

Town Hall Council Chambers  
30 South Main Street  
Weaverville, N.C. 28787

June 19, 2017 at 6:00pm  
Town Council Monthly Meeting

- 1. **Call to Order**..... Mayor Sherrill
- 2. **Approval / Adjustments to the Agenda**..... Mayor Sherrill
- 3. **Approval of Minutes**..... Mayor Sherrill
  - A. May 9, 2017 Town Council Budget Workshop Minutes
  - B. May 15, 2017 Town Council Regular Meeting Minutes
- 4. **General Public Comments**
- 5. **Consent Agenda**..... Mayor Sherrill
 

*Motion to approve the consent agenda*

  - A. Monthly Tax Report  
*Town Manager recommends approval of report.*
  - B. Tax Releases and Refunds  
*Town Tax Collector requests approval of these tax releases and refunds.*
  - C. Set Filing Fee for Municipal Elections  
*Approval of resolution setting municipal election filing fee is requested*
  - D. Budget Amendment  
*Approval of a budget amendment to move \$32,000 from Recreation to Sanitation is requested*
  - E. Annexation Petition/Initial Zoning - Shakamar Investment Group - 8 Acres on Reems Creek Rd  
*Adoption of the attached resolution with direction to Town Clerk and Planning & Zoning is requested*
  - F. Request to Declare Surplus Property and Approve Disposition Methods – Fire Department  
*Town Manager recommends disposition of surplus personal property as indicted*
- 6. **Discussion & Action Items:**
  - A. Adoption of FY2017-2018 Budget Ordinance and Fee Schedule..... Town Council
  - B. ASPCA Waterline Extension Acceptance and Staff Level Approval..... Public Works
  - C. Creekside Phase III Waterline Extension Acceptance and Staff Level Approval..... Public Works
  - D. Board Appointments – Zoning Board of Adjustment..... Mayor
  - E. 44 Central Avenue - Subdivision – Approval of Concept and Preliminary Plan..... Town Planner
  - F. Update on Table of Uses..... Town Planner
- 7. **Employee Recognition and Town Manager's Report** ..... Town Manager
- 8. **Closed Session**

N.C. Gen. Stat. § 143-318.11(a)(3) to consult with the Town's attorney;

N.C. Gen. Stat. § 143-318.11(a)(5) to establish or instruct Town staff concerning the position to be taken by the Town on the acquisition of real property and the amount of compensation and other material terms of an employment contract or proposed contract;

N.C. Gen. Stat. § 143-318.11(a)(6) to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of employment of public officer or employee.
- 9. **Adjournment**..... Mayor Sherrill

## MINUTES

**TOWN OF WEAVERVILLE  
STATE OF NORTH CAROLINA**

**TOWN COUNCIL WORKSHOP  
TUESDAY, May 9, 2017**

The Town Council for the Town of Weaverville met on Tuesday, May 9, 2017, at 5:30 p.m. in the Training Room within Weaverville Fire Department at 3 Monticello Road, Weaverville, North Carolina.

Council members present were: Mayor Dottie Sherrill, Vice Mayor/Councilman John Penley, Councilman Doug Jackson, Councilman Doug Dearth, Councilman Andrew Nagle and Councilman Patrick Fitzsimmons.

Staff present were: Town Attorney Jennifer Jackson, Town Manager Selena Coffey, Town Clerk Derek Huninghake, Fire Chief Ted Williams, Finance Officer Tonya Dozier, Public Works Director Tony Laughter and Planning Director James Eller. Police Chief Greg Stephens was absent.

### **1. Call to Order**

*Mayor Sherrill called the meeting to order at 5:30 p.m.*

Town Manager Selena Coffey distributed out to Town Council, Town of Weaverville mugs as a token of appreciation for Public Service Appreciation week.

### **2. Retiree Health Insurance Discussion**

Town Council determined that since health insurance has become significantly more expensive in recent years and with future costs for current employees alone being uncertain, it would be irresponsible for the Town of Weaverville to continue to provide this undefined benefit (retiree health insurance) to future employees. Based on Town Council's discussion, Town Manager Selena Coffey recommended that the personnel policy be revised to reflect that future employees not be offered retiree health insurance. Town Council came to a consensus that as of July 1, 2017, new Town of Weaverville employees will not be eligible for retiree health insurance. There was consensus among Councilmen to have the Town Manager and Town Attorney work on a revision to the Town's Personnel Policy to eliminate the benefit for anyone hired after July 1, 2017.

### **3. Domestic Partnership Insurance**

Town Manager Selena Coffey discussed the option of allowing domestic partners to be covered under the Town of Weaverville's insurance just like a spouse. The current requirement that if an employee's spouse has insurance available through his or her employer than the spouse is not eligible for health insurance through the Town. The same would apply for domestic partners. At this time it appears that only one employee has said they could possibly benefit this option. Town Attorney Jennifer Jackson suggests the following definition a domestic partnership: Two individuals who reached the age of majority and live together in a non-marital but a long term relationship of indefinite duration with exclusive mutual commitment in which the partners share the necessities of life and are financially interdependent. Town Council came to a 4-1 consensus that domestic partnership insurance should be allowed at this time. Councilman Jackson opposed expanding this benefit at this time and would prefer to see it presented in a broader review of the Town's compensation package. The Town Attorney and Town Manager will work together for an appropriate revision to the Town's Personnel Policy and bring back the same for Council's consideration.

#### **4. Additional Funding for Relief Firefighters**

Town Manager Selena Coffey proposed in this year's budget extra funds for additional relief firefighters. These funds would allow the Weaverville Fire Department to maintain shifts of 5 personnel each day if a fulltime employee is out, otherwise it would allow for 6 employees on each shift. Fire Chief Ted Williams mentioned that if the Town receives the SAFER grant then they would only need half the amount requested in this year's budget for relief firefighters. As of right now there are 5 relief firefighters, who get paid an hourly rate of \$10. At least 3 of the relief firefighters would like to become fulltime. With the additional relief firefighters from these funds, it will help increase the amount of coverage and services provided to the residents of the Town of Weaverville. Fire Chief Williams believes that the county fire tax will not be changed. No consensus was made on the additional funding and the Town Manager proposed bringing the SAFER grant back for discussion at a future budget workshop.

#### **5. Legal Services Funding**

Town Manager Selena Coffey informed Town Council that she has included an additional \$10,000 to this year's budget for legal services. She reviewed prior years' cost of legal services and discussed some of the ways in which it has been beneficial to have an in-house attorney. Town Manager recommended that Council have a performance review with Town Attorney Jennifer Jackson to determine what they think is the best option. Town Attorney Jackson mentioned that last year was kind of an experiment for the Town, since there has never been an in house attorney employed. She thinks that the project lists coming up in the next year would justify having an in-house attorney, including specifically the re-codification project which will comprehensively look at the Town's Code of Ordinance which has not been done since 1998. Councilman Fitzsimmons stated that having an in-house attorney has been significantly beneficial with a cost comparable to prior years. Councilman Penley shared the same view noting that having an in-house attorney has been very crucial with helping maintain operations going on in the Town. Town Manager Coffey also, suggested that there could be other ways to compensate the Town Attorney outside of providing the full \$10,000 in salary, including a potential match to a 401k program, offsetting some of her legal expenses, etc. Town Attorney Jackson indicated that she was happy to place a closed session on Council's agenda at any time that they would like to conduct a review and the consensus was to do that at the Council's May 15, 2017 regular meeting agenda.

#### **6. Stipend for Town Council Special-Called Meetings**

Town Manager Selena Coffey discussed her analysis of comparable towns' governing body stipend with Council. Her research showed that, compared to other comparable towns, the Weaverville Mayor stipend is 21.6% below average and the Weaverville Town Council is 21.5% below average. Town Manager proposed an additional stipend total of \$3,600 for fiscal year or \$50 per special-called meeting for council members, which would still remain below average. Councilman Nagle stated that, while it is appreciated, the stipend is more of a gesture and that it would be better off going to the firefighters. Councilman Jackson mentioned that additional stipends for Council would be appreciated and are well deserved but thinks that right now it isn't good timing with the possibility of taxes increasing. Councilman Dearth noted that having this stipend be calculated based on the number of special called meetings might not be the best option. Conversation was leaning toward excluding the stipend, however no consensus was made.

#### **7. Other Personnel Related Discussions raised by Town Council**

None

## 8. Other Discussion/Action

Town Council discussed the proposed tax rate and where it should be set since tax assessments have increased this year. Councilman Nagle noted that the Town of Weaverville is becoming an expensive community where only the wealthiest people can reside and he doesn't agree with the proposed tax rate of 40 cents. Councilman Fitzsimmons stated that this proposed tax rate would make us one of the highest tax rates in the state and that with county taxes increasing, the Town of Weaverville might think to lower the rate to the revenue neutral rate. Councilman Jackson mentioned that the capital expenditures could come out of the Capital Reserve Fund instead of the General Fund, which would allow for the tax rate to be lowered. Councilman Penley suggested that this might be a good year to get caught up on all the capital expenditures and improvements. Town Manager Selena Coffey noted that the budget is continuing to evolve and stated that she would be working to finalize the budget with each of the councilmembers comments in mind. She recommended another budget workshop to be held and suggested June 1, 2017 for the workshop.

**After consulting their schedules Council set a special called budget workshop for Thursday, June 1 at 5:30 p.m. at the Fire Department Training Room.**

## 9. Adjournment

*Councilman Penley made the motion to adjourn; Councilman Nagle seconded and all voted to adjourn the Council's meeting at 6:53 p.m.*

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**DEREK K. HUNINGHAKE, Town Clerk**

## MINUTES

TOWN OF WEAVERVILLE  
STATE OF NORTH CAROLINA

TOWN COUNCIL REGULAR MEETING  
MONDAY, May 15, 2017

The Town Council for the Town of Weaverville met for its regular monthly meeting on Monday, May 15, 2017, at 6:00 p.m. in Council Chambers within Weaverville Town Hall at 30 South Main Street, Weaverville, North Carolina.

Council members present were: Mayor Dottie Sherrill, Vice Mayor/Councilman John Penley, Councilman Doug Jackson, Councilman Doug Dearth, Councilman Andrew Nagle and Councilman Patrick Fitzsimmons.

Staff present were: Town Attorney Jennifer Jackson, Town Manager Selena Coffey, Town Clerk Derek Hunninghake, Police Chief Greg Stephens, Fire Chief Ted Williams, Town Planner James Eller, Finance Officer Tonya Dozier and Public Works Director Tony Laughter.

**1. Call to Order**

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

**2. Approval/Adjustments to the Agenda**

Mayor Sherrill asked to add a Proclamation Honoring our Police Department on National Police Week, May 14-20, 2017 for Item D on the Consent Agenda.

*Councilman Dearth made a motion to approve the agenda with the aforementioned revision.*

*Councilman Nagle seconded and all voted in favor of the motion.*

**3. Approval of Minutes**

*Vice Mayor/Councilman Penley made the motion to approve the minutes from April 11, 2017 Town Council Special-Called Budget Workshop and April 17, 2017 Town Council Meeting as presented.*

*Councilman Jackson seconded the motion and all voted in favor on the approval of the minutes.*

**4. Employee Recognition**

Town Manager Selena Coffey recognized Fire Chief Ted Williams on graduating from his Municipal Administration Class at the School of Government and Senior Police Officer Michelle Cagle for her great instincts and phenomenal work in apprehending the bank robbery suspect in four minutes on May 10, 2017 at Weaver Boulevard. Police Chief Greg Stephens also, acknowledged Senior Police Officer Cagle for her outstanding work during the arrest and great service she provides to the residents of Weaverville every day.

**5. General Public Comment**

Public comments were received as follows:

Louis Accornero, 50 Highland Pointe Drive, commented on how great both the Weaverville Stone Signs look, he really appreciates the wonderful amenities provided by the Town, and he feels very fortunate to live in Weaverville, where the Public Works Department, Police Department and Fire Department take all steps necessary to make the residents of Weaverville feel safe and secure.

**6. Consent Agenda**

*Motion to approve the consent agenda*

**A. Monthly Tax Report**

*Town Manager recommends approval of report.*

**B. Ordinance for Road Closures for Music on Main Event**

*Approval of ordinance requested.*

**C. Budget Amendment for Town Match on Fire Department SCBA Equipment**

*Town Manager recommends approval of budget amendments to fund the SCBA grant match of \$18,618*

**D. Proclamation Honoring our Police Department on National Police Week, May 14-20, 2017**

*[added at adjustment of the agenda]*

*Vice Mayor/Councilman Penley moved for the approval of the consent agenda. Councilman Nagle seconded the motion and all voted unanimously to approve all action requested in the consent agenda.*

**7. Discussion and Action Items**

**A. Town Walk Subdivision – Approval of Final Plat and Setting of Improvement Guaranty**

Town Planner James Eller mentioned that the Town Walk subdivision has been found to comply with the Town’s subdivision ordinance as it relates to major subdivisions. He asked Town Council to set an improvement guaranty to ensure the necessary infrastructure is completed in accordance with final plat approval as per 25-83(e)(1)(A). This improvement guaranty may be set at 125% of the cost of the construction of the required improvements. The required improvements in this case are individual water and sewer taps on each lot created. Town Attorney Jennifer Jackson mentioned that each lot would total \$3,800 for sewer and road cut permit fees to M.S.D. and water tap fees, at 125% of the cost, this makes an improvement guaranty of \$28,500. This will still leave a capacity completion fee or facility fee, and meter fee that the lot owners would be responsible for.

*Councilman Jackson made a motion to approve the final plat conditioned upon the posting of an improvement guaranty of the \$28,500. Vice Mayor/Councilman Penley seconded the motion. The motion passed by a unanimous vote of Council.*

**B. Waterline Extension and Capacity Request for 3 Garrison Road**

Public Works Director Tony Laughter discussed that the Town has received an application for a waterline extension at 3 Garrison Road for Serota Mars Hill, LLC, which is located in the Town limits of Weaverville. The extension that will be necessary is a 6-inch ductile iron waterline and at least one fire hydrant for a proposed maximum committed capacity of 4,000 gallons per day. The request is for an existing single-family residential unit, two 4-unit apartment buildings and possible commercial development. This proposed waterline extension would benefit the Town in the effort to upgrade that part of the Town’s water system.

*Councilman Dearth made a motion to approve the waterline extension and capacity requested. Councilman Fitzsimmons seconded the motion. The motion passed by a unanimous vote of Council.*

**C. North Asheville Baptist Church Waterline Extension Acceptance and Staff Level Approval**

Public Works Director Tony Laughter discussed that the North Asheville Baptist Church project has progressed such that we expect that all Town acceptance criteria for the waterline, vault and vault drain will be completed within the next few weeks. He is requesting that Town Council accept the waterline extension and related improvements into the Town’s water system subject to staff level approval by Public Works Director, Town Manager and Town Attorney. Public Works Director Laughter urges Town Council to set an improvement defects guaranty at \$8,000 to cover any defects that might be discovered within three years of our acceptance.

*Vice Mayor/Councilman Penley made a motion to approve the waterline extension and related improvements into the Town’s water system subject to staff level approval, and set an improvement defects guaranty amount at \$8,000. Councilman Jackson seconded the motion. The motion passed by a unanimous vote of Council.*

**D. Monticello Apartments Waterline Extension Acceptance and Staff Level Approval**

Public Works Director Tony Laughter discussed that the Monticello Apartments, Weaverville Apartments, and Hawthorne at Weaverville is nearing completion and we expect that all Town acceptance criteria for the waterline, vault and vault drain will be completed within the next few weeks. Therefore, the Public Works Director is requesting that Town Council accept the waterline extension and related improvements into the Town’s water system subject to staff level approval by Public Works Director, Town Manager and Town Attorney. He also urges Town Council to set an improvement defects guaranty at \$4,000 to cover any defects that might be discovered within three years of our acceptance.

*Councilman Fitzsimmons made a motion to approve the waterline extension and related improvements into the Town’s water system subject to staff level approval, and set an improvement defects guaranty amount at \$4,000. Councilman Nagle seconded the motion. The motion passed by a unanimous vote of Council.*

**8. Public Hearing and Action on FY 2017-2018 Proposed Budget**

*Vice Mayor/Councilman Penley made the motion to enter into Public Hearing; Councilman Nagle seconded and all voted in favor of opening the Public Hearing.*

Town Manager Selena Coffey opened the Public Hearing by mentioning that the proposed budget was posted to the Town’s website on April 17 and in accordance with Local Government Budget and Fiscal Control Act published on April 26, 2017. Since the last budget workshop there hasn’t been a lot changed to the budget so she was going to discuss the General Fund and Water Fund Budget highlights from her PowerPoint before public comment. As of April 17, 2017, the Buncombe County Tax Department has the Town of Weaverville’s revaluation estimated at \$824.57 million and based on the N.C. Treasurer’s Office formula the revenue neutral rate is .3622 per \$100 valuation. The General Fund has a total of \$6.683 million and a proposed tax rate at \$0.40. This lowers the current tax rate of \$0.44 by \$0.04, predicated on no change to the fire tax rate. The major expenditures in the General Fund budget are vehicle replacements for Police Department, Fire Department and Public Works, additional funding for relief firefighters and legal services for major projects, increase of approximately 8% for employee health insurance, proposed additional stipend for Council members per special-called meeting, 2<sup>nd</sup> year of Street Maintenance Plan and matching Greenways funding of \$60,000. The Water Fund budget total is \$2.074 million, an increase of 22% over FY 2017. A proposed 2% increase in water

rates is suggested per a prior water study and approximately \$152,500 fund balance appropriated. The Water Fund budget expenditures are additional funding for replacement of water meters, funding for repairs to Ox Creek reservoir exterior concrete and water plant facility, and funding for replacements of a wastewater tanker truck and 8-year old truck with excessive repairs and mileage. Town Manager Selena Coffey mentioned that there are still some outstanding issues needing to be discussed like the utilization of \$2.69 million in capital reserve, a potential water plant expansion, the SAFER Grant for the Fire Department and fire district tax rate, and revenue estimates. The PowerPoint from the May 15, 2017 meeting is attached.

Councilman Andrew Nagle commented that with the Town's General Reserve fund around \$5.1 million, we have over 80% of our annual revenue saved. The State of N.C. only requires you to have 8% of annual revenue saved and the Town of Weaverville recommends 40%. Based on this he suggests using these funds for the Town's capital improvements, which would allow the tax rate to be lowered to \$0.37.

Mayor Sherrill then invited the public to comment. The following people spoke during the public hearing on the budget:

Bernie Conrad, 7 AB Emblem Drive, commented on his issues with the proposed budget. He is concerned that since the assessed value of property has increased by approximately 30% and the proposed tax rate is \$0.40, the taxes that Weaverville collects from property owners will increase by 18% from last year and over 26% prior to the tax increase in 2016. He doesn't believe that this is revenue neutral and in order to get there, the tax rate should be \$0.35. He mentioned that the Town should consider increasing the tax base on housing projects already in development, instead of burdening current residents with these extra costs. Why not impose impact fees on developers like other towns do? Also, he states that the Town has almost enough money set aside to operate for a year without collecting any property taxes. We don't need to have or almost have the highest tax rate in the state, it will only make it harder for the next generation to live in Weaverville. The Town needs to manage at current budget levels and live within its means. He does greatly appreciate all the people who work for the Town.

