City of Monroe and Lindsey Shelton, owner of Foils and Faded Salon & Spa seek to enter into an Economic Development Grant Agreement under the terms and conditions stated therein.

NOW, THEREFORE, BE IT RESOLVED THAT the incentive application of Lindsey Shelton, owner of Foils and Faded Salon & Spa, for Downtown Economic Development Grow Monroe Grant Program is hereby approved pursuant to the terms and conditions set out in the attached Incentive Agreement, the Incentive Agreement with Lindsey Shelton, owner of Foils and Faded Salon & Spa is approved and the Mayor and other staff as necessary are authorized to execute any and all documents and instruments necessary to carry out said approval. The appropriate of any funds is reserved for future action consistent with the terms of the Incentive Agreement.

Adopted this 25th day of November, 2025.

Attest:

Robert A. Burns, Mayor

Bridgette H. Robinson, City Clerk

**NORTH CAROLINA
UNION COUNTY**

ACCEPTANCE OF DOWNTOWN INCENTIVE GRANTS

THAT WHEREAS, by Resolution adopted by the Monroe City Council on November 25, 2025, Lindsey Shelton, owner of Foils and Faded Salon & Spa, was awarded a Downtown Economic Development Grow Monroe Grant, pursuant to the City's Downtown Economic Development Grant Programs; and

WHEREAS, Lindsey Shelton wishes to formally accept said Grant(s) and acknowledge its obligation to abide by the terms of the Grant Program and the Resolution both of which are attached hereto and incorporated herein by reference.

NOW, THEREFORE, Lindsey Shelton agrees as follows:

1. That it accepts said grant(s) and covenants that it will abide by the attached Resolution and Grant Program which it has read and understands.
2. That it further understands that the grant award was based on representations made in the grant(s) application and at the public hearing at which the grant(s) was awarded.

LINDSEY SHELTON

ATTEST:

Owner

The Mayor and City Clerk hereby acknowledge the award of grant.

CITY OF MONROE

ATTEST:

Robert A. Burns, Mayor

Bridgette H. Robinson, City Clerk



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: November 25, 2025

FROM: Teresa Campo, Economic Development Director

PREPARED BY: Teresa Campo, Economic Development Director

SUBJECT: Economic Development Pre Negotiated Sale of 18.52± acres located in Monroe Corporate Center to Confidential Company for Project Power Up for Economic Development Purposes

SUMMARY STATEMENT

On November 10, 2025 City Council approved a request to hold a public hearing and take possible action(s) for the pre negotiated Economic Development sale of 18.52± acres located in Monroe Corporate Center to Confidential Company – Project Power Up.

REVIEW

City Council by closed session was provided an overview of Project Power Up – Confidential Company for the proposed Economic Development Pre-Negotiated sale. The intended use of the property is an owner occupied, new headquarters for purchaser, a solar energy contractor specializing in utility –scale photovoltaic systems including design, engineering, construction, and related operations. The building design is intended to be 100,000 square foot wall shell, with a 50,000 square foot footprint build out. The build out area consists of an approximately 37,500 square foot warehouse and an approximately 24,500 square foot, two story office. The additional area will be used for future expansion.

Purchaser currently has 162 employees averaging \$93,000 base pay. Purchaser plans on adding at least 100 new positions over the next 5 years. The estimated project cost of the Intended Use is \$15 - \$20 million. The property has an Union County Tax Assessment Market Value of \$1,379,700 (One Million Three Hundred Thousand Seven Dollars);

RECOMMENDATION

Staff recommends that City Council adopt a Resolution that approves the economic development pre-negotiated land sale to a Confidential Company for Project Power Up subject to compliance with the requirements and provisions of the Program and applicable laws pursuant to N.C.G.S. §158- 7.1, authorizes Staff to negotiate and proceed with the closing documents for the land conveyance and authorizes the City Manager to execute any and all necessary documents on behalf of the City for the conveyance.

**RESOLUTION AUTHORIZING LAND SALE TO
CONFIDENTIAL COMPANY
FOR PROJECT POWER UP
R-2025-65**

WHEREAS, the City of Monroe, hereinafter “City” has an Economic Development Department, hereinafter “Department”; and,

WHEREAS, Confidential Company for Project Power Up approached the City to express their interest in purchasing City owned property Parcel # 09399002 consisting of approximately 18.52 acres and located in the Monroe Corporate Center for \$1,400,000 (One Million Four Hundred Thousand Dollars) with a Union County Tax Assessment Market Value of \$1,379,700 (One Million Three Hundred Thousand Seven Dollars);

WHEREAS, Confidential Company for Project Power Up submitted a Letter of Intent to purchase the parcel, located within the corporate limits of the City of Monroe, Council makes the following findings with respect to said application:

1. All facilities, Monroe is the selected location, are proposed to be built and/or improved by the applicant on property currently within the corporate limits of the City of Monroe.
2. The applicant is a principal employer of 162 persons averaging \$93,000 base pay and anticipates the addition of approximately 100 new positions over the next five years after construction.
3. The minimum new investment is estimated at \$15,000,000 in new taxable building improvements. The applicant intends to use the Property to relocate a business currently located in another municipality in Union County as an owner occupied, new headquarters for Purchaser, an engineering, procurement and construction (EPC) company specializing in utility scale solar. The building design is intended to be 100,000 square foot tilt wall shell, with a 50,000 square foot footprint built out. The build out area consists of an approximately 37,500 square foot warehouse and an approximately 24,500 square foot, two story office. The additional area will be used for future expansion.
4. No other incentive grant from the Program has been awarded to the applicant for this project, at this time.
5. The applicant meets the applicable requirements of the Program set forth by the City Council.

WHEREAS, based on the above findings and other documentation in the file, the City Council concludes that the applicant qualifies for an Economic Development Incentive Pre-Negotiated Sale pursuant to N.C.G.S. §158- 7.1. for the incentive and has established the economic benefits accrued to the City in the form of new employment, increased tax base and increased City utility revenues, the pre negotiated economic development land sale should be approved subject to compliance with the Program and applicable laws and regulations.

NOW THEREFORE BE IT RESOLVED THAT the grant application of Confidential Company for Project Power Up for the Economic Development pre-negotiated land sale be approved subject to compliance with the program, and applicable laws and regulations. Staff is hereby authorized to proceed with the closing documents for the Economic Development pre-negotiated sale, and authorizes the City Manager to execute on behalf of the City all necessary documents for the conveyance.

Adopted this 25th day of November, 2025.

Attest:

Robert A. Burns, Mayor

Bridgette H. Robinson, City Clerk



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: November 25, 2025

FROM: Lisa Stiwinter, Director of Planning and Development

PREPARED BY: Patrick Blaszyk, Planner

SUBJECT: Zoning Map Amendment for the properties located at 124 Baucom Deese Road and tax parcel 09-174-013M.

SUMMARY STATEMENT

City Council is requested to consider a zoning map amendment for the property located at 124 Baucom Deese Road, further identified as tax parcel 09-174-013C. The rezoning request also includes tax parcel 09-174-013M. The applicants are requesting to rezone these parcels from Regional Corridor Mixed-Use (RC-MX) to Residential Low Density (RLD).

REVIEW

The City of Monroe has received a request from Jean-Claude Aho to rezone the 0.98 acres of 124 Baucom Deese Road from Regional Corridor Mixed-Use (RC-MX) to Residential Low Density (RLD). The City of Monroe has also received a rezoning request from Jacob and Andrew May to rezone the adjoining 0.04 acres of tax parcel 09-174-013M from Regional Corridor Mixed-Use (RC-MX) to Residential Low Density (RLD). This property was in the process of being deeded to Jean-Claude Aho when this application was accepted.

Jean-Claude Aho has applied for this rezoning request to in order to bring the property at 124 Baucom Deese Road into compliance regarding a zoning violation that has been issued for the property. The applicant has constructed an addition to the single-family residential home without obtaining permits. Constructing an addition to a single-family residential home is not permitted in the RC-MX zoning district as single-family residential homes are not allowed in this zoning district and are considered to be legally-nonconforming or grandfathered. Rezoning the property to the Residential Low Density (RLD) zoning district, would remedy the violation and bring the property into compliance with the Unified Development Ordinance (UDO) standards.

The Residential Low Density (RLD) district is intended to implement the rural land use character area as defined in the Forward Monroe plan. This district is designed to accommodate single-family residential development and is not appropriate for higher density development. RLD is intended to allow for single family homes on larger lots.

124 Baucom Deese Road is currently occupied by a single-family residential home constructed in 1972 and was originally 1,140 square feet in size. The home was recently expanded to approximately 3,000 square feet in 2025. Tax parcel 09-174-013M is vacant.

AREA CHARACTERISTICS

Adjoining Land Uses and Zoning District

	Existing Uses	Zoning District
North	Single-Family Residential	Regional Corridor Mixed-Use (RC-MX)
East	Single-Family Residential	Town of Unionville (RA-40)
South	Single-Family Residential	Regional Corridor Mixed-Use (RC-MX)
West	West Monroe Expressway and Off Ramp	Regional Corridor Mixed-Use (RC-MX)

LAND USE AND TRANSPORTATION PLAN CONSISTENCY

The Land Use and Transportation Plan indicates this area as Regional Mixed-Use Center. Regional Mixed-Use Centers attract people beyond Monroe for shopping, entertainment, employment, or recreation. It is likely that Regional Mixed-Use Centers will support the most intense concentrations of retail, employment, high density residential, and other mixed uses. These areas typically locate near major highways to ensure ease of access for longer trips.

Planning staff believes the request is not consistent with the Land Use and Transportation Plan because single-family residential is not a priority use.

PUBLIC NOTIFICATION

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

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

RECOMMENDATION

Planning staff recommends denial of the rezoning request.

Planning Board recommends approval of the rezoning request as the board concluded the expansion of the single-family residential home at 124 Baucom Deese Road and rezoning the property to Residential Low Density (RLD) is in harmony with the surrounding single-family residential character of the area.

