


NOTES

TO: Honorable Mayor and City Council Members

FROM: Barbara Lipscomb, City Manager 

DATE: July 3, 2013

SUBJECT: Materials for Your Information

As we close the FY13 budget year, I want to take a brief moment to express my sincere appreciation to ALL City employees who have worked so diligently over the last year. As you know, we have had many successes since my arrival in August last year, recently culminating in approval of incentives to secure a new student residence and parking facility which should help add more vibrancy in the Uptown economic development zone, opening of the Dream Park, hired a new Police Chief and implemented new crime reduction strategies, hired a new Public Works Director to assist in the development of new infrastructure initiatives, constructed a new Emergency Operations Center anticipated to open in late summer or early Fall and completed construction of the new Winslow Point homes. These are just a few of the major initiatives from our major operating departments. Countless hours have been spent by all staff moving forward both internal and external projects and programs for the betterment of the City of Greenville as well as a revised budget for the 2014 budget year.

Additionally, I would like to express my sincere appreciation to the Police Department staff as well as to Fire Rescue staff for their tremendous response to the recent incident involving a random shooter in our community. Without the fast and professional response we had the threat of many more lives been endangered.

Please find attached the following material for your information:

1. A memo from Merrill Flood, Community Development Director, regarding the uptown outdoor dining permit and associated standards
2. An information sheet from the Public Works Department which is provided to show you an *example* of the public information flyers that will be placed on doors as Public Works begins the street resurfacing program. It is anticipated that the contractor will begin work in late July.

Continued on Page 2.

3. A memo from Chris Padgett, Assistant City Manager, regarding special event permits recently issued.
4. A reminder that sanitation and stormwater rates increased effective July 1, 2013. The effective rates for sanitation have increased for curbside and multi-family from \$11.75 per month to \$13.25 per month. The new monthly rate for backyard pickup is \$42.30. The stormwater fee has increased 50 cents per equivalent rate unit (ERU). Effective July 1, 2013, the ERU is \$3.35 per month.
5. A memo regarding 4th of July activities from Gary Fenton, Recreation and Parks Director. Have a happy and safe holiday!

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Attachments

cc: Dave Holec, City Attorney
Carol Barwick, City Clerk

COMMUNITY DEVELOPMENT

MEMO

DEPARTMENT

TO: Barbara Lipscomb, City Manager

FROM: Merrill Flood, Director Community Development Department 

DATE: July 2, 2013, 2013

SUBJECT: Uptown Outdoor Dining Permit and Associated Standards

Over the past week there has been a great deal of public confusion regarding the Uptown Outdoor Dining Permit and associated standards that City Council adopted on May 9, 2013. The confusion was caused, in part, because the public was not aware that the purpose of the proposed permitting process and standards was to encourage outdoor dining in the uptown district by simplifying the current review and approval requirements for such activities to take place along public sidewalks and alleys, and in part because the June 29, 2013, news article in The Daily Reflector entitled "City to Restrict Outdoor Dining" did not fully explain the intent. The matter was further confused by the photographs used in the story which depicted outdoor dining on private properties (Chico's and Winslow's), which are not subject to the recently adopted standards.

Over the past year, Community Development staff received several concerns regarding the Encroachment Agreement process which has traditionally been utilized for permitting restaurants to provide outdoor dining on public sidewalks and alleys. The Encroachment Agreement process for this activity required applicants to complete an application, submit a \$500.00 filing fee, provide a plan to several city departments for their review and approval, then submit their application to City Council for consideration. This process was time consuming for the applicant, costly and could take up to 60 or more days with no guarantee of approval.

After hearing these concerns, a workgroup was assembled with representatives from the Fire/Rescue Department, Police Department, Inspections Division, Engineering Division, City Attorney's Office and Community Development Department which are the same entities that would typically be involved in reviewing an encroachment permit. In the course of the discussions, it was agreed by all that outdoor dining on public sidewalks and alleys in the uptown district was an activity that was beneficial not only for the businesses conducting the activity, but to the City, in general, because it promotes the ideas expressed in the Center City Redevelopment Plan. It was further agreed that the workgroup would develop a more streamlined and user-friendly review and approval process.

