TOWN OF YADKINVILLE
BOARD OF COMMISSIONERS
MONTHLY MEETING MINUTES
LOCATION: COMMISSIONERS' CHAMBERS
213 VAN BUREN STREET
YADKINVILLE, NC
MONDAY, JANUARY 5, 2026

OFFICIALS PRESENT:
Mayor Eddie Norman
Commissioners:
Tony Hall
Monta Davis-Oliver
Chris Matthews – Absent
Scott Winebarger
Richie Parker – Absent
Town Attorney Ben Harding

STAFF PRESENT:
Town Manager: Mike Koser
Town Clerk: Alex Potts
Finance Director: Hunter Gooden
Planning Director: Meredith Detsch
Event Planner: Lauren Willard
Police Chief: Philip Scott
Public Works Director: Jacob Swaim

Quorum requirements met – meeting proceeded.

1. CALL TO ORDER
The regular meeting was called to order by Mayor Norman at 5:59 p.m.

2. INVOCATION
Manager Mike Koser offered the invocation.

3. ADOPTION OF AGENDA (MOTION)
Commissioner Monta Davis-Oliver made a motion to adopt the agenda as presented. Commissioner Scott Winebarger seconded the motion, and the motion passed unanimously.
Vote: 3/0

4. APPROVAL OF MINUTES (MOTION)
Commissioner Scott Winebarger made a motion to approve the following minutes as presented. Commissioner Monta Davis-Oliver seconded the motion, and the motion passed unanimously.
Vote: 3/0

- December 1, 2025 (Regular Meeting Minutes)
- December 1, 2025 (Closed Session Minutes)

5. PUBLIC HEARING

- **Zoning Map Amendment 2025-04:**
  A request by Ted Baity for rezoning a 0.49-acre property fronting Virginia Drive and rear-facing E. Main Street, identified as Parcel

133379, 329 Virginia Drive from the Residential Medium (RM) Density to Residential High (RH) Density.

Planning Director Detsch introduced Zoning Map Amendment 2025-04, a request from Ted Baity to rezone his 0.49-acre property on Virginia Drive to Residential High Density. Mr. Baity intends to construct two single-family homes on the site. Rezoning will permit smaller lot sizes for each home and shorter setbacks. Ms. Detsch noted that the Planning Board recommended approval of this amendment.

- **Zoning Map Amendment 2025-05:**
  A request by Bob Loflin on behalf of James Roberson for rezoning a 1.01757-acre property identified as Parcel 130007 1508 Dobbins Mill Road from the Rural Residential (RR) District to Residential Manufactured Housing (RMH) District.

Planning Director Detsch presented Zoning Map Amendment 2025-05, which requests the rezoning of 1508 Dobbins Mill Road to a Residential Manufactured Housing District. This change will allow the property owners to place a manufactured home on the site. Ms. Detsch highlighted several requirements from the Code of Ordinances, which include compliance with HUD standards. The manufactured home must be placed on a permanent foundation, cannot have axles, and must be positioned parallel to the property line. She also shared pictures of the house plans and noted that the Planning Board is recommending approval of the amendment.

- **Zoning Map Amendment 2025-06:**
  A request by Rafel Trabelsi for a Conditional Rezoning of a 2.2-acre property, identified as 633 W. Main Street, Parcel No. 130821 from Office Institutional (OI) to Residential High Density Conditional Zoning District (RH CZD).

Ms. Detsch introduced a rezoning request for the property located at 633 West Main Street, seeking to change its designation from Office Institutional District to Residential High Density Conditional Zoning District. The owner plans to convert the single-family dwelling into a multi-family dwelling to comply with the Code of Ordinances. Historically, several families have lived in separate apartments within the house. Mr. Trabelsi intends to divide the house into five units for rental purposes. The Planning Board recommends approval, provided that the project meets the buffer requirements and includes the construction of an opaque fence on both sides of the property.

Ms. Detsch mentioned that the property was brought to her attention as a minimum housing case, during which she discovered it was out of zoning compliance. Mr. Andrew Mackie, the owner of 513 West Main Street, voiced his concerns regarding increased traffic and the potential impact on the sewer system. However, Public Works Director Swaim assured that the impact on the sewer system should not pose an issue.

