

TOWN OF WEAVERVILLE
Weaverville Community Room at Town Hall
30 South Main Street, Weaverville, NC 28787

TOWN COUNCIL AGENDA
Monday, October 23, 2023
Regular Meeting at 6:00 pm

Remote Access Option for General Public via Zoom (unless technical difficulties):
<https://us02web.zoom.us/j/85948891960> ; Meeting ID: 859 4889 1960

	<i>Pg #</i>	<i>Presenter</i>
1. Call to Order		Mayor Fitzsimmons
2. Public Hearing: Annexation - 492 Reems Creek Road	3	Mayor Fitzsimmons
3. Public Hearing: Initial R-3 Zoning - 492 Reems Creek Road	10	Mayor Fitzsimmons
4. Approval/Adjustments to the Agenda		Mayor Fitzsimmons
5. Conflict of Interests Statement		Mayor Fitzsimmons
6. Consent Agenda		Town Manager Coffey
A. September 25, 2023, Town Council Regular Meeting Minutes	16	
B. Monthly Tax Report and Request for Refunds/Releases	21	
C. Budget Amendments – Police	27	
D. Annexation and Initial Zoning: Reems Creek Village Recombination Areas – Set Public Hearings	29	
E. Annexation and Initial Zoning: 300 Hamburg Mtn Rd – Set Public Hearings ...	38	
F. Annexation and Initial Zoning: Northridge Farms – Set Public Hearings	50	
G. Comprehensive Land Use Update – Set Public Hearing	61	
H. Amended and Restated Resolution concerning Growth Areas	71	
I. Local Water Supply Plan Approval	77	
J. NCDOT Encroachment Agreement – LDG/171 Monticello Rd Sidewalk	84	
K. Approval of Salary Increases – Town Manager and Town Attorney	87	
L. Schedule Organizational Meeting	88	
7. Town Manager’s Report	89	Town Manager Coffey
8. General Public Comments (see below for additional information)		Mayor Fitzsimmons
9. Discussion & Action Items		
A. Fee Schedule Amendment: Lowering Water System Development Fees	91	Town Attorney Jackson
B. Waterline Replacement Project: Select Engineer & Authorize Contract	94	Public Works Dir. Pennell
C. Water Commitment Application: 300 Hamburg Mtn Road	95	Public Works Dir. Pennell
D. Quarterly Report: Finance	99	Finance Director Dozier
E. Quarterly Report: Planning	116	Planning Director Eller
10. Adjournment		Mayor Fitzsimmons

General public comments may be submitted during the meeting or in writing in advance on any meeting topic or any other item of interest related to the Town of Weaverville. Normal rules of decorum apply to all comments and duplicate comments are discouraged. The general public comments section of the meeting will be limited to 20 minutes. Comments during the meeting are generally limited to 3 minutes. You must be recognized before giving your comment. Written comments timely received will be provided to Town Council and read during the 20-minute general public comment period as time allows. Written comments are limited to no more than 450 words and can be submitted as follows: (1) 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, (2) by emailing to public-comment@weavervillenc.org at least 6 hours prior to the meeting, (3) by mailing your written comment (received not later than Monday’s mail delivery) to: Town of Weaverville, PO Box 338, Weaverville, NC, 28787, Attn: Public Comments. For more information please call (828)645-7116.

WEAVERVILLE TOWN COUNCIL REGULAR MEETING REMOTE ELECTRONIC MEETING LOGIN CREDENTIALS

The Weaverville Town Council has elected to continue to provide the general public with remote electronic access to its regular monthly meetings, unless technical issues prevent such access.

This **NOTICE OF REMOTE ELECTRONIC MEETING** is provided to inform the public that the **Weaverville Town Council regular monthly meeting will be held as an in-person meeting (Council Chambers/Community Room at Town Hall, 30 South Main Street) with remote attendance by the general public allowed via Zoom.** For those members of the public wishing to attend remotely via Zoom the following information is provided.

A virtual waiting room will be enabled and participants will be allowed entry into the meeting just prior to the start of the meeting. The instructions to access this 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. You will first enter a virtual waiting room. The host will admit you into the meeting just prior to the start of the meeting.

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 . There is no password for this meeting, so if asked for one just press the # button.

Guidelines and Instructions for General Public Comment: A portion of the meeting will be set aside for general public comments. Town adopted Rules for Public Comment will apply. Normal rules of decorum apply to all comments and duplicate comments are discouraged. Public comments may be submitted during the in-person meeting or in writing in advance, but will not be taken from those attending remotely. The public comments section of the meeting will be limited to approximately 20 minutes, but may be extended by Town Council if time allows. You must be recognized before giving your comment and must make comments from the podium. Individual comments during the meeting are generally limited to 3 minutes. Written comments timely received will be provided to Town Council and read into the record during the meeting as time allows. Written comments are limited to no more than 450 words and 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 (received not later than with the mail delivery on the meeting day) to: Town of Weaverville, PO Box 338, Weaverville, NC, 28787, Attn: Public Comments. For more information please call (828)645-7116.

To view the agenda and related materials, please visit the Town's website at <https://www.weavervillenc.org>.

Access to the Meeting Recording: A recording of the meeting will be available for one or two months, depending on storage capacity, beginning about 24 hours after the meeting. To access the recording visit the Town's website at <https://www.weavervillenc.org> or the Town's YouTube channel at https://www.youtube.com/channel/UCkBK1doIGY_O6_vIqimFUQ, or call the Town Clerk at (828)645-7116.

Patrick Fitzsimmons, Mayor

**TOWN OF WEAVERVILLE
TOWN COUNCIL AGENDA ITEM**

PUBLIC HEARING

MEETING DATE: October 23, 2023

SUBJECT: Annexation – 492 Reems Creek Road

PRESENTER: Town Attorney Jennifer Jackson

ATTACHMENTS: Public Hearing Notice
Annexation Petition and Related Materials

DESCRIPTION/SUMMARY OF REQUEST:

Kathy Amos (formerly Kathy Bullman) is the owner of approximately 1 acre located at 492 Reems Creek Road and has petitioned to have her property annexed into the Town of Weaverville. This property adjoins the larger tracts at 480 Reems Creek Road that were recently annexed into the Town with a townhouse project anticipated.

The Town Clerk has previously certified the sufficiency of the annexation petition and this annexation request is now eligible for public hearing.

Tonight's public hearing on the annexation petition was advertised in accordance with North Carolina law.

As a part of the public hearing staff will provide any written comments that were timely received regarding the proposed annexation, offer brief staff level comments, and be available to answer questions of Town Council.

An accompanying zoning request for R-3 zoning is the subject of a separate public hearing scheduled for tonight. Questions and comments concerning the zoning of this property, should it be annexed, should be made during the public hearing on the proposed R-3 zoning.

COUNCIL ACTION REQUESTED:

Town Council is asked to hear from the public on the proposed annexation.

TOWN OF WEAVERVILLE
NOTICE OF PUBLIC HEARINGS AND
NOTICE OF REMOTE ELECTRONIC MEETING

PUBLIC NOTICE is hereby given that the Weaverville Town Council will hold two separate public hearings during its regularly scheduled workshop meeting on **Monday, October 23, 2023, beginning at 6:00 p.m.**, or as soon thereafter as Town Council can reach the matter. One public hearing will be on a **voluntary annexation petition for property commonly known as 492 Reems Creek Road, bearing the following Buncombe County parcel identification number 9752-24-6901**, and the other public hearing will be on a **zoning map amendment to designate that property as R-3 zoning if such property is annexed into the Town.**

These public hearings will occur as an in-person meeting in **Council Chambers/Community Room at Town Hall, 30 South Main Street, Weaverville, NC**, with a remote electronic attendance option for the general public via Zoom Meeting.

The INSTRUCTIONS TO ACCESS THE REMOTE ELECTRONIC PUBLIC MEETING are: To join the meeting BY COMPUTER, use 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. A virtual waiting room will be enabled and participants will be allowed entry into the meeting just prior to the start of the meeting.

WRITTEN PUBLIC COMMENTS can also be submitted in advance of the public hearing and will be read into the record of the public hearing. Written 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, or (3) BY MAILING your written comment (must be received not later than the day of the meeting) to: Town of Weaverville, PO Box 338, Weaverville, NC, 28787, Attn: Public Comments.

If you would like ADDITIONAL INFORMATION or to review the content related to the Public Hearings, or have questions regarding how to submit a comment or join the meeting, you may contact Planning Director James Eller at 828-484-7002 or jeller@weavervillenc.org or Town Clerk Tamara Mercer at 828-484-7003 or tmercerc@weavervillenc.org.

PETITION FOR VOLUNTARY ANNEXATION PETITION/APPLICATION

Town of Weaverville, North Carolina

Submittal Date: 8/9/2023
Date Fee Paid: 8/10/2023
Petition No: 2023-3

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 f/k/a Kathy F. Bullman
KATHY F. BULLMAN 492 BEANS CREEK ROAD WEAVERVILLE, NC 28787		DB 1937 DP 0283 9152-24-6901	<i>Kathy F. Amos</i> <small>dotloop verified 08/08/23 7:32 PM EDT NVAQ-RHAU-MU09-VJBH</small>

5. Zoning vested rights ☐ are not claimed, ☐ have been established under G.S. §§ 160D-108 and/or 160D-108.1 as follows [describe and attach the order and approved site plan]:

Total Acreage to be annexed: 4 1/2 AC
Population in annexed area: 1
Proposed Zoning District: B-3
Reason for annexation: ☒ Receive Town Services ☐ Other (please specify)

The applicant must also submit a zoning map amendment 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: _____

Petition No. _____

Annexation Area Name: _____

Petitioner: WARREN SULL OF CDC FOR KATHY F. BULLMAN

Subject Area Acreage: +/-1.0 AC

Current Land Use: SINGLE FAMILY RESIDENTIAL

Proposed Land Use or Development (describe): AMENITY AREA AS ADDITION TO
480/488 REEMS CREEK PROJECT

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: +/- 150 feet
Public water proposed (describe): POSSIBLE ADDITION OF HOSE
BIBS AND/OR SMALL AMENITY WATER SERVED BY EXISTING
Other Public Services Requested (describe): WATER COMMITMENT

Zoning Vested Rights Claimed (describe and attach documentation): _____

Kathy F. Amos

dotloop verified
08/08/23 7:32 PM EDT
0QDU-PKDM-VH7N-SR32

f/k/a Kathy F. Bullman

Signature of Owner(s)

**TOWN OF WEAVERVILLE
AGENT AUTHORIZATION FOR LAND USE DEVELOPMENT
PETITION/APPLICATION AND APPROVAL**

PROPERTY LEGAL DESCRIPTION: DEED BOOK 1937 PAGE 0283

PARCEL ID: 9752-24-6901

STREET ADDRESS: 492 REEMS CREEK ROAD
WEAVERVILLE, NC 28787

PROPERTY OWNER: KATHY F. BULLMAN
(complete Certificate of Authority if a corporation or LLC)

PROPERTY OWNER: KATHY F. BULLMAN

PROPERTY OWNER CONTACT INFORMATION:

EMAIL ADDRESS:

PHONE NUMBER:

MAILING ADDRESS: 492 REEMS CREEK ROAD
WEAVERVILLE NC 28787

PERMIT SOUGHT/APPLICATION TO BE SUBMITTED: ANNEXATION AND REZONING

NAME OF INDIVIDUAL AGENT: WARREN M. SULLIVAN

NAME OF CONTRACTOR/CONSULTING FIRM: CIVIL DESIGN CONCEPTS

AGENT CONTACT INFORMATION:

EMAIL ADDRESS: WSULLIVAN@CDX40.COM

PHONE NUMBER: 828-252-5388

MAILING ADDRESS: 168 PATTON AVE
ASHVILLE, NC 28801

We, the undersigned property owner(s) of the above noted property, do hereby authorize the individual or company listed above as the property owner's agent to act on his/her/their behalf and to take all actions necessary for the processing, issuance, and acceptance of the above-referenced permit or application. We hereby certify the above information submitted in this application is true and accurate to the best of our knowledge.

Kathy F. Bullman

dotloop verified
08/08/23 7:32 PM EDT
NHVO-9TYT-ZAVM-LDHW

f/k/a Kathy F. Bullman

Property Owner Signature

Property Owner Signature

Date: 8-8-2023

Date: _____

PRELIMINARY NOT FOR SALES, COORDINATION, OR CONVEYANCES

I ALSO HEREBY CERTIFY THAT THIS SURVEY IS OF THE FOLLOWING CATEGORY AS DESCRIBED IN G.S. 47-30 (F)(1)(C1), THAT THE SURVEY IS OF AN EXISTING PARCEL OR PARCELS OF LAND OR ONE OR MORE EXISTING EASEMENTS AND DOES NOT CREATE A NEW STREET OR CHANGE AN EXISTING STREET.

WITNESS MY SIGNATURE, LICENSE NUMBER, AND SEAL
THIS 22nd DAY OF FEBRUARY, A.D., 2023

PHILLIP B. WHITE, PLS
N.C. PROFESSIONAL LAND SURVEYOR
LICENSE # L-4994

NOTES

- * This survey is of existing parcels of land.
* All areas calculated by coordinate compilation method.
* The certification shown herein is not a certification of title, but only a certification of the information provided.
* Adjoining property owner information taken from deeds and plats of record as referenced.
* Underground utilities shown are based upon paint markings and/or utility records. No guarantee is made that utilities were surveyed. Call 1-800-633-4949 before digging.
* All distances shown herein are horizontal ground distances (U.S. survey feet) unless otherwise noted. Do not obtain grid or magnetic bearings from this survey.
* The subject property does not lie within any special flood hazard zone. As according to the National Flood Insurance Program, Flood Insurance Rate Map 37009/32000, revised December 1990.
* This survey is oriented to NC Grid North NAD 83 (2011) based upon GPS observations on site and on NGS monument. Reems Creek Elevation are NAVD 83 based upon the same monument. Minor Interval: 5'. Major Control Interval: 5'. Minor Control Interval: 1'.
* There was no evidence of recent earth moving work, building construction, or other conditions observed in the process of conducting the field work, additions observed in the process of this survey.
* There was no evidence of proposed changes in street right of way lines procured during the course of this survey. There was no evidence of any proposed or existing easements or other encumbrances on the property or adjoining the fieldwork.
* The streams/creeks located on the property may be subject to state and local regulations.
* The streams/creeks located on the same properties described in the referenced title commitment.
* Calls shown on deed lines south of Reems Creek Road surveyed on 8-15-22 and are considered to lie herein.
* The area shown on the referenced title commitment is not shown on the referenced title commitment.



ONCRETE

100

100

707



1

• **ou** **ou**



H.

FOR (11)

3 (2)

CCG
AD



LINE TYPE LEGEND

———— PROPERTY LINE (SURVEYED)

— W — W — W — W —

UNDERGROUND WATER LINE

— CU — CU — CU — CU —
— SD — SD — SD — SD —
OVERHEAD UTILITY LINE
UNDERGROUND STORMWATER LINE

EDGE OF CONCRETE

CONCRETE CURB

A diagram showing a horizontal line representing a road right-of-way. Above the line, there are several 'X' marks representing a fence. Below the line, there is a dashed line representing a building setback. The text 'ROAD RIGHT-OF-WAY LINE' is written above the line, 'FENCE (AS DESCRIBED)' is written below the line, and 'BUILDING SETBACK LINE' is written below the dashed line.

—UT—UT—UT—UT—
UNDERGROUND COMMUNICATIONS LINE
—UE—UE—UE—UE—
UNDERGROUND ELECTRIC LINE

[illegible]

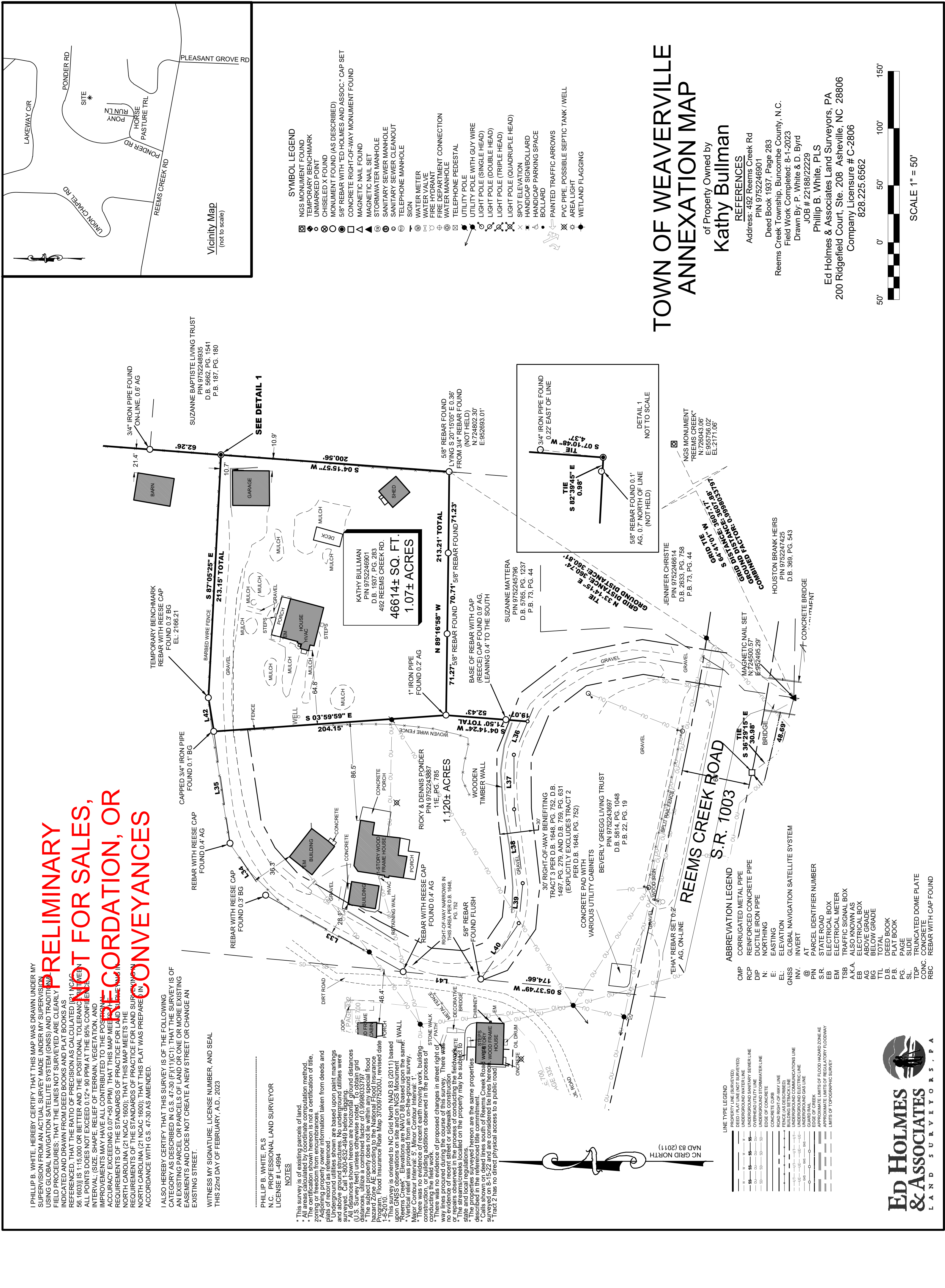
THE

LED LIGHTS

WILSON & ASSOCIATES

LAND SURVEYORS, P.

9



**TOWN OF WEAVERVILLE
TOWN COUNCIL AGENDA ITEM**

PUBLIC HEARING

MEETING DATE: October 23, 2023

SUBJECT: Initial R-3 Zoning – 492 Reems Creek Road

PRESENTER: Town Planner James Eller

ATTACHMENTS: Public Hearing Notice
Application of Initial Zoning
Planning Board Findings and Recommendation

DESCRIPTION/SUMMARY OF REQUEST:

The annexation petition submitted for 492 Reems Creek Road was accompanied by an initial zoning request for R-3 zoning which is consistent with the R-3 zoning of the properties recently annexed at 480 Reems Creek Road.

Tonight's public hearing is on that R-3 zoning request and has been advertised in accordance with North Carolina law.

The Planning Board offers a favorable recommendation on R-3 zoning for these properties and has found R-3 zoning to be consistent with the Comprehensive Land Use Plan and Town Council's recently adopted resolution addressing Growth Area 5, and reasonable.

As a part of the public hearing, staff will formally present the Planning Board's findings and recommendations, provide any written comments that were timely received regarding the proposed conditional district, offer brief staff level comments, and will also be available to answer questions. Representatives for the owner/developer will also be at the public hearing to answer questions.

COUNCIL ACTION REQUESTED:

Town Council is asked to hear from the public on the proposed R-3 zoning.

TOWN OF WEAVERVILLE
NOTICE OF PUBLIC HEARINGS AND
NOTICE OF REMOTE ELECTRONIC MEETING

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These public hearings will occur as an in-person meeting in **Council Chambers/Community Room at Town Hall, 30 South Main Street, Weaverville, NC**, with a remote electronic attendance option for the general public via Zoom Meeting.

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If you would like ADDITIONAL INFORMATION or to review the content related to the Public Hearings, or have questions regarding how to submit a comment or join the meeting, you may contact Planning Director James Eller at 828-484-7002 or jeller@weavervillenc.org or Town Clerk Tamara Mercer at 828-484-7003 or tmercerc@weavervillenc.org.

**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
Application Fee Based Upon Size of Property

OWNER/APPLICANT NAME: KATHY F. BULLMAN APPLICATION DATE: 8/7/2023

PHONE NUMBER:

MAILING ADDRESS: 492 REEMS CREEK RD
WEAVERVILLE, NC
28787

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

☒ The Zoning Map

☐ The text of the Zoning Ordinance (Chapter 20 Planning and Development)

APPLICATION TO AMEND ZONING MAP

PROPERTY ADDRESS: 492 REEMS CREEK ROAD, WEAVERVILLE, NC 28787

PIN: 9752-24-6901

LOT AREA (acres): +/- 1 ACRE

CURRENT ZONING DISTRICT: BUNCOMBE COUNTY R-2 PROPOSED ZONING DISTRICT: TOWN OF WEAVERVILLE R-3

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
- ☒ Areas located within the floodplain
- ☒ Adjoining property owners, addresses, and Buncombe County PINs

APPLICATION TO AMEND TEXT

SECTION(S) OF CHAPTER 20 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
Application Fee Based Upon Size of Property

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

8/1/2023
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.

Application fees are due at the time of submittal. Withdrawal of an application after the public hearing has been advertised will result in the forfeiture of the application fee.

REZONING FEE SCHEDULE:

< 1 acre	\$250.00
1-3 acres	\$500.00
4-9 acres	\$750.00
10 + acres	\$1,000.00

Text Amendment

Fees..... \$500.00

OFFICE USE ONLY

FEE: \$	DATE PAID:	CHECK	CASH
DATE OF INTIAL COUNCIL MEETING:		ACTION TAKEN:	
DATE OF PLANNING BOARD MEETING:		ACTION TAKEN:	
DATE OF PUBLIC HEARING & COUNCIL DECISION:		FINAL ACTION:	

The Town of
Weaverville
NORTH CAROLINA

September 5, 2023

Mayor Patrick Fitzsimmons and
Weaverville Town Council

Re: *Ponder – 492 Reems Creek Road - +/- 1 acre*
Proposed Zoning Map Amendment - R-3 Zoning
Statement of Consistency/Reasonableness and Recommendation

Dear Mayor and Council –

At the direction of Town Council, the Planning Board reviewed the application for a zoning map amendment that was submitted in conjunction with the pending annexation petition on the above-referenced properties on September 5, 2023, and submits this letter as its statement on plan consistency and reasonableness.

The property involved consists of one parcel, encompassing approximately 1 acre, located on Reems Creek Road near the intersection of Reems Creek Road and Pleasant Grove Road, and is currently in the unincorporated portion of Buncombe County with a zoning designation of R-2.

Town development regulations concerning zoning map amendments require the Planning Board to review the application for plan consistency and reasonableness. **At the meeting on September 5, 2023, the Planning Board reviewed the project for compliance with the Comprehensive Land Use Plan and the reasonableness factors contained in Town Code Section 20-1505(d) and submits a favorable recommendation on the requested R-3 zoning.**

In a unanimous vote (5 to 0), the Planning Board found that R-3 zoning for these properties is consistent with the Town’s Comprehensive Land Use Plan (CLUP). In making this finding the Board considered that the future land use map identifies the properties as being within a gap area between a residential area and a mixed use area. As stated in the CLUP, “Gaps have been intentionally provided between areas on the future land use map as there is a need for flexibility to allow for the uncertainty of the future. ... The boundaries and gaps should be viewed as flexible rather than fixed lines and the final decision on land use types in these transitional areas should be left to the discretion and good judgment of the appointed and elected officials that are charged with establishing development policy and regulations in the Town.” Mixed use areas, as specifically defined in the CLUP, are “where the town has experienced a variety of development pressures ranging from high density single family residential development and multifamily residential development to local retail establishments and restaurants.” The Board found that the requested R-3 zoning offers a moderate level of residential development, which was viewed as transitional between the single family zoning that is prevalent in

the residential area on the northern side of Reems Creek Road, including the Reems Creek Golf Course community, some limited existing commercial development, and the mixed use area shown on the southern side of Reems Creek Road, which can include high density residential development.

This proposed zoning district represents a consistent and compatible use when considering the zoning and current uses in the area, including properties within the Town and just outside its municipal limits, and could serve to diversify the housing stock within the Town's municipal limits.

In that same vote, the Planning Board also found that the proposed R-3 zoning is reasonable. To support this finding the Board found that the R-3 zoning is compatible with the current residential uses of the properties within the area, including existing single family residences and some limited multifamily development and a proposed townhouse development in the area.

Under current Buncombe County regulations, a wide array of residential uses can be accomplished on this property under County R-2 zoning, up to and including moderate density multifamily development. There is also a fair amount of County R-3 zoning in the immediate area which can support a residential density of up to 12 units per acre.

It is noted that this recommendation was largely based on these properties being within the Town's identified Growth Area 5 and Town Council resolution adopted on December 13, 2022, which indicated that R-3 zoning is consistent with Town Council's desired zoning for these properties. While it hasn't been formally adopted as part of the CLUP, the Planning Board is taking into consideration this resolution in its review process and appreciates Town Council's action in this regard.

Please let me know if you need anything further from the Board on this matter.

Sincerely,

A handwritten signature in black ink that reads "Bob Pace". The signature is fluid and cursive, with the first name "Bob" and last name "Pace" clearly distinguishable.

Bob Pace
Planning Board Chairman

cc: James Eller, Town Planner
Selena Coffey, Town Manager
Jennifer Jackson, Town Attorney
Jesse Swords, Attorney for Developer

MINUTES

**Town of Weaverville
State of North Carolina**

**Town Council Regular Meeting
Monday, September 25, 2023**

The Town Council for the Town of Weaverville held the regularly scheduled meeting on Monday, September 25, 2023, at 6:00 p.m. in Council Chambers within Town Hall at 30 South Main Street, Weaverville, NC with remote access via zoom.

