



PUBLIC SAFETY COMMITTEE

City Hall - Large Conference Room
300 W. Crowell Street
Monroe, NC
April 13, 2026
4:15 PM

AGENDA

1. Minutes from March 2, 2026
2. Award of Fire Helmet for Engineer James Massey III
3. Retiring K9 Narco
4. Ordinance for Special Events – Juneteenth, 4th of July, Patriot’s Day, Halloween Happenings and Christmas Tree Lighting
5. Bike Month 2026
6. Request for Street Improvement Deviation
7. Proposed Right-of-Way Abandonment – approximately 379 feet of unopened Windsor Street Right-of Way

**PUBLIC SAFETY COMMITTEE
MEETING MINUTES
March 2, 2026**

The Public Safety Committee met on March 2, 2026, at 4:15 p.m. in the City Hall Large Conference Room.

Members Present: Chairman David Dotson, Council Member Julie Thompson, Council Member Gary Anderson

Absent:

Staff Present: City Manager Mark Watson, Assistant City Manager Lisa Hollowell, Assistant City Manager Jeff Wells, Fire Chief Ron Fowler, Fire Administrative Assistant II Alice Withers, Police Chief Rhett Bolen, Police Major Shannon Huntley, City Attorney Richard Long, Staff Attorney William Hunt, Finance Director, Lisa Strickland, Engineering Director Sarah McAllister, Finance Assistant Director Ashley Ivey, Land Development Engineering Manager Will Auret

Guests:

Chairman David Dotson called the meeting to order at 4:15 p.m.

Item 1: Minutes from February 6, 2026 Meeting

Council Member Anderson made a motion to approve the minutes of the Public Safety Committee meeting of February 6, 2026. Council Member Thompson seconded the motion and the motion passed unanimously.

Item 2: Donation to Fire Department

Fire Chief Ron Fowler presented to the Committee a donation in the amount of \$50.00 given by a citizen and requested the Committee recommend that Council accept this donation, approve BA-2026-04 and to appropriate and designate these funds to Fire Department expenditures account. Council Member Anderson made a motion to forward to Council for approval. Council Member Thompson seconded the motion and the motion passed unanimously.

Item 3: Proposed Right-of-Way Abandonment – 4 foot-wide-walkway between Elizabeth Avenue and Normand Street

Engineering Director Sarah McAllister presented to the Committee a request to abandon approximately 203 linear feet of four-foot-wide walkway right-of-way between Elizabeth Avenue and Normand Street and further requested the Committee to request Council to call for a Public Hearing to be held on April 28, 2026 to consider the requested right-of-way abandonment.

Council Member Anderson made a motion to approve the request and forward to Council for approval of the request and a Public Hearing to be held on April 28, 2026. Council Member Thompson seconded the motion and the motion passed unanimously.

Item 4: Ordinance to Amend Traffic Code – Chapter 75 – Traffic Schedules – Schedule II: Through Streets

Engineer Director Sara McAllister presented to the Committee an Ordinance Amendment accepting maintenance of a number of streets within the Kellerton Place and Scotch Meadows neighborhoods. Council Member Thompson made a motion to accept the Ordinance Amendment and to forward to Council for approval. Council Member Anderson seconded the motion and the motion passed unanimously.

Item 5: Ordinance to Amend Traffic Code – Chapter 75: Traffic Schedules Schedule I. (B) Speed Limits City Maintained Streets

Land Development Engineering Manager Will Auret presented to the Committee an Ordinance Amendment to post a 25 mph speed limit sign at the entrance to Kellerton Place neighborhood with a “Neighborhood” plaque counted above the speed limit sign and an “Unless Otherwise Posted” plaque mounted below the speed limit sign per the neighborhood speed limit policy and to forward to Council for approval. Council Member Thompson made a motion to approve the amendment and to forward to Council for approval. Council Member Anderson seconded the motion and the motion passed unanimously.

Item 6: Ordinance to Amend Traffic Code – Chapter 75: Traffic Schedules Schedule I. Speed Limits (A) State Maintained Streets

Land Development Engineering Manager Will Auret presented to the Committee a request to add one section of Deese Road from Trinity Road to Concord Hwy that was annexed into the City of Monroe in previous years. The speed limit on this section of Deese Road is currently posted 45 mph. Council Member Anderson made a motion to approve the amendment and to forward to Council for approval. Council Member Thompson seconded the motion and the motion passed unanimously.

Item 7: Proposed Closure to Public Access – Richardson Street

Engineering Director Sarah McAllister presented to the Committee a request to close approximately 363 linear feet of Richardson Street to vehicular traffic, with a gate being installed. Council Member Anderson made a motion to approve the ordinance and to forward to Council for approval. Council Member Thompson seconded the motion and the motion passed unanimously.

Item 8: Donation to the Monroe Police Department

Police Chief Rhett Bolen presented to the Committee a donation from Hendrick Chevrolet to be used for the Monroe Police Citizen’s Academy Program. Council Member Thompson made a motion to approve the donation and to forward BA-2026-07 to Council for approval. Council Member Anderson seconded the motion and the motion passed unanimously.

Adjournment

There being no further business, Council Member Anderson made a motion to adjourn the meeting. Council Member Thompson seconded the motion, which passed unanimously, and the meeting was adjourned at 4:24 p.m.

Respectfully submitted,

Alice Withers – Committee Secretary



STAFF REPORT

TO: Public Safety Committee

VIA: Mark Watson, City Manager

DATE: April 6, 2026

FROM: Ronald D. Fowler, Fire Chief

PREPARED BY: Alice Withers, Administrative Assistant II

SUBJECT: Award of Fire Helmet for Engineer James Massey III

SUMMARY STATEMENT

The Public Safety Committee is requested to consider a recommendation for City Council to authorize awarding Engineer James Massey III his fire helmet on the occasion of his retirement.

REVIEW

Engineer James Massey III is retiring April 1, 2026, with 12 years of service to the City of Monroe. The General Assembly of North Carolina recognizes the importance and the symbolism of the Firefighter's helmet. General Statute §160A-294.1 authorizes municipalities, at the discretion of the governing board, to honor retiring firefighters by awarding them their fire helmet. Recognizing the importance of the fire helmet to Engineer Massey, staff feels it is fitting and proper to honor him by awarding him with his fire helmet to cherish during retirement. In accordance with General Statute §160A-294.1, staff recommends that Council set the price of the helmet at \$0.01 (one cent), and award it to Engineer Massey. Staff expresses appreciation to Engineer Massey for his service to the Monroe Fire Department over the past 12 years and extend best wishes and God's blessings on his retirement.