Denial Actions

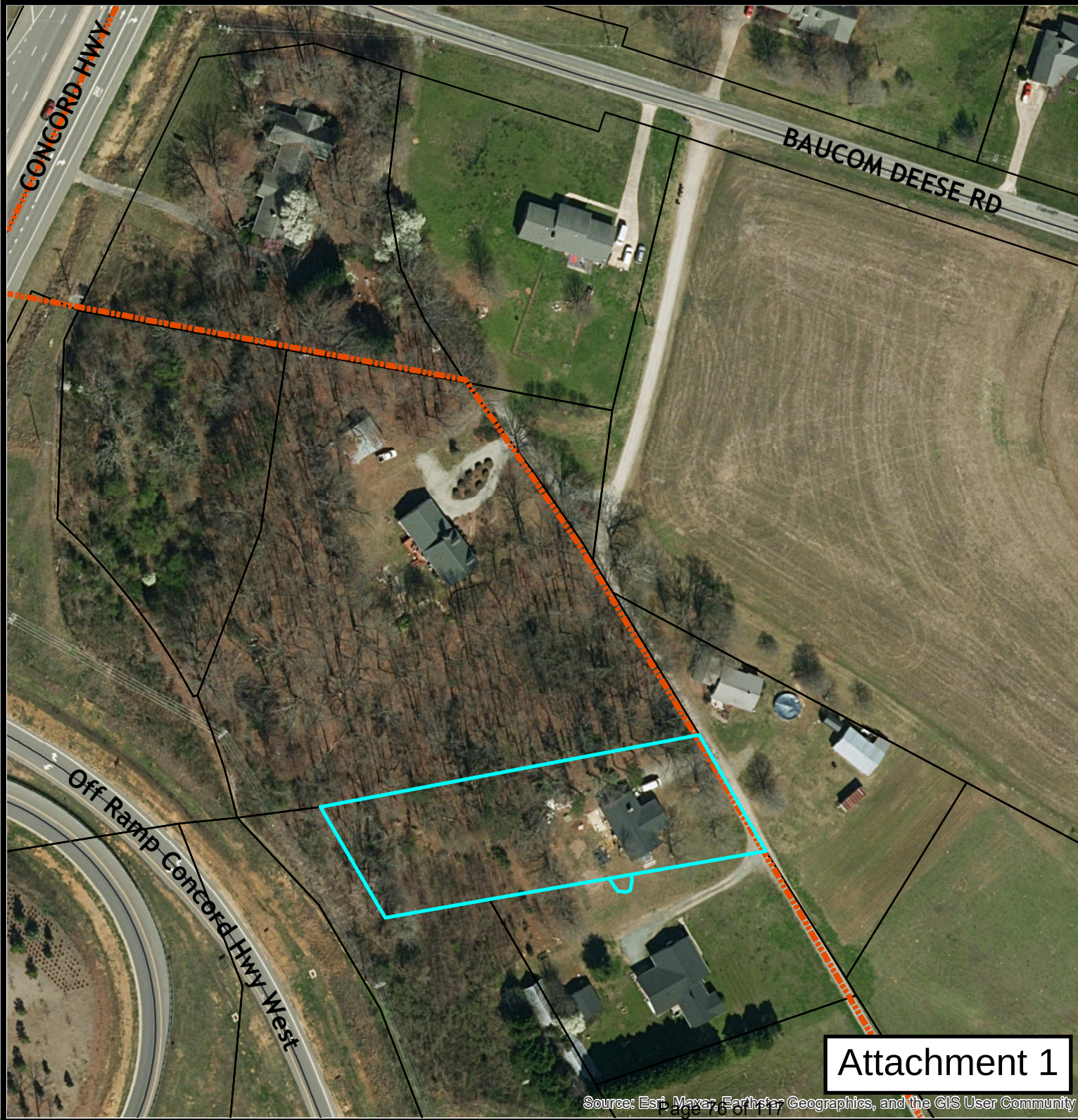
1. Motion to adopt a Resolution *Denying* Land Use and Transportation Plan Compliance
2. Motion to deny the zoning map amendment

Approval Actions

1. Motion to adopt a Resolution *Approving* Land Use and Transportation Plan compliance
2. Motion to adopt the Ordinance amending Section 157.1.2.1- Official Zoning Map

Attachments:

Attachment 1-Ortho Map
Attachment 2-Zoning Map
Attachment 3-Future Land Use Map
Attachment 4-FLUM Description
Attachment 5-APO Map
Attachment 6-APO List
Attachment 7-Draft PB Minutes
Attachment 8-R-2025-56 Denial
Attachment 9-R-2025-56 Approval
Attachment 10-O-2025-52 Section 157.1.2.1



Ortho Map

Case #: PLMA-2026-00047

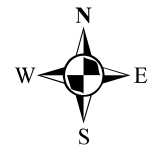
**124 Baucom Deese
Road & Parcel #
09-174-013M**

Legend

-  City Limits
-  Centerlines
-  Parcels
-  Subject Property

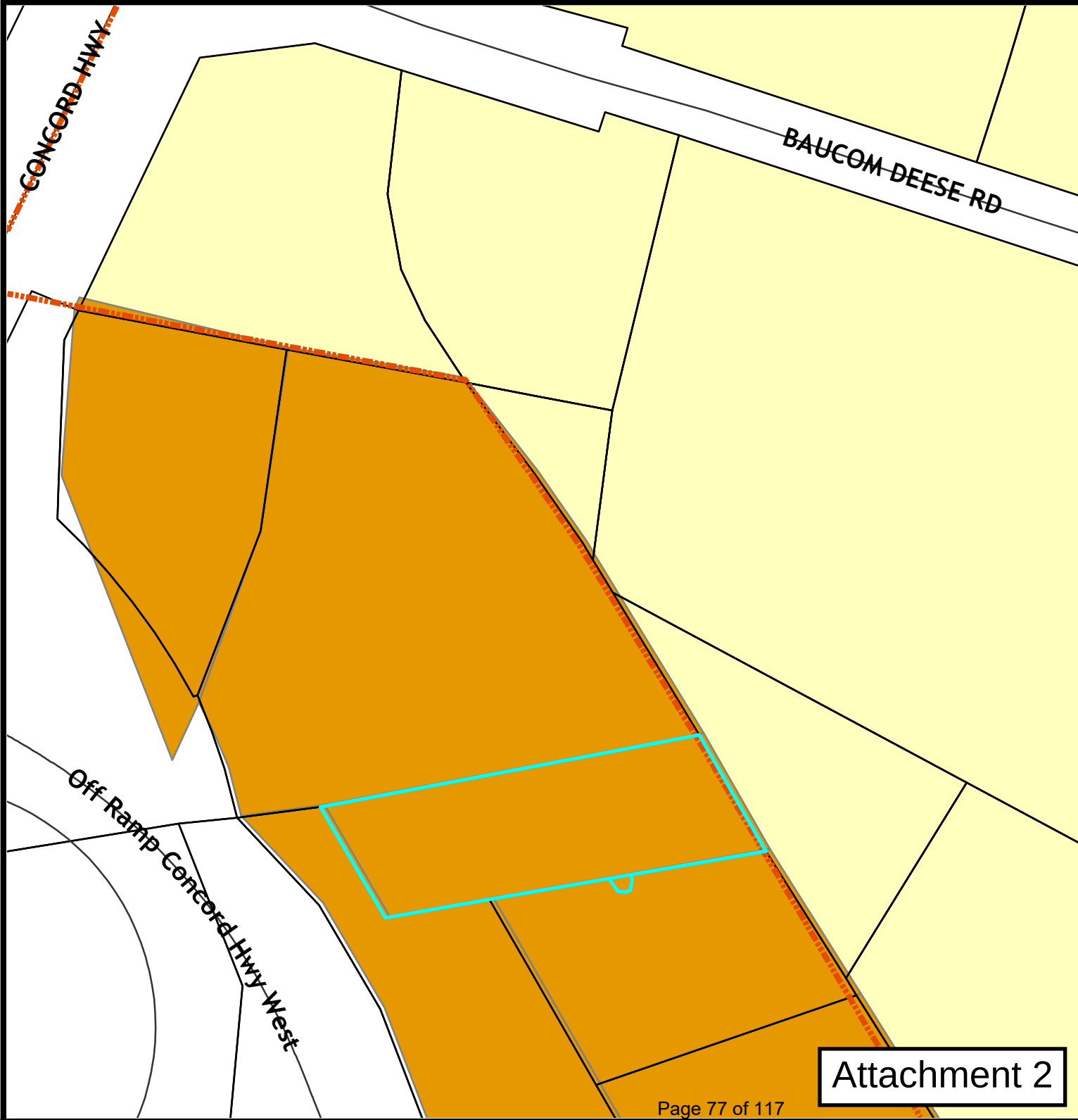
**Owners: Jean-Claude Aho,
Jacob & Andrew May**

Acres: 1.02



0 125 250
Feet

Attachment 1



Zoning Map

Case #: PLMA-2026-00047

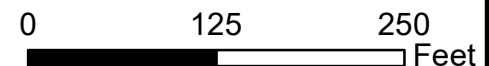
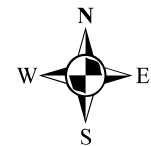
**124 Baucom Deese
Road & Parcel #
09-174-013M**

Legend

- City Limits
- Centerlines
- Parcels
- RC-MX
- Town of Unionville RA-40
- Subject Property

**Owners: Jean-Claude Aho,
Jacob & Andrew May**

Acres: 1.02



Attachment 2

Future Land Use Map

Case #: PLMA-2026-00047

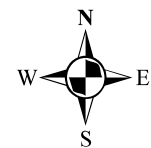
**124 Baucom Deese
Road & Parcel #
09-174-013M**

Legend

-  City Limits
-  Centerlines
-  Parcels
-  Suburban
-  Regional Mixed-Use Centers
-  Subject Property

**Owners: Jean-Claude Aho,
Jacob & Andrew May**

Acres: 1.02



0 350 700
Feet

Attachment 3

Land Use and Transportation Plan Description

Regional Mixed-Use Center

Regional Mixed-Use Centers attract people beyond Monroe for shopping, entertainment, employment, or recreation. These centers are usually large-scale, measuring one mile in diameter that represents approximately a 20-minute walking distance. These centers are master-planned areas that are built in phases with a mix of non-residential, residential, and civic uses. It is likely that Regional Mixed-Use Centers will support the most intense concentrations of retail, employment, high-density residential, and other mixed uses. These areas typically locate near major highways to ensure ease of access for longer trips.

