

**CITY COUNCIL  
AGENDA  
February 11, 2025  
6:30 p.m.**

- 1. Opening of meeting by Mayor John P. Hutchinson.**
- 2. Invocation.**
- 3. Amendments and Changes to Agenda.**
- 4. Consent Agenda:**
  - A. Disposition of Minutes of the January 14, 2025 Regular Meeting.**
  - B. Tax Collector's Report. (See Pages 4-9 )**

**Informational Items:**

    - 1.) Monthly Collection Report**
    - 2.) Uncollected Taxes as of January 31, 2025.**

**Action Items:**

    - 1.) Refunds per County Assessor's Office.**
    - 2.) Discovery bills added to Tax Scroll.**
    - 3.) Releases per County Assessor's Office.**
  - C. Approve Tax Collector's request to advertise Tax Liens for the 2024 tax year in accordance with N.C.G.S. 105-369 (See Page 10)**
- 5. Business by Planning Board.**
  - A. Set Public Hearings: (None)**
  - B. Hold Public Hearing:**

**UDO Text Amendment: Hold public hearing for an amendment to Section 5.03 of the UDO to allow a detached accessory apartment as an accessory use subject to standards in all zoning districts where single-family detached dwellings are permitted. (See Pages 11-13)**
  - C. Minutes from Various Boards: (None)**

- 6. Consideration of appointment Jerry L Goodwin, Jr to the Board of Adjustments to fill unexpired term of Debbie Wren. (See Page 14)**
- 7. Presentation of Rockingham Police Department's Annual Report for 2024 by Police Chief George Gillenwater. (Enclosed separately)**
- 8. Business by Visitors.**
- 9. Business by City Clerk.**
- 10. Business by City Manager.**
- 11. Items of discussion by City Council Members.**
- 12. Business by Mayor.**
- 13. Adjournment.**

**Rockingham, NC**

**City Council Agenda**

**SUPPORT DOCUMENTS**

**CITY OF ROCKINGHAM  
MONTHLY TAX COLLECTION REPORT**

**MONTH: JANUARY**      **YEAR: 2025**

YEAR	AD VALOREM TAXES	COST AND INTEREST	TOTAL COLLECTED	PERCENT THIS DATE	YEAR TO DATE COLLECTIONS	PRIOR YEAR RECORD	
						SAME MONTH COLLECTIONS	PERCENT OF TOTAL
2025	727.00		727.00		3,019.09	922.04	
2024	615,957.49	3,182.37	619,139.86	91.12%	4,063,290.23	560,253.30	92.59%
2023	2,236.34	410.69	2,647.03	98.29%	13,530.03	2,885.40	98.75%
2022	1,079.82	192.28	1,272.10	99.34%	5,176.80	353.89	99+%
2021	14.96	14.18	29.14	99.63%	658.28	96.90	99+%
2020	-	-	-	99.79%	923.91	-	99+%
2019	-	-	-	99.82%	295.16	-	99+%
2018	-	-	-	99.84%	149.38	-	99+%
2017	-	-	-	99.86%	149.38	-	99+%
2016	-	-	-	99.86%	149.38	-	99+%
2015	-	-	-	99.84%	160.09	-	99+%
2014	-	-	-	99.83%	160.09	-	99+%
	620,015.61	3,799.52	623,815.13		4,087,661.82	564,511.53	

# UNCOLLECTED TAXES

YEAR	AMOUNT		Jan-25
2024	395,842.32		
2023	63,475.70		
2022	24,134.18		
2021	13,347.43		
2020	7,624.52		
2019	5,435.24		
2018	4,747.67		
2017	4,234.96		
2016	4,011.03		
2015	4,401.55		
2014	4,781.81		
	395,842.32		Total Current Year
	136,194.09		Total Past Years
	532,036.41		Total All Years

[illegible]

## 2

2

CITY OF ROCKINGHAM  
MONTHLY REFUNDS REGISTER  
JANUARY 2025

	A	B	C	D	E	F	G	H	I	J	K
1	DATE	ACCOUNT	NAME	EXPLANATION	YEAR	AMOUNT	LATE LIST	TAGS	INTEREST	REFUNDED	CHECK #
2	1/14/25	5721301	CAIN, WESLEY & DOROTHY	OVERPAYMENT BY TAXPAYER	2024	100.00					88622
3	1/14/25	52979306	REFUEL OPERATING COMPANY LLC	OVERPAYMENT FOR SOLD PROPERTY	2024	548.84					88623
4	1/14/25	105178301	SECUR ESCROW DEPARTMENT	OVERPAYMENT FROM THE BANK	2024	493.41					88624
5	1/24/25	63222	AKINS, KENNETH MARLIN	VEHICLE TAX REFUND	2024	12.96					88661
6	1/24/25	63225	BALDWIN, MORGAN CHRISTIE	VEHICLE TAX REFUND	2024	90.15					88662
7	1/24/25	63223	FEATHERSTON, WILLIAM ROLAND	VEHICLE TAX REFUND	2024	25.97					88674
8	1/24/25	63226	HARRIOTT, MARGARET JANINE	VEHICLE TAX REFUND	2024	2.78					88676
9	1/24/25	63324	HUTCHINSON, KIMBERLEY DYSON	VEHICLE TAX REFUND	2024	3.57					88677
10											
11											
12											
13										0.00	
14			TOTALS			\$1,277.68	\$0.00	\$0.00	\$0.00	\$0.00	