*There being no other citizens wishing to provide comment on the proposed budget, Vice Mayor/Councilman Penley made the motion to close the Public Hearing; Councilman Nagle seconded and all voted in favor of closing the Public Hearing.*

## **9. Town Manager's Report**

Town Manager Selena Coffey presented her Manager's Report to Council including that the planning for our July 4<sup>th</sup> event has been completed with Joe Lasher Jr. performing, the Music on Main event will be held on June 23<sup>rd</sup>, Al Root will be resigning from the Zoning Board of Adjustments after the June meeting, Weaverville's Street Projects are underway and the Planning and Zoning Board would like to schedule a meeting with Town Council to present and review the Table of Uses they have been working on. Town Council suggested June 27 at 6 pm as their best choice or June 22 at 6pm, either choice would be held at the Weaverville Fire Department.

Mayor Dottie Sherrill personally, along with Town Council expressed their deepest sympathy for the loss of Town resident, Jill Britton. She passed away this past weekend and our thoughts and prayers go out to her family at this time.

#### **10. Closed Session**

*Councilman Penley made the motion to enter closed session as per N.C. Gen. Stat. § 143-318.11(a)(5) to establish or instruct staff on the position to be taken regarding the amount of compensation or other material terms of an employment contract and N.C. Gen. Stat. § 143-318.11(a)(6) to consider the qualifications, competence, performance, character, fitness, conditions of appointment, of conditions of employment of a public officer or employee, or to hear or investigate a complaint, charge or grievance. Councilman Jackson seconded the motion and by a unanimous vote Council entered into closed session.*

[CLOSED SESSION]

*Councilman Nagle made the motion to exit closed session. Councilman Dearth seconded and all voted unanimously to exit closed session and re-enter open session.*

#### **11. Adjournment**

*Councilman Jackson made the motion to adjourn; Councilman Dearth seconded and all voted to adjourn the Council's meeting at 7:35 p.m.*

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**DEREK K. HUNINGHAKE, Town Clerk**

**TOWN OF WEAVERVILLE  
TOWN COUNCIL AGENDA ITEM**

**MEETING DATE:** June 19, 2017  
**SUBJECT:** Monthly Tax Report  
**PRESENTER:** Town Finance Director  
**ATTACHMENTS:** Monthly Tax Report

**DESCRIPTION/SUMMARY OF REQUEST:**

The Town Tax Collector provides the following monthly tax report as of June 13, 2017. You will note that the collection rate is currently 98.83%. The Tax Collector reports that she has worked with the Town Attorney on letters going out last week to the property owners that have delinquent taxes.

This report is provided for information only.  
No action is requested or required.

**Town of Weaverville  
Monthly Tax Report  
FY 2016-2017**

	<u>As of 6/13/2017</u>
Real Property:	556,501,364
Real Property Discoveries:	<u>1,682,045</u>
<b>Total Real Property:</b>	<b>558,183,409</b>
Personal:	84,886,939
Personal Discoveries:	<u>236,136</u>
<b>Total Personal:</b>	<b>85,123,075</b>
Public Utilities:	5,244,545
Exemption:	(6,925,227)
Releases:	<u>(785,227)</u>
<b>Total Tax Value</b>	<b>640,840,575</b>
<b>Tax Levy (\$0.44 per \$100 Valuation):</b>	
Real Property:	2,456,007.00
Personal Property:	374,411.00
Public Utilities:	23,076.00
Less Under \$5 Adjustment	<u>(44.00)</u>
Total Public Utilities:	23,032.00
Exemption:	(30,471.00)
Releases:	<u>(3,455.00)</u>
<b>Total Levy (Total Billed)</b>	<b>2,832,043.00</b>
<b>Total Current Year Collections</b>	<b>2,798,839.00</b>
<b>% Collected</b>	<b>98.83%</b>
<b>Total Left to be Collected:</b>	<b>33,204.00</b>
<b>Prior Years Paid</b>	<b>5115</b>

**TOWN OF WEAVERVILLE  
TOWN COUNCIL AGENDA ITEM**

**MEETING DATE:** June 19, 2017  
**SUBJECT:** Tax Releases and Refunds  
**PRESENTER:** Town Finance Director  
**ATTACHMENTS:** None

**DESCRIPTION/SUMMARY OF REQUEST:**

Buncombe County has just settled an appeal from Lowes Home Centers, Inc., for its property at 24 Northridge Commons Parkway (PIN 9733-80-6106). This appeal settlement has resulted in a lowering of Lowes' property valuation for 2015 and 2016 and Buncombe County has processed appropriate tax releases and refunds. Town Council is requested to approve corresponding tax releases and refunds as follows:

- (1) a release of \$462,900 from the valuation of PIN 9733-80-6106 for 2015 and 2016; and
- (2) refunds of \$1,944.18 for 2015 and \$2,036.76 for 2016, totaling \$3,980.94.

**TOWN COUNCIL ACTION:**

Town Council is requested to approve the tax release and refund as recommended by Buncombe County. This action could be in the form of the following motion:

*I move that \$462,900 in valuation be released from PIN 9733-80-6106 for 2015 and 2016 and that \$3,980.94 be refunded to Lowes Home Centers, Inc.*

**TOWN OF WEAVERVILLE**  
**TOWN COUNCIL AGENDA ITEM**

**DATE OF MEETING:** June 19, 2017  
**SUBJECT:** Resolution Setting Election Filing Fees for Municipal Elections  
**PRESENTER:** Town Attorney/Town Manager  
**ATTACHMENTS:** Proposed Resolution

**DESCRIPTION:**

In accordance with N.C. Gen. Stat. § 163-294.2(e), Town Council is required to set the election filing fees for the municipal elections that will be held this year. This statute requires that the fee be set at not less than \$5.00 nor more than one percent (1%) of the annual salary of the office sought.

The Town Manager recommends that the election fee be set at \$20.00.

**COUNCIL ACTION REQUESTED:**

Town Council's action to set the municipal election filing fee is requested through the adoption of the proposed resolution.

**TOWN OF WEAVERVILLE  
RESOLUTION SETTING ELECTION FILING FEE  
FOR MUNICIPAL ELECTIONS**

**WHEREAS**, N.C. Gen. Stat. § 163-294.2(e) requires that the Town Council of the Town of Weaverville set the filing fee for candidates in a municipal election; and

**WHEREAS**, N.C. Gen. Stat. § 163-294.2(e) also requires that the fee be set at not less than \$5.00 nor more than one percent (1%) of the annual salary of the office sought; and

**WHEREAS**, the annual salary of the mayor is \$4,200.00 and the annual salary of a member of Town Council is \$3,000.00;

**WHEREAS**, the Town wishes to set the filing fee for all municipal elections within the Town of Weaverville at \$20.00 per filing;

**THEREFORE, BE IT RESOLVED BY THE TOWN OF WEAVERVILLE, NORTH CAROLINA, ACTING THROUGH ITS COUNCIL MEMBERS, that:**

1. The election filing fee for all candidates for municipal election within the Town of Weaverville is hereby set at \$20.00 per filing;
2. This resolution is effective for the municipal elections to be held in 2017 and for all subsequent municipal elections until such time as Town Council takes subsequent action to set or reset municipal election filing fees or until the authority of Town Council to set such fees has been legislatively rescinded.

**ADOPTED** this 19<sup>th</sup> day of June, 2017.

\_\_\_\_\_  
Dottie Sherrill, Mayor

**ATTEST:**

\_\_\_\_\_  
Derek Huninghake, Town Clerk

**Budget Amendment**

**Town of Weaverville**

**TOWN OF WEAVERVILLE**

**TOWN COUNCIL AGENDA ITEM**

**MEETING DATE:** June 19, 2017

**SUBJECT:** Budget Amendment – Public Works transfer for Salary/Wage expense

**PRESENTER:** Town Finance Director

**ATTACHMENTS:** Budget Amendment

**SUMMARY OF REQUEST:**

Due to a re-allocation of employees within the Public Works division, it is necessary to transfer \$32,000 in funds from the Recreation Department to the Sanitation Department in order to cover Salary/Wage expenses through the end of the 2017 fiscal year. Town Council approval is required for this budget amendment based on the FY2017 Budget Ordinance (Section 5), which states that amounts transferred between funds and/or exceeding \$5,000 must be approved by Town Council.

**COUNCIL ACTION REQUESTED:**

The Town Finance Director recommends Town Council's approval of the attached budget amendment transferring \$32,000 from the Recreation Department to the Sanitation Department in order to cover Salary/Wage expense for FY17.

**Potential motion:**

*I move that Town Council authorize the approval of the budget amendment, which transfers \$32,000 from the Recreation Department to the Sanitation Department, in order to cover Salary expense for FY17.*

**Budget Amendment  
Town of Weaverville**

What expense accounts are to be increased?

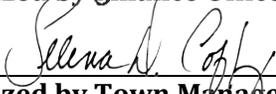
Account	Account Description	Transfer Amount
<u>010-470-471-12100</u>	<u>Salaries &amp; Wages (Sanitation)</u>	<u>\$32,000</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

What expense account(s) are to be decreased or additional revenue expected to offset expense?

Account	Account Description	Transfer Amount
<u>010-600-612-12100</u>	<u>Salaries &amp; Wages (Recreation)</u>	<u>\$32,000</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**Justification: Please provide a brief justification for this budget amendment.**

A budget amendment is necessary to transfer funds from the Recreation Department to the Sanitation Department in order to cover Salary/Wage expenditures due to re-allocation of employees within the Public Works division.

	06/14/2017
<b>Authorized by Finance Officer</b>	<b>Date</b>
	06/14/2017
<b>Authorized by Town Manager</b>	<b>Date</b>
<b>Authorized by Town Council (if applicable)</b>	<b>Date</b>

*Budget Ordinance Section 5:*

- A. He/she may transfer amounts between line items, expenditures and revenues, within a department without limitation and without a report being required.
- B. He/she may transfer amounts up to \$5,000 between departments within any one division, including contingency appropriations, within the same fund during any month. For the purpose of this ordinance, the Town of Weaverville has the following divisions: Public Works, Public Safety, and General Government. The Budget Officer must make an official report on such transfers at the next regular meeting of the Governing Board. Transfers between divisions would require action of the Governing Board.
- C. He/she may not transfer any amounts between funds, except as approved by the Governing Board in the Budget Ordinance as amended.

**TOWN OF WEAVERVILLE  
TOWN COUNCIL AGENDA ITEM**

**MEETING DATE:** June 19, 2017

**SUBJECT:** Voluntary Annexation Petition and Initial Zoning Request of Shakamar Investment Group, LLC for 7.78 Acres on Reems Creek Road

**PRESENTER:** Town Attorney/Town Clerk

**ATTACHMENTS:** Voluntary Annexation Petition and Data Sheet  
Certificate of Authority  
Deed and GIS Map  
Application - Zoning Map Amendment Requesting R-2 Zoning  
Proposed Resolution

**DESCRIPTION/SUMMARY OF REQUEST:**

The Town is in receipt of a voluntary annexation petition from Shakamar Investment Group, LLC, the owner of a 7.78-acre unimproved tract on Reems Creek Road. This property is contiguous to the Town's existing municipal boundaries. Together with this application Shakamar Investment Group, LLC, also submitted a zoning map amendment application requesting an initial zoning of R-2 if the property is to be annexed into the Town's municipal limits.

The first steps in the annexation process is to request that the Town Clerk investigate the sufficiency of the annexation petition and to send the initial zoning request to the Planning and Zoning Board for review and recommendation.

**COUNCIL ACTION REQUESTED:**

Town Council is requested to adopt the attached resolution which (1) directs the Town Clerk to investigate the sufficiency of the annexation petition and submit a Certificate of Sufficiency to Town Council at its July 17, 2017, regular meeting, and (2) directs the Town Planner to place the Application for a Zoning Map Amendment on the Planning and Zoning Board's next regular agenda so that the requested zoning district can be reviewed for consistency with the Town's Comprehensive Land Use Plan and a recommendation on same can be forwarded back to Town Council at such time as a public hearing is held on the matter.

**RESOLUTION DIRECTING THE CLERK TO INVESTIGATE THE SUFFICIENCY  
OF A VOLUNTARY ANNEXATION PETITION 2017-1 AND SENDING THE ASSOCIATED  
INITIAL ZONING REQUEST TO THE PLANNING AND ZONING BOARD  
FOR REVIEW AND RECOMMENDATION**

**WHEREAS**, a petition from Shakamar Investment Group, LLC, was received by the Town of Weaverville on May 25, 2017, requesting voluntary annexation of a 7.78-acre tract of land located on Reems Creek Road, Weaverville, NC, and which is described in that deed to Shakamar Investment Group, LLC, recorded in Book 5550 at Page 1307, and further identified as Buncombe County Parcel Number 9742-94-9526; and

**WHEREAS**, N.C. Gen. Stat. § 160A-31 provides that the sufficiency of the petition shall be investigated by the Town Clerk before further annexation proceedings may take place; and

**WHEREAS**, the Town of Weaverville is also in receipt of an application for a zoning map amendment request an R-2 zoning classification for the property to be annexed; and

**WHEREAS**, the Town Council of the Town of Weaverville, having first considered the zoning request on June 19, 2017, deems it advisable to proceed in response to this request for annexation and initial zoning;

**NOW, THEREFORE, BE IT RESOLVED** by the Town Council of the Town of Weaverville that:

1. The Town Clerk is hereby directed to investigate the sufficiency of the above-reference petition and to certify to Town Council the result of his investigation;
2. That the Town Planner is directed to place the application for initial zoning of R-2 on the Town's Planning and Zoning Board's next agenda so that the Board can review the requested zoning for consistency with the Town's Comprehensive Land Use Plan and forward a recommendation to Town Council prior to or at a public hearing that may subsequently be held on this matter.

**THIS** the 19<sup>th</sup> day of June, 2017.

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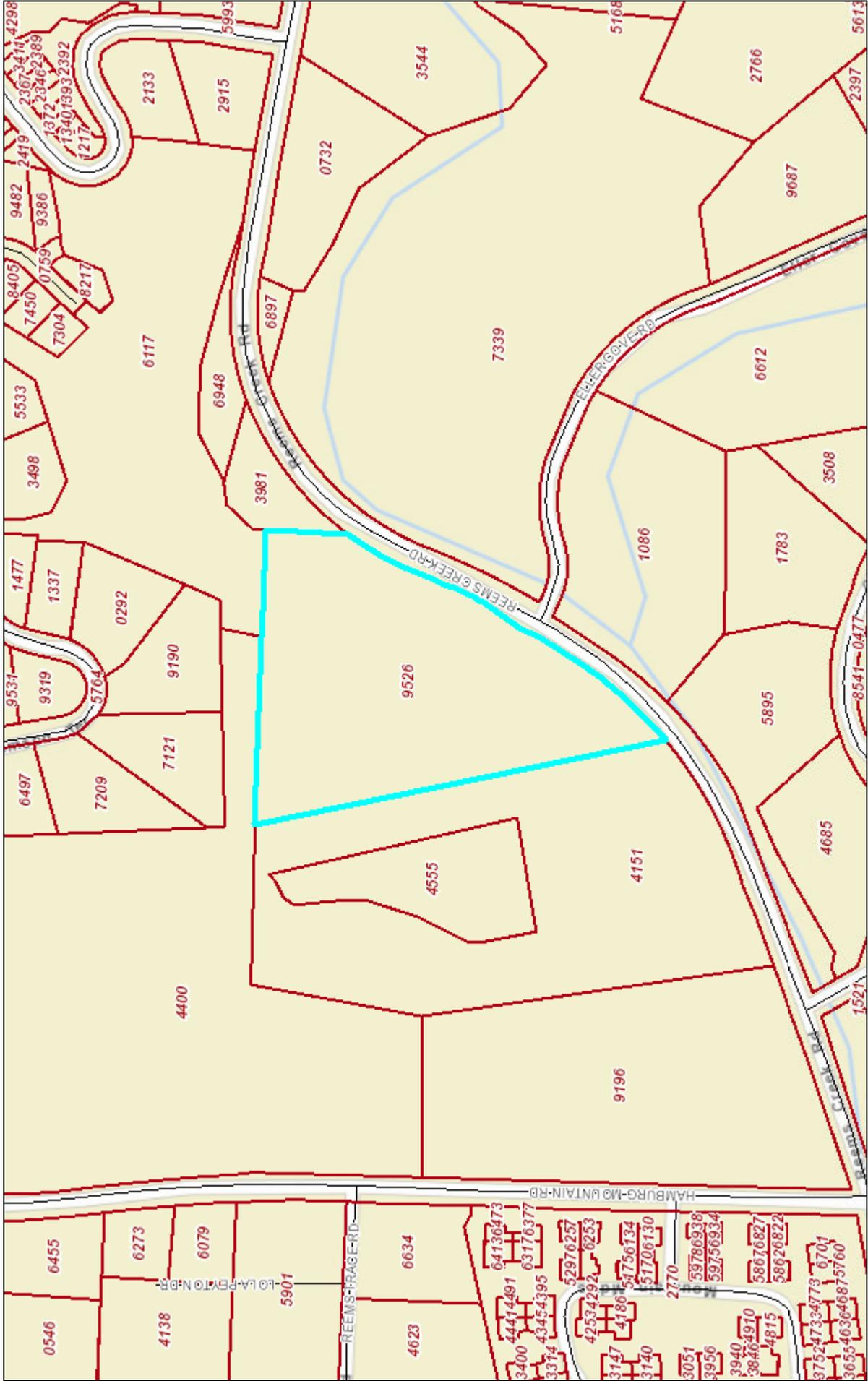
**DOTTIE SHERRILL**, Mayor

**ATTESTED BY:**

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**DEREK HUNINGHAKE**, Town Clerk

# Shakamar Annexation Area



June 13, 2017

1:4,514

Sources: Esri, HERE, DeLorme, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand),

**PETITION FOR VOLUNTARY ANNEXATION**  
**PETITION/APPLICATION**  
**Town of Weaverville, North Carolina**

Submittal Date: 5/25/17  
 Date Fee Paid: 5/25/17  
 Petition No: 2017-1

**STATE OF NORTH CAROLINA**  
**COUNTY OF BUNCOMBE**

**TO THE TOWN COUNCIL OF WEAVERVILLE, NORTH CAROLINA**

1. We, the undersigned owners of real property, respectfully request that the area described in Part 4 below be annexed to the Town of Weaverville, Buncombe County, North Carolina.
2. The area to be annexed is  contiguous,  non-contiguous (satellite) to the Town of Weaverville, North Carolina, and the boundaries are as contained in the metes and bounds description attached hereto.
3. If contiguous, this annexation will include all intervening rights-of-way for streets, railroads and other areas as stated in G.S. § 160A-31(f), unless otherwise stated in the annexation agreement/ordinance.
4. The property and property owner information is as follows:

Property Owner and Mailing Address	Phone Number & Email Address	Deed Reference & Property PIN	Property Owner Signature
Shakamar Investment Group, LLC	828-273-1185 timbrigman@gmail.com	5550/1307 9742-94-9526	<i>William S. ...</i>

5. Zoning vested rights  are not claimed,  have been established under G.S. § 153A-344.1 or § 160A-385.1 as follows [describe and attach the order and approved site plan]:

Total Acreage to be annexed: 8.0  
 Population in annexed area: \_\_\_\_\_  
 Proposed Zoning District: R-2  
 Reason for annexation:  Receive Town Services  Other (please specify)

The applicant must also submit a rezoning application with the petition for voluntary annexation to establish a Weaverville zoning designation. Please contact the Planning Department at (828)484-7002 for questions. If the purpose of the petition is a connection to public water, contact Public Works Department at (828)645-0606 to confirm that public water is available to the property and the cost of that connection.

