AGENDA
PLANNING COMMISSION
Monday, August 31, 2020

The Planning Commission will hold their meeting in the Large Conference Room located at the City Hall Annex Building, 200 N. Center Street, Room 206.

Per NC Gov. Cooper’s Executive Order 147 restricts mass gatherings due to COVID-19; therefore, public attendance of the Planning Commission is restricted to those who are on the agenda. The meeting will be streamed live on the City’s Facebook page and YouTube.

I. Minutes – July 27, 2020

II. BOARD OF ADJUSTMENT PUBLIC HEARING

All persons interested in speaking regarding this case must be sworn in prior to presenting their comments.

(1) A-1-20 Major Home Occupation – 601 Gloucester Rd – Located on the southwest corner of the intersection of E. Lockhaven Drive and Gloucester Road

III. PLANNING COMMISSION ITEMS

A. Site Plan Request:

(1) Site-17-20 Precision Tune – The property is located on the south side of N. Spence Avenue

B. Subdivision Plan Request:

(1) S-6-20 Habitat for Humanity – The property is located on the south side of W. Grantham Street between N. Alabama Avenue/W. US 70 Hwy. and the west side of N. Georgia Avenue

IV. UPCOMING PUBLIC HEARING SEPTEMBER 21

A. Rezoning Request:

(1) Z-4-20 606 N. Berkeley Blvd

(2) Z-5-20 1804 N. Berkeley Blvd

UPCOMING PLANNING COMMISSION ITEMS SEPTEMBER 28

A. Subdivision Plan Request:

(1) S-7-20 Wooten Development – 1804 N. Berkeley Blvd.
Planning Commission Minutes  
July 27, 2020

The Goldsboro Planning Commission met in regular session on Monday, July 27, 2020 at 7:00 p.m., in the Council Chambers, City Hall. The following members were present or absent:

Present: Ms. Barnett  
Mr. Bauer  
Mr. Boyette  
Mr. Slater  
Mr. Walston  

Absent: Mr. Waters  

Also Attending: Mr. Kenneth Talton, Assistant Planning Director  
Ms. Debra Creighton, Secretary

Minutes – June 29, 2020

Mr. Bauer moved that the Commission’s minutes of May 26, 2020 be approved with the corrections as submitted at the meeting. Mr. Slater seconded the motion and the motion carried.

Planning Commission Items:

A. Conditional Use Permit

(1) CU-5-20 Kiapo Copeland – 110 E. Mulberry Street – The property is located on the north side of E. Mulberry Street between Center Street and John Street.

Mr. Talton indicated the location of the request and displayed a map showing the subject property. Photographs of the site were displayed. Mr. Talton said applicant is requesting a Conditional Use Permit for the operation of a Place of Entertainment (Paint and Play) with ABC for Brown Bagging.

Mr. Talton said the submitted site plan indicates the applicant has proposed to up-fit an existing one-story 1,749 sq. ft. concrete commercial building for the operation of a Paint and Play facility. Mr. Talton said the site is located within the Historic District; any exterior improvements to the building will be required to receive a Certificate of Appropriateness from the Historic District Commission. Mr. Talton said no off-street parking is required as the site is located within the Central Business District boundary of south side of Ash Street, east side George Street and north side of Chestnut and west side of William Street.

Mr. Talton said Activities such as painting lessons and paint parties will be available on-site. Mr. Talton said brown bagging would be limited to a 6-pack of beer or 1-bottle of wine per customer. Mr. Talton said the applicant’s floor plan
indicates a painting area to include no more than 6 tables to accommodate a maximum of 15 occupants including an office space and a restroom.

Mr. Talton said at the public hearing held on July 13, 2020, the applicant spoke in favor of the request and no one appeared to speak against this request.

Mr. Bauer moved that the Commission recommend approval of Conditional Use Permit for the operation of a Place of Entertainment (Paint and Play) with ABC for Brown Bagging. Mr. Slater seconded the motion and the motion carried.

B. Site Plans

(1) Site-12-20 Auto-Owners Life Insurance – The property is located on the northeast corner of Commerce Court and Gateway Drive.

