

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

**TOWN COUNCIL AGENDA**  
**Monday, December 16, 2024**  
**Regular Meeting at 6:00 pm**

Livestreaming of meeting via the “Live” Tab on the Town’s YouTube Channel –  
 Click this link: [Youtube.com Weaverville NC government Live streams](https://www.youtube.com/watch?v=...) ;  
 Meeting recordings viewable under the “Videos” Tab  
*(unless technical difficulties are experienced)*

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<b>1. Call to Order</b> .....		Mayor Fitzsimmons
<b>2. Approval/Adjustments to the Agenda</b> .....		Mayor Fitzsimmons
<b>3. Conflict of Interests Statement</b> .....		Mayor Fitzsimmons
<b>4. Community Recognition – Gary Burge</b> .....		Vice Mayor Chase
<b>5. Consent Agenda</b> .....		Interim Manager Harris
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<b>7. General Public Comments</b> (see below for additional information) .....		Mayor Fitzsimmons
<b>8. Discussion &amp; Action Items</b>		
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B. Maple Trace Annexation and Street Acceptance .....	94	Jennifer Jackson & Staff
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E. Quarterly Report – Public Works and Water .....	129	Public Works Dir. Pennell
<b>9. Closed Session</b> .....		Mayor Fitzsimmons
N.C.G.S. §143-318.11(a)3. To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged.		
<b>10. Adjournment</b> .....		Mayor Fitzsimmons

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



## **Town Council Workshop - November 12, 2024 Minutes**

Tuesday, November 12, 2024 at 6:00 PM

Town Council Chambers, Town Hall

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

Roll Call - Present: Vice Mayor John Chase, Council members Doug Jackson, Catherine Cordell, Michele Wood, Dee Lawrence

Absent: Mayor Patrick Fitzsimmons and Peter McGuire (Zoom remote participation)

Staff Present- Interim Town Manager Scottie Harris, Finance Director Tonya Dozier, Town Clerk Tamara Mercer, and A/V Coordinator Lauren Ward.

### **2. Town Manager Hiring Update and Action**

#### **2.1 Introduction of Steve Straus and Developmental Associates, LLC**

Vice Mayor Chase introduced Mr. Steve Straus, President of Developmental Associates, LLC, who was joining the meeting via Zoom.

By remote participation Mr. Straus provided their company background in the industry and reviewed the upcoming timeline for the Town Manager search. He explained their objective and systematic candidate assessments of resumes, interviews, evidenced based managerial communications, project management, assessing institutional knowledge and experience, competency, analysis, emotional intelligence, skills, and finally coaching.

#### **2.2 Overview of Hiring Process**

Mr. Strauss provided an overview of the hiring process thus far, noting that the position began advertising on October 28th with 16 applicant submissions received since. The Town Council is scheduled to receive the screened applicants on December 5th and telephone screening of selected applicants will be conducted through December 18th. Town Council will choose the top five candidates to proceed to an assessment center that Developmental Associates will conduct on January 16th and 17 of 2025. Town Council will then select two or three candidates for in-person interviews with a goal of selecting a Town Manager by the end of January 2024.

2.3 **Public Input Opportunities**

Mr. Straus and Mayor Fitzsimmons indicated that public input opportunities were included within the process, including an on-line citizens' survey that would be conducted by Developmental Associates, with information gathered and considered during the hiring process.

2.4 **Town Council Questions/ Comments**

There was a general question-and-answer period regarding the job description, candidate assessment screening, recruitment methods, the search approach, and the upcoming schedule for finding the next Town Manager.

2.5 **Town Council Action to Approve Development Associates**

The Town of Weaverville proposal included recruitment, screening, selection process, references, and a debrief coaching with the Town Council, but does not include out-of-pocket advertising fees.

*Motion to approve the contract with Developmental Associates, LLC, as presented.*

*Moved by:* Doug Jackson

**Aye** Doug Jackson, Dee Lawrence, John Chase,  
Catherine Cordell, and Michele Wood

**Carried 5-0**

**3. Public Input**

Darla Letourneau, Town of Weaverville resident, stated she was in favor of this approach, and she wants community engagement to be a focus of the town manager and wants more opportunities in the hiring process.

Jeff McKenna, Town of Weaverville resident, requested that the next manager live in the Town of Weaverville or nearby, as another natural disaster or emergency would require that the person is physically here. He was concerned that a manager does not work remotely, and they are available on a day-to-day basis and concentrates on long-range planning.

Mayor Fitzsimmons pointed out the citizens survey for additional public engagement will be coming out soon. Vice Mayor Chase added that the public may email to: Public Comment <[public-comment@weavervillenc.org](mailto:public-comment@weavervillenc.org).

Council Member Jackson noted that only two people addressed the topic, to which Council Member Lawrence said he was concerned with communications. Council Member Cordell added that the job description addressed a key priority for the manager to be a local resident who establishes collaborative relationships with the community.

**4. Adjournment**

There being no further business and without objection, Vice Mayor Chase adjourned the meeting at 6:35 p.m.

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Tamara Mercer, Town Clerk

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Patrick Fitzsimmons, Mayor

Draft





## Town Council Regular Meeting - November 18, 2024 Minutes

Monday, November 18, 2024 at 6:00 PM

Town Council Chambers, Town Hall

### 1. Call to Order

Roll Call - Mayor Patrick Fitzsimmons, Vice Mayor John Chase, Council members Doug Jackson, Catherine Cordell, Michele Wood, Peter McGuire, Dee Lawrence

Staff Present- Interim Town Manager Scottie Harris, Town Attorney John Henning, Planning Director James Eller, Public Works Director Dale Pennell, Police Chief Somer Oberlin, Water Treatment Plant Supervisor Randall Wilson, Town Clerk Tamara Mercer, Community Center Coordinator Sarah Myers, and Town Planner Graham Crawford and A/V Coordinator Lauren Ward

### 2. Approval/Adjustments to the Agenda

Mayor Fitzsimmons added agenda two items under section 7: Weaverville Economic Development Committee Update and Community Center Staffing and Budget Amendment.

He read an email of support from Weaverville's Sister City, Weaverville, California who are taking up monetary collections in the aftermath of the Helene Storm disaster.

*Motion to approve and adopt agenda as adjusted with items added.*

*Moved by:* Catherine Cordell

**Aye** Peter McGuire, Doug Jackson, Dee Lawrence, Patrick Fitzsimmons, John Chase, Catherine Cordell, and Michele Wood

**Carried 7-0**

### 3. Conflict of Interests Statement

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

### 4. Consent Agenda

Interim Town Manager Harris reviewed the following consent agenda items:

4.1 Minutes of September 17, 2024, Town Council Workshop Meeting

- 4.2 Minutes of September 23, 2024, Town Council Regular Meeting
- 4.3 Minutes of October 28, 2024 Town Council Meeting
- 4.4 Monthly Tax Report, Refunds and Releases
- 4.5 Budget Amendment - Police Department
- 4.6 Budget Amendment - Community Center
- 4.7 Water Commitment Renewal- Windsor Built Homes/ Reems Creek Rd.
- 4.8 Annual Update to Comprehensive Land Use Plan- Set Public Hearing

In response to Council member Cordell's concerns about spot zoning in the growth areas specifically Growth area 2 and 3, Monticello Road and Ollie Weaver Road, Attorney Henning explained that in the definition of spot zoning is for a small parcel or a number of parcels of land under single ownership who receives a benefit or a burden to that owner than other surrounding parcel owners, that are otherwise uniformly zoned. The revised changes address development potential for the growth areas under the Comprehensive Land Use Plan and are not considered spot zoning. It is not illegal to reconsider the uses as a whole, and its practical implications for future development noted Attorney Henning.

*Motion to adopt and approve the consent agenda items as presented.*

*Moved by:* John Chase

**Aye** Peter McGuire, Doug Jackson, Dee Lawrence, Patrick Fitzsimmons, John Chase, Catherine Cordell, and Michele Wood

**Carried 7-0**

## **5. Interim Town Manager's Report**

Interim Town Manger Harris provided information and updates on the following:

- Fire Station Solar Panel project completed
- Debris Removal, Southern Disaster Recovery, DEQ permit at the Temporary Debris Management Site
- Damage Assessment Update of Town Facilities and properties
- Annexation site updates: Maple Trace subdivision, AdventHealth, 21 Parker Cove Road
- HR Outsourcing Audit Update
- Succession Planning
- Upcoming events calendar

## **6. Public Comment**

Jane Jaskovich, non-resident, said she is protesting the annexation and rezoning of 21 Parker Cove Road with concerns of the viability of project, density, site plan, hill slope, flooding and mudslides, parking, character unit type, and the shared common areas.

Eileen Poulos, non-resident, said she is opposed to the development at 21 Parker Cove Road as she is concerned with the incompatible use, density, and she questions single-family residential.

Jeff Kniffin, non-resident, questioned the layout of the proposed development as to the parking and lack of garages, garbage, crime, and property values at 21 Parker Cove Road.

Leslie David, non-resident, said she was opposed to the annexation and proposed development located at 21 Parker Cove Road due to traffic concerns, evacuation, and emergency services, and ingress and egress along Reems Creek Road and Pleasant Grove Road.

George Battaglia, non-resident, said he agreed with the other comments and is opposed to 21 Parker Cove Road annexation and development request.

Nancy Neils Nelson, non-resident, was opposed to the 21 Parker Cove Road project and she described the area. She was concerned with the future growth and environmental protections.

Darla Letourneau Town of Weaverville resident, addressed the Town Manager selection process, and the citizens' survey. She was concerned with residents' survey input addressing top priorities and leadership qualities in a Town Manager.

Councilmember Wood stated the request for annexation located at 21 Parker Cove Road is under the purview of the Town Council to deliberate. Without annexing the property as requested the property would be subject to County zoning. Councilmember Cordell agreed that Town Council would address the proposed annexation request as it has in previous cases, and she cited Lily Farms as a similar project with the Town of Weaverville.

## **7. Discussion & Action Items**

### **7.1 ABC Audit Presentation & Report**

Rob Chason, ABC Board Chairman, reviewed the Fiscal Year 2023-24 Audit report certified by Burleson & Early, CPA firm. He highlighted the summary including gross sales just under 5 million, with over \$400,000 distributed to the Town for Law Enforcement, alcohol education programs, which has a \$23,393 or 5% gain over the prior year.

In response to questions he noted that other stores saw a decrease in sales as well and that the store employees six full-time employees and four part-time staff which is listed under details in the report.

### **7.2 Tropical Storm Helene Update and Action**

Manager Harris said staff was presented with a different option on disaster recovery administrative services. Land of Sky Regional Council (LOSRC) is providing these services to several jurisdictions in the area and staff opted to keep this service local with LOSRC, a public non-profit entity. The executed Interlocal Memorandum of Agreement for these needed services was attached and showed that the fees are based on actual time spent but are estimated at \$15,000 through the end of this fiscal year. The agreement can be amended to extend into next fiscal year if needed.

The Town has already received its initial FEMA public assistance funding and the Finance Director recommends that a grant project ordinance be adopted in order to centralize all revenues and expenditures related to the storm. A draft grant project ordinance was presented for review and approval. Budget amendments will be brought back to Town Council from time-to-time in order to accurately reflect actual expenditures.

*Motion to approve and ratify the Interlocal Memorandum of Land of Sky Regional Council Agreement for disaster recovery administrative services and adopt the grant project ordinance as presented.*

*Moved by:* John Chase

**Aye** Peter McGuire, Doug Jackson, Dee Lawrence, Patrick Fitzsimmons, John Chase, Catherine Cordell, and Michele Wood

**Carried 7-0**

Manager Harris reviewed the Tropical Storm Helene updates. He reported on the procedures for debris collections giving the scope of pick-ups such as root sizes, vegetative, and tree truck removal procedures. Southern Disaster Recovery, (SDR) is the sub-contractor, working in cooperation with Buncombe County, Woodfin, Weaverville, and Biltmore Forest. Public Works Department continues to collect and address more efficient processes. We have received 1.8 million from FEMA in recovery assessments.

There was a question-and-answer period for residential and commercial debris collections, clean-up efforts for vegetative debris and disaster debris, ingress and egress ramps to I-26, NCDOT, the Army Corps, SDR contractor, and rights-of-ways, local private and public roadways, and the contracted scope of work.

### 7.3 **Weaverville Economic Development Advisory Committee Update**

Mr. Phil Barnett, Chairman of the Weaverville Economic Development Advisory Committee, addressed Town Council and gave a summary of WEDAC meetings garnering economic opportunities, committees' suggestions, specific sites for promotions, including specifically the old Balcrank factory.

The Balcrank property was noted as being a superfund site although there is information that suggests that the environmental contamination is now negligible. An open house event is scheduled for the property, 115 Reems Creek Road, on December 5th at from 2:00 - 4:00, for the public to view the over 132,000 square foot space and to garner interest in projects and possibilities for this property, such as artist studios and gallery spaces.

### 7.4 **Community Center Staffing and Budget Amendment**

Manager Harris discussed with Council the need for additional staffing at the Community Center/Recreation Complex. He recommended that the newly authorized Recreation Assistant position be made into a full-time benefited position in order to provide additional staffing and to increase the interest in the position. He also indicated that a thorough review of the staffing needs at the Community Center and Recreation Complex is needed to determine a sustainable approach to providing this important and popular programming. Town Council supported the idea of bringing back some recommendations on this and on a community engagement position.

There was a question-and-answer period regarding the programs, operating center hours, outdoor recreation hours, events, community opportunities and feedback, and the reclassification of the part-time position.

*Motion to approve a full-time Recreation Assistant and the related budget amendment as presented.*

Moved by: John Chase

**Aye** Peter McGuire, Doug Jackson, Dee Lawrence, Patrick Fitzsimmons, John Chase, Catherine Cordell, and Michele Wood

**Carried 7-0**

7.5 **Finance Department Quarterly Report**

Finance Director Dozier provided the quarterly report and explained tax levy collections, reviewed trends for sales tax, and detailed budget expenditures. She addressed the process as we receive the FEMA funding, currently is 1.8-million. The NCLM (North Carolina League of Municipality) insurance coverages claims and deductibles. We are meeting with our FEMA representatives.

7.6 **Police Department Quarterly Report**

Chief Oberlin provided the quarterly report for emergency services, accidents and incidents, funding, evidence procedures, and training and professional development. Chief Oberlin said larceny incidents and auto break-ins are on the rise in the aftermath of the storm. The patrols are conducting more well-fare checks. She noted that there was an attempted cyber-security attack on the Police Department attempted cyber-security attack. Staff worked with the State taskforce, School of Government, and National Guard on the investigation.

Chief Oberlin highlighted the Community Resource program implemented by Seargent Andy Mace.

7.7 **Fire Department Quarterly Report**

Chief Harris provided the Weaverville Fire Department report and reviewed the data, highlighting the public education and fire prevention programs.

**10. Adjournment**

There being no further business and without objection, Mayor Fitzsimmons adjourned the meeting at 8:05 p.m.

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Tamara Mercer, Town Clerk

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Patrick Fitzsimmons, Mayor

**TOWN OF WEAVERVILLE  
TOWN COUNCIL AGENDA ITEM**

**MEETING DATE:** December 16, 2024  
**SUBJECT:** Monthly Tax Report  
**PRESENTER:** Tax Collector  
**ATTACHMENTS:** Monthly Tax Report Summary  
TR-401G Net Collections Report for November 2024

**DESCRIPTION/SUMMARY OF REQUEST:**

Buncombe County has provided the monthly net collections report with data through the end of November 2024 and a request for tax releases/refunds.

A summary of the monthly tax report is provided and shows that **49.79% of the Town's property taxes have been collected as of the end of November** (which is very typical at this time of year). This totals \$2,142,279 out of the \$4,302,702 total tax levy (real property, personal property, and business personal property). At the end of November 2024 there was \$2,160,423 left to collect of the 2024 property taxes.

The Motor Vehicle Levy Releases/Refunds report for November has not yet been received and will be included on the December tax report.

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

Nov 2024	Property Tax Levy Release/Refund	\$10.45
Nov 2024	Motor Vehicle Levy Release/Refund	TBD

**COUNCIL ACTION REQUESTED:**

The monthly report is provided for information only.

Town Council action to approval of the tax releases/refunds is requested. The following motion is suggested:

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

**Town of Weaverville  
MONTHLY TAX REPORT  
FY 2024-2025**

**Tax Year 2024**

**Summary for YTD Nov 2024:**

Original Billed Amts	\$	4,297,291
Abs Adj (Adjustments by Assessor)	\$	(1,689)
Bill Releases	\$	(40)
Discovery Levy	\$	5,305
Additional Levy	\$	1,835
Net Levy	\$	4,302,702
<b>Total Current Year Collections</b>	<b>\$</b>	<b>2,142,279</b>
<b>% Collected</b>		<b>49.79%</b>
<b>Total Left to be Collected:</b>	<b>\$</b>	<b>2,160,423</b>
Prior Years Tax Paid	\$	2,060
Prior Years Interest Paid	\$	176

Report Parameters:

Date Sent to Finance Start: **Min - November 1, 2024**      Date Sent to Finance End: **Max - November 30, 2024**      Abstract Type: **BUS,IND,PUB,REI,RMV**  
 Tax District: **WEAVERVILLE**

Levy Type: **Admin Expense, Advertisement Fee, Attorney Fee, Collection Fee 5, Collection Fee 9, Cost, Docketing Expense, EXPENSE, FEE INTEREST, Garnishment Fee, Interest, LATE LIST PENALTY, Legal Ad Expense, NSF Penalty, Postage Expense, Sheriff Service Fee, SPECIAL ASSESSMENT, STORMWATER, TAX, VEHICLE FEE, WEAVERVILLE TAX**  
 Tax Year: **2024, 2023, 2022, 2021, 2020, 2019, 2018, 2017, 2016, 2015, 2014, 2013, 2012, 2011, 2010, 2009, 2008, 2007, 2006, 2005, 2004**      Year For: **2024, 2023, 2022, 2021, 2020, 2019, 2018, 2017, 2016, 2015, 2014, 2013, 2012, 2011, 2010, 2009, 2008, 2007, 2006, 2005, 2004, 2003**      Collapse Districts: **Y**

Default Sort-By: **Tax Year**      Grouping: **Tax District,Levy Type**

Fiscal Year Activity from July 1, 20XX to November 30, 2024												Activity from November 1, 2024 to November 30, 2024			
Tax Year	Orig. Billed Amt (\$)	Abs. Adj (\$)	Bill Releases (\$)	Disc. Levy (\$)	Net Levy (\$)	Collection Fee Amt (\$)	Amt Collect. (\$)	% Coll.	Unpaid Balance (\$)	% Uncoll.	Amt Collect. (\$)	Abs. Adj (\$)	Bill Releases (\$)	Assessor Refunds (\$)	Additional Levv (\$)
<b>TAX DISTRICT: WEAVERVILLE      LEVY TYPE: Interest</b>															
2023	0.00	0.00	0.00	0.00	0.00	0.00	6,582.01	0.00	0.00	0.00	0.22	0.00	0.00	0.00	0.00
2022	0.00	0.00	6,582.01	0.00	0.00	0.00	NA	NA	NA	NA	0.00	0.00	0.00	0.00	0.00
2021	0.00	0.00	0.00	0.00	0.00	0.00	4,861.85	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2020	0.00	0.00	0.00	0.00	0.00	0.00	5,059.05	0.00	0.00	0.00	8.24	0.00	0.00	0.00	0.00
2019	0.00	0.00	0.00	0.00	0.00	0.00	NA	NA	NA	NA	0.00	0.00	0.00	0.00	0.00
2018	0.00	0.00	0.00	0.00	0.00	0.00	11,905.62	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2017	0.00	0.00	0.00	0.00	0.00	0.00	NA	NA	NA	NA	0.00	0.00	0.00	0.00	0.00
2016	0.00	0.00	0.00	0.00	0.00	0.00	5,056.63	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2015	0.00	0.00	0.00	0.00	0.00	0.00	NA	NA	NA	NA	0.00	0.00	0.00	0.00	0.00
							316.01	316.01	0.00	0.00	0.00	0.00	0.00	0.00	0.00
							NA	NA	NA	NA	0.00	0.00	0.00	0.00	0.00
							39.57	39.57	0.00	0.00	0.00	0.00	0.00	0.00	0.00
							NA	NA	NA	NA	0.00	0.00	0.00	0.00	0.00
							64.92	64.92	0.00	0.00	0.00	0.00	0.00	0.00	0.00
							NA	NA	NA	NA	0.00	0.00	0.00	0.00	0.00
							100.08	100.08	0.00	0.00	0.00	0.00	0.00	0.00	0.00
							NA	NA	NA	NA	0.00	0.00	0.00	0.00	0.00



2014	0.00	0.00	0.00	0.00	0.00	0.00	47.72	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2013	0.00	0.00	0.00	0.00	0.00	0.00	NA	NA	NA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2012	0.00	0.00	0.00	0.00	0.00	0.00	730.74	NA	NA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2011	0.00	0.00	0.00	0.00	0.00	0.00	12.59	NA	NA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sub.	0.00	0.00	0.00	0.00	0.00	0.00	35,797.15	0.00	0.00	8.46	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>TAX DISTRICT: WEAVERVILLE    LEVY TYPE: LATE LIST PENALTY</b>																								
2024	2,330.93	1.55	0.36	215.40	2,544.42	544.69	21.41 %	1,999.73	90.03	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	14.54
2023	9,154.90	55.47	0.36	36.73	9,216.15	9,168.30	99.48 %	47.85	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2022	2,555.97	4.77	0.80	733.13	3,283.53	3,267.17	99.50 %	16.36	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2021	1,320.31	65.20	0.54	3,159.35	4,413.92	4,392.09	99.51 %	21.83	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2020	1,211.84	478.88	0.96	6,083.77	7,047.59	7,032.49	99.79 %	15.10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sub.	16,573.95	605.87	3.02	10,228.38	26,505.61	24,404.74	92.07 %	2,100.87	90.03	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	14.54

<b>TAX DISTRICT: WEAVERVILLE    LEVY TYPE: TAX</b>																							
2024	4,297,291.04	1,689.11	39.55	5,304.73	4,302,701.81	2,142,278.85	49.79 %	2,160,422.96	1,182,830.56	0.00	0.00	10.45	1,961.56										
2023	4,196,765.41	2,953.48	60.16	8,428.28	4,204,328.91	4,202,515.94	99.96 %	1,812.97	2.36	0.00	0.00	0.00	1,834.70										
2022	3,986,151.82	1,317.96	43.41	5,719.53	3,990,509.98	3,989,028.72	99.96 %	1,481.26	0.00	0.00	0.00	0.00	0.00										
2021	3,717,652.88	6,296.91	36.26	14,153.16	3,728,407.71	3,725,387.29	99.92 %	3,020.42	29.97	0.00	0.00	0.00	0.00										
2020	3,354,216.35	6,680.68	71.80	22,850.56	3,373,041.19	3,372,017.69	99.97 %	1,023.50	0.00	0.00	0.00	0.00	0.00										
2013	73,342.49	0.00	1,623.13	0.00	71,719.36	71,719.36	100 %	0.00	0.00	0.00	0.00	0.00	0.00										
2012	68,037.63	0.00	1,498.22	0.00	66,539.41	66,539.41	100 %	0.00	0.00	0.00	0.00	0.00	0.00										
2011	82.56	0.00	0.00	0.00	82.56	82.56	100 %	0.00	0.00	0.00	0.00	0.00	0.00										

Sub.	19,693,540.18	18,938.14	3,372.53	56,456.26	19,737,330.93	17,569,569.82	2,167,761.11	0.00	0.00	0.00	10.45	1,961.56
Sub.	3,617.91	17,573,187.73	9,645.16	0.00	89.02 %	10.98 %	0.00	0.00	0.00	0.00	10.45	1,834.70
TAX DISTRICT: WEAVERVILLE LEVY TYPE: WEAVERVILLE TAX												
2019	49,954.82	0.00	193.07	0.00	49,761.75	44,424.98	5,336.77	0.00	0.00	0.00	0.00	0.00
		0.00	44,424.98	0.00	0.00	89.28 %	10.72 %	0.00	0.00	0.00	0.00	0.00
2018	1,576.57	0.00	3.29	0.00	1,573.28	914.17	659.11	0.00	0.00	0.00	0.00	0.00
		0.00	914.17	0.00	0.00	58.11 %	41.89 %	0.00	0.00	0.00	0.00	0.00
2017	771.97	0.00	566.38	0.00	205.59	145.15	60.44	0.00	0.00	0.00	0.00	0.00
		0.00	145.15	0.00	0.00	70.60 %	29.40 %	0.00	0.00	0.00	0.00	0.00
2016	217.62	0.00	2.56	0.00	215.06	168.06	47.00	0.00	0.00	0.00	0.00	0.00
		0.00	168.06	0.00	0.00	78.15 %	21.85 %	0.00	0.00	0.00	0.00	0.00
2015	201.36	0.00	8.59	0.00	192.77	160.43	32.34	0.00	0.00	0.00	0.00	0.00
		0.00	160.43	0.00	0.00	83.22 %	16.78 %	0.00	0.00	0.00	0.00	0.00
2014	2,126.15	0.00	6.29	0.00	2,119.86	72.85	2,047.01	0.00	0.00	0.00	0.00	0.00
		0.00	72.85	0.00	0.00	3.44 %	96.56 %	0.00	0.00	0.00	0.00	0.00
2013	570.35	0.00	0.00	0.00	570.35	1.15	569.20	0.00	0.00	0.00	0.00	0.00
		0.00	1.15	0.00	0.00	0.20 %	99.80 %	0.00	0.00	0.00	0.00	0.00
2012	752.46	0.00	111.58	0.00	640.88	204.72	436.16	0.00	0.00	0.00	0.00	0.00
		0.00	204.72	0.00	0.00	31.94 %	68.06 %	0.00	0.00	0.00	0.00	0.00
<b>Sub. 14</b>	<b>56,171.30</b>	<b>0.00</b>	<b>891.76</b>	<b>0.00</b>	<b>55,279.54</b>	<b>46,091.51</b>	<b>9,188.03</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
		<b>0.00</b>	<b>46,091.51</b>	<b>0.00</b>	<b>0.00</b>	<b>83.38 %</b>	<b>16.62 %</b>					
<b>Total</b>	<b>19,766,285.43</b>	<b>19,544.01</b>	<b>4,267.31</b>	<b>66,684.64</b>	<b>19,819,116.08</b>	<b>17,675,863.22</b>	<b>2,179,050.01</b>	<b>1,182,961.38</b>	<b>0.00</b>	<b>0.00</b>	<b>10.45</b>	<b>1,976.10</b>
		<b>3,617.91</b>	<b>17,679,481.13</b>	<b>9,957.33</b>	<b>0.00</b>	<b>89.01 %</b>	<b>10.99 %</b>				<b>0.00</b>	<b>1,834.70</b>

Signature (Tax Collector) \_\_\_\_\_

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

**Date of Meeting:** December 16, 2024  
**Subject:** Budget Amendment – Police  
**Presenter:** Town Finance Director  
**Attachments:** Budget Amendment Form

**Description/Summary of Request:**

The Town has collected **\$4,275.00** in Cops for Kids donations during November – December 2024, bringing the fiscal year-to-date total to \$4,275.00.

The attached budget amendment is necessary in order to include these funds in the Fiscal Year 2024-2025 budget.

**Action Requested:**

Town Manager recommends approval of the attached Budget Amendment.

**Budget Amendment FY 2024-2025**

**Town of Weaverville**

**What expense accounts are to be increased?**

<u>Account</u>	<u>Account Description</u>	<u>Transfer Amount</u>
010-430-431-26608	Cops for Kids (Expenditure)	\$4,275.00

**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 (Revenue)	\$4,275.00

**Justification:** Please provide a brief justification for this budget amendment. *Cops for Kids donations received November – December 2024.*

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

Budget Ordinance Section 12:

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

**TOWN OF WEAVERVILLE  
TOWN COUNCIL AGENDA ITEM**

**MEETING DATE:** December 16, 2024

**SUBJECT:** Annexation Petition and Zoning – 21 Parker Cove Road (#2024-4) - Set Public Hearings

**PRESENTER:** Town Clerk

**ATTACHMENTS:** Certificate of Sufficiency  
Annexation Petition and Supporting Documentation  
Survey and Property Tax Map Showing Property, Staff Report, Zoning Request, Community Meeting Information

**DESCRIPTION/SUMMARY OF REQUEST:**

A voluntary annexation petition seeking to have approximately 9.385 acres located at 21 Parker Cove Road annexed into the Town of Weaverville. The purpose of their annexation appears to be to obtain Town services, including water, to support a 45-lot single family subdivision. The petitioners are requesting conditional district zoning due to small lot sizes and reduced setbacks due to clustering of dwellings.

At Town Council’s meeting on August 26, 2024, the Town Clerk was directed to investigate the sufficiency of the annexation petition. Town Clerk Mercer has done so and has found that the petition is sufficient (see attached).

