



Town of Waynesville, NC

Town Council Regular Meeting

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

Date: November 28th, 2023 Time: 6:00 p.m.

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(828) 452-2491 cpoolton@waynesvillenc.gov

A. CALL TO ORDER - Mayor Gary Caldwell

1. Welcome/Calendar/Announcements

B. PUBLIC COMMENT

C. ADDITIONS OR DELETIONS TO THE AGENDA

D. CONSENT AGENDA

All items below are routine by the Town Council and will be enacted by one motion. There will be no separate discussion on these items unless a Councilmember so requests. In which event, the item will be removed from the Consent Agenda and considered with other items listed in the Regular Agenda.

2.
 - a. November 14th, 2023 Regular Scheduled Meeting Minutes
 - b. Proposed 2024 Town Council Meeting Schedule
 - c. Call for a Public Hearing for January 9, 2024 to consider a request for Annexation for one (1) parcel off 42 Hillside Terrace Drive in Waynesville, PIN 8626-01-2244 (2.62 acres).
 - d. Call for a Public Hearing for January 9, 2024 to consider a request for Annexation for one (1) parcel at 68 Hillside Terrace Drive in Waynesville, PIN 8626-01-1444 (1.11 acres).
 - e. Call for a Public Hearing for January 9, 2024 to consider a request for Annexation for one (1) parcel at 76 Hillside Terrace Drive in Waynesville, PIN 8616-91-9354 (0.81 acre).
 - f. Call for a Public Hearing to consider a zoning map amendment request for a portion of the property at 1460 Russ Avenue, PIN 8616-24-8812, from the Dellwood Residential Medium Density District Mixed-Use Overlay (D-RM MXO) to the Russ Avenue Regional Center District (RA-RC).
 - g. Renewal of Forest Steward's Contract to manage Watershed.

Motion: To approve the consent agenda as presented.

E. NEW BUSINESS

3. Purchase of five Patrol Dodge Chargers.

- Police Chief David Adams

Motion: Approve the purchase of 5 Dodge Charger patrol vehicles and adopt the budget amendment appropriating \$248,500 from the General Fund Balance.

4. Council approval of condemnation of the structures located at the below address and approval of associated demolition costs.

- David Kelley, Senior Code Enforcement Official

Motion: To approve the attached Resolution Authorizing Demolition of the main building and island canopy located at 1737 S Main Street, Waynesville, NC 28786.

5. Ice Stroll

- Beth Gilmore, Executive Director of DWC

Motion: To purchase a single block sculpture for \$350 or a double block sculpture for \$700.

6. Dogwood Foundation Grant for Downtown improvements

- Rob Hites, Town Manager

Motion: Endorse the Town applying for a Dogwood Foundation Grant to aid in the design and possible construction of the Depot Street niche park.

F. COMMUNICATION FROM STAFF

7. Manager's Report

- Assistant Town Manager, Jesse Fowler

8. Town Attorney Report

- Town Attorney, Martha Bradley

G. COMMUNICATIONS FROM THE MAYOR AND COUNCIL

H. CLOSED SESSION

9. To enter into closed session under NC General Statute § 143.318.11(a)(3) to discuss 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, the matter of Autobell Car Wash, LLC and Autobell-Arrowhead, Inc. v. Town of Waynesville and to enter into closed

session under NC General Statute § 143.318.11(a)(6) to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee.

- Martha Bradley, Town Attorney

Motion: *To enter into closed sessions under NC General Statute § 143.318.11(a)(3) to discuss 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, the matter of Autobell Car Wash, LLC and Autobell-Arrowhead, Inc. v. Town of Waynesville and under NC General Statute § 143.318.11(a)(6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee.*

I. ADJOURN



TOWN OF WAYNESVILLE

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 16 South Main Street
 Waynesville, NC 28786
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CALENDAR December 2023

2023	
Friday, December 1 st	Art After Dark gallery stroll 5:30-8:30pm and Christmas Tree Lighting 5pm-6pm
Sunday, December 3 rd	Hazelwood Christmas Parade 3pm-5pm
Monday, December 4 th	Waynesville Christmas Parade 6pm-7pm
Saturday, December 9 th	Smoky Mountain Christmas 6pm-9pm on Main Street
Tuesday December 12 TH	Town Council Meeting – Regular Session
December, 25 th , 26 th and 27 th	Town Closed – Christmas Holidays

Board and Commission Meetings – December 2023

ABC Board	ABC Office – 52 Dayco Drive	December 19th 3 rd Tuesday 10:00 AM
Board of Adjustment	Town Hall – 9 S. Main Street	December 5th 1 st Tuesday 5:30 PM
Cemetery Commission	Public Services Building	January, March-CANCELLED, July, and October 3 rd Tuesday 2:00 PM
Downtown Waynesville Commission	Municipal Building – 16 South Main Street	December 19th 3 rd Tuesday 8:30 AM
Environmental Sustainability Board	Municipal Building-16 South Main Street	December 7th , December 21 st CANCELLED 1 st and 3 rd Thursdays 4:30pm
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	December 6th 1 st Wednesday 2:00 PM
Planning Board	Town Hall – 9 S. Main Street	December 18th 3 rd Mondays 5:30 PM
Public Art Commission	Town Hall – 9 S. Main Street	CANCELLED 2 nd Thursdays 4:00 PM
Recreation & Parks Advisory Commission	Rec Center Office – 550 Vance Street	December 18th 3 rd Monday 5:30 PM
Waynesville Housing Authority	Main Office-48 Chestnut Park Drive	December 20th 3 rd Wednesday 9:00 AM

MINUTES OF THE TOWN OF WAYNESVILLE TOWN COUNCIL
Regular Meeting
November 14, 2023

THE WAYNESVILLE TOWN COUNCIL held a regular meeting on Tuesday, November 14, 2023, at 6:00 pm. in the Town Hall Board Room located at 9 South Main Street Waynesville, NC.

A. CALL TO ORDER

Mayor Gary Caldwell called the meeting to order at 6:06 pm with the following members present:

Mayor Gary Caldwell
Mayor Pro Tempore Julia Freeman
Councilmember Chuck Dickson
Councilmember Jon Feichter
Councilmember Anthony Sutton

The following staff members were present:

Rob Hites, Town Manager
Jesse Fowler, Assistant Town Manager
Candace Poolton, Town Clerk
Jeff Stines, Public Services Director
Luke Kinsland, Recreation Director
Elizabeth Teague, Director of Development
Page McCurry, Human Resources Director
Misty Hagood, Finance Director
Olga Grooman, Land Use Administrator
Jonas Watts with Martin Starnes & Associates
Fire Chief Joey Webb
Police Chief David Adams
Assistant Police Chief Brandon Gilmore
Diane Robinson, Police Department Administrative Assistant
Lt. Billy Benhart
Bill Hollingsed, NCACP Director
Charam Miller, Grants Administrator

Members of the Media:

Becky Johnson, The Mountaineer

1. Welcome/Calendar/Announcements

Mayor Gary Caldwell welcomed everyone and announced that Town Offices will be closed Thursday and Friday, the 23rd and 24th, and Tuesday the 28th will be the next regular Town Council meeting.

Mayor Caldwell recognized Representative Mike Clampitt, who was attending the meeting to recognize WPD officers that completed the advanced DWI trainings. Rep. Clampitt thanked everyone and said he was proud to represent Haywood.

B. PUBLIC COMMENT

No one signed up for public comment.

C. ADDITIONS OR DELETIONS TO THE AGENDA

There were no additions or deletions to the agenda.

D. CONSENT AGENDA

All items below are routine by the Town Council and will be enacted by one motion. There will be no separate discussion on these items unless a Councilmember so requests. In which event, the item will be removed from the Consent Agenda and considered with other items listed in the Regular Agenda.

2.
 - a. October 10th, 2023 Regular Scheduled Meeting Minutes
 - b. Appointment of Kelly Allred to the Downtown Waynesville Commission
 - c. Appointment of Mandy Giust to the Recreation and Parks Advisory Commission
 - d. Budget Amendment for the Police Department
 - e. ABC official designation
 - f. Axe and Awl Holiday Night Market Special Event Permit
 - g. Hazlewood Christmas Parade Special Event Permit

A motion was made by Councilmember Feichter, seconded by Councilmember Freeman, to add the Hazelwood Christmas Parade Special Event Permit to the consent agenda. The motion passed unanimously.

A motion was made by Councilmember Sutton, seconded by Councilmember Dickson to approve the consent agenda as amended. The motion passed unanimously.

E. PRESENTATION

3. Mothers Against Drunk Driving (MADD) recognition of several WPD officers
 - David Adams, Chief of Police & Ellen Pitt, MADD representative

Ellen Pitt stated that the most important thing that any of us can do, especially elected officials, to fight crime is to support the training and professional growth of our police officers. She read the following statement: "In January 2023, as part of our Strategic Plan, the WNC REGIONAL DWI TASK FORCE decided to acknowledge officers who completed and maintained the three higher training levels that qualified them to independently

perform the specialized and complicated task of DWI enforcement. We are here tonight to salute 26 officers for their commitment to keeping us all safer as we travel, and we are happy to be doing this just before the busy holidays. Each will receive an honor lapel pin with our beautiful logo which was created by a former WPD officer. The extraordinary percentage of WPD officers who have completed this 72 hours of specialized training is the legacy of Chief Bill Hollingsed, and has been carried on by your current Chief, David Adams. The support of your board has made all this possible.”

The following officers were recognized:

- Lt. Billy Benhart
- Lt. Josh Schick
- Sgt. Dee Parton
- Sgt. Ryan Craig
- Sgt. Matthew Cogburn
- Sgt. Eric Dickey
- Sgt. Jason Reynolds
- Master Officer Tim Carver
- Officer Richard Johnson
- Officer Jason Singleton
- Master Officer Bryan Reeves
- Master Officer Tyler Howell
- St. Officer Michael Whitley
- Sr. Officer Dave Clancey
- Sr. Officer Derek Embler
- Officer Devon Holtzclaw
- Officer Cameron Gasperson
- Officer Ian Miller
- Officer Chelsea Parton
- Officer Brittany Brown

4. Promotions: Sergeant Josh Schick to Lieutenant and Detective Jason Reynolds to Sergeant
- David Adams, Chief of Police

Chief David Adams swore in Jason Reynolds as Sergeant of the T.A.C. Unit.

Chief David Adams swore in Joshua Schick as Lieutenant of Special Operations.

Chief Adams added that Lt. Schick placed 6th nationally in the recent SWAT competition.

5. Employee Appreciation for Discovery Tax Billing Volunteer Efforts
- Jesse Fowler, Assistant Town Manager

Assistant Town Manager Jesse reported that on October 10, 2023, the Town received 869 discovery tax records from the Haywood County Tax Assessor’s Office. Typically, he said the Town receives approximately 30 discovery tax records every year. These records require manual entry into the financial management software, Munis. In order to allow customers to pay their discovery tax bills, Mr. Fowler said that these records have to be entered into Munis in order to update the General Ledger. He said the process of manually inputting 869 discovery tax records would take a single person approximately 27 days to complete. We found this unreasonable due to the fact that customers were already attempting to pay their bills and the town cannot process these payments until the records are updated in the General Ledger. Mr. Fowler said the solution was to put a call out for volunteers to assist with the process and many employees responded. Roy McDonald, Chief Webb, AC Mehaffey, Esther Coulter, Sharon Agostini, Rory , Aleigh Cagle, Robin Evans, and Sabrina Caldwell all assisted and were able to complete all record inputs in three days. Mr. Fowler expressed his gratitude to these employees and said the town is very proud of every person’s discipline, their attitudes, and their ability to assist the larger Waynesville team in the face of adversity that was caused by forces we could not control. He presented these individuals with a certificate of appreciation, as well as credit towards their respective Career Tracks.

