



Town of Waynesville, NC

Board of Aldermen Regular Meeting

Town Hall, 9 South Main Street, Waynesville, NC 28786

Date: February 11, 2020 Time: 6:30 p.m.

The agenda and all related documentation may be accessed electronically at www.waynesvillenc.gov.

Click on "Government/Mayor & Board" to download materials for town board meetings.

Consider the environment ♦ Conserve resources ♦ Print only when necessary

The Town of Waynesville provides accessible facilities, programs and services for all people, in compliance with the Americans with Disabilities Act (ADA). Should you need assistance or accommodation for this meeting, please contact the Town Clerk at:

(828) 452-2491 eward@waynesvillenc.gov

A. CALL TO ORDER - Mayor Gary Caldwell

1. Welcome/Calendar/Announcements

Due to the continuance of the January 28th Board of Aldermen regular meeting, the minutes for that meeting and the February 4th Special Called meeting will be approved at the February 25, 2020 meeting.

B. PRESENTATION

2. Tuscola AFJROTC annual presentation by Cadets

C. PUBLIC HEARINGS

3. Resolution of support for the passage of House Bill 655 – NC Health Care for Working Families.

- Alderman Jon Feichter

Motion: To approve resolution of support for the passage of House Bill 655 – NC Health Care for Working Families

4. Consideration of amendments to the Cemetery Ordinance

- Assistant Town Manager, Amie Owens

Motion: To consider the approval of the revised Cemetery Ordinance as presented.

D. NEW BUSINESS

5. Appointment of Ron Reid as alternate to Zoning Board of Adjustment

- Town Clerk Eddie Ward

Motion: To approve the appointment of Ron Reid as an alternate to the Zoning Board of Adjustment

6. Resolution for Replacement of the current Dectron financing Agreement

- Town Manager Rob Hites
- Finance Director Ben Turnmire

Motion: To approve a Budget Ordinance O-2-20 in the amount of \$800,000 for the purchase of Dectron dehumidification HVAC Unit for the Recreation Pool

Motion: To approve a Financing Agreement Resolution for the purchase of Dectron dehumidification HVAC Unit for the Recreation Pool

7. Saunook Fire Department Water Tap Fee Grant

- Chief Chris S. Chandler

Motion: To approve a grant to the Saunook Fire Department to connect to Waynesville's water system

8. Authorization to proceed with park development

- Jesse Fowler, Planner

Motion: To approve the Calvary Craven Park Preliminary Site Plan

Motion: To allow staff to advertise for bids for the construction a covered pavilion at Calvary Craven Park.

E. COMMUNICATIONS FROM STAFF

9. Manager's Report

- Town Manager Rob Hites

Request to seek a drainage easement from the Owners of Stephanie Lane

Motion: To approve the Staff's request to seek a drainage easement to extend the storm water system from Thomas Park down Stephanie Lane.

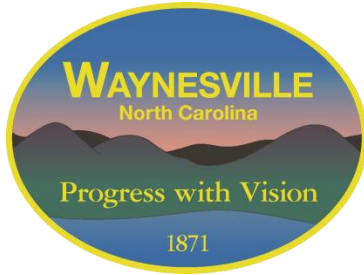
10. Attorney's Report

- Town Attorney Bill Cannon

F. COMMUNICATIONS FROM THE MAYOR AND BOARD

G. CALL ON THE AUDIENCE

H. ADJOURN



TOWN OF WAYNESVILLE

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CALENDAR

February 2020

2020	
Tuesday Feb 11	Board of Aldermen Meeting – Regular Session
Friday, Feb 21	Board Retreat – location TBD
Tuesday Feb 25	Board of Aldermen Meeting – Regular Session
Tuesday March 10	Board of Aldermen Meeting – Regular Session
Tuesday March 24	Board of Aldermen Meeting – Regular Session
Friday April 10 Good Friday	Town Offices Closed
Tuesday April 14	Board of Aldermen Meeting – Regular Session
Tuesday April 28	Board of Aldermen Meeting – Regular Session
Tuesday May 12	Board of Aldermen Meeting – Regular Session
Monday May 25 Memorial Day	Town Offices Closed
Tuesday May 26	Board of Aldermen Meeting – Regular Session
Tuesday June 9	Board of Aldermen Meeting – Regular Session
Tuesday June 23	Board of Aldermen Meeting – Regular Session
Friday July 3 Independence Day	Town Offices Closed
Tuesday July 14	Board of Aldermen Meeting – Regular Session
Tuesday July 28	Board of Aldermen Meeting – Regular Session
Tuesday August 11	Board of Aldermen Meeting – Regular Session
Tuesday August 25	Board of Aldermen Meeting – Regular Session
Monday September 7 Labor Day	Town Offices Closed
Tuesday September 8	Board of Aldermen Meeting – Regular Session
Tuesday September 22	Board of Aldermen Meeting – Regular Session
Tuesday October 13	Board of Aldermen Meeting – Regular Session
Tuesday October 27	Board of Aldermen Meeting – Regular Session
Tuesday November 10	Board of Aldermen Meeting – Regular Session
Wednesday November 11	Veterans Day – Town Offices Closed
Tuesday November 24	Board of Aldermen Meeting – Regular Session
Thursday & Friday November 26 & 27 Thanksgiving	Town Offices Closed
Tuesday December 8	Board of Aldermen Meeting – Regular Session
December 24, 25 & 28 Christmas Holidays	Town Offices Closed Christmas Holidays

Board and Commission Meetings – February 2020

ABC Board	ABC Office – 52 Dayco Drive	February 18th 3 rd Tuesdays 10:00 AM
Board of Adjustment	Town Hall – 9 S. Main Street	February 4th 1 st Tuesdays 5:30 PM
Downtown Waynesville Association	UCB Board Room – 165 North Main	February 27th 4 th Thursdays 12 Noon
Firefighters Relief Fund Board	Fire Station 1 – 1022 N. Main Street	Meets as needed; <i>No meeting currently scheduled</i>
Historic Preservation Commission	Town Hall – 9 S. Main Street	February 5th 1 st Wednesdays 2:00 PM
Planning Board	Town Hall – 9 S. Main Street	February 17th 3 rd Mondays 5:30 PM
Public Art Commission	Town Hall – 9 S. Main Street	February 13th 2 nd Thursdays 4:00 PM
Recreation & Parks Advisory Commission	Rec Center Office – 550 Vance Street	February 19th 3 rd Wednesdays 5:30 PM
Waynesville Housing Authority	Waynesville Towers – 65 Church Street	February 11th 2 nd Tuesday 3:30 PM

BOARD/STAFF SCHEDULE

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RESOLUTION NO. R-02-20

**TOWN OF WAYNESVILLE
RESOLUTION IN SUPPORT OF HOUSE BILL 655**

WHEREAS, there are 1,083,000 citizens in North Carolina who have no health insurance; and

WHEREAS, the majority of these uninsured individuals aged 19 to 64 are employed, but they are either not employed full-time or are not making enough money to afford health insurance coverage; and

WHEREAS, the State is currently incurring the cost of care for these uninsured individuals as they seek uncompensated care at one of the North Carolina hospital emergency departments; and

WHEREAS, because these uninsured individuals cannot afford preventive care, they do not seek care until they are very ill and the cost of care is very high; and

WHEREAS, these uninsured individuals lose time on the job, often become chronically ill, and may suffer advanced or even terminal illness because they are unable to afford early care;

WHEREAS, the State has the opportunity to develop and implement a unique, carefully controlled program to address this coverage gap; and

WHEREAS, the North Carolina model addressing this coverage gap will include a work requirement for participants; and

WHEREAS, the North Carolina model addressing this coverage gap will be paid for with a combination of participant premiums, intergovernmental transfers, current hospital assessments, gross premiums tax revenue, newly enacted hospital assessments, and federal funds; and

WHEREAS, the North Carolina model addressing this coverage gap will not increase the cost to consumers or tax payers as a result of the increased gross premiums tax revenue and the new hospital assessment; and

WHEREAS, federal law directs that the federal share for the North Carolina model addressing the coverage gap is ninety percent (90%) for calendar year 2020 and each year thereafter under 42 U.S.C. § 1396d(y)(1)(E); and

WHEREAS, the North Carolina model addressing this coverage gap will not add to the national debt; and

WHEREAS, in our ongoing effort to reduce homelessness in Waynesville, it is imperative that all possibilities be considered for individuals and families who experience homelessness, having access to health insurance provides a path to greater self-reliance and independence, and Medicaid expansion is an idea our state should carefully consider.

NOW, THEREFORE, BE IT RESOLVED that the Town of Waynesville Board of Aldermen hereby support House Bill 655 and urge the North Carolina General Assembly to consider an affirmative vote in the 2020 legislative session to better assist citizens with insurance needs.

Adopted this 11th Day of February, 2020.

TOWN OF WAYNESVILLE

ATTEST:

J. Gary Caldwell
Mayor

Eddie Ward
Town Clerk

NOTICE OF PUBLIC HEARING

The Town of Waynesville Board of Aldermen will be holding a public hearing on Tuesday, **February 11, 2020** beginning at 6:30 p.m. or as closely thereafter as possible in the Town Hall Board Room located at 9 South Main Street, Waynesville. The purpose of the public hearing is to consider adoption of a resolution of support for the passage of House Bill 655 – NC Health Care for Working Families.

Interested persons are encouraged to attend and be heard. For more information please contact Eddie Ward, Town Clerk at 828.452.2491 or via email at eward@waynesvillenc.gov.

s/Eddie Ward

By: Eddie Ward, Town Clerk

TOWN OF WAYNESVILLE BOARD OF ALDERMEN
REQUEST FOR BOARD ACTION
Meeting Date: February 11, 2020

SUBJECT: Public Hearing for consideration of amendments to the Cemetery Ordinance

AGENDA INFORMATION:

Agenda Location: Public Hearing
Item Number: C4
Department: Board of Aldermen
Contact: Amie Owens, Assistant Town Manager
Julie Grasty, Asset Services Manager
Presenter: Amie Owens, Assistant Town Manager

BRIEF SUMMARY: In late 2018, there was concern related to the Greenhill Cemetery and the clean up that occurred. As a result, the Board of Aldermen named an adhoc committee to review the various aspects of the Greenhill Cemetery and Dix Hill Cemetery, the town's cemetery ordinance and other potential policy issues related to maintenance of the cemetery.

One of the recommendations from the Cemetery Committee was approval of the revised cemetery ordinance. This is the first of two public hearings on the cemetery ordinance proposed changes. There are multiple changes in the ordinance and a tracked copy was included in the board agenda packet.

Some of the changes include but are not limited to:

- Clarification of terms and definitions used in the ordinance
- Elimination of commercial tours in the cemetery
- Addition of graphic representations to assist in understanding of burial site layout
- Allowance of solar lights – one per burial site
- Allowance of items that can be permanently affixed to headstones and the addition of memorial boxes for those items that are not permanently affixed
- Addition of new section related to group tours and the manner for approval

The notice of public hearing was advertised in the Mountaineer on February 1/2 and February 8/9.

MOTION FOR CONSIDERATION: To consider the approval of the revised Cemetery Ordinance as presented.

FUNDING SOURCE/IMPACT: No funding required at this time.

ATTACHMENTS:

- Revised Cemetery Ordinance

MANAGER'S COMMENTS AND RECOMMENDATIONS: Any changes would be Board of Aldermen policy decision. Action is at the will of the Board.

Chapter 18 CEMETERIES*

*Cross references: Streets, sidewalks and other public places, ch. 46.

State law references: Authority to regulate cemeteries, G.S. 160A-341--160A-348, An act authorizing the county of Haywood and the town of Waynesville to jointly establish, improve, and maintain a memorial cemetery for the burial of United States war veterans, S.L. 1949-140.

It is the desire of the Town of Waynesville and the Cemetery Committee to operate and maintain cemeteries that are beautiful, dignified and an appropriate final resting place for departed loved ones.

In formulating this ordinance, it has been the committee's desire to offer as much freedom of choice as possible while preserving those regulations necessary to maintain a high standard of beauty and efficiency of maintenance.

Sec. 18-1. Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning.

Cemetery means a burial park for earth interments and columbarium inurnments.

Columbarium means a freestanding structure containing niches for the inurnment of ~~cremated~~ remainscremains.

Commercial means activities for which money is charged.

Cremains means cremated human remains.

Cremation Burial Space means a land area designated for the burial of cremated human remains.

Deed means the document provided to purchaser that clearly defines the space allotted for interment or inurnment that has been paid for and outlines survivorship and burial rights; may also be referred to in the future as an Easement or Right of Entry.

Interment means the disposition of human remains by burial in the earth.

Inurnment means the permanent placement of ~~cremated-remains~~ cremains which are contained in an urn in a columbarium or by burial in the earth.

Lot means the numbered divisions as shown on the recorded plat, which consists of 10 spaces.

Niche means a recessed compartment in a columbarium designed to hold urns.

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Owner means the owner of record with the town of a specific lot or in a specific columbarium niche.

Section means the numbered divisions as shown on the recorded plat, consisting of multiple lots.

Space (also referred to as a lot) means a land area four (4) feet wide and ten (10) feet in length designated for the burial of human remains.

Tour means any group that enters the cemetery with a guide.

Town means the Town of Waynesville, North Carolina.

Urn Garden means a land area two (2) feet wide and two (2) feet in length designed for the burial of cremated human remains contained in an urn.

Sec. 18-2. Burial permitted only in cemetery; notification of superintendent

No person shall bury or cause to be buried any dead body in any place within the town except in a cemetery. The town shall have the right to disinter any such body which may have been illegally buried and have the body removed to a cemetery. Prior to any burial in town cemeteries, the cemetery superintendent shall be notified. No remains except those of human beings shall be interred in any town cemetery.

Sec. 18-3. Scheduling of interments and inurnments.

Committal services requiring staff support may be held any day except New Year's Day, Easter Sunday, Thanksgiving Day and Christmas Day. On days when inclement weather is such that a burial or placement of an urn would not be feasible, the town cemetery superintendent, in consultation with the funeral director, shall have the right to delay burials and the placement of urns. It will be the responsibility of the Town of Waynesville to supply up to date contact information for staff to the local funeral directors in order to effectively communicate related to scheduling.

Sec. 18-4. Sale of cemetery spaces and columbarium niches.

(a) The town shall sell cemetery spaces to those persons desiring lots at such price as may be determined by the board of aldermen; however, one person may not purchase more than ten (10) individual spaces or niches in a columbarium, except upon special permission from the board of aldermen. Columbarium niches and burial spaces cannot be purchased for commercial resale, and will not be sold to funeral homes, churches, or corporations.

(b) Upon purchase of a burial space, the owner will be issued a cemetery deed (easement or right of entry) that shall identify the purchaser and the specific space to which the certificate applies. Cemetery deeds should be recorded at the Haywood County Register of Deeds Office. The Town will pay for the initial filing of the deed. A cemetery space owner's rights are contractual and subject to ordinary rules of contract law. The Town has conveyed to the owner

the right of burial which has been designated as an easement. The purchaser does not own the land, but rather a right to use the land for purpose of keeping remains there.

(c) Upon purchase of a columbarium niche, the purchaser will be issued a certificate granting them the right to use the niche for the inurnment of human remains.

Sec. 18-5. Owner's name to appear on records of town.

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No person will be recognized by the town as owner or part owner of any lot unless his name appears on the records of the town as owner or part owner thereof. Notice of any transfer of any lot, portion of lot, single space, or columbarium niche must be made in writing to the town clerk or cemetery superintendent. Transfers of lots or burial spaces must also be recorded at the Haywood County Register of Deeds Office. If a plot owner dies and a will indicates the passing of the cemetery plot(s), a copy of the will is required for transfer. If a plot owner dies intestate, the rights of the plot pass to the heirs in the same manner that personal property passes in the absence of a will and proper documentation may be requested to show proof of ownership.

Sec. 18-6. Right of town to repurchase columbarium niche.

The town may repurchase any unused columbarium niches from the owner at the original purchase price minus a \$250.00 fee for replacement of the niche door and administrative fee, upon written request of said owner.

Sec. 18-7. Restrictions on rights of owners.

Owners of lots or single spaces and purchasers of columbarium niches in any cemetery owned by the town are subject to the rules and regulations of the town now or hereafter adopted. The town reserves the right to amend at any time ~~and without notice~~ its rules and regulations, following a period for public comment.

Sec. 18-8. Identification of remains.

All caskets and all cremation urns shall contain some means of identifying the remains of the deceased contained within the casket or urn. This identification shall be either within or on the casket or urn following state law and in conformance with generally accepted practices of the funeral home industry and per North Carolina General Statutes.

Sec. 18-9. Veterans Memorial Section Regulations.

Upon recommendation from the Veterans of Foreign Wars of the United States, the cemetery superintendent may authorize the burial of a veteran in the Veterans Memorial Section of Green Hill cemetery in accordance with Board approved regulations. The Veterans Memorial Section is ~~reserved~~ for the interment of veterans discharged from active military service under conditions other than dishonorable, and does not include space for spouses, children, or other family members. Spaces for traditional burial and inurnment are assigned in sequential order by the cemetery superintendent. A full copy of the approved regulations are available in the Public Services Department.

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Sec. 18-10. County Section.

Only those individuals for whom the Haywood County Health and Human Services Agency serves as a Guardian or for whom funeral pre-arrangements have been made through the Health and Human Services Agency on their behalf, or who qualify under the North Carolina General Statutes 130A-415 through 420 for unclaimed bodies, may be interred or ~~inured~~inurned in the County Section of Green Hill Cemetery. —Only markers flush with the ground are allowed in the County Section of Green Hill ~~cemetery~~Cemetery.