**PETITION FOR VOLUNTARY ANNEXATION  
DATA SHEET**

**Town of Weaverville, North Carolina**

Submittal Date: 5/25/17

Petition No. 2017-1

Annexation Area Name: Reems Creek Road

Petitioner: Shakamar Investment Group, LLC

Subject Area Acreage: 8.0 acres

Current Land Use: undeveloped

Proposed Land Use or Development (describe): 22 unit single family home  
residential subdivision

Residential (single family): Number of Units: 22 Anticipated build out in 3 years  
Average Sales Price: \$ 300,000 /dwelling unit

Residential (multi-family): Number of Units: \_\_\_\_\_ Anticipated build out in \_\_\_\_\_ years  
Owned: Average Sales Price: \$ \_\_\_\_\_ /building unit  
Rental: Average Rental Amt: \$ \_\_\_\_\_ /month

Retail: Square footage: \_\_\_\_\_ Anticipated build out in \_\_\_\_\_ years  
Type of tenancy: \_\_\_\_\_

Commercial - Non-Retail: Square footage: \_\_\_\_\_ Anticipated build out in \_\_\_\_\_ years  
Type of tenancy: \_\_\_\_\_

Other: Square footage: \_\_\_\_\_ Anticipated build out in \_\_\_\_\_ years  
Type of tenancy: \_\_\_\_\_

Development Scale: Max building height of \_\_\_\_\_; max number of stories of \_\_\_\_\_

Infrastructure: Linear feet of publicly dedicated roadways proposed: 1,372 feet  
Public water proposed (describe): Town of Weaverville Public  
Water Extension, see Attached Plan  
Other Public Services Requested (describe): Sanitary Sewer via MSD  
of Buncombe County, see Attached Plan

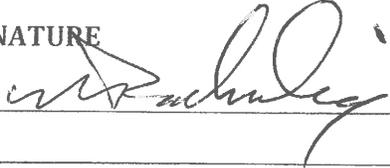
Zoning Vested Rights Claimed (describe and attach documentation): \_\_\_\_\_

Signature of Owner(s)

**PETITION FOR VOLUNTARY ANNEXATION  
 CERTIFICATE OF AUTHORITY FOR CORPORATION  
 Town of Weaverville, North Carolina**

The undersigned, being (a/the) duly elected officer of Shakamar Investment Group, LLC, a corporation organized and existing in the State of North Carolina (hereinafter "Corporation"), does hereby certify that:

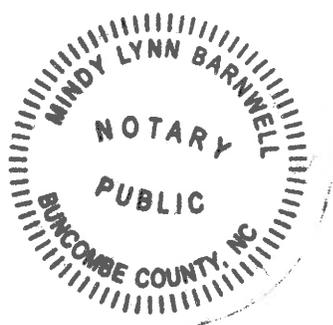
1. That the Corporation currently exists and is in good standing with the NC Secretary of State;
2. That a controlling majority of shareholders of the Corporation have adopted resolutions with respect to the attached/foregoing Petition for Voluntary Annexation and such resolutions have been duly and validly adopted and are in full force and effect.
3. That said resolutions adopted/approved the Petition for Voluntary Annexation and authorized any and all actions on behalf of the Corporation to complete the process for the Petition to be approved by the Town of Weaverville and that no further authorizing action need be taken.
4. That the said resolutions authorized the following person or persons to execute all documents in connection with the Petition for Annexation and that the signature appearing to the right of their name(s) is his/her genuine signature:

NAME	OFFICE HELD	SIGNATURE
<u>WILLIAM PARKER KING</u>	<u>MEMBER / MANAGER</u>	
_____	_____	_____
_____	_____	_____

THIS the 25<sup>th</sup> day of May, 2017.

STATE OF NORTH CAROLINA  
 COUNTY OF Buncombe

I, Mindy Lynn Barnwell, a Notary Public, certify that William Parker King personally came before me this day and acknowledged that he/she is the Member / Manager of Shakamar Investment Group, a North Carolina corporation, and that by authority duly given and as the act of the Corporation, the foregoing Certificate of Authority was signed by him/her on behalf of the Corporation. Witness my hand and seal this the 25<sup>th</sup> day of May, 2017.



Mindy Lynn Barnwell  
 Notary Public  
 My Commission Expires: 11-11-2020



Doc ID: 031141060006 Type: CRP  
Recorded: 05/18/2017 at 01:40:14 PM  
Fee Amt: \$336.00 Page 1 of 6  
Revenue Tax: \$310.00  
Workflow# 0000413044-0001  
Buncombe County, NC  
Drew Reisinger Register of Deeds  
BK 5550 PG 1307-1312

## NORTH CAROLINA SPECIAL WARRANTY DEED

Excise Tax \$ 310.00

Parcel Identifier No. 9742-94-9526

Mail after recording to GOOSMAN, ROSE, COLVARD & CRAMER (Box # 81)

This instrument was prepared by: Van Winkle, Buck, Wall, Starnes & Davis, P.A. (LPT)

Brief description for the Index: approximately 8 acres on Reems Creek Road

THIS DEED made this 18<sup>th</sup> day of May, 2017, by and between:

GRANTOR	GRANTEE
David R. Roberson and John G. Kelso, Co-Trustees of the Paul B. Roberson Insurance Trust dated November 1, 1993	Shakamar Investment Group, LLC, a Delaware limited liability company
294 Reems Creek Road, Weaverville, NC 28787	71 Cleveland Rd. Wellesley, MA 02481
See Exhibit B for Certificate of Trust	

The designation Grantor and Grantee as used herein shall include said parties, their heirs, successors, and assigns, and shall include singular, plural, masculine, feminine or neuter as required by context.

WITNESSETH, that Grantor, for a valuable consideration paid by Grantee, the receipt of which is hereby acknowledged, has and by these presents does grant, bargain, sell and convey unto Grantee in fee simple, all that certain lot or parcel of land situated in Weaverville Township, Buncombe County, North Carolina, and more particularly described as follows (the "Property"):

**SEE EXHIBIT A, ATTACHED HERETO AND INCORPORATED HEREIN BY REFERENCE.**

This instrument prepared by: Lindsay P. Thompson, a licensed North Carolina attorney. Delinquent taxes, if any, to be paid by the closing attorney, John Rose, to the county tax collector upon disbursement of closing proceeds.

**NO TITLE EXAMINATION WAS PERFORMED BY THE PREPARER OF THIS DEED.  
THIS PROPERTY DOES NOT INCLUDE THE GRANTOR'S PRINCIPAL RESIDENCE.**

The Property was acquired by Grantor by instrument recorded in Deed Book 1015, Page 397, Book 1015, Page 414, Book 5055, Page 117.

A map showing the Property is recorded in Plat Book \_\_\_\_, Page \_\_\_\_.

TO HAVE AND TO HOLD the Property and all privileges and appurtenances thereto belonging to Grantee in fee simple.

And the Grantor covenants with the Grantee, that Grantor has done nothing to impair such title as Grantor received, and Grantor will warrant and defend the title against the lawful claims of all persons claiming by, and under or through Grantor, except for the exceptions hereinafter stated.

Title to the Property is subject to the following exceptions:

Utilities physically located on the Property, ad valorem taxes for the current year and subsequent years, easements and restrictions of record, and any local, county, state, or federal laws, ordinances, or regulations relating to zoning, environment, subdivision, occupancy, use, construction, or development of the subject property, including existing violations of said laws, ordinances, or regulations.

IN WITNESS WHEREOF, Grantor has hereunto set their hands and seals the day and year first above written.

PAUL B. ROBERSON INSURANCE TRUST DATED NOVEMBER 1, 1993

By: David R. Roberson (SEAL)  
David R. Roberson, Co-Trustee

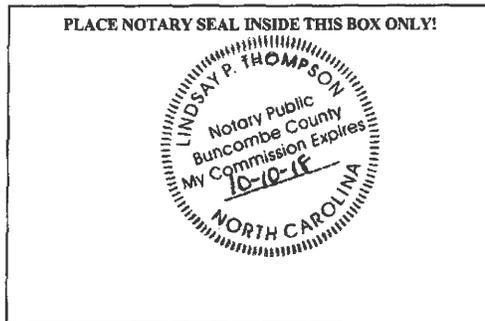
By: John G. Kelso (SEAL)  
John G. Kelso, Co-Trustee

STATE OF NORTH CAROLINA  
COUNTY OF BUNCOMBE

I certify that the following person(s) personally appeared before me this day, each acknowledging to me that he or she signed the foregoing document: David R. Roberson and John G. Kelso

Date: 5-17-17

Lindsay P. Thompson  
Notary Public  
Lindsay P. Thompson  
(Printed Name of Notary)  
My Commission Expires: 10-10-18



## Exhibit A

Beginning on a walnut tree in the north margin of Reems Creek Road, and runs North 13° West 54 Poles to a stake; thence South 87° 35' East 42 poles to a stake on the margin of Reems Creek Road; thence with the margin of said Road, as follows: South 10° West 10 poles; South 14° West 12 poles; South 34° West 26 poles; South 48° West 12.4 poles to the Beginning, containing 8 acres, more or less.

The above-described property is all of that property conveyed in those deeds recorded in Record Book 1015, at Page 397, in Record Book 1015, at Page 414, and in Record Book 5055, at Page 117 of the Buncombe County, NC Register's Office.

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**TOWN OF WEAVERVILLE APPLICATION FOR  
A ZONING MAP OR TEXT AMENDMENT**

Planning and Zoning Department, 30 South Main Street, P.O. Box 338, Weaverville, NC 28787  
(828) 484-7002 --- fax (828) 645-4776 --- [jeller@weavervillenc.org](mailto:jeller@weavervillenc.org)

OWNER/APPLICANT NAME: *Shokumar Inverduet LLC* APPLICATION DATE: *6/11/7*  
PHONE NUMBER: *828-273-1185* MAILING ADDRESS:

Application is made to the Town Council of Weaverville to amend:

- The Zoning Map  
 The text of the Zoning Ordinance (Ch 36 of Code of Ordinances)

APPLICATION TO AMEND ZONING MAP

PROPERTY ADDRESS: *unaddressed Reemo Creek rd*

PIN: *9742-94-9526*

LOT AREA (acres): *8*

CURRENT ZONING DISTRICT: *None*

PROPOSED ZONING DISTRICT: *R-2*

APPLICATION IS NOT COMPLETE WITHOUT A BOUNDARY SURVEY DEPICITING:

- Total acreage  
 Current owner(s) and date of survey  
 Property location relative to streets  
 North arrow  
 Existing easements, rights of way, or other restrictions on the property  
 *NA* Areas located within the floodplain  
 Natural terrain of 15% or greater grade  
 Adjoining property owners, addresses, and Buncombe County PINs

APPLICATION TO AMEND TEXT

SECTION(S) OF CHAPTER 36 TO AMEND:

PROPOSED CHANGE TO TEXT (attach additional documentation if necessary):

JUSTIFICATION OF PROPOSED AMENDMENT(S):

**TOWN OF WEAVERVILLE APPLICATION FOR  
A ZONING MAP OR TEXT AMENDMENT**

Planning and Zoning Department, 30 South Main Street, P.O. Box 338, Weaverville, NC 28787  
(828) 484-7002 --- fax (828) 645-4776 --- [jeller@weavervillenc.org](mailto:jeller@weavervillenc.org)

I certify that the above information is accurate and true and that I am the owner or a duly appointed agent of the owner.

SIGNATURE OF APPLICANT

DATE

It is the applicant's responsibility to obtain a copy of the Town of Weaverville Zoning Ordinance and to be fully aware of the regulations detailed therein.

**REZONING FEE SCHEDULE:**

1 Lot < 1 acre	\$350.00
2-4 Lots or 1-3 acres	\$450.00
4-9 acres	\$550.00
10-25 acres	\$750.00
25+ acres	\$900.00

**OFFICE USE ONLY**

FEE: \$ <u>550</u>	DATE PAID: <u>6.13.17</u>	CHECK <input checked="" type="checkbox"/>	CASH <input type="checkbox"/>
DATE OF INTIAL COUNCIL MEETING: <u>6.19.17</u>	ACTION TAKEN:		
DATE OF PLANNING BOARD MEETING: <u>7.6.17</u>	ACTION TAKEN:		
DATE OF PUBLIC HEARING & COUNCIL DECISION:	FINAL ACTION:		

**TOWN OF WEAVERVILLE  
TOWN COUNCIL AGENDA ITEM**

**MEETING DATE:** June 19, 2017

**SUBJECT:** Request to Declare Surplus Property and Approve Disposition Methods – Fire Department

**PRESENTER:** Town Manager

**ATTACHMENTS:** List of Surplus Personal Property  
Proposed Resolution

**DESCRIPTION/SUMMARY OF REQUEST:**

The Fire Chief has recently identified several items of personal property that are no longer needed by the Fire Department. A list of those items is attached.

Town Manager has the authority under Town Code §§ 2-236 through 2-238 to dispose of surplus personal property as long as the item or group of items has a fair market value of less than \$5,000, the property is no longer necessary for the conduct of public business, and sound property management principles and financial considerations indicate that the interest of the Town would best be served by disposing of the property. This authority, however, does not allow the Town Manager to authorize the donation of any property.

Most of the items on the list are now obsolete and not needed given the new equipment that the Fire Department was able to obtain over the last few years. While these items are in many cases out of date, they could be used by other fire departments, rescue squads or similar agencies. The Town Manager and Fire Chief, therefore, recommended that the items marked for donation on the attached list be declared surplus and donated pursuant to N.C. Gen. Stat. § 160A-280. While the Town Manager has been granted certain statutory and local authority to dispose of surplus property, Town Council must authorize all donations by resolution.

Other items have missing parts or are no longer operational. These items are considered worthless and will be scrapped and disposed of at the Buncombe County landfill and/or recycling center.

The Fire Chief does believe that the three positive pressure ventilation fans (the last item shown on the list) have some value and could be sold for approximately \$200 each on [www.govdeals.com](http://www.govdeals.com), an online auction site for government surplus property. The Town Manager wanted to make Town Council aware that she intends to exercise her authority to sell these fans in this manner.

**COUNCIL ACTION REQUESTED:**

The Town Manager requests adoption of the proposed resolution which will declare all items indicated as surplus property and allow her and the Fire Chief to dispose of the surplus personal property as indicated.

**TOWN OF WEAVERVILLE  
RESOLUTION DECLARING CERTAIN PERSONAL PROPERTY AS SURPLUS  
AND AUTHORIZING ITS DISPOSITION**

**WHEREAS**, the Town of Weaverville owns certain items of personal property, identified and described on the attached list, which the Town Manager and the Fire Chief have determined to be of little value and no longer needed for Town operations; and

**WHEREAS**, the Town Manager has the authority under Town Code §§ 2-236 through 2-238 to dispose of surplus personal property as long as the item or group of items has a fair market value of less than \$5,000, the property is no longer necessary for the conduct of public business, and sound property management principles and financial considerations indicate that the interest of the Town would best be served by disposing of the property;

**WHEREAS**, N.C. Gen. Stat. § 160A-280 allows the Town to donate surplus personal property to another governmental unit or a nonprofit organization properly incorporated within the United States; and

**WHEREAS**, a notice concerning the possible adoption of a resolution approving the donation of certain personal property was posted on June 14, 2017, in compliance with N.C. Gen. Stat. § 160A-280;

**WHEREAS**, the Town Council agrees with its Manager's assessment that all of the items described on the attached list should be declared as surplus and disposed of;

**NOW, THEREFORE, BE IT RESOLVED** by the Town Council of the Town of Weaverville that:

1. All personal property described on the attached list is declared as surplus property;
2. The Town Manager and the Fire Chief are authorized to donate all of those items that are marked for donation on the attached list to any governmental unit within the United States or any nonprofit organization organized within the United States that is carrying out a public purpose; and
3. The Town Manager, Fire Chief, or designee, is authorized to dispose of all of the items that are marked as scrap on the attached list by depositing them in the Buncombe County landfill and/or recycling center; and
4. The Town Manager is hereby authorized to sell the three (3) positive pressure ventilation fans (valued estimated at \$200 each) as she sees fit in accordance with applicable law and Town Code § 2-237.