Mr. Talton indicated the location of the request and displayed a map showing the subject property. Photographs of the site were displayed. Mr. Talton said applicant is requesting site plan approval proposing for a two-part phased building addition and office renovation of the existing principle office building. Phase I construction will consist of a 32,794 sq. ft. building addition. Mr. Talton said Phase II construction would consist of a 23,732 sq. ft. building addition.

Mr. Talton said the parking for retail sales, small non-durable goods, is based on 1 space per 250 sq. ft. of gross floor space of the facility. Mr. Talton said that 6 spaces are required and 21 parking spaces have been provided to include 1 handicap accessible parking space.

Mr. Talton said in conjunction with phased office building additions and renovations, the applicant is proposing the addition of 315 parking spaces to the existing site.

Mr. Talton said The submitted site plan indicates an existing single-story, brick-veneer office building of approximately 17,444 sq. ft. and an existing single-story, brick-veneer accessory building used as a conference center of approximately 8,928 sq. ft.

Mr. Talton said parking for the business requires 1 space per 350 sq. ft. of gross floor area. Mr. Talton said currently, the site consists of 118 parking spaces. Mr. Talton said the applicant is proposing to add 315 parking spaces to the site for a total of 433 required parking spaces to include 10 handicap accessible spaces, 6 of which are van accessible.

Mr. Bauer moved that the Commission recommend approval of the Site and Landscape Plan. Ms. Barnett seconded the motion and the motion carried.
(2) **Site-16-20 Hamilton Funeral Home** – The property is located in the west side of S. James Street between W. Pine Street and W. Elm Street.

Mr. Talton indicated the location of the request and displayed a map showing the subject property. Photographs of the site were displayed. Mr. Talton said applicant is requesting site plan approval for a funeral home. Mr. Talton said the site has been operated as a funeral home since the mid 70’s and formerly known as Hamilton Funeral Home. Mr. Talton said recently, the property was sold and the new owner intends to operate a funeral home under the same business name.

Mr. Talton said the site contains an existing principle building which was constructed before the adoption of City ordinances. Mr. Talton said it does not meet the current side yard setback requirements for structures located in the Central Business District. Mr. Talton said a minimum side yard setback of 15 ft. is required along the northern property line where approximately 90 ft. of the existing structure encroaches into the setback. Mr. Talton said a modification from 15 ft. to 0 ft. would be necessary.

Mr. Talton said the submitted site plan indicates an existing single-story, brick-veneer building of approximately 10,583 sq. ft. Mr. Talton said the applicant is proposing a renovation of the entire facility. Mr. Talton said the rooms would consist of an assembly/sanctuary area with a seating capacity of 106 occupants, a viewing room, an embalming room, a dressing room, a waiting room, a conference room, offices, storage areas and restrooms for customers and staff.

Mr. Talton said in conjunction with the renovation of the entire facility, the applicant is proposing the reconfiguration and design of an existing parking lot that will accommodate a total of 28 parking spaces.

Mr. Talton said parking the business requires 1 space per 5 seats or 1 space per 50 sq. ft. of floor area in the main assembly area, whichever is greater, plus 1 vehicle stored on site. Mr. Talton said the site plan indicates 28 parking spaces with 32 spaces are required. Mr. Talton said Staff is working with the applicant to ensure compliance with the City’s off-street parking requirements.

Mr. Talton said a 15 ft. wide access drive has been shown along the southern property line that will provide access to parking for vehicles stored on site and to serve as an off-street loading zone.

Mr. Talton said a required Type A, 10 ft. wide landscape buffers are required along the northern, western and southern property lines. Mr. Talton said the submitted site plan indicates buffer yards will consist of Magnolia, Cherry, Elm and Crepe Myrtle trees combined with Hollies, Camellias, Gardenias and Ligustriums.
Mr. Talton said since the existing structure encroaches into the side setback along the northern property line for approximately 90 ft., the required Type A, 10 ft. wide landscape buffer cannot be installed. A modification will be necessary.

Mr. Talton said the following modifications will be necessary for approval:

1. Side yard building set back requirement for approximately 90 ft. from 15 ft. to 0 ft. along the northern property line.
2. Type A, 10 wide landscape buffer for approximately 90 ft. along the northern property line.

