

TOWN OF WEAVERVILLE

Weaverville Town Hall, 30 South Main Street, Weaverville, NC 28787

Remote Meeting via Zoom Meeting:

<https://us02web.zoom.us/j/85948891960> - Meeting ID: 859 4889 1960

Dial +1 253 215 8782 or +1 301 715 8592 – Meeting ID: 859 4889 1960

AGENDA

Monday, August 24, 2020

Regular Meeting at 7:00 pm

Pg # Presenter

1. Call to Order		Mayor Root
2. Approval/Adjustments to the Agenda		Mayor Root
3. Approval of Minutes		Mayor Root
A. July 27, 2020 Town Council Regular Meeting Minutes	2	
4. General Public Comments (see below for submission instructions)		Town Clerk
5. Consent Agenda		Town Manager
A. Board Appointments: Planning & Zoning, ABC, Board of Adjustment – <i>Action to re-appoint members to Town Boards</i>	5	
B. Budget Amendments: Re-appropriations – <i>Approval of re-appropriations from last fiscal year budget for ABC/Police, Fire Contributions, Water Production maintenance</i>	9	
C. Annexation Petition & Initial Zoning Request for Conrad Property – <i>Set public hearing on annexation and R-3 zoning for 9/28/2020 at 7pm and send to P&Z Board</i>	11	
D. Planning and Zoning Board Recommendation on Structure of Planning and Zoning Board – <i>No change to Code Section 2-151 is recommended</i>	21	
6. Town Manager’s Report	23	Town Manager
7. Discussion & Action Items		
A. Comprehensive Land Use Plan Progress Report & Review of Priorities	26	Planning Director
B. Waterline Extension Request: Northridge Commons Retail Businesses	31	Public Works Dir.
C. Water Commitment Request: Palisades Project on Merrimon Avenue	34	Public Works Dir.
D. Quarterly Report – Finance Department	45	Finance Director
E. Quarterly Report – Fire Department	49	Fire Chief
F. Quarterly Report – Police Department	52	Police Chief
8. Adjournment		Mayor Root

On a temporary basis, general public comments must be submitted in advance of the meeting. Comments are limited to no more than 450 words and must observe normal rules of decorum. General public comments will be limited to 18 minutes and only comments that are timely received will be read into the record during the general public comment period. All comments timely received will be provided to Town Council and included as part of the minutes of the meeting. Public comments can be submitted as follows: (1) by emailing to public-comment@weavervillenc.org at least 6 hours prior to the meeting, (2) by putting your written comment in a drop box at Town Hall (located at front entrance and back parking lot) at least 6 hours prior to the meeting, (3) by mailing your written comment (must be received not later than Monday’s mail delivery) to: Town of Weaverville, PO Box 338, Weaverville, NC, 28787, Attn: Public Comments. For assistance in providing public comments, please call (828)645-7116.

NOTICE OF WEAVERVILLE TOWN COUNCIL REGULAR MEETING REMOTE ELECTRONIC MEETING ON AUGUST 24, 2020

The State of North Carolina, Buncombe County and the Town of Weaverville have all declared States of Emergency in response to the COVID-19 public health crisis. Because of the risks to the public that would arise from in-person meetings, the Town's regular meeting on August 24, 2020, will be conducted via remote electronic format.

This NOTICE OF REMOTE ELECTRONIC MEETING is to inform the public that the Weaverville Town Council will hold its regularly scheduled meeting on Monday, August 24, 2020 at 7:00 p.m. as an electronic video/audio meeting via Zoom Meeting. Access to the meeting will begin at 6:45 p.m. and the meeting will start at 7:00 p.m. The instructions to access this public meeting are:

To join the meeting by computer, go to this link:

<https://us02web.zoom.us/j/85948891960>. You may be asked for permission to access your computer's video and audio. If so, click "allow." You will then be asked for the Meeting ID which is: 859 4889 1960

To join the meeting by phone, call: (253)215-8782 or (301)715-8592

You will then be asked for the Meeting ID which is: 859 4889 1960

To view a recording of the meeting, please visit the Town's website at

<https://www.weavervillenc.org>. A recording of the meeting will be posted to the Town's website for public viewing within 24 hours of the meeting.

General Public Comments – On a temporary basis, general public comments must be submitted in advance of the meeting. Comments are limited to no more than 450 words and must observe normal rules of decorum. Only comments that are timely received will be read into the record during the public comment period. Public comments can be submitted as follows:

By **emailing** to public-comment@weavervillenc.org at least 6 hours prior to the meeting

By putting your written comment in a **drop box** at Town Hall (located at front entrance and back parking lot) at least 6 hours prior to the meeting

By **mailing** your written comment (must be received not later than Monday's mail delivery) to: Town of Weaverville, PO Box 338, Weaverville, NC, 28787, Attn: Public Comments

For questions or additional assistance in how to participate in this meeting or in providing public comments, please call (828)645-7116.

Allan P. Root, Mayor
8/20/2020



MINUTES

**Town of Weaverville
State of North Carolina**

**Town Council Regular Meeting
Monday, July 27, 2020**

Remote Electronic Meeting

Zoom: <https://us02web.zoom.us/j/85948891960>

The Town Council for the Town of Weaverville met for its regularly monthly meeting on Monday, July 27, 2020, at 7:00 p.m. as an electronic video meeting via Zoom Meeting.

Councilmembers remotely present were: Mayor Al Root, Vice Mayor Doug Jackson, and Councilmembers Andrew Nagle, Dottie Sherrill, Jeffrey McKenna and Patrick Fitzsimmons.

Staff remotely present was: Town Manager Selena Coffey, Town Attorney Jennifer Jackson, Planning Director/Clerk James Eller, Finance Officer Tonya Dozier, Police Chief Ron Davis, Fire Chief Ted Williams, Public Works Director Dale Pennell, and Water Treatment Supervisor Trent Duncan.

1. Call to Order

Mayor Al Root called the meeting to order at 7:04 p.m.

2. Approval/Adjustments to the Agenda

With no comment related to the agenda, Mayor Root declared the agenda adopted.

3. Approval of Minutes

Councilmember Nagle made the motion to approve the minutes from the June 22 Town Council meeting and the July 14 joint meeting of Town Council with the Planning and Zoning Board. Councilmember Fitzsimmons seconded the motion and in a roll call vote all voted in favor of the approval of the minutes. Motion passed 5-0.

4. General Public Comment

On a temporary basis due to the COVID-19 public health emergency, general public comments must be submitted in advance of the meeting. Comments are limited to no more than 450 words and must observe normal rules of decorum. Only comments that are timely received will be read into the record during the public comment period. Public comments can be submitted (1) by **emailing** to public-comment@weavervillenc.org at least 6 hours prior to the meeting, (2) by putting your written comment in a **drop box** at Town Hall (located at front entrance and back parking lot) at least 6 hours prior to the meeting, or (3) by **mailing** your written comment (must be received not later than Monday's mail delivery) to: Town of Weaverville, PO Box 338, Weaverville, NC, 28787, Attn: Public Comments.

No public comments were received.

5. Consent Agenda

Vice Mayor Jackson moved for the approval of the Consent Agenda. Councilmember Nagle seconded the motion and in a roll call vote all voted to approve all action requested in the Consent Agenda listed below. Motion passed 5-0.

- A. Tax Collector's Settlement – Information Only**
- B. Budget Amendments: FY 2019-2020 ABC Distribution and Fire Department Donation – Budget Amendment approved to reflect funds distributed to the town from the ABC system for alcohol education & law enforcement and a private donation made to the fire department.**
- C. FY 2020-2021 Pay & Classification Plan – Approval of the updated Pay and Position Classification Plan**
- D. Water Commitment Extension: The Holston Development at 135 Monticello Road – Water commitment extended for a period of one year as per section 30-77 of town code.**
- E. Appointment of Town Council Liaison to the Planning and Zoning Board – With consent of Town Council Mayor Root appointed Councilman Nagle as a non-voting liaison to the Planning and Zoning Board for a period of one year effective immediately.**

6. Town Manager's Report

Town Manager Coffey presented her Manager's report to Council which included information related to coronavirus relief funds; executive orders concerning utility disconnections; summer concert series event cancellations; Community Center update; Police Department use of force policy review; new waterline construction progress; recycling carts; and upcoming Town Council workshops.

Councilman Nagle requested that, in light of the cancelled concerts, the Town host virtual musical performances and post to social media. Consensus was achieved for Town Manager Coffey to explore the possibility.

7. Discussion and Action Items

A. Fox Lair Crossings Streets: Request for Reconsideration

On May 18, 2020 Town Council considered a public street commitment application for Fox Lair Crossings and took action to deny said application. Representatives from Fox Lair Crossings have requested reconsideration of this denial siting a willingness to remove the present gate and to undertake the testing and inspections recommended by Public Works Director Pennell as conditions for a public street commitment.

Councilmember Fitzsimmons motioned to reconsider the application for a public street commitment for Fox Lair Crossings. Councilmember Sherrill seconded the motion and in a roll call vote the motion for reconsideration passed 4-1. Councilmember Nagle cast the dissenting vote.

Fabrizio Corte spoke to Town Council on behalf of the home owners association. Mayor Root called for a member of Council to make a motion on any proposed action related to the public street commitment application.

No motion was made for action of any kind related to the Fox Lair Crossings public street commitment application, so Town Council's previous action on May 18, 2020, to deny the application for public street commitment stands.

B. Waterline Acceptance: Fairfield Inn

Public Works Director Pennell recommended that Town Council accept the waterline extension and related improvements for Fairfield Inn into the Town's water system subject to staff level approval by the Public Works Director, Town Manager and Town Attorney. Public Works Director Pennell also recommended that Town Council set a waterline repair guarantee of \$3,000 to cover any defects discovered within three years of acceptance.

Vice Mayor Jackson moved to accept the waterline extension and related improvements into the Town's water system subject to staff level approvals by the Town Manager, Town Attorney and Public Works Director and to set a repair guarantee in the amount of \$3,000. Councilmember Nagle seconded the motion and in a roll call vote all voted to approve the waterline extension and repair guarantee. Motion passed 5-0.

C. Water Treatment Plant Expansion Resolution of Intent

Town Manager Coffey presented to Town Council a resolution of intent to expand the Town’s water treatment plant on the Ivy River. Town Manager Coffey also spoke to the monitoring of the production of water at the plant, a 2017 study on the expansion of the water plant by McGill & Associates and WithersRavenel, and the monitoring of water usage and allocations which support the expansion of the water treatment plant to 3 million gallons of water per day to double the plant’s production capacity. It was also noted that the Towns of Marshall and Mars Hill have been granted funds to engage in a joint study on individual water supplies and possible regionalization of water production and distribution.

Councilmember Nagle moved to adopt a Resolution of Intent to Expand the Ivy River Water Treatment Plant and authorize staff to begin steps of estimating project costs, securing financing and engineering for the project and participating in discussions with neighboring jurisdictions concerning the provision of public water in the region. Vice Mayor Jackson seconded the motion and in a roll call vote all voted to approve the authorization. Motion passed 5-0.

D. Labor Day Fireworks Event

Town Manager Coffey noted that the Town’s annual fireworks display on July 4th was cancelled with a potential makeup date of Labor Day on September 5. However no improvement has been experienced related to the COVID-19 crisis. Town Manger Coffey presented council with the following options for discussion and direction to staff.

Option 1: Hold the fireworks event on Labor Day and look for alternative locations and ways of displaying the fireworks.

Option 2: Request a second postponement to July 4, 2021 with a 15% (\$2,925) postponement fee to remain on the schedule for fireworks distribution.

Option 3: Cancellation of the fireworks order for 2020 and forfeiture of \$10,750 already deposited with the fireworks distributor. If Town Council elects to cancel, there may be difficulties rescheduling due to the number of jurisdictions who have cancelled in 2020.

Councilmember Sherrill made a motion to proceed with Option #2 and request a second postponement to July 4, 2021, with the understanding that a postponement fees will be owed by the Town. Council Member Fitzsimmons seconded the motion and in a roll call vote all voted in support of Option #2. Motion passed 5-0.

E. Quarterly Report: Planning

Planning Director Eller presented Town Council with the quarterly report for the Planning Department.

8. Adjournment

Mayor Root declared the meeting adjourned at 8:09 p.m.

James Eller, Interim Town Clerk

**TOWN OF WEAVERVILLE
TOWN COUNCIL AGENDA ITEM**

MEETING DATE: August 24, 2020
SUBJECT: Board Appointments
PRESENTER: Mayor Root
ATTACHMENTS: Proposed Rosters for Board of Adjustment, Planning and Zoning Board and ABC Board

DESCRIPTION/SUMMARY OF REQUEST:

There are terms that are expiring in September on the Planning and Zoning Board, Board of Adjustment and ABC Board. There is also a vacancy in an alternate position on the Planning and Zoning Board that the Mayor is working on.

The Mayor recommends reappointments to these boards as reflected in the attached rosters and suggested motions below. Action on the appointment to fill the vacancy in the alternate position on the Planning and Zoning Board will be brought back to Town Council in the near future.

COUNCIL ACTION REQUESTED:

I move that Tyker Lewis be reappointed as a regular member of the Board of Adjustment to serve a three-year term beginning in September 2020.

I move that Roger Parkin be reappointed as a regular member of the Board of Adjustment to serve a three-year term beginning in September 2020.

I move that Bob Pace be reappointed as an alternate member on the Board of Adjustment to serve a three-year term beginning September 2020.

I move that Gary Burge be reappointed as a regular member of the Planning and Zoning Board to serve a three-year term beginning in September 2020.

I move that Catherine Cordell be reappointed as a regular member of the Planning and Zoning Board to serve a three-year term beginning in September 2020.

I move that Rob Chason be reappointed to the ABC Board to serve a three-year term beginning in September 2020 and that Rob Chason be designated as the ABC Board Chairman.

