



Work Session - Minutes Monday, September 19, 2022

COUNCIL PRESENT:

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

STAFF PRESENT:

Mike Gordon, Town Administrator
Marcus Burrell, Town Attorney
Kim P. Batten, Finance Officer
Julie Maybee, Town Planner
Chad Meadows, CodeWright Planners, LLC
Jenny Martin, Human Resources Officer/Town Clerk

COUNCIL ABSENT:

GUEST PRESENT:

Planning Board Members:
Chris Cipriani
A. Terry Barnes
Hearbert Locklear

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:

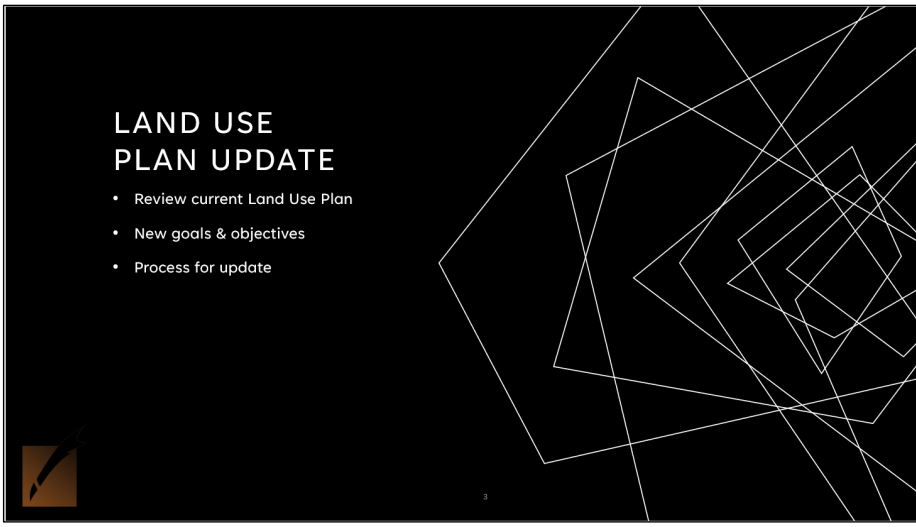
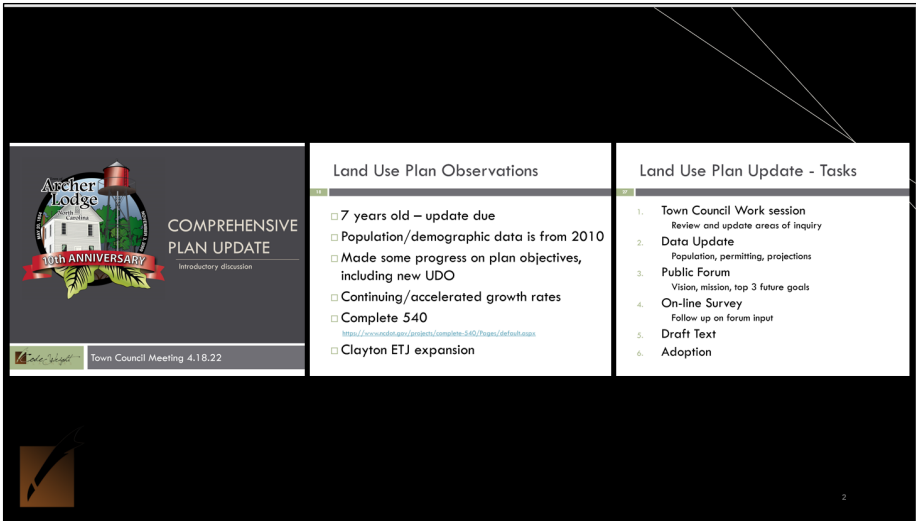
a) **Park Update ~ Mike Gordon**

- **Mr. Gordon mentioned that the town was starting to work on phase 2 of the Archer Lodge Park (Sod professional is lined up, impervious surface is being studied on both sides of the road, rendering the inside and outside of Parks & Rec. Director/Maintenance building)**
 - **Mr. Gordon explained that he and the Town Attorney, Marcus Burrell, were working on an agreement to take over the town's recreation and an agreement with Archer Lodge Middle School.**
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- b) **Julie Maybee, Town Planner, and Chad Meadows, CodeWright Planners – Review (Continued from 8/15/22 Town Council Work Session) the Status of Goals Outlined in the Archer Lodge Comprehensive Land Use Plan, Discuss Plan Update Process, Study Areas, and Future Goals including, but not limited to, Archer Lodge Extra Territorial Planning Jurisdiction (ETJ).**