Mr. Slater moved that the Commission recommend approval of the Site and Landscape Plan with the requested modifications. Mr. Walston seconded the motion and the motion carried.

C. Upcoming Meeting Items – August 31, 2020

None at this time.

Adjournment:

There being no further business, the meeting was adjourned at 7:23 p.m.

________________________________________
Debra Creighton, Secretary
Goldsboro Planning Commission

Approved: ______________________
DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT
MEMORANDUM

TO: BOARD OF ADJUSTMENT MEMBERS
FROM: KENNETH K. TALTON, ASSISTANT PLANNING DIRECTOR
DATE: AUGUST 31, 2020
RE: A-1-20 WASHANDRA FRYAR-OLIVER-601 GLOUCESTER ROAD
(MAJOR HOME OCCUPATION)

The property is located on the north side of Gloucester Road between Lockhaven Drive and Tanglewood Lane. The Wayne County Tax Identification No. is 3600-90-7772. The property is located in the R-12 (Residential) zoning district and has a total frontage of 137.04 ft. along Gloucester Road and 97.4 ft. along E. Lockhaven Drive. The property contains approximately 15,474 sq. ft. or 0.35 acres.

The applicant proposes the operation of a one-chair hair salon within her single-family dwelling referenced above.

According to the City’s Unified Development Code, a one-chair salon is allowed as a major home occupation only after obtainment of a special use permit approved by the Board of Adjustment.

Approval Criteria for Major Home Occupations Requiring a Special Use Permit

1. Not more than one person who does not reside on the premises is employed by the home occupation;

2. Not more than one exterior unilluminated sign not exceeding two square feet as visible evidence of the conduct of the operation;

3. There is no outdoor display or storage of goods associated with the home occupation;

4. No additional parking areas other than driveways shall be located in the required front setback;

5. No wholesale or retail sales of goods shall occur on the premises; and

6. Barber and beauty shops and hair, nail and skin care businesses shall be limited to one-chair operations.

7. The major home occupation permit shall be issued to the applicant at the residence indicated on the application and shall not run with the land.
8. Changes to the intensity, use or to another dwelling or structure on the property or a change in
the applicant for which the original permit was issued shall require a new application for a
special use permit.

9. The Board of Adjustment shall conduct a public hearing for the proposed major home
occupation and shall approve the special use permit before operation of the same.

Approval Criteria for all Home Occupations

1. The business or occupation shall be located entirely within the principle structure or accessory
structure. The business shall not occupy more than twenty-five percent of the total gross floor
area of the combined structures (principle and accessory) or five hundred square feet,
whichever is less.

2. If an accessory building is used for a home occupation, such accessory building shall meet all
required setbacks and height of a principle building within the residential zone in which it is
located. If such accessory building does not meet setback requirements, it may be used only for
the storage of goods and materials related to the home occupation.

3. The principle person or persons providing the service or conducting the business shall reside in
the dwelling on the premises.

4. Any home occupation occupying an accessory building, notwithstanding the home occupations
permitted under the definition of minor home occupations, shall require a public hearing by
the Board of Adjustment before a special use permit is issued.

5. Outdoor storage of goods and materials shall be prohibited. Storage of goods and materials are
permissible only to the extent that they are incidental to the services being provided through
the home occupation. Sales of goods and materials on the premises shall be prohibited except
that items for sale incidental to the service being provided through the home occupation may
be permitted.

6. Home occupations shall not use any equipment or process that creates noise, vibration, smoke,
dust, glare, fumes, odor or electronic interference detectable at the lot line. In the 5-55
Updated: July 15, 2019 case of electrical interference, no equipment or process shall be used
which creates a visual or audible interference in radio or television receivers off the premises
or causes fluctuations in line voltages off the premises.

7. Home occupations shall not cause a change in the external appearance of the existing
structures on the premises.

8. The “residential character” of the premises and building within which the home occupation is
being conducted shall be maintained at all times and shall not be changed.
9. No traffic shall be generated by such home occupation in greater volume than would normally
be expected in a residential neighborhood. Parking requirements shall conform to the
requirements of this Ordinance, and shall be provided within an area on the lot other than the
established front setback; the established front setback being that area from the front property
line to the front line of the building extending side lot line to side lot line.