Attachment 4

APO Map

PLMA-2026-00047

Legend

- Centerlines
-  150-Foot Buffer
-  Parcels
-  Notified Properties
-  Subject Property

19 Parcels Notified



Attachment 5

ACCTNO	OWNERNAME1	OWNERNAME2	OWNERADDRE	OWNERCITY	OWNERSTATE	OWNERZIP
09174006G	DEESE LUCILLE G		C/O TONY & SUE HELMS 9101 JACK CONNELL RD	INDIAN TRAIL	NC	280798774
09174013A, 09213008Z, 09174013B, 09213007, 09174012A, 09213045	NC DEPT OF TRANSPORTATION RIGHT WAY OF DEPT		206 CHARTER ST	ALBEMARLE	NC	28001
09174013C	AHO JEAN CLAUDE		4207 PAINTED TRILLIUM CT	MATTHEWS	NC	28105
09174011B	HAIGLER CINDY E		120 BAUCOM DEESE RD	MONROE	NC	28110
09174012C, 09174006M	CURRIN WALLACE L	CURRIN PATTY R	114 BAUCOM-DEESE RD	MONROE	NC	281108777
09174013G	MAY JACOB ANDREW	MAY ANDREW STEPHEN MD	126 BAUCOM DEESE RD	MONROE	NC	28110
09213038	FOWLER ANDREW JACKSON JR		2303 CRANFORD RD	DURHAM	NC	27705
09174013H	HELMS CAROLYN M TRUSTEE		3020 ROCHESTER CT	MONROE	NC	28110
09213037	MCGEE RAMONA F		4718 CARRIKER RD	MONROE	NC	28110
09174011A	HAIGLER CHELSEA		424 SIMPSON RD	INDIAN TRAIL	NC	28079
09174012	QUIKTRIP CORPORATION		3701 ARCO CORPORATE DR STE 150	CHARLOTTE	NC	28273
09213040	SCOTT CHRISTINE FOWLER HEIRS C/O DEBORAH ELAINE SCOTT LUCK		1604 ADAMS RD	SEAGROVE	NC	27341
09174013J01	COX ALAN C	MULLIS GINGER C	1611 THORNHILL DR	MONROE	NC	28110

Attachment 6

MINUTES OF THE PLANNING BOARD MEETING

October 1, 2025, at 6:00 PM
City Hall – Council Chambers
300 W. Crowell Street, Monroe, NC

Emailed to HR: 10/3/25

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

Jennifer Smith, Chair, called the October 1, 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; Alisha DeBerry; Robin Holland (Alternate)

Members Absent: John Harris (Alternate);

Staff Present: Jeffrey Wells, Asst. City Manager; Doug Britt, Asst. Director of Planning and Dev.; Patrick Blaszyk, Planner 1; Megan Brightharp, Planner 1; Kimberly Davis, Admin. Asst. II;

Guests: Jean-Claude Aho, Janet Fowler Helms, Kaitlyn Helms, Dillon Lane Helms, Shannen Bretz, John Holland

Item 7. **The Planning Board is requested to consider a zoning map amendment to rezone the property located at 124 Baucom Deese Road and further identified as tax parcel 09-174-013C from Regional Corridor Mixed-Use (RC-MX) to Residential Low Density (RLD).**

Patrick Blaszyk, Planner I, presented the proposed zoning map amendment request regarding the property located at 124 Baucom Deese Road. The City of Monroe has received a request from Jean-Claude Aho to rezone the 1.02 acres from Regional Corridor Mixed-Use (RC-MX) to Residential Low Density (RLD). The subject property is located to the south of Baucom Deese Road, to the east of Concord Highway and northeast of the Monroe Expressway. The subject property was occupied by a single-family residential home constructed in 1972 and was originally 1,140 square feet in size. The home was recently expanded to approximately 3,000 square feet in 2025. If this is not approved by City Council then the addition would have to be demolished.

The applicant has applied for this rezoning request in order to bring the property into compliance regarding a zoning violation that has been issued for the property. The applicant has constructed an addition to the single-family residential home without obtaining permits. Constructing an addition to a single-family residential home is not permitted in the RC-MX zoning district as single-family residential homes are not allowed in this zoning district and are considered to be legally-nonconforming or grandfathered in. Rezoning the property to the Residential Low Density (RLD) zoning district, would remedy the violation and bring the property into compliance with the Unified Development Ordinance (UDO) standards. The Residential Low Density (RLD) district is intended to implement the rural land use character area as defined in the Forward Monroe

Attachment 7

plan. This district is designed to accommodate single family residential development and is not appropriate for higher density development. RLD is intended to allow for single family homes on larger lots.

The Land Use and Transportation Plan indicates this area as Regional Mixed-Use Center. Regional Mixed-Use Centers attract people beyond Monroe for shopping, entertainment, employment, or recreation. It is likely that Regional Mixed-Use Centers will support the most intense concentrations of retail, employment, high density residential, and other mixed uses. These areas typically locate near major highways to ensure ease of access for longer trips. Planning staff believes the request is not consistent with the Land Use and Transportation Plan because single-family residential is not a priority use. Planning staff recommends denial of the rezoning request. 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.

Some Board members were concerned about rural areas zoned as Regional Mixed-Use. Patrick Blaszyk explained: “When the Future Land Use and Transportation Plan was adopted, much of the feedback and input that went into that Plan, which essentially gave us the RC-MX zoning district, was taken from public input and citizens of Monroe that attended those meetings. When the Monroe Bypass was proposed, those were the type of land uses that they believed would fit into these areas. The Future Land Use Plan is proposing the future development that is going to occur in this area because of the bypass. This may not happen in the next year, but in the next ten to twenty years, are when these changes to the area may occur.”

Jean-Claude Aho, the applicant and homeowner who currently lives on 4207 Painted Trillium Court, Matthews, NC, approached the podium to answer the Board’s questions. When he bought the house and wanted to build, he requested a City of Monroe permit, but it was during “Covid time” and he did not receive a response. This is a single-family home where he wants to live when he retires in five years.

Motion: **Daryle Anderson made a motion to recommend adoption of a Resolution Approving Land Use and Transportation Plan compliance.**

Second: **Jennifer Smith**

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

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

NAYS: None

Motion: **Daryle Anderson made a motion to recommend adoption of the Ordinance amending Section 157.1.2.1- Official Zoning Map and authorization for staff to draft the resolution based on the reason(s) provided and authorization for the Chair to sign at a later date.**

Second: **Alisha DeBerry**

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

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

NAYS: None

DRAFT

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

R-2025-56

WHEREAS, in accordance with the provisions of North Carolina General Statute 160D-605, City Council does hereby find and determine that the adoption of the zoning map amendment for the properties located at 124 Baucom Deese Road and tax parcel 09-174-013M further described below is not consistent with the adopted Land Use and Transportation Plan. The Land Use and Transportation Plan indicates this area as Regional Mixed-Use Center, single-family residential is not listed as a priority use; therefore, it is not consistent. It is likely that Regional Mixed-Use Centers will support the most intense concentrations of retail, employment, high-density residential, and other mixed uses. These areas typically locate near major highways to ensure ease of access for longer trips. The proposal is not reasonable and is not in the public interest because the use and expansion of the property as single-family residential will not be in harmony with the Regional Commercial Center as indicated in the City of Monroe Future Land Use and Transportation Plan.

NOW, THEREFORE, BE IT RESOLVED that City Council of the City of Monroe adopts the Resolution Denying Land Use and Transportation Plan Compliance of the zoning map amendment for the properties with Union County Tax Parcel Numbers 09-174-013C and 09174013M.

Adopted this 25th day of November, 2025.

Robert A. Burns, Mayor

Attest:

Bridgette H. Robinson, City Clerk

Attachment 8

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

R-2025-56

WHEREAS, in accordance with the provisions of North Carolina General Statute 160D-605, City Council does hereby find and determine that the adoption of the zoning map amendment for the properties located at 124 Baucom Deese Road and tax parcel 09-174-013M, further described below is not consistent with the adopted Land Use and Transportation Plan. The Land Use and Transportation Plan indicates this area as Regional Mixed-Use Center, single-family residential is not listed as a priority use; therefore, it is not consistent. It is likely that Regional Mixed-Use Centers will support the most intense concentrations of retail, employment, high-density residential, and other mixed uses. These areas typically locate near major highways to ensure ease of access for longer trips. This proposal is a reasonable use and is in the public interest because continuing and expanding the single-family residential use of these parcels would be in harmony with the surrounding single-family residential parcels in the area.

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 approval, the Land Use and Transportation Plan is amended to reflect the land use modification.

NOW, THEREFORE, BE IT RESOLVED that City Council of the City of Monroe adopts of the Resolution Approving Land Use and Transportation Plan Compliance of the zoning map amendment for the properties with Union County Tax Parcel Numbers: 09-174-013C and 09-174-013M.

Adopted this 25th day of November, 2025.

Robert A. Burns, Mayor

Attest:

Bridgette H. Robinson, City Clerk

Attachment 9

**ORDINANCE TO AMEND CITY OF MONROE CODE OF ORDINANCES
TITLE XV: LAND USES
CHAPTER 157: ZONING CODE
O-2025-52**

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 124 Baucom Deese Road further identified with parcel ID # 09-174-013C as well as parcel ID # 09-174-013M from Regional Corridor Mixed-Use (RC-MX) to Residential Low Density (RLD).

Section 2. This Ordinance shall be effective upon adoption.

Adopted this 25th day of November, 2025

Attest:

Robert A. Burns, Mayor

Bridgette H. Robinson, City Clerk

Attachment 10



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: November 25, 2025

FROM: Lisa Stiwinter, Director of Planning and Development

PREPARED BY: Megan Brightharp, Planner

SUBJECT: Zoning Map Amendment for a portion of the property identified as 517 Maple Hill Road (tax parcel 09-213-022).