RECOMMENDATION

Staff requests that the Public Safety Committee recommend that City Council authorize awarding Engineer Massey his fire helmet for one cent.



STAFF REPORT

TO: Public Safety Committee
VIA: Mark Watson, City Manager
DATE: April 6, 2026
FROM: William Rhett Bolen, Police Chief
PREPARED BY: TJ Goforth, Asst. Police Chief
SUBJECT: Retiring K-9 Narco

SUMMARY STATEMENT

Award of retiring Police K-9 Narco (surplus equipment) to handler Sgt. Travis Furr.

REVIEW

Police K-9 Narco (surplus equipment) will be retiring from the City of Monroe due to his age and a recent health diagnosis. The General Assembly of North Carolina authorizes local government to retire and surplus a Police K-9. K-9 Narco has served the Monroe community honorably since 2020 and is no longer needed for public service. General Statute §17F-21 authorizes the disposition of retired service animals which authorizes local government to transfer ownership to the officer who had normal custody and control of the service animal which would be Sgt. Travis Furr.

RECOMMENDATION

Staff recommends that the Public Safety Committee transfer ownership of K-9 Narco (surplus equipment) to Sgt. Travis Furr.



STAFF REPORT

TO: Public Safety Committee

VIA: Mark Watson, City Manager

DATE: April 6, 2026

FROM: Pete Hovanec, Parks, Recreation and Tourism Director

PREPARED BY: Pete Hovanec, Parks, Recreation and Tourism Director

SUBJECT: Ordinance for Special Events – Juneteenth, 4th of July, Patriot’s Day, Halloween Happenings, and Christmas Tree Lighting

SUMMARY STATEMENT

Staff is requesting that the Public Safety Committee consider the attached ordinance for various NCDOT street closures for City events.

REVIEW

The City of Monroe will sponsor and hold its annual Juneteenth Celebration Event on June 13, 2026, Independence Day Celebration Event on July 4, 2026, Patriot's Day Celebration Event on September 11, 2026, Halloween Happenings Event on October 17, 2026 and Christmas Tree Lighting Event on December 5, 2026.

The Juneteenth Celebration Event will require the temporary closure of IB Shive Drive (SR 1245), Halloween Happenings Event and the Christmas Tree Lighting Event will require the temporary closure of Franklin Street (SR 2100) between Charlotte Avenue and Hayne Street, The Independence Day Celebration will require the closure of Hayne Street from Windsor Street to Jefferson St. and Jefferson Street from Main Street to Hayne Street. The Patriot's Day Event will require the closure of Hayne Street (NC 207) between Jefferson Street and Franklin Street (SR 2100).

RECOMMENDATION

Staff requests the Public Safety Committee recommend that City Council approve Ordinance O-2026-14 and authorize the City Manager to execute the necessary documents.

Attachments:
Ordinance O-2026-14
Maps identifying closures

**ORDINANCE TO TEMPORARILY CLOSE CERTAIN
STATE-MAINTAINED ROADS FOR SPECIAL EVENTS
ORGANIZED BY CITY OF MONROE, NORTH CAROLINA
JUNETEENTH CELEBRATION EVENT TO BE HELD JUNE 13, 2026
INDEPENDENCE DAY CELEBRATION EVENT TO BE HELD JULY 4, 2026
PATRIOT'S DAY EVENT TO BE HELD SEPTEMBER 11, 2026
HALLOWEEN HAPPENINGS EVENT TO BE HELD OCTOBER 17, 2026
CHRISTMAS TREE LIGHTING EVENT TO BE HELD ON DECEMBER 5, 2026
O-2026-14**

WHEREAS, North Carolina General Statute 20-169 authorizes local authorities to regulate by ordinance the use of a highway within their jurisdiction by processions, assemblages, or anything that may be construed as a procession or assemblage; and

WHEREAS, the City of Monroe will consult with the local North Carolina Department of Transportation (NCDOT) Division office to verify that a proposed event will not 1) interfere with other planned special events; and, 2) impact or be impacted by planned maintenance or other activities; and

WHEREAS, the City of Monroe will sponsor and hold its annual Juneteenth Celebration Event on June 13, 2026, Independence Day Celebration Event on July 4, 2026, Patriot's Day Celebration Event on September 11, 2026, Halloween Happenings Event on October 17, 2026 and Christmas Tree Lighting Event on December 5, 2026; and

WHEREAS, the Juneteenth Celebration Event will require the temporary closure of IB Shive Drive (SR 1245), Halloween Happenings Event and the Christmas Tree Lighting Event will require the temporary closure of Franklin Street (SR 2100) between Charlotte Avenue and Hayne Street, The Independence Day Celebration will require the closure of Hayne Street from Windsor Street to Jefferson St. and Jefferson Street from Main Street to Hayne Street. The Patriot's Day Event will require the closure of Hayne Street (NC 207) between Jefferson Street and Franklin Street (SR 2100).

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. City Council approves and authorizes the temporary closure of IB Shive Drive (SR1245) on June, 13, 2026, Hayne Street (NC 207) between Jefferson Street and Franklin Street (SR 2100) on September 11, 2026 and Franklin Street (SR 2100) between Charlotte Avenue and Hayne Street on July 4, 2026, October 17, 2026 and December 5, 2026 for special events per the attached maps;
2. City Council hereby authorizes the City Manager to take any actions necessary to affect the provisions of this Ordinance;
3. This Ordinance shall be effective as of the date of adoption.

Adopted this 14th day of April, 2026.