[illegible]

To: Mayor & Rockingham City Council Members  
From: Fontella Watkins, Tax Collector  
Date: February 3, 2025  
Re: Request to Advertise Tax Liens

The Tax Collector for the City of Rockingham requests approval of the Council to advertise Tax Liens for the 2024 tax year in accordance with NC G.S. 105-369.

A handwritten signature in cursive script that reads "Fontella Watkins". The signature is written in dark ink and is positioned below the typed text of the letter.

**Staff Report to Planning and Zoning Board**  
**Agenda Item: V.A**  
**January 7, 2025**

**Issue:**

UDO Text Amendment: City staff has drafted an amendment to Section 5.03 of the UDO to allow a detached accessory apartment as an accessory use subject to standards in all zoning districts where single-family detached dwellings are permitted.

**Background:**

In the last few years, public interest in the use of accessory apartments (also referred to as "accessory dwelling units" or "ADUs") has increased throughout the state and country as a means of providing both affordable housing and elderly housing. City staff attended several sessions of the NC Planning Conference in recent years where accessory dwelling units were the featured topic of discussion. City staff has received at least three inquiries in the last six months from residents/property owners interested in constructing accessory apartments on their property but were unable to do so because the current regulations are impractical. Therefore, City staff has drafted this proposed UDO text amendment in attempt to modernize and address deficiencies in the City's current regulations for accessory apartments.

**Staff Comments:**

1. A redline markup of Section 5.03 of the City's UDO, which illustrates the proposed changes, is included in the agenda packet for the Board's review.
2. Under the current regulations, there are only two means by which to have an accessory apartment – it must either be attached to the principal dwelling or located in a second story of a detached garage.
3. The biggest issue with the current regulations is the lack of a provision for a detached accessory apartment that is not a second story in a detached garage. The concept of a second story detached garage apartment is problematic for several reasons. Few two-story garages actually exist in the City; the cost of construction of a two story garage diminishes the affordability component of the accessory apartment; and if intended for use by an elderly individual, then the concept of a second story unit accessed by stairs is undesirable. Additionally, the construction of an accessory apartment attached to the principal residence is often not technically feasible and/or desirable because of the interior layout and/or style of construction of the principal residence.
4. The proposed amendment will allow for the construction of a detached accessory apartment as an accessory use for any legal conforming single-family detached dwelling and it must be located in the rear yard. Only one accessory unit will be permitted per lot.
5. No change is proposed for the size limitation on accessory apartments. The size is limited to forty (40) percent of the gross floor area of the principal residence or a maximum of 750 square feet, whichever is less. As an example, a principal residence with a 1200 square foot gross floor area will be allowed a maximum of 480 square foot of accessory apartment space.
6. The proposed amendment also deletes the requirement for the owner of the lot to occupy one of the dwelling units (Current subsection (E)). Zoning requirements cannot regulate ownership and/or residency/occupancy.

**Plan Consistency Statement:**

One of the objectives identified under Goal #1 in Shaping Our Future: 2033, the City's Land Use Plan adopted in December 2023 references the need for more quality residential development. The proposed text amendment is consistent with this objective in that it expands the possibility for the use of accessory apartments as both an affordable and elderly housing option.

**Statement of Reasonableness:**

The proposed amendment provides an additional, potentially simpler alternative for a property owner to utilize an accessory apartment. With the recognized need for both affordable and elderly housing, the proposed amendment is a reasonable and logical action.

**Staff Recommendation:**

City staff recommends the Board review the proposed text amendment and recommend the City Council amend Section 5.03 as proposed.

---

**Planning Board Recommendation:**

The Planning Board reviewed the proposed text amendment at their regular meeting on January 7, 2025 and recommended unanimously the City Council amend the UDO as proposed.

### Section 5.03: Accessory Apartments

Accessory apartments shall be permitted in all zoning districts where single-family detached dwellings are allowed provided the following requirements are met.

