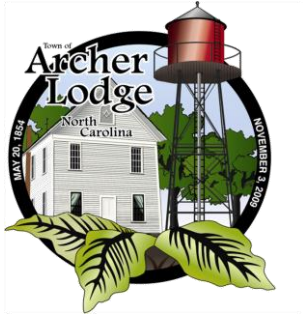




Work Session - Minutes Monday, August 15, 2022

COUNCIL PRESENT:

Mayor Mulhollem
Mayor Pro Tem Castleberry
Council Member Jackson
Council Member Purvis
Council Member Wilson

STAFF PRESENT:

Mike Gordon, Town Administrator
Marcus Burrell, Town Attorney
Julie Maybee, Town Planner
Kim P. Batten, Finance Officer/Town Clerk

COUNCIL ABSENT:

Council Member Bruton

GUESTS PRESENT:

Chad Meadows, CodeWright Planners, LLC
Hearbert Locklear, Planning Board Vice Chair
Chris Cipriani, Planning Board Member
Terry Barnes, Planning Board Member

Page

1 WELCOME/CALL TO ORDER:

- a) **Mayor Mulhollem called the meeting to order at 6:30 p.m. in the Jeffrey D. Barnes Council Chambers located at 14094 Buffalo Road, Archer Lodge, NC and declared a quorum present.**
-

2 OLD BUSINESS:

a) **Mike Gordon, Town Administrator - Update on Town Park**

Mr. Gordon reported the following:

- After consulting with Attorney Burrell, Staff amended the current contract with J.M. Daniels Construction Co. to begin Phase II of the Park Project.
- Working on erosion control.
- Requesting quotes for ballfield fencing.
- Looking at the using sod versus sprig grass on the ballfields because of time of year.
- Consulting with Attorney Burrell regarding a contract/lease with the Archer Lodge Community Center and will present to the ALCC Board for discussion.
- Requesting quotes for a maintenance building to store equipment and offices for staff at the park.

b) **Mike Gordon, Town Administrator - Introduction of New Hire for the Human Resources Officer/Town Clerk Position, Ms. Jennifer (Jenny) Martin**

Mr. Gordon introduced the newest member of Staff, Ms. Jenny Martin, Human Resources Officer/Town Clerk. He noted that Ms. Martin was formerly employed by Johnston County's Human Resources Department. Everyone applauded and welcomed Ms. Martin.

3 NEW BUSINESS:

4 - 34

- a) **Julie Maybee, Town Planner, and Chad Meadows, CodeWright Planners - Review the Status of Goals Outlined in the 2015 Comprehensive Land Use Plan and Discuss Future Goals including, but not limited to, Archer Lodge Extra Territorial Planning Jurisdiction (ETJ).**

Ms. Maybee thanked the planning board members that were present for the meeting. She shared that Mr. Meadows would be presenting a presentation on updating the Town's Comprehensive Land Use Plan, the goals and what to expect in the future.

Mr. Meadows presented a PowerPoint Presentation, and it appears following the signature page of the minutes.

Points of Interest:

- Current Land Use Plan was adopted in 2015 - 7 years old.
- Chapter 160D - In 2019, North Carolina overhauled the laws and mandated the Comprehensive Land Use Plan be updated every 5 years.
- Time is of the essence for an Extra Territorial Jurisdiction (ETJ).
- The Town will have a significant increase in population.
- Voluntary annexation needs tools in the "toolbox" for negotiations with landowners.
- Involuntary annexation is legal but expensive and requires a referendum by those being annexed and those already in town.
- The State Constitution allows up to one-mile ETJ and it depends on the population.
- Larger cities/towns can go up to a two-mile ETJ.
- Sewer is very important for the Town.
- Town's vision statement: low taxes and with limited commercial growth, however, ***the two do not go together!***
- Preferences: small businesses, medical offices, grill, bank, no industrial
- Destiny of commercial growth - must have SEWER and MEANS OF TRANSPORTATION.
- Plan for Community Development, Workforce Development, Economic Development and Infrastructure.

Due to time restrictions, Mr. Meadows shared that he would discuss Part 2 - New Goals and Objectives at a later date. Discussion throughout the session.

Mayor Mulhollem thanked Mr. Meadows and the Planning Board Members for attending.

[Comprehensive Plan Update Worksession 08.15.22](#)

4 ADJOURNMENT:

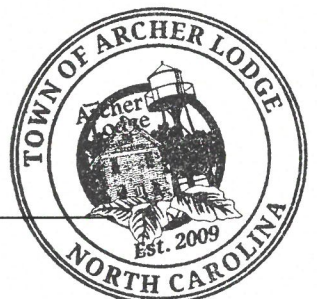
- a) **Having no further business, Mayor Mulhollem adjourned meeting at 8:22 p.m.**