Councilmembers present: Mayor Patrick Fitzsimmons, Vice Mayor Jeff McKenna and Councilmembers Doug Jackson, John Chase, Catherine Cordell, Michele Wood and Andrew Nagle.

Staff members present: Town Manager Selena Coffey, Town Attorney Jennifer Jackson, Finance Director Tonya Dozier, Planning Director James Eller, Police Chief Ron Davis, Fire Chief Scottie Harris, Public Works Director Dale Pennell, Treatment Plant Supervisor Randall Wilson, Town Clerk Tamara Mercer, and Zoom Room Coordinator Lauren Ward.

1. Call to Order

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

Mayor Fitzsimmons announced that the Town will receive from State funding, \$15 million towards the Town's Water Treatment Plant expansion and improvements. The Mayor also noted that the Police Department has electric and hybrid vehicles, and that Weaverville is the first in the State to move towards a clean energy police department fleet.

2. Moment of Silence for Dottie Sherrell – A moment of silence was observed to mark the passing of Dottie Sherrill who served on Weaverville's Town Council for 32 years, and as Vice Mayor or Mayor for much of that time.

3. Approval/Adjustments to the Agenda

Mayor Fitzsimmons requested a motion to approve the agenda.

Councilmember Chase moved to approve the agenda. The motion was approved unanimously. 7-0.

4. Conflict of Interests Statement read by Mayor Fitzsimmons

Mayor Fitzsimmons noted that it is the duty of the Mayor and every Town Council Member to avoid both conflicts of interest and appearances of conflicts. No member had any known conflict of interest or appearance of conflict with respect to any matters on the agenda for tonight's Town Council meeting.

5. Consent Agenda

Town Manager Coffey reviewed the consent agenda items.

Councilman Nagle moved to approve and adopt the consent agenda items. The motion was approved unanimously (7-0) as follows:

- A. August 28, 2023, Town Council Regular Meeting Minutes - approved as presented*
- B. Monthly Tax Report and Request for Refunds/Releases - approved as presented*
- C. The Palisades Waterline Acceptance - approved as presented*
- D. Renewal of the Tailgate Market Memorandum of Understanding- approved as presented*
- E. Authorize Fireworks for Fourth of July Celebration- approved as presented*
- F. Voluntary Annexation Petition for 492 Reems Creek Rd – Public Hearing set for October 23, 2023*

6. Town Manager's Report

Town Manager Coffey provided the Town Manager's Office update and reported on various projects and programs, including the following:

Town Council's Strategic Planning Retreat is scheduled for Saturday, January 20, 2024, at 9:00 a.m. in Town Council Chambers; she provided an update to the Lake Louise Park and Recreation Complex projects, the Active Weaverville Bike/Ped Committee participants were listed; and the name change for the 2023 Holiday Parade was discussed.

7. General Public Comments

Mayor Fitzsimmons read rules of procedure and he opened the public comment portion of the meeting.

Mr. Lou Accornero spoke about his about the growth of the Town and indicated that he favors local developers and local investment in projects.

No other persons elected to speak.

8. Discussion & Action Items

A. Planning Board Liaison

Councilmember Nagle said he was concerned with liaison appointments to Boards specifically he questioned the need for a liaison to the Planning Board since they are open meetings and anyone from Council may attend.

Councilmember Nagle made a motion to terminate the Town Council member Planning Board liaison position.

Attorney Jackson was asked to review the history of the appointment and after doing so, noted that the Planning Board is legally required to be independent of the Town Council and expressed some concern about the Planning Board liaison position making that independence more difficult for their recommendations on land use and development matters.

Vice Mayor McKenna agreed that while the original intent may not have been problematic, no other boards have an appointed liaison, so he was in favor of removing the position and Mayor

Fitzsimmons called the vote. *The motion was approved unanimously (7-0) to remove the Planning Board liaison appointed position.*

B. Voluntary Annexation Petition – Reems Creek Village Recombination Area

Attorney Jackson reviewed the voluntary annexation petition for the Reems Creek Village Recombination Area, explaining how the parcels were platted and the history of the subdivision regarding each property owner and how they acquired additional land adjoining their respective lots after the houses were built to include the county acreage. This annexation into the Town would fix the split jurisdiction on the lots. The Resolution provides authorization for the Clerk's Office to certify the sufficiency of the petition and the Planning Director to present the case to the Planning Board for initial zoning recommendations.

Councilmember Doug Jackson moved to adopt the Resolution Concerning Voluntary Annexation Petition No. 2023-4 submitted for the Reems Creek Village Recombination Areas as presented. The motion was approved unanimously (7-0)

C. Voluntary Annexation Petition – 300 Hamburg Mountain Rd

Attorney Jackson reviewed the voluntary annexation petition by Joseph Penley and Reems Creek Village LLC for 300 Hamburg Mountain Road. The purpose appears to be to obtain Town services, including water for a 35-lot single-family subdivision. Councilmember Nagle inquired if it was contiguous, to which Attorney Jackson replied that the area is contiguous and there was a discussion regarding the zoning request, R-3 zoning, the lot density, and the annexation process and procedures.

Vice Mayor McKenna moved to adopt the Resolution Concerning Voluntary Annexation Petition No. 2023-5 submitted for 300 Hamburg Mountain Road project properties as presented. The motion was approved unanimously (7-0)

D. Voluntary Annexation Petition – Northridge Farms

Attorney Jackson presented the voluntary annexation petition for Northridge Farms as signed by all property owners for approximately 88 acres. The large development south of the Walmart/Lowes shopping center is proposed for 577 dwelling units. It would be a mixed use of townhouses, apartments, as well as high density single-family lots and traditional single-family size lots. The petitioners are claiming vested rights based on the Buncombe County issued Special Use Permit. The same procedures for a contiguous voluntary annexation would apply.

There was a question-and-answer period regarding the annexation procedure timeline for a large development such as Northridge Farms, the Special Use Permit previously approved by Buncombe County. Travis Fowler, the project representative, indicated their intention to work with the Town on the interconnectivity between the project and the future Reems Creek greenway to provide public walking and biking trail from Northridge Commons Shopping Center to the Reems Creek greenway which is expected to connect to Lake Louise Park.

Town Manager Coffey added that the greenway system study between Weaverville and Woofin is currently underway and Staff will continue to coordinate on this issue.

Other discussions were on the differences between Buncombe County and Weaverville's permitting process, building height, emergency services ingress and egress, roadway standards.

Councilmember Cordell moved to adopt the Resolution Concerning Voluntary Annexation Petition No. 2023-6 submitted for the Northridge Farms Project properties as presented. The motion was approved unanimously (7-0)

E. Street Paving Projects – Award of Bid

The Town received construction bids for the street paving project. Town Manager Coffey reviewed the matter noting that staff recommends the bid be awarded to the lowest responsive bidder, French Broad Paving. This bid was under budget and she noted that Staff will report to Council if additional funding is to be used.

Councilmember Nagle moved to award the bid to French Broad Paving as presented for the street paving project. The motion was approved unanimously. 7-0.

F. Quarterly Report – Public Works and Water Department Quarterly Report

Public Works Director, Dale Pennell provided the Public Works and Water Department Quarterly Report.

9. Closed Session pursuant to NC G.S. 143-318.11 (a) (3) (5) (6)

At approximately 7:40 pm, Councilmember Jackson motioned to enter closed session as allowed by N.C.G.S. § 143-318.11(a)(3) to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which motion passed with a vote of 6-1 with councilmember Nagel voting no.

[CLOSED SESSION]

At approximately 8:11 pm Councilmember John Chase motioned to exit closed session and reenter open session. All voted in favor of the motion. Motion passed 6-0, with Councilmember Nagle not present in the closed session and not participating in the vote.

At approximate 7:11 pm Councilmember Wood moved to enter closed session pursuant to NCGS 143-318.11 (a) (3) to consult with an attorney retained or employed by the Town in order to preserve the attorney-client privilege; pursuant to NCGS 143-318.11 (a) (6) to consider the qualifications, competence, performance, character, fitness, conditions of appointment or employment of an individual public officer or employee, and pursuant to NCGS 143-318.11 (a) (5) to establish the position to be taken by the public body concerning the amount of compensation and other material terms of an employment contract. In a majority vote of 6-1, with Councilmember Nagle voting 'nay', the Council entered into closed session. CARRIED 6-1.

[CLOSED SESSION]

At approximately 8:10 pm Councilmember Chase moved to return to exit closed session and return to open session. All voted in favor of the motion and the motion CARRIED 6-0 with Councilmember Nagle not present in the closed session and not participating in the vote.

Adjournment

There being no further business and without objection Mayor Fitzsimmons declared the meeting adjourned at 8:11 p.m.

Tamara Mercer, Town Clerk

**TOWN OF WEAVERVILLE
TOWN COUNCIL AGENDA ITEM**

MEETING DATE: October 23, 2023

SUBJECT: Monthly Tax Report and Request for Refunds/Releases

PRESENTER: Tax Collector

ATTACHMENTS: Monthly Tax Report Summary and TR-401G Net Collections Report for September and Vehicle Tax Pending Refund Report

DESCRIPTION/SUMMARY OF REQUEST:

Buncombe County has provided the monthly net collections report with data through the end of September 2023 and a request for tax releases/refunds.

A summary of the monthly tax report is provided and shows that \$529,803.98 out of the total real property, personal property, and business personal property tax levy of \$4,167,400.58 has been collected so far (12.71% collected).

Buncombe County Assessor's Office has requested approval of the following releases/refunds:

September 2023	Property Tax Levy Release/Refund	\$2,115.00
	Motor Vehicle Levy Release/Refund	\$113.58

Despite the releases/refunds that have been approved and/or requested, the overall tax levy has increased due to discovery bills that have also been processed but do not need Town Council approval.

COUNCIL ACTION REQUESTED:

The monthly report is provided for information only.

Approval of the tax releases/refunds is requested. The following motion is suggested:

I move that Town Council approve the releases and refunds as requested.

**Town of Weaverville
MONTHLY TAX REPORT
FY 2023-2024**

Tax Year 2023

Summary for YTD September 2023:

Original Billed Amts	\$	4,162,897
Abs Adj (Adjustments by Assessor)	\$	(1,863)
Bill Releases	\$	(44)
Discovery Levy	\$	4,805
Additional Levy	\$	1,606
Net Levy	\$	4,167,401
Total Current Year Collections	\$	529,803
% Collected		12.71%
Total Left to be Collected:	\$	3,637,598
Prior Years Tax Paid	\$	1,346
Prior Years Interest Paid	\$	814

Date run: 10/2/2023 8:59:06 AM

Data as of: 10/1/2023 11:31:08 PM

TR-401G Net Collections Report

NCPTS V4

Report Parameters:

Date Sent to Finance Start: Min - September 1, 2023

Date Sent to Finance End:

Max - September 30, 2023

Abstract Type: BUS,IND,PUB,REI,RMV

Tax District: WEAVERVILLE

Levy Type: Admin Expense, Advertisement Fee, Attorney Fee, Collection Fee 5, Collection Fee 9, Cost, Docketing Expense, EXPENSE, FEE INTEREST, Garnishment Fee, Interest, LATE LIST PENALTY, Legal Ad Expense, NSF Penalty, Postage Expense, Sheriff Service Fee, SPECIAL ASSESSMENT, TAX, VEHICLE FEE, WEAVERVILLE TAX

Tax Year: 2023, 2022, 2021, 2020, 2019, 2018, 2017, 2016, 2015, 2014, 2013, 2012, 2011, 2010, 2009, 2008, 2007, 2006, 2005, 2004

Year For: 2023, 2022, 2021, 2020, 2019, 2018, 2017, 2016, 2015, 2014, 2013, 2012, 2011, 2010, 2009, 2008, 2007, 2006, 2005, 2004, 2003

Collapse Districts: N

Default Sort-By:

Tax Year

Grouping:

Tax District,Levy Type

Fiscal Year Activity from July 1, 20XX to September 30, 2023												Activity from September 1, 2023 to September 30, 2023			
Tax Year	Orig. Billed Amt (\$)	Abs. Adj (\$)	Bill Releases (\$)	Disc. Levy (\$)	Net Levy (\$)	Amt Collect. (\$)	Unpaid Balance (\$)	% Coll.	% Uncoll.	Amt Collect. (\$)	Abs. Adj (\$)	Bill Releases (\$)	Assessor Refunds (\$)	Disc. Levy (\$)	Additional Lew (\$)
TAX DISTRICT: WEAVERVILLE LEVY TYPE: Interest															
2023	0.00	0.00	0.00	0.00	0.00	0.00	735.38	0.00	0.00	735.38	0.00	0.00	0.00	0.00	0.00
			735.38	0.00	0.00	0.00	NA	NA	NA					0.00	0.00
2022	0.00	0.00	0.00	0.00	0.00	0.00	4,851.56	0.00	0.00	4,851.56	0.00	0.00	0.00	0.00	0.00
			4,851.56	0.00	0.00	0.00	NA	NA	NA					0.00	0.00
2021	0.00	0.00	0.00	0.00	0.00	0.00	5,043.01	0.00	0.00	5,043.01	0.00	0.00	0.00	0.00	0.00
			5,043.01	0.00	0.00	0.00	NA	NA	NA					0.00	0.00
2020	0.00	0.00	0.00	0.00	0.00	0.00	11,913.05	0.00	0.00	11,913.05	0.00	0.00	0.00	0.00	0.00
			11,913.05	0.00	0.00	0.00	NA	NA	NA					0.00	0.00
2019	0.00	0.00	0.00	0.00	0.00	0.00	5,056.63	0.00	0.00	5,056.63	0.00	0.00	0.00	0.00	0.00
			5,056.63	0.00	0.00	0.00	NA	NA	NA					0.00	0.00
2018	0.00	0.00	0.00	0.00	0.00	0.00	316.01	0.00	0.00	316.01	0.00	0.00	0.00	0.00	0.00
			316.01	0.00	0.00	0.00	NA	NA	NA					0.00	0.00
2017	0.00	0.00	0.00	0.00	0.00	0.00	39.57	0.00	0.00	39.57	0.00	0.00	0.00	0.00	0.00
			39.57	0.00	0.00	0.00	NA	NA	NA					0.00	0.00
2016	0.00	0.00	0.00	0.00	0.00	0.00	64.92	0.00	0.00	64.92	0.00	0.00	0.00	0.00	0.00
			64.92	0.00	0.00	0.00	NA	NA	NA					0.00	0.00
2015	0.00	0.00	0.00	0.00	0.00	0.00	100.08	0.00	0.00	100.08	0.00	0.00	0.00	0.00	0.00

		0.00	100.08	0.00	0.00	0.00	0.00	NA	NA			0.00	0.00	0.00
2014	0.00	0.00	0.00	0.00	0.00	0.00	10.54	NA	0.00	0.00	0.00	0.00	0.00	0.00
		0.00	10.54	0.00	0.00	0.00	NA	NA				0.00	0.00	0.00
2013	0.00	0.00	0.00	0.00	0.00	0.00	1,020.36	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		0.00	1,020.36	0.00	0.00	0.00	NA	NA				0.00	0.00	0.00
2012	0.00	0.00	0.00	0.00	0.00	0.00	730.74	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		0.00	730.74	0.00	0.00	0.00	NA	NA				0.00	0.00	0.00
2011	0.00	0.00	0.00	0.00	0.00	0.00	12.59	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		0.00	12.59	0.00	0.00	0.00	NA	NA				0.00	0.00	0.00
Sub.	0.00	0.00	0.00	0.00	0.00	0.00	29,894.44	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		0.00	29,894.44	0.00	0.00	0.00	NA	NA				0.00	0.00	0.00
TAX DISTRICT: WEAVERVILLE LEVY TYPE: LATE LIST PENALTY														
2023	9,151.07	55.02	0.36	36.73	9,212.77	7,617.35	82.68 %	1,595.42	17.32 %	25.41	7,564.64	0.00	0.00	36.73
		0.00	7,617.35	80.35	0.00	82.68 %	3,259.94	23.59	0.72 %	0.00	0.00	0.00	0.00	80.35
2022	2,555.97	4.77	0.80	733.13	3,283.53	3,259.94	99.28 %	25.51	0.58 %	0.00	0.00	0.00	0.00	0.00
		0.00	3,259.94	0.00	0.00	4,413.92	99.42 %	15.10	0.21 %	0.00	0.00	0.00	0.00	0.00
2021	1,320.31	65.20	0.54	3,159.35	4,413.92	4,388.41	99.42 %	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		0.00	4,388.41	0.00	0.00	7,047.59	99.79 %	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2020	1,211.84	478.88	0.96	6,083.77	7,047.59	7,032.49	99.79 %	1,659.62	6.93 %	25.41	7,564.64	0.00	0.00	36.73
		0.00	7,032.49	231.82	0.00	99.79 %	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sub.	14,239.19	603.87	2.66	10,012.98	23,957.81	22,298.19	93.07 %	6.93 %						80.35
		0.00	22,298.19	312.17	0.00	93.07 %								
TAX DISTRICT: WEAVERVILLE LEVY TYPE: TAX														
2023	4,162,896.95	1,863.25	43.79	4,804.66	4,167,400.58	529,802.98	12.71 %	3,637,597.60	87.29 %	805.36	337,699.25	0.33	0.00	98.41
		0.00	529,802.98	1,606.01	0.00	12.71 %	3,989,541.63	1,689.00	0.04 %	0.00	84.33	1.15	0.00	803.49
2022	3,986,151.82	597.31	43.41	5,719.53	3,991,230.63	3,989,541.63	99.96 %	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		0.00	3,989,541.63	0.00	0.00	3,729,128.36	99.92 %	3,087.23	0.08 %	1,282.75	0.00	0.00	0.00	0.00
2021	3,717,652.88	5,576.26	36.26	14,153.16	3,729,128.36	3,726,041.13	99.92 %	1,079.90	0.03 %	0.00	0.00	0.00	0.00	0.00
		5.92	3,726,047.05	2,934.84	0.00	3,372,642.25	99.97 %	0.00	0.00	0.00	0.00	0.00	0.00	1,125.25
2020	3,354,216.35	5,999.72	71.80	22,850.56	3,373,722.15	3,372,642.25	99.97 %	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		1,451.48	3,374,093.73	2,726.76	0.00	71,719.36	100 %	0.00	0 %	0.00	0.00	0.00	0.00	0.00
2013	73,342.49	0.00	1,623.13	0.00	71,719.36	71,719.36	100 %	0.00	0 %	0.00	0.00	0.00	0.00	0.00
		0.00	71,719.36	0.00	0.00	66,539.41	99.92 %	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2012	68,037.63	0.00	1,498.22	0.00	66,539.41	66,539.41	100 %	0.00	0 %	0.00	0.00	0.00	0.00	0.00
		0.00	66,539.41	0.00	0.00	82.56	100 %	0.00	0 %	0.00	0.00	0.00	0.00	0.00
2011	82.56	0.00	0.00	0.00	82.56	82.56	100 %	0.00	0 %	0.00	0.00	0.00	0.00	0.00
		0.00	82.56	0.00	0.00	11,756,369.32	93.07 %	3,643,453.73	6.93 %	2,088.11	337,783.58	1.48	0.00	98.41
Sub.	15,362,380.68	14,036.54	3,316.61	47,527.91	15,399,823.05	11,756,369.32	93.07 %	3,643,453.73	6.93 %	2,088.11	337,783.58	1.48	0.00	98.41

		1,457.40	11,757,826.72	7,267.61	0.00	76.34 %	23.66 %		0.00	1,928.74
TAX DISTRICT: WEAVERVILLE LEVY TYPE: WEAVERVILLE TAX										
2019	49,954.82	0.00	193.07	0.00	49,761.75	44,424.98	5,336.77	0.00	0.00	0.00
		0.00	44,424.98	0.00	0.00	89.28 %	10.72 %			0.00
2018	1,576.57	0.00	3.29	0.00	1,573.28	914.17	659.11	0.00	0.00	0.00
		0.00	914.17	0.00	0.00	58.11 %	41.89 %			0.00
2017	771.97	0.00	566.38	0.00	205.59	145.15	60.44	0.00	0.00	0.00
		0.00	145.15	0.00	0.00	70.60 %	29.40 %			0.00
2016	217.62	0.00	2.56	0.00	215.06	168.06	47.00	0.00	0.00	0.00
		0.00	168.06	0.00	0.00	78.15 %	21.85 %			0.00
2015	201.36	0.00	8.59	0.00	192.77	160.43	32.34	0.00	0.00	0.00
		0.00	160.43	0.00	0.00	83.22 %	16.78 %			0.00
2014	2,126.15	0.00	5.98	0.00	2,120.17	28.67	2,091.50	0.00	0.00	0.00
		0.00	28.67	0.00	0.00	1.35 %	98.65 %			0.00
2013	570.35	0.00	0.00	0.00	570.35	1.15	569.20	0.00	0.00	0.00
		0.00	1.15	0.00	0.00	0.20 %	99.80 %			0.00
2012	752.46	0.00	111.58	0.00	640.88	204.72	436.16	0.00	0.00	0.00
		0.00	204.72	0.00	0.00	31.94 %	68.06 %			0.00
Sub.	56,171.30	0.00	891.45	0.00	55,279.85	46,047.33	9,232.52	0.00	0.00	0.00
		0.00	46,047.33	0.00	0.00	83.30 %	16.70 %			0.00
Total	15,432,791.17	14,640.41	4,210.72	57,540.89	15,479,060.71	11,854,609.28	3,654,345.87	346,085.15	2,113.52	135.14
		1,457.40	11,856,066.68	7,579.78	0.00	76.39 %	23.61 %		1.48	2,009.09
Signature (Tax Collector) _____										

NCVTS Pending refund report Fiscal year 2024

Jul-23

Tax Jurisdiction	District Type	Net Change
BUN	COUNTY	(\$5,997.60)
CAS	CITY	(\$1,494.57)
CBF	CITY	(\$100.63)
CBM	CITY	(\$63.08)
CWO	CITY	(\$98.66)
CWV	CITY	(\$212.25)
FBA	FIRE	(\$1.32)
FEB	FIRE	(\$3.05)
FEC	FIRE	(\$207.39)
FFA	FIRE	(\$115.66)
FFB	FIRE	(\$0.42)
FLE	FIRE	(\$7.56)
FNB	FIRE	(\$0.28)
FRC	FIRE	(\$114.93)
FRE	FIRE	(\$31.50)
FRI	FIRE	(\$37.08)
FSK	FIRE	(\$146.79)
FSW	FIRE	(\$26.39)
FUH	FIRE	(\$26.31)
FWB	FIRE	(\$94.94)
FWO	FIRE	(\$11.06)
FAS	SPECIAL	(\$5.33)
SAS	SPECIAL	(\$244.13)
Total		(\$9,040.93)

Aug-23

Tax Jurisdiction	District Type	Net Change
BUN	COUNTY	(\$9,371.86)
CAS	CITY	(\$2,450.37)
CBF	CITY	(\$109.77)
CBM	CITY	(\$77.35)
CWO	CITY	(\$528.61)
CWV	CITY	(\$115.50)
FEB	FIRE	(\$2.30)
FEC	FIRE	(\$166.98)
FFA	FIRE	(\$173.05)
FFB	FIRE	(\$51.24)
FJU	FIRE	(\$7.00)
FLE	FIRE	(\$102.56)
FNB	FIRE	(\$9.53)
FRC	FIRE	(\$319.28)
FRE	FIRE	(\$25.38)
FRI	FIRE	(\$39.19)
FSK	FIRE	(\$62.31)
FSW	FIRE	(\$93.16)
FUH	FIRE	(\$84.04)
FWB	FIRE	(\$246.22)
FWO	FIRE	(\$122.23)
FAS	SPECIAL	(\$7.85)
SAS	SPECIAL	(\$570.55)
Total		(\$14,736.33)

Sep-23

Tax Jurisdiction	District Type	Net Change
BUN	COUNTY	(\$7,331.91)
CAS	CITY	(\$2,702.48)
CBF	CITY	(\$12.22)
CBM	CITY	(\$33.98)
CWO	CITY	(\$171.10)
CWV	CITY	(\$113.58)
FEB	FIRE	(\$28.53)
FEC	FIRE	(\$198.87)
FFA	FIRE	(\$56.13)
FFB	FIRE	(\$9.14)
FJU	FIRE	(\$10.22)
FLE	FIRE	(\$58.00)
FNB	FIRE	(\$55.31)
FRC	FIRE	(\$103.51)
FRE	FIRE	(\$2.34)
FRI	FIRE	(\$75.17)
FSK	FIRE	(\$55.99)
FSW	FIRE	(\$19.25)
FUH	FIRE	(\$225.63)
FWB	FIRE	(\$55.58)
FWO	FIRE	(\$43.33)
SAS	SPECIAL	(\$353.77)
Total		(\$11,716.04)

TOWN OF WEAVERVILLE
TOWN COUNCIL AGENDA ITEM

Date of Meeting: October 23, 2023
Subject: Budget Amendment – Police
Presenter: Town Finance Director
Attachments: Budget Amendment Form

Description/Summary of Request:

The Town has collected **\$5,317.30** in Cops for Kids donations during October 2023, bringing the fiscal year-to-date total to **\$5,317.30**.

The attached budget amendment is necessary in order to include these funds in the Fiscal Year 2023-2024 budget.

Action Requested:

Town Manager recommends approval of the attached Budget Amendment.

Budget Amendment FY 2023-2024

Town of Weaverville

What expense accounts are to be increased?

<u>Account</u>	<u>Account Description</u>	<u>Transfer Amount</u>
010-430-431-26608	Cops for Kids (Expenditure)	\$5,317.30

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>
010-004-300-09028	Cops for Kids (Revenue)	\$5,317.30

Justification: Please provide a brief justification for this budget amendment. *Cops for Kids donations received October 2023.*

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: October 23, 2023

SUBJECT: Annexation Petition and Initial Zoning –Reems Creek Village
Recombination Areas (#2023-4) - Set Public Hearings

PRESENTER: Town Attorney Jackson

ATTACHMENTS: Certificate of Sufficiency
Petition and Supporting Documentation
Survey and Property Tax Map Showing Property

DESCRIPTION/SUMMARY OF REQUEST:

The owners of Lots 44 (Boyce Trusts), 46 (Elder), 47 (McVay), 49 (Siegel), and 50 (Siegel) within Reems Creek Village have each acquired additional land adjoining their respective lots. The area proposed for annexation is all of Lots A, B, C, and E, as shown on the attached map and collectively is approximately 2.513 acres. This additional property has been recombined with their existing lots so that the additional acreage has been added to those existing lots. These owners are all seeking annexation of this additional land to fix the split jurisdiction that has occurred due to the recombinations.

At Town Council's meeting on September 25, 2023, the Town Clerk was directed to investigate the sufficiency of the annexation petition. Town Clerk Mercer has done so and has found that the petition is sufficient (see attached).