Several factors were identified by the workgroup that needed to be considered for public safety in the permitting of outdoor dining.

1. A prohibition on umbrellas was recommended recognizing the varying widths of sidewalks in the Uptown district, the requirements for vertical and horizontal sidewalk clearance, concerns about possible injury to those passing by on the sidewalks, and a concern regarding them potentially becoming a hazard during periods of wind gusts.
2. The requirement for metal furniture was recommended to keep these items from becoming a hazard during events of high winds.
3. Furniture removal, at the close of business, was highly recommended by the Police Department in an effort to reduce the potential for vandalism and loitering after business hours.
4. The recommended annual fee of \$150.00 was envisioned as a way to recoup a portion of staff time devoted to review of Outdoor Dining applications. The fee is in line with other communities that were surveyed during the deliberations. For example:
 - The City of Raleigh charges a flat fee of \$150.00 annually.
 - The City of Wilmington charges a \$250 application fee + \$2.00/square foot. For renewals, they charge a \$150 application fee + \$1.00 /square foot and \$25 permit fee.
 - The City of Durham charges a \$250.00 application fee and a \$100.00 annual renewal fee.
5. The issue of menu reader board signs located within public rights-of-way has been confused with these standards. This is addressed by the sign ordinance and is not addressed by the ordinance at hand. No changes have been made to the existing standards by the outdoor dining standards or the sign ordinance.

Uptown Greenville has agreed to facilitate a meeting with Uptown restaurant owners to discuss the standards and hear their concerns. The meeting is scheduled for Wednesday July 10, 2013 at 3:30 pm at Winslow's. City staff will be present to explain the proposed standards and to hear the concerns of restaurant owners and operators.

If you have additional questions, please contact me.



CITY OF GREENVILLE PUBLIC WORKS DEPARTMENT

Resurfacing and Milling of S Pitt Street from First Street to Fifth Street

A Capital Construction Project administered by the City of Greenville will begin soon in your community. We are committed to maintaining a work site that is safe and orderly. Dust, noise and heavy equipment are intrusive but common elements of construction. We are working to minimize the inconvenience, and appreciate your patience.

WORK TO BE PERFORMED

- Milling and resurfacing on South Pitt Street from First Street to Fifth Street

WORK HOURS

- To prevent a major impact on the community, this portion of the project will require night work.
- Typical night hours are 7:00 p.m. to 7:00 a.m.

TRAFFIC ACCESS

- Access will be maintained but with lane restrictions.

PARKING

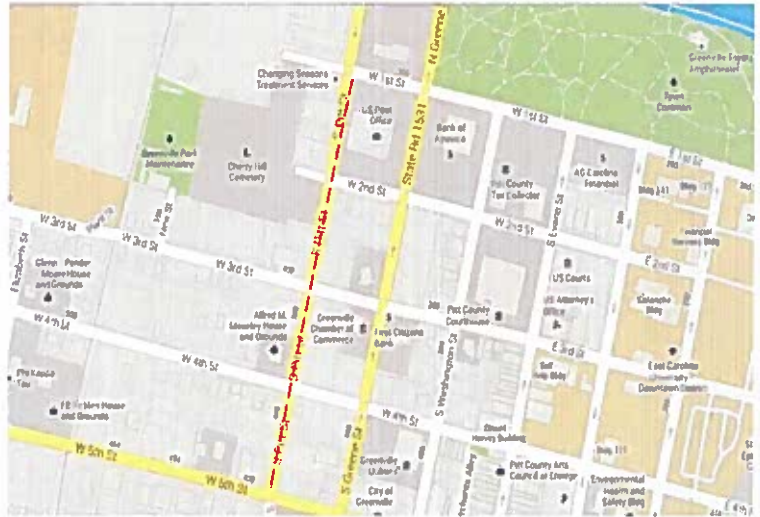
- Parking may be temporarily restricted where necessary to allow construction to proceed.

