



MINUTES

**Town of Weaverville
State of North Carolina**

**Town Council Workshop
Tuesday, May 15, 2018**

The Town Council for the Town of Weaverville met for a Town Council Workshop on Tuesday, May 15, 2018, at 5:30 p.m. in Council Chambers within Weaverville Town Hall at 30 South Main Street, Weaverville, North Carolina.

Council Members present: Mayor Al Root, Councilman Patrick Fitzsimmons, Councilman Doug Jackson. Councilman Andrew Nagle. Vice Mayor Penley and Councilwoman Sherrill were absent.

Staff present: Town Attorney Jennifer Jackson, Town Manager Selena Coffey, Planning Director and Deputy Town Clerk James Eller, Finance Officer Tonya Dozier, Police Chief Alan Wyatt, Public Works Director Dale Pennell and Water Treatment Plant Director Trent Duncan.

1. Call to Order

Mayor Al Root called the workshop to order at 6:00pm.

2. Outstanding Budgetary Items

A. Updates

1. Preliminary budget revisions

Ms. Coffey provided Council with some highlighted revisions to the preliminary budget. Said revision include a reduction in sales tax revenue, a reduction in the ABC Store distribution, an increase in interest earned, a decrease across the board in health insurance expenses and increases across the board in telephone/internet service accounts.

2. North Buncombe Fire District tax rate update

Ms. Coffey noted that the Town has requested of Buncombe County to increase the fire district tax rate from 0.112 to 0.12. The County will act on such issue on June 19.

3. Engineering Report on Water Treatment Plant expansion update

Ms. Coffey noted that staff has received a draft report Whithers and Ravenel related to the possible water plant expansion and would be forwarding to Council for their review. Ms. Coffey also reported that Council could expect a formal presentation of the report at the June meeting of Council.

4. Capital Improvements Plan

Ms. Coffey provided Council with a preliminary version of the fiscal years 2019-2021 capital improvement plan.

B. Former Bus Garage on Central Avenue

Ms. Coffey provided Council with options related to the future use of the old bus garage on Central Avenue. Said options included the sale of the property with an appraised value of \$247,700; replacing the storage space within the bus garage for public works shown at a value of \$785,000; and a repair of the facility shown at \$100,000 for the continued use of the facility for public works storage.

Councilman Jackson noted his opinion that the property should be sold. Councilman Fitzsimmons concurred. Councilman Nagle noted that he would support potential funding from the fund balance to subsidize additional storage for public works which would become necessary with the sale of the bus garage.

Councilman Fitzsimmons asked for further clarification on a replacement facility to be used as storage by public works. Ms. Coffey noted that the proposed structure would consolidate all storage for public works for items which are presently spread to multiple locations.

Councilman Jackson asked the time frame for the facility to be completed should council approve the funding. Mr. Pennell replied that he had a 12 month expectancy for the completion of the facility.

Consensus was gained by Council that staff should proceed with the possible sale of the property.

C. Lake Louise Community Center

Ms. Coffey reported that the original architectural estimate for the proposed community center was 1.44 million dollars which did not include site prep, engineering or contingencies. Also of note was that the parks and recreation advisory board has recommended an expansion of the original plan by approximately 600 square feet. Ms. Coffey offered a recommendation that Council formally appropriate the \$550,000 set aside from the Eller Cove Watershed to partially fund the Community Center project.

Councilman Nagle offered the opinion of the parks and recreation advisory board that the true cost of the project would be closer to two million to two and a quarter million dollars.

Consensus was gained by Council that staff proceed with the appropriation of the \$550,000 from the Eller Cove Watershed toward the proposed community center facility.

D. Fee Schedule

Ms. Coffey presented a revised schedule of fees with figures that had been changed highlighted. Of particular note was a proposed increase of two percent in water rates and the proposed doubling of water system development fees.

Councilman Nagle requested that staff research the fees associated with land use permits by neighboring jurisdictions.

Councilman Jackson noted his opinion that fees associated with water system development fees should increase more than shown. Councilman Nagle concurred. Councilman Fitzsimmons instructed staff to gather information on similar fees from neighboring jurisdictions.

3. Adjournment.

Councilman Nagle made the motion to adjourn; Councilman Fitzsimmons seconded and all voted to adjourn the Council's meeting.


James Eller, Deputy Town Clerk



MINUTES

**Town of Weaverville
State of North Carolina**

**Town Council Regular Meeting
Monday, May 21, 2018**

The Town Council for the Town of Weaverville met for its regular monthly meeting on Monday, May 21, 2018, at 7:00 p.m. in Council Chambers within Weaverville Town Hall at 30 South Main Street, Weaverville, North Carolina.

Council members present were: Mayor Al Root, Councilwoman Dottie Sherrill, Councilman Doug Jackson, Councilman Andrew Nagle and Councilman Patrick Fitzsimmons. Vice Mayor/Councilman John Penley was absent.

Staff present was: Town Manager Selena Coffey, Town Attorney Jennifer Jackson, Town Clerk Derek Huninghake, Police Chief Alan Wyatt, Fire Chief Ted Williams, Town Planner James Eller, Finance Officer Tonya Dozier, Public Works Director Dale Pennell and Water Treatment Plant Supervisor Trent Duncan.

1. Call to Order

Mayor Al Root called the meeting to order at 7:00 p.m.

2. Approval/Adjustments to the Agenda

Councilman Jackson made a motion to approve the agenda as presented. Councilman Nagle seconded and all voted in favor of the motion.

3. Approval of Minutes

Councilwoman Sherrill made the motion to approve the minutes from April 16, 2018 Town Council regular meeting and April 23, 2018 Town Council Budget Workshop/ Special-called meeting as presented. Councilman Nagle seconded the motion and all voted in favor on the approval of the minutes.

4. Consent Agenda

- A. Monthly Tax Report** – *Ms. Coffey noted that the tax report shows the current collection rate at 99%.*
- B. 6 Garrison Road Major Subdivision Preliminary Plat Approval** – *Approval of Major Subdivision Preliminary Plat for 6 Garrison Road*
- C. Schedule Special-Called Meeting and Set Public Hearing for Weaverville Town Homes Conditional Zoning District Application for June 18, 2018 at 6:45pm** – *Scheduled Special-Called Meeting on June 18, 2018 to hold Public Hearing on Conditional Zoning District application. Set Public Hearing for June 18, 2018 at 6:45 pm.*
- D. Purchase of Fire Department Structural Firefighting Personal Protective Equipment** – *Approved the purchase of Structural Firefighting Personal Protective Equipment for Weaverville Fire Department*

5. Special Recognitions

Mayor Root and Councilwoman Sherrill on behalf of Town Council presented a plaque in special recognition to the Reuter Center Singers group, North Buncombe's ROTC Drill team and Howard Dusenbury for their involvement in helping honor Memorial Day, Veterans Day, and Patriot Day at Lake Louise each year.

6. General Public Comment

Public comments were received as follows:

Town Attorney Jennifer Jackson mentioned that the changes to these amendments are minor, compared to the other amendments. They have been established for a long time and needed to be updated.

Discussion among Council was to replace HR officer with designee in the provisions and change the name of Section 14 to holiday bonuses or compensation besides longevity pay.

Town Attorney Jennifer Jackson noted that Town Council can still approve the amendments to Article II and Article IV, and staff will bring back Article III after changes to the longevity pay.

Councilman Jackson made a motion to approve the amendments to Article II and Article IV. Councilman Nagle seconded the motion. The motion passed by a unanimous vote of Council.

D. Text Amendments related to Political Signage

Town Planner James Eller mentioned that before Town Council is an initial review consideration that the Town's ordinance related to the placement of political signage is noncompliant with state statute. The ordinance proposes to regulate political signage within the rights-of-way of state owned roads where no statutory authority exists to do so and requires that such signage be removed two days following the election where statute grants ten days. Town Planner Eller is requesting to send this initial review to Planning and Zoning Board for full review.

Councilman Nagle made a motion to approve the request for an initial review of proposed text amendment related to political signage and referral to the Planning and Zoning Board for full review process. Councilman Fitzsimmons seconded the motion. The motion passed by a unanimous vote of Council.

E. Text Amendments related to Nonconforming Uses, Lots of Record, and Structures

Town Planner James Eller mentioned that before Town Council is a request for an initial review of proposed text amendment related to nonconformities and referral to the Planning and Zoning Board for full review process. Staff and the Zoning Board of Adjustment believe that ordinances related to such nonconformities need review and possible revisions, because the ordinances have been unchanged since the adoption of the Town's original zoning ordinance in 1978.

Councilman Nagle made a motion to approve the request for an initial review of proposed text amendment related to nonconforming and referral to the Planning and Zoning Board for full review process. Councilman Jackson seconded the motion. The motion passed by a unanimous vote of Council.

F. Text Amendments related to Conditional Zoning Districts

Town Planner James Eller mentioned to Council that as a result of a recent zoning map amendment application, the PZB recognized a need for a zoning district which would ease the transition from commercially zoned to residentially zoned properties. Staff believes the objective of the PZB may be accomplished through conditional zoning rather than the creation of a new zoning district. Town Planner Eller is requesting to send this initial review to the Planning and Zoning Board for full review.

Councilman Jackson made a motion to approve the request for an initial review of proposed text amendment related to conditional zoning districts and referral to the Planning and Zoning Board for full review process. Councilman Nagle seconded the motion. The motion passed by a unanimous vote of Council.

G. Police Department Quarterly Report

Police Chief Alan Wyatt presented the Weaverville Police Departments Quarterly Report from February -- April 2018, which included activities and call data. The report is attached below.

**ORDINANCE AMENDING SECTION 30-107 OF WEAVERVILLE TOWN CODE
PERTAINING TO WATER BILLING ADJUSTMENTS**

WHEREAS, Town Council understands that water leaks can lead to unexpectedly high water bills that are difficult for water customers to pay for; and

WHEREAS, Town Council has contemporaneously adopted a Water Leak Protection Policy that is intended to govern all requests for water billing adjustments;

WHEREAS, Town Council wishes to amend Chapter 30 of the Weaverville Town Code to be consistent with the new Water Leak Protection Policy;

NOW, THEREFORE, BE IT ORDAINED by Town Council of the Town of Weaverville, North Carolina, as follows:

1. Section 30-107 is hereby amended as follows with all amendments being highlighted, added language underlined and stricken language shown with strike-throughs:

Sec. 30-107. - Billing adjustments.

~~The town will consider adjustments to customer's water bills based on the provisions contained in the town's customer service policy, as adopted and amended by town council.~~

~~The town will not make more than one adjustment in a 24-month period.~~

On and after July 1, 2018, any and all requests for adjustments to water bills shall be processed in accordance with and subject to the conditions and limitations of the Town's Water Leak Protection Policy, as the same may from time to time be amended by Town Council.

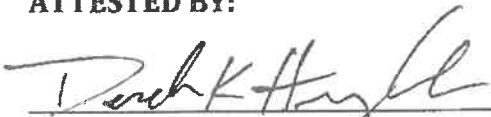
2. This amendment shall be effective July 1, 2018, and automatically codified.

ADOPTED THIS the 21st day of May, 2018, by a vote of 4 in favor and 0 against.



ALLAN P. ROOT, Mayor

ATTESTED BY:



DEREK HUNINGHAKE, Town Clerk

APPROVED AS TO FORM:



JENNIFER O. JACKSON, Town Attorney

**RESOLUTION AMENDING CUSTOMER SERVICE POLICY AND
ADOPTING WATER LEAK PROTECTION POLICY EFFECTIVE JULY 1, 2018**

WHEREAS, water leaks can lead to unexpectedly high water bills that are difficult for water customers to pay for; and

WHEREAS, the Town's current water billing adjustment policy costs the Town several thousands of dollars each year;

WHEREAS, ServLine offers water leak adjustment insurance coverage of up to \$1,000 per year for water customers using waterlines up to 2 inches in diameter for a minimal monthly fee;

WHEREAS, the Town Council of the Town of Weaverville has determined that it is in the best interest of the Town and for the Town's water customers to adopt a water leak protection policy consistent with the water leak insurance that is offered by ServLine;

NOW, THEREFORE, THE TOWN COUNCIL OF THE TOWN OF WEAVERVILLE HEREBY RESOLVES, as follows:


1. That the Water Leak Protection Policy that is attached hereto is incorporated by reference and adopted with an effective dated of July 1, 2018;
2. That effective July 1, 2018, the "Billing Adjustments" section of the Town's Customer Service Policy that was originally adopted on April 16, 2012, is amended to read as follows:

BILLING ADJUSTMENTS

In accordance with Town Code Section 30-107, any and all requests for water bill adjustments shall be processed with and subject to the conditions and limitations of the Town's Water Leak Protection Policy, as the same may from time to time be amended by Town Council.

3. That the Mayor, Town Manager and Finance Officer are authorized to execute all documents necessary to engage ServLine for the purposes stated in the attached Water Leak Protection Policy.

ADOPTED this the 21st day of May, 2018.



ALLAN P. ROOT, Mayor

ATTESTED BY:



DEREK K. HUNINGHAKE, Town Clerk

Town of Weaverville

Water Leak Protection Policy

In accordance with Town Code Section 30-107, any and all requests for adjustments to water bills shall be in accordance with the procedures and subject to the limitations contained within this Water Leak Protection Policy.

Section 1. Customer's Responsibility

The Town's ownership and maintenance obligations for the water system extend to and include the water meter. The customer owns and is obligated to maintain the water lines and plumbing fixtures on the customer side of the water meter. It is the customer's responsibility to keep his or her water lines and plumbing system in good working order. That said, water leaks do occur from time to time resulting in unexpectedly high water bills.

Section 2. Water Leak Adjustment Protection

The Town of Weaverville has contracted with ServLine to provide the Town's residential and commercial water customers using a waterline up to two (2) inches in diameter, with water leak adjustment insurance coverage of up to \$1,000 each year. This coverage provides payment of unexpectedly high water bills due to qualifying leaks. The following conditions, provisions, and limitations apply:

- (A) **Qualifying Leaks** – Any leak, other than those non-qualifying leaks listed below, that generates a minimum additional charge resulting in a water bill that is twice the average water bill of that customer calculated over a 12-month period. For water customers who have been on the Town's water system for less than 12 months, a water leak adjustment will not be made until at least 3 months of average usage has been established.
- (B) **Non-Qualifying Leaks or Usage** – The following leaks or use of water do not qualify for water leak protection under this policy:
 - 1. Leaks on any water line greater than two (2) inches in diameter;
 - 2. Leaks associated with structures that have been left or abandoned without reasonable care for the plumbing system;
 - 3. Leaks experienced by residential customers who do not have their own Town water meter;
 - 4. Leaks on irrigation systems or irrigation lines;
 - 5. Leaks in any structure other than the primary residential or primary commercial structure, such as, but not limited to, detached garages or storage buildings;
 - 6. Filling swimming pools or leaks in swimming pools;
 - 7. Filling of water features, such as fountains or fish ponds, or leaks associated with water features;

Adopted by Town Council – May 21, 2018

Section 3. Waterline Break Protection

Optional coverage for water line break coverage is available for certain water customers through ServLine. Waterline break protection is voluntary and, if added, can provide up to \$10,000 in coverage for repair and/or replacement of broken waterlines. For more information on waterline break protection or to add this coverage please contact ServLine at 828-658-8600.

Section 4. How to Contact ServLine

All questions or comments concerning this water leak protection policy should be directed to ServLine at 828-658-8600.

Section 5. Effective Date – This policy shall be effective beginning July 1, 2018.

ADOPTED BY TOWN COUNCIL THIS this 21st day of May, 2018.

TOWN OF WEAVERVILLE:



Allan P. Root, Mayor

ATTESTED BY:


Derek K. Huninghake, Town Clerk



MINUTES

**Town of Weaverville
State of North Carolina**

**Town Council Special Called Meeting
Monday, June 4, 2018**

The Town Council for the Town of Weaverville met for a Special Called Meeting on Tuesday, June 4, 2018, at 6:00 p.m. in Council Chambers within Weaverville Town Hall at 30 South Main Street, Weaverville, North Carolina.

Council members present were: Mayor Al Root, Councilman Andrew Nagle, Councilwoman Dottie Sherrill, Councilman Doug Jackson, and Councilman Patrick Fitzsimmons. Vice Mayor/Councilman John Penley was absent.

Staff present was: Town Manager Selena Coffey, Town Attorney Jennifer Jackson, Town Clerk Derek Huninghake, Police Chief Alan Wyatt, Fire Chief Ted Williams, Town Planner James Eller, Finance Officer Tonya Dozier and Public Works Director Dale Pennell.

1. Call to Order

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

2. Public Hearing: Water System Development Fees

Mayor Root declared the public hearing on water system development fees open.

Town Manager Selena Coffey gave a brief update to Council on how we have gotten to this point on the water system development fees and informed them that tonight was the next step in that process, which is holding a public hearing on the water system development fee report and possible adoption of the proposed system development fees with the adoption of the proposed budget on June 18, 2018. Publication of this adopted fee will go along with the fee schedule as well.

No Public Comment

Councilman Jackson made the motion to close the public hearing; Councilman Nagle seconded and all voted in favor of close the public hearing.

3. Public Hearing: FY 2018-2019 Proposed Budget

Mayor Root declared the public hearing on the FY 2018-2019 proposed budget open.

Town Manager Selena Coffey gave an overview of the FY 2018-2019 Proposed Budget to Town Council from the PowerPoint that was handed out. The proposed budget totaled \$9.6 million with \$2.2 million from the Water Fund and \$7.4 from the General Fund. There were no major changes from the May 15 budget workshop, but still needed direction on a few items before completion. The items that still need further discussion are system development fees, fee schedule revisions, community center cost estimates and funding for staff innovation projects and a Senior Dining and Wellness Program. All of these items are on the agenda for discussion tonight and the proposed budget PowerPoint is attached.

No Public Comment

Councilman Nagle made the motion to close the public hearing; Councilman Jackson seconded and all voted in favor of close the public hearing.

4. Budget Wrap-Up:

A.) System Development Fees

Town Manager Selena Coffey handed out to Council a document showing comparisons of system development fees for various meter sizes from units of government that have their own water system.

Dennie Martin, WR-Martin, discussed the document and mentioned that one-third of the compared government units are increasing their system development fees, or either increasing water tap fees or fees on total water consumption. WR-Martin proposed that the Town double the rates on all various meter sizes inside town limits, and then double those rates for the outside town limit developments. Mr. Martin recommends that the Town leave a buffer or some room for changes in the future, since this is their first time completing the study and they're still refining their GIS system. Instead, implement 80% of the max fees at this time and increase it in the future if need.

Discussion among Town Council was whether the fees should be different for inside and outside town limits, and how much they should implement the fees for if they decide to leave a buffer for any future changes.

Town Manager Coffey and Mr. Martin informed Council that they would implement these fees with a buffer in place and give it to them for review before the next meeting on June 18, 2018.

B.) Revisions to Fee schedule

Town Manager Selena Coffey discussed the proposed fee schedule revisions with Town Council. The major changes were placing max limits on single and multifamily dwellings, accessory structures, commercial/industrial structures and sign permits; adding the Water Leak Protection plan; increasing water rates, tap charges, and fire lines; and adding water system development fees.

C.) Funding for staff innovation projects

Councilman Fitzsimmons suggested that there should be a fund set aside to encourage staff and employees to create ways for increasing positive community impacts or finding ways to save the Town money. By benefiting the Town, they should be compensated with these funds.

Council agreed and decided to place \$10,000 in a fund for staff innovation projects.

Town Manager Coffey informed Council that she will come back to them with ideas for a rule structure on how it will be rewarded.

D.) Grant to Weaverville Senior Dining and Wellness Program

Town Manager Selena Coffey discussed that she and Councilwoman Sherrill had received letters from the Weaverville Senior Dining and Wellness Program asking if the Town would consider donating to this program as they have in years past. Our past donations of \$500 have been greatly appreciated and help this program assist with providing meals, exercise classes and activities for seniors.

Council agreed to set aside \$500 in the budget this year for the Weaverville Senior Dining and Wellness Program.

E.) Community Center cost estimates

Mayor Root noted that when he was in Jonesborough, TN, he left convinced that what they did with their museum was worth us looking into, since there have been concerns on how the museum can be made to work and be a benefit to the Town. The key was that, in addition to the museum, which is self-contained, it had a gift shop leading into the museum. This could be space for local vendors to setup and Mayor Root discussed this with the Weaverville Business Association at their last meeting in May.

Town Manager Selena Coffey gave a brief update about the Community Center cost estimates that Public Works Director Dale Pennell had pulled together for Town Council. The cost estimates total around \$850,000 and are in addition to the building cost opinions conducted by Legerton Architecture, so depending on which building Council decides to go with, the low cost would be around \$2.286 million and the high cost around \$2.457 million. Town Manager Coffey reminded Council that we still need to finalize the purpose and use for the building, and discuss going through the process of value engineering that could help find cost savings.

Council discussed that if all the cost estimates needed to be completed no matter which building they decided on, then they should go ahead and start the site preparation. Also, they already have the funds from Eller Cove to help in that progress. The next steps will be to hold a workshop to discuss the vision of the community center and develop a business plan, and a workshop about the Town's comprehensive land use plan.

5. Adjournment

Councilman Jackson made the motion to adjourn; Councilman Fitzsimmons seconded and all voted to adjourn the Council's meeting at 6:58 p.m.


