

Town of Dallas Board of Aldermen Work Session
Dallas Historic Courthouse, 131 N. Gaston St. Dallas
Tuesday, May 27th, 2025 5:00 PM

Hayley Beaty, Mayor
Frank Milton
Hoyle Withers

Sam Martin, Mayor Pro-Tem
Jerry Cearley
Alan Cloninger



-
- 1. Invocation and Pledge of Allegiance to the Flag** *(Please stand for Invocation and remain standing for Pledge of Allegiance)*
 - 2. Motion to Approve Agenda with Additions or Deletions**
 - 3. New Business**
 - A. Town Cemetery/Ordinance 2
 - B. 90.01 – Chickens Added to Ordinance 5
 - C. Stroupe Rezoning Z-2025-01 8
 - D. FY 2026 Budget Discussion 20
 - E. Hydrant Policy 21
 - F. Utility Billing Options 25
 - 4. Mayor’s Report**
 - 5. Manager’s Report**
 - 6. Adjourn**

TOWN OF DALLAS, NORTH CAROLINA

REQUEST FOR BOARD ACTION

DESCRIPTION: Town Cemetery/Ordinance Discussion

AGENDA ITEM NO. 3A

MEETING DATE: 5/27/2025

BACKGROUND INFORMATION:

Recently, the Town has received some input in regards to our ordinances for the Town owned cemetery. Attached is the current ordinances for review to see if these are still relevant or if any changes need to be made.

MANAGER RECOMMENDATION: Discussion on our current cemetery ordinances.

BOARD ACTION TAKEN:

CHAPTER 95: TOWN CEMETERY

Section

- 95.01 Cemetery Superintendent
- 95.02 Lots
- 95.03 Cemetery use
- 95.04 Trees, shrubbery, plantings, landscaping and maintenance
- 95.05 Monuments, markers and memorial ornamentation
- 95.06 Structures
- 95.07 Conduct
- 95.08 General regulations

§ 95.01 CEMETERY SUPERINTENDENT.

(A) The Town Manager shall appoint a town employee to serve as Cemetery Superintendent. The Cemetery Superintendent shall be charged with and perform all those duties specifically prescribed herein as well as such other duties as may be assigned to him or her by the Town Manager.

(B) The Town Manager, through the Superintendent, shall have charge of the town cemetery with authority to enforce all ordinances, policies and regulations relating to the cemetery, and shall be responsible to identify, verify or confirm lot locations and/or ownership boundaries.

(C) The Superintendent shall further be responsible to supervise the digging of all graves; the carrying out of all interments, disinterments or placing of cremains; and the installation of all monuments and markers.

(Ord. passed 2-12-2013)

§ 95.02 LOTS.

(A) To the extent that the town shall own undeveloped cemetery lots and make same available for sale to the general public for use as grave-sites, such lots shall, in keeping with then-current fee schedules, be sold and transferred to purchasers on a first-come, first-served basis, with preference given to town residents or family members of town residents or former residents; and a deed shall be provided the purchaser and recorded by the Superintendent within the office of the County Register of Deeds.

(B) It shall be a violation of this chapter for any person to sell or transfer any lot in the town cemetery without first obtaining the consent and approval from the town, which shall be evidenced by action of the Board of Aldermen and recorded with the County Register of Deeds. A copy of the new deed shall be provided to the Superintendent and maintained in the town's permanent cemetery records.

(Ord. passed 2-12-2013) Penalty, see § 10.99

§ 95.03 CEMETERY USE.

(A) The town cemetery shall be used exclusively for the interment of human remains within identified lots designated for same. No interments or disinterments shall occur without authorization of the Superintendent.

(B) All graves shall be dug under the supervision of the Superintendent and to a minimum depth of 58 inches.

(C) All burials shall occur in accordance with the state statutes governing the minimum requirements for the interment of human remains, including cremains. In addition, all casket burials shall be within a grave liner or burial vault. All cremains interments shall be contained within a waterproof, tightly-sealed container designed for such purpose and disposition.

(D) Each individual burial lot shall contain not more than one casket/vault interment of human remains, or more than four properly-contained cremains interments of related human remains. Cremains shall not be allowed to be interred with or above existing casket burials, nor shall they share an individual burial lot with casket interments.

(Ord. passed 2-12-2013) Penalty, see § 10.99

§ 95.04 TREES, SHRUBBERY, PLANTINGS, LANDSCAPING AND MAINTENANCE.

(A) No person shall plant or set any tree, shrub, flower, grass or plant of any kind in the cemetery except with the express approval of the Superintendent.

