



**TOWN OF DAVIDSON  
BOARD OF COMMISSIONERS MEETING  
Town Hall & Community Center Board Room – 251 South Street  
Tuesday, April 23, 2024 at 6:00 p.m.**

**LIVESTREAM AUDIO – If viewing the livestream from a mobile device,  
tap the video screen to find the volume control to unmute the audio.**

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**I. CALL TO ORDER**

**II. ANNOUNCEMENTS/PROCLAMATIONS**

- a. [Affordable Housing Month](#)
- b. [Bike Month](#)
- c. [Municipal Clerks Week](#)

**III. RECOGNITION OF FORMER COMMISSIONER MATT DELLINGER**

**IV. CHANGES/ADOPTION OF THE AGENDA**

**V. PUBLIC COMMENT - The Board shall provide at least one period for public comment per month at a regular meeting.**

**Summary:** Prior to the start of the public comment period, persons wishing to address the board of commissioners will register on a sign-up sheet stationed by the meeting room door or leave a voicemail message at (704) 940-9614. These messages will be played during public comment periods but will be limited to three minutes and the speaker must identify their name and topic. The deadline to submit by phone is 5:00 pm the day of the meeting. If the same comment is made via in person and voicemail, only one will be used in the meeting with the in person taking priority.

**VI. PUBLIC HEARING**

**a. Historic Landmark Designation of Thompson-Anderson House 858 Concord Road**

**Jason Burdette, Planning Director**

**Tommy Warlick, Historic Preservation Specialist, Charlotte-Mecklenburg Historic Landmarks Commission**

**Summary:** The Thompson-Anderson House at 858 Concord Road is historically significant for its Tudor Revival architecture and its association with several prominent members of the middle-class Davidson community who owned and resided at the property. Wilburn A. “Wib” Thompson, a manager at Southern Cotton Oil Company’s local mill and an active member of the Davidson community, built the home in 1936 on the then-rural route of Concord Road. The second owners, Sadie and John Anderson, owned and operated the independent Anderson’s Food Store on Depot Street for

approximately seventeen years. Tudor Revival was among the most popular architectural styles in the area in this period, and the Thompson-Anderson House is the best surviving example of a brick masonry cottage of that style in Davidson. Well preserved by its past and recent owners, the Thompson-Anderson House is a site that bears testimony to Davidson's history.

The board of commissioners will hold a public hearing on the question of designating as a historic landmark the property known as the "Thompson-Anderson House" (including the interior and exterior of the house, and the land associated with Tax Parcel Number 00729301).

[Agenda Memo - Thompson-Anderson House Public Hearing 04.23.2024](#)  
[Attachment - Thompson-Anderson House Designation Report](#)  
[Attachment - HPO Feedback - Thompson-Anderson House](#)  
[Attachment - HLC Vote - Thompson-Anderson House](#)  
[Attachment - Historic Tax Estimate Letter - Thompson-Anderson House](#)  
[Presentation - Thompson-Anderson House Public Hearing 04.23.2024](#)

**b. Proposed Voluntary Contiguous Annexation of 21221 Potts Streets (Parcel #00320511C)**

**Jamie Justice, Town Manager**

**Summary:** The public will take notice that the Town of Davidson has called a public hearing at 6:00 p.m. on Tuesday, April 23, 2024 at 6:00 p.m. The public hearing will be held on the question of annexing the following described territories, requested by petition filed pursuant to North Carolina General Statutes 160A-31, as amended:

Property of CC Davidson Owner, LLC, 21221 Potts Street (Parcel #00320511C)  
Davidson, NC 28036 containing 2.57 acres.

The public hearing is required by general statute when the governing board is considering an annexation into the town limits. The public hearing was advertised in the Charlotte Observer on April 12, 2024.

[Attachment - 21221 Potts Street Voluntary Contiguous Annexation](#)  
[Attachment - Certificate of Sufficiency 21221 Potts Street](#)  
[Attachment - R2024-04 Fixing the Date of the Public Hearing Annexation of 21221 Potts Street](#)  
[Attachment - 21221 Potts Street Metes and Bounds](#)  
[Attachment - 21221 Potts Street Mecklenburg County Tax Map](#)

**VII. CONSENT - Consent items are typically non-controversial and routine items. Prior to the board's adoption of the meeting agenda the request of any member to have an item moved from the consent agenda to old business must be honored by the board. All items on the consent agenda must be voted on and adopted by a single motion.**

**a. Consider Approval of March Draft Meeting Minutes**

**Summary:** Draft Meeting Minutes from the March 12 and March 26 meetings.

[DRAFT Meeting Minutes 03-12-2024](#)  
[DRAFT Meeting Minutes 03-26-2024](#)

**b. Consider Approval of Amendment to the Town of Davidson Rules of Procedure**

**Summary:** The board will consider approval of amendment to the Town of Davidson Rules of Procedure Part XI. Rule 39. (a) (1) with the addition of the Charlotte-Mecklenburg Schools (CMS) Community Capital & Bond Committee, formerly known as the Municipal Education Advisory Committee (MEAC).

[DRAFT Town of Davidson Rules of Procedure - 04-23-2024](#)

**c. Consider Approval of First Amendment to the Davidson Cottages Affordable Housing Plan**

**Summary:** Davidson Cottages by Carolina Cottage Homes, LLC will include a total of 34 residential units. An Affordable Housing Plan was approved by the town board in November 2021. It includes four (4) affordable housing units (two duplexes) on the ground to satisfy the affordable housing requirements ranging between 80%-120% of Area Median Income (AMI).

Recently, it has been recommended that staff streamline the Affordable Housing Plan template and the processes outlined within it. In an effort to align the Davidson Cottages plan with the new template, staff proposed certain changes to Carolina Cottage Homes, LLC. During this process Carolina Cottage Homes, LLC elected to update affordable housing floor plans. The rest of the changes are minor in nature and recommended by the town attorney.

[Attachment - Davidson Cottages Affordable Housing Plan 1st Amendment.pdf](#)

**d. Consider Approval of Tax Levy Adjustments**

**Summary:** The Town of Davidson received tax levy adjustment refund check requests from the Mecklenburg County Assessor's Office for \$2,394.88, including interest, for 15 parcels. The refunds will be issued directly by the Town of Davidson. Details regarding the refund request are available in the Finance Office.

**VIII. BUSINESS ITEMS**

**a. Consider Adoption of Ordinance 2024-03 Historic Landmark Designation of 858 Concord Road**

**Jason Burdette, Planning Director**

**Tommy Warlick, Historic Preservation Specialist, Charlotte-Mecklenburg Historic Landmarks Commission**

**Summary:** The Thompson-Anderson House at 858 Concord Road is historically significant for its Tudor Revival architecture and its association with several prominent members of the middle-class Davidson community who owned and resided at the property. Wilburn A. "Wib" Thompson, a manager at Southern Cotton Oil Company's local mill and an active member of the Davidson community, built the home in 1936 on the then-rural route of Concord Road. The second owners, Sadie and John Anderson, owned and operated the independent Anderson's Food Store on Depot Street for

approximately seventeen years. Tudor Revival was among the most popular architectural styles in the area in this period, and the Thompson-Anderson House is the best surviving example of a brick masonry cottage of that style in Davidson. Well preserved by its past and recent owners, the Thompson-Anderson House is a site that bears testimony to Davidson's history.

**Action/Proposed Motion:** Motion to adopt Ordinance 2024-03 designating as a historic landmark the property known as the "Thompson-Anderson House" at 858 Concord Road (including the interior and exterior of the house, and the land associated with Tax Parcel Number 00729301).

[Agenda Memo - Thompson-Anderson House Landmark Adoption 04.23.2024](#)  
[Attachment -Thompson-Anderson House Designation Report](#)  
[Attachment - DRAFT Ordinance 2024-03 -Thompson-Anderson House](#)  
[Attachment - Motion for Adoption of Thompson-Anderson House Landmark Designation 04.23.2024](#)

**b. Consider Approval of Option for 251 South Street Historic Gymnasium Rehabilitation**

**Doug Wright, Project Manager**

**Summary:** In January 2024, the Town engaged the design-build team of Balfour-Beatty and Creech & Associates to rehabilitate the historic gymnasium located at 251 South Street. The rehabilitation will require the installation of new restrooms on the ground floor within the existing building footprint. Three conceptual options are presented for the restrooms location.

**Action/Proposed Motion:** Consider Approval of Option \_\_\_ for 251 South Street Historic Gymnasium Rehabilitation Gym Design.

[Agenda Memo - 251 South Street Historical Gymnasium Rehabilitation 04.23.2024](#)  
[Presentation - 251 South Street Historical Gym Options 04.23.2024](#)

**c. Consider Adoption of Ordinance 2024-04 Extend the Corporate Limits of the Town of Davidson to Include 21221 Potts Streets (Parcel #00320511C)**

**Jamie Justice, Town Manager**

**Summary:** The board of commissioners has been petitioned to extend the corporate limits of the Town of Davidson to include 21221 Potts Streets (Parcel #00320511C), located in Davidson, NC 28036 containing 2.57 acres.

If approved, the described territory and its citizens and property shall be subject to all debts, laws, ordinances, and regulations in force in the Town of Davidson and shall be entitled to the same privileges and benefits as other parts of the Town of Davidson.

**Action/Proposed Motion:** Motion to adopt Ordinance 2024-04 Extend the Corporate Limits of the Town of Davidson to Include 21221 Potts Streets (Parcel #00320511C).

[Attachment - 21221 Potts Street Voluntary Contiguous Annexation](#)  
[Attachment - R2024-04 Fixing the Date of the Public Hearing Annexation of 21221 Potts Street](#)  
[Attachment - Certificate of Sufficiency 21221 Potts Street](#)  
[Attachment - 21221 Potts Street Metes and Bounds](#)  
[Attachment - 21221 Potts Street Mecklenburg County Tax Map](#)  
[Attachment - Draft Ordinance 2024-03 Annexation of 21221 Potts Street - Ordinance to Extend Corporate Limits.pdf](#)

**d. Consider Approval of Amendments to the Public Comment Policy**

**Jamie Justice, Town Manager**

**Summary:** During the pandemic, the Board of Commissioners held meetings virtually and monthly public comments each month were received via zoom, email, and voicemail. The town board wanted to be accessible to residents even if meetings were held virtually. After the pandemic ended, the town board returned to in-person board meetings.

Recently, the Town of Matthews polled other local governments in the county and the polling shows the Town of Davidson is the only entity in the county utilizing voicemail for public comments.

In reviewing best practices, it is recommended that the Town of Davidson amend the public comment policy to eliminate voicemails as a method for public comments. This would return to the town policy prior to the pandemic of only in-person comments. The board has received 13 voicemail public comments since January 2022: January 2022 (4), September 2022 (3), November 2022 (4), May 2023 (1), March 2024 (1).

In addition to the monthly public comment period, there are other ways for residents to communicate with the Board of Commissioners. Residents may email [board@townofdavidson.org](mailto:board@townofdavidson.org) at any time. The phone numbers for the elected officials are on the town website. The elected officials are open to meetings with residents.

This was discussed at the town board's April 9 board meeting and staff were directed to make changes to the proposed amendments for consideration. Attached to the agenda is a new draft.

Based on the town attorney's advice regarding managing voicemails and we heard board members comments about an alternative to in-person public comment, an accommodation section was created. The preference is still in-person so the accommodation is the exception, not the rule. We added the sixty-minute maximum time period and bolstered the spokesperson language to incentivize that option.

See below for a summary of the proposed changes:

- 1) Added - The board may allocate up to one hour (60 minutes) for public comment during a regular meeting.
- 2) Continues removal of the voicemail option.

- 3) Added - #4a. References a designated spokesperson for a group of three or more may be allocated 6 minutes to speak.
- 4) Added - #10 Accommodations. References completing an online form or contacting the Town Clerk's office to request accommodation and examples of possible accommodations.

**Action/Proposed Motion:** Motion to approve the amendments to the Public Comment Policy.

[Agenda Memo - Amendments to Public Comment Policy 04.23.2024](#)

[Attachment - DRAFT Town of Davidson Public Comment Policy - Considered for Approval - April 23, 2024](#)

[Attachment - Public Comment Chart](#)

**IX. SUMMARIZE MEETING ACTION ITEMS - Town Manager will summarize items where the board has requested action items for staff.**

**X. ADJOURN**



**A PROCLAMATION  
TOWN OF DAVIDSON AFFORDABLE HOUSING MONTH**

**WHEREAS**, Rising rents and property costs have left adequate housing options out of reach for many of our neighbors; and

**WHEREAS**, The federal government defines housing as affordable when it consumes no more than 30% of household income; and

**WHEREAS**, According to 2023 Mecklenburg County Housing Assessment data, the median value of a home in North Mecklenburg is \$477,328, \$100,000 more than Mecklenburg as a whole; and

**WHEREAS**, Data from 2020 shows that 81% of the people who worked in North Mecklenburg lived elsewhere (mostly Charlotte) and commuted to the area for their jobs in major sectors such as retail trade, health care and social assistance, and professional services. About half of these workers (52%) make less than \$40,000 a year. North Mecklenburg has a larger share of low-income workers than the county as a whole; and

**WHEREAS**, We must create and maintain affordable housing options and strategies to support new and existing residents; and

**WHEREAS**, Affordable housing promotes financial stability, reduces stress, and increases health; and

**WHEREAS**, Affordable housing is a cornerstone to a strong, diverse, and stable community; and

**WHEREAS**, The Town of Davidson remains committed to the core value of an historic mix of people at all income levels and ages is fundamental to our community, so town government will encourage opportunities, services, and infrastructure that allow people of all means to live and work here; and

**NOW, THEREFORE**, I, Mayor Rusty Knox and the Board of Commissioners of the Town of Davidson, do hereby proclaim the Month of May 2024 as Affordable Housing Month in the Town of Davidson and encourage all citizens, community agencies, faith groups, elected leaders and businesses to increase their participation in our efforts to increase and maintain affordable housing options within our community.

**Proclaimed** this 23rd day of April 2024.

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Rusty Knox, Mayor



**A PROCLAMATION  
TOWN OF DAVIDSON NATIONAL BIKE MONTH**

**WHEREAS**, the Town of Davidson values the use of the bicycle as a practical, healthy, economical, and environmentally sound means of transportation and recreation; and

**WHEREAS**, the Town of Davidson is a bike-friendly community and recognizes that bicycle transportation is part of the overall vehicle mix on streets and roadways; and

**WHEREAS**, the Town of Davidson encourages the increased use of the bicycle benefiting the community by improving air quality, reducing traffic congestion, and decreasing the use of finite energy; and

**WHEREAS**, the Town of Davidson promotes bicycling for the health and fitness of our citizens and recognizes responsible bicycling as a safe means of transportation; and

**WHEREAS**, the Town of Davidson has adopted a Vision Zero Plan aiming to eliminate all traffic fatalities and severe injuries, and is committed to making cycling a safe and viable transportation option for all residents; and

**WHEREAS**, the League of American Bicyclists has established May as National Bike Month and I encourage all citizens to ride their bicycles to work, to school, to the store, to the park, and all other destinations throughout the month; and

**WHEREAS**, the Town of Davidson encourages citizens to ride or walk to the Town Day and Bike Expo event on May 4<sup>th</sup>, ride or walk to school on May 8<sup>th</sup>, and ride to work the week of May 13<sup>th</sup>.

**NOW THEREFORE BE IT RESOLVED**, I, Rusty Knox, Mayor of the Town of Davidson, North Carolina do hereby proclaim the month of May 2024 as Town of Davidson National Bike Month and call upon all citizens of our town to participate in bicycling to work, town, and school throughout the month.

**Proclaimed** this 23rd day of April 2024.

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Rusty Knox  
Mayor



**A PROCLAMATION**  
**55th ANNUAL PROFESSIONAL MUNICIPAL CLERKS WEEK**  
**May 5 - 11, 2024**

**WHEREAS,** The Office of the Professional Municipal Clerk, a time honored and vital part of local government exists throughout the world, and

**WHEREAS,** The Office of the Professional Municipal Clerk is the oldest among public servants, and

**WHEREAS,** The Office of the Professional Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels, and

**WHEREAS,** Professional Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all.

**WHEREAS,** The Professional Municipal Clerk serves as the information center on functions of local government and community.

**WHEREAS,** Professional Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Professional Municipal Clerk through participation in education programs, seminars, workshops, and the annual meetings of their state and international professional organizations.

**WHEREAS,** It is most appropriate that we recognize the accomplishments of the Office of the Professional Municipal Clerk.

**NOW THEREFORE BE IT RESOLVED,** I, Rusty Knox, Mayor of the Town of Davidson, North Carolina recognize the week of May 5 through 11, 2024, as Professional Municipal Clerks Week, and further extend appreciation to our Town Clerk, Betsy Shores, and to all Professional Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

**Proclaimed** this 23rd day of April 2024.

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Rusty Knox  
Mayor



## AGENDA MEMO

To: Davidson Board of Commissioners

From: Tommy Warlick, Historic Preservation Specialist, Charlotte-Mecklenburg Historic Landmarks Commission

Date: April 23, 2024

Re: Thompson-Anderson House Landmark Public Hearing

### OVERVIEW

The Thompson-Anderson House at 858 Concord Road is historically significant for its Tudor Revival architecture and its association with several prominent members of the middle-class Davidson community who owned and resided at the property. Wilburn A. “Wib” Thompson, a manager at Southern Cotton Oil Company’s local mill and an active member of the Davidson community, built the home in 1936 on the then-rural route of Concord Road. The second owners, Sadie and John Anderson, owned and operated the independent Anderson’s Food Store on Depot Street for approximately seventeen years. Tudor Revival was among the most popular architectural styles in the area in this period, and the Thompson-Anderson House is the best surviving example of a brick masonry cottage of that style in Davidson. Well preserved by its past and recent owners, the Thompson-Anderson House is a site that bears testimony to Davidson’s history.



*Figure 1. Thompson-Anderson House front elevation*



Figure 2. Thompson-Anderson House vicinity map

## REQUESTED ACTION

On April 23, 2024, Commissioners will hold a public hearing on the question of designating as a historic landmark the property known as the “Thompson-Anderson House” (including the interior and exterior of the house, and the land associated with Tax Parcel Number 00729301).

## RELATED TOWN GOALS

### Strategic Plan Alignment

Historic Preservation – Preserve our historic properties that contribute to our vibrant and unique community and honor the history of the lived experiences of our residents.

Operational Excellence – Provide efficient and high-quality public services and facilities through thoughtful and proactive planning, reasonable stewardship of town resources and a professional and committed workforce.

### Core Values

Open communication is essential to an engaged citizenry, so town government will seek and provide accurate, timely information and promote public discussion of important issues.

Davidson’s traditional character is that of a small, historic college town, so land planning will reflect its historic patterns of village-centered growth including connection of neighborhoods, preservation of our historic resources, conservation of rural area, and provision of public spaces.

Davidson exists in proximity to and is interdependent with other jurisdictions, so we strive for local, regional, state and federal cooperation.

## OPTIONS/PROS & CONS

**Options:** Approve the landmark.

**Pros:** Protects a historically significant structure.

**Cons:** None.

## NEXT STEPS

- **April 23, 2024:** Board of Commissioners public hearing for landmark designation. Once the public hearing closes, the Board of Commissioner is asked to consider adoption of the landmark designation.

# Landmark Designation Report for the



## Thompson-Anderson House 858 Concord Road Davidson, North Carolina

Prepared by:  
Susan V. Mayer, Principal  
Nick Linville, Consulting Historian  
November 2023

**SVM**  
**HISTORICAL  
CONSULTING**

Charlotte, North Carolina  
<https://www.svmhistorical.com>  
[susan@svmhistorical.com](mailto:susan@svmhistorical.com)

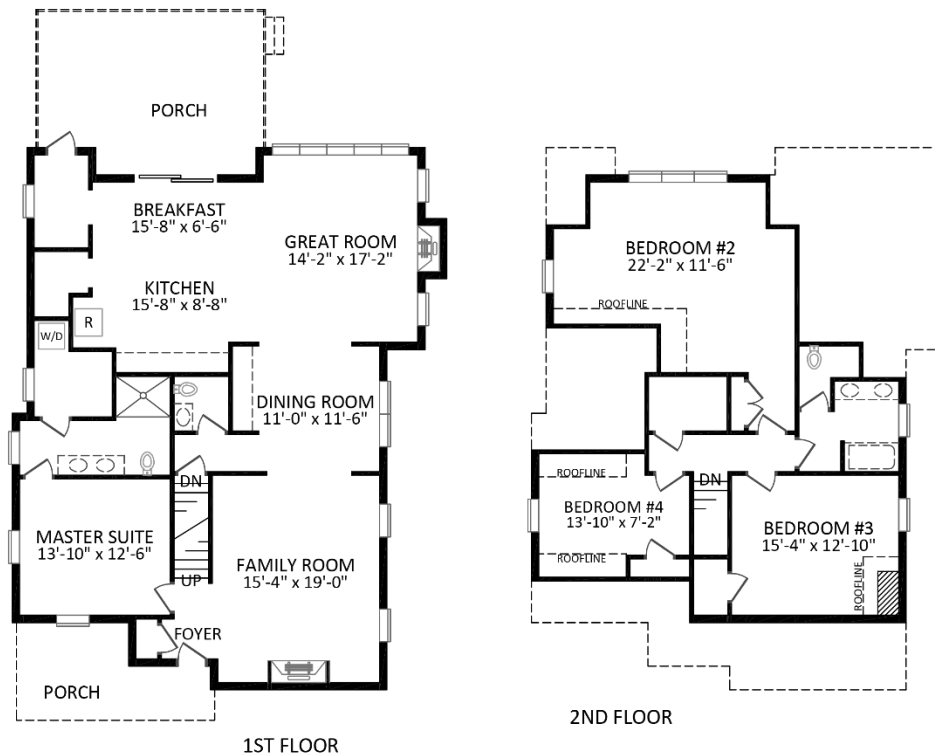
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## General Information

<b>Historic Names of Property:</b>	Thompson-Anderson House
<b>Address of Property:</b>	858 Concord Road, Davidson, North Carolina 28036
<b>PIN:</b>	00729301
<b>Deed Book &amp; Page:</b>	Mecklenburg County Deed Book 36359, Page 234
<b>Amount of Land/Acreage to be Designated:</b>	0.535 Acres
<b>Ad Valorem Tax Value:</b>	The 2023 Real Estate Assessed Value of parcel 00729301 which includes Thompson-Anderson House is \$949,700
<b>Recommendation for Designation:</b>	Interior and exterior designation of the house and all the property within Mecklenburg County parcel 00729301.
<b>Name/Address of Current Property Owner:</b>	Kirk A. Steffensen Leslie Nunez Steffensen 858 Concord Road Davidson, North Carolina 28036

## Interior Designation Parameters



In support of their request for landmark designation of the interior of the Thompson-Anderson

House, the property owners have provided written consent for interior review of the house pursuant to N.C. Gen. Stat. § 160D-947(b). Rooms which retain character-defining features are, as seen on plan on pages 17-19 of LDR or named in the Architectural Description, are Foyer, Living/Family Room, Owner's Suite bedroom, Dining Room, Upstairs Landing, and Bedroom #3. Character-defining features are enumerated below.

**Features Located Throughout the House:**

- Hardwood floors
- Plaster walls
- Decorative moldings
- Crystal doorknobs and other door hardware
- Solid wood single-panel interior doors

**Ground Floor:**

Owner's Suite

- Picture-rail trim at ceiling level

Living Room

- Fireplace
- Mantel
- Foyer
- Solid wood entry door with round window

**Second Floor:**

Landing Area

- Built-in drawers
- Door to attic closet

**Basement:**

- Coal chute

## Chain of Title

Grantor	Grantee	Date	Deed Book/Page	Notes
Joseph L. Sharp and spouse Pamela Sharp	Kirk and Leslie Steffensen	July 30, 2021	36359/234	0.535 acres
Nathan W. Worsley III and wife Holliday Seymour Worsley	Joseph L. Sharp and wife Pamela L. Sharp	August 26, 2004	17657/886	0.535 acres
Wallace Gamble (aka Wallace Melvin Gamble)	Nathan W. Worsley III and wife Holliday Seymour Worsley	September 4, 2001	12632/813	0.535 acres
Sadie B. Anderson	Wallace Gamble	June 11, 1987	5523/194	lot of land 24,400 square feet
Wilburn A. Thompson and wife Mildred Hartness Thompson	Sadie B. Anderson	July 22, 1943	1100/300	lot of land 24,400 square feet
Robert Irwin [sic] Johnston and wife Sarah D. Johnston	Wilburn A. Thompson	December 26, 1933	842/295	lot of land 24,400 square feet
<i>Source: Register of Deeds Office, Mecklenburg County</i>				

## Abstract

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### Statement of Significance

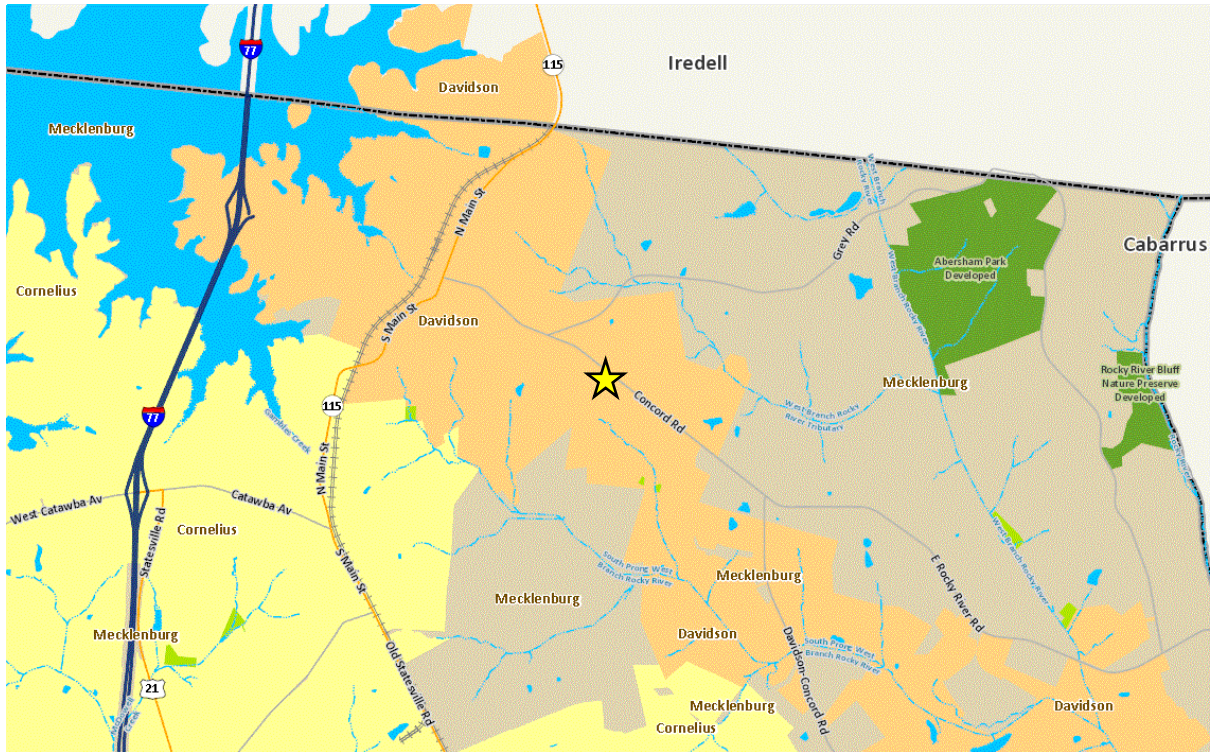
The Thompson-Anderson House at 858 Concord Road is historically significant for its Tudor Revival architecture and its association with several prominent members of the middle-class Davidson community who owned and resided at the property. Wilburn A. “Wib” Thompson built the home in 1936 when Concord Road was a rural route. Tudor Revival was among the most popular architectural styles in the area in this period, and the Thompson-Anderson House uniquely represented this derivative of English architecture. The second owners, Sadie and John Anderson, owned and operated one of Davidson’s grocery stores, known as Anderson’s Food Store. Well preserved by its past and recent owners, the Thompson-Anderson House is a site that bears testimony to Davidson’s history.

### Integrity Statement

<b>Location</b>	High	The Thompson-Anderson House is located at its original site of construction.
<b>Design</b>	Moderate	The Thompson-Anderson House is the best surviving example of a brick masonry cottage of Tudor Revival architecture in Davidson.
<b>Setting</b>	Low	The Thompson-Anderson House is located on Concord Road, which at the time of construction was outside the town limits of Davidson. The rural setting in which the house was constructed is now part of the town and is surrounded by infill developments.
<b>Materials</b>	High	The Thompson-Anderson House retains materials that are original to the home’s date of construction, including exterior brick, plaster in the owner’s suite and living room, and wood floors throughout.
<b>Workmanship</b>	High	The Thompson-Anderson House is typical of the workmanship seen during the 1930s in Mecklenburg County.
<b>Feeling</b>	Moderate	Though a major addition was made to the rear of the Thompson-Anderson House, it was thoughtfully designed to minimize its impact upon the streetscape and view of the house from Concord Road.
<b>Association</b>	High	The Thompson-Anderson House is historically significant for its association with the middle-class growth and activity of Davidson. Wilburn A. “Wib” Thompson, whose family had resided in the town for generations, was representative of many men of the town who were natives, had attended Davidson College, and entered the civic and professional ranks of the community. John and Sadie Anderson operated Anderson’s Food Store, one of the small independent grocers that was common

and necessary in towns such as Davidson before supermarkets entered the market in the post-WWII period.

# Maps



Source: Polaris (2023)



Source: Polaris (2023)

# Historical Background

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Written by Nick Linville

The Thompson-Anderson House at 858 Concord Road is historically significant for its Tudor Revival architecture and its association with several prominent members of the middle-class Davidson community who owned and resided at the property. Wilburn A. “Wib” Thompson built the home in 1936 when Concord Road was a rural route. Tudor Revival was among the most popular architectural styles in the area in this period, and the Thompson-Anderson House uniquely represented this derivative of English architecture. Thompson was a native of Davidson and, at the time, in management at Southern Cotton Oil Company’s local mill. The second owners, Sadie and John Anderson, owned and operated one of Davidson’s early grocery stores, known as Anderson’s Food Store. Well preserved by its past and recent owners, the Thompson-Anderson House is a site that bears testimony to Davidson’s history.

## Residential Development of Concord Road

Constructed in 1936, the Thompson-Anderson House at 858 Concord Road appeared during a period of residential expansion in the Town of Davidson. The historical nexus of the town was Davidson College, founded in 1837. After the disruption of the Civil War, the College began to flourish, leading to the growth of the campus and an adjacent district of businesses that catered to the student and faculty population. The Town of Davidson College, known after 1891 as the Town of Davidson, was incorporated in 1879. As commercial and residential development consumed the area adjacent to the campus in the late nineteenth and early twentieth centuries, new development spread along Concord Road, which previously had been a rural route connecting the Town of Davidson with Concord.<sup>1</sup>

Davidson’s local economy centered on the College until the 1890s when Linden Cotton and Southern Cotton Oil built factories in Davidson. The Delburg Cotton Mill Company followed their lead in 1908. The factories created new jobs, leading to population growth as both black and white workers settled in the community. Residential development continued to creep down Concord Road where upper- and middle-class white families associated with the College, mill management, and other local businesses built new homes. In 1920s Concord Road leading away from Davidson College was a one-lane macadam road. Despite the onset of the Great Depression, new residences continued to appear along Concord Road such as the home at 858 Concord Road.<sup>2</sup>

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<sup>1</sup> Mary D. Beaty, *Davidson: A History of the Town from 1835 to 1937* (Davidson, North Carolina: Warren Publishing, 1979), 3–48, 113.