6. Presentation of the June 30, 2023 Audit Report and Financial Statements

- Jonas Watts with Martin Starnes & Associates

Jonas Watts with Martin Starnes & Associates presented the audit for June 30th, 2023. He mentioned how much he enjoyed working with Misty, Dean, and the finance team. Some of the audit highlights that Mr. Watts presented are as follows:

- Had an unmodified opinion, staff was cooperative, no audit findings or questioned costs.
- General Fund Revenue: Overall revenues increased \$1.4M (9%), Overall expenditures decreased \$808k (-5%), expenditures exceeded revenues by \$269k. These figures do not include transfers and other financing sources of \$1,242,142. The total net change in fund balance is \$972,989.
- Top three revenues of the General Fund: Property taxes, Other taxes and licenses, and misc. (grants, permits, fees, etc.), totaling \$15.2 million.
- Ad valorem taxes increase, 2023 was \$7,143,249, due to the higher tax collection rate (99.25%), tax rate itself did not increase. Town of Waynesville was above average compared to other municipalities in the state.
- Other taxes and licenses, local sales tax: Increased by \$366k (9%) due to inflation
- Sales and Services: Increased by \$223k (19%) and consists of recreation fees, sanitation fees, police contracts, and other sales and services
- Top 3 expenditures in the General Fund: Public Safety, Transportation, and Recreation. Salaries and wages increased, and the purchase of a new fire truck led to the increase.
- Total fund balance of the General Fund increased by \$972,989.
- The Available fund balance is defined by the Local Government Commission (LGC). The available fund balance has increased since 2022 in the amount of \$687,251 and is currently \$10,417,549
- Fund Balance-General Fund FBA as a % of net expenditures is 60.1%, which is above average compared to other municipalities in the state.
- Water Fund-all positive cash flows
- Sewer Fund Cash flow, quick ratio for Water and Sewer combined is 1.71
- Electric Fund 7.12-what contributed to the decrease was transfers out of \$1,275,600 contributed to negative change in net position. Income before transfers was \$786,201
- General performance indicators: General Fund fund balance available %, enterprise fund quick ratios, timely audit submission, and stable property tax valuation and collection percentage.
- Capital assets condition ratio was 0.33. This is an indication of the age of the system and the need for near-future capital improvement/repairs to replace fully depreciated assets that may be nearing the end of their useful life. The major sewer project in progress will improve this ratio once placed in service. Response to LGC is due within 60 days of presentation and must be signed by the majority of Council, town manager, and finance officer. It is uploaded to the LGC website.

Councilmember Dickson thanked Sharon for getting the tax collection rate up to 99%.

F. PUBLIC HEARING

7. Public Hearing to consider a request for Annexation for one (1) unaddressed parcel off Russ Avenue, PIN 8616-37-5048 (0.81 acre).

- Olga Grooman, Land Use Administrator

A motion was made by Councilmember Sutton, seconded by Councilmember Dickson, to open the public hearing at 6:46pm. The motion passed unanimously.

Land Use Administrator Olga Grooman reported that the Town received the a “Petition for Annexation for a Non-Contiguous ‘Satellite’ Area” from Nicholas B. Osborne DMD PLLC, the owner of the property. She said the annexation request is for one (1) unaddressed parcel off Russ Avenue, PIN 8616-37-5048 (0.81 acre). She added that the property is a future site of a proposed dentist office. Ms. Grooman said the property is within the Town’s extra-territorial jurisdiction and is zoned Dellwood Residential Medium Density Mixed-Use Overlay (D-RM-MXO).

The staff submitted that this proposed noncontiguous annexation meets the statutory standards of the NCGS, Chapter 160A, Article 4A, Part 4. Annexation of Noncontiguous Areas. 160A-58.1- Petition for annexation; standards:

1. The nearest point on the proposed satellite corporate limits must be not more than three miles from the primary corporate limits of the annexing city: the property is approximately .25 miles from the primary corporate limits (per Haywood County GIS).
2. No point on the proposed satellite corporate limits may be closer to the primary corporate limits of another city than to the primary corporate limits of the annexing city, except as set forth in subsection (b2) of this section: the closest town to this parcel is Waynesville.
3. The area must be so situated that the annexing city will be able to provide the same services within the proposed satellite corporate limits that it provides within its primary corporate limits: The Town can provide water, sewer, and sanitation services for the abovementioned parcel, and the utilities availability letter from the Public Services Director is attached.
4. If the area proposed for annexation, or any portion thereof, is a subdivision as defined in G.S. 160A-376, all of the subdivision must be included.- it is not a subdivision.

There was no public comment.

A motion was made by Councilmember Sutton, seconded by Councilmember Dickson, to close the public hearing at 6:51pm. The motion passed unanimously.

A motion was made by Councilmember Sutton, seconded by Councilmember Freeman, to adopt the attached ordinance to approve the annexation of described property (PIN 8616-37-5048). The motion passed unanimously.

8. Continuation of a Public Hearing to consider the text amendment to define and regulate cryptocurrency mining and data centers as land uses in the Land Development Standards (LDS).
 - Olga Grooman, Land Use Administrator

A motion was made by Councilmember Sutton, seconded by Councilmember Freeman, to open the public hearing at 6:51 pm. The motion passed unanimously.

Land Use Administrator Olga Grooman reported that the purpose of this text amendment is to mitigate the negative impacts of cryptocurrency mining operations and data centers by defining and regulating these uses. Ms. Grooman said that crypto mining facilities are loud, offer no local jobs, and pull too much power and water. She said that the Planning Board discussed concerns with crypto-mining and data centers at their July meeting and directed staff to draft a definition and ordinance based on their discussion. The staff presented the text amendment to the Planning Board on September 18, 2023 and Town Council on October 10, 2023. The Council directed staff to distinguish the definition of data centers from the definition of cryptocurrency mining facilities. Ms. Grooman presented, on behalf of the staff, the revised definitions, as directed. She added that the text amendment also includes the updated Table of Permitted Uses in the LDS where cryptocurrency mining will be prohibited across all zoning districts, and data centers will be allowed only in the Commercial Industrial district. Ms. Grooman read for the record the definitions as follows:

Cryptocurrency Mining Facility: A facility that exists for the purpose of operating computer equipment in order to mine or store crypto currencies or the data associated with mining or storing of crypto currencies. The individual use of personal computers for the mining of cryptocurrencies is not included in this definition. This definition does not limit the use of computer equipment for personal or commercial purposes of a permitted land use.

Data Center Facility: Facilities that exist for the sole purpose of storing, processing, or sharing data or applications. Such facilities may include computers, servers, routers, storage systems, firewall, and other similar components. These establishments may provide complete processing and preparation of reports from data, cloud services, automated data entry services, data storage, file sharing, virtual communication services, artificial intelligence, or make data processing resources available to clients on an hourly or timesharing basis. This definition does not include data centers that are necessary or incidental to the function of permitted land uses within the same property.

Councilmember Sutton thanked staff for working with him on the definitions.

No public comment.

A motion was made by Councilmember Dickson, seconded by Councilmember Freeman, to close the public hearing at 6:59pm. The motion passed unanimously.

A motion was made by Councilmember Sutton, seconded by Councilmember Feichter, to find that the Ordinance is consistent with the 2035 Comprehensive Plan and that it is reasonable and in the public interest in that it continues to promote smart growth principles in land use planning and zoning by encourage infill, mixed-use and context-sensitive development and promotes conservation design to preserve important natural resources and protects and enhances Waynesville's natural resources, protects rural lands, iconic views and mountain vistas, and continues to engage in and promote best management practices related to energy use, efficiency and waste management. The motion passed unanimously.

A motion was made by Councilmember Sutton, seconded by Councilmember Feichter, to adopt the Ordinance as presented and that it creates opportunities for a sustainable economy and encourages creatively designed, mixed-use, walkable centers and commercial districts that appeal to residents and visitors. The motion passed unanimously.

G. NEW BUSINESS

9. Approve changing the Town's payroll system by creating a one-week lag between the end of the payroll period and the issuance of the employees' checks. Approve the budget amendment to cover a one-time supplement.

- Page McCurry, Director of Human Resources

Director of Human Resources, Page McCurry reported that as it stands, the processing of over 200 employee paychecks is done in only one day, which does not allow administration adequate time to review payroll for accuracy. Ms. McCurry said that the inadequate time to review payroll creates friction with employees because they are occasionally incorrectly compensated. She said that the standard process in other organizations is a one week lag, which is what the Town would like to do beginning in February. She mentioned that the Rec Center employees are already on a one week lag.

Ms. McCurry recognized the impact of changes to this system on the employees. She said that most employees in America live from paycheck to paycheck, so changing to a new system would deprive them of a week's pay on a one-time basis. To mitigate this inconvenience, we recommend using savings from underspending our previous year's budget and a small fund balance contribution to provide a \$500 "payroll supplement" for full-time employees and a \$250 "payroll supplement" for part-time employees. She said that staff will notify all employees of this payroll change and make them aware that they will receive a "one-time" supplement to help them through the "lag week." Once through the lag period, Ms. McCurry added that employees will begin to be paid on the same bi-weekly schedule as they have before.

Ms. McCurry outlined the proposed steps as follows: February 15th-21st, they will run a short pay period. Staff would be paid on February 29th for that short pay cycle. By February 22nd-March 6th, everyone would be on the same pay cycle. The pay period ending on March 6th would be paid to staff on March 14th.

Councilmember Freeman mentioned that her organization enacted a payroll lag and stipend and it worked very well. Councilmember Feichter agreed that this is a great idea, and asked if anyone talked about it with staff? Ms. McCurry said they wanted to wait to enact the payroll lag until February to give them time to work with staff on financial planning. She added that February is ideal because the holidays are over and most people get their tax refunds at this time, which would help provide an additional cushion to the \$500 stipend provided by the Town.

A motion was made by Councilmember Sutton, seconded by Councilmember Dickson, to approve the change in payroll policy and appropriate the recommended funds for the "Payroll Supplement." The motion passed unanimously.

A motion was made by Councilmember Sutton, seconded by Councilmember Dickson, Approve the budget amendment as presented. The motion passed unanimously.

10. Creation of Billing and Collections Supervisor in the Finance Department and Budget Amendment
- Misty Hagood, Finance Director

Finance Director Misty Hagood requested that Council approve the creation of a new position in the Finance Department that will oversee the Utility Billing Tech, Tax Collector, and Customer Service Representatives. She said the position is needed to take some responsibilities off of the Assistant Finance Director so that position will be able to assist her and focus on more of the technical accounting tasks. Ms. Hagood said that the Assistant Finance Director spends the majority of his time working with customers and researching and troubleshooting complaints and unusual issues. She said she needs the Assistant Finance Director to assist with implementing and keeping us in compliance with all the ever-changing GASB standards so the Town can maintain a clean audit. Ms. Hagood said that the new position can focus on the collection of outstanding balances as well. She added that having the new position would allow her and Mr. Trader to focus on creating an email billing system.

Councilmember Sutton said that Ms. Hagood has elevated finance and wants Ms. Hagood to have the chance to grow, as well as Mr. Trader.

A motion was made by Councilmember Dickson, seconded by Councilmember Feichter, to add a Billing and Collections Supervisor to the Pay and Class as a Grade 68. The motion passed unanimously.

A motion was made by Councilmember Dickson, seconded by Councilmember Feichter, to approve the budget amendment. The motion passed unanimously.

11. Increase of \$4,877,100 in State Revolving Loan for Wastewater Treatment Plant Project
- Misty Hagood, Finance Director

Finance Director Misty Hagood said the town received a letter from the State that they had approved the WWTP project as eligible to receive a loan increase of up to \$4,877,100 repayable at 0% interest. Ms. Hagood said the increase will bring the total loan amount for the project to \$29,423,000. She said that this will need to go to the LGC in January, but first they need to approve the ordinances and resolution presented. She added that sewer funds are there to cover this and the loan increase will cover the full cost of the project.

A motion was made by Councilmember Sutton, seconded by Councilmember Dickson, to approve the resolution accepting the \$4,877,100 loan increase. The motion passed unanimously.

A motion was made by Councilmember Sutton, seconded by Councilmember Dickson, to approve the amendment to the project budget. The motion passed unanimously.

A motion was made by Councilmember Sutton, seconded by Councilmember Dickson, to approve budget amendment to the sewer fund for loan fees. The motion passed unanimously.

12. Endorsement of the Town Applying for Sustainability grant under the DOE LEAP Program

- Rob Hites, Town Manager

Town Manager Rob Hites reported that during their 11/2/23 meeting, the “Environmental Sustainability Board” reviewed a grant opportunity offered by the Department of Energy. After reviewing the program, the Board moved to request the Council to endorse the Town applying for a grant that would involve facilitating sustained community-wide economic empowerment through clean energy, and improved local environmental conditions. He said the grant would also offer technical assistance to selected communities that meet low to moderate income thresholds up to \$50,000, which is coincidentally the same area that the CDBG Grant impacts. The application is due on December 14, 2023.