Derek K. Huninghake, Town Clerk



MINUTES

**Town of Weaverville
State of North Carolina**

**Town Council Special Called Meeting
Monday, June 18, 2018**

The Town Council for the Town of Weaverville met for a Special-Called meeting on Monday, June 18, 2018, at 6:45 p.m. in Council Chambers within Weaverville Town Hall at 30 South Main Street, Weaverville, North Carolina.

Council members present were: Mayor Al Root, Councilwoman Dottie Sherrill, Councilman Doug Jackson, Councilman Andrew Nagle and Councilman Patrick Fitzsimmons. Vice Mayor/Councilman John Penley was absent.

Staff present were: Town Manager Selena Coffey, Town Attorney Jennifer Jackson, Town Clerk Derek Huninghake, Police Chief Alan Wyatt, Fire Chief Ted Williams, Town Planner James Eller, Water Treatment Plant Supervisor Trent Duncan and Public Works Director Dale Pennell.

1. Call to Order

Mayor Al Root called the meeting to order at 6:45 p.m.

**2. Public Hearing on Northridge Commons Townhouses (formerly Weaverville Townhomes)
Conditional Zoning District**

Mayor Root opened the Public Hearing.

Town Planner James Eller mentioned that before Town Council was a proposal for a Conditional Zoning District, which would house 53 townhouses over approximately 8.5 acres on three parcels. The Planning and Zoning Board considered this issue and unanimously pass along a statement of reasonableness and positive recommendation for this project in light of consistencies with Town Code and the Town's comprehensive land use plan.

Public Hearing comments:

Earl Valois, 42 Loftin St., commented that he has always had an issue with the Town's zoning codes and pushed last year for the Town to go towards model codes. He is having a problem figuring out what R-12 is and wants someone to talk to him about what conditional codes and zoning are.

Kristina Young, 24 Gill Branch Rd., thanked the developer, Ken Jackson, for agreeing to keep the line of trees and fence around their property. This will help protect their property from the sound and sight of the development.

Councilman Jackson made the motion to close the public hearing and adjourn; Councilwoman Sherrill seconded and all voted in favor of closing the public hearing and adjourning at 6:50pm.

Derek K. Huninghake

Derek K. Huninghake, Town Clerk



MINUTES

**Town of Weaverville
State of North Carolina**

**Town Council Regular Meeting
Monday, June 18, 2018**

The Town Council for the Town of Weaverville met for its regular monthly meeting on Monday, June 18, 2018, at 7:00 p.m. in Council Chambers within Weaverville Town Hall at 30 South Main Street, Weaverville, North Carolina.

Council members present were: Mayor Al Root, Councilwoman Dottie Sherrill, Councilman Doug Jackson, Councilman Andrew Nagle and Councilman Patrick Fitzsimmons. Vice Mayor/Councilman John Penley was absent.

Staff present was: Town Manager Selena Coffey, Town Attorney Jennifer Jackson, Town Clerk Derek Huninghake, Police Chief Alan Wyatt, Fire Chief Ted Williams, Town Planner James Eller, Finance Officer Tonya Dozier, Public Works Director Dale Pennell and Water Treatment Supervisor Trent Duncan.

1. Call to Order

Mayor Al Root called the meeting to order at 7:01 p.m.

2. Approval/Adjustments to the Agenda

Councilwoman Sherrill made a motion to approve the agenda as presented. Councilman Nagle seconded and all voted in favor of the motion.

3. Approval of Minutes

Councilman Fitzsimmons made the motion to approve the minutes from May 15, 2018 Town Council Budget Workshop/ Special-called meeting and May 21, 2018 Town Council regular meeting as presented. Councilwoman Sherrill seconded the motion and all voted in favor on the approval of the minutes.

4. Consent Agenda

A. Monthly Tax Report – Information Only

B. Major Subdivision & Final Plat Approval for 6 Garrison Road – Approval of Major Subdivision and Final Plat for 6 Garrison Road

C. Doan Road Duplexes: Amendment to Water Allocation – Approval of Amendment to Water Allocation for Doan Road Duplexes

D. Board Appointment to Zoning Board of Adjustment (Alternate) – Appointed Bob Pace as Zoning Board of Adjustment Alternate

E. System Development Fees Implementation – Adopted an Ordinance Amending Town Code Chapter 30 and a Resolution Establishing a Capital Reserve Fund for System Development Fees

5. General Public Comment

Public comments were received as follows:

Earl Valois, 42 Loftin St., commented about a merit base system for employee raises and said that the state civil service already covers these performance based standards. The problem with a merit base system is it's based on special interests, political favors or reciprocity, whereas, the state civil service has all the mandates established and is based on most senior and qualified. Mr. Valois thinks that the Town may lead to these standards in the future.

Councilman Nagle made a motion to appoint Jeff McKenna for the vacancy on Town Council. Councilwoman Sherrill seconded the motion. The motion passed by a unanimous vote of Council. Motion carried 4-0.

Town Attorney Jennifer Jackson administered the Oath of Office to Councilman Jeffrey W. McKenna.

B. Action on Conditional Zoning District: Northridge Commons Townhouses

Mayor Root addressed Mr. Valois's issue with zoning districts and mentioned that 10 years ago municipalities started adopting the conditional zoning approach, which allows Council to keep zoning districts, but gives the Town a negotiating process and tasks Council with crafting individual rules for particular projects at hand. This process is empowering towns across North Carolina to do better and benefit their communities through passed ordinances.

Town Planner James Eller mentioned that before Council was a conditional zoning district for 53 townhouse units on approximately 8.5 acres. The Planning and Zoning Board has reviewed this project and unanimously pass forward to Council, by letter, a statement of reasonableness and positive recommendation. The site plan has been changed to accomplish sidewalk availability discussed earlier by Council. Now, there will be sidewalks that run the length of Road A up to Northcrest Rd and along Road B down to Gill Branch Rd, as well as a natural walking trail along Monticello Rd and a cross walk that goes across Northcrest Rd. One requirement of a CZD is to hold a community involvement meeting, which was held on May 29, 2018. Three individuals attended the meeting and got their questions answered by the developer. Staff has converted the statement of reasonableness conditions into an ordinance for Council's consideration. Mr. Eller noted that there are active water and sewer allocations to the project and the project name has changed from Weaverville Townhomes to Northridge Commons Townhouses.

Concerning the time frame for completion, Ken Jackson, the developer, mentioned that if they get approval from Council tonight, then the next step is to get approvals for water, sewer, erosion control and DOT, which could take about two months. Financing is being finalized now so that should fit right in, but then they will have to bid the project. Ground breaking won't be until around September with a lot of site work needing to be completed. Once the final plat is approved and recorded, then they can go to the bank for funding. Due to the recession, funding is more difficult and will have about four construction loans on each building. Plus finding good reliable workers is hard nowadays, so it is looking like about seven to eight months to build each townhouse once the infrastructure is completed. Mr. Jackson mentioned that they are sales driven too, so they would like to build this development as quickly as possible.

Town Attorney Jennifer Jackson commented that there is a provision in the ordinance that if the applicant doesn't provide a copy of the recorded deed to the Zoning Administrator showing the property transfer by October 1, 2018 then the ordinance shall be automatically repealed. Also, in the ordinance under conditions, subsection J shows that appeals will still be heard by the Zoning Board of Adjustment, however staff is required to notify the Mayor and Council of any appeals related to the project or CZD, thus giving Council an opportunity to participate in the appeals hearing.

Councilman Jackson made a motion to adopt the Ordinance Establishing a Conditional Zoning District Designated as CZD-3 – Northridge Commons Townhouses. Councilman Fitzsimmons seconded the motion. The motion passed by a unanimous vote of Council. Motion carries 5-0.

C. Property Disposition Options on Former Bus Garage

Town Attorney Jennifer Jackson discussed that Council indicated a few meetings ago that they wanted to put the former bus garage on Central Avenue up for sale. She has looked into different options for selling the property, she and the Town Manager believe the best option and most profitable choice is to retain a real estate agent and proceed under the negotiated offer, advertisement and upset bid method as described in NCGS § 160A-269. This allows Town Council to consider the offers and have the right to reject any and all offers if they are not to their

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

9. Procedure for Performance Evaluations of Town Manager and Town Attorney

Discussion concerning the process of performance evaluations for Town Manager and Town Attorney were held. Consensus was reached that Councilman Fitzsimmons and Councilman McKenna would work with the Town Manager to determine a good process for her evaluation and that Mayor Root would do the same with the Town Attorney.

10. Road closure ordinance for the 4th of July celebration,

Councilman Nagle made a motion that the road closure ordinance be amended to reflect closure at 1 pm and not 3 pm. Councilman McKenna seconded the motion and all voted in favor.

11. Adjournment

Councilman Fitzsimmons made the motion to adjourn; Councilwoman Sherrill seconded and all voted to adjourn the Council's meeting at 9:35 p.m.

Derek K. Huninghake
Derek K. Huninghake, Town Clerk

**ORDINANCE AMENDING CHAPTER 30 OF THE WEAVERVILLE TOWN CODE
PERTAINING TO SYSTEM DEVELOPMENT FEES**

WHEREAS, the Public Water and Sewer System Development Fee Act authorizes municipalities to adopt system development fees after compliance with the procedural steps set forth in Article 8 of Chapter 162A of the North Carolina General Statutes; and

WHEREAS, the Town engaged the engineering firm of Withers Ravenel Martin to conduct a system development fee supporting analysis, provided for public inspection of the resulting report and more than 45 days of public comment, and held a public hearing on June 4, 2018, concerning the same; and

WHEREAS, Town Council wishes to adopt water system development fees for new development within the Town of Weaverville in order to provide a mechanism whereby new development pays its fair share of the cost of the infrastructure that is necessary to provide public water to that new development;

WHEREAS, certain amendments to Chapter 30 of the Weaverville Town Code are necessary to allow for the implementation of such system development fees;

NOW, THEREFORE, BE IT ORDAINED by Town Council of the Town of Weaverville, North Carolina, as follows:

1. Chapter 30 is hereby amended as follows with all amendments being highlighted, added language underlined and stricken language shown with strike-throughs:

Sec. 30-32. - Definitions.

...

Application for connection permit: A written application requesting a new connection (tap) onto the water system. Such applications are to be approved by the town manager or town council prior to the town accepting applicable connection fees (tapping fees, system development ~~charges, depletion~~ fees, etc.).

Sec. 30-76. - Availability of service.

- (1) *Prior written and verbal statements null and void.* All written and verbal statements indicating the availability of service from the system which have been executed on behalf of the town council shall be null and void unless issued since February 19, 1990.
- (2) *Request for availability of service for single-family dwelling.* Any person wishing to determine the availability of water for the purpose of serving a single-family dwelling (home) may do so by completing an application for a new water tap and service connection, single-family homes only as provided by the water department. The person completing the application shall provide a plat or other description of the location to be served in adequate detail for the water department to determine if water service is available at the requested location. completion of said application shall be the first step in obtaining water service for single-family dwellings and processed prior to acceptance by the town of applicable tap and ~~capacity-depletion~~ system development fees. Applicable tap and ~~depletion~~ system development fees shall be paid within 30 days of the processing date of the application by the water

department. If applicable fees are not paid within said 30 days the application shall be null and void and of no effect.

- (3) *Nonbinding.* There shall be no charge assessed by the town for processing the application. However, such an application does not constitute a commitment to reserve any amount of water for the applicant's future use in the event that applicable tap and ~~capacity-depletion~~ system development fees are not paid as provided for above.

Sec. 30-78. - Connection permit.

- (1) *Application.* Any person wishing to connect to the town water system shall first file written application with the town. If the person has previously obtained a commitment letter for the connection, a copy of the commitment letter shall be attached to the application.
- (2) *Application fee.* The application shall be accompanied by a nonrefundable application fee in the amount set forth in the rates, fees and charges schedule. An application fee shall not be required if a fee has already been paid by the applicant for a commitment letter or extension agreement approved with respect to the same property for which a connection permit is sought.
- (3) *Approval/disapproval.* Connection permits for water meters of two inches and less shall be considered by the town manager. Connection permits for water meters larger than two inches shall be voted on by the town council meeting in formal session. The town manager's criteria for his decision shall be the standing of the request as it relates to priorities listed in division 1, subsection 30-31(5) and the exclusive right of the town to deny requests for any reason. The applicant may appeal the town manager's denial in accordance with the procedures in division 1, section 30-33.

All requests for water service meters larger than two inches shall be reviewed by the town engineer and shall be presented to the town council only after it has been determined by the town engineer that the system has adequate capacity to serve the connection. The town council will use this same criteria plus the town manager's recommendations.

If an application for a connection is approved by the town manager or the town council, the town manager shall signify such approval by signing the connection permit form, which approved form shall forthwith constitute a permit for connection. The town manager shall signify the approval date and confirm the licensed premises.

- (4) *Duration.*
 - (a) *30-day duration:* If, within 30 days after the date of approval of the connection permit, the applicant or its successor in interest has not paid all applicable connection fees (tapping fees, system development ~~fees charges, depletion-fees~~, etc.), the connection permit is null and void.
 - (b) *Reapplication:* If, after a permit for connection has become void based on the lapsed duration of time, the applicant must reapply.
- (5) *Transferability.* A connection permit is transferable by the applicant. However, it is only valid as to the designated location, the use originally proposed, and the maximum use described therein. The applicant must inform the town manager of the transfer.
- (6) *Replacement of main.* If an applicant requests a new or increased service which, in the determination of the town manager, is large enough to impose a demand in excess of the capacity of the existing main, it may be necessary to replace the existing main with one of the appropriate size. Such replacement shall constitute an extension and must be applied for in accordance with the procedures set forth herein.
- (7) *Connection private line.* No new connection will be permitted on any line which is not a part of the water system maintained by the town.
- (8) *Connections.* Connections into water mains will be made only by town employees or qualified contractors under direct supervision of town employees. Installation of the line from the main

connection to the town side of the meter, including furnishing and setting the meter will be done in the same manner, unless other arrangements are mutually agreed to. Charges for this installation, including all labor and materials, shall be set forth in the rates, fees and charges schedule.

In the event the property to be served is not adjacent to the public right-of-way, the line will be run to the public right-of-way nearest the property line. The applicant shall be responsible for installation and maintenance of the line from the building or structure to the town's line on the public right-of-way.

Cost of replacing pavement will be added to the above charges where applicable and will be based on the rates in effect at the time. Boring, to avoid open cuts in roadways, may be done when feasible or required at an agreed on cost in lieu of cutting and replacing pavement. If it is necessary to break the curb, sidewalk or retaining walls, the repair or replacement of same shall be at applicant's expense.

To avoid future cutting of street surfaces where service is not immediately desired, the service line shall be stubbed out but in the case of the water service the meter not set until service is desired. Charges for this installation shall be as set forth in the rates, fees and charges schedule.

Sec. 30-81. – ~~Development charge~~ System Development Fee.


~~A system development charge shall be established to aid in the financing of new major water facilities and in the replacement or enlargement of existing facilities. This charge shall apply uniformly to all licensed premises to which service is provided after the adoption of this policy.~~

System development fees are those fees or charges adopted by Town Council pursuant to and in accordance with the Public Water and Sewer System Development Fee Act as set out in Article 8 of Chapter 162A of the North Carolina General Statutes, as the same may from time to time be amended. System development fees shall be in such amounts as are reflected on the applicable fee schedule duly adopted by Town Council.

Notwithstanding any other provision within this Chapter 30, for new development involving the subdivision of land, the system development fee shall be collected by the Town at the time of plat recordation. For all other new development, the Town shall collect the system development fee at the time of application for connection of the individual unit of development to the water system. The system development fee that is to be collected shall be in those amounts shown on the applicable fee schedule at the time payment is to be made.

2. This amendment shall be effective July 1, 2018, and automatically codified.

ADOPTED THIS the 18th day of June, 2018, by a vote of 4 in favor and 0 against.



ALLAN P. ROOT, Mayor

ATTESTED BY:



DEREK HUNINGHAKE, Town Clerk

APPROVED AS TO FORM:



JENNIFER O. JACKSON, Town Attorney

**A RESOLUTION TO ESTABLISH A CAPITAL RESERVE FUND
RELATED TO THE TOWN OF WEAVERVILLE PUBLIC WATER SYSTEM**

WHEREAS, there is a need in the Town of Weaverville to make debt service payments on existing debt related to past capital projects for its water system and to provide funds for future capital projects related to its water system; and

WHEREAS, as allowed by Article 8 of NCGS 162A, the Town has adopted system development fees effective July 1, 2018, based on a supporting analysis performed by qualified engineers using the buy-in method; and

WHEREAS, NCGS 162A, Article 8, requires that all system development fee proceeds be accounted for in a capital reserve fund and NCGS §159-18 authorizes the creation of a capital reserve fund;

NOW THEREFORE, BE IT RESOLVED BY THE TOWN OF WEAVERVILLE, NORTH CAROLINA, ACTING THROUGH ITS COUNCIL MEMBERS, AS FOLLOWS:

SECTION 1. Town Council hereby creates a Capital Reserve Fund ("CRF") for the purpose of funding the debt service related to the Town's water system and/or to fund capital improvements to its water system:


Debt Service on the Existing Water Treatment Plant: Debt service on the outstanding bonds on the water treatment plant is \$204,270 for FY2019. The Town anticipates funding up to 100% of the cost with SDF proceeds and the remainder from water revenues or water fund balance.

The 2018-2019 appropriation from the budget ordinance to the CRF is up to \$204,270 in SDF proceeds (\$130,000 budgeted) and the remaining balance (\$74,270 budgeted), if any, from water revenue or water fund balance.

SECTION 2. This CRF shall remain effective until the debt service on the water system is fully paid, all the above-listed projects, and any projects added in the future, are completed. The CRF may be amended by Town Council as needed to add additional appropriations, modify or eliminate existing capital projects, and/or add new capital projects.

SECTION 3. This Resolution shall become effective and binding on July 1, 2018.

ADOPTED this 18th day of June, 2018.



ALLAN P. ROOT, Mayor

ATTEST:



DEREK K. HUNINGHAKE, Town Clerk

OATH OF OFFICE

I, **JEFFREY W. McKENNA**, do solemnly and sincerely swear that I will support the Constitution and laws of the United States;

that I will be faithful and bear true allegiance to the State of North Carolina, and to the constitutional powers and authorities which are or may be established for the government thereof;

that I will endeavor to support, maintain and defend the Constitution and laws of said State, not inconsistent with the Constitution of the United States, to the best of my knowledge and ability;

and that I will faithfully discharge the duties of my office as Council Member of the Town of Weaverville, so help me God.


JEFFREY W. McKENNA

Sworn to and subscribed before me
this the 18th day of June, 2018.


Jennifer O. Jackson
Notary Public



30 South Main Street • Weaverville, NC 28787 (PO Box 338)

(828) 645-7116 • Fax (828) 645-4776

www.weavervillenc.org

**ORDINANCE ESTABLISHING A CONDITIONAL ZONING DISTRICT
DESIGNATED AS CZD-3 - NORTHRIDGE COMMONS TOWNHOUSES**

WHEREAS, the Town is in receipt of an application for a conditional zoning district submitted by Northridge Commons Investors, LLC, dated April 2, 2018, for a project that is now known as Northridge Commons Townhouses; and

WHEREAS, the project is a residential project consisting of 53 single-family dwellings in multi-unit buildings on three (3) contiguous parcels of land under common ownership; and

WHEREAS, the property is bounded by Walmart to the East, the private road known as Northcrest Road to the North, Monticello Road (SR 1727) and Gill Branch Road (SR 1724) to the West, and private properties outside Town municipal borders to the South, said property being shown on the attached survey prepared by Ed Holmes & Associates with a last revised date of 11 May 2018; and

WHEREAS, the applicant is under contract to purchase the property subject to receiving necessary approvals on the project; and

WHEREAS, the property is currently zoned R-12 and a multi-family residential project of more than four units requires a conditional zoning district; and

WHEREAS, the Town of Weaverville has the authority pursuant to Part 3 of Article 19 of Chapter 160A of the North Carolina General Statutes to adopt zoning regulations, to establish zoning districts and to classify property within its jurisdiction according to zoning district, and to amend said regulations and district classifications from time to time in the interest of the public health, safety and welfare; and

WHEREAS, Section 36-84 of the Code of Ordinances of the Town of Weaverville establishes the procedures and requirements for zoning property to Conditional Zoning Districts; and

WHEREAS, this amendment is consistent with the Town's Comprehensive Land Use Plan, including specifically the stated goals and objectives in the Plan which encourage a variety of housing opportunities, the conceptual development in the Town's West Weaverville area which shows a mix of commercial and residential uses, and consistency with the Town's underlying R-12 zoning district which was designed and implemented specifically to accommodate high density residential uses; and

WHEREAS, the number of units in this project is 53 units, which is well below the maximum of 101 units based on the underlying R-12 zoning, and the setbacks and height restrictions typically required for projects within the R-12 zoning district have been voluntarily observed and reflected on the plans submitted; and

WHEREAS, a public involvement meeting was held on May 29, 2018, after proper notice of same and no negative comments were noted; and

WHEREAS, a traffic analysis was not conducted as the applicant's engineers, determined that the peak hour trips would not trigger the requirement stated in Town Code Section 36-25; and

WHEREAS, the Planning and Zoning Board of the Town of Weaverville has reviewed the project and submitted a unanimous favorable recommendation along with its statement finding the reasonableness of the project; and

WHEREAS, after proper notice required by law, Town Council held a public hearing on this application on 18 June 2018 in accordance with North Carolina law and Weaverville Town Code;

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF WEAVERVILLE THAT:

1. The zoning classification of that certain real property, which is shown on the survey prepared by Ed Holmes & Associates with a last revised date of 11 May 2018, and which is attached hereto and incorporated herein by reference, is changed from R-12 to Conditional Zoning District and is subject to compliance with the conditions set out herein. The official zoning map of the Town of Weaverville shall be amended to reflect this change upon the effective date of this ordinance.