Sec. 18-11. Space and niche specifications.

~~(a)~~(4) Caskets or urns in burial spaces

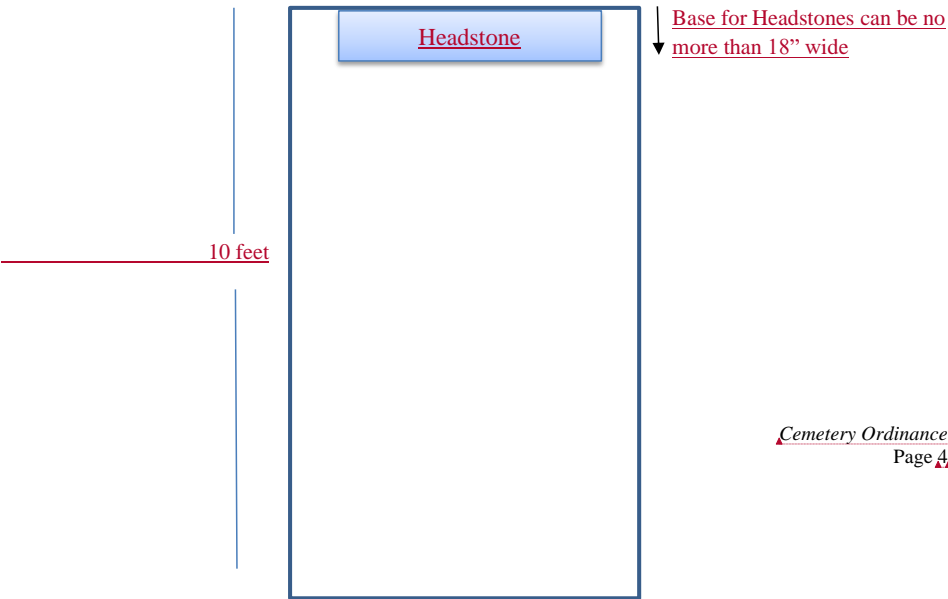
(1) All graves for the burial of a casket shall be in accordance with all applicable North Carolina General Statutes contained in Chapter 65 – Cemeteries, and all laws, regulations and requirements therein.

(2) Headstones must be at the head of the burial space; which is the area that is in line with other headstones and is aesthetically consistent with the rest of the section where the burial space is located and facing a specific geographic direction.

~~(2)(3)~~ (3) Concrete ~~liners~~ or steel vaults are required for the burial of all caskets.

~~(3)(4)~~ (4) Not more than one body shall be interred in one space except in the case of a mother and newborn baby, unless such space was purchased with the written agreement that more than one body or the remains of more than one body may be interred, and provided proper identification is made of such interment by the marker.

a. Specifications for burial spaces are 4' x 10' and are outlined as noted:



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(4)

Not more than two urns may be buried in one traditional burial space, and urns may not contain more than two ~~cremated remains~~. ~~Cremated remains~~ sets of cremains. Cremains may be inurned on top of existing graves provided that the space dug for burial is a minimum of 24 inches in depth.

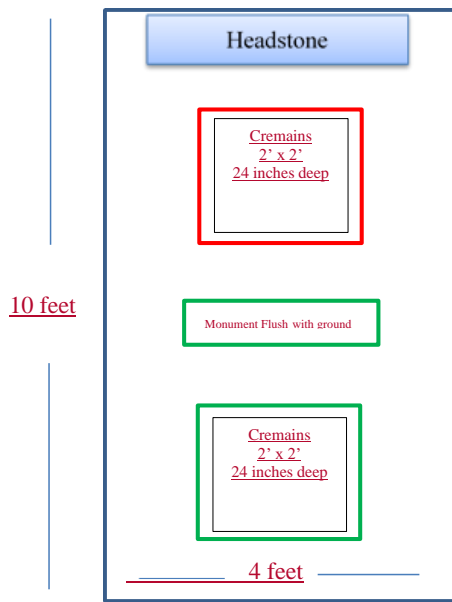
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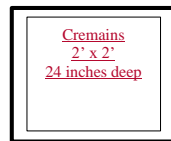
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b. Specifications for full depth burial and cremains:

- i. If one set of cremains, will be placed at top of the space (diagram in red)
- ii. If two sets of cremains with monument: the monument must be flush with the ground with no vase or attachments and second set of cremains at the bottom of the space (diagram in green). Any vase or attachment may be mounted on the base of the headstone.



~~(b)~~ *Cremation burial space; or urn garden.* Means a land area designated for the burial of cremated human remains (cremains) and is 2' x 2' in size and is a minimum of 24 inches in depth.



~~(c)~~ *Columbarium inurnment.* Up to two ~~cremated remains~~ sets of cremains are permitted in a single columbarium niche. Owners must give notice of the number of ~~cremated remains~~ cremains to be placed in a niche at time of purchase. Additional costs will be incurred by the owner if the number of ~~cremated remains~~ cremains to be placed changes after the door engraving has been completed.

~~(d)~~ *Urn specifications for both in-ground and columbarium inurnment*

(1) No cremation urn shall contain the ~~cremated remains~~ cremains of more than two individuals. Funeral directors shall assist family members in selecting an urn that is appropriately sized to fit within the 2' x 2' burial space.

(2) ~~The~~ The addition of ~~cremated remains~~ cremains to an urn shall be done by the funeral director, not by town personnel. If any memorabilia are to be placed with the ~~cremated remains~~ cremains, it shall be done before the container is sealed by the undertaker. Town employees are not permitted to open any urn under any circumstances.

(3) ~~Cremated remains~~ Cremains to be placed in a columbarium niche are recommended to be enclosed in a rigid, permanent, rustproof, waterproof, sealed container. ~~Cardboard; in addition, cardboard~~ or plastic urns are only permitted for in-ground inurnment. The Town will not sell urns for ~~cremated remains~~ cremains.

Sec. 18-12. Opening and closing of spaces and columbarium niches.

(a) Interments or inurnments will only be made after the cemetery superintendent has received the authorization of the owner of the space or columbarium niche, and the opening and closing fees due to the Town have been paid in full.

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(b) For traditional burials in spaces, the funeral homes will be responsible for the openings and closings of spaces, and to see that the vault is properly set and sealed.

(c) For burials in columbarium units or for the in-ground placement of cremation urns, the Town will be responsible for the openings and closings. In opening and closing spaces for the burial of cremation urns or in opening columbarium niches for the placement of urns, care shall be taken to avoid damages to monuments, stones, markers and other structures on other lots in the cemetery. Should damages occur, the Town shall be responsible to see that corrections are made, either through repair or replacement.

Sec. 18-13. Funeral home opening/closing responsibilities.

All funeral directors and their work crews employed in opening and filling spaces shall be subject to rules and regulations covered in this chapter. It is the responsibility of the funeral director to obtain permission for burial from the cemetery superintendent. Any person failing to conform with such rules and regulations will not afterwards be permitted to work in the cemetery. Extreme or continuous violation of rules and regulations may be cause to bar that funeral home from further burials in the town cemetery.

(a) If other spaces sink due to the weight of the equipment used to open and close a space, or there are damages to drives, trees, sod, monuments, stones, markers and other structures in the cemetery, the funeral home shall be responsible to see that corrections are made, either through repair or replacement.

(b) When work performed pursuant to this chapter is completed, the lots/spaces and surroundings must be left in a clean and acceptable condition. All materials, tools, ground covers, lowering devices, dirt, litter, trash, etc., must be immediately removed by the party in charge of the work.

(c) Ropes or other guides are not to be tied to any tree or other object. No post or anchors will be sunk into any occupied space.

(d) No material, tools, ground covers, lowering devices, etc., shall be left in the cemetery. Such items must be removed immediately after funeral service is completed.

Sec. 18-14. Liability insurance.

Any firm that performs a service of any type in any town owned cemetery such as installing vaults, installing monuments, mausoleums, or grave markers, setting up or taking down tents; directing funerals, or other work and services shall furnish the cemetery supervisor a current certificate of insurance for the following types of insurance coverage:

(a) Workers compensation as required by law;

(b) Comprehensive automobile liability insurance coverage with a combined single limit of not less than five hundred thousand dollars (\$500,000.00) per accident for bodily injury and property damage;

(c) Standard comprehensive general liability insurance providing coverage for operations, products and completed operations coverage with a combined single limit of not less than one million dollars (\$1,000,000.00) at any town owned cemetery.

Firms may name the Town of Waynesville as an additional insured on their existing policies.

Sec. 18-15. Markers.

No person shall place any marker without first gaining approval of the cemetery supervisor.

(a) *Burial markers.* For traditional spaces, only one upright family marker shall be permitted for each respective space, and all other markers that may be placed on the space shall be flush with the surface of the ground. Family markers must be placed at either the head or foot of the space.

1. Spaces located in the County Section, on the south side of Golden Drive and in Sections 9, 10, and 11 of the Shook B, and Shook Sections C, D, E and subsequent other surveys shall only feature markers flush with the surface of the ground; no upright family markers are permitted in these sections.

2. For ~~eremated remains~~cremains in any location other than a columbarium unit, markers shall be flush with the surface of the ground. All flat grave markers shall be placed in such a manner in a row of graves that they shall be in complete alignment.

(b) *Columbarium markers.* The exterior of every columbarium niche is covered by a door made of a thin granite material, provided by the town. Information on the granite doors will be limited to the full name of the deceased whose remains are within the niche, and the year of birth and the year of death. The information for every niche will be cut in the same font style and appropriate font size. The Town will make arrangements for this work to be done at the time of purchase. Following the death of an individual and the placement of the urn in the niche, the Town will be responsible for seeing that any missing information is engraved onto the door. If an owner sells an unused niche, or there is an addition or removal of a name from the door of a niche, the current owner shall be responsible for payment for a replacement door.

Sec. 18-16. Repair of monuments.

If any monument or marker becomes unsafe or in need of repair or resetting, the town, after attempting to give notice to the owner of record of such condition and upon the failure of the

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owner to correct the condition within ninety (90) days after receiving the notice, reserves the right to correct or remove the same at the expense of the owner.

Sec. 18-17. Improvements and other work.

(a) All works and improvements shall be done under the control of the Public Services Department. All permanent planting and removal of trees or shrubs within the cemetery grounds shall be the sole right and duty of the town.

(b) Any person entering the cemetery for the purpose of working in any space belonging to another shall first present to the Public Services Department a written order from the owner or his agent. Work on any lot must not interfere in any manner with the walk, decorations or general arrangement of the cemetery.

(c) Neither the respective owners of cemetery lots or spaces nor any other person shall
(+) change the contour of any cemetery lot or plot, construct any curb on or around the lots or spaces, or plant or transplant any tree or shrubbery of any kind of the lots or spaces.

(Code 1987, § 93.05)

Sec. 18-18. Permission required for excavations.

No person shall excavate any earth or stone in the cemetery or remove earth or stones except by the consent and under the direction of the Public Services Department. No person shall exhume any remains without first notifying the cemetery superintendent. In no case shall any remains be disinterred without following the requirements of the State of North Carolina for exhumations.

Sec. 18-19. Removal of trees, plants, shrubs.

When any tree, plant or shrub standing in the cemetery shall injure any monument or decoration in any adjoining lot or the lot on which it stands by the drip of its leaves or otherwise, complaint may be made to the Public Services Department. If the Public Services Department shall decide that the tree, plant or shrub should be removed for any cause, it shall be his duty to attempt to have notice served upon the owner to remove the tree, plant or shrub without injury to any tombstone or other trees; and if the owner shall fail or refuse to remove the tree, plant or shrub within thirty (30) days from such notice, the Public Services Department shall have the right to remove the tree, plant or shrub.

(Code 1987, § 93.07)

Cross references: Vegetation, ch. 62.

Sec. 18-20. Placing articles on lots generally.

(+) It shall be unlawful for any person to place anything on any lot, space, or columbarium unit with the exception of a marker placed in accordance with the rules and regulations of this chapter.

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cut flowers or artificial flowers, and approved flags on spaces of soldiers, sailors or marines. When the items interfere with routine cemetery maintenance they shall be immediately removed without notice by town employees. Articles that are permitted or not permitted are noted below based on the area where interred or inurned.

1. In ground burial spaces

(a) Cut flowers or artificial flowers in permanently affixed containers and approved flags on spaces of soldiers, sailors or marines are permitted.

(b) Items placed on the headstone are permitted, as long as they are permanently affixed and do not interfere with routine cemetery maintenance.

i. Any trinkets, toys, shells, sand, artificial material or anything not permanently affixed to the headstone which may prevent proper mowing and/or interfere with routine cemetery maintenance or cause a safety hazard (such as becoming a projectile) to town employees or visitors may be allowed if they are contained within an approved memorial box.

ii. The area of a memorial box may not exceed the width of the headstone and may not exceed 24" from the back of the headstone base in order to allow for a proper maintenance area in each row. The memorial box must be made of formed stone or concrete and must be at least 1" above the ground in front of the headstone and should abut the headstone to prevent staff from having to perform additional maintenance. See graphic below.

*Burial sites as indicated in Sec 18.11.4(b) will only be allowed a memorial box at the headstone, not at any marker mid-burial site.

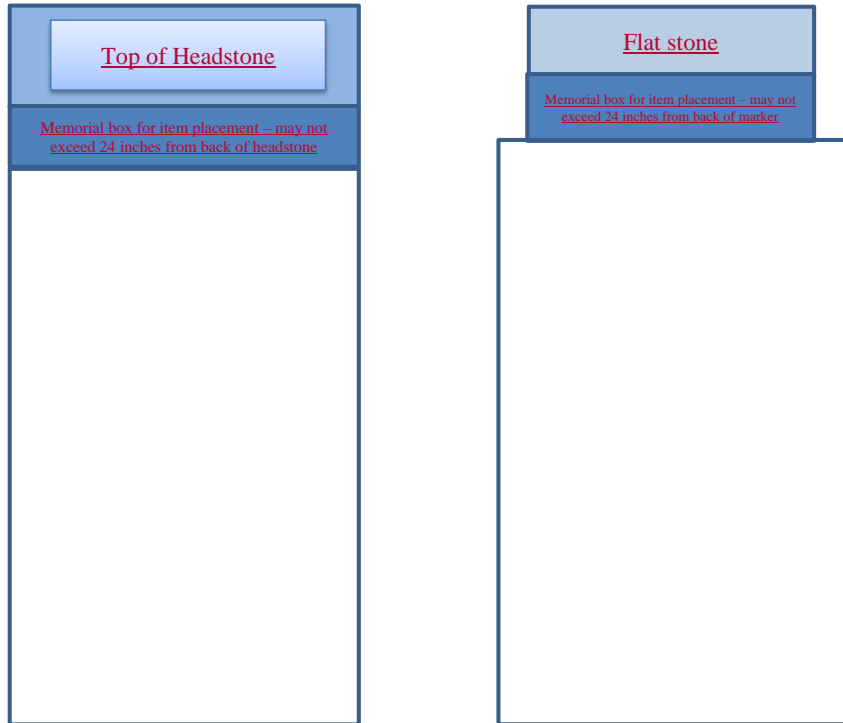
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View is looking down on an in ground burial space



- iii. Individuals wishing to utilize a memorial box must first allow staff to approve the materials utilized for the memorial box prior to placement.

Items that are not permanently affixed or in a memorial box shall be tagged for removal and will be removed after fourteen (14) days. Those items will be stored as noted in section 5 below.

**Spaces located in the County Section, on the south side of Golden Drive and in Sections 9, 10, and 11 of the Shook B, and Shook Sections C, D, E and subsequent other surveys shall only feature markers flush with the surface of the ground; no upright family markers are permitted in these sections.

(c) Glass jars, tin cans or glass vases are not permitted on any burial space.

(d) One (1) solar powered or other artificial light source is allowed per burial space and should be centered and placed as close to or affixed to the marker. No light source shall exceed the dimensions of 8" x 10". This applies to lights that are included in flower arrangements.

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(e) Benches and settees are not permitted on any burial space. *Those benches already in place prior to January 1, 2017 are considered grandfathered as part of this ordinance and will not be removed.

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(f) No border, fence, railing, trellis, shepherds crook or yard flag stand/holders, bird houses, coping, hedge, shrubs, trees or any other bounding or enclosing object or material shall be constructed, staked or planted in or around any burial space.

2. Columbarium spaces

(a) No floral arrangement or any type decoration or other sort of ornamentation or picture may be attached to a columbarium unit. All floral ground pieces, wreaths, or funeral sprays may only be placed at the end of the columbarium unit or in another area designated for this purpose by the cemetery superintendent. No more than one piece per niche or urn space is permitted.

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(b) No trinkets, toys, shells, glass vases, jars, tin cans, sand, Solar powered or artificial material or anything which, in the opinion lights are not allowed on columbarium units.

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3. Urn Garden spaces

(a) No floral arrangement or any type decoration or other sort of ornamentation or picture are allowed in urn garden spaces. All floral ground pieces, wreaths, or funeral sprays may only be placed in an area designated for this purpose by the cemetery superintendent, will. No more than one piece per urn garden space is permitted.

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(b) Solar powered or artificial lights are not allowed in the urn garden.