Attest:

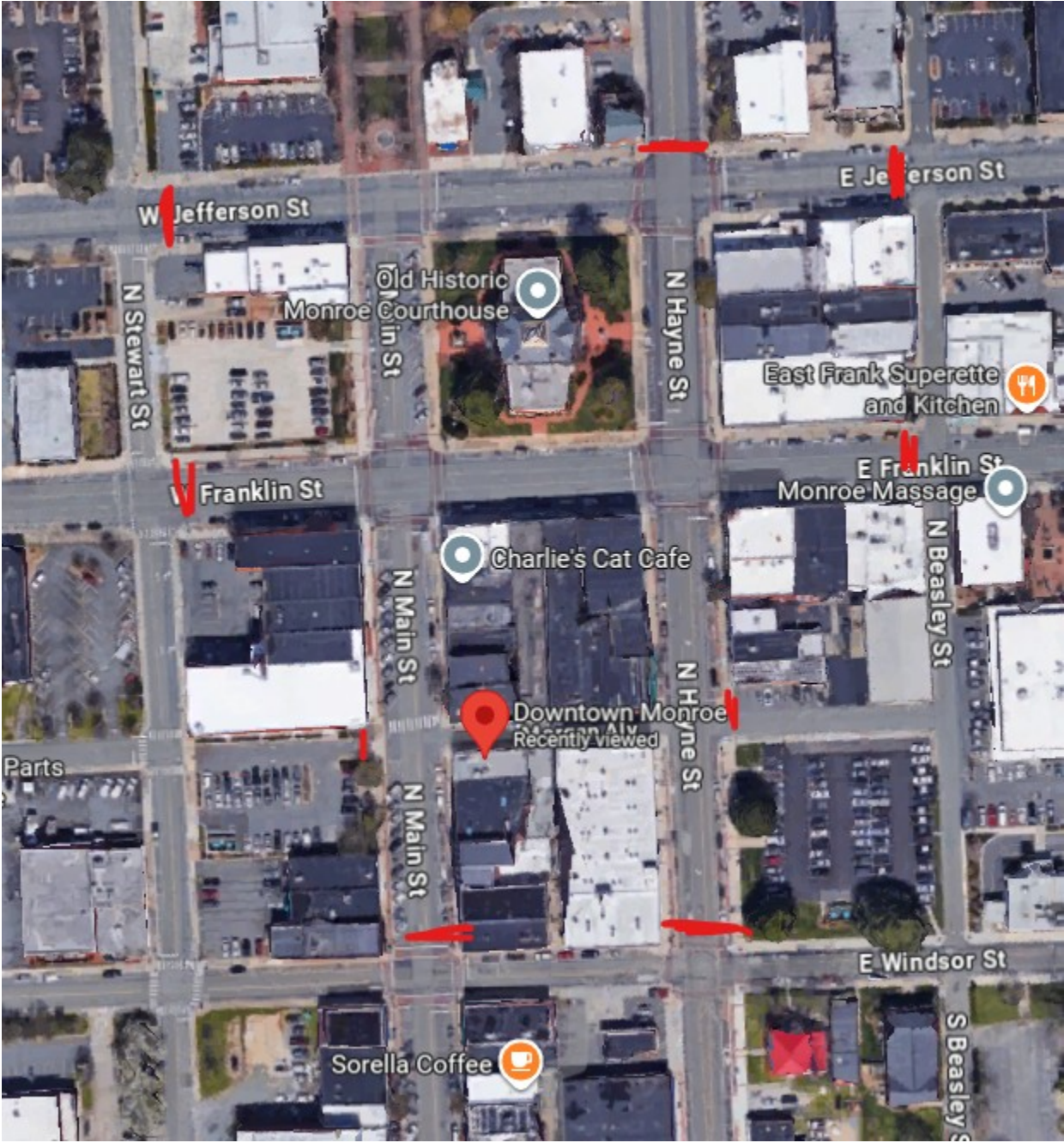
Robert A. Burns, Mayor

Bridgette H. Robinson, City Clerk

Juneteenth Event



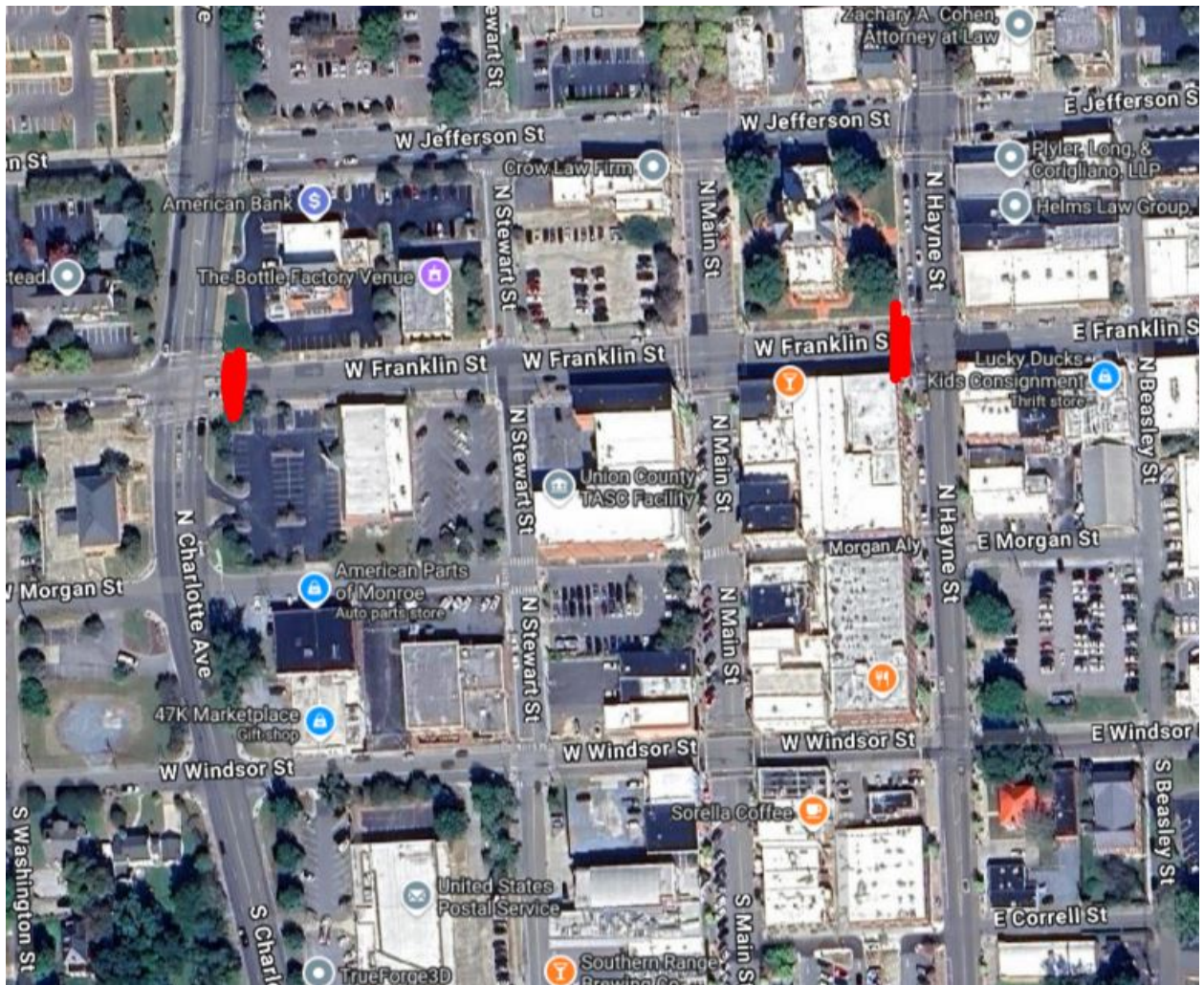
July 4th Event



Patriot's Day Event



Halloween and Christmas Events





STAFF REPORT

TO: Public Safety Committee
VIA: Mark Watson, City Manager
DATE: April 6, 2026
FROM: Lisa Stiwinter, Planning and Development Director
PREPARED BY: Bryson Hester, Transportation Planner
SUBJECT: Proposed May 2026 Bike Month Proclamation and Bicycle Programming in Monroe

SUMMARY STATEMENT

The Public Safety Committee is requested to receive information on a proposed proclamation recognizing May 2026 as Bike Month in the City of Monroe and acknowledging this year’s Bike Month programming focused on bicycle safety, education, and community engagement.

REVIEW

May is recognized nationally as Bike Month and provides communities with an opportunity to promote bicycle as a healthy, affordable, and practical form of transportation and recreation. For Monroe, Bike Month 2026 is intended to serve as the city’s first organized month-long bicycle encouragement and education effort with a focus on simple yet powerful, visible, community-oriented activities.

For Bike Month 2026, staff is planning to support the following activities:

- Three community center pop up events for K-5 students on May 13, May 20 and May 27
- One Benton Heights Elementary School pop-up event for K-2 students in May (date to be finalized)
- A Bike Safety and Community Planning information booth at the Monroe Science Center on May 1, May 2, May 8, and May 9
- A community bicycle interest survey running from April 1 to May 31

- A month-long general/historic bicycle tour and scavenger hunt during May 2026

These activities are intended to introduce Bike Month to Monroe in a way that is accessible to residents and families while also helping the City to build a well-documented foundation for future bicycle programming/funding. This year’s effort focuses on community outreach, youth bicycle safety education, public awareness, and gathering public feedback on bicycling interest/ potential future events, and general bicycle needs in Monroe.

Staff views this year’s Bike Month programming as a practical first step toward a recurring bicycle education and encouragement effort in Monroe. Early coordination has already revealed interest in continuing similar youth-focused outreach in the future including interest from Benton Heights Elementary. This effort also supports the City’s broader goals related to mobility, connectivity, and transportation safety, including those reflected in Forward Monroe which was adopted by City Council in 2018. This effort also supports Monroe’s ongoing Safety Action Plan work and complements broader regional transportation safety planning efforts currently being advanced through Charlotte Regional Transportation Planning Organization (CRTPO) (The cities federally assigned Municipal Planning Organization (MPO)).