WEAVERVILLE PLANNING AND ZONING BOARD

Regularly meets 1st Tuesday of the month at 6 pm
in Community Room/Council Chambers at Town Hall

NAME AND POSITION	CONTACT INFORMATION	FIRST APPT	DATE OF APPT	TERM (3 YEARS)
Gary Burge Regular Member Chair	3 High Bluff Drive Weaverville, NC 28787 (cell) 423-0150 garyburge@garyburge.com	2014	August 2020	September 2020 – 2023
Catherine Cordell Regular Member Vice-Chair	13 Hamburg Drive Weaverville, NC 28787 (cell) 776-7380 cat.cordell7@gmail.com	2012	August 2020	September 2020 – 2023
Peter Stanz Regular Member	49 Brown Street Weaverville, NC 28787 (cell) 828-768-4202 stanzbus@gmail.com	2017	August 2019	September 2019 – 2022
Steve Warren Regular Member	3 Duncannon Street Weaverville, NC 28787 704-682-5801/704-807-9899 warren.smw.steve@gmail.com	2018	August 2018	September 2018 – 2021
John Chase Regular Member	151 South Main Street Weaverville, NC 28787 (cell) 828-337-3366 jchase@medlockengr.com	2018	August 2019	September 2019 – 2022
Rachael Bronson Alternate Member	31 Reynolds Lane Weaverville, NC 28787 843-327-6709/828-229-1838 rachael.bronson@gmail.com	2019	August 2019	September 2019 – 2022
Alternate Member				- Sept 2021
Andrew Nagle <i>Non-Voting Town Council Liaison</i>	300 Aiken Road Weaverville, NC 28787 828-656-3015 x 280 anagle@weavervillenc.org	2020	July 2020	July 2021
James Eller Town Planner	828-484-7002 jeller@weavervillenc.org			
Jennifer Jackson Town Attorney	828-442-1858 jjackson@weavervillenc.org			

**WEAVERVILLE
BOARD OF ADJUSTMENT**

Regularly meets 2nd Monday of the month at 7:00 pm (as needed)
in Community Room/Council Chambers at Town Hall

NAME AND POSITION	CONTACT INFORMATION	FIRST APPT	DATE OF APPT	TERM (3 YEARS)
John "Tycker" Lewis Chairman	14 South College Street (cell) 279-4290 tycerrenovations@gmail.com	2017	August 2020	September 2020 – 2023
Cynthia Wright Vice-Chairman	88 Hillcrest Drive (cell) 703-862-8428 wright.cindy2011@gmail.com	2014	August 2018	September 2018 – 2021
Paul Clauhs Regular Member	P.O. Box 483 74 Hamburg Drive 828-768-6679 weavervilleplumbing@hotmail.com	2011	August 2019	September 2019 – 2022
Roger Parkin Regular Member	57 Church Street 828-337-2868 rdplimey@gmail.com	2017	August 2020	September 2020 – 2023
Sylvia Valois Regular Member	42 Loftin Street 504-717-0275 svalois2000@yahoo.com sylvia.valois@ncdps.gov	2018	August 2018	September 2018 – 2021
Bob Pace Alternate Member	116 Mountain Meadow Circle 919-434-6938 ncstman@gmail.com	2018	August 2020	September 2020 – 2023
Gene Knoefel Alternate Member	10 Highland Pointe Drive 828-645-8800 gknoefel@charter.net	2019	August 2019	September 2019 – 2022
James Eller Zoning Administrator	828-484-7002 jeller@weavervillenc.org			
Jennifer Jackson Town Attorney	828-442-1858 jjackson@weavervillenc.org			

**WEAVERVILLE
ALCOHOL BEVERAGE CONTROL (ABC) BOARD**

Quarterly – 10 am on First Wednesday in March, June, September and December in Community Room/Council Chambers at Town Hall; and as needed

NAME AND POSITION	CONTACT INFORMATION	FIRST APPT	DATE OF APPT	TERM (3 YEARS)
Robert Chason Chairman	26 Scenic Mountain Drive Weaverville, NC 28787 273-8510 (cell) homebrew7@charter.net	2011	August 2020	September 2020 – 2023
Warren Alcorn	22 Perrion Avenue Weaverville, NC 28787 658-3510; 713-7634 alcornwd@msn.com	2015	August 2019	September 2019 – 2022
Tonia Sheppard	27 Central Avenue Weaverville, NC 28787 MAILING ADDRESS IS 1186 Patton Avenue Asheville, NC 28806 828-712-4259 (cell) funinfolly@gmail.com	2019	November 2019	Nov 2019 – Sept 2021
Jennifer Jackson Board Attorney	828-442-1858 (cell) jjackson@weavervillenc.org			

TOWN OF WEAVERVILLE
TOWN COUNCIL AGENDA ITEM

Date of Meeting: August 24, 2020
Subject: Budget Amendment - Re-appropriations from FY20
Presenter: Town Finance Director
Attachments: Budget Amendment Form

Description:

The 2019-2020 Budget contained several items that were received and/or budgeted in Fiscal Year 2019-2020, but need to carryforward to Fiscal Year 2020-2021. These amounts reverted to General Fund Balance at 6/30/2020, and must be re-appropriated in order to be spent in the current Fiscal Year.

Town Council is asked to approve a budget amendment to add the following expenditure items to the 2020-2021 Budget:

Police Department

- 010-430-431-26450 (ABC Law Enforcement) \$851.06
- 010-430-431-26400 (Alcohol Ed & Prevention) \$1,567.64
- 010-430-431-26608 (Cops for Kids) \$3,640.25
- 010-430-431-26609 (Pink Patch) \$60.00

Fire Department

- 010-430-434-26600 (Contributory Expense) \$744.15

Water Production

- 030-700-712-35200 (Equipment Maintenance) \$1,718.42

Action Requested:

Town Manager recommends approval of the attached Budget Amendment.

**Budget Amendment
Town of Weaverville**

What expense accounts are to be increased?

<u>Account</u>	<u>Account Description</u>	<u>Transfer Amount</u>
010-430-431-26450	Police - ABC Law Enforcement	\$851.06
010-430-431-26400	Police - Alcohol Ed & Prevention	\$1,567.64
010-430-431-26608	Police - Cops for Kids	\$3,640.25
010-430-431-26609	Police - Pink Patch	\$60.00
010-430-434-26600	Fire - Contributory Expense	\$744.15
030-700-712-35200	Water Prod - Equip Maintenance	\$1,718.42

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

<u>Account</u>	<u>Account Description</u>	<u>Transfer Amount</u>
010-004-310-09900	Appropriated Fund Bal (General)	\$6,863.10
030-004-310-09900	Appropriated Fund Bal (Water)	\$1,718.42

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

Re-appropriations from FY20 Budget to FY21 Budget for: ABC Distributions received late in the year, Cops for Kids carryover, Pink Patch carryover, Fire Dept Donations carryover, Unfinished repairs in Water Production.

_____ Authorized by Finance Officer	_____ Date
_____ Authorized by Town Manager	_____ Date
_____ Authorized by Town Council (if applicable)	_____ Date

Budget Ordinance Section 7:

- 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.

**TOWN OF WEAVERVILLE
TOWN COUNCIL AGENDA ITEM**

MEETING DATE: August 24, 2020

SUBJECT: Annexation Petition and Initial Zoning Request for Conrad Property – 2.10 +/- Acres on Reems Creek Road

PRESENTER: Town Clerk

ATTACHMENTS: Voluntary Annexation Petition and Data Sheet
Property Tax Map and Proposed Annexation Map
Certificate of Sufficiency

DESCRIPTION/SUMMARY OF REQUEST:

Bernhard and Linda Grace Conrad have submitted a voluntary annexation petition for approximately 2.10 acres on Reems Creek Road located near the intersection of Merrimon Road. The petition indicates that the purpose of the annexation is to combine the property with their adjoining property that is currently located within the Town’s municipal boundaries so that all of their property in this location is under the same land development authority. They are requesting an initial zoning designation of R-3 if the property is to be annexed into the Town’s municipal limits.

The Clerk has investigated the sufficiency of the annexation petition and has found that all owners have signed the petition. The next steps are to send the initial zoning request to the Planning and Zoning Board for review and recommendation and to set a public hearing on the annexation and initial zoning request. The Mayor proposes that the public hearing be set for Town Council’s regular meeting on September 28, 2020, at 7:00 p.m., and that action on the annexation be taken either on September 28, 2020, if allowable, or at the October 26, 2020, meeting if the September 28, 2020 meeting is held electronically.

COUNCIL ACTION REQUESTED:

Town Council is requested to take action to set the public hearing and send the initial zoning request to the Planning and Zoning Board for its review for consistency with the Town’s Comprehensive Land Use Plan and recommendation. A proposed motion is as follows:

I move that we set the public hearing on the proposed annexation and initial zoning request of R-3 for Town Council’s regular meeting on September 28, 2020 at 7:00 p.m. and to request a recommendation from the Planning and Zoning Board on the proposed initial zoning designation of R-3 on this property should it be annexed.

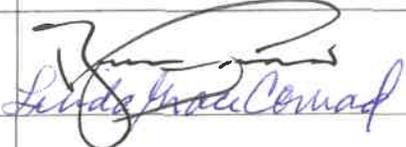
**PETITION FOR VOLUNTARY ANNEXATION
 PETITION/APPLICATION
 Town of Weaverville, North Carolina**

Submittal Date: 7/20/20
 Date Fee Paid: 7/27/2020
 Petition No: 2020-1

**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
LINDA GRACE CONRAD BERNHARD CONRAD 7 A-BEMBLEM DRIVE WEAVERVILLE, NC 28787	(828) 231-1142 bernie@abemblem.com	S197/0055 973 292907000000	

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: 2.10
 Population in annexed area: 0
 Proposed Zoning District: R3
 Reason for annexation: _____ Receive Town Services Other (please specify) see below

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.

****To combine with adjoining property that is already within the Town's municipal boundary.**

**PETITION FOR VOLUNTARY ANNEXATION
DATA SHEET**

Town of Weaverville, North Carolina

Submittal Date: 7/20/20

Petition No. 2020-1

Annexation Area Name: ALTA K. MORRIS ESTATE

Petitioner: BERNHARD + LINDA GRAZE CONRAD

Subject Area Acreage: 2.10

Current Land Use: OPEN / VACANT LAND

Proposed Land Use or Development (describe): _____

CONSOLIDATE WITH EXISTING LOT IN TOWN

Residential (single family): Number of Units: _____ Anticipated build out in _____ years
Average Sales Price: \$ _____ /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: _____

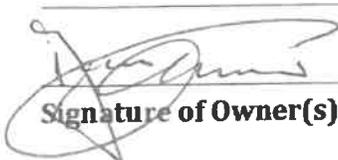
Other: Square footage: _____ Anticipated build out in _____ years
Type of tenancy: _____

Development Scale: Max building height of _____; max number of stories of _____

Infrastructure: Linear feet of publicly dedicated roadways proposed: _____ feet
Public water proposed (describe): _____

Other Public Services Requested (describe): _____

Zoning Vested Rights Claimed (describe and attach documentation): NONE

 Linda Graze Conrad
Signature of Owner(s)

PETITION FOR VOLUNTARY ANNEXATION PROCESS INFORMATION

Town of Weaverville, North Carolina

VOLUNTARY ANNEXATION: Upon receipt of a valid petition signed by all of the owners of real property in the area described therein, the Town may annex an area either contiguous or not contiguous to its primary corporate limits when the area meets the standards set out under North Carolina General Statutes § 160A-31 and § 160A-58.1 The petition need not be signed by the owners of real property that is wholly exempt from property taxation under the Constitution and laws of North Carolina, nor by railroad companies, public utilities as defined in G.S. § 62-3(23), or electric or telephone membership corporations. A rezoning petition must accompany the annexation petition if any portion of the property to be annexed is located outside of the Town of Weaverville's corporate limits.

SUBMITTAL REQUIREMENTS:

- Town of Weaverville Petition for Annexation with original signatures
- Annexation Petition Fee (\$200)
- N/A Certificate of Authority
- Plat/Annexation Survey
- Legal Description (based on annexation survey in Microsoft Word format)
- Annexation Data Sheet

REVIEW PROCESS:

Staff Review – The Planning and Public Works Departments review the annexation submission. Comments will be sent to the applicant via email. Clerk begins review of annexation petition for sufficiency.

Annexation Plat Submission – After the map and legal description are deemed sufficient by the Town of Weaverville, and prior to the public hearing on the annexation, the applicant is required to submit an annexation survey in recordable format to the Planning Department.

Town Council Meeting – The Town Council meetings are typically held on the third Monday of each month at 6pm. The Town Council will pass a resolution directing the Town Clerk to investigate the annexation petition. The Town Clerk will present to the Town Council a Certificate of Sufficiency indicating that the annexation petition is complete. A resolution setting the date of the public hearing is then approved.

Legal Advertisement – A legal advertisement will be published on the Town's website and in the newspaper no more than 25 days and no less than 10 days prior to the date of the public hearing.

Public Hearing/Town Council Meeting – The Town Council meetings are typically held the third Monday of each month at 6pm. After holding the public hearing, the Town Council will either adopt or deny an ordinance to extend the corporate limits of the Town of Weaverville

Recordation – If the annexation is approved by the Town Council, the Town Clerk will have the Annexation Plat recorded at the Buncombe County Register of Deeds.

Notice of Annexation – As required by law the North Carolina Secretary of State and the Buncombe County Board of Elections will be notified of the newly annexed area.