(c) 4. When any items interfere with routine cemetery maintenance, will be allowed on any lot, single space, or on or around any columbarium unit. All such articles will be they shall be tagged for removal and will be immediately removed after fourteen (14) days without further notice and they to prevent hazards to town shall not be responsible for their loss or destruction. Items placed on the headstone are acceptable, as long as they do not interfere with routine cemetery maintenance employees and visitors. Those items will be stored as noted in section 5 below.

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(d)(a) Solar powered or other artificial light sources are not allowed or permitted on any space.

~~(e)(a) Benches and settees are not permitted on any space. *Those benches already in place prior to January 1, 2017 are considered grandfathered as part of this ordinance and will not be removed.~~

5. Items that are removed from lots or columbarium will be stored onsite for sixty (60) days. Following the end of the sixty (60) days, items will be disposed of if not retrieved.

~~(f) No border, fence, railing, trellis, coping, hedge, shrubs, trees or any other bounding or enclosing object or material shall be constructed or planted in or around any lot or space.~~

~~(g)~~
6. The Town, at its discretion, will conduct an bi-annual clean-up-ups of the Green Hill cemetery and will advertise such clean up-ups in the local newspaper, on its website and post signage in the cemetery- at least one month prior to the date of each clean-up.

~~1- (h) Items that are removed from lots or columbarium will be stored for sixty (60) days. Following the end of the sixty (60) days, items will be disposed of if not retrieved.~~

Sec. 18-21. Prohibited acts.

(a) No person shall disturb the quiet and good order of the cemetery by a noise of any kind or by other improper conduct.

(b) No person shall destroy, mutilate, deface, injure or remove in any way from where it is placed any tomb, monument, gravestone or other structure placed in the town cemetery or any plank or fence or part of a fence, railing or other structure within the cemetery or from the fence surrounding the cemetery, which is placed for the protection or ornament of the cemetery or any tomb, monument, gravestone or space. Any person who shall destroy, cut down, break, remove or injure any space, tree, shrub, plant or flower that may have been planted or that may be growing in the cemetery or commit any other trespass in the cemetery shall be guilty of a misdemeanor.

(c) It shall be unlawful for any person to use the cemetery as a playground.

(d) It shall be unlawful for any person to sell or offer for sale any article of merchandise, any fruit, drink or beverage, or anything of value within the limits of any town cemetery.

~~(e)~~ (e) It shall be unlawful for any person to bring a dog or other animal into the cemetery except for service animals. Per the Haywood County Animal Services Ordinance definition, a service animal is any guide dog, signal dog, or other animal individually trained to work or perform tasks for the benefit of an individual with a disability, including, but not limited to, guiding individuals with impaired vision, alerting individuals with impaired hearing to intruders or sounds, providing minimal protection or rescue work, pulling a wheelchair, or fetching dropped items.

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(f) The scattering of ~~cremated remains~~remains anywhere within the bounds of any town cemetery is expressly prohibited.

(Code 1987, § 93.08)

Sec. 18-22. Hunting in cemetery restricted.

No person shall hunt, kill or trap any bird or animal in the cemetery.

(Code 1987, § 93.09)

Cross references: Animals, ch. 6.

Sec. 18-23. Speed limit in cemetery.

No person shall drive or ride any vehicle in the cemetery in the town at a speed greater than 10 miles per hour.

(Code 1987, § 93.10)

Cross references: Traffic and vehicles, ch. 54.

(Code 1987, § 93.04)

Sec. 18-24. Use of cemetery as thoroughfare prohibited.

No person shall use the cemetery as a common thoroughfare or public walk or as a bicycle path; and all traveling through or across the cemetery, except in connection with cemetery purposes or for the purposes of visiting a burial lot, is forbidden.

(Code 1987, § 93.11)

Sec. 18-25. Perpetual care.

The town shall provide perpetual care in and for all cemeteries owned and maintained by the town. The term “perpetual care” shall be deemed to include the maintenance and care of all grounds, roadways, entrances, gates, fences, and columbarium constructed by the town, but shall not include the maintenance, care, refurbishing, repair or replacement of any monument, vault, headstone, marker or any other structure of a like nature used in the interment or inurnment of human remains.

Sec. 18-26. Group Activities/Tours

(a) The town allows activities such as history tours, and other events designed to promote the appreciation of our culture or history. No commercial tours are allowed. As a general rule, no individual or group activity which is considered disrespectful of the dead will be permitted within the boundaries of the cemetery.

(b) Permission for any group activity to take place in the cemetery must be obtained at least thirty (30) days in advance of an event.

(c) No event or activity which depicts horror, monsters, spirits or ghosts, or other Halloween-type subjects will be allowed. No after dark tours will be permitted.

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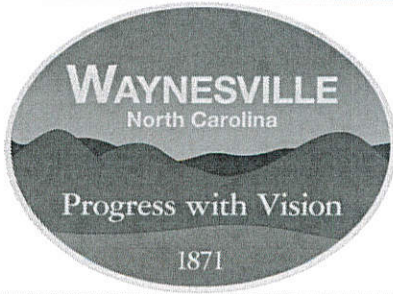
NOTICE OF PUBLIC HEARING

The Town of Waynesville Board of Aldermen will be holding a public hearing on Tuesday, **February 11th 2020** beginning at 6:30 p.m. or as closely thereafter as possible in the Town Hall Board Room located at 9 South Main Street, Waynesville. The purpose of the public hearing is to consider the revisions to Chapter 18 Cemeteries.

Interested persons are encouraged to attend and be heard. For more information please contact Eddie Ward, Town Clerk at 828.452.2491 or via email at eward@waynesvillenc.gov.

s/Eddie Ward

By: Eddie Ward, Town Clerk



TOWN OF WAYNESVILLE, NORTH CAROLINA

Application for Appointment to Boards/Commissions

Please return to the Town Clerk's office.

16 South Main Street, P.O. Box 100, Waynesville, NC 28786

(828) 452-2491

eward@waynesvillenc.gov

Additional Pages and/or a resume may be attached but is not required

NAME Ron D. Reid

STREET ADDRESS 91 Norsham Dr., Waynesville, N.C. 28786

MAILING ADDRESS same

PHONE 828 - 246 - 5305

E-MAIL ronreid1956@aol.com

Please consider me for appointment to the following board(s) or commission(s):

- | | |
|---|---|
| <input type="checkbox"/> Alcoholic Beverage Control Board | <input type="checkbox"/> Planning Board |
| <input type="checkbox"/> Community Action Forum | <input type="checkbox"/> Public Art Commission |
| <input checked="" type="checkbox"/> Board of Adjustment | <input type="checkbox"/> Recreation & Parks Advisory Commission |
| <input type="checkbox"/> Firemen's Relief Fund Board | <input type="checkbox"/> Waynesville Housing Authority |
| <input type="checkbox"/> Historic Preservation Commission | <input type="checkbox"/> 1% Zip Code Subcommittee (TDA) |
| <input type="checkbox"/> Homelessness Taskforce (adhoc) | <input type="checkbox"/> Cemetery Committee (adhoc) |

I am interested in serving on this board or commission because:

Taking active interest in the planning and developing of our ~~community~~ community to improve living and styles of living for the benefit of our residents

I have experience/expertise in the following areas and/or have served on the following board or commission:

Haywood Co. Chamber of Commerce
Haywood Co. TDA and previous board member of Waynesville Planning Board ... Currently serving on Haywood Co. Planning Board

I feel that I can contribute the following to this board or commission

True understanding of our Town and many years of experience serving on similar boards.

Tell us about yourself and your background: _____

If a vacancy exists and I qualify for appointment, I will be contacted for my permission to the appointment. If I am chosen, I will faithfully execute my duty on the selected board or commission.

Signature

Date

Upon appointment to a Board/Committee, the information contained herein becomes a matter of public record per NCGS 132-1.

Return Application to Town Clerk's Office

Jan. 29th, 2020

TOWN OF WAYNESVILLE BOARD OF ALDERMEN
REQUEST FOR BOARD ACTION
Meeting Date: February 11, 2020

SUBJECT Report on selection of Design/Build firm to design and install Dehumidification system in Rec Center

AGENDA INFORMATION:

Agenda Location: NEW BUSINESS
Item Number: D6
Department: Recreation
Contact: Rob Hites, Town Manager
Presenter: Rob Hites, Town Manager

BRIEF SUMMARY: The Town chose to use the “Design Build Method” of designing and constructing a replacement dehumidification system for the pool area of the recreation center. In this method the contractor selects an engineer to jointly design and build a project. That project can be a fire station, water line, heating and air conditioning system, etc. The Town reviews the bids and chooses the firm that exhibits the best training, experience and conception of the work requested. The Town may choose to interview bidders. When the Town chooses a design builder, they negotiate a “turnkey” contract for the entire project and presents it to the governing body for approval.

We received three bids for the project and chose to interview the two most qualified. Both firms had extensive experience in the HVAC business and in working with pool HVAC. After reviewing the interviews our team chose the team of Bolton Construction of Asheville and Mechanical Edge, LLC of Black Mountain. We will begin negotiating a contract for your approval. In accordance with the General Statutes should be not be able to negotiate a contract we will reject their bid and move to the next bidder.

MOTION FOR CONSIDERATION: Information only

FUNDING SOURCE/IMPACT: Loan from Electric Fund.

ATTACHMENTS: Bolton’s bid

MANAGER’S COMMENTS AND RECOMMENDATIONS: Accept report

TOWN OF WAYNESVILLE BOARD OF ALDERMEN
REQUEST FOR BOARD ACTION
Meeting Date: February 11, 2020

SUBJECT: Dehumidification System financing

AGENDA INFORMATION:

Agenda Location: New Business
Item Number: D6
Department: Recreation
Contact: Ben Turnmire, Finance Director
Presenter: Ben Turnmire, Finance Director

BRIEF SUMMARY:

In order to provide adequate and safe air quality inside the Waynesville Recreation Center natatorium, a complete replacement of the current Dectron unit is needed. A dedicated air treatment system is needed to protect against corrosion, deterioration, rust, chloramines, and the overall health of the public and members that use the facility. For years the current unit achieved this. The current Dectron unit has been deemed unsafe to operate. Other ventilation options have been used to try and sustain air quality standards at health code minimum. To preserve the facility and protect the health of the public and staff, a new unit is needed.

MOTION FOR CONSIDERATION:

1. Motion to approve a Budget Amendment in the amount of \$800,000.
2. Motion to approve a Financing Agreement Resolution.

FUNDING SOURCE/IMPACT:

A loan of \$800,000 from the electric fund which the general fund will pay back over a period of ten years.

ATTACHMENTS:

1. Budget Amendment
2. Financing Agreement Resolution

MANAGER'S COMMENTS AND RECOMMENDATIONS: Recommend Approval

Ordinance No. O-2-20

Amendment No. 9 to the 2019-2020 Budget Ordinance

WHEREAS, the Board of Aldermen of the Town of Waynesville, wishes to amend the 2019-2020 Budget Ordinance.

NOW, THEREFORE, BE IT ORDAINED by the Board of Aldermen of the Town of Waynesville that the 2019-2020 Budget Ordinance be amended as follows:

General Fund:

Increase the following revenues:

103900-493990	Proceeds from Capital Lease	\$800,000.00
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Total General Fund revenue increase		\$800,000.00

Increase the following appropriations:

106120-545900	Capital Improvements	\$800,000.00
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Total General Fund appropriation increase		\$800,000.00

Adopted this 11th day of February 2020.

Town of Waynesville

<hr/>
Gary Caldwell
Mayor

Attest:

<hr/>
Eddie Ward
Town Clerk

Approved As To Form:

<hr/>
Bill Cannon
Town Attorney

Resolution Approving Financing Terms

WHEREAS: The Town of Waynesville ("Town") has previously determined to undertake a project for the replacement of a Dectron dehumidification HVAC unit (the "Project"), and the Finance Officer has now presented a proposal for the financing of such Project.

BE IT THEREFORE RESOLVED, as follows:

1. The Town hereby determines to finance the Project through a loan from the Electric Fund to the General Fund. The amount financed shall not exceed \$800,000.00, the annual interest rate (in the absence of default or change in tax status) shall not exceed 2.00%, and the financing term shall not exceed ten (10) years.

2. The Finance Officer is authorized to approve changes to any Financing Documents previously signed by Town officers or employees, provided that such changes shall not substantially alter the intent of such documents or certificates from the intent expressed in the forms executed by such officers. The Financing Documents shall be in such final forms as the Finance Officer shall approve, with the Finance Officer's release of any Financing Document for delivery constituting conclusive evidence of such officer's final approval of the Document's final form.

3. The Town intends that the adoption of this resolution will be a declaration of the Town's official intent to reimburse expenditures to the Electric Fund for the project that is to be financed from the proceeds of the Electric Fund financing described above. The Town intends that funds that have been advanced, or that may be advanced, from the Town's general fund, or any other Town fund related to the project, for project costs may be reimbursed from the financing proceeds.

4. All prior actions of Town officers in furtherance of the purposes of this resolution are hereby ratified, approved and confirmed. All other resolutions (or parts thereof) in conflict with this resolution are hereby repealed, to the extent of the conflict. This resolution shall take effect immediately.

Approved this _____ day of _____, 2020.

By: _____
(Clerk)

By: _____
(Mayor)

SEAL

TOWN OF WAYNESVILLE BOARD OF ALDERMEN
REQUEST FOR BOARD ACTION
Meeting Date: 02/11/2020

SUBJECT: Saunook Fire Department Water Tap Fee Grant

AGENDA INFORMATION:

Agenda Location: New Business
Item Number: **D7**
Department: Saunook Volunteer Fire Department
Contact: Chief Chris S. Chandler (828) 734-1608
Presenter: **Chief Chris S. Chandler**

BRIEF SUMMARY:

The Saunook Volunteer Fire Department is requesting the Town of Waynesville consider offering a grant to cover the expenses of a water tap fee to the existing water line on Old Balsam Road 2908 Old Balsam Road, Waynesville NC, 28786. The water tap would provide the basic water needs to the firehouse which operates as a non-staffed Fire/Emergency Services building as well as a Federally designated polling place. The exact cost of the grant would be determined by the Town of Waynesville Water Department but is believed to be as follows:

Water Tap Fee:	\$1,250.00 (onetime fee)
Capacity Fee:	\$1,113.50 (onetime fee)

The Saunook Fire Department would then be responsible for the normal monthly expense associated with an out of jurisdiction water tap.

MOTION FOR CONSIDERATION:

FUNDING SOURCE/IMPACT: (must have approval by Finance Director prior to submission to the Board)

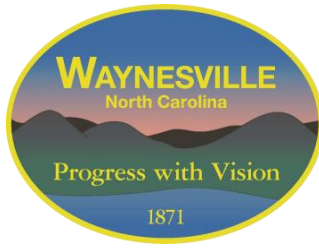
Funds are available via special appropriation utility assistance

s/Ben Turnmire –	01-03-2020
Ben Turnmire, Finance Director	Date

ATTACHMENTS:

Cost Sheet from the Town of Waynesville Interim Public Services Director Jeff Stines

MANAGER’S COMMENTS AND RECOMMENDATIONS: Recommend Approval



Gary Caldwell, Mayor
Julia Freeman, Mayor Pro Tem
Clarence "Chuck" Dickson, Alderman
Jon Feichter, Alderman
Anthony Sutton, Alderman

Robert W. Hites, Jr. Town Manager
William E. Cannon, Jr., Town Attorney

2/3/2020

Re: Water Tap/Capacity Fee(s)
Saunook Volunteer Fire Department
(2908 Old Balsam Road- PIN 7694-24-3088)

To whom it may concern,
I have listed below the cost(s) associated with providing water service to the referenced address.

Water Tap- \$1,250.00 (3/4x5/8)
Water Capacity Fee- \$1,113.50 [25gal per person x 17 Fireman x \$2.62(current water rate)]
Total Cost(s)- \$2,363.50

If you have any questions, feel free to contact me.
Jeff Stines
Town of Waynesville
Interim Public Services Director
Office: (828) 456-3706

TOWN OF WAYNESVILLE BOARD OF ALDERMEN
REQUEST FOR BOARD ACTION
Meeting Date: February 11, 2020

SUBJECT: Authorization to proceed with park development

AGENDA INFORMATION:

Agenda Location: New Business
Item Number: D8
Department: Development Services
Contact: Jesse Fowler, Planner
Presenter: Jesse Fowler, Planner

BRIEF SUMMARY:

Town staff is requesting the Board of Aldermen to approve the preliminary site plan for Calvary Craven Park, and to allow Town staff to open up the construction of a covered pavilion for a formal bid process. The current plan for Calvary Craven park is to use the \$60,000 already appropriated by the Board to construct this covered pavilion on a concrete pad. We would use any remaining funds from that \$60,000, the \$2,650 raised by the community in a golf tournament, and possible funding from the Medford Grant to purchase a playground and park amenities such as picnic tables, benches, grills, and a horseshoe pit.

MOTION FOR CONSIDERATION:

1. Motion to approve the Calvary Craven Park Preliminary Site Plan
2. Motion to allow staff to advertise for bids for the construction a covered pavilion at Calvary Craven Park.