<https://evogov.s3.amazonaws.com/187/media/160863.pdf>

Mr. Meadows provided a brief overview of the first half of the Land Use Plan Update, which was discussed at the last work session on August 15, 2022. Mr. Meadows then reviewed the rest of the Land Use Plan Update which appears as follows:



PART 1
REVIEW CURRENT LAND USE PLAN

4

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 Planning Commission on 10-14-14
Recommended by the Town Council on the Planning Board on 12-22-14
Adopted by the Town Council after a public hearing on 01-06-15

2030
Comprehensive Land Use Plan
Adopted March 9, 2015

5

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

4836

6

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

NEEDS: update

7

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	Outgoing
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 Ex. 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 Planning 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

9

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, Johnston County Economic 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 ongoing and
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, Johnston County Utilities, Developers and Property Owners	Long-term

10

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	NCDEH-Durrell McHale	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, NCDEH, PTA, School System, County Tourism, County Commissioners, Riverdale Subdivision, Flower's trails, Johnston Co. Schools	Medium-term

Objective: Increase recreational capital investments

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 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	CMVPS, 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 Ongoing
Participate in an "Active Routes to Schools" campaign	Town of Archer Lodge, Schools and NCDOT	Short-term and Ongoing
Plan for pedestrian and bicycle safety though the "Watch for Me NC" plan	Town of Archer Lodge, Schools and NCDOT	Short-term and Ongoing
Review Town Ordinances for compliance with objective	Town of Archer Lodge Planning Board	Medium-term

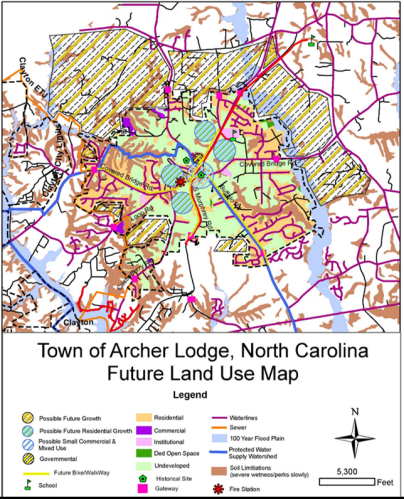
Objective: Consider environmental protection with all planning

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

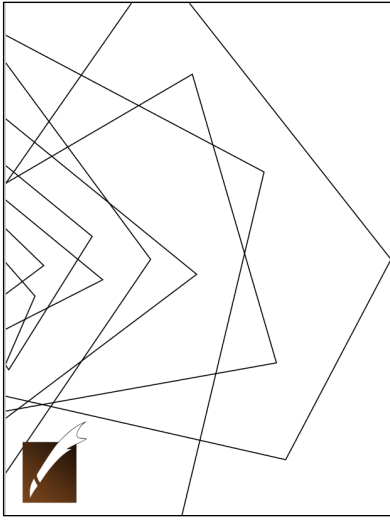
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CH 5 HOW DO WE GET THERE