Planning Director Eller was also able to have the proposed conditional district reviewed by the Planning Board. The Planning Board recommendation was unfavorable as to the proposed conditional district but favorable as to a traditional R-2 zoning district.

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

Should Town Council wish to proceed with the annexation the next step would be to set public hearings on the annexation and the initial zoning of the property. Town Council’s regular January workshop meeting, which is to be held on January 21, 2025, is proposed for these public hearings.

**COUNCIL ACTION REQUESTED:**

The following motion is proposed:

*I move that we schedule the public hearing on the annexation petition for the +/- 9.385 acres at 21 Parker Cove Road, Annexation #2024-4, and the public hearing on the proposed conditional district and traditional R-2 zoning of the property for January 21, 2025, at 6 pm, or as soon thereafter as Town Council can reach the matter, in the Community Room/Council Chambers at Town Hall, 30 South Main Street, Weaverville.*

**CERTIFICATE OF SUFFICIENCY OF  
ANNEXATION PETITION 2024-4  
21 PARKER COVE ROAD**

**TO THE WEAVERVILLE TOWN COUNCIL:**

I, Tamara Mercer, Weaverville Town Clerk, do hereby certify that I have updated my investigation of the Voluntary Annexation Petition No. 2024-4 submitted for 21 Parker Cove Road, PIN 9752-44-2568, and have found as a fact:

1. That said Petition is signed by all the owners of the real property lying in the area described therein;
2. That the nearest point on the proposed satellite corporate limits is not more than 3 miles from the Town's primary corporate limits;
3. That no point on the proposed satellite corporate limits is closer to the primary corporate limits of any other city than to the primary corporate limits of the Town;
4. That the area is situated so that the Town will be able to provide the same services within the proposed satellite corporate limits that it provides within its primary corporate limits;
5. That the area within the proposed satellite corporate limits, when added to the area of all other satellite corporate limits of the Town, does not exceed ten percent (10%) of the area within the primary corporate limits of the Town.

Therefore, in accordance with North Carolina General Statutes § 160A-58.2, I certify that the Petition is valid and sufficient for the voluntary annexation of a non-contiguous area pursuant to said § 160A-58.1, *et seq.*, of the North Carolina General Statutes.

**IN WITNESS WHEREOF**, I have hereto set my hand and affixed the seal of the Town of Weaverville, this the 12 day of December, 2024.

  
**TAMARA MERCER**, Town Clerk





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

Submittal Date: 9/10/2024  
 Date Fee Paid: 9/10/2024  
 Petition No: 2024-4

**STATE OF NORTH CAROLINA  
 COUNTY OF BUNCOMBE**

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

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

Property Owner and Mailing Address	Phone Number & Email Address	Deed Reference & Property PIN	Property Owner Signature
William B Crawford Executor of the Estate of James B. Robertson <i>Individual of James</i>		97524425600000 4673/1806	DocuSigned by: William B. Crawford 30ED151F31AE49F...
William B Crawford Trustee of the Blanche R. Robertson Charitable Trust <i>of the Blanche R. Robertson Charitable Trust</i>		97524425600000 4673/1806	DocuSigned by: William B. Crawford 30ED151F31AE49F...
	<i>20 Green Street Capital Partners, LLC, Agent</i>		

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

\_\_\_\_\_

Total Acreage to be annexed: ~~8.80~~ 9.385  
 Population in annexed area: \_\_\_\_\_  
 Proposed Zoning District: CD  
 Reason for annexation:  Receive Town Services  Other (please specify)

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

# PETITION FOR VOLUNTARY ANNEXATION DATA SHEET

*Town of Weaverville, North Carolina*

Submittal Date: 9/10/2024  
Petition No. 2024-4  
Annexation Area Name: 21 Parker Cove Rd

Petitioner: Green Street Capital Partners LLC  
Subject Area Acreage: ~~8.89~~ 9.385  
Current Land Use: Residential  
Proposed Land Use or Development (describe): Residential

Residential (single family): Number of Units: 45 Anticipated build out in 2 years  
Average Sales Price: \$ 300,000 /dwelling unit

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

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

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

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

Development Scale: Max building height of 30 feet max number of stories of 2

Infrastructure: Linear feet of publicly dedicated roadways proposed: 0 feet  
Public water proposed (describe): City water

Other Public Services Requested (describe): City Sewer

Zoning Vested Rights Claimed (describe and attach documentation): N/A

DocuSigned by:  
William B. Crawford  
Signature of Owner(s)



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

The undersigned, being the Successor Trustee of the **BLANCHE R. ROBERTSON MARITAL TRUST**, (hereinafter "Trust"), does hereby certify that:

1. That this Trust is currently in existence;
2. That the Trust is the owner of property located at 21 Parker Cove Road bearing Buncombe County PIN 9752-44-2568;
3. That the undersigned is the Successor Trustee of the Trust and has the power and authority to conduct real property transactions and tax transactions, which would include the execution of a voluntary annexation petition; and
4. That said Successor Trustee approved the Petition for Voluntary Annexation for the property and authorized any and all actions on behalf of the Trust to complete the process for the Petition to be approved by the Town of Weaverville and that no further authorizing action need be taken.

*William B. Crawford*  
**WILLIAM B. CRAWFORD, Successor Trustee**

STATE OF Tennessee

COUNTY OF Montgomery

I, Tiffany B. Wilton, a Notary Public, certify that William B. Crawford personally came before me this day and acknowledged that he is the Successor Trustee of the Blanche R, Robertson Marital Trust, and that by authority duly given and as the act of the Trust, the foregoing Certificate of Authority was signed by him on behalf of the Trust.

Witness my hand and seal this the 12<sup>th</sup> day of December, 2024.

*Tiffany B. Wilton*  
Notary Public

My Commission Expires: March 15, 2028  
Notary Seal











# ANNEXATION STAFF REPORT

## ANNEXATION #2024-4 – 21 PARKER COVE ROAD

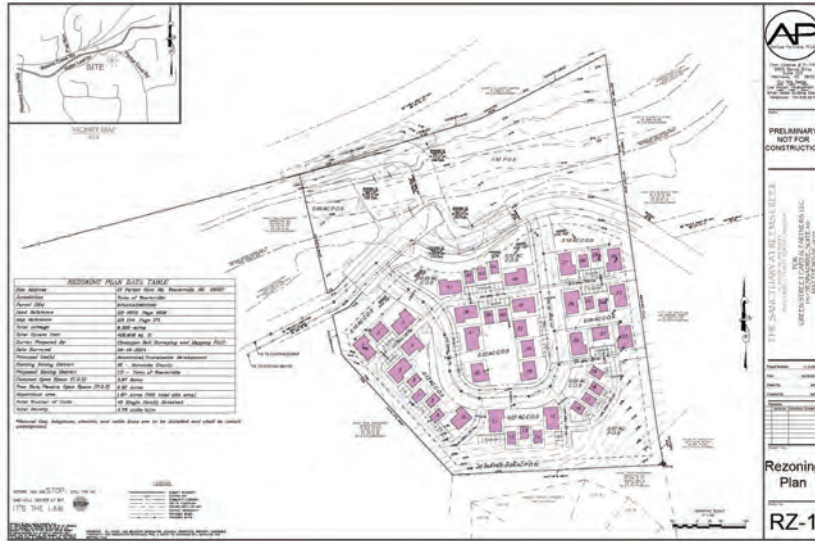
### PROPERTY DESCRIPTION

+/- 9.385 acres at 21 Parker Cove Road;  
PIN: 9752-44-2568

**SUFFICIENCY OF PETITION** – Town Clerk certified the sufficiency of the annexation petition on 12 December 2024.

### FINANCIAL PROJECTIONS

Town Tax Value = +/- \$13,500,000  
Property Tax Revenue = +/- \$47,250 annually  
System Development Fees = +/- \$123,750  
Water Revenue = +/- \$16,200 annually



**ZONING CLASSIFICATION** – Conditional district zoning was requested to accommodate small lot sizes and reduced setbacks. The Planning Board reviewed the zoning request on 7 November 2024 and 3 December 2024 and, after much discussion, voted against a recommendation on the proposed conditional district that would incorporate the site plan, but voted favorably for traditional R-2 zoning for this property.

### OPERATIONAL AND SYSTEM IMPACTS

**WATER** – A water commitment/extension application has been submitted to the Town for 45 single family lots (18,000 GPD) with a connection to the existing 8" Town water main running along Water Leaf Drive. There is WTP capacity to serve this project. Waterlines are expected to be built to Town specifications and accepted into the Town's Water System and will require long-term maintenance.

**STREETS AND STORMWATER**– No impacts are expected as all new streets are proposed to be private.

**SANITATION** – If annexed the 45 dwellings must be added to the weekly garbage route and the leaf/yard waste schedule. It is anticipated that an additional garbage day will be added to accommodate the growth in the Reems Creek Road corridor, including these properties. This is likely to impact staffing needs.

**POLICE** – 45 single family residences are not anticipated to have any real impact on the Police Department, at its approved staffing level, except that this new subdivision would be added to a routine patrol route.

**FIRE** – Reems Creek Valley Fire Department (RCVFD) currently provides fire service to this property. If annexed this property will be removed from the RCVFD district and the Town will be responsible for providing fire and first responder services to this property. The Automatic Aid Agreement that the Town has with RCVFD will cover the property and any amounts legally owed to RCVFD for the Town's proportionate share of RCVFD debt as a result of the anticipated reduction in their tax base is expected to be small and will be included in future amendments to the Automatic Aid Agreement.

**CONDITIONAL DISTRICT APPLICATION**

Planning and Zoning Department  
30 South Main Street, P.O. Box 338, Weaverville, NC 28787  
(828) 484-7002--- fax (828) 645-4776 --- jeller@weavervillenc.org  
**Application Fee Based Upon Size of Property**



**Conditional Districts address situations in which a particular use, properly planned, may be appropriate for a specific site but, the existing zoning district of the site has insufficient standards to mitigate the site-specific impact on the surrounding area. Uses which may be considered for a Conditional District shall be established on the Table of Uses found at Sec. 20-3205. Additional information related to Conditional Districts may be found at Sec. 20-3203.**

**At the discretion of the Town Council, it may be required of the property owner to guarantee performance or completion of conditions included in the Conditional Zoning Plan. Such guarantee may take the form of: (1) a surety performance bond made by a company licensed and authorized in North Carolina, (2) a bond of a developer with an assignment to the Town of a certificate of deposit, (3) a bond of developer secured by an official bank check drawn in favor of the Town and deposited with the Town Clerk, (4) cash or an irrevocable letter of credit, (5) a bank escrow account whereby the developer deposits cash, a note, or a bond with a federally insured financial institution into an account payable to the Town. The amount of the guarantee shall be determined by Town Council.**

OWNER/APPLICANT NAME:

Green Street Capital Partners LLC

APPLICATION DATE:

7/11/24

BRIEFLY DESCRIBE THE PROJECT: Development of 45 detached single family subdivision

PHONE NUMBER:

704-936-6676

PROPERTY ADDRESS:

21 Parker Cove Rd Weaverville

PIN:

97524425600000

DEED BOOK/PAGE:

4673/1806

LOT AREA (acres): **8.80**

ZONING DISTRICT:

*Kristin Pruitt*

SIGNATURE OF APPLICANT

DATE

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

# **CONDITIONAL DISTRICT APPLICATION**

Planning and Zoning Department  
 30 South Main Street, P.O. Box 338, Weaverville, NC 28787  
 (828) 484-7002--- fax (828) 645-4776 --- jeller@weaverville.org  
**Application Fee Based Upon Size of Property**

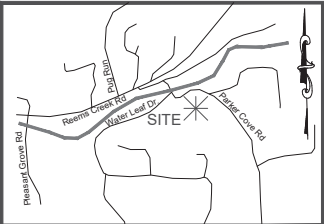


**A petition for a Conditional District must include a site plan and supporting information that specifies the intended uses for property. A complete site plan shall be substantially compliant with the mapping standards found within Sec. 20-2504. Additional information may be requested by members of staff, the Planning Board or Town Council.**

<input checked="" type="checkbox"/>	Title block containing:
<input checked="" type="checkbox"/>	Name of owner & applicant
<input checked="" type="checkbox"/>	Property address
<input checked="" type="checkbox"/>	Buncombe County PIN
<input checked="" type="checkbox"/>	Date or dates survey was conducted or plan prepared
<input checked="" type="checkbox"/>	Scale of the drawing in feet per inch
<input checked="" type="checkbox"/>	Deed book and page reference of the deed
<input checked="" type="checkbox"/>	Zoning designation of property
<input checked="" type="checkbox"/>	Sketch vicinity map depicting the relationship between the proposed subdivision and the surrounding area
<input checked="" type="checkbox"/>	North Arrow and orientation
<input checked="" type="checkbox"/>	Lot area in acres and square feet
<input checked="" type="checkbox"/>	Existing topography of the site and within 300 feet of the site boundary in five (5) foot contours
<input checked="" type="checkbox"/>	Delineation of areas within the floodplain.
<input checked="" type="checkbox"/>	Names of owners of adjoining properties, Buncombe County PIN, and zoning designation
<input checked="" type="checkbox"/>	Minimum building setback lines applicable to the lot, including drainage or utility easements
<input checked="" type="checkbox"/>	Proposed number and location of signs
<input checked="" type="checkbox"/>	Exact dimensions, location, height, and exterior features of proposed buildings and structures
N/A	Photographs of buildings on properties within 200 ft. of subject property
<input checked="" type="checkbox"/>	Utility easements
<input checked="" type="checkbox"/>	Existing and proposed sanitary sewer system layout and a letter of commitment
<input checked="" type="checkbox"/>	Existing and proposed water distribution system layout and a letter of commitment
N/A	Plans for individual water supply and sewerage/septic disposal system, if any
<input checked="" type="checkbox"/>	A statement as to whether or not natural gas, telephone, electric, and cable lines are to be installed, and whether they will be above or below ground
<input checked="" type="checkbox"/>	Exact dimension and location of all traffic, parking, and circulation plans showing the proposed location and arrangement of parking spaces.
<input checked="" type="checkbox"/>	Existing and proposed roads, driveways, ingress/egress, easements, and rights-of-way both private and public.
<input checked="" type="checkbox"/>	Existing and proposed encroachments into setbacks, rights-of-way, and/or easements, if any
N/A	Proposed phasing, if any, and expected completion date of the project.

**Upon reviewing the application, site plan, and supporting documents, the Planning and Zoning Board will issue statement of reasonableness of the proposed Conditional District.**

**Before a public hearing may be held by the Town Council, the petitioner must file in the Office of the Town Clerk, a written report of at least one community meeting held by the petitioner. The report shall include a list of those persons and organization notified of the meeting detailing the method and date of contact' the date, time, and location of the meeting; a roster of persons in attendance, a summary of issues discussed, and a description of any changes to the petition as a result of the meeting. In the event the petitioner has not held at least one meeting, the petitioner shall file a report documenting efforts that were made and the reasons such a meeting was not held.**



VICINITY MAP  
N.T.S.

REZONING PLAN DATA TABLE	
Site Address	21 Parker Cove Rd. Weaverville, NC 28787
Jurisdiction	Town of Weaverville
Parcel ID(s)	07524425600000
Deed Reference	DB 4872; Page 1608
Map Reference	MB 104; Page 171
Total Acreage	3.365-acres
Total Square Feet	458,908 sq. ft.
Survey Prepared By	Cloninger Bell Surveying and Mapping PLLC
Date Surveyed	08-15-2024
Principal Use(s)	Residential/Sustainable Development
Existing Zoning District	R1 - Bucombe County
Proposed Zoning District	CD - Town of Weaverville
Common Open Space (C.O.S.)	3.87 Acres
Tree Save/Passive Open Space (P.O.S.)	0.92 Acres
Impervious Area	1.87 Acres (18% total site area)
Total Number of Units	45 Single Family Detached
Total Density	4.79 units/acre

\*Natural Gas, telephone, electric, and cable lines are to be installed and shall be install underground.

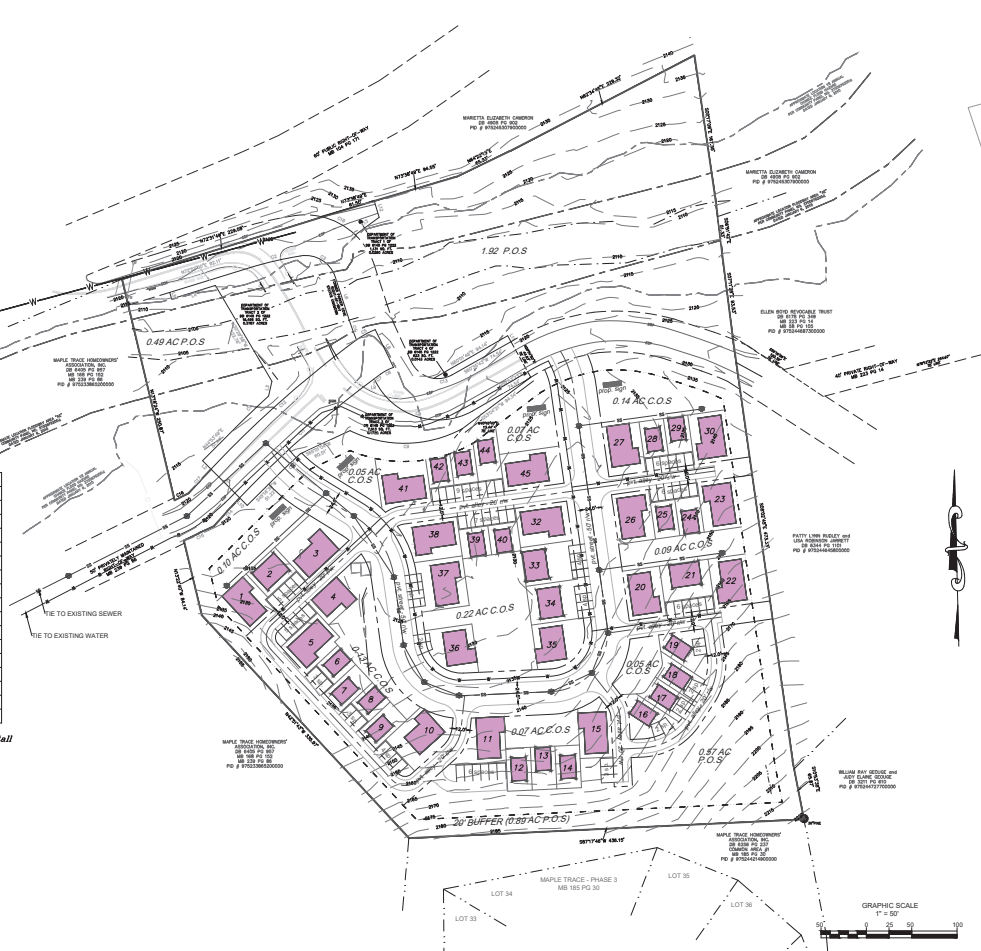
BEFORE YOU DIG STOP. CALL THE NC ONE-CALL CENTER AT 811. IT'S THE LAW.



LEGEND:

- SUBJECT BOUNDARY
- EXISTING SFP
- COMMUNITY ALLOUANY
- 500-FT BUFFER ZONE
- EXISTING TOPOGRAHY
- PROPOSED SFP
- PROPOSED WATER

REMARKS: ALL PARCEL AND BOUNDARY INFORMATION ACQUIRED THROUGH PROPERTY OWNERSHIP, TOPOGRAPHY AND COORDINATES REFERENCED FROM A SURVEY BY CLONINGER BELL SURVEYING AND MAPPING, LLC.



Firm License # P-1191  
2725 Serris Drive  
Matthews, NC 28105  
Civil Site Design  
Low Impact Development  
SmartScale Estimating Design  
Telephone: 704-936-6676

PRELIMINARY  
NOT FOR  
CONSTRUCTION

THE SANCTUARY AT REEMS CREEK  
TOWN OF WEAVERVILLE  
BUCOMBE COUNTY, NORTH CAROLINA  
FOR  
GREEN STREET CAPITAL PARTNERS, LLC  
2725 SERRIS DRIVE, SUITE 202  
MATTHEWS, NC 28105

Project Number	17-24-001
Date	08/29/2024
Drawn By	WSP
Checked By	WSP
Scale	AS SHOWN
Sheet Title	

Rezoning  
Plan

Sheet No:  
**RZ-1**

Report of Community Meeting held by Green Street Development Group, LLC,  
Applicant, in compliance with Section 20-3203(e)(2) Public Involvement  
Meeting

A public meeting was held on November 19, 2024 from 6pm-7:30pm, Council  
Chambers, Town Hall, Weaverville, NC concerning an application for CZD, 21  
Parker Cove, Weaverville, NC, PIN 9752442568

**ATTACHMENT A-** Affidavits

**ATTACHEMNT B-**Roster of attendees

The issues discussed at the aforesaid meeting were as follows:

1. Total number of Units and Overall Density
  - *The applicant responded that the proposed density is consistent with what is allowed by right under the current County Zoning*
2. Size and Price Point of Units Being Built
  - *The applicant stated that size and price point have yet to be determined and will be a function of a future market study. It was stated that the homes will be market rate and not affordable housing.*
3. Overall Parking
  - *The applicant responded that there are 2 designated spaces for each unit proposed plus additional on-street parking for visitors.*
4. Impact on Traffic
  - *The applicant explained that any potential impacts on Traffic is based on the NCDOT's review of the driveway application but that typically a Traffic Impact Assessment is not required for projects this size.*
5. Status and Details of the Purchase Contract with the Seller
  - *The applicant was asked multiple times about the current status of the contract with the seller. The applicant responded by stating that information was confidential.*
6. "Zero" Lot Lines
  - *A resident brought up the notion that there are no zero-lot line lots in Buncombe County. It was explained by the applicant that the only "potential" zero-lot line is the front setback of the units fronting shared common space.*



7. Wetlands – Location and Impact
  - *The applicant stated that a Wetland delineation had been completed and that there is no development being proposed within any area that has been designated as a potential wetland.*
8. Water and Sewer Availability
  - *Mr. James Eller, The Planning Director, addressed this by stating that the availability of water and sewer is part of the overall annexation process.*
9. The need and location of any future retaining walls.
  - *The applicant noted that the “exact” need or location of any retaining walls would not be determined until a full set of construction documents is developed.*

Based on the discussion topics noted above, there are no proposed changes to be made to the petition as a result of the meeting. If you have any questions or comments, please feel free to contact me at [nrparker@amicuseng.com](mailto:nrparker@amicuseng.com).

Sincerely,

*Nicholas R. Parker*

Nicholas R. Parker, PE  
Manager/Member  
Green Street Development Group LLC

## 21 Parker Cove Conditional District

### COMMUNITY MEETING SIGN-UP SHEET (11/19/24)

NAME	TOWN RESIDENT	ADDRESS
Beekie Dickson	YES <input checked="" type="radio"/> NO	14 Philly Run Dr. Weaverville
Kent Campbell	YES <input checked="" type="radio"/> NO	" "
Lyna Cedarholm	YES <input checked="" type="radio"/> NO	29 Philly Run Dr. Weaverville
G. Houk	YES <input checked="" type="radio"/> NO	179 Water Leaf Dr WVL
Susie Houk	YES <input checked="" type="radio"/> NO	" "
Sharon H. Gunn	YES <input checked="" type="radio"/> NO	215 Water Leaf Dr., WVL
A. Stephen Ann	YES <input checked="" type="radio"/> NO	215 Water Leaf - WVL
Jane Jaskewich	YES <input checked="" type="radio"/> NO	34 Philly Run Dr WVL
Angelica Parker	YES <input checked="" type="radio"/> NO	28 Philly Run Dr. WVL
Lynda Miller	YES <input checked="" type="radio"/> NO	515 Rosebud Orchid Way W'ville
JEFF KNIFFIN	YES <input checked="" type="radio"/> NO	311 WILD GINGER CT
Thomas Holm	YES <input checked="" type="radio"/> NO	144 Water Leaf Dr. Weaverville
Sue Jones	YES <input checked="" type="radio"/> NO	26 Philly Run
Greg Jones	YES <input checked="" type="radio"/> NO	26 Philly Run
Kim Koza Harris	YES <input checked="" type="radio"/> NO	29 Checkerberry Ct., WVL
Michael Harris	YES <input checked="" type="radio"/> NO	" " " "
Eileen Poulos	YES <input checked="" type="radio"/> NO	48 Bonnie Brae Dr. Weaverville
NANCY CAMP	YES <input checked="" type="radio"/> NO	163 WATER LEAF DR.
JEFF CAMP	YES <input checked="" type="radio"/> NO	163 WATER LEAF DR.
Michele Wood	<input checked="" type="radio"/> YES NO	50 N. College St
David Clarke	YES <input checked="" type="radio"/> NO	37 Bonnie Brae Drive



## 21 Parker Cove Conditional District

### COMMUNITY MEETING SIGN-UP SHEET (11/19/24)

NAME	TOWN RESIDENT	ADDRESS
Jennifer Young	<input checked="" type="radio"/> YES <input type="radio"/> NO	54 S. Main St, Weaverville
Thea Clarke	YES <input checked="" type="radio"/> NO	37 Bonnie Brae Dr
Joe Fant	<input checked="" type="radio"/> YES <input checked="" type="radio"/> NO	5 checkerberry CT
Ann Kurtis	YES <input checked="" type="radio"/> NO	8 fairway View Dr. Weaverville
L.T. Loomis	YES <input checked="" type="radio"/> NO	19 BONNIE BRAE DR.
CINDY MCKINNEY	YES <input checked="" type="radio"/> NO	122 WATERLEAF DR
JOHN MCKINNEY	YES <input checked="" type="radio"/> NO	"
PAM BALLARD	YES <input checked="" type="radio"/> NO	554 REEMS CR. RD.
ELEN BOYO	YES <input checked="" type="radio"/> NO	6 PARKER COVE RD
KON BILAS	YES <input checked="" type="radio"/> NO	6 PARKER COVE RD
DICK SIMPSON	YES <input checked="" type="radio"/> NO	11 PHILLY RUN DR
Shirley Brown	YES <input checked="" type="radio"/> NO	403 Bell Lily DR
Ken Young	YES <input checked="" type="radio"/> NO	22 Philly Run Dr.
Elizabeth Simpson	YES <input checked="" type="radio"/> NO	11 Philly Run Dr
KATHLEEN ACTON	YES <input checked="" type="radio"/> NO	516 ROSEBUD ORCHID
Roberta	<input checked="" type="radio"/> YES <input checked="" type="radio"/> NO	8 Bonnie Brae Drive
Leslie Davis	YES <input checked="" type="radio"/> NO	514 Rosebud orchid way
Georgy Betty	YES <input checked="" type="radio"/> NO	20 BONNIE BRAE DR.
Patrice Phillips	YES <input checked="" type="radio"/> NO	32 Checkerberry Ct
Paul Arnold	YES <input checked="" type="radio"/> NO	32 CHECKERBERRY CT
	YES NO	

**TOWN OF WEAVERVILLE  
TOWN COUNCIL AGENDA ITEM**

**MEETING DATE:** December 16, 2024

**SUBJECT:** Annexation Petition and Zoning – AdventHealth (#2024-5) - Set Public Hearings

**PRESENTER:** Town Clerk

**ATTACHMENTS:** Resolution dated 10/28/2024; Certificate of Sufficiency; Annexation Petition and Supporting Documentation; Staff Report; Conditional District Application and Supporting Materials; Community Meeting Information

**DESCRIPTION/SUMMARY OF REQUEST:**

A voluntary annexation petition seeking to have two parcels located at or near Ollie Weaver Road and US Highway 25/70 totaling +/- 7.41 acres annexed into the Town of Weaverville. The purpose of this annexation is to bring the final parcels comprising the proposed AdventHealth project into the Town’s municipal jurisdiction. The petitioners are requesting conditional district on all of the properties to develop a hospital campus that includes a 67-bed hospital with a 26-bed hospital wing, emergency department, medical office buildings, and an out-patient surgical center.

At Town Council’s meeting on October 28, 2024, the Town Clerk was directed to investigate the sufficiency of the annexation petition. Town Clerk Mercer has done so and has found that the petition is sufficient (see attached).

Planning Director Eller was also able to have the proposed conditional district reviewed by the Planning Board with a favorable recommendation adopted by the Planning Board on December 3, 2024. The materials with this item include the report and presentation documents from the community meeting held by the developer on November 20, 2024.

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

Should Town Council wish to proceed with the annexation the next step would be to set public hearings on the annexation and the initial zoning of the property. Town Council’s regular January workshop meeting, which is to be held on January 21, 2025, is proposed for these public hearings.