<sup>2</sup> Charlotte-Mecklenburg Historic Landmarks Commission, “Survey and Research Report on the Davidson Cotton Mill,” 2004; Beaty, *Davidson*, 67–68, 120–122.



1938 Mecklenburg County Time Machine



1951 Mecklenburg County Time Machine



1978 Mecklenburg County Time Machine

## The Thompsons

Wilburn Arthur “Wib” Thompson was born May 17, 1903, likely in the family home at 532 North Main Street. His father Walter Henry Thompson (1868–1937) was a prominent banker who served as clerk and treasurer of the Town of Davidson. Historian Mary Beaty called him “practically a permanent member of the council.”<sup>3</sup> W. H. married Cynthia Louisa Armour (1874-1912), whose family had been

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<sup>3</sup> Mary D. Beaty, *Davidson: A History of the Town from 1835 to 1937* (Davidson, North Carolina: Warren Publishing, 1979), 123.

established in the area since the 1820s and owned much of the land along North Main Street above the cemetery. They had eleven children, of whom Wib was the middle child.<sup>4</sup>

Like the sons of many prominent local families, Wib attended Davidson College. He studied at the college for at least one year, entering as a freshman in fall term 1921. Wib began his professional life in 1923 at the age of twenty as a cashier at Southern Cotton Oil Company. He also participated in the civic affairs of Davidson, joining the town's first volunteer firefighting department in 1927.<sup>5</sup> Wib remained a bachelor living in the family home until meeting Mildred Hartness of Mooresville. An outgoing and active woman, Mildred had been the leading scorer on the Mooresville High School state champion basketball team and had attended the North Carolina College for Women in Greensboro. Marrying in 1934, the newlyweds remained in Mooresville "pending the completion of their new home in Davidson," according to their marriage announcement in the Charlotte newspaper.<sup>6</sup>

The previous year, Wib had acquired an undeveloped lot of land along Concord Road in 1933 from Robert Irvin Johnston (1900–1983) and his wife Sarah (1907–1965).<sup>7</sup> The Thompsons completed the home in 1936. Built in the Tudor Revival style, the home featured a prominent chimney on its façade and other hallmarks of the cottage-like aesthetic—brick exterior, high gabled roof, and rounded windows. Tudor Revival, one of several styles influenced by English architecture, began to appear in North Carolina during the late nineteenth century. The Biltmore Estate in Asheville was an early and grand example of Tudor Revival when it was completed in 1895. By the 1920s and 1930s, the widely popular style regularly appeared in residential construction. Tudor Revival was very popular in Charlotte in the 1920s and 1930s, and it took root in Davidson by 1926 when the Arbuckle House at 838 Concord Road, two doors north of the Thompson-Anderson House, was completed. In 1945 another Tudor home was completed next door at 850 Concord Road, though it is no longer extant. The architectural style faded in Davidson and across the country before the decade ended.<sup>8</sup>

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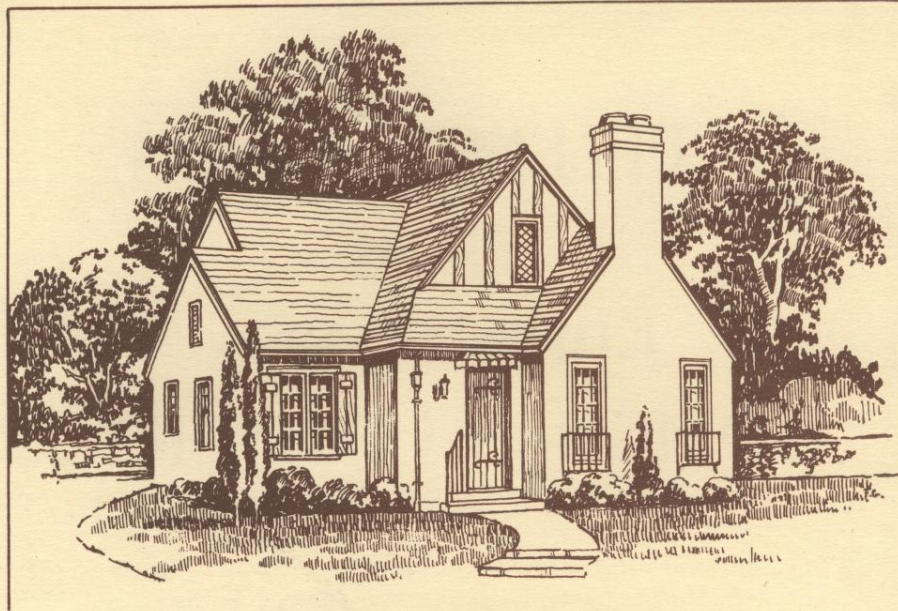
<sup>4</sup> "Death Claims W.H. Thompson," obituary, *Charlotte Observer*, July 1, 1937. 2:11; "Cynthia Louise Armour," *FamilySearch*, <https://www.familysearch.org/tree/person/details/LK4N-T7G>, accessed July 26, 2023; Beaty, 15.

<sup>5</sup> Beaty, 177; "Davidson Plant Manager to Head Columbia Mill," *Charlotte Observer*, September 3, 1938, 13; Beaty, 154.

<sup>6</sup> "Miss Hartness Becomes a Bride," *The Charlotte News*, December 24, 1934, 13.

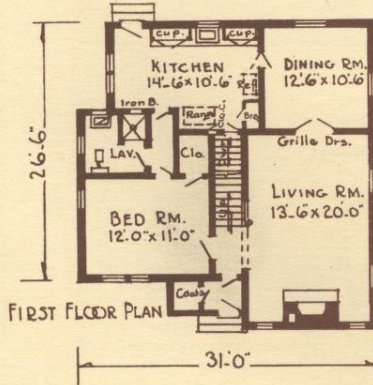
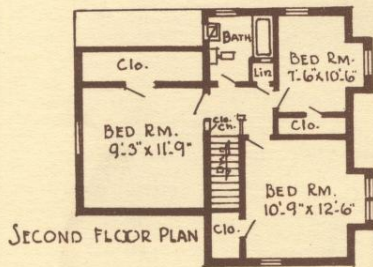
<sup>7</sup> Mecklenburg County Deed Book 842, Page 295.

<sup>8</sup> Clay Griffith, National Register Nomination: Charles E. Orr House (Transylvania County, North Carolina), North Carolina State Historic Preservation Office, electronic document, <https://files.nc.gov/ncdcr/nr/TV0299.pdf>, accessed August 2, 2023; James Vaseff and Catherine W. Bishir, "William H. Peeps," *North Carolina Architects and Builders: A Biographical Directory*, electronic document, <https://ncarchitects.lib.ncsu.edu/people/P000517>, accessed August 2, 2023.



BW 4300  
ULTRA HOME APPEAL

Strikingly attractive and because of an exterior that is decidedly different from the ordinary, this plan will immediately appeal to one who knows and values artistic architectural design of high merit. Scrupulous attention to small details has produced a home that is well nigh faultless. There is a compact, though roomy interior with one bedroom and lavatory on the first floor and three bedrooms and bath upstairs. The living room is of splendid size with a fireplace occupying one end. Grille doors, forming the entrance to the dining room, present a pleasant relief from the usual plastered arch and are extremely decorative. The kitchen also is large, completing a scheme of providing most space in the rooms which are used most.



Page 2

Figure 1 The Thompsons likely drew inspiration for their home from a plan book. This plan was featured in a catalogue offered by a Minnesota company, though it was common for national businesses to provide plan books for local lumber companies to provide or sell to potential new construction homeowners. Carr-Cullen Co., *New and Original House Designs: Supplement No. 1 to Edition 42, Homes of Comfort* (1933), 2.

While the Great Depression loomed large in Davidson, Wib Thompson managed to succeed. In 1938 he was promoted to manager at Southern Cotton. He served the Board of Elections as one of several registrars in Davidson in 1940, a role he held for many years. During World War II, Wib was chairman of the Rationing Board of northern Mecklenburg County. In addition, Wib and Mildred welcomed their son William in 1941.<sup>9</sup>

W. H. Thompson died in 1937, and the Thompsons moved into the house on North Main Street. After selling their Concord Road home in 1943, the Thompsons continued to reside in Davidson where Wib held prominent roles in the community. From 1945 to 1973, he served as a Director and Member of the Executive Committee of Piedmont Bank and Trust Company. Wilburn also was Treasurer of the Davidson College Presbyterian Church from about 1950 until his death. He retired from Southern Cotton in 1959 as Manager. He left retirement to serve as Accountant for the Town of Davidson from 1960 to 1969. In 1981, Davidson College presented him with the Algernon Sydney Sullivan Award for his years of support of the college. He died in 1984 at his home on North Main Street.<sup>10</sup>

## The Andersons

Sadie B. Anderson purchased the Tudor house at 858 Concord Road from Wib Thompson in 1943. Born Sadie Beatrice Hood in Burke County in 1901, she married John Lee Anderson, Jr. (1899–1975), in 1928. Sadie and John settled in Davidson by 1940, when they appeared in the census, where they opened a grocery store on Depot Street.<sup>11</sup>



Figure 2 Advertisement for Anderson's Food Store. *Charlotte Observer*, September 18, 1943.

Small independent grocery stores like Anderson's were important parts of small towns like Davidson. They had their roots in the general stores of the late nineteenth and early centuries, like B. Dewitt

<sup>9</sup> "Davidson Plant Manager to Head Columbia Mill," *Charlotte Observer*, September 3, 1938, 13; 1940 U.S. census, Mecklenburg County, North Carolina, pop. sch., Deweese Township, ED 60-99, sheet 5-B, household 84, Wilburn Thompson; "Polling Places, Registrars, and Judges are Announced by Board," *The Charlotte News*, April 7, 1940, page 2B.

<sup>10</sup> "Mr. Wilburn A. 'Wib' Thompson," obituary, *Charlotte Observer*, April 1, 1984, page 8H; Harold Warren, "W. Thompson, Davidson Leader, Dies," *Charlotte Observer*, April 1, 1984, page 22A.

<sup>11</sup> Anderson's Food Store appears in Charlotte newspaper advertisements in 1943 and ends around 1960. "John Lee Anderson," obituary, *Charlotte Observer*, November 23, 1975, page G1; 1940 U.S. census, Mecklenburg County, North Carolina, pop. sch., Davidson, ED 60-98, sheet 18-B, household 370, John L. Anderson; "Beatrice Hood Anderson," obituary, *Charlotte Observer*, June 18, 1992, page 19.

Funderburk's dry goods store and Capt. Thomas Jefferson Renfrow's general store, both of which opened in Matthews in 1900. Entrepreneur D.A. Tompkins began selling groceries in the Dilworth suburb of Charlotte about 1903.<sup>12</sup> Farmer William Bradford opened a general store on his farmland on Davidson-Concord Road in the Huntersville area in 1911. Bradford sold groceries, and, also, livestock, cloth, farming equipment to residents of the Ramah community before closing as a small gas station after World War II.<sup>13</sup> In Davidson, Irvin Johnson, from whom Wib Thompson had purchased the land for his home, and his brother Houston ran a grocery store at 106 South Main Street. The fresh produce in the Anderson's store was locally grown on land south of their house in what is today the Cabin Creek neighborhood while they acquired dry goods from elsewhere.<sup>13</sup>

The rise of supermarkets in North Carolina signaled the demise of Anderson's Food Store and others like it in small towns across North Carolina. Grocery store chains began to appear in the City of Charlotte in the 1920s when A&P established several stores, and they soon spread to Concord and other outlying towns.<sup>14</sup> Davidson was one of the last to receive a grocery store chain. When Sadler Square was developed at Griffith and Watson Streets in 1979, the anchor was Lowe's Food Store, a rising supermarket chain with more than 60 stores in North Carolina and Virginia at the time. Food Lion purchased the property three years later. Town residents and college students were grateful to have a supermarket in the middle of town. In 1987, however, Food Lion closed the location after building a new, modern supermarket three miles away in Cornelius. Davidson did not have a supermarket again until the opening of the Harris Teeter in Davidson Commons in 2000.<sup>15</sup> The Andersons continued in business until about 1975, the year John died. Sadie sold the property in 1987 to Walter Gamble.<sup>16</sup>

## Later Owners

Wallace Melvin Gamble acquired the Thompson-Anderson House in 1987 and owned it until 2001. The son of Joseph and Connie Gamble, Wallace was born in Davidson in 1922. He attended the local high school and graduated from Davidson College in 1943. He then joined the Navy, serving as a Second Lieutenant in Asia and Europe during World War II.<sup>17</sup> After his return, he worked for Burlington Industries in Mooresville, retiring from the company as an Administrative Supervisor.

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<sup>12</sup> Charlotte Landmarks Commission, "The Leeper and Wyatt Store Building," 1988.

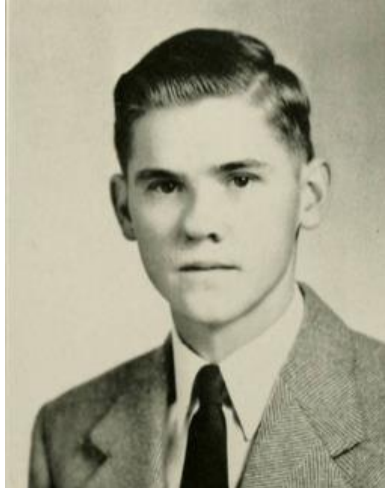
<sup>13</sup> Charlotte Landmarks Commission, "Survey and Research Report on the Bradford Farm and Store," 2002; Charlotte Landmarks Commission, "Survey and Research Report on the Renfrow Hardware Store," 1991.

<sup>14</sup> David Gwynn, "US--North Carolina," Groceteria, electronic document, <https://www.groceteria.com/place/north-carolina/>, accessed September 15, 2023.

<sup>15</sup> Clark, Regina. "Davidson Residents Now Have to Drive For Chow." *Charlotte Observer* 4 November 1987, 2; Jan Blodgett, "Grocery Tales." *Around the D: The Davidson College Archives and Special Collections Blog*, electronic document, <https://davidsonarchivesandspecialcollections.org/aroundthed/grocery-tales/>, accessed September 15, 2023; Carolyn Sanford, "Davidson Soon to Have its First Shopping Center." *The Charlotte News* 3 October 1979, 17A.

<sup>16</sup> Pam Sharp email to Leslie Steffensen, July 24, 2023; Beaty, *Davidson*, 144–145; "Beatrice Hood Anderson," obituary, *Charlotte Observer*, June 18, 1992, page 8.

<sup>17</sup> "Wallace M. Gamble," obituary, *Charlotte Observer* (Charlotte, North Carolina), 2 September 2010, 4B.



**Figure 3 Wallace Gamble in the 1943 Davidson yearbook.**

Walter held a variety of roles in local civic and religious organizations. During the mid-to-late 1960s, Walter was a member of the Charlotte-Mecklenburg Planning Commission.<sup>18</sup> He served as treasurer and president of the Davidson Lions Club and was a deacon and an elder at Davidson College Presbyterian Church.<sup>19</sup> Walter previously had lived in the Gamble family home across the street from the Thompson-Anderson House. His family owned the surrounding land which became the site of St. Alban's Episcopal Church and The Pines, a senior living community where streets are named for him and his sister Mary.<sup>20</sup>

During the period of Gamble's ownership, the relatively rural nature of the surroundings began to change. Southeast along Concord Road, developers laid out new residential subdivisions in the 1990s. Southwest of the property, the Stough Family, in 1992, developed the Cabin Creek subdivision, a 24-acre residential development on what was once their farmland. The community would feature 29 lots off Concord Road and four on Pine Road.<sup>21</sup> Based in a chapel on Lorimer Street since 1955, St. Alban's Episcopal Church acquired their current site on Caldwell Street, across from 858 Concord Road, in 2000 after their congregation tripled.<sup>22</sup> The townhouses adjacent to St. Albans were completed two years later.

Nathan W. "Bill" Worsley II and his wife Holliday purchased the Thompson-Anderson House in 2001. Both were graduates of UNC-Chapel Hill. Bill was a founding partner of Blue Heel Development, a residential land and construction development firm based in Davidson. The company's focus was active adult and townhome communities.<sup>23</sup> In 2004 Joseph L. Sharp and his wife Pamela acquired the Thompson-Anderson House. They made extensive additions to the house in 2014. The Sharps sold the house in 2021 to current residents Kirk and Leslie Steffensen.

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<sup>18</sup> "CAF Homemaking Project Trimmed," *The Charlotte News* (Charlotte, North Carolina), August 21, 1967, B:1.

<sup>19</sup> Yolanda Gilliam, "Wallace M. Gamble '43," Davidson College Alumni & Friends Obituaries, electronic document, <https://inmemoriam.davidson.edu/2010/08/wallace-m-gamble-43-2/>, accessed July 27, 2023.

<sup>20</sup> "9 Homes That Save Energy to be on Tour," *Charlotte Observer* (Charlotte, North Carolina), September 5, 1982, G1; Pam Sharp email to Leslie Steffensen, July 24, 2023.

<sup>21</sup> "Davidson Takes in 64 Acres," *Charlotte Observer*, 15 March 1992, 3.

<sup>22</sup> "St Alban's History," St. Alban's Episcopal Church, electronic document, <https://www.saintalbansdavidson.org/history>, accessed September 15, 2023.

<sup>23</sup> "Our Team," Holliday Homes, electronic document, <https://hollidayhomes.com/ourteam/>, accessed September 18, 2023.

# Architectural Description

Written by Susan V. Mayer

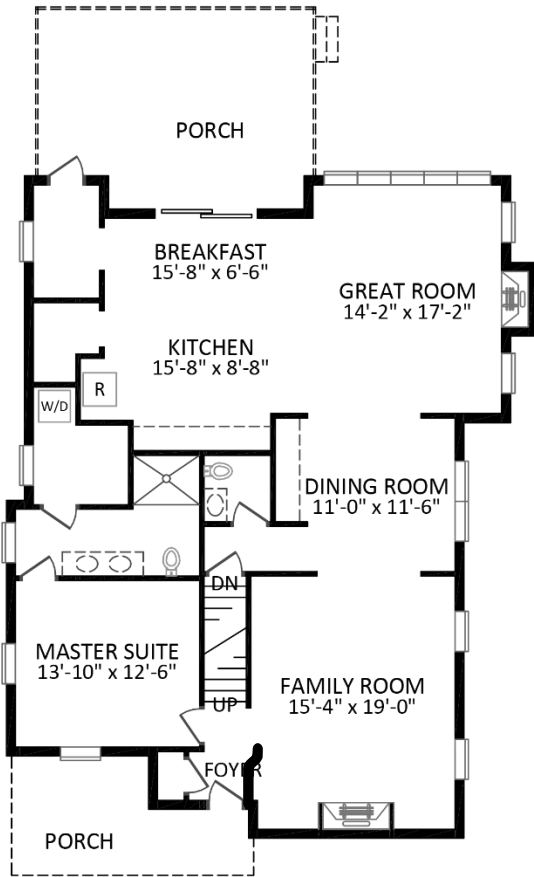


Built in 1936, the Thompson-Anderson House at 858 Concord Road is the best surviving example of a brick masonry cottage of Tudor Revival architecture in Davidson. The Thompson-Anderson House has many common elements which are original to its construction. These include 1.5" wide hardwood floors, plaster walls, decorative moldings, crystal doorknobs and other door hardware, and solid wood single-panel interior doors.

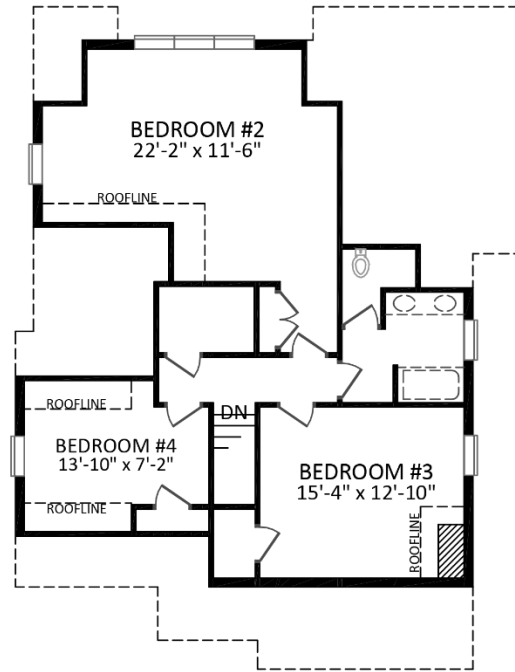
An extensive renovation was made to the Thompson-Anderson House in 2014, consisting of a large addition to the rear which doubled the square footage. Looking at the house from the street, however, the addition is minimal in its appearance, speaking to the consideration displayed by the owners and architect to preserve the historic character of the Concord Road streetscape.

# Floor Plans

Steel Truss Insulating



1ST FLOOR



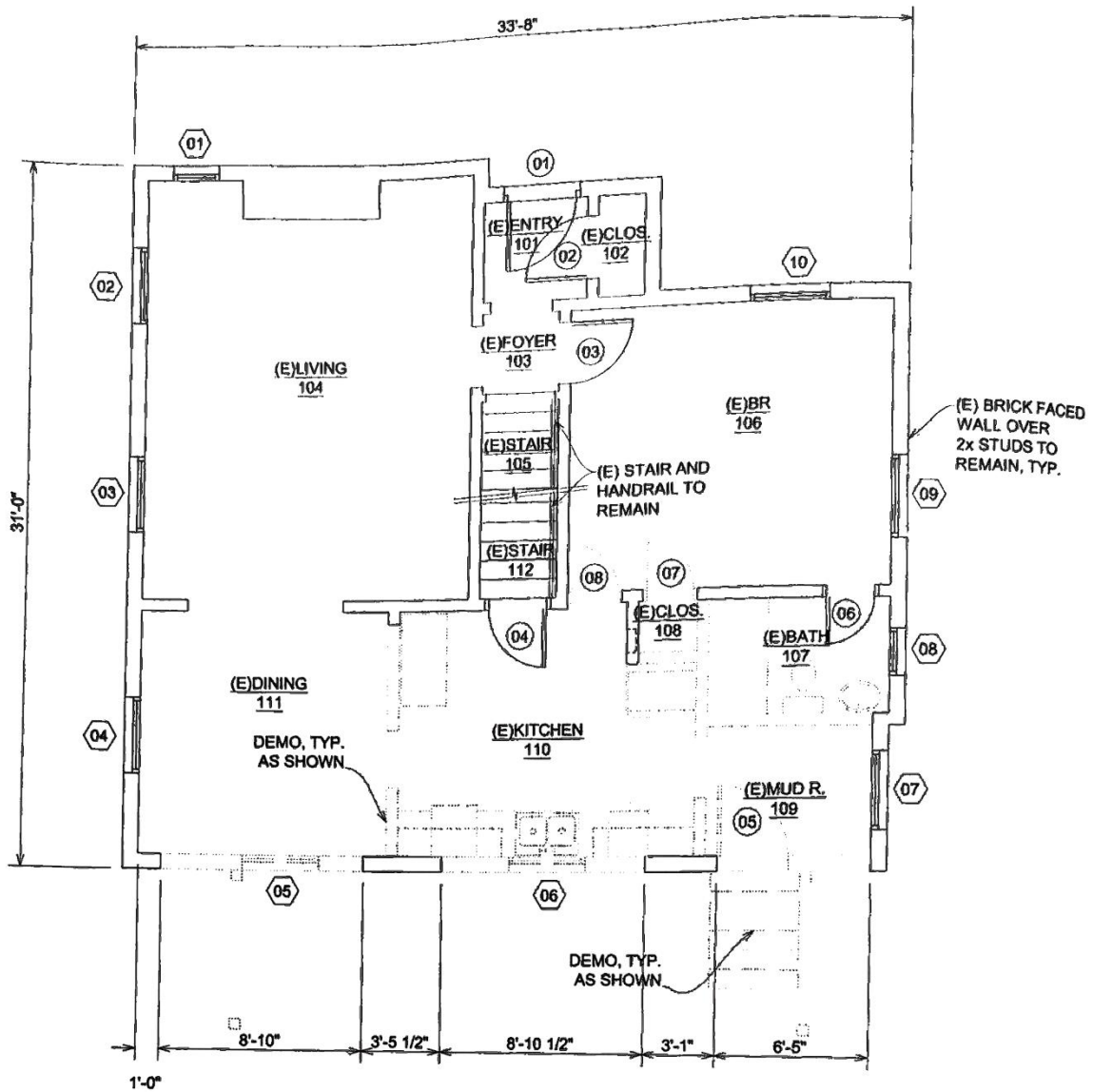
2ND FLOOR

HEATED LIVING SPACE  
 1st FLOOR - 1619  
 2nd FLOOR - 920  
 TOTAL HEATED - 2539

All measurements are rounded to nearest inch. This floorplan is intended for marketing brochures so window/door placements, and room dimensions are for representation only.

858 CONCORD ROAD

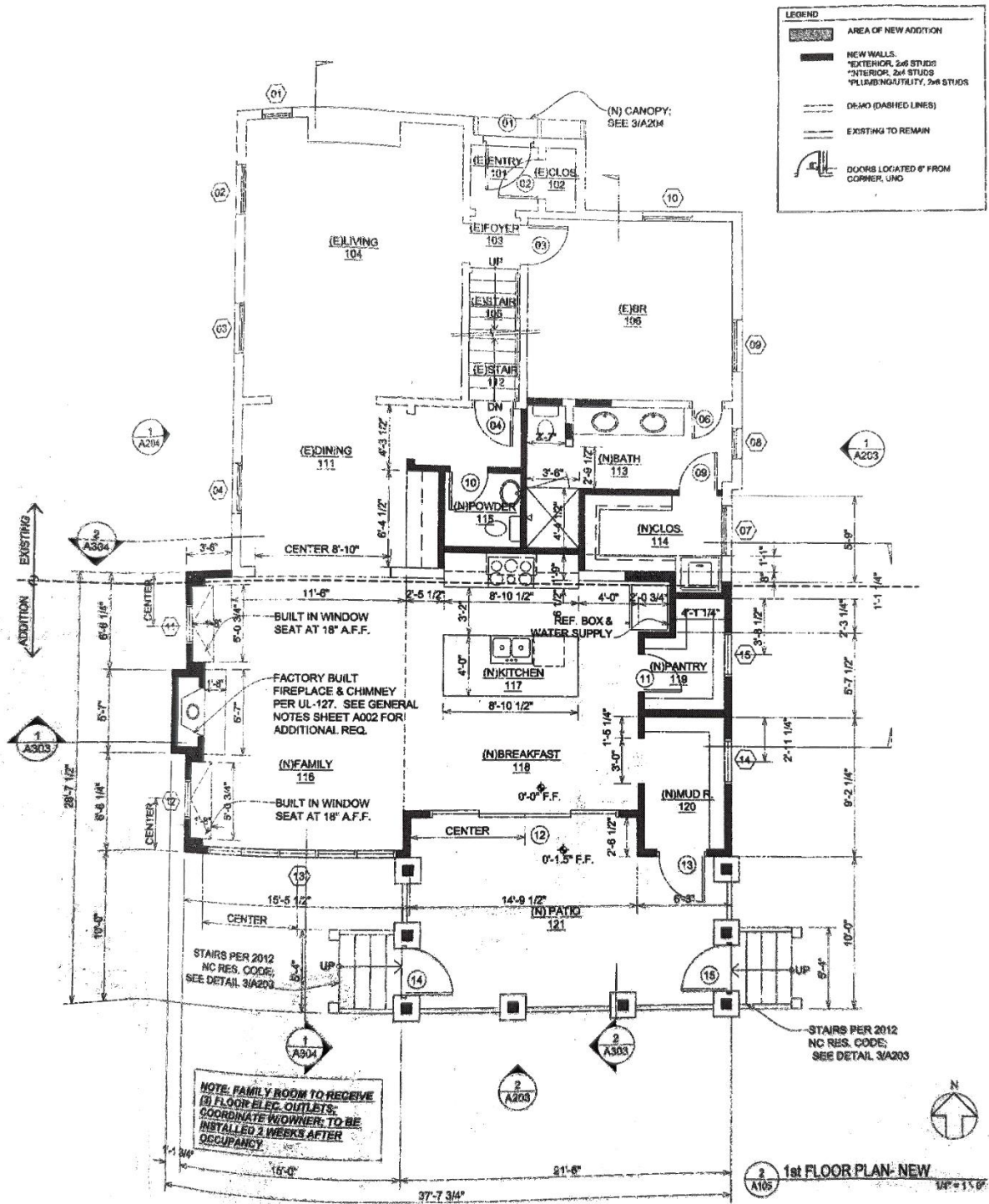




DEMO, TYP. AS SHOWN



1  
A105 1st FLOOR PLAN-EXISTING/DEMO  
1/4" = 1'-0"



## Exterior Description



**Figure 4 North Elevation/Façade**

The façade of the Thompson-Anderson House faces north to Concord Road. The first bay is within the side-gabled primary mass of the house and has a single window. The second bay consists of a gable-on-hip ell with the entry and façade chimney. The front door is approached via a low brick stoop. A metal awing supported by timber brackets is hung above. Oculus windows are located to the right of the fireplace as well as in the gabled upstairs bay, which has new composite shingle siding in the gabled end.

The landscaping at the front consists of low shrubs around the house and at the sidewalk along Concord Road. The front yard is grassy (when not covered in leaves) and has a large gravel drive and parking area.



Figure 5 East Elevation



Figure 6 South Elevation



**Figure 7 West and South Elevations looking Northeast**



**Figure 8 West Elevation**

## Interior Description



The foyer of the house is a compact vestibule with a coat closet. It has a cased opening to a small circulation area leading to the owner's suite, upstairs, and the living room.



The owner's suite of the Thompson-Anderson House retains much of its original finishes—plaster walls, hardwood floors, and picture-rail trim at the ceiling. The attached full bathroom, while an original feature, was remodeled and expanded in the 2014 renovation. A walk-in closet with washer and dryer was also added to the space. Finishes in the renovated bathroom were chosen to complement the historic character of the house.



The living room is also original to the house. Its focal point is the centered fireplace with recessed built-in bookcases at either side. On the left side is an oculus window. The opening from the living

room to the foyer once had a door, but it has been removed. A wide cased opening leads to the dining room.



The dining room is the last of the original rooms on the ground floor of the Thompson-Anderson House. Some modifications were made to the space in the 2014 renovation. The opening to the former kitchen has been replaced with a built-in butler's pantry.



A vestibule off from the dining room, also part of the former kitchen, provides access to a powder room and the stairs to the basement.



The addition off the back of the original portion of the Thompson-Anderson House is accessed through the wide cased opening at the dining room. You enter into the family room, which has a pyramidal cathedral ceiling featuring beveled wood planking and faux wood beams. A window wall is located on the rear elevation and includes a dormer with rounded window matching that on the front elevation.



Fully open to the family room is the kitchen, which features a large island with butcher block countertop. A walk-in pantry with sliding barn door and mudroom are located on the opposite side of the space. The mudroom exits to a screened porch at the rear of the house.



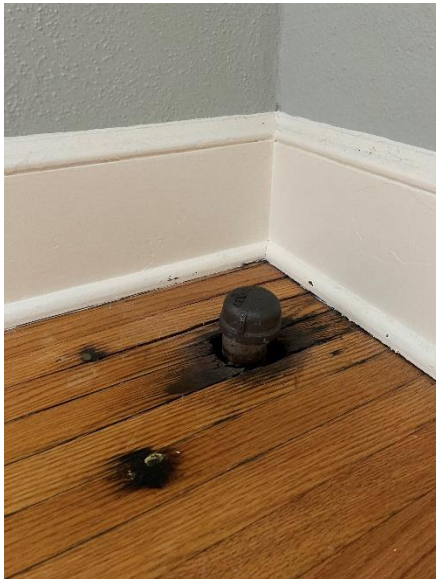
The second level of the Thompson-Anderson House is accessed from the straight run stairs at the foyer. The landing at the top opens to three bedrooms and a full bathroom. Original features in this landing area include built-in drawers and a small door to an attic closet.