Planning Director Eller was also able to have the proposed R-2 zoning designation reviewed by the Planning Board with the result being a favorable recommendation on R-2 zoning.

Should Town Council wish to proceed with the annexation the next step would be to set public hearings on the annexation and the initial zoning of the property. Town Council's regular November workshop meeting, which is to be held on November 14, 2023, is proposed for these public hearings.

COUNCIL ACTION REQUESTED:

The following motion is proposed:

I move that we schedule the public hearing on the annexation petition for the Reems Creek Village Recombination Areas, Annexation #2023-4, and the public hearing on the proposed R-2 zoning of the property for November 14, 2023, at 6 pm, or as soon thereafter as Town Council can reach the matter, in the Community Room/Council Chambers at Town Hall, 30 South Main Street, Weaverville.

**CERTIFICATE OF SUFFICIENCY OF
ANNEXATION PETITION 2023-4
FOR THE REEMS CREEK VILLAGE RECOMBINATION AREAS**

TO THE WEAVERVILLE TOWN COUNCIL:


I, Tamara Mercer, Weaverville Town Clerk, do hereby certify that I have investigated Voluntary Annexation Petition No. 2023-4 submitted by the following:

Barry B. Boyce as Trustee of the Barry B. Boyce Revocable Trust dated 11/26/2002
Pamela K. Boyce as Trustee of the Pamela K. Boyce Revocable Trust dated 11/26/2002
Robert Siegel and Denise Siegel
Thomas D. McVay and Tina M. McVay
Stephanie Elder

and have found as a fact that the Petition is signed by all the owners of the 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.

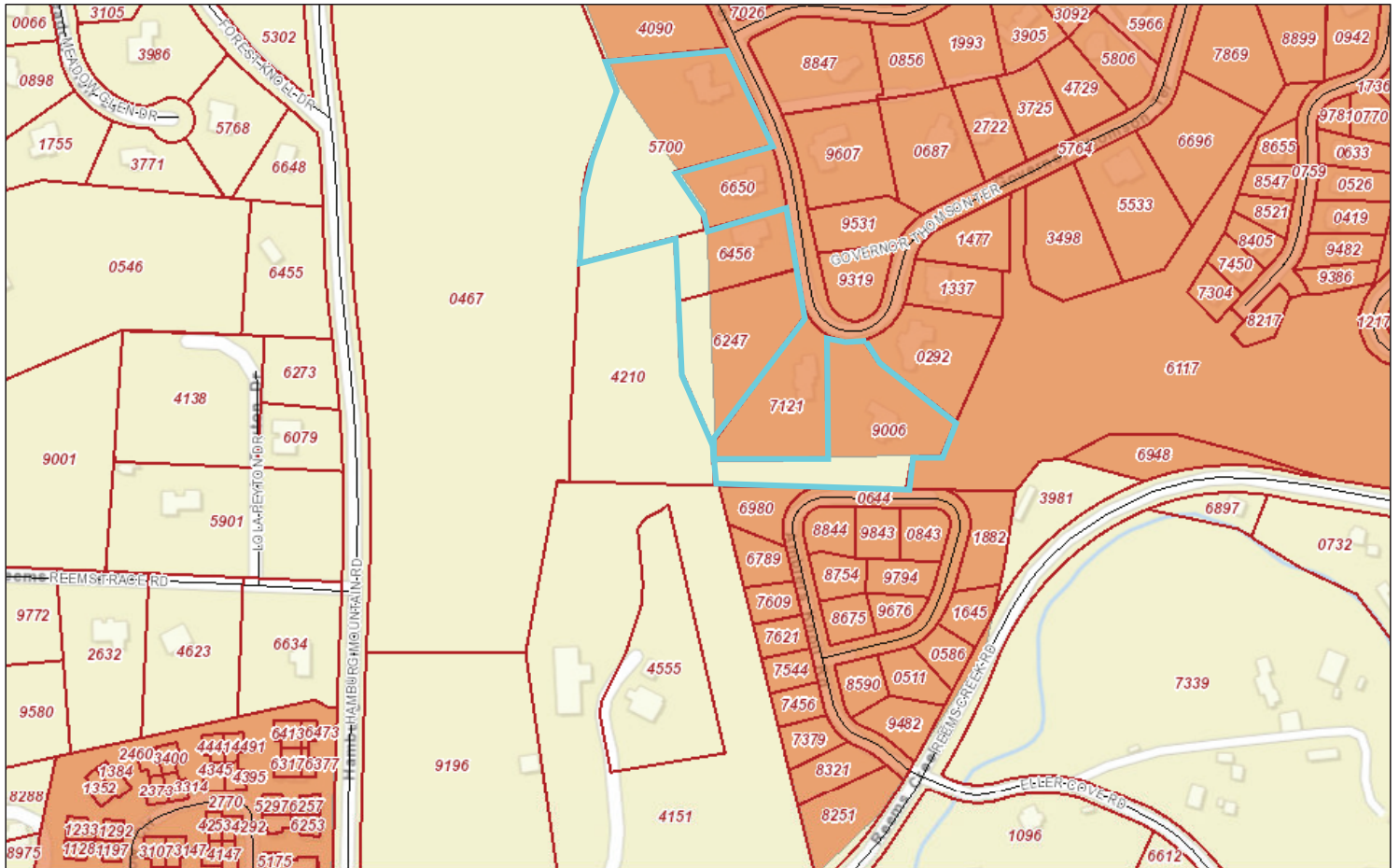
IN WITNESS WHEREOF, I have hereto set my hand and affixed the seal of the Town of Weaverville, this the 11 day of October, 2023.


TAMARA MERCER, Town Clerk



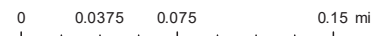


Buncombe County



September 26, 2023

1:4,514



Sources: Esri, HERE, Garmin, 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: 9/11/23
 Date Fee Paid: 9/5/23
 Petition No: 2023-4

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
Barry B. Boyce Revocable Trust 11/26/2002	561-339-6677 bbbtg@a gmail.com	9742959 190-00000	<i>[Signature]</i> Co-Trustee
Pamela K. Boyce Revocable Trust 11/26/2002	561-339-6678 pamelaboyce@ gmail.com	9742959 190-00000	<i>[Signature]</i> Co-Trustee
Denise & Robert Siegel	561-302-6595 rms7575@aol.com	9742-955700	<i>[Signature]</i> Denise Siegel
Thomas & Tina McVay	828-215-6021 tdmcvay1@gmail.com	9742-956456	<i>[Signature]</i> Thomas McVay

5. Zoning vested rights ☒ are not claimed, ☐ have been established under G.S. §§ 160D-108 and/or 160D-108.1 as follows [describe and attach the order and approved site plan]:

Total Acreage to be annexed: 2.513 ac
 Population in annexed area: 0
 Proposed Zoning District: R-2
 Reason for annexation: ☒ Receive Town Services ☐ Other (please specify)

2.513 ac (lots A, B, C, E on plat recorded in Book 233, Page 67)
0
R-2
☒ Receive Town Services ☐ Other (please specify)
to fix split jurisdiction

The applicant must also submit a zoning map amendment 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

PETITION/APPLICATION

Town of Weaverville, North Carolina


N/A

Submittal Date: 9/11/23
 Date Fee Paid: 9/5/23
 Petition No: 2023-4

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
Stefanie Elder 12815 Morn... Park Lane Alpharetta, GA 30004	770.265.9827 smelder@bellsouth.net	6301/1640 9742.95.6247	

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:
 Population in annexed area:
 Proposed Zoning District:
 Reason for annexation:

2.513 ac (lots A, B, C, E on plat recorded in Book 233, Page 67)
0
R-2
☒ Receive Town Services ☒ Other (please specify)
to fix split jurisdiction

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: 9/11/23

Petition No. 2023-4

Annexation Area Name: Reems Creek Village Recombination Area

Petitioner: various

Subject Area Acreage: 2.513 ac (lots A, B, C, E on plat recorded in

Current Land Use: vacant Book 233, Page 67)

Proposed Land Use or Development (describe): to be added to
existing lots within Reem Creek Village for
recombination purpose

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

Signature of Owner(s)

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

The undersigned, being (a/the) Trustee(s) of a Trust, the exact name of which is Pamela K. Boyce Revocable Trust (hereinafter "Trust"), does hereby certify that:

1. That the Trust is dated as of 11/26/2002 is currently in existence and was executed on 11/26/2002;
2. That the name of the settlors of the Trust is/are: Pamela K. Boyce Co-Trustee and Barry B. Boyce Co-Trustee
3. That name(s) and address(s) of the currently acting trustee(s) is/are (herein the "Trustee(s)") and that the signature(s) appearing above their name is their signature(s):

NAME, ADDRESS, and SIGNATURE OF TRUSTEE(S):

<u>Pamela K. Boyce</u>	<u>Barry B. Boyce</u>
Name: <u>Pamela K. Boyce</u>	Name: <u>Barry B. Boyce</u>
Address: <u>68 Governor Thomson</u>	Address: <u>68 Governor Thomson Ter.</u>
<u>Weaverville, NC 28787 Ter.</u>	<u>Weaverville, NC 28787</u>

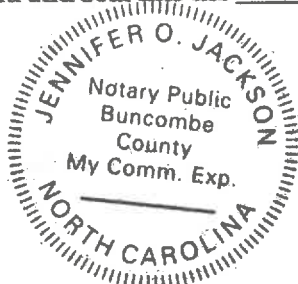
4. That the powers of the Trustee(s) include the authority to conduct real property transactions and tax transactions, which would include the execution of a voluntary annexation petition.
5. That said Trustee(s) adopted/approved the Petition for Voluntary Annexation and authorized any and all actions on behalf of the Trust to complete the process for the Petition to be approved by the Town of Weaverville and that no further authorizing action need be taken.

SIGNATURE: Pamela K. Boyce Barry B. Boyce
TRUSTEE NAME: Pamela K. Boyce Co-Trustee Barry B. Boyce Co-Trustee
DATE: 09/05/2023

STATE OF NORTH CAROLINA

COUNTY OF Buncombe

I, Jenn. L. O. Jackson, a Notary Public, certify that Barry B. Boyce and Pamela K. Boyce personally came before me this day and acknowledged that they are the Trustee of Pamela K. Boyce Revocable Trust, and that by authority duly given and as the act of the Trust, the foregoing Certificate of Authority was signed by him/her on behalf of the Trust.
Witness my hand and seal this the 5 day of Sept., 2023



Notary Public [Signature]



My Commission Expires: 5/29/2026

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



The undersigned, being (a/the) Trustee(s) of a Trust, the exact name of which is Barry B. Boyce Revocable Trust (hereinafter "Trust"), does hereby certify that:

1. That the Trust is dated as of 11/26/2002, is currently in existence and was executed on 11/26/2002;
2. That the name of the settlor(s) of the Trust is/are: Barry B. Boyce Co-Trustee and Pamela K. Boyce Co-Trustee
3. That name(s) and address(es) of the currently acting trustee(s) is/are (herein the "Trustee(s)") and that the signature(s) appearing above their name is their signature(s):

NAME, ADDRESS, and SIGNATURE OF TRUSTEE(S):

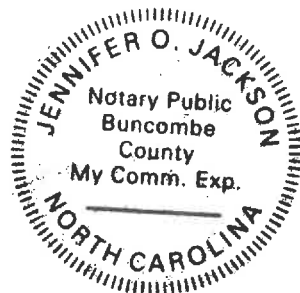
	
Name: <u>Barry B. Boyce</u>	Name: <u>Pamela K. Boyce</u>
Address: <u>68 Governor Thomson</u>	Address: <u>68 Governor Thomson Ter.</u>
<u>Weaverville, NC 28787 Ter.</u>	<u>Weaverville, NC 28787</u>

4. That the powers of the Trustee(s) include the authority to conduct real property transactions and tax transactions, which would include the execution of a voluntary annexation petition.
5. That said Trustee(s) adopted/approved the Petition for Voluntary Annexation and authorized any and all actions on behalf of the Trust to complete the process for the Petition to be approved by the Town of Weaverville and that no further authorizing action need be taken.

SIGNATURE:  
TRUSTEE NAME: Barry B. Boyce Co-Trustee Pamela K. Boyce
DATE: 09/05/2023 Co-Trustee

**STATE OF NORTH CAROLINA
COUNTY OF Buncombe**

I, Jennifer O. Jackson, a Notary Public, certify that Barry B. Boyce and Pamela K. Boyce personally came before me this day and acknowledged that they are the Trustee of the Barry B. Boyce Revocable Trust, and that by authority duly given and as the act of the Trust, the foregoing Certificate of Authority was signed by him/her on behalf of the Trust.
Witness my hand and seal this the 5 day of Sept, 2023.



Notary Public 

My Commission Expires: 5/29/2026

**TOWN OF WEAVERVILLE
TOWN COUNCIL AGENDA ITEM**

MEETING DATE: October 23, 2023

SUBJECT: Annexation Petition and Initial Zoning –300 Hamburg Mountain Road (#2023-5) - Set Public Hearings

PRESENTER: Town Attorney Jackson

ATTACHMENTS: Certificate of Sufficiency
Petition and Supporting Documentation
Survey and Property Tax Map Showing Property
Staff Report

DESCRIPTION/SUMMARY OF REQUEST:

Joseph Penley and Reems Creek Village L.L.C. have both signed a voluntary annexation petition seeking to have a total of +/-9.488 acres located at 300 Hamburg Mountain Road annexed into the Town of Weaverville. The purpose of their annexation appears to be to obtain Town services, including water, to support a 35-lot single family lot subdivision that is proposed for development by Windsor Built Homes, Inc. The petitioners are requesting an initial zoning designation of R-3 to accommodate small lot sizes within the proposed subdivision.

At Town Council's meeting on September 25, 2023, the Town Clerk was directed to investigate the sufficiency of the annexation petition. Town Clerk Mercer has done so and has found that the petition is sufficient (see attached).

Planning Director Eller was also able to have the proposed R-3 zoning designation reviewed by the Planning Board with the result being a favorable recommendation on R-3 zoning.

A staff report is also provided for Town Council's information on this matter.

Should Town Council wish to proceed with the annexation the next step would be to set public hearings on the annexation and the initial zoning of the property. Town Council's regular November workshop meeting, which is to be held on November 14, 2023, is proposed for these public hearings.

COUNCIL ACTION REQUESTED:

The following motion is proposed:

I move that we schedule the public hearing on the annexation petition for the +/- 9.488 acres at 300 Hamburg Mountain Road, Annexation #2023-5, and the public hearing on the proposed R-3 zoning of the property for November 14, 2023, at 6 pm, or as soon thereafter as Town Council can reach the matter, in the Community Room/Council Chambers at Town Hall, 30 South Main Street, Weaverville.

**CERTIFICATE OF SUFFICIENCY OF
ANNEXATION PETITION 2023-5
+/- 9.5 ACRES AT 300 HAMBURG MOUNTAIN ROAD**

TO THE WEAVERVILLE TOWN COUNCIL:

I, Tamara Mercer, Weaverville Town Clerk, do hereby certify that I have investigated Voluntary Annexation Petition No. 2023-5 submitted by Joseph E. Penley, individually and as the Member/Manager of Reems Creek Village L.L.C., and have found as a fact that the Petition is signed by all the owners of the 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.

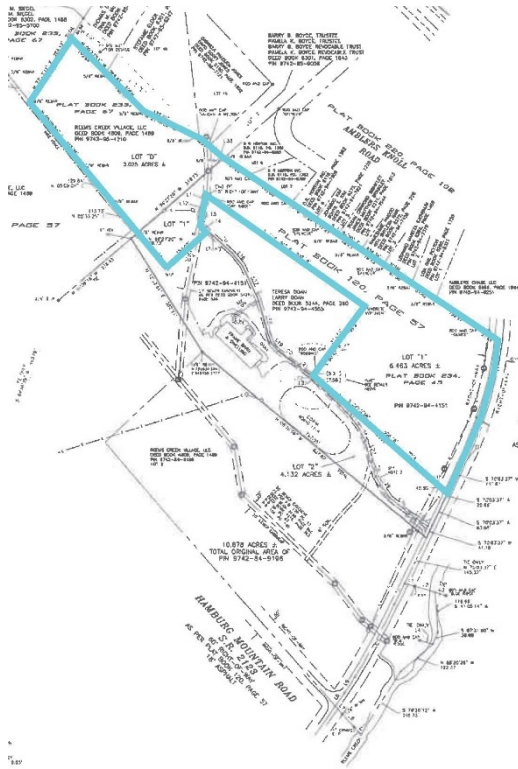
IN WITNESS WHEREOF, I have hereto set my hand and affixed the seal of the Town of Weaverville, this the 11 day of October, 2023.


TAMARA MERCER, Town Clerk



ANNEXATION STAFF REPORT

ANNEXATION #2023-5 – 300 HAMBURG MOUNTAIN RD



PROPERTY DESCRIPTION

+/- 9.5 acres on Reems Creek Road; PIN: 9742-95-4210 & portion of 9742-94-4151; no direct access to Hamburg Mountain Road but road frontage on Reems Creek Road

SUFFICIENCY OF PETITION – Town Clerk certified the sufficiency of the annexation petition on 11 October 2023.

FINANCIAL PROJECTIONS

Town Tax Value = +/- \$12,250,000

Property Tax Revenue = +/- \$42,875 annually

System Development Fees = +/- \$96,250

Water Revenue = +/- \$12,600 annually

ZONING CLASSIFICATION

Town R-3 zoning was requested to accommodate some small lot sizes. The Planning Board reviewed the zoning request and voted to recommend R-3 zoning on 3 October 2023.

OPERATIONAL AND SYSTEM IMPACTS

WATER – A water commitment/extension application has been submitted to the Town for 35 single family lots (14,000 GPD) with a connection to the existing 8" Town water main running along Reems Creek Road. There is WTP capacity to serve this project. Waterlines are expected to be built to Town specifications and accepted into the Town's Water System and will require long-term maintenance.

STREETS AND STORMWATER– The project is to be a gated community so the streets and stormwater system will be private; no impact on the Town.

SANITATION – If annexed the 35 properties must be added to the weekly garbage route and the leaf/yard waste schedule. This, by itself, will not significantly impact the ability of the Sanitation Division to provide Town services; however, when considered with the other annexation petitions that are pending, there will likely be a need to add another garbage pickup day and staffing may have to be increased.

POLICE – 35 single family residences are not anticipated to have any real impact on the Police Department, at its approved staffing level, except that this new subdivision would be added to a routine patrol route.

FIRE – Reems Creek Fire Department (RCFD) currently provides fire service to this property. If annexed this property will be removed from the RCFD district and the Town will be responsible for providing fire and first responder services to this property if it is annexed.

Weaverville's Fire Department (WFD) and RCFD have a long-standing agreement that RCFD will provide automatic aid to Town properties in the vicinity of the RCFD fire station, particularly east of the intersection of Hamburg Mountain Road and Reems Creek Road. WFD can provide fire and first responder services to this property, however, the response times from the WFD fire station will be pushing acceptable limits and a greater WFD presence in the Reems Creek Road corridor will likely be needed in the future. In the meantime, the Town and RCFD are working on formalizing an automatic aid agreement. Financial compensation to RCFD for providing automatic aid services to Town properties is under negotiation and will include any small amounts legally owed to RCFD for the Town's proportionate share of RCFD debt as a result of the anticipated reduction in their tax base.

[illegible]

1:9,028



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

Submittal Date: 9/19/2023
 Date Fee Paid: 8/22/2023
 Petition No: 2023-5

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
Reems Creek V. Hg L.L.C.	40 Windsor Built Homes, Inc.	9742454210 4609/1449 Lt D, Plat 233/67	Member/Manager Joseph E. Perles
Joseph Penley	40 Windsor Built Homes, Inc.	9742944151 3311/422 Lt 1, Plat 234/45	Joseph E. Perles

5. Zoning vested rights ☒ are not claimed, ☐ have been established under G.S. §§ 160D-108 and/or 160D-108.1 as follows [describe and attach the order and approved site plan]:

Total Acreage to be annexed: 9.488
 Population in annexed area: 0
 Proposed Zoning District: R-3
 Reason for annexation: ☒ Receive Town Services ☐ Other (please specify)

The applicant must also submit a zoning map amendment 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.

TOWN OF WEAVERVILLE
AGENT AUTHORIZATION FOR LAND USE DEVELOPMENT
PETITION/APPLICATION AND APPROVAL

PROPERTY LEGAL DESCRIPTION:

PARCEL ID: 9742-95-4210
STREET ADDRESS: 300 Hamburg Mountain Rd,
Weaver ville, NC 28787

PROPERTY OWNER:

(complete Certificate of Authority if a corporation or LLC)

PROPERTY OWNER: JOSEPH Pearley

PROPERTY OWNER CONTACT INFORMATION:

EMAIL ADDRESS:

PHONE NUMBER: 828-691-4156

MAILING ADDRESS: 380 Reems Creek Rd

PERMIT SOUGHT/APPLICATION TO BE SUBMITTED: Zoning Map Amendment
Water Availability

NAME OF INDIVIDUAL AGENT: Windsor Built Homes, Inc.

NAME OF CONTRACTOR/CONSULTING FIRM: WGLA Engineering

AGENT CONTACT INFORMATION:

EMAIL ADDRESS: 55street@WindsorBuilt.com

PHONE NUMBER: 864-430-2995

MAILING ADDRESS: 40 W Broad Street
Suite 500
Greenville, SC 29601

We, the undersigned property owner(s) of the above noted property, do hereby authorize the individual or company listed above as the property owner's agent to act on his/her/their behalf and to take all actions necessary for the processing, issuance, and acceptance of the above-referenced permit or application. We hereby certify the above information submitted in this application is true and accurate to the best of our knowledge.



Property Owner Signature

Property Owner Signature

Date: 8/10/23

Date: _____

PETITION FOR VOLUNTARY ANNEXATION DATA SHEET

Town of Weaverville, North Carolina

Submittal Date: 9/19/2023

Petition No. 2023-5

Annexation Area Name: 300 Hamburg Mountain Rd

Petitioner: Windsor Built Homes, Inc

Subject Area Acreage: 9.488 acres

Current Land Use: Vacant

Proposed Land Use or Development (describe): Residential Development

Residential (single family): Number of Units: 35 Anticipated build out in 2.5 years
Average Sales Price: \$ 500K /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 35'; max number of stories of 2

Infrastructure: Linear feet of publicly dedicated roadways proposed: 1800 feet
Public water proposed (describe): Proposed water extension along new Roadway
Other Public Services Requested (describe): All town services except Street Maintenance

Zoning Vested Rights Claimed (describe and attach documentation): NA



Signature of Owner(s)

STATE OF NORTH CAROLINA
COUNTY OF BUNCOMBE


COMPANY RESOLUTION
OF
REEMS CREEK VILLAGE LLC

At a specially called meeting of the members of REEMS CREEK VILLAGE, LLC, a North Carolina limited liability company (herein "Company") on May 30th, 2023 the sole Member/Manager, Joseph E. Penley, approved the sale of that property identified as All of Lot D (PIN 9742-95-4210), and Lot 1 (PIN 9742-94-4151) appearing on a Plat recorded in Plat Book 234, Page 45 and recorded in the Office of the Register of Deeds for Buncombe County, North Carolina.

Joseph E. Penley and/or Amit Dorf have the authority to sign the Deed and any other documents necessary to complete the sale of said property to Windsor Autrey.

There being no further business, the specially called meeting consisting of the members of REEMS CREEK VILLAGE, LLC was duly adjourned.

REEMS CREEK VILLAGE, LLC, a NC LLC


By: 
Joseph E. Penley, Member/Manager

By: 
Amit Dorf, Authorized Representative

**CERTIFICATE OF AUTHORITY FOR CORPORATION
TOWN OF WEAVERVILLE, NORTH CAROLINA**

The undersigned, being (a/the) duly elected officer of Windsor Built Homes, Inc., 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 Agent Authorization for Land Use Development Permit/Application and Approval and such resolutions have been duly and validly adopted and are in full force and effect.
3. That said resolutions adopted/approved the Agent Authorization for Land Use Development Permit/Application and Approval and authorized any and all actions on behalf of the Corporation 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 Agent Authorization and that the signature appearing to the right of their name(s) is his/her genuine signature:

NAME	SIGNATURE	OFFICE HELD
Scott Street For Windsor Built Homes, Inc.		President

THIS the 9 day of August, ~~2022~~ 2023

Signature of Officer

South
STATE OF ~~NORTH~~ CAROLINA
COUNTY OF Greenville

I, Oksana Goretoy, a Notary Public, certify that Scott Street personally came before me this day and acknowledged that he/she is the President of Windsor Built Homes Inc, a South 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 9 day of August, ~~2022~~ 2023

Oksana Goretoy
Notary Public

My Commission Expires: 6.19.24



**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
Application Fee Based Upon Size of Property

OWNER/APPLICANT NAME:

APPLICATION DATE:

PHONE NUMBER:

MAILING ADDRESS:

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



The Zoning Map



The text of the Zoning Ordinance (Chapter 20 Planning and Development)

APPLICATION TO AMEND ZONING MAP

PROPERTY ADDRESS: 300 Hamburg Mt Road and 9999 Reems Creek Road

PIN: portion of 9742-94-4151 and 9742-95-4210 LOT AREA (acres): 9.488 acres +/-

CURRENT ZONING DISTRICT: R-2 (Buncombe County) PROPOSED ZONING DISTRICT: R-3 (Weaverville)

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



Areas located within the floodplain



Adjoining property owners, addresses, and Buncombe County PINs

APPLICATION TO AMEND TEXT

SECTION(S) OF CHAPTER 20 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
Application Fee Based Upon Size of Property

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

August 17, 2023
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.

Application fees are due at the time of submittal. Withdrawal of an application after the public hearing has been advertised will result in the forfeiture of the application fee.

REZONING FEE SCHEDULE:

< 1 acre	\$250.00
1-3 acres	\$500.00
4-9 acres	\$750.00
10 + acres	\$1,000.00

Text Amendment

Fees..... \$500.00

OFFICE USE ONLY

FEE: S	DATE PAID:	CHECK	CASH
DATE OF INTIAL COUNCIL MEETING:		ACTION TAKEN:	
DATE OF PLANNING BOARD MEETING:		ACTION TAKEN:	
DATE OF PUBLIC HEARING & COUNCIL DECISION:		FINAL ACTION:	

**TOWN OF WEAVERVILLE
TOWN COUNCIL AGENDA ITEM**

MEETING DATE: October 23, 2023

SUBJECT: Annexation and Initial Zoning –Northridge Farms
(#2023-6) - Set Public Hearings

PRESENTER: Town Attorney Jackson

ATTACHMENTS: Certificate of Sufficiency and Staff Report
Petition and Supporting Documentation
Site Plan/Boundary Survey and Tax Map

DESCRIPTION/SUMMARY OF REQUEST:

The property owners comprising the properties on which the Northridge Farms development is approved have signed a voluntary annexation petition seeking to have a total of +/-88 acres located in the Gill Branch valley (south of the Northridge Commons shopping center) annexed into the Town of Weaverville. The Northridge Farms development has been approved by Buncombe County and consists of approximately 568 dwelling units in a variety of housing types. The petitioners claim vested rights to develop the properties in accordance with the Special Use Permit issued by Buncombe County and related approved master site plan which include minor modifications approved on September 22.