FUNDING SOURCE/IMPACT:

Funding for a covered pavilion was included in our adopted budget for fiscal year 2019

ATTACHMENTS:

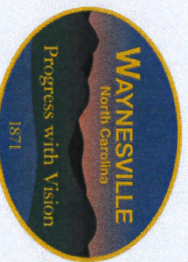
1. Calvary Craven Park Preliminary Site Plan
2. Covered pavilion bid documents

MANAGER'S COMMENTS AND RECOMMENDATIONS:



Calvary - Craven Park

Measurements are approximate and not necessarily to scale



- 1.01. THE STRUCTURE IS DESIGNED IN ACCORDANCE AND MEETS THE DESIGN CRITERIA OF THE FOLLOWING CODES:
1818 NORTH CAROLINA BUILDING CODE
ASCE 7-10, MINIMUM DESIGN LOADS FOR BUILDING AND OTHER STRUCTURES
NDS-05, NATIONAL DESIGN SPECIFICATIONS FOR WOOD CONSTRUCTION
- 1.02. METHODS, PROCEDURES, AND SEQUENCES OF CONSTRUCTION ARE THE RESPONSIBILITY OF THE CONTRACTOR. THE CONTRACTOR SHALL TAKE ALL NECESSARY PRECAUTIONS TO MAINTAIN AND INSURE THE INTEGRITY OF THE STRUCTURE AT ALL STAGES OF CONSTRUCTION.
- 1.03. THE GENERAL CONTRACTOR AND SUB-CONTRACTORS SHALL DETERMINE THE SCOPE OF THE STRUCTURAL WORK FROM THE CONTRACT DOCUMENTS TAKEN AS A WHOLE. THE STRUCTURAL DRAWINGS SHALL NOT BE CONSIDERED SEPARATELY FOR PURPOSES OF BIDDING THE STRUCTURAL WORK.
- 1.04. SCALES NOTED ON THE DRAWINGS ARE FOR GENERAL REFERENCE ONLY. NO DIMENSIONAL INFORMATION SHALL BE OBTAINED BY DIRECT SCALING OF THE DRAWINGS.
- 1.05. THE GENERAL CONTRACTOR IS RESPONSIBLE FOR COORDINATION OF ALL RESULTING REVISIONS TO THE STRUCTURAL SYSTEM OR OTHER TRADES AS A RESULT OF ACCEPTANCE OF CONTRACTOR PROPOSED ALTERNATIVES OR SUBSTITUTIONS.
- 1.06. ELEVATIONS SHOWN ON PLAN ARE BASED ON FINISHED FLOOR ELEVATION $+0'-0"$.
- 1.07. FOR THE PRE-ENGINEERED METAL BUILDING (PEMB), DRYE-MCGLAMERY IS RESPONSIBLE FOR THE FOUNDATION DESIGN ONLY. SUPERSTRUCTURE DESIGN IS THE RESPONSIBILITY OF THE MANUFACTURER.

2.01. DESIGN GRAVITY LOADS ARE AS FOLLOWS:

SUPERIMPOSED AREA DEAD LOAD (included but not limited to the following):

SINGLE PLY ROOF 3 PSF

AREA LIVE LOADS

ROOF 20 PSF

CONCENTRATED LIVE LOADS

ROOF 300 LBS

2.03. WIND LOAD

BASIC WIND SPEED (BUILDING FRAME - 3 SEC GUST) 115 MPH

WIND IMPORTANCE FACTOR (I) 1.0

BUILDING CATEGORY OPEN

WIND EXPOSURE CATEGORY C

INTERNAL PRESSURE COEFFICIENT +0.55/-0.55

3.01.	CONCRETE (fc @ 28 DAYS)	
	ALL CONCRETE U.N.	3,000 PSI
3.02.	REINFORCING STEEL (Fy)	
	REBAR (ASTM A615)	60,000 PSI
3.02.	STRUCTURAL STEEL (Fy)	
	ANGLES, PLATES, MISC. (ASTM A36)	36,000 PSI
3.04.	WOOD FRAMING (2005 NDS)	
	COLUMNS	
	SP - No. 1, 5"x5" AND LARGER	
	BEAMS / STUDS	
	SP - No. 2 OR SPF - No. 2	
	LVL BEAMS	
	Fb 2,600 PSI	
	Fv 285 PSI	
	Fc (PERP) 750 PSI	
	Fc 2,510 PSI	
	E 2,000,000 PSI	
3.05.	SOIL/SUBGRADE PROPERTIES (ASSUMED)	
	ALLOWABLE SOIL BEARING PRESSURE ASSUMED 2000 PSF	

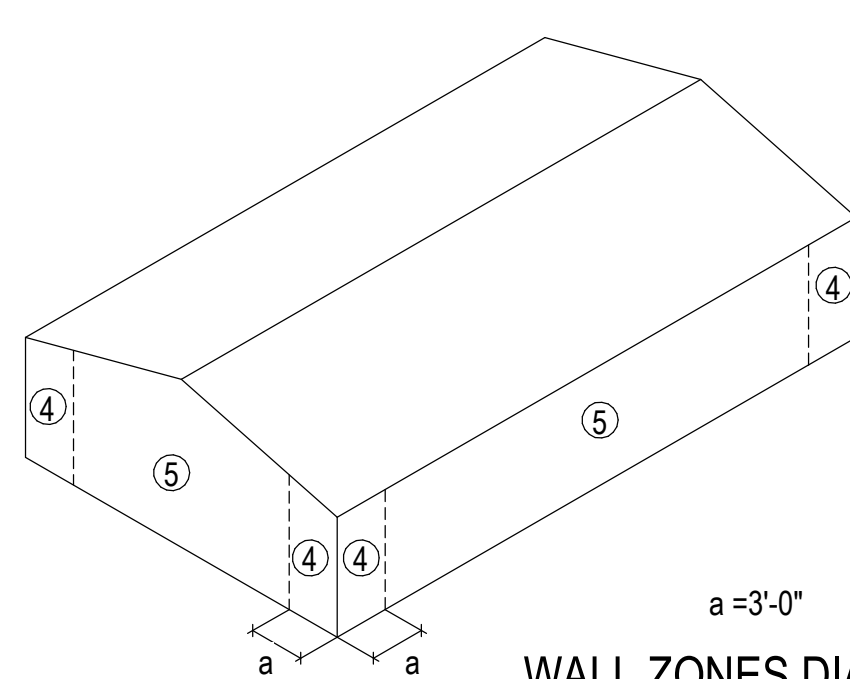
- 4.01. THE SUBSURFACE INFORMATION AND FOUNDATION DESIGN ARE BASED ON THE FOUNDATION SECTION OF THE BUILDING CODE AND SHALL BE VERIFIED BY THE CONTRACTOR PRIOR TO THE START OF CONSTRUCTION. THE FOUNDATION IS ASSUMED TO BE BEARING ON A SUBGRADE WITH A MINIMUM BEARING CAPACITY OF 2000PSF.
- 4.02. PIER AND WALL FOOTINGS SHALL BEAR ON ORIGINAL, UNDISTURBED SOIL.
- 4.03. CONTRACTOR TO KEEP EXCAVATIONS DRY AND PROTECTED FROM FROST AT ALL TIMES DURING THE FOUNDATION CONSTRUCTION.
- 4.04. FOUNDATION CONDITIONS ENCOUNTERED DURING CONSTRUCTION, WHICH DIFFER FROM THOSE DESCRIBED "ASSUMED VALUES" AND CONDITIONS SHALL BE REPORTED TO THE ENGINEER (DRYE- MCGMALERY ENGINEERING, PLLC), BEFORE FURTHER CONSTRUCTION IS ATTEMPTED.
- 4.05. SLABS ON GRADE SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE PLANS AND NOTES AND SHALL HAVE CONTRACTION JOINTS INSTALLED PER PLAN. CONTRACTION JOINTS SHALL BE TYPICALLY PROVIDED SUCH THAT NO AREA BOUNDED BY CONSTRUCTION AND/OR CRACK CONTROL JOINTS CONTAINS MORE THAN 450 SQUARE FEET OF SLAB AREA, THE SPACING OF THE JOINTS DOES NOT EXCEED 36 TIMES THE SLAB THICKNESS, AND THE RESULTING ASPECT RATIO OF THE DIMENSIONS OF SLAB AREA DOES NOT EXCEED 1.5 TO 1. CRACK CONTROL JOINTS SHALL BE MADE USING A "SOFT-CUT" CONCRETE SAW AS SOON AS THE SLAB WILL SUPPORT THE WEIGHT OF THE SAW AND OPERATOR WITHOUT DISTURBING THE FINAL FINISH. THE CRACK CONTROL JOINTS SHALL BE A MAXIMUM WIDTH OF 1/8" WIDE AND A MINIMUM DEPTH OF 1/3 THE SLAB THICKNESS. REFER TO DRAWINGS FOR PRESCRIBED LOCATIONS OF CONTRACTION / CRACK CONTROL JOINTS.

- 5.01. LOAD BEARING MASONRY UNITS SHALL BE CONSTRUCTED OF STRUCTURAL LIGHTWEIGHT CONCRETE UNITS CONFORMING TO ASTM C90 TYPE N-1.
- 5.02. MAINTAIN MOISTURE CONTROL DURING STORAGE AND ERECTION AT JOB SITE TYPICAL.
- 5.03. ALL HEAD AND BED JOINTS SHALL BE FULL.
- 5.04. MASONRY TO BE LAYED IN RUNNING BOND PATTERN TYPICAL.
- 5.05. TOP 8" OF MASONRY WALLS AND PIERS TO BE GROUTED SOLID TYP.

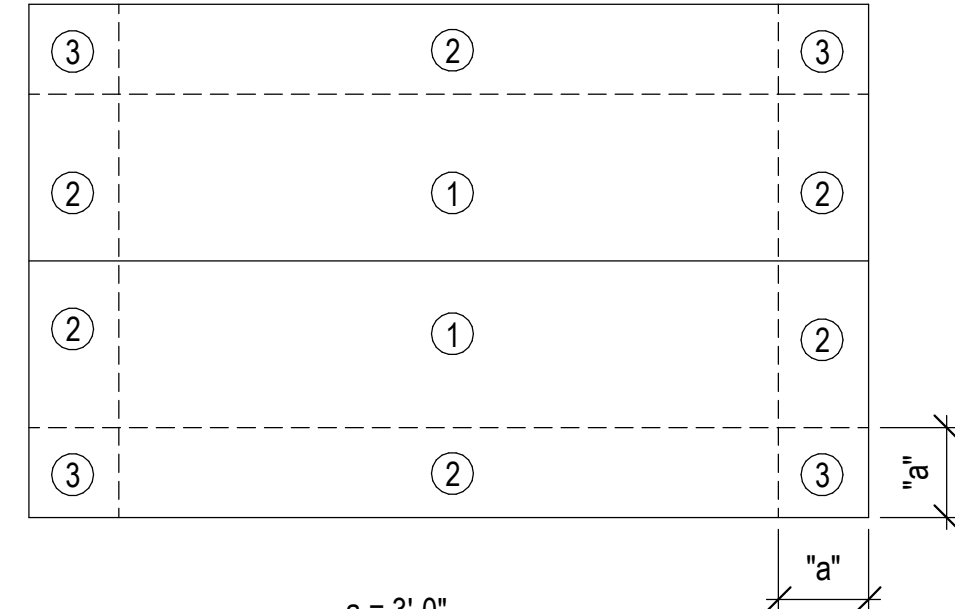
- 8.01. ALL WOOD CONSTRUCTION CONNECTORS SHOWN SHALL BE SIMPSON STRONG-TIE CONNECTORS MANUFACTURED BY SIMPSON STRONG-TIE COMPANY, INC. (OR APPROVED EQUIVALENT). BEFORE SUBSTITUTING ANOTHER BRAND, CONFORM LOAD CAPACITY BASED ON RELIABLE PUBLISHED TESTING DATA OR CALCULATIONS AND SUBMIT TO DRYE-MCGLAMERY ENGINEERING, PLLC FOR EVALUATION AND WRITTEN APPROVAL FOR SUBSTITUTION PRIOR TO INSTALLATION.
- 8.02. ALL SPECIFIED FASTENERS SHALL BE INSTALLED ACCORDING TO THE DETAILS AND THE MANUFACTURER'S INSTRUCTIONS. ALL HOLES IN CONNECTORS SHALL BE PROPERLY NAILED TO THE WOOD STRUCTURE. CONTACT DRYE-MCGLAMERY ENGINEERING, PLLC FOR FASTENERS NOT SHOWN. INCORRECT FASTENER QUANTITY, SIZE, TYPE, MATERIAL, OR FINISH MAY CAUSE THE CONNECTION TO FAIL. 16D FASTENERS ARE COMMON NAILS (8 GA. X 3 1/2") AND CANNOT BE REPLACED WITH 16D SINKERS (9GA. X 3 1/4") UNLESS OTHERWISE SPECIFIED.
- 8.03. DIAMETER (PER THE NDS, SECTION 8.1.2.1).
- 8.04. INSTALL ALL SPECIFIED FASTENERS BEFORE LOADING THE CONNECTION.
- 8.05. WELDING GALVANIZED STEEL MAY PRODUCE HARMFUL FUMES; FOLLOW WELDING PROCEDURES AND SAFETY PRECAUTIONS. WELDING SHOULD BE IN ACCORDANCE WITH AWS STANDARDS.
- 8.06. PNEUMATIC OR POWDER-ACTUATED FASTENERS MAY DEFLECT AND INJURE THE OPERATOR OR OTHERS. NAIL GUNS MAY BE USED TO INSTALL CONNECTORS, PROVIDED THE CORRECT QUANTITY AND TYPE OF NAILS ARE PROPERLY INSTALLED IN THE NAIL HOLES. GUNS WITH NAIL HOLE-LOCATING MECHANISMS SHOULD BE USED FOLLOW THE MANUFACTURER'S INSTRUCTIONS AND USE THE APPROPRIATE SAFETY EQUIPMENT.
- 8.07. MEMBERS JOISTS SHALL BEAR COMPLETELY ON THE CONNECTOR SEAT, AND THE GAP BETWEEN THE JOIST END AND THE HEADER SHALL NOT EXCEED 1/8" PER ASTM TEST STANDARDS.
- 8.08. UNLESS OTHERWISE NOTED, BOLTS AND NAILS SHALL NOT BE COMBINED. 8D, 10D, AND 16D SPECIFY COMMON NAILS.
- 8.09. UNLESS OTHERWISE NOTED, BENDING STEEL IN THE FIELD MAY CAUSE FRACTURES AT THE BEND LINE. FRACTURED STEEL WILL NOT CARRY LOAD AND MUST BE REPLACED.
- 8.10. A FASTENER THAT SPLITS THE WOOD WILL NOT SUPPORT THE DESIGN LOAD. IF THE WOOD HAS A TENDENCY TO SPLIT, PRE-BORE HOLES TO 3/4 OF THE NAIL DIAMETER (1997 NATIONAL DESIGN SPECIFICATION, 2.1.3.1).

@	AT	MECH	MECHANICAL
AB	ANCHOR BOLT	MFR	MANUFACTURER
ACI	AMERICAN CONCRETE INSTITUTE	MIN	MINIMUM
ADDL	ADDITIONAL	MISC	MISCELLANEOUS
ALT	ALTERNATE	MK	MARK
ANSI	AMERICAN NATIONAL STANDARDS INSTITUTE	MO	MASONRY OPENING
ARCH	ARCHITECTURAL	MPH	MILES PER HOUR
ASTM	AMERICAN SOCIETY OF TESTING MATERIALS	NS	NON SHRINK OR NEAR SIDE
B/	BOTTOM OF	NTS	NOT TO SCALE
BLDG	BUILDING	C/C	CENTER TO CENTER
BRG	BEARING	OF	OUTSIDE FACE
BTWN	BETWEEN	PL	PLATE
BYND	BEYOND	PLF	POUNDS PER LINEAR FOOT
CIP	CAST IN PLACE	PLYWD	PLYWOOD
CJ	CONTRACTION OR CONSTRUCTION JOINT	PSF	POUNDS PER SQUARE FOOT
CL	CENTERLINE	PSI	POUNDS PER SQUARE INCH
CLR	CLEAR	QTY	QUANTITY
COMP	COMPOSITE	R	RADIUS
CONC	CONCRETE	REF	REFERENCE
CONN	CONNECTION	REINF	REINFORCED OR REINFORCING
CONT	CONTINUOUS	REQD	REQUIRED
CTR	CENTER	REV	REVISION
Ø	DIAMETER	RO	ROUGH OPENING
DIM	DIMENSION	SCHED	SCHEDULE
DL	DEAD LOAD	SIM	SIMILAR
DN	DOWN	SOG	SLAB ON GRADE
DWG	DRAWING	T/	TOP OF
EA	EACH	T&B	TOP AND BOTTOM
EW	EACH WAY	T&G	TONGUE AND GROOVE
EXIST	EXISTING	TOC	TOP OF CONCRETE
EXP	EXPANSION	TOF	TOP OF FOOTING
FD	FLOOR DRAIN	TOJ	TOP OF JOIST
FDTN	FOUNDATION	TOS	TOP OF STEEL
FTG	FOOTING	TOW	TOP OF WALL
GALV	GALVANIZED	TYP	TYPICAL
ID	INSIDE DIAMETER	UNO	UNLESS NOTED OTHERWISE
IF	INSIDE FACE	VAR	VARIES
INT	INTERIOR	VEF	VERTICAL EACH FACE
K	KIP=1000 LB	VERT	VERTICAL
L	ANGLE	VIF	VERIFY IN FIELD
LB	POUND	W/	WITH
LG	LONG	W/O	WITHOUT
LL	LIVE LOAD	WWF	WELDED WIRE FABRIC