A bedroom is located at the northeast corner of the house. It has sloped ceilings and a closet not original to the home.



A second bedroom at the northwest corner of the house has a small sloped section of ceiling under which a pipe that once serviced a radiator is extant through the floor.





A full bathroom was created from a bedroom in the 2014 renovation. A third bedroom was added as the upstairs portion of the rear addition.



The full-size basement is accessed by stairs at the vestibule by the dining room. The original coal chute is extant at the east side of the space. A double-door hatch opens at the west elevation of the house.



# Bibliography

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Blodgett, Jan, and Ralph B. Levering. *One Town, Many Voices: A History of Davidson, North Carolina*. Davidson, NC: Davidson Historical Society, 2012.

## Selected Newspaper Articles

### *Charlotte News.*

"Miss Hartness Becomes a Bride." 24 December 1934.

"Davidson Soon to Have its First Shopping Center." 3 October 1979.

### *Charlotte Observer.*

"9 Homes That Save Energy to be on Tour." 5 September 1982.

"Davidson Residents Now Have to Drive For Chow." 4 November 1987.

"Davidson Plant Manager to Head Columbia Mill." 3 September 1938.

"Davidson Takes in 64 Acres." 15 March 1992.

"Death Claims W. H. Thompson." 1 July 1937.

"W. Thompson, Davidson Leader, Dies." 1 April 1984.

## Other Sources

### Charlotte-Mecklenburg Historic Landmarks Commission.

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Survey and Research Report on The Yandell Hotel and Grocery Store. 2006.

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The Leeper and Wyatt Store Building. 1988.

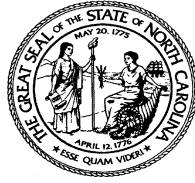
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North Carolina Department of Natural and Cultural Resources  
State Historic Preservation Office

Ramona M. Bartos, Administrator

Governor Roy Cooper  
Secretary D. Reid Wilson

Office of Archives and History  
Deputy Secretary Darin J. Waters, Ph.D.

February 2, 2024

Stewart Gray  
Charlotte-Mecklenburg Historic Landmarks Commission  
2100 Randolph Rd.  
Charlotte, NC 28207-1522

Email: [Stewart.Gray@mecklenburgcountync.gov](mailto:Stewart.Gray@mecklenburgcountync.gov)

RE: Proposed Designation of the **Thompson-Anderson House, 858 Concord Rd., Davidson, Mecklenburg County.**

Dear Mr. Gray:

Thank you for submitting the report for the Thompson-Anderson House, 858 Concord Rd., Davidson, Mecklenburg County. We have reviewed the information in the report and offer the following comments in accordance with North Carolina General Statute 160D-946.

According to the report, the Thompson-Anderson House is of special local significance because of its architecture and its association with several prominent members of the Davidson community.

Although well-written and clearly organized, we have offered some suggestions to staff to possibly help bolster the report. We feel that with these edits and additions the report will provide the preservation commission and local governing board sufficient information to determine whether the Thompson-Anderson House possesses the requisite special local significance and integrity for local historic landmark designation.

Local landmark designation means the community recognizes the property is worthy of preservation because of its special significance to the local community. Any substantial changes in design, materials, and appearance of the property would be subject to the design review procedures of the preservation commission. The owner may receive an annual deferral of up to fifty percent of the property taxes for as long as the property is designated and retains significance and integrity. (N.C.G.S. 105-278 *et seq.*).

Thank you for the opportunity to comment on this report. Please note, our comments are advisory only and therefore, non-binding. Once the governing board has received a recommendation from the Charlotte-

Mecklenburg Historic Landmarks Commission, it should proceed in the same manner as would otherwise be required for an amendment to the zoning ordinance. Once the decision has been made, please return a completed copy of the enclosed designation form or a copy of the ordinance to our office.

This letter serves as our comments on the proposed designation of the Thompson-Anderson House, 858 Concord Rd., Davidson, Mecklenburg County.

Please contact me at or [Kristi.brantley@dncr.nc.gov](mailto:Kristi.brantley@dncr.nc.gov) (preferred) or 919-814-6576 should you have any questions about our comments.

Sincerely,



Kristi Brantley  
Local Preservation Commissions/CLG Coordinator

CC: Commission Chair

Enclosure

## MEMO

**To:** File – Thompson-Anderson House  
**From:** Historic Landmarks Department Staff  
**Date:** February 27, 2024

**Re:** Comments from State Historic Preservation Office on Designation Report for the Thompson-Anderson House, Davidson

By email dated February 2, 2024, SHPO staff provided feedback based on their review of the Designation Report for the Thompson-Anderson House. In summary, the issues raised included the following:

- Inclusion of additional exterior photographs of the property;
- Identification of the interior features included within the designation; and
- Additional clarification as to the significance statement and the integrity assessment.

Following review of the Designation Report and the SHPO feedback, HLD staff worked with the external consultant to revise and update the Designation Report as needed to address the issues raised.

RECORD OF THE VOTE OF THE HISTORIC LANDMARKS COMMISSION ON THE  
**THOMPSON-ANDERSON HOUSE**

December 11, 2023

**THE SURVEY COMMITTEE PRESENTED A SECONDED MOTION RECOMMENDING THAT THE HISTORIC LANDMARKS COMMISSION PROCESS THE THOMPSON-ANDERSON HOUSE, 858 CONCORD ROAD, DAVIDSON, N.C., FOR HISTORIC LANDMARK DESIGNATION INCLUDING THE INTERIOR AND EXTERIOR OF THE HOUSE AND THE PROPERTY ASSOCIATED WITH TAX PARCEL 00729301. THE COMMISSION UNANIMOUSLY APPROVED THE MOTION.**

**Favor**

Ms. Dontressa Ashford, Mr. Robert Barfield, Mr. Brian Clarke, Ms. Andra Eaves, Ms. Nadine Ford, Ms. Victoria Grey, Mr. John Kincheloe, Dr. Emily Makas, Mr. Edwin Wilson.

**Oppose**

None

**Abstain**

None

**Absent**

Mr. Akadius Berry  
Ms. Lesley Carroll



**MECKLENBURG COUNTY**  
County Assessor's Office

February 28, 2024

Tommy Warlick  
Consulting Preservation Planner  
Charlotte-Mecklenburg Historic Landmarks Commission  
2100 Randolph Rd.  
Charlotte, NC 28207

In Re: Parcel Number 007-293-01  
Thomas-Anderson House  
858 Concord Rd  
Davidson, NC 28036

Dear Mr. Warlick,

Based on the current value and tax rate, the potential amount of deferrable taxes on the above-mentioned property would be \$1,212 for the Town of Davidson taxes and \$2,155 for Mecklenburg County taxes. This is for the interior, exterior of the house plus all land. Special features not included in designation.

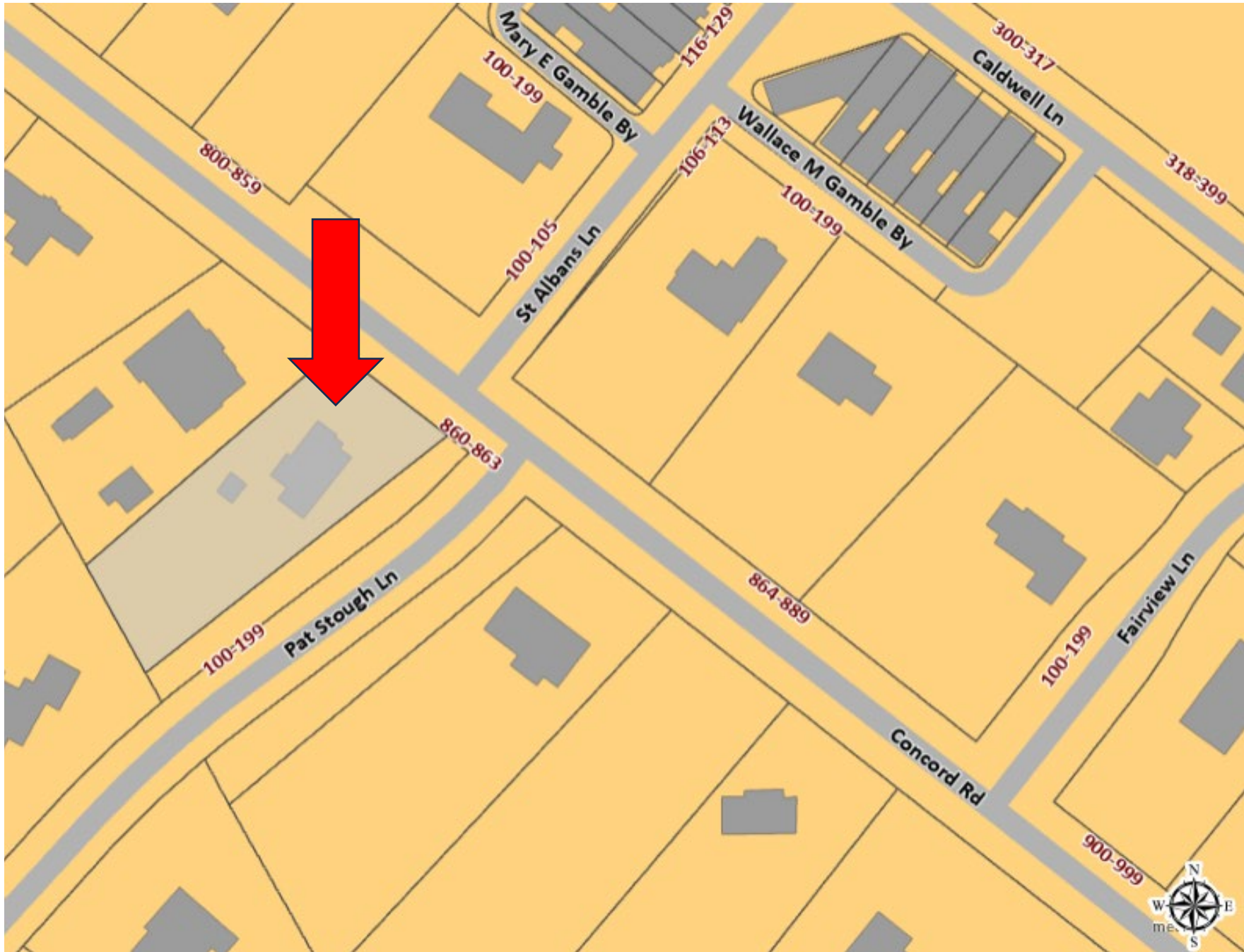
Very truly yours,  
Kellie R. Nails  
Sr. Assessment Specialist

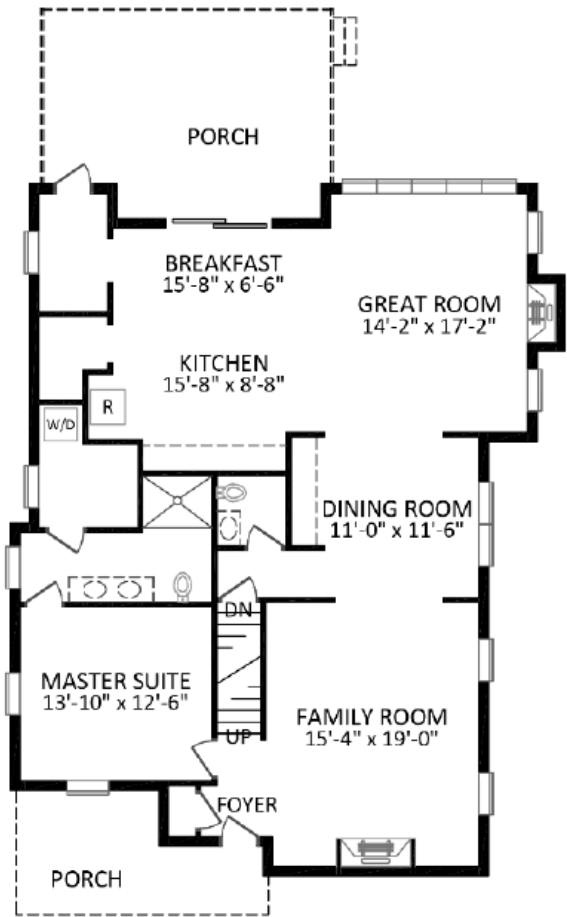
**Mecklenburg County Assessor's Office**  
3205 Freedom Dr, Suite 3500 \* Charlotte, North Carolina 28208 \* (980) 314-4CAO

**Thompson-Anderson House (ca. 1936)**  
**858 Concord Road, Davidson, NC**

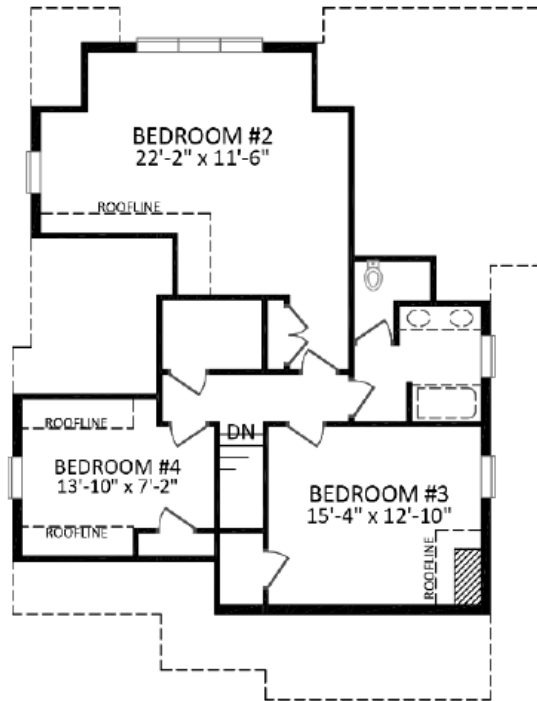
Charlotte-Mecklenburg  
Historic Landmarks Commission



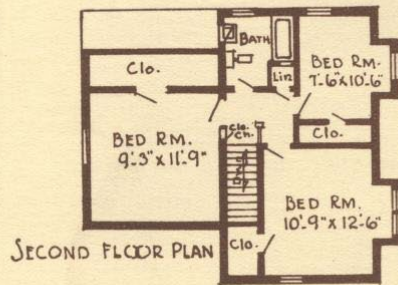
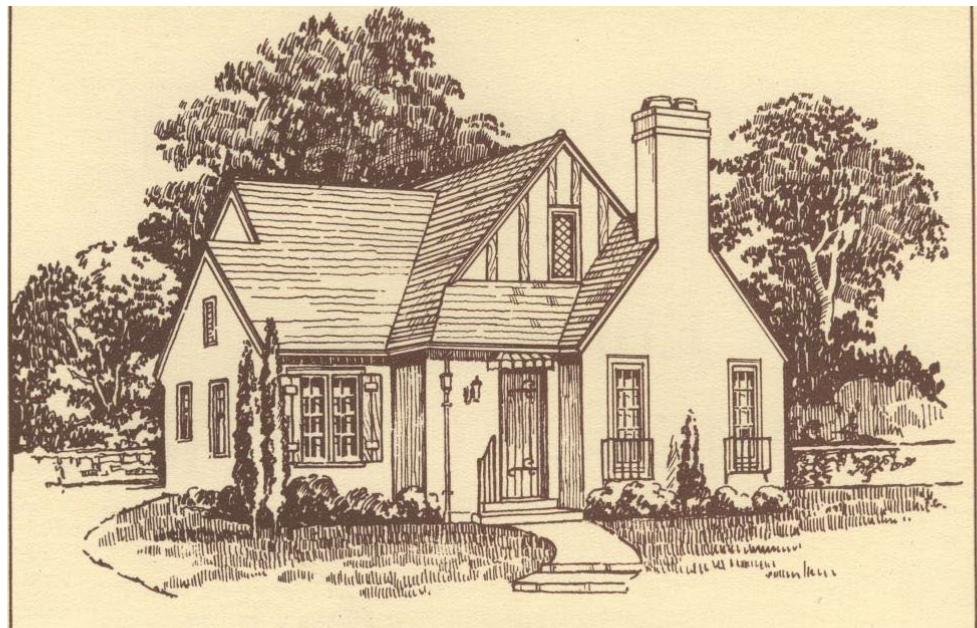




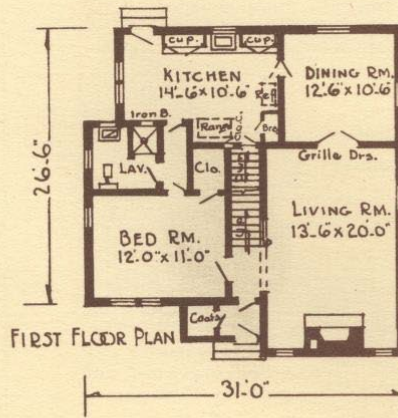
1ST FLOOR



2ND FLOOR



SECOND FLOOR PLAN



FIRST FLOOR PLAN

BW 4300  
ULTRA HOME APPEAL

Strikingly attractive and because of an exterior that is decidedly different from the ordinary, this plan will immediately appeal to one who knows and values artistic architectural design of high merit. Scrupulous attention to small details has produced a home that is well nigh faultless. There is a compact, though roomy interior with one bedroom and lavatory on the first floor and three bedrooms and bath upstairs. The living room is of splendid size with a fireplace occupying one end. Grille doors, forming the entrance to the dining room, present a pleasant relief from the usual plastered arch and are extremely decorative. The kitchen also is large, completing a scheme of providing most space in the rooms which are used most.

**ANDERSON FOOD STORE**  
 Davidson, N. C. Phone 4641  
 Palmolive ..... 8c Octagon Soap ..... 6c  
 Super Suds (Lge.) 26c Octagon Toilet ..... 5c

# East Elevation



# West Elevation



# Rear Elevation













STATE OF NORTH CAROLINA  
MECKLENBURG COUNTY

DATE: 1/26/2024

**PETITION FOR VOLUNTARY CONTIGUOUS ANNEXATION**

TO THE HONORABLE MAYOR AND TOWN BOARD OF COMMISSIONERS OF  
THE TOWN OF DAVIDSON, NORTH CAROLINA:

1. We, the undersigned owners of real property believe that the area described in paragraph 2 below meets the requirements of G.S 160A-31 and respectfully request that the area described in paragraph 2 below be annexed to the Town of Davidson.
2. The area to be annexed is contiguous to the Town of Davidson, and the boundaries of such territory are as follows:

(A legally acceptable description of the property must be inserted here, after it has been approved by the Town Attorney.)

WHEREFORE, your petitioner(s) respectfully requests that the aforementioned property be annexed by the Town of Davidson, North Carolina.

IN WITNESS WHEREOF, your petitioner(s) has caused this instrument to be executed on the 23rd day of January, 2024.

PETITIONER(S)

(This petition must be signed by the owners of each parcel proposed for annexation; attach additional sheets, if necessary)

<u>Name</u>	<u>Address</u>
<u>CC Davidson owner, LLC</u>	<u>Crescent Communities</u>
<u>[Signature]</u>	<u>601 S. Tryon Street, Suite 800</u>
	<u>Charlotte, NC 28202</u>

(NOTE: If the property is owned by a corporation or entity other than a private individual, a responsible corporate officer must sign as petitioner with an attestation by a second corporate officer and the corporate seal affixed. In addition, the execution of the petition must be notarized.)

Accuracy of Legal Description Approved:

\_\_\_\_\_  
Town Attorney

Pamela Pitser  
Pamda Pitser  
my commission  
expires: 11-19-2027





**CERTIFICATE OF SUFFICIENCY**

**21221 Potts Street (Parcel #00320511C)**

To the Board of Commissioners of the Town of Davidson, North Carolina:

I, Elizabeth K. Shores, do hereby certify that I have investigated the attached petition and hereby make the following findings:

- a. The petition from CC Davidson Owner, LLC contains an adequate property description of the area proposed for annexation.
- b. The area described in the petition is contiguous to the Town of Davidson primary corporate limits, as defined by G.S. 160A-31.
- c. The petition is signed by and includes addresses of all owners of real property lying in the area described therein.
- d. The parcel subject to this Annexation Petition is already subject to the Town of Davidson's zoning jurisdiction. The owner claims all vested rights that attach to the site pursuant to all issued and valid permits.

In witness, whereof, I have hereunto set my hand and affixed the seal of the Town of Davidson, this 26th day of March, 2024.

  
Elizabeth K. Shores, Town Clerk





**RESOLUTION 2024-04**  
**FIXING DATE OF PUBLIC HEARING ON QUESTION**  
**OF ANNEXATION PURSUANT TO G.S. 160A-31**  
*21221 Potts Street (Parcel #00320511C)*

**WHEREAS**, a petition requesting annexation of the area described herein has been received; and

**WHEREAS**, the Board of Commissioners has by resolution directed the Town Clerk to investigate the sufficiency of the petition; and

**WHEREAS**, certification by the Town Clerk as to the sufficiency of the petition has been made;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Town of Davidson, North Carolina that:

Section 1. A public hearing on the question of annexation of the area described herein will be held at the Davidson Town Hall and Community Center in the Town Hall Board Room on Tuesday, April 23, 2024 at 6:00 p.m.

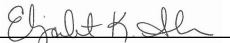
Section 2. The area proposed for annexation is described as follows:

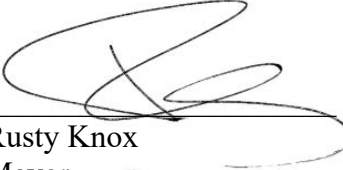
(See page 2 for Mets and Bounds Description)

\*Section 3. Notice of the public hearing shall be published in the Charlotte Observer, a newspaper having general circulation in the Town of Davidson, at least ten (10) days prior to the date of the public hearing.

Adopted on the 26th day of March, 2024

Attest:

  
Elizabeth K. Shores  
Town Clerk

  
Rusty Knox  
Mayor

### Potts Street Annexation Description

Lying and being situate in Mecklenburg County, North Carolina and being more particularly described as follows:

Commencing from an existing 1" iron pipe marking the southwestern corner of Kevin P. & Mary C. Connery, now or formerly, as described in Deed Book 31356 at Page 443 in the office of the Mecklenburg County Public Registry and also marking the southeastern corner of Brian C. & Tyler M. Helfrich, now or formerly, as described in Deed Book 32210 at Page 223 aforesaid registry; Thence from the point of commencement North 68 degrees 58 minutes 11 seconds West, a distance of 114.56 feet to a point located on the southerly line of Luke & Leigh Huther, now or formerly, as described in Deed Book 32263 at Page 301; said point being the point of beginning; Thence from the point of beginning and leaving the line of Luke & Leigh Huther and with a new line, South 19 degrees 22 minutes 31 seconds West, a distance of 658.31 feet to a point located on the northern line of Davidson Acquisition Company, LLC., now or formerly, as described in Deed Book 29594 at Page 700; Thence with the line of Davidson Acquisition Company, LLC, North 69 degrees 40 minutes 07 seconds West, a distance of 140.05 feet to a point on the easterly line of YMCA of Charlotte & Mecklenburg, now or formerly, as described in Deed Book 4313 at Page 155; Thence with the line of YMCA of Charlotte & Mecklenburg, North 22 degrees 29 minutes 49 seconds East, a distance of 138.42 feet to a 1" bent rod marking the southeastern corner of Wilbur M. Houston, now or formerly, and being Mecklenburg County parcel ID 00320526; Thence leaving the line of YMCA of Charlotte and Mecklenburg and with the line of Wilbur M. Houston, North 07 degrees 37 minutes 04 seconds East, a distance of 536.18 feet to a point; Thence continuing with the line of Wilbur M. Houston and also with the lines of Daniel C. & Kathryn L. C. Barr, now or formerly, as described in Deed Book 33317 at Page 722 and Davidson Presbyterian Church, now or formerly, as described in Deed Book 1063 at Page 17, South 68 degrees 55 minutes 22 seconds East, a distance of 226.40 feet to an existing 1" iron pipe marking the southeastern corner of Davidson Presbyterian Church, now or formerly, as described in Deed Book 31244 at Page 476 and also marking the southwestern corner of the aforementioned Luke & Leigh Huther; Thence with the line of Luke & Leigh Huther, South 68 degrees 58 minutes 11 seconds East, a distance of 15.46 to the point and place of beginning; and having an area of 2.671 acres, more or less.

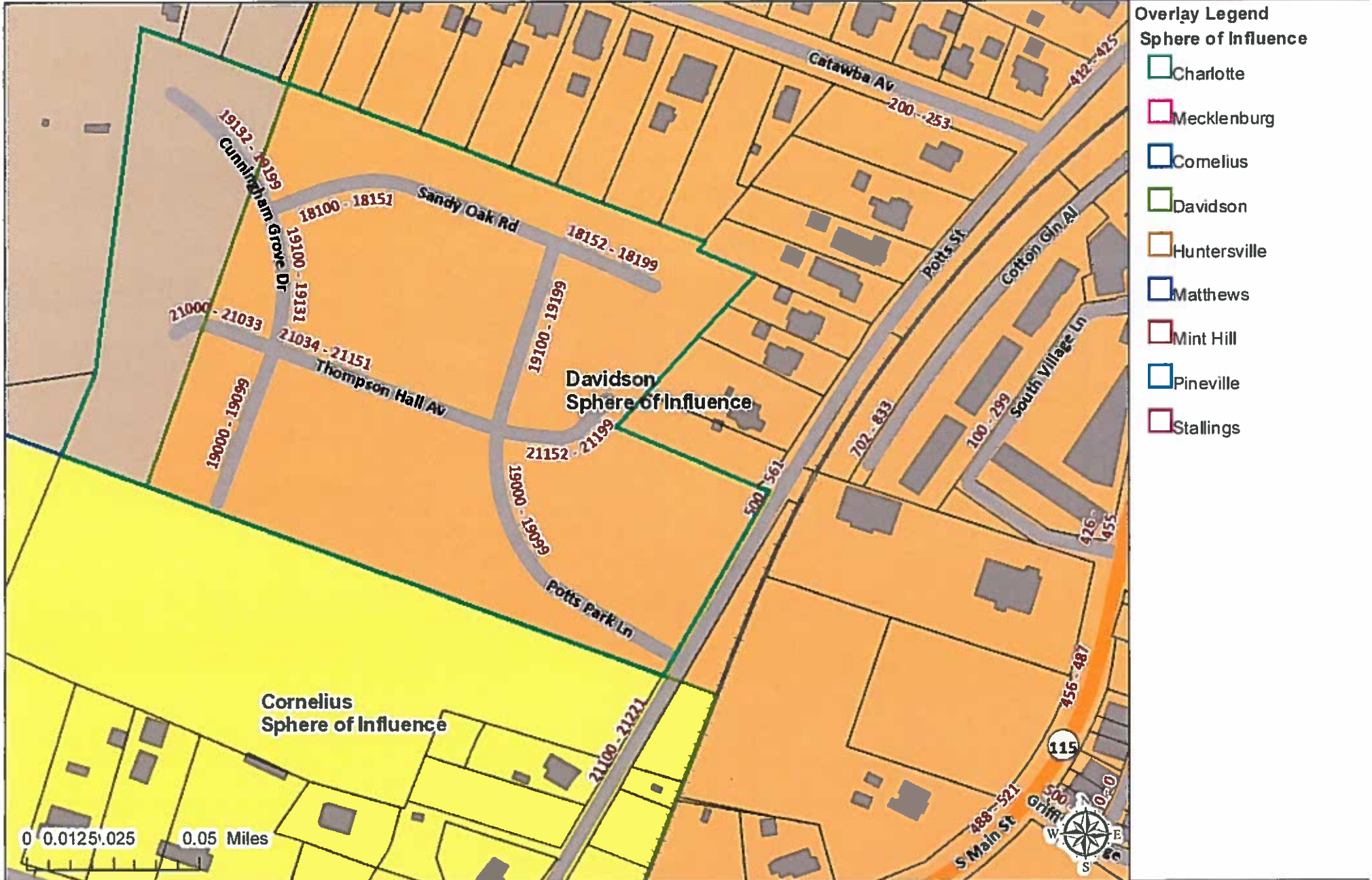
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# Polaris 3G Map – Mecklenburg County, North Carolina

Date Printed: 1/19/2024 9:55:59 AM



This map or report is prepared for the inventory of real property within Mecklenburg County and is compiled from recorded deeds, plats, tax maps, surveys, planimetric maps, and other public records and data. Users of this map or report are hereby notified that the aforementioned public primary information sources should be consulted for verification. Mecklenburg County and its mapping contractors assume no legal responsibility for the information contained herein.



March 12, 2024

**SECOND TUESDAY MEETING  
TOWN OF DAVIDSON BOARD OF COMMISSIONERS**

The Town of Davidson Board of Commissioners held its regularly scheduled meeting on Tuesday, March 12, 2024 in the Town Hall and Community Center Board Room. Present were Mayor Rusty Knox, Commissioners Ryan Fay, Tracy Mattison-Brandon, Autumn Rierson Michael, and Steve Justus. Town Manager Jamie Justice, Town Attorney Karen Wolter, and Town Clerk Betsy Shores were also present.

- **CALL TO ORDER**

Mayor Knox called the meeting to order at 6:00 p.m.

- **ANNOUNCEMENTS/PROCLAMATION**

Communications Director Jessica Eggimann Johnson announced the following:

The Town of Davidson's new Social Districts will be active beginning this Friday, March 15. These specially zoned areas allow for alcoholic beverages purchased from participating ABC permitted businesses to be carried within the designated areas between the hours of 11:00 a.m. and 10:00 p.m. seven days a week. Davidson has two distinct social districts, Davidson Main Street Social District and Davidson Circles Social District.

ReadDavidson is thrilled to partner with the Charlotte Mecklenburg Library (CML) again to support and enhance its annual Community Read initiative. The Community Read theme this year is 'Food as a Connector.' As a nod to the 2024 theme, the Town of Davidson and the ReadDavidson Committee are hosting the Saucy Girl Taco Truck on Monday, March 18 from 5:00 p.m. – 7:00 p.m. as part of this year's ReadDavidson programming. Following the food truck event on Monday afternoon, the Town of Davidson invites the entire community to attend ReadDavidson's Signature Event in the auditorium at the Town Hall and Community Center at 7:30 p.m. A Professor of Sociology at Davidson College, Dr. Joseph Ewoodzie will present on his book *Getting Something to Eat in Jackson: Race, Class, and Food in The American South*, which provides a vivid portrait of African American life in today's urban South that uses food to explore the complex interactions of race and class.

The Town of Davidson invites residents and community members to the annual Arbor Day Celebration on Saturday, March 23, 2024, at the Davidson Pump House and South Prong Rocky River Greenway located at 865 South Street starting at 9:00 a.m. The Town's Arbor Day celebration encourages individuals and groups to plant and care for trees. TreesDavidson will host the tree planting of 40-50 trees.

The Town of Davidson is pleased to announce the availability of 2024 Town Day applications for nonprofit organizations, food and beverage vendors, and performers and entertainment vendors. The deadline for the submission of applications for consideration is Tuesday, April 10, 2024. This year's Town Day is scheduled to take place on Saturday, May 4, 2024, from 10:00 a.m. to 3:00 p.m. Town Day will be held at the Town Green. Additional details and schedule for the day will be announced closer to the event date.

Mayor Knox read proclamations for **Arbor Day** and **Women's History Month**.

- **CHANGES/ADOPTION OF THE AGENDA**

No changes to the agenda.

*Commissioner Rierson Michael made a motion to adopt the agenda. The motion passed unanimously (4-0).*

- **QUARTERLY COMMISSIONER REPORTS**

Each board member provided an update of the outside Board to which they have been appointed.