**COUNCIL ACTION REQUESTED:**

The following motion is proposed:

*I move that we schedule the public hearing on the annexation petition for the +/- 7.41 acres at 21 Parker Cove Road, Annexation #2024-5, and the public hearing on the proposed conditional district for the property for January 21, 2025, at 6 pm, or as soon thereafter as Town Council can reach the matter, in the Community Room/Council Chambers at Town Hall, 30 South Main Street, Weaverville.*

**RESOLUTION CONCERNING VOLUNTARY ANNEXATION PETITION  
OF +/- 7.30 ACRES OWNED BY ADVENTHEALTH ASHEVILLE, INC.  
WEAVERVILLE ANNEXATION NO. 2024-5**

**WHEREAS**, a petition requesting annexation of that property bearing Buncombe County Parcel Identification Number 9733-72-6639 and 9733-82-0659, totaling approximately 7.30 acres was received from AdventHealth Asheville, Inc., by the Town of Weaverville; and

**WHEREAS**, N.C. Gen. Stat. §§ 160A-31 and 160A-58.2 provide that the sufficiency of the petition shall be investigated by the Town Clerk before further annexation proceedings may take place; and


**WHEREAS**, the annexation petition includes a request for conditional district zoning for the property to be annexed; and

**WHEREAS**, the Town Council of the Town of Weaverville deems it advisable to proceed in response to this request for annexation and initial zoning;

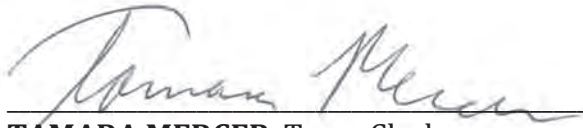
**NOW, THEREFORE, BE IT RESOLVED** by the Town Council of the Town of Weaverville that:

1. With the assistance of the Town Attorney, the Town Clerk is hereby directed to investigate the sufficiency of the above-reference petition and to certify to Town Council the result of her investigation; and
2. The Town Planner is directed to place the application for a conditional district on the next regular meeting of the Weaverville Planning Board's so that the Board can review the requested zoning for consistency with the Town's Comprehensive Land Use Plan and forward a recommendation to Town Council prior to or at a public hearing that may subsequently be held on this matter.

**THIS** the 28th day of October, 2024.

  
\_\_\_\_\_  
**PATRICK FITZSIMMONS**, Mayor

**ATTESTED BY:**

  
\_\_\_\_\_  
**TAMARA MERCER**, Town Clerk



**PETITION FOR VOLUNTARY ANNEXATION  
 PETITION/APPLICATION**


*Town of Weaverville, North Carolina*

Submittal Date: 9/23/2024  
 Date Fee Paid: 9/23/2024  
 Petition No: 2024-5

**STATE OF NORTH CAROLINA  
 COUNTY OF BUNCOMBE**

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

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

Property Owner and Mailing Address	Phone Number & Email Address	Deed Reference & Property PIN	Property Owner Signature
AdventHealth Asheville, Inc. 1035 Red Bud Road, NE Cathoun, GA 30701	(706) 602-7800 Alan.Guyton@ AdventHealth.com	See Attached Addendum	

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

---

Total Acreage to be annexed: 7.41  
 Population in annexed area: 0  
 Proposed Zoning District: Conditional District  
 Reason for annexation:  Receive Town Services  Other (please specify)

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

**PETITION FOR VOLUNTARY ANNEXATION  
DATA SHEET**

**Town of Weaverville, North Carolina**

Submittal Date: 9/23/2024

Petition No. 2024-5

Annexation Area Name: AdventHealth

Petitioner: AdventHealth Asheville, Inc.

Subject Area Acreage: 7.41

Current Land Use: SAND & GRAVEL (5.20 acres); COMM VAC (2.21 acres)

Proposed Land Use or Development (describe): The land will be developed into a 30-acre hospital campus.

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

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

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

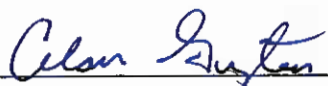
Commercial - Non-Retail: Square footage: TBD Anticipated build out in TBD years  
Type of tenancy: Medical Services - Clinic, Urgent Care Center, Hospital

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

Development Scale: Max building height of >90 feet; max number of stories of 6

Infrastructure: Linear feet of publicly dedicated roadways proposed: 0 feet  
Public water proposed (describe): Fire Prevention Demand: 3,500 GPM  
Domestic Water Demand: 1,395 GPM  
Other Public Services Requested (describe): Sanitary Sewer, Gas, Electricity, Telecom


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

  
\_\_\_\_\_  
Signature of Owner(s)

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

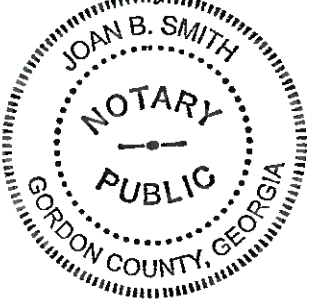
The undersigned, being (a/the) duly elected officer of AdventHealth Asheville, Inc.  
 \_\_\_\_\_, a corporation organized and existing in the State of North Carolina  
 (hereinafter "Corporation"), does hereby certify that:


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

NAME	OFFICE HELD	SIGNATURE
Alan Guyton	SE Region CFO	
_____	_____	_____
_____	_____	_____

SIGNATURE:   
 PRINTED NAME: Alan Guyton  
 DATE: 10/31/2024

~~STATE OF NORTH CAROLINA~~ Georgia  
 COUNTY OF Gordon  
 I, Joan B. Smith, a Notary Public, certify that Alan Guyton  
 personally came before me this day and acknowledged that he she is the CFO of  
AdventHealth Asheville, Inc., a North Carolina corporation, and that by authority duly  
 given and as the act of the Corporation, the foregoing Certificate of Authority was signed by him/her on  
 behalf of the Corporation. Witness my hand and seal this the 31<sup>st</sup> day of October, 2024.



  
 Notary Public

My Commission Expires: 09/08/2028



Petition For Voluntary Annexation

AdventHealth Asheville, Inc.

Part 4 - Property and Property Owner Information Addendum

<b>Deed Reference</b>	<b>Property PIN</b>	<b>Date Recorded</b>
Book 6400 Page 1395-1400	9733-72-6639	4/18/2024
Book 6400 Page 1401-1406	9733-72-6639	4/18/2024
Book 6415 Page 824-826	9733-82-0659	6/12/2024
Book 6415 Page 827-829	9733-82-0659	6/12/2024

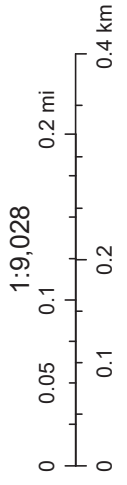




# Buncombe County



October 17, 2024





# ANNEXATION STAFF REPORT

## ANNEXATION #2024-5 – ADVENTHEALTH

### PROPERTY DESCRIPTION

+/- 7.30 acres; PIN: 9733-72-6639 and 9733-82-0659

### SUFFICIENCY OF PETITION

The Town Clerk certified the sufficiency of the annexation petition on 19 November 2024.

### FINANCIAL PROJECTIONS

Expected Tax Value = +/- \$35 million\*  
Property Tax Rev. = +/- \$122,500/yr  
System Dev. Fees = +/- \$TBD  
Water Revenue = +/- \$TBD/yr

\*tax value estimate based on similar AdventHealth facility in Fletcher, NC; revenue based on current Town tax rate of \$0.35/\$100



**PROJECT DETAILS** – The annexed property will be combined with land already within Town limits for a total area of +/- 33 acres; to be developed into a healthcare complex; includes a hospital with 67 beds and a possible additional 26 beds, emergency department, medical offices, and out-patient surgery center (see next page for *Master Site Plan* and *Elevation Rendering*). The overall project is to be phased:

Phase 1 – Main Hospital & Emergency Department, Medical Office Building 1 – completed by 12/31/27

Phase 2 & 3 – Additional Hospital Wing, Medical Office Buildings 2 & 3, Ambulatory Surgery Center - TBD

### ZONING CLASSIFICATION

The annexation petition was accompanied by a conditional district request for a total of +/-33 acres, including the property to be annexed. The Planning Board concluded its review of the conditional district on 3 December 2024 with favorable findings and a positive recommendation. Town Council will be asked to set public hearings and take action on the zoning at an upcoming January 2025 meeting.

### OPERATIONAL AND SYSTEM IMPACTS

**WATER** – A water commitment/extension application has been submitted to the Town. Connection is proposed at the Town’s existing 12-inch water main located in Ollie Weaver Road. There is sufficient WTP capacity to serve this project. At the point that the WTP capacity exceeds 80%, additional WTP staff will be needed and, with this project, that is likely to occur prior to the completion of the WTP expansion.

**STREETS** –The project will primarily be accessed via US Highway 25/70 and Ollie Weaver Road (SR 1730). The developer is already working with NCDOT on the traffic impact analysis in order to plan for the anticipated traffic in a safe, effective, and efficient manner.

**SANITATION** – This healthcare facility is expected to provide its own garbage removal.

**FIRE** – These properties are located within the North Buncombe Fire District (NBFD) which are serviced by the Weaverville Fire Department (WFD). There will be an insignificant loss in NBFD tax revenue on the unimproved properties if annexed. Emergency action plans will need to be developed and implemented for this healthcare facility and Fire Department staff has begun those conversations.

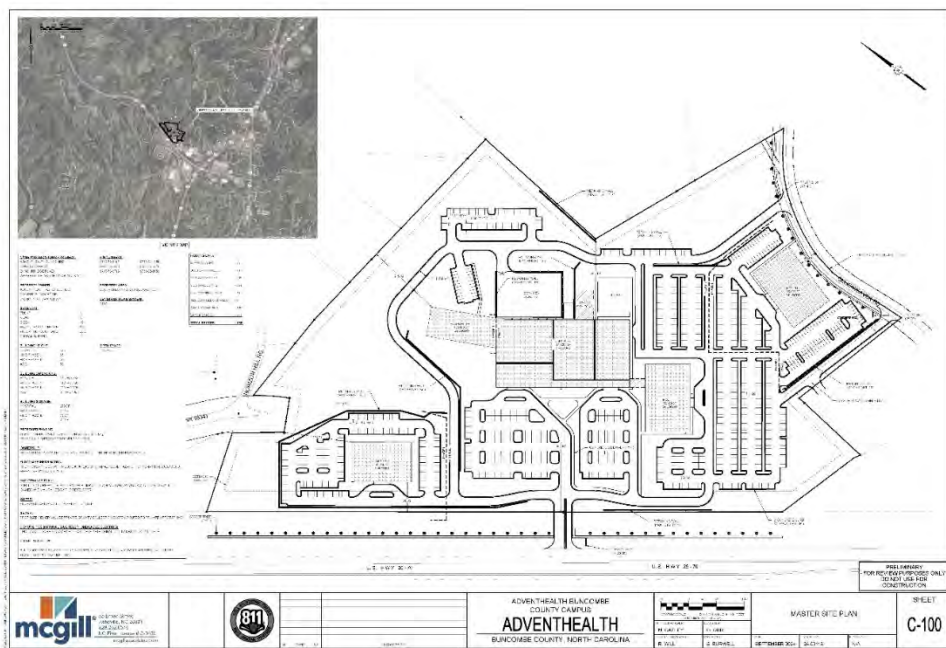
# ANNEXATION STAFF REPORT

## ANNEXATION #2024-5 – ADVENTHEALTH

**POLICE** – The ability of the Weaverville Police Department to efficiently and effectively serve this large project and associated visitor population increase must be monitored. The Police Department anticipates a conversation with the operations side of this project in order to determine law enforcement needs for the operations of the hospital, particularly the emergency department and patient-related needs. Other jurisdictions have indicated that having some WPD staff primarily focused on this healthcare facility will be needed. Incidents of violent behavior within a hospital setting are well documented. For 24/7 coverage of this will require a minimum of 5 employees.

**PLANNING** – Once the development approval for the conditional district associated with this project is decided, then Planning staff’s involvement on this project will be fairly limited, so no operational impact is noted.

[Master Site Plan and Elevation Rendering]



September 20, 2024

Mr. James Eller  
Planning Director  
Town of Weaverville  
30 South Main Street  
Weaverville, North Carolina 28787

RE: Conditional Use District Application  
AdventHealth Buncombe County Campus  
Buncombe County, North Carolina

Dear Mr. Eller:

On behalf of AdventHealth, McGill Associates is pleased to provide this Conditional Use District Application submittal for the AdventHealth Buncombe County Campus. As discussed in our prior meeting, the master site plan provided follows the current C-2 zoning standards set forth in the Town of Weaverville's Ordinance except for proposed parking and building height for the hospital. The AdventHealth Buncombe County Hospital is currently planned to be a 6-story above grade facility, which requires a high-rise designation. This building arrangement allows for the minimum environmental and site impact, due to minimized architectural footprint. The other driver for the building height is the operational and staff flow adjacencies have been maximized. Lowering the building height and volume would create longer horizontal traffic patterns for staff and patients and impact the ability to attain ideal adjacencies needed to provide efficient, effective and impactful healthcare to a community. The parking counts provided utilize historical data from other AdventHealth facilities to help minimize impacts and impervious surface as well. Please find the following for your review:

- Conditional Use Application
- Preliminary Plan Set
- Architectural Renderings
- Application for a Commitment Letter
- MSD Allocation Letter Submittal

Mr. James Eller  
September 20, 2024  
Page 2 of 2

The voluntary annexation petition will be submitted separately. If you have any questions or need additional information, please do not hesitate to call me at 828-707-6749. Thank you for your assistance thus far and we look forward to working with you on this important project.

Sincerely,  
**McGILL ASSOCIATES, P.A.**

A handwritten signature in black ink, appearing to read 'S. Burwell', written in a cursive style.

**Scott Burwell, PE**  
**Senior project Manager**

P:\2024\24.00118-HKS-AdventHealth Buncombe County\Design\Permits\Town of Weaverville\Conditional Use Application\Initial Submittal 2024-09-18\2024-09-20 CUD Application Submittal Letter.docx



**CONDITIONAL DISTRICT APPLICATION**

Planning and Zoning Department  
30 South Main Street, P.O. Box 338, Weaverville, NC 28787  
(828) 484-7002--- fax (828) 645-4776 --- jeller@weavervillenc.org  
Application Fee Based Upon Size of Property



**Conditional Districts address situations in which a particular use, properly planned, may be appropriate for a specific site but, the existing zoning district of the site has insufficient standards to mitigate the site-specific impact on the surrounding area. Uses which may be considered for a Conditional District shall be established on the Table of Uses found at Sec. 20-3205. Additional information related to Conditional Districts may be found at Sec. 20-3203.**

**At the discretion of the Town Council, it may be required of the property owner to guarantee performance or completion of conditions included in the Conditional Zoning Plan. Such guarantee may take the form of: (1) a surety performance bond made by a company licensed and authorized in North Carolina, (2) a bond of a developer with an assignment to the Town of a certificate of deposit, (3) a bond of developer secured by an official bank check drawn in favor of the Town and deposited with the Town Clerk, (4) cash or an irrevocable letter of credit, (5) a bank escrow account whereby the developer deposits cash, a note, or a bond with a federally insured financial institution into an account payable to the Town. The amount of the guarantee shall be determined by Town Council.**

OWNER/APPLICANT NAME:

Alan Guyton

APPLICATION DATE:

9/18/2024

BRIEFLY DESCRIBE THE PROJECT:

Adventhealth Buncombe County Campus - This project will consist of construction of a new hospital and medical office buildings. The initial phase will include a proposed hospital and medical office building and future phases will include a hospital expansion, medical office building and ambulatory surgery center.

PHONE NUMBER:

706-602-7800

PROPERTY ADDRESS:

119 Monticello Road, Weaverville,  
NC 28787

PIN:

9733-73-5347, 9733-73-6639, 9733-73-8793, 9733-83-1054,  
9733-83-3019, 9733-82-0659

to be combined at a later date as part of this project

LOT AREA (acres): Approx. 32.86 acres

DEED BOOK/PAGE:

DB 6386/PG 558, DB 6400/PG 1395, DB 6386/PG 558  
DB 6243/PG 1123, DB 1470/PG 144

ZONING DISTRICT: R-3 (ToW) and EMP  
(Buncombe Co.)

SIGNATURE OF APPLICANT

9/19/24  
DATE

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



# **CONDITIONAL DISTRICT APPLICATION**

Planning and Zoning Department  
 30 South Main Street, P.O. Box 338, Weaverville, NC 28787  
 (828) 484-7002--- fax (828) 645-4776 --- jeller@weavervillenc.org  
**Application Fee Based Upon Size of Property**



**A petition for a Conditional District must include a site plan and supporting information that specifies the intended uses for property. A complete site plan shall be substantially compliant with the mapping standards found within Sec. 20-2504. Additional information may be requested by members of staff, the Planning Board or Town Council.**

Title block containing:	
<input checked="" type="checkbox"/>	Name of owner & applicant
<input checked="" type="checkbox"/>	Property address
<input checked="" type="checkbox"/>	Buncombe County PIN
<input checked="" type="checkbox"/>	Date or dates survey was conducted or plan prepared
<input checked="" type="checkbox"/>	Scale of the drawing in feet per inch
<input checked="" type="checkbox"/>	Deed book and page reference of the deed
<input checked="" type="checkbox"/>	Zoning designation of property
<input checked="" type="checkbox"/>	Sketch vicinity map depicting the relationship between the proposed subdivision and the surrounding area
<input checked="" type="checkbox"/>	North Arrow and orientation
<input checked="" type="checkbox"/>	Lot area in acres and square feet
<input checked="" type="checkbox"/>	Existing topography of the site and within 300 feet of the site boundary in five (5) foot contours
<input checked="" type="checkbox"/>	Delineation of areas within the floodplain.
<input checked="" type="checkbox"/>	Names of owners of adjoining properties, Buncombe County PIN, and zoning designation
<input checked="" type="checkbox"/>	Minimum building setback lines applicable to the lot, including drainage or utility easements
<input checked="" type="checkbox"/>	Proposed number and location of signs
<input checked="" type="checkbox"/>	Exact dimensions, location, height, and exterior features of proposed buildings and structures
<input checked="" type="checkbox"/>	Photographs of buildings on properties within 200 ft. of subject property
<input checked="" type="checkbox"/>	Utility easements
<input checked="" type="checkbox"/>	Existing and proposed sanitary sewer system layout and a letter of commitment
<input checked="" type="checkbox"/>	Existing and proposed water distribution system layout and a letter of commitment
<input checked="" type="checkbox"/>	Plans for individual water supply and sewerage/septic disposal system, if any
<input checked="" type="checkbox"/>	A statement as to whether or not natural gas, telephone, electric, and cable lines are to be installed, and whether they will be above or below ground
<input checked="" type="checkbox"/>	Exact dimension and location of all traffic, parking, and circulation plans showing the proposed location and arrangement of parking spaces.
<input checked="" type="checkbox"/>	Existing and proposed roads, driveways, ingress/egress, easements, and rights-of-way both private and public.
<input checked="" type="checkbox"/>	Existing and proposed encroachments into setbacks, rights-of-way, and/or easements, if any
<input checked="" type="checkbox"/>	Proposed phasing, if any, and expected completion date of the project.

**Upon reviewing the application, site plan, and supporting documents, the Planning and Zoning Board will issue statement of reasonableness of the proposed Conditional District.**

**Before a public hearing may be held by the Town Council, the petitioner must file in the Office of the Town Clerk, a written report of at least one community meeting held by the petitioner. The report shall include a list of those persons and organization notified of the meeting detailing the method and date of contact' the date, time, and location of the meeting; a roster of persons in attendance, a summary of issues discussed, and a description of any changes to the petition as a result of the meeting. In the event the petitioner has not held at least one meeting, the petitioner shall file a report documenting efforts that were made and the reasons such a meeting was not held.**

AdventHealth Buncombe County Campus  
Adjacent Properties to Proposed Development



119 Monticello Road



121 Monticello Road



AdventHealth Buncombe County Campus  
Adjacent Properties to Proposed Development



22 Ollie Weaver Road



29 Ollie Weaver Road



AdventHealth Buncombe County Campus  
Adjacent Properties to Proposed Development



35 Ollie Weaver Road



45 Ollie Weaver Road



AdventHealth Buncombe County Campus  
Adjacent Properties to Proposed Development



60 Ollie Weaver Road



70 Ollie Weaver Road



AdventHealth Buncombe County Campus  
Adjacent Properties to Proposed Development



12 Horizon Hills Drive



17 Scenic View Drive



AdventHealth Buncombe County Campus  
Adjacent Properties to Proposed Development



15 Scenic View Drive



13 Scenic View Drive

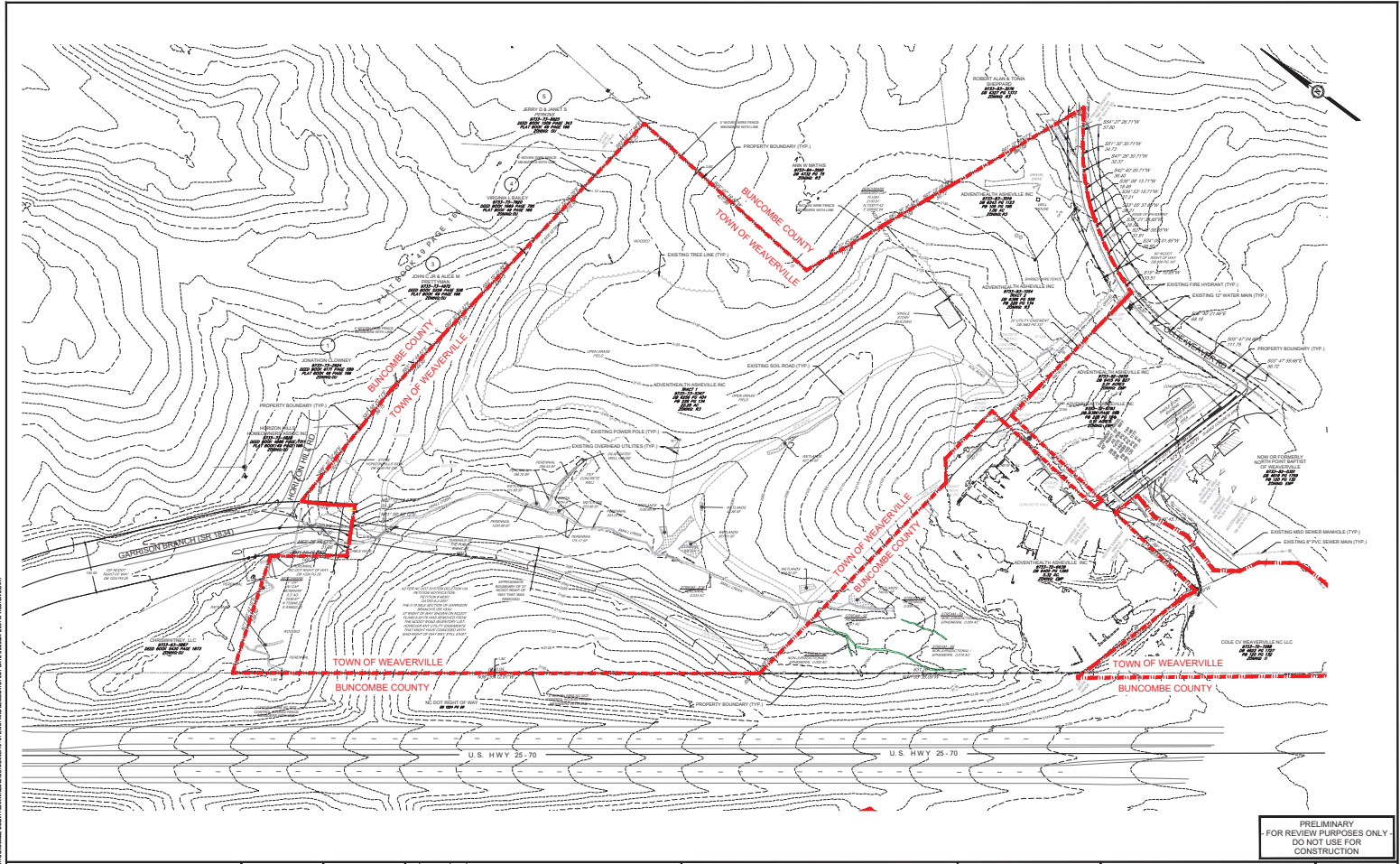
AdventHealth Buncombe County Campus  
Adjacent Properties to Proposed Development



*11 Scenic View Drive*







PRELIMINARY  
FOR REVIEW PURPOSES ONLY.  
DO NOT USE FOR  
CONSTRUCTION

55 Broad Street  
Asheville, NC 28801  
828.252.0575  
NC Firm License # C-0459  
mcgillassociates.com



NO.	DATE	BY	DESCRIPTION

ADVENTHEALTH BUNCOMBE  
COUNTY CAMPUS  
**ADVENTHEALTH**  
BUNCOMBE COUNTY, NORTH CAROLINA

GRAPHIC SCALE: 1" EQUALS 40 FEET  
DATE: 09/20/24

PROJECT MANAGER	OWNER
R. WILL	S. BURWELL

EXISTING CONDITIONS PLAN

DATE	PROJECT #	ISSUE #
SEPTEMBER 2024	24.00118	N/A

SHEET  
**CE-100**





**NAME AND LOCATION OF PROJECT:**  
 ADVENTHEALTH BUNCOMBE COUNTY CAMPUS  
 3000 WOODSIDE ROAD  
 HILLSBORO, NORTH CAROLINA 28027

**PROJECT OWNER:**  
 ADVENTHEALTH BUNCOMBE COUNTY CAMPUS, INC.  
 1000 BIRD ROAD  
 CHARLOTTE, NORTH CAROLINA 28203

**PROPERTY AREA:**  
 22.26 ACRES (±) (1,910,000 SQUARE FEET)

**LENGTH OF ROAD SYSTEM:**  
 2000'

**OPEN SPACE:**  
 7 ACRES

**RETAINING WALL DATA:**

STAFF SPACES	75
LECTURE SPACES	118
MOB SPACES PH1	200
MOB SPACES PH2	254
MOB SPACES PH3	18
REGULAR BEDS SPACES	21
ASC SPACES PH 1	140
ASC SPACES PH 2	140
<b>TOTAL SPACES</b>	<b>986</b>

**RETAINING WALL DATA:**

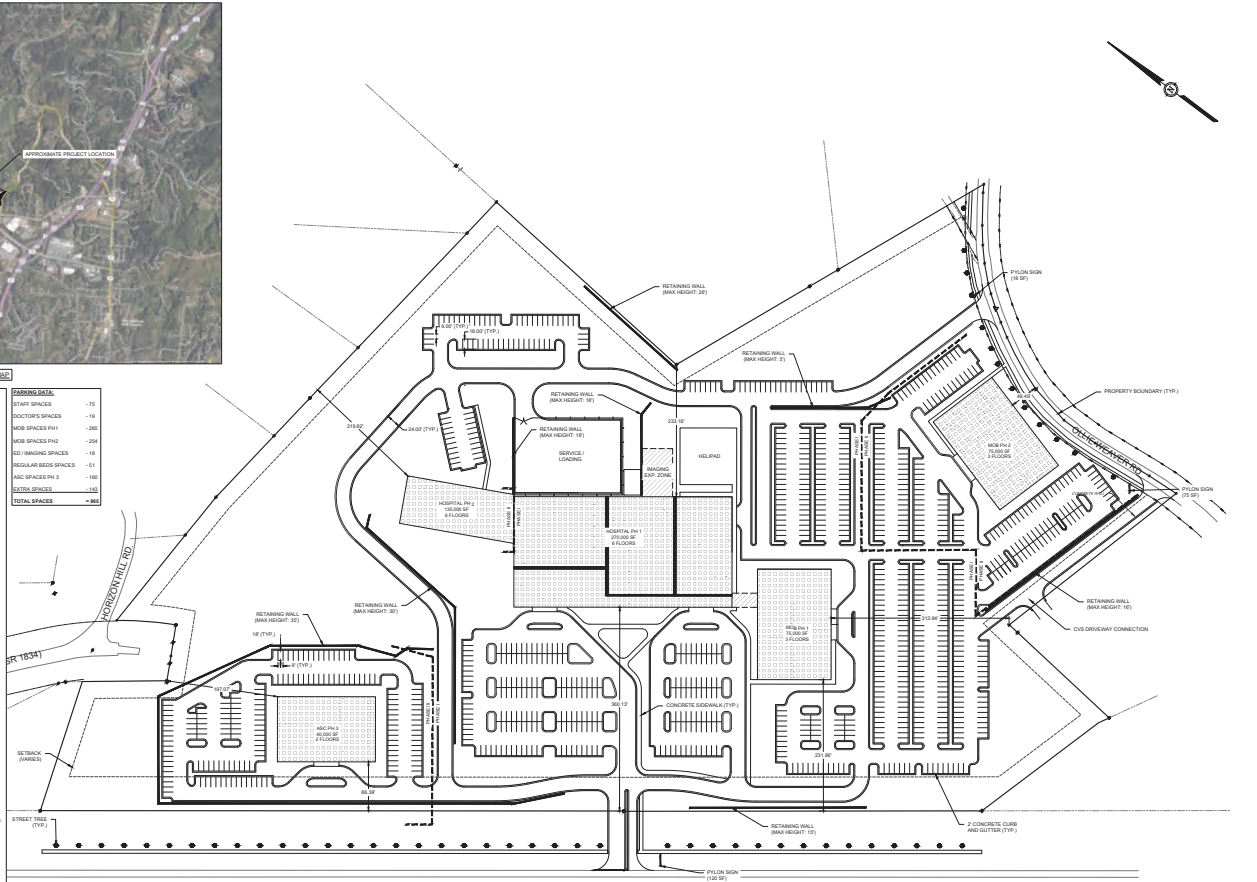
RETAINING WALL (MAX HEIGHT: 20')	1000'
RETAINING WALL (MAX HEIGHT: 15')	1000'
RETAINING WALL (MAX HEIGHT: 10')	1000'
RETAINING WALL (MAX HEIGHT: 5')	1000'
RETAINING WALL (MAX HEIGHT: 3')	1000'
RETAINING WALL (MAX HEIGHT: 2')	1000'
RETAINING WALL (MAX HEIGHT: 1')	1000'

**RETAINING WALL DATA:**

RETAINING WALL (MAX HEIGHT: 20')	1000'
RETAINING WALL (MAX HEIGHT: 15')	1000'
RETAINING WALL (MAX HEIGHT: 10')	1000'
RETAINING WALL (MAX HEIGHT: 5')	1000'
RETAINING WALL (MAX HEIGHT: 3')	1000'
RETAINING WALL (MAX HEIGHT: 2')	1000'
RETAINING WALL (MAX HEIGHT: 1')	1000'

**RETAINING WALL DATA:**

RETAINING WALL (MAX HEIGHT: 20')	1000'
RETAINING WALL (MAX HEIGHT: 15')	1000'
RETAINING WALL (MAX HEIGHT: 10')	1000'
RETAINING WALL (MAX HEIGHT: 5')	1000'
RETAINING WALL (MAX HEIGHT: 3')	1000'
RETAINING WALL (MAX HEIGHT: 2')	1000'
RETAINING WALL (MAX HEIGHT: 1')	1000'



U.S. HWY 25-70

PRELIMINARY FOR REVIEW PURPOSES ONLY. DO NOT USE FOR CONSTRUCTION.