Councilmember Dickson said they are working on finding a community organization to partner with to help them carry out the grant and help meet the needs of the community.

A motion was made by Councilmember Dickson, seconded by Councilmember Sutton, to approve the Town partnering with a “community organization” and applying for a LEAP grant. The motion passed unanimously.

H. OLD BUSINESS

13. Endorsing the Federal “Affirmatively Furthering Fair Housing Plan”

- Rob Hites, Town Manager

Town Manager Rob Hites reported a condition of receiving the \$1,097,000 CDBG Infrastructure grant is to endorse and promote several Federal Programs. One of the programs is the “Fair Housing Act”. He said the resolution stipulates that the Town hereby “endorses an Affirmatively Furthering Fair Housing Plan that ensures equal opportunity and fair housing for all persons to rent, purchase, obtain financing and enjoy all other housing attributes, that is affordable, safe, decent, free of unlawful discrimination and accessible as required on a non-discriminatory basis. In addition, the Town will take meaningful actions that taken together, address significant disparities in housing needs and in access to opportunity, replacing segregated living patterns with truly integrated and balanced living patterns, transforming racially or ethnically concentrated areas of poverty into areas of opportunity, and fostering and maintaining compliance with the civil right a fair housing laws”. Mr. Hites said the other resolution outlines a fair housing complaint procedure.

Councilmember Sutton suggested to make two corrections so that the resolutions read, “The Fair Housing Act (Act) declares a national policy of fair housing throughout the United States, making illegal any discrimination in the sale, rental and financing of housing, or making dwellings, and in other housing-related transactions, because of race, color, religion, sex, ***sexual orientation, gender identity***, familial status, national origin or disability.”

A motion was made by Councilmember Sutton, seconded by Councilmember Feichter, to approve the Federal “Affirmatively Furthering Fair Housing Plan” and to adopt the “Fair Housing Complaint Procedure” as amended. The motion passed unanimously.

I. COMMUNICATION FROM STAFF

14. Manager's Report

- Town Manager, Rob Hites

Town Manager Rob Hites reported that the EV chargers are working. Councilmember Sutton mentioned that the slow charge is free, but it pulls as much power as a hair dryer and takes hours to fully charge a car. Mr. Hites said the new fast charger costs \$0.32 a kW. Mr. Hites said that if people begin using the charger space as a parking space, Council may have to consider a fee after a car is plugged in for so much time.

Mr. Hites introduced Charam Miller, the new Grants Administrator.

DWC Director Beth Gilmore reported that Christmas parade applications are coming in. She added that the Ice Fest in Maggie Valley saw about 10,000 visitors, so this year the Haywood TDA is encouraging other towns to have activities that same weekend. She said that downtown Waynesville have an ice sculpture trail that Friday night.

J. COMMUNICATIONS FROM THE MAYOR AND COUNCIL

Mayor Gary Caldwell congratulated Town Council on the election and said he is honored to serve another four years. He also requested staff to blow leaves on Main Street.

Councilmember Sutton read a letter Requesting Aide for Critical Waynesville Community Projects to Rep. Mark Pless for the record:

“Dear Representative Pless:

We want to thank you for your offer to seek aide from the Legislature for critical projects that impact the citizens of Waynesville and those of its service area. Waynesville provides full time fire and first response medical service for the Town and nine Fire Districts including Lake Junaluska. It also provides water and sewer service for much of the urbanized County. The Council has reviewed its capital needs over the next decade and has targeted these priorities as critical areas where we hope you can be of assistance. We will face at least a five-cent ad valorem tax increase to fund the replacement of the obsolete Hazelwood Fire Station and the thirty-two-year-old ladder truck. As you know, we have been forced to raise sewer rates over fifty five percent to fund State Revolving Loans. Should you be able to help fund these needs, you would be instrumental in saving the citizens of Waynesville and its service areas considerable long-term costs. Let me outline our requests in more detail below.

FIRE STATION IN HAZELWOOD

The majority of the Town's fire and first response medical calls are being dispatched from an outdated fire station located in the old Hazelwood Town Hall. Originally built as a volunteer station, the Town's growth has rendered the station obsolete. The bays are too low to handle modern fire apparatuses and the claustrophobic

bunk room does not meet ADA standards. The Hazelwood Fire Station serves not only the western sector of the Town of Waynesville, but also nine other fire districts. It is truly a regional fire station.

The Town purchased 3.3 acres adjacent to Giles Chemical for \$400,000 in order to construct a new 13,000 sq. ft. three bay station. We estimate the station will cost approximately \$6,000,000. The Town will need to raise property taxes approximately 4.2 cents per \$100 in order to repay the loan necessary to fund the station. We will also have to request the County Commissioners to increase the fire tax on the nine Service Districts that are served by the Hazelwood Fire Station. Given that the Hazelwood Fire Station is our busiest station, and serves nine regional fire districts, the Town Council requests that you assist in the funding of the project by sponsoring a State legislative grant of \$6,000,000 to cover the cost of design and construction.

REPLACEMENT OF 1994 LADDER TRUCK AND 1998 FIRE ENGINE

NFPA guidelines recommend that a ladder truck be on scene for every structure fire. The Waynesville Fire Department operates a single 1994 Sutphin ladder truck which has 85,006 miles and 8,583 hours of service. Due to its age and hours of use, the truck must be replaced in the near future. Fire Chief Webb estimates the replacement cost of the truck to be \$2,000,000. In order for the Town to purchase a replacement, we will be required to borrow funds. The annual payment on this truck will equal 1 cent on the Town's tax rate.

SEWER FUND RELATED NEEDS

STATE MANDATED RENOVATION OF THE TOWN'S WASTE TREATMENT PLANT

The Town provides wastewater treatment to its residents, the Town of Clyde, Haywood Community College, Haywood Regional Hospital, Lake Junaluska, and the Junaluska Sanitary District. The State Department of Environmental Quality (DEQ) required the Town, through a binding "Special Order of Consent", to completely renovate its aging waste treatment plant. Over three funding cycles, DEQ has approved a \$29,423,000 State Revolving Fund Loan (SRF) to fund the plant's construction. This loan has required a 55% increase in sewer rates for the customers of our system. The Town requested that much of this loan be provided through grants, however, DEQ did not recognize Waynesville as an "At Risk Community". After further study DEQ notified the Town that it did, in fact, qualify and should have been considered under the "Community Viability Program". Since the plant has been funded through loans, we no longer qualify for grant funding. We believe that the Town was shortchanged in its effort to be awarded grant funding for the plant renovation. We were excited to hear, in your recent comments, that you would work to replace the State Revolving Loan with a legislative appropriation. The citizens of the Town and those of its service area would be excited if you could make this come to pass.

STATE MANDATED INFLOW/INFILTRATION REDUCTION

DEQ mandated, through their "Special Order of Consent", that the Town reduce the amount of ground and creek water that is entering its wastewater treatment plant through inflow/infiltration. Compliance with DEQ's mandate from entering our sewer lines will be a tremendous and expensive program. We have conducted approximately thirty miles of testing and have identified several million dollars in replacement work. While DEQ mandated that the Town reduce its inflow/infiltration, they failed to provide any funding sources for the

Town to leverage in order to achieve compliance with their regulation. We have explained to DEQ that their mandated wastewater treatment plant improvements have required the Town to enact over 55% in sewer rate increases to fund the \$29,423,000 in SRF Loans, mandating the Town to reduce our inflow/infiltration with no State participation will result in additional rate increases to our customers. As we stated above, DEQ did not provide funding for the plant improvements through the "Community Viability Program". After being labeled "At Risk" in August, we have applied for \$6 million in funding to comply with DEQ's Inflow/Infiltration mandate. We hope that you can use your influence to help the Town fund this mandate.

We know that you understand the financial strains facing many residents in our service area, and we know that you recognize the financial impact that replacement of Waynesville's obsolete fire buildings and equipment and its wastewater treatment system will have on its citizens. We hope that you will partner with the Waynesville Town Council in helping reduce the burden that these projects will place on our residents. We have been impressed by your ability to leverage funds through your contacts in the State Legislature and look forward to working with you on the need of our constituents.

We wish to thank you for considering our needs and helping Waynesville to receive aid in these areas. Do not hesitate to contact me should I be able to help you with these projects."

A motion was made by Councilmember Feichter, seconded by Councilmember Dickson, to accept the letter and formally request Rep. Pless's assistance with funding these critical needs. The motion passed unanimously.

Mayor Caldwell also mentioned he was able to thank Congressman Edwards for coordinating the fly over for Captain Fred Hall's funeral service.

K. CLOSED SESSION

15. To enter into closed session under NC General Statute § 143.318.11(a)(5)(i) to discuss the potential acquisition of property.
- Rob Hites, Town Manager

A motion was made by Councilmember Dickson, seconded by Councilmember , to enter into closed session under NC General Statute § 143.318.11(a)(5)(i) to consider the price or other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange or lease at 7:58pm.

A motion was made by Councilmember Sutton, seconded by Councilmember Dickson, to go back into open session at 8:08pm. The motion passed unanimously.

L. ADJOURN

A motion was made by Councilmember Dickson, seconded by Councilmember Feichter, to adjourn at 8:08pm. The motion passed unanimously.

ATTEST:

Gary Caldwell, Mayor

Robert W. Hites, Jr. Town Manager

Candace Poolton, Town Clerk

DRAFT

**TOWN OF WAYNESVILLE TOWN COUNCIL
REQUEST FOR COUNCIL ACTION
Meeting Date: November 28, 2023**

SUBJECT: Proposed 2024 Town Council Meeting Schedule

AGENDA INFORMATION:

Agenda Location: New Business
Item Number:
Department: Administration
Contact: Jesse Fowler, Assistant Town Manager
Presenter: Jesse Fowler, Assistant Town Manager

BRIEF SUMMARY:

Each year the Board must approve a meeting schedule for the upcoming year. The schedule provides the date and time of each regular meeting. The meetings will start at 6:00 pm unless otherwise noted. Additional meetings may be called for a Board Retreat in early 2024 and for Budget Development and discussion in spring 2024.

MOTION FOR CONSIDERATION:

To approve the Town Council meeting schedule for the year 2024.

FUNDING SOURCE/IMPACT: None

ATTACHMENTS: None

MANAGER'S COMMENTS AND RECOMMENDATIONS:



TOWN OF WAYNESVILLE

PO Box 100
 16 South Main Street
 Waynesville, NC 28786
 Phone (828) 452-2491 • Fax (828) 456-2000
www.waynesvillenc.gov

PROPOSED REGULAR MEETING SCHEDULE FOR 2024

ALL MEETINGS TO START AT 6:00 PM IN THE BOARD ROOM LOCATED AT
 9 SOUTH MAIN STREET UNLESS OTHERWISE NOTED

2023	
Tues. January 9	Town Council Meeting – Regular Session
Tues. January 23	Town Council Meeting – Regular Session
Tues, February 13	Town Council Meeting – Regular Session
Tues. February 27	Town Council Meeting – Regular Session
Tues, March 12	Town Council Meeting – Regular Session
Tues. March 26	Town Council Meeting – Regular Session
Tues. April 9	Town Council Meeting – Regular Session
Tues. April 23	Town Council Meeting – Regular Session
Tues. May 14	Town Council Meeting – Regular Session
Tues. May 28	Town Council Meeting – Regular Session
Tues. June 11	Town Council Meeting – Regular Session
Tues. June 25	Town Council Meeting – Regular Session
Tues, July 9	Town Council Meeting – Regular Session
Tues. July 23	Town Council Meeting – Regular Session
Tues. August 13	Town Council Meeting – Regular Session
Tues, August 27	Town Council Meeting – Regular Session
Tues, September 10	Town Council Meeting – Regular Session
Tues. September 24	Town Council Meeting – Regular Session
Tues. October 8	Town Council Meeting – Regular Session
Tues. October 22	Town Council Meeting – Regular Session
Tues. November 12	Town Council Meeting – Regular Session
Tues. December 10	Town Council Meeting – Regular Session

TOWN OF WAYNESVILLE COUNCIL
REQUEST FOR ACTION
Meeting Date: November 28, 2023

SUBJECT: Call for a Public Hearing for January 9, 2024 to consider a request for Annexation for one (1) parcel off Hillside Terrace Drive in Waynesville, PIN 8626-01-2244 (2.62 acres).