This is primarily a ceremonial and supportive item by nature. Endorsement of this resolution does not appropriate funds. Any event costs or materials, supplies, or minor support costs associated with Bike Month programming would be handled through existing resources and partnerships.

RECOMMENDATION

This item is presented to the Public Safety Committee for information and discussion. No formal action is requested at this time.

Attachment(s):

Proclamation P-2026-XX
Draft Bike Month 2026 Calendar

**PROCLAMATION RECOGNIZING MAY 2026 AS
“BIKE MONTH”
IN THE CITY OF MONROE
P-2026-XX**

WHEREAS, bicycling provides residents and visitors of all ages with a healthy, affordable, and enjoyable way to travel, exercise, and experience the community; and

WHEREAS, bicycling can support better public health, personal freedom and quality of life, as well as reduced traffic congestion & parking demand creating a more livable and enjoyable community;

WHEREAS, the City of Monroe recognizes the importance of bicycle safety, education and community engagement; and

WHEREAS, May is recognized nationally as Bike Month, providing communities across the United States an opportunity to celebrate bicycling and promote its many benefits; and

WHEREAS, during Bike Month 2026, the City of Monroe will support bicycle-related activities including youth-focused pop-up events, a Bike Safety and Information Booth at the Monroe Science Center, a community bicycle interest survey, and a month-long general/historic bicycle tour and scavenger hunt; and

WHEREAS, these efforts are intended to promote bicycle safety, encourage participation, and build a foundation for future bicycle education and outreach in Monroe; and

WHEREAS, the City encourages residents, schools, businesses, civic organizations, and community partners to promote safe bicycling through events, education, and community engagement during Bike Month and throughout the year.

NOW, THEREFORE, the City Council of the City of Monroe does hereby proclaim and observe May 2026 as:

“BIKE MONTH”

in the City of Monroe, and encourages all residents and visitors to recognize the benefits of bicycling and to celebrate Bike Month and support activities that promote bicycle safety, awareness and community engagement.

IN WITNESS WHEREOF, duly adopted by the Monroe City Council during the April 14, 2026 City Council Regular Meeting and signed by the Mayor on behalf of the Monroe City Council.