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



PART 2

NEW GOALS AND OBJECTIVES

INFRASTRUCTURE

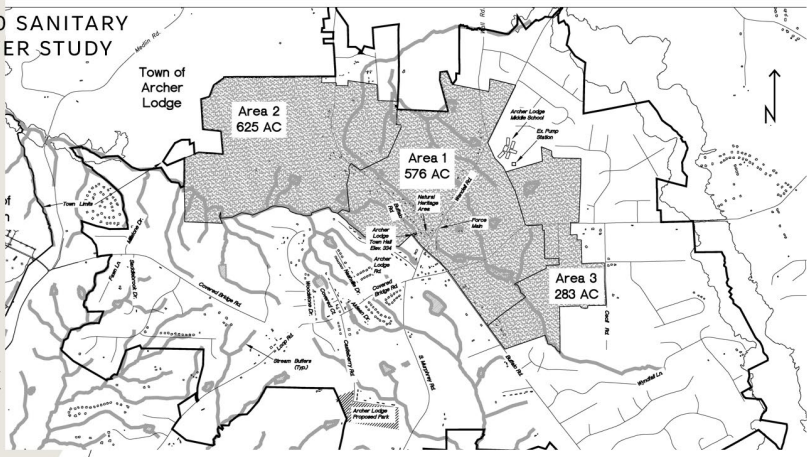
LAND USE POLICY

PARKS & RECREATION

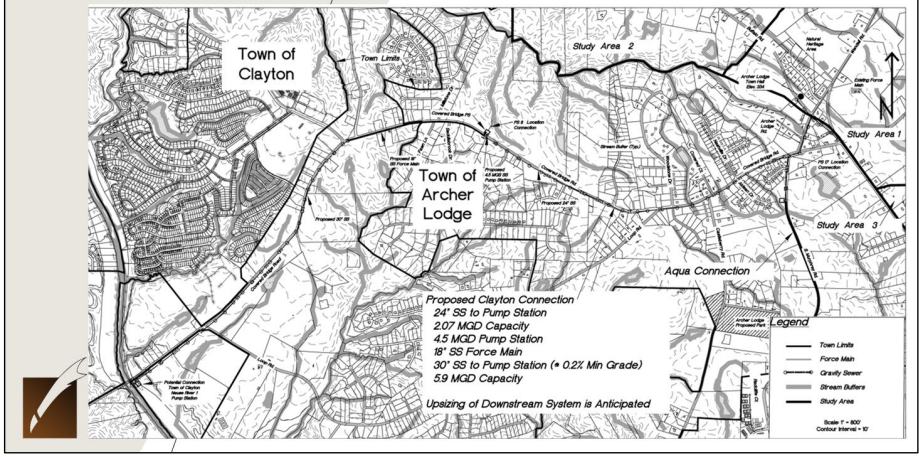
STUDY AREA / ETJ

OTHERS?

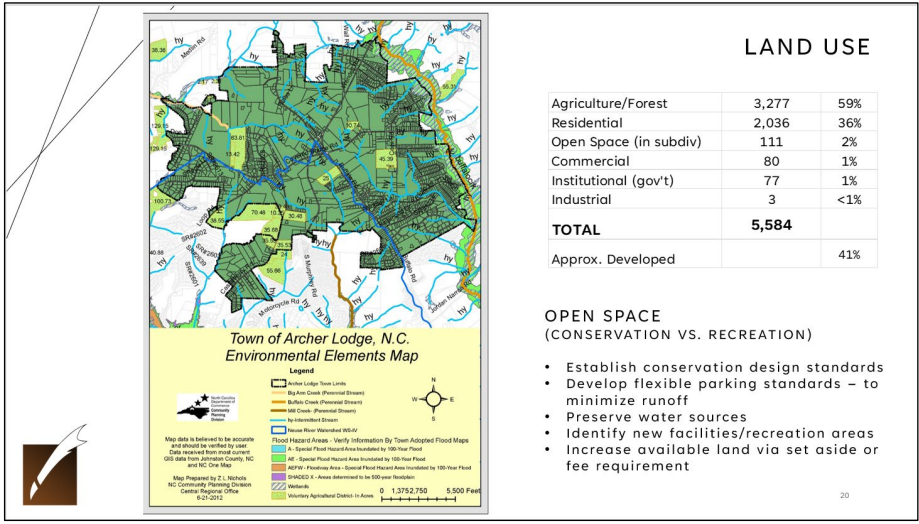
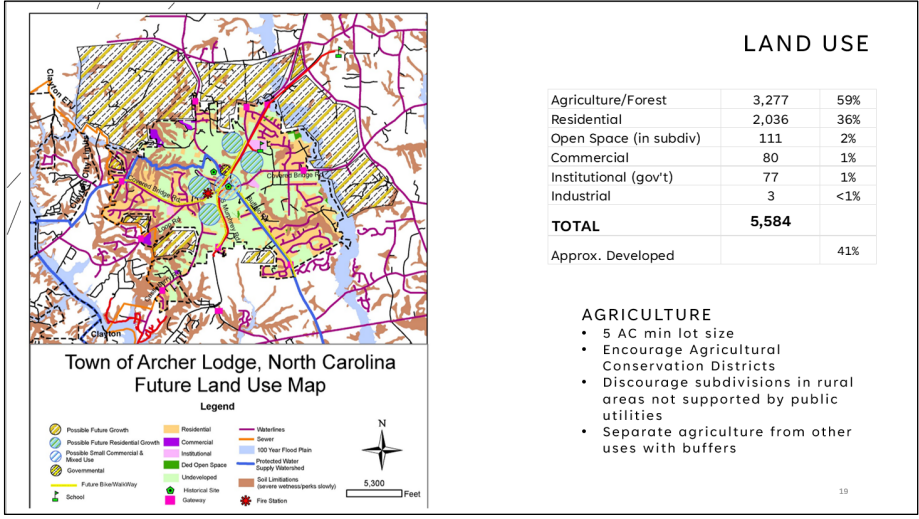
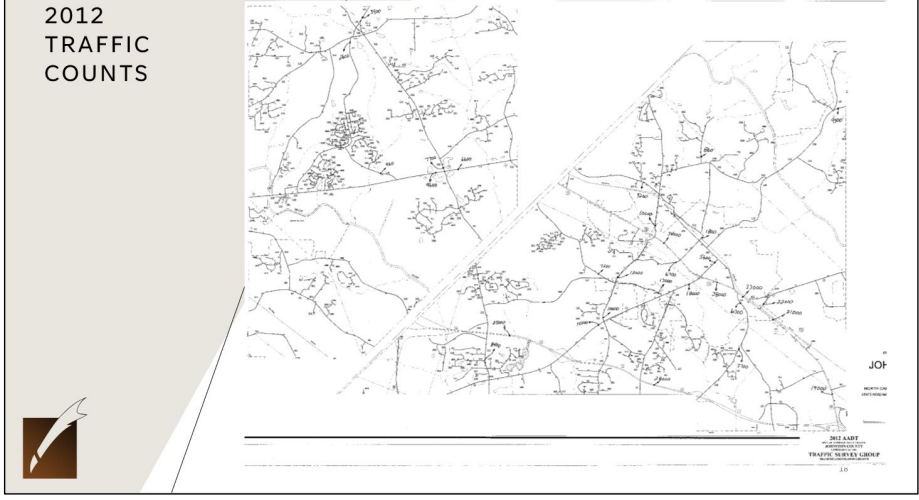
2020 SANITARY SEWER STUDY