Centralina Regional Council - Commissioner Autumn Rierson Michael

Charlotte Regional Transportation Planning Organization – Mayor Knox

Lake Norman Transportation Commission – Mayor Knox

Lake Norman Chamber of Commerce - Commissioner Tracy Mattison Brandon

Lake Norman Economic Development Corporation – Commissioner Ryan Fay

Municipal Education Advisory Committee - Commissioner Autumn Rierson Michael

Metropolitan Transit Commission - Mayor Rusty Knox

Visit Lake Norman - Commissioner Steve Justus

- **PUBLIC HEARING**

The Board of Commissioners held a public hearing for the **proposed extension of three (3) General Obligation Bond Orders (Mobility-\$6 million, Greenways-\$5 million, and Parks and Recreation-\$4 million)**. The public hearing was advertised in the Charlotte Observer on March 1, 2024.

*Commissioner Justus made a motion to open the public hearing at 6:32 p.m. The motion passed unanimously (4-0).*

No one signed up to speak during the public hearing.

*Commissioner Fay made a motion to close the public hearing at 6:32 p.m. The motion passed unanimously (4-0).*

- **BUSINESS ITEMS**

(a) Senior Planner Lindsay Laird presented an update on the **implementation of the Historic Preservation Plan**. Adopted in January 2023, the Davidson Historic Preservation Plan serves as a

town-wide roadmap for historic preservation. It contains a set of preservation goals, values, principles, and includes 56 action items to implement the plan. Implementation of the plan solidifies historic preservation as an important aim of the town. The board provided feedback on the list of Historic Preservation Plan priority action items to work towards in 2024.

(b) Assistant Town Manager Austin Nantz reviewed the **draft 2024-2025 Strategic Plan**. On February 22 and 23, the Board of Commissioners and management team held a strategic retreat in Raleigh to develop the board’s two-year strategic plan. At the retreat, the board and management team went through a planning process that included a SWOT Plus (strengths, weaknesses, opportunities, threats) analysis, a review of the descriptions of the 2022-2023 Strategic Plan Goals, and identified new goals and strategies for the 2024-2025 plan. From that process, a draft Strategic Plan with updated goals, goal descriptions, and strategies was developed. The board provided feedback and will consider adoption of the 2024-2025 Strategic Plan at the March 26 meeting.

- **SUMMARIZE MEETING ACTION ITEMS**

Town Manager Justice summarized the meeting action items.

- **CLOSED SESSION**

*Commissioner Rierson Michael made a motion to move to closed session per NCGS §143-318.11 (a) (3) – Consult with Attorney at 7:16 p.m. The motion passed unanimously (4-0).*

*Commissioner Mattison Brandon made a motion to end the closed session and return to open session at 8:11 p.m. The motion passed unanimously (4-0).*

- **ADJOURN**

*Commissioner Fay made a motion to adjourn the meeting. The motion passed unanimously (4-0).*

The meeting adjourned at 8:12 p.m.

**Attest:**

\_\_\_\_\_  
Elizabeth K. Shores  
Town Clerk

\_\_\_\_\_  
Rusty Knox  
Mayor



March 26, 2024

**FOURTH TUESDAY MEETING  
TOWN OF DAVIDSON BOARD OF COMMISSIONERS**

The Town of Davidson Board of Commissioners held its regularly scheduled meeting on Tuesday, March 26, 2024 in the Town Hall and Community Center Board Room. Present were Mayor Rusty Knox, Commissioners Ryan Fay, Tracy Mattison-Brandon, Autumn Rierson Michael, Steve Justus, and Ted Stauffer. Town Manager Jamie Justice, Town Attorney Karen Wolter, and Town Clerk Betsy Shores were also present.

- **CALL TO ORDER**

Mayor Knox called the meeting to order at 6:00 p.m.

- **ANNOUNCEMENTS**

Communications Director Jessica Eggimann Johnson announced the following:

The Town of Davidson Police Department recently received a \$12,000 grant from Firehouse Subs Public Safety Foundation® to ensure local first responders have the necessary equipment to keep community members and themselves safe. The grant will be used to purchase two Recon Interceptor law enforcement-specific mountain bicycles equipped with emergency lights and warning devices, fulfilling a critical need within the Town's Police Department.

The Town of Davidson is pleased to announce the availability of 2024 Town Day applications for nonprofit organizations, food and beverage vendors, and performers and entertainment vendors. The deadline for the submission of applications for consideration is Tuesday, April 10, 2024. This year's Town Day is scheduled to take place on Saturday, May 4, 2024, from 10:00 a.m. to 3:00 p.m. Town Day will be held at the Town Green.

This year's local April is for Arts celebration weekend will be held April 26-28 on the Town Green and throughout other areas of Town. April is for the Arts; a celebration of art and culture features numerous events throughout April. This includes Davidson's Gallery Crawl and Art on the Green, North Mecklenburg's largest annual multi-artist festival. Visitors and residents have an opportunity to enjoy artists' exhibitions, demonstrations, food, and live music.

Mayor Knox read proclamations for **Child Abuse Prevention Month** and **National Donate Life Month**.

- **CHANGES/ADOPTION OF THE AGENDA**

Town Manager Justice recommended adding discussion and possible action on the board vacancy and possible swearing in as Business Item (c).

***Commissioner Rierson Michael made a motion to adopt the agenda with the addition of business item (c). The motion passed unanimously (4-0).***

- **PUBLIC COMMENT**

The public comment period opened at 6:08 p.m. and closed at 6:17 p.m. Two people spoke in person and one person spoke via voicemail during the public comment period.

Ken Lasco spoke about development in a dense area of town and the need for green space.

Donna Pollack spoke about the Beaty Sidepath.

Steve Sonnenberg spoke about short-term rentals, the draft strategic plan, diversity, equity, and inclusion, the budget, affordable housing, and anti-Semitic bomb threats.

- **CONSENT AGENDA**

Approval of February Draft Meeting Minutes

Approval of Resolution 2024-04 Contiguous Annexation Petition: 21221 Potts Street Set the Public Hearing Date

Approval of Budget Amendment 2024-09 2023 GO Bonds Debt Service

Approval of Tax Levy Adjustments

Approval of NCDOT Municipal Agreement for Beaty Street Sidepath

Approval of Resolution 2024-05 Mobility, Resolution 2024-06 Greenways, and Resolution 2024-07 Parks and Recreation Proposed Extension of three (3) General Obligation Bond Orders

Amendment to Resolution 2023-21 Establishing Approval and Signature Authority for Town of Davidson Contracts

Approval of Noise Ordinance Variance Requests – Davidson College

Spring Concerts April 19, 2024 and April 26, 2024

***Commissioner Mattison Brandon made a motion to approve the consent agenda. The motion passed unanimously (4-0).***

- **BUSINESS ITEMS**

(a) Assistant Town Manager Austin Nantz reviewed the requested edits to the **draft 2024-2025 Strategic Plan**. That plan was presented at the March 12 Board of Commissioners meeting and the board provided feedback and edits on the draft plan.

***Commissioner Justus made a motion to approve 2024-2025 Strategic Plan as amended. The motion passed unanimously (4-0).***

(b) Planning Director Jason Burdette presented an overview of **Short Term Rentals**. Short Term Rentals (STR) have proliferated across North Carolina in recent years. The discussion included how STR has been

defined in other communities, potential legal ramifications, and possible strategies for Davidson. The board requested staff to continue to monitor the topic, research if the homeowners associations (HOA's) in town might be addressing STR's, and utilize current ordinances for enforcement related to noise, nuisance, and parking that may be caused by STR's.

(c) Mayor Knox and the nominating committee, including Commissioner Fay and Commissioner Rierson Michael, recommended the **appointment of Ted Stauffer** to serve the residents of Davidson as Commissioner for the remainder of the current 2023-2025 two-year term. The appointed nominating committee thoroughly reviewed and evaluated submissions for the vacancy left by the resignation of former Town of Davidson Commissioner, Matt Dellinger in January of this year.

Mayor Knox called for a roll call vote of Nominations:

- Commissioner Rierson Michael voted to nominate Ted Stauffer*
- Commissioner Fay voted to nominate Ted Stauffer*
- Commissioner Mattison Brandson voted to nominate Ted Stauffer*
- Commissioner Justus voted to nominate Ted Stauffer*

Ted Stauffer was present at the meeting and was sworn in by Mayor Knox. Commissioner Stauffer joined the board at the dais.

- **SUMMARIZE MEETING ACTION ITEMS**

Town Manager Justice summarized the meeting action items.

- **ADJOURN**  
*Commissioner Stauffer made a motion to adjourn the meeting. The motion passed unanimously (5-0).*

The meeting adjourned at 6:51 p.m.

**Attest:**

\_\_\_\_\_  
Elizabeth K. Shores  
Town Clerk

\_\_\_\_\_  
Rusty Knox  
Mayor



## Rules of Procedure for the Town of Davidson

In order to increase the efficiency of operation of the Board of Commissioners, and to guarantee full and fair discussion, the Board of Commissioners of the Town of Davidson hereby adopt these Rules of Procedure to govern all meetings of the Board. These Rules of Procedure are based upon *Suggested Rules of Procedure for a City Council*, 4<sup>th</sup> edition, 2017, Trey Allen, UNC School of Government. Should any conflict or question arise, the Town shall utilize the most current edition of *Suggested Rules of Procedure for a City Council* as published by the UNC School of Government.

### Part I. Applicability

#### Rule 1. Applicability of Rules

These rules apply to all meetings of the Town of Davidson. For purposes of these rules, a meeting of the board occurs whenever a majority of the board's members gather, whether in person or simultaneously by electronic means, to conduct hearings, deliberate, vote, or otherwise transact public business within the board's real or apparent jurisdiction. The term "majority" as used here and elsewhere in these rules means, unless otherwise specified, a simple majority, that is, more than half.

### Part II. Quorum

#### Rule 2. Quorum

The presence of a quorum is necessary for the board to conduct business. A majority of the board's actual membership plus the mayor, excluding vacant seats, constitutes a quorum. A member who withdraws from a meeting without being excused by majority vote of the remaining members in attendance is deemed present for quorum purposes.

### Part III. Open Meetings

#### Rule 3. Remote Participation in Board Meetings

A member who attends a meeting electronically (via phone, skype, etc.) may take part in debate and vote on any matter before the board only when enough members are physically present to constitute a quorum. A member may remotely participate by right in up to 4 meetings per calendar year. If extenuating circumstances warrant remote participation beyond 4 meetings, the board may elect to approve those instances on a case by case basis.

#### Rule 4. Meetings to Be Open to the Public

Except as permitted by Rule 5, all meetings of the board shall be open to the public, and any person may attend its meetings.

#### Rule 5. Closed Sessions

**(a) Motion to Enter Closed Session.** The Town Board may enter a closed session from which the public is excluded only upon a motion duly made and adopted in open session. The motion to enter closed session must cite one or more of the permissible bases for closed session listed in paragraph (b) of this rule. A

Considered for Amendment: April 23, 2024



motion to enter closed session under subparagraph (b)(1) or (b)(2) must contain the additional information specified in those provisions.

**(b) Basis for Closed Session.** A closed session is permissible under the following circumstances and no others:

- (1) To prevent the disclosure of information that is privileged or confidential pursuant to the law of North Carolina or of the United States or that does not constitute a public record within the meaning of Chapter 132 of the General Statutes. The motion to enter closed session must name or cite the law that renders the information confidential or privileged.
- (2) To consult with the town attorney or another attorney employed or retained by the town in order to preserve the attorney–client privilege. If the board expects to discuss a pending lawsuit with its attorney, the motion to enter closed session must include the names of the parties to the lawsuit.
- (3) To discuss matters relating to (a) the location or expansion of industries or other businesses in the area served by the town or (b) the closure or realignment of a military installation. The board may reach agreement in closed session on a tentative list of economic development incentives to be offered in negotiations, but the approval of the signing of any economic development contract or commitment and the authorization of the payment of economic development expenditures must take place in open session.
- (4) To establish or instruct staff or agents concerning the town’s position in negotiating the price or other material terms of an agreement for the acquisition of real property by purchase, exchange, or lease.
- (5) To establish or instruct staff or agents concerning the amount of compensation or other material terms of an employment contract.
- (6) To consider the qualifications, competence, performance, character, fitness, or conditions of appointment or employment of a public officer or employee or prospective public officer or employee, except when the individual in question is a member of the Town Board or other public body or is being considered to fill a vacancy on the Town Board or other public body. Final action to appoint or employ a public officer or employee must take place in open session.
- (7) To hear or investigate a charge or complaint by or against a public officer or employee. Final action discharging an employee or removing an officer must occur in open session.
- (8) To plan, conduct, or hear reports concerning investigations of alleged criminal misconduct.
- (9) To view a law enforcement recording released pursuant to G.S. 132-1.4A.
- (10) On any other basis permitted by law.

**(c) Closed Session Participants.** Unless the board directs otherwise, the town manager, town attorney, and town clerk may attend closed sessions of the board. No other person may attend a closed session unless invited by majority vote of the board.

**(d) Motion to Return to Open Session.** Upon completing its closed session business, the board shall end the closed session by adopting a duly made motion to return to open session.



## Rule 6. Meeting Minutes

**(a) Minutes Required for All Meetings.** The board must keep full and accurate minutes of all of its meetings, including closed sessions. To be “full and accurate,” minutes must record all actions taken by the board. They should set out the precise wording of each motion and make it possible to determine the number of votes cast for and against each motion. The minutes need not record discussions of the board, though the board in its discretion may decide to incorporate such details into the minutes.

**(b) Record of “Ayes” and “Noes.”** At the request of any member of the board, the minutes shall list each member by name and record how each member voted on a particular matter.

**(c) General Accounts of Closed Sessions.** In addition to minutes, the board must keep a general account of each closed session. The general account must be sufficiently detailed to provide a person not in attendance with a reasonable understanding of what transpired. The board may combine the minutes and general account of a closed session into one document, so long as the document contains both a complete record of actions taken and the level of detail required for a general account.

**(d) Sealing Closed Session Records.** Minutes and general accounts of closed sessions shall be sealed until unsealed by order of the board or, if the board delegates the authority to unseal to one or more staff members, in accordance with guidelines adopted by the board. The sealed minutes and general account of any closed session may be withheld from public inspection so long as public inspection would frustrate the purpose(s) of the closed session.

## Rule 7. Broadcasting and Recording Meetings

**(a) Right to Broadcast and Record.** Any person may photograph, film, tape-record, or otherwise reproduce any part of a board meeting that must take place in open session. Except as provided in paragraph (c) of this rule, any radio or television station may broadcast any such part of a board meeting.

**(b) Advance Notice.** Any radio or television station that plans to broadcast any portion of a board meeting shall so notify the Town Clerk and Public Information Officer no later than twenty-four hours before the meeting. The failure to provide notice is not, by itself, grounds for preventing the broadcast of a board meeting.

**(c) Equipment Placement.** The Town Manager may regulate the placement and use of camera or recording equipment in order to prevent undue interference with a board meeting, so long as he or she allows the equipment to be placed where it can carry out its intended function. If the Town Manager determines in good faith that the equipment and personnel necessary to broadcast, photograph, or record the meeting cannot be accommodated without undue interference to the meeting, and an adequate alternative meeting room is not readily available, the Town Manager may require the pooling of the equipment and the personnel operating it.

**(d) Alternative Meeting Site.** If the news media request an alternative meeting site to accommodate news coverage, and the board grants the request, the news media making the request shall pay the costs incurred by the town in securing an alternative meeting site.



## Part IV. Organization of the Board

### Rule 8. Organizational Meeting; Selection of Mayor Pro Tempore

**(a) Scheduling Organizational Meeting.** The board must hold an organizational meeting following each general election in which board members are elected. The organizational meeting must be held either (1) on the date and at the time of the board's first regular meeting in December following the election or (2) at an earlier date, if any, set by the incumbent board. The organizational meeting may not be held before municipal election results are officially determined, certified, and published as required by law.

**(b) Oath of Office.** As the first order of business at the organizational meeting, all newly elected members of the board must take and subscribe the oath of office set out in Article VI, Section 7, of the North Carolina Constitution. Each member's oath must be filed with the town clerk. Although a member who is not present for the organizational meeting may take the oath of office at another time, every member must take, subscribe, and file the oath before he or she begins performing any of the duties of the member's office.

**(c) Selection of Mayor Pro Tempore.** As the second order of business at the organizational meeting, the board shall elect from among its members a mayor pro tempore using the procedures specified in Rule 38. The mayor pro tempore shall serve at the board's pleasure.

## Part V. Types of Meetings

### Rule 9. Regular Meetings

**(a) Regular Meeting Schedule.** The board shall hold a regular meeting on the second and fourth Tuesday of each month. The meeting shall be held at the Town Hall Board Room and begin at 6:00 pm. The board shall adopt a meeting schedule each year consistent with this rule. A copy of the board's current meeting schedule shall be filed with the town clerk and posted on the town's website.

**(b) Change to Meeting Schedule.** Notwithstanding paragraph (a) of this rule, the board may amend its regular meeting schedule to add or delete meetings or to change the date, time, or location of one or more meetings on the schedule. The amended schedule shall be filed with the town clerk at least seven (7) calendar days before the day of the first meeting held pursuant to the revised schedule and posted on the town's website.

### Rule 10. Special Meetings

**(a) Calling Special Meetings.** A special meeting of the board may be called by the mayor, the mayor pro tempore, or any two board members. A special meeting may also be called by vote of the board in open session during a regular meeting or another duly called special meeting.

**(b) Notice to the Public.** At least forty-eight hours before a special meeting of the board, notice of the date, time, place, and purpose of the meeting shall be (1) posted on the board's principal bulletin board or, if the board has no such board, at the door of the board's usual meeting room and (2) delivered, e-mailed, or mailed to each newspaper, wire service, radio station, television station, and person who has filed a written request for notice with the town clerk. Furthermore, if the board has a website maintained by at least one town employee, notice of the special meeting's date, time, place, and purpose shall be posted on the website in advance of the meeting.



**(c) Notice to Members.**

- (1) *Meeting called by the mayor, the mayor pro tempore, or any two board members.* At least forty-eight hours before a special meeting called by the mayor, the mayor pro tempore, or any two board members, written notice of the meeting stating its date, time, and place, as well as the subjects to be considered, shall be electronically delivered to the mayor and each board member or left at his or her usual dwelling place.
- (2) *Meeting called by vote of the board in open session.* When a special meeting is called by vote of the board in open session during a regular meeting or another duly called special meeting, the motion or resolution calling the special meeting shall state the meeting's date, time, place, and purpose. Written notice of the special meeting's date, time, place, and purpose shall be mailed, delivered or electronically delivered at least forty-eight hours before the meeting to each board member not present for the meeting at which the special meeting was called, and to the mayor if he or she was not present at that meeting.

**(d) Transacting Other Business.** Unless all members are present or any absent member has signed a written waiver of notice, only those items of business specified in the notice to board members may be taken up at a special meeting. Even when all members are present or any absent member has signed a waiver, the board may take up an item of business not covered by the notice only if the board first determines in good faith that the item must be discussed or acted upon immediately.

**Rule 11. Emergency Meetings**

**(a) Grounds for Emergency Meeting.** Emergency meetings of the town board may be called only to address generally unexpected circumstances demanding the board's immediate attention.

**(b) Calling Emergency Meetings.** There are two methods by which an emergency meeting of the board may be called.

- (1) The mayor, the mayor pro tempore, or any two members of the board may at any time call an emergency board meeting by signing a written notice stating the date, time, and place of the meeting and the subjects to be considered. The notice shall be delivered to the mayor and each board member or left at his or her usual dwelling place at least six hours before the meeting.
- (2) An emergency meeting may be held when the mayor and all members of the board are present and consent thereto, or when any absent member has signed a written waiver of notice.

**(c) Notice to Media of Emergency Meetings.** Notice of an emergency meeting shall be given to each local newspaper, local wire service, local radio station, and local television station that has filed a written request with the town clerk for notice of emergency meetings. To be valid, the request must include the newspaper's, wire services, or station's telephone number. Notice may be given by telephone, e-mail, or the same method used to notify board members. Notice must be provided immediately after board members have been notified and at the expense of the party notified.

**(d) Transaction of Other Business Prohibited.** Only business connected with the emergency may be considered at an emergency meeting.



## Rule 12. Recessed Meetings

**(a) Calling Recessed Meetings.** When conducting a properly called regular, special, or emergency meeting, the board may recess the meeting to another date, time, or place by a procedural motion made and adopted, as provided in Rule 31, Motion 3, in open session. The motion must state the time (including the date, if the meeting will resume on a different day) and place at which the meeting will reconvene.

**(b) Notice of Recessed Meetings.** If the board has a website maintained by one or more town employees, notice of the recessed meeting's date, time, and place must appear on the webpage prior to the meeting. No further notice of a properly called recessed meeting is required.

## Part VI. Agenda

### Rule 13. Agenda

#### (a) Draft Agenda.

- (1) *Preparation.* The Town Manager shall prepare a draft agenda in advance of each meeting of the town board.
- (2) *Requesting placement of items on draft agenda.* For a regular meeting, a request to have an item of business placed on the draft agenda must be received by the Town Manager at least four working days before the date of the meeting. The Town Manager must place an item on the draft agenda in response to a board member's timely request.
- (3) *Supplemental information/materials.* If the board is expected to consider a proposed ordinance or ordinance amendment, a copy of the proposed ordinance or amendment shall be attached to the draft agenda. An agenda package shall be prepared that includes, for each item of business listed on the draft agenda, as much background information on the topic as is available and feasible to provide.
- (4) *Delivery to board members.* Each board member shall receive a hard or electronic copy of the draft agenda and the agenda package. Except in the case of an emergency meeting, the agenda and agenda package shall be furnished to each member at least twenty-four hours before the meeting.
- (5) *Public inspection.* The draft agenda and agenda package shall be available to the public when the documents are ready to be, or have been, circulated.

#### (b) Adoption of the Agenda.

- (1) *Adoption.* As its first order of business at each meeting, the board shall review the draft agenda, make whatever revisions it deems appropriate, and adopt a formal agenda for the meeting.
- (2) *Amending the agenda.* Both before and after it adopts the agenda, the board may add or subtract agenda items by majority vote of the members present and voting, except that the board may not add to the items stated in the notice of a special meeting unless the requirements in Rule 10(d) are satisfied and only business connected with the emergency may be considered at an emergency meeting.
- (3) *Designation of items "For Discussion and Possible Action."* The board may designate an agenda item "for discussion and possible action." The designation signifies that the board intends to discuss the item and may, if it so chooses, take action on the item following the discussion.

**(c) Consent Agenda.** The board may designate part of an agenda for a regular meeting as the *consent*



*agenda*. Items may be placed on the consent agenda by the person(s) charged with preparing the draft agenda if the items are judged to be noncontroversial and routine. Prior to the board's adoption of the meeting agenda under subparagraph (b)(1) of this rule, the request of any member to have an item moved from the consent agenda to unfinished business must be honored by the board. All items on the consent agenda must be voted on and adopted by a single motion, with the minutes reflecting the motion and vote for each item.

**(d) Informal Discussion of Agenda Items.** The board may informally discuss an agenda item even when no motion regarding that item is pending.

#### **Rule 14. Acting by Reference to Agenda or Other Document**

The board shall not deliberate, vote, or otherwise take action on any matter by reference to the agenda or any other document with the intention of preventing persons in attendance from understanding what action is being considered or undertaken. The board may deliberate and vote by reference to the agenda or any item on the agenda, including the consent agenda, provided copies of the agenda are available for public inspection at the meeting and are sufficiently worded to enable the public to understand what is being deliberated or acted upon.

#### **Rule 15. Agenda Items from Members of the Public**

If a member of the public wishes to request that the board include an item on its regular meeting agenda, he or she must submit the request to the Town Manager at least six working days before the date of the meeting. The board is not obligated to place an item on the agenda merely because such a request has been received.

#### **Rule 16. Order of Business**

Items shall be placed on a regular meeting agenda. The usual order of business may be as follows:

- announcements
- changes/adoption of the agenda
- public comments
- public hearings
- presentations
- reports
- consent agenda
- business items

Without objection, the mayor may call agenda items in any order most convenient for the dispatch of business.

### **Part VII. Role of the Presiding Officer**

#### **Rule 17. The Mayor**

**(a) Presiding Officer.** When present, the mayor shall preside at meetings of the board.

**(b) Right to Vote.** The mayor may vote only when an equal number of affirmative and negative votes

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have been cast.

**(c) Recognition of Members.** A member must be recognized by the mayor (or other presiding officer) in order to address the board, but recognition is not necessary for an appeal pursuant to Rule 31, Motion 1.

**(d) Powers as Presiding Officer.** As presiding officer, the mayor is to enforce these rules and maintain order and decorum during board meetings. To that end, the mayor may

- (1) rule on points of parliamentary procedure, to include ruling out of order any motion clearly offered for obstructive or dilatory purposes;
- (2) determine whether a member or other speaker has gone beyond reasonable standards of courtesy in his or her remarks and entertain and rule on objections from other members on this ground;
- (3) entertain and answer questions of parliamentary procedure;
- (4) call a brief recess at any time; and
- (5) adjourn in an emergency.

**(e) Appeals of Procedural Rulings.** A member may appeal a decision made or answer given by the mayor under subparagraph (d)(1), (2), or (3) in accordance with Rule 31, Motion 1.

#### **Rule 18. The Mayor Pro Tempore**

**(a) Presiding in Mayor's Absence.** When present, the mayor pro tempore shall preside over board meetings in the mayor's absence with all the powers specified in Rule 17(d).

**(b) Delegation of Mayor's Powers/Duties.** In the mayor's absence, the board may confer on the mayor pro tempore any of the mayor's powers and duties. Likewise, if the mayor becomes physically or mentally unable to perform the duties of his or her office, the board may by unanimous vote declare the mayor incapacitated and confer any of the mayor's powers and duties on the mayor pro tempore. When the mayor announces that he or she is no longer incapacitated, and a majority of the board concurs, the mayor shall resume the exercise of his or her powers and duties.

**(c) Duty to Vote.** Even when presiding over a board meeting, the mayor pro tempore has the same duty as other members to vote on all questions unless he or she has been excused from voting on a matter in accordance with Rule 28.

#### **Rule 19. Other Presiding Officer**

If both the mayor and mayor pro tempore are absent, the board may elect from among its members a temporary presiding officer to chair the meeting. While serving as temporary presiding officer, a member has the powers listed in Rule 17(d). Service as a temporary presiding officer does not relieve a member of the duty to vote on all questions unless excused from voting pursuant to Rule 28.

#### **Rule 20. When the Presiding Officer Is Active in Debate**

If the mayor becomes active in debate on a particular proposal, he or she may have the mayor pro tempore preside during the board's consideration of the matter. If the mayor pro tempore is absent or is also actively debating the matter, the mayor may designate another member to preside until the matter is concluded. Similarly, if the mayor pro tempore or a temporary presiding officer is presiding and takes an active part in debating a topic, he or she may designate another board member to preside temporarily.



## **Part VIII. Motions and Voting**

### **Rule 21. Action by the Board**

Except as otherwise provided in these rules, the board shall act by motion. Any member may make a motion, not including the mayor.

### **Rule 22. Second Not Required**

No second is required on any motion.

### **Rule 23. One Motion at a Time**

A member may make only one motion at a time.

### **Rule 24. Withdrawal of Motion**

The member who introduces a motion may withdraw the motion unless the motion has been amended or the presiding officer has put the motion to a vote.

### **Rule 25. Debate**

The presiding officer shall state the motion and then open the floor to debate, presiding over the debate according to the principles listed below.

- The maker of the motion is entitled to speak first.
- A member who has not spoken on the issue shall be recognized before a member who has already spoken.
- To the extent practicable, the debate shall alternate between proponents and opponents of the measure.

### **Rule 26. Adoption by Majority Vote**

A motion is adopted if supported by a simple majority of the votes cast, a quorum being present, except when a larger majority is required by these rules or state law.

### **Rule 27. Changing a Vote**

A member may change his or her vote on a motion at any time before the presiding officer announces whether the motion has passed or failed. Once the presiding officer announces the result, a member may not change his or her vote without the unanimous consent of the remaining members present. A member's request for unanimous consent to change a vote is not in order unless made immediately following the presiding officer's announcement of the result.

### **Rule 28. Duty to Vote**

**(a) Duty to Vote.** Every board member must vote except when excused from voting as provided by this rule.

**(b) Grounds for Excusal.** A member may be excused from voting on a matter involving the member's own financial interest or official conduct, though not if the proposal in question is one to alter the compensation or allowances paid to board members. Members may also be excused from voting when prohibited from voting under G.S. 14-234 (contract providing direct benefit to member), or G.S. 160D-109 as outlined below in section (f) Questions about whether a basis for excusal exists should be directed to



the town attorney.

**(c) Procedure for Excusal.**

- (1) *At member's request.* Upon being recognized at a duly called meeting of the board, a member who wishes to be excused from voting shall so inform the presiding officer, who must then submit the matter to a vote of the remaining members present. If a majority of the remaining members present vote to excuse the member, the member is excused from voting on the matter.
- (2) *On board's initiative.* If an objection is raised to a board member's participation at or prior to the hearing or vote on that matter and the member does not recuse himself/herself, the remaining members of the board shall by majority vote rule on the objection. This applies to legislative, advisory decisions and quasi-judicial decisions.

**(d) Consequence of Non-Excused Failure to Vote.** Except as specified in paragraph (e), if a member who has not been excused from voting fails to vote on a matter, the member's failure to vote shall be recorded as an affirmative vote, provided

- (1) the member is physically present in the board chamber or
- (2) the member has physically withdrawn from the meeting without being excused by majority vote of the remaining members present.

**(e) Failure to Vote on Certain Zoning Matters.** A member's unexcused failure to vote shall not be recorded as an affirmative vote if the motion concerns a proposal to amend, supplement, or repeal a zoning ordinance. Instead, the member's unexcused failure to vote shall be recorded as an abstention.

**(f) Conflicts of Interest**

- (1) Provisions of G.S. 160D-109 state: A member shall not vote on any legislative decision regarding a development regulation adopted pursuant to Chapter 160 where the outcome of the matter being considered is reasonably likely to have a direct, substantial, and readily identifiable financial impact on the member.
- (2) A governing board member shall not vote on any zoning amendment if the landowner of the property is subject to the rezoning petition or if the applicant for a text amendment is a person with whom the member has a close familial, business, or other associational relationship.

Familial Relationship: For purposes of this section a "close familial relationship means a spouse, parent, child, brother, sister, grandparent or grandchild. This term includes the step, half and in law relationships" NC Gen. Stat 160D-109.

**3) Quasi-Judicial**

A member of any board exercising quasi-judicial functions pursuant to Chapter 160 shall not participate in or vote on any quasi-judicial matter in a manner that would violate affected persons' constitutional rights to an impartial decision maker. Impermissible violations of due process include but are not limited to, a member having a fixed opinion prior to hearing the matter that is not susceptible to change, undisclosed ex-parte communications, a close familial business or other associational relationship with an affected person or a financial interest in the outcome of the matter.



### **Rule 29. Voting by Written Ballot**

**(a) Secret Ballots Prohibited.** The board may not vote by secret ballot.

**(b) Rules for Written Ballots.** The board may decide by majority vote or unanimous consent to vote on a motion by written ballot. Each member must sign his or her ballot, and the minutes must record how each member voted by name. The ballots must be made available for public inspection in the town clerk's office immediately following the meeting at which the vote took place and remain there until the minutes of that meeting are approved, at which time the ballots may be destroyed.

### **Rule 30. Substantive Motions**

A substantive motion is not in order if made while another motion is pending. Once the board disposes of a substantive motion, it may not take up a motion that presents essentially the same issue at the same meeting, unless it first adopts a motion to reconsider pursuant to Rule 31, Motion 14.

### **Rule 31. Procedural Motions**

**(a) Certain Motions Allowed.** The board may consider only those procedural motions listed in this rule. Unless otherwise noted, each procedural motion may be debated and amended and requires a majority of votes cast, a quorum being present, for adoption.