- **Major Special Use Permit 2025-02:**

A request by Rafel Trabelsi for a Major Special Use Permit at 633 W. Main Street, Parcel No. 130821 for Multi-Family Residential Dwellings.

Mayor Norman opened the evidentiary hearing for Major Special Use Permit 2025-02. Town Clerk Alex Potts swore in Planning Director Meredith Detsch, property owner Rafael Trabelsi, and Mr. Tate Williams. The Board was asked if they had any ex parte communications regarding this hearing, and everyone answered that they had not.

Planning Director Detsch presented her evidence to the Board. Exhibit one was the application from the property owner. She discussed the surrounding properties, traffic patterns, and driveway requirements. Exhibit two included the zoning map, while exhibit three contained the site plan. Exhibit four was the deed for the property, indicating the owner as Abellatif Trabelsi. Exhibit five comprised the Town of Yadkinville zoning ordinances that govern the Residential High Density District. Ms. Detsch noted that the property must have road frontage, ingress and egress, and available public utilities, among other stipulations, all of which the existing structure meets. Exhibit six included letters sent to adjacent property owners to inform them of the rezoning. Exhibit seven provided a list of the property owners who received said letter, and exhibit eight served as proof of mailing. Exhibit nine contained the notice published in the newspaper, and exhibit ten concluded the staff's evidence with the sign posted at 633 West Main Street. Ms. Detsch then asked if there were any questions or comments regarding her evidence.

Mr. Tate Williams, who owns 632 West Main Street, asked everyone present regarding the rezoning to raise their hands; a few in the audience did so. He expressed his desire to include additional evidence, specifically the Yadkin County Emergency Communications dispatch log for 633 West Main Street, as well as some excerpts from the Town's Land Development Plan. He emphasized that approving the Special Use Permit for this property would change the characteristics of West Main Street and would not align with the Town of Yadkinville Land Use Map. He also referenced a conversation with a local realtor, who indicated that potential buyers often inquire about specific community details, including police presence and the ratio of renters to homeowners. This could negatively impact surrounding property values in the future.

Planning Director Detsch presented the following standards for making decisions on Special Use Permits:

1. The use will not materially endanger the public health or safety if located as proposed in the submitted and approved plan.
2. The use complies with all required standards, conditions, and specifications of this ordinance.
3. The use will not substantially injure the value of adjoining or abutting property, or the special use is a public necessity.
4. The location and character of the special use, if developed according to the submitted and approved plan, will be in harmony with the surrounding area.
5. The location and character of the special use, if developed according to the submitted and approved plan, will generally conform with the Comprehensive Plan and any other relevant adopted plans and policy guidance.

Mayor Norman closed the evidentiary hearing with no further evidence presented.

6. PUBLIC COMMENTS

Mr. Tate Columbus Williams, residing at 632 West Main Street, expressed his concern regarding the rezoning and Major Special Use Permit for the property at 633 West Main Street. He also presented a petition from neighboring property owners opposing the approval.

Mr. Rafael Trabelsi, the owner of 633 West Main Street, stated that he purchased the property as an investment and initially rented it out as two units. Unfortunately, this arrangement did not cover the costs of taxes and maintenance, so he wishes to convert the property into five units. He also explained that he does not plan to build any additional structures on the property and that there is no guarantee regarding the quality of tenants who will rent the units from him.

7. ACTION ON PUBLIC HEARING (Attachment #1)(Motion)

- **Zoning Map Amendment 2025-04: Ordinance No. 2025-08**

Commissioner Monta Davis-Oliver made a motion to approve the consistency statement dated January 5, 2026 to approve the Zoning Map Amendment for parcel 133379/329 Virginia Drive to rezone from Residential Medium Density (RM) District to Residential High Density (RH) District. Commissioner Scott Winebarger seconded the motion, and the motion passed unanimously.
Vote: 3/0

- **Zoning Map Amendment 2025-05: Ordinance No. 2025-09**

Commissioner Monta Davis-Oliver made a motion to approve the consistency statement dated January 5, 2026 to approve Zoning Map Amendment for parcel 130007/1508 Dobbins Mill Road for a rezoning from Residential Rural (RR) District to Residential Manufactured Housing (RMH) District. Commissioner Scott Winebarger seconded the motion, and the motion passed unanimously.
Vote: 3/0