SUMMARY STATEMENT

City Council is requested to consider a zoning map amendment to rezone a portion of the property located at 517 Maple Hill Road and further identified as tax parcel 09-213-022 from Regional Corridor- Mixed Use (RC-MX) to Rural Residential (RR).

REVIEW

The City of Monroe has received a request from Janet Fowler Helms to rezone a portion of the subject property from Regional Corridor- Mixed Use (RC-MX) to Rural Residential (RR). The Rural Residential (RR) district is intended is designed to accommodate single family residential development in areas within the City of Monroe which may not be served by public water or sewer and are not appropriate for higher densities and or those areas of a rural nature. Rural Residential is intended to allow for single family homes on larger lots and may permit compatible uses. The house on this property was recently demolished.

AREA CHARACTERISTICS

Adjoining Land Uses and Zoning District

	Existing Uses	Zoning District
North	Agriculture	Regional Corridor- Mixed Use
East	Agriculture	Regional Corridor- Mixed Use
South	Agriculture	Regional Corridor- Mixed Use
West	Agriculture	Regional Corridor- Mixed Use

LAND USE AND TRANSPORTATION PLAN CONSISTENCY

The Land Use and Transportation Plan indicates this area as Regional Mixed-Use Center. Regional Mixed-Use Centers attract people beyond Monroe for shopping, entertainment, employment, or recreation. It is likely that Regional Mixed-Use Centers will support the most intense concentrations of retail, employment, high density residential, and other mixed uses. These areas typically locate near major highways to ensure ease of access for longer trips.

Planning staff believes the request is not consistent with the Land Use and Transportation Plan because single-family residential is not a priority use.

PUBLIC NOTIFICATION

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

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

RECOMMENDATION

Planning Board recommends approval of the rezoning. Planning Staff recommends denial of the rezoning.

Approval Actions

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

Denial Actions

1. Motion to adopt the Resolution *Denying* Land Use and Transportation Plan Compliance.
2. Motion to deny the zoning map amendment

Attachments:

Attachment 1- Ortho Map
Attachment 2- Site Plan
Attachment 3- Zoning Map
Attachment 4- Future Land Use Map
Attachment 5- FLUM Description
Attachment 6- APO List
Attachment 7- APO Map
Attachment 8- PB Draft Minutes
Attachment 9- R-2025-52 Approval
Attachment 10- R-2025-52 Denial
Attachment 11- O-2025-51 Section 157.1.2.1



Ortho Map
PLMA-2026-00037

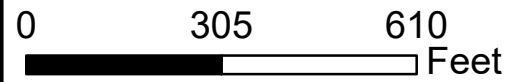
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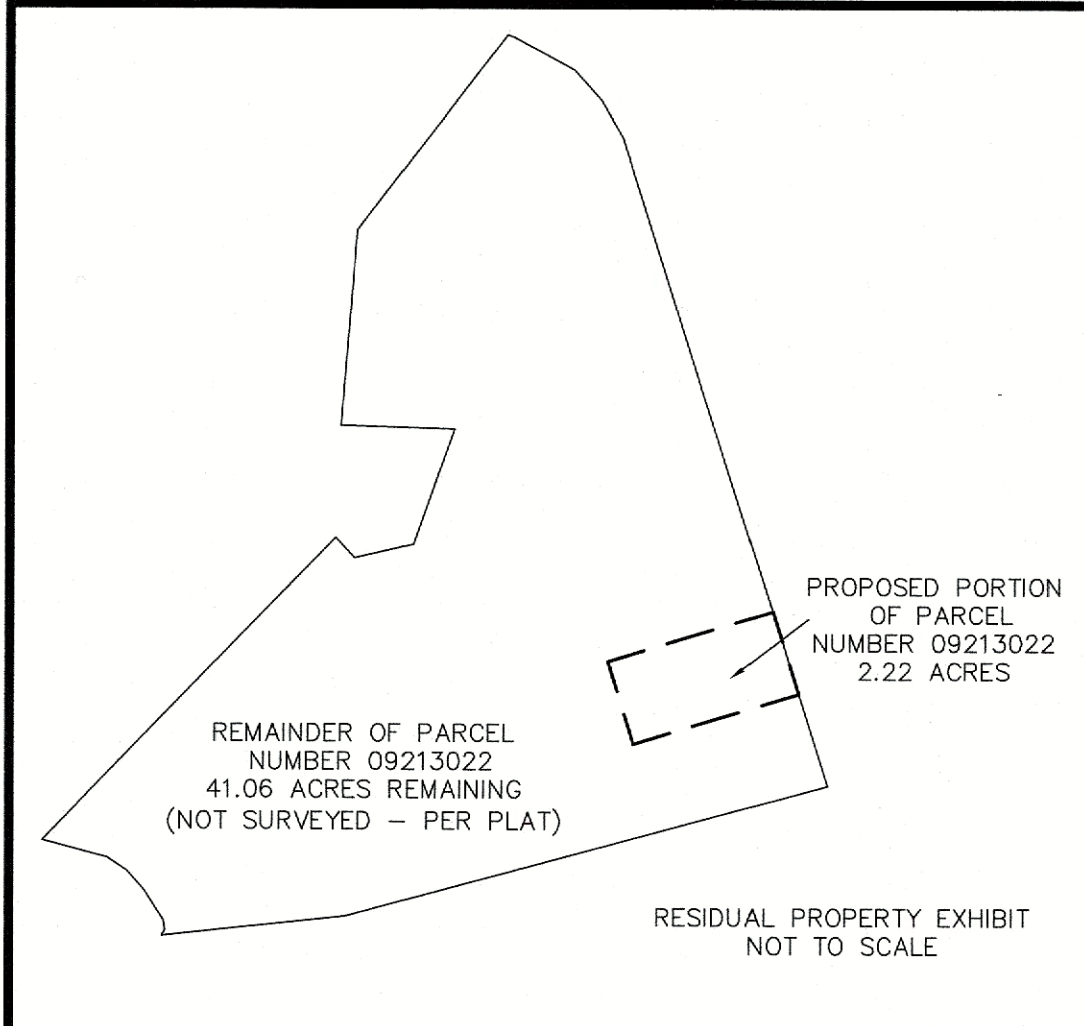
- Centerlines
- City Limits
- Parcels
- Subject Property

Existing:
RC-MX
(Regional Corridor Mixed-Use)

Owner:
Janet Helms

Acres: 43.28





LEGEND:

- CALC (circle with dot) - CALCULATED POINT
- IRON PIN SET (circle with cross)
- FOUND (circle with dot) - FOUND MONUMENT
- EDGE OF PAVEMENT (solid line)
- R/W (dashed line) - RIGHT OF WAY LINE
- 100-YEAR FLOOD ZONE LINE (dashed line)
- CENTER LINE (dashed line)
- SURVEYED PROPERTY LINE (solid line)
- CALCULATED PROPERTY LINE (dashed line)
- SETBACK LINE (dashed line)
- FENCE LINE (dashed line)
- TIE LINE (dashed line)
- TREE (solid black circle)

LOT MINIMUMS
MINIMUM WIDTH 100'
MINIMUM AREA 40,000 SQ-FT
MAXIMUM COVERAGE 30%

OPEN SPACE N/A

MINIMUM SETBACKS
ALL OUTSIDE BOUNDARIES 40'
MIN INTERIOR FRONT LINE 50'
MIN INTERIOR SIDE LINE 20'
MIN INTERIOR REAR LINE 25'

NOTES:

- THIS PROPERTY IS CURRENTLY ZONED 30-FARM AND THE PROPOSED PLAT AND LOT LAYOUT IS BASED ON ZONING RR OF THE UNION COUNTY ZONING STANDARDS.
- THIS PROPERTY MAY BE SERVICED BY PUBLIC WATER AND APPROVED SEWAGE DISPOSAL SYSTEM.
- THIS SURVEY IS OF ANOTHER CATEGORY, SUCH AS THE RECOMBINATION OF EXISTING PARCELS, A COURT ORDERED SURVEY, OR OTHER EXCEPTION TO THE DEFINITION OF SUBDIVISION.

GENERAL NOTES:

- MEASUREMENTS ON THIS MAP ARE IN FEET AND DECIMALS THEREOF.
- ALL SET CORNERS (IPS) ARE 5/8" REBAR UNLESS OTHERWISE NOTED.
- THIS PLAT IS SUBJECT TO ANY EASEMENTS, AGREEMENTS, OR RIGHTS-OF-WAY OF RECORD PRIOR TO DATE OF THIS PLAT, WHICH WAS NOT VISIBLE AT THE TIME OF OUR SURVEY.

REFERENCES :