10. All vehicles used in the conduct of the home occupation shall be of a size, and located on the
premises in such a manner, so as not to disrupt the quiet nature and visual quality of the
neighborhood.

**FINDINGS OF FACT**

The subject property is located at 601 Gloucester Road, Goldsboro, North Carolina.

The subject property is located inside the City limits of the City of Goldsboro.

City water and sewer services are available to serve the property.

The home and lot are located in an R-12 (Residential) zoning district.

Major home occupations are allowed in the R-12(Residential) zoning district only after the
obtainment of a Special Use Permit approved by the Board of Adjustment.

The applicant is proposing to enclose an existing one-car garage (13 ft. x 27 ft.) for
approximately 400 sq. ft. for the operation of the major home occupation (one-chair salon)
if the special use permit is approved by the Board of Adjustment. (See attached application,
Appendix A; see floor plan Appendix B)

A public hearing was scheduled for the proposed major home occupation in the Large
Conference Room located at the City Hall Annex Building, Room 206 at 200 N. Center Street
in Goldsboro, North Carolina for August 31, 2020 and advertised for same in Goldsboro’s
News-Argus on August 13, 2020 and August 20, 2020. (See Appendix C)

The submitted application and accompanying plans comply with the provisions of the Home
Occupation Ordinance in accordance with Section 5.5.4 Special and Conditional Use Specific
Regulations

**SPECIAL USE PERMIT CRITERIA FOR APPROVAL BY BOARD OF ADJUSTMENT**

If the application and accompanying plans for a special use permit comply with all the provisions
of the Home Occupation Ordinance, the Board of Adjustment shall issue the requested permit unless it
concludes, based upon the information submitted at the hearing that if completed as proposed the development:

1. Will substantially endanger the public health or welfare; or

2. Will substantially injure the beneficial use of adjoining or abutting property; or

3. Will not be in harmony with existing development and uses within the area in which it is located; or

4. Will not be in general conformity with the Comprehensive Plan, Thoroughfare Plan or other plan officially adopted by City Council.

Note: The permit issuing Board may not attach additional conditions that modify or alter the specific requirements set forth in this Ordinance, unless the development in question presents extraordinary circumstances. Extraordinary circumstances may include unexpected conditions that negatively affect nearby residential uses or previously unrecognized external consequences that require mitigation. All additional conditions or requirements shall be entered on the permit and are enforceable in the same manner and same extent as any other requirement of this Ordinance.

Without limiting the foregoing, the permit issuing Board may attach to a permit a condition limiting the permit to a specified duration.

Recommendation: Based on the above findings, the City of Goldsboro’s Board of Adjustment recommends…………….

Approval_____ of a Special Use Permit to operate a one-chair salon as a Major Home Occupation in the name of WASHANDRA FRYAR-OLIVER of 601 GLOUCESTER ROAD, GOLDSBORO, NORTH CAROLINA

Denial _____ of a Special Use Permit to operate a one-chair salon as a Major Home Occupation in the name of WASHANDRA FRYAR-OLIVER of 601 GLOUCESTER ROAD, GOLDSBORO, NORTH CAROLINA

**NOTE**-A MOTION TO APPROVE THE SPECIAL USE PERMIT BY THE BOARD OF ADJUSTMENT REQUIRES A FOUR-FIFTHS 4/5 VOTE AND THE BOARD NEED NOT MAKE ANY FURTHER FINDINGS AND MAY ISSUE THE PERMIT. IF SUCH A MOTION IS NOT MADE OR FAILS TO RECEIVE THE REQUIRED FOUR-FIFTHS 4/5 VOTE, THEN A MOTION SHALL BE MADE THAT THE APPLICATION IS NOT IN COMPLIANCE WITH ONE OR MORE OF THE REQUIREMENTS OF THIS ORDINANCE. SUCH A MOTION SHALL SPECIFY THE REQUIREMENTS THE APPLICATION FAILED TO MEET.

IF THE BOARD CONCLUDES THAT THE APPLICATION COMPLIES WITH ALL OTHER PROVISIONS OF THIS ORDINANCE, IT MAY STILL DENY THE APPLICATION FOR ONE OR MORE OF THE REASONS SPECIFIED IN THE SPECIAL USE PERMIT CRITERIA, ITEMS 1-4 LISTED AFTER THE FINDINGS OF FACT.