(B) The trimming, cutting, pruning or removal of any tree, shrub or planting within the cemetery is expressly prohibited except as conducted by town personnel and/or authorized by the Superintendent or his or her designee.

(C) All grading, landscaping and general maintenance, including raking, mowing and trimming shall be performed

exclusively by town personnel or contractors to the town, under the supervision of the Superintendent or his or her designee.

(Ord. passed 2-12-2013) Penalty, see § 10.99

§ 95.05 MONUMENTS, MARKERS AND MEMORIAL ORNAMENTATION.

(A) Above-ground, vertical-face-etched headstones shall be referred to as “monuments”. Flush-to-ground, horizontal-top-face-etched headstones shall be referred to as “markers”. Monuments are only allowed on “family plots”, which shall comprise or more contiguous, family-related and owned individual lots. Then, only one central monument is allowed on the family plot.

(B) Monuments shall be a minimum 24 inches in height, not including the base; 24 inches in width; and six inches thick. Monuments shall not exceed 24 square feet in face area, nor exceed a width greater than 72 inches.

(C) Markers are allowed on any individual lot but are to be laid flush with the ground and shall not exceed two feet in length and one foot in width. If part of a family plot, markers shall be placed at the end of the lot farthest from the central monument.

(D) All monuments and markers shall be constructed of first-quality granite or marble only.

(E) No coping, curbs, fencing or borders of any kind shall hereafter be erected on or around any individual lot or family plot.

(F) Memorial ornamentation displayed or left at grave sites shall be limited to synthetic flowers/plants and small flags, and same shall be removed and/or replaced upon visible wear or degradation.

(Ord. passed 2-12-2013) Penalty, see § 10.99

§ 95.06 STRUCTURES.

No mausoleum, tomb, building, columbarium or other structure of any type shall be erected within the cemetery unless or except if owned and controlled by the town.

(Ord. passed 2-12-2013) Penalty, see § 10.99

§ 95.07 CONDUCT.

(A) No person shall exhibit or engage in willfully boisterous, unruly or disorderly behavior within the cemetery such as to disturb or disrupt the quiet reflection of others.

(B) No person shall willfully and without authority defile, deface, desecrate or place any mark upon or otherwise injure, any monument or marker contained within the cemetery.

(C) No person shall deposit any trash, rubbish, garbage or waste product in the cemetery except in receptacles designated for such. All materials carried or brought into the cemetery and not otherwise used in the erection of monuments or markers, or in the authorized interment of human remains, shall be promptly removed by the owner(s) of the lot(s) upon which such material(s) is/are located.

(D) Vehicles shall be driven only upon the roadways within the cemetery, and at a rate of speed not to exceed 15 miles per hour. No vehicles shall enter the cemetery except for the purpose of attending funerals, preparing grave sites, visiting and/or maintaining grave sites, or other lawful purpose and mission.

(Ord. passed 2-12-2013) Penalty, see § 10.99

§ 95.08 GENERAL REGULATIONS.

All lots within the town cemetery shall be subject to, and regulated and controlled by, the provisions of this chapter and/or by order of the Superintendent as same shall be authorized hereby.

(Ord. passed 2-12-2013)

TOWN OF DALLAS, NORTH CAROLINA

REQUEST FOR BOARD ACTION

DESCRIPTION: 90.01 – Chickens Ordinance Discussion

AGENDA ITEM NO. 3B

MEETING DATE:5/27/2025

BACKGROUND INFORMATION:

David Lingafelt with Code Enforcement would like to discuss a potential text amendment to allow chickens in the Town Ordinance. The amendment would allow for the keeping of domesticated chickens within town limits under specific regulations and permitting conditions.

MANAGER RECOMMENDATION: Discussion on proposed text amendment draft for 90.01.

BOARD ACTION TAKEN:

PROPOSED TEXT AMENDMENT

§ 90.01 CERTAIN ANIMALS PROHIBITED.

To be added to 90.01 as (D) through (E)

(D) CHICKENS ALLOWED.

(1) A permit, to be issued by the Planning and Zoning Department of the town, must be obtained to keep any chickens within town limits.

(2) No permit shall be issued, and no person shall keep any pigs, sheep, goats, or any ducks, geese, turkeys or other domestic fowl (excluding domesticated chickens).

(a) Chickens are to be located within a pen or other enclosure which provides at least 300 square feet of space for each chicken.

(b) The Planning and Zoning Department shall issue a permit only when, in his or her sound judgment, the keeping of such an animal in a yard or building under the circumstances as set forth in the application for the permit will not injuriously affect the public health.