- (A) *An accessory apartment shall be permitted as an accessory use for single-family detached dwellings only.* Only one (1) accessory apartment shall be permitted per lot.
- (B) *An accessory apartment may be attached to the principal residence or may be detached as an accessory building located in the rear yard of the principal residence.*
- (C) *If attached to the principal residence, then the structure shall be designed so that the appearance remains that of a single-family residence and lot. Entrances to the accessory apartment shall be located on the side or rear of the structure.*
- (D) *An accessory apartment may be constructed as a part of a detached garage located in the rear or side yard of the lot. If such detached garage is located in the side yard, then the front façade shall have the appearance of a garage.*
- (E) ~~The owner of the lot and principal dwelling unit shall occupy one (1) of the dwelling units.~~
- (F) ~~The accessory apartment must be attached to the principal dwelling unless located above (second floor) a detached accessory building.~~
- (G) ~~The accessory apartment shall be designed so that the appearance of the structure and the lot remains that of a single family detached residence and lot. Entrances to the accessory apartment shall be located on the side or rear of the structure.~~
- (H) The gross floor area of an accessory apartment shall not exceed forty (40) percent of the gross floor area of the principal structure *residence* or seven hundred fifty (750) square feet whichever is less.
- (I) No manufactured home or travel trailer shall be considered *utilized as* an accessory apartment nor shall an accessory apartment be allowed as an accessory use for a manufactured home or travel trailer.

**MEMORANDUM**

To: Mayor John Hutchinson and City Council Members

From: John R. Massey, Jr., Assistant City Manager

Date: February 4, 2025

Re: Board Appointment

---

City staff recommends the City Council appoint Jerry L. Goodwin, Jr to the Board of Adjustment to fill the unexpired term of Debbie Wren. The seat is an in-city regular Board member.

**DEPARTMENTAL  
ACTIVITY REPORTS  
for  
COUNCIL'S INFORMATION**

George C. Gillenwater



Chief of Police

To: Monty Crump

From: G.C. Gillenwater  
Chief of Police

Date: February 3, 2025  
Ref: January Activity Report

On behalf of the Rockingham Police Department, I am pleased to submit this report for your consideration. The following activities have been undertaken by officers of the Rockingham Police Department.

<b>Total Calls for the Month:</b>	<b><u>1182</u></b>
<b>Public Service Calls</b>	<b><u>178</u></b>

<b>Charges Generating Arrest:</b>	
<b>Felonies:</b>	<b><u>37</u></b>
<b>Misdemeanors:</b>	<b><u>84</u></b>
<b>Drug Violations:</b>	<b><u>02</u></b>
<b>Juvenile:</b>	<b><u>05</u></b>
<b>Citations:</b>	<b><u>58</u></b>

**Accidents Reported/Investigated:**

<b>Property Damage only:</b>	<b><u>44</u></b>
<b>Personal Injury:</b>	<b><u>01</u></b>

<b>Officer Hours Spent in Court:</b>	<b><u>06</u></b>
<b>Officer Training Hours Logged</b>	<b><u>331</u></b>



FIRE CHIEF  
HAROLD ISLER  
ADMIN. ASST.  
KRISTY PLAYER



### January

We are pleased to submit the monthly fire report on the activities undertaken by the Rockingham Fire Department during the month of January 2025.

Total Alarms:	<u>59</u>	In Town:	<u>59</u>	Out of Town:	<u>0</u>
Turn In Alarms:	<u>2</u>	Silent Alarms:	<u>57</u>	Structure fire:	<u>3</u>
Wrecks:	<u>20</u>	Alarm Malf:	<u>14</u>	Good Intent:	<u>9</u>
Service Call:	<u>5</u>	Assist Police:	<u>0</u>	Trash/outside fire:	<u>4</u>
Power line down:	<u>0</u>	Assist Ems:	<u>0</u>	Unauthorized burn:	<u>0</u>
Smoke scare:	<u>0</u>	Cooking fire:	<u>0</u>	Vehicle fire:	<u>1</u>
Electrical:	<u>1</u>	Haz-Mat:	<u>0</u>	Spill/Leak:	<u>2</u>

Total Property Exposed to Fire: \$155,000.00

Total Property Damaged by Fire: \$97,000.00

Total Property Saved: \$58,000.00

During the month of January the full time members averaged 33 training hours per person; part-paid members averaged 2 hours per person for the month.

Respectfully Submitted,

Harold Isler  
Fire Chief

To: Monty Crump, City Manager

From: Dave Davis, Parks and Recreation Director

Date: February 4, 2025

Subject: Activity Report

The following is an update on Parks and Recreation Activities.

Youth Basketball – Tournaments have started and will conclude on Friday Thursday, February 13<sup>th</sup>.

Youth (Indoor) Soccer– Registration has been completed with try-outs slated for Saturday, February 15<sup>th</sup>. League play will begin the latter part of this month.

Youth (Spring) Soccer – Registration for this popular spring program will begin on Wednesday, February 26<sup>th</sup>. This is the fourteenth year for this program.

Hinson Lake – Reservations are consistent and will increase as we approach the warmer months.