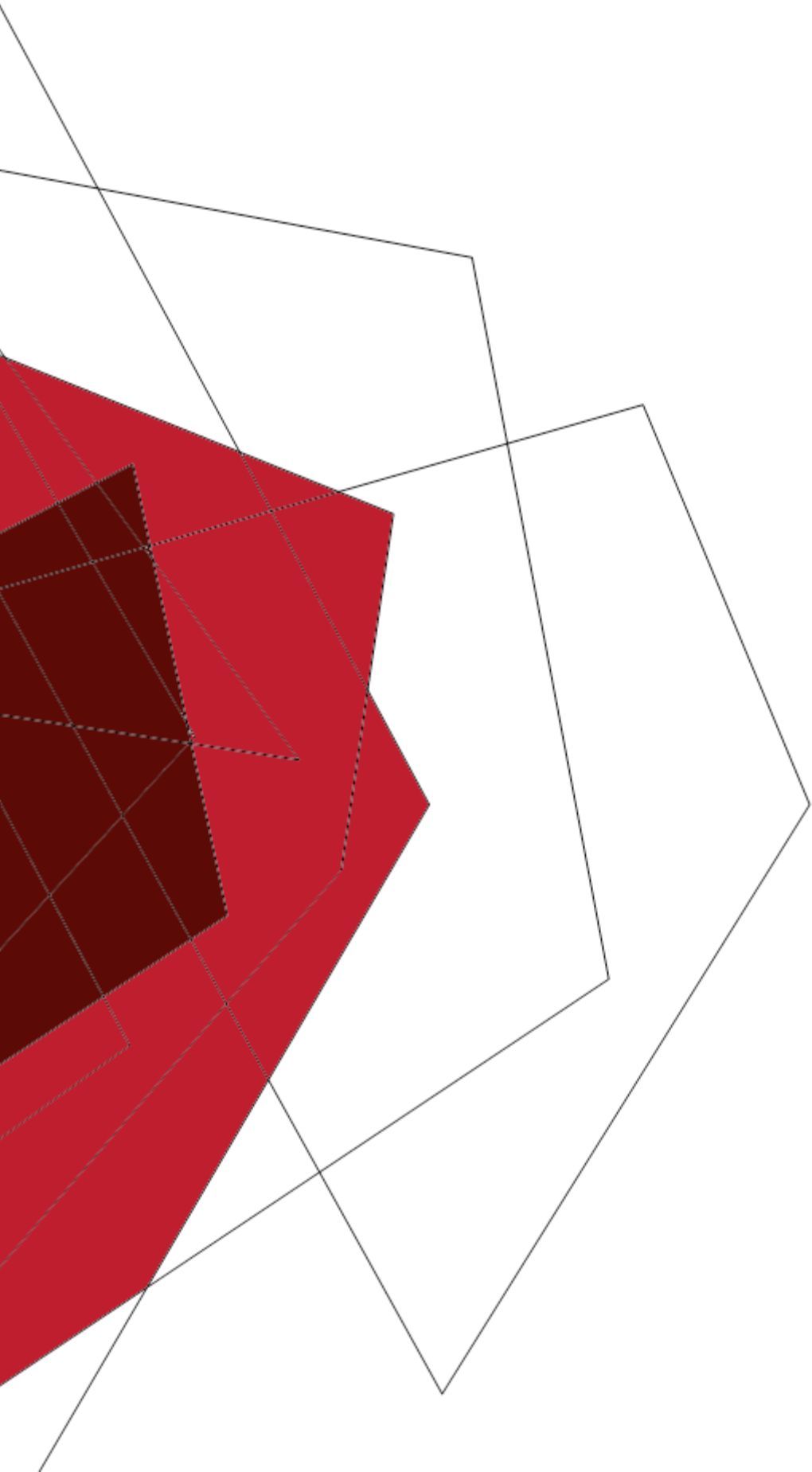
Matthew B. Mulhollem, Mayor



Kim P. Batten, Town Clerk



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ARCHER LODGE

Land Use Plan Update
Town Council Work Session 8-15-22



COMPREHENSIVE PLAN UPDATE

Introductory discussion



Town Council Meeting 4.18.22

Land Use Plan Observations

- ☐ 7 years old – update due
- ☐ Population/demographic data is from 2010
- ☐ Made some progress on plan objectives, including new UDO
- ☐ Continuing/accelerated growth rates
- ☐ Complete 540
<https://www.ncdot.gov/projects/complete-540/Pages/default.aspx>
- ☐ Clayton ETJ expansion

Land Use Plan Update - Tasks

1. **Town Council Work session**
Review and update areas of inquiry
2. **Data Update**
Population, permitting, projections
3. **Public Forum**
Vision, mission, top 3 future goals
4. **On-line Survey**
Follow up on forum input
5. **Draft Text**
6. **Adoption**

LAND USE PLAN UPDATE

- Review current Land Use Plan
- New goals & objectives
- Process for update

PART 1
REVIEW CURRENT LAND USE PLAN

CH 2 WHO WE ARE

Population, Demographics,
Survey Results

CH 3 WHERE DO WE WANT TO BE

Community Vision

CH 4 PLAN ELEMENTS

Existing Conditions &
Goals (6 Topics)

CH 5 HOW DO WE GET THERE

Action Plan, Use Categories,
Monitoring



Town of Archer Lodge

North Carolina's Newest Town

Recommended to the Planning Board by the Steering Committee on 10-14-14
Recommended to the Town Council by the Planning Board on 12-17-14
Adopted by the Town Council after a public hearing on 03-09-15



2030

Comprehensive Land Use Plan

Adopted March 9, 2015

CH 2 WHO WE ARE

POPULATION

Growth, projections (to 2030), age distribution, health (?)

HOUSING

Ownership, value, age of housing, housing types

INCOME

Household income, per capita income, poverty

EDUCATION

Attainment

EMPLOYMENT

Employment by sector, unemployment rate (county), commuting

NEEDS:

Growth projections to 2050

Detail on housing sizes, types

Detail on permitting trends

Detail on traffic counts

CH 3 WHERE DO WE WANT TO BE

VISION

“Today and into the future the Town of Archer Lodge, will be a peaceful, family oriented, active community that looks to retain our small-town, agricultural character, meeting the needs of our current and future residents and businesses.”

COMMUNITY SURVEY

- Prefer rate of growth to increase slightly or stay the same
- Protect/rebuild/restore historic properties
- Like small town atmosphere & recreational events
- Want to remain a small town with residential growth, limited commercial growth, low taxes

CH 4 PLAN ELEMENTS

1. COMMUNITY DEVELOPMENT

Existing conditions/**Goal**

Archer Lodge will strive to maintain a peaceful, family oriented active community

2. WORKFORCE DEVELOPMENT

Existing conditions/**Goal**

Foster job training and business opportunities that meet the needs of the Town's citizens & businesses

3. INFRASTRUCTURE

Existing conditions/**Goal**

To offer diverse and continually improving leisure and recreational opportunities for citizens of all ages and interests, improve the quality of life of citizens, and promote healthy living, and promote a healthy population

4. ECONOMIC DEVELOPMENT

Existing conditions/**Goal**

Meet the needs of current and future businesses while maintaining "village" characteristic

5. ENVIRONMENTAL RESOURCES

Existing conditions

6. LAND USE PATTERNS

NEEDS:

Move some elements into existing conditions

Remove aspects un-related to land use

Review & update existing conditions

Consider new goals

CH 5 HOW DO WE GET THERE

1. Community Development

Goal: Archer Lodge will strive to maintain a peaceful, family oriented active community.

Objective: Archer Lodge will continue to have a small town feel and be a safe place to live		
Action Items	Partners	Timeframe
Inform and support with branding and advertising efforts	Town of Archer Lodge, Johnston County Tourism Authority	Short-term
Develop aesthetic non-residential building, streetscaping, landscaping, site development, parking and sign guidelines to have the desired community appearance	Town of Archer Lodge Planning Board and Town Council, Realtors, Developers	Short-term
Provide events that encourage community involvement		On-going
Objective: Encourage historic preservation, restoration and rebuilding		
Action Items	Partners	Timeframe
Organize a Historical Resources Committee (HRC)	Town of Archer Lodge, Archer Lodge Community Center, Johnston County Heritage Center	Short-term
Identify, inventory and recognize historically significant properties as defined by HRC and provide National Registry and land conservancy information to land owners	Town of Archer Lodge, NC Farm Bureau, J. Co. Heritage Center, NC Dept of Agriculture	Medium-term
Utilize "Preservation NC" as a historical resource partner	Town of Archer Lodge, Preservation NC	Short-term
Seek out and provide information of state and federal tax credits and incentives for rebuilding and restoring buildings	Town of Archer Lodge, Preservation NC and NC Economic Development Center	Short-term
Promote historically significant properties i.e. lighted tours of historic areas at holidays	Town of Archer Lodge	Long-term

Objective: Incorporate growing greener through conservation by design as a means of responsible development and farmland preservation.		
Action Items	Partners	Timeframe
Amend the zoning and subdivision ordinances to include this concept	Town of Archer Lodge Board and Town Council	Medium-term
Objective: Keep taxes low as possible		
Action Items	Partners	Timeframe
Maintaining a responsible level of expenditures based on service demands required by the Town's growth	Town of Archer Lodge	Short-term, On-going
Objective: Increase volunteerism throughout the town		
Action Items	Partners	Timeframe
Promote the need for volunteerism, designate a volunteer coordinator to generate volunteer opportunities and associated time frames, etc.	J. Co. Schools (class projects), Scout groups, Church Groups	Short-term, On-going

CH 5 HOW DO WE GET THERE

2. Workforce Development

Goal: Foster job training and business opportunities to meet the needs of the town's citizens and businesses.