(c) When chickens are kept within corporate limits, the building, structure, corral, pen or enclosure in which they are kept shall at all times be maintained in a clean and sanitary condition. Excrement should be removed regularly from the living space of a penned animal adequate to the sanitation of quarters and the health of the animal and the general public.

(3) This section shall not apply to, and no permit shall be required for, any agricultural operation within G.S. § 106-700, Nuisance Liability of Agricultural Operation.

(E) Chicken keeping requirements.

(1) Keeping of domesticated chickens.

(a) Roosters are prohibited.

(b) No more than four (4) chickens shall be kept or maintained.

(c) No chickens shall be allowed in multi-family complexes.

(d) There shall be no on-site slaughter of chickens.

(e) A permit must be obtained and renewed on an annual basis through the Planning and Zoning Department.

(2) Coop, run, and tractor requirements.

(a) A predator proof coop or chicken tractor are required for the keeping of domesticated chickens.

(b) Chicken keeping area must be located in the rear yard of the property.

PROPOSED TEXT AMENDMENT

(c) Chicken keeping area must be at least 15 feet from any rear and side property lines.

(d) Number and type of fowl must be appropriate for the size and furnishings of the coop/run/tractor.

(i) Minimum of 4 square feet of floor area per chicken.

(e) Coops, runs, and chicken tractors must be kept in a clean and sanitary condition with all droppings and organic waste material removed and disposed of in a proper manner.

(f) All chickens must be kept in a coop or chicken tractor during non-daylight hours. During daylight hours, chickens may be located in a coop, run, chicken tractor, or securely fenced area.

§ 90.01 CERTAIN ANIMALS PROHIBITED. (CURRENT ORDINANCE)

(A) It shall be unlawful for any person, firm or corporation to keep within the corporate limits of the town, any livestock, animals or poultry other than house pets. This prohibition shall be interpreted to include cows, swine, goats, sheep, chickens and turkeys, but this list is not to be deemed all inclusive.

(B) The provisions of this section shall not apply to those persons, firms or corporations that were keeping livestock, animals or poultry within the corporate limits of the town prior to November 12, 1996.

(C) Equine shall be permitted within the town limits under the following conditions.

(1) The property upon which the equine will be maintained must be greater than two acres.

(2) No area to be used for storage, care or exercise/grazing of the equine may lie within 100 feet of the nearest dwelling of another property owner. Adjacent property developed after placement of an equine shall be exempt from this clause.

(3) No property owner can exceed a ratio of two equine per two acres of land.

(4) Equine must be provided an enclosure to protect the equine from the elements.

(5) All areas for use by the equine shall be securely fenced so as to maintain control of the equine.

(6) The areas of use by the equine shall be in the rear yard only as defined by the zoning regulations ([Chapter 153](#)).

(7) The equine shall not cause obnoxious odors on other properties.

(Prior Code, § K-III-1) (Ord. passed 11-12-1996; Ord. passed 12-10-1996; Ord. passed 12-9-2003) Penalty, see § [10.99](#)

TOWN OF DALLAS, NORTH CAROLINA

REQUEST FOR BOARD ACTION

DESCRIPTION: Stroupe Rezoning Z-2025-01

AGENDA ITEM NO. 3C

MEETING DATE:5/27/2025

BACKGROUND INFORMATION:

Laura Stroupe have submitted a conventional rezoning petition to rezone parcel 132160 from B-3 to BC-1 for purposes of leasing out to more business ventures.

At the meeting on April 17th, the Planning Board voted to send a recommendation to the Board of Aldermen to approve the rezoning request, along with statements of consistency and reasonableness for the rezoning.

All supporting documentation for the application is attached, including minutes from the Planning Board meeting, staff report, LOi, list adjacent property owner(s) with notice, and consistency statements.

MANAGER RECOMMENDATION: Advise Staff to set Public Hearing for the July 8th Meeting.

BOARD ACTION TAKEN:

Town of Dallas
Development Services Department
210 N. Holland Street Dallas,
NC 28034
Phone (704) 922-3176, Fax (704) 922-4701

This application must be filed at least thirty (30) days prior to the next scheduled Planning Board Meeting. The application may be submitted in-person, via mail, or digitally to the Town of Dallas Development Services Department at 210 N. Holland Street, Dallas, NC 28034, dallasplanning@dallasnc.net. Application shall not be deemed complete until the necessary fee, as defined in the Town of Dallas Fee Schedule, and all required documents are received.