Page 4 of 5
SUCH A MOTION SHALL PROPOSE SPECIFIC FINDINGS, BASED UPON THE EVIDENCE SUBMITTED, JUSTIFYING SUCH A CONCLUSION.

Jennifer Collins
Planning Director

Kenneth K. Talton
Assistant Planning Director

Ron Lawrence
City Attorney
MAJOR HOME OCCUPATION REQUEST

CASE #: A-1-20
APPLICANT: WASHANDRA FRYAR-OLIVER
ADDRESS: 601 GLOUCESTER ROAD
REQUEST: ONE-CHAIR BEAUTY SALON

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CITY OF GOLDSBORO  
AGENDA MEMORANDUM  
SEPTEMBER 8, 2020 COUNCIL MEETING  

SUBJECT: SITE-17-20 Site and Landscape Plans- Precision Franchising, Inc. (Precision Tune Autocare)  

BACKGROUND: Subject property is located on the south side of Spence Ave. between N. Hillcrest Dr. and Cashwell Drive.  

Frontage: 155.89 ft.  
Depth: 350 ft.  
Area: 54,561 sq. ft. or 1.25 acres  
Zoning: General Business (GB)  

Existing use: The property is currently clear and vacant and is located between two existing restaurants. West of the site is a Burger King and east of the site is Jay’s Kitchen.  

Nonresidential developments on parcels that disturb greater than one acre shall be approved by Goldsboro City Council.  

DISCUSSION: The submitted site plan indicates a two-story, brick-veneer commercial building consisting of approximately 7,017 sq. ft. Applicant proposes to use the facility as an automobile inspection, repair and service center.  

A floor plan has been provided which consists of a waiting room, laptop/internet bar, kid zone, offices, parts/supply storage area and restrooms for customers and employees of the business on the first floor of the facility fronting Spence Avenue. In addition, ten (10) garage bays are located at the rear of the facility for automobile inspection, service and repair.  

The second floor consists of a mezzanine used for heating and air equipment including mechanical exhaust systems and miscellaneous storage.  

Hours of Operation:  
Monday-Friday: 8am-6pm  
Saturday: 8am-5pm  

Employees: 12
**Access:** Access to the site will be provided from a 24 ft. wide driveway cut off of Spence Avenue. Since Spence Avenue is a NCDOT state-maintained road, a driveway permit will be required and approved in accordance with NCDOT standards.

**Parking:** A total of 47 paved parking spaces have been provided including 2 handicap accessible parking spaces. 17 spaces will be located in front of the facility along Spence Avenue to include 2 handicap accessible parking spaces. 27 parking spaces will be located along the western property line. 3 parking spaces will be located adjacent to the principle building in close proximity to the main entrance.

Applicant has been informed that auto repair facilities and all outdoor storage areas for vehicles other than customer parking shall be screened from public view in accordance with the City’s Unified Development Code. Applicant has informed staff that there will be no outside storage of automobiles after business hours.

**Sidewalks and Pedestrian Access:** 6 ft. wide interior sidewalks and handicap ramps have been provided for access by customers and employees from the parking lot to building entrances.

Exterior sidewalks are not shown on the site plan. According to the Unified Development Code, exterior sidewalks are required for new development. Staff and NCDOT officials are working with the applicant to secure proper permits for the construction of sidewalks along the property frontage and within the public right of way.

**Landscaping:** The site plan indicates a proposed Type A, 10 ft. wide landscape buffer along the western, southern, and eastern property lines. A total of 4 street trees are proposed along Spence Avenue. Vehicular surface area plantings, vehicular surface buffers and landscape islands are not indicated on the plan. Applicant is working with staff to ensure that the site meets the City’s landscape ordinance.

A storm water retention pond is shown at the rear of the property. It will be required to be screened with evergreen shrubs.
Building Elevations and Design: The proposed automobile inspection, repair and service center’s exterior building materials consists of brick-veneer walls, exterior insulation finishing systems (stucco), metal awnings and copings and aluminum framed-metal windows and doors with tinted glazing.