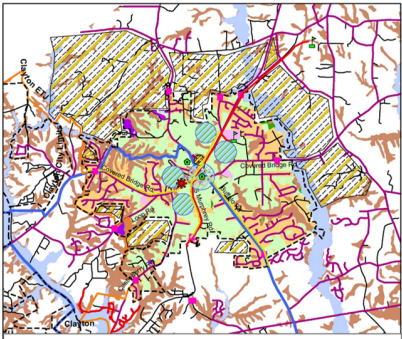


2020 SANITARY SEWER STUDY



2012 TRAFFIC COUNTS



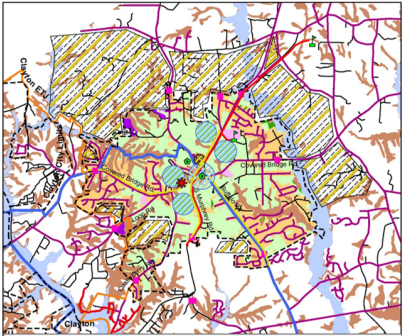


Agriculture/Forest	3,277	59%
Residential	2,036	36%
Open Space (in subdiv)	111	2%
Commercial	80	1%
Institutional (gov't)	77	1%
Industrial	3	<1%
TOTAL	5,584	
Approx. Developed		41%

