

**TOWN OF HOPE MILLS
BOARD OF COMMISSIONERS SPECIAL MEETING MINUTES
MONDAY, JULY 9, 2018 5:00 P.M.
WILLIAM F. "BILL" LUTHER, JR. AND DORIS LUTHER MEETING ROOM**

Mayor Pro Tem Mike Mitchell called the special meeting of the Hope Mills Board of Commissioners to order on Monday, July 9, 2018 at 5:05 p.m.

GOVERNING BOARD MEMBERS PRESENT

Mayor Jackie Warner (arrived at 5:10 p.m.), Mayor Pro Tem Mike Mitchell, Commissioners Jessie Bellflowers, Pat Edwards, Meg Larson, and Jerry Legge.

STAFF PRESENT

Town Manager Melissa Adams, Town Clerk Jane Starling, and Development & Planning Administrator Chancer McLaughlin. Also present was Town Attorney Dan Hartzog, Jr.

INVOCATION AND PLEDGE OF ALLEGIANCE

The invocation was led by Commissioner Jerry Legge, followed by the Pledge of Allegiance led by Mayor Jackie Warner.

1. APPROVAL OF AGENDA-ADDITIONS OR DELETIONS.

Motion made by Commissioner Edwards, seconded by Commissioner Bellflowers and carried unanimously, to approve the agenda as presented.

2. Workshop on Sign Ordinance and Proposed Food Truck Ordinance.

The workshop on the Sign Ordinance and proposed Food Truck Ordinance was presented by Development & Planning Administrator Chancer McLaughlin with the aid of PowerPoint presentations. Mr. McLaughlin stated that the sign ordinance was most recently amended in July of 2017. This workshop was a follow-up from the recent presentation of the proposed Food Truck and Sign Ordinances at the May 21, 2018 Board of Commissioners meeting. The Board of Commissioners at that time requested staff to focus on: ground signs, materials, grace periods of compliance and billboards. Mr. McLaughlin presented numerous options.

Consensus of the Board of Commissioners regarding the Sign Ordinance update was for Town Attorney and staff to bring back an ordinance to the regular meeting on July 23, 2018 with civil penalties, ground level signs, billboard language to not allow them in Town limits, five year amortization, and waiving of fees for existing signs to come into compliance.

Mr. McLaughlin provided the definition of a food truck as a licensed mobile and motorized vehicle food unit that is temporarily utilized on a privately owned piece of property where food items are being sold to the general public.

Mr. McLaughlin proposed the following regulations:

1. Subject property must have a primary use.
2. No sales while parked on public streets without being tied to a Town of Hope Mills event.
3. Capacity:
 - a. No more than two food trucks allowed on parcels less than ½ acre.
 - b. No more than three food trucks allowed on parcels between ½ acre and 1 acre.
 - c. No more than four food trucks to be allowed on parcels over 1 acre.
 - d. Temporary outdoor seating allowed only on lots 1 acre or more, except for special events.

Mr. McLaughlin recommended distance requirements of:

- a. 200 feet from existing restaurant
- b. 50 feet from another food truck.
- c. 40 feet from any fire hydrant
- d. 40 feet from any sidewalk or driveway
- e. 200 feet from a residential district

Mr. McLaughlin stated the City of Fayetteville's current ordinance is similar to the proposed regulations. The Town of Hope Mills proposed regulations are more stringent.

Consensus on the Food Trucks was to bring back an ordinance to the regular meeting on July 23, 2018 to include the more restrictive recommendation by Mr. McLaughlin; additionally a yearly fee, a requirement for vehicular liability insurance and workers compensation insurance, to mirror City of Fayetteville requirements.

3. **ADJOURNMENT.**

Motion made by Commissioner Legge, seconded by Mayor Pro Tem Mitchell and carried unanimously, to adjourn the meeting.

Mayor Warner adjourned the meeting at 7:00 p.m.

Jackie Warner, Mayor

ATTEST:

Jane G. Starling, CMC
Town Clerk