Staff is working with the applicant to ensure that the parapet wall located over the ten garage bays features three dimensional cornice treatments and not be of a constant height for longer than one hundred feet.

Commercial Lighting Plan: Commercial lighting plans have not been submitted, however, staff will work with the applicant to ensure that proposed lighting is compliant with the City’s commercial lighting ordinance.

Interconnectivity: Interconnectivity has been provided on the submitted site plan at the front and rear of the property adjacent to the eastern property line.

Engineering: The property is not located within a Special Flood Hazard area. City water and sewer are available to serve the site.

Storm water calculations, grading and drainage plans have been submitted. The applicant will be required to meet City Engineering standards before construction permits are released.

Refuse collection: An enclosed commercial dumpster area with a concrete pad is shown at the rear of the site and adjacent to the storm water infiltration area. The dumpster enclosure will match the elevations of the proposed auto service center and will be screened in accordance with City standards.

RECOMMENDATION: By motion, accept the recommendation of the Planning Commission and............

Date: ____________________  ______________________________
Planning Director
Date: ____________________  ______________________________
City Manager
The data represented on this map has been compiled by the best methods available. Accuracy is contingent upon the source information as compiled by various agencies and departments both internal and external to the City of Goldsboro, NC. Users of the data represented on this map are hereby notified that the primary information sources should be consulted for verification of the information contained herein. The City of Goldsboro and the companies contracted to develop these data assume no legal responsibilities for the information or accuracy contained on this map. It is strictly forbidden to sell or reproduce these maps or data for any reason without the written consent of the City of Goldsboro.
SUBJECT: S-6-20 Habitat for Humanity of Goldsboro-Wayne Inc. (Preliminary Subdivision Plat)

BACKGROUND: The applicant has recently acquired nine (9) existing private parcels located on the south side of W. Grantham Street between N. Alabama Avenue/W. US 70 Hwy. and the west side of N. Georgia Avenue.

The applicant intends to recombine and divide portions of previously subdivided and recorded lots for the purpose of sale and residential development.

According to the City of Goldsboro’s Unified Development Code, the applicant is required to follow the City’s subdivision approval process since the number of total number of existing lots will be increased from 9 to 12.

| Totals Lots:   | 12          |
| Total Area:    | 2.774 acres |
| Min. Lot Size: | 6,746 sq. ft |
| Max. Lot Size: | 11,423 sq. ft |
| Average Lot Size: | 8,572 sq. ft or 0.231 acres |
| Zoning:       | R-6 (Residential) |

Currently, all existing lots are vacant with the exception of Lot #9 which is occupied by an existing single-family dwelling. Applicant intends to demolish existing home on Lot #9 and replace with a new home meeting the requirements of the R-6 (Residential) zoning district.

DISCUSSION: As previously stated, the submitted preliminary plat contains a total of twelve (12) lots proposed for residential development.

Building setbacks for single-family dwellings within the R-6 zoning district are as follows:
Front: 25 ft.
Rear: 25 ft.
Side: 8 ft.
Side (Corner Lot): 16 ft.

**Engineering:** No new streets are proposed for the subdivision. N. Alabama Avenue, Marshall Street and N. Georgia Avenue are existing City streets paved and maintained by the City of Goldsboro.

City water and sewer are available to serve all lots within the proposed subdivision. The proposed subdivision is not located within a Special Flood Hazard Area.

**RECOMMENDATION:** By motion, accept the recommendation of the Planning Commission and.................

Date: ______________________  ___________________________________
Planning Director

Date: ______________________  ___________________________________
City Manager
S-6-20 HABITAT FOR HUMANITY
12 LOT SINGLE-FAMILY SUBDIVISION

SUBDIVISION PLAN
CASE #: S-6-20
APPLICANT: HABITAT FOR HUMANITY
PIN #: 2599796934;2690704097;2690704197;2599796818;
2690705397;2690706180;2690706372;2599794968
LOCATION: 706, 708 & 712 N. ALABAMA AVE; 602 MARSHALL ST;
707 & 709 N GEORGIA AVE
PROPOSED USE: SINGLE-FAMILY RESIDENTIAL SUBDIVISION

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