55 Broad Street  
 Asheville, NC 28801  
 828.252.0575  
 NC Firm License # C-0459  
 mcgill@mcgill.com



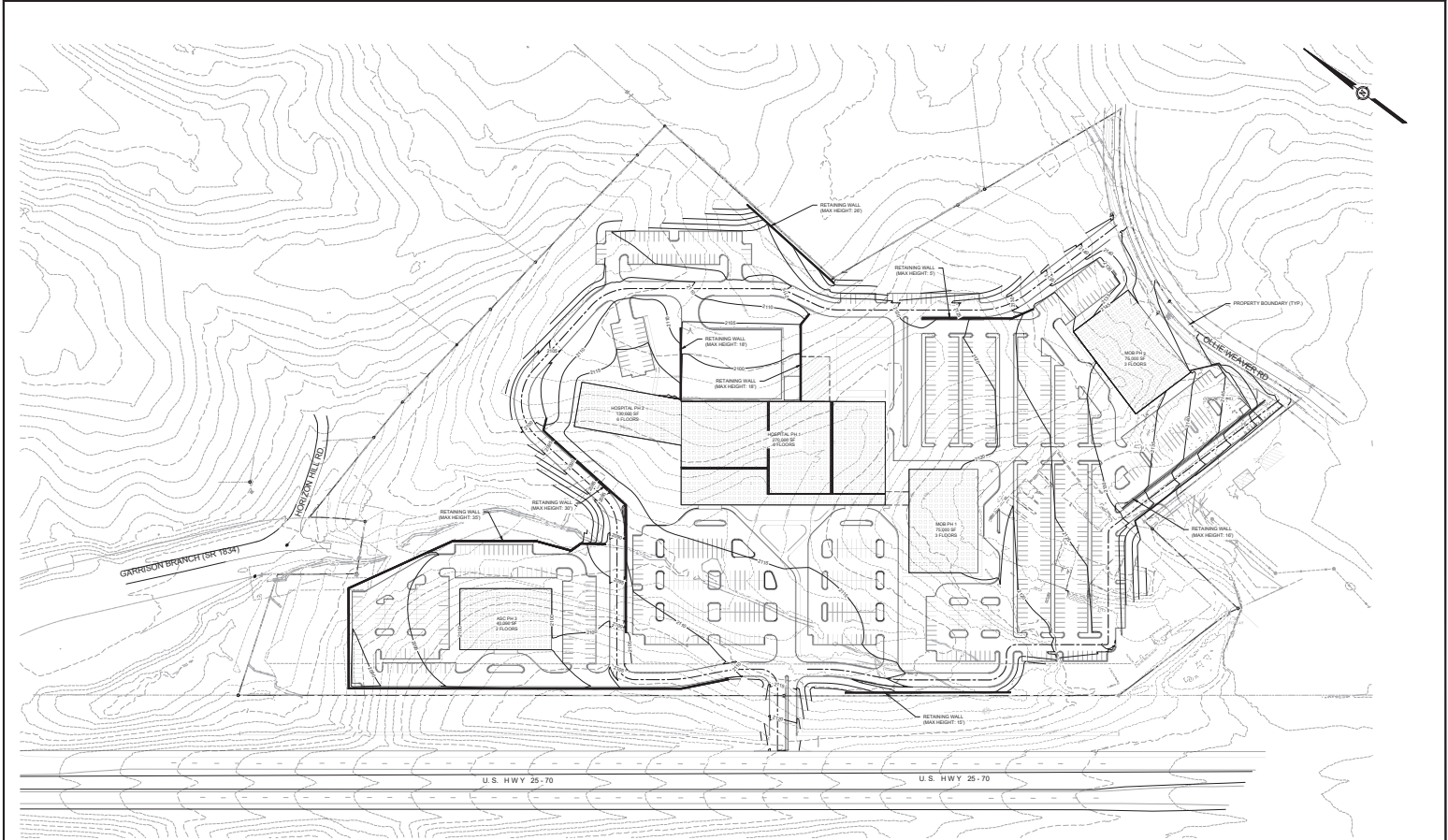
NO.	DATE	BY	DESCRIPTION

ADVENTHEALTH BUNCOMBE COUNTY CAMPUS  
**ADVENTHEALTH**  
 BUNCOMBE COUNTY, NORTH CAROLINA

PROJECT MANAGER	REVIEWER
M. CATHEY	G. ORR
R. WILL	S. BURWELL

DATE	PROJECT #	ISSUE #
SEPTEMBER 2024	24.00118	N/A

SHEET  
**C-100**



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mcgil@adcoad.com



NO.	DATE	BY	DESCRIPTION

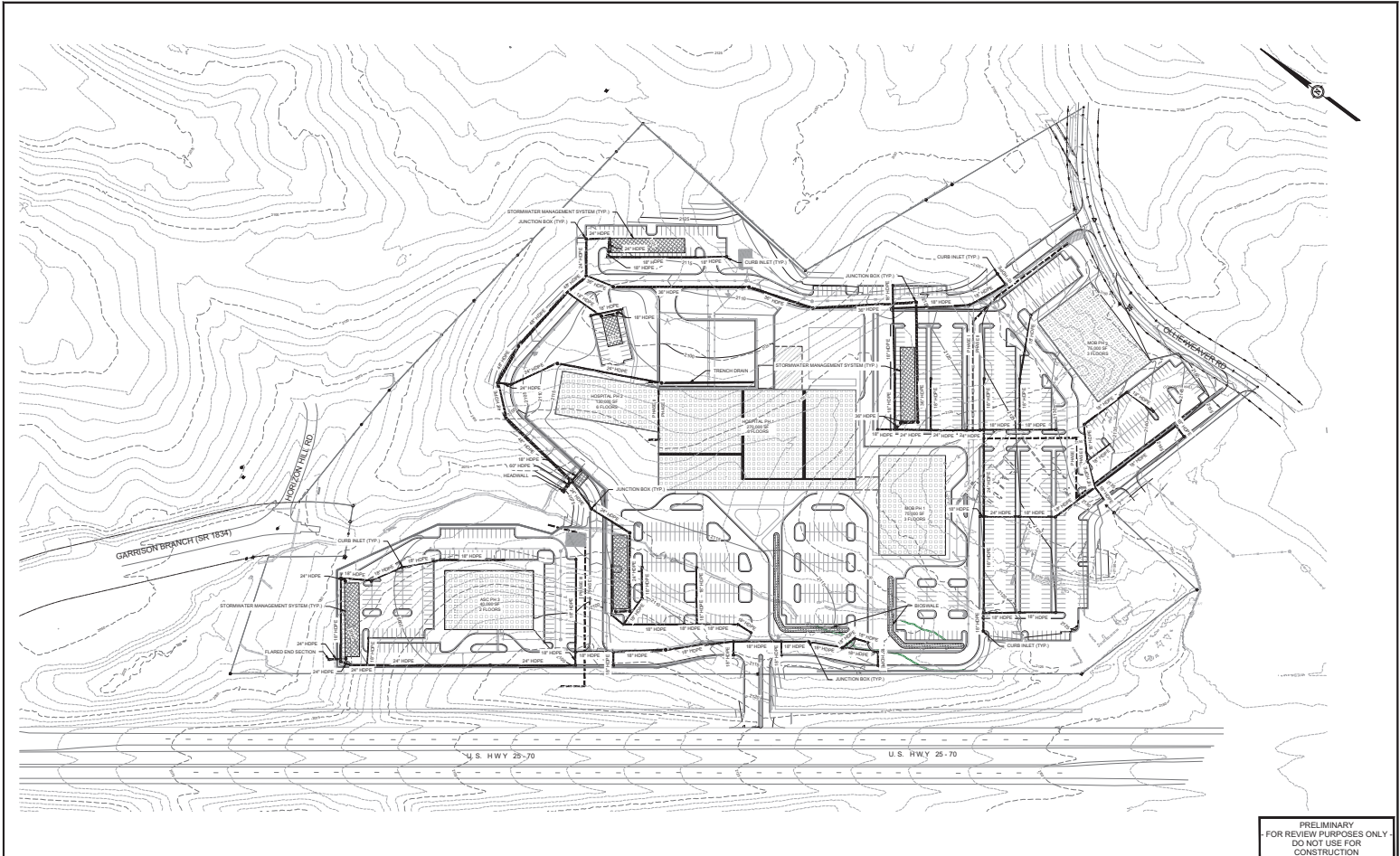
ADVENTHEALTH BUNCOMBE  
COUNTY CAMPUS  
**ADVENTHEALTH**  
BUNCOMBE COUNTY, NORTH CAROLINA

GRAPHIC SCALE: GRAPHIC SCALE = 10 FEET  
VERTICAL SCALE: VERTICAL SCALE = 1/8" = 1'-0"

PROJECT MANAGER R. WILL	DESIGNER M. CATHEY	SENIOR DESIGNER G. ORR
DATE SEPTEMBER 2024	PROJECT # 24.00118	ISSUANCE # N/A

MASTER GRADING PLAN

SHEET  
**C-200**



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NO.	DATE	BY	DESCRIPTION

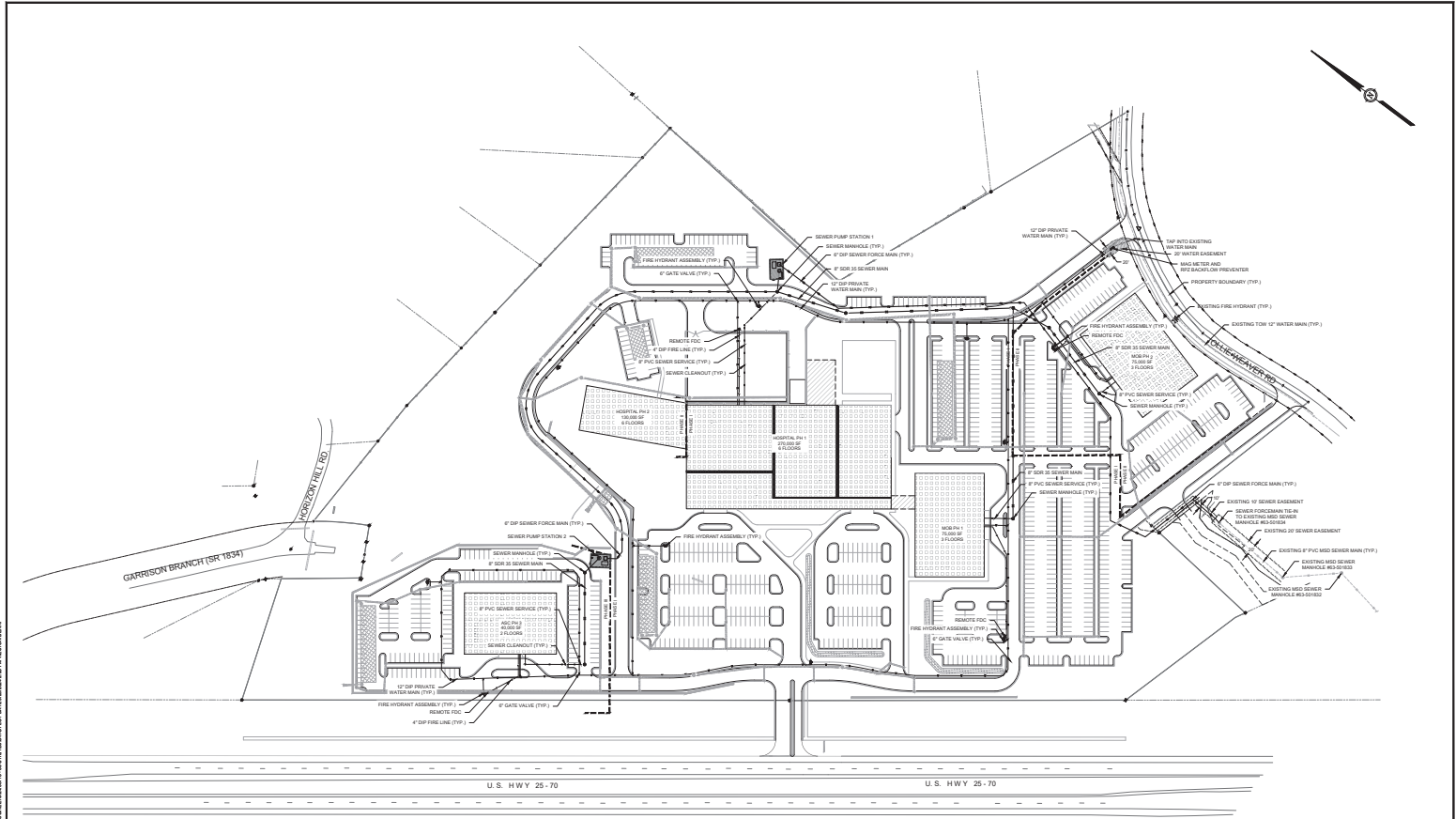
ADVENTHEALTH BUNCOMBE COUNTY CAMPUS  
**ADVENTHEALTH**  
BUNCOMBE COUNTY, NORTH CAROLINA

GRAPHIC SCALE: GRAPHIC SCALE = 10 FEET  
DIGITAL SCALE: DIGITAL SCALE = 1/32" = 1'-0"

PROJECT MANAGER R. WILL	DESIGNER L. ROBERSON
REVIEWER S. BURWELL	DATE SEPTEMBER 2024

MASTER STORMWATER MANAGEMENT PLAN	
PROJECT #	24.00118
PLANNING #	N/A

SHEET  
**C-300**



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CONSTRUCTION

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Asheville, NC 28801  
828.252.0575  
NC Firm License # C-0459  
mcgilassociates.com



NO.	DATE	BY	DESCRIPTION

ADVENTHEALTH BUNCOMBE  
COUNTY CAMPUS  
**ADVENTHEALTH**  
BUNCOMBE COUNTY, NORTH CAROLINA

GRAPHIC SCALE: SEWER VALUE = 40 FEET  
PERSONAL SCALE: 1" = 10 FEET

PROJECT MANAGER	DESIGNER
R. WILL	S. BURWELL

MASTER UTILITY PLAN	
DATE	PROJECT #
SEPTEMBER 2024	24.00118
ISSUE #	PLANNING #
N/A	N/A

SHEET  
**C-400**







Town of Weaverville Community Meeting 12/20/24

30 South Main Street

Weaverville, NC

6:00P – 7:00P

AdventHealth Buncombe County - Meeting Minutes

1. Team Introductions provided
  - a. Graham Fields – AdventHealth
  - b. Steve Potter – AdventHealth
  - c. Jerry Merritt - HKS
  - d. Mike Strenth – MedDev
2. Explanation of Meeting Intent provided by James Eller
3. Project Intro provided by Steve Potter (Ref attached)
  - a. Difference between phase 1 and future phase(s) was reviewed.
  - b. Community asked for site plan to be rotated to match GIS orientation for future presentations.
4. Open Forum for Community Questions/Concerns
  - a. “Mathis” Expressed concerns with retaining acoustical buffer from North Access Road to Property line.
  - b. Someone expressed concerns with access to Public Transportation or intent to provide sidewalks for access from East side of Hwy 26.
  - c. Intent to use Garrison Branch for permanent access was asked. Response provided was “no”.
  - d. Several concerns were raised with regard to Ollie Weaver / Monticello Roads.
    - i. Concerns with existing conditions and whether or not improvements would be made.
    - ii. Whether stoplights would be added on Ollie Weaver.
    - iii. If turn lanes, widening, etc. would occur.
    - iv. Traffic counts and speed were a concern
    - v. School traffic was a concern
    - vi. Response was deferred to coordination with NCDOT and the completion of the traffic study.
  - e. Several questions were raised regarding the new entrance on Hwy 25-70.
    - i. Time line is unknow, but the process has been started.
    - ii. The intent is to provide a new traffic signal & median break.
  - f. A question was asked about location of helipad.
    - i. Team confirmed ground mounted adjacent to Emergency Department.
    - ii. Team confirmed a Helipad Consultant was engaged to study wind, sound, etc.
    - iii. Advent communicated flights would be for outbound patients only and likely average 1 per week annually based on Hendersonville metrics.
  - g. Neighborhood members asked for periodic milestone updates for awareness.



- h. A question was asked about application of second CON application currently under review.
  - i. Advent confirmed it is in process and the master plan has accounted for the second CON.
- i. Questions were asked about intent to meet/exceed energy code & incorporate GREEN initiatives.
  - i. Advent confirmed project was being designed to meet current energy code. Advent is also evaluating options for additional efficiencies, sustainability, and resiliency.

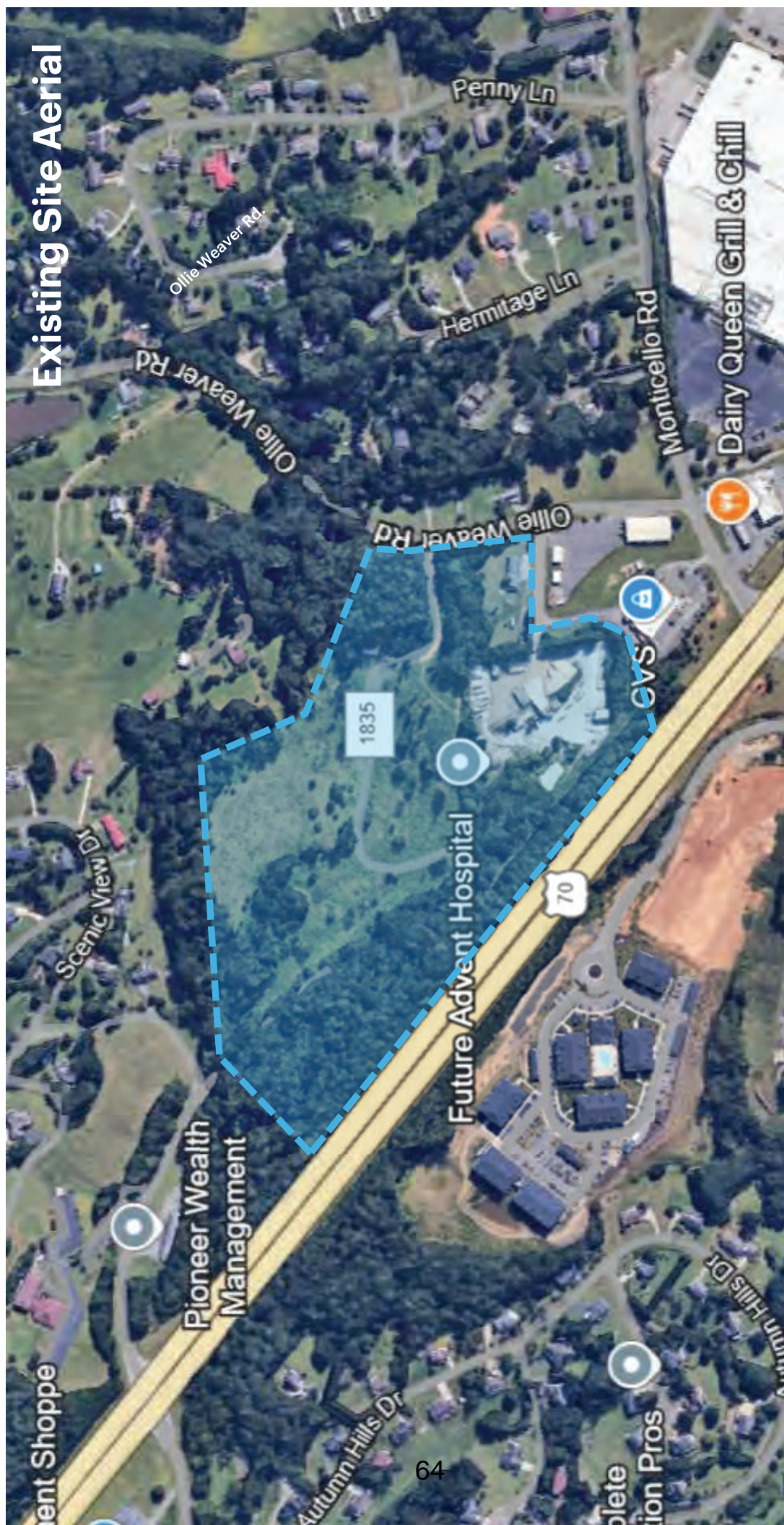
# AdventHealth Conditional District

## COMMUNITY MEETING SIGN-UP SHEET (11/20/24)

NAME	TOWN RESIDENT	ADDRESS
Ann Mathis	YES <input type="radio"/> NO <input checked="" type="radio"/>	70 Ollie Weaver Rd W.V.
Ann + Dave Wellendorf	YES <input type="radio"/> NO <input checked="" type="radio"/>	55 Laurel Ridge - Marshall
George & F. L. L. L. L. L.	YES <input type="radio"/> NO <input checked="" type="radio"/>	12 SCENIC VIEW DR W.V.
Dean & Renae Roper	YES <input type="radio"/> NO <input checked="" type="radio"/>	5 FOREST RIDGE DRIVE W. VA. NC
Shannon Purcell / Paul Sexton	<input checked="" type="radio"/> YES <input checked="" type="radio"/> NO	45 Ollie Weaver Rd Weaverville
Chris Mathis	<input checked="" type="radio"/> YES <input type="radio"/> NO	64 Brown Street
Jennifer Young	<input checked="" type="radio"/> YES <input type="radio"/> NO	54 S Main St, Weaverville
Barry Bailey	YES <input type="radio"/> NO <input checked="" type="radio"/>	6 SCENIC VIEW DR WV
LES LOVE	YES <input type="radio"/> NO <input checked="" type="radio"/>	25 SCENIC VIEW DR WV
Ta B. H.	<input checked="" type="radio"/> YES <input type="radio"/> NO	53 Highland St.
Natasha Schwade	YES <input type="radio"/> NO <input checked="" type="radio"/>	20 Brownwood Est
A.D. Ammons	YES <input type="radio"/> NO <input checked="" type="radio"/>	North Point Church -
	YES <input type="radio"/> NO <input type="radio"/>	
	YES <input type="radio"/> NO <input type="radio"/>	
	YES <input type="radio"/> NO <input type="radio"/>	
	YES <input type="radio"/> NO <input type="radio"/>	
	YES <input type="radio"/> NO <input type="radio"/>	
	YES <input type="radio"/> NO <input type="radio"/>	
	YES <input type="radio"/> NO <input type="radio"/>	
	YES <input type="radio"/> NO <input type="radio"/>	
	YES <input type="radio"/> NO <input type="radio"/>	
	YES <input type="radio"/> NO <input type="radio"/>	



# Existing Site Aerial





# Phase 1 Site Plan

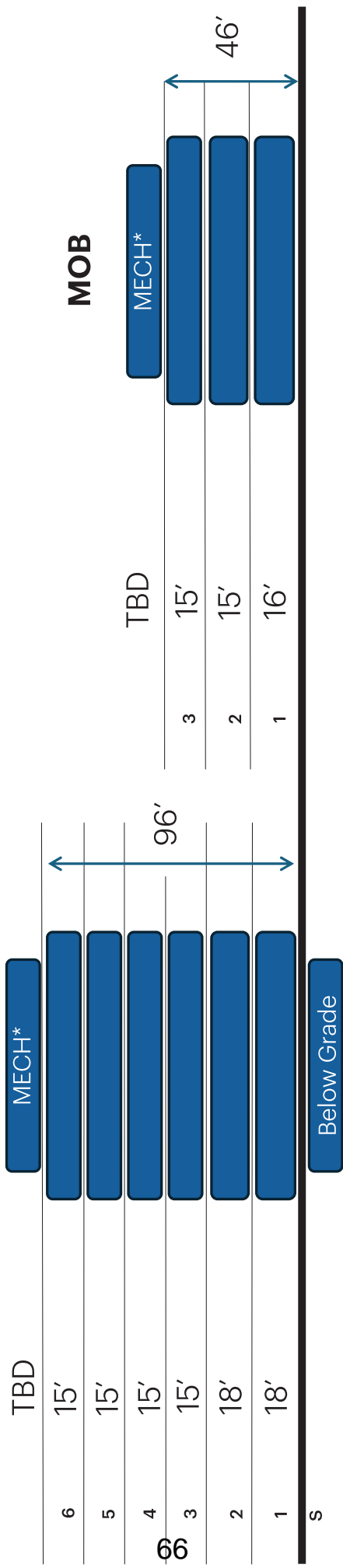




# BUILDING HEIGHTS



## Hospital



\*Scope of mechanical on rooftop to be determined. Potential to be enclosed penthouse, screened yard, or partially enclosed.



# Future Build-Out Site Plan





**TOWN OF WEAVERVILLE  
TOWN COUNCIL AGENDA ITEM**

**MEETING DATE:** December 16, 2024  
**SUBJECT:** 2025 Town Council Meeting and Holiday Schedule  
**PRESENTER:** Interim Town Manager  
**ATTACHMENTS:** Proposed 2025 Meeting and Holiday Schedule

**DESCRIPTION/SUMMARY OF REQUEST:**

The Interim Town Manager presents a proposed schedule of workshop and regular meetings for Town Council as well as the schedule of Town’s holidays.

As in years past, the holiday schedule is based on the State’s holiday schedule.

Workshop meetings are generally proposed for the third Tuesday of each month and regular meetings are generally proposed for the fourth Monday. Some adjustments to that typical meeting schedule have been made to account for holidays, particularly in November and December.

It is anticipated that special called meetings will likely be needed related to the Town Manager hiring process and may also be needed during budget deliberations.

**ACTION REQUESTED:**

Town Council approval of the meeting and holiday schedule is recommended with a proposed motion of:

*I move that the 2025 meeting and holiday schedule be approved as presented.*

## 2025 Town Council Meeting and Holiday Schedule

Town Council Meetings held in Council Chambers at Town Hall (30 South Main Street, Weaverville) unless otherwise noticed.