**(b) Priority of Motions.** The procedural motions set out in this paragraph are listed in order of priority. A procedural motion is not in order so long as another procedural motion of higher priority is pending, except that

- any procedural motion other than an appeal under Motion 1 is subject to amendment as provided in Motion 12, and
- a motion to call the question (end debate) may be made with regard to any procedural motion in accordance with Motion 9.

When several procedural motions are pending, voting must begin with the procedural motion highest in priority, provided that a motion to amend or end debate on the highest priority motion must be voted on first.

**Motion 1. To Appeal a Ruling of the Presiding Officer.** Any member may appeal the presiding officer's ruling on whether a motion is in order or on whether a speaker has violated reasonable standards of courtesy. The presiding officer's response to a question of parliamentary procedure may also be appealed by any member. An appeal is in order immediately after the disputed ruling or parliamentary response and at no other time. The member who moves to appeal need not be recognized by the presiding officer, and if timely made, the motion may not be ruled out of order.

**Motion 2. To Adjourn.** This motion may be used to close a meeting. It is not in order if the board is in closed session.

**Motion 3. To Recess to a Time and Place Certain.** This motion may be used to call a recessed meeting as permitted under Rule 12. The motion must state the time (including the date, if the meeting will reconvene on a different day) and place at which the meeting will resume. The motion is not in order if the board is in closed session.

**Motion 4. To Take a Brief Recess.**



**Motion 5. To Follow the Agenda.** This motion must be made at the time an item of business that deviates from the agenda is proposed; otherwise, the motion is out of order as to that item.

**Motion 6. To Suspend the Rules.** To be adopted, a motion to suspend the rules must receive affirmative votes equal to at least two-thirds of the board's actual membership, excluding vacant seats and not counting the mayor if the mayor votes only in case of a tie. The board may not suspend provisions in these rules that are required under state law.

**Motion 7. To Divide a Complex Motion.** This motion is in order whenever a member wishes to consider and vote on parts of a complex motion separately. The member who makes this motion must specify how the complex motion will be divided.

**Motion 8. To Defer Consideration.** The board may defer its consideration of a substantive motion, and any proposed amendments thereto, to an unspecified time. A motion that has been deferred expires unless the board votes to revive it pursuant to Motion 13 within 100 days of deferral. A new motion having the same effect as a deferred motion may not be introduced until the latter has expired.

**Motion 9. To End Debate (Call the Previous Question).** If adopted, this motion terminates debate on a pending motion, thereby bringing it to an immediate vote. This motion is not in order until every member has had an opportunity to speak once on the pending motion.

**Motion 10. To Postpone to a Certain Time.** This motion may be employed to delay the board's consideration of a substantive motion, and any proposed amendments thereto, until a designated day, meeting, or hour. During the period of postponement, the board may not take up a new motion raising essentially the same issue without first suspending its rules pursuant to Motion 6.

**Motion 11. To Refer a Motion to a Committee.** The board may vote to refer a substantive motion to a committee for study and recommendations. While the substantive motion is pending before the committee, the board may not take up a new motion raising essentially the same issue without first suspending its rules pursuant to Motion 6. If the committee fails to report on the motion within 60 days of the referral date, the board must take up the motion if asked to do so by the member who introduced it.

**Motion 12. To Amend.**

**(a) Germaneness.** A motion to amend must concern the same subject matter as the motion it seeks to alter.

**(b) Limit on Number of Motions to Amend.** When a motion to amend is under consideration, a motion to amend the amendment may be made; however, no more than one motion to amend and one motion to amend the amendment may be pending at the same time.

**(c) Amendments to Ordinances.** Any amendment to a proposed ordinance must be reduced to writing before the vote on the amendment.

**Motion 13. To Revive Consideration.** The board may vote to revive consideration of any substantive motion that has been deferred pursuant to Motion 8, provided it does so within 100 days of its vote to defer consideration.

**Motion 14. To Reconsider.** The board may vote to reconsider its action on a matter, provided the motion to reconsider is made (a) at the same meeting during which the action to be reconsidered was taken and (b) by a member who voted with the prevailing side. For purposes of this motion, "the same meeting"

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includes any continuation of a meeting through a motion to recess to a certain time and place (Motion 3). The motion is not in order if it interrupts the board's deliberation on a pending matter.

**Motion 15. To Rescind.** The board may vote to rescind an action taken at a prior meeting provided rescission is not forbidden by law.

**Motion 16. To Prevent Reintroduction for Six Months.** This motion may be used to prevent the reintroduction of a failed substantive motion for a time, but it is in order only when made immediately following the substantive motion's defeat. To be adopted, this motion must receive votes equal to at least two-thirds of the board's actual membership, excluding vacant seats and not counting the mayor, unless the mayor may vote on all questions. If this motion is adopted, the ban on reintroduction remains in effect for six months or until the board's next organizational meeting, whichever occurs first.

## Part IX. Ordinances and Contracts

### Rule 32. Introduction of Ordinances

For purposes of these rules, the "date of introduction" for a proposed ordinance is the date on which the board first votes on the proposed ordinance's subject matter. The board votes on the subject matter of a proposed ordinance when it votes on whether to adopt or make changes to the proposed ordinance.

### Rule 33. Adoption, Amendment, and Repeal of Ordinances

#### (a) Adoption of Ordinances.

- (1) *Proposed ordinances to be in writing.* No proposed ordinance shall be adopted unless it has been reduced to writing and distributed to members before a vote on adoption is taken.
- (2) *Adoption on date of introduction.* To be approved on the date of introduction, a proposed ordinance or any action having the effect of an ordinance must receive affirmative votes equal to at least two-thirds of the board's actual membership, excluding vacant seats and not counting the mayor, unless the mayor has the right to vote on all questions before the board.
- (3) *Adoption after date of introduction.* To be approved after the date of introduction, a proposed ordinance or any action having the effect of an ordinance must receive affirmative votes equal to at least a majority of all board members not excused from voting on the matter. In calculating the number of affirmative votes necessary for approval, the board shall count the mayor if he or she votes on all questions. If the mayor votes only in the case of tie, the mayor's vote counts if there is an equal division.

**(b) Amendment and Repeal of Ordinances.** The same voting requirements that govern the adoption of proposed ordinances also apply to the amendment or repeal of an ordinance.

### Rule 34. Adoption of the Budget Ordinance

**(a) Special Rules for the Adoption or Amendment of the Budget Ordinance.** Notwithstanding any provision in the town charter, general law, or local act,

- (1) the board may adopt or amend the budget ordinance at a regular or special meeting of the board by a simple majority of those members present and voting, a quorum being present;
- (2) no action taken with respect to the adoption or amendment of the budget ordinance need be published or is subject to any other procedural requirement governing the adoption of ordinances or resolutions



by the board; and

- (3) the adoption or amendment of the budget ordinance and the levy of taxes in the budget ordinance are not subject to the provisions of any town charter or local act concerning initiative or referendum.

**(b) Notice Requirements for Budget Meetings.** During the period beginning with the submission of the budget to the board and ending with the adoption of the budget ordinance, the board may hold any special meetings that may be necessary to complete its work on the budget ordinance. Except for the notice requirements of the open meetings law, which continue to apply, no provision of law concerning the call of special meetings applies during that period so long as

- each member of the board has actual notice of each special meeting called for the purpose of considering the budget and
- no business other than consideration of the budget is taken up.

**(c) No Authority for Closed Sessions.** This rule shall not be construed to authorize the board to hold closed sessions on any basis other than the grounds set out in Rule 5.

### **Rule 35. Approval of Contracts and Authorization of Expenditures**

**(a) Contracts to be in Writing.** No contract shall be approved or ratified by the town board unless it has been reduced to writing at the time of the board's vote.

**(b) Approval of Contracts.** To be approved or ratified, a contract must receive affirmative votes equal to at least a majority of all board members not excused from voting on the contract, including the mayor's vote in the event of a tie.

**(c) Authorization of Expenditure of Public Funds.** The same vote necessary to approve or ratify a contract is required for the board to authorize the expenditure of public funds, except when the expenditure is authorized pursuant to Rule 34.

## **Part X. Public Hearings and Comment Periods**

### **Rule 36. Public Hearings**

**(a) Calling Public Hearings.** In addition to holding public hearings required by law, the board may hold any public hearings it deems advisable. The board may schedule hearings or delegate that responsibility to town staff members, as appropriate, except when state law directs the board itself to call the hearing. If the board delegates scheduling authority, it must provide adequate guidance to assist staff members in exercising that authority.

**(b) Public Hearing Locations.** Public hearings may be held anywhere within the town or within the county where the town is located.

**(c) Rules for Public Hearings.** The board may adopt reasonable rules for public hearings that, among other things,

- fix the maximum time allotted to each speaker,
- provide for the designation of spokespersons for groups of persons supporting or opposing the same positions,
- provide for the selection of delegates from groups of persons supporting or opposing the same



positions when the number of persons wishing to attend the hearing exceeds the capacity of the hall (so long as arrangements are made, in the case of a hearing subject to the open meetings law, for those excluded from the hall to listen to the hearing), and

- provide for the maintenance of order and decorum in the conduct of the hearing.

**(d) Notice of Public Hearings.** Any public hearing at which a majority of the board is present shall be considered part of a regular or special meeting. Consequently, the relevant notice and related requirements of the open meetings law, as set out in Rules 9 through 12, apply to such hearings. Some statutes mandate additional notice for particular types of hearings, and such notice must be provided together with notice of the meeting during which the hearing will take place.

**(e) Continuing Public Hearings.** The board may continue any public hearing without further advertisement to a time and place certain, provided the time (including the date, if the hearing will resume on a different day) and place of the continued hearing are announced in open session. Except for hearings conducted pursuant to paragraph (g), if a quorum of the board is not present for a properly scheduled public hearing, the hearing must be continued until the board's next regular meeting without further advertisement.

**(f) Conduct of Public Hearings.** At the time appointed for the hearing, the mayor shall call the hearing to order and proceed to allow public input in accordance with any rules adopted by the board for the hearing. Unless the board extends the hearing, when the time allotted for the hearing expires, or when no one wishes to speak who has not done so, the mayor shall declare the hearing closed, and the board shall resume the regular order of business.

**(g) Public Hearings by Less Than a Majority of Board Members.** Nothing in this rule prevents the board from appointing a member or members to hold a public hearing on the board's behalf, except when state law requires that the board itself conduct the hearing.

### **Rule 37. Public Comment Periods**

**(a) Frequency of Public Comment Periods.** The board must provide at least one opportunity for public comment each month at a regular meeting, except that the board need not offer a public comment period during any month in which it does not hold a regular meeting.

**(b) Rules for Public Comment Periods.** The board may adopt reasonable rules for public comment periods that, among other things,

- fix the maximum time allotted to each speaker,
- provide for the designation of spokespersons for groups supporting or opposing the same positions,
- provide for the selection of delegates from groups supporting or opposing the same positions when the number of persons wishing to attend the public comment period exceeds the capacity of the hall (so long as arrangements are made for those excluded from the hall to listen to the hearing), and
- provide for the maintenance of order and decorum in the conduct of the hearing.

**(c) Content-Based Restrictions Generally Prohibited.** The board may not restrict speakers based on subject matter, as long as their comments pertain to subjects within the board's real or apparent jurisdiction.



## Part XI. Appointments and Appointed Bodies

### Rule 38. Appointments

**(a) Appointments in Open Session.** The board must consider and make any appointment to another body or, in the event of a vacancy on the board, to its own membership in open session.

**(b) Nomination and Voting Procedure.** The board shall use the following procedure to fill a vacancy in the board itself or in any other body over which it has the power of appointment. The nominating committee shall be called upon to make its report and recommendation(s), if any. The mayor shall then open the floor for nominations, whereupon board members may put forward and debate nominees. When debate ends, the mayor shall call the roll of the members, and each member shall cast a vote for his or her preferred nominee. The voting shall continue until a nominee receives a majority of votes cast during a single balloting.

**(c) Mayor.** The mayor may make nominations and vote on appointments under this rule.

**(d) Multiple Appointments.** If the board is filling more than one vacancy, each member shall have as many votes in each balloting as there are slots to be filled, and the votes of a majority of the total number of members voting shall be required for each appointment. No member may cast more than one vote for the same candidate for the same vacancy during a single balloting.

**(e) Duty to Vote.** It is the duty of each member to vote for as many appointees as there are appointments to be made, but failure to do so shall not invalidate a member's ballot.

**(f) Vote by Written Ballot.** The board may vote on proposed appointments by written ballot in accordance with Rule 29.

### Rule 39. Committees and Boards

**(a) Establishment and Appointment.** The board may establish temporary and standing committees, boards, and other bodies to help carry on the work of town government. Unless otherwise provided by law or the board, the power of appointment to such bodies lies with the board.

- (1) **Mayoral Appointments.** The Mayor shall make the following appointments after consultation with the Board:

Lake Norman Chamber  
 Lake Norman Regional Economic Development Corporation  
 Visit Lake Norman  
 Charlotte Regional Transportation Planning Organization  
 Centralina Regional Council  
 Lake Norman Transportation Commission  
 Metropolitan Transit Commission  
 Community Capital & Bond Committee

- (2) **Board Appointments.** The Board of Commissioners shall appoint members of the following boards and committees:



Affordable Housing & Equity Board  
 Planning Board  
 Design Review Board/Historic Preservation Commission  
 Public Art Commission  
 Livability Board

**(b) Advisory Board Nominating Committee Appointment Procedure.** The Mayor shall convene and chair a nominating committee. The other members of the committee shall be at least the following: the Town Manager, the staff liaisons, two elected officials, and the chairs (or their designee) of the Affordable Housing & Equity Board, Planning Board, Design Review Board/Historic Preservation Commission, Livability Board and Public Art Commission. This nominating committee shall solicit nominations from the public. From these nominations, the committee shall choose a number of nominees equal to the number of vacancies on the boards, and shall make a recommendation to the Board of Commissioners.

To fill unexpired, mid-term vacancies on boards and committees: The mayor shall convene and chair an ad hoc committee consisting of the chair of the board, town manager, and the staff liaison(s) to the board. They will choose nominees from among applications previously submitted, or by soliciting nominations from the public. The committee will select the number of nominees equal to the number of vacancies, and recommend them to the Board of Commissioners.

**(c) Open Meetings Law.** The requirements of the open meetings law apply whenever a majority of an appointed body's members gather in person or simultaneously by electronic means to discuss or conduct official business. They do not apply to meetings solely among the town's professional staff.

**(d) Procedural Rules.** The board may prescribe the procedures by which the town's appointed bodies operate, subject to any statutory provisions applicable to particular bodies. In the absence of rules adopted by the board, an appointed body may promulgate its own procedural rules, so long as they are in keeping with any relevant statutory provisions and generally accepted principles of parliamentary procedure.

## **Part XII. Miscellaneous**

### **Rule 40. Amendment of the Rules**

These rules may be amended at any regular meeting or at any properly called special meeting for which amendment of the rules is one of the meeting's stated purposes. Any amendment to these rules must be consistent with the town charter, any relevant statutes, and generally accepted principles of parliamentary procedure. To be adopted, a motion to amend these rules must be approved by a majority of the board's members, excluding vacant seats and counting the mayor only if the mayor may vote on all questions.

### **Rule 41. Reference to Robert's Rules of Order Newly Revised**

The board shall refer to *Robert's Rules of Order Newly Revised* for guidance when confronted with a procedural issue not covered by these rules or state law. Having consulted *Robert's*, the mayor shall make a ruling on the issue subject to appeal to the board under Rule 31, Motion 1.

## AFFORDABLE HOUSING PLAN and LETTER OF INTENT

## Davidson Cottages Subdivision

Developer/Builder:	Carolina Cottage Homes, LLC, an affiliate of Saussy Burbank, or Its assigns ("CCH").
Affordable Housing Requirement:	The Conditional Master Plan of Davidson Cottages approved by the Davidson Board of Commissioners in October 2020 included 34 single-family housing units, of which 4 were designated as affordable (the "Affordable Units"). Affordable Units shall be located in two designed duplexes located on lots 31 and 32. Three (3) Affordable Units will be priced as affordable to households whose combined income does not exceed 80% of the area median income for Mecklenburg County, as published by the U.S. Department of Housing and Urban Development (hereinafter "Area Median Income" or AMI) and one (1) Affordable Unit will be priced as affordable to households whose income does not exceed 120% of AMI.
Property:	CCH will construct on-site two duplex buildings to hold the four Affordable Units and will not make a payment in lieu. Each duplex will include one +/- 1166 square foot unit and one +/- 1172 square foot unit, each with two bedrooms and one and a half baths. Each duplex shall be subdivided into two separate tax parcels. Duplex homes will complement the neighborhood by incorporating exterior designs that use identical materials as market rate units and continue the architectural style of market rate units. Construction of one duplex will begin during construction of the first eight lots (first 25% of lots). Construction of the second duplex will begin no later than during the period when the 16 <sup>th</sup> -24 <sup>th</sup> lots (third 25% of lots) are built upon.

**Implementation Plan:**

CCH (with confirmation by Town) will calculate a sales price to comply with, as to three (3) Affordable Units, an 80% AMI threshold; and as to (1) Unit a 120% AMI threshold (In each instance, the "Allowable Sales Price"), based on Section 5.3.A.6.a(i) and (ii) of Davidson Planning Ordinance 5 (the "Ordinance").

At its initial sale, CCH will sell each Affordable Unit for no more than the applicable Allowable Sales Price, as determined by CCH (with confirmation by Town) and per the listing of the Affordable Unit. AMI is currently determined on an annual basis for Mecklenburg County, as published by the U.S. Department of Housing and Urban Development.

The Town will assist CCH with marketing of the Affordable Units to qualified buyers, qualification of potential buyers and confirmation of Allowable Sales Price. The Town does not act as an agent in this process.

**Covenant/Deed Restriction:**

In accordance with Section 5.5F. of the Ordinance, the deed conveying title to any Affordable Unit, will reflect a Covenant or Declaration of Restrictions (the "Covenant") containing the terms required by the Ordinance, in a form reasonably approved by the Town, which Covenant may be recorded separately at any time following subdivision approval, prior to conveyance of the first Affordable Unit's deed.

**Homeowners Association Dues and Assessments:**

Per DPO 5.4(A)12, CCH shall cause the Covenants and Restrictions that govern Davidson Cottages Subdivision to limit the General Assessment payable by each Affordable Unit to fifty percent of that paid by non-affordable units. Affordable Units shall have no obligation to pay Special Assessments, but shall not be restricted as to Specific Assessments.

AGREED TO AND ACCEPTED BY:

CAROLINA COTTAGE HOMES, LLC

BY: 

NAME: Peter Harakas

TITLE: Vice-President

TOWN OF DAVIDSON

BY: \_\_\_\_\_

NAME:

TITLE:

## AGENDA MEMO

To: Davidson Board of Commissioners

From: Tommy Warlick, Historic Preservation Specialist, Charlotte-Mecklenburg Historic Landmarks Commission

Date: April 23, 2024

Re: Thompson-Anderson House Landmark Adoption

### OVERVIEW

The Thompson-Anderson House at 858 Concord Road is historically significant for its Tudor Revival architecture and its association with several prominent members of the middle-class Davidson community who owned and resided at the property. Wilburn A. “Wib” Thompson, a manager at Southern Cotton Oil Company’s local mill and an active member of the Davidson community, built the home in 1936 on the then-rural route of Concord Road. The second owners, Sadie and John Anderson, owned and operated the independent Anderson’s Food Store on Depot Street for approximately seventeen years. Tudor Revival was among the most popular architectural styles in the area in this period, and the Thompson-Anderson House is the best surviving example of a brick masonry cottage of that style in Davidson. Well preserved by its past and recent owners, the Thompson-Anderson House is a site that bears testimony to Davidson’s history.



*Figure 1. Thompson-Anderson House front elevation*



Figure 2. Thompson-Anderson House vicinity map

## REQUESTED ACTION

Motion to adopt ordinance 2024-03 designating as a historic landmark the property known as the “Thompson-Anderson House” at 858 Concord Road (including the interior and exterior of the house, and the land associated with Tax Parcel Number 00729301).

## RELATED TOWN GOALS

### Strategic Plan Alignment

Historic Preservation – Preserve our historic properties that contribute to our vibrant and unique community and honor the history of the lived experiences of our residents.

Operational Excellence – Provide efficient and high-quality public services and facilities through thoughtful and proactive planning, reasonable stewardship of town resources and a professional and committed workforce.

### Core Values

Open communication is essential to an engaged citizenry, so town government will seek and provide accurate, timely information and promote public discussion of important issues.

Davidson’s traditional character is that of a small, historic college town, so land planning will reflect its historic patterns of village-centered growth including connection of neighborhoods, preservation of our historic resources, conservation of rural area, and provision of public spaces.

Davidson exists in proximity to and is interdependent with other jurisdictions, so we strive for local, regional, state and federal cooperation.

## OPTIONS/PROS & CONS

**Options:** Approve the landmark.

**Pros:** Protects an historically significant structure.

**Cons:** None.

## NEXT STEPS

- **April 23, 2024:** Board of Commissioners public hearing for landmark designation. Once the public hearing closes, the Board of Commissioner is asked to consider adoption of the landmark designation.

# Landmark Designation Report for the



## Thompson-Anderson House 858 Concord Road Davidson, North Carolina

Prepared by:  
Susan V. Mayer, Principal  
Nick Linville, Consulting Historian  
November 2023

**SVM**  
**HISTORICAL  
CONSULTING**

Charlotte, North Carolina  
<https://www.svmhistorical.com>  
[susan@svmhistorical.com](mailto:susan@svmhistorical.com)

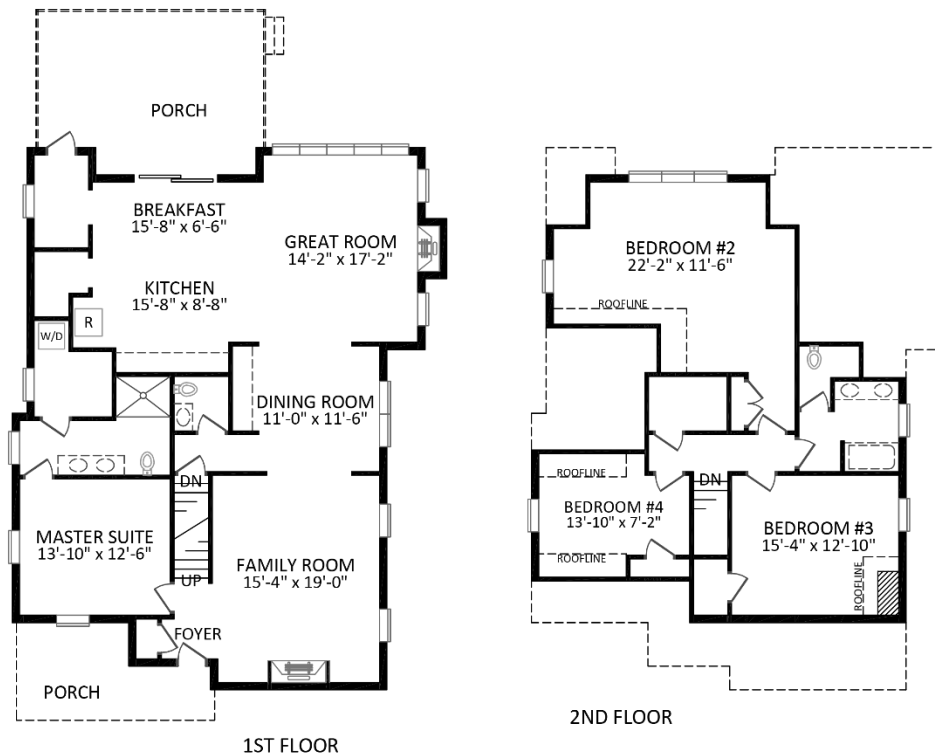
## Table of Contents

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## General Information

<b>Historic Names of Property:</b>	Thompson-Anderson House
<b>Address of Property:</b>	858 Concord Road, Davidson, North Carolina 28036
<b>PIN:</b>	00729301
<b>Deed Book &amp; Page:</b>	Mecklenburg County Deed Book 36359, Page 234
<b>Amount of Land/Acreage to be Designated:</b>	0.535 Acres
<b>Ad Valorem Tax Value:</b>	The 2023 Real Estate Assessed Value of parcel 00729301 which includes Thompson-Anderson House is \$949,700
<b>Recommendation for Designation:</b>	Interior and exterior designation of the house and all the property within Mecklenburg County parcel 00729301.
<b>Name/Address of Current Property Owner:</b>	Kirk A. Steffensen Leslie Nunez Steffensen 858 Concord Road Davidson, North Carolina 28036

## Interior Designation Parameters



In support of their request for landmark designation of the interior of the Thompson-Anderson

House, the property owners have provided written consent for interior review of the house pursuant to N.C. Gen. Stat. § 160D-947(b). Rooms which retain character-defining features are, as seen on plan on pages 17-19 of LDR or named in the Architectural Description, are Foyer, Living/Family Room, Owner's Suite bedroom, Dining Room, Upstairs Landing, and Bedroom #3. Character-defining features are enumerated below.

**Features Located Throughout the House:**

- Hardwood floors
- Plaster walls
- Decorative moldings
- Crystal doorknobs and other door hardware
- Solid wood single-panel interior doors

**Ground Floor:**

Owner's Suite

- Picture-rail trim at ceiling level

Living Room

- Fireplace
- Mantel
- Foyer
- Solid wood entry door with round window

**Second Floor:**

Landing Area

- Built-in drawers
- Door to attic closet

**Basement:**

- Coal chute

## Chain of Title

Grantor	Grantee	Date	Deed Book/Page	Notes
Joseph L. Sharp and spouse Pamela Sharp	Kirk and Leslie Steffensen	July 30, 2021	36359/234	0.535 acres
Nathan W. Worsley III and wife Holliday Seymour Worsley	Joseph L. Sharp and wife Pamela L. Sharp	August 26, 2004	17657/886	0.535 acres
Wallace Gamble (aka Wallace Melvin Gamble)	Nathan W. Worsley III and wife Holliday Seymour Worsley	September 4, 2001	12632/813	0.535 acres
Sadie B. Anderson	Wallace Gamble	June 11, 1987	5523/194	lot of land 24,400 square feet
Wilburn A. Thompson and wife Mildred Hartness Thompson	Sadie B. Anderson	July 22, 1943	1100/300	lot of land 24,400 square feet
Robert Irwin [sic] Johnston and wife Sarah D. Johnston	Wilburn A. Thompson	December 26, 1933	842/295	lot of land 24,400 square feet
<i>Source: Register of Deeds Office, Mecklenburg County</i>				

## Abstract

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### Statement of Significance

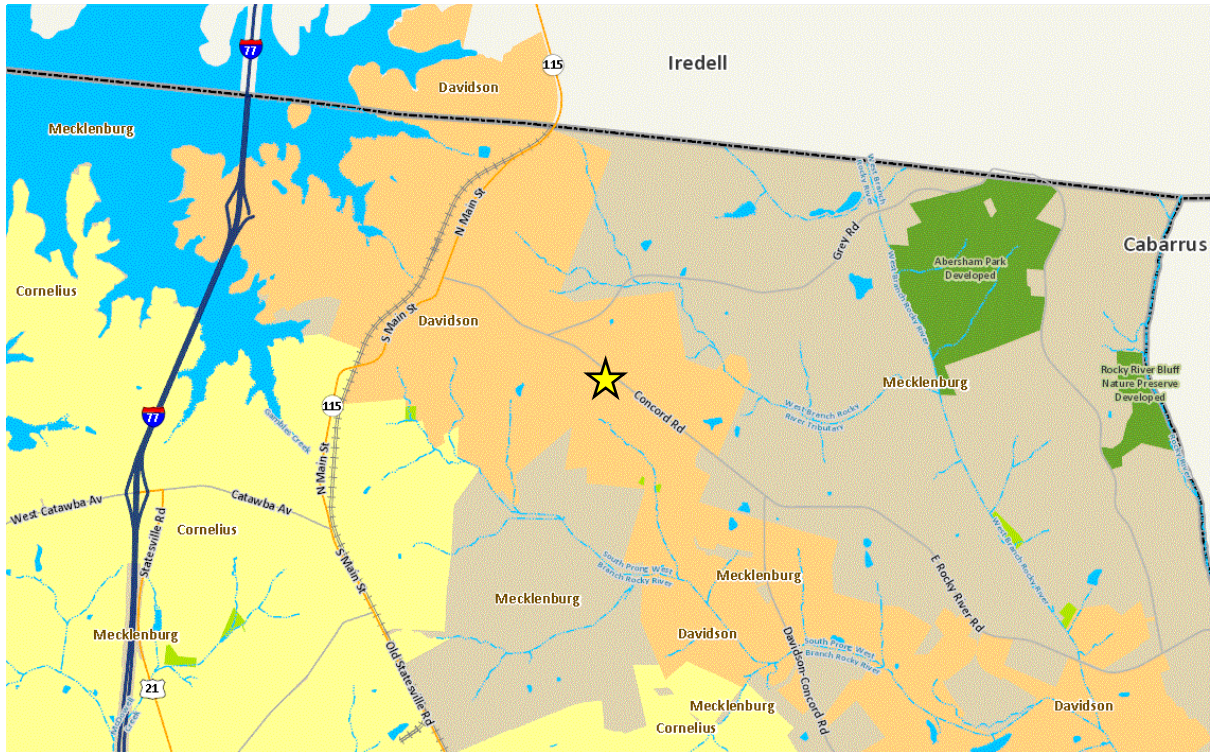
The Thompson-Anderson House at 858 Concord Road is historically significant for its Tudor Revival architecture and its association with several prominent members of the middle-class Davidson community who owned and resided at the property. Wilburn A. “Wib” Thompson built the home in 1936 when Concord Road was a rural route. Tudor Revival was among the most popular architectural styles in the area in this period, and the Thompson-Anderson House uniquely represented this derivative of English architecture. The second owners, Sadie and John Anderson, owned and operated one of Davidson’s grocery stores, known as Anderson’s Food Store. Well preserved by its past and recent owners, the Thompson-Anderson House is a site that bears testimony to Davidson’s history.

### Integrity Statement

<b>Location</b>	High	The Thompson-Anderson House is located at its original site of construction.
<b>Design</b>	Moderate	The Thompson-Anderson House is the best surviving example of a brick masonry cottage of Tudor Revival architecture in Davidson.
<b>Setting</b>	Low	The Thompson-Anderson House is located on Concord Road, which at the time of construction was outside the town limits of Davidson. The rural setting in which the house was constructed is now part of the town and is surrounded by infill developments.
<b>Materials</b>	High	The Thompson-Anderson House retains materials that are original to the home’s date of construction, including exterior brick, plaster in the owner’s suite and living room, and wood floors throughout.
<b>Workmanship</b>	High	The Thompson-Anderson House is typical of the workmanship seen during the 1930s in Mecklenburg County.
<b>Feeling</b>	Moderate	Though a major addition was made to the rear of the Thompson-Anderson House, it was thoughtfully designed to minimize its impact upon the streetscape and view of the house from Concord Road.
<b>Association</b>	High	The Thompson-Anderson House is historically significant for its association with the middle-class growth and activity of Davidson. Wilburn A. “Wib” Thompson, whose family had resided in the town for generations, was representative of many men of the town who were natives, had attended Davidson College, and entered the civic and professional ranks of the community. John and Sadie Anderson operated Anderson’s Food Store, one of the small independent grocers that was common

and necessary in towns such as Davidson before supermarkets entered the market in the post-WWII period.