Objective: Encourage accessibility to technical schools for service and skilled training		
Action Items	Partners	Timeframe
Have a public location with technological equipment where people can have education opportunities	Town of Archer Lodge, Johnston Co. Community College (JCC)	Long-term
Partner with JCC to foster the "High School Partnerships" program	Town of Archer Lodge, JCC, local high school	Long-term
Explore opportunities for people to attend continuing education programs	Town of Archer Lodge	Medium-term
Plan for and implement access to fiber optic nodes	Town of Archer Lodge, Johnston Co. Schools, Service Providers	Medium-term
Objective: Have a local business incubator		
Action Items	Partners	Timeframe
Build a replica of the Archer Lodge Masonic Lodge as a place for multiple uses	Town of Archer Lodge, Corinth Holders Masons, Civic Organizations	Long-term
Partner with JCC to provide information and contact sources for the Small Business Center of JCC	Town of Archer Lodge, JCCC,	Short-term

4. Economic Development

Goal: Meet the needs of current and future businesses

Objective: Encourage and support small local business growth (home and cluster)		
Action Items	Partners	Timeframe
Promote the type of businesses that are a "good" fit for Archer Lodge	Town of Archer Lodge, County Development Council, Cooperative Extension	Short-term
Objective: Create partnerships with the farming community		
Action Items	Partners	Timeframe
Support Farmer's Market Committee	Town of Archer Lodge, Cooperative Extension, SWCD, Farm Bureau, NC Grange, equestrian groups, High School FFA, Boy Scouts	Short-term and ongoing
Identify and partner with the expanded network of agri-related interest groups	Same as above	Short-term
Objective: Direct small business development around the county store		
Action Items	Partners	Timeframe
Develop a public sewer plan that may include connecting to established regional sewer systems.	Town of Archer Lodge, County Utilities, Developers and Property Owners	Long-term

CH 5 HOW DO WE GET THERE

3. Infrastructure

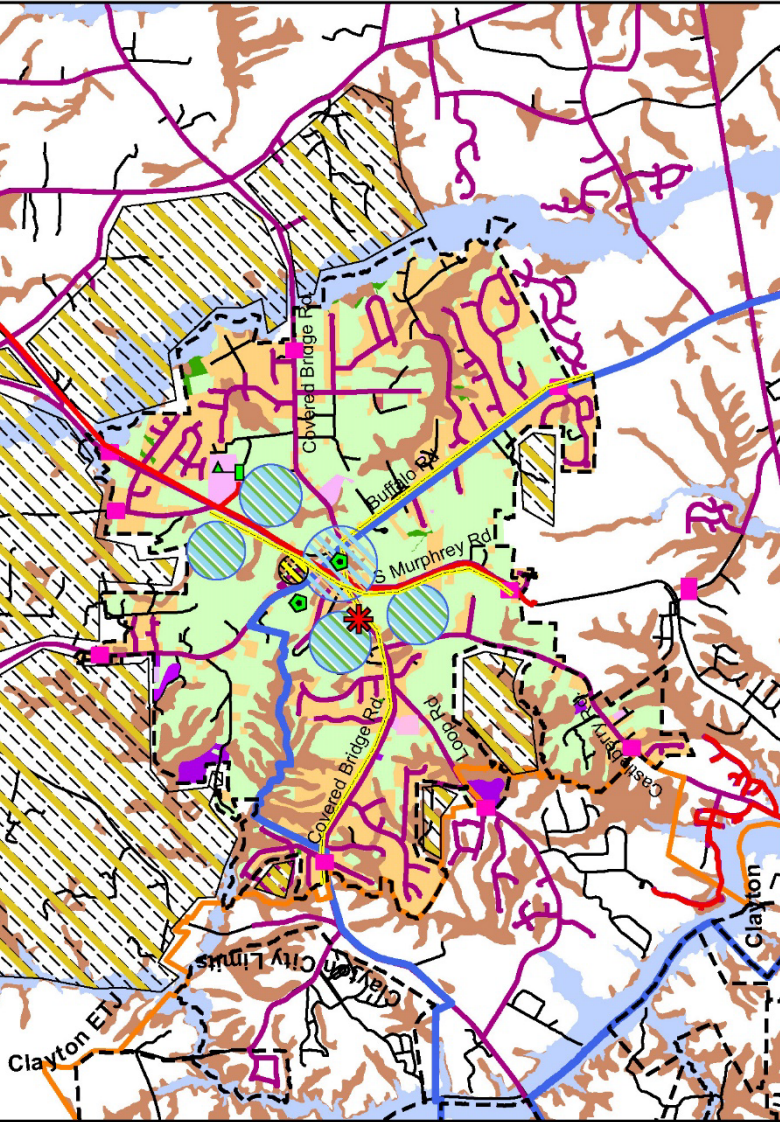
Goal: To offer diverse and continually improving leisure and recreational opportunities for citizens of all ages and interests, improve the quality of life of citizens, and promote healthy living and a healthy population.

Objective: Encourage active and passive open space connectivity		
Action Items	Partners	Timeframe
Seek funding support for trail work such as "Adopt a trail" for existing trails	NCDENR-Darrell McBaine	Long-term
Partner with public and private organizations to plan, map, design, build and connect trails and recreation facilities	Town of Archer Lodge, Property Owners, Duke Energy, developers NCDOT, NCDENR, PTA, School System, County Tourism, County Commissioners, Riverdale Subdivision, Flower's trails, Johnston Co. Schools	Medium-term
Objective: Increase recreational capital improvements		
Action Items	Partners	Timeframe
Create and allocate an acceptable annual budget that contributes to a Town recreational capital improvement fund	Town of Archer Lodge	Short-term
Encourage use of an open space fee in lieu for residential developments and review Town Ordinances for equitable applications	Town of Archer Lodge Planning Board and staff	Short-term
"Land bank" properties for future recreational uses (50 acre goal)	Johnston County schools, County Commissioners, Town of Archer Lodge, LWCF	Long-term
Create a recreational plan with programs for all ages	Schools, County Commissioners, Community Center	Short-term

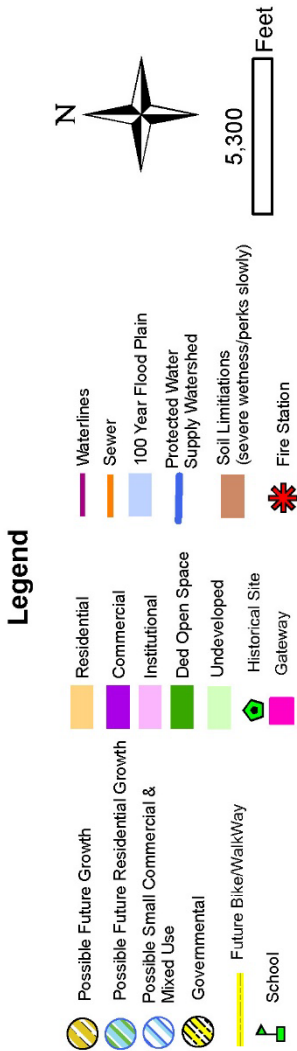
Objective: Develop transportation relationships with county, state and federal agencies		
Action Items	Partners	Timeframe
Maintain relationships with transportation related organizations and participate in regional initiatives	CAMPO, Johnston County Visitors Bureau, NCDOT,	Short-term, Ongoing
Objective: Focus on complete streets design concepts incorporating multi-modal forms of transportation that incorporate bicycle, pedestrian and public transportation		
Action Items	Partners	Timeframe
Develop an "Infrastructure Statement" to submit to NCDOT (sidewalk and crosswalk requirements)	Town of Archer Lodge, Schools and NCDOT	Short-term and On-going
Participate in an "Active Routes to Schools" campaign	Town of Archer Lodge, Schools and NCDOT	Short-term and On-going
Plan for pedestrian and bicycle safety through the "Watch for Me NC" plan	Town of Archer Lodge, Schools and NCDOT	Short-term and On-going
Review Town Ordinances for compliance with objective	Town of Archer Lodge Planning Board	Medium-term
Objective: Consider environmental protection with all planning		
Action Items	Partners	Timeframe
Have adequate stormwater regulations and enforcement for all development that is coordinated with the County Erosion Control Authority	Town of Archer Lodge, Johnston County Public Utilities (Stormwater Section)	Short-term, Ongoing
Educate the public on the importance of a well maintained private septic system	Town of Archer Lodge, Johnston County Environmental Health	Short-term, Ongoing
Objective: Allow ample space for enhancing recreational activities and healthy living		
Action Items	Partners	Timeframe
Approach schools to execute a joint use agreement that allows the Town access to their recreational facilities	Town of Archer Lodge and schools	Short-term

Land Use Categories

- Agriculture
- Open Space
- Neighborhood Business, Community Business & Offices
- Institutional and Public
- Residential
 - Low to medium density, Suburban density, Mixed use
- Gateway Corridors & Special Focus
 - Covered Bridge & Buffalo Roads



Town of Archer Lodge, North Carolina
Future Land Use Map



PART 2
NEW GOALS AND OBJECTIVES



INFRASTRUCTURE

LAND USE POLICY

STUDY AREA / ETJ

PARKS & RECREATION

OTHERS?