**THIS** the 19<sup>th</sup> day of June, 2017.

\_\_\_\_\_  
**DOTTIE SHERRILL**, Mayor

**ATTESTED BY:**

\_\_\_\_\_  
**DEREK HUNINGHAKE**, Town Clerk

# Surplus Personal Property – Fire Department

*Attached to Resolution dated June 19, 2017*

DESCRIPTION	DONATE	SCRAP	SELL
13 pair of turnout boots. (Past 10-year lifespan.)	X		
1 pair of wildland boots. (Past 10-year lifespan.)	X		
9 pair of turnout pants. (Past 10-year lifespan.)	X		
6 turnout coats. (Past 10-year lifespan.)	X		
22 medical head/neck stabilizers. (New style used in county system.)	X		
26 neck braces. (assorted sizes. New style used in county system.)	X		
2 manual suction devices. (Replaced with new devices. Obsolete.)	X		
1 Hare traction device. (leg) (Old stock. Replaced with newer styles to be consistent in county system.)	X		
1 HalfBack traction device. (Old stock. Replaced with newer styles to be consistent in county system.)	X		
1 leg splint kit. (Old stock. Replaced with newer styles to be consistent in county system.)	X		
1 Matrix. (Adult/child splint kit.) (Old stock. Replaced with newer styles to be consistent in county system.)	X		
25 Traffic Vests. (Does not meet current standards.)	X		
8 suppression nozzles. (Old stock. Not cost effective to repair.)	X		
31 Scott AirPacks -2.2 (Past 15-year lifespan.)	X		
8 Scott AirPak brackets (Fits AirPaks to Trucks. Not compatible with new Airpaks.)	X		
47 Scott bottles. (Approx. 18 months left on hydrostatic test. Not compatible with new Airpaks.)	X		
20 Scott bottles. (Old style bottles that do not meet current standards.)	X		
52 Scott AirPak Masks. (6 small, 35 medium, 11 large) (Past 15-year lifespan; Not compatible with new Airpaks.)	X		
1 Scott AirPak Carrying Case. (Not compatible with new Airpaks.)	X		
1 Partner K12 saw. Model K1200. (Rope pull broken. No replacement part.)		X	
1 Stihl Chainsaw. Model 025. 10" bar. (Crankcase leaking. Not cost effective to repair.)		X	
1 Jonsered Chainsaw. Model 2045 Turbo. 16" bar. (No replacement parts available.)		X	
2 Foam Aerator Tube. (1-24" tube, 1-36" tube.) (Old stock. No longer use this style.)	X		
1 Hose clamp. (Old stock.) (Not cost effective to repair.)		X	
1 30' Booster Hose. (1 ¼" connection – both ends.) (Old stock. No longer use this style.)	X		
1 Foam Inductor unit. (Old stock. Not compatible with new equipment.)	X		
1 50' winch cable. (3/8" cable with capture hook. Not cost effective to repair.)	X		
1 set of removable 3 <sup>rd</sup> row seats for a 2004 Chevy Tahoe. (No longer have Chevy Tahoe.)	X		

DESCRIPTION	DONATE	SCRAP	SELL
3 mountable Warn winches. (Missing controls. Old stock.)	X		
4 High pressure air bags. (Old stock. Can no longer be tested and certified.)		X	
Sharp. UX-A1000. Plain paper Inkjet Fax. (Replaced with current copier/printer/fax.) (12+ years old)	X		
Dell. Computer monitor. A5501. (No longer operational.)		X	
Dell. Computer monitor. A5501. (No longer operational.)		X	
Dell. Computer monitor. (Display bad) (No longer operational.)		X	
Dell Desktop. Optiplex 790. (No longer operational.)		X	
Dell keyboard. (Wired devices no longer needed.)	X		
Dell mouse. (Wired devices no longer needed.)	X		
Toshiba Laptop. Satellite 2595XDVD. (Old stock. System not operational.)		X	
EZ DUB. CD/DVD duplicator. (Model #SHW-160P6SU. Not operational.)		X	
Electronic Display board. (Beta Bright. Model # 1196-80x7-RGB-3. Missing power supply.)	X		
Super Vac Model #718G4 Positive Pressure Ventilation Fans <b>QTY. 3</b> (obsolete; transitioned to electric PPV fans)			X

Rev. 6/12/17

**TOWN OF WEAVERVILLE**  
**TOWN COUNCIL AGENDA ITEM**

**Date of Meeting:** June 19, 2017  
**Subject:** Budget Ordinance & Fee Schedule  
**Presenter:** Town Council  
**Attachments:** Yes

**Description:**

The Town Council conducted budget workshops from February until June 2017 and held its public hearing on the Town Manager's proposed budget on May 15, 2017. The attached Budget Ordinance & Fee Schedule reflects the Manager's Proposed FY 2017-2018, with revisions made by Town Council during budget deliberations. This Ordinance establishes a tax rate at \$0.38 cents per \$100 valuation.

**Action Requested:**

The Town Manager recommends approval of the attached FY 2017-2018 Budget Ordinance and Fee Schedule.

# Town of Weaverville

# Budget Ordinance & Fee Schedule

## Fiscal Year 2017-2018

### *Town Council*

**Dottie Sherrill**

*Mayor*

**John Penley**

*Vice Mayor*

**Doug Dearth**

*Councilman*

**Doug Jackson**

*Councilman*

**Patrick Fitzsimmons**

*Councilman*

**Andrew Nagle**

*Councilman*

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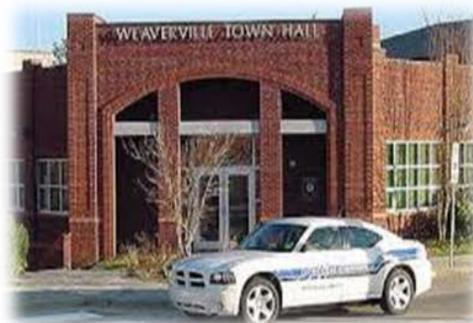
**Selena D. Coffey, ICMA-CM**

*Town Manager*

*Budget Officer*

**Tonya Dozier, CPA**

*Finance Officer*



**FY 2017- 2018 BUDGET ORDINANCE  
TOWN OF WEAVERVILLE, NORTH CAROLINA**

**WHEREAS**, N.C.G.S §159-8 requires that the Town of Weaverville appoint a Budget Officer to serve at the will of the governing body and Town Council has and hereby appoints the Town Manager to serve in such capacity; and

**WHEREAS**, in accordance with N.C.G.S. §159-10, departmental budget requests were submitted to the Budget Officer by March 31, 2017, and in accordance with N.C.G.S. §159-11, the Budget Officer submitted a proposed budget and budget message to Town Council on April 17, 2017, which included the revenue-neutral property tax rate calculated as thirty-six cents (\$0.36) per \$100 in valuation per the recent Buncombe County Tax Department general reappraisal; and

**WHEREAS**, in accordance with N.C.G.S. §159-12(a), the Budget Officer filed the proposed budget with the Town Clerk on April 17, 2017 and posted the same on the Town's website, and the Town Clerk caused a statement indicating that the proposed budget had been submitted to the governing body and was available for public inspection and that a public hearing on the budget was scheduled for May 15, 2017, to be advertised with the news media on April 26, 2017; and

**WHEREAS**, Town Council, in accordance with N.C.G.S. §159-12(b) and after proper notice under N.C.G.S. §159-12(a), held a public hearing on the proposed budget on May 15, 2017, providing the public with an opportunity to attend and provide comment; and

**WHEREAS**, Town Council has carefully considered the anticipated revenues and expenditures necessary to provide for the provision of municipal services within the Town of Weaverville during the 2017-2018 fiscal year and wishes to adopt this Budget Ordinance which reflects a balanced budget in accordance with N.C.G.S. §159-8 with the sum of estimated net revenues and appropriated fund balances equal to appropriations;

**BE IT, THEREFORE, ORDAINED** by the Town Council for the Town of Weaverville, North Carolina:

**Section 1. General Fund Revenues**

It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

**GENERAL FUND**

---

**REVENUES**

Prior Year Taxes	\$1,600
Prior Year Interest & Penalties	\$200
Ad Valorem Tax	\$3,110,600
DMV Tax Revenue	\$180,000
Tax Penalties & Interest	\$5,000
Utility Tax Revenue	\$480,000

Beer & Wine Excise Tax	\$16,000
Powell Bill Funds	\$100,000
Local Government Sales Tax Revenue	\$1,127,357
Fire Protection Contract Revenue	\$1,358,293
ABC – Distribution to Town	\$70,000
ABC – Alcohol Education	\$6,000
ABC – Distribution to the Police Department	\$4,000
Cell Tower Revenue	\$16,000
Miscellaneous Revenue	\$9,000
Interest Income	\$5,000
Powell Bill Interest Income	\$150
Planning & Zoning Fees	\$20,000
Fire Inspection Fees	\$600
Sale of Surplus Property	\$5,000
Appropriated Fund Balance	\$323,600

**TOTAL ESTIMATED GENERAL FUND REVENUES** **\$6,838,400**

**Section 2. General Fund Appropriations**

The following amounts are hereby appropriated in the General Fund for the operation of the Town government and its activities for the fiscal year beginning July 1, 2017 and ending June 30, 2018, in accordance with the departmental units heretofore established for the Town:

**APPROPRIATIONS**

Governing Body	\$235,786
Administration	\$601,920
Planning Department	\$111,196
Police Department	\$1,615,642
Fire Department	\$1,996,270
Public Works:	
Streets Division	\$676,983
Powell Bill Division	\$119,306
Sanitation Division	\$668,805
Recreation Division	\$334,517
Contingency	\$20,000
Debt Service	\$457,975

**TOTAL GENERAL FUND APPROPRIATIONS** **\$6,838,400**

**Section 3. Water Fund Revenues**

It is estimated that the following revenues will be available in the Water Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

**WATER FUND**

---

**REVENUES**

Water Revenue	\$1,800,000
Miscellaneous Revenue	\$20,000
Water Tap Revenue	\$18,000
Capacity Depletion Fees	\$36,000
Fees for MSD Collections	\$45,000
Appropriated Fund Balance	\$156,916
Interest Earned	\$2,500

**TOTAL ESTIMATED WATER FUND REVENUES** **\$2,078,416**

**Section 4. Water Fund Appropriations**

The following amounts are hereby appropriated in the Water Fund for the operation of the Town's water system for the fiscal year beginning July 1, 2017 and ending June 30, 2018, in accordance with the departmental divisions heretofore established for the Town:

**WATER FUND**

**APPROPRIATIONS:**

Water Administration	\$286,468
Water Production	\$896,254
Water Maintenance	\$671,087
Contingency	\$15,000
Reserve for Bond Payments	\$209,607

**TOTAL WATER FUND APPROPRIATIONS** **\$2,078,416**

**Section 5. Ad Valorem Taxes**

An *ad valorem* tax rate of thirty-eight cents (\$0.38) per one hundred dollars (\$100.00) valuation of taxable property, as listed for taxes as of January 1, 2017 is hereby levied and established as the official tax rate for the Town of Weaverville for fiscal year beginning July 1, 2017 and ending June 30, 2018. This tax rate is based upon a total projected valuation of \$819,074,475 and an estimated collection rate of 99.0%.

**Section 6. Fee and Rate Schedule**

There is hereby adopted an official Fee Schedule (including Water Rates) listing moneys receivable by the Town of Weaverville as referenced in Sections 1 and 3 of this Budget Ordinance. The Fee Schedule is incorporated as an addendum to this Budget Ordinance.

**Section 7. Authorizations & Conditions**

The Town Manager, serving also as Budget Officer for the Town of Weaverville, is hereby authorized to transfer appropriations as contained herein under the following conditions:

- A. This Budget Ordinance defines departments and divisions as follows:

<b>General Fund Departments:</b>		<b>Divisions:</b>
Governing Body		
Administration		
Planning Department		
Police Department		
Fire Department		
Public Works:		<ul style="list-style-type: none"> <li>• Streets Division</li> <li>• Powell Bill Division</li> <li>• Sanitation Division</li> <li>• Recreation Maintenance Division</li> </ul>
<b>Water Fund Departments:</b>		<b>Divisions:</b>
Water		<ul style="list-style-type: none"> <li>• Water Administration</li> <li>• Water Production</li> <li>• Water Maintenance</li> </ul>

- B. The Budget Officer or his/her designee is hereby authorized to distribute departmental funds based upon the line item budgets and make expenditures therefrom, in accordance with the Local Government Budget and Fiscal Control Act.
- C. The Budget Officer or his/her designee may authorize transfers between line items, expenditures and revenues, within a department or division without limitation and without a report being required.
- D. The Budget Officer or his/her designee may transfer amounts up to 5%, but not to exceed \$10,000 monthly, between departments, including contingency appropriations, but only within the same fund. The Budget Officer must make an official report on such transfers at a subsequent regular meeting of Town Council.
- E. The Budget Officer or his/her designee may not transfer any amounts between funds, except as approved by Town Council, as a budget amendment.

**Section 8. Contingency Concerning Fire Tax Rate**

The North Buncombe Fire Tax Rate used in this Budget Ordinance is \$0.112 per \$100.00 in valuation. Since this Budget Ordinance is being adopted prior to the official adoption of the Buncombe County fire tax rates, there is some uncertainty in the fire tax rate. Should Buncombe County set the fire tax rate applicable within the Town's jurisdiction lower than \$0.112 per \$100.00 in valuation, then the Town's Budget for FY 2017-2018 shall be and is hereby automatically amended to appropriate the resulting difference in fire tax revenue from the fund balance within the Town's General Fund.

**Section 9. Utilization of Budget Ordinance**

The Budget Ordinance shall be the basis for the financial plan of the Town of Weaverville during the fiscal year beginning July 1, 2017 and ending June 30, 2018. The Budget Officer shall administer the budget. The accounting system shall establish records, which are in consonance with this budget and this ordinance and the appropriate statutes of the State of North Carolina.

**Section 10. Distribution & Documentation**

Copies of this Budget Ordinance shall be furnished to the Town Clerk, the Budget Officer and the Finance Officer to be kept on file by them for direction in the collection of revenues and disbursement of Town funds.

**DULY ADOPTED** this the **19th** day of **June, 2017**.

\_\_\_\_\_  
Dottie Sherrill, Mayor

**ATTEST:**

\_\_\_\_\_  
Derek Huninghake, Town Clerk

- Fees highlighted in yellow have historically been charged, but not included in the fee schedule.
- Fees highlighted in green are new fees to be approved.
- Fees highlighted in blue are changes to the current fees.

## TOWN OF WEAVERVILLE

# FEE SCHEDULE

ADOPTED JUNE 19, 2017

### Town Council

**Dottie Sherrill**  
*Mayor*

**John Penley**  
*Vice Mayor*

**Doug Jackson**  
*Councilman*

**Doug Dearth**  
*Councilman*

**Andrew Nagle**  
*Councilman*

**Patrick Fitzsimmons**  
*Councilman*

**Selena D. Coffey**  
*Town Manager*

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PROPOSED

**GENERAL ADMINISTRATIVE FEES**

**Returned check fee for non-tax payments** ..... \$25.00  
**Returned check fee for tax payments** ..... 10%

**Processing Fees for Electronic Payments**  
*(through ACI Worldwide and www.officialpayments.com)*

**Utility Payments** ..... \$2.95 flat fee

**Tax Payments** ..... 2.5% with a \$3.95 minimum

**Planning/Zoning Payments and Miscellaneous Payments** ..... 2.5% with a \$1.95 minimum

**Special Permit Fees** (Reference Special Events Permit)

Events with Alcohol ..... \$200.00  
 Events with No Alcohol ..... \$300.00

**Facility Use Fees** (Reference Facility Use Policy & Application)

Facility	Resident per Hour	Non-Resident per Hour	Deposit
Town Hall Community Room	\$100.00	\$300.00	\$500.00
Lake Louise Community Center & Parking Lot	\$50.00	\$200.00	\$250.00
Town Hall Community Room Kitchen	\$20.00	\$20.00	

**Lake Louise Fishing License**

**Monthly, Town Residents** ..... \$10.00  
**Monthly, Non-Residents** ..... \$20.00  
**Annually, Town Residents** ..... \$20.00  
**Annually, Non-Residents** ..... \$40.00

**Solid Waste/Trash Violation** ..... \$50.00

**Recycling Fee** (included on monthly utility bill) ..... \$2.59

**Public Records Request Copying Charge(s)**

8 ½" x 11" black & white single-sided hardcopy (per page).....	\$0.02
8 ½" x 11" color single-sided hardcopy (per page) .....	\$0.09
8 ½" x 11" black & white double-sided hardcopy (per page).....	\$0.03
8 ½" x 11" color double-sided hardcopy (per page).....	\$0.18
Electronic Copies.....	No Charge

*(Applicable postage will also be charged for mailing hard copy documents.)*

**Annexation Petition Fee** ..... \$500.00

**Fire Hydrant Connection Permit** ..... \$30.00

**Hourly Charges for Equipment/Personnel**

**Equipment**

Police Car.....	\$15.00
16" Chain Saw.....	\$2.00
25" Chain Saw.....	\$3.00
Pumper Truck.....	\$80.00
Ladder Truck .....	\$150.00
Ton Truck (P/U Brush Truck.....	\$20.00
Command Vehicles .....	\$10.00
Tanker.....	\$30.00

**Personnel**

Firefighters, Police Officers, Public Works Employees.....	\$25.00
Captain.....	\$30.00
Chief Officers.....	\$35.00

**Beer & Wine Privilege Licenses**

*Note: Municipalities are permitted to tax establishments who offer beer and wine for on and off premises consumption as follows:*

Beer (on premises).....	\$15.00
Beer (off premises) .....	\$5.00
Wine (on premises) .....	\$15.00
Wine (off premises) .....	\$10.00
Beer and/or Wine Wholesale.....	up to \$37.50

**FIRE DEPARTMENT**

Plans Review Permit.....	\$100.00
Fuel Dispensing Permit .....	\$50.00

Other potential charges from the Fire Department or Fire Marshal's Office due to fines associated with fire code and fire lane violations.

**POLICE DEPARTMENT**

**Violations of General Provisions** ..... \$100.00  
 (Unless otherwise specifically provided, \$100.00 charge for each separate and distinct violation.)

**Dangerous Dog Violations**

Class I: \$250.00 first day, and \$250.00 each subsequent day of continuous violation.

Class II: \$500.00 first day, and \$500.00 each subsequent day of continuous violation.

Class III: \$1,000.00 first day, and \$1,000.00 each subsequent day of continuous violation.

**Parks and Recreation Violations (daily)** ..... \$25.00  
 (Includes dogs on walking trail, and vehicles on grass/trail)

**Truck Traffic on Residential Street**.....\$50.00

**Vegetation Violations**.....\$50.00

**Parking Violations** .....\$10.00  
 (Includes all parking violations)

**PLANNING & ZONING DEPARTMENT**

**Residential Zoning Permits:**

Single Family Dwelling .....\$150.00 plus \$0.05 per sq. ft. over 1,200

Multi Family Dwelling ..... \$300.00 plus \$50.00 per dwelling unit

**Secondary Dwelling** ..... **\$150.00**

Addition to Dwelling..... \$75.00 plus \$0.05 per sq. ft. over 1,200

Accessory Structure ..... \$50.00 plus \$0.05 per sq. ft. over 100

Deck/Porch.....\$50.00

Home Occupation.....\$50.00

**Internal Up-fit**.....**\$50.00**

**Temporary Structure/Use**.....**\$50.00**

**Commercial / Industrial Zoning Permits:**

Commercial/Industrial Structure .....\$350.00 plus \$0.05 per sq. ft. over 2,000

**Commercial/Industrial Addition**.....**\$100.00 plus \$0.05 per sq. ft. over 2,000**

**Accessory Structure** ..... **\$50.00 plus \$0.05 per sq. ft. over 500**

**Internal Up-Fit**.....**\$100.00**

Telecommunication Tower..... \$4,000.00 per location or max allowed by law

Telecommunication Tower (Co-location, Microcell, Concealed) ..... \$500.00 per location or max allowed by law  
 Temporary Structure/Use..... \$100.00

**Sign Permits:**

Sign Permit Fee.....\$50.00 plus additional based upon total surface area of sign  
 Up to 32 sq. ft.....\$25.00  
 33 - 64 sq. ft.....\$50.00  
 65 - 96 sq. ft.....\$100.00  
 97 sq. ft. plus.....\$150.00 plus \$2.50 per sq. ft.