Conventional Submittals:

- A. Completed application
- B. Fee as described in the Town of Dallas Fee Schedule
- C. Letter of intent – reason for map amendment
- D. Adjacent Property Owner List – provide a copy of addresses for all property owners within 500 feet of the site. The Town will use this list for Public Hearing Notices

Conditional Submittals:

- A. Completed application
- B. Fee as described in the Town of Dallas Fee Schedule
- C. Letter of intent – reason for map amendment
- D. Adjacent Property Owner List – provide a copy of addresses for all property owners within 500 feet of the site. The Town will use this list for Public Hearing Notices.
- E. 3 copies of Concept Plan along with digital submittal (drawn to scale by architect, landscape architect, professional surveyor, or engineer licensed in North Carolina).
- a. Concept Plans shall not be accepted if they do not meet the requirements found in 153.072
- F. Traffic Impact Analysis, if required. Refer to Town of Dallas Street and Traffic Standards Policy
- G. Authorized agent verification letter, if applicant is different from the property owner

Town of Dallas Zoning Map Amendment (Rezoning) Application
Physical Property Address 116 W. Trade St., Dallas, NC 28034 Tax Parcel Number 132160 Lot Size

Current Zoning _____B3_____ Requested Zoning BC 1 Conventional ____X____
Conditional _____

Property Owner(s) West Trade Market, LLC/Laura Stroupe Owners Address 1503 Old Dallas Rd.,
Dallas, NC 28034

Phone Number 704-813-8536 Email Address laura.stroupe@lindsey.edu (attach separate sheet if necessary)

If different than owner:

Applicant Name

Applicant Address

Phone Number _____ Email Address _____ (attach separate sheet if necessary)

Signature of Applicant Laura Stroupe _____ Signature

of Owner Laura Stroupe _____

Staff Only:

Date of completed application _____ Received by _____

Planning Board Meeting Date _____ Public Hearing

MeetingDate _____

To: Town of Dallas

I am requesting a zoning change for 116 W. Trade St., Dallas, NC, to BC-1. My intent is to be able to rent the space to a wider variety of businesses. Currently, the space has been requested by Cassie Bumgardner, of Classy Cassie's Grooming.

Kind Regards,
Laura Stroupe

Adjacent Property Owners to Parcel 132160

1. TAP Investments – P.O Box 550961, Gastonia, NC 28055
2. Gerald J Huggins 3503 Merry Oaks Ln, Dallas, NC 28034
3. JREWING LLC (Dallas Tavern and Taphouse) – 2216 Monument Street, Charlotte, NC 28208
4. Dean Carpenter – 3613 Dallas Cherryville Hwy, Dallas, NC 28034
5. Garibaldi Enterprises LLC – 6414 W Wilkinson Blvd, Ste 312 Belmont, NC 28012
6. Optimlife Health – 603 N Oakland Street, Dallas, NC 28034
7. Robinson Auto Brokers – 203 W Trade Street
8. Propert Properties LLC – 613 Neil Street, Gastonia, NC 28052
9. Papas Pizza to Go – Jerry Cloninger P.O Box 817 Dallas, NC 28034
10. Youthful Beauty LLC – 1296 Fenwick Hall Ct, Gastonia, NC 28056
11. Gaston Floral (Haywood Equity Group) P.O Box 458 Gastonia, NC 28053
12. The Pickle Bar & Bistro – Rumble Investments – 1201 Merribrook Dr, Matthews, NC 28105
13. Dogwood State Bank – PO BOX 1097 Walhalla, SC 29691
14. Carothers Holding Company Inc – C/O Property Tax 9th Flr PO BOX 130548 Houston, TX 77219
15. Safe Refuge Trust 218 and 107 N Gaston Street – PO Box 141133 Orlando, FL 32814
16. Bellsouth Communications C/O Southern Bell 220 South Street Gastonia, NC 28052
17. Mary Cloninger – 449 Loray Farm Road, Dallas, NC 28034
18. Daniel and Carla Hall – 402 N Holland Street, Dallas, NC 28034
19. C/O LONNIE A WAGONER III 66 SATURDAY RD, MT PLEASANT, SC 29464
20. C/O Michael Smith – 102 E Wilkins Street, Dallas, NC 28034
21. Stephanie Burnham – 401 N College Street, Dallas, NC 28034
22. Theodore Battle and Leslie King (311 N College St) – 1210 W Walnut Avenue, Gastonia, NC 28052
23. Bill Cruse III (309 N College St) - 1812 W Davidson Ave, Gastonia, NC 28052
24. Angela Vizcalla – 307 N College Street, Dallas, NC 28034
25. Benjamin Dorantes (303 N College St) 1655 Village Ct, Gastonia, NC 28054
26. Megan Place – 301 N College Street, Dallas, NC 28034
27. Craig Rider (211 N College St) 5476 Stone Brook Dr, Iron Station, NC 28080
28. Andrew Britton – 209 N College Street, Dallas, NC 28034
29. Jane Stroupe (207 N College St) – 1727 Fairfield Drive, Gastonia, NC 28054
30. SHESAW LLC (205 N College St) – P.O Box 476, Dallas, NC 28034