*In accordance with the Town of Weaverville Personnel Policy, Article VII, Section 2(a), The Town provides paid holidays consistent with the State's holiday schedule, and includes any personal observance leave or floating holiday provide to State employees.*

Wednesday, January 1, 2025	New Year's Holiday – Town Offices Closed
Monday, January 20, 2025	Martin Luther King Jr. Holiday – Town Offices Closed
Tuesday, January 21, 2025	Town Council Workshop at 6:00pm
Saturday, January 18, 2025	Town Council Strategic Planning Retreat at 9am
Monday, January 27, 2025	Regular Town Council Meeting at 6:00pm
Tuesday, February 18, 2025	Town Council Workshop at 6:00pm
Monday, February 24, 2025	Regular Town Council Meeting at 6:00pm
Tuesday, March 18, 2025	Town Council Workshop at 6:00pm – Budget Workshop #1
Monday, March 24, 2025	Regular Town Council Meeting at 6:00pm
Tuesday, April 15, 2025	Town Council Workshop at 6:00pm – Budget Workshop #2
Friday, April 18, 2025	Good Friday Holiday – Town Offices Closed
Monday, April 28, 2025	Regular Town Council Meeting at 6:00pm
Tuesday, May 13, 2025	Town Council Budget Workshop #3 at 6pm – Town Hall for FY 2025-26 Annual Budget Public Hearing
Monday, May 19, 2025	Regular Town Council Meeting at 6:00pm
Monday, May 28, 2025	Memorial Day Holiday – Town Offices Closed
Tuesday, June 3, 2025	Town Council Workshop at 6pm – Budget Workshop #4
Tuesday, June 17, 2025	Town Council Workshop #5 at 6pm – Budget Adoption
Monday, June 23, 2025	Regular Town Council Meeting at 6:00pm
Friday, July 4, 2025	Independence Day Holiday – Town Offices Closed
Tuesday, July 15, 2025	Town Council Workshop at 6:00pm
Monday, July 28, 2025	Regular Town Council Meeting at 6:00pm
Tuesday, August 19, 2025	Town Council Workshop at 6:00pm
Monday, August 25, 2025	Regular Town Council Meeting at 6:00pm
Monday, September 1, 2025	Labor Day Holiday – Town Offices Closed
Tuesday, September 16, 2025	Town Council Workshop at 6:00pm
Monday, September 22, 2025	Regular Town Council Meeting at 6:00pm
Tuesday, October 21, 2025	Town Council Workshop at 6:00pm
Monday, October 27, 2025	Regular Town Council Meeting at 6:00pm
Tuesday, November 11, 2025	Veterans Day Holiday – Town Offices Closed
Tuesday, November 18, 2025	Town Council Workshop at 6:00pm
Monday, November 24, 2025	Regular Town Council Meeting at 6:00pm
Thursday-Friday, November 27-28, 2025	Thanksgiving Holidays – Town Offices Closed
Tuesday, December 9, 2025	Town Council Workshop at 6:00pm
Monday, December 15, 2025	Regular Town Council Meeting at 6:00pm
Wed-Thurs-Fri, December 24-25-26, 2025	Christmas Holidays – Town Offices Closed
Thursday, January 1, 2026	2026 New Year's Holiday – Town Offices Closed

**TOWN OF WEAVERVILLE  
TOWN COUNCIL AGENDA ITEM**

**MEETING DATE:** December 16, 2024  
**SUBJECT:** Town Manager Hiring Update  
**PRESENTER:** Mayor Patrick Fitzsimmons  
**ATTACHMENTS:** None

**DESCRIPTION/SUMMARY OF REQUEST:**

Developmental Associates, LLC, reports that there were 35 applications received for the town manager position and they are in the process of conducting telephone interviews.

Town Council's next step is to select which candidates should progress to the next phase of the selection process which is an assessment center to be conducted by Developmental Associates, LLC, on January 16 and 17. A special-called meeting has been noticed by the Vice Mayor for Wednesday, December 18, 2024, at 3:30 pm, for that purpose. At this meeting Town Council will begin in open session and will immediately take action to enter closed session so that the legally required confidentiality of the applicants and process can be maintained. Once they have concluded their work in closed session they will return to open session to adjourn their meeting.

**COUNCIL ACTION REQUESTED:**

No action requested or required



**TOWN OF WEAVERVILLE  
TOWN COUNCIL AGENDA ITEM**

**MEETING DATE:** December 16, 2024  
**SUBJECT:** Board Reappointment - MSD Board  
**PRESENTER:** Mayor Fitzsimmons  
**ATTACHMENTS:** None

**DESCRIPTION/SUMMARY OF REQUEST:**

Doug Dearth has been serving as the Town of Weaverville’s representative on the Metropolitan Sewerage District (MSD) Board of Directors. Mr. Dearth’s three-year term will expire at the end of the year. He is willing to serve another term, so the Mayor recommends him for reappointment for a regular 3-year term beginning in January 2025.

**COUNCIL ACTION REQUESTED:**

Town Council action to appoint someone to represent the Town on the MSD Board is needed. The following motion is recommended by the Mayor:

*I move that Town Council reappoint Doug Dearth to serve as the Town’s representative on the Metropolitan Sewerage District (MSD) Board for a regular 3-year term beginning in January of 2025.*

**TOWN OF WEAVERVILLE  
TOWN COUNCIL AGENDA ITEM**

**MEETING DATE:** December 16, 2024

**SUBJECT:** Main Street Nature Park Stormwater Project – Grant Application

**PRESENTER:** Interim Town Manager Harris

**ATTACHMENTS:** Concept Plans for Main Street Nature Park Grant Proposal and Proposed Resolution

**DESCRIPTION/SUMMARY OF REQUEST:**

Town Council was previously presented with a concept plan and visioning for stormwater projects and related improvements for the Main Street Nature Park. Staff noted that there was favorable support from Town Council on these projects during last year’s budget discussions and general direction for Town staff to pursue grant funding when able.

Mary Roderick of the Land of Sky Regional Council recently directed Town staff to the Water Resources Development grant program that looks promising for these projects. The grant funding under this program is a 50% matching grant with a maximum grant award of \$200,000. The current grant application deadline is December 31, 2024, with the next application deadline being June 2025.

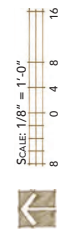
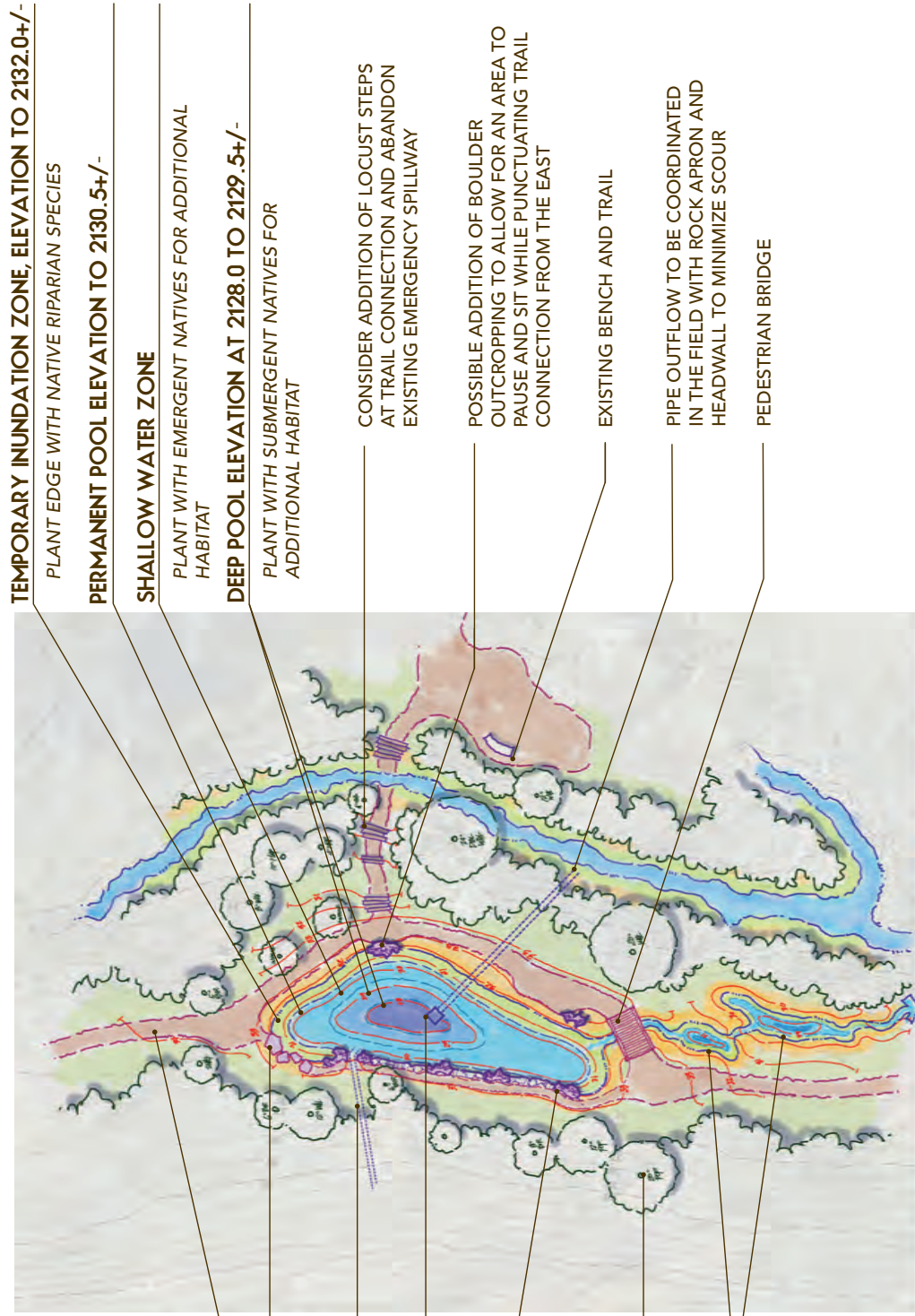
Tim Ormond of Blue Earth Planning, Engineering, and Design, PC, worked on the concept plan that was presented to Town Council and has indicated his availability to assist the Town with the grant application for this grant cycle.

In anticipation of the upcoming budget discussions, and with the Vice Mayor’s agreement, the Interim Town Manager approved the grant application proposal and authorized Tim Ormond to begin work immediately for submittal by the end of December. This will allow the Town to know what if any grant funds will be available for this project going into the FY2024-2025 budget discussions.

The fee for these grant services is no more than \$5,000 and the Finance Director has indicated that sufficient funds can be found to cover this unexpected expense, so no budget amendment is needed.

**TOWN COUNCIL ACTION REQUESTED:**

Town Council is asked to ratify the approval of the grant proposal and authorize the grant application through the adoption of the attached resolution. A proposed motion is as follows: *I move that Town Council ratify the approval of the Proposal for Professional, Technical and Grant-Writing Services submitted by Tim Ormond and Blue Earth Planning, Engineering & Design and to adopt the proposed resolution authorizing the preparation and submittal of the Water Resources Development grant application for the Main Street Nature Park projects.*



**TEMPORARY INUNDATION ZONE, ELEVATION TO 2132.0+/-**  
PLANT EDGE WITH NATIVE RIPARIAN SPECIES

**PERMANENT POOL ELEVATION TO 2130.5+/-**  
**SHALLOW WATER ZONE**

PLANT WITH EMERGENT NATIVES FOR ADDITIONAL HABITAT

**DEEP POOL ELEVATION AT 2128.0 TO 2129.5+/-**  
PLANT WITH SUBMERGENT NATIVES FOR ADDITIONAL HABITAT

CONSIDER ADDITION OF LOCUST STEPS AT TRAIL CONNECTION AND ABANDON EXISTING EMERGENCY SPILLWAY

POSSIBLE ADDITION OF BOULDER OUTCROPPING TO ALLOW FOR AN AREA TO PAUSE AND SIT WHILE PUNCTUATING TRAIL CONNECTION FROM THE EAST

EXISTING BENCH AND TRAIL

PIPE OUTFLOW TO BE COORDINATED IN THE FIELD WITH ROCK APRON AND HEADWALL TO MINIMIZE SCOUR  
PEDESTRIAN BRIDGE

EXISTING TRAIL  
POSSIBLE ADDITION OF STONE STEPPERS TO ACCESS WEST SIDE OF POND

EXISTING 18" PIPE TO REMAIN

INSTALL OUTLET STRUCTURE AND NEW OUTFLOW PIPE

POSSIBLE ADDITIONS OF SMALL BOULDERS AND RESTORE ROCK WALL FOR LOW IMPACT TRAIL ACCESS ON THE WEST SIDE OF POND

EXISTING TREES TO REMAIN, TYP. (APPROXIMATE SIZE AND LOCATION INDICATED)

STEP POOLS AT SPILLWAY WITH NATIVE RIPARIAN PLANTINGS IN EXISTING SHALLOW DEPRESSION



**CELL #1 :: MODIFY EXISTING**

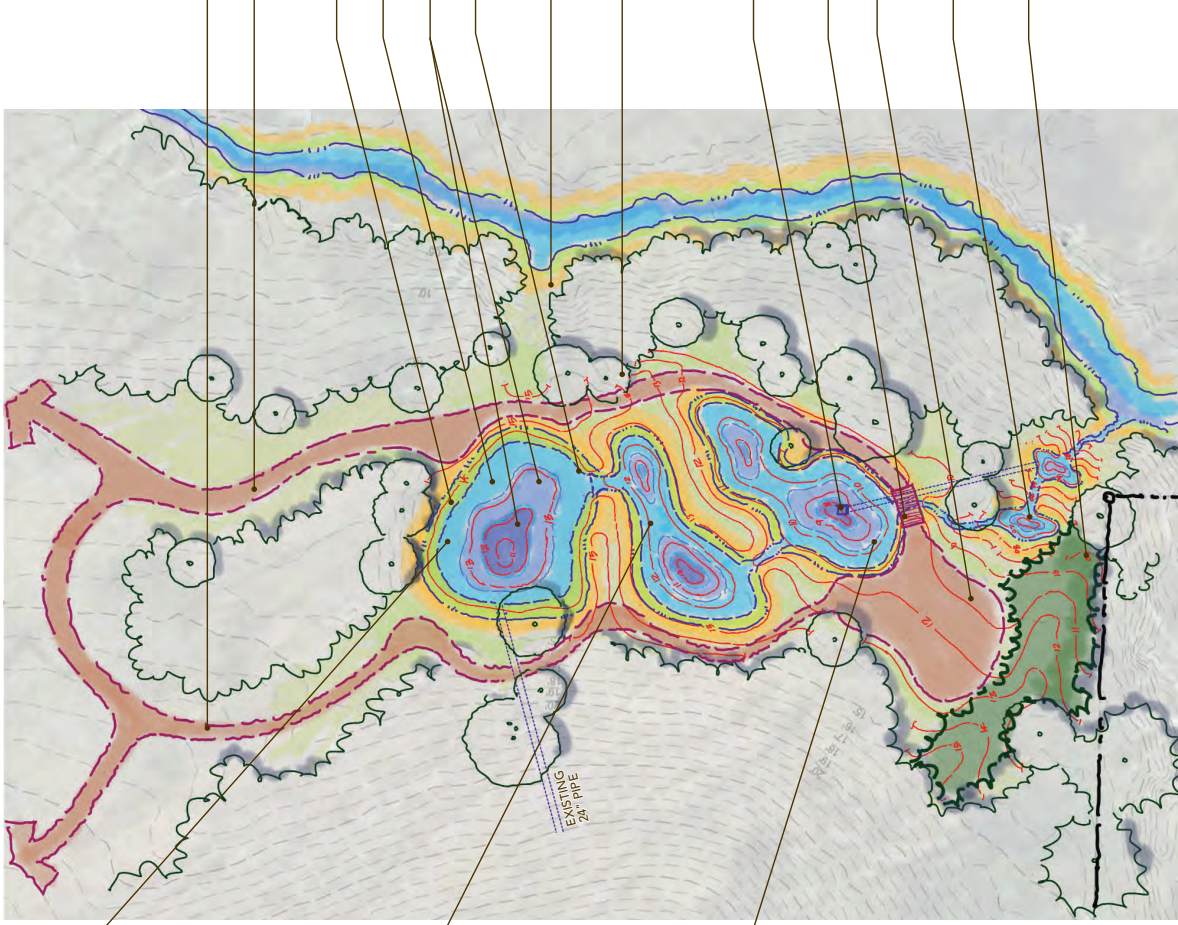
- TEMPORARY INUNDATION ZONE, ELEVATION TO 2114.5+/-  
PLANT WITH RIPARIAN NATIVE PLANTS
- LOWER PERMANENT POOL ELEVATION AT 2113.0 TO 2113.5+/-  
SHALLOW WATER ZONE  
PLANT WITH EMERGENT NATIVE PLANTS FOR ADDITIONAL HABITAT
- DEEP POOL ELEVATION AT 2111.0 TO 2113.0+/-  
PLANT WITH SUBMERGENT NATIVE PLANTS

**(NEW) CELL #2**

- TEMPORARY INUNDATION ZONE, ELEVATION TO 2113.0+/-  
PLANT WITH RIPARIAN NATIVE PLANTS
- PERMANENT POOL ELEVATION AT 2112.0 TO 2112.5+/-  
SHALLOW WATER ZONE  
PLANT WITH EMERGENT NATIVE PLANTS
- DEEP POOL ELEVATION AT 2110.0 TO 2112.0+/-  
PLANT WITH SUBMERGENT NATIVE PLANTS

**(NEW) CELL #3**

- TEMPORARY INUNDATION ZONE, ELEVATION TO 2111.5+/-  
PLANT WITH RIPARIAN NATIVES
- PERMANENT POOL ELEVATION AT 2110.5 TO 2111.0+/-  
SHALLOW WATER ZONE  
PLANT WITH EMERGENT NATIVE PLANTS
- DEEP POOL ELEVATION AT 2008.0 TO 2110.5+/-  
PLANT WITH SUBMERGENT NATIVE PLANTS



- SECONDARY TRAIL ACCESS
- PROPOSED TRAIL, TYP.
- TEMPORARY INUNDATION ZONE
- SHALLOW WATER ZONE
- DEEP POOL
- PERMANENT POOL
- ABANDON AND REPAIR EXISTING SPILLWAY
- EXISTING TREES TO REMAIN (APPROXIMATE LOCATION INDICATED)
- INSTALL OUTLET STRUCTURE AND NEW OUTFALL PIPE
- PROPOSED PEDESTRIAN BRIDGE
- GATHERING AREA AND TRAIL DESTINATION
- STEP POOLS AT SPILLWAY AND PIPE OVERFLOW TBD IN FIELD
- PLANT EVERGREENS TO SCREEN VIEW TO ADJACENT PROPERTY



December 6, 2024

Ms. Jennifer Jackson  
Town of Weaverville  
30 South Main Street  
Weaverville, NC 28787

Subject: Proposal for Grant Writing Services for Weaverville Nature Park Stormwater Improvement Project

Dear Ms. Jackson:

Blue Earth Planning, Engineering & Design, PC (Blue Earth) and our project partners are pleased to submit to you this proposal to provide professional engineering, technical and grant-writing services to assist the Town of Weaverville in obtaining grant funding for stormwater green infrastructure retrofits and related improvements at the Weaverville Nature Park.

The scope of services and cost estimate is attached to this letter for your review, approval and signature. We greatly appreciate the opportunity to work with the Town of Weaverville on this important endeavor. If you have any questions regarding this proposal or need additional information, please contact me at 828.989.8075 or [tormond@blueearth.us](mailto:tormond@blueearth.us).

Sincerely,



Timothy Ormond, P.E.  
President  
Blue Earth Planning, Engineering & Design, PC

Attachment



## Proposal for Professional, Technical and Grant-Writing Services

Blue Earth will provide the Town of Weaverville with technical and grant-writing services to assist the Town in obtaining grant funding for the Weaverville Nature Park stormwater green infrastructure retrofits and related improvements. The recommended improvements are described in a technical report entitled *Main Street Nature Park Stream Assessment and Stormwater Evaluation* by the Blue Earth team and dated March 2024.

The grant determined to be most relevant for this project is the Water Resources Development (WRD) grant administered by the State of North Carolina. Blue Earth has already had preliminary discussions with the WRD grant administrator, Mr. Amin Davis, and we believe that there is a strong likelihood of funding success. Guidelines on the grant can be found at the following link: <https://www.deq.nc.gov/media/44021/open>. The grant will provide up to 50% of the total project cost including design and construction. Remaining project funds will need to be provided by the Town in the form of cash, in-kind contributions and/or other supplementary grant funding. The maximum grant award is \$200,000.

Blue Earth and our team members will complete the grant proposal by the submission deadline of December 31, 2024 with necessary input from the Town of Weaverville and Land of Sky Regional Council.

The scope of work to complete the grant will include the following items outlined in the grant application.

STATE & LOCAL PROJECTS	
Required Items	File Format
All Required Application Sheets Completed	Excel File
Scaled Project Location & Conceptual Plan Maps	Pdf (preferred), Jpeg
Completed & Signed Official Resolution Form	Pdf
Completed & Signed Conflict of Interest Certification	Pdf
DEQ-Approved Agency Conflict of Interest Policy	Pdf
<i>Geotagged Photos Per WRDG Guidelines For Taking Geotagged Digital Photos</i>	<i>Jpeg, Upload to Filesharing Website</i>
Signed & Notarized No Overdue Taxes Form	Pdf
Letter of Commitment (Feasibility Studies & WBR Land Acquisitions Only)	Pdf
Basis For Claimed Value of Land Transfer (Land Transfers Only)	Pdf
Request For Payment of Appropriation Form (Special Appropriations Only)	Pdf
Supplemental Items (Not Required)	
Letters of Support	Pdf
Relevant Data, Reports, etc.	Pdf
Multimedia (Videos, Drone Imagery, etc.)	Upload to Filesharing Website
Please click all relevant check boxes above to indicate item is included	

Blue Earth will complete the application forms, drawings and maps, project narrative, benefits and costs table, construction cost estimates and grant budget as well as conduct a site visit to obtain the required geotagged photos.

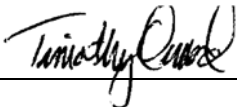


The Town of Weaverville will provide supporting documentation including:


- Official Resolution Form
- Conflict of Interest Policy and Certification
- Signed and Notarized No Overdue Taxes Form
- Letters of Support from local community groups, if possible
- Review of grant application and required signatures

Blue Earth proposes to conduct this work at a discounted rate of 50% of our standard billing rates. The total cost for this scope of services is not to exceed five thousand dollars (\$5,000).

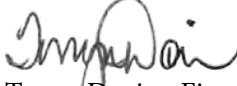
**BLUE EARTH PLANNING, ENGINEERING & DESIGN, PC**

Signature:   
Name: Timothy Ormond  
Title: President  
Date: 12/6/24

**TOWN OF WEAVERVILLE**

Signature:   
Name: David Scott Harris  
Title: Interim Town Manager  
Date: 12/9/2024

This instrument has been preaudited in the manner required by the North Carolina Budget and Fiscal Control Act.

  
Tonya Dozier, Finance Officer

**RESOLUTION AUTHORIZING WATER RESOURCES DEVELOPMENT GRANT  
APPLICATION FOR THE MAIN STREET NATURE PARK STORMWATER PROJECT**

**WHEREAS**, Town Council of the Town of Weaverville desires to sponsor and support the “Main Street Nature Park Stormwater Project”; and

**WHEREAS**, said Project includes a green infrastructure retrofit of the Main Street Nature Park in order to expand the stormwater treatment system and capacity and the stormwater control measures (SCMs) contained within the Park, with the following possible components noted:

Improve hydraulic function of both SCMs, including increasing storage volumes during storm events and reducing peak outflows to reduce negative downstream impacts; improve treatment function, pollutant removal and water quality; improve habitat and biodiversity; improve visitor experience including better access, circulation, and viewing opportunities; provide educational opportunities for students and other community members; use nature-based solutions, such as native plantings and natural materials where possible; regrade existing SCMs to create extensive shallow wetland zones for providing water quality benefit, habitat and biodiversity; create deep pools within each of the wetland cells to provide essential habitat for beneficial aquatic plant, insect and animal species; reduce the permanent water level in each of the cells to allow for more stormwater storage through a temporary inundation zone during larger storm events; install water level control devices to provide outflow control for full range of storms; develop hydraulic design of spillways to provide full peak storm conveyance up to and including the 100-year storm event; stabilize existing eroded areas with rock and/or installation of a small regenerative stormwater conveyance (RSC); install a new pedestrian trail to provide access and viewing opportunities throughout the expanded stormwater treatment system; create a three-terrace step pool wetland system for the South SCM, significantly expanding the flood mitigation and water quality treatment capacity; install a mulched gathering area at the south end of the expanded South SCM to provide visitor access, circulation and potential outdoor classroom amenities; improve access to the new wetland cells and provide seating options through the use of stone steps and small boulders; plant extensive native wetland plants with native species such as pickerel weed, water lily, arrowheads, rushes, sedges and blue flag iris; install educational signage and benches; and

**WHEREAS**, the Town wishes to secure financial assistance for this Project;

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

1. Town Council requests that the State of North Carolina provide financial assistance to the Town of Weaverville for the Main Street Nature Park Stormwater Project in an amount up to \$200,000 or 50% of the project construction cost, whichever is the lesser amount;
2. If grant funds are awarded and accepted by Town Council, the Town:
  - (a) will assume full obligation for payment of the balance of the project costs;

- (b) will obtain all necessary federal and state permits for the projects,
- (c) will comply with all applicable laws governing the award of contracts and the expenditure of public funds by local governments;
- (d) will supervise construction of the projects to assure compliance with permit conditions and to assure safe and proper construction according to approved plans and specifications;
- (e) will obtain appropriate easements, rights-of-way or suitable work areas that may be necessary for the construction and operation of the project without cost or obligation to the State;
- (f) will ensure that the project is open for use by the public on an equal basis with limited restrictions;
- (g) will hold the State harmless from any damages that may result from the construction, operation, and maintenance of the project
- (h) will accept responsibility for the operation and maintenance of the completed project.

**THIS** the 16th day of December, 2024.

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**PATRICK FITZSIMMONS**, Mayor

**ATTESTED BY:**

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**TAMARA MERCER**, Town Clerk





## INTERIM TOWN MANAGER'S REPORT *December 2024*

Mayor/Council,

### **Completion of Solar Panel Project at the Fire Station**

Sugar Hollow has scheduled activating the solar array on December 23, at 1:30pm.



### **Debris Removal Project**

SDR (our contract debris removal company) has completed the first pass of debris collection and crews will continue with storm debris removal. They are in permitting process for the air curtain burning as several meetings and phone conversations have taken place with Air Quality to ensure it is being done properly with the safety of the community in mind.

### **Damage Assessment Update**

We continue to meet regularly with our FEMA rep to coordinate our Damage inventory. This includes storm debris as well at town property and repair work that has occurred.

### **FEMA Update**

FEMA operated a Disaster Recovery Center (DRC) here at the Town Hall community room on Dec 11-13<sup>th</sup> and plans to be on site Dec 21<sup>st</sup> 23<sup>rd</sup> and 24<sup>th</sup> for the next one. We have asked about the Christmas Eve date since Town offices will be closed that day and are waiting to hear back.

### **Community Needs for the Holiday Season**

I had some fire department connections reach out to me and another non-profit (The Rewritten Story Foundation), both from the eastern part of the state, regarding toy drives for our community. The fire department connection was linked up with the Hillside community and arranged for delivery on Tuesday Dec 10<sup>th</sup> with another delivery scheduled Dec 19<sup>th</sup>. The Rewritten Story Foundation is collecting toys and will be set up from 11-3 on Dec. 21<sup>st</sup> at the Community Center to give out toys to children that are accompanied by an adult. They have been working with schools and other agencies in the areas to gather needs. This is not a Town sponsored event but we are pleased to provide them with space at the Community Center for this charitable purpose.

### **Community Center Manager Position Hiring Update**

Interviews were conducted on Friday Dec 6<sup>th</sup> and an offer has been extended to and accepted by Michael Deserio who is coming to us from Homeward Bound and lives here in Weaverville. Mike was instrumental at the Community Center distribution operations during the immediate aftermath of Hurricane Helene.

**AdventHealth** – Discussions continue with not only staff but community engagement meetings. Advent Health conducted meetings here in the community room at Town Hall on Monday Dec 10<sup>th</sup>

### **HR Audit Update**

We anticipate the written report and update from Adept HR Solutions any day now regarding the HR Audit. I last spoke with them on Dec 13<sup>th</sup>.

### **Succession Planning**

Eric Cutshall has been promoted from Public Works Superintendent to The Assistant Public Works Director position. Staff will be pursuing to backfill Superintendent position.

### **Holiday Closures**

Town offices will be closed on December 24, 25, and 26, and on January 1.

**Respectfully submitted,  
Scottie Harris, Interim Town Manager**

**TOWN OF WEAVERVILLE  
TOWN COUNCIL AGENDA ITEM**

**MEETING DATE:** December 16, 2024  
**SUBJECT:** FY 2024-2024 Audit Presentation  
**PRESENTER:** Dan Mullinax – Gould Killian  
**ATTACHMENTS:** Audit Wrap Up Letter dated 25 November 2024

**DESCRIPTION/SUMMARY OF REQUEST:**

The annual audit for the Town’s Fiscal Year 2023-2024 has been completed.

Dan Mullinax of Gould Killian CPA Group, PA, will be at tonight’s meeting to present their findings and be available to answer questions that Town Council may have concerning the FY 2023-2024 audit.

The full audit reports is well over 100 pages. Due to its length, it is not attached to this agenda item but is available on the Town’s website and will be separately distributed to Town Council by email. The Audit Wrap Up Letter that provides a summary is attached.

**ACTION REQUESTED:**

Information only; no action requested or required.