**Special Use Permit or Related Amendment Fee**..... \$500.00

**Rezoning, Map or Text Amendment Fees:**

Less Than 1 Acre ..... \$350.00  
 1 - 3 Acres..... \$450.00  
 4 - 9 Acres..... \$550.00  
 10 - 25 Acres ..... \$750.00  
 25 Acres plus..... \$900.00

**Conditional Zoning District:**

Less Than 1 Acres ..... \$350.00  
 1 - 3 Acres..... \$500.00  
 4 - 9 Acres..... \$750.00  
 10 - 25 Acres ..... \$1,500.00  
 25 Acres Plus ..... \$2,500.00

**Subdivision Fees:**

Minor Subdivision.....\$100.00 plus \$25 per lot  
 Major Subdivision..... \$300.00 plus \$25 per lot

**Miscellaneous Planning & Code Enforcement Fees:**

Initial Review by Zoning Administrator..... No charge  
 Zoning Verification Letter ..... \$25.00  
 Gaming Terminal Fees (per machine)..... \$1,000.00  
 Variance..... \$250.00 plus \$50.00 for each variance requested  
 Interpretation..... \$500.00

**WATER DEPARTMENT**

**Administrative Water Fees**

Account Establishment Service Charge .....\$25.00  
 Seasonal Reconnect Fee .....\$20.00  
 Reconnect Fee .....\$60.00  
 Flow Test Fee.....\$40.00

Meter Testing at Customer Request (Charged only if meter is operational) .....\$40.00

**Water Rates**

For water used **INSIDE** the Corporate limits of the Town:

The first 3,000 Gallons or fraction thereof used monthly.....\$7.96 per 1,000 gallons  
 The next 22,000 Gallons or fraction thereof used monthly .....\$8.77 per 1,000 gallons  
 The next 75,000 Gallons or fraction thereof used monthly .....\$9.53 per 1,000 gallons  
 The next 300,000 Gallons or fraction thereof used monthly.....\$10.30 per 1,000 gallons  
 All over 500,000 Gallons or fraction thereof used monthly.....\$11.07 per 1,000 gallons

For water used **OUTSIDE** the Corporate limits of the Town:

The first 3,000 Gallons or fraction thereof used monthly.....\$15.91 per 1,000 gallons  
 The next 22,000 Gallons or fraction thereof used monthly .....\$17.54 per 1,000 gallons  
 The next 175,000 Gallons or fraction thereof used monthly.....\$19.07 per 1,000 gallons  
 The next 300,000 Gallons or fraction thereof used monthly.....\$20.60 per 1,000 gallons  
 All over 500,000 Gallons or fraction thereof used monthly.....\$22.13 per 1,000 gallons

**Minimum Monthly Water Charges**

The minimum monthly charge for water service shall be according to the size of the meter through which water is delivered to each customer in accordance with the following schedule:

Meter Size	Minimum Monthly Usage	Inside Town	Outside Town
5/8"	2,000 gallons	\$15.91	\$31.82
3/4"	4,000 gallons	\$32.49	\$64.98
1"	6,000 gallons	\$49.83	\$99.66
1 1/2"	11,200 gallons	\$94.86	\$189.72
2"	18,200 gallons	\$155.50	\$311.00
3"	36,200 gallons	\$320.08	\$640.16
4"	58,500 gallons	\$511.53	\$1,023.06
6"	112,000 gallons	\$1,035.20	\$2,070.40
8"	180,000 gallons	\$1,676.78	\$3,353.56
10"	258,000 gallons	\$2,457.74	\$4,915.48

**Tap Charges Including Re-Taps (Inside & Outside Customers)**

Meter Size	Tap Fee
5/8" and 3/4"	\$1,000.00
1"	\$1,500.00
1 1/2"	\$3,250.00
2"	\$4,000.00

**Water System Capacity Depletion Fees (Inside & Outside Customers)**

Size of Connection	Rated Maximum Capacity	Depletion Fee
5/8"	20 gallons	\$600.00
1"	50 gallons	\$1,500.00
1½"	100 gallons	\$3,000.00
2"	160 gallons	\$4,800.00
3"	300 gallons	\$9,000.00
4"	500 gallons	\$14,950.00
6"	1,000 gallons	\$29,900.00

**Water System Deposits**

Size of Connection	Inside Town Limits Amount	Outside Town Limits Amount
5/8" x 3/4"	\$80.00	\$160.00
1"	\$100.00	\$200.00
1½"	\$180.00	\$360.00
2"	\$300.00	\$600.00
3"	\$600.00	\$1,200.00
4"	\$1,000.00	\$2,000.00

**Water System Commitment Letter Fees (Inside & Outside Customers)**

Size of Connection	Inside Town Limits	Outside Town Limits
5/8"	\$35.00	\$70.00
1"	\$50.00	\$100.00
1½"	\$100.00	\$200.00
2"	\$160.00	\$320.00
3"	\$300.00	\$600.00
4"	\$500.00	\$1,000.00
6"	\$1,000.00	\$2,000.00

**Charges for Fire Line Connection**

All fire line connections on the water system for the Town of Weaverville shall be subject to a minimum monthly charge based upon the square inch size of the line at the following rate:

**INSIDE** Corporate limits of the Town: **\$1.88** per square inch/month

**OUTSIDE** Corporate limits of the Town: \$5.56 per square inch/month

Fire line charges shall be levied by the Water Department according to the following schedule:

Diameter of Fire Line	Square Inch Size	Inside Town	Outside Town
2" & smaller	3.14	\$5.89	\$17.46
3"	7.07	\$13.29	\$39.31
4"	12.56	\$23.61	\$69.83
6"	28.26	\$53.13	\$157.13
8"	50.24	\$94.45	\$279.33
10"	78.50	\$147.58	\$436.46

If during any month the detector-check valve meter for the fire line shows consumption of more than 100 gallons of water on the fire line the customer (owner) shall be billed, in lieu of the minimum, according to the following schedule:

Fire Line Size	Gallons	Inside Town	Outside Town
2"	18,000 gallons	\$133.94	\$267.88
3"	36,000 gallons	\$277.27	\$554.54
4"	56,000 gallons	\$441.78	\$883.56
6"	112,000 gallons	\$902.45	\$1,804.90
8"	180,000 gallons	\$1,461.80	\$2,923.60
10"	258,000 gallons	\$2,143.61	\$4,287.22

Note: For all multi-lot or unit developments, the commitment letter fee shall apply to each connection.

**TOWN OF WEAVERVILLE  
TOWN COUNCIL AGENDA ITEM**

**MEETING DATE:** June 19, 2017

**SUBJECT:** ASPCA Waterline Acceptance and Authorization for Staff Level Approval

**PRESENTER:** Public Works Director

**ATTACHMENTS:** Approved Easement Plat

**DESCRIPTION/SUMMARY OF REQUEST:**

The American Society for the Prevention of Cruelty to Animals (ASPCA) project has progressed such that we expect that all Town acceptance criteria for the waterline, vault and vault drain will be completed within the next few weeks. The Public Works Director is therefore requesting that Town Council go ahead and accept the waterline extension and related improvements into the Town's water system subject to staff level approval by the Public Works Director, Town Manager and Town Attorney. The Public Works Director also urges Town Council to set an improvement defects guaranty at \$8,000.00 to cover any defects that might be discovered within three years of our acceptance.

Staff will be present at tonight's meeting to answer any questions that Council might have regarding this matter before any action is considered.

**ACTION REQUESTED:**

Council discussion and action to (1) accept the waterline extension and related improvement into the Town's water system subject to staff level approval by the Town Manager, Town Attorney and Public Works Director, and (2) set the improvement defects guaranty amount at \$8,000.00.

**NOTES**

- THIS SURVEY WAS PREPARED WITHOUT BENEFIT OF ABSTRACT TITLE AND MATTERS OF TITLE SHOULD BE DETERMINED BY OTHER MEANS.
- THIS SURVEY MAY BE SUBJECT TO ALL RIGHTS-OF-WAYS, EASEMENTS, RESERVATIONS AND RESTRICTIONS, WRITTEN AND UNWRITTEN, RECORDED AND UNRECORDED.
- THE CERTIFICATION SHOWN HEREON IS NOT A CERTIFICATION OF TITLE, ZONING OR FREEDOM FROM ENCUMBRANCES.
- ADJOINING PROPERTY OWNER INFORMATION TAKEN FROM THE BUNCOMBE COUNTY GIS WEBSITE.
- NO UNDERGROUND UTILITIES WERE LOCATED. CALL 1-800-432-4949 BEFORE DIGGING.
- BASED ON GEOGRAPHICAL INFORMATION, THIS PROPERTY LIES IN ZONE X (AREAS DETERMINED TO BE SUITABLE FOR AGRICULTURE AND FORESTRY) OF THE ANTI-WILSON FLOOD INSURANCE PROGRAM.
- ALL DISTANCES SHOWN HEREON ARE HORIZONTAL GROUND DISTANCES UNLESS OTHERWISE NOTED.
- THIS PROPERTY IS ZONED 'OU'.
- AREA OF EASEMENTS 2508.50 FT.

STATE OF NORTH CAROLINA  
COUNTY OF BUNCOMBE

REVIEW OFFICER OF BUNCOMBE COUNTY,  
CERTIFY THAT THIS MAP OR PLAT TO WHICH THIS CERTIFICATION IS  
AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

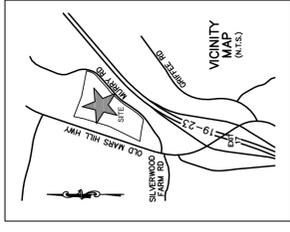
REVIEW OFFICER \_\_\_\_\_

DATE \_\_\_\_\_

**LEGEND**

- NCCS MONUMENT
- REBAR W/ CAP FOUND
- WATER POINT
- WATER LINE
- WATER LINE EASEMENT
- SUBJECT PARCEL BOUNDARY
- TOP OF BANK
- ADDONER
- NODOT RIGHT OF WAY
- NODOT LEFT OF WAY
- WATER VALVE
- HYDRANT

LINE	BEARING	DISTANCE
L1	N41°05'22"W	8.08
L2	S18°45'09"E	9.09
L3	S18°45'09"E	9.09
L4	N48°54'38"E	29.88
L5	N44°11'30"W	27.51
L6	S45°47'58"W	27.37
L7	S89°45'09"E	6.86
L8	S69°27'29"W	10.86
L9	N46°57'29"E	60.27
L10	N45°27'29"E	60.27
L11	S41°05'22"E	6.88
L12	N48°54'38"E	20.00
L13	S58°08'33"E	18.55
L14	N33°53'27"E	20.00
L15	S59°36'53"E	20.00
L16	N15°45'38"E	19.78
L17	N15°45'38"E	19.78
L18	S74°14'22"E	16.68
L19	N15°45'38"E	20.77
L20	N77°37'52"W	16.71



PROPOSED  
WATERLINE EASEMENT FOR THE  
TOWN OF WEAVERVILLE,  
NORTH CAROLINA  
ACROSS THE PROPERTY OF  
AMERICAN SOCIETY FOR  
THE PREVENTION OF  
CRUELTY TO ANIMALS

JOSEPH KANE, P.L.S.  
JOB# 17057  
COMPANY LICENSURE # C-2806  
ED HOLMES AND ASSOCIATES LAND SURVEYORS, PA  
200 RIDGEFIELD CT., STE. 215, 28806  
P.O. BOX 17335, ASHEVILLE, NC 28816  
PHONE: (828) 225-6562



PRELIMINARY  
FOR REVIEW  
PURPOSES ONLY

I, JOSEPH KANE, N.C. P.L.S., CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (PROPERTY DESCRIPTION RECORDED IN DEED BOOKS AS SHOWN); THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED BY DASHED LINES AS DRAWN FROM INFORMATION FOUND IN DEED BOOKS AS SHOWN; THAT THE AREA OF THIS PLAT AS CALCULATED IS 533,000.00 SQ. FT. AND THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED.

I ALSO HEREBY CERTIFY THAT THIS SURVEY IS OF THE FOLLOWING  
CATEGORY: [ ] SURVEY IS OF ANOTHER CATEGORY, SUCH AS THE RECOMBINATION OF EXISTING PARCELS,  
A COURT-ORDERED SURVEY, OR OTHER EXCEPTION TO THE DEFINITION OF SUBDIVISION.

WITNESS MY SIGNATURE, LICENSE NUMBER, AND SEAL THIS DAY \_\_\_\_\_

N.C. PROFESSIONAL LAND SURVEYOR \_\_\_\_\_  
L-5108  
LICENSE # \_\_\_\_\_

9744-50-4163  
AMERICAN SOCIETY FOR THE  
PREVENTION OF CRUELTY TO ANIMALS  
DEED BOOK 135 PAGE 88

9743-49-9492  
MURPHY HILL TERMINAL, LLC  
DEED BOOK 3483 PAGE 1985

NCCS MONUMENT  
TRANSIT  
N. 2308.19  
E. 6400.48  
MAD 83(2011)

GRID TIE  
N16°15'09"W  
1239.67  
GRID

**TOWN OF WEAVERVILLE  
TOWN COUNCIL AGENDA ITEM**

**MEETING DATE:** June 19<sup>th</sup>, 2017  
**SUBJECT:** CREEKSIDE PHASE III Waterline Acceptance and Authorization for Staff Level Approval  
**PRESENTER:** Public Works Director  
**ATTACHMENTS:** Preliminary Easement Plat

**DESCRIPTION/SUMMARY OF REQUEST:**

The CREEKSIDE PHASE III project has progressed such that we expect that all Town acceptance criteria for the waterline will be completed within the next few weeks. The Public Works Director is therefore requesting that Town Council go ahead and accept the waterline extension and related improvements into the Town’s water system subject to staff level approval by the Public Works Director, Town Manager and Town Attorney. The Public Works Director also urges Town Council to set an improvement defects guaranty at \$4,000.00 to cover any defects that might be discovered within three years of our acceptance.

Staff will be present at tonight’s meeting to answer any questions that Council might have regarding this matter before any action is considered.

**ACTION REQUESTED:**

Council discussion and action to (1) accept the waterline extension and related improvement into the Town’s water system subject to staff level approval by the Town Manager, Town Attorney and Public Works Director, and (2) set the improvement defects guaranty amount at \$4,000.00.

**DEVELOPMENT DATA**

OWNER/DEVELOPER: SERRUS CREEKSIDE, LLC  
 2 DAM KEATS DR. CAROLINA 28630  
 STEPHEN WILCOX  
 (864) 942-1447

CIVIL ENGINEER: CIVIL DESIGN CONCEPTS, P.A.  
 1000 W. NORTH CAROLINA 28901  
 ASHEVILLE, NORTH CAROLINA 28901  
 WARREN SLUG, P.E.  
 (828) 252-5388

SURVEYOR: MCGEE AND ASSOCIATES, P.A. PLS  
 3 MARIETTA RD. WAYNESVILLE, NC 28786  
 ERIC MCGEE, P.E.  
 (828) 628-1298

CONTRACTOR: SUNDOG DEVELOPMENT, LLC  
 6922 HWY 107  
 CULLOWHEE, NORTH CAROLINA 28723  
 (828) 628-1395

**PROJECT DATA**

PHASE I PROPERTY: PIN: 0729237186  
 DB: 5188 PB: 0615

PHASES II-IV: SIZE: 6.87 ACRES (COMMON SPACE)  
 PIN: 0729230987  
 DB: 5188 PB: 0635

PROPOSED PARCEL SIZES: 0.1 AC TO 0.2 AC

UNITS: PHASE 1: 43 EXISTING/15 TO BE BUILT  
 PHASE 2: 40  
 PHASE 3: 24  
 PHASE 4: 21

TOTAL UNITS: 128

REGULATORY SETBACKS:  
 FRONT 10'  
 SIDE 10'  
 REAR 40'

MODIFIED SETBACKS REQUESTED

LATITUDE, LONGITUDE: 35.685221, -82.574432

**WATER LEGEND**

EXISTING WATER LINE ——— W ———  
 EXISTING WATER SERVICE ——— W ———  
 EXISTING WATER METER ——— W ———  
 EXISTING FIRE HYDRANT ——— W ———  
 EXISTING GATE VALVE ——— W ———  
 EXISTING AIR RELEASE VALVE ——— W ———

NGCCO DWG SERIAL NO. 15-100895

WATER LINE EASEMENT PLAT PG. — PG. —

ESTOPPEL CERTIFICATE REQUIRED YES — NO X.

**WATER METER TABLE**

STRUCTURE	NORTHING	EASTING	ELEVATION	ADDRESS
WM31	724089.4040	939277.0150	2096.17	7 SANDSTONE DRIVE
WM32	724010.0118	939256.8392	2099.65	9 SANDSTONE DRIVE
WM33	723898.1899	939205.5828	2100.33	13 SANDSTONE DRIVE
WM34	723833.8807	939186.4508	2098.08	17 SANDSTONE DRIVE
WM35	723820.7918	939186.1218	2099.94	21 SANDSTONE DRIVE
WM36	723782.4930	939186.5089	2093.02	23 SANDSTONE DRIVE
WM37	723888.0170	939187.0705	2093.88	27 SANDSTONE DRIVE
WM38	723805.6112	939194.7139	2099.82	31 SANDSTONE DRIVE
WM39	723851.0980	939214.2855	2099.34	35 SANDSTONE DRIVE
WM40	723860.6188	939242.7480	2100.00	37 SANDSTONE DRIVE
WM41	723946.8111	939243.0628	2102.49	41 SANDSTONE DRIVE
WM42	723968.3114	939271.1539	2109.49	44 SANDSTONE DRIVE
WM43	723309.2304	939274.4778	2107.43	42 SANDSTONE DRIVE
WM44	723372.4488	939278.1064	2104.70	40 SANDSTONE DRIVE
WM45	723442.7738	939280.9421	2100.89	38 SANDSTONE DRIVE
WM46	723461.5406	939274.0018	2099.18	36 SANDSTONE DRIVE
WM47	723548.2754	939253.0554	2097.04	34 SANDSTONE DRIVE
WM48	723816.3235	939228.1383	2094.75	32 SANDSTONE DRIVE
WM49	723701.2403	939222.9275	2093.69	30 SANDSTONE DRIVE
WM50	723766.6593	939222.4868	2093.04	28 SANDSTONE DRIVE
WM51	723766.6593	939222.4868	2093.04	26 SANDSTONE DRIVE
WM52	723830.7833	939222.0946	2095.44	20 SANDSTONE DRIVE
WM53	723898.5253	939224.8204	2099.01	16 SANDSTONE DRIVE
WM54	723897.4081	939255.9978	2099.74	12 SANDSTONE DRIVE
WM55	724054.9839	939309.9840	2098.71	8 SANDSTONE DRIVE