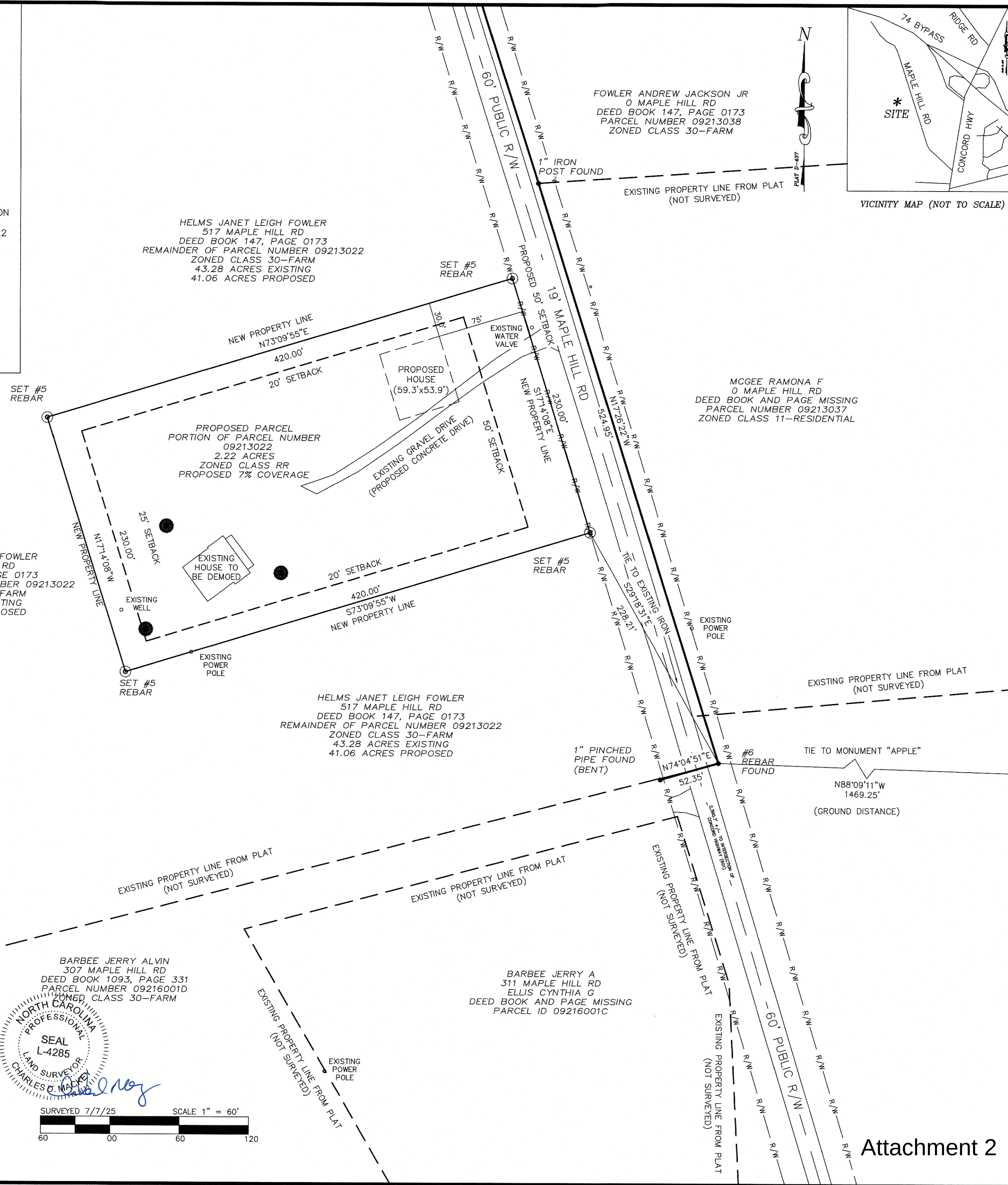
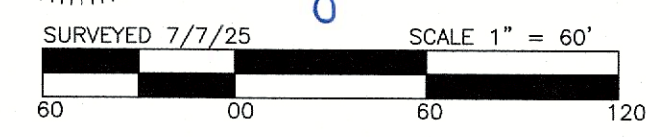
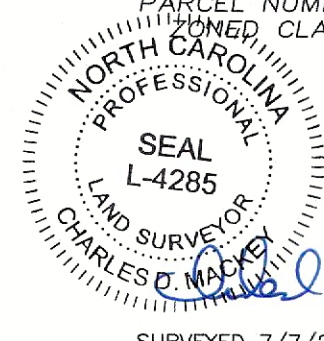
- PLAT CABINET I, FILE 45

CERTIFICATIONS:

I, CHARLES D. MACKEY, CERTIFY THAT THIS PLAT IS OF AN EXISTING PARCEL OF LAND
I, CHARLES D. MACKEY, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED DESCRIPTION RECORDED IN BOOK 9054, PAGE 0829 AND THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN MAP BOOK 1, PAGE 45;
THAT THE RATIO OF PRECISION AS CALCULATED IS 1: 10,000 ;THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S.47-30 AS AMENDED. WITNESS MY ORIGINAL SIGNATURE REGISTRATION NO. AND SEAL THIS

22ND DAY OF AUGUST, A.D., 2025.

SIGNED Charles D. Mackey 8/22/25
SURVEYOR PLS #L-4285



REVISION	DATE	No.	PROJECT No:	DATE	SCALE	DES.	DR.	CKD.
			DAVIS	8-22-25	1"=60'		TJC	CDM
BOUNDARY AND PROPOSAL SURVEY FOR JANET LEIGH FOWLER HELMS LOCATED AT 517 MAPLE HILL RD MONROE UNION COUNTY NORTH CAROLINA								
CHARLES D. MACKEY PROFESSIONAL LAND SURVEYOR P.O. BOX 312, HEATH SPRINGS, SC 29058 (803) 804-0471								

Attachment 2

Zoning Map PLMA-2026-00037

Legend

- Centerlines
- City Limits
- Parcels
- Monroe Zoning Districts**
 - RC-MX
 - RLD
 - RR
- UC Zoning Districts**
 - RA-40
- Subject Property

Existing:

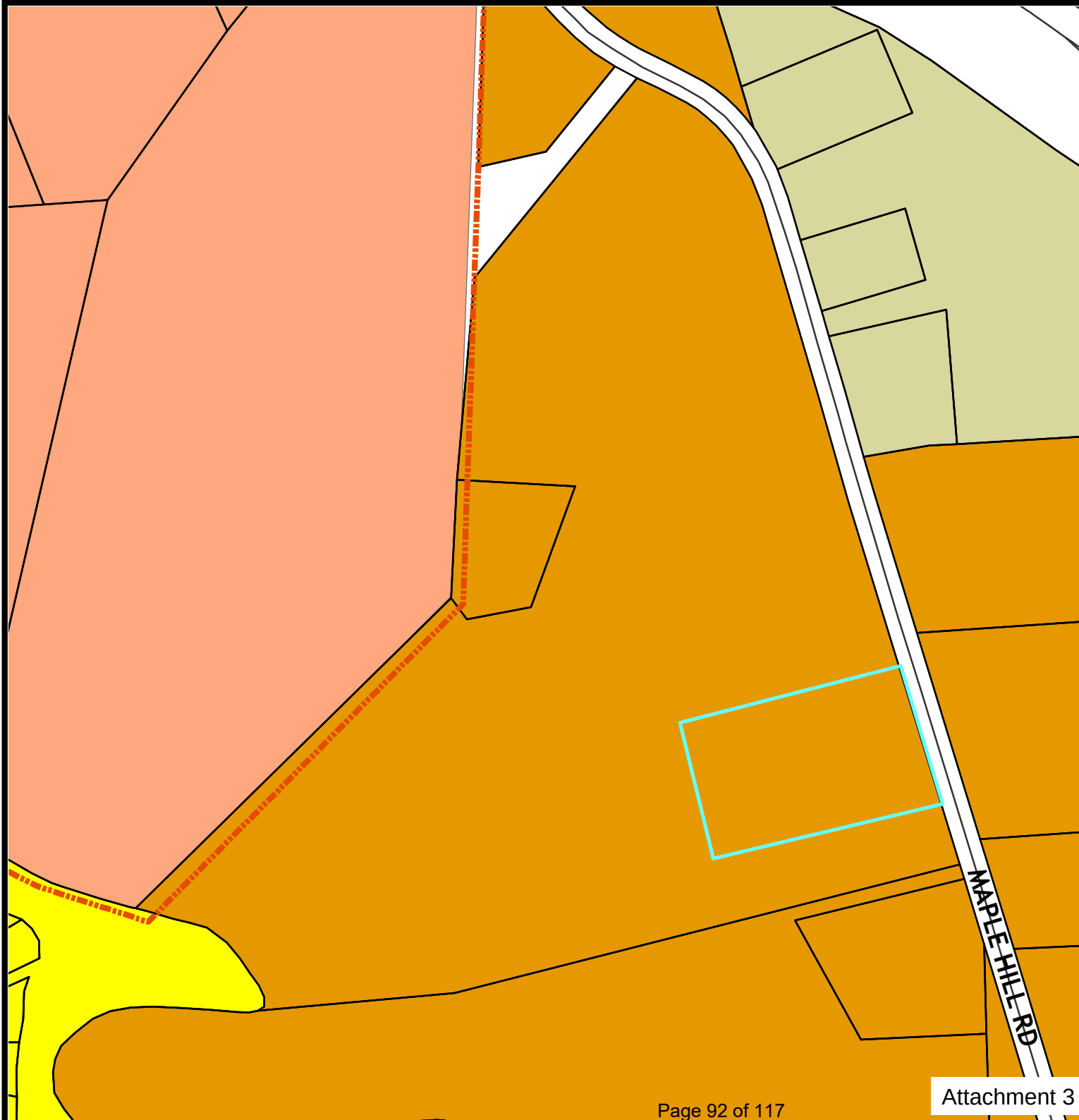
RC-MX
(Regional Corridor Mixed-Use)

Owner:
Janet Helms

Acres: 43.28



0 305 610 Feet



Future Land Use Map PLMA-2026-00037

Legend

- Centerlines
- City Limits
- Parcels
- Regional Mixed-Use Centers
- Rural
- Suburban
- Subject Property

Existing:

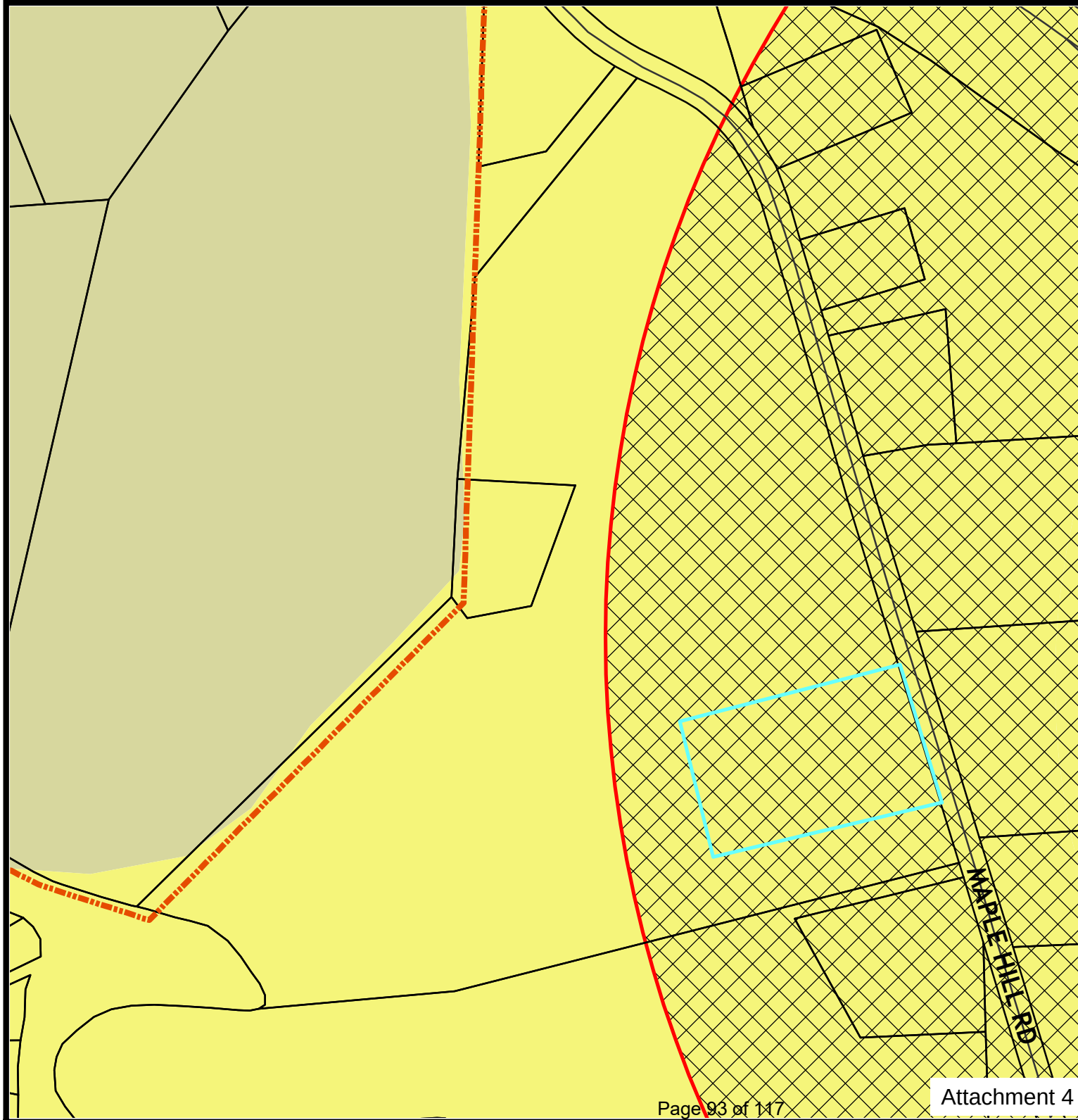
RC-MX
(Regional Corridor Mixed-Use)

Owner:
Janet Helms

Acres: 43.28



0 305 610 Feet



Land Use and Transportation Plan Consistency

The Land Use and Transportation Plan indicates this area as a Regional Mixed-Use Center. Regional Mixed-Use Centers attract people beyond Monroe for shopping, entertainment, employment, or recreation. These centers are usually large-scale, measuring one mile in diameter that represents approximately a 20-minute walking distance. These centers are master-planned areas that are built in phases with a mix of non-residential, residential, and civic uses. It is likely that Regional Mixed-Use Centers will support the most intense concentrations of retail, employment, high density residential, and other mixed uses. These areas typically locate near major highways to ensure ease of access for longer trips. Single-family residential should typically be discouraged within the center, but can be located to the periphery of the center as a transitional use.

ACCTNO	OWNERNAME1	OWNERNAME2	OWNERADDRE	CURR_ADDR2	OWNERCITY	OWNERSTATE	OWNERZIP
09216148	BARBEE FARMS HOMEOWNERS ASSOCIATION INC		C/O KEY COMMUNITY MANAGEMENT	1201 STALLINGS RD	MATTHEWS	NC	28104
09216001C	BARBEE JERRY A	BARBEE PATRICIA G	311 MAPLE HILL RD		MONROE	NC	28110
09216001D	BARBEE JERRY ALVIN	BARBEE ROSCOE FERRIS	311 MAPLE HILL		MONROE	NC	281108736
09213038	FOWLER ANDREW JACKSON JR		2303 CRANFORD RD		DURHAM	NC	27705
09213008B	FOWLER MICHAEL W	FOWLER CYNTHIA P	516 MAPLE HILL RD		MONROE	NC	28110
09213008D							
09213008E							
09213008F							
09213022A	HELMS DILLON LANE	HELMS JANET F	501 MAPLE HILL RD		MONROE	NC	28110
09213022							
09213037	MCGEE RAMONA F		4718 CARRIKER RD		MONROE	NC	28110
09213022C	HELMS MIRANDA LEIGH		601 MAPLE HILL RD		MONROE	NC	28110
09213016G90	PARKER CRYSTAL D FOWLER		600 MAPLE HILL RD		MONROE	NC	28110
09213022B	PARKER MICHAEL WILSON	PARKER CRYSTAL F	600 MAPLE HILL RD		MONROE	NC	28110
9213040	SCOTT CHRISTINE FOWLER HEIRS	C/O DEBORAH ELAINE SCOTT LUCK	1604 ADAMS RD		SEAGROVE	NC	27341
09213043	TROTTER KIMBERLY MULLIS	TROTTER GENE	220 MAPLE HILL RD		MONROE	NC	28110
09213044	VANKINENI SATISH ET AL	MADDUKURI RATNA BHANDAVI	8027 TOTTENHAM DR		HARRISBURG	NC	28075

APO Map

PLMA-2026-00037

Legend

- Centerlines
- City Limits
- Parcels
- ★ Subject Property
- Notified Properties
- 150 Foot Buffer

Parcels Notified: 17



Attachment 7

MINUTES OF THE PLANNING BOARD MEETING

October 1, 2025, at 6:00 PM
City Hall – Council Chambers
300 W. Crowell Street, Monroe, NC

Emailed to HR: 10/3/25

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

Jennifer Smith, Chair, called the October 1, 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; Alisha DeBerry; Robin Holland (Alternate)

Members Absent: John Harris (Alternate);

Staff Present: Jeffrey Wells, Asst. City Manager; Doug Britt, Asst. Director of Planning and Dev.; Patrick Blaszyk, Planner 1; Megan Brightharp, Planner 1; Kimberly Davis, Admin. Asst. II;

Guests: Jean-Claude Aho, Janet Fowler Helms, Kaitlyn Helms, Dillon Lane Helms, Shannen Bretz, John Holland,

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

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

Item 4. **Approval of Minutes – August 6, 2025.**

Motion: Archie Morgan made a motion to approve the minutes from August 6, 2025.

Second: Maryann Rasberry

Action: The motion to approve passed with the following votes:

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

NAYS: None

Item 6. **Planning Board is requested to consider a zoning map amendment to rezone a portion of the property located at 517 Maple Hill Road and further identified as tax parcel 09-213-022 from Regional Corridor- Mixed-Use (RC-MX) to Rural Residential (RR).**

Megan Brightharp, Planner I, presented the proposed zoning map amendment request regarding the property at 517 Maple Hill Road. Regional Corridor is a Mixed-Use Commercial district that is usually located along a major thoroughfare to the city. The subject property is located west of Maple Hill Road and that area is located south of the bypass. The City of Monroe has received a request from Janet Fowler Helms to rezone a portion of the subject property from Regional Corridor- Mixed Use (RC-MX) to Rural

Residential (RR). The Rural Residential (RR) district is intended to accommodate single family residential development in areas within the City of Monroe which may not be served by public water or sewer and are not appropriate for higher densities and or those areas of a rural nature. Rural Residential is intended to allow for single family homes on larger lots and may permit compatible uses. The house on this property was recently demolished. The subject property is zoned Regional Corridor- Mixed Use (RC-MX) as is the parcel to the south and to the east. The parcels to the west are zoned Rural Residential (RR) and RA-40 in Union County.

The Land Use and Transportation Plan indicates this area as Regional Mixed-Use Center. Regional Mixed-Use Centers attract people beyond Monroe for shopping, entertainment, employment, or recreation. It is likely that Regional Mixed-Use Centers will support the most intense concentrations of retail, employment, high density residential, and other mixed uses. These areas typically locate near major highways to ensure ease of access for longer trips. Planning staff believes the request is not consistent with the Land Use and Transportation Plan because single-family residential is not a priority use. 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. Planning Staff recommends denial of the rezoning.

The Board had some questions for Megan. This entire property is 43.28 acres, but the applicants only want to rezone a portion of it. The Planning Staff recommends denial since it is not consistent with the Land Use Plan. Rural Residential only has single-family residential and it is not a priority use within the Regional Mixed-Use center character area. The Future Land Use Map shows that the City predicts that this area will be a Mixed-Use Commercial Corridor in the future. Maple Hill is a part of that corridor coming off the bypass coming down Concord Highway. This parcel is two miles from the bypass and ends in a cul-de-sac. Several Board members expressed they did not think this was a likely location for a restaurant or gas station. The farmland is a non-conforming use, but the owners do not have to stop farming even when it has been rezoned for a different use. Before the UDO, the property was zoned R-40 where single-family homes were allowed.

Jan and Lane Helms, the property owners at 501 Maple Hill Road, approached the podium to speak to the Board. The property that is left in the parcel will still remain in the Farm Program and it will be farmed. These two acres are only for their daughter to build a home. The former home on the property was demolished because it was no longer safe to live in.

Motion: Archie Morgan made a motion to recommend adoption of a Resolution Approving 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.

Second: Jennifer Smith

Action: The motion to approve passed with the following votes:

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

NAYS: None

Motion: Archie Morgan made a motion to recommend adoption of the Ordinance amending Section 157.1.2.1- Official Zoning Map.

Second: Maryann Rasberry

Action: The motion to approve passed with the following votes:

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

Item 9. Adjournment

Motion: **Chip Wardwell made a motion to adjourn.**

Second: **Jennifer Smith**

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

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

The meeting was adjourned at **7:23 p.m.**

Respectfully Submitted,

Jennifer Smith, Chair
Planning Board

Kimberly Davis
Secretary to the Board

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

R-2025-52

WHEREAS, in accordance with the provisions of North Carolina General Statute 160D-605, City Council does hereby find and determine that the adoption of the zoning map amendment for a portion of the property located at 517 Maple Hill Road further described below is not consistent with the adopted Land Use and Transportation Plan. The Land Use and Transportation Plan indicates this area as Regional Mixed-Use Center, single-family residential is not listed as a priority use; therefore, it is not consistent. It is likely that Regional Mixed-Use Centers will support the most intense concentrations of retail, employment, high-density residential, and other mixed uses. These areas typically locate near major highways to ensure ease of access for longer trips. However, this proposal is a reasonable use and in the public interest because rezoning the subject property to Rural Residential (RR) will reestablish a residential use which is in harmony with the surrounding single-family residential character of the area.