# Maps



Source: Polaris (2023)



Source: Polaris (2023)

## Historical Background

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Written by Nick Linville

The Thompson-Anderson House at 858 Concord Road is historically significant for its Tudor Revival architecture and its association with several prominent members of the middle-class Davidson community who owned and resided at the property. Wilburn A. “Wib” Thompson built the home in 1936 when Concord Road was a rural route. Tudor Revival was among the most popular architectural styles in the area in this period, and the Thompson-Anderson House uniquely represented this derivative of English architecture. Thompson was a native of Davidson and, at the time, in management at Southern Cotton Oil Company’s local mill. The second owners, Sadie and John Anderson, owned and operated one of Davidson’s early grocery stores, known as Anderson’s Food Store. Well preserved by its past and recent owners, the Thompson-Anderson House is a site that bears testimony to Davidson’s history.

### Residential Development of Concord Road

Constructed in 1936, the Thompson-Anderson House at 858 Concord Road appeared during a period of residential expansion in the Town of Davidson. The historical nexus of the town was Davidson College, founded in 1837. After the disruption of the Civil War, the College began to flourish, leading to the growth of the campus and an adjacent district of businesses that catered to the student and faculty population. The Town of Davidson College, known after 1891 as the Town of Davidson, was incorporated in 1879. As commercial and residential development consumed the area adjacent to the campus in the late nineteenth and early twentieth centuries, new development spread along Concord Road, which previously had been a rural route connecting the Town of Davidson with Concord.<sup>1</sup>

Davidson’s local economy centered on the College until the 1890s when Linden Cotton and Southern Cotton Oil built factories in Davidson. The Delburg Cotton Mill Company followed their lead in 1908. The factories created new jobs, leading to population growth as both black and white workers settled in the community. Residential development continued to creep down Concord Road where upper- and middle-class white families associated with the College, mill management, and other local businesses built new homes. In 1920s Concord Road leading away from Davidson College was a one-lane macadam road. Despite the onset of the Great Depression, new residences continued to appear along Concord Road such as the home at 858 Concord Road.<sup>2</sup>

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<sup>1</sup> Mary D. Beaty, *Davidson: A History of the Town from 1835 to 1937* (Davidson, North Carolina: Warren Publishing, 1979), 3–48, 113.

<sup>2</sup> Charlotte-Mecklenburg Historic Landmarks Commission, “Survey and Research Report on the Davidson Cotton Mill,” 2004; Beaty, *Davidson*, 67–68, 120–122.



1938 Mecklenburg County Time Machine



1951 Mecklenburg County Time Machine



1978 Mecklenburg County Time Machine

## The Thompsons

Wilburn Arthur “Wib” Thompson was born May 17, 1903, likely in the family home at 532 North Main Street. His father Walter Henry Thompson (1868–1937) was a prominent banker who served as clerk and treasurer of the Town of Davidson. Historian Mary Beaty called him “practically a permanent member of the council.”<sup>3</sup> W. H. married Cynthia Louisa Armour (1874-1912), whose family had been

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<sup>3</sup> Mary D. Beaty, *Davidson: A History of the Town from 1835 to 1937* (Davidson, North Carolina: Warren Publishing, 1979), 123.

established in the area since the 1820s and owned much of the land along North Main Street above the cemetery. They had eleven children, of whom Wib was the middle child.<sup>4</sup>

Like the sons of many prominent local families, Wib attended Davidson College. He studied at the college for at least one year, entering as a freshman in fall term 1921. Wib began his professional life in 1923 at the age of twenty as a cashier at Southern Cotton Oil Company. He also participated in the civic affairs of Davidson, joining the town's first volunteer firefighting department in 1927.<sup>5</sup> Wib remained a bachelor living in the family home until meeting Mildred Hartness of Mooresville. An outgoing and active woman, Mildred had been the leading scorer on the Mooresville High School state champion basketball team and had attended the North Carolina College for Women in Greensboro. Marrying in 1934, the newlyweds remained in Mooresville "pending the completion of their new home in Davidson," according to their marriage announcement in the Charlotte newspaper.<sup>6</sup>

The previous year, Wib had acquired an undeveloped lot of land along Concord Road in 1933 from Robert Irvin Johnston (1900–1983) and his wife Sarah (1907–1965).<sup>7</sup> The Thompsons completed the home in 1936. Built in the Tudor Revival style, the home featured a prominent chimney on its façade and other hallmarks of the cottage-like aesthetic—brick exterior, high gabled roof, and rounded windows. Tudor Revival, one of several styles influenced by English architecture, began to appear in North Carolina during the late nineteenth century. The Biltmore Estate in Asheville was an early and grand example of Tudor Revival when it was completed in 1895. By the 1920s and 1930s, the widely popular style regularly appeared in residential construction. Tudor Revival was very popular in Charlotte in the 1920s and 1930s, and it took root in Davidson by 1926 when the Arbuckle House at 838 Concord Road, two doors north of the Thompson-Anderson House, was completed. In 1945 another Tudor home was completed next door at 850 Concord Road, though it is no longer extant. The architectural style faded in Davidson and across the country before the decade ended.<sup>8</sup>

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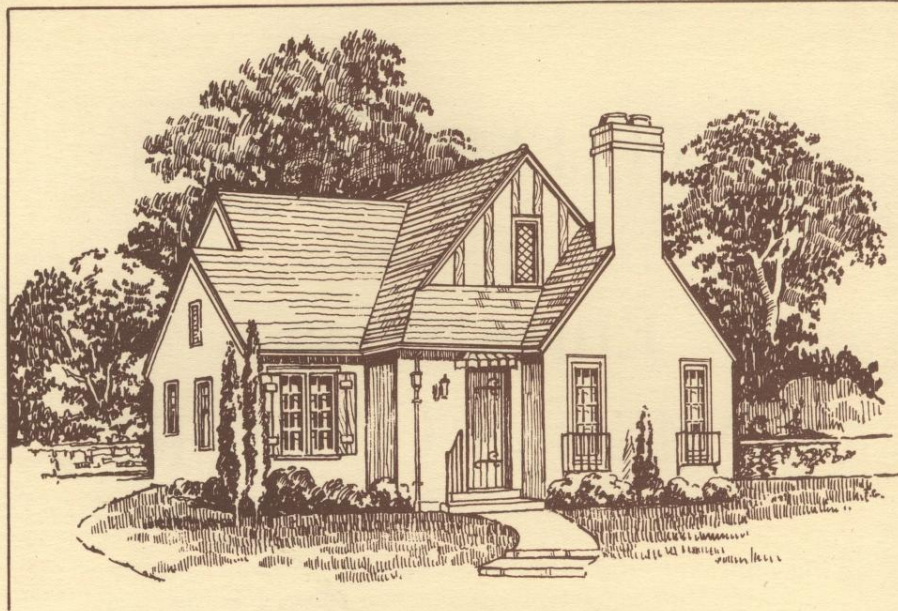
<sup>4</sup> "Death Claims W.H. Thompson," obituary, *Charlotte Observer*, July 1, 1937. 2:11; "Cynthia Louise Armour," *FamilySearch*, <https://www.familysearch.org/tree/person/details/LK4N-T7G>, accessed July 26, 2023; Beaty, 15.

<sup>5</sup> Beaty, 177; "Davidson Plant Manager to Head Columbia Mill," *Charlotte Observer*, September 3, 1938, 13; Beaty, 154.

<sup>6</sup> "Miss Hartness Becomes a Bride," *The Charlotte News*, December 24, 1934, 13.

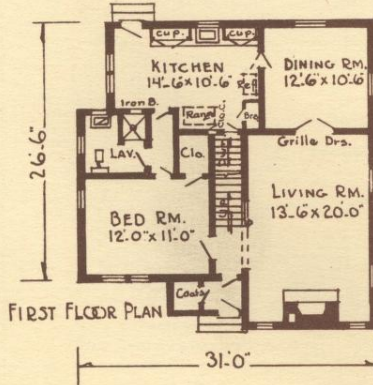
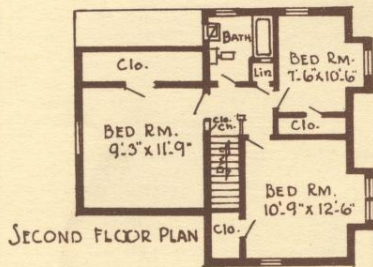
<sup>7</sup> Mecklenburg County Deed Book 842, Page 295.

<sup>8</sup> Clay Griffith, National Register Nomination: Charles E. Orr House (Transylvania County, North Carolina), North Carolina State Historic Preservation Office, electronic document, <https://files.nc.gov/ncdcr/nr/TV0299.pdf>, accessed August 2, 2023; James Vaseff and Catherine W. Bishir, "William H. Peeps," *North Carolina Architects and Builders: A Biographical Directory*, electronic document, <https://ncarchitects.lib.ncsu.edu/people/P000517>, accessed August 2, 2023.



BW 4300  
ULTRA HOME APPEAL

Strikingly attractive and because of an exterior that is decidedly different from the ordinary, this plan will immediately appeal to one who knows and values artistic architectural design of high merit. Scrupulous attention to small details has produced a home that is well nigh faultless. There is a compact, though roomy interior with one bedroom and lavatory on the first floor and three bedrooms and bath upstairs. The living room is of splendid size with a fireplace occupying one end. Grille doors, forming the entrance to the dining room, present a pleasant relief from the usual plastered arch and are extremely decorative. The kitchen also is large, completing a scheme of providing most space in the rooms which are used most.



Page 2

Figure 1 The Thompsons likely drew inspiration for their home from a plan book. This plan was featured in a catalogue offered by a Minnesota company, though it was common for national businesses to provide plan books for local lumber companies to provide or sell to potential new construction homeowners. Carr-Cullen Co., *New and Original House Designs: Supplement No. 1 to Edition 42, Homes of Comfort* (1933), 2.

While the Great Depression loomed large in Davidson, Wib Thompson managed to succeed. In 1938 he was promoted to manager at Southern Cotton. He served the Board of Elections as one of several registrars in Davidson in 1940, a role he held for many years. During World War II, Wib was chairman of the Rationing Board of northern Mecklenburg County. In addition, Wib and Mildred welcomed their son William in 1941.<sup>9</sup>

W. H. Thompson died in 1937, and the Thompsons moved into the house on North Main Street. After selling their Concord Road home in 1943, the Thompsons continued to reside in Davidson where Wib held prominent roles in the community. From 1945 to 1973, he served as a Director and Member of the Executive Committee of Piedmont Bank and Trust Company. Wilburn also was Treasurer of the Davidson College Presbyterian Church from about 1950 until his death. He retired from Southern Cotton in 1959 as Manager. He left retirement to serve as Accountant for the Town of Davidson from 1960 to 1969. In 1981, Davidson College presented him with the Algernon Sydney Sullivan Award for his years of support of the college. He died in 1984 at his home on North Main Street.<sup>10</sup>

## The Andersons

Sadie B. Anderson purchased the Tudor house at 858 Concord Road from Wib Thompson in 1943. Born Sadie Beatrice Hood in Burke County in 1901, she married John Lee Anderson, Jr. (1899–1975), in 1928. Sadie and John settled in Davidson by 1940, when they appeared in the census, where they opened a grocery store on Depot Street.<sup>11</sup>



Figure 2 Advertisement for Anderson's Food Store. *Charlotte Observer*, September 18, 1943.

Small independent grocery stores like Anderson's were important parts of small towns like Davidson. They had their roots in the general stores of the late nineteenth and early centuries, like B. Dewitt

<sup>9</sup> "Davidson Plant Manager to Head Columbia Mill," *Charlotte Observer*, September 3, 1938, 13; 1940 U.S. census, Mecklenburg County, North Carolina, pop. sch., Deweese Township, ED 60-99, sheet 5-B, household 84, Wilburn Thompson; "Polling Places, Registrars, and Judges are Announced by Board," *The Charlotte News*, April 7, 1940, page 2B.

<sup>10</sup> "Mr. Wilburn A. 'Wib' Thompson," obituary, *Charlotte Observer*, April 1, 1984, page 8H; Harold Warren, "W. Thompson, Davidson Leader, Dies," *Charlotte Observer*, April 1, 1984, page 22A.

<sup>11</sup> Anderson's Food Store appears in Charlotte newspaper advertisements in 1943 and ends around 1960. "John Lee Anderson," obituary, *Charlotte Observer*, November 23, 1975, page G1; 1940 U.S. census, Mecklenburg County, North Carolina, pop. sch., Davidson, ED 60-98, sheet 18-B, household 370, John L. Anderson; "Beatrice Hood Anderson," obituary, *Charlotte Observer*, June 18, 1992, page 19.

Funderburk's dry goods store and Capt. Thomas Jefferson Renfrow's general store, both of which opened in Matthews in 1900. Entrepreneur D.A. Tompkins began selling groceries in the Dilworth suburb of Charlotte about 1903.<sup>12</sup> Farmer William Bradford opened a general store on his farmland on Davidson-Concord Road in the Huntersville area in 1911. Bradford sold groceries, and, also, livestock, cloth, farming equipment to residents of the Ramah community before closing as a small gas station after World War II.<sup>13</sup> In Davidson, Irvin Johnson, from whom Wib Thompson had purchased the land for his home, and his brother Houston ran a grocery store at 106 South Main Street. The fresh produce in the Anderson's store was locally grown on land south of their house in what is today the Cabin Creek neighborhood while they acquired dry goods from elsewhere.<sup>13</sup>

The rise of supermarkets in North Carolina signaled the demise of Anderson's Food Store and others like it in small towns across North Carolina. Grocery store chains began to appear in the City of Charlotte in the 1920s when A&P established several stores, and they soon spread to Concord and other outlying towns.<sup>14</sup> Davidson was one of the last to receive a grocery store chain. When Sadler Square was developed at Griffith and Watson Streets in 1979, the anchor was Lowe's Food Store, a rising supermarket chain with more than 60 stores in North Carolina and Virginia at the time. Food Lion purchased the property three years later. Town residents and college students were grateful to have a supermarket in the middle of town. In 1987, however, Food Lion closed the location after building a new, modern supermarket three miles away in Cornelius. Davidson did not have a supermarket again until the opening of the Harris Teeter in Davidson Commons in 2000.<sup>15</sup> The Andersons continued in business until about 1975, the year John died. Sadie sold the property in 1987 to Walter Gamble.<sup>16</sup>

## Later Owners

Wallace Melvin Gamble acquired the Thompson-Anderson House in 1987 and owned it until 2001. The son of Joseph and Connie Gamble, Wallace was born in Davidson in 1922. He attended the local high school and graduated from Davidson College in 1943. He then joined the Navy, serving as a Second Lieutenant in Asia and Europe during World War II.<sup>17</sup> After his return, he worked for Burlington Industries in Mooresville, retiring from the company as an Administrative Supervisor.

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<sup>12</sup> Charlotte Landmarks Commission, "The Leeper and Wyatt Store Building," 1988.

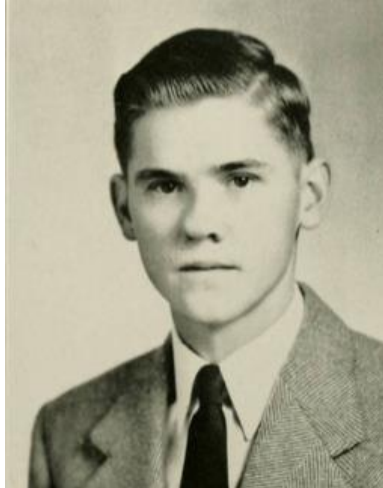
<sup>13</sup> Charlotte Landmarks Commission, "Survey and Research Report on the Bradford Farm and Store," 2002; Charlotte Landmarks Commission, "Survey and Research Report on the Renfrow Hardware Store," 1991.

<sup>14</sup> David Gwynn, "US--North Carolina," Groceteria, electronic document, <https://www.groceteria.com/place/north-carolina/>, accessed September 15, 2023.

<sup>15</sup> Clark, Regina. "Davidson Residents Now Have to Drive For Chow." *Charlotte Observer* 4 November 1987, 2; Jan Blodgett, "Grocery Tales." *Around the D: The Davidson College Archives and Special Collections Blog*, electronic document, <https://davidsonarchivesandspecialcollections.org/aroundthed/grocery-tales/>, accessed September 15, 2023; Carolyn Sanford, "Davidson Soon to Have its First Shopping Center." *The Charlotte News* 3 October 1979, 17A.

<sup>16</sup> Pam Sharp email to Leslie Steffensen, July 24, 2023; Beaty, *Davidson*, 144–145; "Beatrice Hood Anderson," obituary, *Charlotte Observer*, June 18, 1992, page 8.

<sup>17</sup> "Wallace M. Gamble," obituary, *Charlotte Observer* (Charlotte, North Carolina), 2 September 2010, 4B.



**Figure 3 Wallace Gamble in the 1943 Davidson yearbook.**

Walter held a variety of roles in local civic and religious organizations. During the mid-to-late 1960s, Walter was a member of the Charlotte-Mecklenburg Planning Commission.<sup>18</sup> He served as treasurer and president of the Davidson Lions Club and was a deacon and an elder at Davidson College Presbyterian Church.<sup>19</sup> Walter previously had lived in the Gamble family home across the street from the Thompson-Anderson House. His family owned the surrounding land which became the site of St. Alban's Episcopal Church and The Pines, a senior living community where streets are named for him and his sister Mary.<sup>20</sup>

During the period of Gamble's ownership, the relatively rural nature of the surroundings began to change. Southeast along Concord Road, developers laid out new residential subdivisions in the 1990s. Southwest of the property, the Stough Family, in 1992, developed the Cabin Creek subdivision, a 24-acre residential development on what was once their farmland. The community would feature 29 lots off Concord Road and four on Pine Road.<sup>21</sup> Based in a chapel on Lorimer Street since 1955, St. Alban's Episcopal Church acquired their current site on Caldwell Street, across from 858 Concord Road, in 2000 after their congregation tripled.<sup>22</sup> The townhouses adjacent to St. Albans were completed two years later.

Nathan W. "Bill" Worsley II and his wife Holliday purchased the Thompson-Anderson House in 2001. Both were graduates of UNC-Chapel Hill. Bill was a founding partner of Blue Heel Development, a residential land and construction development firm based in Davidson. The company's focus was active adult and townhome communities.<sup>23</sup> In 2004 Joseph L. Sharp and his wife Pamela acquired the Thompson-Anderson House. They made extensive additions to the house in 2014. The Sharps sold the house in 2021 to current residents Kirk and Leslie Steffensen.

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<sup>18</sup> "CAF Homemaking Project Trimmed," *The Charlotte News* (Charlotte, North Carolina), August 21, 1967, B:1.

<sup>19</sup> Yolanda Gilliam, "Wallace M. Gamble '43," Davidson College Alumni & Friends Obituaries, electronic document, <https://inmemoriam.davidson.edu/2010/08/wallace-m-gamble-43-2/>, accessed July 27, 2023.

<sup>20</sup> "9 Homes That Save Energy to be on Tour," *Charlotte Observer* (Charlotte, North Carolina), September 5, 1982, G1; Pam Sharp email to Leslie Steffensen, July 24, 2023.

<sup>21</sup> "Davidson Takes in 64 Acres," *Charlotte Observer*, 15 March 1992, 3.

<sup>22</sup> "St Alban's History," St. Alban's Episcopal Church, electronic document, <https://www.saintalbansdavidson.org/history>, accessed September 15, 2023.

<sup>23</sup> "Our Team," Holliday Homes, electronic document, <https://hollidayhomes.com/ourteam/>, accessed September 18, 2023.

# Architectural Description

Written by Susan V. Mayer

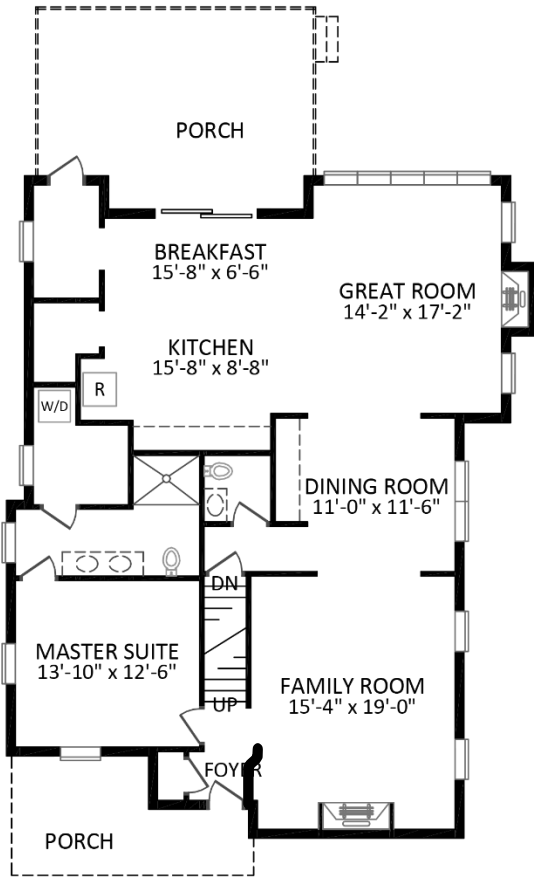


Built in 1936, the Thompson-Anderson House at 858 Concord Road is the best surviving example of a brick masonry cottage of Tudor Revival architecture in Davidson. The Thompson-Anderson House has many common elements which are original to its construction. These include 1.5" wide hardwood floors, plaster walls, decorative moldings, crystal doorknobs and other door hardware, and solid wood single-panel interior doors.

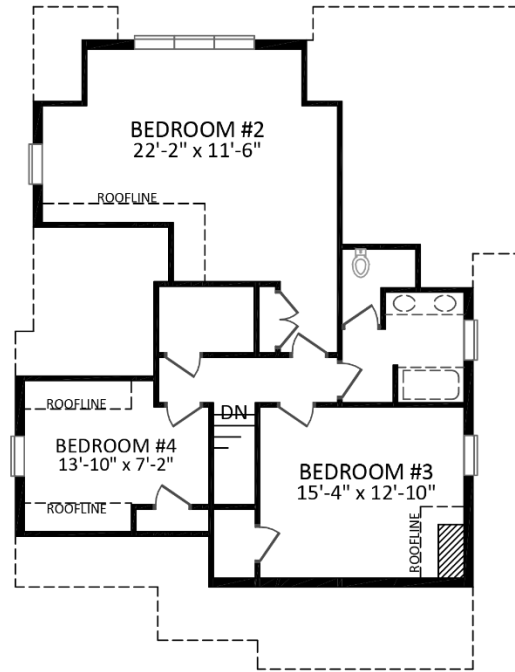
An extensive renovation was made to the Thompson-Anderson House in 2014, consisting of a large addition to the rear which doubled the square footage. Looking at the house from the street, however, the addition is minimal in its appearance, speaking to the consideration displayed by the owners and architect to preserve the historic character of the Concord Road streetscape.

# Floor Plans

Steel Truss Insulating



1ST FLOOR



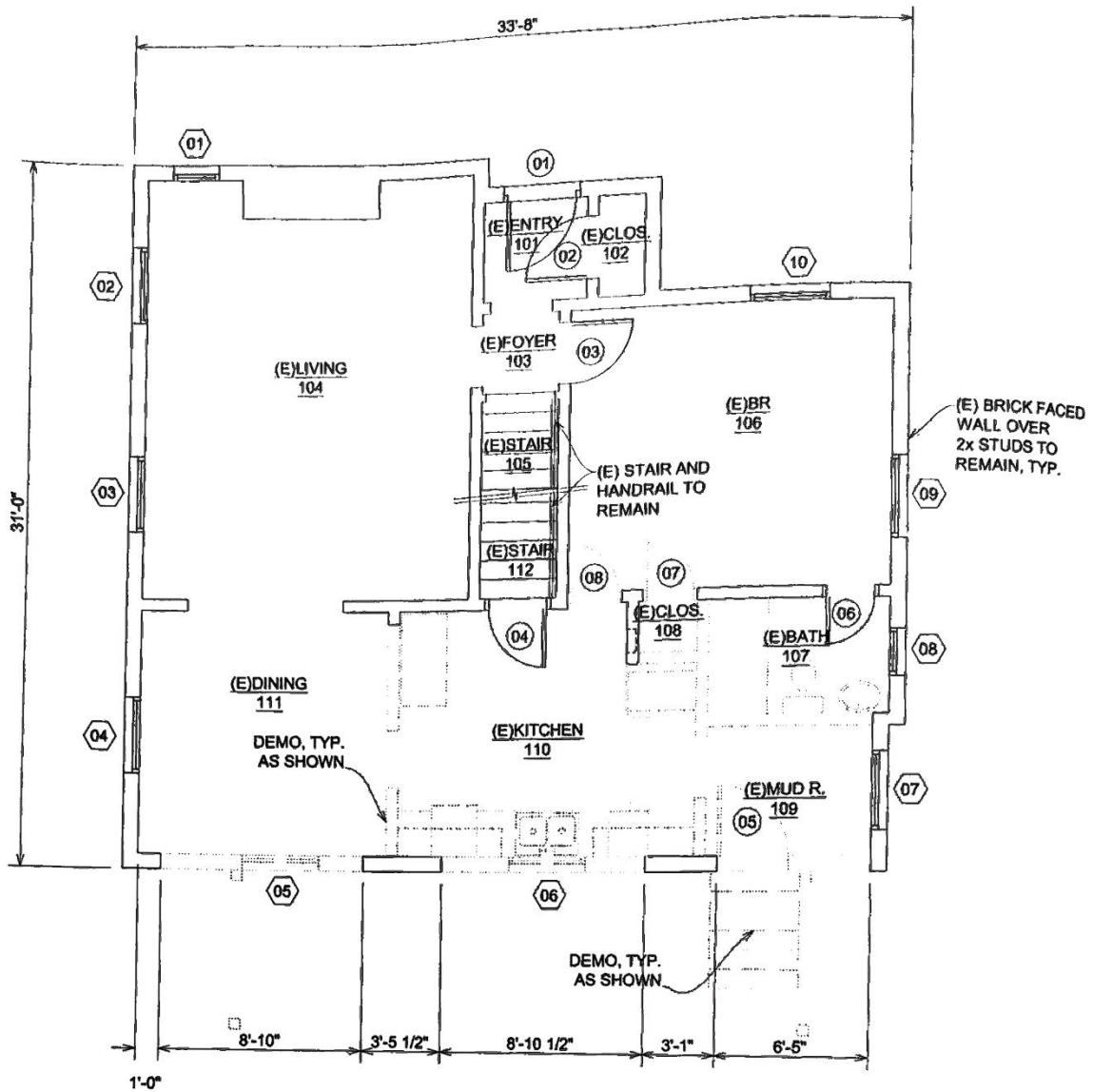
2ND FLOOR

HEATED LIVING SPACE  
 1st FLOOR - 1619  
 2nd FLOOR - 920  
 TOTAL HEATED - 2539

All measurements are rounded to nearest inch. This floorplan is intended for marketing brochures so window/door placements, and room dimensions are for representation only.

858 CONCORD ROAD

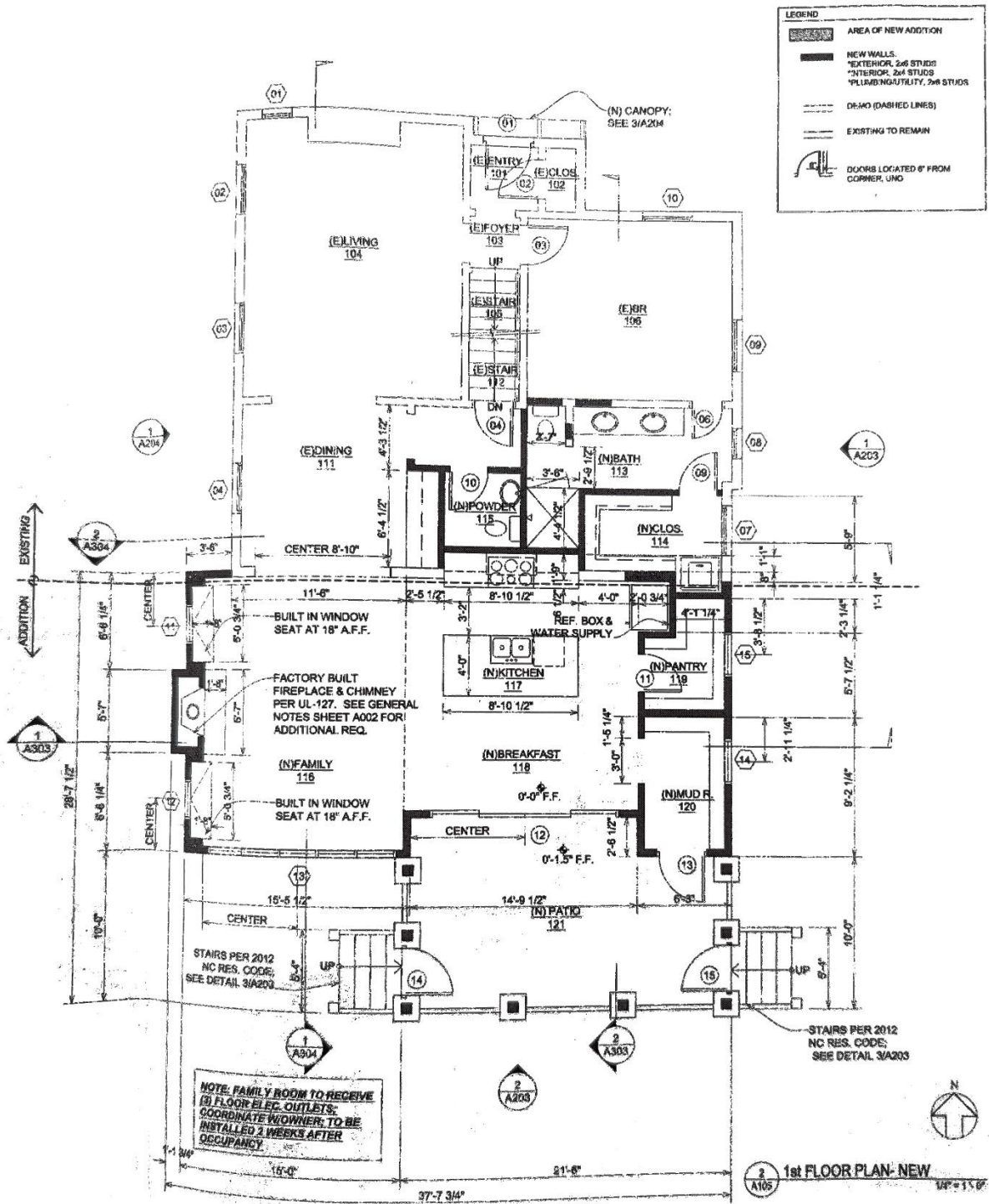




DEMO, TYP.  
AS SHOWN



1  
A105 1st FLOOR PLAN-EXISTING/DEMO  
1/4" = 1'-0"



## Exterior Description



**Figure 4 North Elevation/Façade**

The façade of the Thompson-Anderson House faces north to Concord Road. The first bay is within the side-gabled primary mass of the house and has a single window. The second bay consists of a gable-on-hip ell with the entry and façade chimney. The front door is approached via a low brick stoop. A metal awing supported by timber brackets is hung above. Oculus windows are located to the right of the fireplace as well as in the gabled upstairs bay, which has new composite shingle siding in the gabled end.

The landscaping at the front consists of low shrubs around the house and at the sidewalk along Concord Road. The front yard is grassy (when not covered in leaves) and has a large gravel drive and parking area.



**Figure 5 East Elevation**



**Figure 6 South Elevation**



**Figure 7 West and South Elevations looking Northeast**



**Figure 8 West Elevation**

## Interior Description



The foyer of the house is a compact vestibule with a coat closet. It has a cased opening to a small circulation area leading to the owner's suite, upstairs, and the living room.



The owner's suite of the Thompson-Anderson House retains much of its original finishes—plaster walls, hardwood floors, and picture-rail trim at the ceiling. The attached full bathroom, while an original feature, was remodeled and expanded in the 2014 renovation. A walk-in closet with washer and dryer was also added to the space. Finishes in the renovated bathroom were chosen to complement the historic character of the house.