At Town Council's meeting on September 25, 2023, the Town Clerk was directed to investigate the sufficiency of the annexation petition. Town Clerk Mercer has done so and has found that the petition is sufficient (see attached).

Planning Director Eller was also able to have the Planning Board review the properties at their October 3, 2023, meeting, at which time they voted to recommend the options of either R-3 zoning or conditional district zoning.

A staff report is provided for Town Council's information on this matter.

Should Town Council wish to proceed with the annexation the next step would be to set public hearings on the annexation and the initial zoning of the property. Town Council's regular November workshop meeting, which is to be held on November 14, 2023, is proposed for these public hearings.

COUNCIL ACTION REQUESTED:

The following motion is proposed:

I move that we schedule the public hearing on the annexation petition for the +/- 88 acres of the Northridge Farms properties, Annexation #2023-6, and the public hearing on R-3 or conditional zoning of the property for November 14, 2023, at 6 pm, or as soon thereafter as Town Council can reach the matter, in the Community Room/Council Chambers at Town Hall, 30 South Main Street, Weaverville.

**CERTIFICATE OF SUFFICIENCY OF
ANNEXATION PETITION 2023-6
+/- 88 ACRES – NORTHRIDGE FARMS PROJECT**

TO THE WEAVERVILLE TOWN COUNCIL:

I, Tamara Mercer, Weaverville Town Clerk, do hereby certify that I have investigated Voluntary Annexation Petition No. 2023-6 submitted by the following:

Travis Fowler, Manager of DFK Development, LLC [PIN 9732-77-7382 and 9732-76-2936]
Travis Fowler, President of First Victory, Inc. [PIN 9732-76-5731 and 9732-76-5475]
John Kilby and wife Kathy Kilby, Matthew Bryan Kilby and wife Shara Kilby, and
John Wesley Kilby and wife Shawn Kilby [PIN 9732-78-9228]
Danny C. Buckner [PIN 9732-66-5806]

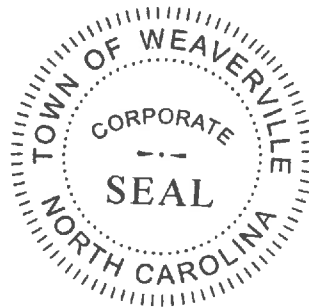
and have found as a fact that the Petition is signed by all the owners of the real property lying in the area described therein and that the area to be annexed is contiguous to the Town's primary boundary.

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 19 day of October, 2023.



TAMARA MERCER, Town Clerk



ANNEXATION STAFF REPORT

ANNEXATION #2023-6 – NORTHRIDGE FARMS

PROPERTY DESCRIPTION – +/- 88 acres in the Gill Branch Valley; PIN: 9732-77-7382, 9732-76-2936, 9732-76-5731, 9732-76-5475, 9732-66-5806, and 9732-78-9228; entrance and exit generally from Northridge Commons Parkway (private road), exit and emergency access via Gill Branch Road (SR 1724)

SUFFICIENCY OF PETITION – With the assistance of the Town Attorney, the Town Clerk certified the sufficiency of the annexation petition on 19 October 2023

PROJECT DETAILS – 568 total dwelling units are expected to be constructed within 3 to 4 years with the following housing options offered:

- 296 Apartment Units in 12 Buildings
- 65 Townhouses in 17 Buildings
- 100 Duplexes in 50 Buildings
- 107 Single Family Residences

FINANCIAL PROJECTIONS

- Town Tax Value = +/- \$118,178,000
- Property Tax Revenue = +/- \$413,623 annually
- System Development Fees = +/- \$770,000
- Water Revenue = +/- \$204,480 annually



VESTED RIGHTS AND ZONING CLASSIFICATION

Vested rights allow this project to develop in accordance with a Special Use Permit issued by Buncombe County on 8 February 2023, and minor modifications approved 22 September 2023. A zoning designation is required, however, and the Planning Board reviewed the properties and potential zoning districts and voted on 3 October 2023 to recommend an option of R-3 or conditional district zoning.

ANNEXATION STAFF REPORT

ANNEXATION #2023-6 – NORTHRIDGE FARMS

OPERATIONAL AND SYSTEM IMPACTS

This project represents 568 dwelling units in 186 structures with an expected population increase of approximately 1,500 people. Increases in Town staffing levels and proper planning will be needed to meet the service needs associated with this project during construction and after completion.

WATER – Project engineers have met with Town staff and a water application for the project is expected to be submitted to the Town. Connections are proposed at the existing 8" Town water line in Northridge Commons Parkway below Hobby Lobby and is recommended at the existing 8" Town water line in Gill Branch Rd to create a loop connection to Monticello Rd for reliable service to the development. With the WTP Expansion Project proceeding there is WTP capacity to serve this project. This project will push the Town's WTP capacity limits beyond 90% but Town staff believes that the expected completion of the expansion of the WTP will align well with the 3-4 year timeline projected by the project engineers. Waterlines are expected to be built to Town specifications and should be accepted into the Town's Water System and will require long-term maintenance. At the point that the WTP capacity exceeds 80%, additional WTP staff will be needed and, with this project, that is likely to occur prior to the completion of the WTP expansion.

STREETS –The project will primarily be accessed via Northridge Commons Parkway, with emergency access, and exit only traffic, via Gill Branch Road. A combination of private and public streets within the development are expected. Town staff believes that the street configuration through the Northridge Commons Shopping Center and at intersections with NCDOT maintained streets is critical and collaboration between NCDOT, the Town, and the developer will be necessary for the success of the project. Town staff expects to provide leadership in this area in order to ensure that the infrastructure is designed and built to maximum vehicular and pedestrian safety and efficient movement of traffic.

SANITATION – The apartment portion of this project should provide its own garbage removal, but the remainder of the project is expected to rely on Town staff for sanitation services. Especially when considered with the other annexation petitions that are pending, there will likely be a need to add another garbage pickup day and staffing levels will likely have to be increased.

PARKS – Town Council, Town staff, and the developer have all noted the benefit of providing public bike and pedestrian access through the development as a connector between the Northridge Commons Shopping Center and Gill Branch Valley areas to the portion of the Reems Creek Greenway which is expected to run along Reems Creek west of Lake Louise. The development of this portion of the Reems Creek Greenway will require funding for planning, design, construction, and on-going maintenance. The timing of this Reems Creek Greenway project may be hindered by the I-26 bridge replacement project that will be active until 2027 and is impacting a portion of the property over which the Reem Creek Greenway is to be located. Completion of this future greenway and the resulting connection to Lake Louise Park is expected to result in additional usage at the park, possibly causing a need for additional facilities and staffing.

POLICE – The ability of the Weaverville Police Department to efficiently and effectively serve this large project and associated population increase must be monitored and additional staffing is likely to be needed.

FIRE – These properties are located within the North Buncombe Fire District (NBFD) which are serviced by the Weaverville Fire Department (WFD). There will be an insignificant loss in NBFD tax revenue on the unimproved properties if annexed. This project does represent a substantial number of dwellings and a corresponding increase in the population and will require an increase in WFD staffing levels as the project is completed. Proper planning will be needed to meet the service needs associated with this project.

PLANNING – While the "Master Plan" for the project has already been approved, each section of development will require planning review and approval of site plans, and the issuance of up to 186 Town zoning permits may be required. The Town's one-person Planning Department will not be able to provide all of the work on this project and a new Planner/Code-Enforcement Officer position will be requested in anticipation of this annexation moving forward.

PETITION FOR VOLUNTARY ANNEXATION PETITION/APPLICATION

Town of Weaverville, North Carolina

Submittal Date: 9/20/2023
Date Fee Paid: _____
Petition No: 2023-6

**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
See attached.			










5. Zoning vested rights ☐ are not claimed, ☒ have been established under G.S. §§ 160D-108 and/or 160D-108.1 as follows [describe and attach the order and approved site plan]:

Order attached. Additional documentation will be timely supplemented.

Total Acreage to be annexed: Approx. 88 acres
Population in annexed area: _____
Proposed Zoning District: TBD
Reason for annexation: ☒ Receive Town Services ☐ Other (please specify)

The applicant must also submit a zoning map amendment 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
Addendum

Property Owner and Mailing Address	Phone Number & Email Address	Deed Reference and Property PIN	Property Owner Signature
DFK Development, LLC 542 S. Caldwell Street Brevard, NC 28712	828-884-7934 travis@firstvictory.com	BK 6337, PG 1301 9732777382; 9732762936	
First Victory, Inc. 542 S. Caldwell Street Brevard, NC 28712	828-884-7934 travis@firstvictory.com	BK 6307, PG 698 9732765731; 9732765475	
Danny C. Buckner 56 Gill Branch Road Weaverville, NC 28787	828-775-2444 Dbucker7@frontier.com	BK 5098, PG 290 9732665806	<div>  9/20/2023 </div>
John E. Kilby Shawn Kilby Shara Kilby Matthew Kilby Kathy Kirby John W. Kilby 170 Deer Trail Lake Lure, NC 28746	828-287-6828 Johnkilby164@gmail.com Wesley.kilby@ncfbins.com spchf@msn.com bry831@gmail.com lakelurenana@gmail.com shawnmarielk@gmail.com	BK 1283, P 312 23-E-1164 9732789228	<div>  <div> doloop verified 09/20/23 9:04 AM EDT EXBF INGY BANIS MNVS </div> </div> <div>  <div> doloop verified 09/19/23 6:34 PM EDT NANC GAKS ICN1 BIRW </div> </div> <div>  <div> doloop verified 09/19/23 6:21 PM EDT 2ALM AYCI 1PRU JECO </div> </div> <div>  <div> doloop verified 09/19/23 7:04 PM EDT GEBD WQGH C9Q2 J8ZU </div> </div> <div>  <div> doloop verified 09/20/23 9:28 AM EDT PTEJ HKQZ ARY1 HJMP </div> </div> <div>  <div> doloop verified 09/20/23 11:14 AM EDT TL5J BRBP HMYL B063 </div> </div>

PETITION FOR VOLUNTARY ANNEXATION DATA SHEET

Town of Weaverville, North Carolina

Submittal Date: _____

Petition No. _____

Annexation Area Name: _____

Petitioner: Owners Identified Herein

Subject Area Acreage: 88.12

Current Land Use: _____

Proposed Land Use or Development (describe): The proposed land use and development will be the same already approved by Buncombe County. The order permitted such planned use is attached to this Petition.

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): Documentation regarding the vested rights claimed is attached herein and will be supplemented with additional 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 First Victory Inc
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

Travis A. Fowler

OFFICE HELD

President

SIGNATURE

[Signature]

SIGNATURE: _____

PRINTED NAME: _____

DATE: _____

STATE OF NORTH CAROLINA

COUNTY OF Transylvania

I, Sabrina M. Pace, a Notary Public, certify that Travis Fowler
personally came before me this day and acknowledged that he/she is the President of
First Victory, Inc., 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 20th day of September, 2023.



Sabrina M. Pace

Notary Public

My Commission Expires: 02-21-2027

**PETITION FOR VOLUNTARY ANNEXATION
CERTIFICATE OF AUTHORITY FOR LIMITED LIABILITY COMPANY
Town of Weaverville, North Carolina**

The undersigned, being (a/the) duly elected, qualified and active member / manager of DKF Development LLC, a limited liability company organized and existing in the State of North Carolina (hereinafter "Company"), does hereby certify that:

1. That the Company currently exists and is in good standing with the NC Secretary of State;
2. That a controlling majority of the members and the manager of the Company 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 Company 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

Travis A. Fowler

manager

[Signature]

SIGNATURE: _____

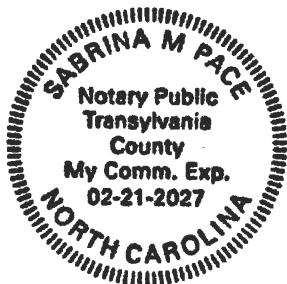
PRINTED NAME: _____

DATE: _____

STATE OF NORTH CAROLINA

COUNTY OF Transylvania

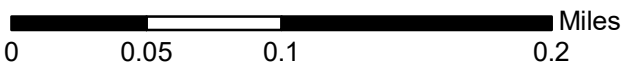
I, Sabrina M. Pace, a Notary Public, certify that Travis Fowler personally came before me this day and acknowledged that he/she is the manager of DKF Development, LLC, a North Carolina limited liability company, and that by authority duly given and as the act of the Company, the foregoing Certificate of Authority was signed by him/her on behalf of the Company. Witness my hand and seal this the 20th day of September, 2023.



Sabrina M. Pace

Notary Public

My Commission Expires: 02-21-2027



ZPH2022-00038
Northridge Farms
Special Use Permit
Aerial Map

- Roads
- Property Boundaries

TOWN OF WEAVERVILLE
TOWN COUNCIL AGENDA ITEM

Date of Meeting: Monday, October 23, 2023

Subject: Annual Update of the Comprehensive Land Use Plan

Presenter: Planning Director

Attachments: Recommendation; Action Plan Table with Priorities; Future Land Use Map with Growth Areas; Resolution Regarding Development within Identified Growth Areas

Description:

Town Council is set to consider an annual update of the CLUP. Amendments to the CLUP must now follow the same procedure as a zoning map or text amendment, therefore a public hearing must be held on the matter.

As such, a public hearing on the update, including an action plan table with priorities, updated Future Land Use Map, the inclusion of the resolution concerning development within identified growth areas including any amended and restated version thereof, and Pedestrian and Bicycle Plan, is appropriate at this time. It is also recommended that the CLUP be amended to provide for the automatic inclusion of updated demographic data.

The Future Land Use Map referenced in the recommendation is attached and may also be found by selecting view zoning map at the following link:

<https://weavervillenc.org/town-council-government/planning-and-zoning/>

The Pedestrian and Bicycle Plan referenced in the proposed recommendation may be found at the following link:

<https://weavervillenc.org/downloads/active-weaverville-plan-bike-ped-plan/>

Action Requested:

Staff is requesting the setting of a public hearing on the update of the CLUP for Monday, November 14, 2023 at 6pm or at such time as Council reaches the matter.



**Town of Weaverville
Planning Board**

**Recommendation and Plan Consistency Statement for
Updates to the Comprehensive Land Use Plan**

On October 3, 2023, the Planning Board reviewed and, in a unanimous vote, recommends that the Comprehensive Land Use Plan be amended to include (1) the attached updated Table of Stated Goals, Responsibilities, and Priorities, (2) the attached updated Future Land Use Map, (3) the resolution adopted by Town Council on December 13, 2022, concerning growth areas, and (4) the Active Weaverville Bike-Ped Plan that was adopted by Town Council on June 26, 2023, and any priorities that are established under that plan. It is recommended that the 2018-2021 Strategic Plan be removed as it has expired and that any Strategic Plan that is adopted by Town Council be automatically included in the Plan. It is also recommended that the Comprehensive Land Use Plan be amended to provide for the automatic inclusion of updated demographic data.

The Planning Board found that the annual review of progress towards accomplishment of Plan goals and the establishment of new ones is consistent with the Comprehensive Land Use Plan and reasonable in that it allows the Plan to be adapted to the changes within the Town and surrounding areas and related shifts in priorities. Demographic data is important information that is used by the Planning Board in some of its analysis.



Bob Pace, Chairman of the Planning Board

October 4, 2023

COMPREHENSIVE LAND USE PLAN

STATED GOALS, RESPONSIBILITIES, AND PRIORITIES

(1=high priority, addressed in 12 months; 2=medium priority, addressed in 24 months; 3=lower priority, addressed in 36 months; 0=proposed deletion)
Recommended –October 2023

1	2023	2022	TC	PB	Staff	STATED GOAL	NOTES	Staff	PB	TC
2	PRIORITIZATION							RESPONSIBILITY		
3		WATER								
4	1	1	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	WTP Expansion project underway; commitments and usage reported quarterly	✓	✓	✓
5	1	1	1	1	1	Continue monitoring water production, allocations, usage, and availability	In progress by staff with quarterly reports	✓		
6	1	1	1	1	1	Continue reserving water allocation for infill development within the town	In progress by staff with quarterly reports	✓		
7	2	2	1.5	2	2	Development of Water System GIS Layer	Anticipated FY2024 or FY2025	✓		
8		STREETS AND SIDEWALKS								
9	1	1	1	1	1	Continue the Street Improvement Program	Program funded FY2024	✓		✓
10	1	-	1	1	1	Establish/support committee on Bike-Ped Plan	Bike-Ped Plan adopted 6/26/23	✓		✓
11	1	-	1	1	1	Develop priorities/timeline for Bike-Ped Plan	Bike-Ped Plan adopted 6/26/23	✓		✓
12	2	1	2	2	2	Establish/continue funding a Sidewalk Improvement Program for Bike-Ped priorities	Bike-Ped Plan adopted 6/26/23			✓
13	2	3	2.5	2	3	Review annual progress towards implementation of the Bike-Ped Plan	Bike-Ped Plan adopted 6/26/23	✓	✓	✓
14	3	2	2.5	3	2	Study possible adoption of driveway construction standards – steep slope, reduction of curb cuts, common driveways		✓	✓	✓
15		HOUSING								
16	2	2	2	2	2	Consider broadening allowable housing types (duplexes, quadplexes) in residential. districts by allowing multifamily or establishing new districts		✓	✓	✓
17	3	2	3	3	2	Consider ways to increase housing affordability	TC considered in 2020	✓		✓

COMPREHENSIVE LAND USE PLAN

STATED GOALS, RESPONSIBILITIES, AND PRIORITIES

(1=high priority, addressed in 12 months; 2=medium priority, addressed in 24 months; 3=lower priority, addressed in 36 months; 0=proposed deletion)

Recommended –October 2023

1	2023	2022	TC	PB	Staff	STATED GOAL	NOTES	Staff	PB	TC
18	3	2	3	3	3	Consider expansion of the MH Overlay District		✓	✓	✓
19	0	1	0	0	0	Define and consider ways to achieve balanced residential development	TC consensus on 5/14/22; TC can do this anytime			✓
20		GENERAL POLICY MATTERS								
21	1	1	1		1	Review & update economic development goals	WEDAC/TC working on this			✓
22	1	1	1		1	Continue to annex properties along the Town's borders in order to impose the Town's land use regulations	TC consensus on 5/14/22 and resolution dtd 12/13/22			✓
23	1	1	1	1	1	Continue to work with Buncombe County on planning issues, esp. in areas near Town limits	TC consensus on 5/14/22	✓		✓
24	1	1	1		1	Engage in conversations with NCDOT about long-term planning for growth	TC consensus on 5/14/22	✓		✓
25	1	1	1		1	Engage in conversations with MSD about long-term planning for growth	TC consensus on 5/14/22	✓		✓
26	1	1	1	1	1	Comprehensive review of Future Land Use Map	TC workshop 5/14/22; in progress need GIS assistance	✓	✓	✓
27	1	1	1		1	Make decisions on annexation based on the ability to provide quality municipal services to proposed land uses to same extent and under current policy	TC consensus on 5/14/22 and resolution dtd 12/13/22			✓
28	2	-	2	2	2	Increase recreational opportunities, especially on Town properties	Eller Cove Watershed; Reems Creek Greenway	✓		✓
29	0	2	??		3	Investigate possibility of establishing a "Park and Ride" in Weaverville to provide a shared ride option to Asheville	Existing lot located on I-26 near Town limits; available as not at usage capacity	✓		✓
30	3	2	3		2	Investigate possibility of reestablishing direct bus route between Weaverville and Asheville		✓		✓
31	3	1	3	3	2	Review of overlapping land use authority	Take up when County initiates	✓		✓
32	3	1	2.5	3	2	Negotiate interlocal agreement(s) with County (Building Permits and Inspections)	Take up when County initiates	✓		✓
33	3	3	3	3	3	Evaluate need to strengthen regulations with regard to hazard mitigation	Buncombe-Madison Hazard Mitigation Plan dated 6/21	✓	✓	✓

COMPREHENSIVE LAND USE PLAN

STATED GOALS, RESPONSIBILITIES, AND PRIORITIES

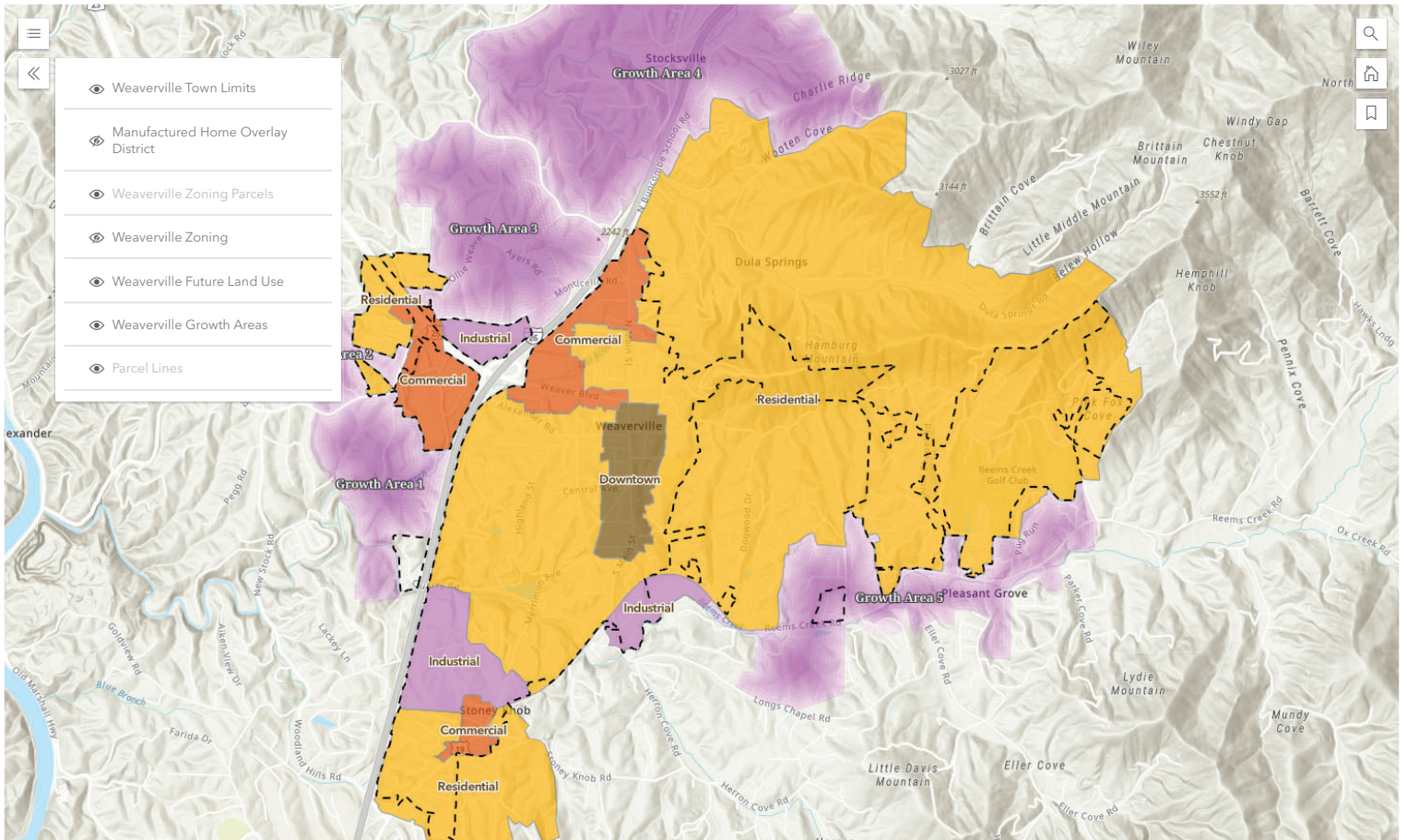
(1=high priority, addressed in 12 months; 2=medium priority, addressed in 24 months; 3=lower priority, addressed in 36 months; 0=proposed deletion)

Recommended –October 2023

1	2023	2022	TC	PB	Staff	STATED GOAL	NOTES	Staff	PB	TC
34	0	3	3		0	Consider reestablishing the Town's extraterritorial jurisdiction		✓		✓
35		LAND DEVELOPMENT REGULATIONS								
36	1	2	2	1	1	Review sign regulations for legal compliance and policy objectives	Legal compliance requires amendments	✓	✓	✓
37	1	2	1.5	1	1	Review hillside/steep slope regulations for legal compliance and policy objectives		✓	✓	✓
38	1	-	1	1	1	Study & consider downtown residential district with smaller lot size/width		✓	✓	✓
39	1	-	1	1	1	Study & consider regulation of short-term rentals		✓	✓	✓
40	1	1	1	1	1	Consider regulations that encourage open space or greenway dedication, conservation measures	Planning Board discussion 5/23, 7/23	✓	✓	✓
41	2	-				Consider regulations concerning tree conservation/tree canopy preservation	First priority 2 item to be addressed after priority 1s!	✓	✓	✓
42	2	-	1.5	2	1	Study & consider regulations on min/max parking and loading areas		✓	✓	✓
43	2	1	2	2	2	Consider Town-initiated rezonings to better align established uses with underlying zoning districts or to address long dormant properties	Focusing on long dormant properties	✓	✓	✓
44	2	2	2	2	2	Undertake a comprehensive review of zoning regulations		✓	✓	✓
45	2	2	2	2	2	Determine need or desire for Town grading regulations for projects between 1 acre and ½ acre		✓	✓	✓
46	3	3	3	2	2	Revise wireless telecommunication facility regulations for legal compliance and policy objectives		✓	✓	✓
47	3	3	3	3	3	Continue to analyze ways to provide standard regulations in order to reserve use of conditional zoning for unique development	Areas improved: Mixed Use Development Apartments	✓	✓	✓
48	3	3	3	3	3	Study mountain ridge protection regulations for possible implementation		✓	✓	✓



FUTURE LAND USE MAP WITH GROWTH AREAS



**TOWN OF WEAVERVILLE
RESOLUTION REGARDING DEVELOPMENT WITHIN
IDENTIFIED GROWTH AREAS**

WHEREAS, on May 14, 2022, Town Council held a workshop regarding growth pressures and land use and reached some consensus regarding these topics and wishes to formalize some of the matters achieving consensus by adopting a resolution which provide some guidance to staff, developers, and the general public;

WHEREAS, municipal growth through annexation is essential to sound urban development and continued economic stability in the Town of Weaverville; and

WHEREAS, managing growth by extending municipal services makes sense and annexation of properties ensures that new development is built to Town of Weaverville standards;

WHEREAS, influencing where and what commercial development occurs within the Weaverville area and providing balanced residential development is desirable to the Town of Weaverville;

WHEREAS, the Town of Weaverville would like to see growth that is well-designed and that complements the development that is already within the Town;

WHEREAS, the Town of Weaverville has identified certain properties along its municipal borders as having a high likelihood of development due to the presence of public water and sewer and has identified them as growth areas as described below;

WHEREAS, the Town wishes to indicate its willingness to consider the voluntary annexation of the properties included within these growth areas and to inform the public of the types of development that the Town believes is consistent with its Comprehensive Land Use Plan and reasonable when considering the surrounding area;

NOW, THEREFORE, BE IT RESOLVED, the Weaverville Town Council hereby declares and resolves as follows:

1. The Town has identified the following growth areas with maps being attached hereto:
 - a. Growth Area 1 – Gill Branch Valley Area
 - b. Growth Area 2 – Monticello Road West Area
 - c. Growth Area 3 – Ollie Weaver Road Area
 - d. Growth Area 4 – I-26 Corridor
 - e. Growth Area 5 – Reems Creek Road Area
2. The Town is likely to favorably consider voluntary annexation petitions received for the properties shown within these growth areas. It is noted, however, that some development, especially in Growth Area 3, may best proceed without annexation as the provision of municipal services may be difficult in certain locations and some areas may be ineligible for annexation

by the Town of Weaverville due to legal requirements regarding satellite annexation.