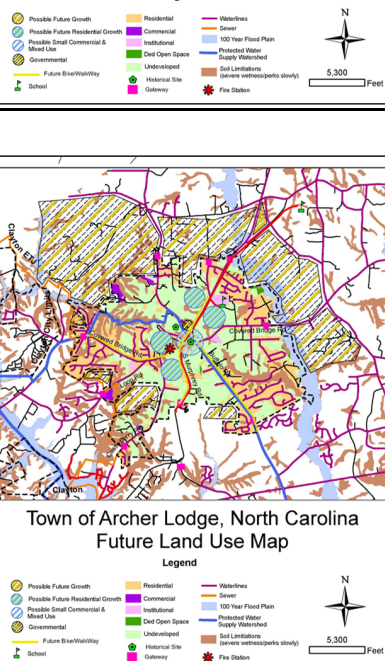
LAND USE

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

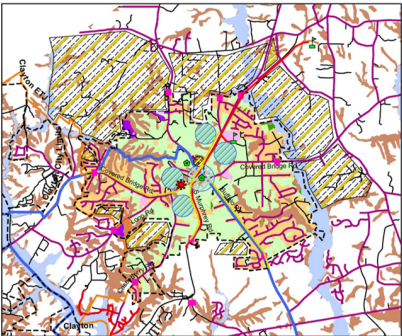


LAND USE

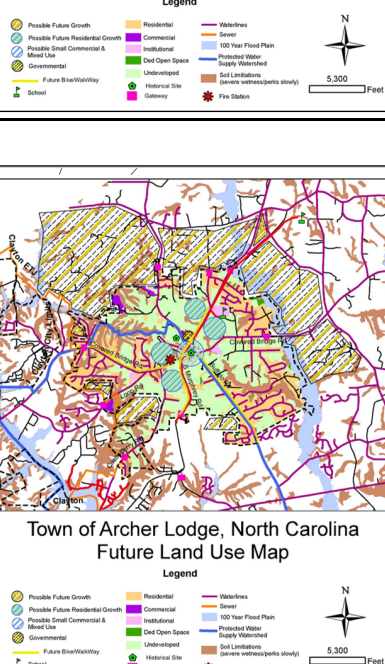
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NEIGHBORHOOD BUSINESS, COMMUNITY
BUSINESS, OFFICES
(TOWN WIDE VS. DOWNTOWN)

- 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 vs. streets)
- Reuse existing buildings in downtown



Town of Archer Lodge, North Carolina
Future Land Use Map

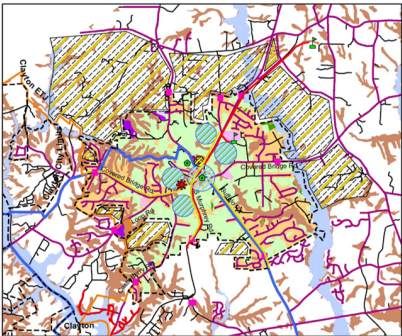


LAND USE

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INSTITUTIONAL & PUBLIC

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



Town of Archer Lodge, North Carolina
Future Land Use Map



LAND USE

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GATEWAY CORRIDORS &
SPECIAL FOCUS AREAS

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

PARKS & RECREATION

2020 Bike & Ped Plan

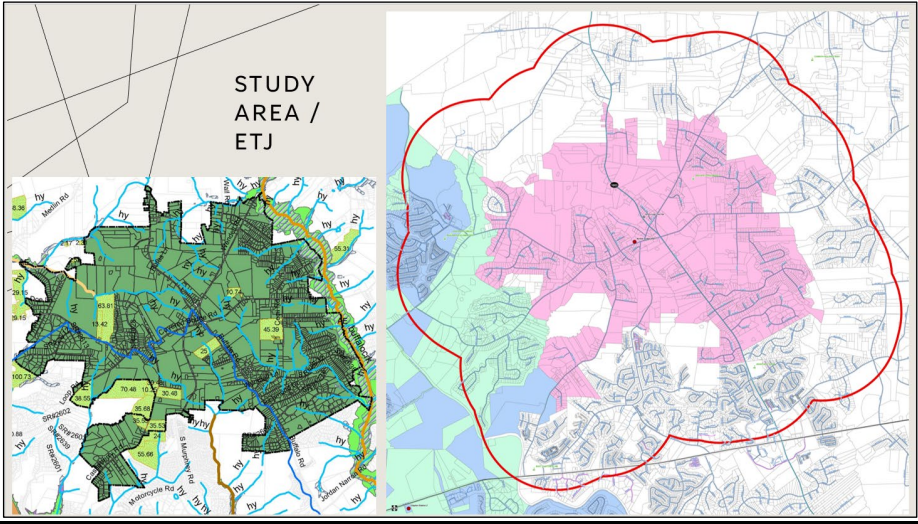
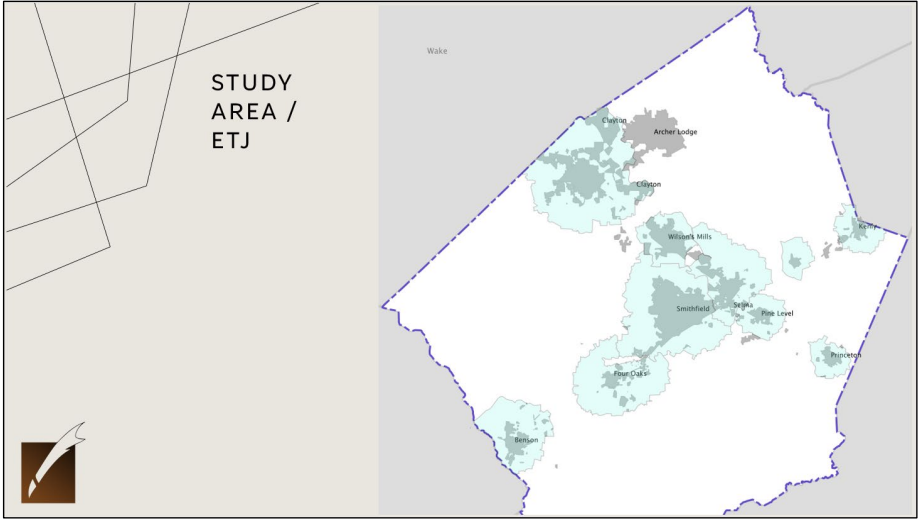
New Town Park