Doc ID: 026237960002 Type: CRP
Recorded: 04/01/2014 at 12:02:10 PM
Fee Amt: \$356.00 Page 1 of 2
Revenue Tax: \$330.00
Workflow# 0000212717-0001
Buncombe County, NC
Drew Reisinger Register of Deeds
BK 5197 PG 55-56

There are no delinquent taxes that are a lien on the parcel(s) described in the deed which the Buncombe County Tax Collector is charged with collecting.
Date 4-1-2014
Tax Collector [Signature]

NORTH CAROLINA GENERAL WARRANTY DEED

Excise Tax: \$330.00

Parcel Identifier No. 9732-92-9070-00000

Mail/Box to: Patla, Straus, Robinson & Moore, P.A. -- Box No. 35

This instrument was prepared by: Lyman J. Gregory, III - NO TITLE EXAMINATION

Brief description for the Index: Lots 1 and 2, Plat Book 24, Page 49

THIS DEED, made this the _____ day of _____, 2014, by and between

GRANTOR	GRANTEE
BROOKS TOWNES and JUDY ANN ROSEN, Husband and Wife P.O. Box 2093 Port Townsend, WA 98368	BERNHARD CONRAD AND LINDA GRACE CONRAD, Husband and Wife 287 Merrimon Ave. Weaverville, NC 28787
For tax information purposes only: All or a portion of the property herein conveyed <u> </u> includes or <u>X</u> does not include the primary residence of a Grantor.	

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

BEING all of Lots 1 and 2 as shown on that plat titled, "Alta K. Morris Estate," recorded in Plat Book 24 at Page 49, Buncombe County Registry, reference to which is made for a more particular description.

[Signature]
[Signature]
Nov. 19 '14
@ 12:21 PDT

The property hereinabove described was acquired by Grantor by instrument recorded in Book 4691, Page 725.

A map showing the above described property is recorded in Plat Book 24, Page 49.

TO HAVE AND TO HOLD the aforesaid lot or parcel of land and all privileges and appurtenances thereto belonging to the Grantee in fee simple.

AND the Grantor covenants with the Grantee that Grantor is seized of the premises in fee simple, has the right to convey the same in fee simple, that title is marketable and free and clear of all encumbrances, and that Grantor will warrant and defend the title against the lawful claims of all persons whomsoever, other than the following exceptions:

Easements, restrictions, and rights-of-way of record; utility lines in existence over and under subject property; ad valorem taxes for the year 2014, which shall be prorated at closing, and for subsequent years; 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 such laws, ordinances, or regulations.

IN WITNESS WHEREOF, the Grantor has hereunto set his hand and seal the day and year first above written.

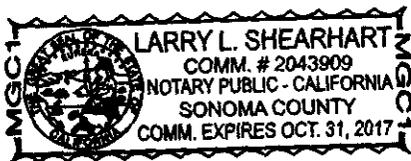
Brooks Townes (SEAL)
BROOKS TOWNES

Judy Ann Rosen (SEAL)
JUDY ANN ROSEN

STATE OF CALIFORNIA, COUNTY OF SONOMA

I certify that the following person(s) personally appeared before me this day, each acknowledging to me that he or she voluntarily signed the foregoing document for the purpose stated therein, under duly given authority, and in the capacity indicated: BROOKS TOWNES and JUDY ANN ROSEN

Date: March 19, 2014 Official Signature of Notary [Signature]
Notary's printed or typed name LARRY L. SHEARHART
My commission expires: Oct 31, 2017



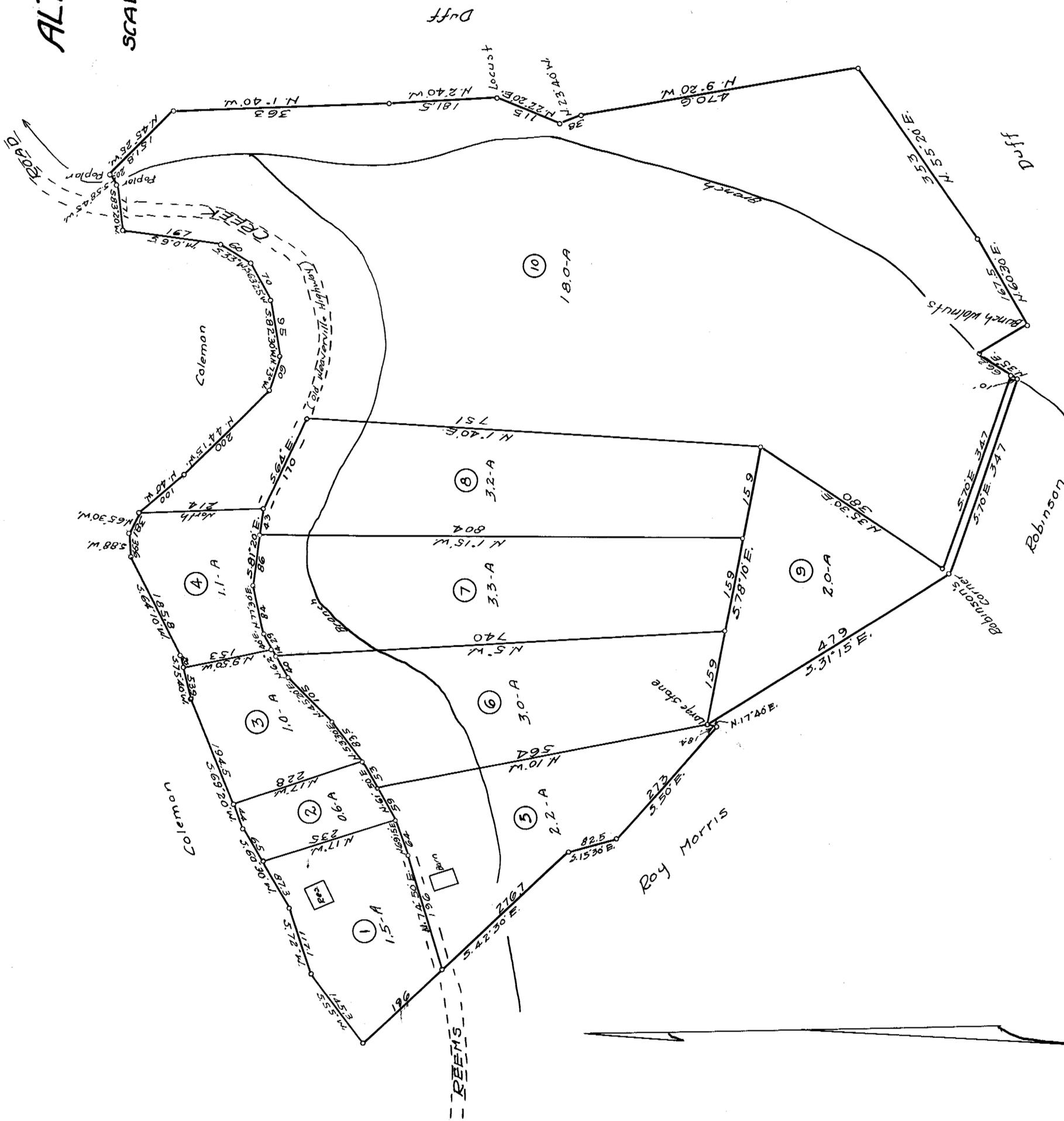
ALTA K. MORRIS ESTATE

NEAR WEAVERVILLE

BUNCOMBE COUNTY N. C.

SCALE 1" = 100' J. R. REAGAN ENGR.

AUGUST 1949



STATE OF NORTH CAROLINA

County of Buncombe

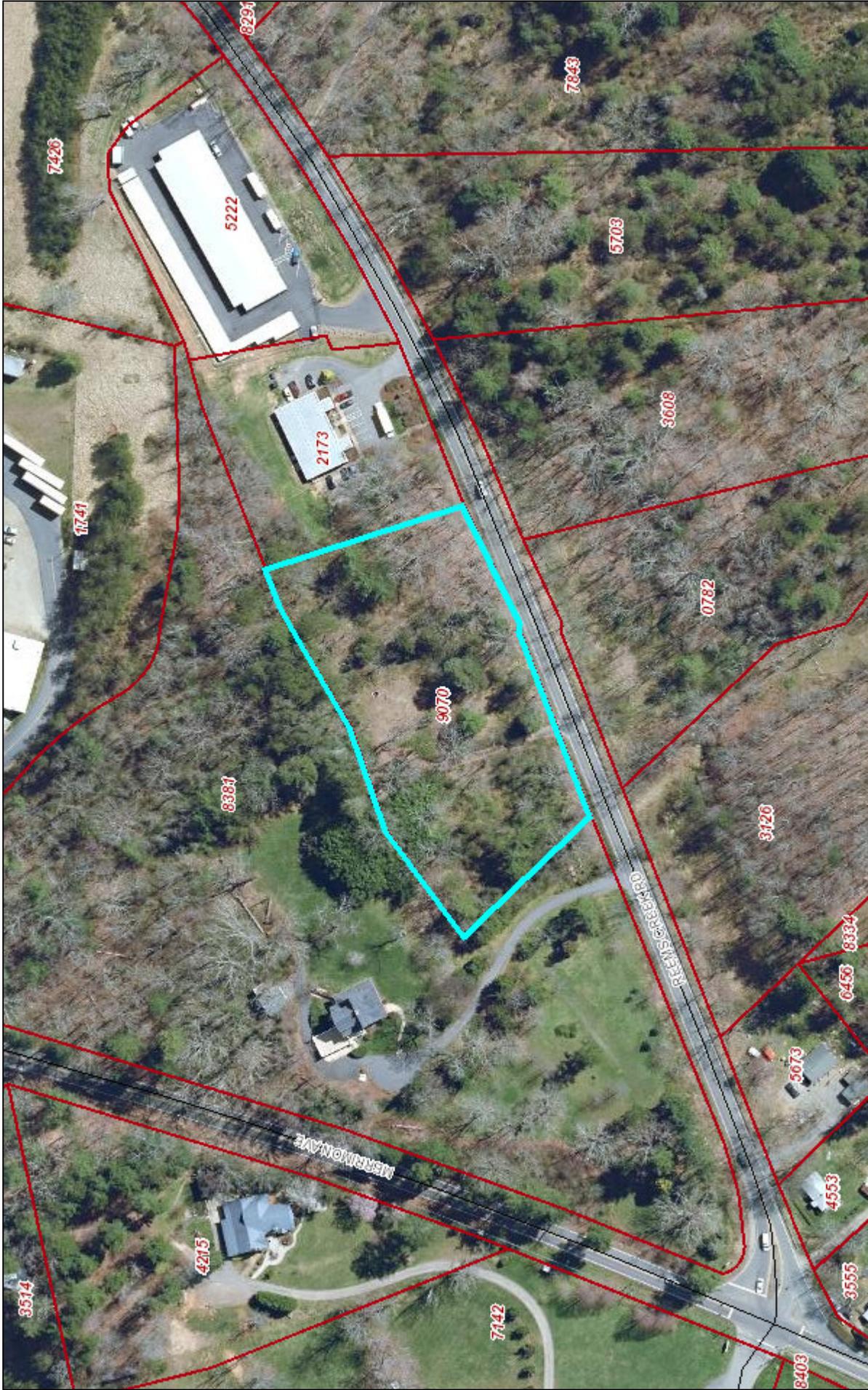
I, J. R. Reagan, being first duly sworn, depose that the plat a-
 which this plat is embodied is in all respects correct and was prepared from an actual
 made by me on the month of Aug 1949 on a variation of 10 minutes
 side from _____

Witness my hand and seal of office this 6 day of Sept 1949
J. R. Reagan

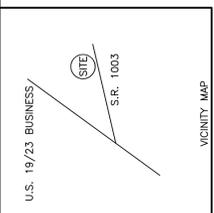
Sworn to and subscribed before me this the 6 day of Sept 1949
 and thereupon I have certified that the plat on which this plat is embodied has
 been prepared as required by the Statutes of North Carolina. The Public Seal of the State
 is hereunto attached.

William D. Rogers
 State Notary Public

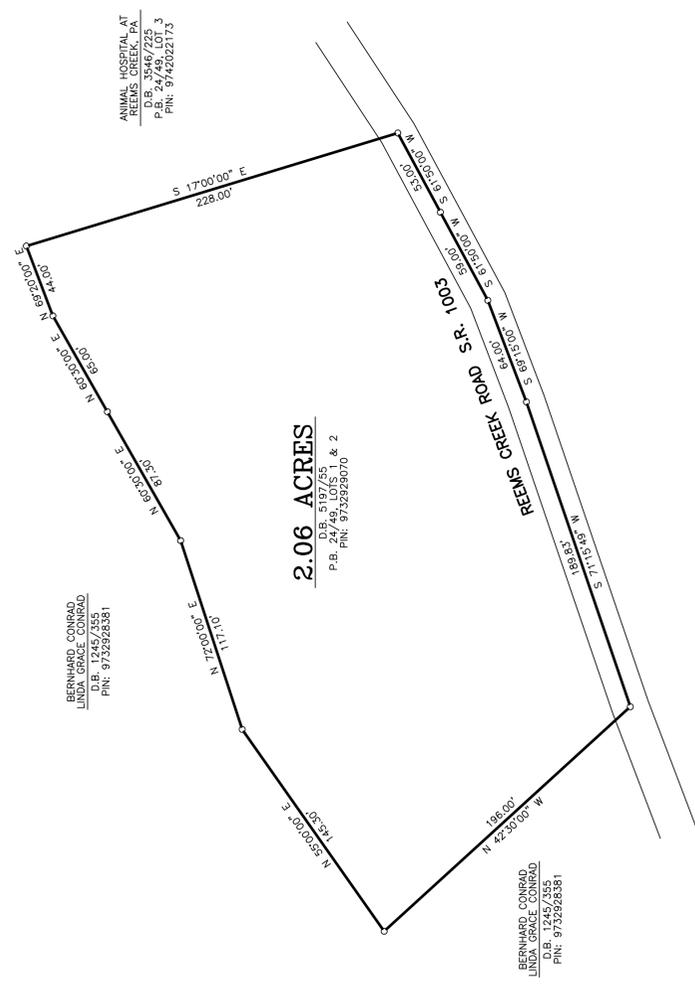
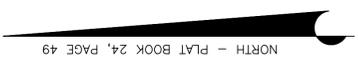
Buncombe County



August 19, 2020



LEGEND
○ UNMARKED POINT



NAME OF OWNER: BERNHARD AND LINDA CONRAD
P.I.N.: 9732929070

PROPOSED ANNEXATION
MAP FOR

**TOWN OF
WEAVERVILLE**
REEMS CREEK TOWNSHIP
BUNCOMBE COUNTY
NORTH CAROLINA



DATE: AUGUST 19, 2020
REVISED:

McMAHAN & BROCK, P.A. (C-319)
P.O. BOX 1296
WEAVERVILLE, N.C. 28787
828-645-5554

JOB NO. 20-3856
E:\14\DWGS\3856.DWG

I HEREBY CERTIFY TO ONE OF THE FOLLOWING:

- ANY OF THE FOLLOWING:
 1. THAT THE SURVEY IS OF AN EXISTING PARCEL OR
 2. THROUGH CHANGING DESIGN NOT TO CREATE A NEW STREET
 - OR CHANGE AN EXISTING STREET;



I, BOBBY C. McMAHAN, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION AND THE DESCRIPTION RECORDED IN DEED BOOK PAGE 2475 OF DEED BOOK 5197. THAT THE UNMARKED POINTS NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION IN DEED BOOK 5197, PAGE 95; THAT THE RATIO OF PRECISION AS CALCULATED IS 1: 10,000; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED. WITNESS MY ORIGINAL SIGNATURE, REGISTRATION NUMBER AND SEAL THIS 19TH DAY OF AUGUST, A.D., 2020.