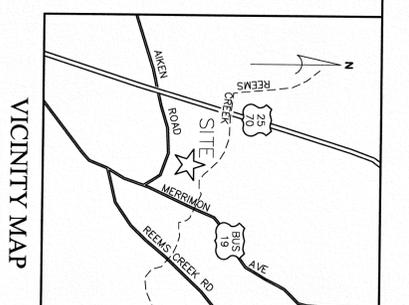
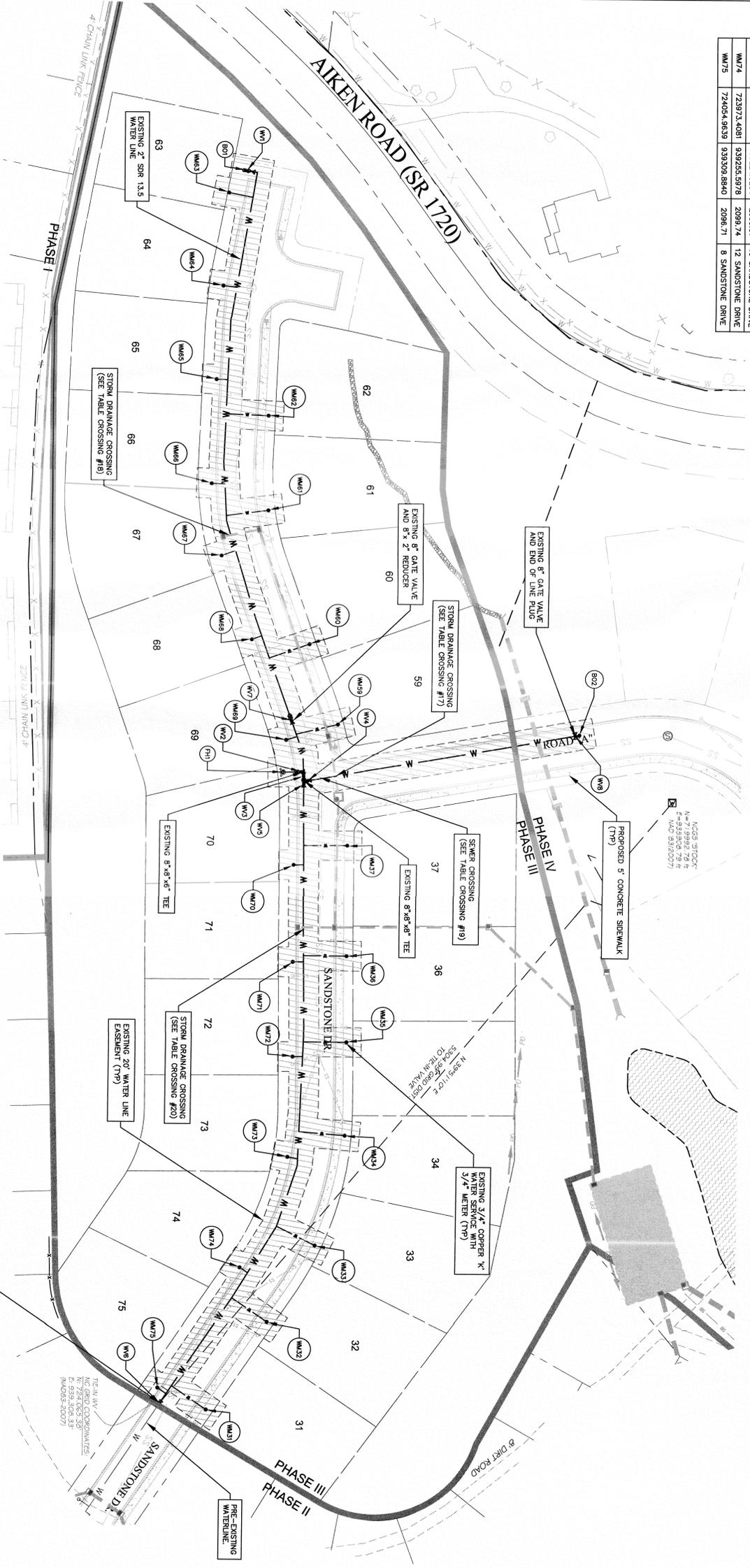
**WATER APERTURE TABLE**

STRUCTURE	DESCRIPTION	NORTHING	EASTING	ELEVATION
B01	2" BLOW OFF VALVE	723211.1730	939280.0850	2108.89
B02	2" BLOW OFF VALVE	723611.9590	939030.9180	2079.42
FH1	FIRE HYDRANT	723838.4028	939231.0851	2097.77
W1	2" GATE VALVE	723231.5460	939298.1080	2108.78
W2	6" GATE VALVE	723637.9901	939278.8518	2094.59
W3	6" GATE VALVE	723640.9011	939217.1830	2094.98
W4	6" GATE VALVE	723843.9478	939214.2871	2094.57
W5	6" GATE VALVE	723846.1592	939216.9821	2094.89
W6	6" GATE VALVE	724065.3803	939308.3254	2095.53
W7	6" GATE VALVE	723803.3372	939225.7716	2096.57
W8	6" GATE VALVE	723812.3130	939033.6890	2098.80

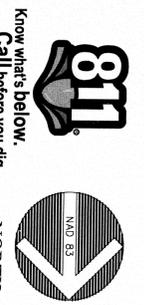
**WATER CROSSINGS TABLE**

NO.	STATION	UTILITY TYPE	FINISHED GRADE	TOP OF WATER	BOTTOM OF WATER	TOP OF UTILITY	BOTTOM OF UTILITY	GROUND COVER	SEPARATION
10	16+48-C	STORM	2048.48	2045.48	2045.31	2043.74	—	3.00'	1.57'
11	13+60-D	STORM	2070.20	2067.20	2066.53	2064.84	—	3.00'	1.68'
12	12+24-D	STORM	2076.14	2073.14	2072.47	2070.56	—	3.00'	1.91'
13	14+17-C	SEWER	2095.67	2095.67	2095.00	2093.90	—	3.00'	6.10'
14	13+70-C	STORM	2072.01	2069.01	2068.34	2064.04	—	3.00'	17.42'
16	11+60-C	STORM	2084.24	2079.57	2078.57	2082.15	—	3.00'	4.30'
17	10+21-C	STORM	2090.09	2091.09	2090.42	2088.77	—	3.00'	1.65'
18	17+50-B	STORM	2099.28	2096.28	2096.11	2093.08	—	3.00'	3.03'
19	10+10-C	SEWER	2094.90	2091.90	2091.23	2082.44	—	3.00'	8.78'
20	14+78-B	STORM	2092.61	2089.61	2088.94	2087.14	—	3.00'	1.8'

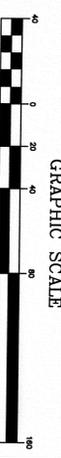
\* ALL ELEVATIONS SHOWN IN ABOVE TABLE ARE APPROXIMATE AND BASED ON DESIGN VALUES.



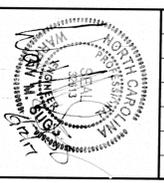
ALL AS-BUILT INFORMATION PROVIDED BY MCGEE & ASSOCIATES, P.A. (NAD 83, NAVD 88)



WATER PLAN RECORD DRAWING GRAPHIC SCALE



NO.	DATE	DESCRIPTION	BY
1	12/19/16	CONTRACTOR SET	JPS
2	06/12/17	WATER RECORD DRAWING	WH



WATER PLAN RECORD DRAWING FOR:

**CREEKSIDE VILLAGE - PHASE III**

SERRUS CREEKSIDE, LLC - WEAVERVILLE, NORTH CAROLINA

**CDC** Civil Design Concepts, PA

168 PATTON AVENUE  
 ASHEVILLE, NC 28801  
 PHONE (828) 252-5388  
 FAX (828) 252-5385

52 WALNUT STREET - SUITE 9  
 WAYNESVILLE, NC 28786  
 PHONE (828) 252-5388  
 FAX (828) 456-5455

NCBELS LICENSE #: C-2184  
 www.civildesignconcepts.com

DRAWN BY: VHW  
 CDC PROJECT NO.: 11400  
 SHEET: R601

**TOWN OF WEAVERVILLE  
TOWN COUNCIL AGENDA ITEM**

**MEETING DATE:** June 19, 2017  
**SUBJECT:** Board Appointments – Zoning Board of Adjustment  
**PRESENTER:** Mayor Sherrill  
**ATTACHMENTS:** Zoning Board of Adjustment Roster

**DESCRIPTION/SUMMARY OF REQUEST:**

There have been two board resignations received from the Zoning Board of Adjustment that the Mayor would like to make Town Council aware of. At the conclusion of the Zoning Board of Adjustment meeting on June 12, 2017, Al Root resigned his regular seat on the board so that he can concentrate his efforts on his upcoming candidacy for mayor. On June 13, 2017, staff received notice that Jan Rector has had to resign her alternate seat upon the recommendation of the realty office that she works for in order to avoid any possibility of conflicts of interest related to the matters that might come before the Zoning Board of Adjustment.

Roger Parkin, who has been an active member of the Board even though he is currently serving as an alternate member, has requested to be considered for a regular seat. All other applications that have been received for the Zoning Board of Adjustment have previously been provided to Town Council.

The Mayor recommends that Roger Parkin be appointed to the unexpired term for the regular seat previously held by Al Root. The Mayor notes that Town Council will be reviewing this board in August for the purpose of filling those seats with terms expiring in September 2017 and Town Council could consider the vacancies as well as reappointments at that time.

The Town Attorney notes that the Table of Uses as envisioned by the Planning and Zoning Board does away with all special use permits, which, if adopted, will impact the number and intensity of the matters coming before the Zoning Board of Adjustment.

**COUNCIL ACTION REQUESTED:**

The Mayor recommends a motion to appoint Roger Parkin to the Zoning Board of Adjustment as a regular member for the unexpired term of the seat previously held by Al Root.

<b>WEAVERVILLE ZONING BOARD OF ADJUSTMENT</b>			
Regularly meets 2 <sup>nd</sup> Monday of the month at 7:00 pm in Town Hall Council Chambers			
<b>NAME AND POSITION</b>	<b>CONTACT INFORMATION</b>	<b>DATE OF APPOINTMENT</b>	<b>TERM (3 YEARS)</b>
Jeff McKenna Chairman	30 Yost Street Weaverville, NC 28787 484-9202; (cell) 231-8811 <a href="mailto:jeffmckenna3@gmail.com">jeffmckenna3@gmail.com</a>	August 2016	September 2016 - 2018
John "Tyker" Lewis Vice-Chairman	14 South College Street Weaverville, NC 28787 (cell) 279-4290 <a href="mailto:tycerrenovations@gmail.com">tycerrenovations@gmail.com</a>	September 2016	September 2016-2017
Paul Clauhs Regular Member	P.O. Box 483 74 Hamburg Drive Weaverville, NC 28787 768-6679	August 2016	September 2016 - 2019
Cynthia Wright Regular Member	88 Hillcrest Drive Weaverville, NC 28787 658-1579; (cell) 703-862-8428 <a href="mailto:wright.cindy2011@gmail.com">wright.cindy2011@gmail.com</a>	August 2016	September 2016 - 2018
Regular Member			September 2016 - 2017
Roger Parkin Alternate Member	57 Church Street Weaverville, NC 28787 828-337-2868 <a href="mailto:rdplimey@gmail.com">rdplimey@gmail.com</a>	September 2016	September 2016 - 2017
Alternate Member			September 2016 - 2019
James Eller Zoning Administrator	484-7002 <a href="mailto:jeller@weavervillenc.org">jeller@weavervillenc.org</a>		
Jennifer Jackson Town Attorney	484-7003; 828-442-1858 <a href="mailto:jjackson@weavervillenc.org">jjackson@weavervillenc.org</a>		

Updated as of June 13, 2017

**TOWN OF WEAVERVILLE**  
**TOWN COUNCIL AGENDA ITEM**

**Date of Meeting:** Monday, June 19  
**Subject:** 44 Central Avenue Major Subdivision Preliminary Plat  
**Presenter:** Town Planner  
**Attachments:** Major Subdivision Application, Preliminary Plat; Planning and Zoning Board Recommendation

**Description:**

The attached Major Subdivision Application, Preliminary Plat and Plans for 44 Central Avenue have been reviewed by the Fire Marshall, Public Works Director and Town Planner and been found to comply with the Town's subdivision ordinance as it relates to major subdivisions and other sections of code which are applicable. Same has been reviewed by the Planning and Zoning Board and unanimously recommended for your consideration. As subdivision review and approval is an administrative action, no Public Hearing is required.

**Action Requested:**

Staff is seeking approval of the aforementioned Major Subdivision commonly known as 44 Central Avenue.



**Town of Weaverville  
Planning and Zoning Board**

**On Tuesday, June 6, 2017 the Planning and Zoning Board reviewed and unanimously recommended to Town Council the attached major subdivision application and preliminary plat for the property commonly known as 44 Central Avenue.**

**It has been found that the proposed major subdivision would not conflict with the Town's Comprehensive Plan or Subdivision and Zoning Ordinances. The Planning and Zoning Board considers approval both reasonable and in the public interest.**

A handwritten signature in black ink, reading "Doug Theroux", is written over a horizontal line.

**Doug Theroux  
Chairman, Planning and Zoning Board**

**MAJOR SUBDIVISION APPLICATION**

Planning and Zoning Department, 30 South Main Street, P.O. Box 338, Weaverville, NC 28787  
(828) 484-7002— fax (828) 645-4776 — jeller@weavervillenc.org

Fee: \$300.00 + \$25.00 per lot

APPLICATION DATE: 5/23/2017

OWNER NAME: BULLS BAY, LLC

SUBDIVISION NAME: CENTRAL AVE. SUBDIVISION

PROPERTY ADDRESS: 44 CENTRAL AVE.

PIN: 9742-27-0093 & 9742-27-2247

DEED BOOK/PAGE: 5477 / 1995

ORIGINAL TRACT SIZE (acres): 3.37

PROPOSED NUMBER OF LOTS: 7

SUBDIVISION TYPE:  RESIDENTIAL  COMMERCIAL  INDUSTRIAL

OWNER/AGENT NAME: BULLS BAY, LLC

PHONE NUMBER: 828-712-2712

ADDRESS: 198 BENT TREE RD. ASHEVILLE, NC 28804

REGISTERED SURVEYOR: BANKS CREEK SURVEYING

PHONE NUMBER: 828-779-4039

ADDRESS: 204 STONE RIDGE BLVD ASHEVILLE, NC 28804

REGISTERED ENGINEER: BROOKS ENG. ASSOC.

PHONE NUMBER: 828-232-4700

ADDRESS: 17 ARLINGTON STREET ASHEVILLE, NC 28801

Which utilities will serve the proposed development?:

PUBLIC SANITARY SEWER

COMMUNITY SEWER

SEPTIC TANKS ON EACH LOT

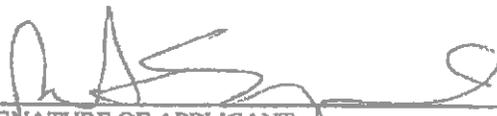
PUBLIC WATER

COMMUNITY WATER

WELLS ON EACH LOT

It is the applicant's responsibility to obtain a copy of the Town of Weaverville Subdivision Ordinance and Zoning Ordinance and to be fully aware of the regulations detailed therein.

I certify that the above information is accurate and true and that I am the owner or a duly appointed agent of the owner. I understand that a copy of the recorded plat must be submitted to the Zoning Department prior to the issuance of any permits associated with this subdivision.

  
SIGNATURE OF APPLICANT

5-23-2017  
DATE

**OFFICE USE ONLY**

FEE:

DATE PAID:

CHECK

CASH

PRELIMINARY PLAT APPROVAL DATE:

FINAL PLAT APPROVAL

DATE:

APPROVED WITH CONDITIONS:

**MAJOR SUBDIVISION PLAN AND PLAT REQUIREMENTS**

**All applications for major subdivisions (including concept plan and preliminary and final plats) should be submitted to the Town of Weaverville Planning and Zoning Administrator.**

**In order to be considered for the next regularly scheduled meeting of the Planning and Zoning Board, complete applications must be submitted no fewer than ten (10) business days before the meeting. However, it is strongly encouraged that applications be submitted no fewer than fifteen (15) business days in advance of the aforementioned deadline. This will allow additional time for review and correction if needed. Eight (8) copies of the plat shall be submitted.**

**Concept Plans submitted for consideration must contain the following:**

X	Title Block containing:
X	Name of subdivision
X	Name of Owner and Subdivider or Developer
X	Zoning designation of property
X	Location: (address, township, county, state)
X	Buncombe County tax PIN
X	Date or dates survey was conducted and plat was prepared
X	Scale of the drawing in feet per inch listed in words or figures
X	A bar graph
X	Sketch vicinity map showing the relationship between the proposed subdivision and surrounding area on a scale of one inch equals 500 feet.
NA	Corporate line limits, township boundary lines, county lines if any such lines intersect the subdivision tract.
X	North arrow orientation.
X	Exact exterior boundary lines of the tract to be subdivided, fully dimensioned by metes and bounds, and the location of existing boundary lines of adjoining tracts.
X	Lot and street lines: all proposed streets and street right-of-way lines with dimensions, lot and block numbers, all easements; designation of any dedication or reservations to be made, a notation of building setback lines and proposed use of land if other than single family residential.
X	Acreage in total tract to be subdivided.
X	Total number of lots created.

**Preliminary Plats submitted for consideration must contain the following:**

X	Title Block containing:
	X Name of subdivision
	X Name of Owner and Subdivider or Developer
	X Zoning designation of property
	X Location: (address, township, county, state)
	X Buncombe County tax PIN
	X Date or dates survey was conducted and plat was prepared
	X Scale of the drawing in feet per inch listed in words or figures
X	A bar graph
X	Sketch vicinity map showing the relationship between the proposed subdivision and surrounding area on a scale of one inch equals 500 feet.
NA	Corporate line limits, township boundary lines, county lines if any such lines intersect the subdivision tract.
X	North arrow orientation.
X	Exact exterior boundary lines of the tract to be subdivided, fully dimensioned by metes and bounds, and the location of existing boundary lines of adjoining tracts.
X	Lot and street lines: all proposed streets and street right-of-way lines with dimensions, lot and block numbers, all easements; designation of any dedication or reservations to be made, a notation of building setback lines and proposed use of land if other than single family residential.
X	Street layout: typical cross section of proposed street, proposed street names and designation as public or private.
X	Topographic lines.
X	Acreage in total tract to be subdivided.
X	Total number of lots created.
X	Names of owners of adjoining properties.
NA	Names of any adjoining subdivisions of record or proposed and under review.
X	Utility and other easements.
X	Sanitary sewer system layout prepared by a professional engineer.
X	Storm sewer system layout and other drainage facilities, if any, prepared by a professional engineer.
X	Water distribution system layout illustrating connections to existing systems, showing line sizes, the location of fire hydrants, blow offs, pumps, and gate valves prepared by a professional engineer.
X	A statement as to whether or not natural gas, telephone, electric and cable television lines are to be installed and whether they will be overhead or underground.
NA	Plans for individual water supply and sewerage disposal systems, if any.