The living room is also original to the house. Its focal point is the centered fireplace with recessed built-in bookcases at either side. On the left side is an oculus window. The opening from the living

room to the foyer once had a door, but it has been removed. A wide cased opening leads to the dining room.



The dining room is the last of the original rooms on the ground floor of the Thompson-Anderson House. Some modifications were made to the space in the 2014 renovation. The opening to the former kitchen has been replaced with a built-in butler's pantry.



A vestibule off from the dining room, also part of the former kitchen, provides access to a powder room and the stairs to the basement.



The addition off the back of the original portion of the Thompson-Anderson House is accessed through the wide casework opening at the dining room. You enter into the family room, which has a pyramidal cathedral ceiling featuring beveled wood planking and faux wood beams. A window wall is located on the rear elevation and includes a dormer with rounded window matching that on the front elevation.



Fully open to the family room is the kitchen, which features a large island with butcher block countertop. A walk-in pantry with sliding barn door and mudroom are located on the opposite side of the space. The mudroom exits to a screened porch at the rear of the house.



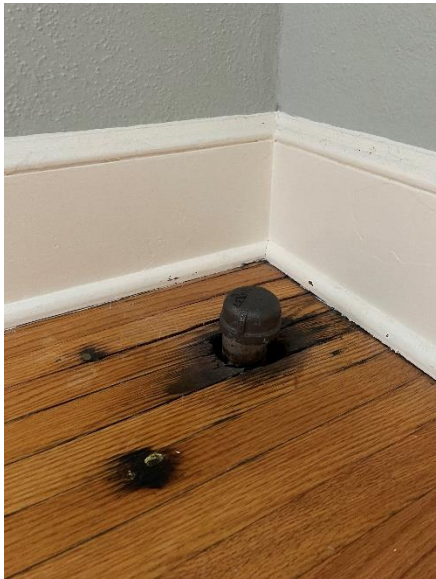
The second level of the Thompson-Anderson House is accessed from the straight run stairs at the foyer. The landing at the top opens to three bedrooms and a full bathroom. Original features in this landing area include built-in drawers and a small door to an attic closet.



A bedroom is located at the northeast corner of the house. It has sloped ceilings and a closet not original to the home.



A second bedroom at the northwest corner of the house has a small sloped section of ceiling under which a pipe that once serviced a radiator is extant through the floor.





A full bathroom was created from a bedroom in the 2014 renovation. A third bedroom was added as the upstairs portion of the rear addition.



The full-size basement is accessed by stairs at the vestibule by the dining room. The original coal chute is extant at the east side of the space. A double-door hatch opens at the west elevation of the house.



# Bibliography

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### *Charlotte News.*

"Miss Hartness Becomes a Bride." 24 December 1934.

"Davidson Soon to Have its First Shopping Center." 3 October 1979.

### *Charlotte Observer.*

"9 Homes That Save Energy to be on Tour." 5 September 1982.

"Davidson Residents Now Have to Drive For Chow." 4 November 1987.

"Davidson Plant Manager to Head Columbia Mill." 3 September 1938.

"Davidson Takes in 64 Acres." 15 March 1992.

"Death Claims W. H. Thompson." 1 July 1937.

"W. Thompson, Davidson Leader, Dies." 1 April 1984.

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### Charlotte-Mecklenburg Historic Landmarks Commission.

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**TOWN OF DAVIDSON BOARD OF COMMISSIONERS (the “Town Board”) adopts the following ordinance designating as a Historic Landmark a property known as the “Thompson-Anderson House” (listed under Tax Parcel Number 00729301 and including the interior and exterior of the building and the approximately 0.535 acre of land listed under Tax Parcel Number 00729301 in the Mecklenburg County Tax Office, Charlotte, North Carolina as of January 1, 2024). The property is located at 858 Concord Road in Davidson, North Carolina, and is owned by Kirk A. and Leslie Nunez Steffensen.**

---

WHEREAS, all of the prerequisites to the adoption of this ordinance prescribed in Chapter 160D, Article 9, as amended, of the General Statutes of North Carolina have been met; and

WHEREAS, the members of the Town Board of Davidson, North Carolina, have taken into full consideration all statements and information presented at a public hearing held on the 23rd day of April, 2024, on the question of designating a property known as the Thompson-Anderson House as a historic landmark; and

WHEREAS, the members of the Charlotte-Mecklenburg Historic Landmarks Commission have taken into full consideration all statements and information presented at a public hearing held on the 8th day of April, 2024, on the question of designating a property known as the Thompson-Anderson House as a historic landmark; and

WHEREAS, the Thompson-Anderson House is the Town of Davidson’s best surviving example of a brick masonry Tudor Revival cottage, an architectural style once among the most popular styles in Mecklenburg County during the early twentieth century; and

WHEREAS, the Thompson-Anderson House is also historically significant for its association with several prominent members of the middle-class Davidson community who owned and resided in the house, including Davidson native and Davidson College student Wilburn A. “Wib” Thompson, who built the home in 1936 on the then-rural route of Concord Road outside of the Davidson town limits. A manager at Southern Cotton Oil Company’s local mill and an active member of the Davidson community, Thompson served as a registrar with the local Board of Elections, chairman of the Rationing Board of northern Mecklenburg County during World War II, director of Piedmont Bank and Trust Company, and accountant for the Town of Davidson; and

WHEREAS, the Thompson-Anderson House was later the home of John and Sadie Anderson, owners of Anderson’s Food Store on Depot Street, one of the small independent grocers common and necessary in small towns like Davidson in the years before the arrival of the now-ubiquitous supermarket and grocery store chain; and

WHEREAS, the Thompson-Anderson House still features several interior and exterior elements original to its construction, including by way of example hardwood floors, plaster walls, decorative moldings, solid wood single-panel interior doors and associated hardware, fireplace and mantel, coal chute, and oculus windows; and

WHEREAS, based on the additional information further detailed in the *Landmark Designation Report for the Thompson-Anderson House* (November 2023), all of which is incorporated herein by reference, the Charlotte-Mecklenburg Historic Landmarks

Commission has demonstrated that the property known as the Thompson-Anderson House possesses special significance in terms of its history, architecture, and/or cultural importance; and

WHEREAS, the Charlotte-Mecklenburg Historic Landmarks Commission has jurisdiction over portions of the property known as the Thompson-Anderson House, because consent for interior design review of the building has been given by the owner, a copy of which is attached hereto as Exhibit A; and

WHEREAS, the property known as the Thompson-Anderson House is owned by Kirk A. and Leslie Nunez Steffensen.

NOW, THEREFORE, BE IT ORDAINED by the members of the Town Board of Davidson, North Carolina:

1. That the property known as the “Thompson-Anderson House” (listed under Tax Parcel Number 00729301 and including the interior and exterior of the building and the approximately 0.535 acre of land listed under Tax Parcel Number 00729301 in the Mecklenburg County Tax Office, Charlotte, North Carolina as of January 1, 2024) is hereby designated as a historic landmark pursuant to Chapter 160D, Article 9, as amended, of the General Statutes of North Carolina. The location of said landmark is noted as being situated at 858 Concord Road in Davidson, North Carolina. Interior and exterior features are more completely described in the *Landmark Designation Report for the Thompson-Anderson House* (November 2023).

2. That said interior and exterior are more specifically defined as the historic and structural fabric, especially including all original interior architectural features, all original exterior architectural features, and the contours of landscaping.

3. That said designated historic landmark may be materially altered, restored, moved, or demolished only following issuance of a Certificate of Appropriateness by the Charlotte-Mecklenburg Historic Landmarks Commission. An application for a Certificate of Appropriateness authorizing the demolition of said landmark may not be denied, except if such landmark is judged to be of State-wide significance by duly authorized officials of the North Carolina Division of Archives and History. However, the effective date of such Certificate may be delayed in accordance with Chapter 160D, Article 9, of the General Statutes of North Carolina as amended.

4. Nothing in this ordinance shall be construed to prevent or delay ordinary maintenance or repair of any architectural feature in or on said landmark that does not involve a change in design, material, or outer appearance thereof, nor to prevent or delay the construction, reconstruction, alteration, restoration, demolition, or removal of any such feature when a building inspector or similar official certifies to the Commission that such action is required for the public safety because of an unsafe condition. Nothing herein shall be construed to prevent the owner of the historic landmark from making any use of the historic landmark not prohibited by other statutes, ordinances, or regulations. Owners of locally designated historic landmarks are expected to be familiar with and to follow *The Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings*, the guidelines used by the Charlotte-Mecklenburg Historic Landmarks Commission to evaluate proposed alterations or additions.

5. That a suitable sign may be posted indicating that said property has been designated as a historic landmark and containing any other appropriate information. If the owner consents, the sign may be placed on said historic landmark.

6. That the owner of the historic landmark known as the Thompson-Anderson House be given notice of this ordinance as required by applicable law and that copies of this ordinance be filed and indexed in the offices of the Town Clerk, Building Standards Department, Mecklenburg County Register of Deeds, and the Tax Supervisor, as required by applicable law.

7. That which is designated as a historic landmark shall be subject to Chapter 160D, Article 9, of the General Statutes of North Carolina as amended, and any amendments to it and any amendments hereinafter adopted.

Adopted the \_\_\_\_ day of \_\_\_\_\_, 2024, by the members of the Town Board of Davidson, Mecklenburg County, North Carolina.

\_\_\_\_\_  
Town Clerk

Attachment: Permission of Owners for Interior Design Review, dated January 10, 2024 (Exhibit A).

Approved as to form:

\_\_\_\_\_  
Town Attorney

**PERMISSION OF OWNERS FOR INTERIOR DESIGN REVIEW**

**(Please complete this portion of the application only if interior is included in the designation.)**

Pursuant to North Carolina General Statute 160D-947(b) on historic landmarks, we,

KIRK AND LESLIE STEFFENSEN,

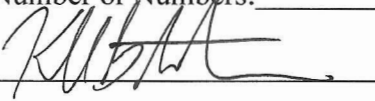
owners of record, do hereby request designation of interior spaces as such spaces have been deemed to have architectural, artistic, cultural, or historical significance. We understand that changes to designated portions of the property are subject to design review for compliance with The Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings. We give permission to the Charlotte-Mecklenburg Historic Landmarks Commission to exercise jurisdiction for design review over all interior designated portions of the following building or buildings located at:

Name of Historic Landmark: Thompson-Anderson House

Street Address of Building or Buildings: 858 Concord Rd

City, State, and Zip: Davidson, NC 28036

Tax Parcel Number or Numbers: 007-293-01

Signature   
Owner

Name (Print) KIRK STEFFENSEN

Date Jan 10, 2024

Signature   
Owner

Name (Print) LESLIE STEFFENSEN

Date Jan 10, 2024

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## **Proposed Motion:**

*Motion to adopt Ordinance 2024-03 designating as a historic landmark the property known as the “Thompson-Anderson House,” including the interior and exterior of the house, and the land associated with Tax Parcel Number 00729301.*



## **AGENDA MEMO**

To: Davidson Board of Commissioners

From: Doug Wright, Project Manager

Date: April 23, 2024

Re: Consider Approval of Option for 251 South Street Historic Gymnasium Rehabilitation

### **OVERVIEW**

In January 2024, the Town engaged the design-build team of Balfour-Beatty and Creech & Associates to rehabilitate the historic gymnasium located at 251 South Street. The rehabilitation will require the installation of new restrooms on the ground floor within the existing building footprint. Three conceptual options are presented for the restrooms location.

### **REQUESTED ACTION/MOTION**

Motion to approve Option \_\_\_ for 251 South Street Historic Gymnasium Rehabilitation Gym Design

### **RELATED TOWN GOALS**

#### **Strategic Plan Alignment**

A Well-Planned and Livable Community – Create well-planned, dynamic community places with connected progressions between them.

Historic Preservation – Preserve our historic properties that contribute to our vibrant and unique community and honor the history of the lived experiences of our residents.

Operational Excellence – Provide efficient and high-quality public services and facilities through thoughtful and proactive planning, reasonable stewardship of town resources and a professional and committed workforce.

#### **Core Values**

Davidson’s traditional character is that of a small, historic college town, so land planning will reflect its historic patterns of village-centered growth including connection of neighborhoods, preservation of our historic resources, conservation of rural area, and provision of public spaces.

Citizens entrust town government with the stewardship of public funds, so government will provide high quality services at a reasonable cost.

The physical, social, and intellectual well-being of Davidson citizens is fundamental to our community, so town government will provide and encourage enjoyable, safe, and affordable recreational and cultural lifelong learning opportunities.

## **OPTIONS/PROS & CONS**

**Options:** Approve the design option. Each of the three floor plan options has advantages and disadvantages. These are outlined in the presentation.

## **NEXT STEPS**

Once a floor plan layout is determined, design can proceed. We would like to complete design by August 2024.



# HISTORIC GYMNASIUM

## SCHEMATIC DESIGN

PROJECT UPDATE AND PLAN  
OPTIONS FOR HISTORIC GYM  
PRESERVATION DESIGN

APRIL 9, 2024

**Balfour Beatty**

CREECH & ASSOCIATES





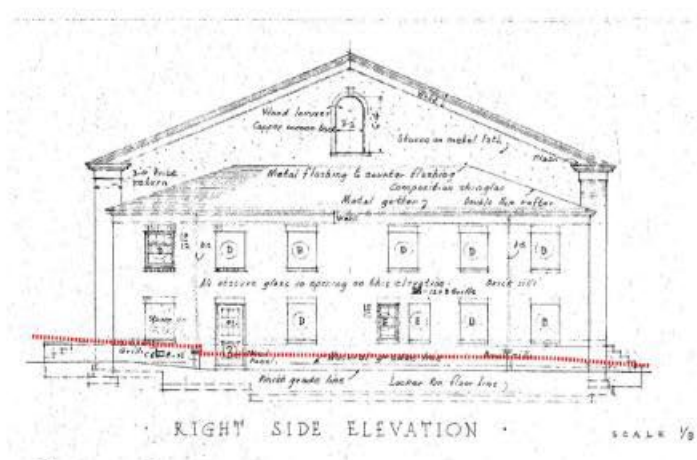
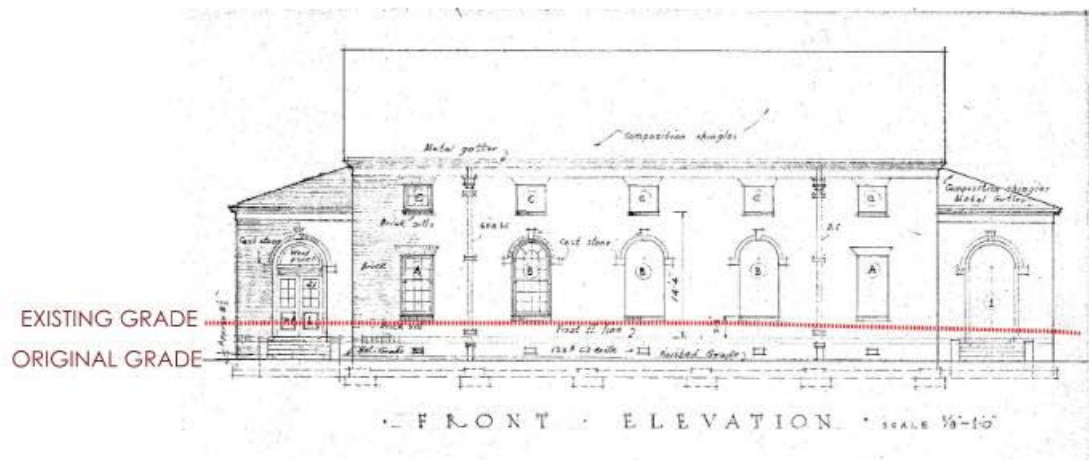
## TABLE OF CONTENTS

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PROPOSED SITE DIAGRAM	5
PLAN DIAGRAMS - TOILET ROOM OPTIONS	6
COURT DIAGRAMS	10
RENOVATION SUMMARY AND SCOPE	11



## EXISTING BUILDING INFORMATION

The Facility Condition Assessment report, completed in 2018, listed issues with the building, many of which were related to water infiltration due to grading at the front and side facades. Further research during the 2023 study revealed that the original grade was much lower than the current condition. Plans for site improvements include bringing the surrounding grades closer to original conditions.



## RENOVATION SUMMARY AND COMMON SCOPE ITEMS

5,300 EXISTING GSF

As part of the 2023 study, Creech & Associates met with Stewart Gray from the Mecklenburg County Historic Landmarks Commission and reviewed the following:

- Regrading of the site would be advised due to existing water infiltration issues.
- Removal of one section of bleachers would be historically appropriate. The other section and upper balcony are to remain. The project team understands that this has since been revisited, with HLC input, and has coordinated with Town staff to provide the attached options.
- The ceiling of the gym space appears to be painted 2x6 boards that are mostly salvageable with scraping and refinishing.
- Balcony soffit, facade, and wall finish are all painted 1x6 boards which will mostly have to be replaced. Removal of all soffit and fascia finish material at balcony will likely be required to observe, and potentially reinforce, existing structure.
- Walls at corner entry vestibules are full masonry, the remaining walls appear to be wood framing with brick veneer.
- Partial brick and window repair and replacement will be necessary.
- Gym floor will require replacement due to damage.

Proposed scope of the historic preservation project include the following:

- Regrading site to mitigate water issues at front and sides.
- Addressing stormwater management as required.
- Replace all interior and exterior doors per historic requirements.
- Repair and refinishing of any windows that will not require replacement as noted above.
- Convert former locker rooms at lower level to storage and utility spaces
- Removal of non-original canopies at front entrance and rear door
- Removal of non-original retaining walls to accommodate regrading at site
- Remove and replace all existing building systems, related equipment, and fixtures with new
- Repair and reinforce structural members as necessary
- Replace exterior rear stairs

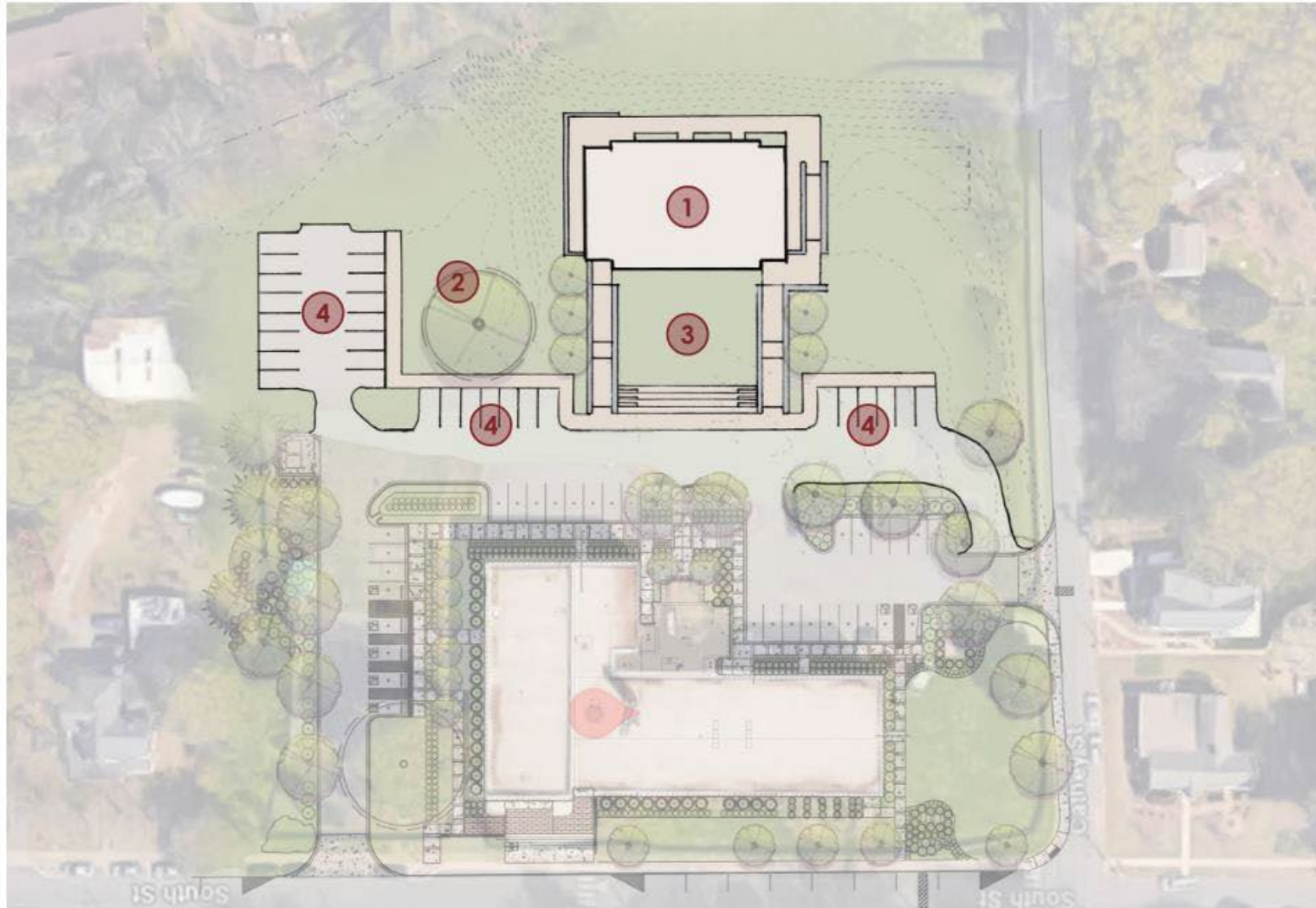


## PROPOSED SITE DIAGRAM

5,300 GSF

New Restrooms Within Existing Footprint - With Plaza and Additional Parking

NO NEW GSF



- ① Existing Building
- ② Existing Tree to remain
- ③ Sunken Grass Plaza
- ④ Proposed Parking Lot  
29 additional spaces

This option features parking in a new lot north of the building as well as two separate sections in an additional row between Town Hall and the Gymnasium.

The approaches to the front of the building are separated to provide direct access to the entrances at the corners and create a Civic Lawn with retaining walls on each side and stairs down into the plaza as users approach from Town Hall. A ramp down on the south side of the building follows contours to the rear of the building and provide access to the lower levels from the exterior.



# PLAN DIAGRAMS

## NEW TOILET ROOM OPTIONS

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## OPTION 1\*: NEW GROUP RESTROOMS AT REMOVED SOUTHERN BLEACHERS

Previously priced plan option

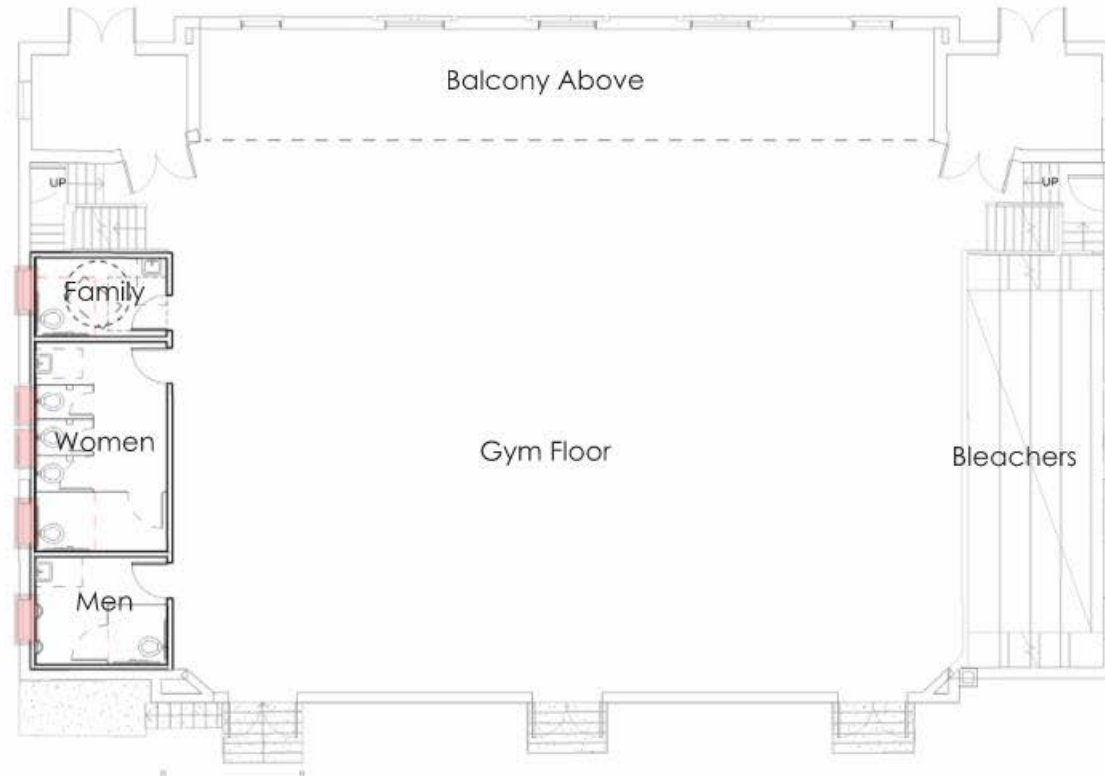
### CODE ANALYSIS

#### Occupancy:

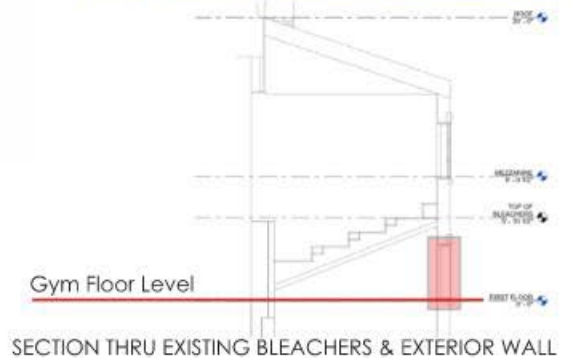
Gym Floor:	77
Vestibules:	3
Storage/Utility:	3
Balcony Seating:	129
Side Bleachers:	84
<b>Total</b>	<b>296</b>

#### Plumbing Count:

3M, 5W (4+1 Family), 2Lav, 1Ftn, 1Svc



- Requires the loss of one set of original bleachers
- Lower windows along south elevation would be permanently enclosed
- Upper windows to remain as clerestory into restroom (bottom of window is approx. 8'-8" above gym floor)
- Does not impact size of court
- Aligns with previously approved plan and pricing



\*ONE OF TWO PREFERRED OPTIONS FOLLOWING HLC REVIEW

## OPTION 2A\*: NEW GROUP RESTROOMS AT REMOVED BALCONY

Approximately \$60,000 more expensive than Option 1 (based on rough order of magnitude pricing)

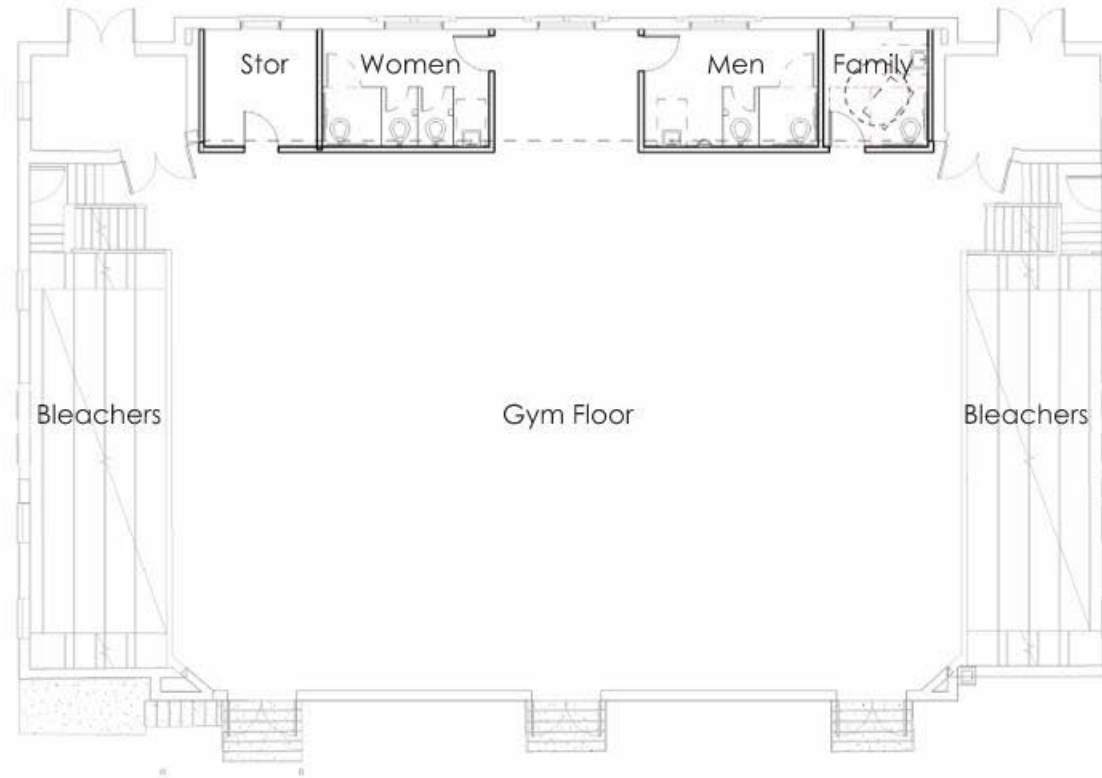
### CODE ANALYSIS

#### Occupancy:

Gym Floor:	77
Vestibules:	3
Storage/Utility:	3
Side Bleachers:	168
<b>Total</b>	<b>251</b>

#### Plumbing Count:

3M, 4W (3+1 Family), 2Lav, 1Ftn, 1Svc



- Requires the removal of balcony seating (Keeping balcony and both sets of bleachers would bring the Occupancy count to 380 and would then require additional plumbing fixtures: see Option 2B)
- Center, arched window would remain open to allow daylight between restrooms into gym. Remaining four windows would require privacy film at front facade (red below)
- Fixtures held off of exterior wall to minimize impact on existing windows as much as possible
- Will require reduction of court width by 18" minimum
- Alternate demolition and plan layout from original pricing exercise
- Eliminates the need (and cost) for structural improvements at existing balcony

	Existing Space
	Core (Toilet/Storage)
	Corridor/ Vestibule
	Training/ Flex

\*THIS OPTION WAS NOT ADVISED/ PREFERRED BY HLC DUE TO LOSS OF THE BALCONY



## OPTION 2B\*: NEW GROUP RESTROOMS AT BALCONY (TO REMAIN)

Approximately \$100,000 more expensive than Option 1 (based on rough order of magnitude pricing)