SURVEYOR:
REGISTRATION NUMBER: 2475

FILED FOR REGISTRATION ON THE 20 DAY OF 20
AT 0 O'CLOCK M., AND RECORDED IN _____
REGISTER OF DEEDS BUNCOMBE COUNTY

BY _____ DEPUTY

**CERTIFICATE OF SUFFICIENCY OF
ANNEXATION PETITION 2020-1
CONRAD - 2.10+/- ACRES REEMS CREEK ROAD
LOTS 1 AND 2 OF ALTA K. MORRIS ESTATE**

TO THE WEAVERVILLE TOWN COUNCIL:

I, James Eller, Weaverville Town Clerk, do hereby certify that I have investigated the Voluntary Annexation Petition of Bernhard Conrad and Linda Grace Conrad (Petition No. 2020-1) and have found as a fact that the Petition is signed by all the owners of real property lying in the area described therein and that the area to be annexed is contiguous to the Town's primary boundary.

Therefore, in accordance with North Carolina General Statutes § 160A-31, *et seq.*, I certify that the Petition is valid and sufficient for the voluntary annexation of a contiguous area pursuant to said § 160A-31 *et seq.*, of the North Carolina General Statutes.

IN WITNESS WHEREOF, I have hereto set my hand and affixed the seal of the Town of Weaverville, this the 17th day of August, 2020.



JAMES ELLER, Town Clerk



**TOWN OF WEAVERVILLE
TOWN COUNCIL AGENDA ITEM**

MEETING DATE: August 24, 2020

SUBJECT: Planning and Zoning Board Recommendation on Structure of Planning and Zoning Board

PRESENTER: Planning Director

ATTACHMENTS: Code Section 2-151

DESCRIPTION/SUMMARY OF REQUEST:

To give full credit to the hard work that the alternate members of the Planning and Zoning Board undertake each month, the Mayor began a conversation about the possibility of giving the alternate members full voting rights by changing the structure of the Board from the current 5-member board with 2 alternates to a 7-member board with all members having voting rights. This was preliminarily discussed at the joint meeting with the Planning and Zoning Board on July 14, 2020, and Town Council sent the matter to that Board for a recommendation.

The Planning and Zoning Board discussed possible changes to its structure at its meeting on August 4, 2020. By a unanimous vote the recommendation of the Planning and Zoning Board was to leave the structure of the Board at 5 regular members and 2 alternates as currently provided for in Code Section 2-151.

COUNCIL ACTION REQUESTED:

No action is requested.

Sec. 2-151. - Establishment.

Pursuant to the authority granted in G.S. 160A-361, the town council establishes a planning and zoning board of the town, which board shall consist of five regular members and up to two alternate members who shall all serve at the pleasure of town council. Only residents of the Town of Weaverville are eligible to serve on the planning and zoning board. Members shall be appointed by the mayor with the approval of the town council. An alternate member may serve on the planning and zoning board in the absence of a regular member and when so serving has all of the powers and duties of a regular member.

The term of office of each member and alternate member of the planning and zoning board shall be for three years. In appointing original members or in filling vacancies caused by the expiration of the terms of existing members, the mayor and town council may appoint certain members for less than three years so that the terms of all members do not expire at the same time. Vacancies occurring on the planning and zoning board shall be filled for the unexpired term only.

Members of the planning and zoning board shall receive no compensation for their services.

Any member of the planning and zoning board who is absent without good cause from three consecutive meetings of the board shall be reported to the mayor and may be removed from the board and replaced in the manner prescribed for appointments.

(Ord. of 12-17-2018(1), § 1)

Town of Weaverville
Town Council Agenda Item

Date of Meeting: Monday, August 24, 2020
Subject: Monthly Town Manager’s Report
Presenter: Town Manager
Attachments: Monthly Report

Description:
Attached please find the monthly Town Manager’s report.

Action Requested:
No action requested.



Town Manager's Monthly Report

Selena D. Coffey, MPA, ICMA-CM

August 2020

Use of Force Policy Review

After substantial internal and external review, I have provided the Weaverville Police Department's newly revised use of force policy to the Mayor and Town Council. I would like to thank Police Chief Davis, Lieutenant Oberlin, and Town Attorney Jackson for their time and thoughtful review and revisions to this policy and ensuring that our policy corresponds with the national Campaign Zero's "Eight Can't Wait" guidelines.

Summer Series Event Cancellations

Per Town Council's direction at the last meeting, I have reached out to the bands that we had scheduled to perform during our Summer Series events to ask if they would be interested in performing virtually. All are interested and I will be scheduling and advertising these soon.

Hillside Community

Staff is continuing on our work on determining ways in which the Town may assist the Hillside community in making the potential improvements they have identified for the space between their community center (former schoolhouse) and the church facility. We anticipate having a report back to Town Council at its September 28 meeting.

Recycling Carts

Staff has now received samples of the different sizes of rolling recycling carts (64-gallon, 48-gallon and 24-gallon) for evaluation. We have contacted the grantors about the possibility of moving from the 95-gallon carts to smaller carts (24, 48, or 64-gallon) for our residents in order to address concerns that the larger carts may be too large for easy maneuvering and storage. The NCDEQ grant (\$30,000 grant amount) will allow us to move from the originally planned 95-gallon cart to 64-gallon or 48-gallon carts, but tote bins will not be eligible for grant funding because bins are difficult to service since there is no chance for semi-automatic or automatic collection. The second grant, from Southeast Recycling Development Council (SRDC, \$13,000 grant amount) will not allow for the purchase smaller tote bins or carts, which means we may need to withdraw our request for these grant funds as we may become ineligible if we implement smaller carts.

In trying to balance the needs and voiced concerns of our residents with the available grant funding, while continuing to improve our recycling program, I am leaning towards recommending that the Town withdraw from the SRDC grant and go with the 48- or 64-gallon carts instead of the 95-gallon carts that we had originally planned for in our grant applications. A key factor to also consider in utilizing the 48- or 64-gallon carts is that we may have the opportunity to reduce our frequency of collection, meaning that the Town could likely save some money by collecting recycling alternating weeks instead of weekly as we are now. The larger carts should make that possible. The smaller the cart, the more likely for it to fill up quicker and need to be serviced more frequently.

I would like to hear Town Council's input on this recommendation during the meeting.

Grant-writing

Per Town Council's budget, approved for the fiscal year 2020-2021, we now have hired an independent contractor to research and write grant applications for the Town. Kelly Shanafelt will be serving in this capacity and will begin with 10 hours of researching grant opportunities. I will update Town Council as we move forward and wish to thank Councilman Fitzsimmons in coordinating my introduction with Ms. Shanafelt.

Upcoming Town Council Workshop

As a reminder, the Town Council workshop on September 8 will be focused on fundraising plans for the new community center. That meeting will be held via Zoom and a link will be sent out a week or so before the workshop.

**TOWN OF WEAVERVILLE
TOWN COUNCIL AGENDA ITEM**

MEETING DATE: August 24, 2020

SUBJECT: Comprehensive Land Use Plan Progress Report and Review of Priorities

PRESENTER: Planning Director

ATTACHMENTS: Table of Stated Goals, Responsibilities, and Priorities

DESCRIPTION/SUMMARY OF REQUEST:

The Comprehensive Land Use Plan was adopted a year ago. For accountability purposes the Plan calls for an annual review of progress towards accomplishment of stated goals.

The items highlighted in orange on the attached table indicate the items that have been accomplished during the last year. You will note that all of the top priority items have been completed, as well as some of the other stated goals.

A review of priorities is now needed in order to give guidance to staff on this next year's land development priorities. To aid Town Council in this process the Mayor asked that staff and the Planning and Zoning Board note their respective priorities and offer any additional ones for consideration. The staff and Planning and Zoning Board priorities are noted on the attached table and their top priorities reflect: revisions to Code required by new Chapter 160D, substantial review and revision to the subdivision ordinance, consideration of a manufactured home overlay district, continued close monitoring of water availability, and continued street improvements. The scale for priorities shown on the table is based on the following:

- 1 = high priority to be accomplished within 12 months
- 2 = medium priority to be accomplished within 24 months
- 3 = lower priority to be accomplished in 36 months

COUNCIL ACTION REQUESTED:

Town Council is asked to individually review and rank the items highlighted on the table in green prior to the meeting and to offer any additional items for consideration so that these priorities can be discussed and determined at tonight's meeting. Action to adopt the new priorities will take the form of an amendment to the Plan.

COMPREHENSIVE LAND USE PLAN STATED GOALS, RESPONSIBILITIES, AND PRIORITIES

(TC to work on green sections; orange items have been completed)

(1 = high priority to be accomplished in 12 months, 2 = medium priority to be accomplished in 24 months, 3 = lower priority to be accomplished in 36 months)

Proposed	Current	TC	P&Z	Staff	STATED GOAL	NOTES	Staff	P&Z	TC
WATER									
	1		1	1	Update Plan and regulations to slow land use development if water treatment plant expansion is postponed or terminated and water usage and commitments reach 70% of available water supply		✓	✓	✓
	2		1.5	1	Continue monitoring water production, allocations, usage, and availability	In progress by staff with quarterly reports	✓		
	3		1.5	1	Continue reserving water allocation for infill development within the town	In progress by staff with quarterly reports	✓		
STREETS AND SIDEWALKS									
	2		1	1	Determine when sidewalks and other improvements are required with development approvals	Initiated July 2020	✓	✓	✓
	1		1.5	1	Continue the Street Improvement Program	Program funded	✓		✓
✓	2				Review the current policy on street standards for private streets	Private street standards adopted May 2020	✓	✓	✓
	2		1.5	2	Consider implementing a Sidewalk Improvement Program and Master Plan	Bike-Ped Study Grant Application w/ LOSRC	✓		✓
✓	3				Develop and distribute a downtown parking map	Map available on website and Town Hall	✓		
GENERAL POLICY MATTERS									
	2		2.5	2	Consider reestablishing the Town's extraterritorial jurisdiction		✓		✓
	2		2	2	Review and update economic development goals		✓		✓

COMPREHENSIVE LAND USE PLAN STATED GOALS, RESPONSIBILITIES, AND PRIORITIES

(TC to work on green sections; orange items have been completed)

(1 = high priority to be accomplished in 12 months, 2 = medium priority to be accomplished in 24 months, 3 = lower priority to be accomplished in 36 months)

Proposed	Current	TC	P&Z	Staff	STATED GOAL	NOTES	Staff	P&Z	TC
ZONING									
✓	2				Implement a staff-led Technical Review Committee for development reviews	TRC amendments adopted in May 2020	✓	✓	✓
	2		2	2	Continue to analyze ways to provide standard regulations in order to reserve use of CZDs for unique development	Areas improved: Mixed Use Development Apartments	✓	✓	✓
	2		1.5	2	Undertake a comprehensive review of zoning regulations		✓	✓	✓
✓	2				Consider land use regulation that provides for transition districts	Accomplished through mixed use amendments	✓	✓	✓
✓	1				Consider land use regulation that better provides for mixed use development	Regulations amended in May 2020	✓	✓	✓
	3		2	2	Consider Town-initiated rezonings to better align established uses with underlying zoning districts or to address long dormant properties		✓	✓	✓
	3		3	3	Initiate special area studies for the Downtown Area, North Main Street- "Five Points" Area, Monticello Road corridor, and Reems Creek Road corridor		✓	✓	✓
HOUSING									
✓	1				Consider land use regulation that provides for high density single family residential development	Studied in 2019; no new regulation desired	✓	✓	✓
	2		2	2	Define and consider ways to achieve balanced residential development		✓		✓
✓	2			2	Consider ways to address housing affordability	Workshop presentation in January 2020	✓		✓
✓	2				Consider land use regulation that better provides for mixed use development	Regulations amended in May 2020	✓	✓	✓

**COMPREHENSIVE LAND USE PLAN
STATED GOALS, RESPONSIBILITIES, AND PRIORITIES**

(TC to work on green sections; orange items have been completed)