1. THE TRUSS ENGINEER SHALL DESIGN THE TRUSSES AND GIRDER TRUSSES FOR THE LOADS INDICATED ON THE STRUCTURAL DRAWINGS. SPECIAL LOAD CONSIDERATIONS, SUCH AS OVERFRAMING, ETC. SHALL BE ACCOUNTED FOR IN THE DESIGN.
2. THE TRUSS ENGINEER SHALL ACCEPT FULL RESPONSIBILITY FOR THE DESIGN. THE TRUSS ENGINEER SHALL PREPARE DESIGN CALCULATIONS AND DRAWINGS, WHICH SHALL BE SEALED, SIGNED, AND DATED BY THE RESPONSIBLE PROFESSIONAL ENGINEER REGISTERED IN THE STATE OF NORTH CAROLINA.
3. THE DESIGN SHALL INCLUDE INTERNAL CONNECTIONS AND CONNECTIONS BETWEEN TRUSSES. CONNECTIONS TO OTHER STRUCTURAL MEMBERS AND ARCHITECTURAL SYSTEMS SHALL BE INCLUDED. TYPICAL DETAILS OF CONNECTIONS SHALL BE SHOWN.
4. THE MEMBER SIZE AND PROPERTIES FOR EACH MEMBER USED SHALL BE SHOWN, CLEARLY INDICATING WHERE EACH MEMBER IS BEING USED.
5. PARTICULAR ATTENTION SHALL BE GIVEN TO HEEL HEIGHTS AND TOP CHORD SLOPES TO ENSURE THAT THE FASCIA DETAILS ARE CONSISTENT, ALIGNED, AND IN ACCORDANCE WITH THE CONTRACT DOCUMENTS.
6. THE MAXIMUM SPACING OF THE TRUSSES SHALL BE 24 INCHES ON CENTER, (VERIFY SPACING WITH DETAILS).
7. A SAMPLE SUBMITTAL OF THE TYPICAL TRUSS AND TRUSS GIRDER TYPES SHALL BE SUBMITTED FOR PRELIMINARY REVIEW PRIOR TO COMPLETION OF DESIGN CALCULATIONS AND DRAWINGS.
8. COMPLETE ERECTION PLANS AND DETAILS SHALL BE SUBMITTED TO EACH TRADE FOR REVIEW.
9. THE TRUSS ENGINEER SHALL BE RESPONSIBLE FOR ANY FIELD COORDINATION ISSUES WHICH MAY ARISE REGARDING THE TRUSSES, OPENINGS IN TRUSSES, AND CONNECTIONS OF TRUSSES.
10. TRUSS ENGINEER SHALL VERIFY THAT DETAILS OF CONNECTIONS SHOWN ARE APPROPRIATE FOR HIS TRUSS DESIGN. IF NOT, HE SHALL SUBMIT PROPOSED REVISIONS TO DETAILS.
11. SHIM PLATES SHALL BE INSTALLED AS REQUIRED TO PROVIDE A POSITIVE BEARING SURFACE BETWEEN THE TRUSSES AND THE STRUCTURAL BEAMS AND/OR WALLS. EACH TRUSS SHALL BEAR ON EACH BEAM AND/OR WALL WITH WHICH IT INTERSECTS AS SHOWN ON THE PLAN AND IN THE LOADING DIAGRAMS. UNLESS SPECIFICALLY NOTED, THERE SHALL NOT BE ANY SPACE BETWEEN THE TRUSSES AND THE WALLS.



WALL ZONES DIAGRAM

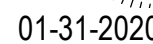
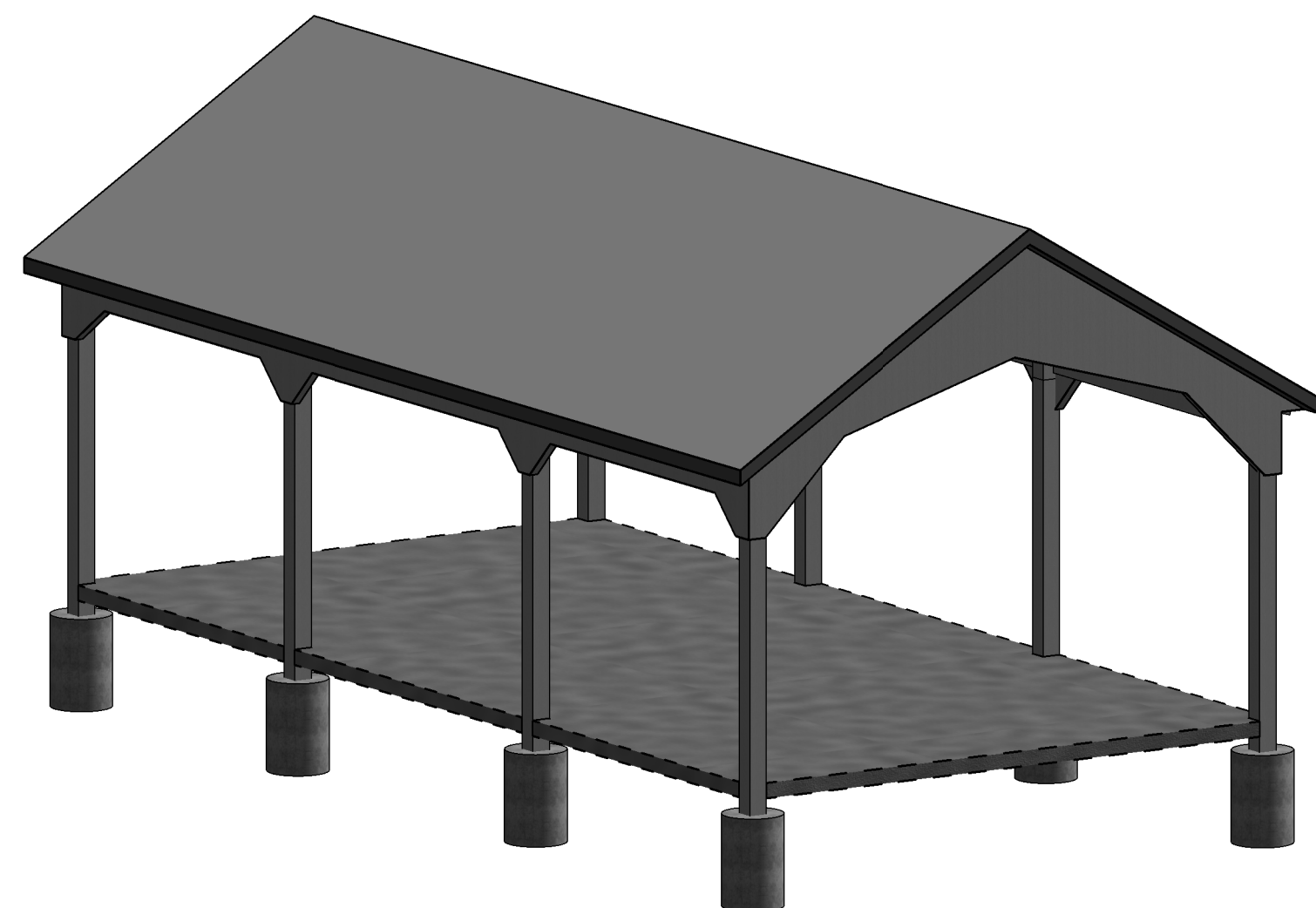


ROOF ZONES DIAGRAM

WALLS		PSF
ZONES	AREA FT 2	
	10	100
④	30 -33	26 -28
⑤	30 -41	26 -31

		ROOF		PSF	
ZONE S	EDGE DIST.	AREA FT 2			
		10	100		
①	N/A	18.0 -28	16.4 -25		
②	8'-2"	18.0 -48	16.5 -35		
③	8'-2"	18.0 -72	16.5 -56		

COMPONENTS & CLADDING PRESSURE TABLES

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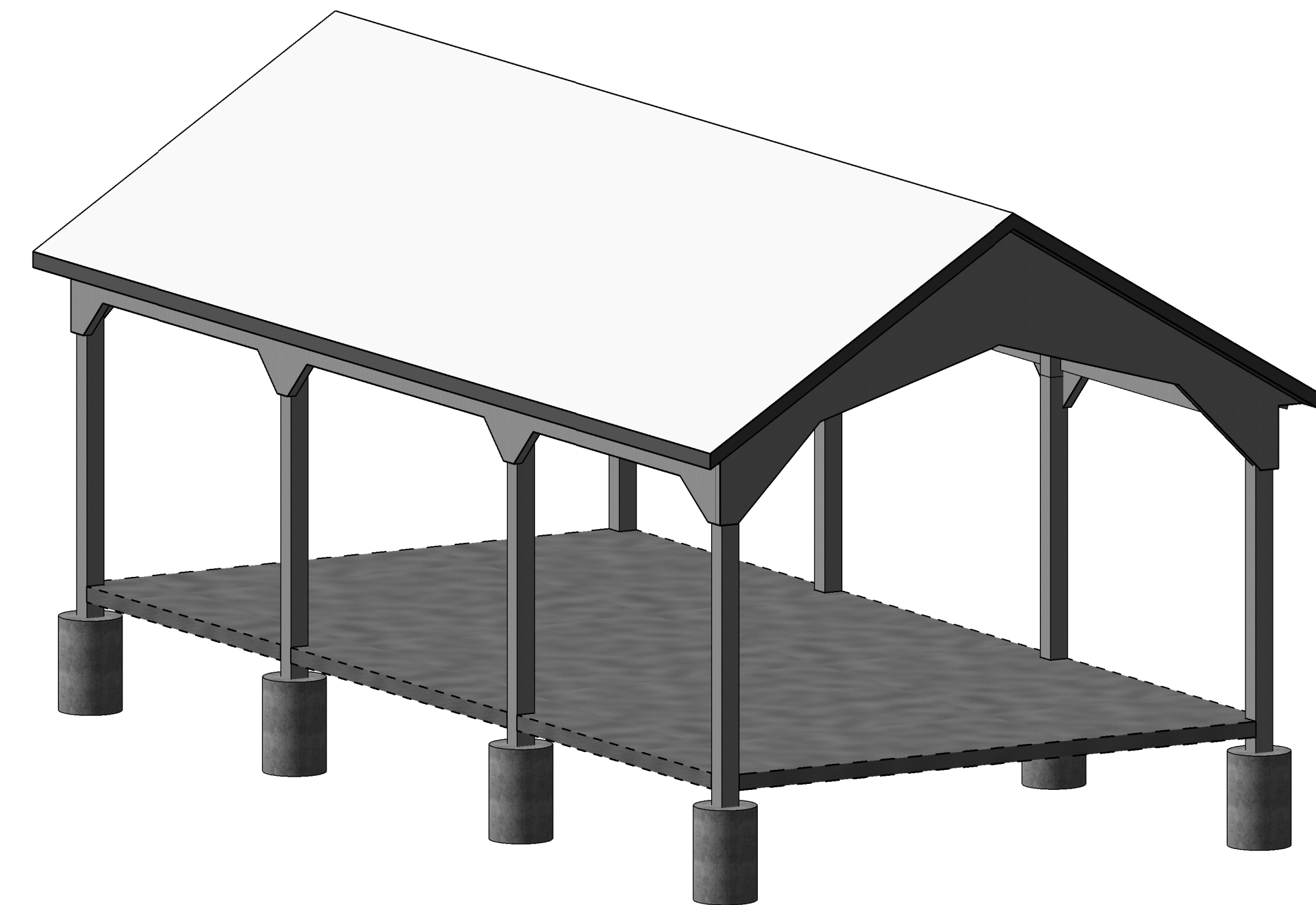
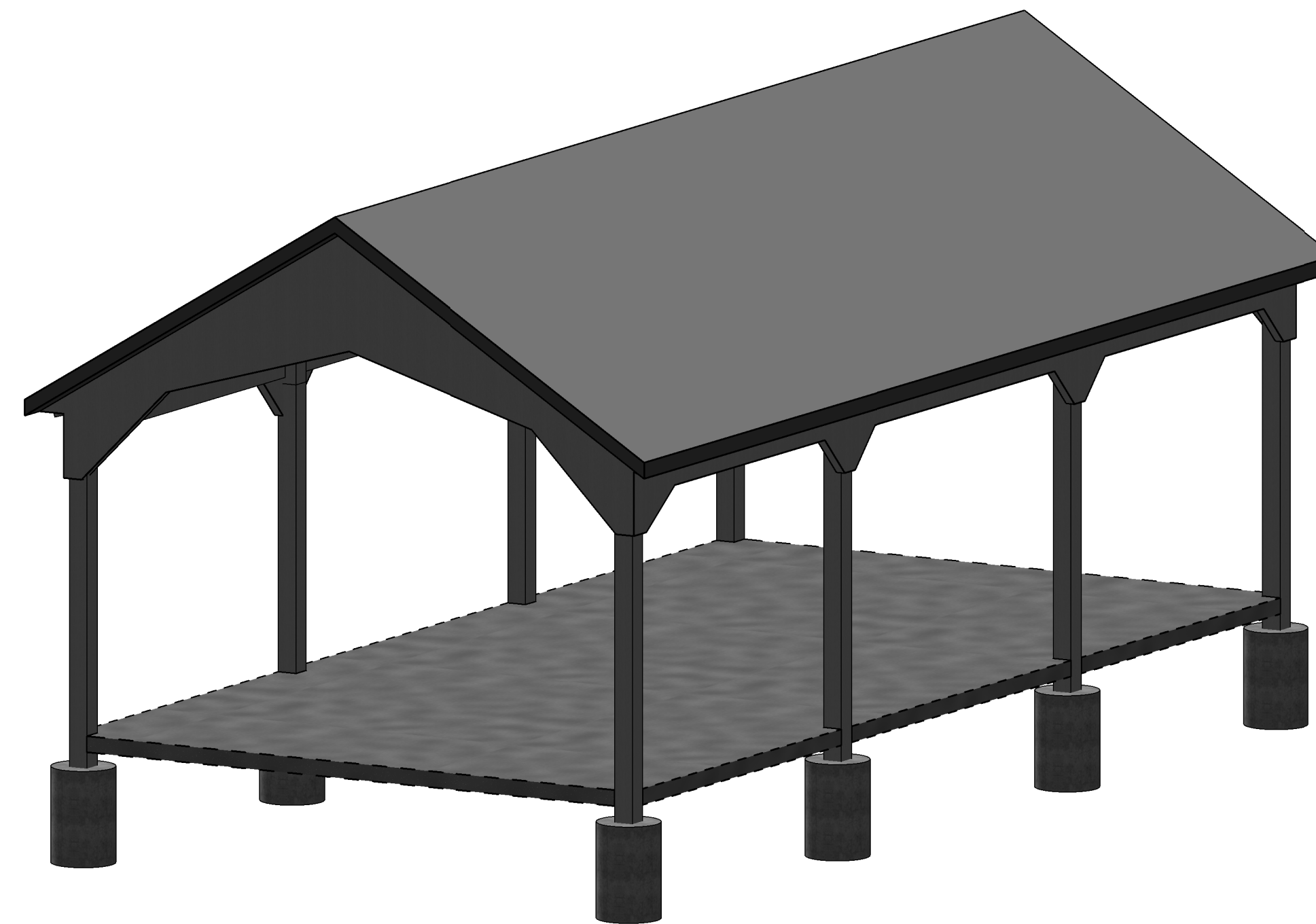
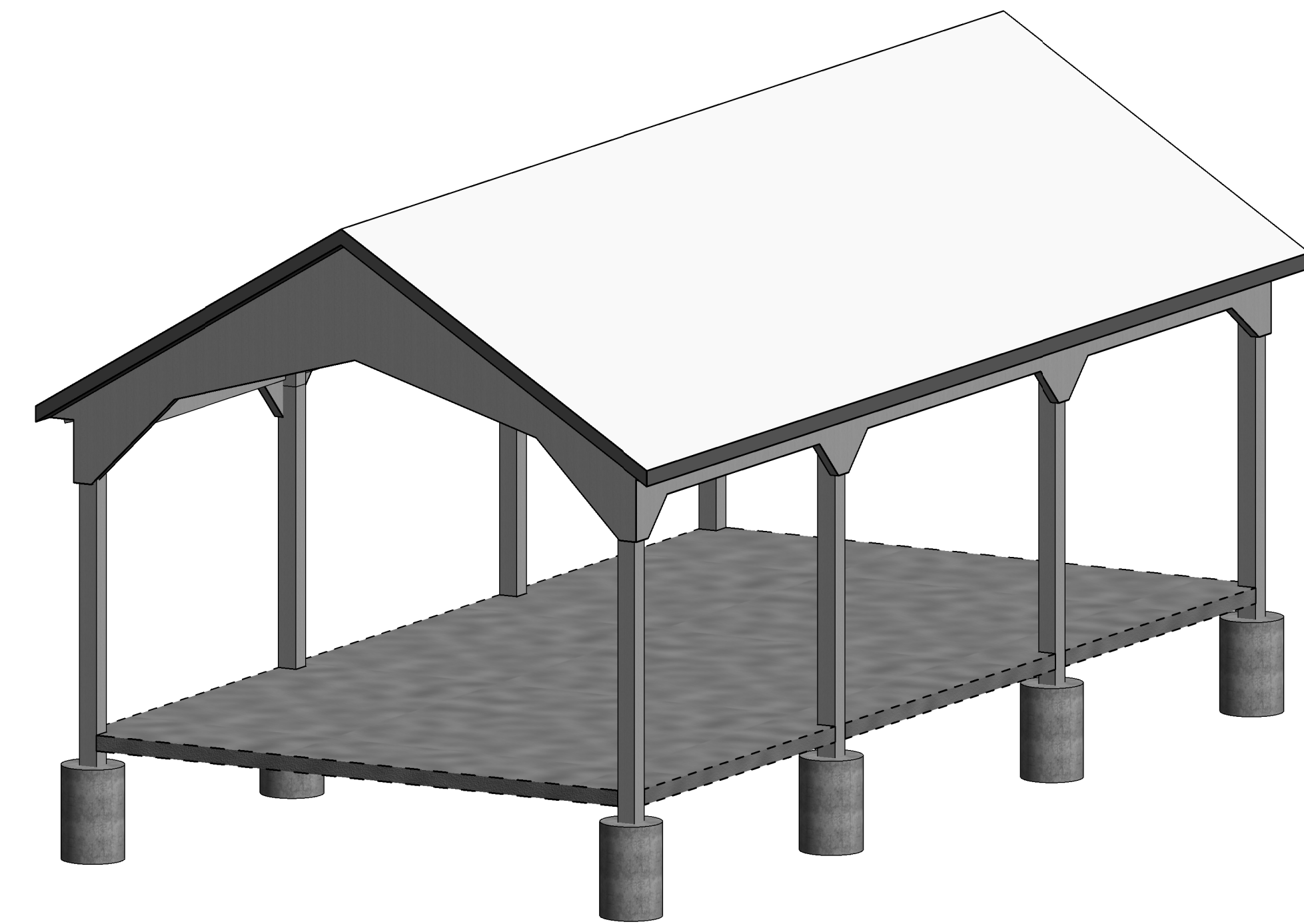
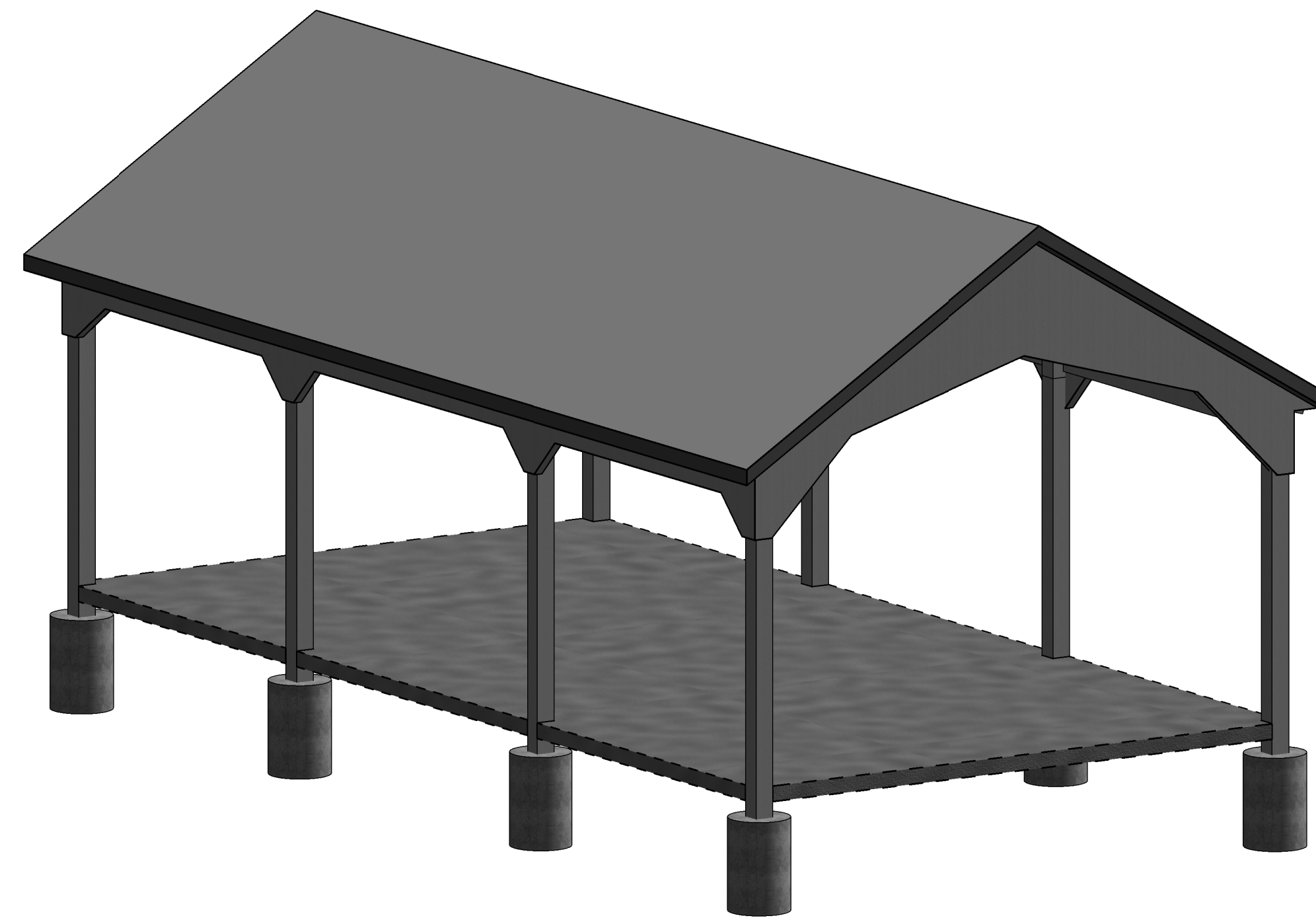
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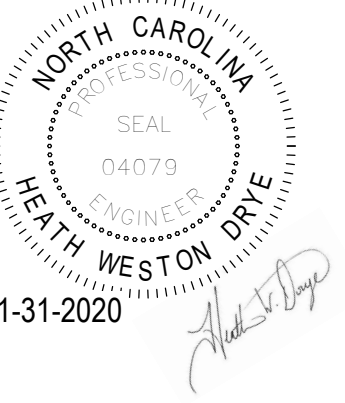
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STRUCTURAL NOTES