3. The following is valued, and as proposed development is considered on these properties, the Town would like to see an emphasis on:
 - a. Great streets and gathering places, where the pedestrian is prioritized;
 - b. Connections between adjoining developments and to gathering places;
 - c. Walkability through the installation of sidewalks, greenways, and other multi-modal trails, especially those that will connect to the existing or planned pedestrian network within Weaverville;
 - d. Preservation of natural spaces for public use;
 - e. Establishment of open spaces that provides recreational opportunities in the form of greenways, playing fields and/or playgrounds;
 - f. Protection of streams and creeks;
 - g. Preservation of mature trees and planting of street trees;
 - h. Landscape buffering and screening to protect views;
 - i. Reduction of stormwater runoff which threatens our water quality;
 - j. Energy conservation measures, such as EV charging stations and solar;
 - k. Inclusion of commercial uses that support compatible development.
4. Consistent with Town Council's prior discussions and consensus, the following uses of land are found to be compatible with the Town's adopted Comprehensive Land Use Plan and its Future Land Use Map, and may be desirable within **Growth Area 1 [Gill Branch Valley Area]**:
 - a. mixed use development;
 - b. single family residential development;
 - c. duplexes;
 - d. townhouses;
 - e. multifamily development;
 - f. commercial development (especially those supporting residential neighborhoods such as small general retail, restaurants, professional services).

These uses are most consistent with the following zoning districts: R-1, R-3, R-12, C-2, and conditional district zoning.

5. Consistent with Town Council's prior discussions and consensus, the following uses of land are found to be compatible with the Town's adopted Comprehensive Land Use Plan and Future Land Use Map, and may be desirable within **Growth Area 2 [Monticello Road West Area]**:
 - a. mixed use development;
 - b. single family residential development;
 - c. duplexes;
 - d. townhouses;

- e. commercial development (especially those supporting residential neighborhoods such as small general retail, restaurants, professional services).

These uses are consistent with the following zoning districts: R-1, R-3, C-2, and conditional district zoning.

- 6. The following uses of land are found to be compatible with the Town's adopted Comprehensive Land Use Plan and its Future Land Use Map, and may be desirable within **Growth Area 3 [Ollie Weaver Road Area]:**

- a. single family residential development;
- b. duplexes;
- c. commercial development (especially those supporting residential neighborhoods).

- 7. These uses are consistent with the following zoning districts: R-1, R-3, C-2, and conditional district zoning. The following uses of land are found to be compatible with the Town's adopted Comprehensive Land Use Plan and its Future Land Use Map, and may be desirable within **Growth Area 4 [I-26 Corridor]:**

- a. commercial development (especially medical services such as healthcare facilities and medical offices, small general retail, restaurants, hotels).

These uses are most consistent with the following zoning districts: C-2, and conditional district zoning.

- 8. The following uses of land are found to be compatible with the Town's adopted Comprehensive Land Use Plan and its Future Land Use Map, and may be desirable within **Growth Area 5 [Reems Creek Road Area]:**

- a. mixed use development;
- b. single family residential development;
- c. duplexes;
- d. townhouses;
- e. multifamily development;
- f. commercial development (especially those supporting residential neighborhoods such as small general retail, restaurants, professional services).

These uses are most consistent with the following zoning districts: R-1, R-3, R-12, C-2, and conditional district zoning.


- 9. The Town is willing to support compatible development within these growth areas by considering approval of public water requests for such development if current or anticipated capacity is available and such approval is in the best interest of the Town and/or its water system.

- 10. Town Council's recommended procedure for approvals is for property owners to present voluntary annexation petitions either prior to or simultaneously


with a water request and zoning request. Some deviations from this recommendation are anticipated in situations where a property is ineligible for municipal annexation or where provision of municipal services will prove difficult.

11. Nothing herein is binding on the Town of Weaverville and the review and approval of all annexation petitions, land use applications, and water extension or commitment requests will be made in Town Council's discretion following procedures as required by North Carolina law and local ordinance.

ADOPTED this the 13th day of December, 2022.



JAMES ELLER, Town Clerk



PATRICK FITZSIMMONS, Mayor



**TOWN OF WEAVERVILLE
TOWN COUNCIL AGENDA ITEM**

MEETING DATE: October 23, 2023

SUBJECT: Amended and Restated Resolution concerning Growth Areas

PRESENTER: Planning Director James Eller

ATTACHMENTS: Proposed Amended and Restated Resolution
Map Showing Future Land Uses and Growth Areas

DESCRIPTION/SUMMARY OF REQUEST:

Town Council adopted a resolution on December 13, 2022, which provides guidance on development within five identified growth areas.

Town staff has recently noted that the R-2 zoning district was not included in any of the growth areas and believes that to have been an oversight. If Town Council agrees that this was an oversight, then it could consider adopting the attached amended and restated resolution to add that use to Growth Areas 1, 2, 3, and 5.

Since the resolution was first adopted in December of 2022, the Town's GIS mapping capabilities have improved and the attached map is proposed for inclusion into the resolution should it be amended. Slightly modified language is included to note that change.

All changes to the originally adopted resolution are shown with highlighting.

The proposed amended and restated resolution, like the original resolution, provides important guidance to development within the growth areas and, as such, should be considered for inclusion within the Town's Comprehensive Land Use Plan if adopted.

COUNCIL ACTION REQUESTED:

The following motion is recommended:

I move that we adopt the Amended and Restated Resolution Regarding Development within Identified Growth Areas and that the same be included within the Town's Comprehensive Land Use Plan.

TOWN OF WEAVERVILLE
AMENDED AND RESTATED RESOLUTION REGARDING
DEVELOPMENT WITHIN IDENTIFIED GROWTH AREAS

WHEREAS, on December 13, 2022, Town Council adopted a resolution concerning identified growth areas, and, in a review of said resolution it was noted that the compatible uses within the growth areas did not include R-2, and that was an oversight;

WHEREAS, municipal growth through annexation is essential to sound urban development and continued economic stability in the Town of Weaverville; and

WHEREAS, managing growth by extending municipal services makes sense and annexation of properties ensures that new development is built to Town of Weaverville standards;

WHEREAS, influencing where and what commercial development occurs within the Weaverville area and providing balanced residential development is desirable to the Town of Weaverville;

WHEREAS, the Town of Weaverville would like to see growth that is well-designed and that complements the development that is already within the Town;

WHEREAS, the Town of Weaverville has identified certain properties along its municipal borders as having a high likelihood of development due to the presence of public water and sewer and has identified them as growth areas as described below;

WHEREAS, the Town wishes to indicate its willingness to consider the voluntary annexation of the properties included within these growth areas and to inform the public of the types of development that the Town believes is consistent with its Comprehensive Land Use Plan and reasonable when considering the surrounding area;

WHEREAS, Town Council now wishes to amend and restated such resolution;

NOW, THEREFORE, BE IT RESOLVED, the Weaverville Town Council hereby declares and resolves as follows:

1. The Town has identified the following growth areas which are now shown on the Town's GIS map, a copy of which is attached hereto:
 - a. Growth Area 1 – Gill Branch Valley Area
 - b. Growth Area 2 – Monticello Road West Area
 - c. Growth Area 3 – Ollie Weaver Road Area
 - d. Growth Area 4 – I-26 Corridor
 - e. Growth Area 5 – Reems Creek Road Area
2. The Town is likely to favorably consider voluntary annexation petitions received for the properties shown within these growth areas. It is noted, however, that some development, especially in Growth Area 3, may best proceed without annexation as the provision of municipal services may be difficult in certain locations and some areas may be ineligible for annexation

by the Town of Weaverville due to legal requirements regarding satellite annexation.

3. The following is valued, and as proposed development is considered on these properties, the Town would like to see an emphasis on:
 - a. Great streets and gathering places, where the pedestrian is prioritized;
 - b. Connections between adjoining developments and to gathering places;
 - c. Walkability through the installation of sidewalks, greenways, and other multi-modal trails, especially those that will connect to the existing or planned pedestrian network within Weaverville;
 - d. Preservation of natural spaces for public use;
 - e. Establishment of open spaces that provides recreational opportunities in the form of greenways, playing fields and/or playgrounds;
 - f. Protection of streams and creeks;
 - g. Preservation of mature trees and planting of street trees;
 - h. Landscape buffering and screening to protect views;
 - i. Reduction of stormwater runoff which threatens our water quality;
 - j. Energy conservation measures, such as EV charging stations and solar;
 - k. Inclusion of commercial uses that support compatible development.
4. Consistent with Town Council's prior discussions and consensus, the following uses of land are found to be compatible with the Town's adopted Comprehensive Land Use Plan and its Future Land Use Map, and may be desirable within **Growth Area 1 [Gill Branch Valley Area]**:
 - a. mixed use development;
 - b. single family residential development;
 - c. duplexes;
 - d. townhouses;
 - e. multifamily development;
 - f. commercial development (especially those supporting residential neighborhoods such as small general retail, restaurants, professional services).

These uses are most consistent with the following zoning districts: R-1, **R-2**, R-3, R-12, C-2, and conditional district zoning.

5. Consistent with Town Council's prior discussions and consensus, the following uses of land are found to be compatible with the Town's adopted Comprehensive Land Use Plan and Future Land Use Map, and may be desirable within **Growth Area 2 [Monticello Road West Area]**:
 - a. mixed use development;
 - b. single family residential development;
 - c. duplexes;
 - d. townhouses;

- e. commercial development (especially those supporting residential neighborhoods such as small general retail, restaurants, professional services).

These uses are consistent with the following zoning districts: R-1, **R-2**, R-3, C-2, and conditional district zoning.

- 6. The following uses of land are found to be compatible with the Town's adopted Comprehensive Land Use Plan and its Future Land Use Map, and may be desirable within **Growth Area 3 [Ollie Weaver Road Area]**:

- a. single family residential development;
- b. duplexes;
- c. commercial development (especially those supporting residential neighborhoods).

These uses are consistent with the following zoning districts: R-1, **R-2**, R-3, C-2, and conditional district zoning.

- 7. The following uses of land are found to be compatible with the Town's adopted Comprehensive Land Use Plan and its Future Land Use Map, and may be desirable within **Growth Area 4 [I-26 Corridor]**:

- a. commercial development (especially medical services such as healthcare facilities and medical offices, small general retail, restaurants, hotels).

These uses are most consistent with the following zoning districts: C-2, and conditional district zoning.

- 8. The following uses of land are found to be compatible with the Town's adopted Comprehensive Land Use Plan and its Future Land Use Map, and may be desirable within **Growth Area 5 [Reems Creek Road Area]**:

- a. mixed use development;
- b. single family residential development;
- c. duplexes;
- d. townhouses;
- e. multifamily development;
- f. commercial development (especially those supporting residential neighborhoods such as small general retail, restaurants, professional services).

These uses are most consistent with the following zoning districts: R-1, **R-2**, R-3, R-12, C-2, and conditional district zoning.

- 9. The Town is willing to support compatible development within these growth areas by considering approval of public water requests for such development if current or anticipated capacity is available and such approval is in the best interest of the Town and/or its water system.

10. Town Council's recommended procedure for approvals is for property owners to present voluntary annexation petitions either prior to or simultaneously with a water request and zoning request. Some deviations from this recommendation are anticipated in situations where a property is ineligible for municipal annexation or where provision of municipal services will prove difficult.
11. Nothing herein is binding on the Town of Weaverville and the review and approval of all annexation petitions, land use applications, and water extension or commitment requests will be made in Town Council's discretion following procedures as required by North Carolina law and local ordinance.

ADOPTED this the 23rd day of October, 2023.

PATRICK FITZSIMMONS, Mayor

TAMARA MERCER, Town Clerk

**TOWN OF WEAVERVILLE
TOWN COUNCIL AGENDA ITEM**

MEETING DATE: October 23, 2023
SUBJECT: Local Water Supply Plan Approval
PRESENTER: Water Treatment Plant Supervisor
ATTACHMENTS: Proposed Resolution Approving the Local Water Supply Plan

DESCRIPTION/SUMMARY OF REQUEST:

North Carolina law (NCGS 143-355(l)) requires each unit of local government that provides public water service to prepare and submit a local water supply plan to the Department of Environmental Quality (DEQ) for approval every five years. Town Council approved a local water supply plan in May 2023 and that plan has now been reviewed by DEQ. DEQ has made a few minor revisions to the plan and the revised plan is provided now for Town Council review and approval.

The Town Manager, Public Works Director, and Water Treatment Plant Supervisor recommend that Town Council take action to adopt the attached resolution which approves the revised Local Water Supply Plan.

COUNCIL ACTION REQUESTED:

The following motion is recommended:

I move that we adopt the Resolution Approving the Local Water Supply Plan and direct staff to make the proper submissions to the North Carolina Department of Environmental Quality.

**RESOLUTION APPROVING THE LOCAL WATER SUPPLY PLAN
FOR THE TOWN OF WEAVERVILLE**

WHEREAS, North Carolina General Statute § 143-355(l) requires each unit of local government that provides public water service to prepare and submit a local water supply plan to the Department of Environmental Quality for review and approval; and

WHEREAS, as required by the statute and in the interests of sound local planning the attached Local Water Supply Plan for the Town of Weaverville has been developed and submitted to Town Council for approval; and

WHEREAS, Town Council of the Town of Weaverville finds that the attached Local Water Supply Plan, is in accordance with the provisions of North Carolina General Statute § 143-355(l) and that it will provide appropriate guidance for the future management of water supplies for the Town of Weaverville, as well as useful information to the Department of Environmental Quality for the development of a state water supply plan as required by statute;

**NOW, THEREFORE, THE TOWN COUNCIL OF THE TOWN OF WEAVERVILLE
HEREBY RESOLVES**, that the Local Water Supply Plan that is attached hereto is hereby approved and adopted and staff is directed to submit the same to the Department of Environmental Quality, Division of Water Resources, along with a copy of this resolution; and

BE IT FURTHER RESOLVED that Town Council intends that this plan shall be revised to reflect changes in relevant data and projections at least once every five years, or as otherwise requested by the Department of Environmental Quality, in accordance with the North Carolina law and sound planning practice.

ADOPTED this the 23rd day of October, 2023.

PATRICK FITZSIMMONS, Mayor

ATTESTED BY:

TAMARA MERCER, Town Clerk

Weaverville

2022 ▼

The Division of Water Resources (DWR) provides the data contained within this Local Water Supply Plan (LWSP) as a courtesy and service to our customers. DWR staff does not field verify data. Neither DWR, nor any other party involved in the preparation of this LWSP attests that the data is completely free of errors and omissions. Furthermore, data users are cautioned that LWSPs labeled **PROVISIONAL** have yet to be reviewed by DWR staff. Subsequent review may result in significant revision. Questions regarding the accuracy or limitations of usage of this data should be directed to the water system and/or DWR.

1. System Information

Contact Information

Water System Name: Weaverville PWSID: 01-11-025
 Mailing Address: P. O. Box 338 Ownership: Municipality
 Weaverville, NC 28787
 Contact Person: Randall Wilson Title: Superintendent/ORC
 Phone: 828-658-2417 Cell/Mobile: --

Complete

Distribution System

Line Type	Size Range (Inches)	Estimated % of lines
Asbestos Cement	6	0.00 %
Cast Iron	4-10	30.90 %
Ductile Iron	6-20	42.15 %
Galvanized Iron	.75-2	3.95 %
Other	0	0.00 %
Polyvinyl Chloride	2-10	23.00 %

What are the estimated total miles of distribution system lines? 68 Miles

How many feet of distribution lines were replaced during 2022? 0 Feet

How many feet of new water mains were added during 2022? 500 Feet

How many meters were replaced in 2022? 300

How old are the oldest meters in this system? 9 Year(s)

How many meters for outdoor water use, such as irrigation, are not billed for sewer services? 41

What is this system's finished water storage capacity? 3.9000 Million Gallons

Has water pressure been inadequate in any part of the system since last update? *Line breaks that were repaired quickly should not be included.* No

Programs

Does this system have a program to work or flush hydrants? Yes, Annually

Does this system have a valve exercise program? No

Does this system have a cross-connection program? Yes

Does this system have a program to replace meters? Yes

Does this system have a plumbing retrofit program? Yes

Does this system have an active water conservation public education program? No

Does this system have a leak detection program? Yes

We have our own leak detection equipment.

Water Conservation

What type of rate structure is used? Increasing Block

How much reclaimed water does this system use? 0.0000 MGD For how many connections? 0

Does this system have an interconnection with another system capable of providing water in an emergency? Yes

2. Water Use Information

Service Area

Sub-Basin(s)	% of Service Population	County(s)	% of Service Population
French Broad River (05-2)	100 %	Buncombe	100 %

What was the year-round population served in 2022? 8,627

Has this system acquired another system since last report? No

Water Use by Type

Type of Use	Metered Connections	Metered Average Use (MGD)	Non-Metered Connections	Non-Metered Estimated Use (MGD)
Residential	2,975	0.4060	0	0.0000
Commercial	284	0.0388	0	0.0000
Industrial	23	0.0031	0	0.0000
Institutional	9	0.0012	0	0.0000

How much water was used for system processes (backwash, line cleaning, flushing, etc.)? 0.0004 MGD

Water Sales

Purchaser	PWSID	Average Daily Sold (MGD)	Days Used	MGD	Contract Expiration	Recurring	Required to comply with water use restrictions?	Pipe Size(s) (Inches)	Use Type
Asheville/Buncombe	01-11-010	0.0000	0	0.0000		Yes	Yes	8	Emergency
Town of Mars Hill	01-58-010	0.0000	0	0.2000		Yes	Yes	8	Emergency

3. Water Supply Sources

Monthly Withdrawals & Purchases

	Average Daily Use (MGD)	Max Day Use (MGD)		Average Daily Use (MGD)	Max Day Use (MGD)		Average Daily Use (MGD)	Max Day Use (MGD)
Jan	0.6452	1.0950	May	0.7400	1.0830	Sep	0.7348	1.1020
Feb	0.6175	0.9930	Jun	0.7940	1.1060	Oct	0.6815	1.0920
Mar	0.6625	0.9860	Jul	0.7013	1.1030	Nov	0.6262	1.1180
Apr	0.6277	0.9830	Aug	0.7289	1.1020	Dec	0.6497	1.0600



Surface Water Sources

Stream	Reservoir	Average Daily Withdrawal		Maximum Day Withdrawal (MGD)	Available Raw Water Supply		Usable On-Stream Raw Water Supply Storage (MG)
		MGD	Days Used		MGD	* Qualifier	
Ivy River		0.6850	365	1.1180	1.5000	F	0.0000

* Qualifier: C=Contract Amount, SY20=20-year Safe Yield, SY50=50-year Safe Yield, F=20% of 7Q10 or other instream flow requirement, CUA=Capacity Use Area Permit

Surface Water Sources (continued)

Stream	Reservoir	Drainage Area (sq mi)	Metered?	Sub-Basin	County	Year Offline	Use Type
Ivy River		112	Yes	French Broad River (05-2)	Buncombe		Regular

What is this system's off-stream raw water supply storage capacity? 0 Million gallons

Are surface water sources monitored? Yes, Daily

Are you required to maintain minimum flows downstream of its intake or dam? No

Does this system anticipate transferring surface water between river basins? No

Water Purchases From Other Systems

Seller	PWSID	Average Daily Purchased (MGD)	Days Used	MGD	Contract Expiration	Recurring	Required to comply with water use restrictions?	Pipe Size(s) (Inches)	Use Type
Asheville/Buncombe	01-11-010	0.0000	0	0.0000		Yes	Yes	8	Emergency

Water Treatment Plants

Plant Name	Permitted Capacity (MGD)	Is Raw Water Metered?	Is Finished Water Output Metered?	Source
Lawrence T. Sprinkle WTF	1.5000	Yes	Yes	Ivy River (Madison & Buncombe forks combined)

Did average daily water production exceed 80% of approved plant capacity for five consecutive days during 2022? No

If yes, was any water conservation implemented?

Did average daily water production exceed 90% of approved plant capacity for five consecutive days during 2022? No

If yes, was any water conservation implemented?

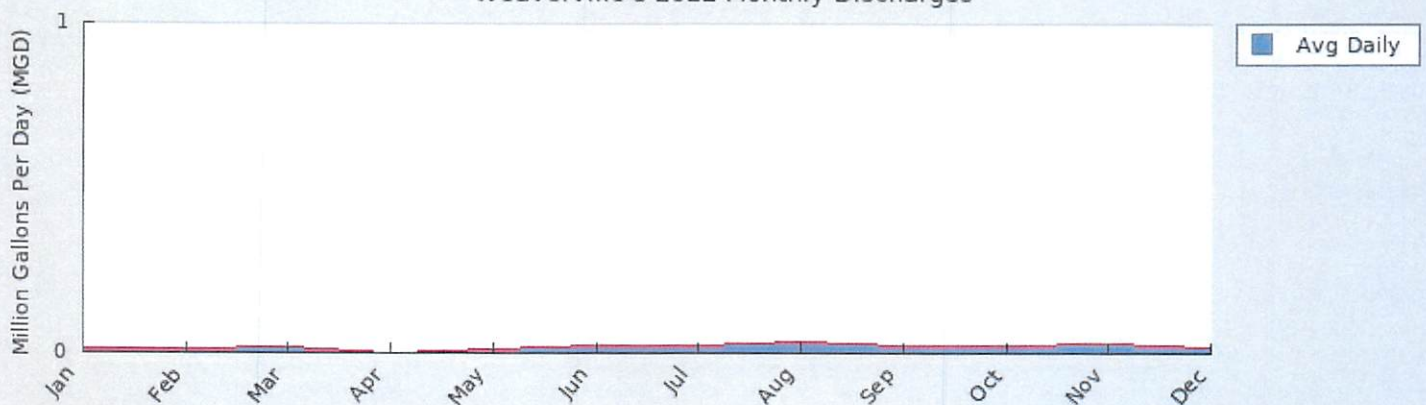
Are peak day demands expected to exceed the water treatment plant capacity in the next 10 years? No

4. Wastewater Information

Monthly Discharges

	Average Daily Discharge (MGD)		Average Daily Discharge (MGD)		Average Daily Discharge (MGD)
Jan	0.0140	May	0.0140	Sep	0.0230
Feb	0.0140	Jun	0.0210	Oct	0.0240
Mar	0.0200	Jul	0.0210	Nov	0.0290
Apr	0.0010	Aug	0.0350	Dec	0.0160

Weaverville's 2022 Monthly Discharges



How many sewer connections does this system have? 0

How many water service connections with septic systems does this system have? 0

Are there plans to build or expand wastewater treatment facilities in the next 10 years? Yes

Customer wastewater is discharged to the MSD. Possibility of adding another 250k gallon waste basin along with the future water treatment expansion to cover the future physical chemical wastewater needs at the facility.

Wastewater Permits

Permit Number	Type	Permitted Capacity (MGD)	Design Capacity (MGD)	Average Annual Daily Discharge (MGD)	Maximum Day Discharge (MGD)	Receiving Stream	Receiving Basin
NC0085154	WWTP	0.2500	0.2500	0.0190		UT Tributary to Ivy	French Broad River (05-2)
Customer wastewater is discharged to the MSD. This is our NPDES discharge for the water treatment facility.							

5. Planning

Projections

	2022	2030	2040	2050	2060	2070
Year-Round Population	8,627	9,600	10,500	11,400	12,300	13,500
Seasonal Population	0	0	0	0	0	0
Residential	0.4060	0.4838	0.5838	0.6838	0.7838	0.8838
Commercial	0.0388	0.0523	0.0673	0.0823	0.0973	0.1120
Industrial	0.0031	0.0220	0.0320	0.0420	0.0520	0.0620
Institutional	0.0012	0.0400	0.0500	0.0550	0.0600	0.0700
System Process	0.0004	0.0140	0.1050	0.1060	0.1070	0.1080
Unaccounted-for	0.2355	0.1119	0.1533	0.1772	0.2012	0.2260

It is noted that projected unaccounted-for demand was submitted at 15% of total demand, but the historical median for 2018-2022 is 18%.

Demand v/s Percent of Supply

	2022	2030	2040	2050	2060	2070
Surface Water Supply	1.5000	1.5000	1.5000	1.5000	1.5000	1.5000
Ground Water Supply	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000
Purchases	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000
Future Supplies		0.0000	0.0000	0.0000	0.0000	0.0000
Total Available Supply (MGD)	1.5000	1.5000	1.5000	1.5000	1.5000	1.5000
Service Area Demand	0.6850	0.7240	0.9914	1.1463	1.3013	1.4618
Sales	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000
Future Sales		0.0000	0.0000	0.0000	0.0000	0.0000
Total Demand (MGD)	0.6850	0.7240	0.9914	1.1463	1.3013	1.4618
Demand as Percent of Supply	46%	48%	66%	76%	87%	97%



The purpose of the above chart is to show a general indication of how the long-term per capita water demand changes over time. The per capita water demand may actually be different than indicated due to seasonal populations and the accuracy of data submitted. Water systems that have calculated long-term per capita water demand based on a methodology that produces different results may submit their information in the notes field.

Your long-term water demand is **47** gallons per capita per day. What demand management practices do you plan to implement to reduce the per capita water demand (i.e. conduct regular water audits, implement a plumbing retrofit program, employ practices such as rainwater harvesting or reclaimed water)? If these practices are covered elsewhere in your plan, indicate where the practices are discussed here. Engineering studies and possible future plant expansion. The original plant permit granted the Town of Weaverville up to 4mgd withdrawal from the Ivy River

Are there other demand management practices you will implement to reduce your future supply needs? No changes

What supplies other than the ones listed in future supplies are being considered to meet your future supply needs? We are permitted to double the plants capacity in the future from the same source that is currently being used

How does the water system intend to implement the demand management and supply planning components above? No Changes

Additional Information

Has this system participated in regional water supply or water use planning? Yes, We were part of a recent regional water study conducted by Withers Reveal. Water merger and regionalization feasibility study.