PUBLIC TRANSPORTATION

- Some bus stops and/or bus routes may be moved or changed during the course of this construction. Signs and directions will be posted showing the new stops and/or routes.

NOTEWORTHY

- Schedule and details are subject to change based on progress and field conditions.



PEDESTRIAN ACCESS

- Access will be maintained at all times.

DRIVEWAY ACCESS

- Access may be temporarily restricted in order to perform certain work.

SANITATION SERVICE

- Follow your normal garbage and recycling collection routine. If required, the contractor will move the items to an appropriate location and return your containers. Please label your containers with your address.

CONTACT US

City of Greenville Public Works Department
1500 Beatty Street Greenville, NC 27834
Phone: 252-329-4522 Fax: 252-329-4534

Project Manager: Gentry Coward

Memorandum

To: Honorable Mayor and City Council Members

From: Chris Padgett, Assistant City Manager *C.M.P.*

Date: July 3, 2013

Subject: Notice of Special Event Permits Approved

The following special event applications were approved by the Greenville Police Department. If you have any questions about this report, contact me or Chief Aden.

Name of Event	Event Date	Event Location	Event Organizer/ Sponsoring Agency	Law Enforcement Required
Graduation party (street closing and amplified sound)	6/29/2013	Private Residence – 100 Block Carlson Street		No
Fun Day for Community Youth (street closing)	6/29/2013	Watauga Avenue b/w Spruce and Halifax Streets	Selvia Chapel Church	No
Roof top A/C installation (street closing)	7/2/2013	200 block of East 3 rd Street	Piedmont Service Group	No

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cc: Dave Holec, City Attorney
Carol Barwick, City Clerk

Barbara Lipscomb

From: Gary Fenton
Sent: Wednesday, July 03, 2013 4:47 PM
To: Barbara Lipscomb
Subject: RE: FYI - July 4th adjustments

Nothing more. . everything still the same. . going forward with Vendors in the street; now if it will just stop raining.

Gary Fenton

Director of Recreation & Parks

gfenton@greenvillenc.gov

tel (252)329-4567

fax (252) 329-4062



From: Barbara Lipscomb
Sent: Wednesday, July 03, 2013 2:22 PM
To: Gary Fenton
Subject: RE: FYI - July 4th adjustments

Give me any update you have by say 4:00 pm—I want to get to Council.

From: Gary Fenton
Sent: Wednesday, July 03, 2013 11:20 AM
To: Barbara Lipscomb; Christopher Padgett; Steven Hawley
Cc: Dean Foy; Mark Gillespie
Subject: FYI - July 4th adjustments

With all the rain, most of the grounds of Town Common are extremely soggy. This presents a problem for getting food vendors into the park. . . . they'll destroy the grounds at the very least. . . more likely they'll get stuck in the mud. They might get in (with major tracks) but getting out could be extremely difficult.

Cannot put vendors along 1st St because power limitations and no water, &, same is the case along Evans between 2nd and Town Common. Power access on Evans comes all the way from south of 3rd Street, which is why Pirate Fest usually has non food vendors and displays in that last block of Evans south of the Common.

Any vendors who are self contained -- can provide own power (generator), and sell food prepared off site (and therefore don't have to have water access) -- may be able to set up on First Street.

We'll work with the "music provider" (DJ) to get his equipment to the stage; usually brings it in by bus. . . . doubt that's going to be the case this year. Most likely will have to shuttle it in with light vehicles ("gators," whatever).

Discuss with our Jaycee contacts now.

Will fill you in when we know more. May have to get some announcements out.

At the very least we can have the fireworks, but we hope to salvage more than that.