2. The following conditions shall apply:
 - a. The project is to be constructed consistent with the plans and specifications prepared by Civil Design Concepts, PA, and submitted by the applicant, a copy of which is attached hereto and incorporated herein by reference, and itemized as follows:
 - i. Sheet C101 – Existing Conditions and Demolition Plan
 - ii. Sheet C201 – Site Plan
 - iii. Sheet C300 – Overall Grading Plan
 - iv. Sheet C301 – Rough Grading and Erosion Control Plan
 - v. Sheet C302 – Road Profiles
 - vi. Sheet C501 – Storm Drainage Plan
 - vii. Sheet C601 – Water Plan
 - viii. Sheet C602 – Water Profiles
 - ix. Sheet C701 – Sewer Plan
 - x. Sheet C702 – Sewer Profiles
 - xi. Sheet C921 – Site Details (Curb and Gutter)

- xii. Sheets C951, C952, C953 – Storm Drainage Details
 - xiii. Sheet C961 – Water Details
 - xiv. Sheets C971, C972 – Sewer Details
 - xv. Sheet L101 – Landscape Plan
- b. The project is to be constructed consistent with the plans and specifications, including but not limited to construction and finishing materials, prepared by Fisher Architects, PA, and submitted by the applicant, a copy of which is attached hereto and incorporated herein by reference, and itemized as follows:
- i. Sheet T1.1 – Fire Wall Plan
 - ii. Sheets A101, A102, A103 – Floor Plans
 - iii. Sheets A201, A202, A203, A204 – Elevations
 - iv. Sheets A301, Wall Sections
- c. Sidewalks, natural walking trails, and crosswalks shall be constructed and/or installed as shown on Sheet C201 and properly maintained. Natural walking trails shall be surfaced with natural materials such as mulch or gravel, at the developer's discretion, and maintained in a good walkable condition. All crosswalks, including the crosswalk on Northcrest Road, shall be routinely maintained to keep the paint visible for pedestrian safety.
- d. All streets within the project shall be private, unless and until said streets are accepted into the public street system by the Town of Weaverville. Said private streets shall be constructed to NC minimum construction standards for subdivision roads or Weaverville's street standards, whichever is more stringent. The covenants, conditions and restrictions applicable to this project must include language stating that the streets are private and part of the common area of the project, and as such will be maintained through the assessments for common expenses.
- e. For vehicular safety a guardrail must be installed and maintained along the top of the retaining wall to be constructed between Units 17 and 44.
- f. Fencing must be installed at the top level of any retaining wall or retaining wall system in order to protect against unsafe conditions at the edge of the wall. Such fencing shall be at least 4 feet in height and shall be constructed of a chain-link material or a solid barrier fence.
- g. Any and all outdoor lighting that is to be installed must comply with Town Code Section 36-26.
- h. All water, sewer, and stormwater infrastructure, and all street, sidewalk, natural walking trail, and crosswalk improvements must be installed and

verified as complete by the appropriate authority prior to final plat review. Once the required infrastructure is complete, the final plat will be reviewed by Staff and the Planning and Zoning Board for compliance with the relevant portions of the ordinance approving the conditional zoning district for the project. After its review the Planning and Zoning Board shall submit a recommendation to Town Council. Town Council shall consider the Planning and Zoning Board's recommendation and shall approve the final plat and authorize the recordation of same, upon finding that the required infrastructure is complete and compliant.

- i. Minor modifications that can be approved by Staff are limited to matters such as the following: minor adjustments to the location of the natural walking trail, modifications that do not affect the property lines, modifications to subsurface infrastructure which do not affect the final plat and which are in substantial compliance with the approved plans. Any modification that affects the site plan as shown on sheet C201 is not to be considered a minor modification. All other modifications must be accomplished as an amendment to the conditional zoning district which can only be approved by Town Council after review and recommendation of the Planning and Zoning Board and a public hearing held by Town Council, but in such circumstance a public involvement meeting is not required.
 - j. Any determination made by the zoning administrator regarding the project and/or this conditional zoning district is appealable to the Zoning Board of Adjustment. Such appeal shall be made in accordance with the procedure set forth in Town Code Section 36-328(3). In addition, Staff is required to notify the Mayor and Town Council of any appeals related to this project and/or this conditional zoning district proceeding before the Zoning Board of Adjustment so that Town Council has the opportunity to participate as a party to the appeal should it wish to do so.
 - k. All construction must be completed within 42 months of the issuance of the first permit allowing work to begin on the property. Upon request of the owner/developer, Town Council may, in its sole discretion, grant a 6-month extension or any other extension that it deems appropriate under the circumstances.
3. That the Town Zoning Administrator is hereby authorized and directed to make the changes as herein enacted on said zoning map with said Conditional Zoning District labeled as "CZD-3" on the Town's zoning map and to issue zoning permits for the individual residences that are to be constructed in compliance with this Conditional Zoning District.

4. That if any section, subsection, sentence, clause, or phrase of this ordinance is, for any reason, held to be invalid, it will be up to Town Council to determine if the validity of the remaining portions of this ordinance is affected.
5. That all ordinances and clauses of ordinances contained within the Town's Code of Ordinance which are in conflict herewith, are hereby repealed to the extent of such conflict.
6. That this ordinance is effective immediately upon transfer of the Property from HFW Endeavors, LLC, to Northridge Commons Investors, LLC. The applicant is required to provide the Zoning Administrator with a copy of a recorded deed showing such transfer as soon as practicable after recordation. If such a transfer has not occurred by October 1, 2018, then this ordinance shall be automatically repealed.

ADOPTED THIS the 18th day of June, 2018 with a vote of 5 for and 0 against.

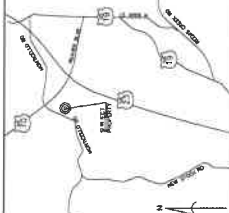


ALLAN P. ROOT, Mayor



DEREK K. HUNINGHAKE, Town Clerk

NO.	DATE	DESCRIPTION
1	04/03/2018	CD APPLICATION SUBMITTAL
2	09/20/2018	BC BY SUBMITTAL
3		LMR



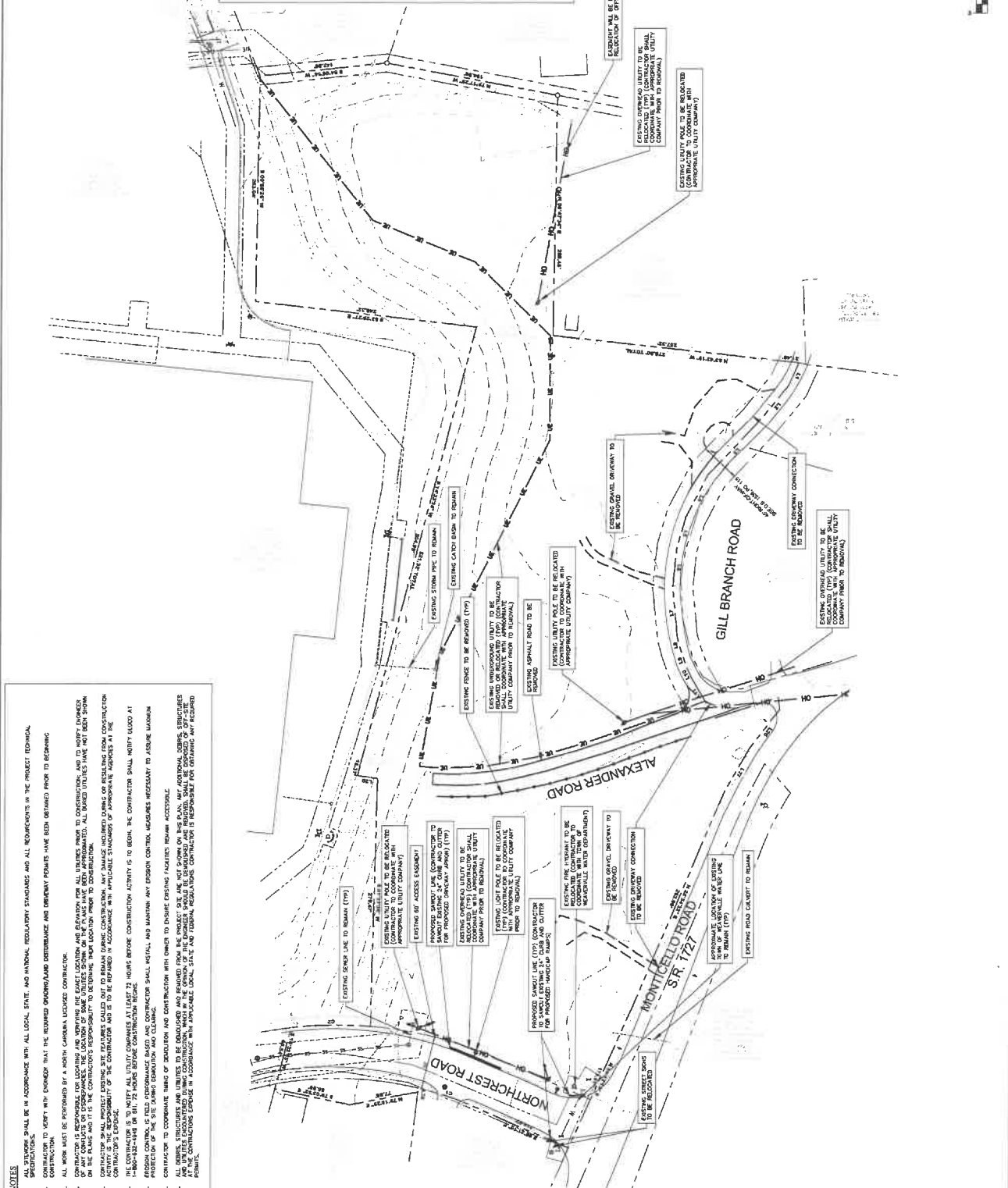
DEVELOPMENT DATA
 DEVELOPER/OWNER: NORTHIDGE COMMONS INVESTORS, LLC
 CONTACT: JAMES W. WEAVER, JR., PROJECT MANAGER, 1000 WASHINGTON BLVD, WILMINGTON, DE 19804
 CIVIL ENGINEER: CIVIL DESIGN CONCEPTS, P.A., 188 PATTON AVENUE, ANNAPOLIS, MD 20701
 CONTACT: (410) 291-1000
 SURVEYOR: MARYLAND SURVEYING & ENGINEERING, INC., 200 WINDYBROOK COURT, SUITE 215, P.O. BOX 1000, WILMINGTON, DE 19804
 CONTACT: (302) 426-4321

PROJECT DATA
 ADDRESS: 9732-74-9895, 9732-74-9896, 9732-74-9897, 9732-74-9898, 9732-74-9899
 ZONING: R-10
 EDC BOOK/PAGE: 1 & 20
 SITE NO.: 181006
 SHEET NO.: 101 OF 113
 SCALE: AS SHOWN
 DATE: 09/20/2018
 DRAWN BY: JWW
 CHECKED BY: JWW
 APPROVED BY: JWW
 PROJECT NO.: 181006
 SHEET NO.: 101 OF 113

REMARKS:
 1. SEE SHEET 102 FOR DEMOLITION PLAN
 2. SEE SHEET 103 FOR DEMOLITION PLAN
 3. SEE SHEET 104 FOR DEMOLITION PLAN
 4. SEE SHEET 105 FOR DEMOLITION PLAN
 5. SEE SHEET 106 FOR DEMOLITION PLAN
 6. SEE SHEET 107 FOR DEMOLITION PLAN
 7. SEE SHEET 108 FOR DEMOLITION PLAN
 8. SEE SHEET 109 FOR DEMOLITION PLAN
 9. SEE SHEET 110 FOR DEMOLITION PLAN
 10. SEE SHEET 111 FOR DEMOLITION PLAN
 11. SEE SHEET 112 FOR DEMOLITION PLAN
 12. SEE SHEET 113 FOR DEMOLITION PLAN

18
Know what's below,
Call before you dig.

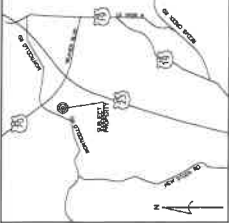
ESTIMATING CONDITIONS AND DEMOLITION PLAN
 NORTH
 GRAPHIC SCALE
 1 inch = 50 ft.



NOTES:

1. CONTRACTOR SHALL BE IN ACCORDANCE WITH ALL LOCAL, STATE, AND NATIONAL, REGULATORY STANDARDS AND ALL REQUIREMENTS IN THE PROJECT TECHNICAL SPECIFICATIONS.
2. CONTRACTOR TO VERIFY WITH ENGINEER THAT THE REQUIRED GRADING/LAND DISTURBANCE AND DRAINAGE POINTS HAVE BEEN OBTAINED PRIOR TO BEGINNING CONSTRUCTION.
3. ALL WORK MUST BE PERFORMED BY A NORTH CAROLINA LICENSED CONTRACTOR.
4. CONTRACTOR TO VERIFY WITH ENGINEER THAT THE REQUIRED GRADING/LAND DISTURBANCE AND DRAINAGE POINTS HAVE BEEN OBTAINED PRIOR TO BEGINNING CONSTRUCTION.
5. CONTRACTOR TO VERIFY WITH ENGINEER THAT THE REQUIRED GRADING/LAND DISTURBANCE AND DRAINAGE POINTS HAVE BEEN OBTAINED PRIOR TO BEGINNING CONSTRUCTION.
6. CONTRACTOR TO VERIFY WITH ENGINEER THAT THE REQUIRED GRADING/LAND DISTURBANCE AND DRAINAGE POINTS HAVE BEEN OBTAINED PRIOR TO BEGINNING CONSTRUCTION.
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9. CONTRACTOR TO VERIFY WITH ENGINEER THAT THE REQUIRED GRADING/LAND DISTURBANCE AND DRAINAGE POINTS HAVE BEEN OBTAINED PRIOR TO BEGINNING CONSTRUCTION.
10. CONTRACTOR TO VERIFY WITH ENGINEER THAT THE REQUIRED GRADING/LAND DISTURBANCE AND DRAINAGE POINTS HAVE BEEN OBTAINED PRIOR TO BEGINNING CONSTRUCTION.
11. CONTRACTOR TO VERIFY WITH ENGINEER THAT THE REQUIRED GRADING/LAND DISTURBANCE AND DRAINAGE POINTS HAVE BEEN OBTAINED PRIOR TO BEGINNING CONSTRUCTION.
12. CONTRACTOR TO VERIFY WITH ENGINEER THAT THE REQUIRED GRADING/LAND DISTURBANCE AND DRAINAGE POINTS HAVE BEEN OBTAINED PRIOR TO BEGINNING CONSTRUCTION.

NO.	DATE	DESCRIPTION
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2	06/07/2018	80 SW SUBMITTAL
3		
4		
5		



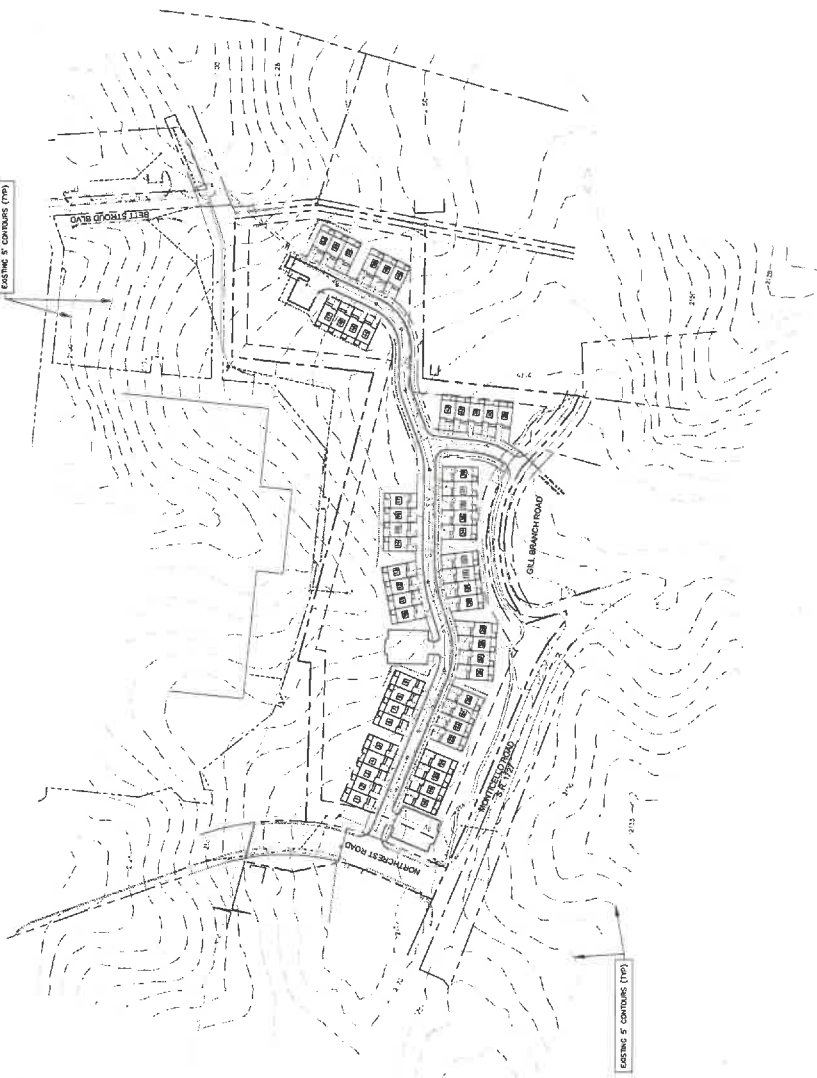
DEVELOPMENT DATA

DEVELOPMENT DATA
 OWNER/DEVELOPER: NORTHRIIDGE COMMONS INVESTORS, LLC
 ADDRESS: 180 PATTON AVENUE, WYOMING, PA 18786
 CONTACT: (610) 328-3300
 CIVIL ENGINEER: CIVIL DESIGN CONCEPTS, P.A.
 ADDRESS: 180 PATTON AVENUE, WYOMING, PA 18786
 CONTACT: (610) 328-3300
 SURVEYOR: ED HANCOCK & ASSOCIATES
 ADDRESS: 200 WASHINGTON STREET, SUITE 210
 CONTACT: (610) 328-3300

PROJECT DATA
 ADDRESS: 3722-79-3886, 3722-79-3886, 3722-79-3886
 SEC 30 BOX/PAGE: 30 BOX/PAGE 30 BOX/PAGE
 STRIP/STAGE: 247/00, 100/145, 124/171
 SETBACKS: 10'-0" (FRONT), 10'-0" (SIDE), 10'-0" (REAR)
 DISTRICT: 100
 ZONING: R-12
 DISTRICT AREA: 5.7 AC
 SPACES REQUIRED: 2 SPACES PER DWELLING UNIT
 SPACES PROVIDED: 108

BLANKET DATA
 DATE: 06/07/2018
 COUNTY: 601 HAYESVILLE
 SHEET: 3 OF 3
 2 1/2" X 3 1/2" (SCALE)
 2 1/2" X 3 1/2" (SCALE)
 2 1/2" X 3 1/2" (SCALE)
 2 1/2" X 3 1/2" (SCALE)

LANGUAGE REQUIREMENTS: SEE SHEET 101 LANDSCAPE PLAN



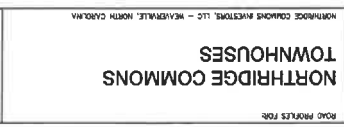
811 Know what's below. Call before you dig.