INFRASTRUCTURE

ADMINISTRATION/PLANNING

Administrator (pt), Town Clerk/Finance Officer(ft); Deputy Clerk(ft); Human Resources/Town Clerk (ft); Town Planner (pt);

LAW ENFORCEMENT

Johnston County Sheriff Dept.

FIRE PROTECTION

North Side Fire Dept.
(2 stations)

POTABLE WATER

private wells /
Johnston County Public Utilities

TRASH/RECYCLING

Private

RECREATION

Archer Lodge Community Center
Archer Lodge Town Park

STREET LIGHTS

Town owned

PUBLIC TRANSPORTATION

JCATS

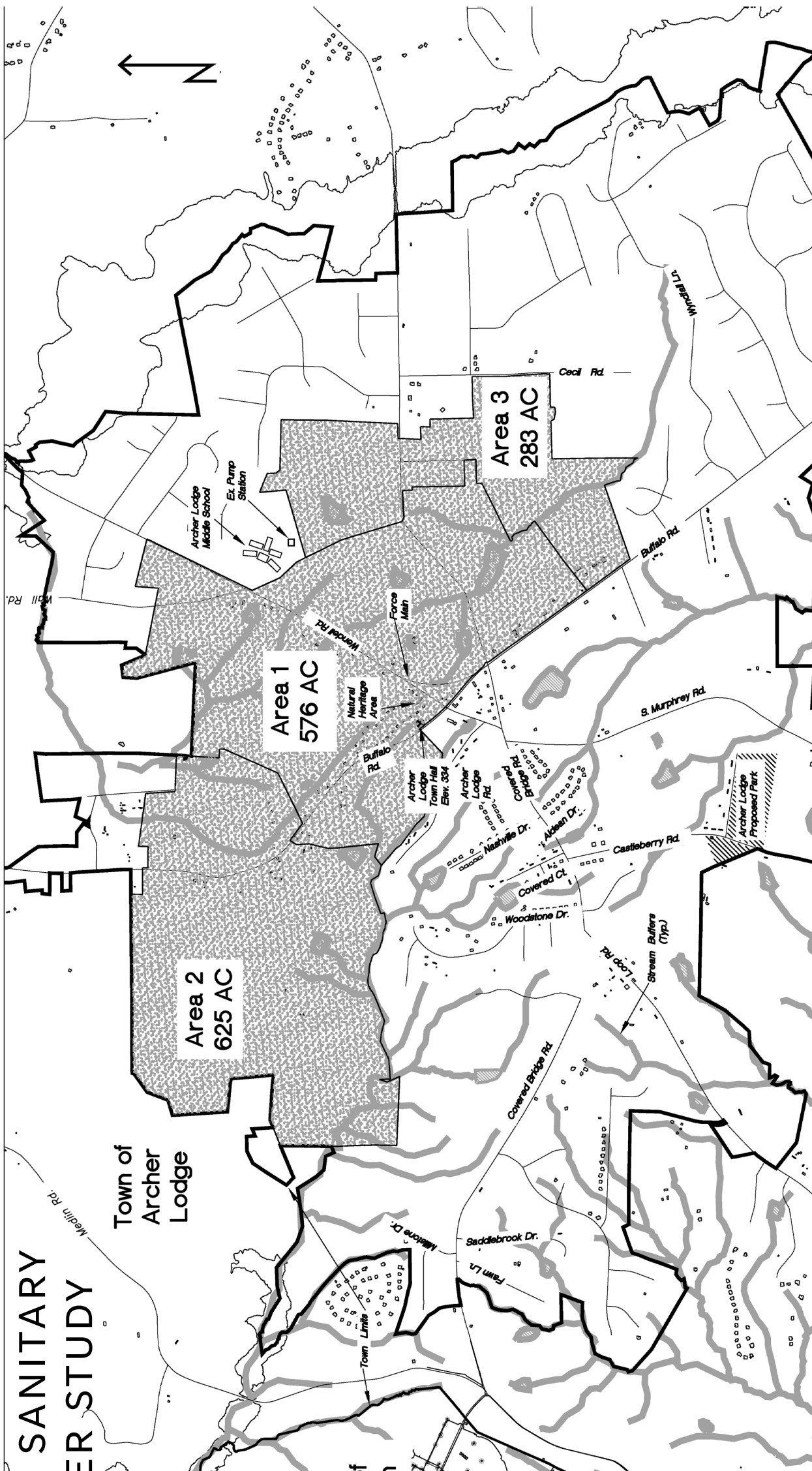
SANITARY SEWER

????
Private septic systems

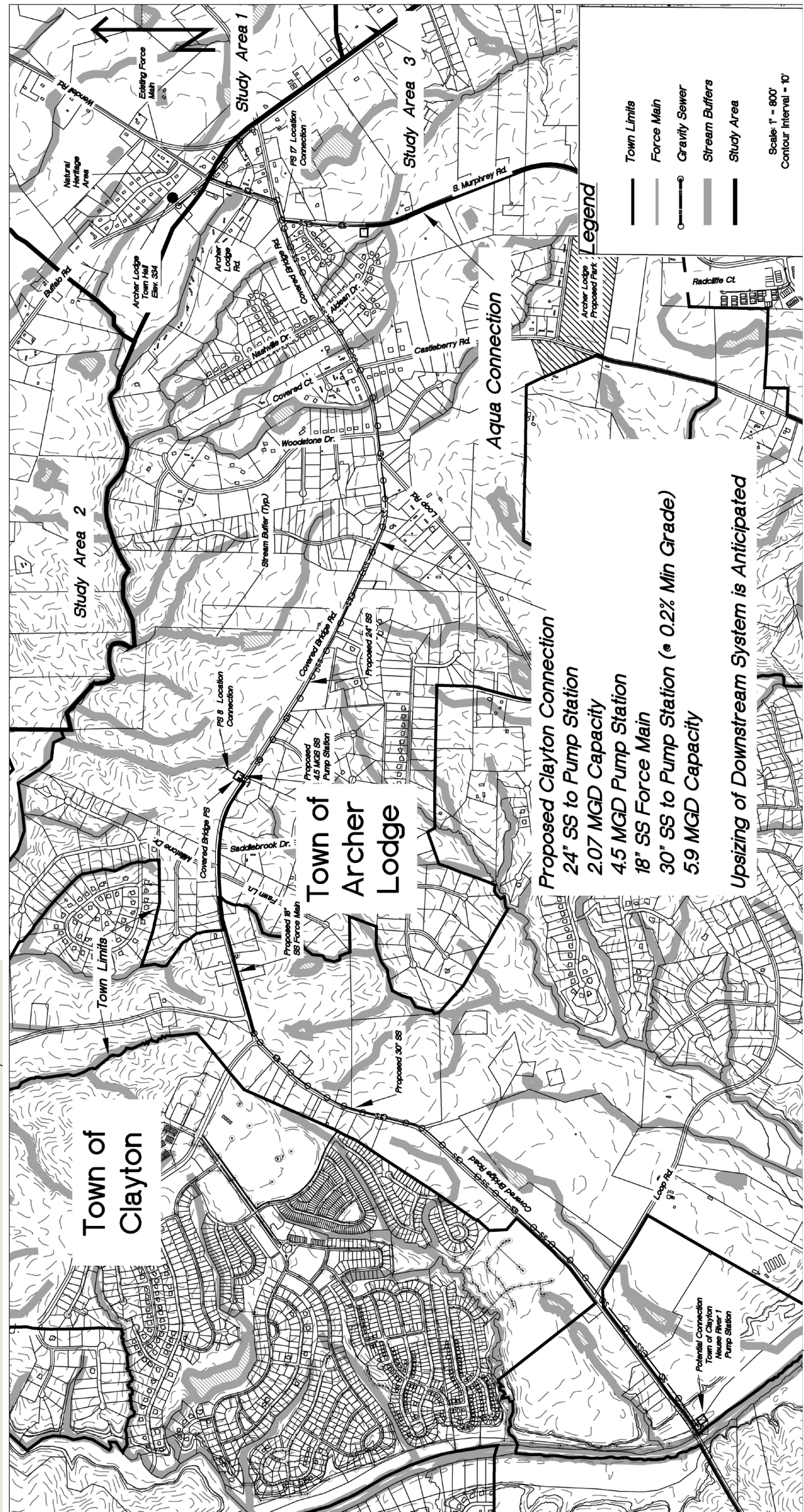
STREETS

NCDOT/ private
(No Town owned)