Robert A. Burns, Mayor

Attest:


Bridgette H. Robinson, City Clerk



Celebrate biking in Monroe all MAY 2026

BIKE MONTH

SUN	MON	TUE	WED	THU	FRI	SAT
Bicycle Interest Survey • April 1 - May 31					1 Science Center Booth	2 Science Center Booth
Bicycle Scavenger Hunt • May 1-29						
Self-Guided Audio Bike Tour • All May						
3 Ride a Bike Day 	4	5	6 Bike & Roll to School Day 	7	8 Science Center Booth	9 Science Center Booth
10	11	12	13 Community Center Pop-Up	14	15 Bike to Work Day 	
Bike to Work Week						
17	18	19	20 Community Center Pop-Up 	21	22	23
24	25	26	27 Community Center Pop-Up	28	29 Bicycle Scavenger Hunt Ends	30

31
Survey Ends:
Raffle Drawing


- Monroe Public Event/Program
- National Event
- Limited/Community Partner Event



QR Code PH



STAFF REPORT

TO: Public Safety Committee
VIA: Mark Watson, City Manager
DATE: April 6, 2026
FROM: Sarah McAllister, P.E., Engineering Director
PREPARED BY: Will Auret, P.E., Land Development Engineering Manager
SUBJECT: Request for Street Improvement Deviation

SUMMARY STATEMENT

Stillwater Engineers is requesting a deviation from the required street improvements for a proposed development on Secrest Shortcut Rd. The deviation request would eliminate the curb and gutter requirements for the proposed 21-lot single-family subdivision.

REVIEW

Section 02.02.10 item 4 of the Engineering Standard Specifications allows a deviation from the curb and gutter requirements to be approved by City Council if the deviation is in accordance with an approved Stormwater Management Plan where the designer demonstrates that proper runoff conveyance systems addressing erosion and long-term maintenance can be provided in lieu of curb and gutter.

The project is being designed to meet the stormwater requirements for a low-density development. Maximum lot coverage will be limited to 20% and the overall site impervious coverage is estimated to be approximately 15%. To support a low-impact stormwater design approach, the project proposes utilizing a ditch roadway section consistent with City of Monroe Standard Detail 02.01.02 in lieu of curb and gutter.

The Engineering Department is in the process of a detail manual update that would allow staff to approve these deviation requests for low-impact stormwater designs.

RECOMMENDATION

Engineering Staff recommends that the Public Safety Committee approve the deviation for the development on Secrest Shortcut Rd. If approved this request will be placed on consent agenda for City Council approval on April 14, 2026.

Attachment:
Deviation request from Stillwater Engineers

March 16, 2026

City of Monroe Engineering Department
And City Council
300 W Cornwell St
Monroe, NC 28112



Re: Secrest Subdivision Street Section Deviation

To Whom It May Concern,

Stillwater Engineers respectfully requests a deviation from the curb and gutter requirements for a proposed 21-lot single-family subdivision located off Secrest Shortcut Road.

The proposed subdivision will meet the existing zoning requirements with a minimum lot size of 20,000 square feet and a minimum lot width of 100 feet. The development will be served by public water and sewer.

The project is being designed to meet the requirements for a low-density development under the North Carolina Department of Environmental Quality (NCDEQ). Maximum lot coverage will be limited to 20%, and the overall site impervious coverage is estimated to be approximately 15%.

To support a low-impact stormwater design approach, the project proposes utilizing a ditch roadway section consistent with City of Monroe Standard Detail 02.01.02 in lieu of curb and gutter. Per City of Monroe Standard 02.02.10-2, the removal of curb and gutter is typically reserved for subdivisions with one-acre lots and an average street frontage of 200 feet. While the proposed lots do not meet this specific criterion, the development's low density and reduced impervious coverage provide an opportunity to utilize vegetated swales to convey stormwater runoff.

Allowing the proposed ditch roadway section will better support NCDEQ's recommendations for dispersed flow and vegetated conveyances by reducing runoff velocities and promoting infiltration through vegetated swales. This approach also minimizes the amount of directly connected impervious surface and supports a lower-impact stormwater management strategy for the site.

Attached to this request are the conceptual site plan and the proposed street section for review.

Thank you for your consideration of this request.