AGENDA INFORMATION:

Agenda Location: Call for Public Hearing
Item Number:
Department: Development Services
Contact: Olga Grooman, Land Use Administrator
Presenter: Olga Grooman, Land Use Administrator

BRIEF SUMMARY: On November 10, 2023, the Town received the attached “Petition for Annexation for a Non-Contiguous ‘Satellite’ Area” from Ronald Leatherwood and Lawrence Leatherwood, the owners of the property. The annexation request is for one (1) parcel off Hillside Terrace Drive in Waynesville, PIN 8626-01-2244 (2.62 acres). The property currently does not have any structures on it, and it is within the Town’s extra-territorial jurisdiction. The parcel is zoned Raccoon Creek Neighborhood Residential (RC-NR). Annexing the property would allow it to connect to sewer through a tap. The closest sewer line is the 8-inch line located between Asheville Rd and Hillside Terrace Dr (*See attached sewer map and utilities letter by Public Services*).

MOTION FOR CONSIDERATION:

1. To adopt the attached resolution and schedule a public hearing for January 9, 2024 to consider an Annexation Petition.

FUNDING SOURCE/IMPACT: Future action to annex this property will allow the property to receive town municipal services, and be subject to Town property tax.

ATTACHMENTS:

1. Petition
2. Platted map, metes and bounds
3. Proximity to municipal boundaries, zoning, and sewer maps
4. Resolution to Consider
5. Utilities letter by Public Services

MANAGER’S COMMENTS AND RECOMMENDATIONS:

PETITION FOR ANNEXATION OF
NON-CONTIGUOUS "SATELLITE" AREAS

(Part 4, Article 4A, G.S. 160A-58)

11/07/2023
Date

TO: Board of Aldermen of the Town of Waynesville

1. We, the undersigned owners of real property, respectfully request that the area described in paragraph 3 below be annexed to the Town of Waynesville.

2. Standards which the satellite area must meet:

- a. The nearest point on the satellite area must not be more than three (3) miles from the primary limits of the annexing city.
- b. No point on the satellite area may be closer to the primary limits of another municipality than to the annexing city.
- c. Note: When there is any substantial question as to whether the area is closer to another city, the tax map submitted with the petition shall show the satellite area also in relation to the primary corporate limits of the other city.
- d. The area proposed for annexation must be situated that services provided the satellite area can be equivalent to the services provided within the primary limits.
- e. If the area proposed for annexation, or any portion thereof, is a subdivision, as defined in G.S. 160A-376, all of the subdivision must be included.
- f. The area within the proposed satellite limits plus the area within all other satellite corporate limits may not exceed ten percent (10%) of the total land area within the primary corporate limits of the annexing city.

3. The area to be annexed is non-contiguous to the Town of Waynesville and the boundaries of such territory are as follows:

42 HILLSIDE TERRACE, WAYNESVILLE NC

a. Metes and bounds description is attached.

4. A tax map is attached showing the area proposed for annexation in relation to the primary corporate limits of the Town of Waynesville. If there is substantial question as to whether the area may be closer to another city than to the annexing city, the map should show the relation to the primary corporate limits of the other town.

NAME Ronald C. Lathwood SIGNATURE Ronald C. Lathwood
ADDRESS 171 Scenic Circle, Waynesville NC 28786

828.421.4516

Metes and Bounds Description of Lot: 42 Hillside Terrace: Larry and Ron Leatherwood

Using N.C.G.S. Monument "HAY 10" (N = 661.022.52', E = 820.289.45'), go N 03 Deg. 46' 01" W 19.93 ft. to TIE to an Iron Pin (N = 661.042.40', E = 820.288.14'). thence BEGIN N 86 Deg. 22'55" W 55.89'. thence S 34 Deg. 50' 14" W 15.00'. thence N 56 Deg. 06' 33" W 275.02'. thence N 06 Deg. 18' 08" W 24.39'. thence N 41 Deg. 45' 29" E 100.52'. thence N 38 Deg. 10' 08" E 91.16'. thence N 60 Deg. 31' 44" E 100.29'. thence N 47 Deg. 38' 31" E 140.66' to IPS. thence S 28 Deg. 32' 29" E 40.96'. thence S 37 Deg. 23' 58" E 218.99'. thence S 34 Deg. 32' 09" W 303.03' to Beginning IPC.

Rlv1.03102021

HILLSIDE TERRACE DR

NEBITT ST

SIMS CIR

76

CLEMENT DR

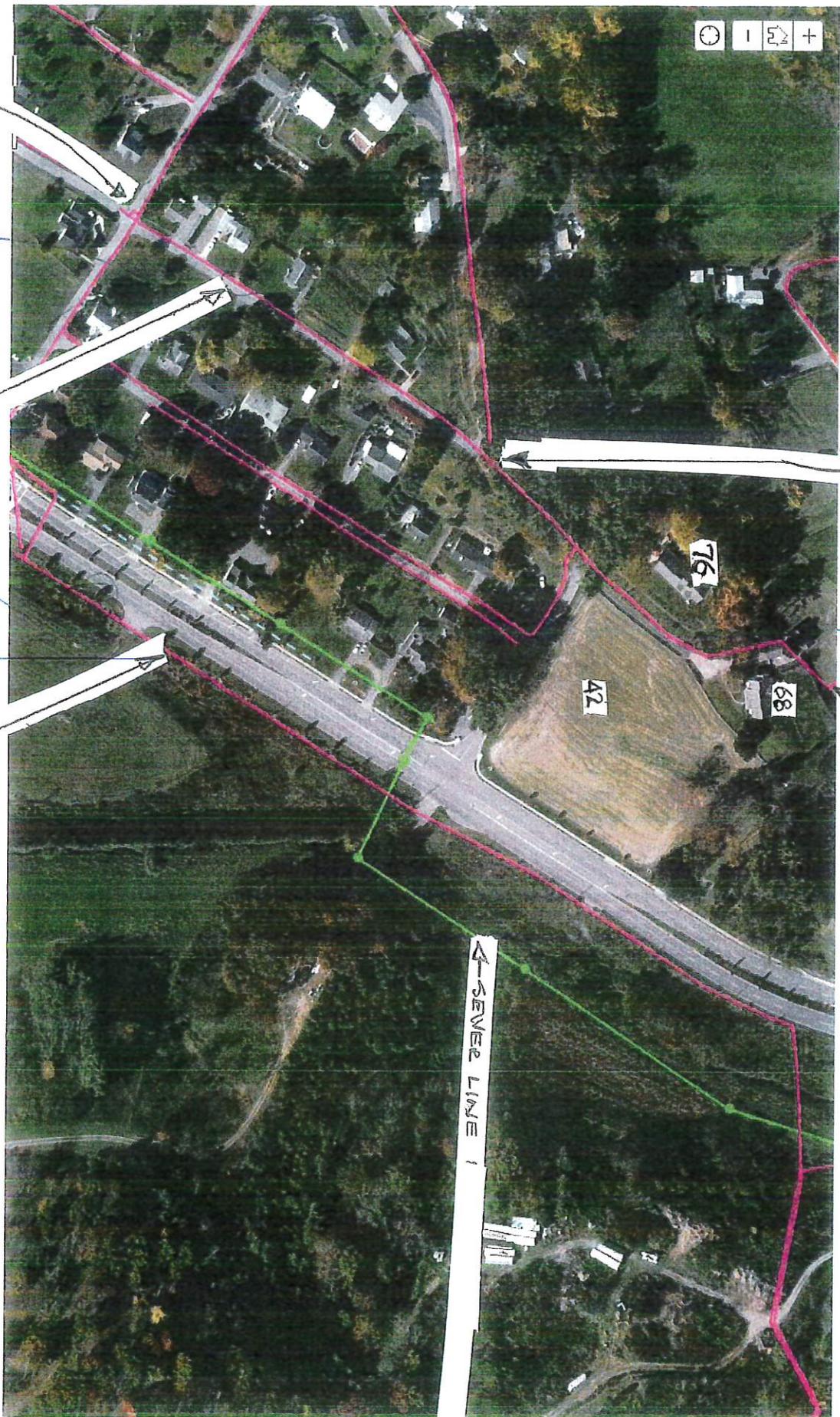
88

42

ASHEVILLE RD

WHITE PINE DR





FIRE HYDRANT AND FLOW METER VET

2" C.I. WATER LINE (NOT BEARING)

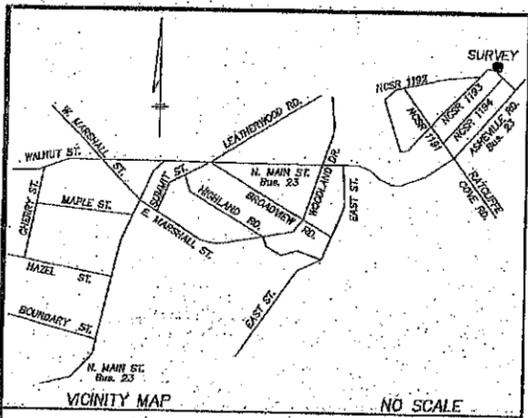
SEWER LINE 1

4" C.I. WATER LINE

5" PVC 200' WATER LINE

FIRE HYDRANT
998 gal/min
90 PSI STATIC PRESS.
30 PSI RESIDUAL PRESS.





- NOTES & LEGEND**
- 1.) ALL ROADS ARE PRIVATE, UNLESS OTHERWISE NOTED.
 - 2.) AREA COMPUTED BY D.M.D. METHOD.
 - 3.) TOTAL AREA = 4.987 ACRES.
 - 4.) I.P.S. = IRON PIN SET = 5/8" REBAR WITH LD. CAP.
 - 5.) ALL DISTANCES ARE HORIZONTAL GROUND.
 - 6.) ALL GRID INFORMATION IS N.A.D. '83(2011).
 - 7.) FENCE = -x-x-x-x-x-

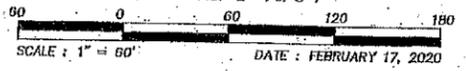
CERTIFICATE OF "TOWN OF WAYNESVILLE"
 I HEREBY CERTIFY THAT THE PLAT WAS REVIEWED AND APPROVED BY THE TOWN OF WAYNESVILLE PLANNING & ZONING FOR RECORDING IN THE OFFICE OF THE REGISTRAR OF DEEDS OF HAYWOOD COUNTY.
John Lane 2/19/20
 TOWN OF WAYNESVILLE PLANNING DIRECTOR DATE

STATE OF NORTH CAROLINA
 COUNTY OF HAYWOOD
 REVIEW OFFICER OF HAYWOOD COUNTY
 CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.
 REVIEW OFFICER DATE

**SURVEY FOR
 AMELIA B. LEATHERWOOD (Heirs)**

AMELIA B. LEATHERWOOD (Heirs) - OWNER
 WAYNESVILLE TWP. HAYWOOD CO., N.C.