Greenways / Sidewalks

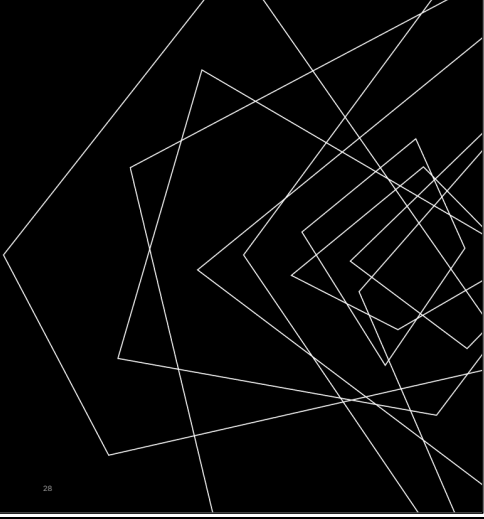
Anything else?



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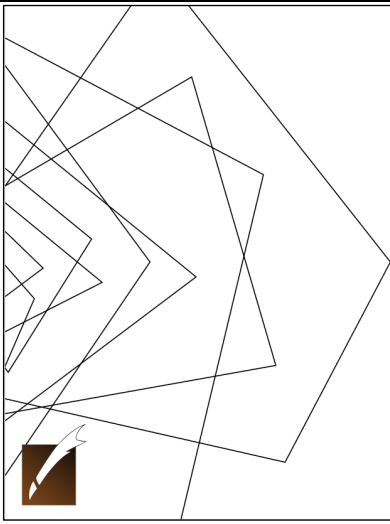


OTHER AREAS/IDEAS?





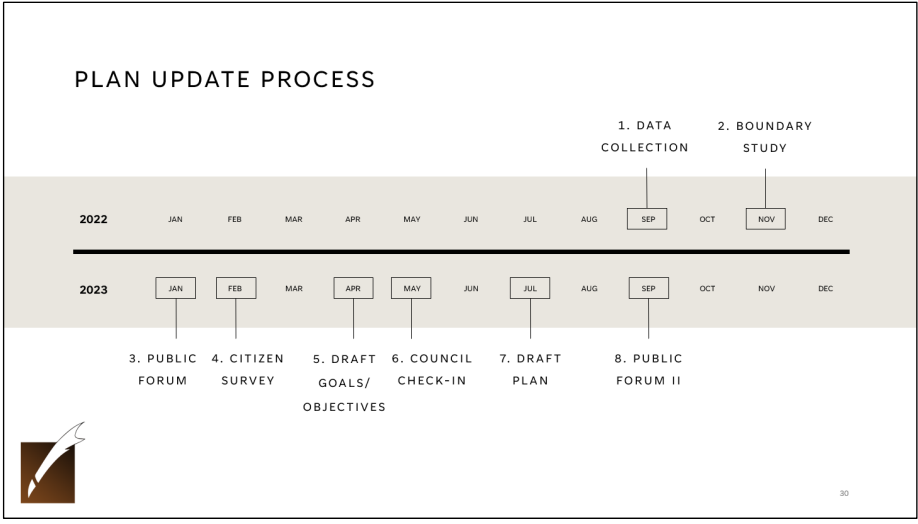
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PART 3
PROCESS FOR UPDATE