(1 = high priority to be accomplished in 12 months, 2 = medium priority to be accomplished in 24 months, 3 = lower priority to be accomplished in 36 months)

Proposed	Current	TC	P&Z	Staff	STATED GOAL	NOTES	Staff	P&Z	TC
SUBDIVISION									
✓	2				Implement a staff-led Technical Review Committee for development reviews	TRC amendments adopted in May 2020	✓	✓	✓
	2		1	1	Undertake a comprehensive review of subdivision regulations	Initiated June 2020	✓	✓	✓
	2		1	1	Clarify legally required exemptions to subdivision regulations and reexamine the definitions of minor subdivisions and major subdivisions	Initiated June 2020	✓	✓	✓
	2		1	1	Streamline the subdivision review process	Initiated June 2020	✓	✓	✓
PROPOSED ADDITIONS									
			1	1	Implementation of Chapter 160D Amendments	Staff is working on this	✓	✓	✓
			1	2	Consider Implementation of a Manufactured Home Overlap District		✓	✓	✓

COMPREHENSIVE LAND USE PLAN STATED GOALS, RESPONSIBILITIES, AND PRIORITIES

(TC to work on green sections; orange items have been completed)

(1 = high priority to be accomplished in 12 months, 2 = medium priority to be accomplished in 24 months, 3 = lower priority to be accomplished in 36 months)

Proposed	Current	TC	P&Z	Staff	STATED GOAL	NOTES	Staff	P&Z	TC
PRIORITIZATION					RESPONSIBILITY				
PLAN CONSISTENCY REVIEW - LEGALLY REQUIRED									
-	-	-	-	-	Consult plan priorities if inconsistencies develop in the implementation of this Plan		✓	✓	✓
-	-	-	-	-	Consult the Future Land Use Map and use descriptions for Plan consistency review	Legally required	✓	✓	✓
-	-	-	-	-	Consult Action Plan and stated goals for Plan consistency review	Legally required	✓	✓	✓
-	-	-	-	-	Consult additional approved plans for Plan consistency review	Legally required	✓	✓	✓
MAINTENANCE OF PLAN AND REGULATIONS – LEGAL COMPLIANCE AND ACCOUNTABILITY									
-	-	-	-	-	Conduct an annual review of progress towards accomplishment of goals as stated in this Plan	Pending - August 2020	✓	✓	✓
-	-	-	-	-	Update appendix to this Plan when new plans or amendments related to land use are adopted	To keep Plan up-to-date and usable	✓		
-	-	-	-	-	Conduct an annual review of zoning regulations to ensure statutory compliance and consistency with stated goals	For legal compliance and progress towards Plan goals	✓		
-	-	-	-	-	Undertake an annual review of the Table of Uses	For legal compliance	✓		
-	-	-	-	-	Conduct an annual review of subdivision regulations to ensure statutory compliance and consistency with stated goals	For legal compliance and progress towards Plan goals	✓		
-	-	-	-	-	Consider development of or amendment to regulations consistent with law and Plan	For progress towards Plan goals	✓	✓	✓
-	-	-	-	-	Undertake a comprehensive update to the Plan in 2025 or at such time as substantial legislative or other changes are experienced within the Town	2025 is proposed in order to provide for 5 year updates that better align with Census	✓	✓	✓

TOWN COUNCIL AGENDA ITEM

MEETING DATE: August 24, 2020

SUBJECT: Waterline Extension Request – Northridge Commons – New Retail Businesses

PRESENTER: Public Works Director

ATTACHMENTS: Application for Water Commitment Letter
Utility Plan

DESCRIPTION/SUMMARY OF REQUEST:

The Town is in receipt of a water commitment application and a waterline extension request for the extension of the existing water main located within the Northridge Commons property to serve new retail businesses that are proposed for the southern part of the Northridge Commons development.

This utility projects involves the installation of approximately 500 linear feet of 8-inch ductile iron waterline, two fire hydrants, and three commercial water meters that will be less than 2 inches in diameter, all as shown on the attached utility plan.

The retail businesses that are proposed are not large water users so the size of the proposed water meters allows the Town Manager to grant the water commitment request under Code Section 30-77(3). The Public Works Director has reviewed the commitment request and has indicated that there is sufficient water capacity for this allocation and will not have any effect on service to existing customers.

The waterline extension needs to be approved by Town Council for this project to move forward. Staff recommends approval of this request and will be present at tonight's meeting to answer any questions that Council might have regarding this matter.

ACTION REQUESTED:

Council discussion and action to approve the waterline extension.

TOWN OF WEAVERVILLE
WATER DEPARTMENT

APPLICATION FOR A COMMITMENT LETTER

APPLICANTS NAME: T. Martin Fridy

PROJECT NAME: Northridge Commons

ADDRESS: Magnolia Property Group
31 Wade Hampton Blvd.
Greenville, SC 29609

LOCATION: Northridge Commons Parkway
Weaverville, NC 28787

PHONE NUMBER: 864/298-9191

PIN NUMBER: 9732798070

ELEVATION: _____

TYPE OF SERVICE:

- RESIDENTIAL SINGLE FAMILY HOME
 TWO FAMILY _____ NUMBER OF BUILDINGS
 MULTI-FAMILY _____ NO. OF BUILDINGS _____ UNITS PER BUILDING
 RESIDENTIAL SUBDIVISION _____ NO. OF LOTS
- COMMERCIAL SINGLE COMMERCIAL BUILDING
 UNIFIED BUSINESS DEVELOPMENT 3 NO. OF BUILDINGS
 _____ NO. OF UNITS
- INDUSTRIAL SANITARY FACILITIES ONLY
 SANITARY & INDUSTRIAL PROCESS WATER
- OTHER FIRE SPRINKLER SYSTEM
 IRRIGATION SYSTEM

CAPACITY REQUESTED:

MAXIMUM GALLONS PER MINUTE SEE INFO:
 MAXIMUM GALLONS PER DAY _____
 ANTICIPATED DATE OF SERVICE MAY 1, 2021

INFO:
HOBBY LOBBY:
WATER - 1 1/2" METER
60 GPM @ 70 PSI
FIRE - 60 PSI @ 1000 GPM
MINIMUM
MANHOLLS:
SAME AS ABOVE.

PROJECT DESCRIPTION:

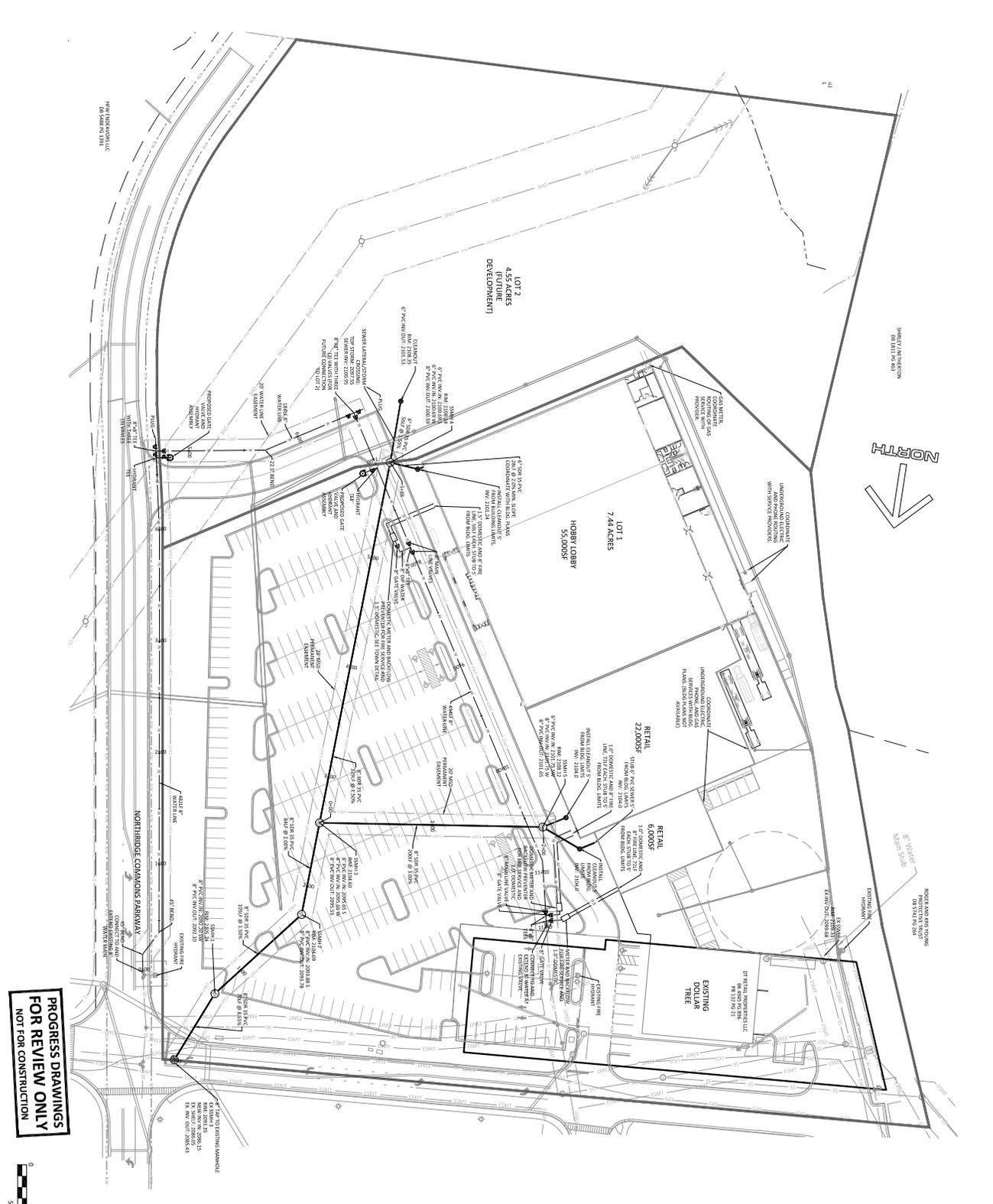
By way of Attachment(s) provide as much information as possible about this project. At minimum, attach A copy of the County Tax Map showing the location of the property. If the project involves a subdivision or more than one building location, a topographic map of the property is required to show building or lot Elevation.

ACKNOWLEDGEMENT:

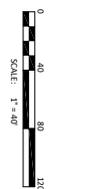
I T. MARTIN FRIDY understand that the processing fee of \$? paid herewith is non-refundable and is to cover the costs of processing and investigating this request and that an additional Commitment Fee based on the size and number of connections is due upon approval. It is further understood that the Town has the exclusive right to deny the request for any reason whatsoever.

Signature _____

Date 8/12/20



**PROGRESS DRAWINGS
FOR REVIEW ONLY
NOT FOR CONSTRUCTION**



Utility Plan

C-8

**83,000 SF New Retail Development
at Northridge Commons
Northridge Commons Parkway
Weaverville, NC**

Prepared for:

MAGNOLIA
PROPERTY GROUP

31 Wade Hampton Blvd
Greenville, SC 29609

Blue Ridge Engineering PLC
924 Main Street - Suite 200
North Wilkesboro, NC 28659
336-858-9554
www.BREng.com
Firm #P-0205

ORIGINAL ISSUE DATE:	05/14/2020
PROJECT #:	18059
DRAWN BY:	MCS
REVISIONS:	06/09/2020 OWNER/PUBLIC WORKS COMMENTS

33

NO PART OF THIS DRAWING IS TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF THE ENGINEER.

TOWN OF WEAVERVILLE
TOWN COUNCIL AGENDA ITEM

DATE OF MEETING: August 24, 2020
SUBJECT: Water Commitment Request – The Palisades at Reems Creek
PRESENTER: Public Works Director
ATTACHMENTS: Application for Water Commitment Letter
Proposed Site Plan
Draft Commitment Letter

DESCRIPTION/SUMMARY OF REQUEST:

The Palisades at Reems Creek is a proposed apartment complex consisting of 7 individual residential buildings which will house 132 dwelling units, and a clubhouse and swimming pool. This project is proposed on R-12 property abutting Merrimon Avenue across from Creekside Village.

To serve this project the developer has requested a water commitment of 55,100 gallons per day with peak demand of 250 gallons per minute and a 4-inch water meter. No extension of the Town's water system is needed to serve this project. This request is brought to Town Council pursuant to Code Section 30-77(3) which requires Town Council approval on commitments involving water meters that are larger than 2 inches.

Town staff recommends approval of the water commitment application. The Public Works Director has found that there is sufficient capacity within the Town's water system to accommodate this request without any adverse effects on service to the Town's current water customers. A draft commitment letter is attached.

Town staff will be available at tonight's meeting to answer any questions that Town Council might have.

ACTION REQUESTED:

Council discussion and decision regarding the water commitment application.

TOWN OF WEAVERVILLE
WATER DEPARTMENT

APPLICATION FOR A COMMITMENT LETTER

APPLICANTS NAME: Southwood Realty Co. PROJECT NAME: Palisades at Reems Creek
ADDRESS: 165 S. York Street LOCATION: Merrimon Avenue
Gastonia, NC 28053
PHONE NUMBER: 704-869-6024 PIN NUMBER: 9742-03-2555
ELEVATION: 2075 +/-

TYPE OF SERVICE:

- RESIDENTIAL SINGLE FAMILY HOME
 TWO FAMILY _____ NUMBER OF BUILDINGS
 MULTI-FAMILY 7 NO. OF BUILDINGS 132 UNITS PER-BUILDING TOTAL
 RESIDENTIAL SUBDIVISION _____ NO. OF LOTS
- COMMERCIAL SINGLE COMMERCIAL BUILDING Clubhouse
 UNIFIED BUSINESS DEVELOPMENT _____ NO. OF BUILDINGS
_____ NO. OF UNITS
- INDUSTRIAL SANITARY FACILITIES ONLY
 SANITARY & INDUSTRIAL PROCESS WATER
- OTHER FIRE SPRINKLER SYSTEM
 IRRIGATION SYSTEM

CAPACITY REQUESTED:

MAXIMUM GALLONS PER MINUTE 250 Domestic 1000 Fire
MAXIMUM GALLONS PER DAY 59,100
ANTICIPATED DATE OF SERVICE 5007-2021

PROJECT DESCRIPTION:

By way of Attachment(s) provide as much information as possible about this project. At minimum, attach A copy of the County Tax Map showing the location of the property. If the project involves a subdivision or more than one building location, a topographic map of the property is required to show building or lot Elevation.