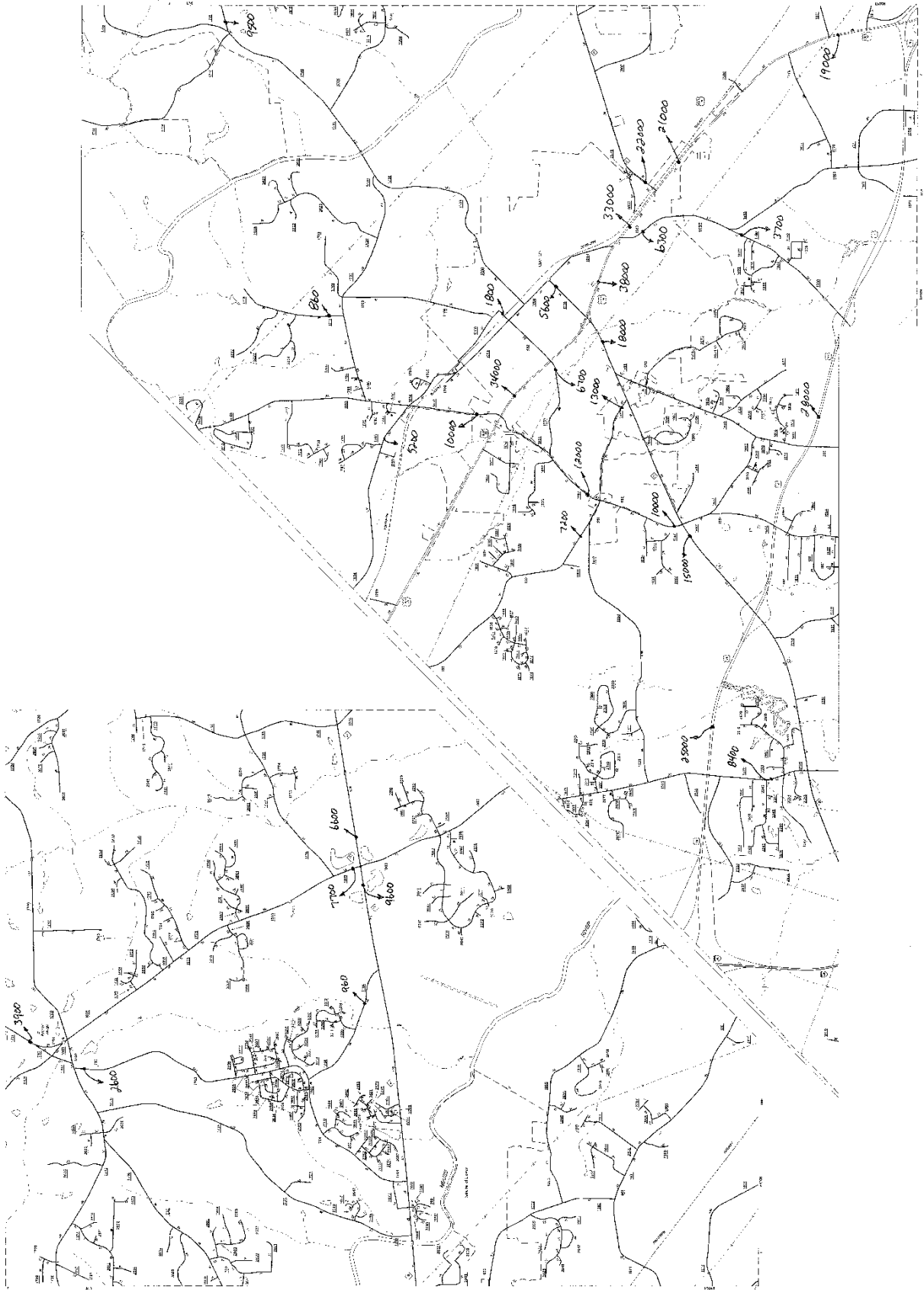
2020 SANITARY SEWER STUDY



2020 SANITARY SEWER STUDY



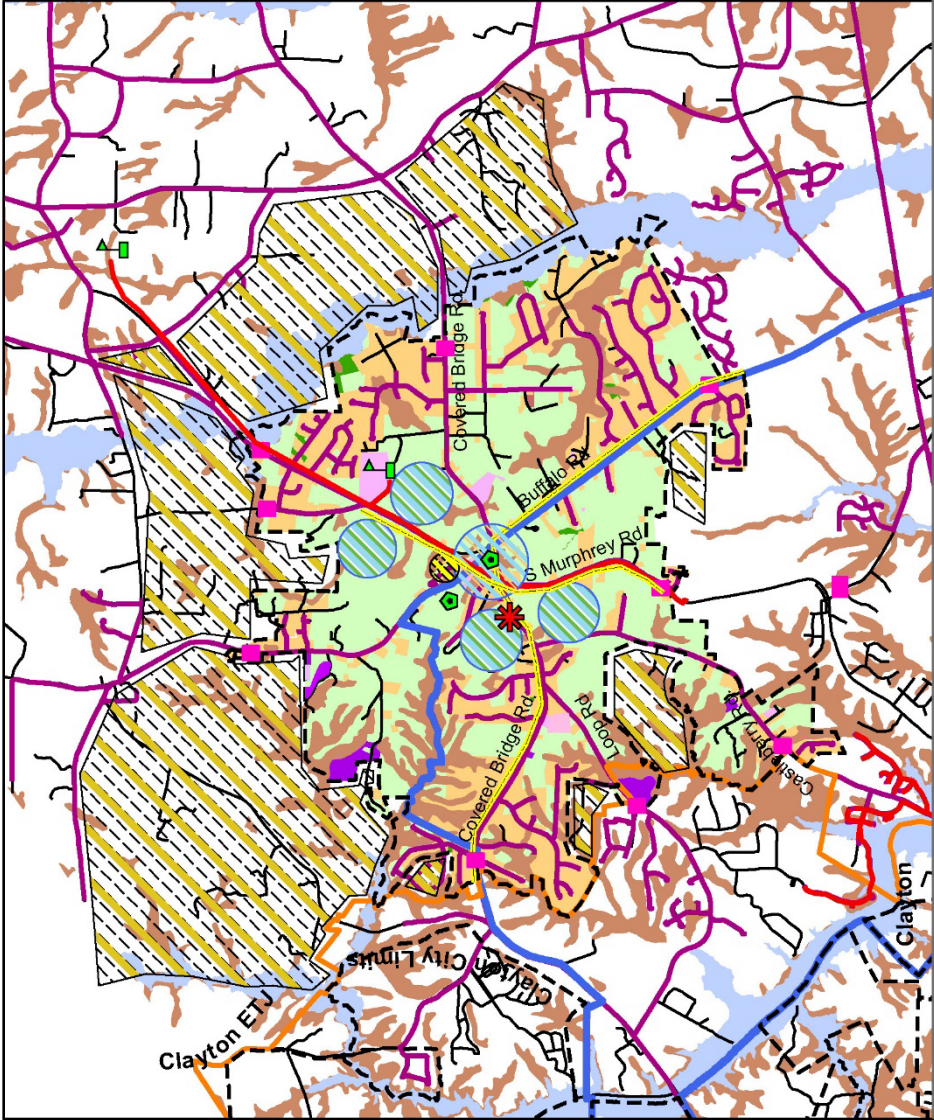
2012 TRAFFIC COUNTS



JOI
NORTH CAL
STATE ROAD 100

2012 AADT
AND 12 MONTH AVERAGE
TRAFFIC COUNTS
TRAFFIC SURVEY GROUP
TRANSPORTATION PLANNING BOARD





Town of Archer Lodge, North Carolina
Future Land Use Map

Legend

Possible Future Growth	Residential	Waterlines
Possible Future Residential Growth	Commercial	Sewer
Possible Small Commercial & Mixed Use	Institutional	100 Year Flood Plain
Governmental	Ded Open Space	Protected Water
Future Bike/WalkWay	Undeveloped	Supply Watershed
School	Soil Limitations (severe wetness/perks slowly)	Fire Station
	Historical Site	
	Gateway	

LAND USE

Agriculture/Forest	3,277	59%
Residential	2,036	36%
Open Space (in subdiv)	111	2%
Commercial	80	1%
Institutional (gov't)	77	1%