- REFERENCES: ESTATE FILE: 2010-E-79
 D.B. 406 PG. 324
 D.B. 156 PG. 144
 D.B. 155 PG. 10
 D.B. 148 PG. 16
 P.B. "D" PG. H-18
 P.B. "E" PG. S-7

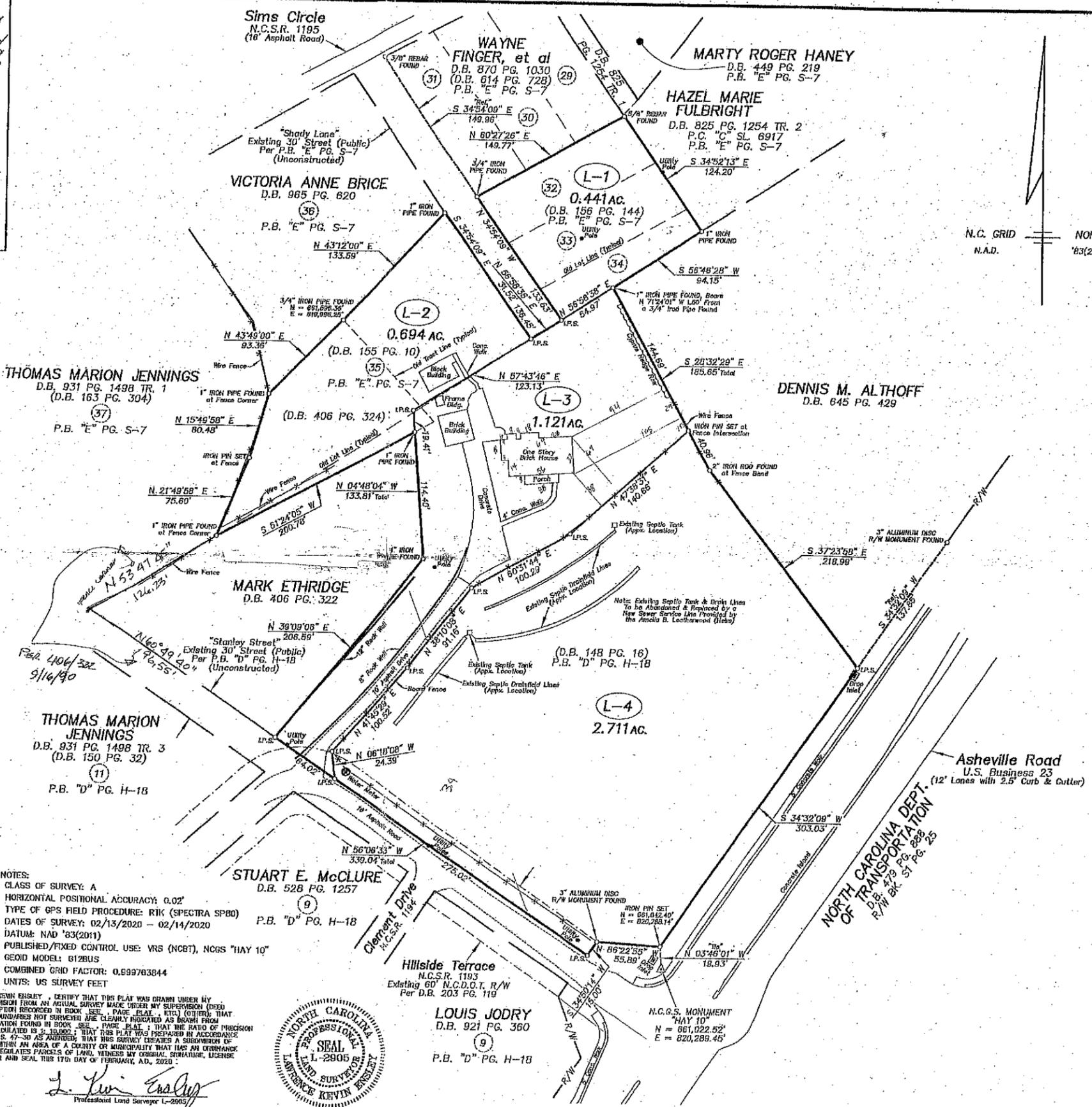


L. KEVIN ENSLEY, P.L.S.
 420 DELLWOOD ROAD
 WAYNESVILLE, N.C. 28786
 (704) 436-6335

A-016-20

- GPS NOTES:**
- 1.) CLASS OF SURVEY: A
 - 2.) HORIZONTAL POSITIONAL ACCURACY: 0.02'
 - 3.) TYPE OF GPS FIELD PROCEDURE: RIK (SPECTRA SP80)
 - 4.) DATES OF SURVEY: 02/13/2020 - 02/14/2020
 - 5.) DATUM: NAD '83(2011)
 - 6.) PUBLISHED/FIXED CONTROL USE: VRS (NCBT), NCGS "HAY 10"
 - 7.) GEOID MODEL: G12BUS
 - 8.) COMBINED GRID FACTOR: 0.899763844
 - 9.) UNITS: US SURVEY FEET

I, L. KEVIN ENSLEY, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED DESCRIPTION RECORDED IN BOOK, SEE PAGE, PLAT, ETC.) (OTHER) THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN BOOK, SEE PAGE, PLAT, ETC.) (OTHER) THAT AS CALCULATED IS 3.15(100); THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED; THAT THIS SURVEY CREATES A SUBDIVISION OF LAND WITHIN AN AREA OF A COUNTY OR MUNICIPALITY THAT HAS AN ORDINANCE THAT REGULATES PARCELS OF LAND, WITNESS MY ORIGINAL SIGNATURE, LICENSE NUMBER AND SEAL THIS 17th DAY OF FEBRUARY, A.D. 2020.



N.C. GRID NORTH '83(2011)
 N.A.D.

SCALE

THOMAS MARION JENNINGS
D.B. 931 PG. 1498 TR. 1
(D.B. 163 PG. 304)
P.B. "E" PG. S-7

DENNIS M. ALTHOFF
D.B. 645 PG. 429

MARK ETHRIDGE
D.B. 406 PG. 322

THOMAS MARION JENNINGS
D.B. 931 PG. 1498 TR. 3
(D.B. 150 PG. 32)
P.B. "D" PG. H-18

STUART E. McCLURE
D.B. 528 PG. 1257
P.B. "D" PG. H-18

L-2
0.694 AC.
(D.B. 155 PG. 10)
P.B. "E" PG. S-7

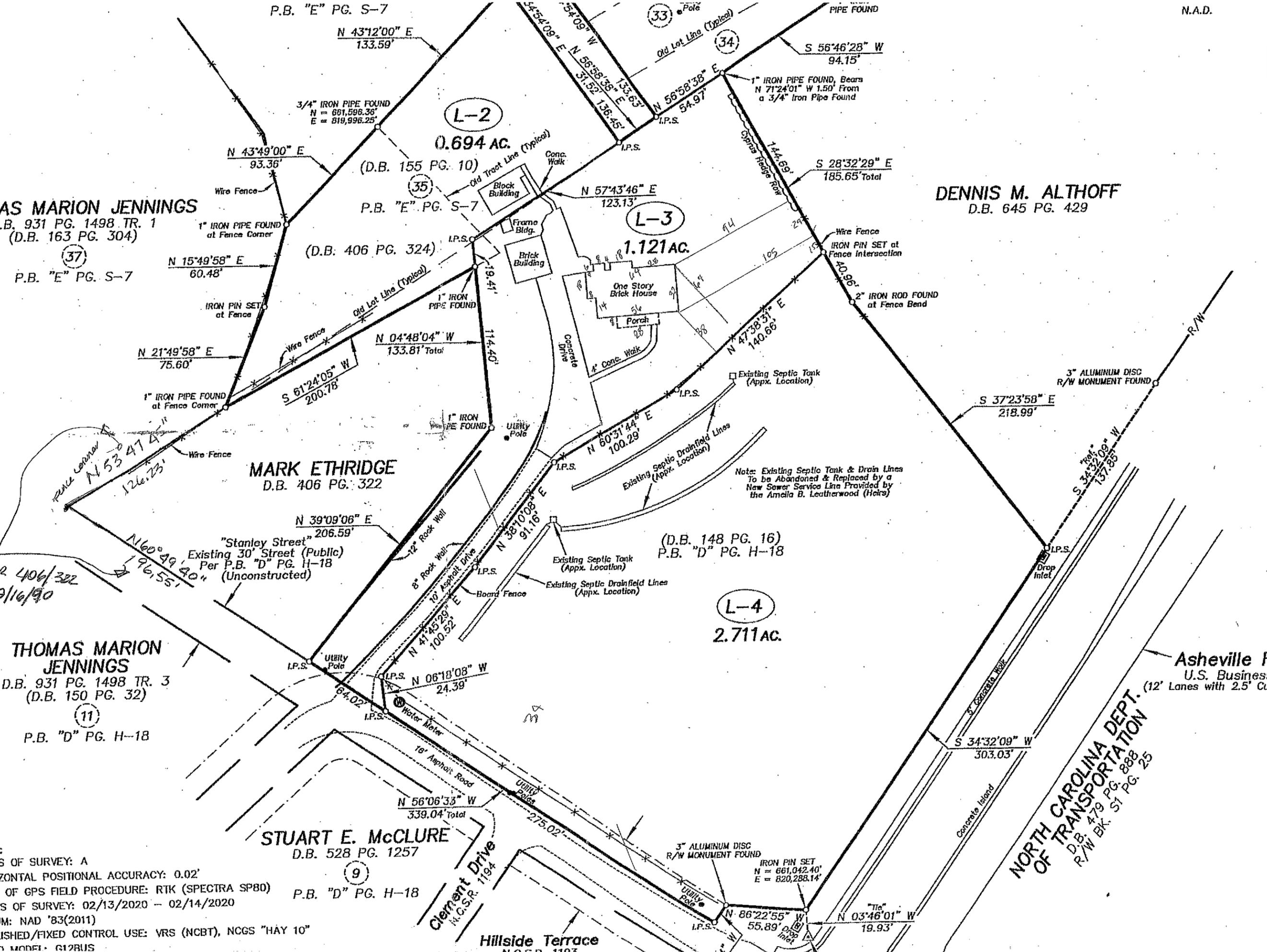
L-3
1.121 AC.
(D.B. 406 PG. 324)
P.B. "E" PG. S-7

L-4
2.711 AC.
(D.B. 148 PG. 16)
P.B. "D" PG. H-18

NORTH CAROLINA DEPT. OF TRANSPORTATION
D.B. 479 PG. 888
R/W BK. ST PG. 25

Asheville Road
U.S. Business 23
(12' Lanes with 2.5' Curb & Gutt)

- GPS NOTES:
- 1.) CLASS OF SURVEY: A
 - 2.) HORIZONTAL POSITIONAL ACCURACY: 0.02'
 - 3.) TYPE OF GPS FIELD PROCEDURE: RTK (SPECTRA SP80)
 - 4.) DATES OF SURVEY: 02/13/2020 - 02/14/2020
 - 5.) DATUM: NAD '83(2011)
 - 6.) PUBLISHED/FIXED CONTROL USE: VRS (NCBT), NCGS "HAY 10"
 - 7.) BEING MODEL: G12BUS



Heirs)

Report For

LEATHERWOOD, RONALD CHARLES
LEATHERWOOD, LAWRENCE BRADLEY
392 WINTERJOHN CV
WAYNESVILLE, NC 28785

Account Information

PIN: 8626-01-2244

Legal Ref: 2010E/79

406/324

Add Ref: CABD/591

522/1901

Site Information

HILLSIDE TERRACE

68 HILLSIDE TERRACE DR

Heated Area:

Year Built:

Total Acreage: 2.62

Township: Waynesville Out

Site Value Information

Land Value: \$52,800

Building Value: \$0

Market Value: \$52,800

Deferred Value: \$0

Assessed Value: \$52,800

Sale Price: \$0

Sale Date: 2/18/2010



1 inch = 100 feet
November 16, 2023

Disclaimer: The maps on this site are not surveys. They are prepared from the inventory of real property found within this jurisdiction and are compiled from recorded deeds, plats and other public records and data. Users of this site are hereby notified that the aforementioned public primary information sources should be consulted for verification of any information contained on these maps. Haywood county and the website provider assume no legal responsibility for the information contained on these maps.

RESOLUTION **R-29-23** TO CONSIDER

AN ORDINANCE TO EXTEND THE CORPORATE LIMITS OF
THE TOWN OF WAYNESVILLE, NORTH CAROLINA

WHEREAS, the Town Council has been petitioned under NC G.S. Chapter 160A, Article 4A, Part 4. Annexation of Noncontiguous Areas, to annex the area as described in the petition for a non-contiguous annexation request, and

WHEREAS, the governing board of any municipality may annex by ordinance an area non-contiguous to its boundaries upon presentation to the governing board of a petition signed by the owners of all real property located within the area; and

WHEREAS, the Clerk of the Town of Waynesville certifies the sufficiency of the petition in accordance with G.S. 160A-58, to wit:

- a. The petition follows the form required by statute in which the owner of real property has requested the area described for voluntary annexation; and
- b. That the petitioning owner of record owns 100 percent of the property in question; and
- c. The property is non-contiguous to the Town's municipal boundary; and

WHEREAS, the Waynesville Town Council must fix a date for a public hearing, and cause notice of the public hearing to be published in a newspaper at least 10 days prior to the hearing;

NOW, THEREFORE, BE IT ORDAINED by the Town Council of the Town of Waynesville, North Carolina:

1. To fix the date for the public hearing on January 9, 2024, during the regularly scheduled meeting of the Council, at 6:00 pm or close to that time within the agenda of the meeting, in the Town Board Room at 9 South Main Street, Waynesville, NC 28786; and
2. To direct the Town Clerk to notice the public hearing in the Mountaineer at least 10 days prior to the meeting; and
3. To post the property in at least three locations providing additional notice to the public.