What major water supply reports or studies were used for planning? Financials and water system impacts by the engineering firm as well as piping and pressure design issues based off of each towns current system.

Please describe any other needs or issues regarding your water supply sources, any water system deficiencies or needed improvements (storage, treatment, etc.) or your ability to meet present and future water needs. Include both quantity and quality considerations, as well as financial, technical, managerial, permitting, and compliance issues: Generators, Basin restorations, Larger onsite finished water storage tank and finished water pumps along with dual back wash pumps for resiliency. Safety of staff and neighbors were looking to move from Chlorine gas to sodium hypochlorite.

The Division of Water Resources (DWR) provides the data contained within this Local Water Supply Plan (LWSP) as a courtesy and service to our customers. DWR staff does not field verify data. Neither DWR, nor any other party involved in the preparation of this LWSP attests that the data is completely free of errors and omissions. Furthermore, data users are cautioned that LWSPs labeled **PROVISIONAL** have yet to be reviewed by DWR staff. Subsequent review may result in significant revision. Questions regarding the accuracy or limitations of usage of this data should be directed to the water system and/or DWR.

**TOWN OF WEAVERVILLE
TOWN COUNCIL AGENDA ITEM**

MEETING DATE: October 23, 2023

SUBJECT: NCDOT Encroachment Agreement – LDG/171 Monticello Road Sidewalk

PRESENTER: Town Manager Selena Coffey

ATTACHMENTS: Proposed Encroachment Agreement

DESCRIPTION/SUMMARY OF REQUEST:

The affordable housing project at 171 Monticello Road known as Meribel is progressing. One of the conditions of development approval requires the developer, LDG Multifamily, LLC, to install a sidewalk along its road frontage at 171 Monticello Road. The sidewalk and drainage ditch will be constructed within the NCDOT right-of-way of Monticello Road and NCDOT permission for that work is required. NCDOT does not maintain sidewalks and the Town is asked to take on the ownership and maintenance of the sidewalk and drainage ditch once it is completed by the developer.

The attached proposed encroachment agreement is presented for Town Council approval. The specific language that applies to the Town is highlighted on the second page.

It is important to note that this document does not provide permission for the sidewalks that will be required to get pedestrian traffic to the Northridge Commons Shopping Center. Those additional sidewalks will be addressed at a later time.

COUNCIL ACTION REQUESTED:

Town Council action to approve the proposed NCDOT encroachment agreement and authorize Town staff to sign the document as requested. The following motion is suggested:

I move that Town Council approve the Three Party Right of Way Encroachment Agreement on Primary and Secondary System for the Meribel Project as presented and authorize the Town Manager and other relevant staff to execute the agreement on behalf of the Town.

DEPARTMENT OF TRANSPORTATION

-AND-

LDG Multifamily, LLC

545 South 3rd Street, Louisville, KY, 40202

-AND-

Town of Weaverville

30 South Main Street, Weaverville, NC, 28787

THREE PARTY RIGHT OF WAY
ENCROACHMENT AGREEMENT ON
PRIMARY AND SECONDARY SYSTEM

THIS AGREEMENT, made and entered into this the 1st day of September, 2023, by and between the Department of Transportation, party of the first part; and LDG Multifamily, LLC party of the second part; and Town of Weaverville party of the third part,

WITNESSETH

THAT WHEREAS, the party of the second part desires to encroach on the right of way of the public road designated as Route(s) Monticello Rd, located approximately 2500' from the Intersection us US 25-70 and SR 1727 across from Gill Br Rd

with the construction and/or erection of: Sidewalk and drainage ditch along the property line of 171 Monticello Rd

WHEREAS, it is to the material advantage of the party of the second part to effect this encroachment, and the party of the first part in the exercise of authority conferred upon it by statute, is willing to permit the encroachment within the limits of the right of way as indicated, subject to the conditions of this agreement;

NOW, THEREFORE, IT IS AGREED that the party of the first part hereby grants to the party of the second part the right and privilege to make this encroachment as shown on attached plan sheet(s), specifications and special provisions which are made a part hereof upon the following conditions, to wit:

That the installation, operation, and maintenance of the above described facility will be accomplished in accordance with the party of the first part's latest UTILITIES ACCOMMODATIONS MANUAL, and such revisions and amendments thereto as may be in effect at the date of this agreement. Information as to these policies and procedures may be obtained from the Division Engineer or State Utilities Manager of the party of the first part.

That the said party of the second part binds and obligates himself to install and maintain the encroaching facility in such safe and proper condition that it will not interfere with or endanger travel upon said highway, nor obstruct nor interfere with the proper maintenance thereof, to reimburse the party of the first part for the cost incurred for any repairs or maintenance to its roadways and structures necessary due to installation and existence of the facilities of the party of the second part, and if at any time the party of the first part shall require the removal of or changes in the location of the said facilities, that the said party of the second part binds himself, his successors and assigns, to promptly remove or alter the said facilities, in order to conform to the said requirement, without any cost to the party of the first part.

That the party of the second part agrees to provide during construction and any subsequent maintenance proper signs, signal lights, flagmen and other warning devices for the protection of traffic in conformance with the latest Manual on Uniform Traffic Control Devices for Streets and Highways and Amendments or Supplements thereto. Information as to the above rules and regulations may be obtained from the Division Engineer of the party of the first.

That the party of the second part hereby agrees to indemnify and save harmless the party of the first part from all damages and claims for damage that may arise by reason of the installation and maintenance of this encroachment.

That the party of the second part agrees to restore all areas disturbed during installation and maintenance to the satisfaction of the Division Engineer of the party of the first part. The party of the second part agrees to exercise every reasonable precaution during construction and maintenance to prevent eroding of soil; silting or pollution of rivers, streams, lakes, reservoirs, other water impoundments, ground surfaces or other property; or pollution of the air. There shall be compliance with applicable rules and regulations of the North Carolina Division of Environmental Management, North Carolina Sedimentation Control Commission, and with ordinances and regulations of various counties, municipalities and other official agencies relating to pollution prevention and control. When any installation or maintenance operation disturbs the ground surface and existing ground cover, the party of the second part agrees to remove and replace the sod or otherwise reestablish the grass cover to meet the satisfaction of the Division Engineer of the party of the first part.

That the party of the second part agrees to assume the actual cost of any inspection of the work considered to be necessary by the Division Engineer of the party of the first part.

That the party of the second part agrees to have available at the construction site, at all times during construction, a copy of this agreement showing evidence of approval by the party of the first part. The party of the first part reserves the right to stop all work unless evidence of approval can be shown.

Provided the work contained in this agreement is being performed on a completed highway open to traffic; the party of the second part agrees to give written notice to the Division Engineer of the party of the first part when all work contained herein has been completed. Unless specifically requested by the party of the first part, written notice of completion of work on highway projects under construction will not be required.

That in the case of noncompliance with the terms of this agreement by the party of the second part, the party of the first part reserves the right to stop all work until the facility has been brought into compliance or removed from the right of way at no cost to the party of the first part.

That it is agreed by both parties that this agreement shall become void if actual construction of the work contemplated herein is not begun within one (1) year from the date of authorization by the party of the first part unless written waiver is secured by the party of the second part from the party of the first part.

During the performance of this contract, the second party, for itself, its assignees and successors in interest (hereinafter referred to as the "contractor"), agrees as follows:

- a. Compliance with Regulations: The contractor shall comply with the Regulations relative to nondiscrimination in Federally-assisted programs of the U. S. Department of Transportation, Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.
- b. Nondiscrimination: The contractor, with regard to the work performed by it during the contract, shall not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.
- c. Solicitations for Subcontracts, including Procurements of Materials and Equipment: In all solicitations either by competitive bidding or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the contractor of the contractor's obligations under this contract and the Regulations relative to nondiscrimination on the grounds of race, color, or national origin.
- d. Information and Reports: The contractor shall provide all information and reports required by the Regulations, or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Department of Transportation or the Federal Highway Administration to be pertinent to ascertain compliance with such Regulations or directives. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information, the contractor shall so certify to the Department of Transportation, or the Federal Highway Administration as appropriate, and shall set forth what efforts it has made to obtain the information.
- e. Sanctions for Noncompliance: In the event of the contractor's noncompliance with the nondiscrimination provisions of this contract, the Department of Transportation shall impose such contract sanctions as it or the Federal Highway Administration may determine to be appropriate, including, but not limited to,
 - (1) withholding of payments to the contractor under the contract until the contractor complies, and/or
 - (2) cancellation, termination or suspension of the contract, in whole or in part.
- f. Incorporation of Provisions: The contractor shall include the provisions of paragraphs "a" through "f" in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The contractor shall take such action with respect to any subcontract or procurement as the Department of Transportation or the Federal Highway Administration may direct as a means of enforcing such provisions including sanctions for noncompliance: Provided, however, that, in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the contractor may request the Department of Transportation to enter into such litigation to protect the interests of the State, and, in addition, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

That when title to the subject that constitutes the aforesaid encroachment passes from the party of the second part and vests in the party of the third part, the party of the third part agrees to assume all responsibilities and rights and to perform all obligations as agreed to herein by the party of the second part.

R/W (166) : Party of the Second Part certifies that this agreement is true and accurate copy of the form R/W (166) incorporating all revisions to date.

IN WITNESS WHEREOF, each of the parties to this agreement has caused the same to be executed the day and year first above written.

DEPARTMENT OF TRANSPORTATION

BY: _____
DIVISION ENGINEER

WITNESS:

Second Party

WITNESS:

TOWN OF WEAVERVILLE

BY: _____
SELENA D. COFFEY, TOWN MANAGER

Third Party

**TOWN OF WEAVERVILLE
TOWN COUNCIL AGENDA ITEM**

MEETING DATE: October 23, 2023

SUBJECT: Approval of Salary Increases – Town Manager and Town Attorney

PRESENTER: Mayor Patrick Fitzsimmons

ATTACHMENTS: None

DESCRIPTION/SUMMARY OF REQUEST:

Town Council has recently completed performance evaluations of both the Town Manager and Town Attorney and, in recognition of their hard work and accomplishments during FY2023, wish now to provide each of them with a \$5,000 salary increase with such increases being retroactive to July 1 in order to coincide with the fiscal year.

COUNCIL ACTION REQUESTED:

The following motion is recommended:

I move that the annual salary for Town Manager Selena Coffey be increased by \$5,000 to a total of \$130,000 and that the increase be retroactive to July 1, 2023.

I move that the annual salary for Town Attorney Jennifer Jackson be increased by \$5,000 to a total of \$90,000 and that the increase be retroactive to July 1, 2023.

**TOWN OF WEAVERVILLE
TOWN COUNCIL AGENDA ITEM**

MEETING DATE: October 23, 2023
SUBJECT: Schedule Organizational Meeting
PRESENTER: Mayor Patrick Fitzsimmons
ATTACHMENTS: None

DESCRIPTION/SUMMARY OF REQUEST:

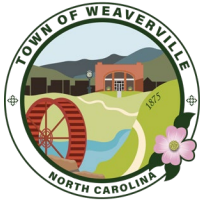
The Mayor will be absent from the November 20, 2023, meeting of Town Council which is usually when the organizational meeting of Town Council is held in order to administer the oaths of office to new Town Council members and select a Vice Mayor.

He recommends that the organizational meeting, including the oaths of office and selection of Vice Mayor, be held at the December 12, 2023, regularly scheduled workshop meeting so that he can be available to welcome the new members and preside over this important meeting.

COUNCIL ACTION REQUESTED:

Town Council action to set the organizational meeting as recommended. The following motion is recommended:

I move that the organizational meeting of the Weaverville Town Council that is to be held after the 2023 municipal election be scheduled for Town Council's regularly scheduled workshop meeting on December 12, 2023, at 6 pm, and that Town Council's Rules of Procedure be amended to allow this date change for this election only.



October 2023

COUNCIL FOLLOW UP ITEMS & UPDATES

Lake Louise Park Updates

The demolition of the old playground equipment and the preparation for the new equipment at Lake Louise Park will be completed by Friday, October 20 and the new equipment installation will begin on November 6. The new pickleball and basketball courts are scheduled to be paved on Monday, October 23. Once that is complete, the coating will be placed on the courts, nets will be installed, basketball goal will be installed, and fencing will begin. Everything is taking shape!

Eller Cove Watershed Trail Design Update

We've met with Elevated Trail Design to begin the process of developing a trail system master plan for the Eller Cove Watershed property. The final product is expected to be completed by January or February 2024, which will include conceptual trail plans and cost estimates, as well as an ongoing maintenance agreement from Elevated Trail Design who also provides this service.

Request for Trail Planning Design Quote for Property behind Quarry Road

I have formally requested a trail conceptual plan quote for the property behind Quarry Road from Elevated Trail Design. I will bring this forward for Council's discussion once I receive the quote.

Woodfin Emergency Water Memorandum of Agreement Update

Due to a death in his family, we have not been able to meet recently with Brian Goldstein, Executive Director for Woodfin Water District, to work further on the memorandum of agreement for short-term emergency water. Once Mr. Goldstein is available, we will be continuing these conversations and hope to have an agreement executed by the first of the year 2024.

Short-Term Rentals and Agreement with Land of Sky Regional Council

As I have mentioned to you informally before, we have moved forward in entering into an agreement with staff from Land of Sky Regional Council to facilitate the short-term rental (STR) public engagement process with the Planning Board and Town Council. This agreement and subsequent assistance is well worth the funding and assists to offset staffing necessary for this project.

INFORMATION

Firehouse Subs Grant

The Weaverville Fire Department has submitted a grant request in the amount of \$40,000 to Firehouse Subs for the replacement of its water rescue equipment. I will keep Council update on this.

New Deputy Fire Chief

I am pleased to announce the promotion of Michael Hunter to Deputy Fire Chief. Chief Hunter has served in the Weaverville Fire Department for 16 years with 1.5 years serving as firefighter, 8.5 years as Captain, and 6 years as Battalion Chief. Congratulations Chief Hunter!

Weaverville Center for Creative & Healthy Living (WCCHL) Status

I have received notice that the Weaverville Center for Creative & Healthy Living (WCCHL) is anticipating dissolving their 501c3 status in October 2024 and turning over all operations to the Town. We will begin working with Tom Balestrieri to determine if and how the Town can manage this transition. I will keep Town Council updated.

Music on the Knoll

The Town is hosting Music on the Knoll, which is essentially an extension of our Summer Concert Series but are being held at the Weaverville Community Center at Dottie Sherrill Knoll. The concerts began in October and will continue until February 2024. The graphic to the right provides the entire list of dates and bands for these concerts.



Paving Bids

Staff discovered a \$10,000 discrepancy that resulted in a math mistake when reviewing the bids for the paving contract that Council authorized last month. Staff had to check the math from all 3 bidders for 10 contract sheets and 16 bid items per sheet (480 calculations). Twelve mistakes on the bids were identified, but this one totaling \$10,000 was overlooked when transferring bid prices on spreadsheets. As Council will recall, our bids came in under budget by \$400,000 and I will be using \$10,000 from these funds to correct this issue.

Grand Marshal for Holiday Parade

Staff and the Parade Committee wishes to thank the Mayor and Town Council for your input on the selection of the Grand Marshal for the 2023 Holiday Parade. Tom Balestrieri, founder of the Weaverville Center for Creative & Healthy Living was chosen to serve as this year's Marshal. Thank you, Tom, for your great contributions to the Town and its residents!

UPCOMING EVENTS AND IMPORTANT DATES

- **Veterans Day Observance**, Friday, November 10th, 11am, Weaverville Community Center at Dottie Sherrill Knoll
- **Music on the Knoll**, Saturday, November 25, 2023, 6pm, Weaverville Community Center at Dottie Sherrill Knoll
- **Strategic Planning Retreat**, January 20, 2024, 9am-1pm, Weaverville Town Hall

**TOWN OF WEAVERVILLE
TOWN COUNCIL AGENDA ITEM**

MEETING DATE: October 23, 2023

SUBJECT: Fee Schedule Amendment – Lowering Water System Development Fees

PRESENTER: Town Attorney Jackson

ATTACHMENTS: Willdan Memorandum dated 9/26/2023
Amended Fee Schedule

DESCRIPTION/SUMMARY OF REQUEST:

As allowed by NC Gen. Stat. §§ 162A-200, et seq., the Town of Weaverville has been charging water system development fees since July 1, 2018. Town Council increased its water system development fees effective July 1 based on the financial analysis and report provided by Willdan Financial Services (Willdan) in May 2023.

Based on the Willdan report Town Council set the water system development fees close to the maximum rate calculated with the incremental method which takes into account the costs of planned capital projects, including the Water Treatment Plant Expansion Project. No grant funding was included in the May 2023 report as none had been received at that time. The Town has now been awarded \$15 million and another \$1 million has been requested and Wildan has updated its analysis and provided revised system development fees (see attached Memorandum).

Based on the supplemental information provided by Willdan, the Town Manager and Town Attorney recommend that the Town's Fee Schedule be revised to reflect the fees calculated with the Buy-In Method, providing the highest allowable water system development fees. They also recommend that the lowered fees be retroactive to July 1, 2023.

COUNCIL ACTION REQUESTED:

Town Council action to lower the water system development fees within the Fee Schedule retroactive to July 1, 2023, as recommended.

MEMORANDUM

To:	Selena Coffey, Town Manager
From:	Daryll Parker, Willdan Financial Services
Date:	September 26, 2023
Subject:	System Development Fee Update Summary

In October 2022, the Town commissioned a System Development Fee (SDF) study to establish updated fees to be applied to new customers connecting to the water system. The analysis results and calculated fees were provided to the Town in a formal report dated May 13, 2023 (herein referred to as the "Report") and presented to the Town Council on May 22, 2023. The SDFs were calculated using 3 common utility industry methodologies consisting of the Buy-In Method, the Incremental/Marginal Cost Method and the Combined Cost Method. Each of the applied methodologies is described in detail in the Report.

Both the Incremental/Marginal Cost and Combined Cost methods include recovering certain future capital costs identified in the Town's adopted Capital Improvement Program (CIP). Since the time the Report was finalized, the Town has been informed that it will receive a partial grant for one of the major projects. The project is a \$20 million water treatment plan expansion and, of that amount, \$16 million will be funded by the grant. Since the grant-funded portion of the project costs cannot be included for recovery from the SDFs, the Town requested that the fees provided in the Report be updated to reflect the funding change. The resulting revised fees are provided in **Table 1**.

Table 1 – Revised System Development Fees

Description	Existing Fees	Calculated Fees		
		Buy-In	Incremental /Marginal	Combined
Meter Size:				
5/8 x 3/4 Inch	\$ 2,232	\$ 2,750	\$ 1,880	\$ 2,310
1.0 Inch	\$ 5,580	\$ 6,875	\$ 4,700	\$ 5,775
1.5 Inch	\$ 11,160	\$ 13,750	\$ 9,400	\$ 11,550
2.0 Inch	\$ 17,856	\$ 22,000	\$ 15,040	\$ 18,480
3.0 Inch	\$ 35,712	\$ 44,000	\$ 30,080	\$ 36,960
4.0 Inch	\$ 55,800	\$ 68,750	\$ 47,000	\$ 57,750
6.0 Inch	\$ 111,600	\$ 137,500	\$ 94,000	\$ 115,500

WATER DEPARTMENT

Application Fee for Water Availability/Commitment/Extension Requests.....\$100.00

Renewal Application Fee.....\$100.00

Non-Refundable Application/Renewal Fee for 1" or larger meters and multi-lot/multi-unit development

Tap Charges and Re-Tap Charges

Meter Size	Tap Fee
5/8" and 3/4"	\$1,500.00
1"	\$3,000.00
1 1/2"	\$4,500.00
2"	\$6,000.00
Road Cut and Pavement Repair (if needed)	\$500.00

Water System Availability/Commitment Fees

For all multi-lot or multi-unit developments, the availability/commitment fee shall apply to each meter to be set based upon connection size, except that for multi-family development with master meters the fee shall be calculated by multiplying the number of residential units proposed by the fee associated with the smallest meter size.

Meter Requested	Inside Town Limits	Outside Town Limits
5/8" and 3/4"	\$35.00	\$70.00
1"	\$50.00	\$100.00
1 1/2"	\$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

Water System Development Fees

Size of Connection	Rated Maximum Capacity	System Development Fees
5/8" and 3/4"	20 gallons	\$5,000.00 \$2,750
1"	50 gallons	\$12,500.00 \$6,875
1 1/2"	100 gallons	\$25,000.00 \$13,750
2"	160 gallons	\$40,000.00 \$22,000
3"	300 gallons	\$80,000.00 \$44,000
4"	500 gallons	\$125,000.00 \$68,750
6"	1,000 gallons	\$250,000.00 \$137,500

**TOWN OF WEAVERVILLE
TOWN COUNCIL AGENDA ITEM**

MEETING DATE: October 23, 2023

SUBJECT: Waterline Replacement Project –Engineering Firm Selection

PRESENTER: Public Works Director Dale Pennell

ATTACHMENTS: None

DESCRIPTION/SUMMARY OF REQUEST:

The Town will be undertaking a project for the replacement and/or installation of certain waterlines within its public water system during FY2024 with a budget of \$400,000 approved by Town Council. Engineering work will include the design, approval, permitting, bidding and award, construction inspection, and contract administration through the final certification on the project.

As required by N.C.G.S. 143-64.31, staff conducted a qualifications-based selection process for professional engineering services on the project. In response to an advertisement, 7 firms formally expressed an interest in the project and 2 firms, WithersRavenel and Mattern & Craig, submitted proposals, both of which are available for review at Town Hall.

The Town Manager and Public Work's Director reviewed both proposals. Both of the firms showcased their qualifications well and are believed to be equally qualified to provide the engineering services on the waterline replacement project.

The Town has contracted with WithersRavenel on several projects in recent years, including the WTP resiliency and expansion projects which are ongoing. The Town Manager and Public Works Director believe that some diversity in engineering firms is wise and recommend that Mattern & Craig be considered for selection on this particular project.

Mattern & Craig was founded in 1978 and is an employee-owned, professional engineering and surveying firm. They primarily serve public and private clients in VA, TN, NC, and SC, and operate an Asheville office. Their primary services are civil & structural engineering and surveying, and have successfully completed many waterline projects.

The Town Manager, with the support of the Town Attorney and Public Work's Director, recommends that Town Council take action to select Mattern & Craig as the professional engineering firm for the Town's FY2024 Waterline Replacement Project.

COUNCIL ACTION REQUESTED:

Town Council action to select an engineering firm for the FY2024 Waterline Replacement Project and authorize staff to negotiate and execute an engineering contract for the project within the approved project budget.

**TOWN OF WEAVERVILLE
TOWN COUNCIL AGENDA ITEM**

MEETING DATE: October 23, 2023

SUBJECT: Water Commitment Approval – 300 Hamburg Mountain Road;
Windsor Built Reems Creek Village – 35 lot subdivision

PRESENTER: Public Works Director Dale Pennell

ATTACHMENTS: Application for a Commitment Letter dated August 7, 2023

DESCRIPTION/SUMMARY OF REQUEST:

Town Council is asked to consider acting on an application for a water commitment letter for the above project. The developer submitted the attached Application for a Commitment Letter dated August 7, 2023, with associated application fee of \$1,225 while concurrently submitting an application for annexation and zoning which was on the September 25, 2023, Town Council agenda.

The proposed project involves the construction of 35 single family homes on 9.488 acres of open land on Reems Creek Road, just east of the Hamburg Mountain Road intersection (map attached). The application requests 14,000 gallons per day (GPD), calculated at 400 GPD for the proposed 35 lots. The proposed water system will be a 6" water line with fire hydrants, to be installed at the developer's expense and intended to be turned over to the town for ownership and maintenance upon completion.

The Public Works Director has found that, at this time, there is sufficient capacity within the Town's water system to provide this project with water without affecting existing customers. The Town Manager recommends approval of this request.

COUNCIL ACTION REQUESTED:

Town Council is asked to consider approval of the water request.