31. Jerry Scruggs – 805 E Main Street, Dallas, NC 28034
32. Dean and Marie Hooper – 111 N College Street, Dallas, NC 28034
33. Dallas Investment Properties – 3328 Dallas High Shoals Rd, Dallas, NC 28034
34. Todd Barr – 213 Redding Rd, Stanley, NC 28164
35. Gloria Fortner – 116 N Gaston Street, Dallas, NC 28034
36. Zachary & Nicole Margulies – 128 N Gaston Street, Dallas, NC 28034
37. D & Z Enterprise Inc – 4024 York Hwy, Gastonia, NC 28052
38. Christopher Sopher – 113 N Holland Street, Dallas, NC 28034
39. John Beaty II – 114 Tannery Creek Drive, Dallas, NC 28034
40. Thomas and Phyllis Figg – 307 N Holland Street, Dallas, NC 28034



Town of Dallas

210 N. Holland street
Dallas, NC 28034
704-922-3176

March 24, 2025

Rezoning Application Z-2025-01

To Whom It May Concern,

You are receiving this letter from the Town of Dallas since you are an adjacent property owner to 116 W Trade Street, Dallas, NC 28034. Laura Stroue, the owner, submitted a conventional rezoning request to rezone parcel #132160 from B-3 to BC-1 to widen the variety of businesses that are allowed.

On April 17th, 2025 there will be a discussion held with the Planning Board at 209 W. Main Street, Dallas NC 28034 at 6:30pm. All interested persons are invited and encouraged to attend. For those persons requiring special assistance, please contact Town Hall at 704-922-3176, at least 48 hours prior to the commencement of the meeting.

For questions or further information, please contact Brittany Beam at (704) 922-3176 x 264 or email bbeam@dallasnc.net.



Staff Report

Zoning Map Amendment Petition: Z-2025-01

Applicant: Laura Stroupe
Property: Parcel #132160
116 W Trade St, Dallas, NC
Current Zoning District: B-3

Authorized Agent: Laura Stroupe
Owner: Laura Stroupe
Requested Zoning District: BC-1

Proposed Zoning Map Amendment: Laura Stroupe, owner of Parcel #132160, has submitted a conventional rezoning request to rezone this parcel from B-3 to BC-1 to accommodate a larger variety of businesses.

General Location: The subject property is located in the Town Square and has 42.3 feet of road frontage.

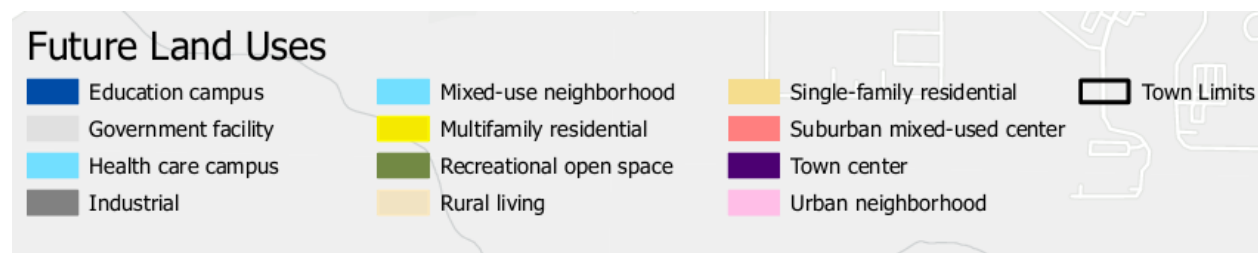
Area Zoning Map



Staff Analysis: Parcel 132160 is a .15-acre lot, currently zoned B-3. The property is located within the Town Limits of Dallas. The zones surrounding the site are B-3, B3-P, and I-1/CU. The adjacent properties around this parcel are majority of businesses. Reason for rezoning request is to accommodate other businesses where B-3 does not allow.

Comprehensive Land Use Plan: The proposed rezoning is consistent with the Town's adopted 2030 Comprehensive Land Use Plan. According to the 2030 Future Land Use Map, Parcel 132160 is expected to remain at the Town's Center. Businesses are the majority of the Town's Center.