**Lighting Plan (if outdoor lighting to be installed) – refer to §36-26 of Zoning Ordinance.**

**Stakes notating property lines and corners must be in place from submittal of the Major Subdivision Application until a positive recommendation is offered to Town Council by the Planning and Zoning Board in order for staff and members of the Planning and Zoning Board to be afforded the opportunity to review the property.**

# 44 CENTRAL AVENUE WEAVERVILLE, NORTH CAROLINA

MAY 23, 2017

## PROJECT REPRESENTATIVES

**CLIENT / DEVELOPER**  
BULLS BAY, LLC  
188 BENT TREE ROAD  
ASHEVILLE, NORTH CAROLINA 28604  
CONTACT: ALAN SHEPPARD 828.712.2712

**ENGINEER**  
BROOKS ENGINEERING ASSOCIATES  
17 ARLINGTON STREET  
ASHEVILLE, NORTH CAROLINA 28901  
CONTACT: JOHN KINNAIRD, P.E. 828.232.4700

**LANDSCAPE ARCHITECT**  
SITE DESIGN STUDIO, PLLC  
10-D SOUTH MAIN STREET  
WEAVERVILLE, NORTH CAROLINA 28787  
CONTACT: JASON GILLILAND, RLA 828.646.6989

**SURVEYOR**  
BANKS CREEK SURVEYING, INC.  
204 STONE RIDGE BOULEVARD  
ASHEVILLE, NORTH CAROLINA 28804  
828.779.4036

**SURVEY DATED:** OCTOBER 12, 2016

**PARCEL INFORMATION**  
ADDRESS: 44 CENTRAL AVENUE  
WEAVERVILLE, NORTH CAROLINA 28787

**PARCEL PIN NUMBERS:** 0742-27-00863 & 0742-27-2247

**PARCEL ACREAGE:** 3.37 AC

**ZONING DISTRICT:** R-1

**ACREAGE:** 3.37 ACRES



## SHEET INDEX

C100	BOUNDARY & TOPOGRAPHIC SURVEY
C101	PRELIMINARY SITE PLAN
C102	PRELIMINARY PLAT
C103	GRADING, EROSION CONTROL, STORM DRAINAGE PLAN
C104	GRADING, EROSION CONTROL, STORM DRAINAGE DETAILS
C105	ROADWAY CROSS SECTION & PROFILE
C106	SANITARY SEWER & DOMESTIC WATER PLAN
C108	SANITARY SEWER & DOMESTIC WATER DETAILS





# CENTRAL AVE. SUBDIVISION PRELIMINARY SITE PLAN

DATE: MARCH 23, 2017  
DESIGNED BY: JED  
DRAWN BY: JED  
PROJECT # 16247

REGIONS

SHEET TITLE  
PRELIMINARY  
SITE PLAN

## C100

**DEVELOPMENT DATA**

PROPERTY OWNER:  
BULLS BAY, LLC  
44 CENTRAL AVENUE  
WEAVERVILLE, NC 28787

PROPERTY LOCATION:  
ALAN B. REEFARD  
626.712.2112

CONTACT:  
8742-27-0093 & 8742-27-2947

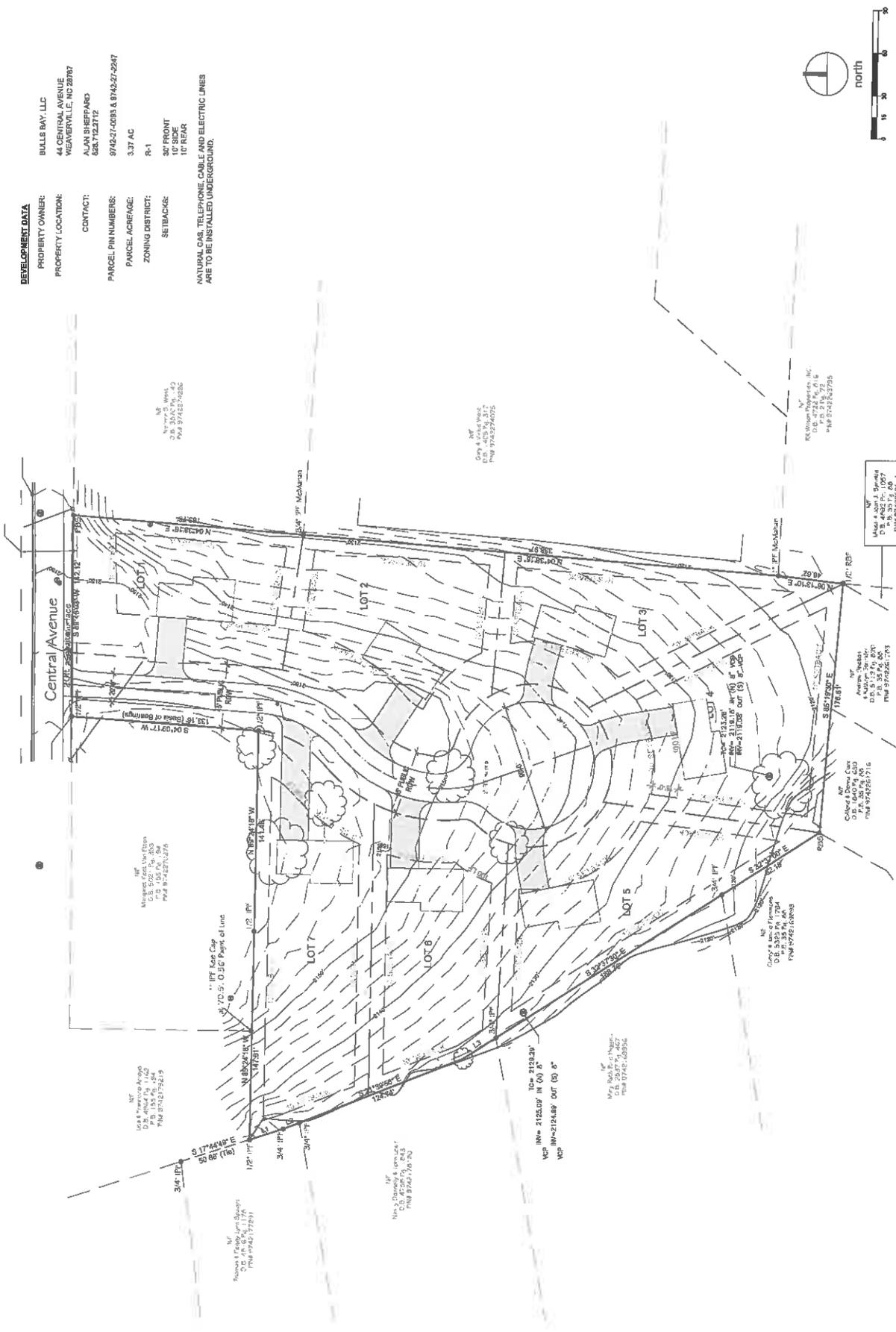
PARCEL PIN NUMBERS:  
3.37 AC

PARCEL ACREAGE:  
R-1

ZONING DISTRICT:  
30' FRONT  
10' SIDE  
10' REAR

SETBACKS:

NATURAL GAS, TELEPHONE, CABLE AND ELECTRIC LINES ARE TO BE INSTALLED UNDERGROUND.



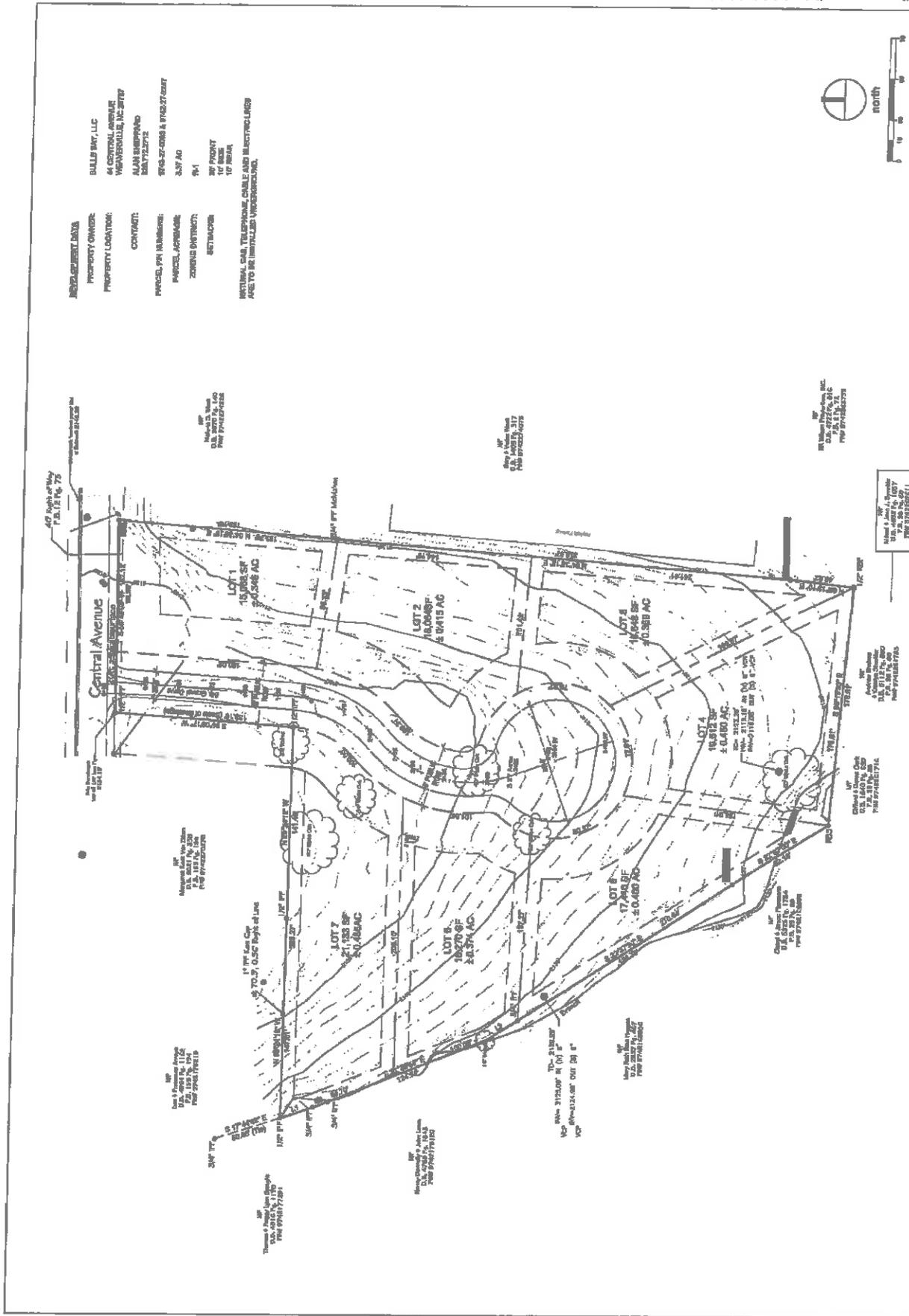


CENTRAL AVE. SUBDIVISION  
 PRELIMINARY PLAT  
 TOWN OF WEAVERVILLE  
 BUNCOMBE COUNTY, NC

DATE: 08/20/2018  
 DRAWN BY: JLD  
 CHECKED BY: JLD  
 PROJECT NO: 18-007

PRELIMINARY PLAT

C101



**RECORDING DATA**

PROPERTY OWNER:  
 BULLY BAY, LLC  
 44 CENTRAL AVENUE  
 WEAVERVILLE, NC 28787

PROPERTY LOCATION:  
 44 CENTRAL AVENUE  
 WEAVERVILLE, NC 28787

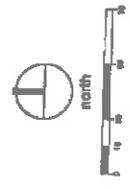
CONTRACT:  
 18-007

PARCEL, PFI NUMBER:  
 18-007

ZONING DISTRICT:  
 R-1

SETBACKS:  
 25' FRONT  
 10' SIDE  
 10' REAR

NOTES: GAS, TELEPHONE, CABLE AND ELECTRIC LINES  
 ARE TO BE UTILIZED UNDERGROUND.



18-007  
 18-007  
 18-007

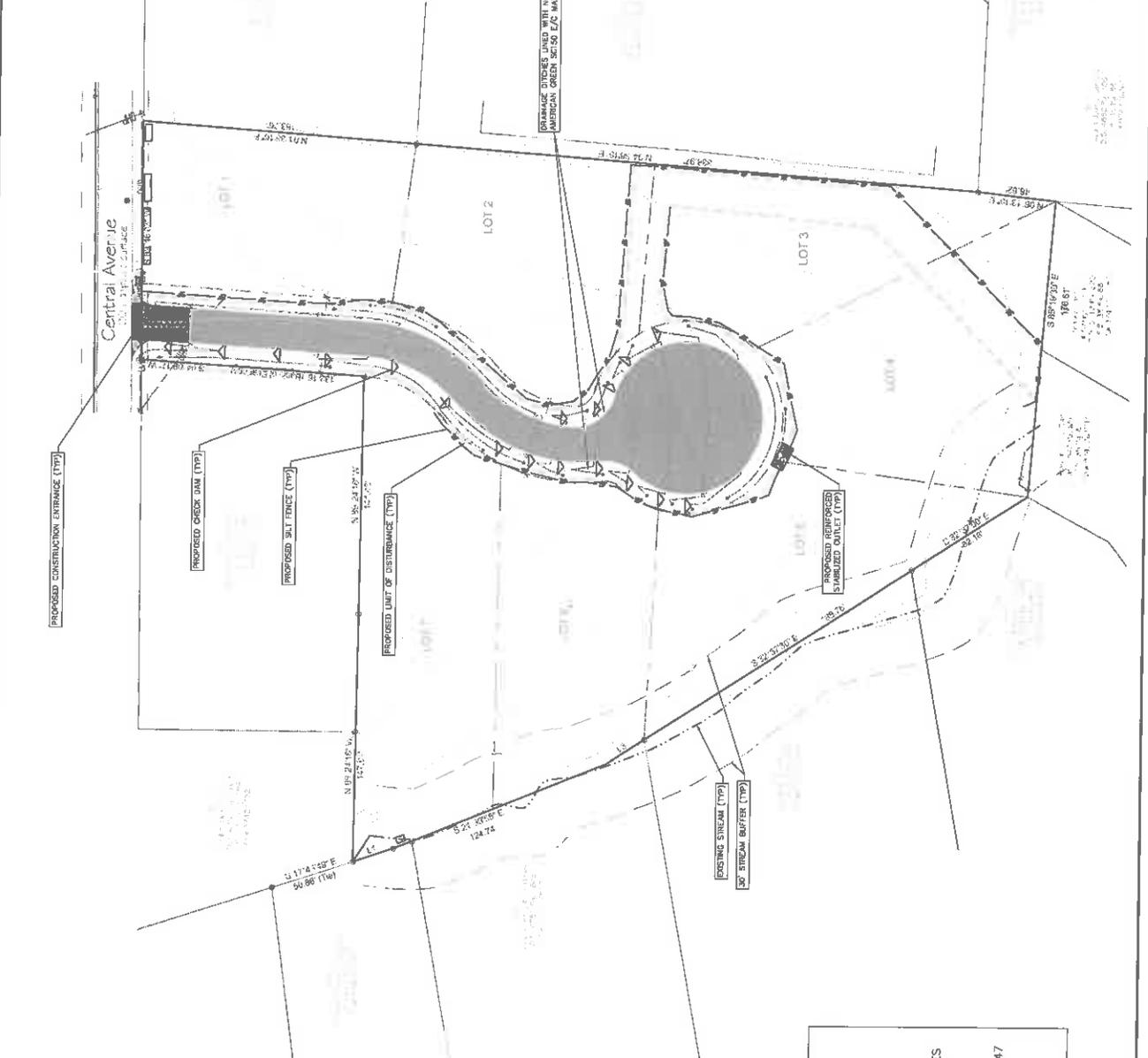
18-007  
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Planning • Engineering • Surveying  
 Environmental Services •  
**BROOKS**  
 ENGINEERING ASSOCIATES  
 17 Arlington Street  
 Asheville, N.C. 28801  
 Phone: 1-828-232-4700  
 Fax: 1-828-233-1331  
 www.brookseng.com

NOT FOR CONSTRUCTION  
 REVISIONS/SUBMISSIONS  
 11/18/16  
 Date



**EROSION CONTROL PLAN LEGEND**

	EXIST BOUNDARY
	TEMP. SILT FENCE
	TEMP. CONSTRUCTION ENTRANCE
	TEMP. CHECK DAM
	PROPOSED REINFORCED OUTLET
	LIMITS OF DISTURBANCE
	EXISTING STREAM
	EXISTING STREAM BUFFER

- EROSION CONTROL NOTES**
1. THE ONLY SITE WORK TO BE ALLOWED TO TAKE PLACE BEFORE THE FULL INSTALLATION OF EROSION CONTROL MEASURES SHALL BE THE INSTALLATION OF TEMPORARY EROSION CONTROL MEASURES. THESE REMOVAL OPERATIONS CANNOT BEGIN UNTIL PERMITS HAVE BEEN OBTAINED AND EROSION CONTROL MEASURES ARE IN PLACE.
  2. ALL OPERATIONS WITH THE MOVED GENERAL STORMWATER POND SHALL BE CONDUCTED IN ACCORDANCE WITH THE EROSION CONTROL PLAN. A COPY OF ALL PLANS MUST BE MAINTAINED BY THE CONTRACTOR ON-SITE AT ALL TIMES.
  3. EROSION OF SOIL MUST BE PREVENTED OR, IN A STREAM OR WETLAND ARE CONSIDERED A VIOLATION OF THE PERMIT. EROSION OF SOIL MUST BE PREVENTED WITHIN 24 HOURS OF THE PERMIT.
  4. A RAIN GAUGE SHALL BE MAINTAINED ON-SITE.
  5. A WRITTEN REPORT OF THE DAILY RAINFALL AMOUNTS SHALL BE SUBMITTED TO THE STATE DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES (NCEM) AT LEAST ONCE PER WEEK. EACH EROSION CONTROL MEASURE SHALL BE MAINTAINED AND REPAIRED AS NEEDED TO OPERATE CORRECTLY AND BE MAINTAINED AT ALL TIMES.
  6. INSPECTIONS SHALL ALSO BE MADE WITHIN 24 HOURS OF ANY RAINFALL EVENT. THE QUALITY OF ALL STORMWATER DISCHARGES SHALL BE MONITORED AND REPORTED TO THE STATE DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES (NCEM) AT LEAST ONCE PER WEEK. THE QUALITY OF ALL STORMWATER DISCHARGES SHALL BE MONITORED AND REPORTED TO THE STATE DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES (NCEM) AT LEAST ONCE PER WEEK.
  7. IF ANY VISIBLE ACCUMULATION IS LEAVING THE SITE OR EROSION OF SOIL IS OCCURRING, THE CONTRACTOR SHALL IMMEDIATELY STOP ALL OPERATIONS AND NOTIFY THE STATE DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES (NCEM) AT LEAST ONCE PER WEEK.
  8. ALL REQUESTS FOR PERMITS MUST BE PRESENTED AND APPROVED BY THE STATE DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES (NCEM) BEFORE ANY CONSTRUCTION BEGINS.
  9. ALL WORK IN THE MOIST FOOT-OR-WAY TO BE DONE IN ACCORDANCE WITH THE EROSION CONTROL PLAN AND THE EROSION CONTROL MEASURES SHALL BE MAINTAINED AND REPAIRED AS NEEDED TO OPERATE CORRECTLY AND BE MAINTAINED AT ALL TIMES.
  10. ALL EROSION CONTROL MEASURES SHALL BE CONSTRUCTED AND MAINTAINED IN ACCORDANCE WITH THE EROSION CONTROL PLAN AND THE EROSION CONTROL MEASURES SHALL BE MAINTAINED AND REPAIRED AS NEEDED TO OPERATE CORRECTLY AND BE MAINTAINED AT ALL TIMES.
  11. ALL EROSION CONTROL MEASURES SHALL BE CONSTRUCTED AND MAINTAINED IN ACCORDANCE WITH THE EROSION CONTROL PLAN AND THE EROSION CONTROL MEASURES SHALL BE MAINTAINED AND REPAIRED AS NEEDED TO OPERATE CORRECTLY AND BE MAINTAINED AT ALL TIMES.
  12. PROVIDE WATERIGHT JOINTS ON ANY STORM DRAINS WHERE THEY CROSS UNDER PAVEMENT, DRIVEWAYS, AND UTILITY LINES.
  13. ALL PERMANENT DRAINAGE SWALES, SLOTTED AND BOLLARDS, AND ALL SLOTTED SWALES SHALL BE STABILIZED IN 7 DAYS.
  14. ALL UNDER SLOPES MUST BE STABILIZED IN 14 DAYS.