TOWN OF WEAVERVILLE
WATER DEPARTMENT

APPLICATION FOR A COMMITMENT LETTER

APPLICANTS NAME: Windsor Built Homes

PROJECT NAME: Windsor Built - Reems Creek

ADDRESS: 40 West Broad Street, Suite 500 Greenville, SC 29601

LOCATION: Reems Creek Road

PHONE NUMBER: (864) 430-2995

PIN NUMBER: portion of 9742-94-4151 and 9742-95-4210

ELEVATION: 2180 (approximate maximum elevation)

TYPE OF SERVICE:

- | | | |
|-------------|-------------------------------------|--|
| RESIDENTIAL | <input type="checkbox"/> | SINGLE FAMILY HOME |
| | <input type="checkbox"/> | TWO FAMILY _____ NUMBER OF BUILDINGS |
| | <input type="checkbox"/> | MULTI-FAMILY _____ NO. OF BUILDINGS _____ UNITS PER BUILDING |
| | <input checked="" type="checkbox"/> | RESIDENTIAL SUBDIVISION ³⁵ _____ NO. OF LOTS |
| COMMERCIAL | <input type="checkbox"/> | SINGLE COMMERCIAL BUILDING |
| | <input type="checkbox"/> | UNIFIED BUSINESS DEVELOPMENT _____ NO. OF BUILDINGS |
| | | _____ NO. OF UNITS |
| INDUSTRIAL | <input type="checkbox"/> | SANITARY FACILITIES ONLY |
| | <input type="checkbox"/> | SANITARY & INDUSTRIAL PROCESS WATER |
| OTHER | <input type="checkbox"/> | FIRE SPRINKLER SYSTEM |
| | <input type="checkbox"/> | IRRIGATION SYSTEM |
| | <input type="checkbox"/> | _____ |

CAPACITY REQUESTED:

MAXIMUM GALLONS PER MINUTE 25 (average daily use with 2.5 peaking factor)
MAXIMUM GALLONS PER DAY 14,000
ANTICIPATED DATE OF SERVICE July 2024 (begin construction)

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 _____ 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 _____

5/19/2023



TOWN OF WEAVERVILLE
TOWN COUNCIL AGENDA ITEM

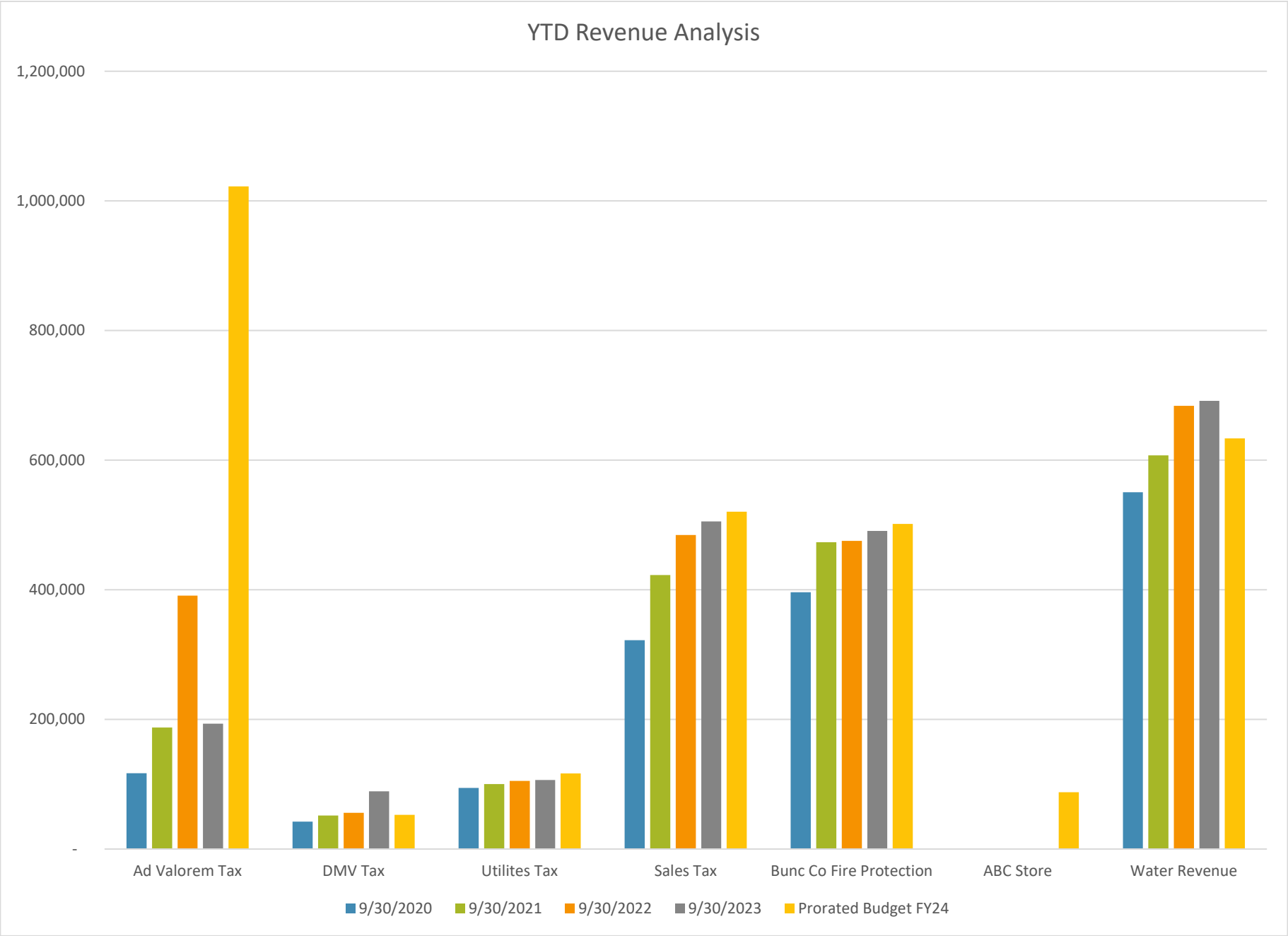
Date of Meeting: October 23, 2023
Subject: Departmental Quarterly Report: Finance
Presenter: Town Finance Director
Attachments: Quarterly Report – 1st Quarter FY 2024

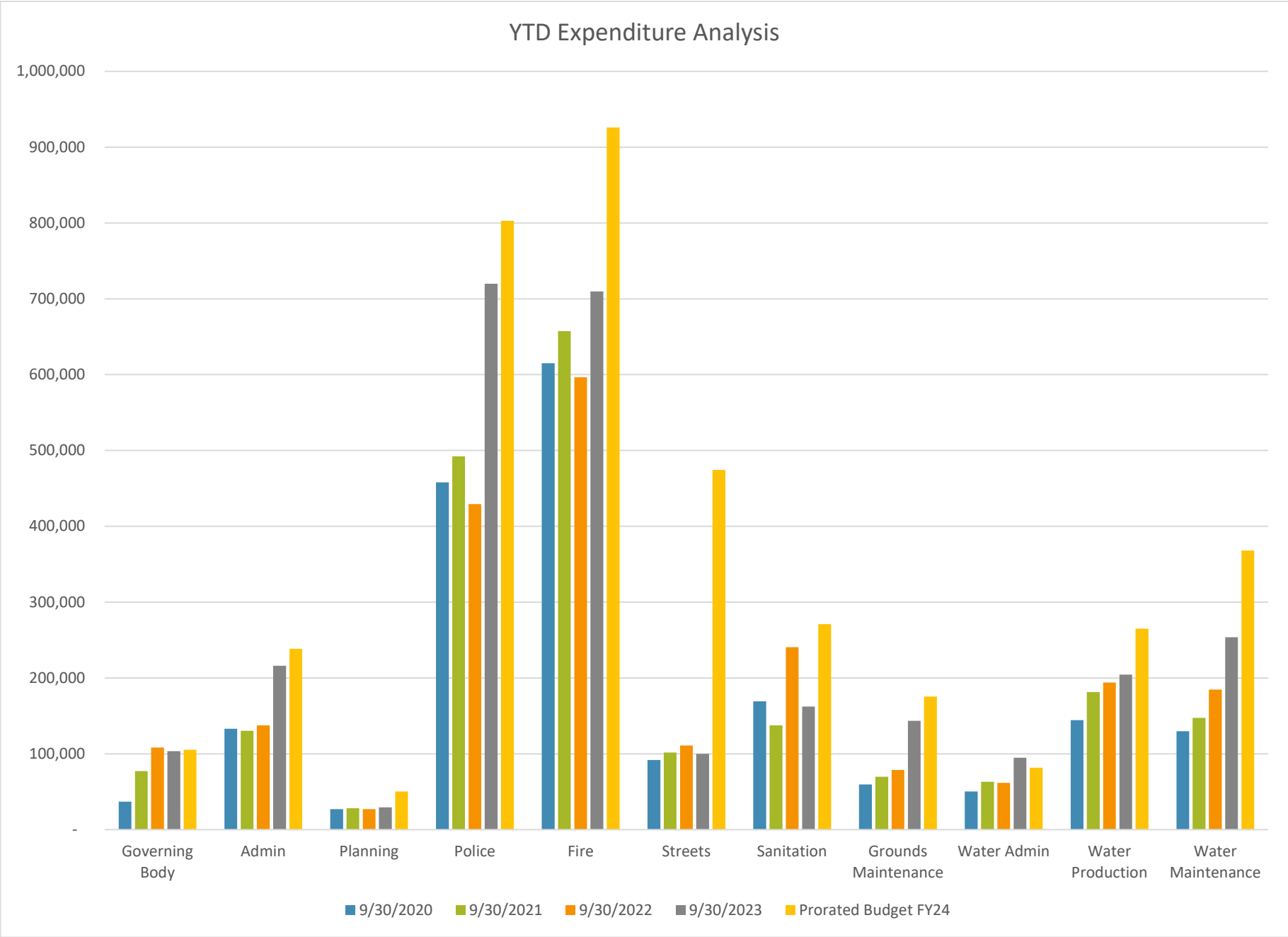
Description:

Attached please find the Finance Department's quarterly report, with charts summarizing revenues and expenditures as of 9/30/2023, as well as updated summaries of the Recreation Complex Project, the Water Treatment Plant Expansion Project, the Water System Resiliency Project, and the ARP Grant Fund Project.

Council Action Requested:

No action requested.





TOWN OF WEAVERVILLE
REVENUE & EXPENDITURE STATEMENT BY DEPARTMENT

FY 2023-2024

07/01/2023 TO 09/30/2023

	<u>CURRENT PERIOD</u>	<u>YEAR-TO-DATE</u>	<u>BUDGETED</u>	<u>% BUDGET REM</u>
REVENUE:				
010-004-300-04010 PRIOR YEAR TAX REVEI	1,264.76	1,264.76	6,000.00	79
010-004-300-04020 AD VALOREM TAX REV	193,339.59	193,339.59	4,089,368.00	95
010-004-300-04025 DMV TAX REVENUE	89,219.10	89,219.10	210,657.00	58
010-004-300-04030 TAX PENALTIES & INTE	840.41	840.41	6,000.00	86
010-004-300-05010 UTILITIES TAX	106,609.54	106,609.54	466,961.00	77
010-004-300-05040 BEER & WINE TAX	0.00	0.00	17,000.00	100
010-004-300-05050 POWELL BILL DISTRIBU	66,547.61	66,547.61	134,558.00	51
010-004-300-05060 LOCAL GOVT SALES TA	505,396.08	505,396.08	2,082,422.00	76
010-004-300-06040 ABC STORE DISTRIBUTI	0.00	0.00	350,000.00	100
010-004-300-07070 GRANT FUNDS	0.00	0.00	18,000.00	100
010-004-300-09015 CELL TOWER REVENUE	5,562.84	5,562.84	22,300.00	75
010-004-300-09020 MISCELLANEOUS REVE	1,782.81	1,782.81	6,500.00	73
010-004-300-09022 CONTRIBUTIONS COMM	288.06	288.06	0.00	0
010-004-300-09028 COPS FOR KIDS	32.45	32.45	0.00	0
010-004-300-09030 INTEREST EARNED	127,905.95	127,905.95	307,688.00	58
010-004-300-09031 INTEREST EARNED POW	9,469.28	9,469.28	28,500.00	67
010-004-300-09040 PLANNING & ZONING FI	3,800.00	3,800.00	18,000.00	79
010-004-300-09041 FACILITY USE RENTAL I	16,948.71	16,948.71	64,197.00	74
010-004-300-09044 PARKING ENFORCEMEN	880.00	880.00	3,098.00	72
010-004-300-09050 SALE OF PROPERTY	1,364.00	1,364.00	10,000.00	86
010-004-310-09900 APPROPRIATED FUND B	0.00	0.00	3,563,811.92	100
030-004-300-08010 WATER REVENUE	691,428.00	691,428.00	2,534,300.00	73
030-004-300-08020 MISCELLANEOUS REVE	4,732.50	4,732.50	20,000.00	76
030-004-300-08030 WATER TAPS	6,000.00	6,000.00	22,680.00	74
030-004-300-08040 SYSTEM DEVELOPMEN	45,000.00	45,000.00	95,254.00	53
030-004-300-08060 FEES FOR MSD COLLEC	19,261.96	19,261.96	73,300.00	74
030-004-300-09030 INTEREST EARNED	0.00	0.00	131,800.00	100
030-004-310-09900 APPROPRIATED FUND B	0.00	0.00	296,146.25	100
040-004-300-09045 FIRE INSPECTION FEEES	400.00	400.00	500.00	20
040-004-610-09900 BUNC CO FIRE PROTECT	490,746.38	490,746.38	2,007,097.00	76
TOTAL REVENUE	2,388,820.03	2,388,820.03	16,586,138.17	86
OTHER FINANCING SOURCE:				
040-000-300-60010 TRANSFER FROM GENEI	0.00	0.00	1,750,251.00	100
TOTAL OTHER FINANCING SOURCE	0.00	0.00	1,750,251.00	100
AFTER TRANSFERS	2,388,820.03	2,388,820.03	18,336,389.17	
320 TRANSFERS				
OTHER FINANCING USE:				
010-004-320-60500 TRANSFER TO NBFD SPI	0.00	0.00	1,750,251.00	100
TOTAL OTHER FINANCING USE	0.00	0.00	1,750,251.00	100
AFTER TRANSFERS	0.00	0.00	-1,750,251.00	

TONYA
fl141r07

10/17/2023 11:04:13AM

Page 1

TOWN OF WEAVERVILLE
REVENUE & EXPENDITURE STATEMENT BY DEPARTMENT

FY 2023-2024

07/01/2023 TO 09/30/2023

	<u>CURRENT PERIOD</u>	<u>YEAR-TO-DATE</u>	<u>BUDGETED</u>	<u>% BUDGET REM</u>
411 GOVERNING BODY				
EXPENDITURE:				
010-410-411-12100 SALARIES & WAGES	9,150.00	9,150.00	36,600.00	75
010-410-411-12110 SALARIES & WAGES - LI	19,615.38	19,615.38	95,372.00	79
010-410-411-18100 FICA	2,183.85	2,183.85	10,096.00	78
010-410-411-18200 RETIREMENT	2,538.24	2,538.24	11,540.00	78
010-410-411-18210 401-K MATCH	1,176.93	1,176.93	5,722.00	79
010-410-411-18300 HEALTH INSURANCE	3,107.76	3,107.76	9,000.00	65
010-410-411-18500 EMPLOYEE INCENTIVE	0.00	0.00	10,000.00	100
010-410-411-19000 PROFESSIONAL SERVICE	12,696.62	12,696.62	62,000.00	80
010-410-411-19500 CONTRACT LABOR	775.00	775.00	15,000.00	95
010-410-411-26000 SUPPLIES / MATERIALS	0.00	0.00	500.00	100
010-410-411-31000 TRAVEL & TRAINING	1,553.80	1,553.80	1,000.00	-55
010-410-411-35100 BUILDING REPAIR / MAI	8,972.09	8,972.09	17,833.00	50
010-410-411-39100 ADVERTISING	445.00	445.00	4,500.00	90
010-410-411-39200 NEWS LETTERS	0.00	0.00	1,000.00	100
010-410-411-39300 PRINTING	400.00	400.00	600.00	33
010-410-411-39500 DUES & SUBSCRIPTIONS	40.00	40.00	500.00	92
010-410-411-39510 COMMUNITY PROMOTI	36,167.22	36,167.22	99,230.00	64
010-410-411-39520 ELECTION EXPENSES	0.00	0.00	22,000.00	100
010-410-411-39530 PUBLIC WI-FI	4,500.00	4,500.00	18,000.00	75
010-410-411-40450 INSURANCE	254.28	254.28	662.00	62
TOTAL EXPENDITURE	103,576.17	103,576.17	421,155.00	75
BEFORE TRANSFERS	-103,576.17	-103,576.17	-421,155.00	
AFTER TRANSFERS	-103,576.17	-103,576.17	-421,155.00	

412 ADMINISTRATION

EXPENDITURE:

010-410-412-12100 SALARIES & WAGES	91,232.83	91,232.83	420,995.00	78
010-410-412-18100 FICA	6,755.85	6,755.85	32,206.00	79
010-410-412-18200 RETIREMENT	11,805.51	11,805.51	54,477.00	78
010-410-412-18210 401-K MATCH	5,473.97	5,473.97	25,260.00	78
010-410-412-18300 HEALTH INSURANCE	19,104.72	19,104.72	59,725.00	68
010-410-412-18400 RETIREE HEALTH INSUR	2,713.62	2,713.62	11,129.00	76
010-410-412-19000 PROFESSIONAL SERVICE	8,842.58	8,842.58	95,230.00	91
010-410-412-19600 TAX COLLECTION FEES	3,908.90	3,908.90	81,787.00	95
010-410-412-25000 VEHICLE SUPPLIES	43.94	43.94	1,100.00	96
010-410-412-26000 SUPPLIES / MATERIALS	8,679.27	8,679.27	18,000.00	52
010-410-412-31000 TRAVEL & TRAINING	3,103.45	3,103.45	10,000.00	69
010-410-412-32100 TELEPHONE / INTERNET	4,444.48	4,444.48	14,973.00	70
010-410-412-32500 POSTAGE	400.00	400.00	3,000.00	87
010-410-412-33100 UTILITIES	1,288.13	1,288.13	5,800.00	78
010-410-412-35100 BUILDING REPAIR / MAI	31,263.02	31,263.02	70,833.00	56
010-410-412-35200 EQUIPMENT MAINTENA	761.05	761.05	5,000.00	85

TOWN OF WEAVERVILLE
REVENUE & EXPENDITURE STATEMENT BY DEPARTMENT

FY 2023-2024

07/01/2023 TO 09/30/2023

	<u>CURRENT PERIOD</u>	<u>YEAR-TO-DATE</u>	<u>BUDGETED</u>	<u>% BUDGET REM</u>
010-410-412-35300 VEHICLE MAINTENANC	0.00	0.00	500.00	100
010-410-412-39100 ADVERTISING	0.00	0.00	500.00	100
010-410-412-39500 DUES & SUBSCRIPTIONS	1,328.39	1,328.39	4,600.00	71
010-410-412-39600 BANK SERVICE CHARGE	1,851.62	1,851.62	10,500.00	82
010-410-412-39800 ESC REIMBURSEMENT	0.00	0.00	8,000.00	100
010-410-412-40450 INSURANCE	6,426.85	6,426.85	9,932.00	35
010-410-412-50100 SMALL EQUIPMENT	6,667.10	6,667.10	10,000.00	33
TOTAL EXPENDITURE	216,095.28	216,095.28	953,547.00	77
BEFORE TRANSFERS	-216,095.28	-216,095.28	-953,547.00	
AFTER TRANSFERS	-216,095.28	-216,095.28	-953,547.00	
413 PLANNING				
EXPENDITURE:				
010-410-413-12100 SALARIES & WAGES	19,125.66	19,125.66	92,742.00	79
010-410-413-18100 FICA	1,460.02	1,460.02	7,095.00	79
010-410-413-18200 RETIREMENT	2,474.87	2,474.87	12,001.00	79
010-410-413-18210 401-K MATCH	1,147.53	1,147.53	5,564.00	79
010-410-413-18300 HEALTH INSURANCE	3,105.34	3,105.34	10,398.00	70
010-410-413-19000 PROFESSIONAL SERVICE	999.33	999.33	22,000.00	95
010-410-413-25000 VEHICLE SUPPLIES	0.00	0.00	1,200.00	100
010-410-413-26000 SUPPLIES / MATERIALS	0.00	0.00	500.00	100
010-410-413-31000 TRAVEL & TRAINING	0.00	0.00	1,300.00	100
010-410-413-32100 TELEPHONE / INTERNET	465.02	465.02	2,100.00	78
010-410-413-32500 POSTAGE	0.00	0.00	1,000.00	100
010-410-413-35300 VEHICLE MAINTENANC	40.00	40.00	3,000.00	99
010-410-413-39100 ADVERTISING	0.00	0.00	1,000.00	100
010-410-413-40450 INSURANCE	519.19	519.19	602.00	14
010-410-413-50100 SMALL EQUIPMENT	0.00	0.00	500.00	100
010-410-413-50500 CAPITAL EQUIPMENT	0.00	0.00	40,175.00	100
TOTAL EXPENDITURE	29,336.96	29,336.96	201,177.00	85
BEFORE TRANSFERS	-29,336.96	-29,336.96	-201,177.00	
AFTER TRANSFERS	-29,336.96	-29,336.96	-201,177.00	

431 POLICE

EXPENDITURE:

010-430-431-12100 SALARIES & WAGES	293,007.77	293,007.77	1,534,656.92	81
010-430-431-12500 SEPARATION ALLOWAN	9,666.84	9,666.84	42,407.00	77
010-430-431-18100 FICA	22,042.95	22,042.95	117,230.00	81
010-430-431-18200 RETIREMENT	40,773.44	40,773.44	209,197.00	81
010-430-431-18210 401-K MATCH	14,633.04	14,633.04	89,401.00	84
010-430-431-18300 HEALTH INSURANCE	49,717.82	49,717.82	216,527.00	77
010-430-431-18400 RETIREE HEALTH INSUR	6,805.99	6,805.99	32,175.00	79
010-430-431-19000 PROFESSIONAL SERVICE	5,087.87	5,087.87	149,291.00	97

TONYA

10/17/2023 11:04:13AM

Page 3

fl141r07

TOWN OF WEAVERVILLE
REVENUE & EXPENDITURE STATEMENT BY DEPARTMENT

FY 2023-2024

07/01/2023 TO 09/30/2023

	<u>CURRENT PERIOD</u>	<u>YEAR-TO-DATE</u>	<u>BUDGETED</u>	<u>% BUDGET REM</u>
010-430-431-19600 COUNTY DISPATCH FEE	0.00	0.00	63,424.00	100
010-430-431-25000 VEHICLE SUPPLIES	9,434.82	9,434.82	64,690.00	85
010-430-431-26000 SUPPLIES / MATERIALS	3,324.57	3,324.57	12,000.00	72
010-430-431-26400 ALCOHOL EDUCATION &	449.00	449.00	23,760.68	98
010-430-431-26450 ABC LAW ENFORCEMENT	0.00	0.00	16,971.92	100
010-430-431-26608 COPS FOR KIDS	0.00	0.00	418.26	100
010-430-431-26900 UNIFORMS	3,040.21	3,040.21	14,500.00	79
010-430-431-31000 TRAVEL & TRAINING	3,746.94	3,746.94	6,000.00	38
010-430-431-32100 TELEPHONE / INTERNET	5,975.42	5,975.42	25,028.00	76
010-430-431-32500 POSTAGE	0.00	0.00	200.00	100
010-430-431-33100 UTILITIES	1,297.45	1,297.45	6,486.00	80
010-430-431-35100 BUILDING REPAIR / MAINT	4,053.64	4,053.64	18,333.00	78
010-430-431-35200 EQUIPMENT MAINTENANCE	1,463.76	1,463.76	17,500.00	92
010-430-431-35300 VEHICLE MAINTENANCE	5,957.52	5,957.52	25,000.00	76
010-430-431-40450 INSURANCE	58,280.95	58,280.95	60,332.00	3
010-430-431-50100 SMALL EQUIPMENT	14,528.11	14,528.11	90,900.00	84
010-430-431-50300 CAPITAL IMPROVEMENT	18,158.00	18,158.00	86,316.00	79
010-430-431-50500 CAPITAL EQUIPMENT	148,403.90	148,403.90	289,000.00	49
TOTAL EXPENDITURE	719,850.01	719,850.01	3,211,744.78	78
BEFORE TRANSFERS	-719,850.01	-719,850.01	-3,211,744.78	
AFTER TRANSFERS	-719,850.01	-719,850.01	-3,211,744.78	

434 FIRE

EXPENDITURE:

040-430-434-12100 SALARIES & WAGES	343,438.07	343,438.07	1,756,087.00	80
040-430-434-12800 RELIEF PAY	7,267.50	7,267.50	117,778.00	94
040-430-434-18100 FICA	25,590.51	25,590.51	143,350.00	82
040-430-434-18200 RETIREMENT	44,440.91	44,440.91	227,238.00	80
040-430-434-18210 401-K MATCH	16,281.67	16,281.67	105,365.00	85
040-430-434-18300 HEALTH INSURANCE	69,189.68	69,189.68	280,121.00	75
040-430-434-18400 RETIREE HEALTH INSURANCE	2,223.36	2,223.36	9,919.00	78
040-430-434-19000 PROFESSIONAL SERVICES	1,856.64	1,856.64	12,730.00	85
040-430-434-25000 VEHICLE SUPPLIES	4,829.67	4,829.67	36,200.00	87
040-430-434-26000 SUPPLIES / MATERIALS	2,861.89	2,861.89	12,000.00	76
040-430-434-26100 MEDICAL VACCINATIONS	260.00	260.00	12,000.00	98
040-430-434-26150 PREVENTION SUPPLIES	923.61	923.61	6,000.00	85
040-430-434-26260 MEDICAL EQUIP & SUPPLIES	2,226.70	2,226.70	13,500.00	84
040-430-434-26900 UNIFORMS	760.00	760.00	12,000.00	94
040-430-434-31000 TRAVEL & TRAINING	2,677.36	2,677.36	20,000.00	87
040-430-434-32100 TELEPHONE / INTERNET	6,389.27	6,389.27	23,924.00	73
040-430-434-33100 UTILITIES	3,774.43	3,774.43	15,800.00	76
040-430-434-35100 BUILDING REPAIR / MAINT	1,893.12	1,893.12	50,000.00	96
040-430-434-35200 EQUIPMENT MAINTENANCE	938.37	938.37	20,000.00	95
040-430-434-35300 VEHICLE MAINTENANCE	10,886.34	10,886.34	60,000.00	82
040-430-434-39500 DUES & SUBSCRIPTIONS	6,480.59	6,480.59	14,785.00	56

TONYA

10/17/2023 11:04:13AM

Page 4

fl141r07

TOWN OF WEAVERVILLE
REVENUE & EXPENDITURE STATEMENT BY DEPARTMENT

FY 2023-2024

07/01/2023 TO 09/30/2023

	<u>CURRENT PERIOD</u>	<u>YEAR-TO-DATE</u>	<u>BUDGETED</u>	<u>% BUDGET REM</u>
040-430-434-40450 INSURANCE	92,683.07	92,683.07	103,966.00	11
040-430-434-50100 SMALL EQUIPMENT	1,636.94	1,636.94	96,000.00	98
040-430-434-50300 CAPITAL IMPROVEMEN	5,000.00	5,000.00	75,544.00	93
040-430-434-50500 CAPITAL EQUIPMENT	55,121.25	55,121.25	480,000.00	89
TOTAL EXPENDITURE	709,630.95	709,630.95	3,704,307.00	81
BEFORE TRANSFERS	-709,630.95	-709,630.95	-3,704,307.00	
AFTER TRANSFERS	-709,630.95	-709,630.95	-3,704,307.00	
451 STREETS				
EXPENDITURE:				
010-450-451-12100 SALARIES & WAGES	44,123.28	44,123.28	184,810.00	76
010-450-451-18100 FICA	3,218.45	3,218.45	14,138.00	77
010-450-451-18200 RETIREMENT	5,708.21	5,708.21	23,914.00	76
010-450-451-18210 401-K MATCH	2,403.65	2,403.65	11,089.00	78
010-450-451-18300 HEALTH INSURANCE	8,883.46	8,883.46	48,985.00	82
010-450-451-19000 PROFESSIONAL SERVICE	402.99	402.99	7,500.00	95
010-450-451-19500 CONTRACT LABOR	0.00	0.00	23,000.00	100
010-450-451-19900 CONTRACT WORK	360.06	360.06	35,000.00	99
010-450-451-25000 VEHICLE SUPPLIES	2,172.87	2,172.87	11,500.00	81
010-450-451-26000 SUPPLIES / MATERIALS	4,533.26	4,533.26	40,000.00	89
010-450-451-26500 SAFETY MATERIALS	656.90	656.90	4,000.00	84
010-450-451-26900 UNIFORMS	0.00	0.00	3,000.00	100
010-450-451-31000 TRAVEL & TRAINING	0.00	0.00	5,000.00	100
010-450-451-32100 TELEPHONE / INTERNET	739.78	739.78	3,300.00	78
010-450-451-33100 UTILITIES	13,434.68	13,434.68	56,000.00	76
010-450-451-35100 BUILDING REPAIR / MAINT	250.00	250.00	2,000.00	88
010-450-451-35200 EQUIPMENT MAINTENANCE	401.46	401.46	7,800.00	95
010-450-451-35300 VEHICLE MAINTENANCE	607.38	607.38	7,000.00	91
010-450-451-39500 DUES & SUBSCRIPTIONS	0.00	0.00	500.00	100
010-450-451-40450 INSURANCE	11,876.27	11,876.27	12,578.00	6
010-450-451-50100 SMALL EQUIPMENT	227.20	227.20	3,000.00	92
010-450-451-50300 CAPITAL IMPROVEMENT	0.00	0.00	1,394,000.00	100
TOTAL EXPENDITURE	99,999.90	99,999.90	1,898,114.00	95
BEFORE TRANSFERS	-99,999.90	-99,999.90	-1,898,114.00	
AFTER TRANSFERS	-99,999.90	-99,999.90	-1,898,114.00	