Future Land Use Map 1



Staff Recommendation: Given the surrounding uses of business districts adjacent to this lot currently, the proposed rezoning to BC-1 from B-3, and being consistent with the future land use plan does appear to be the best move forward. Staff does recommend approving the request based on current uses, and potential growth that this zoning will allow for business ventures.

STATEMENTS OF CONSISTENCY AND REASONABLENESS **FOR** ZONING MAP AMENDMENT

The proposed rezoning of parcel 132160 to BC-1 from B-3 is consistent with the 2030 Comprehensive Land Use Plan. The property is designated on the Future Land Map as Town Center. There are no surrounding areas zoned as BC-1, however, this will add increased potential for new business, therefore, is a reasonable request and in the Town's best interest.

STATEMENTS OF CONSISTENCY AND REASONABLENESS **AGAINST** ZONING MAP AMENDMENT

The proposed rezoning of parcel 132160 to BC-1 from B-3 is consistent with the 2030 Comprehensive Land Use Plan. The property is designated on the Future Land Map as Town Center. However, there are no surrounding areas zoned as BC-1 and will not be in the Town's best interest.

Statement Adopted: _____

Curtis Wilson, Chairman

Date

**Minutes
Town of Dallas
Planning Board
Meeting of April 17th, 2025**

The meeting was called to order at 6:29pm by Chairman Wilson.

Chairman Wilson led the invocation and Pledge of Allegiance.

Members Present: Curtis Wilson – Chairman, Glenn Bratton – Co Chairman, Bradley Goins, Reid Simms, John O’Daly and William Hairston.

Also Present: Brittany Beam – Town Planner, Todd Barr – Citizen, Leslie and Teddy King – Citizens, Chandler, Carson, Star, Sarah, Mark, Cassie, Haley all in support of Classy Cassie’s Grooming, and Matt Larusso, Co-Owner of Dallas Tavern and Taphouse.

Announcements: Chairman Wilson gave an update on ETJ Member, Troy Traversie, that he is well, and back home and still in rehab with hopes to be strong and present for next month’s Planning Board meeting. Brittany Beam advised the members present that we have one opening for a planning board seat as well as one alternate seat since Thomas Smith is no longer able to serve as he has moved outside of Dallas. William Hairston expressed his interest in being moved over, and Brittany informed the members she will inform the Town Clerk to initiate the formal process. William Hairston informed the members present of his wife’s accident on January 4th and that she is now home after many days in the hospital and rehab. Monday the 14th she had surgery and she just returned home April 17th about 3:00pm and is now recovering. Members expressed they are glad to have him back and Chairman Wilson informed attendees, of Starletta’s name in case anyone had a prayer list to add her to.

Approval of Agenda: A motion was made to approve the agenda with no additions or deletions by Bratton, seconded by O’Daly and the motion passed unanimously.

Approval of Minutes: A motion was made to approve the January 16th, 2025 minutes with corrections to the staff report by Bratton, seconded by Simms and the motion passed unanimously.

Old Business: No old business to discuss.

New Business:

A. Rezoning of Parcel 132160

Ms. Beam presented to the Planning Board and attendees that Laura Stroupe has submitted a conventional rezoning petition to rezone parcel 132160 from B-3 to BC-1 for purposes of leasing out to more business ventures. She informed that staff has review the request and recommend the Planning Board send a recommendation to approve to the Board of Aldermen and that the full analysis could be found in the staff report. She advised that the formal application for rezoning, staff report and statements of consistency and reasonableness could be found attached. She informed the members that along with her application you would find on page number 6, the letter on intent for the new business if rezoning is approved. She explained with the current B-3 zone, dog grooming is not allowed and that Laura explained to me when applying she has someone with established clientele seeking out the space currently and Ms. Beam made aware the owner of Classy Cassie’s Grooming was in