29

PLAN UPDATE PROCESS

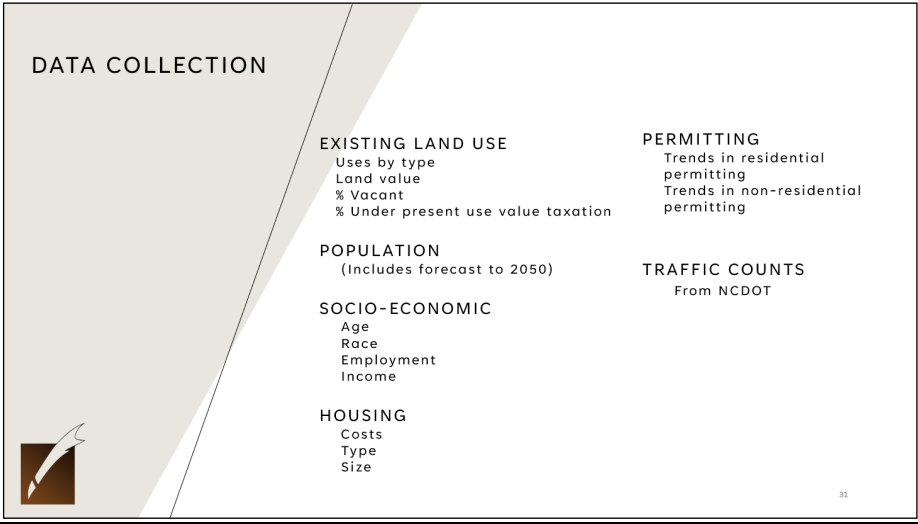


The timeline shows the following steps:

- 2022: 1. DATA COLLECTION (SEP), 2. BOUNDARY STUDY (NOV)
- 2023: 3. PUBLIC FORUM (JAN), 4. CITIZEN SURVEY (FEB), 5. DRAFT GOALS/OBJECTIVES (APR), 6. COUNCIL CHECK-IN (MAY), 7. DRAFT PLAN (JUL), 8. PUBLIC FORUM II (SEP)

30

DATA COLLECTION



- EXISTING LAND USE
 - Uses by type
 - Land value
 - % Vacant
 - % Under present use value taxation
- POPULATION
 - (Includes forecast to 2050)
- SOCIO-ECONOMIC
 - Age
 - Race
 - Employment
 - Income
- HOUSING
 - Costs
 - Type
 - Size
- PERMITTING
 - Trends in residential permitting
 - Trends in non-residential permitting
- TRAFFIC COUNTS
 - From NCDOT