ACKNOWLEDGEMENT:

William Ratchford understand that the processing fee of \$100 paid herewith is non-refundable and is to cover the costs of processing and investigating this request and that an additional Commitment Fee based on the size and number of connections is due upon approval. It is further understood that the Town has the exclusive right to deny the request for any reason whatsoever.

Signature William Ratchford Date 7/15/20

DATE	DESCRIPTION



PROJECT NUMBER:
DATE:
DRAWN BY:
CHECKED BY:

SITE PLAN

C-200

SCALE: 1"=40'



LEGEND

EXISTING PROPERTY LINE
EXISTING 2' CONTIGUOUS
PROPOSED 2' CONTIGUOUS
EXISTING FLOODPLAIN
EXISTING STREAM
PROPOSED SOIL, PAUL WALL
PROPOSED TIERED WALL
PROPOSED CONCRETE SIDEWALK
PROPOSED CURB & GUTTER
PROPOSED LIGHTING
APPROXIMATE WALL HEIGHT
PROPOSED CURBSIDE
FLOODPLAIN

GENERAL NOTES

1. TOTAL AREA: 13.19 ACRES
2. ZONING: R-12
3. ALLOWABLE UNITS: 134 UNITS
4. EXISTING LOT: 1.2 ACRES
5. 40' WIDE FRONT YARD SETBACK
6. 25' SIDE YARD SETBACK
7. 25' REAR YARD SETBACK
8. 10' SIDE SETBACK (IF APPLICABLE)
9. MAX BUILDING HEIGHT: 45'
10. BUILDING SETBACKS: 30' FRONT, 25' SIDE, 25' REAR
11. PARKING REQUIREMENTS: 2 SPACES/UNIT (24%)
12. PARKING PROVIDED: 324 SPACES
13. TOTAL SPACES: 324 (240 SPACES/UNIT)
14. WATER SUPPLY: PUBLIC (TOWN OF WEAVERVILLE)
15. WASTEWATER: PUBLIC (WGLA)
16. FLOOD HAZARD: A PORTION OF THIS PALISADE IS LOCATED WITHIN A TROPICAL STORM HAZARD ZONE. THE PROPOSED DEVELOPMENT SHALL BE DESIGNED TO WITHSTAND THE HAZARD AS SHOWN ON THE FEMA STUDY MAP. SEE ATTACHED FEMA STUDY MAP.

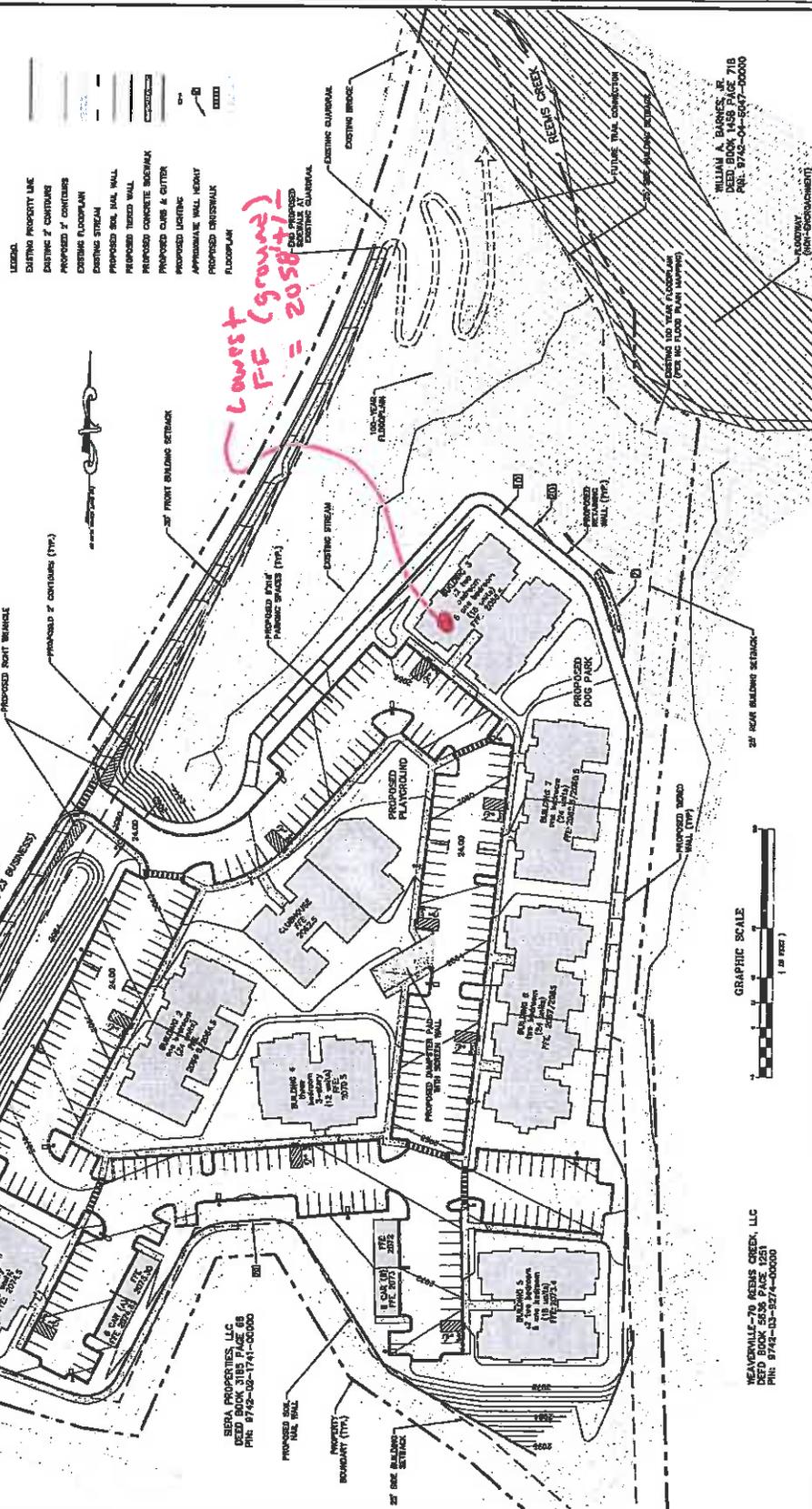
REGULATORY AGENCIES

PH # 874-15-2555
DR/PR # 816/1730
DEVELOPER:
O. THOMAS JONES, III & P.C.
WGLA ENGINEERING, PLLC
724 BR AVENUE WEST
HERNDON, VA 20151
(800) 887-7777



PROPOSED 2'-0" CURB & GUTTER WITH 2' PLAYING ZONE & 2' SIDEWALK

PROPOSED 2'-0" CURB & GUTTER WITH 2' PLAYING ZONE & 2' SIDEWALK



Lowest FF (ground) = 2056' +/-

Height FF (ground) = 2075' +/-



WEAVERVILLE-70 REEMS CREEK, LLC
DEED BOOK 5638 PAGE 1251
PH: 874-15-2527-40000

Palisades at Reems Creek
 Estimated Water Demand
 7/15/2020

Use Type	Units or SF	Daily Demand	Total
Residential Apartment	132	400 gpd	52,800
Clubhouse	4,600	50 gpd/100 sf	<u>2,300</u>
Total			55,100 Gal/day

Daily Flow with Peaking Factor Basis

(gal/day ÷ 24 hrs/day ÷ 60 mins/hr) x 2.5 peaking factor =

95.7 gpm

NCDENR Community Water System Basis

See DENR "Peak Domestic Demand for Residential Community Water Systems"

167 gpm

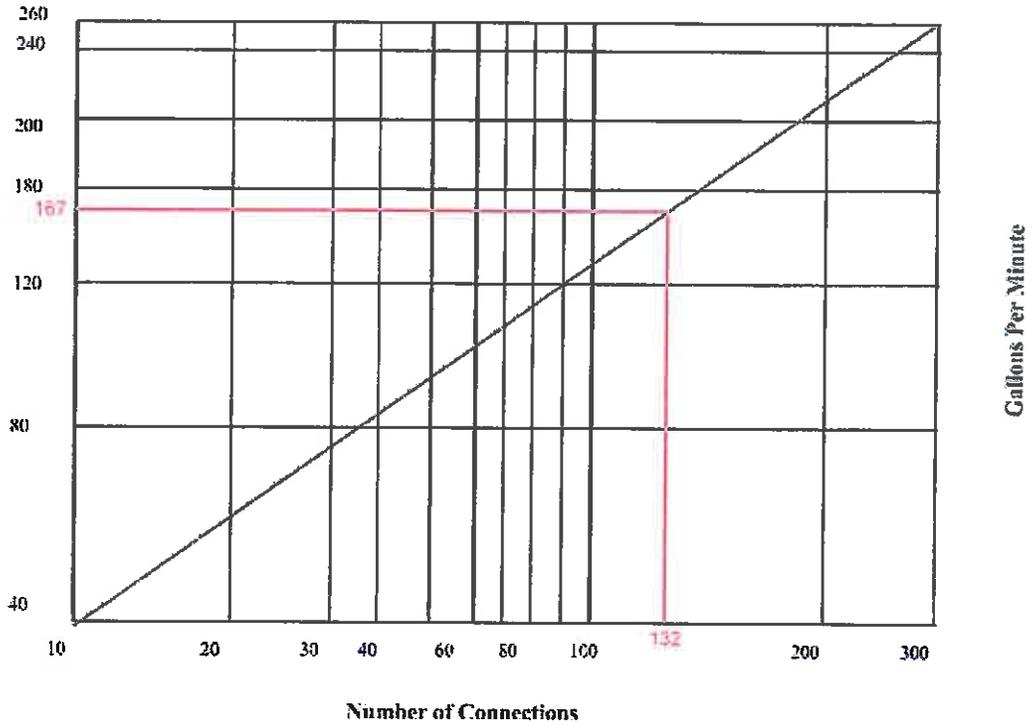
Fixture Count Basis

See Fixture Units summary and COA Figure W02-d

250 gpm

USE LARGEST = 250 GPM

PEAK DEMAND FOR RESIDENTIAL COMMUNITY WATER SYSTEMS
(Number of Connections vs Gallons per Minute)



PEAK DEMAND FOR MOBILE HOME PARK WATER SYSTEMS
(Number of Connections vs Gallons per Minute)