attendance. Chairman Wilson asked, "Once we rezone this to BC-1, what all else is that opening that building up to being put there." Ms. Beam answered that everything within the guidelines of BC-1 can be brought there with the exception of any adult stores or adult entertainment due to all the surrounding churches that are within the radius. She explained that this opens the space for the grooming facility to go there as well as more ventures for retail space where B-3 does not. Bratton asked Ms. Beam if staff had received any opposition, she explained that a couple citizens reached out with questions regarding the mailed notice they received, but no one showed any frustration or doubts with the proposed. She informed members that included within that parcel is the bakery, Cake Me Away. Goins asked, "What specifically excludes the dog grooming, because B-3 does allow veterinary clinics correct? Pet shops could be interpreted as how old pet shops used to sell pets or retail for pet stores. To me dog grooming is like a personal service, like a barber shop or hair salon, you could interpret it that way as well, and that it's a little bit of gray area within the ordinance. That is the way I'm, looking at it, I'm kind of looking at it as a personal service, and I'm wondering if we even need to rezone. Because then it brings it back to if you do rezone, what are you opening it up to. If the churches is the only other stipulation on restricting adult shops, what if the church isn't there in 20 years? What if the church closes down? It's just something to think about. I mean I know the town could step in and stop that, I'm just asking questions, hypothetical questions. When you make a big change, what are the unknowns for the future. But my intent is dog grooming should be allowed to be in that location." Brittany explained that she appreciated Mr. Goins questions, and informed him that she had researched with other jurisdictions of their interpretation, and what they allow/don't allow. Chairman Wilson said, "That's just where we have to make our best decision with the information we have today and if need be make another one in 20 years from now." A motion was made by O'daly for the proposed rezoning of parcel 132160 to BC-1 from B-3 in that it is consistent with the 2030 Comprehensive Land Use Plan to go before the Board of Aldermen, seconded by Goins and the motion passed unanimously.

Staff Report: Ms. Beam summarized Z-2025-01 for parcel 132160 and had nothing further.

Adjournment: Having no further business, a motion to adjourn was made by Bratton, seconded by Hairston and the motion passed unanimously. The meeting adjourned at 6:45 pm.

TOWN OF DALLAS, NORTH CAROLINA

REQUEST FOR BOARD ACTION

DESCRIPTION: FY 2026 Budget Discussion

AGENDA ITEM NO. 3D

MEETING DATE: 5/27/2025

BACKGROUND INFORMATION:

The proposed fiscal year 2026 budget documents were sent to the Board Friday, May 16th, 2025.

At this time, the Town Manager would like to answer any final questions or concerns prior to the Budget Adoption in June.

MANAGER RECOMMENDATION: Discussion on proposed FY26 budget.

BOARD ACTION TAKEN:

TOWN OF DALLAS, NORTH CAROLINA

REQUEST FOR BOARD ACTION

DESCRIPTION: Hydrant Policy Discussion

AGENDA ITEM NO. 3E

MEETING DATE: 5/27/2025

BACKGROUND INFORMATION:

Recently, the Town has received numerous requests for water from our fire hydrants for multiple uses. Previously, we had one hydrant located at the warehouse, in which a user would come and fill up their equipment/container and the Town would invoice them, at a bulk rate of \$5.15.

Due to the increase in users, staff is proposing the attached Hydrant Use Policy for review and hopefully approval at the next regular board meeting.

MANAGER RECOMMENDATION: Discussion on the proposed hydrant use policy.

BOARD ACTION TAKEN:



TOWN OF DALLAS
Public Works Department

FIRE HYDRANT USAGE POLICY

Zackery Foreman
Assistant Public Works Director
Town of Dallas
zforeman@dallasnc.net

I. Purpose

To establish regulations and procedures regarding the usage and metering of water from public fire hydrants in **non-residential** areas for the purchase of bulk water by any person(s) or commercial businesses.

II. Scope

All customers must complete a hydrant service permit application and submit fee at Town Hall 210 N. Holland St Dallas NC 28034. The equipment must also be inspected at the Public Works Warehouse, 700 E Ferguson St Dallas NC 28034. Our hours of operation are Monday through Thursday from 8:00am until 5:00pm, excluding holidays. The application must be accompanied by a permit fee per hydrant meter or Truck meter according to the published fee schedule. Equipment/Vehicle must be inspected before withdrawals. This fee will be paid before any withdrawals/hydrant usage.

1. Customers will be billed on a monthly cycle by the Town of Dallas for all water usage according to the published bulk fee schedule. **The customer is responsible for providing a picture of their unit readings to the Meter Operations Division by the 7th day of each month for billing.** Pictures are to include the meter # and register dial showing usage. Readings can be submitted to the Town of Dallas by the following methods:
 - a) Fax to (704) 922-****
 - b) Email to billing@dallasnc.net
 - c) Mail to the Town of Dallas, 210 N. Holland St, Dallas NC 28034
 - d) Bring the hydrant meter into the Public Works Warehouse to be read.

If readings are not received by the 7th day of each month, accounts with hydrant permits will be billed for 93,000 gallons. Likewise, if the usage is over the estimated billed amount, the customer will be billed for the difference. Failure to report readings for two consecutive months will result in a \$50.00 per month penalty. Continued failure to report meter readings in a timely manner for billing or accounts that are not paid in full will result in the loss of hydrant permit privileges, forfeiture of hydrant meter deposits and the permanent closing of the hydrant permit account with the Town.