OVERALL GRADING PLAN
 NORTH

GRAPHIC SCALE
 1 inch = 100 feet

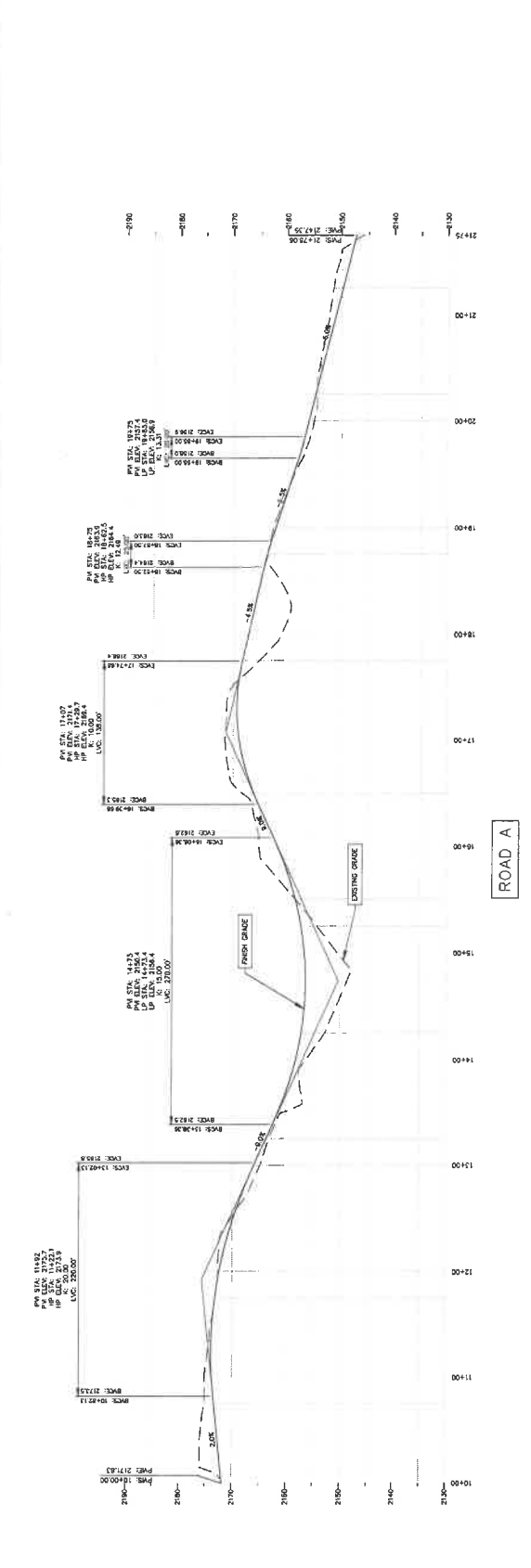
- NOTES**
1. ALL STORMWATER SHALL BE IN ACCORDANCE WITH ALL LOCAL, STATE, AND NATIONAL REGULATORY STANDARDS AND ALL REQUIREMENTS IN THE PROJECT TECHNICAL SPECIFICATIONS.
 2. SINGLE PHASE CONSTRUCTION.
 3. ALL WORK MUST BE PERFORMED BY A NORTH CAROLINA LICENSED CONTRACTOR.
 4. PROPOSED LOTS WILL BE PROVIDED WITH UTILITIES. THE PROPOSED AND EXISTING RIGHT-OF-WAY CONTRACTOR IS RESPONSIBLE FOR LOCATING AND VERIFYING THE EXACT LOCATION OF ALL UTILITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE LOCATION OF ALL UTILITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING THE NECESSARY PERMITS FROM THE LOCAL GOVERNMENT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING THE NECESSARY PERMITS FROM THE LOCAL GOVERNMENT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING THE NECESSARY PERMITS FROM THE LOCAL GOVERNMENT.
 5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING THE NECESSARY PERMITS FROM THE LOCAL GOVERNMENT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING THE NECESSARY PERMITS FROM THE LOCAL GOVERNMENT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING THE NECESSARY PERMITS FROM THE LOCAL GOVERNMENT.
 6. PROPOSED ROADS TO BE PRIVATE.
 7. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING THE NECESSARY PERMITS FROM THE LOCAL GOVERNMENT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING THE NECESSARY PERMITS FROM THE LOCAL GOVERNMENT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING THE NECESSARY PERMITS FROM THE LOCAL GOVERNMENT.
 8. NO PORTION OF THE SITE LIES WITHIN THE 100-YEAR FLOODPLAIN.
 9. THE DEVELOPMENT SHOWN ON THIS PLAN WILL BE SERVED BY ADEQUATE WATER (SEE UTILITY PLAN FOR PRELIMINARY WATER AND SEWER LAYOUTS). PROVIDERS WILL BE MADE BY THE DEVELOPER FOR ELECTRICAL, TELEPHONE, CABLE AND/OR NATURAL GAS SERVICE. ALL UTILITIES WILL BE LOCATED UNDERGROUND.
 10. CONSTRUCTION SHALL BE COMPLETED BY THE END OF 2018. THE CONSTRUCTION SHALL BE COMPLETED BY THE END OF 2018. THE CONSTRUCTION SHALL BE COMPLETED BY THE END OF 2018.

NO.	DATE	DESCRIPTION	BY



Know what's below.
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ROAD PROFILES
 1" = 40' (H)
 1" = 100' (V)
 1" = 100' (H)



DATE: 04/22/2018
 DRAWN BY: J. L. BROWN
 CHECKED BY: J. L. BROWN

NORTHRISE COMMONS
 TOWNHOUSES

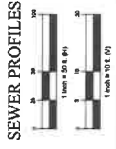
PROJECT NO.: 18-0001
 PROJECT NAME: NORTHRISE COMMONS TOWNHOUSES
 CLIENT: NORTHRISE COMMONS INVESTORS, LLC - KENNESAW, NORTH CAROLINA



NO.	DATE	DESCRIPTION	BY
1	04/22/2018	CD APPLICATION SUBMITTAL	JLB
2	05/02/2018	ISSUE SUBMITTAL	JLB



1800 MATTSON AVENUE
 ARLINGTON, NC 28001
 PHONE: 888-338-8888
 FAX: 888-338-8888
 WWW.CDCCONCEPTS.COM



811
 Know what's below.
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NOTE:
 THE PIPE LENGTHS, SIZES, AND INVERTS SHOWN
 IN THE ABOVE PROFILES ARE BASED ON A 2D
 MODEL. FIELD CONDITIONS MAY VARY. ALL
 INSTALLATION OF CHANGES FROM THE MODEL
 SHALL VERIFY ALL INVERTS AND LINE LENGTHS
 PRIOR TO CONSTRUCTION.



LINE B

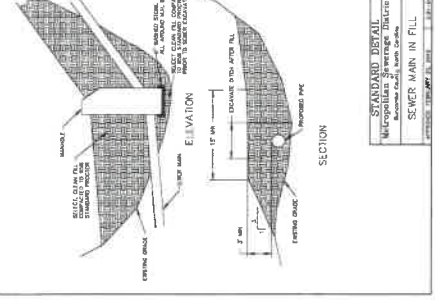
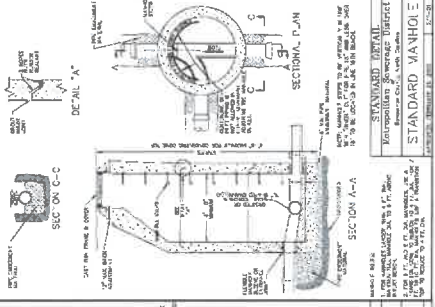
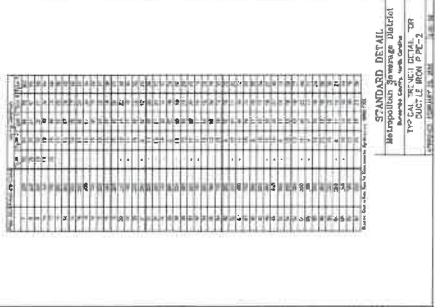
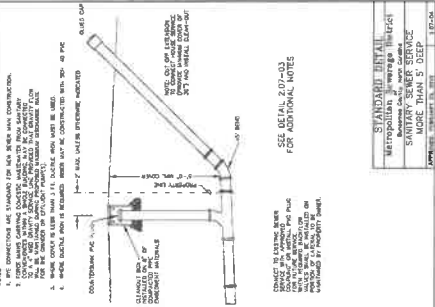
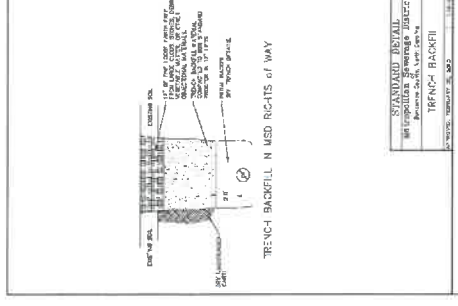
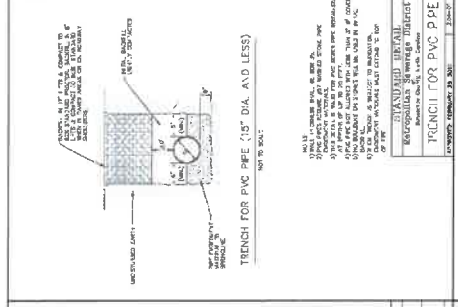
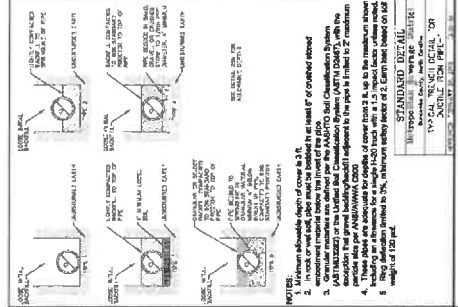
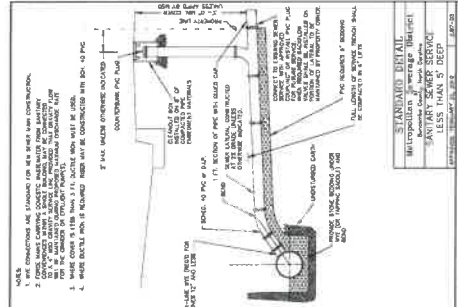
LINE C

LINE A



GENERAL NOTES FOR SEWER

1. SEWER CONSTRUCTION OF THIS SITE MUST BE AUTHORIZED BY PERMITS ISSUED BY THE METROPOLITAN SANITARY DISTRICT OF WAKEFIELD COUNTY (MSD). ALL STAKES SHALL BE SET BY THE CONTRACTOR AND SHALL BE VERIFIED BY THE MSD SURVEYOR. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY INSURANCE AND BONDS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY INSURANCE AND BONDS.
2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY INSURANCE AND BONDS.
3. ALL CONSTRUCTION SHALL BE UNDER THE INSPECTION OF THE DISTRICT'S ENGINEER. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY INSURANCE AND BONDS.
4. ALL WORK MUST BE PERFORMED BY A NORTH CAROLINA LICENSED UTILITY CONTRACTOR.
5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY INSURANCE AND BONDS.
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25. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY INSURANCE AND BONDS.



STANDARD DETAIL
Metropolitan Sewerage District
SANITARY SEWER SERVICE
LESS THAN 5' DEEP
PROJECT: 18-0000-0000

STANDARD DETAIL
Metropolitan Sewerage District
SANITARY SEWER SERVICE
MORE THAN 5' DEEP
PROJECT: 18-0000-0000

STANDARD DETAIL
Metropolitan Sewerage District
SANITARY SEWER SERVICE
LESS THAN 5' DEEP
PROJECT: 18-0000-0000

STANDARD DETAIL
Metropolitan Sewerage District
SANITARY SEWER SERVICE
MORE THAN 5' DEEP
PROJECT: 18-0000-0000

STANDARD DETAIL
Metropolitan Sewerage District
SANITARY SEWER SERVICE
LESS THAN 5' DEEP
PROJECT: 18-0000-0000

STANDARD DETAIL
Metropolitan Sewerage District
SANITARY SEWER SERVICE
MORE THAN 5' DEEP
PROJECT: 18-0000-0000

STANDARD DETAIL
Metropolitan Sewerage District
SANITARY SEWER SERVICE
LESS THAN 5' DEEP
PROJECT: 18-0000-0000

STANDARD DETAIL
Metropolitan Sewerage District
SANITARY SEWER SERVICE
MORE THAN 5' DEEP
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STANDARD DETAIL
Metropolitan Sewerage District
SANITARY SEWER SERVICE
LESS THAN 5' DEEP
PROJECT: 18-0000-0000

STANDARD DETAIL
Metropolitan Sewerage District
SANITARY SEWER SERVICE
MORE THAN 5' DEEP
PROJECT: 18-0000-0000

SEWER DETAILS

1. SEE DETAIL 207-03 FOR ADDITIONAL NOTES
2. SEE DETAIL 207-03 FOR ADDITIONAL NOTES
3. SEE DETAIL 207-03 FOR ADDITIONAL NOTES
4. SEE DETAIL 207-03 FOR ADDITIONAL NOTES
5. SEE DETAIL 207-03 FOR ADDITIONAL NOTES
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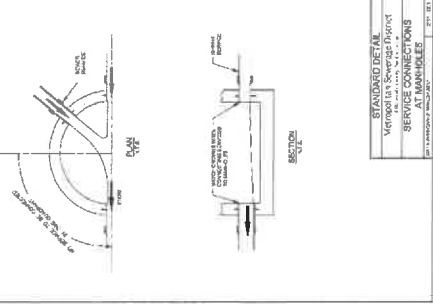
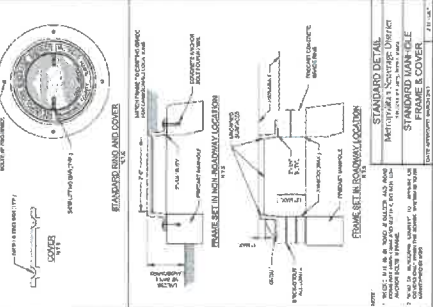
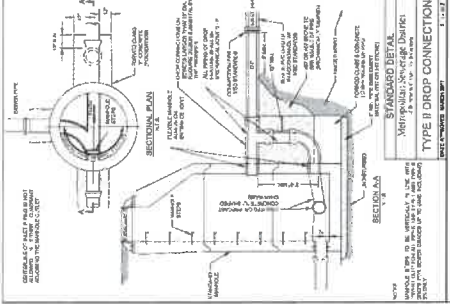
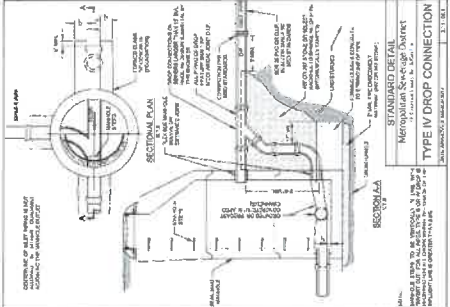
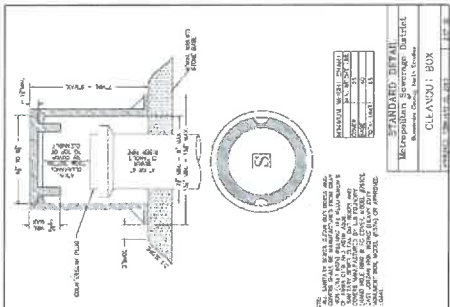
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2	02/27/2013	RSD SUBMITTAL
3	02/27/2013	RSD SUBMITTAL
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5		
6		
7		
8		
9		
10		

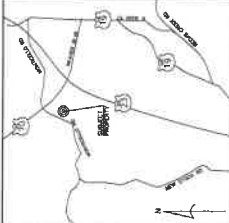


SEWER DETAILS FOR:
NORTHBRIDGE COMMONS TOWNHOUSES
 NORTHBRIDGE COMMONS INVESTORS, LLC - WAKEFELT, NORTH CAROLINA

DATE: 04/03/2013
 DRAWN BY: [Name]
 CHECKED BY: [Name]
 SHEET NO.: 041000
C972

SEWER DETAILS



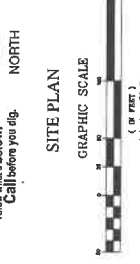


DEVELOPMENT DATA
 DEVELOPER: NORTHEDGE COMMONS INVESTORS, LLC
 14000 NORTH CAROLINA, 28024
 (704) 484-1800
 CONTACT: [blank]
 CIVIL ENGINEER: CIVIL DESIGN CONCEPTS, P.A.
 180 PATTON AVENUE, SUITE 200
 HARRISBURG, PA 17103
 (717) 653-3000
 CONTACT: [blank]
 CONTRACT: [blank]
 DATE: [blank]

PROJECT DATA
 ADDRESS: 9125-79-1868, 1511 MONTECELLO ROAD, SUITE 215
 MEYERSVILLE, PA 17758
 DEED BOOK/PAGE: [blank]
 ZONING: [blank]
 SETBACKS: [blank]
 SPECIAL REQUIREMENTS: [blank]
 DISTURBED AREA: 5.7 AC
 VEHICLE SPACES: 2 SPACES PER DWELLING UNIT
 SPACES PROVIDED: 138

PLANTING
 NUMBER OF TREES: 84
 NUMBER OF PLANTS: 84
 TOTAL PLANTING AREA: 2,317 SF
 TREE TYPES: 64 TREES
 PLANT TYPES: 84 TREES

LANDSCAPE REQUIREMENTS: SEE SHEET 0101 LANDSCAPE PLAN



PLANTING SUMMARY:

REQUIREMENTS	PLANTING REQUIRED
COMBINED TOTAL PLANTING	2,317 SF
STREET TREES REQUIRED	64 TREES
STREET TREES PROVIDED	64 TREES

PLANT SCHEDULE:

Qty	Symbol	Botanical Name	Common Name	Color	Height
84	TREE	Fraxinus pennsylvanica	White Birch	2' min.	20'

1. General Information: This drawing is for the design of a fire-rated wall assembly for use in a residential building. The wall assembly is required to have a fire resistance rating of 2 hours. The wall assembly is to be constructed of 12" thick concrete masonry units (CMU) with a 2" thick gypsum board finish on both sides. The wall assembly is to be tested in accordance with UL 263.

2. Reference: This drawing is based on the following specifications and standards:
 - International Building Code (IBC) - 2012 Edition
 - UL 263 - Standard for Fire Tests of Through-Penetrating Firestops
 - ASTM C 110 - Standard Specification for 8" and 12" Thick Concrete Masonry Units
 - ASTM C 1108 - Standard Specification for Gypsum Board
 - ASTM C 109 - Standard Specification for Mortar for Masonry

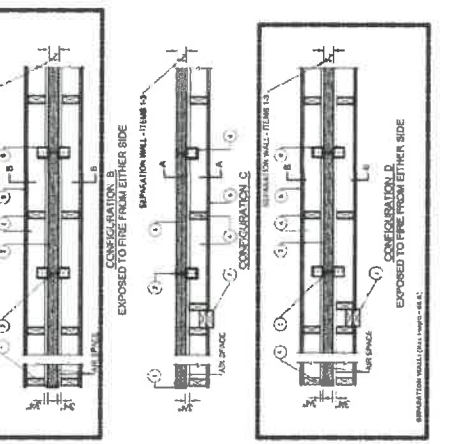
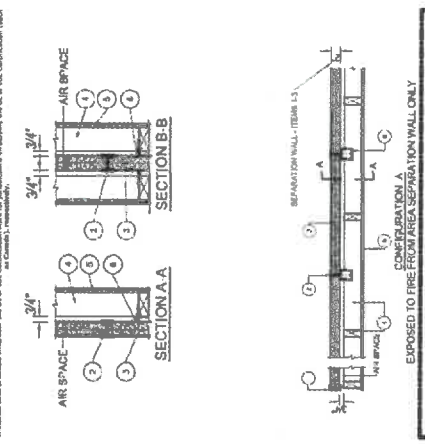
3. Notes:
 - The wall assembly is to be tested in accordance with UL 263.
 - The wall assembly is to be constructed of 12" thick CMU with a 2" thick gypsum board finish on both sides.
 - The wall assembly is to be tested in accordance with UL 263.

4. Details:
 - The wall assembly is to be tested in accordance with UL 263.
 - The wall assembly is to be constructed of 12" thick CMU with a 2" thick gypsum board finish on both sides.
 - The wall assembly is to be tested in accordance with UL 263.

5. Notes:
 - The wall assembly is to be tested in accordance with UL 263.
 - The wall assembly is to be constructed of 12" thick CMU with a 2" thick gypsum board finish on both sides.
 - The wall assembly is to be tested in accordance with UL 263.

6. Notes:
 - The wall assembly is to be tested in accordance with UL 263.
 - The wall assembly is to be constructed of 12" thick CMU with a 2" thick gypsum board finish on both sides.
 - The wall assembly is to be tested in accordance with UL 263.