Industrial	3	<1%
TOTAL	5,584	
Approx. Developed		41%

AGRICULTURE

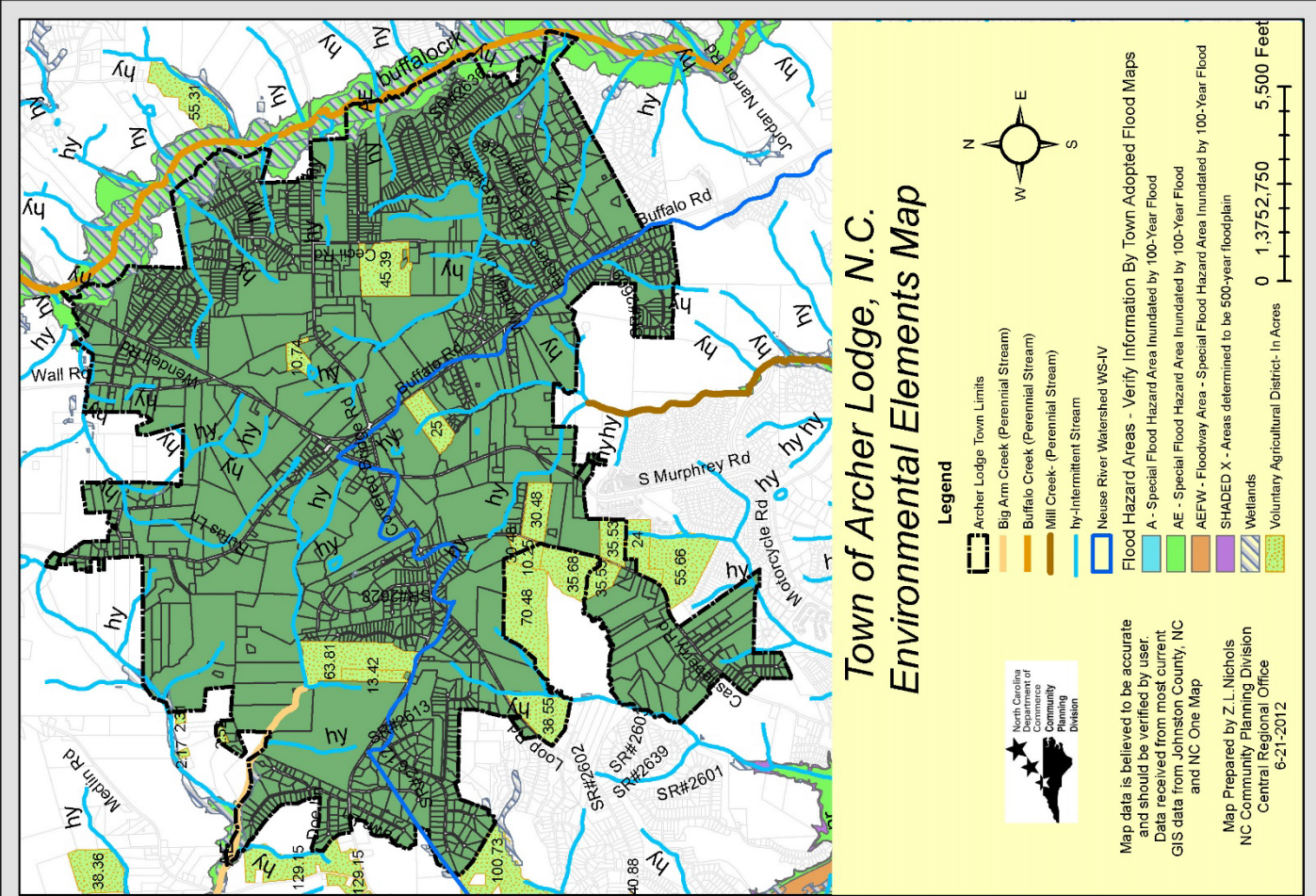
- 5 AC min lot size
- Encourage Agricultural Conservation Districts
- Discourage subdivisions in rural areas not supported by public utilities
- Separate agriculture from other uses with buffers

LAND USE

Agriculture/Forest	3,277	59%
Residential	2,036	36%
Open Space (in subdiv)	111	2%
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Institutional (gov't)	77	1%
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TOTAL	5,584	
Approx. Developed		41%

OPEN SPACE
(CONSERVATION VS. RECREATION)

- Establish conservation design standards
- Develop flexible parking standards – to minimize runoff
- Preserve water sources
- Identify new facilities/recreation areas
- Increase available land via set aside or fee requirement