Sincerely,

Stillwater Engineers

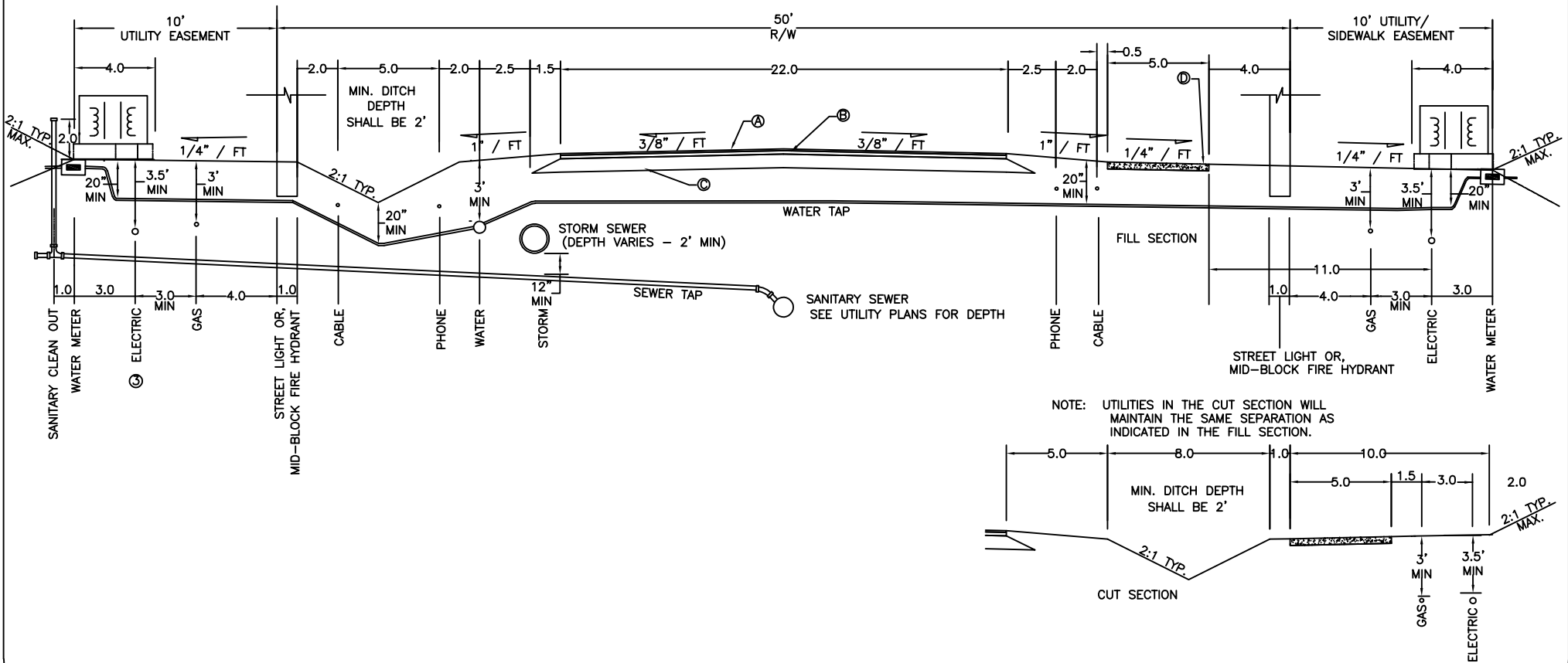


PAVEMENT SCHEDULE*

- Ⓐ 1 in. BIT. CONC., SURFACE COURSE, TYPE S9.5
- Ⓑ 2.5 in. BIT. CONC. BINDER COURSE, TYPE I 19.0C
- Ⓒ 4 in. BIT. CONC. BASE COURSE, TYPE B 25.0C OR 8 in. COMPACTED AGGREGATE BASE COURSE
- Ⓓ 4 in. CONCRETE SIDEWALK; 5 ft. WIDTH

NOTES

1. UTILITY LOCATIONS SHOWN ARE FOR ALL UTILITIES AND SHALL NOT BE DEVIATED FROM WITHOUT CITY OF MONROE APPROVAL
2. DEPTHS SHOWN ARE MINIMUM DEPTHS
3. STREET LIGHTS WILL BE ON ONE SIDE OF ROAD DEPENDING ON SUBDIVISION LAYOUT
4. FIRE HYDRANT/STREET LIGHTS SHALL BE ALIGNED WITH COMMON LOT LINE OF PARCELS
5. MAINTAIN AT LEAST ONE SURVEY STAKE FOR THE BACK OF CURB AND THE BACK OF THE UTILITY EASEMENT PER LOT.
6. FINAL SURFACE ASPHALT TO BE PLACED ONCE PARCEL(S) ARE 80% DEVELOPED OR ONE YEAR FOLLOWING INTERMEDIATE COURSE PLACEMENT, WHICHEVER OCCURS FIRST.
7. TACK COAT TO BE APPLIED BETWEEN EACH LAYER OF ASPHALT, EVEN WHEN LAYERS ARE PLACED ON THE SAME DAY.



NOTE: UTILITIES IN THE CUT SECTION WILL MAINTAIN THE SAME SEPARATION AS INDICATED IN THE FILL SECTION.

REVISIONS		
NO.	DATE	DESCRIPTION
1	4/20/04	MODIFIED FOR SUPERPAVE
2	05/2008	UTIL. EASEMENT 1/4"/FT RELOCATE CABLE/PHONE PAVEMENT SCHEDULE "B"
3	01/2015	RELOCATE UTILITIES
4	10/2022	RELOCATE SANITARY SEWER CLEAN OUT & WATER METER BOX. ADDED NOTE 5.
5	03/2025	ADD NOTES 6 AND 7. CHANGE ASPHALT TYPES. DELETE ITEMS



RESIDENTIAL STREET
WITH DITCHES
FOR 50' R/W

CITY OF MONROE
UNION COUNTY NORTH CAROLINA
PREPARED BY:
ENGINEERING DEPARTMENT

FILE: I:/Maps-Details/Detail Manual/Details
DRAWN BY: JAM DATE: 08-07-01
CHECKED BY: JNL SCALE: N.T.S.
DETAIL 02.01.02

SITE DATA

PROPERTY OWNER: NEW LIFE CHURCH OF GOD AT MONROE

PARCEL ID: 09213019C

EXISTING ZONING: RLD
 TOTAL SITE AREA: 21+ AC
 PROPOSED USE: SINGLE FAMILY RESIDENTIAL

AREA BREAKDOWN:
 FLOODPLAIN/FLOODWAY: 4.49 AC
 WETLAND: 0.07 AC (INSIDE FLOODPLAIN)
 STREAM BUFFER: 2.52 AC (0.50 AC OUTSIDE FLOODPLAIN)
 PROPOSED ROW: 1.90 AC
 STORMWATER AREA: 1.04 AC