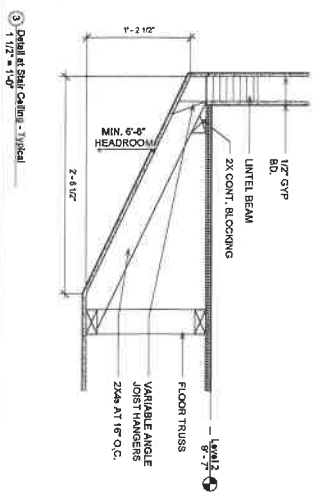
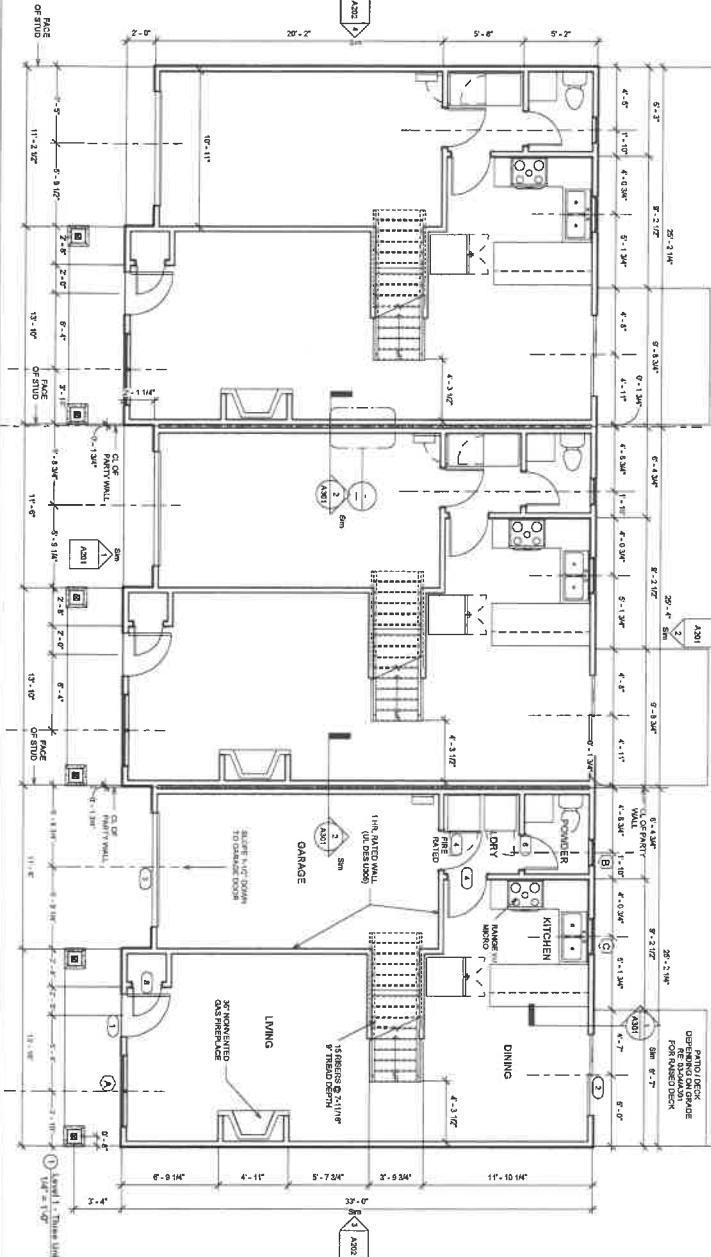
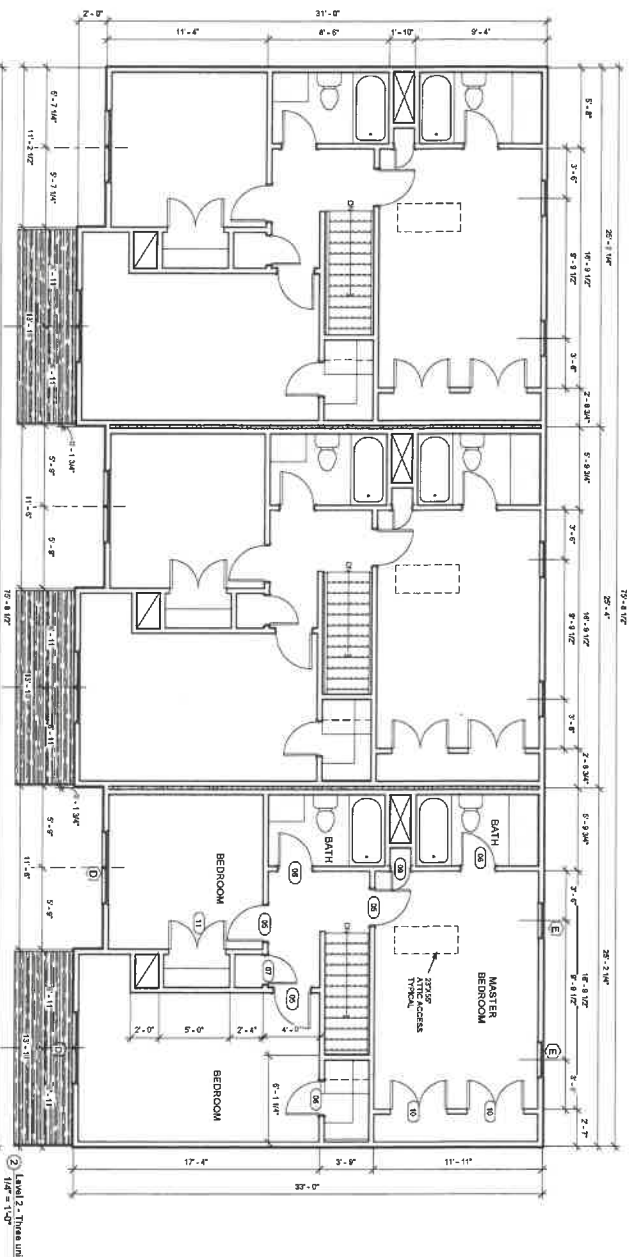
7. Notes:
 - The wall assembly is to be tested in accordance with UL 263.
 - The wall assembly is to be constructed of 12" thick CMU with a 2" thick gypsum board finish on both sides.
 - The wall assembly is to be tested in accordance with UL 263.



8. Notes:
 - The wall assembly is to be tested in accordance with UL 263.
 - The wall assembly is to be constructed of 12" thick CMU with a 2" thick gypsum board finish on both sides.
 - The wall assembly is to be tested in accordance with UL 263.

9. Notes:
 - The wall assembly is to be tested in accordance with UL 263.
 - The wall assembly is to be constructed of 12" thick CMU with a 2" thick gypsum board finish on both sides.
 - The wall assembly is to be tested in accordance with UL 263.

10. Notes:
 - The wall assembly is to be tested in accordance with UL 263.
 - The wall assembly is to be constructed of 12" thick CMU with a 2" thick gypsum board finish on both sides.
 - The wall assembly is to be tested in accordance with UL 263.



SHEET TITLE
 Floor Plan - Three Unit

SHEET
 A101

DATE
 05 / 05 / 2018

JOB NO.
 180280

Northridge Commons Townhomes
 Northridge Commons Investors, LLC

350 Monticello Road, Weaverville, NC 28787

Window Schedule

Type	Rough Opening	Description
A	2'-8" x 5'-2"	Twin Single Hung, Tempered
B	2'-0" x 3'-4"	Single Hung
C	2'-8" x 3'-4"	Single Hung
D	2'-8" x 5'-2"	Twin Single Hung
E	2'-8" x 5'-2"	Single Hung

Door Schedule

Locatio n	Mark	Size
Typical	01	3'-0" x 6'-8"
Typical	02	5'-0" x 6'-8" sldg gls
Typical	03	8'-0" x 7'-0"
Typical	04	2'-8" x 6'-8"
Typical	05	2'-6" x 6'-8"
Typical	06	2'-4" x 6'-8"
Typical	07	2'-0" x 6'-8" LOUVER
Typical	08	2'-0" x 6'-8"
Typical	10	4'-0" x 6'-8" PAIR
Typical	11	3'-0" x 6'-8" PAIR
Typical	141	4'-0" x 6'-8" PAIR

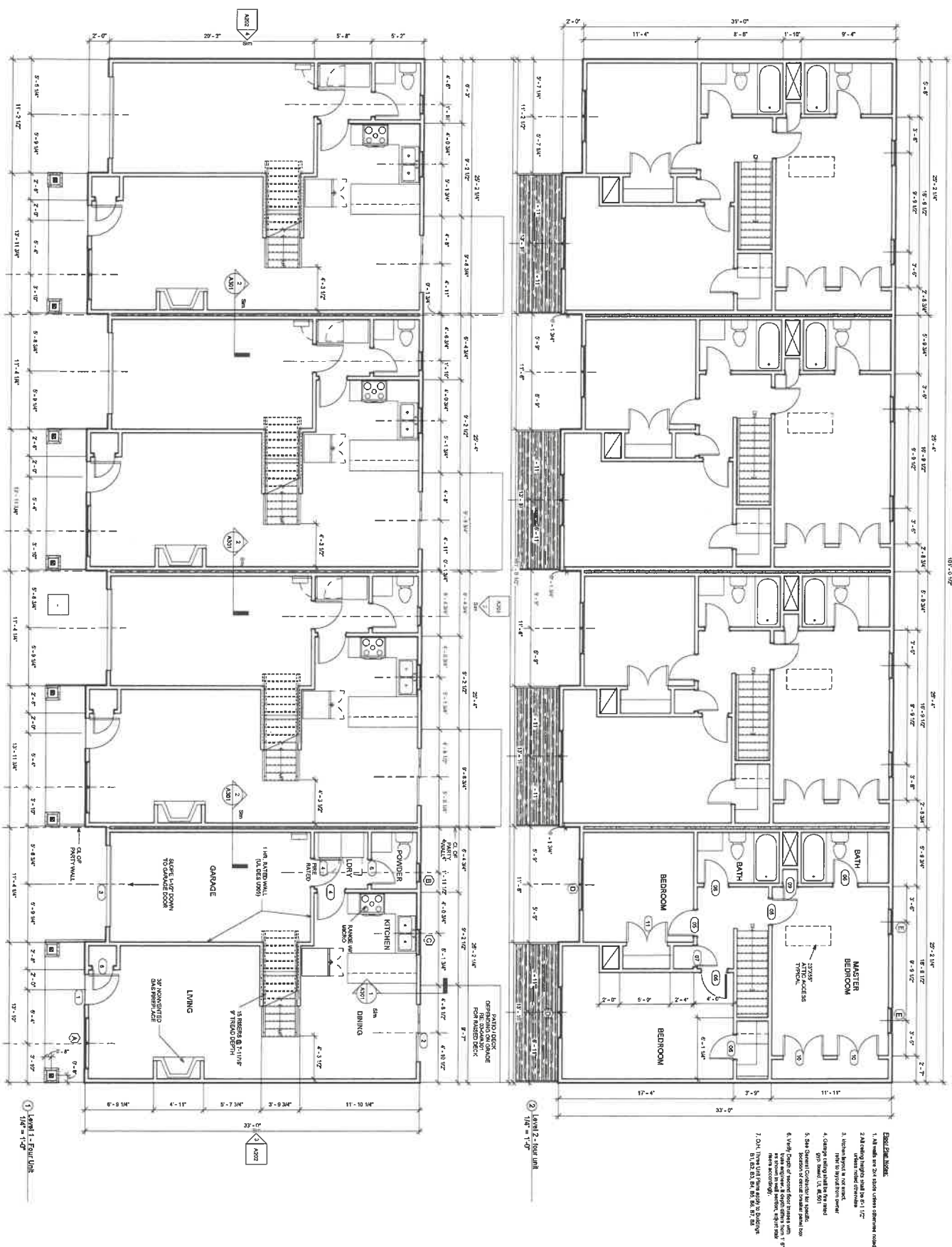
- Floor Plan Notes:**
- All walls are 2x4 studs unless otherwise noted
 - All ceiling heights shall be 8'-1 1/2" unless noted otherwise
 - Kitchen layout is not exact refer to layout from owner
 - Garage ceiling shall be fire rated gypsum board UL #1501
 - See General Contractor for specific location of circuit breaker panel box
 - Verify Depth of second floor trusses with truss engineer. If depth differs from 1' 6" as shown in wall section, adjust stair risers accordingly.
 - Three Unit Plans apply to Buildings: A, A2

SINGLE UNIT SQ. FT. AREA
 FIRST FLOOR FINISHED 588 SQ. FT.
 SECOND FLOOR FINISHED 817 SQ. FT.
 GARAGE 223 SQ. FT.



REVISIONS

NO.	DATE	DESCRIPTION

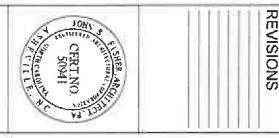
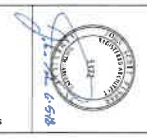


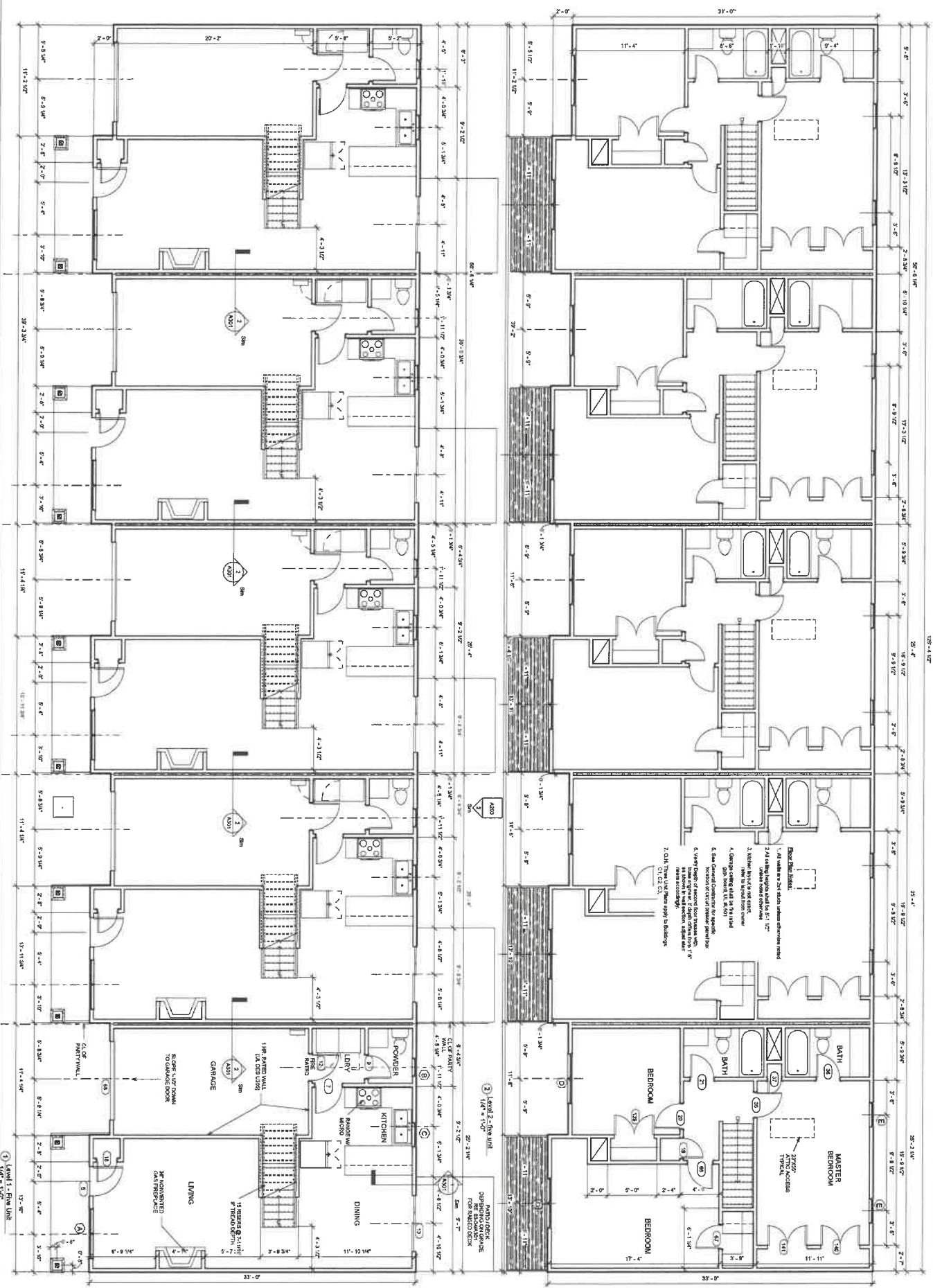
- REVISIONS**
1. Add note for 2nd story window placement
 2. Add window placement notes
 3. Update floor plan to show
 4. Change ceiling height to 8'0"
 5. Add structural columns for support
 6. Verify depth of second floor beams with structural engineer
 7. Add structural notes for 2nd floor beams
 8. Add structural notes for 2nd floor beams

SHEET TITLE	
Floor Plan - Four Unit	
SHEET	DATE
A102	06 / 05 / 2018
JOB NO.	180280

Northridge Commons Townhomes
 Northridge Commons Investors, LLC
 150 Monticello Road, Waverlyville, NC 28787

FISHER
 Fisher Architects, PA
 351 Marquette Avenue
 Asheville, NC 28801
 Copyright 2018 Fisher Architects, PA (020) 214-6265





SHEET TITLE
Floor Plan Five Unit

SHEET
A103

DATE
 06 / 05 / 2018

JOB NO.
 180280

**Northridge Commons
 Townhomes**
 Northridge Commons Investors, LLC

150 Monticello Road, Weaverville, NC 28787

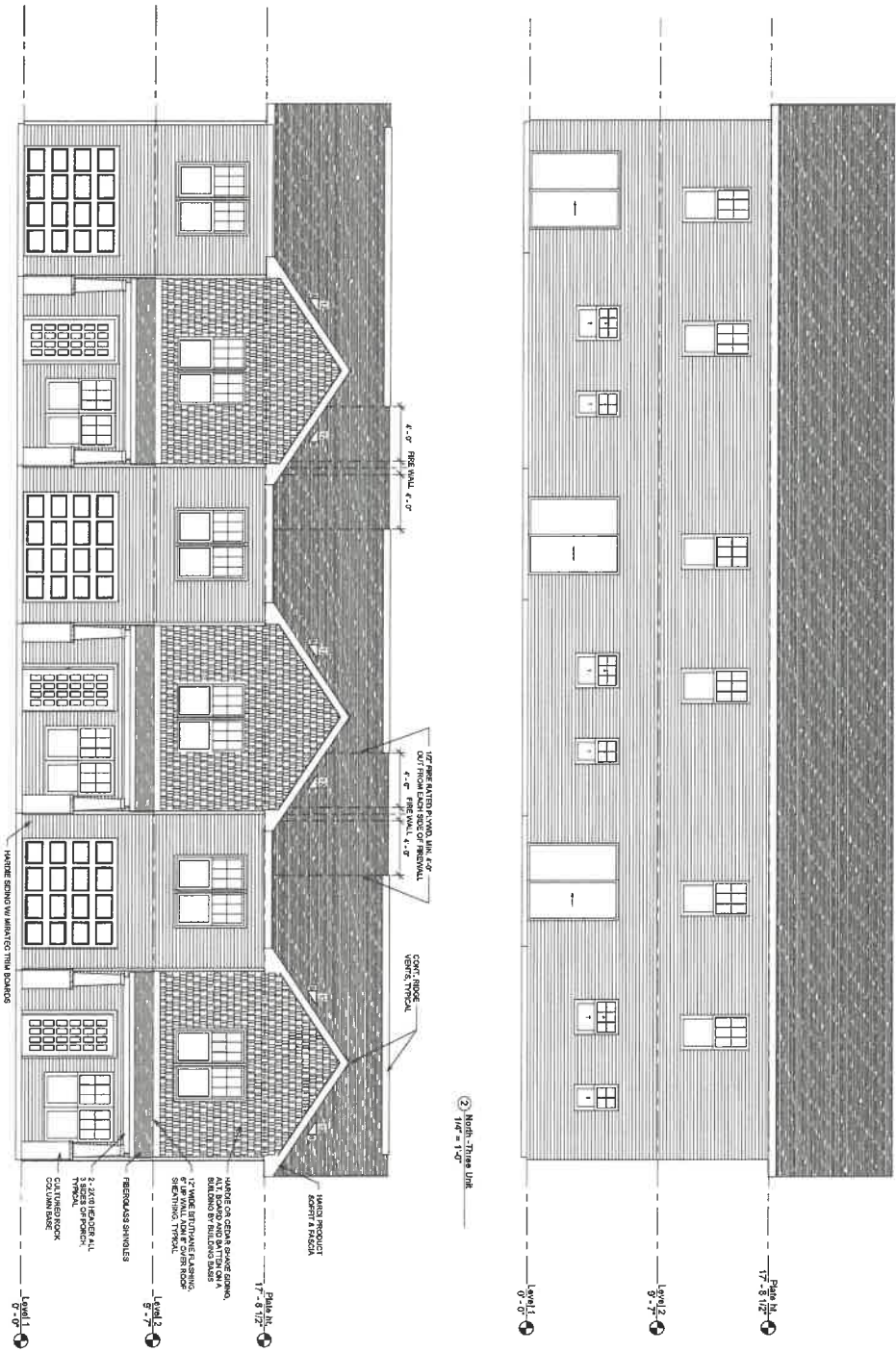
FISHER
 Fisher Architects, PA

2810 Monticello Avenue, Suite 200, Weaverville, NC 28787
 Copyright 2018 Fisher Architects, PA (919) 257-6261



REVISIONS

NO.	DATE	DESCRIPTION



SHEET TITLE
Three Unit Elevations

SHEET
A201

**Northridge Commons
 Townhomes**
 Northridge Commons Investors, LLC

150 Monticello Road, Waiveerville, NC 28787

FISHER
 Fisher Architects, PA
 351 Montross Avenue
 Asheville, NC 28801
 Copyright 2018, Fisher Architects, PA (K38)253-4255