2. All testable backflow assemblies must be tested yearly. Therefore, all hydrant permit users units shall be returned to the Town of Dallas Public Works Warehouse for renewal of the hydrant permit account and for annual backflow testing/inspection. Each yearly permit must be renewed within the month of the original permit period.
3. All meters must be configured for gallons reading. To match the town's current billing system. If not, there will be a \$20 administrative cost to complete a conversion.

III. Unauthorized Use

Only approved Water meters with approved back flow prevention devices provided on inspected by the Town may be used to obtain bulk water from a fire hydrant in the Town of Dallas Water service area.

IV. Water Restrictions

All hydrant meters may be subject to immediate water restriction in the event of the implementation of the Water Shortage Response Plan. No meter shall be used unless the temperature is 35 degrees Fahrenheit or above and rising. When temperature falls to 35 degrees Fahrenheit, the fire hydrant must be closed, and the hydrant meter shall be disconnected from the hydrant and stored in an environment where temperatures are above 35 degrees Fahrenheit. Both the fire hydrant and hydrant meter can be damaged if used when temperatures are below freezing.

V. Procedures

Customers may apply for temporary water sales through the Town hydrant usage permit program. Temporary is defined as less than one (1) year. Construction sites that exceed the one (1) year time frame must have a permanent water service installed at that location. Therefore, construction sites needing water from a hydrant for more than one year must install a tap. All appropriate permits and fees must be paid for by the contractor and in accordance with Town policy.

No prorating will be allowed on monthly and one-year accounts. The customer is responsible for paying for the actual amount of water used (consumed) and will be billed by the Town based on the meter readings for the permit period. Consumption charges shall be billed monthly or on the date of account closure. (See published fee schedule for current charges/rates.)

VI. Fee Schedule

Type of Charge	Description	Cost	Frequency
Hydrant Permit Charge	Annual permit fee for use of hydrants	\$300	Annually
Meter Testing	Testing Meter	\$50.00	Per Test
Backflow Testing	Testing Backflow	\$50.00	Per Test
Hydrant Meter Usage Charge	Charge for use of water	Bulk Rate	Per Unit
Unreported Monthly Usage	(Estimated at 3,100 gals per day) 93,000 gallons monthly	\$478.95	Monthly
Billing Conversion	To convert billing units to town billing system	\$20.00	Per Convert

TOWN OF DALLAS, NORTH CAROLINA

REQUEST FOR BOARD ACTION

DESCRIPTION: Utility Billing Printing/Mailing options

AGENDA ITEM NO. 3F

MEETING DATE: 5/27/2025

BACKGROUND INFORMATION:

Due to the Town's third party postage company going out of business, town staff are now working on other options for the utility bills each month. At the May board meeting, it was mentioned to look as well, at what the cost would be to bring this in house.

Attached you will find a projected cost breakdown for in house printing vs outsourcing the utility bills.

MANAGER RECOMMENDATION: Discussion on utility bill printing/postage issue.

BOARD ACTION TAKEN:

In House Printing - Bills		Outsourcing - Bills	
	Monthly		Monthly
Postage (4,000 bills)	\$ 2,920.00	Postage (4,000 Bills)	\$ 2,360.00 **
Forms	\$ 486.25	Forms	\$ 555.00 **
Toner	\$ 103.75	PDF Archive	\$ 43.00 **
Maint. Kit	\$ 95.00	Employee Time	\$ 56.62
Service/Repair	\$ 70.00	NCOA Processing	\$ 33.33
Permit fee	\$ 20.42		
Employee Time	\$ 396.34		
Envelopes	\$ 722.50		
Total	\$ 4,814.26	Total	\$ 3,047.95

In House Printing- Late Notices		Outsourcing - Late Notices	
	Monthly		Monthly
Postage (1,100 Late Notices)	\$ 803.00	Postage (1,100 Late Notices)	\$ 649.00 **
Forms	\$ 136.95	Forms	\$ 165.00 **
Employee Time	\$ 84.93	Employee Time	\$ 42.47 **
Total	\$ 1,024.88	Total	\$ 856.47
Monthly Total	\$ 5,839.14		\$ 3,904.42

****Cost will decrease as customers switch to e-bill & customers who have multiple accounts**

****Concerns with In-Sourcing**

1. E-Bill Bustomers : The Town does not have the capability to get Utility Bills to customers who are on draft or E-Bill
2. Staff Time
3. \$1,000 to \$6,000 for a Automatic paper folder machine
4. \$500 to \$800 for a printer to print bills