# AUDIT WRAP UP

November 25, 2024

The following communication was prepared as part of our audit, has consequential limitations, and is intended solely for the information and use of those charged with governance (e.g., Governing Board and Audit Committee) and, if appropriate, management of the Government and is not intended and should not be used by anyone other than these specified parties.





**GOULD KILLIAN  
CPA GROUP, P.A.**  
CERTIFIED PUBLIC ACCOUNTANTS

November 25, 2024

To the Members of Town Council  
Town of Weaverville, North Carolina

Professional standards require us to communicate with you regarding matters related to the audit, that are, in our professional judgment, significant and relevant to your responsibilities in overseeing the financial reporting process. On February 19, 2024, we presented in the engagement letter an overview of our plan for the audit of the financial statements of Town of Weaverville (the Town) as of and for the year ended June 30, 2024, including a summary of our overall objectives for the audit, and the nature, scope, and timing of the planned audit work.

This communication is intended to elaborate on the significant findings from our audit, including our views on the qualitative aspects of the Town's accounting practices and policies, management's judgments and estimates, financial statement disclosures, and other required matters.

We are pleased to be of service to the Town and look forward to meeting with you to discuss our audit findings, as well as other matters that may be of interest to you, and to answer any questions you might have.

Respectfully,

*Gould Killian CPA Group, P.A.*

Asheville, North Carolina

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# Discussion Outline

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# Status of Our Audit

We have completed our audit of the financial statements as of and for the year ended June 30, 2024. Our audit was conducted in accordance with auditing standards generally accepted in the United States of America and *Government Auditing Standards*. This audit of the financial statements does not relieve management or those charged with governance of their responsibilities.

- The objective of our audit was to obtain reasonable - not absolute - assurance about whether the financial statements are free from material misstatements.
- The scope of the work performed was substantially the same as that described to you in our earlier Audit Planning communications.
- We have issued an unmodified opinion on the financial statements and released our report dated November 25, 2024.
- Our responsibility for other information in documents containing the Town's audited financial statements (e.g. management's discussion and analysis, budgetary comparisons, schedules of pension amounts) does not extend beyond the financial information identified in the audit report, and we are not required to perform procedures to corroborate such other information. However, in accordance with professional standards, we have read the information included by the Town and considered whether such information, or the manner of its presentation, was materially inconsistent with its presentation in the financial statements. Our responsibility also includes calling to management's attention any information that we believe is a material misstatement of fact. We have not identified any material inconsistencies or concluded there are any material misstatements of facts in the other information that management has chosen not to correct.
- All records and information requested by GK were freely available for our inspection.
- Management's cooperation was excellent. We received full access to all information that we requested while performing our audit, and we acknowledge the full cooperation extended to us by all levels of Town of Weaverville personnel throughout the course of our work.

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# Results of Our Audit

## QUALITATIVE ASPECTS OF ACCOUNTING PRACTICES

The following summarizes the more significant required communications related to our audit concerning the Town's accounting practices, policies, and estimates:

The Town's significant accounting practices and policies are those included in Note 1 to the financial statements. These accounting practices and policies are appropriate, comply with generally accepted accounting principles and industry practice, were consistently applied, and are adequately described within Note 1 to the financial statements.

- A summary of recently issued accounting pronouncements is included in the Significant Accounting and Reporting Matters section of this report.
- No new accounting standards were adopted during the year.
- The application of existing accounting policy was not changed during the fiscal year.
- We noted no transactions entered into by the Town during the fiscal year for which there is a lack of authoritative guidance or consensus.
- All significant transactions have been recognized in the financial statements in the proper period.

Significant estimates are those that require management's most difficult, subjective, or complex judgments, often as a result of the need to make estimates about the effects of matters that are inherently uncertain.

### Significant accounting estimates include:

Depreciation methods as described in the Notes to the financial statements,

Allowances for uncollectible receivables, which are based upon management's judgments and the aging of receivables that may be uncollectible, and

Pension obligations, which are based on actuarial assumptions and methods, as well as the allocation of the overall plan data between the plan participants, and

Other post-employment benefits obligations, which are based on actuarial assumptions and methods.

- We evaluated the key factors and assumptions used to develop the significant estimates in determining that they are reasonable in relation to the financial statements taken as a whole.
- Management did not make any significant changes to the processes or key assumptions used to develop the significant accounting estimates in FY 2024.

The financial statement disclosures are neutral, consistent, and clear.

## CORRECTED AND UNCORRECTED MISSTATEMENTS

We have proposed several adjustments which have been made by management. Most of these are normal closing entries, which arise during our audit based on information provided to us by management. We assisted management with these adjustments, but do not consider them to be material because by nature, they are closing entries that management would have prepared and posted.

A list of all audit adjustments is available upon request.

There were no significant uncorrected misstatements or passed adjustments.

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# Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered Town of Weaverville’s internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town’s internal control. Accordingly, we do not express an opinion on the effectiveness of the Town’s internal control.

Our consideration of internal control was for the limited purpose described above and was not designed to identify all deficiencies in internal control that might be significant deficiencies or material weaknesses.

We are required to communicate, in writing, to those charged with governance all material weaknesses and significant deficiencies that have been identified in the Town’s internal controls over financial reporting. The definitions of control deficiency, significant deficiency and material weakness follow:

Category	Definition
<b>Deficiency in Internal Control</b>	A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis.
<b>Significant Deficiency</b>	A deficiency or combination of deficiencies in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.
<b>Material Weakness</b>	A deficiency or combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the Government’s financial statements will not be prevented, or detected and corrected on a timely basis.

In conjunction with our audit, we noted no deficiencies that we consider to be material weaknesses.

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# Other Required Communications

Following is a summary of other required items, along with specific discussion points as they pertain to the Town:

Requirement	Discussion Points
Significant changes to planned audit strategy or significant risks initially identified	There were no significant changes to the planned audit strategy or significant risks initially identified and previously communicated to those charged with governance.
Obtain information from those charged with governance relevant to the audit	There were no matters noted relevant to the audit, including, but not limited to: violations or possible violations of laws or regulations; risk of material misstatements, including fraud risks; or tips or complaints regarding the Government's financial reporting that we were made aware of as a result of our inquiry of those charged with governance.
If applicable, nature and extent of specialized skills or knowledge needed related to significant risks	There were no specialized skills or knowledge needed, outside of the core engagement team, to perform the planned audit procedures or evaluate audit results related to significant risks.
Consultations with other accountants	We are not aware of any consultations about accounting or auditing matters between management and other independent public accountants. Nor are we aware of opinions obtained by management from other independent public accountants on the application of generally accepted accounting principles.
Disagreements with management	There were no disagreements with management about matters, whether or not satisfactorily resolved, that individually or in aggregate could be significant to the Government's financial statements or to our auditor's report.
Significant difficulties encountered during the audit	There were no significant difficulties encountered during the audit.
If applicable, other matters significant to the oversight of the Government's financial reporting process, including complaints or concerns regarding accounting or auditing matters	There are no other matters that we consider significant to the oversight of the Government's financial reporting process that have not been previously communicated.
Representations requested from management	Please refer to the management representation letter obtained from management.

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# Independence Communication

Our engagement letter to you dated February 19, 2024 describes our responsibilities in accordance with professional standards with regard to independence and the performance of our services. This letter also stipulates the responsibilities of the Town with respect to independence as agreed to by the Town. Please refer to that letter for further information.

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# Significant Accounting & Reporting Matters

The Governmental Accounting Standards Board (GASB) has recently issued several new standards. We do not expect the new standards to have a significant effect on the Town's future financial reporting.

Recently issued statements are as follows:

- GASB No. 101 “Compensated Absences” -- This Statement requires that liabilities for compensated absences be recognized for (1) leave that has not been used and (2) leave that has been used but not yet paid in cash or settled through noncash means. A liability should be recognized for leave that has not been used if (a) the leave is attributable to services already rendered, (b) the leave accumulates, and (c) the leave is more likely than not to be used for time off or otherwise paid in cash or settled through noncash means. However, leave that is more likely than not to be settled through conversion to defined benefit postemployment benefits should not be included in a liability for compensated absences. This Statement also establishes guidance for measuring a liability for leave that has not been used, generally using an employee's pay rate as of the date of the financial statements. A liability for leave that has been used but not yet paid or settled should be measured at the amount of the cash payment or noncash settlement to be made. Certain salary-related payments that are directly and incrementally associated with payments for leave also should be included in the measurement of the liabilities. This Statement amends the existing requirement to disclose the gross increases and decreases in a liability for compensated absences to allow governments to disclose only the net change in the liability (as long as they identify it as a net change). In addition, governments are no longer required to disclose which governmental funds typically have been used to liquidate the liability for compensated absences. The requirements of this Statement are effective for fiscal years beginning after December 15, 2024.
  
- GASB No. 102 “Certain Risk Disclosures” -- This Statement requires a government to assess whether a concentration or constraint makes the primary government reporting unit or other reporting units that report a liability for revenue debt vulnerable to the risk of a substantial impact. Additionally, this Statement requires a government to assess whether an event or events associated with a concentration or constraint that could cause the substantial impact have occurred, have begun to occur, or are more likely than not to begin to occur within 12 months of the date the financial statements are issued. If a government determines that those criteria for disclosure have been met for a concentration or constraint, it should disclose information in notes to financial statements in sufficient detail to enable users of financial statements to understand the nature of the circumstances disclosed and the government's vulnerability to the risk of a substantial impact. The disclosure should include descriptions of the following:
  - The concentration or constraint
  - Each event associated with the concentration or constraint that could cause a substantial impact if the event had occurred or had begun to occur prior to the issuance of the financial statements
  - Actions taken by the government prior to the issuance of the financial statements to mitigate the risk.The requirements of this Statement are effective for fiscal years beginning after June 15, 2024, and all reporting periods thereafter. Earlier application is encouraged.
  
- GASB No. 103 “Financial Reporting Model Improvements” -- The objective of this Statement is to improve key components of the financial reporting model to enhance its effectiveness in providing information that is essential for decision making and assessing a government's accountability. This Statement also addresses certain application issues.

### Management’s Discussion and Analysis

This Statement continues the requirement that the basic financial statements be preceded by management’s discussion and analysis (MD&A), which is presented as required supplementary information (RSI). MD&A provides an objective and easily readable analysis of the government’s financial activities based on currently known facts, decisions, or conditions and presents comparisons between the current year and the prior year. This Statement requires that the information presented in MD&A be limited to the related topics discussed in five sections: (1) Overview of the Financial Statements, (2) Financial Summary, (3) Detailed Analyses, (4) Significant Capital Asset and Long-Term Financing Activity, and (5) Currently Known Facts, Decisions, or Conditions. Furthermore, this Statement stresses that the detailed analyses should explain why balances and results of operations changed rather than simply presenting the amounts or percentages by which they changed. This Statement emphasizes that the analysis provided in MD&A should avoid unnecessary duplication by not repeating explanations that may be relevant to multiple sections and that “boilerplate” discussions should be avoided by presenting only the most relevant information, focused on the primary government. In addition, this Statement continues the requirement that information included in MD&A distinguish between that of the primary government and its discretely presented component units.

### Unusual or Infrequent Items

This Statement describes unusual or infrequent items as transactions and other events that are either unusual in nature or infrequent in occurrence. Furthermore, governments are required to display the inflows and outflows related to each unusual or infrequent item separately as the last presented flow(s) of resources prior to the net change in resource flows in the government-wide, governmental fund, and proprietary fund statements of resource flows.

### Presentation of the Proprietary Fund Statement of Revenues, Expenses, and Changes in Fund Net Position

This Statement requires that the proprietary fund statement of revenues, expenses, and changes in fund net position continue to distinguish between operating and nonoperating revenues and expenses. Operating revenues and expenses are defined as revenues and expenses other than nonoperating revenues and expenses. Nonoperating revenues and expenses are defined as (1) subsidies received and provided, (2) contributions to permanent and term endowments, (3) revenues and expenses related to financing, (4) resources from the disposal of capital assets and inventory, and (5) investment income and expenses. In addition to the subtotals currently required in a proprietary fund statement of revenues, expenses, and changes in fund net position, this Statement requires that a subtotal for operating income (loss) and noncapital subsidies be presented before reporting other nonoperating revenues and expenses. Subsidies are defined as (1) resources received from another party or fund (a) for which the proprietary fund does not provide goods and services to the other party or fund and (b) that directly or indirectly keep the proprietary fund’s current or future fees and charges lower than they would be otherwise, (2) resources provided to another party or fund (a) for which the other party or fund does not provide goods and services to the proprietary fund and (b) that are recoverable through the proprietary fund’s current or future pricing policies, and (3) all other transfers.

### Major Component Unit Information

This Statement requires governments to present each major component unit separately in the reporting entity’s statement of net position and statement of activities if it does not reduce the readability of the statements. If the readability of those statements would be reduced, combining statements of major component units should be presented after the fund financial statements.

#### Budgetary Comparison Information

This Statement requires governments to present budgetary comparison information using a single method of communication—RSI. Governments also are required to present (1) variances between original and final budget amounts and (2) variances between final budget and actual amounts. An explanation of significant variances is required to be presented in notes to RSI.

The requirements of this Statement are effective for fiscal years beginning after June 15, 2025, and all reporting periods thereafter. Earlier application is encouraged.

- GASB No. 104 “Disclosure of Certain Capital Assets” -- This Statement requires certain types of capital assets to be disclosed separately in the capital assets note disclosures required by Statement 34. Lease assets recognized in accordance with Statement No. 87, Leases, and intangible right-to-use assets recognized in accordance with Statement No. 94, Public-Private and Public-Public Partnerships and Availability Payment Arrangements, should be disclosed separately by major class of underlying asset in the capital as-sets note disclosures. Subscription assets recognized in accordance with Statement No. 96, Subscription-Based Information Technology Arrangements, also should be separately disclosed. In addition, this Statement requires intangible assets other than those three types to be disclosed separately by major class. This Statement also requires additional disclosures for capital assets held for sale. A capital asset is a capital asset held for sale if (a) the government has decided to pursue the sale of the capital asset and (b) it is probable that the sale will be finalized within one year of the financial statement date. Governments should consider relevant factors to evaluate the likelihood of the capital asset being sold within the established time frame. This Statement requires that capital assets held for sale be evaluated each reporting period. Governments should disclose (1) the ending balance of capital assets held for sale, with separate disclosure for historical cost and accumulated depreciation by major class of asset, and (2) the carrying amount of debt for which the capital assets held for sale are pledged as collateral for each major class of asset.

The requirements of this Statement are effective for fiscal years beginning after June 15, 2025, and all reporting periods thereafter. Earlier application is encouraged.



**TOWN OF WEAVERVILLE  
TOWN COUNCIL AGENDA ITEM**

**MEETING DATE:** December 16, 2024  
**SUBJECT:** Maple Trace Annexation and Street Acceptance  
**PRESENTER:** Jennifer Jackson and Town Staff  
**ATTACHMENTS:** Proposed Annexation Ordinance  
Proposed Resolution  
Public Works Review Report on Stormwater Study

**DESCRIPTION/SUMMARY OF REQUEST:**

At its meeting on 22 July 2024 Town Council held public hearings on the annexation of Maple Trace subdivision and proposed R-2 zoning, and unanimously adopted the following motion:

*That Town Council will annex Maple Trace Subdivision and accept its subdivision streets into the Town's public street system upon the following conditions: (1) the HOA must pay the Town \$134,000 which is to be applied to the Town's repair of approximately 1200' of Water Leaf Drive to bring it up to Town street standards; (2) once accepted the subdivision streets will be treated like all other Town streets for evaluation and street improvement purposes; (3) the HOA must undertake an assessment of the stormwater drainage system with the resulting video recording to be provided to Public Works for review and the results must either show no defects or identified defects must be repaired by the HOA.*

Since that time the Maple Trace HOA representatives and Town staff have been working together on the outstanding items, with the following being accomplished:

The HOA developed a plan to pay the \$134,000 owed for street improvements, made its first payment of \$67,000, and executed an agreed upon Escrow Agreement (see attached).

The HOA had an engineering assessment conducted on its stormwater drainage system with the videos and report being delivered to the Public Works Department on 26 November 2024. The Public Works Director has reviewed the videos, photos, and report (review report attached). Mr. Pennell recommends that the repair work and remediation to address the defects and needed maintenance be done to the stormwater drainage system by the HOA prior to Town acceptance of the subdivision streets, including two defect repairs, line flushing of 37 sections of pipes and remediation as needed, and regrouting of 35 catch basins.

Town staff has made plans to begin providing services to Maple Trace with an effective date of January 1, including garbage and recycling services, and changes to water billing.

The Town Clerk, with the assistance of Jennifer Jackson, has reviewed the property transfers and recertified the sufficiency of the petition to ensure that all owners have signed the petition.

Due to her involvement in this matter since 2023, Jennifer Jackson was asked to see this project to its conclusion. She, the Town Attorney, and Town staff will be at tonight's meeting to answer questions and guide Town Council with its next, and perhaps final, actions on the matter as described below.

**ACTION REQUESTED:**

Town Council action is appropriate at this time and is asked to: (1) adopt an annexation ordinance with an effective date of January 1 (proposed ordinance attached); (2) adopt a resolution, either as presented or as amended by Town Council, that accepts the Maple Trace subdivision streets into the Town's public street system conditioned upon: (a) final payment of \$67,000, (b) delivery of a right-of-way deed for the streets, and (c) completion of the recommended repair work/remediation of the stormwater drainage system.

**PREPARED BY AND RETURN TO:**

Jennifer O. Jackson, Town of Weaverville  
P.O. Box 338, Weaverville, NC, 28787

**AN ORDINANCE EXTENDING THE CORPORATE LIMITS  
OF THE TOWN OF WEAVERVILLE, NORTH CAROLINA –  
MAPLE TRACE SUBDIVISION - ANNEXATION #2023-1 and #2023-2**

**WHEREAS**, the Town Council has been petitioned under N.C. Gen. Stat. § 160A-58.1 to annex the area described below and the Town Clerk investigated the petition and certified the sufficiency of the petition on 19 October 2023 and recertified the petition on 20 May 2024; 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**, the initial zoning designation was requested to be R-2 and by letter dated 1 August 2023 the Planning Board found R-2 zoning to be reasonable and consistent with the Town's Comprehensive Land Use;

**WHEREAS**, a public hearing on the question of annexation was held during a meeting of Town Council on 22 July 2024 at 6:00 p.m., after due notice by mailing, posting the property, and publication on 10 July 2024 and 17 July 2024, and a written comment period beginning on 3 July 2024;

**WHEREAS**, a public hearing on the question of R-2 was held during a meeting of Town Council on 22 July 2024 at 6:00 p.m., after due notice by mailing, posting the property, and publication on 10 July 2024 and 17 July 2024, and a written comment period beginning on 3 July 2024;

**WHEREAS**, at the public hearings the residents of Weaverville and the surrounding area were given an opportunity to be heard on any questions regarding the desirability of the annexation and the R-2 zoning requested;

**WHEREAS**, Town Council finds that the annexation petition is valid and the public health, safety, and welfare of the inhabitants of the Town and the area proposed for annexation will best be served by annexation of the area proposed;

**WHEREAS**, Town Council finds that R-2 zoning is reasonable and in the public interest in that R-2 zoning is compatible with the current uses and zoning of several properties within the area including properties within the Town and just outside its municipal limits;

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

1. By virtue of the authority granted by N.C. Gen. Stat. § 160A-58.1, the properties commonly known as Maple Trace Subdivision which are shown on the maps recorded in the Buncombe County Register of Deeds Office listed below, reference to which is hereby made for a more complete description:

Book 168 at Page 152 (Maple Trace Phase 1)  
Book 194 at Pages 174-175 (Maple Trace Phase 2)  
Book 185 at Page 30 (Maple Trace Phase 3)  
Book 204 at Pages 166-167 (Maple Trace Phase 4) and  
Book 239 at Page 86 (Water Leaf Drive Connector Road),

are hereby annexed and made part of the Town of Weaverville.

2. From and after the effective date of this annexation, said territory shall be subject to municipal taxes according to N.C. Gen. Stat. § 160A-58.10.
3. From and after the effective date of this annexation ordinance, the area so annexed shall be subject to all debts, laws, ordinances, and regulations in force in the Town of Weaverville and shall be entitled to the same privileges and benefits as other parts of the Town.
4. From and after the effective date of this annexation, the Zoning Map of the Town of Weaverville shall be amended to establish an R-2 zoning classification for the property so annexed.
5. Through the adoption of a separate resolution, and subject to the conditions and limitations contained therein, the Town of Weaverville has agreed to accept the Maple Trace subdivision streets into its public street system on the latter of the full payment of \$134,000 for the required street improvements or the delivery of a right-of-way deed to the Town, and identified repairs/remediation to the stormwater drainage system.
6. The Mayor of the Town of Weaverville shall cause to be recorded in the Office of the Register of Deeds for Buncombe County a copy of this Ordinance within 30 days of the effective date of the annexation. Such a map shall also be delivered to the Buncombe County Board of Elections as required by N.C. Gen. Stat. § 163-288.1.
7. As allowed by N.C. Gen. Stat. § 160A-58.2 this annexation ordinance shall be effective 1 January 2025.

**ADOPTED THIS** the \_\_\_\_ day of \_\_\_\_\_, 2024, with \_\_ voting in favor and \_\_ against.

\_\_\_\_\_  
**PATRICK FITZSIMMONS**, Mayor

**ATTESTED BY:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
**TAMARA MERCER**, Town Clerk

\_\_\_\_\_  
**JOHN F. HENNING**, Town Attorney

**STATE OF NORTH CAROLINA**

**COUNTY OF BUNCOMBE**

I, \_\_\_\_\_, a Notary Public, certify that Tamara Mercer personally came before me this day and acknowledged that she is the Town Clerk for the Town of Weaverville and that by authority duly given and as the act of the municipal corporation, the foregoing instrument was signed in its name by its Mayor, sealed with its corporate seal, and attested by her as its Town Clerk.

Witness my hand and seal this the \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_



**TOWN OF WEAVERVILLE  
RESOLUTION CONCERNING MAPLE TRACE SUBDIVISION AND  
TOWN ACCEPTANCE OF ITS SUBDIVISION STREETS**

**WHEREAS**, Maple Trace Subdivision has requested annexation into the Town's municipal limits and acceptance of its subdivision streets into the Town's public street system;

**WHEREAS**, on 22 July 2024 Town Council with a unanimous vote adopted the following motion:

*That the Town will annex Maple Trace Subdivision and accept its subdivision streets into the Town's public street system upon the following conditions: (1) the HOA must pay the Town \$134,000 which is to be applied to the Town's repair of approximately 1200' of Water Leaf Drive to bring it up to Town street standards; (2) once accepted the subdivision streets will be treated like all other Town streets for evaluation and street improvement purposes; (3) the HOA must undertake an assessment of the stormwater drainage system with the resulting video recording to be provided to Public Works for review and the results must either show no defects or identified defects must be repaired by the HOA;*

**WHEREAS**, the section of Water Leaf Drive that is in need of repair to bring it up to Town street standards is the section beginning at the end of NCDOT maintenance of Water Leaf Drive as shown on the map recorded in Plat Book 239 at Page 86, Buncombe County Registry, and extending to the T intersection of Water Leaf Drive as shown on the map of Maple Trace Phase 1 recorded in Plat Book 168 at Page 152, Buncombe County Registry;

**WHEREAS**, Maple Trace has agreed to pay \$134,000 for the required street improvements in two installments of \$67,000 with the first payment due on or before December 1, 2024, receipt of which is hereby acknowledged, and the second installment being due on or before April 1, 2025, and Maple Trace HOA and Town staff have executed and delivered an escrow agreement regarding the handling of those funds as it relates to the anticipated annexation;

**WHEREAS**, Maple Trace has undertaken the stormwater system assessment and provided the resulting videos, photos, and report to the Town's Public Works Director, and Maple Trace and the Public Works Director have agreed that there are certain deficiencies in the stormwater drainage system;

**NOW, THEREFORE, BE IT RESOLVED** by the Town Council of the Town of Weaverville that the Maple Trace subdivision streets known as Water Leaf Drive, Wild Ginger Court, Rosebud Orchid Way, Checkerberry Court, and Bell Lily Lane, are accepted into the Town's public street system at such time as all of the following are completed:

- (1) payment to the Town of the remaining \$67,000;
- (2) delivery of a right-of-way deed for said streets to the Town; and
- (3) concerning the stormwater drainage system:

- (a) repair of the two noted defects – penetration of pipe from fiber optic drilling, and 4-foot section of sagging pipe;
- (b) flushing of the 37 noted pipe locations and repair/remediation of any problems found; and
- (c) regrouting of 35 catch basins.

Upon the effective date of the street acceptance, the Public Works Director is directed to place the herein described portion of Water Leaf Drive on the Town’s street improvements list for repair in calendar year 2025 or within 6 months of satisfaction of all conditions of acceptance, whichever last occurs.

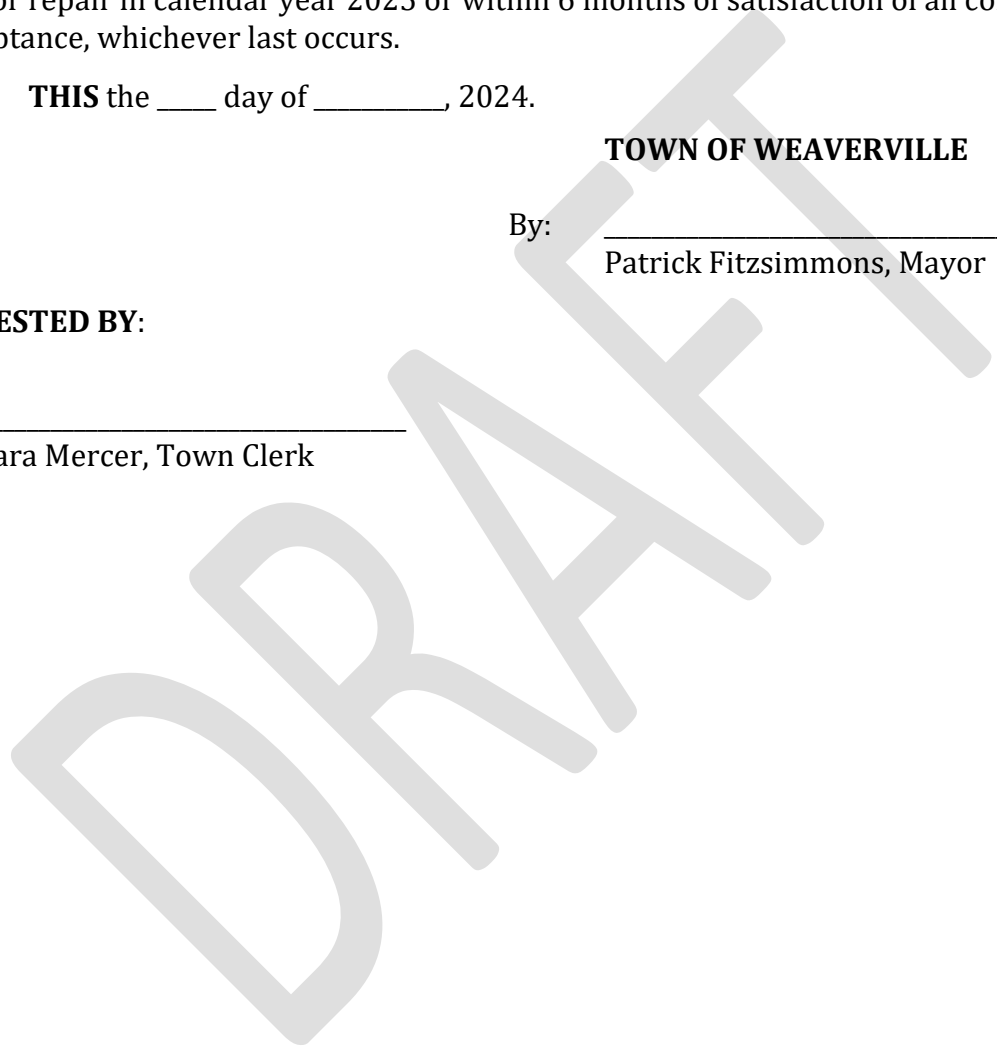
**THIS** the \_\_\_\_ day of \_\_\_\_\_, 2024.

**TOWN OF WEAVERVILLE**

By: \_\_\_\_\_  
Patrick Fitzsimmons, Mayor

**ATTESTED BY:**

\_\_\_\_\_  
Tamara Mercer, Town Clerk



**Town of Weaverville  
Public Works Department**

**December 11, 2024**

**Review Report on Maple Trace Stormwater Drainage System Study**

The Maple Trace development has been working towards annexation into the Town of Weaverville since mid-2023. One of the items that has been discussed at length during past meetings is the condition of the stormwater drainage system under the roads. Town Council requested that the full length of approximately 7,700 lineal feet of the stormwater drainage system be studied by a consulting engineer and a report with CCTV video of each pipe be submitted for review by the Public Works staff.