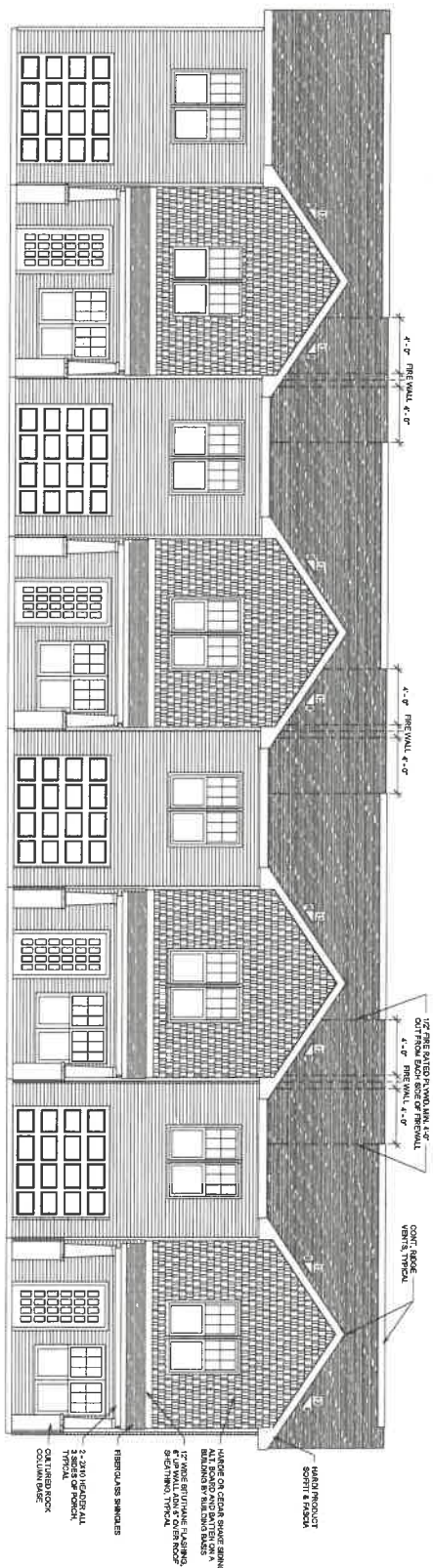


REVISIONS

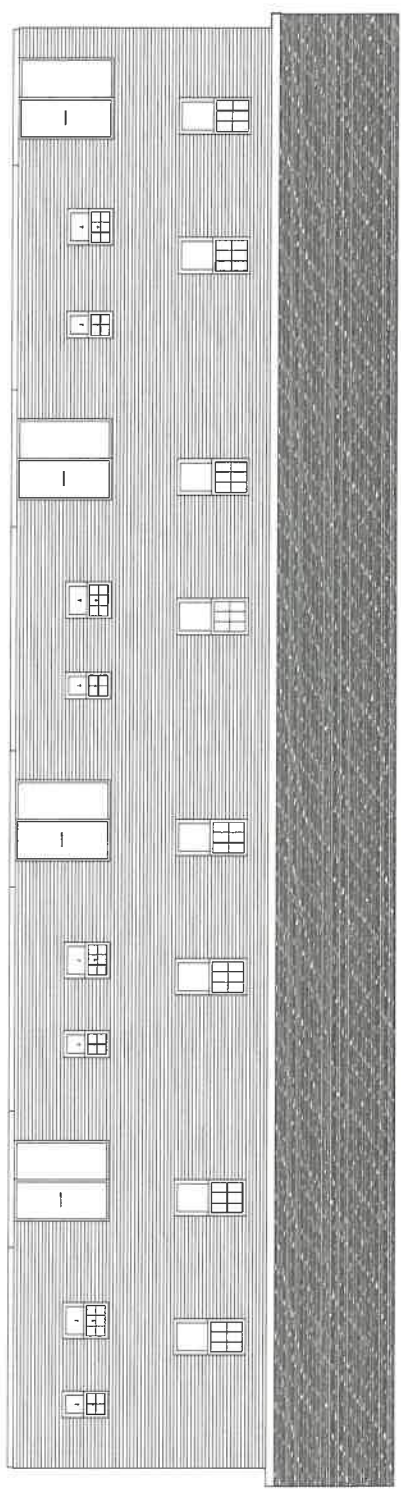
NO.	DESCRIPTION

① South-Triple Unit
 1/4" = 1'-0"

② North-Triple Unit
 1/4" = 1'-0"



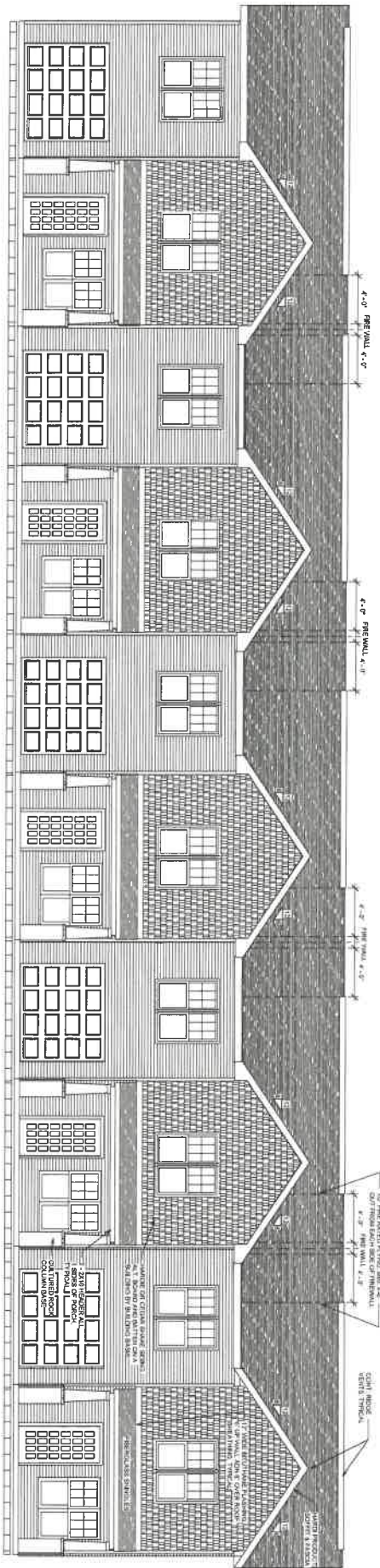
① South Four Unit
1/4" = 1'-0"



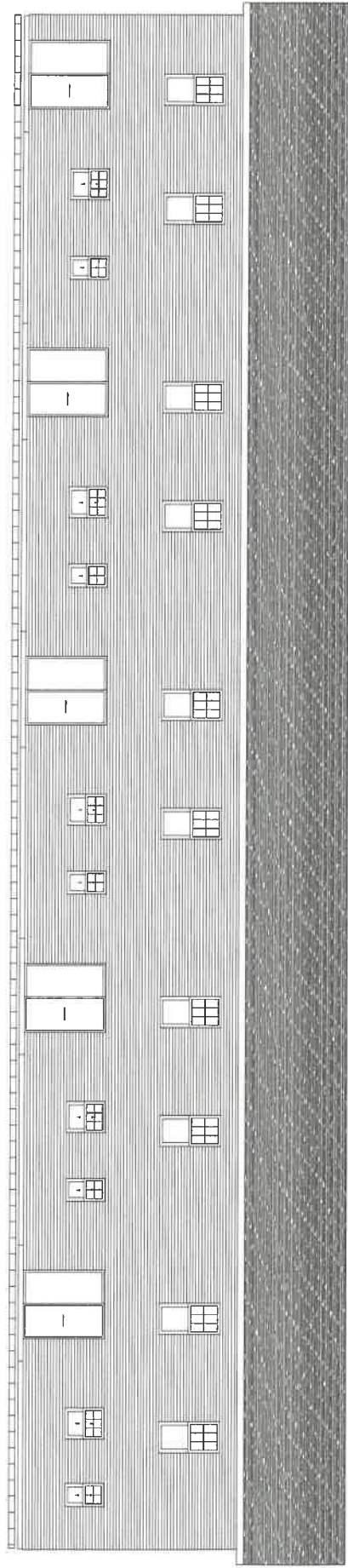
② North Four Unit
1/4" = 1'-0"

HANGERS ON CEILING BRIDGE BRACKETS
 BEARING ON BALCONY SLABS &
 1" WOOD STRUCTURAL FLASHING @
 6" WALL ADJ. & OVER ROOF
 9" (11" MIN.) THICK
 FINISH ON BRACKETS
 2" X 4" WOODEN ALL
 TYPICAL FINISH
 CAST-IN-PLACE
 COLUMNS

SHEET TITLE Four Unit Elevations		Northridge Commons Townhomes Northridge Commons Investors, LLC		FISHER Fisher Architects, PA 351 Montross Avenue Asheville, NC 28901 Copyright 2018 Fisher Architects, PA (031) 214-0265			REVISIONS
SHEET A203	DATE 06 / 05 / 2018	JOB NO. 180280	150 Monticello Road, Weaverville, NC 28787				



1 South - Five Unit
1/4" = 1'-0"



2 North - Five Unit
1/4" = 1'-0"

SHEET TITLE
Five Unit Elevations

SHEET
A204

DATE
06 / 05 / 2018

JOB NO.
180280

**Northridge Commons
Townhomes**
Northridge Commons Investors, LLC

150 Montcalo Road, Waverlyville, NC 28787

FISHER
Fisher Architects, PA

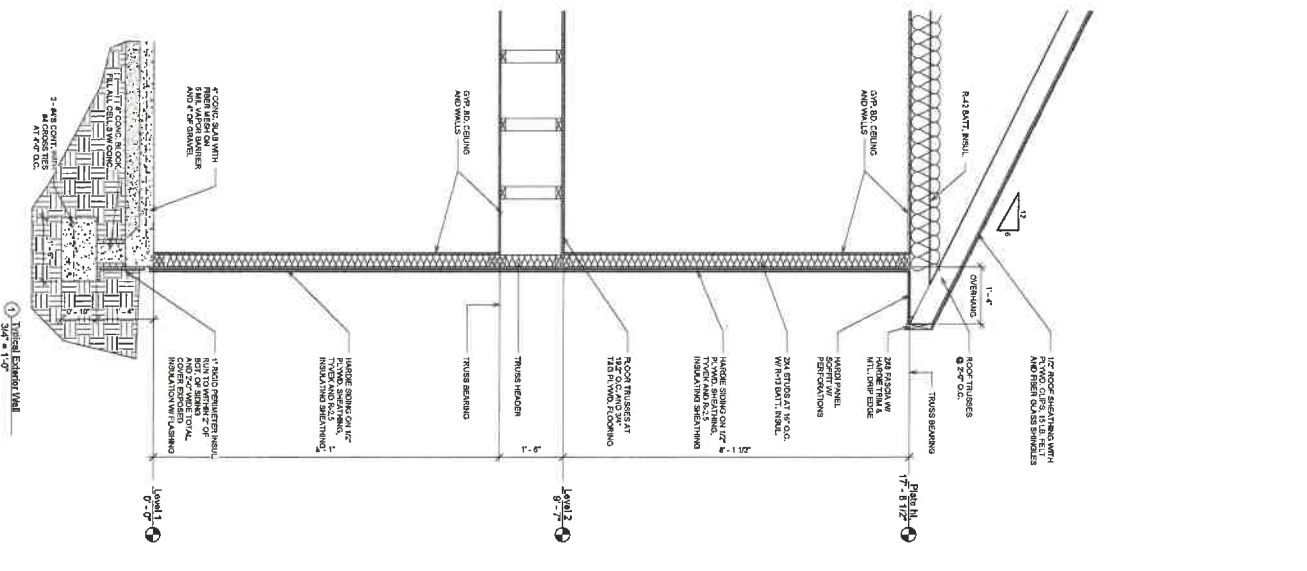
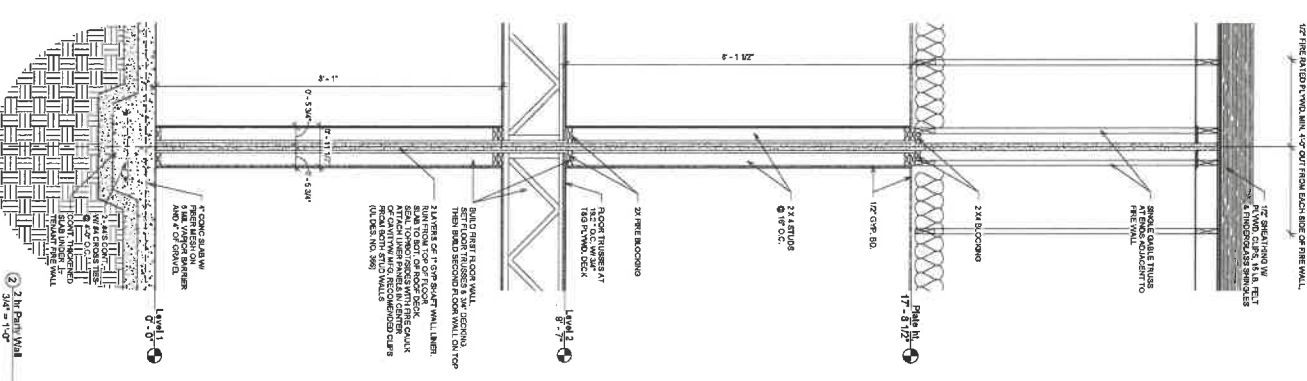
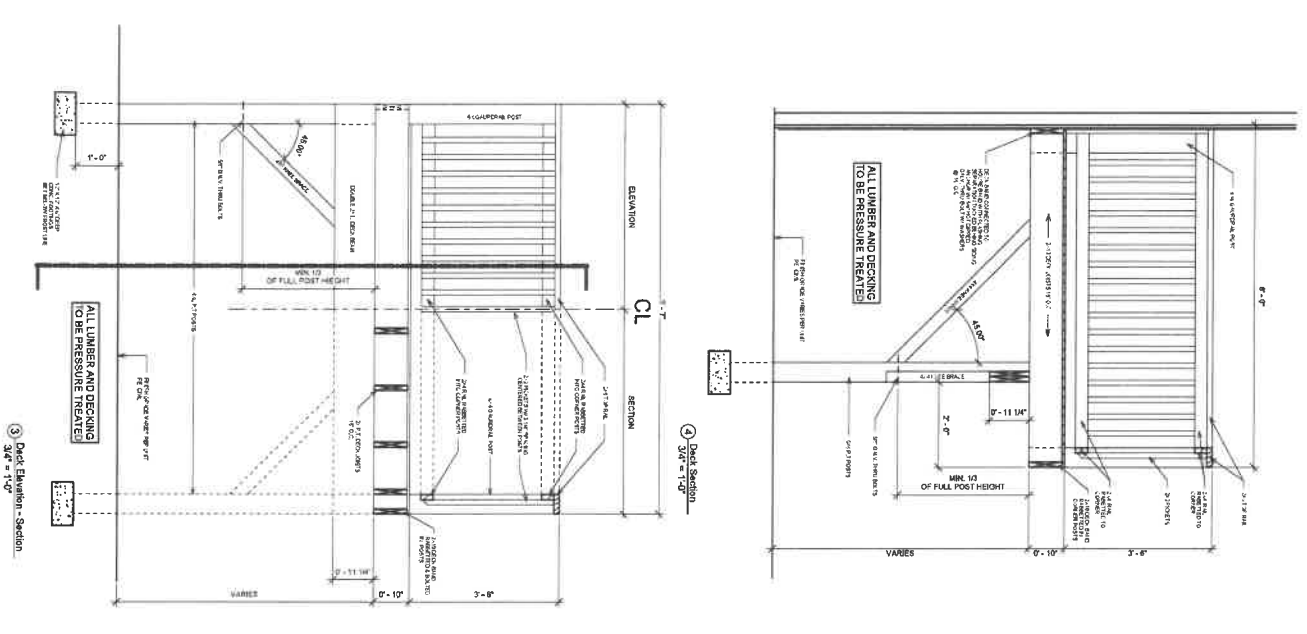
301 Meridian Avenue
Asheville, NC 28801

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REVISIONS

NO.	DATE	DESCRIPTION



SHEET TITLE		Northridge Commons Townhomes		FISHER		REVISIONS	
Wall Sections		Northridge Commons Investors, LLC		Fisher Architects, PA			
SHEET	DATE	DATE	DATE	DATE	DATE	DATE	DATE
A301	06 / 05 / 2018						
JOB NO.	180280	150 Monticello Road, Waverly, NC 28787	314 Monticello Road, Asheville, NC 28801	Copyright 2018 Fisher Architects, PA	(605) 244-8265		

**FY 2018-2019 BUDGET ORDINANCE
TOWN OF WEAVERVILLE, NORTH CAROLINA**

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

WHEREAS, in accordance with N.C.G.S. §159-10, departmental budget requests were submitted to the Budget Officer by March 2, 2018, and in accordance with N.C.G.S. §159-11, the Budget Officer submitted a preliminary budget to the Mayor and Town Council on April 16, 2018 and budget message to the Mayor and Town Council on May 21, 2018, which included the tax rate calculated as thirty-eight cents (\$0.38) per \$100 in valuation per the Buncombe County Tax Department's assessments; and

WHEREAS, in accordance with N.C.G.S. §159-12(a), the Budget Officer filed the proposed budget with the Town Clerk on April 16, 2018 and posted the same on the Town's website, and the Town Clerk caused a statement indicating that the proposed budget had been submitted to the governing body and was available for public inspection and that a public hearing on the budget was scheduled for June 4, 2018 to be advertised with the news media on May 24, 2018; and

WHEREAS, Town Council, in accordance with N.C.G.S. §159-12(b) and after proper notice under N.C.G.S. §159-12(a), held a public hearing on the proposed budget on June 4, 2018, providing the public with an opportunity to attend and provide comment; and

WHEREAS, Town Council has carefully considered the anticipated revenues and expenditures necessary to provide for the provision of municipal services within the Town of Weaverville during the 2018-2019 fiscal year and wishes to adopt this Budget Ordinance which reflects a balanced budget in accordance with N.C.G.S. §159-8 with the sum of estimated net revenues and appropriated fund balances equal to appropriations;

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

Section 1. General Fund Revenues

It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2018 and ending June 30, 2019:

GENERAL FUND

REVENUES

Prior Year Taxes	\$2,500
Prior Year Interest & Penalties	\$200
Ad Valorem Tax	\$3,008,164
DMV Tax Revenue	\$250,000
Tax Penalties & Interest	\$4,000
Utility Tax Revenue	\$450,000

Beer & Wine Excise Tax	\$16,000
Powell Bill Funds	\$106,000
Local Government Sales Tax Revenue	\$1,250,000
Fire Protection Contract Revenue	\$1,387,000
ABC – Distribution to Town	\$90,000
Cell Tower Revenue	\$16,000
Miscellaneous Revenue	\$7,500
Interest Income	\$84,000
Powell Bill Interest Income	\$300
Planning & Zoning Fees	\$25,000
Fire Inspection Fees	\$300
Sale of Surplus Property	\$5,000
Appropriated Fund Balance	\$777,504
TOTAL ESTIMATED GENERAL FUND REVENUES	\$7,479,468

Section 2. General Fund Appropriations

The following amounts are hereby appropriated in the General Fund for the operation of the Town government and its activities for the fiscal year beginning July 1, 2018 and ending June 30, 2019, in accordance with the departmental units heretofore established for the Town:

APPROPRIATIONS

Governing Body	\$247,822
Administration	\$661,284
Planning Department	\$106,749
Police Department	\$1,632,103
Fire Department	\$2,144,598
Public Works:	
Streets Division	\$655,921
Powell Bill Division	\$118,640
Sanitation Division	\$625,672
Recreation Division	\$888,285
Contingency	\$20,000
Debt Service	\$378,393
TOTAL GENERAL FUND APPROPRIATIONS	\$7,479,468

Section 3. Water Fund Revenues

It is estimated that the following revenues will be available in the Water Fund for the fiscal year beginning July 1, 2018 and ending June 30, 2019:

WATER FUND

REVENUES

Water Revenue	\$1,845,000
Miscellaneous Revenue	\$17,000
Water Tap Revenue	\$35,000
System Development Fees	\$130,000
Fees for MSD Collections	\$50,000
Interest Earned	\$38,000
Appropriated Fund Balance	\$90,628

TOTAL ESTIMATED WATER FUND REVENUES	\$2,205,628
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Section 4. Water Fund Appropriations

The following amounts are hereby appropriated in the Water Fund for the operation of the Town's water system for the fiscal year beginning July 1, 2018 and ending June 30, 2019, in accordance with the departmental divisions heretofore established for the Town:

WATER FUND

APPROPRIATIONS:

Water Administration	\$259,750
Water Production	\$927,351
Water Maintenance	\$799,257
Contingency	\$15,000
Reserve for Bond Payments	\$204,270

TOTAL WATER FUND APPROPRIATIONS	\$2,205,628
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Section 5. Ad Valorem Taxes

An *ad valorem* tax rate of thirty-eight cents (\$0.38) per one hundred dollars (\$100.00) valuation of taxable property, as listed for taxes as of January 1, 2018 is hereby levied and established as the official tax rate for the Town of Weaverville for fiscal year beginning July 1, 2018 and ending June 30, 2019. This tax rate is based upon a total projected valuation of \$799,697,163 and an estimated collection rate of 99.0%.

Section 6. Fee and Rate Schedule

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

Section 7. Authorizations & Conditions

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

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

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

- B. The Budget Officer or his/her designee is hereby authorized to distribute departmental funds based upon the line item budgets and make expenditures therefrom, in accordance with the Local Government Budget and Fiscal Control Act.
- C. The Budget Officer or his/her designee may authorize transfers between line items, expenditures and revenues, within a department or division without limitation and without a report being required.

- D. The Budget Officer or his/her designee may transfer amounts up to 5%, but not to exceed \$10,000 monthly, between departments, including contingency appropriations, but only within the same fund. The Budget Officer must make an official report on such transfers at a subsequent regular meeting of Town Council.
- E. The Budget Officer or his/her designee may not transfer any amounts between funds, except as approved by Town Council, as a budget amendment.

Section 8. Contingency Concerning Fire Tax Rate

The North Buncombe Fire Tax Rate used in this Budget Ordinance is twelve cents (\$0.12) per \$100.00 in valuation. Since this Budget Ordinance is being adopted prior to the official adoption of the Buncombe County fire tax rates, there is some uncertainty in the fire tax rate. Should Buncombe County set the fire tax rate applicable within the Town's jurisdiction lower than \$0.12 per \$100.00 in valuation, then the Town's Budget for FY 2018-2019 shall be and is hereby automatically amended to appropriate the resulting difference in fire tax revenue from the fund balance within the Town's General Fund.