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#P-1305

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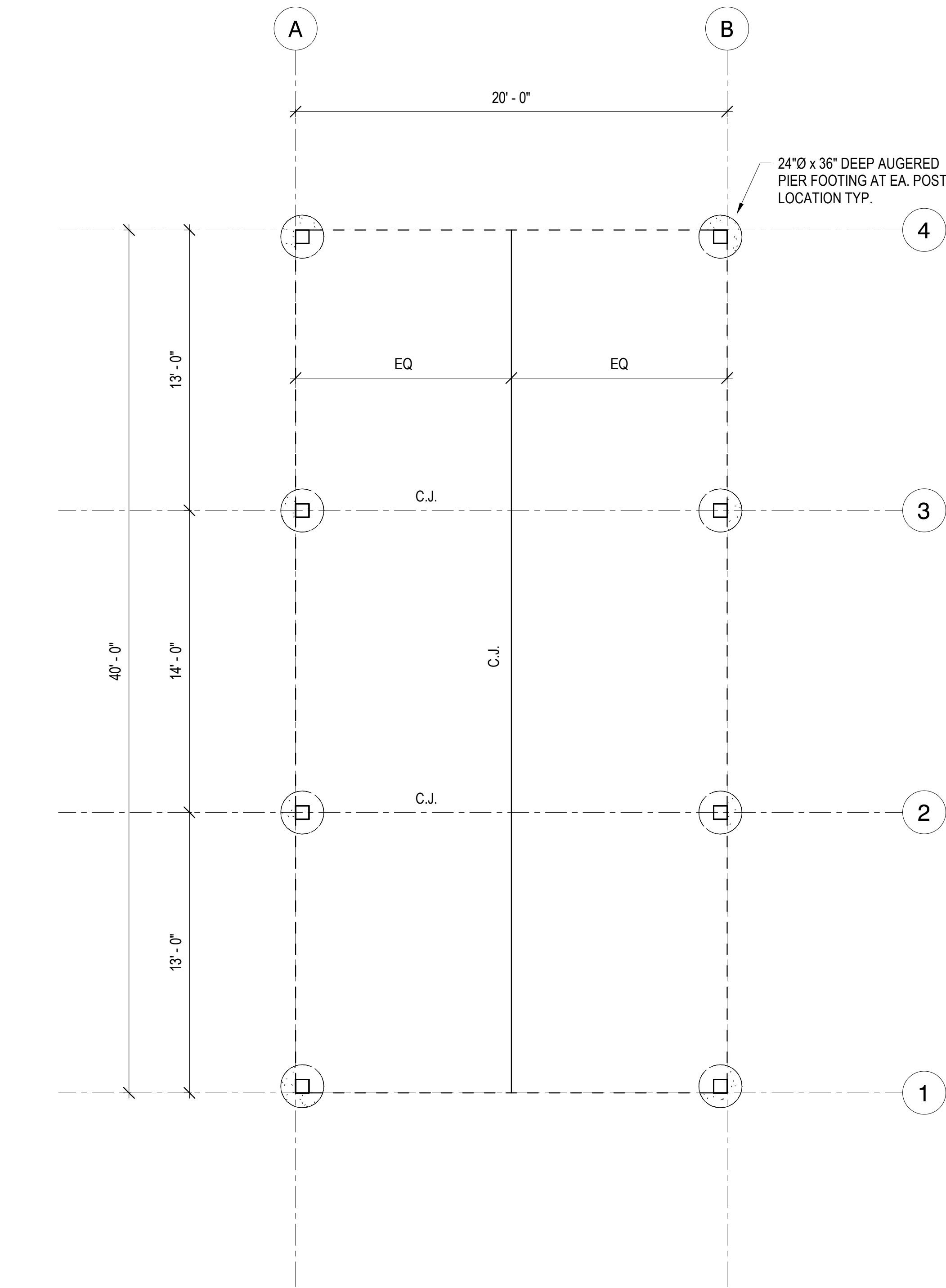
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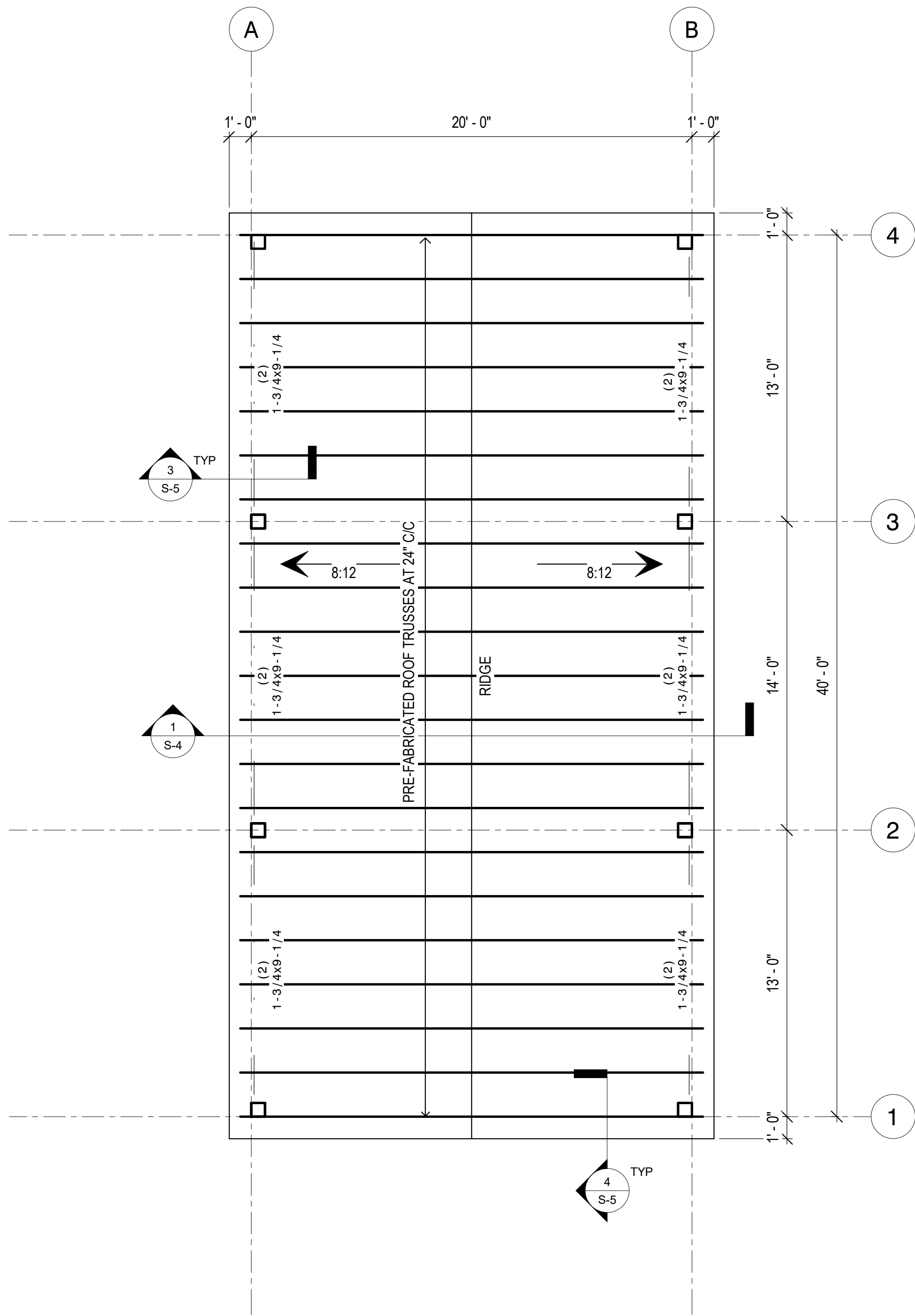
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PROJECT OVERVIEW



1 PAVALION FOUNDATION PLAN
1/4" = 1'-0"



2 PAVILION ROOF PLAN
1/4" = 1'-0"

FOUNDATION NOTES:

1. DIMENSIONS ARE TO FACE OF POSTS OR CENTERLINE OF POSTS TYP.
2. REFERENCE ELEVATION $\pm 0'-0"$ SHALL BE TO TOP OF SLAB ON GRADE TYP.
3. SLAB ON GRADE TO BE 4" THICK 4000 PSI CONCRETE TYP. ON 6 MIL VAPOR BARRIER OVER 6" OF #57 STONE. SLAB TO BE REINFORCED WITH 6x6-W1.4/W1.4 WWF OR #4 BARS AT 32" C/C MAX. TYP.
4. POST FOUNDATIONS SHALL BE 24" Ø x36" DEEP WITH POST EMBEDDED.
5. ALL POSTS SHALL BE 8x8 P.T. RATED FOR GROUND CONTACT TYP.

C.J. DENOTES CONTRACTION JOINT LOCATION TYP. REFER TO DETAIL 1/S-5.

ROOF FRAMING NOTES:

1. ROOF SHEATHING TO BE 7/16" OSB SHEATHING, FASTENED USING 8D GALV. RING SHANK NAILS @ 4" C/C AT PANEL EDGES AND 6" C/C IN FIELD. MINIMUM.
2. SHEATHING TO BE ORIENTED PERPENDICULAR TO SUPPORTS AND STAGGERED A MINIMUM OF TWO FRAMING MEMBER TYP.
3. INSTALL SIMPSON PSCL CLIPS TYP. AT MIDSPAN OF SHEATHING SEAMS BETWEEN SUBFRAMING WITH SPACING GREATER THAN 24" C/C, TYP.
4. SEE PLAN FOR ROOF SLOPE TYP.
5. REFER TO S-5 FOR FRAMING DETAILS TYP.
6. FASTEN 2x4 PURLINS OVER ROOF TRUSSES THRU SHEATHING AT 24" C/C MAX. FASTEN WITH (2) 16D GALV RING SHANK NAILS 3-1/2" LONG AT EACH PURLIN / ROOF TRUSS INTERSECTION TYP. METAL ROOF TO BE FASTENED TO 2x4 PURLINS TYP. PER MANUF. RECOMMENDATIONS
7. ROOFING SHALL BE 3/4" 29 GA. MASTERRIB. COLOR TO BE SELECTED BY THE TOW.

8:12 INDICATES ROOF SLOPE TYP.

FINISH CARPENTRY AND PAINT NOTES:

1. SIDING TO BE BOARD AND BATTEN (LP SMARTSIDE SYSTEM OR EQUIVALENT)
2. TRIM / FASCIA MATERIAL SHALL BE LP SMARTSIDE CEDAR TEXTURE OR EQUIVALENT.
3. PAINT SHALL INCLUDE 1 COAT PRIMER AND 2 COATS OF FINISH COLOR. COLOR TO BE DETERMINED BY TOWN OF WAYNESVILLE.
4. CEILING TO BE T-111 PLYWOOD AND STAINED. COLOR SHALL BE DETERMINED BY TOWN OF WAYNESVILLE.