Adopted this 28th day of November, 2023.

TOWN OF WAYNESVILLE

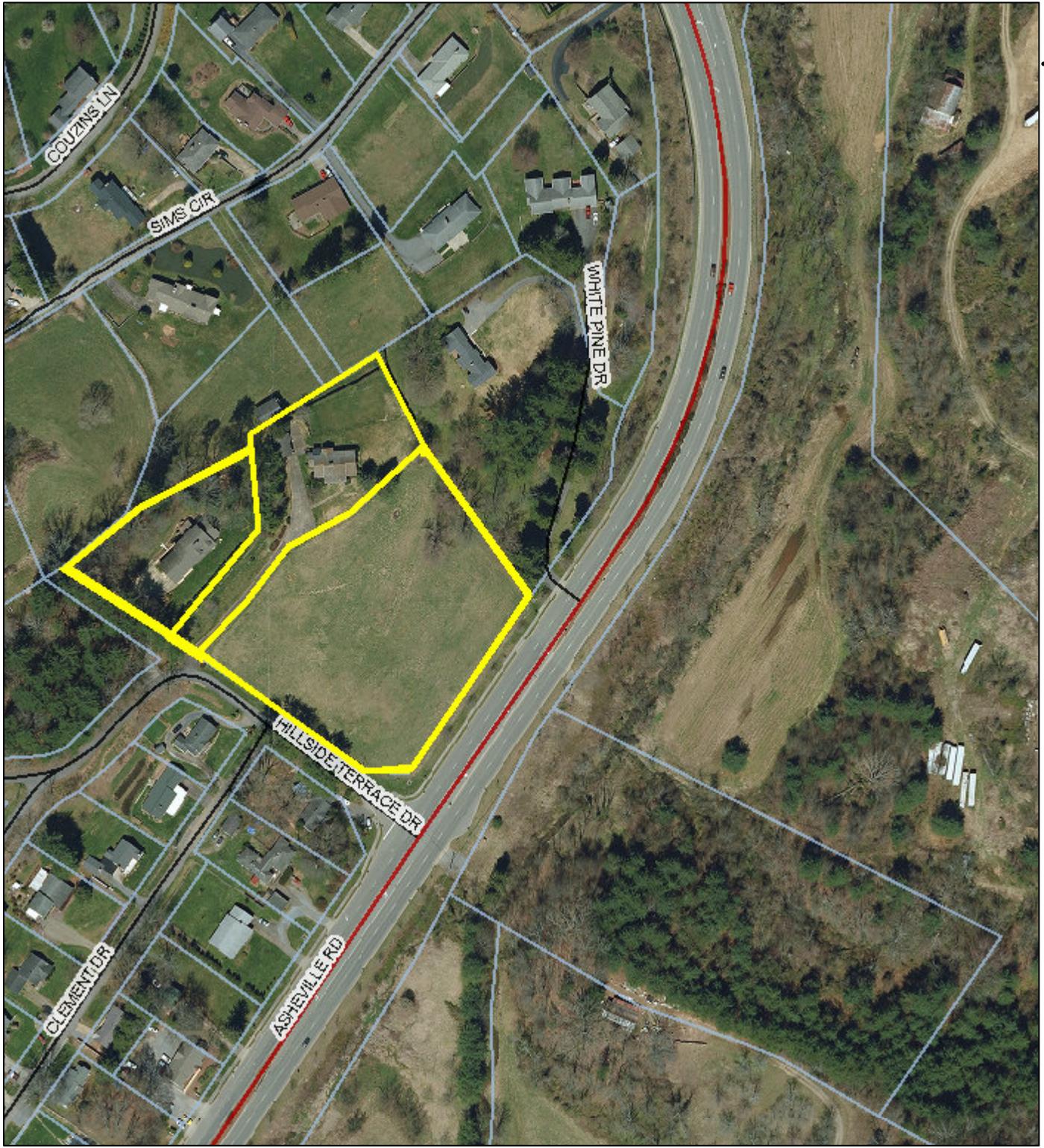
ATTEST:

J. Gary Caldwell, Mayor

Candace Poolton, Town Clerk

APPROVED AS TO FORM:

Martha Sharpe Bradley, Town Attorney



COUZINS LN

SIMS CIR

WHITE PINE DR

HILLSIDE TERRACE DR

CLEMENT DR

ASHEVILLE RD



COUZINS LN

SIMS CIR

WHITE PINE DR

Raccoon Creek Neighborhood Residential
Residential

HILLSIDE TERRACE DR

ASHEVILLE RD

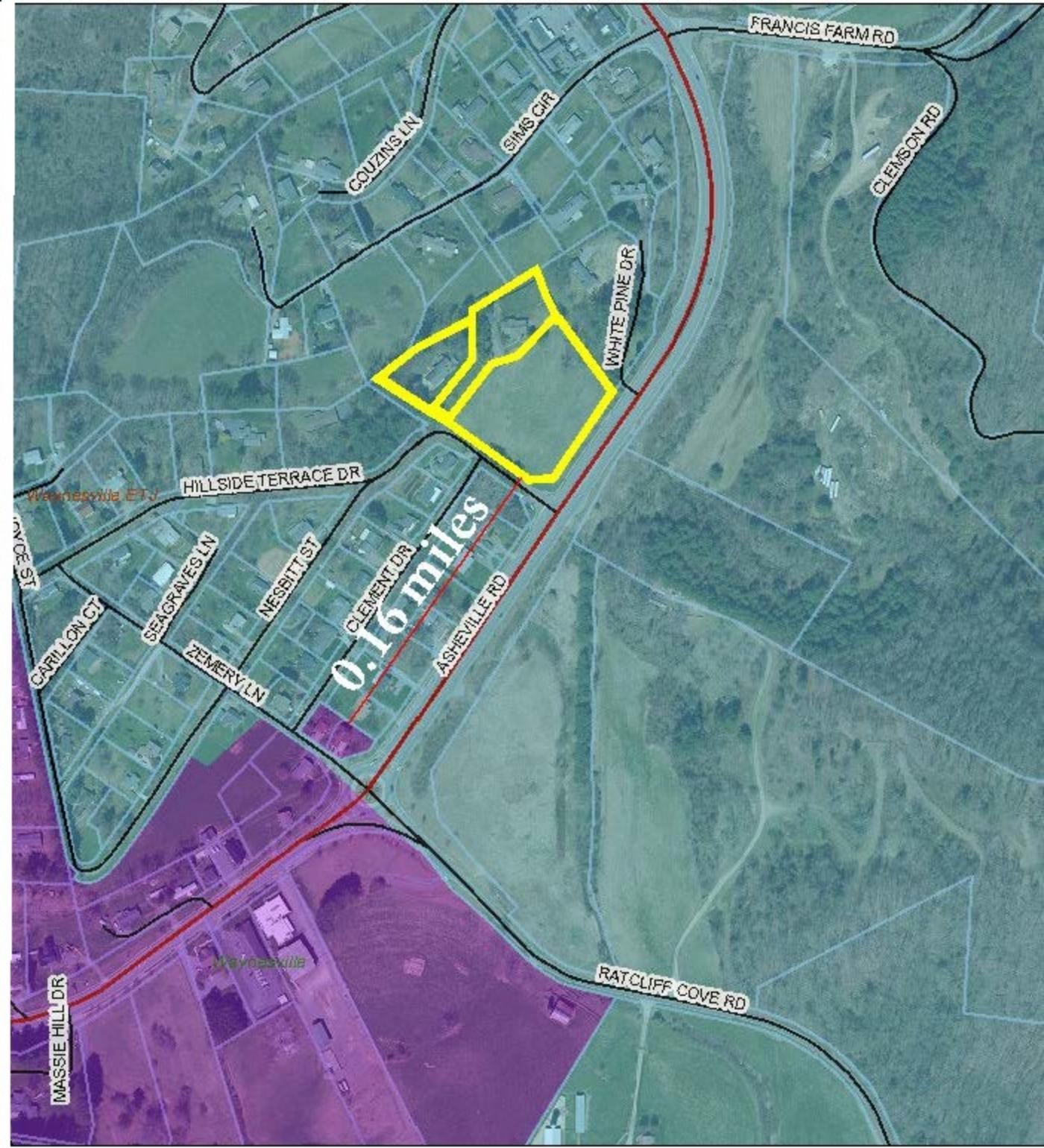
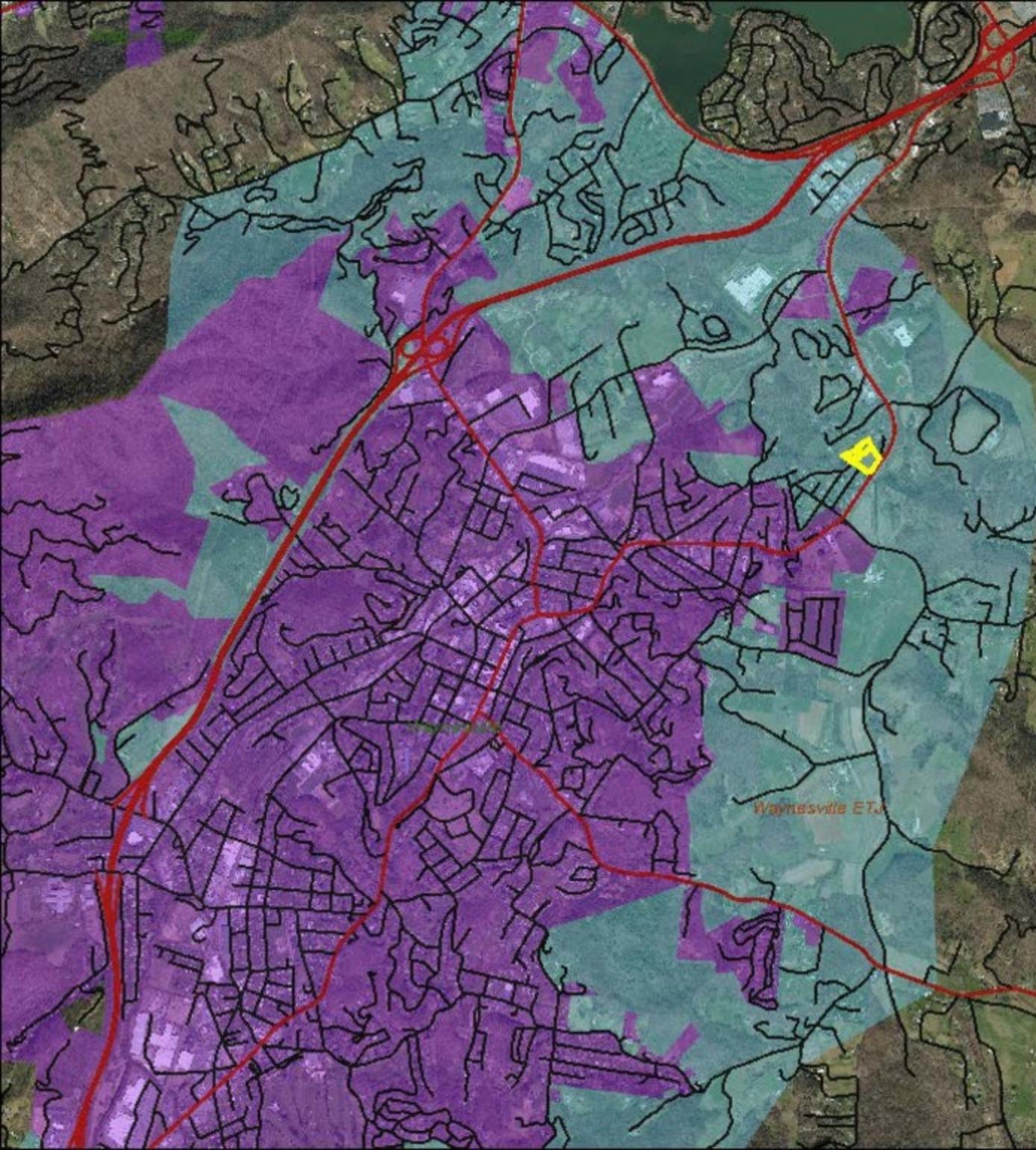
Raccoon Crk Neighborhood Residential MXO
Mixed-Use

Raccoon Creek Neighborhood Center
Residential

Raccoon Creek Neighborhood Center
Residential

Raccoon Creek Neighborhood Res Mixed Use Overlay 2
Mixed-Use

CLEMENT DR



sGravityMain: 8" PVC



Get directions

Zoom to

FacilityID	
Nominal Diameter	8"
Material	PVC
Lifecycle Status	Active
Upstream Invert	2,604.35
Downstream Invert	2,598.64
Slope	2.00
LiftStation ID	Unknown
Install Date	1,996
Comments	Ex

Last edited by lisambaker on 2/22/2023, 4:21 PM.