**SITE NOTES**

DEVELOPER: ALAN SHEPPARD  
 BULLS BAY, LLC  
 186 BENT TREE ROAD  
 ASHEVILLE, NC 28804  
 828-712-2712

ENGINEER: JOHN KINNAIRD, PE  
 BROOKS ENGINEERING ASSOCIATES  
 17 ARLINGTON ST  
 ASHEVILLE, NC 28801  
 828-232-4700

PIN: 9742-27-0093 & 9742-27-2247  
 3.37 AC  
 7

PROPERTY SIZE: 0.60 AC (17.8%)  
 NO. OF LOTS: 7  
 DIST. AREA: 0.24 AC (7.1%)  
 IMP. AREA: 0.24 AC (7.1%)



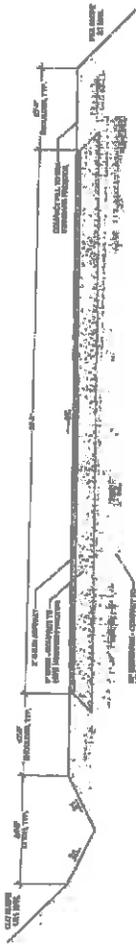


CENTRAL AVE. SUBDIVISION  
 ROAD SECTION & PROFILE  
 TOWN OF WEAVERVILLE  
 RUNCOMBE COUNTY, NC

DATE: NOVEMBER, 2017
DESIGNED BY: JTB
DRAWN BY: JTB
CHECKED BY: JTB
PROJECT NO: 17-007
SCALE: AS SHOWN
PROJECT: 17-007
DATE: 11/15/17
SCALE: AS SHOWN
PROJECT: 17-007

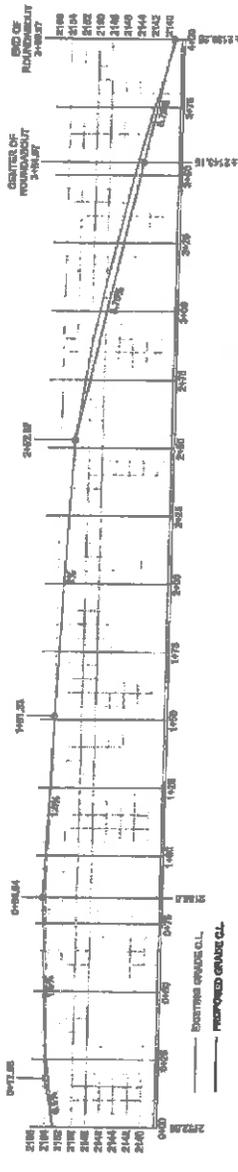
ROAD SECTION  
& PROFILE

C104



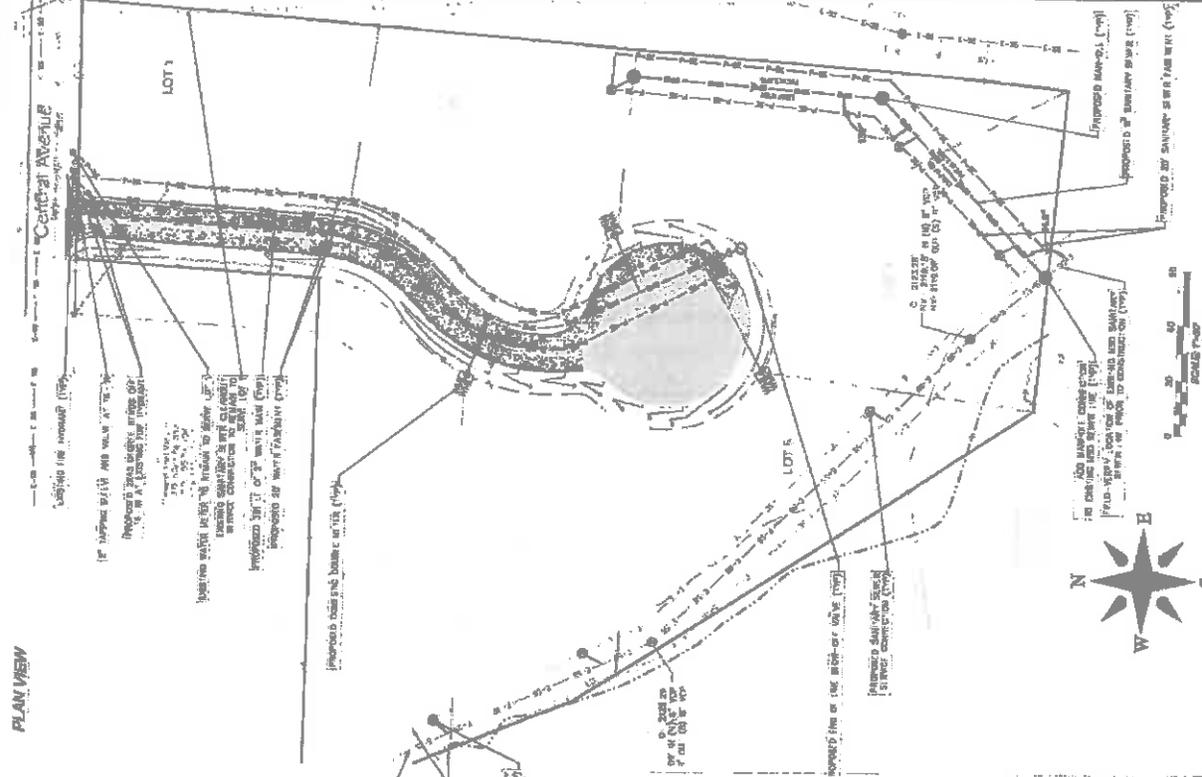
1 ROADWAY CROSS-SECTION  
 C104

SCALE: 1" = 10'



2 ROADWAY PROFILE  
 C104

SCALE: HORIZONTAL: 1" = 50'  
 VERTICAL: 1" = 5'



**WATER NOTES**

1. ALL SANITARY SEWER SHALL BE IN ACCORDANCE WITH THE MARYLAND STATE DEPARTMENT OF ENVIRONMENTAL AND GENERAL SERVICES (DESIGN) STANDARD SPECIFICATIONS FOR SANITARY SEWER SYSTEMS.
2. ALL SANITARY SEWER SHALL BE 12" DIA. UNLESS OTHERWISE NOTED.
3. A MINIMUM COVER DEPTH OF 3 FEET SHALL BE MAINTAINED ON ALL SANITARY SEWER LINES. THE COVER SHALL BE MAINTAINED AT ALL TIMES.
4. ALL SANITARY SEWER SHALL BE 15' MINIMUM DEPTH OF 15' MINIMUM COVER.
5. ALL SANITARY SEWER SHALL BE 15' MINIMUM DEPTH OF 15' MINIMUM COVER.
6. ALL SANITARY SEWER SHALL BE 15' MINIMUM DEPTH OF 15' MINIMUM COVER.
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20. ALL SANITARY SEWER SHALL BE 15' MINIMUM DEPTH OF 15' MINIMUM COVER.

**WATER NOTES**

1. ALL WATER LINES SHALL BE IN ACCORDANCE WITH THE MARYLAND STATE DEPARTMENT OF ENVIRONMENTAL AND GENERAL SERVICES (DESIGN) STANDARD SPECIFICATIONS FOR WATER LINES.
2. ALL WATER LINES SHALL BE 12" DIA. UNLESS OTHERWISE NOTED.
3. A MINIMUM COVER DEPTH OF 3 FEET SHALL BE MAINTAINED ON ALL WATER LINES. THE COVER SHALL BE MAINTAINED AT ALL TIMES.
4. ALL WATER LINES SHALL BE 15' MINIMUM DEPTH OF 15' MINIMUM COVER.
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Project No: 451017

C108

44 CENTRAL AVENUE  
RESIDENTIAL SUBDIVISION

ZONING JURISDICTION  
NORTH CAROLINA

SANITARY SEWER & DOMESTIC WATER DETAILS



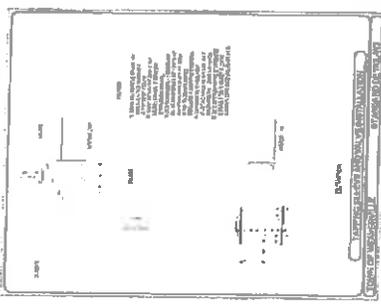
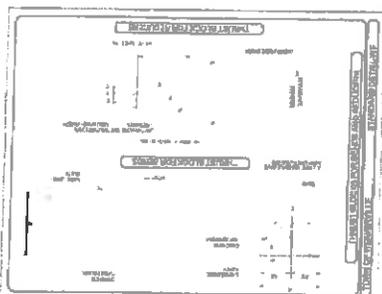
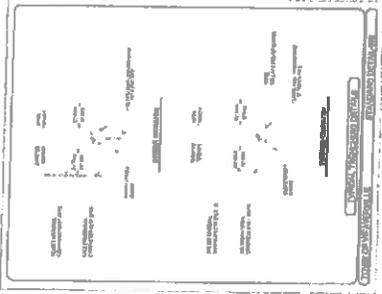
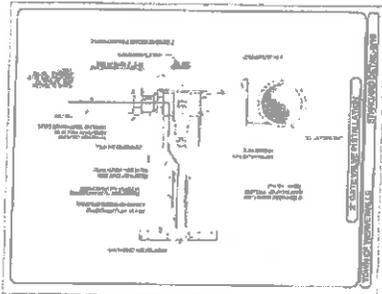
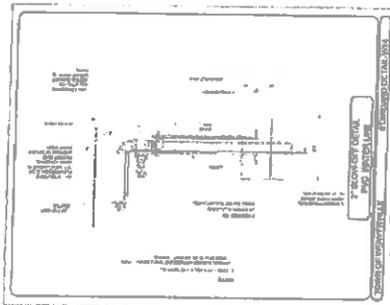
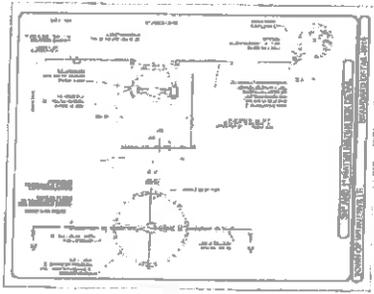
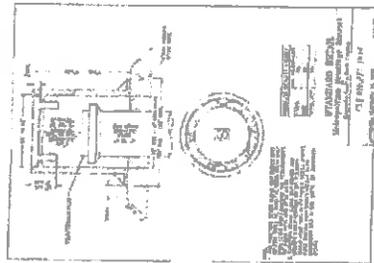
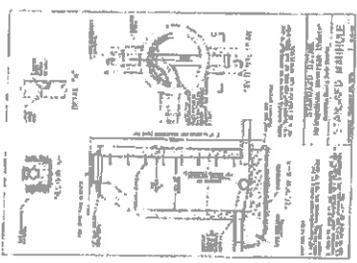
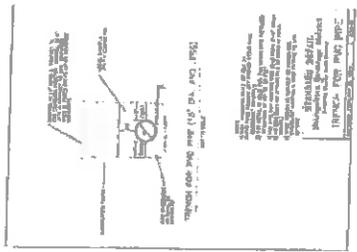
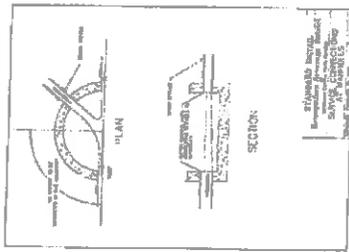
Planning • Engineering • Surveying  
Environmental Services

17 Ardmore Street  
Asheville, NC 28801  
Phone: (828) 252-1700  
www.brooksassoc.com



NOT FOR CONSTRUCTION  
REVIEW DOCUMENTS

NO.	REV'S	DATE
	CONCEPT SUBMISSION	11/16/16



Dottie Sherrill  
Mayor

The Town of  
**Weaverville**  
NORTH CAROLINA

Doug Dearth  
Council Member

Patrick Fitzsimmons  
Council Member

Doug Jackson  
Council Member

Andrew Nagle  
Council Member

John Penley  
Council Member

June 12, 2017

Bulls Bay LLC  
Attention: Mr. John Stuart Ray /Owner Agent  
196 Bent Tree Rd.  
Asheville, NC 28801

Water Commitment Letter Application for  
44 Central Avenue PIN No. 9742-27-2247  
and adjoining 2.74+- acre parcel PIN No.  
9742-27-0093 Weaverville, NC 28787  
Proposed to be combined for development.

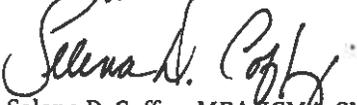
Your request for municipal water service extension to the proposed 7 Unit Residential Subdivision located at 44 Central Avenue and adjoining 2.74+- acre parcel, Weaverville NC 28787, PIN NO: 9742-27-2247 and 9742-27-0093 was approved by the Town of Weaverville Town Council at the May 15<sup>th</sup> regular scheduled meeting. Extension shall be designed and installed in accordance with Weaverville Water Policies and Procedures, I urge you review the policies and procedures available online at [www.weavervillenc.org](http://www.weavervillenc.org) to gain understanding of our Towns process.

1. The owner/developer shall be responsible for designing, obtaining approvals, and constructing an extension of the Town's water distribution system for this project in accordance with Town Specifications and Ordinances. The owner/developer is to pay all cost associated with the design and installation of the extension, taps and meters. Work shall be performed by a NC Licensed Utility Contractor. Work shall be supervised by Town Staff or contact engineer. Owner/developer is to reimburse the Town of Weaverville for costs associated with said inspections in accordance with Weaverville Water Policies and Procedures.
2. The owner/developer shall submit proposed plans and details to the Public Works Director for approval. Upon approval by the Town, it shall be the duty of the owner/developer to submit plans and specifications to the North Carolina Department of Environmental Quality-Public Water Supply Section for approval.
3. The owner/developer shall be responsible for obtaining any and all right-of-ways, encroachment agreements, etc. necessary for the installation of said water distribution system and conveying said water distribution system and applicable right-of-ways to the Town for permanent maintenance as part of the Town system. Installation shall be in accordance with Town Code, Specifications and Ordinances.
4. Capacity Depletion Fees, applicable Service Charges, and Deposits will be assessed at the time water service is to be turned on. Tap Fees do not apply where the owner/developer has installed the service line, meter and other appurtenances in accordance with Town Code.

30 South Main Street • Weaverville, NC 28787 (PO Box 338)  
(828) 645-7116 • Fax (828) 645-4776  
[www.weavervillenc.org](http://www.weavervillenc.org)

5. This commitment is valid only to the project described above. Commitment is not activated until payment of the Commitment Fee of (\$35 per lot x 6 lots =) **\$ 210.00**. Lot # 1 will be served by an existing meter and will not be assessed a Capacity Depletion Fee upon activation. All other lots shall pay the Capacity Depletion Fee upon activation of service.
  
6. Water service commitment does not guarantee, or imply in any manor, Town of Weaverville approval and/or acceptance of the proposed project as submitted. This project must meet all Town of Weaverville requirements and approvals by authorized agent(s).

Sincerely,



Selena D. Coffey, MPA, ICMA-CM  
Town Manager

cc: Tony Laughter, Public Works Director

SDC/tl



# Metropolitan Sewerage District

of Buncombe County, North Carolina

## Allocation Approval

**This approval is not to be used to obtain a building permit and is for gravity sewer extension only.**

Applicant: JOHN KINNAIRD, PE  
 Company: BROOKS ENGINEERING  
 Mailing Address: 17 ARLINGTON STREET, ASHEVILLE, NC 28804  
 Phone: 828-232-4700 (Cell)  
 Project #: 2017107  
 Project Name: CENTRAL AVENUE-7 LOTS  
 Project Location: CENTRAL AVENUE (44)  
 PIN: 9742270093

Date: 5/24/2017

MSD of Buncombe County has approved your request for 2,100 GPD  
 The connection point (manhole #) will be New Manhole upstream of 63-57276  
 The project will consist of (7) SINGLE FAMILY HOMES

Your final approval is contingent upon compliance of the items below:

A GRAVITY ONLY SEWER EXTENSION IS REQUIRED. Please consult the Sewer Extension Manual for Developers on our website [www.msdbc.org](http://www.msdbc.org). If you still have questions after consulting the website please contact Kevin Johnson at (828)-225-8289.

### Comments:

Please note that sewer service applications cannot be completed until permit to extend the sewer has been issued.

MSD now has the capability to do digital plan review. If you wish to submit your plans and associated documents digitally, please contact Kevin Johnson at [kevinj@msdbc.org](mailto:kevinj@msdbc.org) for details.

The North Carolina Department of Environmental Quality (NCDEQ) requires MSD to issue this approval based on line condition/capacity of the receiving sewer and remaining plant capacity.

This allocation approval will expire on 05/24/2018 if no construction has started.

If you have any questions, please contact MSD.

  
 Kevin Johnson  
 MSD Planning and Development

**TOWN OF WEAVERVILLE  
TOWN COUNCIL AGENDA ITEM**

**MEETING DATE:** June 19, 2017  
**SUBJECT:** Update on Table of Uses  
**PRESENTER:** Town Planner  
**ATTACHMENTS:** None

**DESCRIPTION/SUMMARY OF REQUEST:**

Staff will be present at tonight's meeting to update Mayor and Town Council on the Table of Uses project.

As a reminder, Town Council has scheduled a special called meeting with the Planning and Zoning Board for Tuesday, June 27, 2017 at 6pm at the Fire Department Training Room, to begin discussions of the substance of the proposed Table of Uses. Materials related to that joint meeting will be distributed in advance of that meeting.