NET AREA: 16.68 AC
 TOTAL LOTS: 21 LOTS
 PROPOSED DENSITY: 1.3 UNITS/AC

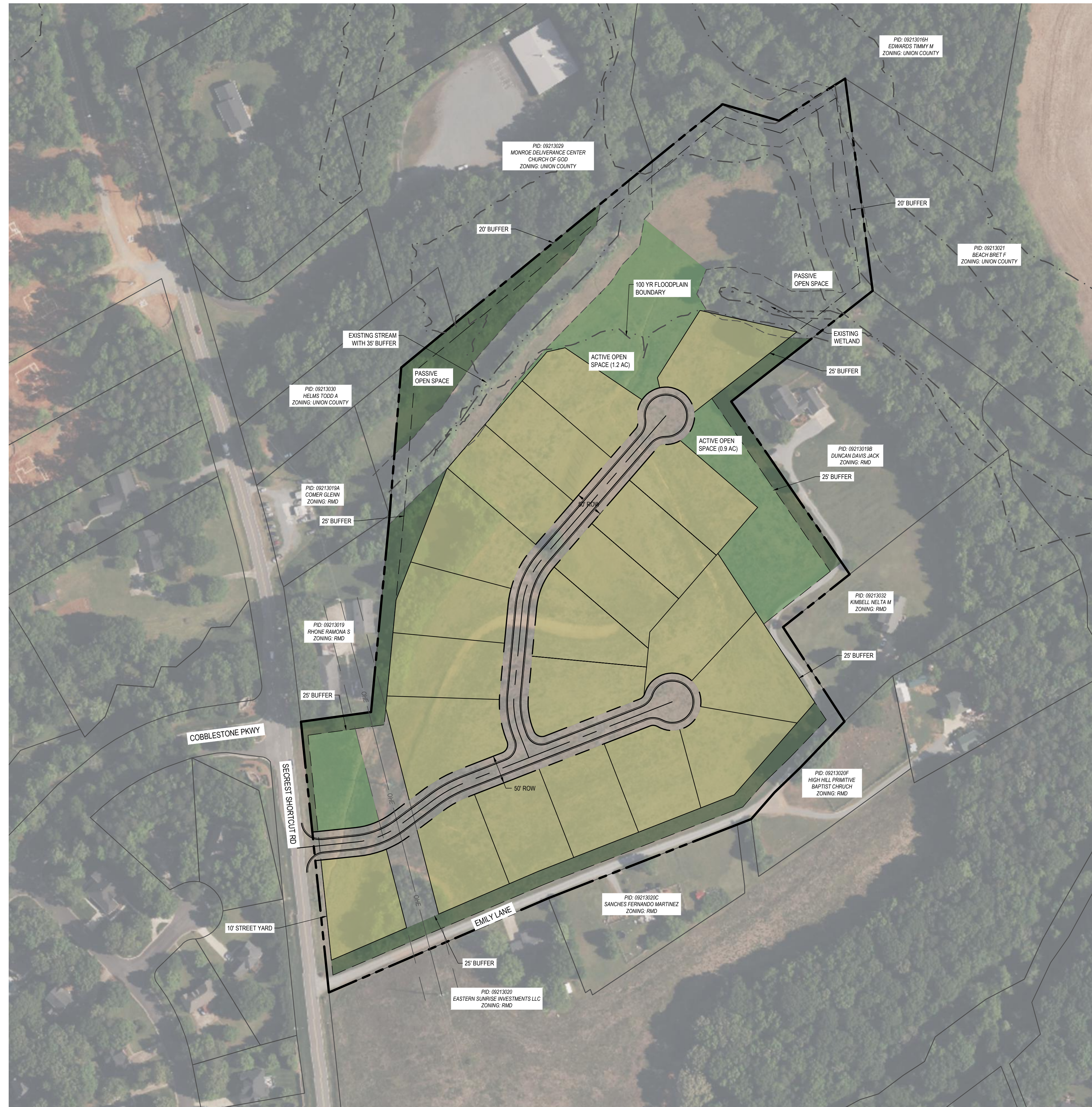
OPEN SPACE:
 TOTAL REQUIRED: 4.2 AC
 ACTIVE REQUIRED: 2.1 AC
 TOTAL PROVIDED: 4.2 AC (0.84 AC IN ENVIRONMENTALLY SENSITIVE AREAS)
 ACTIVE PROVIDED: 2.1 AC

LOT DIMENSIONS:
 MIN LOT AREA: 20,000 SF
 MIN WIDTH: 100 FT

SETBACKS:
 FRONT: 25 FT
 SIDE: 15 FT
 REAR: 20 FT

STREET TREES WILL BE PROPOSED ON BOTH SIDES OF THE PROPOSED PUBLIC ROW
 A TREE SURVEY WILL BE PROVIDED FOR EXISTING TREES ON SITE
 STEWALK IS PROPOSED ON ONE SIDE OF THE PUBLIC ROW.

A LOW DENSITY STORMWATER DESIGN IS PROPOSED WITH VEGETATED SWALES DISBURSING STORMWATER RUNOFF AT CONTROL FLOWS WHILE MINIMIZING CONCENTRATED FLOWS.



STILLWATER ENGINEERS
SECRET SHORTCUT SUBDIVISION

LOW DENSITY CONCEPT PLAN
 DATE: 1/8/26





STAFF REPORT

TO: Public Safety Committee

VIA: Mark Watson, City Manager

DATE: April 6, 2026

FROM: Sarah McAllister, P.E., Director of Engineering

PREPARED BY: Sarah McAllister, P.E., Director of Engineering

SUBJECT: Proposed Right-of-way Abandonment – approximately 379 feet of unopened Windsor St Right-of-Way

SUMMARY STATEMENT

The Public Safety Committee is requested to consider a request to abandon a portion of the 38-foot right-of-way of Windsor Street starting at eastern right-of-way of Harley Street to the eastern property line of Lot 10 of the Dr. B. C. Redfern subdivision recorded in Plat Book 2, Page 120, approximately 379 linear feet in length.

REVIEW

Staff is bringing forward a request from Griffin Walters to abandon a portion of the 38-foot right-of-way of Windsor Street starting at eastern right-of-way of Harley Street to the eastern property line of Lot 10 of the Dr. B. C. Redfern subdivision recorded in Plat Book 2, Page 120, approximately 379 linear feet in length. The attached map highlights the area to be abandoned. Griffin Land and Holdings, LLC owns all of the property adjacent to the proposed abandonment.

In preparation for the Public Safety Committee meeting, the request was routed directly to all City departments for review. Fire, Planning, and Water Resources all concurred with the abandonment with no exceptions. No other departments responded.

If the committee is in agreement with the request, at the April 14th meeting, City Council will be requested to approve a resolution calling for a Public Hearing to be held on May 26, 2026 to consider the right-of-way abandonment request. A check will need to be provided by Mr. Walters to cover the current fee of \$1,040 prior to April 14th. The resolution calling for the Public Hearing will be published once a week for four (4) consecutive weeks prior to May 26th in accordance with the General Statutes. Right-of-way closing signs will also be posted in at least two places along the right-of-way advising the Public Hearing date. A resolution of intent to abandon a portion of the Windsor St right of way is attached.