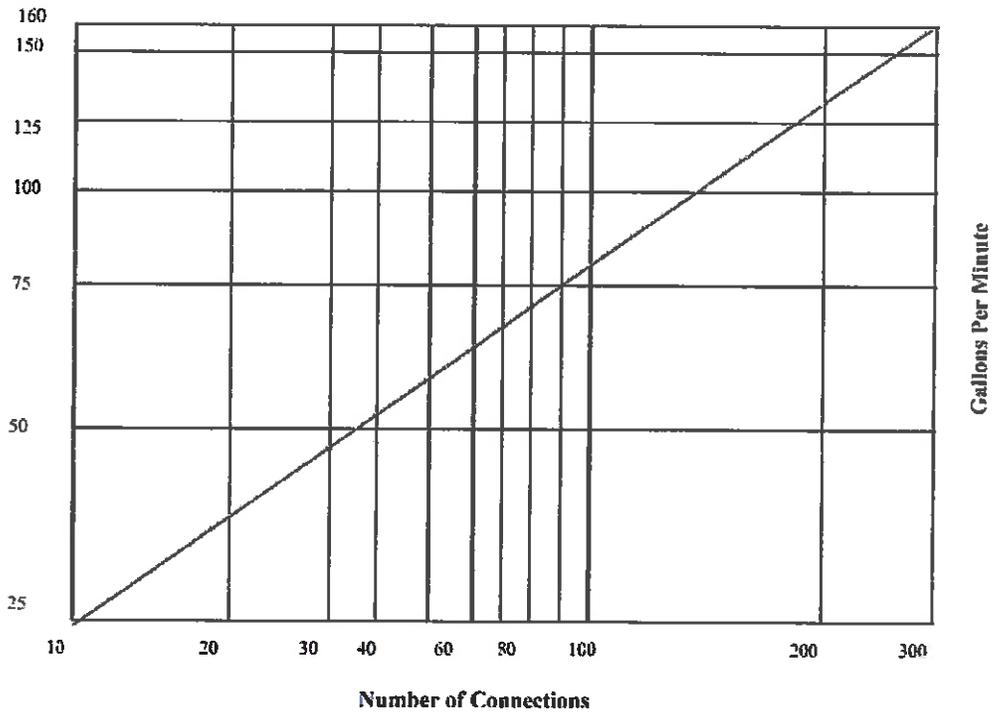


FIGURE 3(C): ESTIMATE CURVES FOR DEMAND LOAD

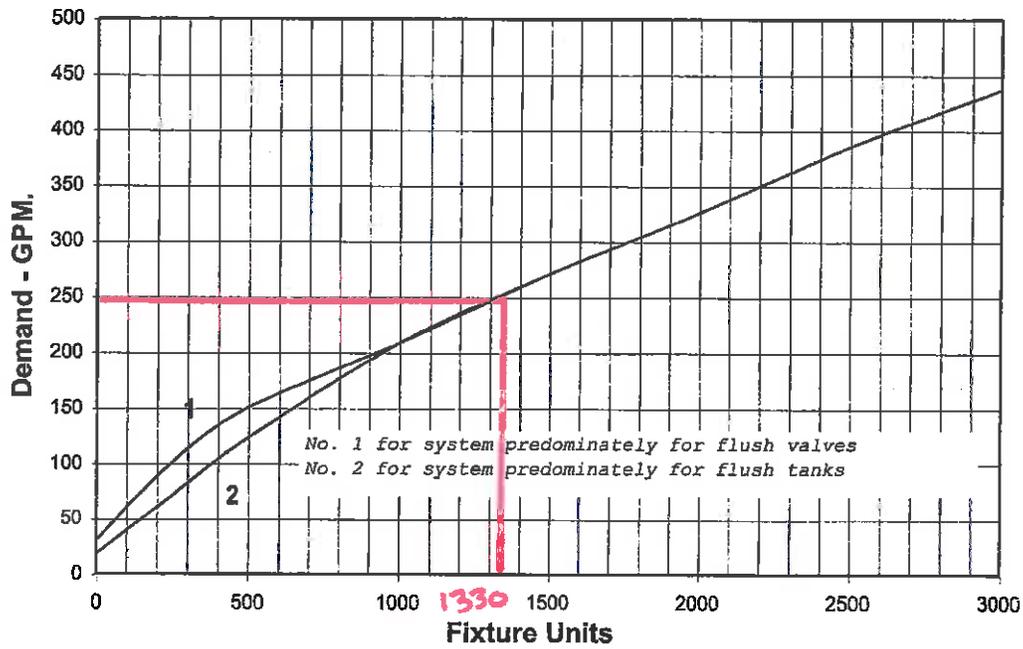
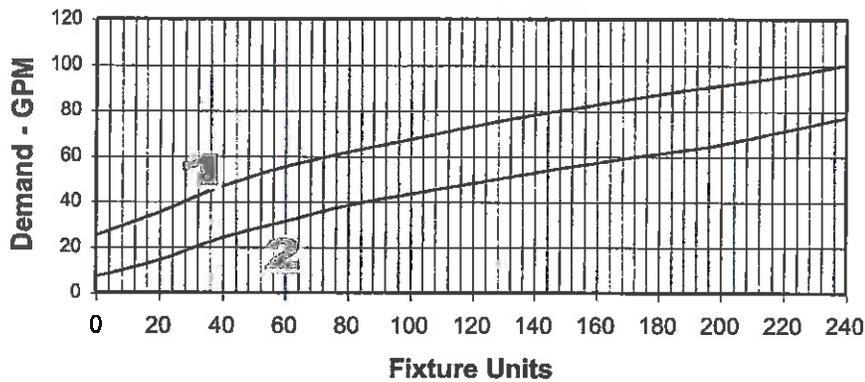


FIGURE 3(D): ENLARGED SCALE DEMAND LOAD



WGLA Engineering, PLLC

Palisades at Reems Creek Fixture Units

7/15/2020

Type	Number of Units
1 Bedroom	60
2/3 Bedroom	72

Kind of Fixtures	Fixture Units	# Fixtures 2/3 Bdrm	# Units	# Fixtures 1 Bdrm	# Units	# Fixtures Club	Total
Bathroom Group (Private)	3.6	2	72	1	60		734.4
Kitchen Sink	1.4	1	72	1	60		184.8
Dishwashing Machine	1.4	1	72	1	60		184.8
Laundry	1.4	1	72	1	60		184.8
Water Closet	5					4	20
Lavatory	2					3	6
Drinking Fountain	0.25					2	0.5
Urinal stall	5					1	5
FV for Pool	10					1	10
Grand Total Fixture Units							1330.3
Demand = 250 gpm							

Plumbing Code

APPENDIX E

TABLE E103.3(2)
LOAD VALUES ASSIGNED TO FIXTURES^a

FIXTURE	OCCUPANCY	TYPE OF SUPPLY CONTROL	LOAD VALUES, IN WATER SUPPLY FIXTURE UNITS (wsfu)		
			Cold	Hot	Total
Bathroom group	Private	Flush tank	2.7	1.5	3.6
Bathroom group	Private	Flush valve	6.0	3.0	8.0
Bathtub	Private	Faucet	1.0	1.0	1.4
Bathtub	Public	Faucet	3.0	3.0	4.0
Bidet	Private	Faucet	1.5	1.5	2.0
Combination fixture	Private	Faucet	2.25	2.25	3.0
Dishwashing machine	Private	Automatic	—	1.4	1.4
Drinking fountain	Offices, etc.	3/8" valve	0.25	—	0.25
Kitchen sink	Private	Faucet	1.0	1.0	1.4
Kitchen sink	Hotel, restaurant	Faucet	3.0	3.0	4.0
Laundry trays (1 to 3)	Private	Faucet	1.0	1.0	1.4
Lavatory	Private	Faucet	0.5	0.5	0.7
Lavatory	Public	Faucet	1.5	1.5	2.0
Service sink	Offices, etc.	Faucet	2.25	2.25	3.0
Shower head	Public	Mixing valve	3.0	3.0	4.0
Shower head	Private	Mixing valve	1.0	1.0	1.4
Urinal	Public	1" flush valve	10.0	—	10.0
Urinal	Public	3/4" flush valve	5.0	—	5.0
Urinal	Public	Flush tank	3.0	—	3.0
Washing machine (8 lb)	Private	Automatic	1.0	1.0	1.4
Washing machine (8 lb)	Public	Automatic	2.25	2.25	3.0
Washing machine (15 lb)	Public	Automatic	3.0	3.0	4.0
Water closet	Private	Flush valve	6.0	—	6.0
Water closet	Private	Flush tank	2.2	—	2.2
Water closet	Public	Flush valve	10.0	—	10.0
Water closet	Public	Flush tank	5.0	—	5.0
Water closet	Public or private	Flushometer tank	2.0	—	2.0

For SI: 1 inch = 25.4 mm, 1 pound = 0.454 kg.

a. For fixtures not listed, loads should be assumed by comparing the fixture to one listed using water in similar quantities and at similar rates. The assigned loads for fixtures with both hot and cold water supplies are given for separate hot and cold water loads and for total load. The separate hot and cold water loads being three-fourths of the total load for the fixture in each case.

Ent	Name	Acct No	Invoice	Date	P.O. Num	Reference	Amount	Net
359	WEAVERVILLE CON	1400-359	359071520	7/15/2020		Palisades at Reems Creek water applica	100.00	100.00

Payor: SOUTHWOOD REALTY COMPANY	Date	Check No.	Check Amount
Payee: TOWN OF WEAVERVILLE	7/16/2020	508906	100.00

Retain this statement for your records

THE FACE OF THIS DOCUMENT HAS MICROPRINTING. DO NOT CASH IF MISSING. THE BACKGROUND WILL EXPOSE A HIDDEN VOID WHEN PHOTOCOPIED.

SOUTHWOOD REALTY COMPANY
 OPERATING ACCOUNT
 PO BOX 280
 GASTONIA, NC 28053

BRANCH BANKING & TRUST
 GASTONIA, NC

66-17
 531

Date
 7/16/2020

Check No.
 508906

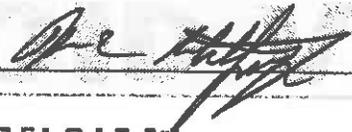
Check Amount
 100.00

One Hundred AND 00/100 Dollars

Pay to the order of

TOWN OF WEAVERVILLE

VOID IF NOT CASHED WITHIN 60 DAYS WITHIN DATE OF ISSUE



⑈508906⑈ ⑆053101121⑆ 0005112540182⑈

The Town of
Weaverville
NORTH CAROLINA

August 24, 2020

Mr. William Ratchford
Southwood Realty Company
165 South York Street
Gastonia, NC 28053

Re: Water Commitment for Palisades at Reems Creek
PIN 9742-03-2555

Dear Mr. Ratchford:

This letter represents the Town of Weaverville's approval of the water commitment request that was submitted by you on behalf of Southwood Realty Company dated July 15, 2020. Your request indicated that a proposed development on this property would consist of 7 buildings totaling 132 apartments plus clubhouse. You requested domestic water service for 132 apartments at 400 GPD each (52,800 GPD) plus 2,300 GPD for the clubhouse for a total of 55,100 GPD (250 GPM) and fire protection service at 1000 GPM. Based on the information that you have provided, your commitment request is hereby approved in order to provide your project with domestic water service and fire protection flow. The following represents the conditions that must be met in order for the Town to provide water to your project:

1. Please have your engineer coordinate with Weaverville Public Works Director Dale Pennell on the detailed plans, materials, and installation of this water service.
2. All water services must be installed in accordance with Town Code and Water Policies, Procedures, and Specifications. Component submittals must be provided to the Public Works Director for approvals. Work must be performed by a NC Licensed Utility Contractor and supervised by Town staff.
3. The Owner/Developer is to pay all costs associated with the installation of the water service, water service line, taps, meters, valves, and other related appurtenances.
4. Tap fees are not required where taps, meters, and associated appurtenances are provided and installed by Owner/Developer; a Tap Fee must be paid if the tap is made by Town Staff. System Development Fees, Service Charges, and Deposits will be assessed at

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

the time water service is to be turned on.

5. This water commitment is valid only for the project described in this letter and is valid for 1 year from the date of this letter. Installation of the water system improvements must therefore begin before the expiration date unless otherwise extended per town policy.
6. This water commitment does not constitute the Town's approval and acceptance of the proposed project.
7. This water commitment cannot be used to secure a building permit. To be eligible for a building permit your water tap(s) for the project must be installed.

You paid \$100 on July 16, 2020, as part of your Application for a Commitment Letter. Additional fees based on a 4" domestic meter for an inside-town-limits connection per the Town's current Fee Schedule will be required to activate your account.

Sincerely,

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

cc: Dale Pennell, Public Works Director

TOWN OF WEAVERVILLE
TOWN COUNCIL AGENDA ITEM

Date of Meeting: August 24, 2020
Subject: Departmental Quarterly Report: Finance
Presenter: Town Finance Director
Attachments: Quarterly Report 4th Quarter 2020

Description:

Fiscal Year 2019/2020 has closed but the financial statements are currently under audit and not available for review yet. The Auditors were on site the week of August 3-7, 2020 to conduct their work, and their initial findings revealed no areas of concern.

Attached you will find a summary of a few significant items that will affect Fund Balance at 6/30/2020, as well an update on Sales Tax Revenue, the ServLine Program for water customers, and 4th quarter reports for the two capital project funds.

Council Action Requested:

No action requested.

TOWN OF WEAVERVILLE

4th Quarter FY 2019/2020 – Finance Dept.

Items affecting Fund Balance at 6/30/2020:

- \$80,000 for Lake Louise restrooms unspent.
- \$60,000 Greenways Project unspent.
- Actual revenues higher/lower than budgeted for FY20:
 - Ad Valorem Taxes: Approximately \$26,000 (.8%) lower
 - Buncombe County Fire Protection: Approximately \$22,000 (1.4%) lower
 - Sales Tax: Approximately \$72,000 (5%) lower
 - ABC Revenue: Approximately \$178,000 (149%) higher
 - Water Revenue: Approximately \$28,000 (1.4%) higher
 - System Development Fees: Approximately \$90,000 (34%) higher

Update on Sales Tax Revenue

	2019	2020	% Incr/(Decr)
March	\$70,461	\$101,248	30.4%
April	\$121,844	\$108,957	(11.8%)
May	\$116,045	\$94,929	(22.2%)
June	\$118,686	?	

ServLine Program

- Program began July 1, 2018
- Leak Protection: 2,839 customers enrolled, only 4.5% opted-out
- Line Protection: 41 customers opted-in

TOWN OF WEAVERVILLE
 CAPITAL PROJECT FUND
 WATERLINE EXTENSION PROJECT ESTABLISHED 2/25/19

	BUDGETED	PAID IN FY 2019	6/30/2020 YEAR-TO-DATE	CUMULATIVE TOTAL	REMAINING BALANCE	% BUDGET REMAINING	
EXPENDITURE:							
060-300-000-19005	CONSTRUCTION ADMIN	5,000.00	-	2,486.17	2,486.17	2,513.83	50%
060-300-000-19007	LEGAL SERVICES	15,000.00	10,000.00	-	10,000.00	5,000.00	33%
060-300-000-19008	ENGINEERING FEES	405,000.00	118,000.00	151,492.18	269,492.18	135,507.82	33%
060-300-000-19009	INTEREST ON INTERIM	90,000.00	0.00	0.00	-	90,000.00	100%
060-300-000-19900	CONSTRUCTION COST	1,954,143.00	0.00	705,643.79	705,643.79	1,248,499.21	64%
060-300-000-90000	CONTINGENCY	501,457.00	0.00	0.00	-	501,457.00	100%
TOTAL EXPENDITURE		2,970,600.00	128,000.00	859,622.14	987,622.14	1,982,977.86	67%
FINANCING SOURCE:							
060-000-300-60030	TRANSFER FROM WATER FUND	170,600.00	170,600.00	0.00	170,600.00	0.00	0%
060-000-300-60035	PROCEEDS FROM DEBT	2,800,000.00	0.00	817,022.14	817,022.14	1,982,977.86	71%
TOTAL FINANCING SOURCE		2,970,600.00	170,600.00	817,022.14	987,622.14	1,982,977.86	67%

TOWN OF WEAVERVILLE
 CAPITAL PROJECT FUND
 COMMUNITY CENTER PROJECT ESTABLISHED 1/27/2020

	BUDGETED	PAID IN FY 2019	6/30/2020 YEAR-TO-DATE	CUMULATIVE TOTAL	REMAINING BALANCE	% BUDGET REMAINING
EXPENDITURE:						
070-300-000-19900 CONSTRUCTION COST	2,785,585.24	-	416,670.00	416,670.00	2,368,915.24	85%
070-300-000-19002 ARCHITECTURAL FEES	238,555.00	66,954.17	161,669.76	228,623.93	9,931.07	4%
070-300-000-19008 ENGINEERING FEES	61,811.00		-	-	61,811.00	100%
070-300-000-19006 SURVEYS/GEOTECHNICAL/TESTING	31,150.00	-	3,304.00	3,304.00	27,846.00	89%
070-300-000-19003 FIXTURES & EQUIPMENT	92,074.00		1,680.00	1,680.00	90,394.00	98%
070-300-000-19005 CONSTRUCTION ADMIN	2,500.00		1,500.00	1,500.00	1,000.00	40%
070-300-000-90000 CONTINGENCY	132,364.76	-	-	-	132,364.76	100%
TOTAL EXPENDITURE	3,344,040.00	66,954.17	584,823.76	651,777.93	2,692,262.07	81%
FINANCING SOURCE:						
070-000-300-60010 TRANSFER FROM GENERAL FUND	3,344,040.00	66,954.17	584,823.76	651,777.93	2,692,262.07	81%
TOTAL FINANCING SOURCE	3,344,040.00	66,954.17	584,823.76	651,777.93	2,692,262.07	81%

TOWN OF WEAVERVILLE
TOWN COUNCIL AGENDA ITEM

Date of Meeting: August 24, 2020
Subject: Quarterly Report-Fire Department
Presenter: Fire Chief
Attachments: Quarterly Report

Description:

Attached please find the quarterly report for the department

Council Action Requested:

No action needed.