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 approval, the Land Use and Transportation Plan is amended to reflect the land use modification.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Monroe adopts a Resolution Approving Land Use and Transportation Plan Compliance of the zoning map amendment for a portion of the property with Union County Tax Parcel Number: 09-231-022.

Adopted this 25th day of November, 2025.

Robert A. Burns, Mayor

Attest:

Bridgette H. Robinson, City Clerk

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

R-2025-52

WHEREAS, in accordance with the provisions of North Carolina General Statute 160D-605, City Council does hereby find and determine that the adoption of the zoning map amendment for a portion of the property located at 517 Maple Hill Road further described below is not consistent with the adopted Land Use and Transportation Plan. The Land Use and Transportation Plan indicates this area as Regional Mixed-Use Center, single-family residential is not listed as a priority use; therefore, it is not consistent. It is likely that Regional Mixed-Use Centers will support the most intense concentrations of retail, employment, high-density residential, and other mixed uses. These areas typically locate near major highways to ensure ease of access for longer trips. The proposal is not reasonable and not in the public interest because the use of the property as single-family residential will not be in harmony with the Regional Commercial Center as indicated in the City of Monroe Future Land Use and Transportation Plan.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Monroe adopts the Resolution Denying Land Use and Transportation Plan Compliance for a portion of the property with Union County Tax Parcel Number: 09-231-022.

Adopted this 25th day of November, 2025.

Robert A. Burns, Mayor

Attest:

Bridgette H. Robinson, City Clerk

ORDINANCE TO AMEND CITY OF MONROE CODE OF ORDINANCES
TITLE XV: LAND USES
CHAPTER 157: ZONING CODE
O-2025-51

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 a portion of the property located at 517 Maple Hill Road further identified with parcel ID # 09-213-022 from Regional Corridor- Mixed Use (RC-MX) to Rural Residential (RR).

Section 2. This Ordinance shall be effective upon adoption.

Adopted this 25th day of November, 2025

Attest:

Robert A. Burns, Mayor

Bridgette H. Robinson, City Clerk



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: November 25, 2025

FROM: Lisa Stiwinter, Director of Planning and Development

PREPARED BY: Megan Brightharp, Planner

SUBJECT: Zoning Map Amendment for property identified as 307 Ridge Road (tax parcel 09-213-009).

SUMMARY STATEMENT

City Council is requested to consider a zoning map amendment to rezone the property located at 307 Ridge Road and further identified as tax parcel 09-213-009 from Regional Corridor- Mixed Use (RC-MX) to Residential Low Density (RLD).

REVIEW

The City of Monroe has received a request from Ila Carolyn Eubanks to rezone the subject property from Regional Corridor- Mixed Use (RC-MX) to Residential Low Density (RLD). The RC-MX is intended to permit intense concentrations of retail, employment, and high-density residential uses through a mixed-use development. The Residential Low Density (RLD) district is intended to accommodate single family residential development in areas within the City of Monroe which may not be served by public water or sewer and are not appropriate for higher densities. RLD is intended to allow for single family homes on larger lots and may permit compatible uses. The subject property is currently developed with two residential structures.

AREA CHARACTERISTICS

Adjoining Land Uses and Zoning District

	Existing Uses	Zoning District
North	Residential	Regional Corridor- Mixed Use
East	Residential	Unionville Zoning Jurisdiction
South	Residential	Conditional District- The Ridge at 601

West	Residential	Regional Corridor- Mixed Use
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LAND USE AND TRANSPORTATION PLAN CONSISTENCY

The Land Use and Transportation Plan indicates this area as Suburban. While residential uses typically take the form of neighborhoods with uniform housing types and densities, a mix of housing types and lot sizes is preferred in Suburban locations. Commercial development mostly serves the needs of nearby residents and often locates along corridors with higher traffic volumes and near prominent intersections. Emphasis should be placed on integrating the design of commercial centers with surrounding neighborhoods.

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

PUBLIC NOTIFICATION

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

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

RECOMMENDATION

Planning Board and Planning Staff recommend approval of the rezoning.

Approval Actions

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

Denial Actions

1. Motion to adopt 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 deny 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- APO List
Attachment 6- APO Map
Attachment 7- PB Draft Minutes

Attachment 8- R-2025-61 Approval
Attachment 9- R-2025-61 Denial
Attachment 10- O-2025-55 Section 157.1.2.1

Ortho Map
PLMA-2026-00063

Legend

- Centerlines
- City Limits
- ▭ Parcels
- ▭ Subject Property

Existing:

RC-MX
(Regional Corridor Mixed-Use)

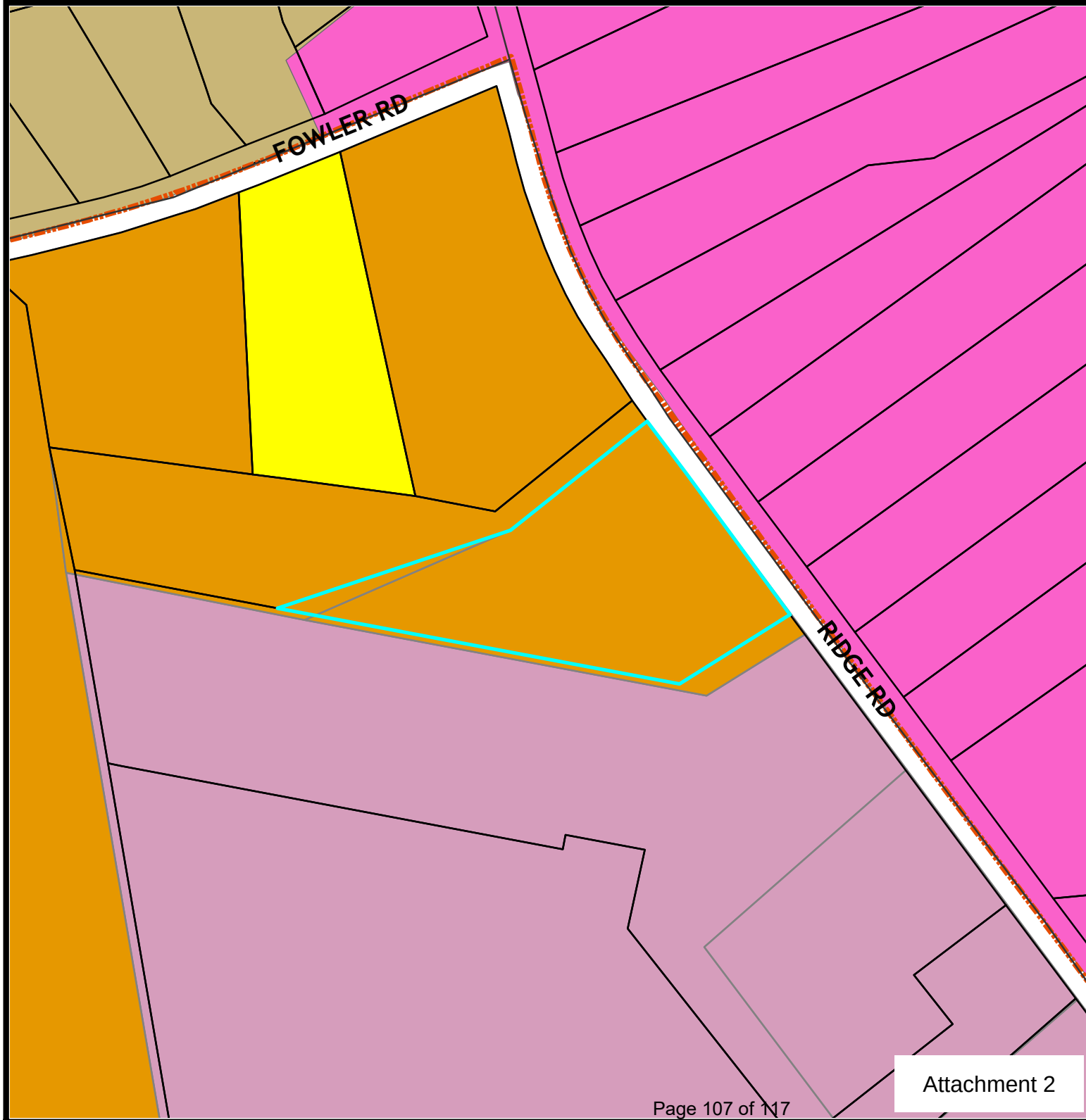
Owner:
Ila Carolyn L. Eubanks

Acres: 3.395



Attachment 1

0 200 400
Feet



Zoning Map
PLMA-2026-00063

Legend

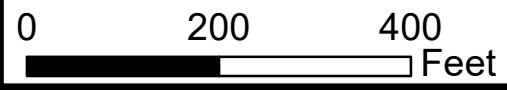
- Centerlines
- City Limits
- Parcels
- Monroe Zoning Districts**
 - CD
 - RC-MX
 - RLD
- UC Zoning Districts**
 - RA-40
- Municipal**
 - Unionville
 - Subject Property

Existing:

RC-MX
(Regional Corridor Mixed-Use)

Owner:
Ila Carolyn L. Eubanks

Acres: 3.395



Future Land Use Map

PLMA-2026-00063

Legend

- Centerlines
- City Limits
- Parcels
- Regional Mixed-Use Centers
- Rural
- Suburban
- Subject Property

Existing:

RC-MX
(Regional Corridor Mixed-Use)

Owner:
Ila Carolyn L. Eubanks

Acres: 3.395



0 200 400
Feet

FOWLER RD

RIDGE RD

Attachment 3

Land Use and Transportation Plan Description

The Land Use and Transportation Plan indicates this area as Suburban. While residential uses typically take the form of neighborhoods with uniform housing types and densities, a mix of housing types and lot sizes is preferred in Suburban locations. Commercial development mostly serves the needs of nearby residents and often locates along corridors with higher traffic volumes and near prominent intersections. Emphasis should be placed on integrating the design of commercial centers with surrounding neighborhoods.