This report was delivered to the Public Works Department on November 26, 2024, by the consulting engineer, Mattern and Craig – Engineers and Surveyors of Asheville, NC. The study consisted of the following Maple Trace documents:

- Drainage Assessment Letter dated November 25, 2024 (copy attached)
- Stormwater Pipe Log (copy attached)
- Assessment Plans (copy attached)
- Assessment Reports for each pipe segment
- Combined Stormwater record drawings

In addition to these documents, approximately 350 photos and over 100 videos were provided of the various pipe sections, manholes, blockages with gravel and concrete, sunken pipe sections, and other issues. Several pictures are attached for typical views of these pipe issues.

**After careful review of these documents, photos, videos, and report, the Public Works Department concurs with the consulting engineer’s findings regarding the Maple Trace storm drainage system.**

**The report, video and photos indicate two specifically noted defects that require attention, and repair/remediation of these defects is recommended: (a) penetration of a pipe by a fiber optic cable drilling, and (2) four-foot section of pipe that is sagging.**

The 4-page Stormwater Pipe Log identifies 37 locations where problems were found. Some of these problems were described in the pipe log (for example) as “10% blockage” or “sag in pipe” or “5% standing water”, generally indicating either foreign material within the pipe interfering with stormwater flow or a misaligned or sunken pipe section that may cause water to stand in the pipe. In order to resolve these identified problems prior to final road acceptance, **the Public Works Department recommends that the Maple Trace HOA hire a plumbing contractor to flush each of the 37 pipe sections identified in the pipe log and on the related assessment maps to remove the material from the system.** The Public Works Department can offer assistance during this effort by providing water to the plumber for flushing and a PW staff member and our street sweeper and its suction mechanism to remove the flushed material at the nearest downstream drainage structure (catch basin). Any other issues encountered during this flushing effort can be addressed at the same time.

The report photos showed 35 catch basins as lacking proper grout around the intersecting pipe to stop runoff from flowing around the pipe from inside the structure. **Regrouting at the 35 catch basins described on the attached list is recommended.**

We appreciate the opportunity to review this report and for the Maple Trace HOA's willingness to cooperate with the Town in this important matter.

Any questions can be directed to Public Works Director Dale Pennell, PE at [dale.pennell@weavervillenc.org](mailto:dale.pennell@weavervillenc.org) or at 828-645-0606.



## Jennifer Jackson

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**From:** Dale Pennell  
**Sent:** Wednesday, December 11, 2024 4:56 PM  
**To:** Jennifer Jackson  
**Cc:** Dale Pennell  
**Subject:** Maple Trace 35 storm drainage catch basins where repairs are required

Phase 1	CI-4
	CI-6
	CI-7
	CI-8
	CI-10
	CI-11
	CI-13
	CI-15
	CI-28
	OTCB-27
	CI-20
	CI-22
	CI-24
	JMH-25
	OUT-3
	JMH-26
	OTCB-32
Phase 2	P2CI-3
	P2CI-5
	P2CI-6
	P2CI-8
	P2CI-10
	P2CI-11
	P2CI-13
	P2CI-22
	P2CI-24
	P2CI-27
	P2CI-29
	P2JMH-32
Phase 3	P3JMH-3A
	P3CI-1
	P3JMH-6
Phase 4	P4C1-12
	P4CI-16
	P4CI-11

Randy W. Beckner  
Bradley C. Craig  
Wm. Thomas Austin  
James B. Voso  
Chad M. Thomas  
Jason A. Carder  
Brian R. Newman  
D. Jason Snapp  
Ryan P. Kincer



Edwin K. Mattern, Jr. (1949-1982)  
Gene R. Cress (1935-2014)  
Sam H. McGhee, III (1940-2018)  
Stewart W. Hubbell (Retired)  
J. Wayne Craig (Retired)  
Michael S. Agee (Retired)  
Steven A. Campbell (Retired)  
Randy L. Dodson (Retired)

November 25, 2024

Mr. David King  
Maple Trace Homeowners' Association, Inc.  
110 Water Leaf Dr.  
Weaverville NC 28787  
*Via email:* [davidking.avl@gmail.com](mailto:davidking.avl@gmail.com)

Re: Maple Trace Storm Drainage Assessment

Mr. King:

In accordance with the contract dated October 21, 2024, Mattern & Craig performed an assessment of the storm drainage system of the Maple Trace community. A CCTV camera crew inspected the drainage pipes and structures to check for impacts or defects to inform the evaluation performed by the Town of Weaverville prior to taking over the ownership and future maintenance of roadway and drainage within the established right-of-way.

Included in this assessment are the CCTV rover camera video files, CCTV reports documenting the findings through photographs and operator comments, a color-coded pipe log listing the findings of the CCTV crew, an assessment plan set showing where the defects were located, and this summary of findings letter quantifying the assessment condition or need for repair.

In general, the assessment confirmed the drainage system is generally in good condition with only four (4) defects noted in the review and only two (2) of those defects found within the right-of-way that need attention:

1. Located in Phase 1, between CI-2 and CI-4 where the inspection team noted a "fiber optic" cable directionally drilled through the pipe. Upon further inspection, based on the visual color and metallic reflectivity, the line appears most likely to be a copper waterline service provided to Lot 126. The service line is in the very upper portion of the pipe and should not affect the ultimate flow of the pipe. However, the property owner of Lot 126 should be made aware of this conflict and contractor notified to install a new service line, then this pipe damage should be repaired to prevent infiltration.
2. Located in Phase 1, between CI-8 and CI-10 where we noted a sag in the pipe, approximately 4-foot long but minimal depression. The pipe sag may be indicative of base stone settlement during original installation and does not adversely affect the pipes designed capacity. The sag is localized to a length of 4.3 feet of pipe and doesn't coincide with any settlement of the roadway surface. Repair would require excavating the trench, removing and reinstalling the pipe after compacting the base. Rebuilding that section of the road after repair may increase the risk of damage and maintenance issues affected by excavation, compaction of the backfill and patching the asphalt requiring additional future repair.

Overall, the assessment team inspected 7,717 linear feet of pipe and found 744 linear feet, or 9.6%, to have stone, sediment and debris accumulation blocking from 5-15% of the effected pipe capacity in localized areas. Routine jetting and flushing could easily remove these blockages and debris cleaned out from downstream structures.

We appreciate the opportunity to be of service to the Maple Trace community. Should you have any questions or comments regarding this assessment, or if any additional information is needed at this time, please do not hesitate to contact me directly by email at [brnewman@atnerandcraig.com](mailto:brnewman@atnerandcraig.com) or by cell at 828-838-4139.

Sincerely,  
Mattern & Craig



Brian Newman, PE  
Principal

for

Robert Kun  
Project Manager

Enclosures: Maple Trace Assessment Plans  
Maple Trace Stormwater Pipe Log  
Maple Trace Record Drawings (WGLA)  
Stormwater Assessment Reports (via USB)  
Stormwater Assessment Videos (via USB)

cc: Dale Pennell, PE – Director of Public Works, Town of Weaverville, NC  
*Via email:* [dale.pennell@weavervillenc.org](mailto:dale.pennell@weavervillenc.org)

PIPE	ISSUE	LF LENGTH FROM START TO ISSUE	PIPE LENGTH	ISSUE LENGTH
CI-1 - CI-2	15% BLOCKAGE	1.4	24	
	5% BLOCKAGE	15.3-19.6		4.3
CI-2 - CI-4	COPPER WATERLINE SERVICE BORED THROUGH PIPE	0.3	149.02	
CI-4 - CI-5	10% BLOCKAGE	0-20.2	24	20.2
CI-4 - CI-6	NO ISSUE		113.65	
CI-6 - CI-7	NO ISSUE		24	
CI-6 - CI-8	NO ISSUE		189.46	
CI-8 - CI-9	NO ISSUE		24	
CI-8 - CI-10	SAG IN PIPE (IN ROW)	58.2-62.5	136.42	4.3
CI-10 - CI-11	NO ISSUE		62.91	
CI-11 - CI-14	NO ISSUE		22.09	
CI-11 - CI-15	NO ISSUE		24	
CI-12 - CI-13	NO ISSUE		24	
CI-13 - CI-14	NO ISSUE		89.15	
CI-15 - CI-16	NO ISSUE		21.88	
CI-16 - CI-28	5% BLOCKAGE	8.3	22.91	
CI-16 - OTCB-27	15% BLOCKAGE	0.1-23.1	109.12	23
CI-28 - OUTLET 3	SAG IN PIPE (IN ROW)	7.9-23.9	36.31	16
OTCB-27 - JMH-26	10% BLOCKAGE	2.3-31.8	49.2	29.5
CI-17 - CI-18	NO ISSUE		24	
CI-18 - CI-19	NO ISSUE		66.48	
CI-19 - CI-20	NO ISSUE		52.84	
CI-20 - CI-21	NO ISSUE		24	
CI-20 - CI-22	NO ISSUE		156.42	
CI-22 - CI-23	5% BLOCKAGE	0-14.6	24	14.6
CI-22 - CI-24	NO ISSUE		111.64	
CI-24 - JMH-25	NO ISSUE		112.54	
JMH-25 - JMH-26	NO ISSUE		56.82	
OCS-29 - JMH-30	NO ISSUE		156.6	
JMH-30 - OUTLET-4	NO ISSUE		197.6	
OTCB-31 - OTCB-32	NO ISSUE		114	

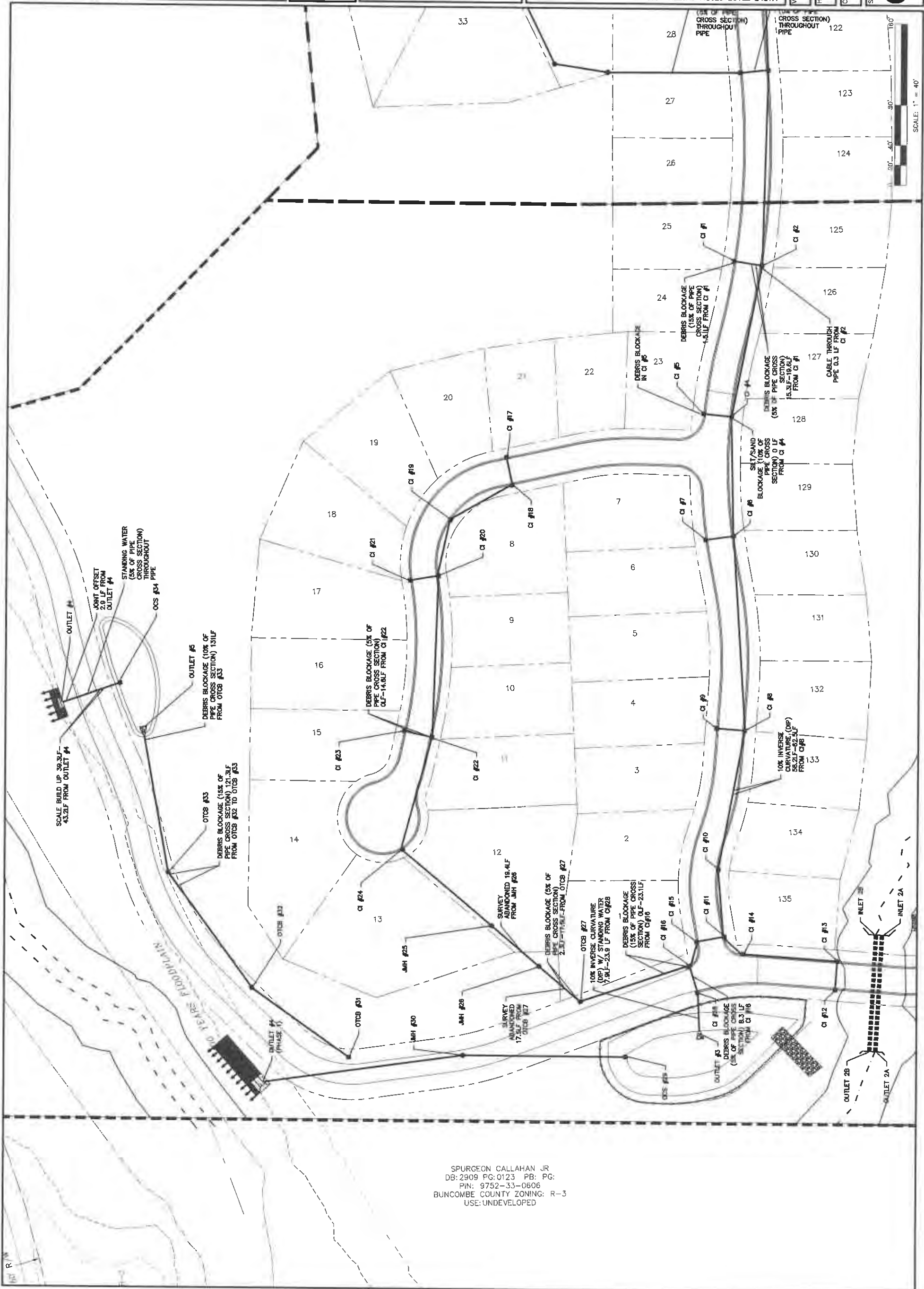


OTCB-32 - OTCB-33	15% BLOCKAGE	121.3-135.5	136.17	14.2
OTCB-33 - OUTLET-5	10% BLOCKAGE	0-131	136.5	131
OUTLET-4 - OCS-34	JOINT OFFSET (NOT IN ROW)	2.9	61.1	
	5% STANDING WATER	0-61.1		61.1
	SCALE BUILDUP	43.2-61.1		
P2CI-2 - P2CI-1	5% BLOCKAGE	13-19.2	22	
	5% STANDING WATER	0-19.3		19.3
P2CI-2 - P2CI-3	NO ISSUE		182.86	
P2CI-3 - P2CI-4	NO ISSUE		22	
P2CI-3 - P2CI-5	NO ISSUE		69.54	
P2CI-5 - P2CI-6	NO ISSUE		101.84	
P2CI-6 - P2CI-7	5% BLOCKAGE	8.7-14.2	22	5.5
P2CI-6 - P2CI-8	NO ISSUE		155	
P2CI-8 - P2CI-9	NO ISSUE		22	
P2CI-8 - P2CI-10	NO ISSUE		65.7	
P2CI-10 - P2CI-11	NO ISSUE		83.3	
P2CI-11 - P2CI-12	5% BLOCKAGE	5-17.8	22	12.8
P2CI-11 - P2CI-13	NO ISSUE		118.8	
P2CL-13 - P2CL-14	10% BLOCKAGE	0-17.5	22	17.5
P2CI-13 - P2CI-15	NO ISSUE		129	
P2CI-15 - P2CI-34	NO ISSUE		39	
P2CI-34 - P2OUTLET-1	NO ISSUE		17.31	
P2CI-16 - P2CI-17	NO ISSUE		22	
P2CI-17 - P2CI-18	NO ISSUE		67.6	
P2CI-18 - P2CI-19	NO ISSUE		83.3	
P2CI-19 - P2CI-20	NO ISSUE		22	
P2CI-19 - P2CI-21	NO ISSUE		102.3	
P2CI-21 - P2CI-22	NO ISSUE		101.8	
P2CI-22 - P2CI-23	NO ISSUE		22	
P2CI-22 - P2CI-24	NO ISSUE		159.4	
P2CI-24 - P2CI-25	NO ISSUE		37.14	
P2CI-25 - P2CI-26	10% BLOCKAGE	0-18.6	23	18.6
P2CI-25 - P2CI-27	NO ISSUE		34	

P2CI-27 - P2CI-28	NO ISSUE		22	
P2CI-28 - P2CI-29	NO ISSUE		98	
P2CI-29 - P2JMH-30	NO ISSUE		35	
P2JMH-30 - P2JMH-31	NO ISSUE		222	
P2CI-33 - P2JMH-32	5% BLOCKAGE	0-6.9	125.4	6.9
P2JMH-32 - P2JMH-31	SURVEY ABANDONED (PIPE TOO STEEP FOR ROVER, OTHER END OF PIPE NOT ACCESSIBLE)	4.3	63	
P2CI-15 - P2CI-33	NO ISSUE		22	
P2OCS-15 - P2OUTLET-2	NO ISSUE		63.7	
P3CI-2 - P3CI-3	NO ISSUE		24.5	
P3CI-3 - P3JMH-3A	NO ISSUE		31.6	
P3CI-4 - P3JMH-3A	5% BLOCKAGE	6.6-48	50	41.4
P3CI-4 - P3JMH-5	NO ISSUE		114.3	
P3JMH-5 - P3JMH-6	5% BLOCKAGE	12.5 - 47.3	48.7	34.8
P3CI-9 - P3CI-8	5% BLOCKAGE	0-17.7	24	17.7
P3CI-9 - P3CI-10	NO ISSUE		174.4	
P3CI-10 - P3CI-7	5% STANDING WATER	0-18.9	24	18.9
P3CI-7 - P3JMH-6	5% BLOCKAGE	0-94.5	125.4	
	5% STANDING WATER	0-125.4		125.4
P3CI-1 - P3CI-10	NO ISSUE		190	
P3CI-12 - P4CI-16	NO ISSUE		102.5	
P3CI-11 - P4CI-12	NO ISSUE		22	
P3CI-12 - P3OTCB-13	NO ISSUE		77.1	
P3OTCB-13 - P3OTCB-14	NO ISSUE		212.11	
P4CI-13 - P4CI-14	NO ISSUE		22	
P4CI-13 - P4CI-11	5% BLOCKAGE	0-3.6	106.8	3.6
		11.2-20.4		9.2
		28.4-63.2		34.8
P4CI-8 - P4CI-7	10% BLOCKAGE	0-4.1	22	4.1
P4CI-8 - P4CI-9	NO ISSUE		171	
P4CI-9 - P4CI-10	5% BLOCKAGE	0-19.7	22	19.7
P4CI-10 - P4CI-10A	NO ISSUE		99.2	
P4CI-9 - P4CI-11	NO ISSUE		257.25	
P4CI-11 - P4CI-12	5% BLOCKAGE	0-21	22	21

P4CI-12 - P4CL-12A	10% BLOCKAGE	0-5.2	87.6	5.2
P4CI-2 - P4CI-2A	NO ISSUE		100	
P4CI-1 - P4CI-2	NO ISSUE		22	
P4CI-2 - P4CI-3	NO ISSUE		186.4	
P4CI-3 - P4CI-4	5% BLOCKAGE	0-9.2	22	9.2
P4CI-3 - P4CI-5	NO ISSUE		58.7	
P4CI-5 - P4CI-6	NO ISSUE		70.3	
INLET-2A - OUTLET-2A	NO ISSUE		115.06	
INLET-2B - OUTLET-2B	NO ISSUE		115.06	
			7716.8	743.8
				9.6

Revisions	Date



SPURGEON CALLAHAN JR  
DB: 2909 PG: 0123 PB: PG:  
PIN: 9752-33-0606  
BUNCOMBE COUNTY ZONING: R-3  
USE: UNDEVELOPED



Date	Revisions

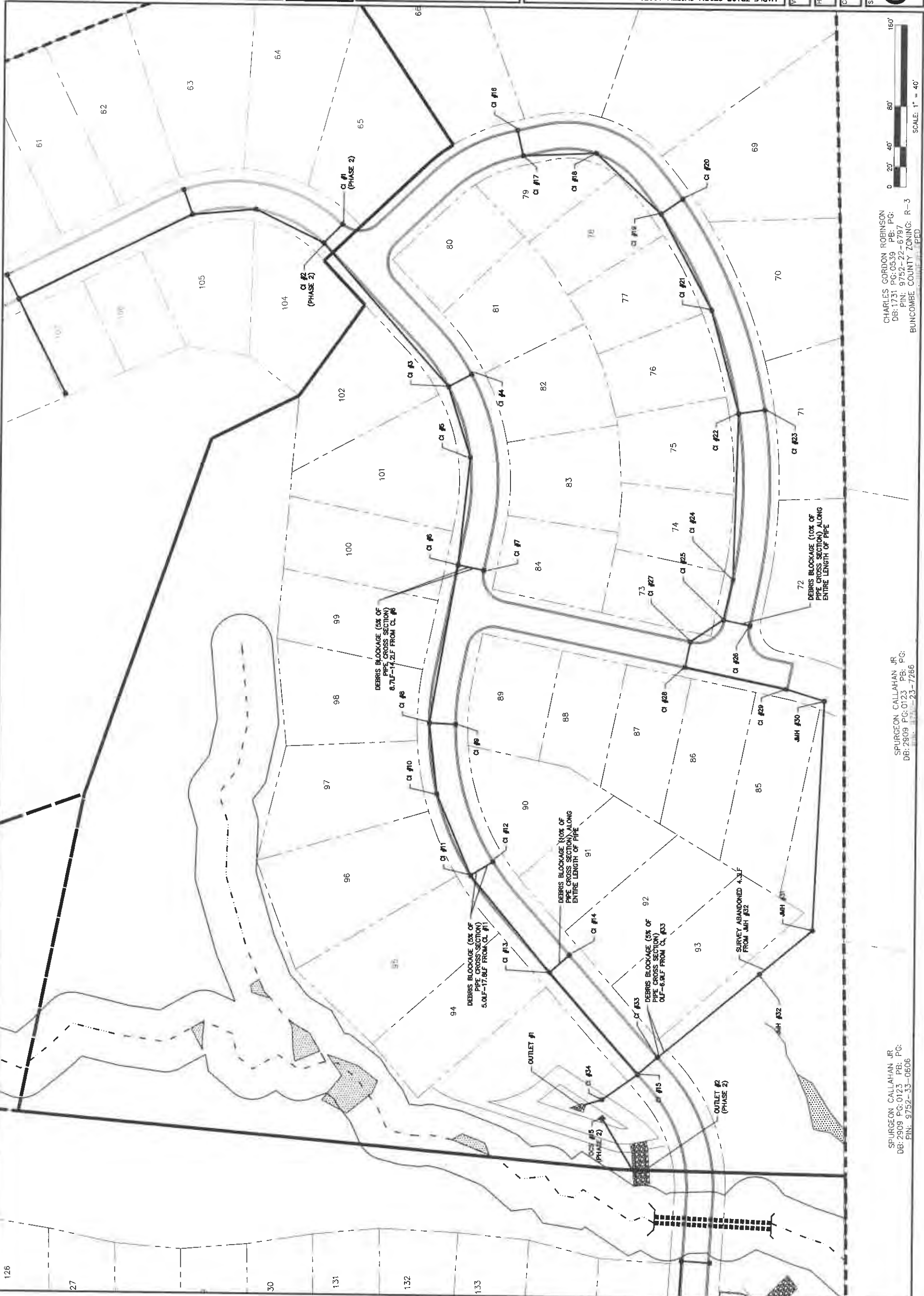
Issue Date:	NOV 2024
Drawn By:	MAB
Designed By:	RJK
Checked By:	RJK
Date:	NOV 21, 2024

**Mattern & Craig**  
ENGINEERS/SURVEYORS  
12 BROAD STREET  
ASHEVILLE, NORTH CAROLINA 28801  
FXK (828) 254-4562

MAPLE TRACE STORM SYSTEM ASSESSMENT  
PHASE 2  
WEAVERVILLE, NC

Vertical Scale: N/A  
Horizontal Scale: 1" = 40'  
Commission Number: 4623

Sheet No.:  
**C101**



CHARLES GORDON ROBINSON  
DB: 1731 PG: 0539 PB: PG:  
PIN: 9752-22-6797

SPURGEON CALLAHAN JR  
DB: 2909 PG: 0123 PB: PG:  
PIN: 9752-33-7266

SPURGEON CALLAHAN JR  
DB: 2909 PG: 0123 PB: PG:  
PIN: 9752-33-0606

**Mattern & Craig**  
ENGINEERS/SURVEYORS  
12 BROAD STREET  
ASHEVILLE, NORTH CAROLINA 28801  
(828) 254-2201  
FAX (828) 254-4582

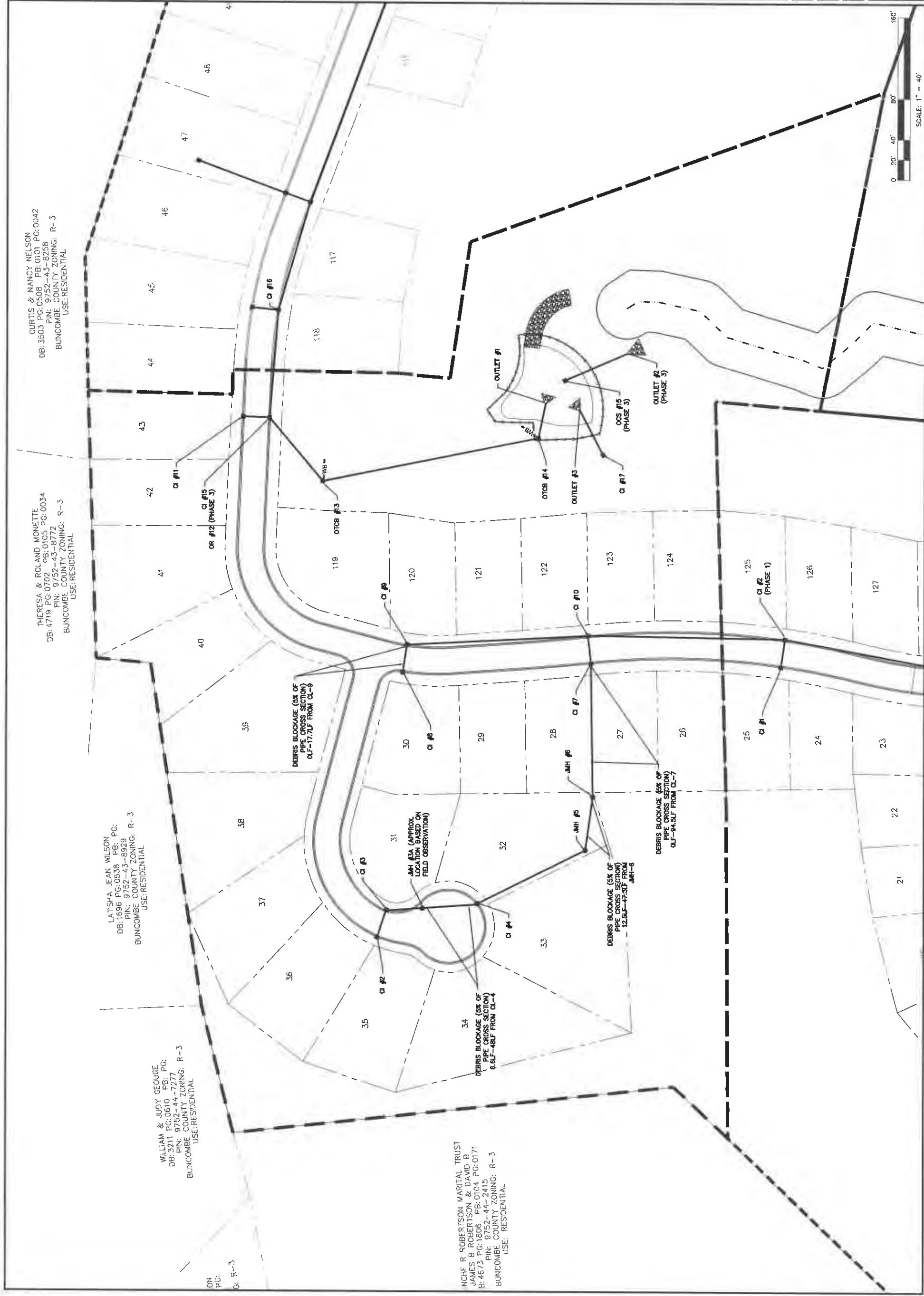
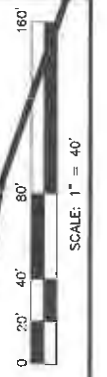
Issue Date: **NOV 2024**  
Drawn By: MAB  
Designed By: RJK  
Checked By: RJK  
Date: NOV 21, 2024