Section 9. Utilization of Budget Ordinance

The Budget Ordinance shall be the basis for the financial plan of the Town of Weaverville during the fiscal year beginning July 1, 2018 and ending June 30, 2019. The Budget Officer shall administer the budget. The accounting system shall establish records, which are in consonance with this budget and this ordinance and the appropriate statutes of the State of North Carolina.

Section 10. Distribution & Documentation


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

DULY ADOPTED this the **18th** day of **June 2018**.



Allan P. Root, Mayor

ATTEST:



Derek Huninghake, Town Clerk

**FY 2018-2019 Fee Schedule
Town of Weaverville**

Effective July 1, 2018

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GENERAL ADMINISTRATIVE FEES

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

Processing Fees for Electronic Payments

Direct vendor fees charged through ACI Worldwide and www.officialpayments.com - These fees shall automatically be updated should changes be made to the fees charged by vendor and the Town Manager is authorized to amend the adopted Fee Schedule to reflect such changes.

Utility Payments \$2.95 flat fee
 Tax Payments2.5% with a \$3.95 minimum
 Planning/Zoning Payments and Miscellaneous Payments.....2.5% with a \$1.95 minimum

Special Event Permit Fees (Reference Special Events Permit)

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

Facility Use Fees (Reference Facility Use Policy & Application)

Facility	Resident per Hour	Non-Resident per Hour	Deposit
Town Hall Community Room	\$100.00	\$300.00	\$500.00
Town Hall Community Room Kitchen	\$20.00	\$20.00	

Lake Louise Fishing License

Daily (Residency Not Applicable)..... \$5.00
 Monthly, Town Residents\$10.00
 Monthly, Non-Residents.....\$20.00
 Annually, Town Residents.....\$20.00
 Annually, Non-Residents.....\$40.00

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

Recycling Fee (included on monthly utility bill)..... \$2.66

Direct vendor fees charged by Curbside Management - These fees shall automatically be updated should changes be made to the fees charged by vendor and the Town Manager is authorized to amend the adopted Fee Schedule to reflect such changes. Recycling Fee reflects vendor charge as of 5/15/2018.

Public Records Request Copying Charge(s)

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

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

Annexation Petition Fee \$500.00

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

Hourly Charges for Equipment/Personnel

Equipment

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

Personnel

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

Beer & Wine Privilege Licenses

Taxes will be assessed for all malt beverage and wine licenses in accordance with and as required by N.C.G.S. 105-113.77et seq., as the same may from time to time be amended.

FIRE DEPARTMENT

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

Other charges may be assessed by the Fire Department or Fire Marshal's Office due to fines associated with fire code and fire lane violations.

POLICE DEPARTMENT

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

Dangerous Dog Violations

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

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

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

Parks and Recreation Violations (daily)\$25.00
 (Includes fishing without a Town license, dogs off-leash, and vehicles on grass/trail)

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

Vegetation Violations..... \$50.00

Parking Violations \$10.00

PLANNING & ZONING DEPARTMENT

Residential Zoning Permits:

Single Family Dwelling.....\$150.00 plus \$0.05 per sq. ft. over 1,200 with a max of \$300.00
 Multi Family Dwelling..... \$300.00 plus \$50.00 per dwelling unit with a max of \$1,000.00
 Secondary Dwelling.....\$150.00
 Addition to Dwelling.....\$75.00 plus \$0.05 per sq. ft. over 1,200
 Accessory Structure\$50.00 plus \$0.05 per sq. ft. over 100
 Deck/Porch..... \$50.00
 Home Occupation..... \$50.00
 Internal Up-fit..... \$50.00
 Temporary Structure/Use..... \$50.00

Commercial / Industrial Zoning Permits:

Commercial/Industrial Structure.....\$350.00 plus \$0.05 per sq. ft. over 2,000 with a max of \$1,000.00
 Commercial/Industrial Addition.....\$100.00 plus \$0.05 per sq. ft. over 2,000 with a max of \$500.00
 Accessory Structure \$50.00 plus \$0.05 per sq. ft. over 500 with a max of \$100.00
 Internal Up-Fit.....\$100.00
 Telecommunication Tower..... \$4,000.00 per location or max allowed by law
 Telecommunication Tower (Co-location, Microcell, Concealed) \$500.00 per location or max allowed by law
 Temporary Structure/Use (Annually).....\$100.00

Mobile Food Vendors:

Daily..... \$25.00
 Annually\$100.00

Sign Permits:

Sign Permit Fee	\$50.00 plus fee based upon total surface area of sign (see below) with a max of \$500.00
Up to 32 sq. ft.....	\$25.00
33 - 64 sq. ft.....	\$50.00
65 - 96 sq. ft.....	\$100.00
97 sq. ft. plus	\$150.00 plus \$2.50 per sq. ft.

Special Use Permit or Related Amendment Fee	\$500.00
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Rezoning, Map or Text Amendment Fees:

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

Conditional Zoning District:

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

Subdivision Fees:

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

Miscellaneous Planning & Code Enforcement Fees:

Zoning Verification Letter	\$25.00
Gaming Terminal Fees (per machine).....	\$1,000.00
Variance	\$250.00 plus \$50.00 for each variance requested
Appeal of an Administrative Decision	\$250.00

WATER DEPARTMENT

Administrative Water Fees

Account Establishment Service Charge	\$25.00
Seasonal Reconnect Fee	\$20.00
Reconnect Fee.....	\$60.00
Flow Test Fee.....	\$40.00
Meter Testing at Customer Request (Charged only if meter is operational)	\$40.00

Water System Account Deposits

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

Water Leak Protection

The following respective monthly fee shall be assessed on all water customers with water lines that are 2-inches or less in diameter, subject to opt-out provisions of the water leak protection policy.

Type of Meter	Monthly Fee
Residential - Single Meter	\$1.25
Commercial - Single Meter	\$3.45
Commercial - Master Meter	\$6.90

Water Rates

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

The first 3,000 Gallons or fraction thereof used monthly.....	\$8.12 per 1,000 gallons
The next 22,000 Gallons or fraction thereof used monthly.....	\$8.95 per 1,000 gallons
The next 75,000 Gallons or fraction thereof used monthly.....	\$9.72 per 1,000 gallons
The next 300,000 Gallons or fraction thereof used monthly.....	\$10.51 per 1,000 gallons
All over 500,000 Gallons or fraction thereof used monthly.....	\$11.29 per 1,000 gallons

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

The first 3,000 Gallons or fraction thereof used monthly.....	\$16.23 per 1,000 gallons
The next 22,000 Gallons or fraction thereof used monthly.....	\$17.89 per 1,000 gallons
The next 175,000 Gallons or fraction thereof used monthly.....	\$19.45 per 1,000 gallons
The next 300,000 Gallons or fraction thereof used monthly.....	\$21.01 per 1,000 gallons
All over 500,000 Gallons or fraction thereof used monthly.....	\$22.57 per 1,000 gallons

Minimum Monthly Water Charges

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

Meter Size	Minimum Monthly Usage	Inside Town	Outside Town
5/8"	2,000 gallons	\$16.23	\$32.46
3/4"	4,000 gallons	\$33.14	\$66.28
1"	6,000 gallons	\$50.84	\$101.66
1 1/2"	11,200 gallons	\$96.76	\$193.52
2"	18,200 gallons	\$158.61	\$317.22
3"	36,200 gallons	\$326.48	\$652.96
4"	58,500 gallons	\$521.76	\$1,043.52
6"	112,000 gallons	\$1,055.90	\$2,111.80
8"	180,000 gallons	\$1,710.32	\$3,420.64
10"	258,000 gallons	\$2,506.89	\$5,013.78

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

Meter Size	Tap Fee
5/8" and 3/4"	\$1,050.00
1"	\$1,575.00
1 1/2"	\$3,400.00
2"	\$4,200.00

Water System Development Fees (Inside & Outside Customers)

Size of Connection	Rated Maximum Capacity	System Development Fees
5/8" and 3/4"	20 gallons	\$2,232.00
1"	50 gallons	\$5,580.00
1 1/2"	100 gallons	\$11,160.00
2"	160 gallons	\$17,856.00
3"	300 gallons	\$35,712.00
4"	500 gallons	\$55,800.00
6"	1,000 gallons	\$111,600.00

Water System Availability/Commitment Fees (Inside & Outside Customers)

Note: For all multi-lot or multi-unit developments, the availability/commitment fee shall apply to each meter to be set based upon connection size.

Size of Connection	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

Charges for Fire Line Connection

Minimum Monthly Charge

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

- INSIDE** Corporate limits of the Town: \$1.92 per square inch/month
- OUTSIDE** Corporate limits of the Town: \$3.84 per square inch/month

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

Diameter of Fire Line	Square Inch Size	Inside Town	Outside Town
2" and smaller	3.14	\$6.03	\$12.06
3"	7.07	\$13.57	\$27.14
4"	12.56	\$24.12	\$48.24
6"	28.26	\$54.26	\$108.52
8"	50.24	\$96.46	\$192.92
10"	78.50	\$150.72	\$301.44

Consumption off of Fire Line

If during any month the detector-check valve meter for the fire line shows consumption of more than 199 gallons of water on the fire line the customer (owner) shall be billed, in lieu of the minimum, according to the following schedule:

Fire Line Size	Gallons	Inside Town	Outside Town
2" and smaller	200 to 18,000 gallons	\$136.62	\$273.24
3"	200 to 36,000 gallons	\$282.82	\$565.64
4"	200 to 56,000 gallons	\$450.62	\$901.24
6"	200 to 112,000 gallons	\$920.50	\$1,841.00
8"	200 to 180,000 gallons	\$1,491.04	\$2,982.08
10"	200 to 258,000 gallons	\$2,186.48	\$4,372.96

**Weaverville
North Carolina**

AN ORDINANCE DECLARING A ROAD CLOSURE FOR THE ANNUAL KIWANIS 5K RUN AND THE WEAVERVILLE INDEPENDENCE DAY "FIRE ON THE LAKE" CELEBRATION

WHEREAS, the Town Council of Weaverville acknowledges a long tradition of supporting the annual Kiwanis 5K run, that benefits the Weaverville and the North Buncombe community; and

WHEREAS, the Town Council of Weaverville acknowledges a long tradition of providing an Independence Day celebration for the pleasure of its citizens; and

WHEREAS, the Town Council of Weaverville acknowledges a 5K run and the Independence Day celebration requires approximately one (1) hour to install signage, and also requires approximately one (1) hour for removing signage, litter, etc.

NOW THEREFORE BE IT ORDAINED by the Town Council of Weaverville pursuant to the authority granted by G. S. 20-169, that we do hereby declare a temporary road closure on the day and times set forth below and the following described portion of a State Highway System route:

5K Run

Date: Wednesday, July 4, 2018

Time: 8 a.m. until 9:30 a.m.

Road Closure Description:

0.35 mi. SR 1725-Weaver Blvd from Brian Center Drive to North Main Street., 0.42 mi. US 19Bus-North Main Street from Weaver Blvd. to Merrimon Avenue., 0.19 mi. SR 2127 South Main Street. from Merrimon Ave. to Brown Street.

Appropriate signage will be placed so as to inform all motorist of the temporary delay and traffic control will be intermittent traffic delays with "Law enforcement agency/agencies or individuals trained in traffic control as set forth in General Statute §20-114.1 and supported by appropriately colored or marked vehicles with high-intensity rotating, flashing, oscillating, or strobe lights used in place of signs and channelizing devices".

Independence Day "Fire on the Lake" Celebration

Date: Wednesday, July 4, 2018

Time: 1:00pm until 11:30pm

Road Closure: That portion of Merrimon Avenue between Bankstown Road and Yost Street

This ordinance to become effective when signs are erected giving notice of the road closures and detour routes, the implementation of adequate traffic control.

Adopted this 18th day of June 2018.


Allan P. Root, Mayor, Town of Weaverville, NC

Attest:


Derek Huninghake, Town Clerk, Town of Weaverville, N.C.



MINUTES

**TOWN OF WEAVERVILLE
STATE OF NORTH CAROLINA**

**TOWN COUNCIL REGULAR MEETING
MONDAY, JULY 16, 2018**

The Town Council for the Town of Weaverville met for its regular monthly meeting on Monday, July 16, 2018, at 7:00 p.m. in Council Chambers within Weaverville Town Hall at 30 South Main Street, Weaverville, North Carolina.

Council Members present were: Mayor Al Root, Councilwoman Dottie Sherrill, Councilman Doug Jackson, Councilman Jeffrey McKenna, Councilman Andrew Nagle and Councilman Patrick Fitzsimmons.

Staff present was: Town Manager Selena Coffey, Town Attorney Jennifer Jackson, Town Clerk Derek Huninghake, Police Chief Alan Wyatt, Fire Chief Ted Williams, Town Planner James Eller, Finance Officer Tonya Dozier, Public Works Supervisor Rick Harper and Water Treatment Plant Supervisor Trent Duncan.

1. Call to Order

Mayor Root called the meeting to order at 7:00 p.m.

2. Approval/Adjustments to the Agenda

Councilman Fitzsimmons asked to delete item 4E (Proposed Amendments to Personnel Policy: Article III Pay Plan) from the Consent Agenda for consideration at a future meeting.

Councilman Jackson made a motion to approve the agenda with the aforementioned revision. Councilman Nagle seconded and all voted in favor of the motion.

3. Approval of Minutes

Councilwoman Sherrill made the motion to approve the minutes from June 4, 2018 Special Called Meeting, June 18, 2018 Special Called Meeting and June 18, 2018 Town Council Regular Meeting as presented. Councilman Nagle seconded the motion and all voted in favor on the approval of the minutes.

4. Consent Agenda

Councilwoman Sherrill moved for the approval of the consent agenda. Councilman McKenna seconded the motion and all voted unanimously to approve all action requested in the consent agenda.

A. Monthly Tax Report – Information Only

B. Ratify Disposal of Surplus Property – Ratified Disposal of Surplus Property

C. Budget Amendment: Re-Appropriations from FY 2017-2018 – Approval of Budget Amendment

D. Adoption of Pay Plan & Position Classification Plan Pursuant to Approved FY 2018-2019 Budget – Adopted the Pay Plan and Position Classification Plan

5. General Public Comment – No Public Comments

6. Special Recognitions

Mayor Root, on behalf of Town Council, presented a plaque in special recognition to Shane Owenby of Piano Emporium for all his assistance and involvement in helping honor Memorial Day, Veterans Day, and Patriot Day at Lake Louise each year.

7. Town Manager's Report

Town Manager Selena Coffey presented her Manager's Report to Council that included bidding for the Concrete Repairs at the Water Treatment Plant have been completed and the Town received one bid from Carolina Specialties, Inc. for \$52,872; Council has a workshop coming up on July 24 at 6 pm in the Town Hall; As of July 16, the former bus garage will be publicly listed with Cindy Ward of Weaverville Realty; Citizens Academy Graduation will be Thursday, July 19 at 6pm and all are invited to attend; she has not received the Greenways Memorandum of Understanding (MOU) yet, but it should be forthcoming soon; she presented a sample firearms sign that would be posted in our Town parks for promoting safety in our parks while balancing firearm regulations; and lastly, the 4th of July event was a huge success, however, with new developments in the works near Lake Louise, the Town will not be able to have fireworks at the current location anymore. Town Manager Coffey asked Council about signing a contract for fireworks next year, since it is a timely manner, or if she should wait until they make a decision on if the Town can find another spot to shoot them off and have fireworks next year.

Mayor Root mentioned that he thought the Town made a mistake when it moved the fireworks from downtown to Lake Louise for financial reasons. However, the law is pretty clear on where you can and cannot have fireworks and we are now at a point where there is no more space available. Mayor Root said for geographical reason we can't do it anymore, but it might be an opportunity to enliven downtown Weaverville in the summer or even have other things to do for families on July 4th.

Council discussed other possible locations to hold the fireworks, directed the Town Manager to come back with some other suggestions as to how the Town might implement other activities for July 4th and advised not to sign the contract until it is determined if there is a place for them.

8. Discussion and Action Items

A. Election of Vice Mayor

Councilman Fitzsimmons nominated Councilman Jackson as Vice-Mayor. Councilwoman Sherrill seconded and all voted in favor of the selection. There were no other nominations.

B. Water Treatment Plant Expansion Report & Recommendations

Randy Hintz from Withers Ravenal discussed the four alternatives considered for the expansion of the Town of Weaverville's water system in the expansion report and recommended to Council that the Intake and Water Treatment Expansion be the preferred option. This option expands the Water Treatment Plant capacity from 1.5 MGD to 3.0 MGD and doesn't require additional permitting from the state, since the allowable withdrawal for the Town of Weaverville is 4.0 MGD. NCDEQ has confirmed this allowable withdrawal and even provided documentation confirming the prior approvals. Mr. Hintz noted that this takes care of the first part in the expansion report, the need for additional capacity, but the second part of the expansion will be to extend another waterline into town to increase water supply. There were three alternatives developed for the waterline extension in the expansion report, and the chosen alternative was to extend a 12 inch line along Clarks Chapel Road until it gets to Ollie Weaver Road, then down the road to tie in to the existing waterline. This line will help support the water supply to the west of I-40, which is currently served by one 6 inch line that goes under I-40. The total cost of the whole project, which includes an inflation factor of 25%, is estimated to be around \$9.6 million. This breaks down to about \$3.0 million for the waterline extension and \$6.6 million for the water treatment plant expansion. The expansion report is attached.

Dennie Martin from WR-Martin covered the financial aspects of the project with Town Council, which consisted of three pieces: a revised Capital Improvements Plan, a summary of the existing Water Fund debt, and a Water Fund financial analysis. With the Capital Improvements Plan being five years old, WR-Martin updated it and substituted a block of other projects that were proposed for the WTP, with the two projects discussed by Mr. Hintz. Mr. Martin and staff recommend that the project be completed in two phases and to do the distribution improvements as the initial application, assuming that the Town will pursue a USDA loan or potentially a grant

because of terms that are more favored to this project. The terms could be a 38 year amortization period, instead of a maximum of 20 years. Mr. Martin feels the distribution system improvements can be done in the first USDA initiative and follow with the WTP improvements over the next year. This allows the Town to have a two year separation in the debt service payments, since a summary of the existing Water Fund debt shows that the Town still has 11 years of debt payments on the old water treatment loan. So the closer the Town can get to having this behind them the better off they are because the last six years would involve double payments. The Water Fund financial analysis is a cash flow analysis that reflects the new audit years and projects revenues from the Enterprise fund over the next ten years based on the numbers from the budget this year. It also reflects the operating and capital expenditures calculated over the same period. The new debt shown for capital outlay includes payments from the USDA loans for the four projects. WR-Martin is trying to avoid three consecutive years of negative net income, so they don't raise any flags in Raleigh. They are doing this by keeping the fund balance around 100%, but it could drop below this towards the end. Plus, they included water rate increases and new customers established to the revenue. Mr. Martin mentioned this is just a preliminary draft and the numbers could change, but it is a great starting point to deciding if we should go ahead with the project.

Council discussed their concerns with the water rates increasing by 14.5% in the first 3 years, the Capital Improvements Plan totaling \$15.77 million, and if the Ivy River would be able to keep supplying this demand for a long period of time.

Mr. Martin mentioned that if Council doesn't want to increase the water rates, there are other options like paying more from fund balance or delaying some of the other WTP projects. Also, these other distribution projects are the reason for the CIP being higher than expected.

Town Manager Selena Coffey mentioned that she really appreciates WR-Martin helping us through this USDA process and making it so that it is more favorable to our customer through the two phases.

C. Code Amendments – Chapter 9, Nuisances

Town Attorney Jennifer Jackson discussed that staff has begun work on reviewing the regulation of nuisances as contained in Chapter 9 of the Town's code and would like to begin discussion with Town Council, so they can give some direction on potential amendments to the regulation of nuisances, including abandoned and junked motor vehicles. She mentioned that the Town has in their ordinance the authority to remove these abandoned and junked vehicles from public streets, public property and private property with the request by the property owner by NCGS 160A-303. However, the ordinance doesn't include NCGS 160A-303.2, which allows for the Town to remove from private property without the consent of the owner. This allows for the Town to remove under health and safety hazards.

Council discussed if this was becoming an issue in the Town and would they like to be acting like a home owner's association.

Town Manager Selena Coffey mentioned that she has dealt with this before in a previous position and what they did was have an incentive where the Town would come remove the property. The Town has not budgeted for this but it is another possibility.

Town Attorney Jennifer Jackson also mentioned that the General Nuisances under Article 2 target Public Health Nuisances, but the Town has the ability to broaden this to more aesthetic issues. However, this does get more complicated to abate under the General Nuisances authority. These abatements typically require court orders, whereas the public health nuisances allow the Town to abate assuming they are following their own ordinances.

Council directed Town Attorney to limit the General Nuisances ordinance to more a health and safety issues.

D. Planning Quarterly Report

Town Planner James Eller presented the Planning Departments Quarterly Report and noted that 33 Zoning Permits and 3 Sign Permits have been issued during this period. The report is attached below.

E. Finance Quarterly Report

Finance Officer Tonya Dozier mentioned that the financial statements are currently under audit and are not available for review yet. The auditor was in house on July 12, 2018 to begin work on the audit, which is August 6 – August 10.