Green- Sewer Lines
Pink- Water Lines

PAYMENT SUMMARY RECEIPT

TOWN OF WAYNESVILLE
16 S MAIN ST

DATE: 11/17/23 CUSTOMER#:
TIME: 12:02:03
CLERK: 2044ecou

RECPT#: 2980786 PREV BAL: 250.00
TP/YR: P/2024 AMT PAID: 250.00
BILL: 2980786 ADJSTMNT: .00
EFF DT: 11/17/23 BAL DUE: .00
Misc Cash Receipts

-----TOTALS-----

PRINCIPAL PAID: 250.00
INTEREST PAID: .00
ADJUSTMENTS: .00
DISC TAKEN: .00

AMT TENDERED: 250.00
AMT APPLIED: 250.00
CHANGE: .00

PAID BY: Ron Leatherwood Annex
PAYMENT METH: CHECK
PAYMENT REF: 6730

TOT PREV BAL DUE: 250.00
TOT BAL DUE NOW : .00



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

Robert W. Hites, Jr. Town Manager
Martha Bradley, Town Attorney

November 16, 2023

Re: 76 & 68 Hillside Terrace Drive and PIN 8626-01-2244

To whom it may concern,
Please accept this letter as confirmation that the Town of Waynesville can provide utility services for the referenced addresses and PIN to include water and sewer services. Electric Service will be available by Duke Energy. By these dwellings connecting to the sanitary sewer by individual connections, the SOC allocations will not be affected. If you were to have any questions, feel free to contact me.

Town of Waynesville
Director of Public Services
Jeff Stines

**TOWN OF WAYNESVILLE COUNCIL
REQUEST FOR ACTION
Meeting Date: November 28, 2023**

SUBJECT: Call for a Public Hearing for January 9, 2024 to consider a request for Annexation for one (1) parcel at 68 Hillside Terrace Drive in Waynesville, PIN 8626-01-1444 (1.11 acres).

AGENDA INFORMATION:

Agenda Location: Call for Public Hearing
Item Number:
Department: Development Services
Contact: Olga Grooman, Land Use Administrator
Presenter: Olga Grooman, Land Use Administrator

BRIEF SUMMARY: On November 10, 2023, the Town received the attached “Petition for Annexation for a Non-Contiguous ‘Satellite’ Area” from Buddy Yates and Darlene Yates, the owners of the property. The annexation request is for one (1) parcel at 68 Hillside Terrace Drive in Waynesville, PIN 8626-01-1444 (1.11 acres). The property is within the Town’s extra-territorial jurisdiction and is zoned Raccoon Creek Neighborhood Residential (RC-NR). Annexing the property would allow it to connect to sewer through a tap. The closest sewer line is the 8-inch line located between Asheville Rd and Hillside Terrace Dr (*See attached sewer map and utilities letter by Public Services*).

MOTION FOR CONSIDERATION:

1. To adopt the attached resolution and schedule a public hearing for January 9, 2024 to consider an Annexation Petition.

FUNDING SOURCE/IMPACT: Future action to annex this property will allow the property to receive town municipal services, and be subject to Town property tax.

ATTACHMENTS:

1. Petition
2. Platted map, metes and bounds
3. Proximity to municipal boundaries, zoning, and sewer maps
4. Resolution to Consider
5. Utilities letter by Public Services

MANAGER’S COMMENTS AND RECOMMENDATIONS:

PETITION FOR ANNEXATION OF
NON-CONTIGUOUS "SATELLITE" AREAS

(Part 4, Article 4A, G.S. 160A-58)

11-10-23

Date

TO: Board of Aldermen of the Town of Waynesville

1. We, the undersigned owners of real property, respectfully request that the area described in paragraph 3 below be annexed to the Town of Waynesville.

2. Standards which the satellite area must meet:

- a. The nearest point on the satellite area must not be more than three (3) miles from the primary limits of the annexing city.
- b. No point on the satellite area may be closer to the primary limits of another municipality than to the annexing city.
- c. Note: When there is any substantial question as to whether the area is closer to another city, the tax map submitted with the petition shall show the satellite area also in relation to the primary corporate limits of the other city.
- d. The area proposed for annexation must be situated that services provided the satellite area can be equivalent to the services provided within the primary limits.
- e. If the area proposed for annexation, or any portion thereof, is a subdivision, as defined in G.S. 160A-376, all of the subdivision must be included.
- f. The area within the proposed satellite limits plus the area within all other satellite corporate limits may not exceed ten percent (10%) of the total land area within the primary corporate limits of the annexing city.

3. The area to be annexed is non-contiguous to the Town of Waynesville and the boundaries of such territory are as follows: 68 Hillside Terrace Drive, Waynesville

a. Metes and bounds description is attached.

4. A tax map is attached showing the area proposed for annexation in relation to the primary corporate limits of the Town of Waynesville. If there is substantial question as to whether the area may be closer to another city than to the annexing city, the map should show the relation to the primary corporate limits of the other town.

NAME Buddy Yates SIGNATURE Buddy Yates Darlene Hallender Yates
ADDRESS 68 Hillside terrace Drive Waynesville N.C. 28786

Metes and Bounds Description for Lot: 68 Hillside Terrace: Buddy and Darlene Yates

Beginning at IPS at SW most corner of Driveway thence N 56 Deg. 06' 33" W 64.02'. thence N 39 Deg. 06' 09" E 206.59'. thence N 04 Deg. 48' 04" W 133.81'. thence N 04 Deg. 48' 04" W 19.41'. thence N 57 Deg. 43' 46" E 123.13'. thence N 56 Deg. 58' 38" E 31.52'. thence N 56 Deg. 58' 38" E 54.97'. S 28 Deg. 32' 29" E 185.65'. thence S 47 Deg. 38' 31" W 140.66'. thence S 60 Deg. 31' 44" W 100.29. thence S 38 Deg. 10' 08" W 91.16. thence S 41 Deg. 45' 29" W 100.52. thence S 06 Deg. 18' 08" E 24.39 to Beginning IPS.

Rlv1.03102021



HILLSIDE TERRACE DR

SIMS CIR

NESBITT ST

76

CLEMENT DR

86

42

ASHEVILLE RD

WHITE PINE DR

91

FIRE HYDRANT
(NO FLOW INFO YET)

2" C.I. WATER LINE (NOT VERIFIED)

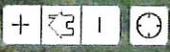


SEWER LINE 1

5" S.D. 200' WATER LINE

4" C.I. WATER LINE

FIRE HYDRANT
998 gal/min
90 PSI STATIC PRESS.
30 PSI RESIDUAL PRESS.



SCALE

THOMAS MARION JENNINGS
 D.B. 931 PG. 1498 TR. 1
 (D.B. 163 PG. 304)
 P.B. "E" PG. S-7

DENNIS M. ALTHOFF
 D.B. 645 PG. 429

MARK ETHRIDGE
 D.B. 406 PG. 322

THOMAS MARION JENNINGS
 D.B. 931 PG. 1498 TR. 3
 (D.B. 150 PG. 32)
 P.B. "D" PG. H-18

STUART E. McCLURE
 D.B. 528 PG. 1257
 P.B. "D" PG. H-18

(D.B. 148 PG. 16)
 P.B. "D" PG. H-18

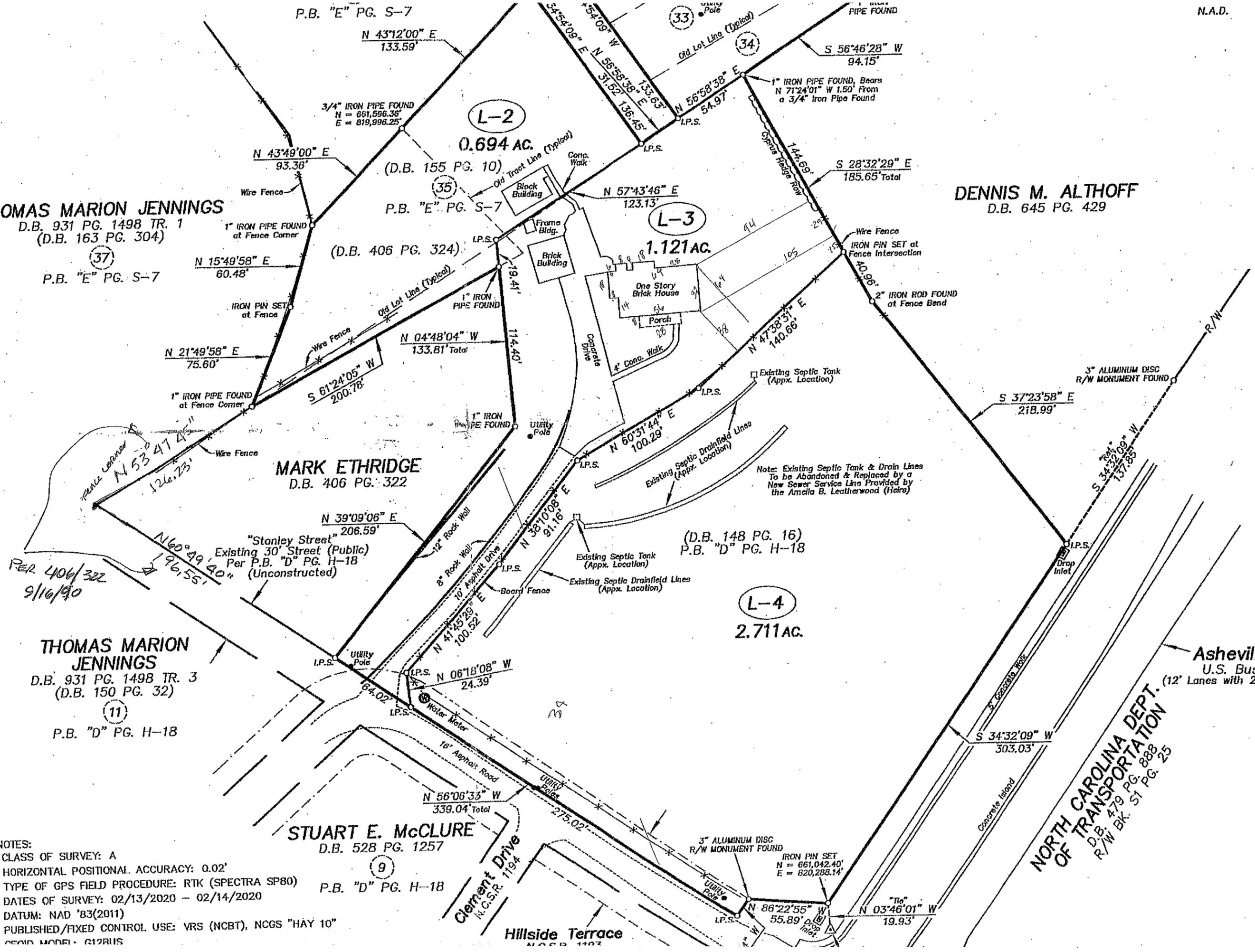
Asheville Road
 U.S. Business 23
 (12' Lanes with 2.5' Curb & Gully)

NORTH CAROLINA DEPT. OF TRANSPORTATION
 D.B. 479 PG. 888
 R/W BK. S1 PG. 25

Heirs)