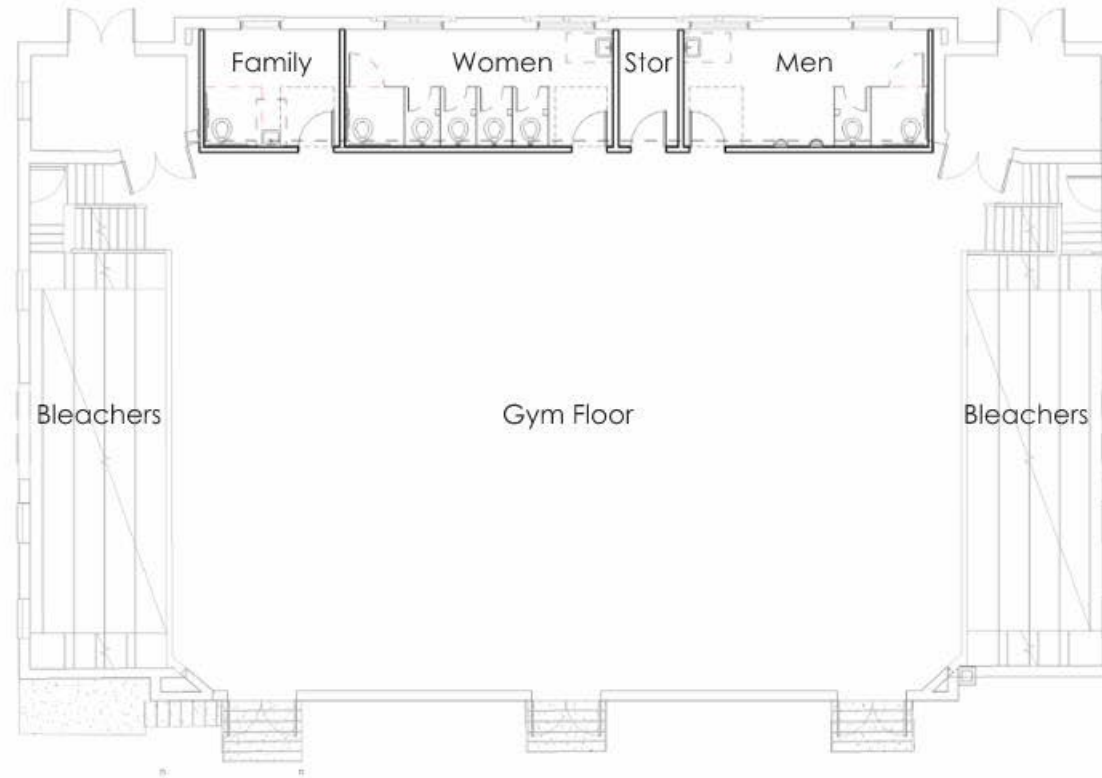
### CODE ANALYSIS

#### Occupancy:

Gym Floor:	77
Vestibules:	3
Storage/Utility:	3
Side Bleachers:	168
Balcony:	129
<b>Total</b>	<b>380</b>

#### Plumbing Count:

4M, 6W (5+1 Family), 2Lav, 1Ftn, 1Svc



- All existing spectator seating to remain (balcony + both sets of bleachers)
- All primary windows along the front facade will require privacy film
- Fixtures held off of exterior wall to minimize impact on existing windows
- Will require reduction of court width by 18" minimum
- Minimal head room within restrooms will make it difficult to accommodate ceiling and utilities (currently 8'-0" clear from gym floor to underside of balcony structure)
- Increase in occupancy load requires a higher fixture count and will increase project cost

	Existing Space
	Core (Toilet/Storage)
	Corridor/ Vestibule
	Training/ Flex

\*ONE OF TWO PREFERRED OPTIONS FOLLOWING HLC REVIEW

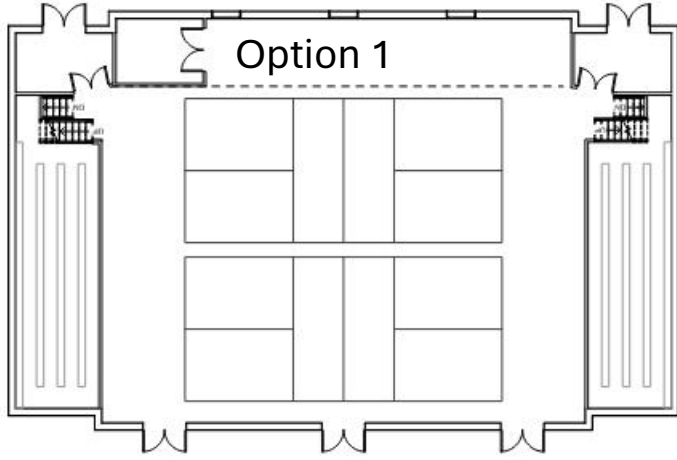


## RENOVATION SUMMARY AND SCOPE

- INTERIOR PROPOSED FINISHES AT NEW RESTROOMS:
  - PAINTED GYPSUM WALL BOARD AT NEW STANDARD WALLS
  - WALL TILE AT WET WALLS ONLY
  - TILE AT RESTROOM FLOORS WITH COVE BASE
- CLEAN OUT EXISTING CRAWLSPACE AND INSTALL VAPOR BARRIER TO HELP PREVENT OR MINIMIZE POTENTIAL MOISTURE ISSUES GOING FORWARD
- SITE WALLS TO BE BRICK TO MATCH EXISTING. EXTERIOR STAIRS AND PLAZA SEATS TO BE CONCRETE
- REMOVE VENT WELLS AT ALL LOCATIONS, ADDED AFTER PREVIOUS REGRADING, AS THEY WILL NO LONGER BE REQUIRED (SEE PHOTO)
- STORMWATER WILL BE COLLECTED AT THE BUILDING AND NEW SITE IMPROVEMENTS AND PIPED TO THE REAR OF THE BUILDING. THERE IT WILL TIE INTO EXISTING CHECK DAMS AND INLETS AT CATHEY STREET INSTALLED DURING TOWN HALL PHASE. FURTHER ANALYSIS WILL BE REQUIRED AS DESIGN PROGRESSES.
- **PER THE 2018 REPORT AND 2023 STUDY, THE ROOF WAS REPLACED RELATIVELY RECENTLY AND APPEARS TO BE IN GOOD CONDITION. IT IS BELIEVED, HOWEVER, THAT THERE IS CURRENTLY NO INSULATION AT THE EXISTING ROOF. EFFICIENCY OF NEW HEATING AND COOLING SYSTEMS WOULD GREATLY BENEFIT FROM INSULATION AT THE ROOF. A SEPARATE LINE ITEM WAS INCLUDED IN THE ESTIMATE, AS AN ALTERNATE, TO REPLACE THE ROOF AND INSTALL ABOVE DECK INSULATION. PER COST ESTIMATES IN THE 2023 STUDY, THE COST OF THE ROOF REPLACEMENT, WITH INSULATION, WOULD BE APPROXIMATELY \$105,000. BALFOUR BEATTY'S PRELIMINARY PRICING EXERCISES HAVE CONFIRMED THIS ESTIMATE IS STILL RELEVANT AND ACCURATE IN THE CURRENT MARKET.**

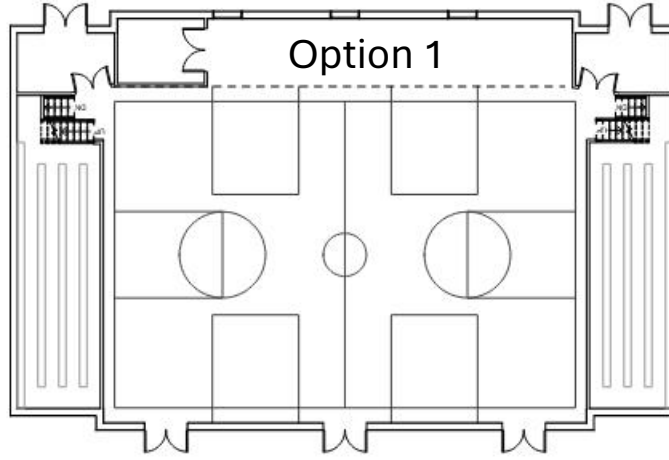


## COURT DIAGRAMS



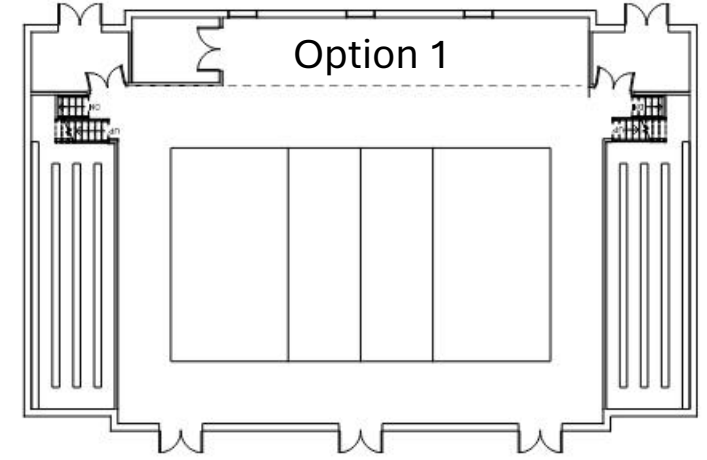
### PICKLEBALL COURT(S)

Two courts can fit in existing floor area.  
 Encroaching into existing court space at current balcony location would reduce it to one court.



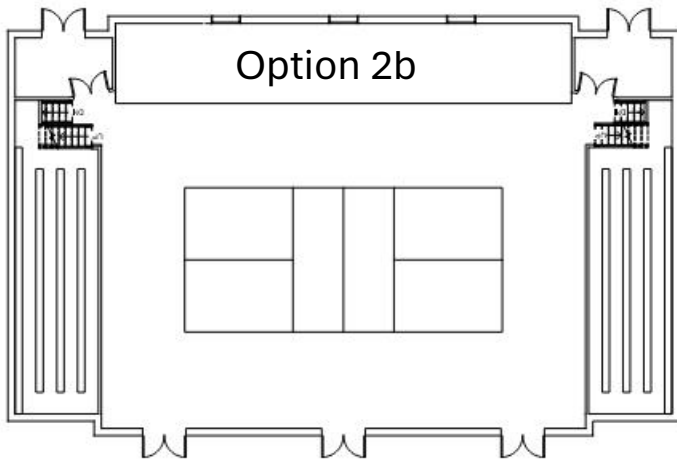
### BASKETBALL COURT

Existing court layout shown above.  
 Encroachment into existing court space would put restroom walls directly adjacent to sideline.

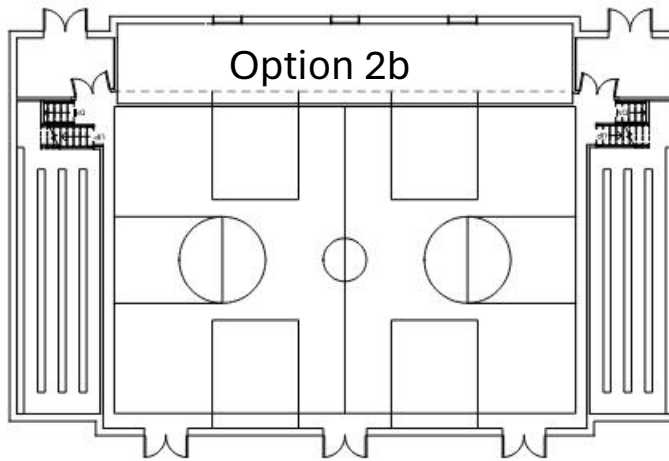


### VOLLEYBALL COURT

Regulation volleyball court shown within existing gymnasium footprint.



### Option 2b



### Option 2b

### Parks and Recreation Operational Considerations

#### Option 1 is preferred

- Allows for participant/coach bench seating under the balcony
- Allows for adequate total playing surface for volleyball court
- 2 pickle ball courts
- With loss of one set of bleachers, maintains adequate spectator seating

#### Option 2b is not preferred

- No participant/coach bench seating
- Does not allow for volleyball court
- Allows only 1 pickle ball court
- Basketball would be more limited
- Cost is \$100K more

## HISTORIC GYMNASIUM REHABILITATION - PROGRAM USES

- Youth Basketball (Instructional & Clinics)
- Open Play Basketball
- Open Play Pickleball
- Open Play Badminton
- Open Play Volleyball & Clinics
- Preschool Sports Programs (Soccer, Basketball, etc.)
- Active Summer Camps (Dance, Tumbling)
- Backup space for outdoor summer camps
- Fitness Classes (Zumba, Yoga, etc.)
- Party & Event Space

Questions?



## MOTION:

Motion to approve Option \_\_\_\_ for 251  
South Street Historic Gymnasium  
Rehabilitation Gym Design



STATE OF NORTH CAROLINA  
MECKLENBURG COUNTY

DATE: 1/26/2024

**PETITION FOR VOLUNTARY CONTIGUOUS ANNEXATION**

TO THE HONORABLE MAYOR AND TOWN BOARD OF COMMISSIONERS OF  
THE TOWN OF DAVIDSON, NORTH CAROLINA:

1. We, the undersigned owners of real property believe that the area described in paragraph 2 below meets the requirements of G.S 160A-31 and respectfully request that the area described in paragraph 2 below be annexed to the Town of Davidson.
2. The area to be annexed is contiguous to the Town of Davidson, and the boundaries of such territory are as follows:

(A legally acceptable description of the property must be inserted here, after it has been approved by the Town Attorney.)

WHEREFORE, your petitioner(s) respectfully requests that the aforementioned property be annexed by the Town of Davidson, North Carolina.

IN WITNESS WHEREOF, your petitioner(s) has caused this instrument to be executed on the 23rd day of January, 2024.

PETITIONER(S)

(This petition must be signed by the owners of each parcel proposed for annexation; attach additional sheets, if necessary)

<u>Name</u>	<u>Address</u>
<u>CC Davidson owner, LLC</u>	<u>Crescent Communities</u>
<u>[Signature]</u>	<u>601 S. Tryon Street, Suite 800</u>
	<u>Charlotte, NC 28202</u>

(NOTE: If the property is owned by a corporation or entity other than a private individual, a responsible corporate officer must sign as petitioner with an attestation by a second corporate officer and the corporate seal affixed. In addition, the execution of the petition must be notarized.)

Accuracy of Legal Description Approved:

\_\_\_\_\_  
Town Attorney

Pamela Pitser  
Pamda Pitser  
my commission  
expires: 11-19-2027





**RESOLUTION 2024-04**  
**FIXING DATE OF PUBLIC HEARING ON QUESTION**  
**OF ANNEXATION PURSUANT TO G.S. 160A-31**  
*21221 Potts Street (Parcel #00320511C)*

**WHEREAS**, a petition requesting annexation of the area described herein has been received; and

**WHEREAS**, the Board of Commissioners has by resolution directed the Town Clerk to investigate the sufficiency of the petition; and

**WHEREAS**, certification by the Town Clerk as to the sufficiency of the petition has been made;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Town of Davidson, North Carolina that:

Section 1. A public hearing on the question of annexation of the area described herein will be held at the Davidson Town Hall and Community Center in the Town Hall Board Room on Tuesday, April 23, 2024 at 6:00 p.m.

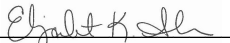
Section 2. The area proposed for annexation is described as follows:

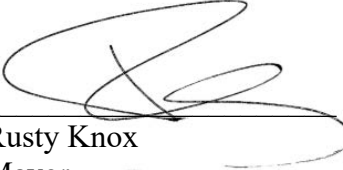
(See page 2 for Mets and Bounds Description)

\*Section 3. Notice of the public hearing shall be published in the Charlotte Observer, a newspaper having general circulation in the Town of Davidson, at least ten (10) days prior to the date of the public hearing.

Adopted on the 26th day of March, 2024

Attest:

  
Elizabeth K. Shores  
Town Clerk

  
Rusty Knox  
Mayor

### Potts Street Annexation Description

Lying and being situate in Mecklenburg County, North Carolina and being more particularly described as follows:

Commencing from an existing 1" iron pipe marking the southwestern corner of Kevin P. & Mary C. Connery, now or formerly, as described in Deed Book 31356 at Page 443 in the office of the Mecklenburg County Public Registry and also marking the southeastern corner of Brian C. & Tyler M. Helfrich, now or formerly, as described in Deed Book 32210 at Page 223 aforesaid registry; Thence from the point of commencement North 68 degrees 58 minutes 11 seconds West, a distance of 114.56 feet to a point located on the southerly line of Luke & Leigh Huther, now or formerly, as described in Deed Book 32263 at Page 301; said point being the point of beginning; Thence from the point of beginning and leaving the line of Luke & Leigh Huther and with a new line, South 19 degrees 22 minutes 31 seconds West, a distance of 658.31 feet to a point located on the northern line of Davidson Acquisition Company, LLC., now or formerly, as described in Deed Book 29594 at Page 700; Thence with the line of Davidson Acquisition Company, LLC, North 69 degrees 40 minutes 07 seconds West, a distance of 140.05 feet to a point on the easterly line of YMCA of Charlotte & Mecklenburg, now or formerly, as described in Deed Book 4313 at Page 155; Thence with the line of YMCA of Charlotte & Mecklenburg, North 22 degrees 29 minutes 49 seconds East, a distance of 138.42 feet to a 1" bent rod marking the southeastern corner of Wilbur M. Houston, now or formerly, and being Mecklenburg County parcel ID 00320526; Thence leaving the line of YMCA of Charlotte and Mecklenburg and with the line of Wilbur M. Houston, North 07 degrees 37 minutes 04 seconds East, a distance of 536.18 feet to a point; Thence continuing with the line of Wilbur M. Houston and also with the lines of Daniel C. & Kathryn L. C. Barr, now or formerly, as described in Deed Book 33317 at Page 722 and Davidson Presbyterian Church, now or formerly, as described in Deed Book 1063 at Page 17, South 68 degrees 55 minutes 22 seconds East, a distance of 226.40 feet to an existing 1" iron pipe marking the southeastern corner of Davidson Presbyterian Church, now or formerly, as described in Deed Book 31244 at Page 476 and also marking the southwestern corner of the aforementioned Luke & Leigh Huther; Thence with the line of Luke & Leigh Huther, South 68 degrees 58 minutes 11 seconds East, a distance of 15.46 to the point and place of beginning; and having an area of 2.671 acres, more or less.



**CERTIFICATE OF SUFFICIENCY**

**21221 Potts Street (Parcel #00320511C)**

To the Board of Commissioners of the Town of Davidson, North Carolina:

I, Elizabeth K. Shores, do hereby certify that I have investigated the attached petition and hereby make the following findings:

- a. The petition from CC Davidson Owner, LLC contains an adequate property description of the area proposed for annexation.
- b. The area described in the petition is contiguous to the Town of Davidson primary corporate limits, as defined by G.S. 160A-31.
- c. The petition is signed by and includes addresses of all owners of real property lying in the area described therein.
- d. The parcel subject to this Annexation Petition is already subject to the Town of Davidson's zoning jurisdiction. The owner claims all vested rights that attach to the site pursuant to all issued and valid permits.

In witness, whereof, I have hereunto set my hand and affixed the seal of the Town of Davidson, this 26th day of March, 2024.

  
Elizabeth K. Shores, Town Clerk



### Potts Street Annexation Description

Lying and being situate in Mecklenburg County, North Carolina and being more particularly described as follows:

Commencing from an existing 1" iron pipe marking the southwestern corner of Kevin P. & Mary C. Connery, now or formerly, as described in Deed Book 31356 at Page 443 in the office of the Mecklenburg County Public Registry and also marking the southeastern corner of Brian C. & Tyler M. Helfrich, now or formerly, as described in Deed Book 32210 at Page 223 aforesaid registry; Thence from the point of commencement North 68 degrees 58 minutes 11 seconds West, a distance of 114.56 feet to a point located on the southerly line of Luke & Leigh Huther, now or formerly, as described in Deed Book 32263 at Page 301; said point being the point of beginning; Thence from the point of beginning and leaving the line of Luke & Leigh Huther and with a new line, South 19 degrees 22 minutes 31 seconds West, a distance of 658.31 feet to a point located on the northern line of Davidson Acquisition Company, LLC., now or formerly, as described in Deed Book 29594 at Page 700; Thence with the line of Davidson Acquisition Company, LLC, North 69 degrees 40 minutes 07 seconds West, a distance of 140.05 feet to a point on the easterly line of YMCA of Charlotte & Mecklenburg, now or formerly, as described in Deed Book 4313 at Page 155; Thence with the line of YMCA of Charlotte & Mecklenburg, North 22 degrees 29 minutes 49 seconds East, a distance of 138.42 feet to a 1" bent rod marking the southeastern corner of Wilbur M. Houston, now or formerly, and being Mecklenburg County parcel ID 00320526; Thence leaving the line of YMCA of Charlotte and Mecklenburg and with the line of Wilbur M. Houston, North 07 degrees 37 minutes 04 seconds East, a distance of 536.18 feet to a point; Thence continuing with the line of Wilbur M. Houston and also with the lines of Daniel C. & Kathryn L. C. Barr, now or formerly, as described in Deed Book 33317 at Page 722 and Davidson Presbyterian Church, now or formerly, as described in Deed Book 1063 at Page 17, South 68 degrees 55 minutes 22 seconds East, a distance of 226.40 feet to an existing 1" iron pipe marking the southeastern corner of Davidson Presbyterian Church, now or formerly, as described in Deed Book 31244 at Page 476 and also marking the southwestern corner of the aforementioned Luke & Leigh Huther; Thence with the line of Luke & Leigh Huther, South 68 degrees 58 minutes 11 seconds East, a distance of 15.46 to the point and place of beginning; and having an area of 2.671 acres, more or less.





**ORDINANCE 2024-04  
TO EXTEND THE CORPORATE LIMITS OF THE TOWN OF DAVIDSON TO  
INCLUDE 21221 POTTS STREET (Parcel #00320511C)**

**WHEREAS**, the Board of Commissioners has been petitioned under NCGS§160A-31 to annex the area described below; and

**WHEREAS**, the Board of Commissioners has by resolution directed the Town Clerk to investigate the sufficiency of the petition; and

**WHEREAS**, the Town Clerk has certified the sufficiency of the petition and a public hearing on the question of this annexation was held during the Board of Commissioners Meeting at 6:00 p.m. on April 23, 2024 after due notice in the Charlotte Observer on Friday, April 12, 2024.

**WHEREAS**, the Board of Commissioners finds that the petition meets the requirements of NCGS§160A-31.

**NOW, THEREFORE, BE IT ORDAINED** by the Board of Commissioners of the Town of Davidson, North Carolina that:

Section. 1. By virtue of the authority granted by NCGS§ 160A-31, the following described territory is hereby annexed and made part of the Town of Davidson as of April 23, 2024:

(See attached Exhibit A for Metes and Bounds Description)

Section 2. Upon and after April 23, 2024 the above described territory and its citizens and property shall be subject to all debts, laws, ordinances and regulations in force in the Town of Davidson and shall be entitled to the same privileges and benefits as other parts of the Town of Davidson. Said territory shall be subject to municipal taxes according to NCGS§160A 58.10.

Section 3. The Mayor of the Town of Davidson shall cause to be recorded in the office of the Register of Deeds of Mecklenburg County, and in the office of the Secretary of State at Raleigh, North Carolina, an accurate map of the annexed territory, described in Section 1 above, together with a duly certified copy of this ordinance. Such a map shall also be delivered to the Mecklenburg Board of Elections, as required by NCGS§163-288.1.

Adopted this 23th day of April, 2024.

ATTEST:

\_\_\_\_\_  
Rusty Knox, Mayor

APPROVED AS TO FORM:

\_\_\_\_\_  
Elizabeth K. Shores, Town Clerk

\_\_\_\_\_  
Karen Wolter, Town Attorney

## Potts Street Annexation Description

Lying and being situate in Mecklenburg County, North Carolina and being more particularly described as follows:

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## AGENDA MEMO

To: Davidson Board of Commissioners

From: Jamie Justice, Town Manager and Betsy Shores, Town Clerk

Date: April 23, 2024

Re: Consider Approval of Amendments to the Public Comment Policy

### OVERVIEW

During the pandemic, the Board of Commissioners held meetings virtually and monthly public comments each month were received via zoom, email, and voicemail. The town board wanted to be accessible to residents even if meetings were held virtually. After the pandemic ended, the town board returned to in-person board meetings. At the January 25, 2022 meeting, the public comment policy was amended to remove emails as a method for public comment.

Recently, the Town of Matthews experienced a zoom bomb situation during their public comment period resulting in offensive verbiage and topics not germane to the town. The Town of Matthews polled other local governments in the county and determined they were the only entity still utilizing zoom for public comment. This information is attached to the agenda. The polling shows the Town of Davidson is the only entity in the county utilizing voicemail for public comments.

In reviewing best practices, it is recommended that the Town of Davidson amend the public comment policy to eliminate voicemails as a method for public comments. This would return to the town policy prior to the pandemic of only in-person comments. The board has received 13 voicemail public comments since January 2022: January 2022 (4), September 2022 (3), November 2022 (4), May 2023 (1), March 2024 (1).

Should the town board approve this change to the public comment policy, the only advisory board that allows voicemails is the Affordable Housing and Equity Board and they have indicated they would align with the town board's policy so they would ask for a change to their bylaws accordingly.

In addition to the monthly public comment period, there are other ways for residents to communicate with the Board of Commissioners. Residents may email [board@townofdavidson.org](mailto:board@townofdavidson.org) at any time. The phone numbers for the elected officials are on the town website. The elected officials are open to meetings with residents.

This was discussed at the town board's April 9 board meeting and staff were directed to make changes to the proposed amendments for consideration. Attached to the agenda is a new draft.

Based on the town attorney’s advice regarding managing voicemails and we heard board members comments about an alternative to in-person public comment, an accommodation section was created. The preference is still in-person so the accommodation is the exception, not the rule. We added the sixty-minute maximum time period and bolstered the spokesperson language to incentivize that option.

See below for a summary of the proposed changes:

- 1) Added - The board may allocate up to one hour (60 minutes) for public comment during a regular meeting.
- 2) Continues removal of the voicemail option.
- 3) Added - #4a. References a designated spokesperson for a group of three or more may be allocated 6 minutes to speak.
- 4) Added - #10 Accommodations. References completing an online form or contacting the Town Clerk’s office to request accommodation and examples of possible accommodations.

## **REQUESTED ACTION/MOTION**

Motion to approve the amendments to the Public Comment Policy.

## **RELATED TOWN GOALS**

### **Strategic Plan Alignment**

Operational Excellence - Provide efficient and high-quality public services and facilities through thoughtful and proactive planning, responsible stewardship of Town resources and a professional and committed workforce.

### **Core Values**

Citizens are the heart of Davidson, so town government will treat all people fairly, with courtesy and respect.

Open communication is essential to an engaged citizenry, so town government will seek and provide accurate, timely information and promote public discussion of important issues.

## **OPTIONS/PROS & CONS**

**Options:** Approve the Amendments to the Public Comment Policy.

**Pros:** Aligns the town with best practices.

**Cons:** Could be perceived as not providing another point of accessibility for residents for public comments.

## **NEXT STEPS**

If approved, the policy will go into effect with the next monthly public comment at the May 28 board meeting.



## Public Comment Policy

### Overview

In 2005, the North Carolina General Assembly, through the passage of NCGS 160A-81.1, required that each municipality in North Carolina provide a period for public comment at least once per month at a regular meeting of the board of commissioners. The General Assembly gave board of commissioners the authority to adopt rules governing the conduct of the public comment period. The Town of Davidson recognizes the importance of receiving comments from the public. The purpose of the public comment period is to give the public an opportunity to express their views, comments or opinions to the board of commissioners. It is a time for the board of commissioners to listen to the public. The following rules have been established to maintain order and decorum during the public comment period. Furthermore, these rules are designed to ensure fairness to each speaker by establishing rules in advance that will be applied equally to each speaker.

### Public Comment Period

The public comment period shall be reserved as an item of business on the agenda for the board of commissioners' regular meeting, which is currently held on the fourth Tuesday of each month. **The board may allocate up to one hour (60 minutes) for public comment during a regular meeting.** All comments to the board of commissioners during the public comment period shall be subject to the following guidelines:

1. Prior to the start of the public comment period, persons wishing to address the board of commissioners will register on a sign-up sheet stationed by the meeting room door ~~or leave a voicemail message~~. Prior to beginning the public comment period, the Mayor will collect the sign-up sheet and recognize speakers in the order that they registered. Speakers will address the board of commissioners from the podium and special accommodations will be made for persons with a disability with appropriate advanced notice to the Town Clerk. Speakers will be asked to identify themselves for the record. ~~Following in-person comments, the Town Clerk will play voicemail messages in the order they were received. These messages will be played during public comment periods, but will be limited to three minutes and the speaker must identify their name. The deadline to submit by phone is 5:00 pm the day of the meeting. If the same comment is made via in person and voicemail, only one will be used in the meeting with the in person taking priority.~~
2. Speakers may speak on any topic unless it is a topic for which a public hearing is being held on the same regular meeting agenda. Topics must be germane to the Town of Davidson.
3. Each speaker shall be limited to a maximum time of three (3) minutes. Each speaker will only be allowed to speak once during the public comment period. The Town Clerk shall serve as timekeeper and the Mayor will promptly announce when the speaker's time has expired.

4. No time may be yielded or transferred from one speaker to another. Each speaker will be concise and avoid repetition. In order to avoid repetition and delay, groups of people supporting the same position are encouraged to designate a spokesperson for the group.

a. A designated spokesperson for a group of three or more may be allocated 6 minutes to speak. At least three members of the group must be present and names of those members present must be submitted to the Town Clerk before the meeting begins. Other than pursuant to this rule, you may not give your time to another speaker to increase that speaker's allotted time.

5. The public comment period is not intended to require the board of commissioners and/or any staff to answer any impromptu questions. Board members may ask a speaker to clarify information in order to better understand the speaker's comments. The board of commissioners will not take action on an item presented during the public comment period. Upon completion of the public comment period and when appropriate, the board of commissioners may summarize the comments heard from citizens and the board of commissioners may refer inquiries made during the public comment period to the Town Manager to address as appropriate. If necessary, the item may be added to the agenda of a future meeting, thereby providing the staff an opportunity to research the item and provide data to the board of commissioners for consideration and review.

6. Speakers will address comments to the entire board of commissioners as a whole and not one individual member. Discussions between speakers and members of the audience will not be permitted during the public comment period.

7. Speakers who have prepared written remarks are encouraged to leave a copy of such remarks with the Town Clerk. Speakers who have materials that they want distributed to the board related to the item they plan to discuss during the public comment period, shall provide nine (9) copies of those documents to the Town Clerk prior to the start of the meeting. The Clerk shall distribute the copies to the Davidson Mayor and Board of commissioners, Attorney, and Town Manager and retain one copy for the record.

8. Speakers shall be civil and courteous in their language and presentation. Insults, personal attacks, accusations, profanity, vulgar language, inappropriate gestures, or other inappropriate behavior will not be tolerated.

9. In order to provide for the maintenance of order and decorum in the conduct of the meeting, the Mayor may declare "out-of-order" any person who fails to comply with this policy. The Mayor shall caution any such person to abide by the provisions of this policy. Refusal to do so shall be grounds for removal of the speaker from the meeting.

10. Accommodations may be granted to citizens that are unable to speak in-person by submitting an online form or contacting the Town Clerk at (704) 940-9614 at least 48 hours prior to a scheduled board meeting. Accommodations may include allowing submission of a written statement to be read aloud for no more than 3 minutes or allowing the citizen to speak in person at the next scheduled board meeting.

# Information gathered by the Town of Matthews - 2024

NAME	ALLOWED METHODS FOR PUBLIC COMMENT						INFORMATION SPEAKERS ARE ASKED TO PROVIDE			
	IN PERSON	WRITTEN	REMOTE	AUDIO RECORDING	TIME ALLOWED	OVERALL MAX TIME ALLOWED	NAME	ADDRESS	TOPIC(S)	OTHER
Matthews	•				5 minutes	n/a	•			
Mecklenburg County	•	•	•*		3 minutes	n/a	•	•	•	phone #, email, resident district
Charlotte	•	•			3 minutes	2-3 minutes; total limited to 15 speakers	•	•	•	phone #
Mint Hill	•				2 minutes	60 minutes	•	•		
Pineville	•				3 minutes	15 minutes	•	•	•	
Cornelius	•				4 minutes	60 minutes	•	•		
Huntersville					3 minutes		•	•	•	phone #
Davidson	•			•	3 minutes	n/a	•		•	address/email is optional
Stallings	•				3 minutes	n/a	•	•	•	phone #, signature
Indian Trail	•	•			3 minutes	n/a	•	on sign in sheet, but not required to state at podium	•	phone #/email requested but not required

**Notes:**

Information from additional communities has been requested. This chart will be updated as that information becomes available. Additional information on content limitations or other applicable information is also available and can be provided, if desired.