459 POWELL BILL

EXPENDITURE:

010-450-459-12100 SALARIES & WAGES	2,158.43	2,158.43	9,847.00	78
010-450-459-18100 FICA	153.00	153.00	753.00	80
010-450-459-18200 RETIREMENT	279.30	279.30	1,274.00	78
010-450-459-18210 401-K MATCH	78.76	78.76	592.00	87
010-450-459-18300 HEALTH INSURANCE	299.18	299.18	1,510.00	80

TONYA

10/17/2023 11:04:13AM

Page 5

n141r07

TOWN OF WEAVERVILLE
REVENUE & EXPENDITURE STATEMENT BY DEPARTMENT

FY 2023-2024

07/01/2023 TO 09/30/2023

	<u>CURRENT PERIOD</u>	<u>YEAR-TO-DATE</u>	<u>BUDGETED</u>	<u>% BUDGET REM</u>
010-450-459-50300 CAPITAL IMPROVEMEN	0.00	0.00	409,944.00	100
TOTAL EXPENDITURE	2,968.67	2,968.67	423,920.00	99
BEFORE TRANSFERS	-2,968.67	-2,968.67	-423,920.00	
AFTER TRANSFERS	-2,968.67	-2,968.67	-423,920.00	
471 SANITATION				
EXPENDITURE:				
010-470-471-12100 SALARIES & WAGES	67,448.08	67,448.08	308,000.00	78
010-470-471-18100 FICA	4,959.15	4,959.15	23,562.00	79
010-470-471-18200 RETIREMENT	8,568.95	8,568.95	39,855.00	78
010-470-471-18210 401-K MATCH	3,012.30	3,012.30	18,480.00	84
010-470-471-18300 HEALTH INSURANCE	14,583.51	14,583.51	71,010.00	79
010-470-471-19000 PROFESSIONAL SERVICE	179.68	179.68	2,000.00	91
010-470-471-19500 CONTRACT LABOR	0.00	0.00	11,000.00	100
010-470-471-19900 CONTRACT WORK	554.16	554.16	0.00	0
010-470-471-25000 VEHICLE SUPPLIES	4,897.07	4,897.07	30,000.00	84
010-470-471-26000 SUPPLIES / MATERIALS	2,248.86	2,248.86	10,000.00	78
010-470-471-26500 SAFETY MATERIALS	1,046.08	1,046.08	9,000.00	88
010-470-471-26900 UNIFORMS	0.00	0.00	8,000.00	100
010-470-471-31000 TRAVEL & TRAINING	0.00	0.00	1,500.00	100
010-470-471-32100 TELEPHONE / INTERNET	454.53	454.53	1,890.00	76
010-470-471-33100 UTILITIES	614.37	614.37	4,000.00	85
010-470-471-35100 BUILDING REPAIR / MAINT	0.00	0.00	2,000.00	100
010-470-471-35200 EQUIPMENT MAINTENANCE	3,875.44	3,875.44	18,000.00	78
010-470-471-35300 VEHICLE MAINTENANCE	995.30	995.30	29,000.00	97
010-470-471-40100 TIPPING FEES	12,523.84	12,523.84	76,000.00	84
010-470-471-40450 INSURANCE	36,031.93	36,031.93	42,042.00	14
010-470-471-50100 SMALL EQUIPMENT	227.20	227.20	5,000.00	95
010-470-471-50500 CAPITAL EQUIPMENT	0.00	0.00	374,337.00	100
TOTAL EXPENDITURE	162,220.45	162,220.45	1,084,676.00	85
BEFORE TRANSFERS	-162,220.45	-162,220.45	-1,084,676.00	
AFTER TRANSFERS	-162,220.45	-162,220.45	-1,084,676.00	
473 STORMWATER MANAGEMENT				
EXPENDITURE:				
010-470-473-12100 SALARIES & WAGES	11,038.19	11,038.19	50,157.00	78
010-470-473-18100 FICA	803.94	803.94	3,837.00	79
010-470-473-18200 RETIREMENT	1,428.37	1,428.37	6,490.00	78
010-470-473-18210 401-K MATCH	570.78	570.78	3,009.00	81
010-470-473-18300 HEALTH INSURANCE	1,866.33	1,866.33	2,415.00	23
010-470-473-19000 PROFESSIONAL SERVICE	0.00	0.00	5,000.00	100
010-470-473-19500 CONTRACT LABOR	0.00	0.00	23,000.00	100
010-470-473-26000 SUPPLIES / MATERIALS	0.00	0.00	3,000.00	100

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10/17/2023 11:04:13AM

Page 6

fl141r07

TOWN OF WEAVERVILLE
REVENUE & EXPENDITURE STATEMENT BY DEPARTMENT

FY 2023-2024

07/01/2023 TO 09/30/2023

	<u>CURRENT PERIOD</u>	<u>YEAR-TO-DATE</u>	<u>BUDGETED</u>	<u>% BUDGET REM</u>
010-470-473-31000 TRAVEL / TRAINING	0.00	0.00	2,000.00	100
010-470-473-39500 DUES AND SUBSCRIPTIC	0.00	0.00	1,500.00	100
010-470-473-50300 CAPITAL IMPROVEMEN	0.00	0.00	136,000.00	100
010-470-473-50500 CAPITAL EQUIPMENT	320,837.04	320,837.04	321,000.00	0
TOTAL EXPENDITURE	336,544.65	336,544.65	557,408.00	40
BEFORE TRANSFERS	-336,544.65	-336,544.65	-557,408.00	
AFTER TRANSFERS	-336,544.65	-336,544.65	-557,408.00	
612 GROUNDS MAINTENANCE				
EXPENDITURE:				
010-600-612-12100 SALARIES & WAGES	35,593.66	35,593.66	166,915.00	79
010-600-612-18100 FICA	2,379.88	2,379.88	12,291.00	81
010-600-612-18200 RETIREMENT	4,495.79	4,495.79	20,790.00	78
010-600-612-18210 401-K MATCH	1,514.82	1,514.82	9,640.00	84
010-600-612-18300 HEALTH INSURANCE	8,642.62	8,642.62	26,799.00	68
010-600-612-19000 PROFESSIONAL SERVICI	487.12	487.12	3,000.00	84
010-600-612-19500 CONTRACT LABOR	0.00	0.00	23,000.00	100
010-600-612-19900 CONTRACT WORK	3,107.51	3,107.51	15,000.00	79
010-600-612-25000 VEHICLE SUPPLIES	913.96	913.96	7,500.00	88
010-600-612-26000 SUPPLIES / MATERIALS	4,237.61	4,237.61	62,533.15	93
010-600-612-26500 SAFETY MATERIALS	94.01	94.01	2,500.00	96
010-600-612-26900 UNIFORMS	0.00	0.00	2,800.00	100
010-600-612-31000 TRAVEL & TRAINING	0.00	0.00	1,500.00	100
010-600-612-32100 TELEPHONE / INTERNET	369.92	369.92	1,449.00	74
010-600-612-33100 UTILITIES	4,758.69	4,758.69	12,500.00	62
010-600-612-35100 BUILDING REPAIR / MAI	0.00	0.00	1,000.00	100
010-600-612-35200 EQUIPMENT MAINTENA	0.00	0.00	5,000.00	100
010-600-612-35300 VEHICLE MAINTENANC	116.91	116.91	1,100.00	89
010-600-612-40450 INSURANCE	5,341.38	5,341.38	7,938.00	33
010-600-612-50100 SMALL EQUIPMENT	227.20	227.20	1,500.00	85
010-600-612-50300 CAPITAL IMPROVEMEN	71,158.86	71,158.86	316,855.99	78
TOTAL EXPENDITURE	143,439.94	143,439.94	701,611.14	80
BEFORE TRANSFERS	-143,439.94	-143,439.94	-701,611.14	
AFTER TRANSFERS	-143,439.94	-143,439.94	-701,611.14	

614 COMMUNITY CENTER

EXPENDITURE:

010-600-614-12100 SALARIES & WAGES	15,435.19	15,435.19	85,582.00	82
010-600-614-18100 FICA	1,165.66	1,165.66	6,547.00	82
010-600-614-18200 RETIREMENT	1,997.31	1,997.31	11,074.00	82
010-600-614-18210 401-K MATCH	650.86	650.86	5,135.00	87
010-600-614-18300 HEALTH INSURANCE	2,235.99	2,235.99	11,334.00	80
010-600-614-19000 PROFESSIONAL SERVICI	5,566.41	5,566.41	11,800.00	53

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fl141r07

10/17/2023 11:04:13AM

Page 7

TOWN OF WEAVERVILLE
REVENUE & EXPENDITURE STATEMENT BY DEPARTMENT

FY 2023-2024

07/01/2023 TO 09/30/2023

	<u>CURRENT PERIOD</u>	<u>YEAR-TO-DATE</u>	<u>BUDGETED</u>	<u>% BUDGET REM</u>
010-600-614-26000 SUPPLIES / MATERIALS	129.19	129.19	10,000.00	99
010-600-614-32100 TELEPHONE / INTERNET	3,255.09	3,255.09	13,123.00	75
010-600-614-33100 UTILITIES	2,134.72	2,134.72	10,780.00	80
010-600-614-35100 BUILDING REPAIR / MAINT	3,024.60	3,024.60	9,000.00	66
010-600-614-35200 EQUIPMENT MAINTENANCE	763.00	763.00	2,000.00	62
010-600-614-40450 INSURANCE	4,736.65	4,736.65	5,082.00	7
TOTAL EXPENDITURE	41,094.67	41,094.67	181,457.00	77
BEFORE TRANSFERS	-41,094.67	-41,094.67	-181,457.00	
AFTER TRANSFERS	-41,094.67	-41,094.67	-181,457.00	
711 WATER ADMINISTRATION				
EXPENDITURE:				
030-700-711-12100 SALARIES & WAGES	27,663.89	27,663.89	142,818.00	81
030-700-711-18100 FICA	2,034.35	2,034.35	10,924.00	81
030-700-711-18200 RETIREMENT	3,579.69	3,579.69	18,481.00	81
030-700-711-18210 401-K MATCH	1,590.16	1,590.16	8,569.00	81
030-700-711-18300 HEALTH INSURANCE	7,780.19	7,780.19	29,805.00	74
030-700-711-19000 PROFESSIONAL SERVICES	32,578.74	32,578.74	68,000.00	52
030-700-711-25000 VEHICLE SUPPLIES	193.85	193.85	2,000.00	90
030-700-711-26000 SUPPLIES / MATERIALS	806.16	806.16	3,200.00	75
030-700-711-26500 SAFETY MATERIALS	0.00	0.00	1,200.00	100
030-700-711-26900 UNIFORMS	0.00	0.00	400.00	100
030-700-711-31000 TRAVEL & TRAINING	0.00	0.00	1,500.00	100
030-700-711-32100 TELEPHONE / INTERNET	1,299.93	1,299.93	4,990.00	74
030-700-711-32500 POSTAGE	2,599.80	2,599.80	13,000.00	80
030-700-711-35300 VEHICLE MAINTENANCE	30.00	30.00	1,000.00	97
030-700-711-39500 DUES & SUBSCRIPTIONS	2,795.00	2,795.00	3,500.00	20
030-700-711-40450 INSURANCE	9,728.57	9,728.57	13,781.00	29
030-700-711-50100 SMALL EQUIPMENT	2,042.07	2,042.07	4,000.00	49
TOTAL EXPENDITURE	94,722.40	94,722.40	327,168.00	71
BEFORE TRANSFERS	-94,722.40	-94,722.40	-327,168.00	
AFTER TRANSFERS	-94,722.40	-94,722.40	-327,168.00	

712 WATER PRODUCTION

EXPENDITURE:

030-700-712-12100 SALARIES & WAGES	70,136.65	70,136.65	338,608.00	79
030-700-712-18100 FICA	5,152.26	5,152.26	25,904.00	80
030-700-712-18200 RETIREMENT	9,075.63	9,075.63	43,816.00	79
030-700-712-18210 401-K MATCH	3,435.17	3,435.17	20,316.00	83
030-700-712-18300 HEALTH INSURANCE	15,159.26	15,159.26	56,745.00	73
030-700-712-19000 PROFESSIONAL SERVICES	1,828.82	1,828.82	18,000.00	90
030-700-712-19600 WATER TESTING / MAINT	2,541.00	2,541.00	17,000.00	85
030-700-712-19900 CONTRACT WORK	796.08	796.08	9,000.00	91

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10/17/2023 11:04:13AM

Page 8

n141r07

TOWN OF WEAVERVILLE
REVENUE & EXPENDITURE STATEMENT BY DEPARTMENT

FY 2023-2024

07/01/2023 TO 09/30/2023

	<u>CURRENT PERIOD</u>	<u>YEAR-TO-DATE</u>	<u>BUDGETED</u>	<u>% BUDGET REM</u>
030-700-712-20000 CHEMICALS	1,336.60	1,336.60	90,000.00	99
030-700-712-25000 VEHICLE SUPPLIES	811.44	811.44	5,000.00	84
030-700-712-26000 SUPPLIES / MATERIALS	1,612.77	1,612.77	9,000.00	82
030-700-712-26500 SAFETY MATERIALS	0.00	0.00	1,500.00	100
030-700-712-26900 UNIFORMS	0.00	0.00	2,000.00	100
030-700-712-27001 LAB SUPPLIES	4,576.41	4,576.41	20,125.00	77
030-700-712-31000 TRAVEL & TRAINING	1,420.00	1,420.00	3,000.00	53
030-700-712-32100 TELEPHONE / INTERNET	892.09	892.09	5,500.00	84
030-700-712-33100 UTILITIES	24,421.63	24,421.63	110,000.00	78
030-700-712-34000 SLUDGE REMOVAL	1,020.00	1,020.00	76,763.63	99
030-700-712-35100 BUILDING REPAIR / MAINT	10,030.77	10,030.77	27,343.00	63
030-700-712-35200 EQUIPMENT MAINTENANCE	26.85	26.85	8,000.00	100
030-700-712-35300 VEHICLE MAINTENANCE	820.22	820.22	4,000.00	79
030-700-712-40450 INSURANCE	10,728.57	10,728.57	15,955.00	33
030-700-712-40900 WATER PURCHASES	0.00	0.00	6,000.00	100
030-700-712-50100 SMALL EQUIPMENT	36,033.45	36,033.45	88,225.58	59
030-700-712-50500 CAPITAL EQUIPMENT	2,485.90	2,485.90	58,236.37	96
TOTAL EXPENDITURE	204,341.57	204,341.57	1,060,037.58	81

BEFORE TRANSFERS

-204,341.57

-204,341.57

-1,060,037.58

AFTER TRANSFERS

-204,341.57

-204,341.57

-1,060,037.58

713 WATER MAINTENANCE

EXPENDITURE:

030-700-713-12100 SALARIES & WAGES	77,555.44	77,555.44	358,533.00	78
030-700-713-18100 FICA	5,673.21	5,673.21	27,428.00	79
030-700-713-18200 RETIREMENT	10,035.63	10,035.63	46,394.00	78
030-700-713-18210 401-K MATCH	2,095.69	2,095.69	21,512.00	90
030-700-713-18300 HEALTH INSURANCE	16,530.87	16,530.87	81,615.00	80
030-700-713-18400 RETIREE HEALTH INSURANCE	6,386.57	6,386.57	21,099.00	70
030-700-713-19000 PROFESSIONAL SERVICES	840.22	840.22	35,000.00	98
030-700-713-19500 CONTRACT LABOR	0.00	0.00	46,000.00	100
030-700-713-19900 CONTRACT WORK	259.00	259.00	20,000.00	99
030-700-713-25000 VEHICLE SUPPLIES	2,321.00	2,321.00	19,400.00	88
030-700-713-26000 SUPPLIES / MATERIALS	4,742.33	4,742.33	115,374.37	96
030-700-713-26500 SAFETY MATERIALS	895.16	895.16	4,500.00	80
030-700-713-26900 UNIFORMS	0.00	0.00	7,000.00	100
030-700-713-31000 TRAVEL & TRAINING	100.00	100.00	4,400.00	98
030-700-713-32100 TELEPHONE / INTERNET	1,142.83	1,142.83	6,000.00	81
030-700-713-33100 UTILITIES	4,133.80	4,133.80	31,000.00	87
030-700-713-35100 BUILDING REPAIR / MAINT	0.00	0.00	10,000.00	100
030-700-713-35200 EQUIPMENT MAINTENANCE	0.00	0.00	15,000.00	100
030-700-713-35300 VEHICLE MAINTENANCE	718.09	718.09	6,900.00	90
030-700-713-39410 EQUIPMENTAL RENTAL	0.00	0.00	1,200.00	100
030-700-713-39500 DUES & SUBSCRIPTIONS	0.00	0.00	900.00	100
030-700-713-40450 INSURANCE	9,728.53	9,728.53	13,976.00	30

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10/17/2023 11:04:13AM

Page 9

fl141r07

TOWN OF WEAVERVILLE
REVENUE & EXPENDITURE STATEMENT BY DEPARTMENT

FY 2023-2024

07/01/2023 TO 09/30/2023

	<u>CURRENT PERIOD</u>	<u>YEAR-TO-DATE</u>	<u>BUDGETED</u>	<u>% BUDGET REM</u>
030-700-713-50100 SMALL EQUIPMENT	227.20	227.20	8,500.00	97
030-700-713-50300 CAPITAL IMPROVEMEN	81,334.00	81,334.00	541,967.00	85
030-700-713-50500 CAPITAL EQUIPMENT	28,896.92	28,896.92	29,036.30	0
TOTAL EXPENDITURE	253,616.49	253,616.49	1,472,734.67	83
BEFORE TRANSFERS	-253,616.49	-253,616.49	-1,472,734.67	
AFTER TRANSFERS	-253,616.49	-253,616.49	-1,472,734.67	
910 DEBT SERVICE				
EXPENDITURE:				
030-910-910-60020 USDA LOAN PAYMENT-	0.00	0.00	93,554.00	100
030-910-910-60030 RESERVE FOR BOND PA	0.00	0.00	204,986.00	100
040-910-910-91061 LOAN PAYMENT - FIRE	53,540.72	53,540.72	53,541.00	0
TOTAL EXPENDITURE	53,540.72	53,540.72	352,081.00	85
BEFORE TRANSFERS	-53,540.72	-53,540.72	-352,081.00	
AFTER TRANSFERS	-53,540.72	-53,540.72	-352,081.00	
999 OTHER FUNDING USES				
EXPENDITURE:				
010-005-999-90000 CONTINGENCY	0.00	0.00	20,000.00	100
030-005-999-90000 CONTINGENCY	0.00	0.00	15,000.00	100
TOTAL EXPENDITURE	0.00	0.00	35,000.00	100
BEFORE TRANSFERS	0.00	0.00	-35,000.00	
AFTER TRANSFERS	0.00	0.00	-35,000.00	

TOWN OF WEAVERVILLE
 CAPITAL PROJECT FUND
 COMMUNITY CENTER PROJECT-RECREATION COMPLEX (PHASE 2) ESTABLISHED 1/27/2020

		BUDGETED	PAID IN FY 2022	PAID IN FY 2023	10/5/2023 YEAR-TO-DATE	CUMULATIVE TOTAL	REMAINING BALANCE	% BUDGET REMAINING
EXPENDITURE:								
070-300-000-19900	CONSTRUCTION COST	246,654.79			48,458.55	48,458.55	198,196.24	80%
070-300-000-19002	ARCHITECTURAL FEES	14,500.00		12,872.22	1,894.80	14,767.02	(267.02)	-2%
070-300-000-19008	ENGINEERING FEES					-	-	0%
070-300-000-19003	FIXTURES & EQUIPMENT	16,583.06	16,295.00			16,295.00	288.06	2%
070-300-000-19007	LANDSCAPING/SITE-WORK					-	-	0%
070-300-000-90000	CONTINGENCY					-	-	0%
	TOTAL EXPENDITURE	277,737.85	16,295.00	12,872.22	50,353.35	79,520.57	198,217.28	71%
FINANCING SOURCE:								
070-000-300-60010	TRANSFER FROM GENERAL FUND	250,000.00		1,429.37	50,353.35	51,782.72	198,217.28	79%
	APPROPRIATED FUND BAL (FROM PHASE 1)	18,997.55	16,295.00	2,702.55		18,997.55	-	0%
070-000-300-60020	FUNDRAISING CONTRIBUTIONS	8,740.30		8,740.30		8,740.30	-	0%
	TOTAL FINANCING SOURCE	277,737.85	16,295.00	12,872.22	50,353.35	79,520.57	198,217.28	71%

TOWN OF WEAVERVILLE
CAPITAL PROJECT FUND
WATER TREATMENT PLANT EXPANSION PROJECT ESTABLISHED 6/28/2021

		BUDGETED	PAID IN FY 2021	PAID IN FY 2022	PAID IN FY 2023	9/30/2023 YEAR-TO-DATE	CUMULATIVE TOTAL	REMAINING BALANCE
EXPENDITURE:								
061-300-000-19005	CONSTRUCTION ADMIN	- (TBD)	-	-	-	-	-	-
061-300-000-19007	LEGAL SERVICES	- (TBD)	-	-	-	-	-	-
061-300-000-19008	ENGINEERING FEES	1,270,680.00	23,850.00	316,029.98	9,375.00	-	349,254.98	921,425.02
061-300-000-19009	INTEREST ON INTERIM	- (TBD)	-	-	-	-	-	-
061-300-000-19900	CONSTRUCTION COST	- (TBD)	-	-	-	-	-	-
061-300-000-90000	CONTINGENCY	- (TBD)	-	-	-	-	-	-
TOTAL EXPENDITURE		1,270,680.00	23,850.00	316,029.98	9,375.00	-	349,254.98	921,425.02
FINANCING SOURCE:								
061-000-300-60031	TRANSFER FROM WATER CAPITAL RESERVE	349,255.00	23,850.00	316,029.98	9,375.00	-	349,255.00	0.00
061-000-300-60030	TRANSFER FROM WATER FUND	921,425.00	-	-	-	-	-	921,425.00
061-000-300-60035	PROCEEDS FROM DEBT	- (TBD)	-	-	-	-	-	-
TOTAL FINANCING SOURCE		1,270,680.00	23,850.00	316,029.98	9,375.00	-	349,255.00	921,425.00

TOWN OF WEAVERVILLE
 CAPITAL PROJECT FUND
 WATER SYSTEM RESILIENCY PROJECT ESTABLISHED 4/24/2023

		BUDGETED	PAID IN FY 2023	9/30/2023 YEAR-TO-DATE	CUMULATIVE TOTAL	REMAINING BALANCE	% BUDGET REMAINING
EXPENDITURE:							
063-300-000-19003	FIXTURES AND EQUIPMENT	1,196,400.00	-	-	-	1,196,400.00	100%
063-300-000-19005	CONSTRUCTION ADMIN	- (TBD)	-	-	-	-	0%
063-300-000-19007	LEGAL SERVICES	- (TBD)	-	-	-	-	0%
063-300-000-19008	ENGINEERING FEES	98,500.00	16,750.00	-	16,750.00	81,750.00	83%
063-300-000-19009	INTEREST ON INTERIM	- (TBD)	-	-	-	-	0%
063-300-000-19900	CONSTRUCTION COST	- (TBD)	-	-	-	-	0%
063-300-000-90000	CONTINGENCY	- (TBD)	-	-	-	-	0%
TOTAL EXPENDITURE		1,294,900.00	16,750.00	-	16,750.00	1,278,150.00	99%
FINANCING SOURCE:							
063-000-300-60030	TRANSFER FROM WATER FUND	1,294,900.00	16,750.00	-	16,750.00	1,278,150.00	99%
TOTAL FINANCING SOURCE		1,294,900.00	16,750.00	-	16,750.00	1,278,150.00	99%

TOWN OF WEAVERVILLE
 GRANT PROJECT FUND
 CSLRF PROJECT (ARP) ESTABLISHED 7/26/2021

	BUDGETED	PAID IN FY 2022	PAID IN FY 2023	9/30/2023 YEAR-TO-DATE	CUMULATIVE TOTAL	REMAINING BALANCE	% BUDGET REMAINING
EXPENDITURE:							
CSLRF PROJECT	1,283,394.62	-	-	-	-	1,283,394.62	100%
TOTAL EXPENDITURE	1,283,394.62	-	-	-	-	1,283,394.62	100%
FINANCING SOURCE:							
CSLRF (ARP) GRANT FUNDS RECEIVED JULY 2021	641,697.31	-	-	-	-	641,697.31	100%
CSLRF (ARP) GRANT FUNDS RECEIVED JULY 2022	641,697.31	-	-	-	-	641,697.31	
TOTAL FINANCING SOURCE	1,283,394.62	-	-	-	-	1,283,394.62	100%

TOWN OF WEAVERVILLE
TOWN COUNCIL AGENDA ITEM

Date of Meeting: Monday, October 23, 2023

Subject: Planning Department Report for the 2nd Quarter of Calendar Year 2023

Presenter: Planning Director

Attachments: Planning Department Report

Description:

Attached you will find a report reflective of permits issued in July, August, and September, 2023 and Planning Board and Board of Adjustment activity during the same time.

Action Requested:

None



Planning Department Report – Q3, 2023

Total Zoning Permits Issued: 15

Residential:

Single family dwellings: 3 Internal upfit or accessory structure: 7

Multifamily: 3; Total Units: 497

20 Moonridge Road (Ollie Weaver), 171 Monticello Road, 480 Reems Creek Road

Total Units: 497

Commercial:

New Commercial: 0 Internal upfit or accessory structure: 2

Sign Permits: 1

Planning Board Activity

July: The Board discussed next steps on short term rental regulations and strategies based upon the presentation given by Land of Sky Regional Council and continued conversations related to a proposed conservation design concept.

August: The Board reviewed and offered a recommendation to Town Council on the initial zoning of Maple Trace upon annexation. An update of the goals and priorities of the Comprehensive Land Use Plan was also discussed. Staff presented information gained from neighboring jurisdictions on the regulation of short term rentals.

September: The Board reviewed and offered a recommendation to Town Council on the initial zoning of 492 Reems Creek Road upon annexation. A review was conducted of questions related to short term rentals submitted by individual Board members.

Board of Adjustment Activity

The Board of Adjustment did not meet during this time.