- **Zoning Map Amendment 2025-06: Ordinance No. 2025-11**

Commissioner Monta Davis-Oliver made a motion to continue the Public Hearing for Zoning Map Amendment 2025-06 to February 2nd, 2026 at 6:00 p.m. Commissioner Scott Winebarger seconded the motion, and the motion passed unanimously.
Vote: 3/0

- **Major Special Use Permit 2025-02 (MSUP 2025-02)**

Commissioner Monta Davis-Oliver made a motion to continue the Public Hearing (record) for Major Special Use Permit 2025-02 to the February 2nd, 2026 at 6:00 p.m. Commissioner Scott Winebarger seconded the motion, and the motion passed unanimously.
Vote: 3/0

8. FIRE CHIEF'S REPORT

Assistant Fire Chief Devin Doss presented the Fire Department's monthly report. He noted 115 calls in December and 1,368 total for 2025.

9. POLICE CHIEF'S REPORT

Police Chief Philip Scott presented the monthly report to the Board.

10. PUBLIC SERVICES DIRECTOR REPORT

Public Works Director Jacob Swaim presented his monthly report to the Board. He noted that there have been ten new applications for water and sewer taps just this week. Additionally, the utilities portion of the roundabout project on Highway 601 is nearly complete, with West Maple Street scheduled to be connected this week.

11. EVENT PLANNER REPORT

Event Planner Lauren Willard informed the Board that the Christmas Tree Lighting and parade were a success. Friends of Downtown had a scavenger hunt and a window decorating contest, which got a lot of positive feedback.

12. PLANNING DIRECTOR REPORT

Planning Director Detsch presented her monthly report to the Board. She noted an Alternative Design for Mavis Tire, which was approved.

13. TOWN ATTORNEY BEN HARDING

Attorney Harding had nothing to report at this time.

14. MANAGER'S REPORT

- **Off-Duty Management Agreement (Attachment #2)(Motion):**
  Manager Mike Koser requested an official motion to approve the Off-Duty Management Services Agreement.

  Commissioner Monta Davis-Oliver made a motion to approve the Off-Duty Management Agreement. Commissioner Scott Winebarger seconded the motion, and the motion passed unanimously.
  Vote:3/0
- **Resolution No. 2026-01: A Privacy Policy for Text Messaging Services (Attachment #3)(Motion):**
  Mr. Koser introduced Resolution No. 2026-01, which outlines a privacy policy that must be established before implementing text messaging services for Town amenities. The staff would like to use the Town's phone system to send text messages to remind citizens about late water bills and to respond to specific requests from residents.

  Commissioner Scott Winebarger made a motion to approve Resolution No. 2026-01, as presented. Commissioner Monta Davis-Oliver seconded the motion, and the motion passed unanimously.
  Vote: 3/0
- **Police and Fire False Alarms Ordinance Discussion (Attachment #4):**
  Manager Koser reminded the Board about the previous discussion concerning the false alarm ordinance recommended by the Fire Department. He mentioned that he has been collaborating with Attorney Harding on the details and that they will provide an update at the next meeting.
- **Yadkin County Chamber Building:**

Manager Koser highlighted that the Chamber Lease Agreement specifies that any maintenance costs exceeding $100 are the responsibility of the Town. He inquired whether the Board would prefer to approve the interior painting now or wait until the Budget Workshop for further discussion. After some deliberation, the Board agreed to compile a list of necessary repairs and updates to present at the Budget Workshop.

- **Yadkin County Board of Elections Letter of Support (Attachment #5):**
  Manager Koser presented a letter of support for the relocation of the Board of Elections building. The Board approved the letter of support.
- **ARPA Funds Update:**
  Mr. Koser announced that the ARPA Funds for the Town of Yadkinville have been successfully closed out with ample time to spare.
- **Town Facilities will be closed Monday, January 19th in observance of Martin Luther King Jr. Day.**

15. COMMISSIONER COMMENTS

The Commissioners had no comments.

16. ADJOURNMENT

With no further business to discuss, Commissioner Monta Davis-Oliver moved the meeting to adjourn. Commissioner Scott Winebarger seconded the motion, and the motion was approved unanimously. The meeting adjourned at approximately 7:20 p.m. Vote: 3/0

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Eddie T. Norman, Mayor

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Alex Potts, Town Clerk