F. Closed Session

Councilman Nagle made the motion to enter closed session as per N.C. Gen. Stat. § 143-318.11(a)(3) to consult with an attorney and § 143-318.11(a)(6) to consider the qualifications, competence, performance, character, fitness, conditions of appointment, of conditions of employment of a public officer or employee, or to hear or investigate a complaint, charge or grievance. Councilwoman Sherrill seconded the motion and by a unanimous vote Council entered into closed session.

[CLOSED SESSION]

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

Upon return to Open Session, Council discussed proposed amendments to Article III Pay Plan of the Personnel Policy, which had been previously removed from the Consent Agenda. Holiday bonuses were discussed and Council directed the Town Manager to come up with alternatives that move away from longevity being the basis for the amount of holiday bonus provided.

Town Council will consider appointments and reappointments on the Zoning Board of Adjustments at their August meeting.

G. Adjournment

Councilman Jackson made the motion to adjourn; Councilman Nagle seconded and all voted to adjourn the Council's meeting at 9.15 p.m.

Derek K. Huninghake

DEREK K. HUNINGHAKE, Town Clerk



Planning Department Report – Q2, 2018

Total Zoning Permits Issued: 33

Residential:

Single family dwellings: 11 Internal upfit or accessory structure: 15

Commercial:

New Commercial: 0 Internal upfit or accessory structure: 7

Sign Permits: 3

Planning and Zoning Board Activity:

April: The Board considered an application for rezoning on an unaddressed parcel on Reagan Lane near the intersection of North Main Street and Weaver Boulevard. The applicant deduced that the Board would pass along a negative recommendation to Council and withdrew the application.

May: The Board met on two occasions during which the majority of their attention was committed to the consideration of a conditional zoning district for Northridge Commons Townhouses.

June: For the third consecutive meeting the Board considered the aforementioned application for a conditional zoning district for Northridge Commons Townhouses. At the conclusion of the meeting and following approximately six hours of deliberation the Board unanimously recommended the project to Town Council.

Zoning Board of Adjustment Activity:

May: The Board heard an appeal of an administrative decision related to the establishment of a mobile food vendor at 320 Merrimon Avenue. Staff had concluded that the use was not present on the property on the date that legislation changed related to mobile food vendors and therefore a new mobile food vendor should not receive nonconforming protection under general statute and municipal ordinance.

June: The Board approved an order denying the aforementioned appeal and affirming a decision of the Zoning Administrator. The order also set a date beginning the appeal period to Buncombe County Superior Court which is set to expire on Monday, July 16.

**Budget Amendment
Town of Weaverville**

What expense accounts are to be increased?




<u>Account</u>	<u>Account Description</u>	<u>Transfer Amount</u>
010-430-431-26250	Police - Drug Ed & Prevention	\$38.13
010-430-431-26608	Police - Cops for Kids	\$9,218.05
010-430-434-26600	Fire - Contributory Expense	\$354.15
030-700-712-35100	Water Production - Repairs/Maint	\$53,500.00

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	\$9,218.05
030-004-310-09900	Water- Appropriated Fund Balance	\$53,500.00

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

Re-appropriations from FY18 Budget to FY19 Budget.

 _____ Authorized by Finance Officer	_____ Date 7/16/18
 _____ Authorized by Town Manager	_____ Date 7/16/18
 _____ Authorized by Town Council (if applicable)	_____ Date 7/16/2018

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.



MINUTES

**Town of Weaverville
State of North Carolina**

**Town Council Special Called Meeting
Tuesday, July 24, 2018**

The Town Council for the Town of Weaverville met for a special called meeting on Tuesday, July 24, 2018, at 6:00 p.m. in Council Chambers within Weaverville Town Hall at 30 South Main Street, Weaverville, North Carolina.

Council members present were: Mayor Al Root, Vice Mayor/Councilman Doug Jackson, Councilman Jeffrey McKenna, Councilwoman Dottie Sherrill, Councilman Andrew Nagle and Councilman Patrick Fitzsimmons.

Staff present was: Town Manager Selena Coffey, Town Attorney Jennifer Jackson, Town Clerk Derek Huninghake, Water Treatment Plant Supervisor Trent Duncan and Public Works Director Dale Pennell.

1. Call to Order

Mayor Root called the meeting to order at 6:02 p.m.

2. Sale of Old Bus Garage

Town Manager Selena Coffey informed Town Council that we have received an offer for the former bus garage for \$350,000, along with a deposit of \$17,500. The bus garage is listed for \$550,000.

Town Attorney Jennifer Jackson mentioned that with Council proceeding under NCGS 160A-269, when the Town receives an offer, we advertise it and have an upset bid period. So the next steps for getting the upset bid period started are Town Council would propose to accept the offer, advertise the offer and then there are 10 days from the publication date to submit sealed qualifying bids to the Town Clerk. Once the 10 day period is up, the Town Clerk will open the sealed bids and advertised the new highest bid. This procedure shall be repeated until no further qualifying upset bids are received, at which time Council may accept the offer and sell the property to the highest bidder or reject all offers.

Town Council had discussions about the offer being low compared to the listing price and that it had only been on the market for about a month. However, if they propose to accept the offer then it will get the ball rolling and allow the upset bid period to start, so that more qualifying bids can be submitted. Council always has the final option at the end to reject or accept the offer.

Councilman Jackson made a motion to propose to accept the offer received with a cash price of \$350,000, direct that a notice of said offer be published as set forth in NCGS 160A-269, and direct the town clerk to re-advertise any qualifying upset bids received until 10-day upset bid period elapses without any new bids being received, at which time Town Council will consider acceptance of the offer and sale to the highest bidder. Councilman Nagle seconded the motion. The motion passed by a unanimous vote of Council. Motion carries on 5-0 vote.

3. Water Treatment Plant Expansion

Mayor Root noted that Council and staff have been reviewing the best options for expansion of the Water Treatment Plant for a long time and he agrees with Dennie Martin from WR-Martin, that the plant expansion is the most desirable approach. Mayor Root also believes a good case was made for proceeding in two phases and to move ahead with directing staff to pursue the USDA grant/loan application.

Council discussed the possible interest rates on the USDA loan, if they would have to place assets as collateral during the loan process and if they were locked in to the USDA loan once it was submitted.

Alice Briggs, Grant Manager for WR-Martin, mentioned that she would be working with the Town on putting the application together if they choose that option. USDA adjusts there rates every quarter and the current quarter rate through September 30 is 3.875%. These rates could increase after this quarter, but the rates are locked in once the application is received.

Steven Miller, Financial Strategist for WR-Martin, mentioned that initially during the construction period the Town would have an interim bank loan with the assets being pledged as collateral for the bank. Once the construction is complete, the bank loan is paid off by USDA and the debt is converted to revenue bonds secured only by the anticipated revenue within the public enterprise fund.

Town Manager Selena Coffey noted that this would be a USDA loan, instead of a grant since the Town wouldn't qualify for the grant because of their median household income. However, a positive about the USDA loan is it can extend for 40 years, as opposed to a traditional bank loan that goes for only 15 or 20 years. Also, the Town can pay it off early without penalties. Town Manager Coffey reminded Council that right now the USDA funds are available, but we don't know going forward with the new federal budget whether the program will continue to be funded.

Town Attorney Jennifer Jackson mentioned that once the application is submitted, Council can always decide to go another route without being locked in to the USDA loan.

Council determined that with a critical date of October 1, 2018, they need to hurry to get the USDA application in before interest rates increase and to make sure that there are still funds available in the budget before the new federal fiscal year begins.

Councilman Jackson made a motion to authorize staff, with the assistance of WR-Martin, to proceed with preparing a USGA grant/loan application for the line extension project following the Ollie Weaver route for anticipated submission by the October 1, 2018, USDA application deadline . Councilman Fitzsimmons seconded the motion. The motion passed by a unanimous vote of Council. Motion carries 5-0.

4. Adjournment

Councilman Nagle made the motion to adjourn; Councilman McKenna seconded and all voted to adjourn the Council's meeting at 6:30 p.m.



Derek K. Huninghake, Town Clerk



MINUTES

**TOWN OF WEAVERVILLE
STATE OF NORTH CAROLINA**

**TOWN COUNCIL REGULAR MEETING
MONDAY, AUGUST 20, 2018**

The Town Council for the Town of Weaverville met for its regular monthly meeting on Monday, August 20, 2018, at 7:00 p.m. in Council Chambers within Weaverville Town Hall at 30 South Main Street, Weaverville, North Carolina.

Council Members present were: Mayor Al Root, Councilwoman Dottie Sherrill, Councilman Doug Jackson, Councilman Jeffrey McKenna, Councilman Andrew Nagle and Councilman Patrick Fitzsimmons.

Staff present was: Town Manager Selena Coffey, Town Attorney Jennifer Jackson, Town Clerk Derek Huninghake, Police Chief Alan Wyatt, Fire Chief Ted Williams, Town Planner James Eller, Finance Officer Tonya Dozier, Public Works Director Dale Pennell and Water Treatment Plant Supervisor Trent Duncan.

1. Call to Order

Mayor Root called the meeting to order at 7:00 p.m.

2. Approval/Adjustments to the Agenda

Town Attorney Jennifer Jackson mentioned that item A under Closed Session (To consult with an attorney employed or retained by the public body in order to preserve attorney-client privilege) could be omitted.

Councilwoman Sherrill made a motion to approve the agenda with the aforementioned revisions. Councilman Fitzsimmons seconded and all voted in favor of the motion.

3. Approval of Minutes

Councilwoman Sherrill made the motion to approve the minutes from July 16, 2018 Town Council Regular Meeting and July 24, 2018 Special Called Meeting as presented. Councilman McKenna seconded the motion and all voted in favor on the approval of the minutes.

4. Consent Agenda

Councilman Jackson moved for the approval of the consent agenda. Councilwoman Sherrill seconded the motion and all voted unanimously to approve all action requested in the consent agenda.

- A. FY 2017-2018 Tax Collector's Settlement** – *Approval of the Resolution Approving the Tax Collector's Settlement for Fiscal Year 2017-2018*
- B. Tax Release** – *Approved Tax Release of \$164,501 in valuation from Kenneth Lovelace property identified as PIN 9732-70-0078 for 2010, so \$896.51 can be released from the 2010 levy.*
- C. Budget Amendment: Re-Appropriations from FY 2018-2019 Budget** – *Approval of Budget Amendment*
- D. Road Closure Ordinance: North Buncombe Homecoming Parade & Art in Autumn** – *Approval of Road Closure Ordinance for North Buncombe Homecoming Parade on Sept. 28, 2018 and Art in Autumn on Sept. 15, 2018.*
- E. Board Appointments: Planning and Zoning Board, Board of Adjustment & ABC Board** – *Appointed Sylvia Valois as regular member of the Board of Adjustment and reappointed Cynthia Wright of the Board of Adjustment to serve three-year terms beginning in September 2018. Appointed Gene Knoefel as alternate member on Board of Adjustment for an unexpired term beginning September 2018 and expiring September 2019.*

Reappointed Gary Burge and Catherine Cordell and Appointed Steve Warren as regular members of the Planning and Zoning Board to serve two-year terms beginning in September 2018. Reappointed John Chase to serve as alternate member on the Planning and Zoning Board to serve a two-year term beginning September 2018. Reappointed Roney Hilliard to the ABC Board to serve a three year term beginning in September 2018 and that Rob Chason be designated as the ABC Board Chairmen.

- F. Waterline Acceptance/Authorization for Stall Level Approval – Bulls Bay, LLC – Central Avenue Subdivision** – *Approval of Waterline Extension into Town’s Water System subject to Staff level and set the improvement defects guaranty amount of \$1500.00*
- G. Re-Subdivision of Lot 55 of Reems Creek Village – Preliminary/ Final Plat Approval** – *Approval of Preliminary/Final Plat of the Re-Subdivision of Lot 55 of Reems Creek Village*
- H. Appointment to the French Broad River Metropolitan Planning Organization & Transportation Advisory Committee** – *Appointed Councilman McKenna as the Town of Weaverville representative on the French Broad River Metropolitan Planning Organization and Transportation Advisory Committee with his term beginning immediately.*

- 5. General Public Comment** – Doug Theroux signed up to speak about the Hawthorne at Garrison Branch action item, and Mayor Root exercised his discretion to have Mr. Theroux speak when Council got to that specific item.

6. Town Manager’s Report

Town Manager Selena Coffey presented her Manager’s Report to Council that included the Town has received an upset bid on the former Bus Garage at 13 Central Avenue in the amount of \$367,550. This has been published and any future upset bids must be received by August 27,2018; Due to legislative changes, the elections early voting period this year opens on Wednesday, October 17, instead of October 18 but will run through November 3; An update on ServLine shows that only 65 customers have opted out of the program and 100 customers have opted in to the optional line protection program; and the Town has reviewed the Greenways Memorandum of Understanding (MOU) and is waiting for further comments from Buncombe County but hopes to have the final MOU to Council by Septembers meeting.

7. Discussion and Action Items

A. Appointment of Tax Collector and Order for Collection for FY 2018-2019

Town Manager Selena Coffey informed Town Council that the current tax collector Debbie Bruce will be retiring on October 1, 2018 and asked them to appoint Derek Huninghake as the Town’s Tax Collector and Debbie Bruce as Deputy Tax Collector until the effective date of her retirement. She also mentioned that after appointing the Tax Collector, Town Council must approve the bond to be issued for the tax collector and adopt the Order of Collection for FY 2018-2019.

Councilman Jackson made a motion to appoint Derek Huninghake as the Town’s Tax Collector and that Debbie Bruce be appointed as Deputy Tax Collector until her retirement, that the bond amount be set at \$250,000 for the Tax Collector and Deputy Tax Collector through June 30, 2019, and that the Resolution Adopting the Order of Collection for FY 2018-2019 be adopted. Councilman Fitzsimmons seconded the motion. The motion passed by a unanimous vote of Council.

Town Attorney Jennifer Jackson administered the Oath of Office to Derek Huninghake

B. Waterline Extension and Allocation Request – Hawthorne at Garrison Branch

Planning and Zoning Board Chairman Doug Theroux commented that he didn’t have any issues with this project, but would first like to see the actual acreage the developer owns, since GIS doesn’t reflect the 25 acres needed for this project and if the Town can have the annexation procedure completed before the water is provided.

Public Works Director Dale Pennell informed Town Council that before them was a water commitment request for the project known as Hawthorne at Garrison Branch, formerly known as Northpoint Commons. The water

allocation request is for 66,000 GPD with peak demand of 234 gallons per minute. Public Works Director Pennell's recommendation is that we can serve this development with approximately 1,000 linear feet of water main constructed to reach the property and with 2-inch residential meters serving each residential unit at each building by branching off a waterline that is a minimum of 6-inches in diameter within the proposed development.

Town Attorney Jennifer Jackson addressed Council about the legalities of this process and mentioned that in front of them tonight was a request for water allocation. Before any development can get out of the ground, they will need to know that they have access to water because these multi-family residential units can't be easily served by wells. In order to evaluate this project, Council will usually get a preliminary conceptual idea showing what is going to be on the property. She noted that this is not a development review or approval, so if Council decides to approve the allocation it doesn't mean the development project has been approved. Councils practice has been to require these projects to annex into the Town as condition of water commitment approval and have developmental approvals go through the Town, not the County.

Marvin Mercer, Mercer Design Group, commented that the number of units decreased due to the architects' configurations not allowing for 240 units with a mixture of 2, 3, and 4 bedroom units, therefore the water allocation request is lower. He also noted that the GIS system was wrong because the developer had the property surveyed by Holmes & Associates after last meeting and it showed that they were over the 25 acres. They can give Town Council a copy of the survey if they would like. Mr. Mercer mentioned that they have listened to all the Town Departments input and implemented them into the plan.

Town Council discussed concerns with the project being constructed under the county standards, instead of the Towns standards and wondered why the number of units was lowered, but is now back up to 234.

Phil Payonk, Hawthorne Residential Partners, commented that considering the length of time on this approval process, his partners would look to build to county standards and then annex into the Town after the project has been completed. They are getting close to the end of the due diligence phase and wouldn't really have time to go through another long process like annexation. As for the number of units, Mr. Payonk doesn't remember lowering the number of units past 234, but with acquiring more land and reducing the overall density, they have incurred more costs that need to be accounted for. He stated that the real issue is they would have to go buy the property from the owner for \$1.6 million and then come back around to Council and see if they can get full approval.

Mayor Root commented that as for the delay issue, Mr. Payonk and Mr. Mercer have been contacting the Town throughout this process, so he believes they have been trying to get before the Town. However, Mayor Root noted the main issue is the Conditional Zoning District process, since it would give the Town the control of the process instead of ceding control to the county.

Town Attorney Jennifer Jackson confirmed that since this is a high density residential project, when the developers get annexed in, they will ask to be in the R-12 zoning district. Unfortunately, the R-12 zoning district doesn't give any rights or stated standards, so they don't have any assurance that they can build if they meet all the standards.

Councilman Nagle commented that the water allocation will be approved, if it is annexed into the Town and constructed under our conditions.

Tom McClellan, Attorney, mentioned that his clients have agreed to two things, a voluntary annexation and building the development in accordance with the plans submitted to the Town. The main problem is procedurally, since they can't ask for annexation or their zoning until the property is acquired. This puts his clients in a financial predicament because what if they buy the project for \$1.6 million and can't build the development to their standards.

Councilman Fitzsimmons made a motion to approve a water allocation of 66,000 gallons per day with a peak demand of 234 gallons per minute for domestic and fire protection services, to serve the Hawthorne at Garrison Branch project based on the conditions that the developer will 1.) Seek voluntary annexation into the Town of Weaverville, 2.) Provide proof of land size at 25 plus acres, 3.) Build development under confines of Town standards, and 4.) Will look substantially similar in design standards as the other Hawthorne buildings. Councilman Nagle seconded the motion.

1. Recess

Mayor Root recessed the meeting at 8:16 pm.

2. Reconvene/ Call to Order

Mayor Root called the meeting back to order at 8:27 pm.

Town Manager Selena Coffey mentioned that Council is only considering the water commitment tonight. The project will go in front of the Planning and Zoning Board when the petition for the voluntary annexation is received.

Mayor Root called for a vote on the motion. The motion failed with a 1-4 vote. Councilman Fitzsimmons was the only affirmative vote.

Councilman Nagle made a motion to approve a water allocation of 66,000 gallons per day with a peak demand of 234 gallons per minute for domestic and fire protection services, to serve the Hawthorne at Garrison Branch project which is proposed as a 234-unit residential apartment project with a pool and community buildings and the extension of the Town's water system to include construction and installation of a 12-inch water main extension from the existing 12-inch water main at or near the intersection of Monticello Road and Ollie Weaver Road to the property, and a minimum of a 6-inch water main through the property from Ollie Weaver Road to Garrison Branch Road intersection, and with such approval being conditioned upon: voluntary annexation into the Town's municipal limits and development reviews and approvals by the Town upon annexation. Councilman Fitzsimmons seconded the motion. Motion passed with a 5-0 vote.

C. Water System Capital Improvement Project

Town Manager Selena Coffey mentioned that before Town Council was a Resolution on Intent to Apply and Selection of Authorized Personnel and the Reimbursement Resolution. Once approved, both these resolutions will go towards the waterline extension project. She also noted that the Town publicized a Request for Qualification for Engineering Services for the USDA-Funded Water System Improvement Project as approved by Council at the July meeting and two proposals were received. Town Manager Coffey has reviewed them both and believes that Withers-Ravenel's qualifications are best aligned with the Town's objectives and recommends that Council award the project to them.

Town Manager Coffey and Jessica Lane, WR-Martin discussed with Council that the Federal government changed the USDA application deadline to August 17, 2018, which was last week so the Town wasn't able to get their application in on time. However, since the Federal Government usually accepts applications on a first-come, first-serve basis, the plan is to go ahead with the USDA application in the new allocated budget starting in October 2018.

Councilman Nagle made a motion to adopt the attached reimbursement resolution and resolution of intent to apply for USDA funding and, based on the Town Manager's recommendation, select and award the professional engineering services contract to WithersRavenel for Phase I waterline extension improvements and application for USDA financing. Councilman Jackson seconded the motion. The motion passed with a 5-0 vote from Council.

D. Fire Department Quarterly Report

Fire Chief Ted Williams presented the Weaverville Fire Departments Quarterly Report for May 2018 – July 2018. Chief Williams noted that there were no structural fires this quarter, however, EMS calls and motor vehicle accidents increased, and they installed 31 car seats and conducted 54 commercial business inspections.

E. Police Department Quarterly Report

Police Chief Alan Wyatt presented the Weaverville Police Departments Quarterly Report for May 2018 – July 2018. Chief Wyatt noted that there were 50 vehicle crashes this quarter with 13 individuals injured, one armed robbery in July, and felony and drug charges are staying around the same amount as last quarter.

F. Closed Session

Councilman Jackson made the motion to enter closed session as per N.C. Gen. Stat. § 143-318.11(a)(6) to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee. Councilwoman Sherrill seconded the motion and by a unanimous vote Council entered into closed session.

[CLOSED SESSION]

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

G. Adjournment

Councilman Jackson made the motion to adjourn; Councilman Nagle seconded and all voted to adjourn the Council's meeting at 9.15 p.m.

Derek K. Huninghake
DEREK K. HUNINGHAKE, Town Clerk