Weaverville Fire Department Quarterly Report

May 1, 2020 through July 31, 2020

Total Calls For The Quarter -		210
Call Breakdown by Category –		
Fire		7
Overpressure, Rupture, Explosion, Overheat		1
Emergency Medical		270
Hazardous Condition		5
Service Calls		104
Good Intent Calls		81
False Alarms		34
Severe Weather		8
Average response Time for all Calls- 6.49 minutes		
<p>Responded to 71.11% of all calls within the 8 minute industry standard. <i>The calls that make up the remaining percentage were mutual aid to neighboring departments or calls where we would be requested to stage away until law enforcement determined the scene was safe to enter. This number will also be impacted by calls for routine assistance which are calls identified within the Service Calls and Good Intent Calls categories.</i></p>		
Number of Overlapping Calls - 91		Percent of Overlapping Calls - 18.61%
Number of Calls Within Town Limits - 235		Number of Calls In NB District - 231
Automatic Aid Given – 44		Automatic Aid Received – 6
Total Fire Loss - \$20,500		Pre-incident Value - \$23,500
Percentage of Fire Loss – 87% (2 vehicles and a mobile home)		



WEAVERVILLE FIRE DEPARTMENT

**3 MONTICELLO RD.
WEAVERVILLE, NC 28787**

Celebrating 100 years of service to our community

Fire Marshals Office Stats. May 2020, June 2020 and July 2020.

SafeKids. Child Car Seat Installation.

May = 4 installations.

June = 3 installations.

July = 6 installations.

Fire Prevention and Education Classes.

May 12th - Building Pre Plan. King Center. 7 people.

May 20th – Buncombe County Peer Review. EMS review. (Zoom Meeting)

May 28th – Fire Alarm System Review. Weaverville Fire Dept. (Zoom Meeting)

June 2nd – Safety Committee Meeting. (Zoom Meeting)

June 17th – Buncombe County Peer Review. EMS review. (Zoom Meeting)

June 24th – Water System Preconstruction Meeting. The Holston. (Zoom Meeting)

July 8th – Technical Review Committee. The Palisades at Reems Creek. Public Works.

July 16th – Weaverville Community Center Meeting. Review Construction.

Commercial Business Inspections.

May = 5 inspections.

June = 6 inspections.

July = 15 inspections.

Kile R. Davis

Fire Marshal

Weaverville Fire Department

Town of Weaverville
Town Council Agenda Item

Date of Meeting: Monday, August 24, 2020

Subject: Police Department Report for the 2nd Quarter of 2020

Presenter: Chief of Police Ron Davis

Attachments: Police Department Reports – Q2 2020

Description:
Attached you will find a report for police activities, response times, crime reports and graphs.

Action Requested: None

WEAVERVILLE POLICE DEPARTMENT QUARTERLY REPORT MAY-JULY 2020

Activity in general is still down: For the second quarter in a row, officer initiated activities are down since the emergency orders and social distancing went into effect. Areas such as drug offenses, traffic violations, citations issued and arrests are all down again this period.

Activity is still up in other areas: Requests for extra business security checks have still increased since last year. Requests for health and welfare checks on citizens have also increased on citizens are up 12%.

Crime is down in most all categories in general: There were no reported crimes such as robberies, rape, weapon offenses, arson etc. again during this quarter. The number of breaking & entering's, auto thefts etc., are also down.

Crime is virtually unchanged in a few categories: Shoplifting, larceny of goods and trespassing are all almost unchanged from the same quarter last year.

WEAVERVILLE POLICE DEPARTMENT QUARTERLY REPORT MAY-JULY 2020

Activity: There were 2,072 calls for service/activities (minus business & residential checks) vs. 3,134 last year.

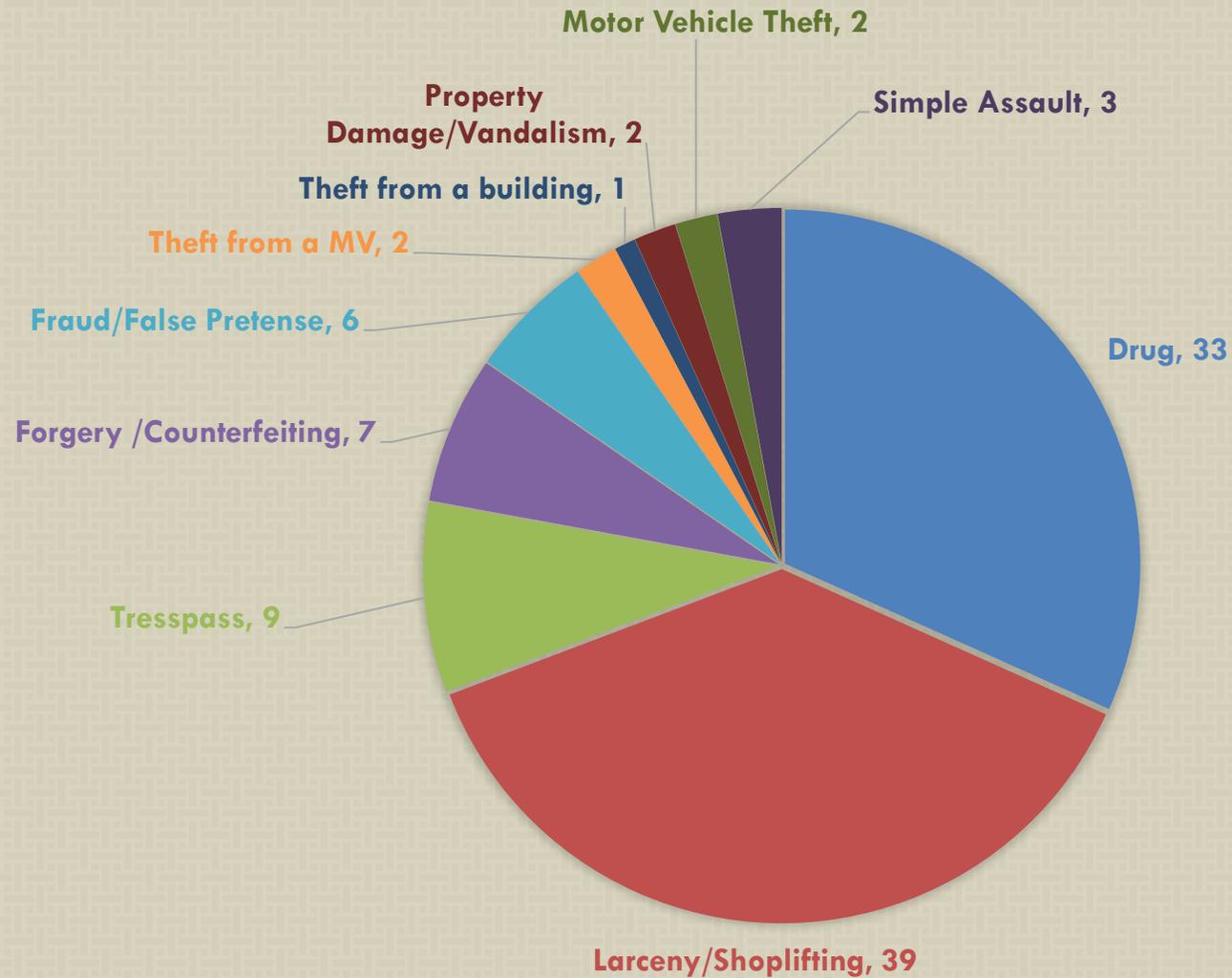
Arrests: There were 25 arrests last quarter vs. 60 arrests last year.

Accidents: There were 33 vehicle collisions with 2 injuries vs. 51 collisions with 11 injuries last year.

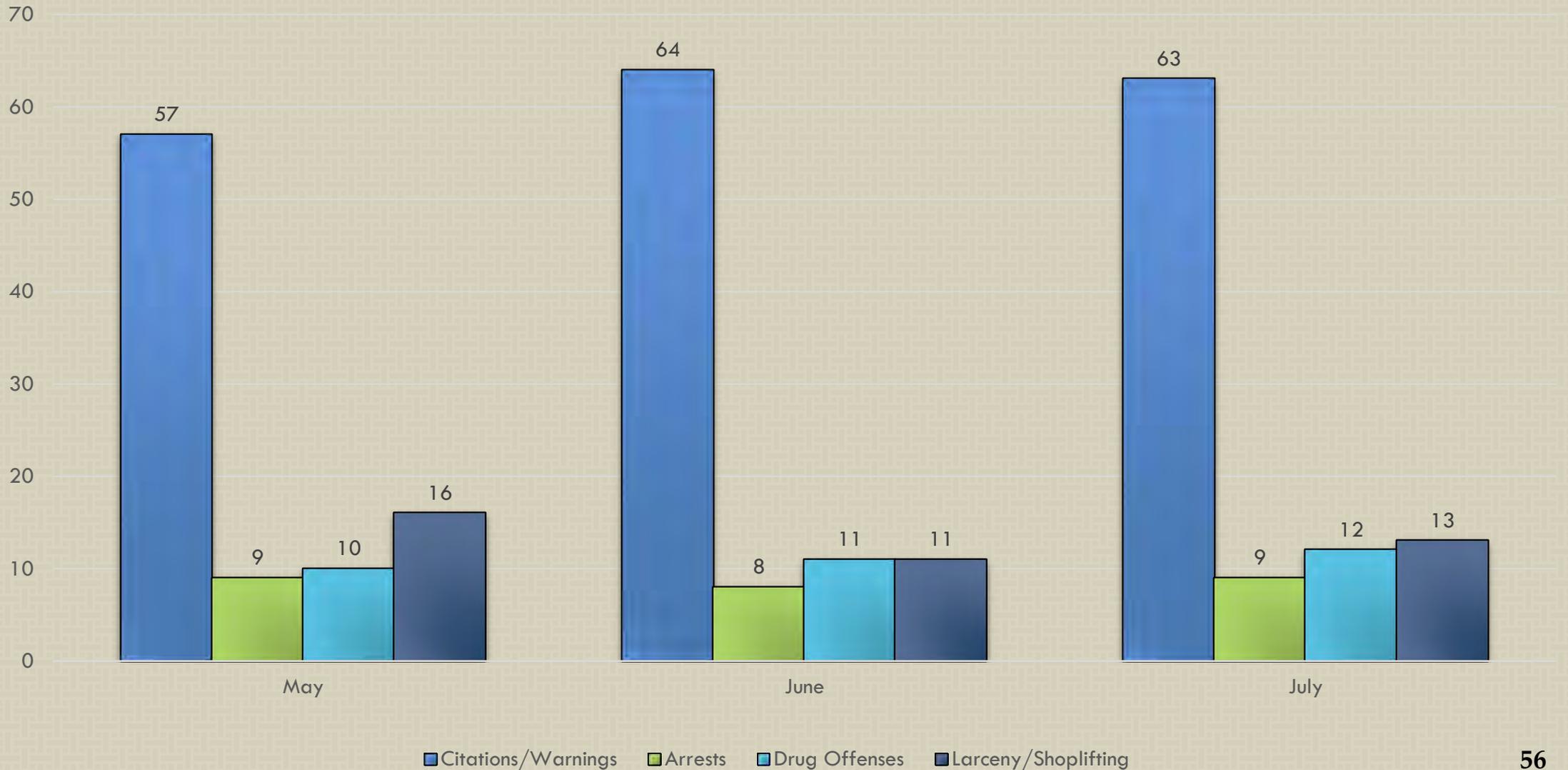
Total Reported Incident Summary:

- 107 Type “A” & “B” offenses this period.
- 134 Type “A” & “B” offense this period last year, reflecting a 20% decrease.

TOP 10 REPORTED INCIDENTS



MONTHLY TRENDS EXAMPLES



RESPONSE TIMES MAY-JULY 2020 VS. 2019

High priority- average **3.21 vs. 3.94**

Average priority-average **3.89 vs. 4.10**

Low priority- average **3.54 vs. 4.14**

Note: *All response times are down the second quarter in a row first time in over 21 months.*

High Priority Calls- Response to the is **urgent** (i.e. in progress, weapon calls etc.)

Average Priority Calls- Response to the scene is necessary but **not urgent**.

Low priority Calls- Action on this type of call is sometimes handled on the phone (i.e. someone just needs to speak to an officer) thus the there is a shorter response time.