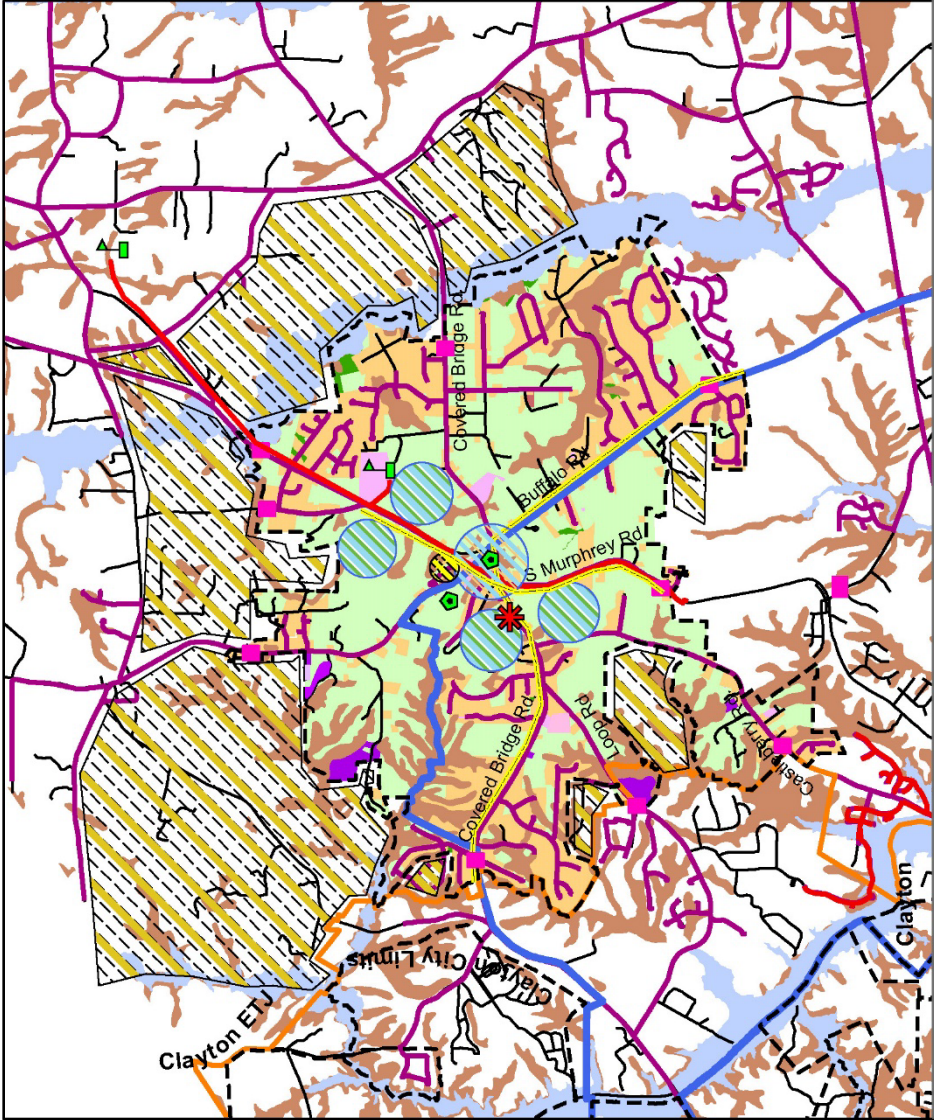


LAND USE

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Industrial	3	<1%
TOTAL	5,584	
Approx. Developed		41%

NEIGHBORHOOD BUSINESS, COMMUNITY BUSINESS, OFFICES
(TOWN WIDE VS. DOWNTOWN)

- Access to arterials/collectors
- Public water & sewer
- Retail 125,000 sf
- Buffers adjacent to residential
- Pedestrian linkage
- Appearance compatibility standards
- Update sign ordinance
- Review landscaping standards
- Require underground wiring
- Discourage suburban development in downtown (buildings to streets)
- Reuse existing buildings in downtown



Town of Archer Lodge, North Carolina
Future Land Use Map

Legend

Possible Future Growth

Possible Future Residential Growth

Possible Small Commercial & Mixed Use

Governmental

Future Bike/WalkWay

School

Residential

Commercial

Institutional

Deed Open Space

Undeveloped

Historical Site

Gateway

Waterlines

Sewer

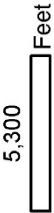
100 Year Flood Plain

Protected Water

Supply Watershed

Soil Limitations
(severe wetness/perks slowly)

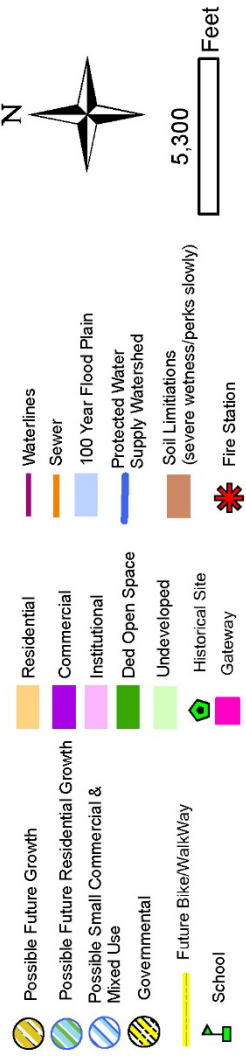
Fire Station



The map displays the Clayton area with various roads, water bodies, and land use patterns. Key features include:

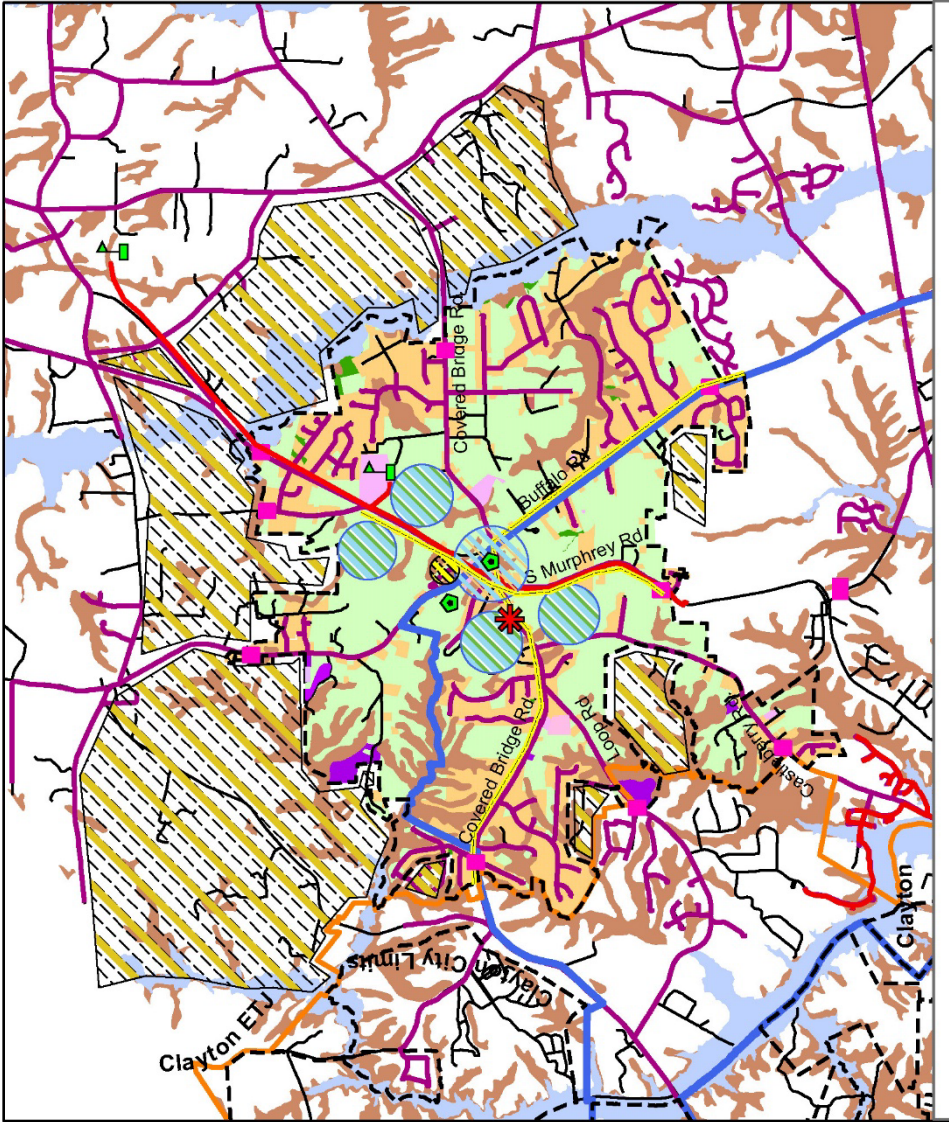
- Roads:** Clayton Rd, S Murphrey Rd, Buffalo Rd, Covered Bridge Rd, and Clayton ETJ.
- Water Bodies:** Clayton Rd, S Murphrey Rd, Buffalo Rd, Covered Bridge Rd, and Clayton ETJ.
- Land Use Patterns:** Clayton Rd, S Murphrey Rd, Buffalo Rd, Covered Bridge Rd, and Clayton ETJ.