31

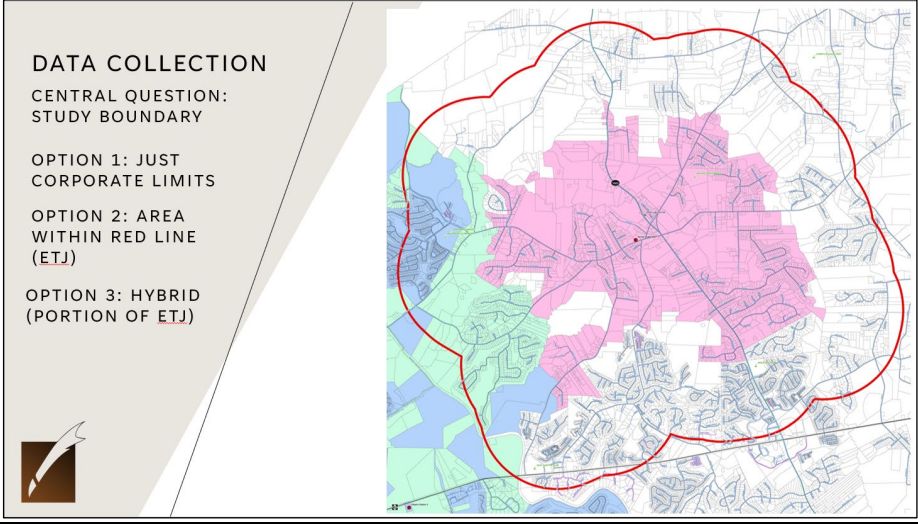
DATA COLLECTION

CENTRAL QUESTION:
STUDY BOUNDARY

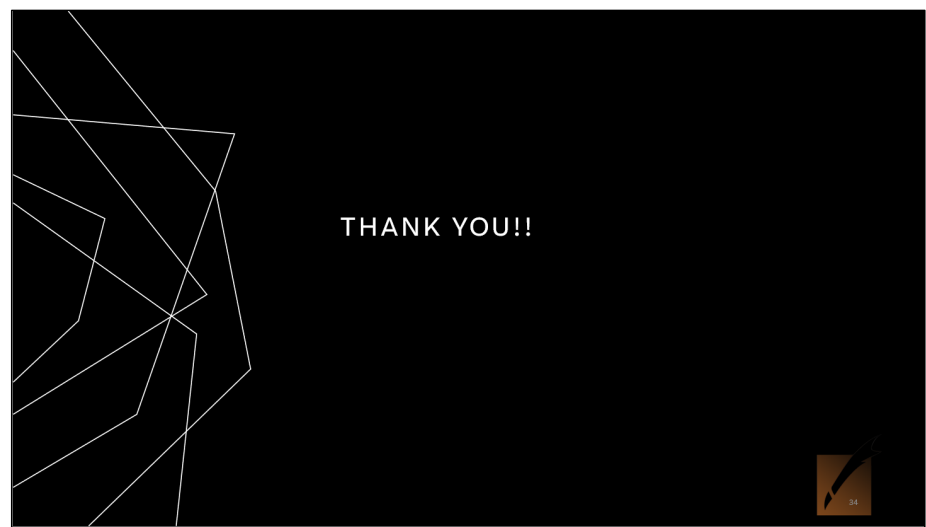
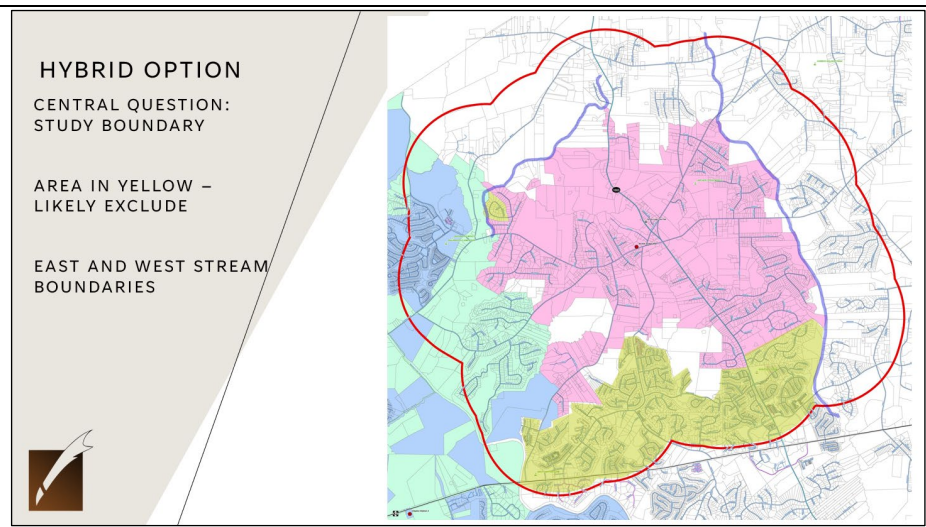
OPTION 1: JUST CORPORATE LIMITS

OPTION 2: AREA WITHIN RED LINE (ETJ)

OPTION 3: HYBRID (PORTION OF ETJ)



The map displays a geographic area with various colored regions. A red line outlines a specific boundary, likely representing the 'Area Within Red Line (ETJ)' mentioned in the options. The map includes roads, water bodies, and land use patterns.



Points of Discussion:

- Adding 3 positions under Infrastructure in the Administration/Planning Section (Parks & Rec. Director, Parks Maintenance Specialist, and Town Administrator)
- Adding another fire station to the Fire Protection Section
- Sewer Section - Will need to create boundary agreement with Town of Clayton - Town of Clayton connection is a possibility

Discussion:

- The Town of Clayton not having enough to take care of their own
- Council wants to still look at options (Reach out to the Town of Clayton, Johnston County, the Community)
- It was noted that sewer is 10 times the annual budget
- Traffic - Road widening project, town wide speed limits, and streets to interconnect in subdivisions
- Developing on both sides of Buffalo Creek - Sewer might be less expensive

Discussion:

- Septic packages (usually HOAs own it) - The council communicated not liking how the town would take on that cost
- ETJ

Discussion:

- Having to offer services to all ETJ - not just town limits
- Other places will decide where we can grow if we don't
- Town of Clayton's growth goals - the Town of Clayton could take our growth if we don't act now

3 NEW BUSINESS:

a) Nothing to Report

Mayor Mulhollem advised that there was no new business to discuss.

4 ADJOURNMENT:

- a) **Having no further business, Mayor Mulhollem adjourned the meeting at 8:18 pm.**
-


Matthew B. Mulhollem, Mayor


Jenny Martin, Town Clerk