ACCTNO	OWNERNAME1	OWNERNAME2	OWNERADDRE	OWNERCITY	OWNERSTATE	OWNERZIP
09210003E	BABCOCK JAMES CARSON		515 FOWLER RD	MONROE	NC	28110
09213010 80	BEACH BRET E	BEACH ELIZABETH F	1809 BRAMBLEWOOD DR	KINGSPORT	TN	37660
09213008Y	BERARDI ERIN	BERARDI STEPHEN JR	415 RANELAGH DR	WAXHAW	NC	28173
09213008S	BLALOCK EARL M	BLALOCK SHARON B	308 RIDGE RD	MONROE	NC	28110
09213008T	CATHCART ANGELIA		304 RIDGE RD	MONROE	NC	28110
09210004	CHANEY RODNEY L		2020 FIELDRIDGE LANE	MONROE	NC	28110
09210003F	DERUN IVAN	DERUN OLGA MIKHUILOVNA	511 FOWLER RD	MONROE	NC	28110
09213008W	DYE WILLIAM R	DYE WENDY L	222 RIDGE RD	MONROE	NC	28110
09213009A	EUBANKS GEORGE STEPHEN	EUBANKS ANGELA P	313 RIDGE RD	MONROE	NC	28110
09213009	EUBANKS ILA CAROLYN L		307 RIDGE RD	MONROE	NC	28110
09213008R	HELMS CHARLOTTE		312 RIDGE RD	MONROE	NC	28110
09213008X	MULLIS JEREMY	KRECKER ANNA	218 RIDGE RD	MONROE	NC	28110
09213008V	PILCH RANDAL		226 RIDGE RD	MONROE	NC	28110
09213008U	PRESSON DOUGLAS W SR	PRESSON KATHY P	300 RIDGE RD	MONROE	NC	28110
09213008C	RIDGE ROAD PARTNERS LLC		PO BOX 1609	MONROE	NC	281111609
09213008K	THE RIDGE INVESTORS LLC		PO BOX 1609	MONROE	NC	281111609

APO Map

PLMA-2026-00063

Legend

- Centerlines
- City Limits
-  150 Foot Buffer
-  Parcels
-  Subject Property
-  Notified Properties

Parcels Notified: 16



Attachment 6

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

R-2025-61

WHEREAS, in accordance with the provisions of North Carolina General Statute 160D-605, City Council does hereby find and determine that the adoption of the zoning map amendment for the property located at 307 Ridge Road further described below is consistent with the adopted Land Use and Transportation Plan. The Land Use and Transportation Plan identifies this area as Suburban 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 City Council of the City of Monroe adopts a Resolution Approving Land Use and Transportation Plan Compliance of the zoning map amendment for property with Union County Tax Parcel Number: 09-213-009.

Adopted this 25th day of November, 2025.

Robert A. Burns, Mayor

Attest:

Bridgette H. Robinson, City Clerk

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

R-2025-61

WHEREAS, in accordance with the provisions of North Carolina General Statute 160D-605, City Council does hereby find and determine that the adoption of the zoning map amendment for the property located at 307 Ridge Road further described below is consistent with the adopted Land Use and Transportation Plan. The Land Use and Transportation Plan identifies this area as Suburban 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 it will establish a residential use surrounded by other parcels meant to be a part of a mixed-use commercial corridor. 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 is amended to reflect the land use modification.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Monroe adopt of the Resolution Denying Land Use and Transportation Plan Compliance for property with Union County Tax Parcel Number(s): 09-213-009.

Adopted this 25th day of November, 2025.

Robert A. Burns, Mayor

Attest:

Bridgette H. Robinson, City Clerk

**ORDINANCE TO AMEND CITY OF MONROE CODE OF ORDINANCES
TITLE XV: LAND USES
CHAPTER 157: ZONING CODE
O-2025-55**

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 307 Ridge Road further identified with parcel ID # 09-213-009 from Regional Corridor Mixed-Use (RC-MX) to Residential Low Density (RLD).

Section 2. This Ordinance shall be effective upon adoption.

Adopted this 25th day of November, 2025

Attest:

Robert A. Burns, Mayor

Bridgette H. Robinson, City Clerk



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: November 25, 2025

FROM: Bridgette H. Robinson, City Clerk

PREPARED BY: Bridgette H. Robinson, City Clerk

SUBJECT: Public Comment Period

SUMMARY STATEMENT

The Public Comment Period is set aside to receive comment from the Public in accordance with North Carolina General Statutes.

REVIEW

RULES GOVERNING PUBLIC COMMENT PERIOD AND RULES OF DECORUM DURING CITY COUNCIL REGULAR MEETINGS

1. A Public Comment Period shall be placed on the Agenda of the City Council Regular Meeting occurring on the fourth Tuesday of each month. Said agenda item shall occur on the Regular Meeting Agenda immediately following Public Hearings. When adopting the Agenda, City Council may move the Public Comment Period to another location on the Agenda solely at City Council's discretion. Such change is effective only during that meeting.
2. Each person desiring to speak during the Public Comment Period shall sign up to speak prior to the start of the meeting on the form provided by listing their name, full street address of their personal primary residence and not business or other address, topic on which he or she will speak, and whether a City of Monroe resident, Union County resident, or other place of residency. An individual may only sign up for themselves and not sign up or place another individual's name on the Signup Sheet. A speaker shall verbally state their name, street address, city, and state of their personal primary residence and not business or other address when called to speak prior to making any public comments. Any speaker that signs up and fails or refuses to give all the required

information will not be called on to comment or forfeit their time to speak during the public comment period.

3. A total time of sixty (60) minutes will be allotted for the Public Comment Period on the Regular Agenda. Any speaker that signs up to speak and does not get a chance to speak during the Public Comment Period due to the sixty-minute time limit will be given priority to speak during the next City Council Public Comment Period. City Council, in its discretion, may extend the sixty (60) minutes allotted for the Public Comment Period during any meeting.

4. City of Monroe residents will be given the opportunity to speak first, followed by Union County residents, followed by residents of other areas. The Mayor, or presiding officer, shall determine the order in which speakers are called to comment.

5. Each speaker shall be allotted up to two (2) minutes to speak which shall be strictly observed at all times. Speakers shall immediately cease speaking when their allotted time is over. Groups of persons speaking on the same topic are strongly encouraged to designate a spokesperson to speak on their behalf. As an incentive, a spokesperson making comments for two (2) to five (5) individuals that signed up to speak will be given up to three (3) minutes, and for six (6) or more, a spokesperson will be given up to five (5) minutes to speak.

6. Speakers and audience members shall maintain proper decorum, etiquette, and civility at all times during the Public Comment Period and any City Council Meeting. Speakers shall remain at the podium to make comments and not approach City Council or City staff. No one can accompany the speaker at the podium. The speaker may use visual aids but shall not engage in demonstrations or inappropriate theatrics. Yelling, making threats, insulting, or rude comments directed towards the Mayor, City Council, City staff or a member of the public will not be tolerated. Profanity, abusive language, public ridicule, or personal attacks will not be tolerated. A speaker that fails to maintain proper decorum may be sanctioned including, but not limited to, forfeiting the remainder of their time, removal from the meeting premises, or other sanctions deemed appropriate.

7. Members of the audience shall also maintain proper decorum, etiquette, and civility at all times. Audience members shall refrain from commenting, jeering, clapping, or cheering in response to comments. Audience members shall not engage in demonstrations or theatrics and shall remain seated at all times unless called on to be identified from their seat when designating a spokesperson and immediately be seated. Audience members shall never approach the podium or dais. Improper decorum by a member of the audience will not be tolerated and may result in sanctions up to and including being asked to leave the meeting following the same procedures set out the sanction a speaker for a decorum violation.

8. Members of the audience may hold signs of proper decorum no larger than 8 inches by 11½ inches in size but shall not raise them above their heads or so as to block the view of those behind them.

9. The Mayor, as the presiding officer, has the authority and responsibility to enforce and carry out these Rules. However, any member of City Council may identify improper conduct by

raising a point of order during the meeting. Upon raising a point of order by a Council Member, the Mayor, or presiding officer, shall call for all public comments to cease immediately. The presiding officer shall then, at a minimum, warn the violator and demand the individual cease the violation first. If the violator continues to violate the rules, the presiding officer may impose appropriate sanctions including, but not limited to, loss of time, removal from the Council meeting, or other appropriate action needed to restore decorum. However, if a City Council member believes the warning or sanction imposed are insufficient based on the nature of the violation, any City Council Member may renew the point of order and call for additional sanctions up to and including removal of the offender from the meeting premises upon motion, second, and approval by a majority of City Council. The City Attorney, as Parliamentarian for the City, shall be the final arbiter of the procedural rules and take necessary action to see that proper parliamentary procedures are followed and maintained during City Council Meetings.

10. Anyone that willfully interrupts, disturbs, or disrupts a City Council Meeting may be asked to leave the meeting premises immediately by the Mayor or upon point of order by a City Council Member and approval by City Council. Upon failure to leave as directed, the individual may be cited for violating NC General Statute §14-318.17.

11. Speakers shall not speak on any topic which is the subject of a public hearing on the same Agenda.

12. City Council will refrain from engaging in a dialogue with speakers except to the extent necessary to clarify the speaker's position.

13. No formal action will be taken by City Council during the same meeting on any matter which was initially introduced during the Public Comment Period.

14. The City of Monroe shall not record, video, live stream, or post on the internet any video or audio recordings of public comments made during the Public Comment Period.

15. City Council shall not restrict the subject matter of any comment based on content in any way except as provided herein.

Adopted: September 6, 2005 (R-2005-35)

Amended: April 2, 2019 (R-2019-23); February 13, 2024; May 14, 2024; July 8, 2025, October 14, 2025

RECOMMENDATION

Receive public comment.