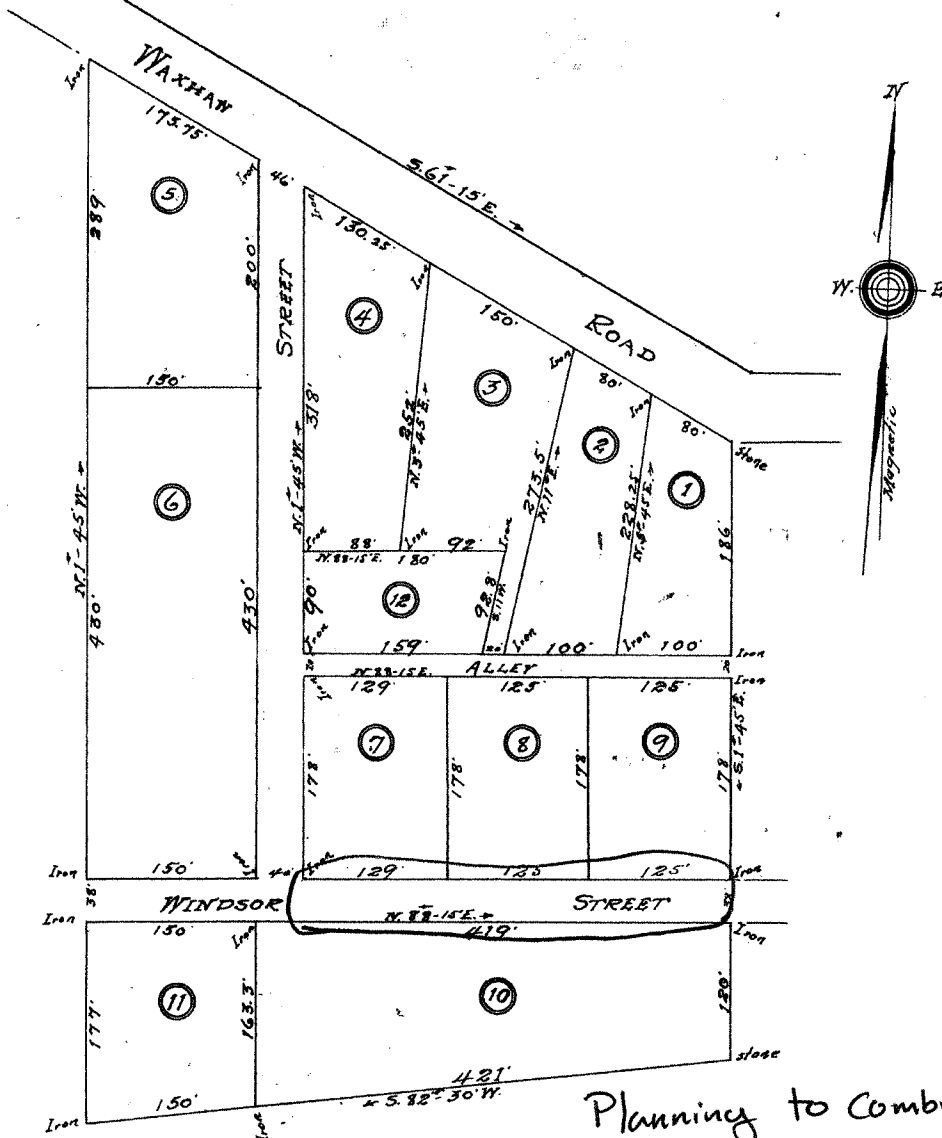
RECOMMENDATION

Engineering Staff recommends that the Public Safety Committee concur with the requested abandonment of a portion of the 38-foot right-of-way of Windsor Street starting at eastern right-of-way of Harley Street to the eastern property line of Lot 10 of the Dr. B. C. Redfern subdivision recorded in Plat Book 2, Page 120, approximately 379 linear feet in length. It is further recommended at the meeting on April 14, 2026 that City Council approve the Resolution of Intent (R-2026-19) calling for a Public Hearing to be held on May 26, 2026 to consider the requested right-of-way abandonment.

Attachments:

- Dr. B. C. Redfern plat recorded in PB 1, Page 120
- Map highlighting the area to be abandoned
- Resolution (R-2026-19)

2-120



Planning to Combine
 Parcel 3115 A + B
 into one lot
 with access from
 Harley Street.

MAP - SUBDIVISION Harley Street.

DR. B.C. REDFERN, DEC'D. ESTATE PROPERTY

Monroe, Union County, N.C.

Surveyed September 9-10th, 1938. Scale: 1" = 100 ft.

By Ralph H. Elliott, c.s.



McCarten St

Welsh Ave

West St

Franklin St

40-foot R/W per PB 2, Pg 120

Unopened 20-ft R/W

Requested abandonment of 379 feet more or less of the 38-ft R/W for Windsor St recorded recorded in PB 2, Page 120

09-273-131

09-273-112

09-273-108

Harley St

Windsor St

Unopened R/W

09-273-115A

Unopened Windsor St R/W NOT being abandoned

09-273-130

09-273-107

Brookgreen Dr

3-4-2026 Not to scale

**RESOLUTION OF INTENT
TO ABANDON A PORTION OF A 38-FOOT RIGHT-OF-WAY FOR WINDSOR
STREET FROM EASTERN RIGHT-OF-WAY OF HARLEY STREET TO
EASTERN PROPERTY LINE OF LOT 10 OF THE DR. B. C. REDFERN
SUBDIVISION RECORDED IN PLAT BOOK 2, PAGE 120**

R-2026-19

THAT WHEREAS, the City of Monroe proposes to permanently abandon a portion of the 38-foot right-of-way of Windsor Street pursuant to North Carolina General Statute Section 160A-299 starting at eastern right-of-way of Harley Street to the eastern property line of Lot 10 of the Dr. B. C. Redfern subdivision recorded in Plat Book 2, Page 120, about 379 linear feet in length.

NOW, THEREFORE, BE IT RESOLVED that the Monroe City Council declares its intent to permanently abandon a portion of the 38-foot right-of-way of Windsor Street pursuant to North Carolina General Statute Section 160A-299 starting at eastern right-of-way of Harley Street to the eastern property line of Lot 10 of the Dr. B. C. Redfern subdivision recorded in Plat Book 2, Page 120, about 379 linear feet in length.

The City Council orders that a public hearing be called on the question at 6:00 p.m., Tuesday, May 26, 2026. The City Clerk is hereby directed:

1. To publish a copy of this Resolution in a newspaper authorized to publish legal ads in the City of Monroe as required by statute.
2. To send a copy of this Resolution by certified or registered mail to all owners of the property adjoining the street as shown on the tax records.
3. To cause a notice of the closing and public hearing to be prominently posted in at least two places along said street.

Adopted this 14th day of April, 2026.

ATTEST:

Robert A. Burns, Mayor

Bridgette H. Robinson, City Clerk