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#P-1305



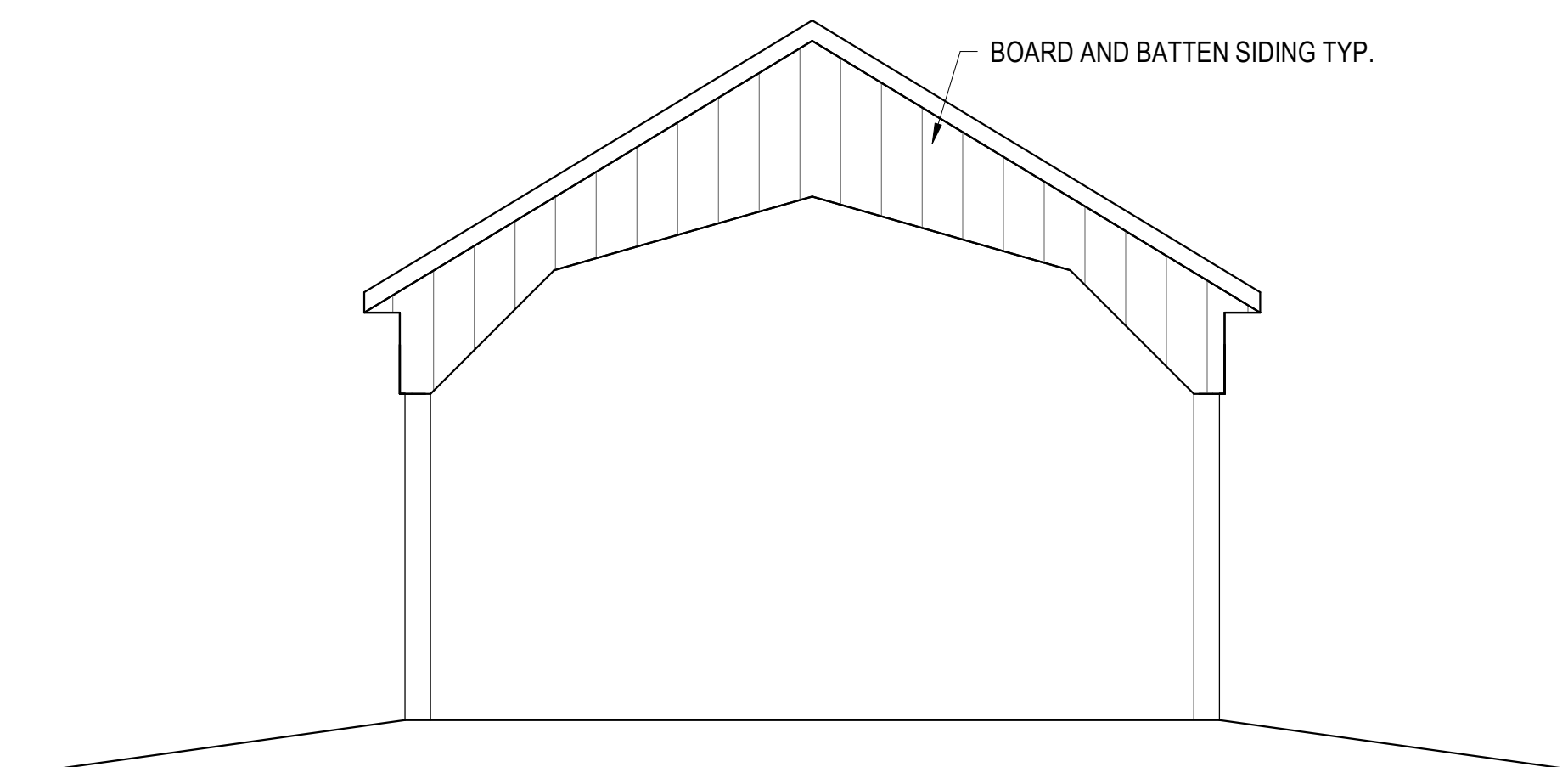
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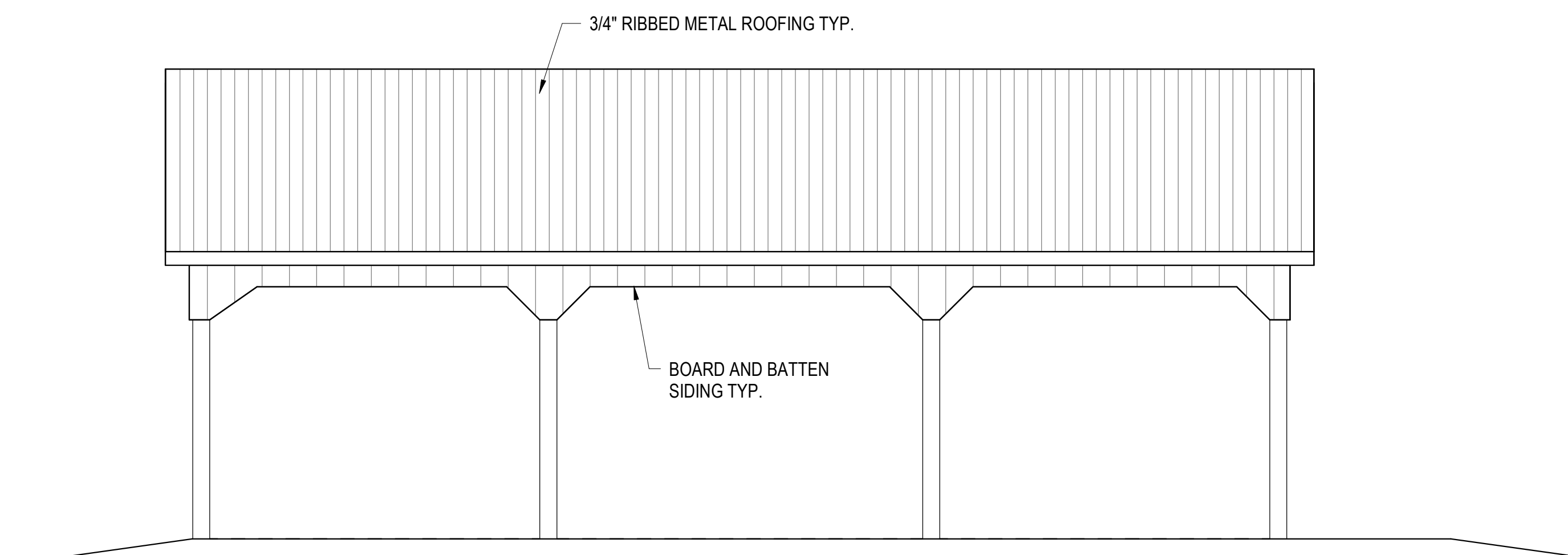
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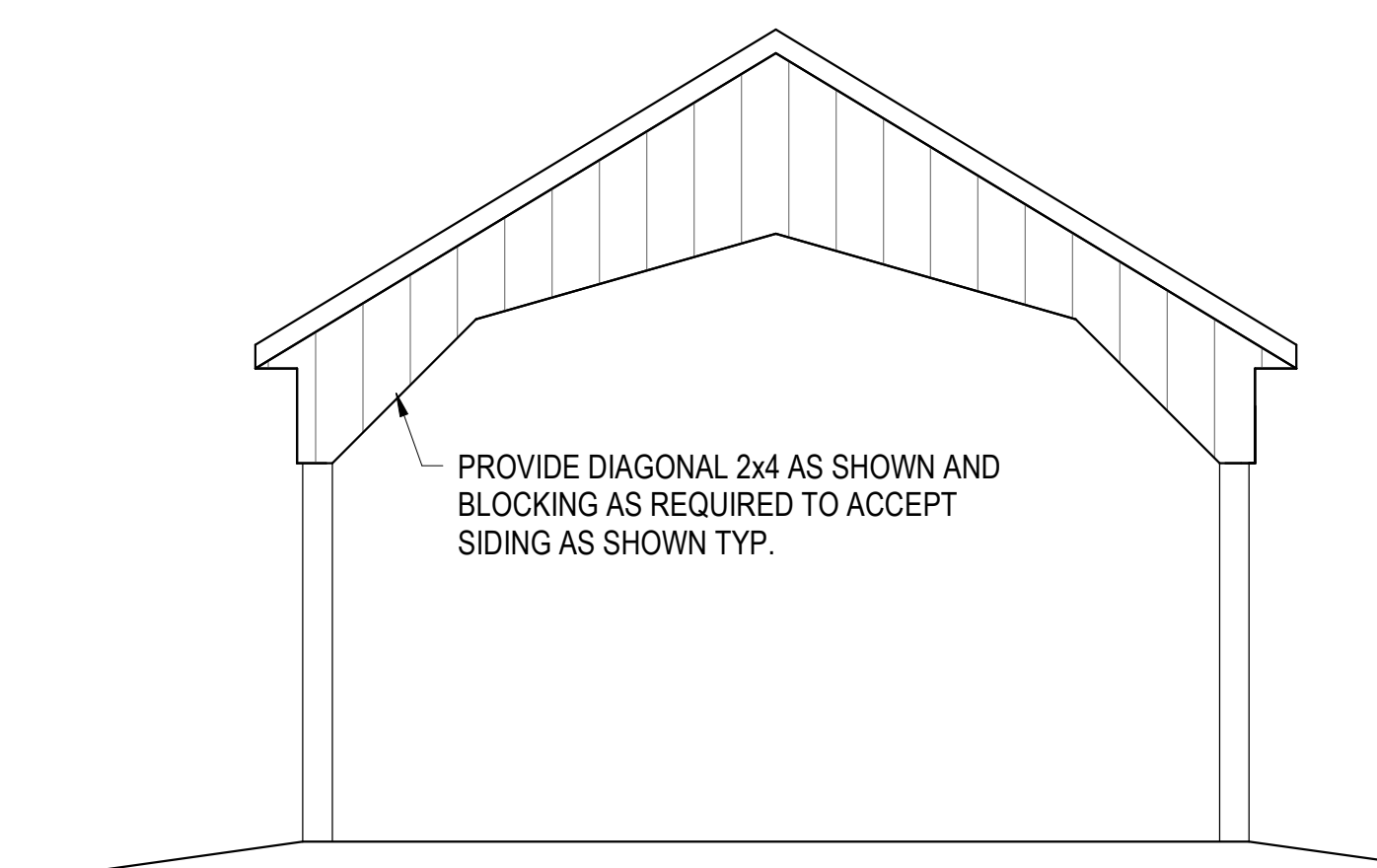
PAVILION PLANS



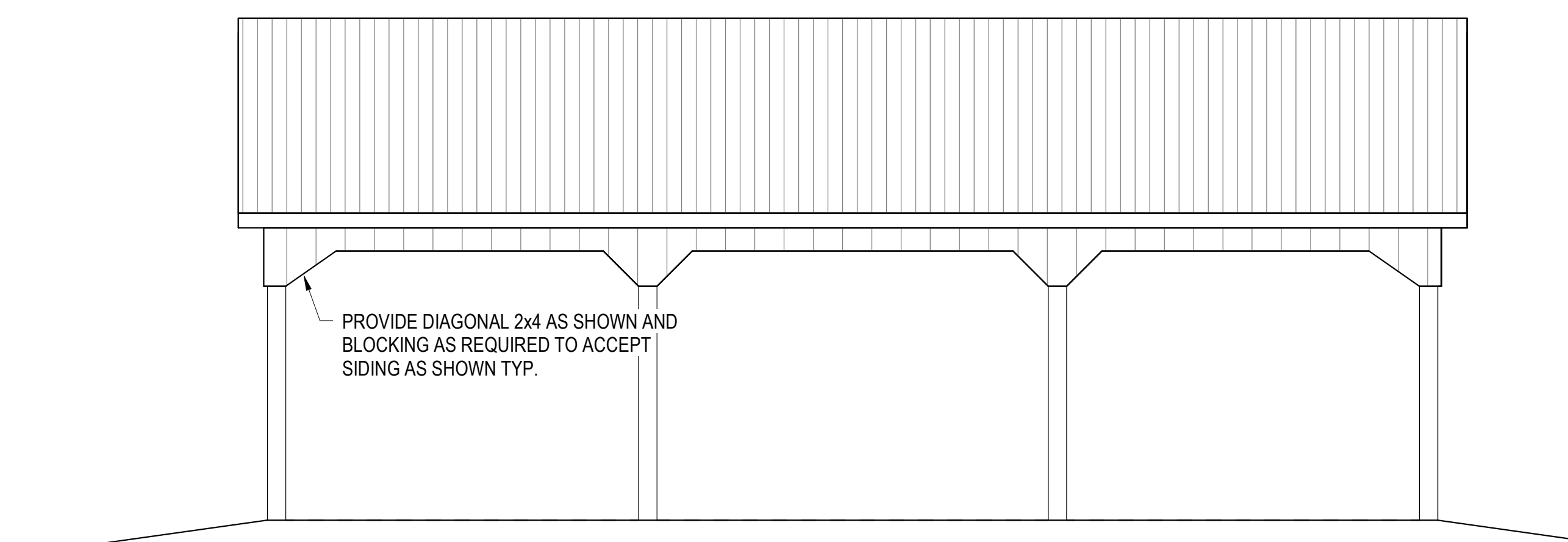
1 FRONT ELEVATION
1/4" = 1'-0"



③ LEFT
1/4" = 1'-0"



② REAR ELEVATION
1/4" = 1'-0"



④ RIGHT
1/4" = 1'-0"

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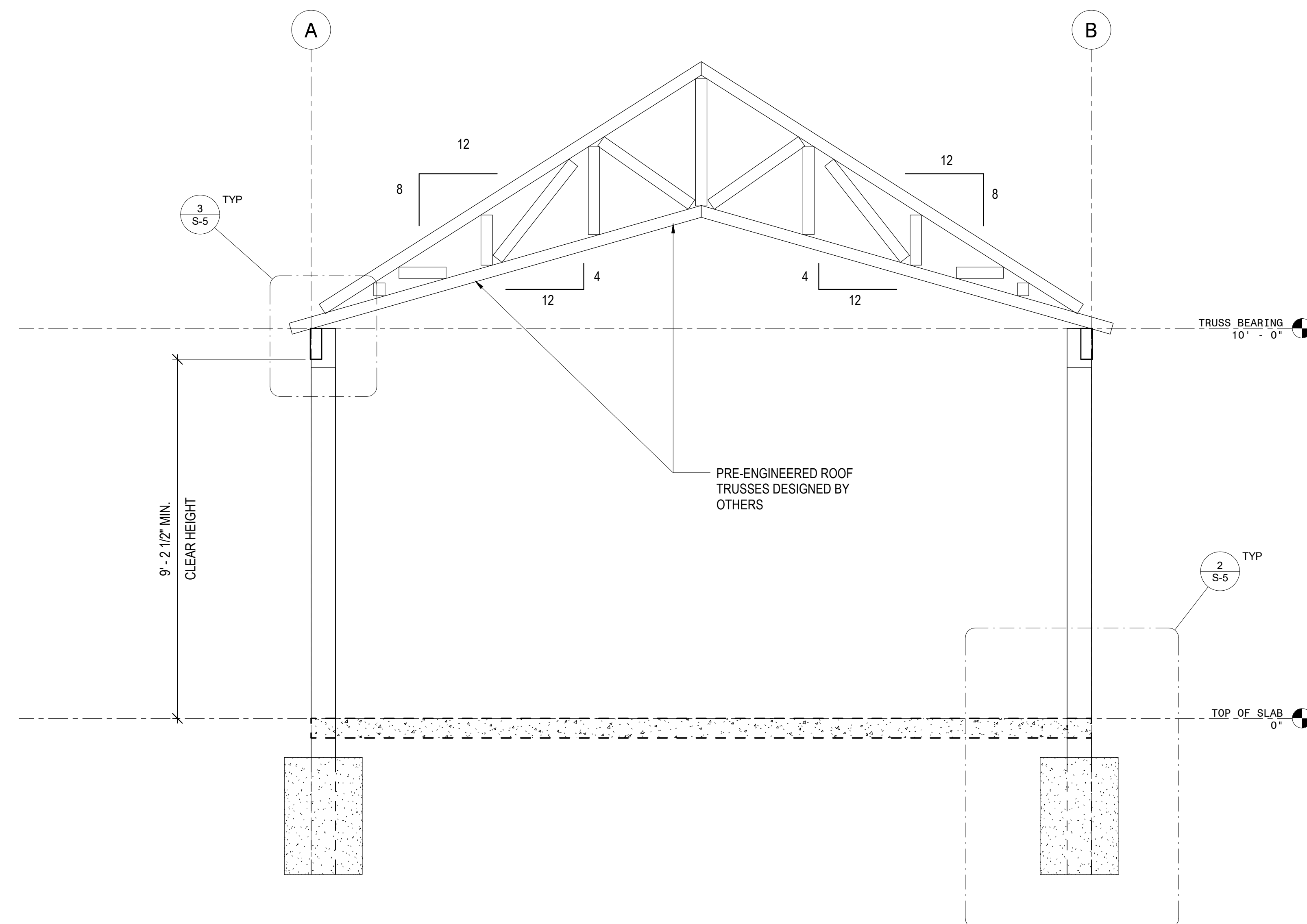
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ELEVATIONS



01-31-2020



① Detail 2
1/2" = 1'-0"