Revisions	Date

MAPLE TRACE STORM SYSTEM ASSESSMENT  
PHASE 3  
WEAVERVILLE, NC

Vertical Scale: N/A  
Horizontal Scale: 1" = 40'  
Commission Number: 4623

Sheet No.: **C102**





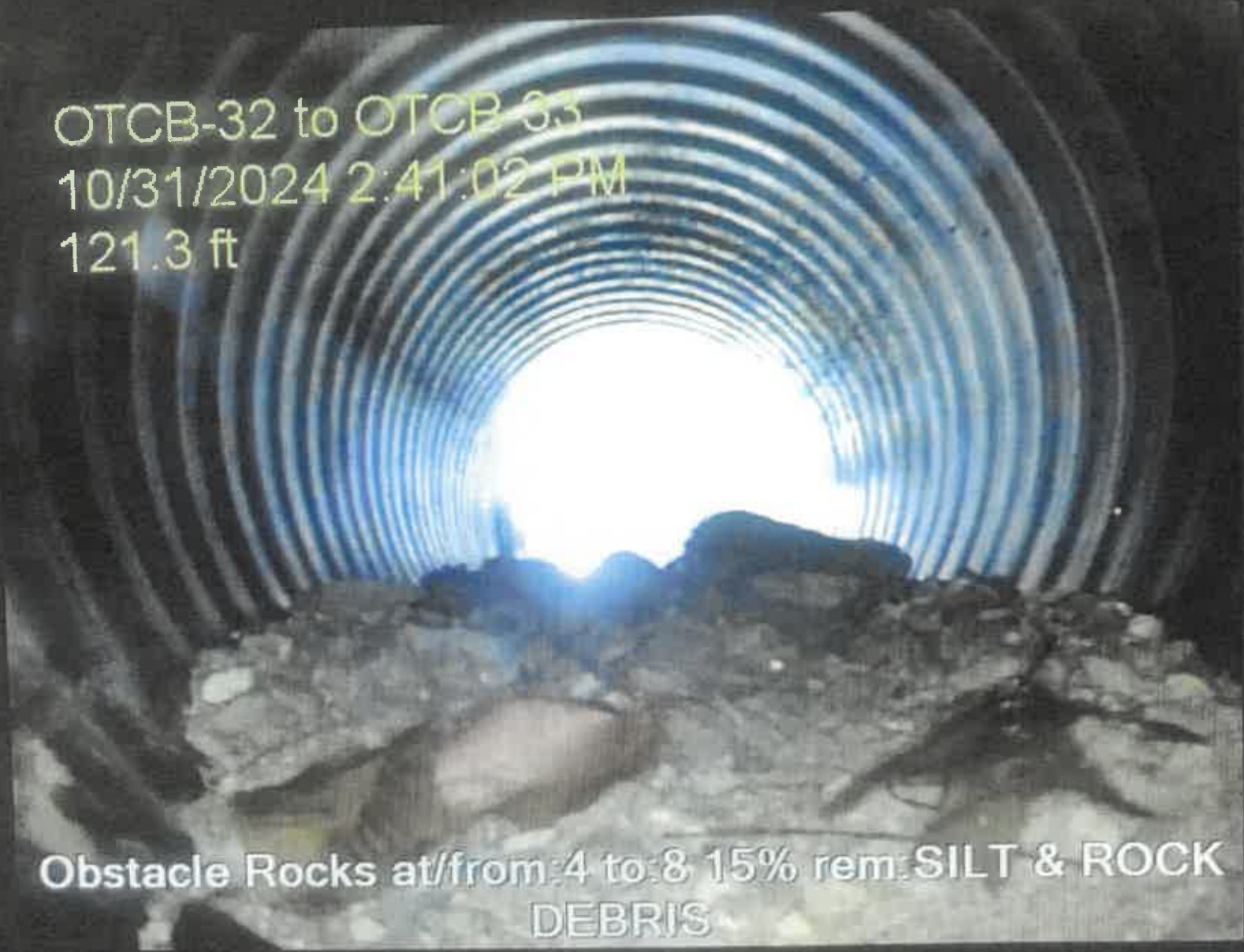


OUTLET-4 to OCS-34  
10/31/2024 3:40:20 PM  
39.3 ft



Obstacle Other S01 at/from:4 to:9 15% rem:SCALE  
BUILD UP FROM CATCH BASIN,





OTCB-32 to OTCB 33  
10/31/2024 2:41:02 PM  
121.3 ft

Obstacle Rocks at/from 4 to 8 15% rem: SILT & ROCK  
DEBRIS







CI-1 to CI-2  
10/30/2024 9:37:26 AM  
0.5 ft

Obstacle Rocks at/ from 4 to 8 15%

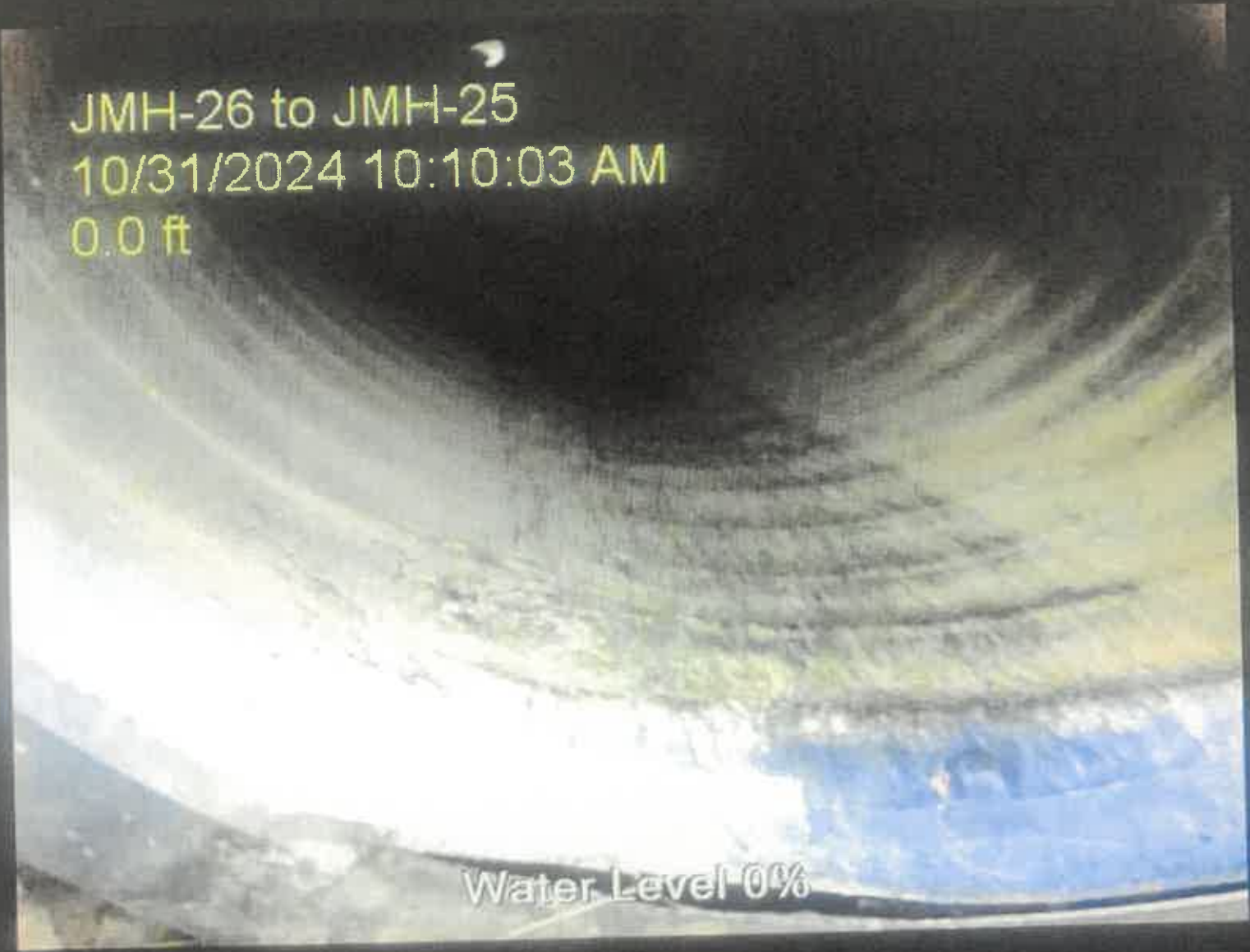




CI-28 to OUT-3  
10/30/2024 3:34:28 PM  
7.9 ft

Water Level 10%

JMH-26 to JMH-25  
10/31/2024 10:10:03 AM  
0.0 ft



Water Level 0%







P2JMH-32  
11/24/24 11:42:17 AM  
119 1 R

Manhole rem:Finishing manhole: P2JMH-32



CI-2 to CI-4  
10/30/2024 10:16:35 AM  
0.0 ft



**TOWN OF WEAVERVILLE  
TOWN COUNCIL AGENDA ITEM**

**MEETING DATE:** December 16, 2024  
**SUBJECT:** Town Staffing Needs  
**PRESENTER:** Vice Mayor John Chase  
**ATTACHMENTS:** None

**DESCRIPTION/SUMMARY OF REQUEST:**

Vice Mayor Chase has had several recent conversations with management level Town staff that have highlighted a need for Town Council to consider whether there is a need for additional Town staff in order to keep up with the Town's current service level in its various departments.

The HR audit was completed and a report of findings and recommendations is due any day and will be distributed and/or presented as soon as it is available. Several Town employees that were interviewed during that audit process were told that Town staffing appears to be too lean, which could lead to retention challenges and risk management issues.

Out of fear that waiting until the new budget year might be too late, Vice Mayor Chase would like some preliminary Town Council discussion on this topic and possible consensus on whether Town Council is willing to consider the creation of some new employment positions in advance of the next budget year.

If there is Town Council consensus to consider new positions, Interim Manager Harris and some of his key staff could put together some ideas and recommendations for Town Council to consider at an upcoming meeting.

**COUNCIL ACTION REQUESTED:**

Town Council discussion and direction to staff.

**TOWN OF WEAVERVILLE  
TOWN COUNCIL AGENDA ITEM**

**MEETING DATE:** December 16, 2024

**SUBJECT:** Northridge Farms Update and Renewal of Water Commitment

**PRESENTER:** Public Works Director Pennell

**ATTACHMENTS:** Water Commitment Letter dated 4 January 2024  
Water Commitment Renewal Application

**DESCRIPTION/SUMMARY OF REQUEST:**

The Northridge Farms development is permitted as a conditional district on +/-88 acres located in the Gill Branch valley (south of the Northridge Commons shopping center). All properties involved in this property have been annexed into the Town of Weaverville and were recently transferred to Forestar (USA) Real Estate Group, Inc., which is the new owner/developer.

Representatives from Forestar have already had good conversations with Town staff on the project and indicated that the development will proceed as permitted with only minor modifications.

Town Council approved the water commitment/extension for this project on 18 December 2023. Forestar has requested that the water commitment be renewed with no proposed changes that will affect its water needs, the Public Works Department reports that adequate water capacity is available to serve this project.

The former owner/developer submitted a public street commitment request for Northridge Commons Parkway, Northcrest Road, and two other more secondary roads (Gill Road and Bett Stroud Road) within the Northridge Commons shopping center. One change that is expected is that the use of large culverts to get across Gill Branch is being considered instead of the bridges that were originally proposed. Staff is working with the new owner/developer to confirm the request and obtain some needed additional information. Staff anticipates presenting this request to Town Council at an upcoming meeting. In the meantime, any preliminary thoughts that Town Council may have on this subject might be helpful.

**COUNCIL ACTION REQUESTED:**

Council action to approve the renewal of the water commitment/extension based on the original application information, discussion and any preliminary direction to staff on the public streets commitment request.

The Town of  
**Weaverville**  
NORTH CAROLINA

July 24, 2024

John Kinnaird  
CDG Engineers & Associates, Inc,  
Via email to: [john.kinnaird@cdge.com](mailto:john.kinnaird@cdge.com)

Re: Water Commitment for Northridge Farms

Dear Mr. Kinnaird:

On December 18, 2023, the Town of Weaverville approved the water commitment/extension request that was submitted by you for the Northridge Farms development on the following parcels: 9732-78-9228, 9732-77-7382, 9732-76-5731, 9732-76-5475, 9732-76-2936, and 9732-66-5806. The request indicated that a proposed development on the property listed above would consist of a total of 568 residential units in a combination of duplexes, apartment buildings, townhouses, and single-family lots as stated on your application. Brooks Engineering and the developer requested domestic water service for those units totaling approximately 227,200 GPD and total peak demand of 1689 GPM. Based on our review it was determined that our water system has adequate capacity to serve this connection over the approximate timeline as described in an email from Bo Carpenter to Jennifer Jackson dated 16 November 2023.

A water commitment letter dated 4 January 2024 was issued to Liam Cahill of Brooks Engineering which contained certain conditions. **The developer has since requested that the first condition be modified and, by action taken by Town Council on 22 July 2024, that condition was modified with the revised condition noted as condition 1 below.**

Your commitment request is subject to the conditions listed herein. The following represents the conditions that must be met in order for the Town to provide water to your project:

1. **To safely provide domestic water and fire suppression to the project, your plans must include an additional waterline within Northridge Commons running parallel to the existing line and appropriate connections.**
2. Please coordinate with Weaverville Public Works Director Dale Pennell on the detailed plans, materials, and installation of this water service.
3. All water services must be installed in accordance with Town Code and Water Policies, Procedures, and Specifications. Component submittals must be provided to the Public Works Director for approvals. Work must be performed by a NC Licensed Utility Contractor and supervised by Town staff.
4. This water commitment is valid only for the project described in this letter.

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

(828) 645-7116 • Fax (828) 645-4776

[www.weavervillenc.org](http://www.weavervillenc.org)



5. Unless otherwise extended by a renewal approved by Town Council, this commitment shall automatically expire one year **from the 4 January 2024 date of the original water commitment letter** if the installation of the water system improvements has not begun within that one-year time frame. I anticipate that you will need an extension of this commitment and your project will be eligible for such for another year (or two) but that must be approved by Town Council upon your request and payment of an application fee and additional commitment fees as set out in the fee schedule that is effective at the time of the extension request.
6. This water commitment does not constitute the Town's approval and acceptance of the proposed project.
7. This water commitment cannot be used to secure a building permit. To be eligible for a building permit your water tap(s) for the project must be installed.
8. Tap fees are not required where taps, meters, and associated appurtenances are provided and installed by Owner/Developer, which we understand will be performed by your contractor.

You have paid the non-refundable application fee of \$100.

**A commitment fee of \$10,020 has been calculated based on inside rates for the following: (1) 272 individual meters [ $\frac{5}{8}$ " or  $\frac{3}{4}$ "] at \$35 per meter; and (2) 1 apartment master meter [4"] at \$500 per meter. If the meter count and sizing are incorrect, please contact Dale Pennell to discuss and we will revise the invoice. The invoice was provided to you with the 4 January 2024 letter and then provided again via email to attorney Bo Carpenter on 22 May 2024. It is concerning that these commitment fees remain unpaid. Please contact me or Dale Pennell to discuss payment.**

As stated in the original commitment letter, additional fees will be required to activate **each account** based on the Town's Fee Schedule applicable at the time of activation. Those fees currently include the following: account establishment service charges, water system account deposits, and water system development fees.

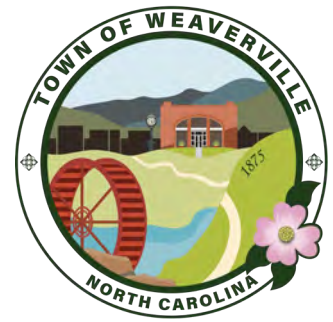
It is my understanding that you have Dale Pennell's contact information. I can be reached by calling 828-484-7031 or by emailing me at [sharris@weavervillenc.org](mailto:sharris@weavervillenc.org).

Sincerely,



David Scott Harris  
Acting Town Manager

cc: Dale Pennell, Public Works Director via email to [dale.pennell@weavervillenc.org](mailto:dale.pennell@weavervillenc.org)  
Bo Carpenter via email to [bcarpenter@asklaw.com](mailto:bcarpenter@asklaw.com)



TOWN OF WEAVERVILLE  
WATER DEPARTMENT

APPLICATION FOR A COMMITMENT LETTER

APPLICANTS NAME: Forestar Real Estate Group

PROJECT NAME: Northridge Farms

ADDRESS: 750 Executive Center Drive  
Suite 101  
Greenville, SC 29615

LOCATION: 56 Gill Branch Rd,  
Weaverville, NC 28787

PHONE NUMBER: 864-399-8705

PIN NUMBER: 9732-78-9228; 9732-77-7282; 9732-76-5731;  
9732-76-5475; 9732-76-2936; 9732-66-5806

ELEVATION: +2000

TYPE OF SERVICE:

- RESIDENTIAL  SINGLE FAMILY HOME  
 TWO FAMILY 50 NUMBER OF BUILDINGS (2 units per building)  
 MULTI-FAMILY 11 NO. OF BUILDINGS 26..91 UNITS PER BUILDING  
 RESIDENTIAL SUBDIVISION 172 NO. OF LOTS
- COMMERCIAL  SINGLE COMMERCIAL BUILDING  
 UNIFIED BUSINESS DEVELOPMENT \_\_\_\_\_ NO. OF BUILDINGS  
 \_\_\_\_\_ NO. OF UNITS
- INDUSTRIAL  SANITARY FACILITIES ONLY  
 SANITARY & INDUSTRIAL PROCESS WATER
- OTHER  FIRE SPRINKLER SYSTEM  
 IRRIGATION SYSTEM  
 3 clubhouses and a maintenance  
building for the apartments

CAPACITY REQUESTED:

MAXIMUM GALLONS PER MINUTE 1689

MAXIMUM GALLONS PER DAY 227,200

ANTICIPATED DATE OF SERVICE Summer 2026

PROJECT DESCRIPTION:

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

ACKNOWLEDGEMENT:

I Ali Seabaugh understand that the processing fee of \$100.00, paid herewith is non-refundable and is to cover the costs of processing and investigating this request and that an additional Commitment Fee based on the size and number of connections is due upon approval. It is further understood that the Town has the exclusive right to deny the request for any reason whatsoever.

Signature Alice Seabaugh

Date 12/6/2024

**WATER AND SEWER FLOW CALCULATOR**

**BROOKS ENGINEERING ASSOCIATES**

PROJECT NAME:	FIRST VICTORY NORTHRIDGE FARMS CIVIL AND PERMITTING		
PROJECT NUMBER:	591023	DESIGNED BY:	JHK
SEWER TYPE:	PUBLIC	DATE:	10/24/2023
SEWER REVIEW:	MSD	WATER TYPE:	PUBLIC
		WATER REVIEW:	WEAVERVILLE

**WATER INFO**

**COMMERCIAL DEMAND**

**FIXTURE UNIT CALCS:**

Fixture Type:	Number:	Fixture Units:
Bathtub / Shower:	2	8
Drinking Fountain:	1	2
Dishwasher:	0	0
Washing Machine:	0	0
Other:	0	0
Kitchen Sink:	0	0
Bathroom Sink:	2	4
Urinal / Toilet (FV):	2	20
Toilet (Tank):	2	10
<b>Total Fixture Units:</b>		<b>44</b>

\*Fixture Units from 15A NCAC 18C Fig 3(A)

**Peak Demand: 26 GPM**

\*Peak demand from 15A NCAC 18C Fig 3(C)

**RESIDENTIAL DEMAND**

Number of Units:	568
Daily Demand:	227,200 GPD
Peak Demand:	413 GPM

\*Peak demand from 15A NCAC 18C .0802 chart

**FIRE DEMAND**

Hydrant Flow:	1000 GPM
Sprinkler Type:	RESIDENTIAL
Sprinkler Flow:	250 GPM
Other:	
<b>Total Fire Demand:</b>	<b>1250 GPM</b>

**TOTAL PEAK DEMAND:**

<b>Total Domestic Peak:</b>	<b>439 GPM</b>
<b>Total Fire Demand:</b>	<b>1250 GPM</b>
<b>Combined Peak Demand:</b>	<b>1689 GPM</b>

**SEWER INFO**

**COMMERCIAL FLOWS:**

Use:	SIZE:	Flow:
Office (employees):	0	0
Church w kitchen (seats):	0	0
Church w/o kitchen (seats):	0	0
Restaurant, Full Serv (seats):	0	0
Hotel / Motel (rooms):	0	0
Medical / Vet Office (pract.):	0	0
School w/ food (students):	0	0
School w/o food (students):	0	0
Retail w food (sq.ft):	0	0
Retail w/o food (sq.ft.):	0	0
Other:	0	0
<b>Total Commercial Flow:</b>		<b>GPD</b>

\*Flow Rate calcs from 15A NCAC 02T .0114

**RESIDENTIAL FLOW:**

Number of Units:	568		
REDUCED RATE	100	GPD PER BR	
Average # of BR:	3		
Total Bedrooms:	1704		
<b>Daily Flow:</b>	<b>170,400 GPD</b>		
<b>Peak Flow:</b>	<b>439 GPM</b>		

\*Flow Rate calcs from 15A NCAC 02T .0114

**TOTAL FLOW:**

<b>Total Daily Flow:</b>	<b>170,400 GPD</b>
<b>Total Peak Flow:</b>	<b>439 GPM</b>



Planning & Project Management / Civil Engineering  
Surveying - Environmental Engineering & Services

17 Arlington Street / Asheville NC 28801  
www.brooksea.com / 828-232-4700

**Town of Weaverville**  
**Town Council Agenda Item**

**Date of Meeting:** December 16, 2024  
**Subject:** Public Works & Water Department Quarterly Report  
**Presenter:** Dale Pennell, Public Works Director  
**Attachments:** Quarterly Report (September 2024 – November 2024)  
**Description:**

Attached please find the quarterly report from the Public Works Department.

**Action Requested:** None.



**TOWN OF WEAVERVILLE PUBLIC WORKS ACTIVITY SHEET**

SEPTEMBER 2024 - NOVEMBER 2024

**WATER MAINTENANCE DIVISION:**

	Sep-24	Oct-24	Nov-24	3 month average
Water Leaks Repaired	1	2	5	3
New Water Taps	0	1	0	0
Total Active Water Meters	3,293	3,293	3,286	3291
Water Quality Complaints	0	0	0	0
Meter Re-Read Service Calls	71	60	67	66
General Service Calls	120	102	120	114
Water Door Tags Delivered	18	0	0	6
Water Line Locate Utility Service Calls (811)	135	172	224	177
Reservoir-Pump Station Site Checks	28	21	21	23
Water Line Construction Inspections:	na	na	na	

**WATER PRODUCTION DIVISION:**

	Sep-24	Oct-24	Nov-24	3 month average
(Gallons per month)				
1A. Raw water pumped from river to Water Treatment Plant	23,620,000	22,836,000	24,215,000	23,557,000
(daily average vs. 1.5 MGD plant capacity)	52%	49%	54%	52%
1B. Raw water used at the WTP	1,877,000	1,873,000	2,041,000	1,930,333

1C. Finished water Produced at WTP	21,743,000	20,963,000	22,174,000	21,626,667
2. Water Purchased from Mars Hill	150,000	150,000	0	100,000
<b>A1. TOTAL WATER PRODUCTION (1.C. + 2)</b>	21,893,000	21,113,000	22,174,000	21,726,667
3. Finish Water used at WTP	782,748	754,668	798,264	778,560
<b>A2. TOTAL WATER AVAILABLE FOR SALES</b>	21,110,252	20,358,332	21,375,736	20,948,107
<b>B. TOTAL METERED FOR BILLING</b>	17,025,900	12,299,100	15,809,300	15,044,767
C. Metered, Non-Metered & Non-Billed Use by Town	2,000,000	5,000,000	3,521,800	3,507,267
D. Total Accounted For Water (3 + B + C)	19,808,648	18,053,768	20,129,364	19,330,593
<b>E. TOTAL UNACCOUNTED (A1-D)</b>	2,084,352	3,059,232	2,044,636	2,396,073
<b>F. MONTHLY UNACCOUNTED WATER (E/A1x100)</b>	9.5%	14.5%	9.2%	11.0%

**WATER CAPACITY VS PRODUCTION:**

(Gallons per day)

	Sep-24	Oct-24	Nov-24	3 month average
Water Plant Design Capacity	1,500,000	1,500,000	1,500,000	1,500,000
Average Daily Production	729,767	703,767	739,133	724,222
Total Water Production (A1 above) / 30 days in month	48.7%	46.9%	49.3%	48.3%
<b>AVERAGE USE RELATIVE TO DESIGN CAPACITY</b>	629,274	629,274	629,274	629,274
Current Water Commitments for future development	90.6%	88.9%	91.2%	90.2%
<b>MONTHLY USAGE &amp; FUTURE USAGE VS 1,500,00 GPD</b>				

**STREETS DIVISION:**

	Sep-24	Oct-24	Nov-24	3 month average
Street/Sidewalk/Drainage /Sign Repairs Completed	4	10	8	7
Roads paved	0	0	0	0

**GROUNDS MAINTENANCE DIVISION:**

	Sep-24	Oct-24	Nov-24	3 month average
Special Projects/Repairs Completed	3	2	3	3

**STORMWATER MANAGEMENT DIVISION:**

	Sep-24	Oct-24	Nov-24	3 month average
Storm drain pipes/structures cleaned or replaced	63	19	0	27
Miles of curbs and streets sweeping	62.8	25.2	0	29

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**SANITATION DIVISION:**

	Sep-24	Oct-24	Nov-24	3 month average
Residential Collection Points	2261	2266	2286	2271
Monthly Residential Collections (4/month)	9044	9064	9144	9084
Business Pick Ups	80	80	80	80
Business Pick Ups (4/month)	320	320	320	320
Residential Set-Outs	110	114	111	113
Residential Set-Outs (4/month)	456	456	444	452
TOTAL points picked up per month	9820	9840	9908	9856

Total Tons to Landfill	83.96	203.92	113.81	133.90
Average Pounds Per Collection Point (per week)	17.1	41.4	23.0	27.2
Cubic Yards - Yard Debris	67.5	0	0	22.5
Cubic Yards - Brush Chipped (Sept), Veg. Debris collected (Oct - Nov)	198	3968	1560	1909
Cubic Yards - Leaf Collection	0	56	308	121

**MISC**

1. 16 staff members from PW attended a seminar on dealing with hurricane stress with our Employee Assistance Program.
2. 3 staff members have been certified by NCSU in Stormwater Control Measures Inspection & Maintenance.
3. Some Hurricane damage remains to be repaired including stairs in the Nature Park; silt and fountain and water wheel in Lake Louise Park; leaf collection around town; fence and stone in PW storage area.
4. The new knuckleboom grapple truck arrived on September 26 and it began service on October 2.
5. We are having discussions with Curbie regarding the options for handling the additional recycling generated by the potential 6 new developments within the Reems Creek valley.



TOWN OF WEAVERVILLE - PUBLIC WORKS DEPARTMENT - WATER COMMITMENTS

Prepared by: Dale Pennell, Public Works Director

REVISED 12-10-2024

Water Line Status (commitment expiration date)	Project with current commitment	Address	Description	Number of Units	Gallons per Connection (GPD)	Projected Demand per NCDEQ standards (GPD)	Estimated Demand at 100 GPD/apt and 100 GPD/home
1) Construction	Greenwood Park	Union Chapel Road	73 homes	73	400	29,200	7,300
2) Construction (5/22/2025)	16-18-20 Garrison	Garrison Branch Road	3 commercial buildings	1	14824	14,824	3,706
3) Pending (10/5/2024)	Monticello Family Arts (Meribel)	171 Monticello Road	7 buildings + clubhouse	156	108@300 + 60@400	56,600	14,150
4) Pending (4/1/2025)	480 Reems Creek THs (Encore)	480 Reems Creek Road	139 townhouses + clubhouse	139	400	55,600	13,900
5) Pending (10/26/2024)	Windsor Build	300 Hamburg Min Road	35 homes	35	400	14,000	3,500
6) Pending (01/23/2025)	6 Pleasant Grove (Fox Property)	6 Pleasant Grove Road	50 townhouses	50	400	20,000	5,000
7) Pending (01/04/2025)	Northridge Farms	Northridge Commons Parkway	568 homes, condos, apts	568	400	227,200	56,800
8) Pending (5/28/2025)	Cole Road Apartments	75 Cole Road	220 apartments	220	400	67,000	16,750
			Subtotal Current Projects			484,424	121,106
on-going	Existing meter sets w/o meters			149	250	37,250	9,313
on-going	Projected inside-town vacant land development per zoning (rev 8/27/2020)			246	400	98,400	24,600
on-going	Projected Outside-town-limit individual residential units			23	400	9,200	2,300
			9) Subtotal On-going Projections			144,850	36,213
			<b>Total Outstanding Commitments</b>			<b>629,274</b>	<b>157,319</b>
<b>SUMMARY OF PROJECTED WATER DEMANDS (GPD)</b>							
Average metered and unmetered town usage per day	Average Unaccounted-for daily water	Outstanding Commitments	Mars Hill agreement for emergency water (see note 3 below)	Current usage and commitment	WTP Capacity and permitted withdrawal	Current % of WTP used or committed	Notes
Sert 2024 - Nov 2024	Sert 2024 - Nov 2024	(as of Nov 30, 2024)	(approved Nov. 15, 2022)	1,353,496	1,500,000	90.23%	see note 1 below
644,353	79,869	629,274	0	881,541	1,500,000	58.77%	see note 2 below
644,353	79,869	157,319	0				
Outstanding Wtr Commitments 12-10-2024							
	Note 1. Chart uses only Sep - Nov usage data and NCDEQ projected flow for future commitments.						
	Note 2. Chart uses only Sep - Nov usage data with estimated actual demand for future commitments.						
	Note 3. Projections do not include any future domestic flow to the Town of Mars Hill, (estimated 200,000 GPD).						