Legend



INSTITUTIONAL & PUBLIC

- Access to arterials and collectors
- Require designations of schools within major new residential developments
- Develop a defined growth area



Agriculture/Forest	3,277	59%
Residential	2,036	36%
Open Space (in subdiv)	111	2%
Commercial	80	1%
Institutional (gov't)	77	1%
Industrial	3	<1%
TOTAL	5,584	
Approx. Developed		41%

LAND USE

RESIDENTIAL

- A. LOW-TO-MEDIUM DENSITY (.5 TO 1 DU/AC)
 - Single-family detached/manufactured home
 - Public water/sewer not yet required
 - Walkable/bikeable design required
 - Curb & gutter, where appropriate
- B. SUBURBAN DENSITY (2 TO 4 DU/AC)
 - Single-family detached/Duplexes
 - Parks & recreation/ Churches, civic uses
 - Public water & sewer
 - Sidewalks, curb & gutter (along paved streets)
 - Pedestrian-friendly/traffic calming
 - APFO

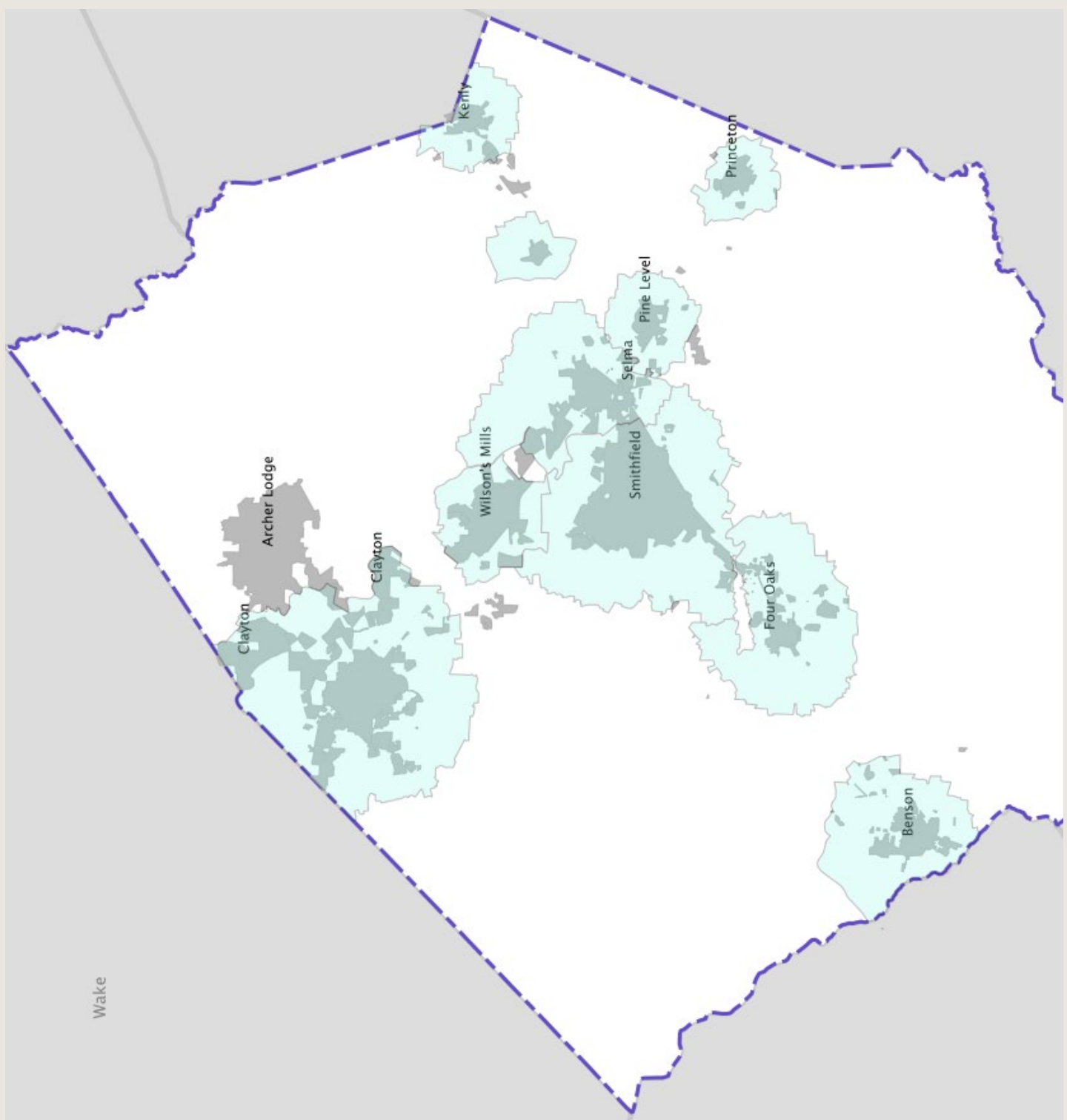
C. MIXED-USE DENSITY (?? DU/AC)

- Office center development
- Single-family planned residential with retail
- Access to arterials & collectors
- Public water & sewer
- Recreational facilities
- Buffers to surrounding areas/Landscaping
- Pedestrian linkage with adjacent developments

Town of Archer Lodge, North Carolina Future Land Use Map

- Covered Bridge Road
- Buffalo Road
- Interchange Area
- Design and appearance standards for corridors
- Minimize # of driveways
- Incorporate service roads

STUDY
AREA /
ETJ



PARKS & RECREATION

_____ 2020 Bike & Ped Plan

_____ New Town Park

_____ Greenways / Sidewalks

_____ Anything else?

OTHER AREAS/IDEAS?

PART 3
PROCESS FOR UPDATE



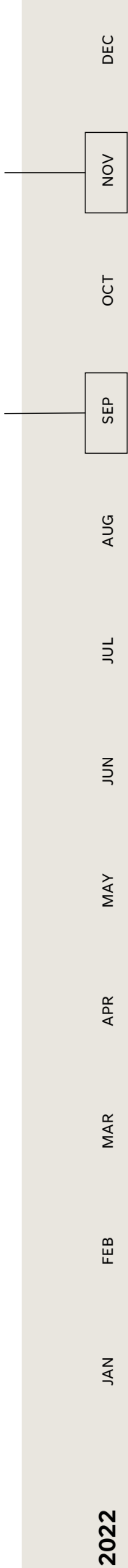
PLAN UPDATE PROCESS

1. DATA

2. BOUNDARY

COLLECTION

STUDY



2022

2023



3. PUBLIC FORUM

4. CITIZEN SURVEY

5. DRAFT GOALS/ OBJECTIVES

6. COUNCIL CHECK-IN

7. DRAFT PLAN

8. PUBLIC FORUM II

THANK YOU!!