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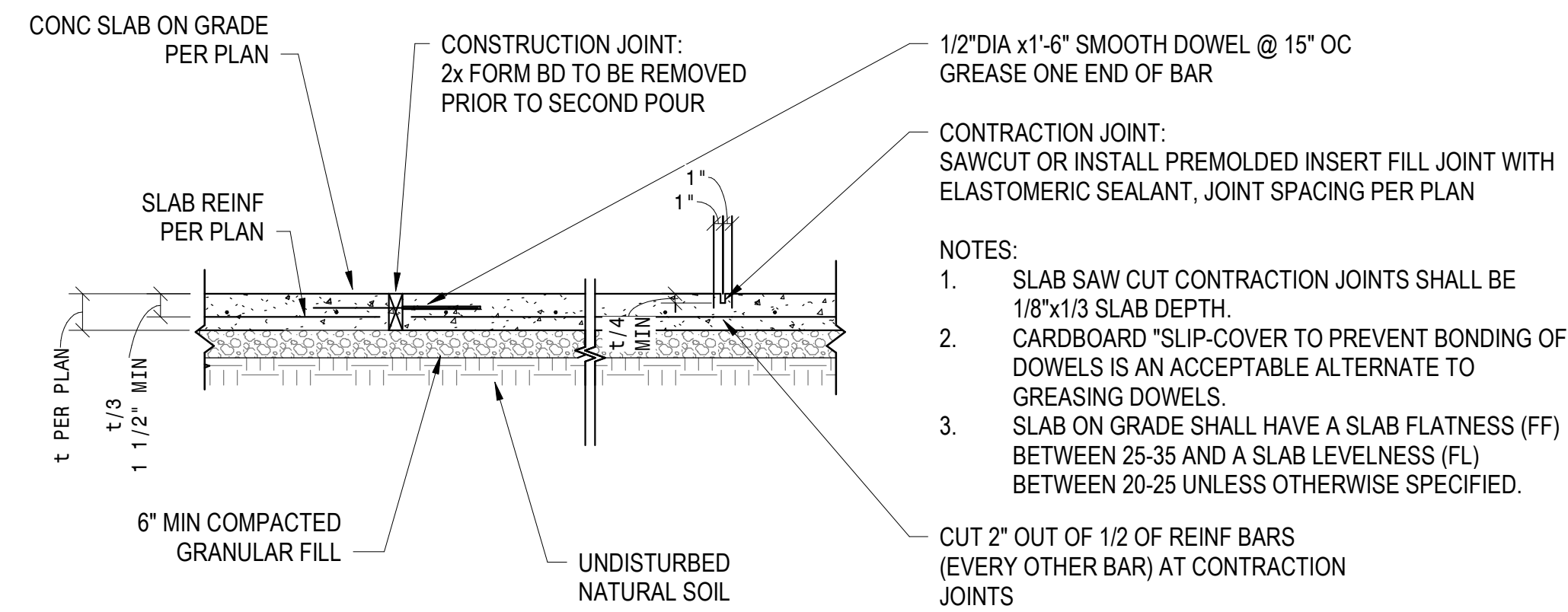
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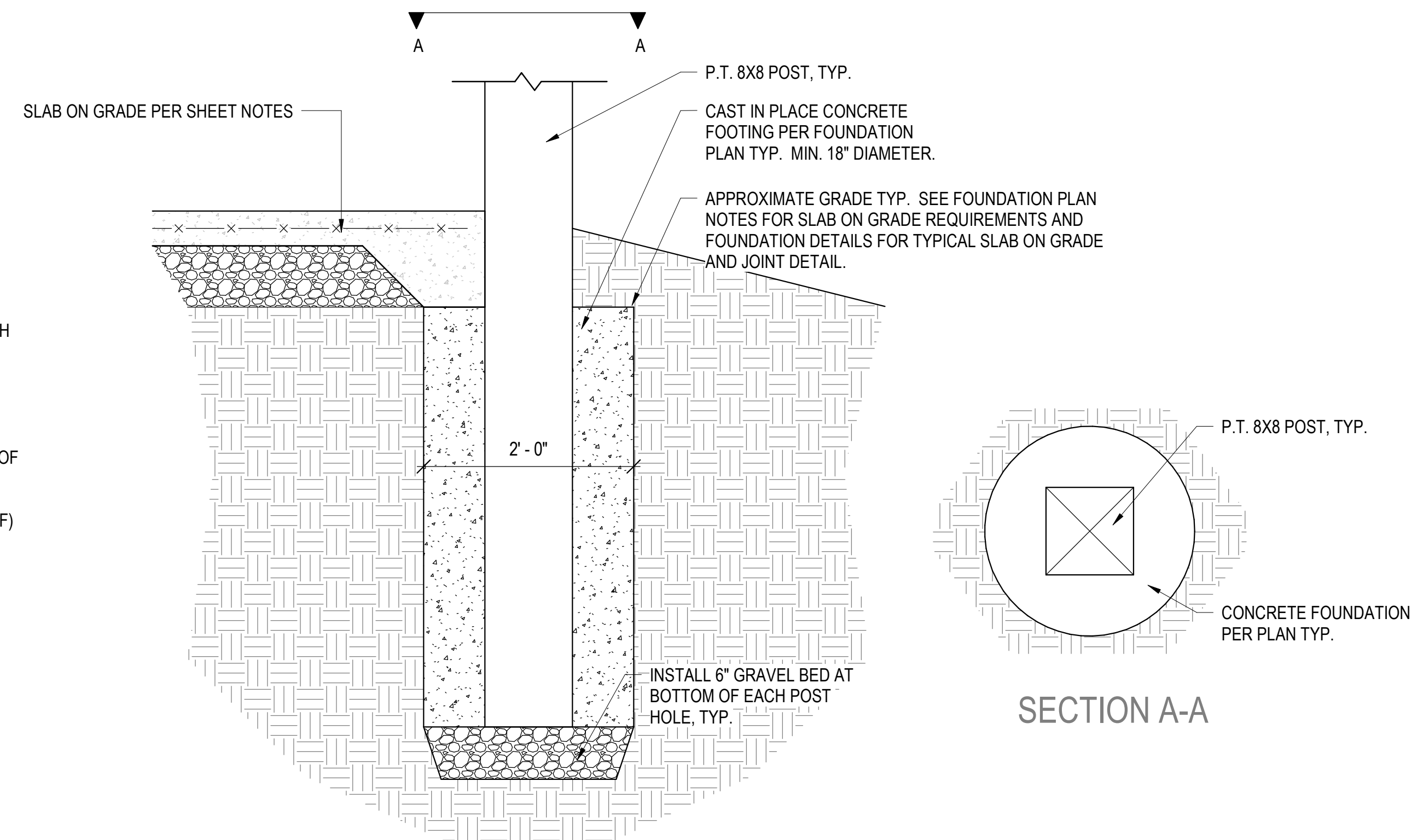
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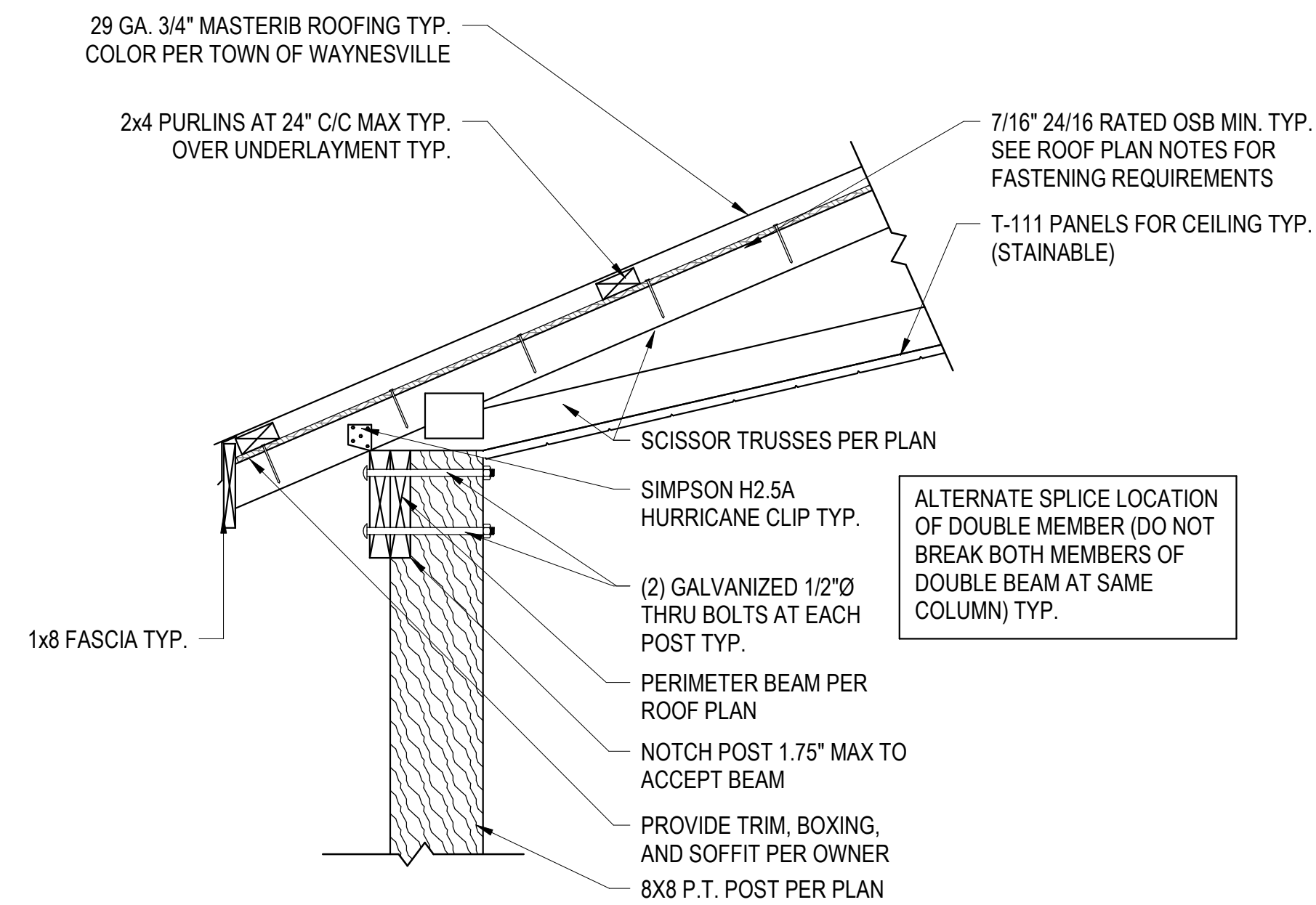
SECTIONS



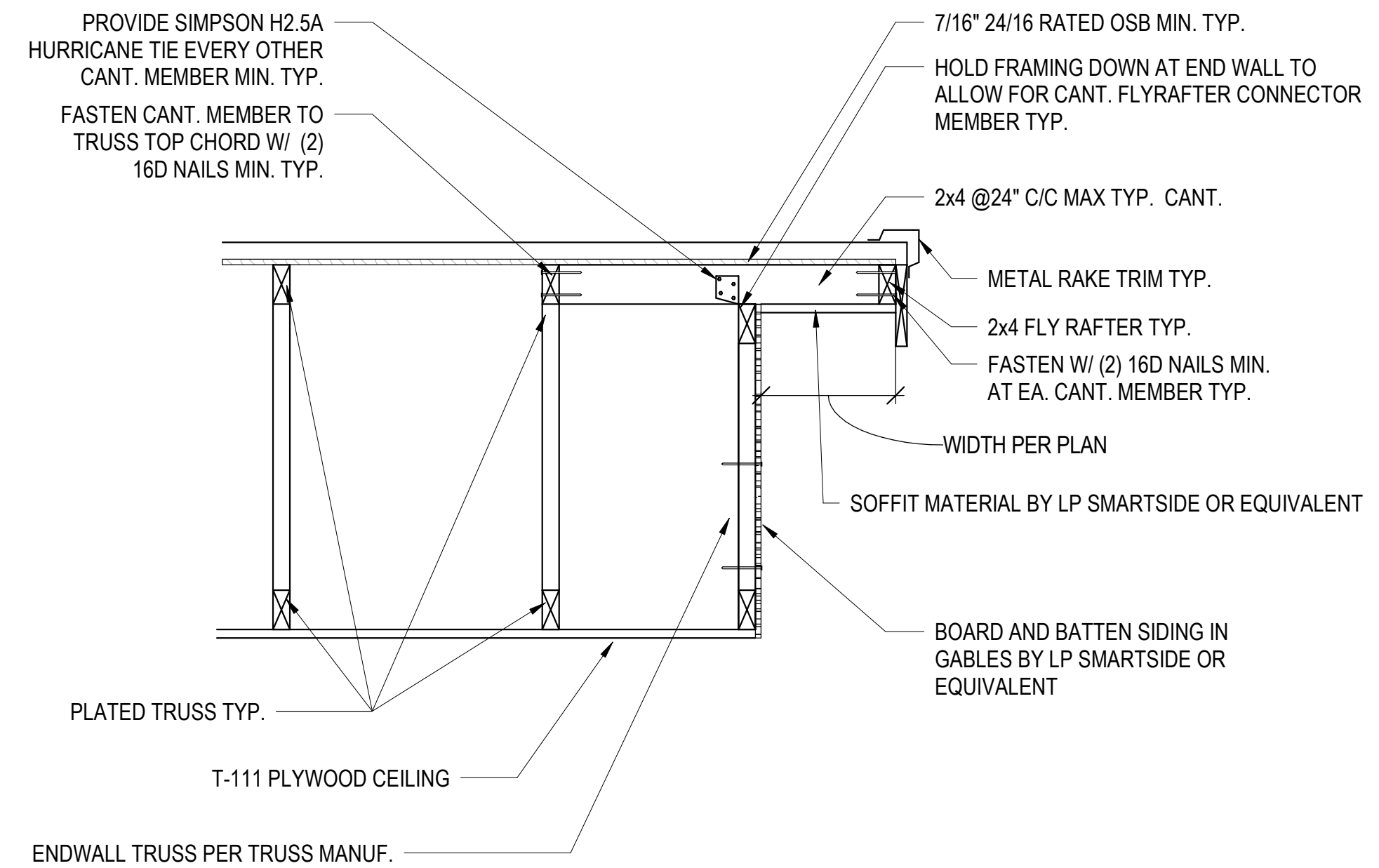
1 TYPICAL SLAB ON GRADE AND JOINT DETAIL
3/4" = 1'-0"



② TYPICAL WOOD POST BASE DETAIL
1" = 1'-0"



3 TYPICAL TRUSS TO BEAM CONNECTION
1" = 1'-0"



4 TYPICAL RAKE DETAIL - TRUSS
1" = 1'-0"

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STRUCTURAL DETAILS



BID TABULATION

Company Name: _____ Project No.: 2020017
 Project Name: Calvary / Craven Park Pavilion
 Location: Near Calvary / Craven St. Intersection Waynesville, NC
 Engineer: Drye- McGlamery Engineering, PLLC
 Bid Due Date: **02/17/2020, 3:00 PM**

LUMP SUM BID QUANTITIES					Total Amount	BID
Ref #	Bid Item #	Item Description	Price	UNIT		
1	1.001	Rough Grading (TOW will self perform this item of work)	-		No Bid	\$0
2	1.002	Foundations Material and Labor (TOW to furnish & haul all stone)	\$0.00	LS	1	\$ -
3	1.003	Rough Framing Material and Labor	\$0.00	LS	1	\$ -
4	1.004	Roofing Material and Labor	\$0.00	LS	1	\$ -
5	1.005	Finish Carpentry Material and Labor	\$0.00	LS	1	\$ -
6	1.006	Concrete Slab on Grade Prep and Placement Material and Labor	\$0.00	LS	1	\$ -
7	1.007	Painting and Staining Material and Labor	\$0.00	LS	1	\$ -
8	1.008	General Contractor Overhead and Profit	\$0.00	LS	1	\$ -
TOTAL BID AMOUNT			\$	-		

Assumptions and Clarifications:

- 1.) This project is intended to be a lump sum contract for the Pavilion as drawn and detailed on Contract Docs completed by Drye-McGlamery Engineering, PLLC.
- 2.) Town of Waynesville request Contractor to discuss project specifics with Town Engineer and or Development Services.
- 3.) Contractor to provide proposed installation schedule with bid, based on notice to proceed (NTP) provided by Town of Waynesville at Pre-bid meeting.
- 4.) Landscaping and additional sitework shall be completed by the TOW

I acknowledge, by my signature below, that I received the Pre-Bid Meeting Minutes and all Bid Addenda. I understand that the information included in these documents are to be included in my bid.

 Signature

 Print Name

 Company

 Date

TOWN OF WAYNESVILLE BOARD OF ALDERMEN
REQUEST FOR BOARD ACTION
Meeting Date: February 11, 2020

SUBJECT: Request to seek a drainage easement from the Owners of Stephanie Lane

AGENDA INFORMATION:

Agenda Location: Manager's Report
Item Number: E9
Department: Public Services
Contact: Rob Hites, Town Manager
Presenter: Rob Hites

BRIEF SUMMARY: The property owners that reside at the intersection of Thomas Park (Town Street) and Stephanie Lane contacted us several months ago to complain that the runoff from Hodges Street and Thomas Park Street is severely eroding the surface of a private gravel street. The erosion has limited the access of vehicles to the garage of one of the houses. David Foster, Daryl Hanna and Preston Gregg have studied their situation and conclude that the lack of a "crown" on Hodges and Thomas Park cause the runoff from Hodges directly across Thomas Park and into Stephanie Lane. We have studied several solution to the problem including rebuilding Hodges and Thomas Park to create a crown that disperses water to the side ditches, rebuilding the existing storm water basin to catch the sheet flow from the streets and constructing a catch basin in Thomas Park that directs the storm flow into a basin down the right of way of Stephanie Lane with its outlet at the bottom of the hill (130').

The small storm water system would cost approximately \$2,800. We request that the Board permit the staff to seek a drainage easement from the adjacent property owners and construct the system.

MOTION FOR CONSIDERATION: Approve the Staff's request to seek a drainage easement to extend the storm water system from Thomas Park down Stephanie lane.

FUNDING SOURCE/IMPACT: Street Maintenance Budget

ATTACHMENTS: Picture, Video

MANAGER'S COMMENTS AND RECOMMENDATIONS: The ditch has eroded to the point that we had to fill it with gravel. We request this easement because the poor design of Hodges and Thomas Park are contributing factors to the erosion. Our request is for a drainage easement only. We are not requesting that we take over the road for maintenance.