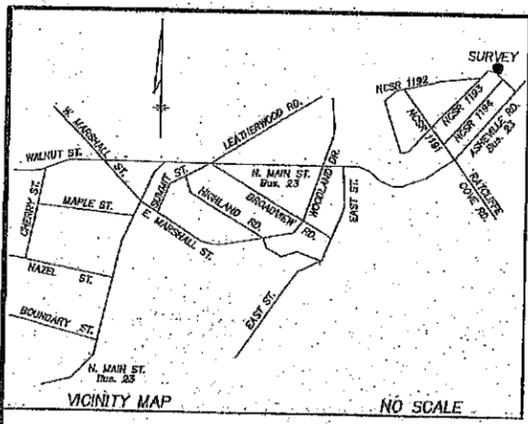
GPS NOTES:

- 1.) CLASS OF SURVEY: A
- 2.) HORIZONTAL POSITIONAL ACCURACY: 0.02'
- 3.) TYPE OF GPS FIELD PROCEDURE: RTK (SPECTRA SP80)
- 4.) DATES OF SURVEY: 02/13/2020 - 02/14/2020
- 5.) DATUM: NAD '83(2011)
- 6.) PUBLISHED/FIXED CONTROL USE: VRS (NCBT), NCGS "HAY 10"
- 7.) COORD. MODEL: G12RUS



Handwritten: Fence corner
 N 53°47'45" W
 126.23'
 N 60°49'40" W
 196.55'
 PER 4106/322
 9/16/90

Note: Existing Septic Tank & Drain Lines To be Abandoned & Replaced by a New Sewer Service Line Provided by the Amelia B. Leatherwood (Heirs)



- NOTES & LEGEND**
- 1.) ALL ROADS ARE PRIVATE, UNLESS OTHERWISE NOTED.
 - 2.) AREA COMPUTED BY D.M.D. METHOD.
 - 3.) TOTAL AREA = 4.987 ACRES.
 - 4.) I.P.S. = IRON PIN SET = 5/8" REBAR WITH I.D. CAP.
 - 5.) ALL DISTANCES ARE HORIZONTAL GROUND.
 - 6.) ALL GRID INFORMATION IS N.A.D. '83(2011).
 - 7.) FENCE = - - - - -

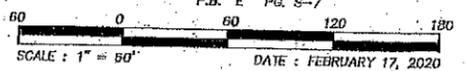
CERTIFICATE OF "TOWN OF WAYNESVILLE"
 I HEREBY CERTIFY THAT THE PLAT WAS REVIEWED AND APPROVED BY THE TOWN OF WAYNESVILLE PLANNING & ZONING FOR RECORDING IN THE OFFICE OF THE REGISTER OF DEEDS OF HAYWOOD COUNTY.
[Signature] 2/19/20
 TOWN OF WAYNESVILLE PLANNING DIRECTOR DATE

STATE OF NORTH CAROLINA
 COUNTY OF HAYWOOD
 REVIEW OFFICER OF HAYWOOD COUNTY,
 CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATION IS ATTACHED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.
 REVIEW OFFICER DATE

**SURVEY FOR
 AMELIA B. LEATHERWOOD (Heirs)**

AMELIA B. LEATHERWOOD (Heirs) - OWNER
 WAYNESVILLE TWP. HAYWOOD CO., N.C.

- REFERENCES:** ESTATE FILE: 2010-E-79
 D.B. 406 PG. 324
 D.B. 156 PG. 144
 D.B. 155 PG. 10
 D.B. 148 PG. 18
 P.B. "D" PG. H-18
 P.B. "E" PG. S-7



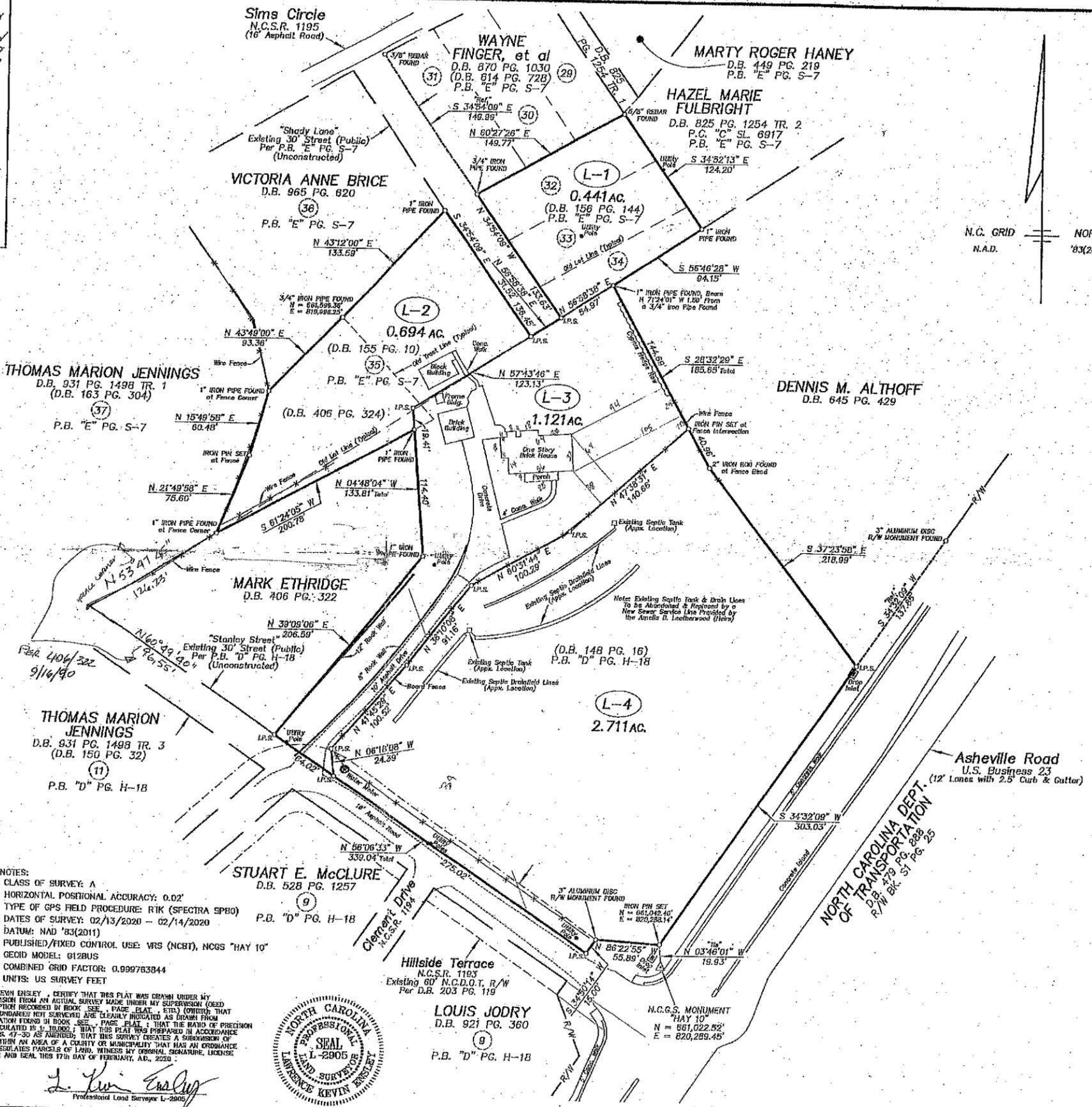
L. KEVIN ENSLEY, P.L.S.
 204 DELWOOD ROAD
 WAYNESVILLE, N.C. 28786
 (828) 456-6395

A-016-20

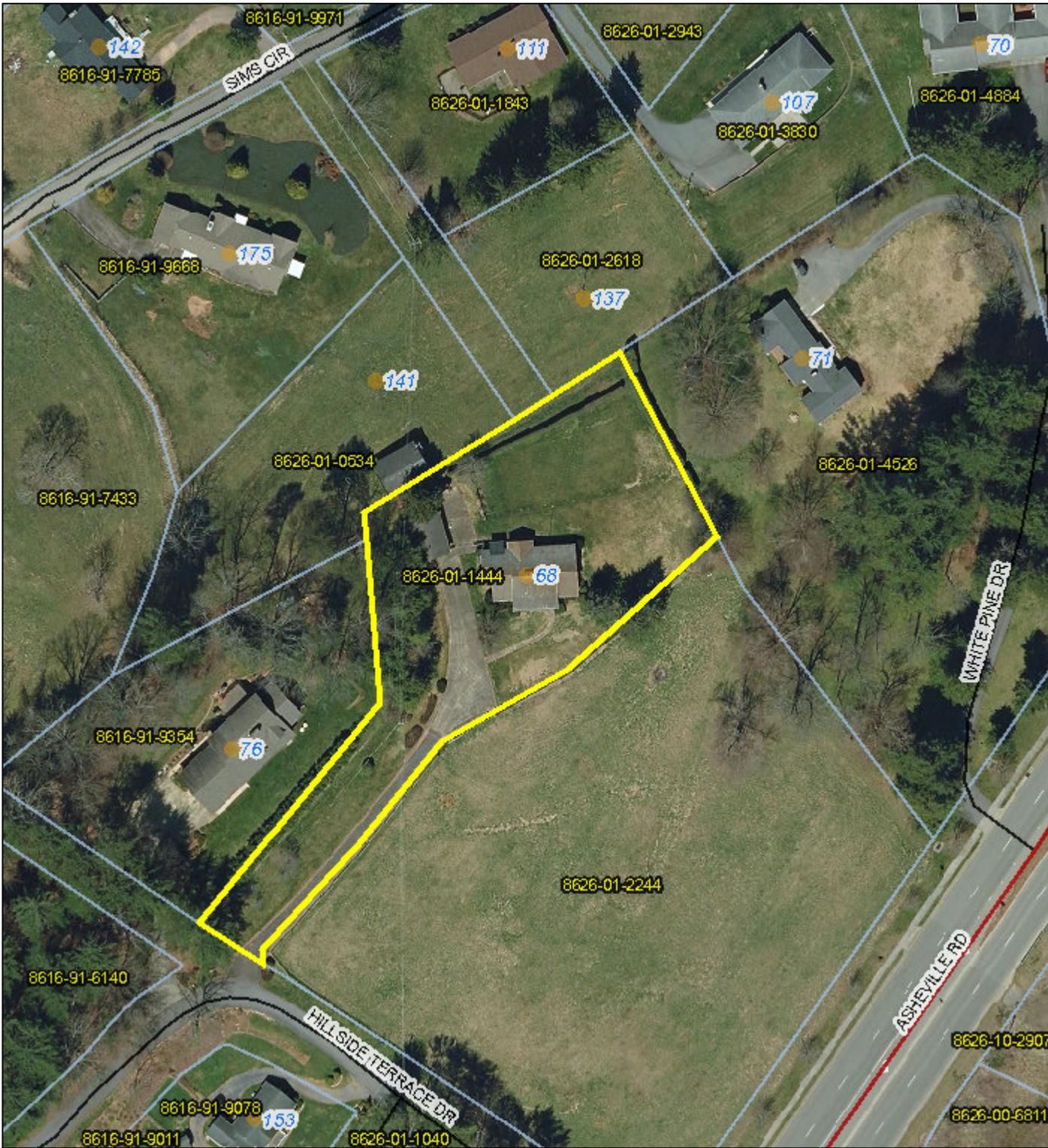
GPS NOTES:

- 1.) CLASS OF SURVEY: A
- 2.) HORIZONTAL POSITIONAL ACCURACY: 0.02'
- 3.) TYPE OF GPS FIELD PROCEDURE: RIK (SPECTRA SP80)
- 4.) DATES OF SURVEY: 02/13/2020 - 02/14/2020
- 5.) DATUM: NAD '83(2011)
- 6.) PUBLISHED/FIXED CONTROL USE: VRS (NCRT), NCGS 'HAY 10'
- 7.) GEOID MODEL: G12BUS
- 8.) COMBINED GRID FACTOR: 0.999763844
- 9.) UNITS: US SURVEY FEET

I, L. KEVIN ENSLEY, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (SEE DESCRIPTION RECORDED IN BOOK SEE PAGE PLAT, ETC.) (OTHER THAN THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN BOOK SEE PAGE PLAT); THAT THE RANGE OF PRECISION AS CALCULATED IS 1:10,000; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-35 AS AMENDED; THAT THIS SURVEY CREATES A SUBDIVISION OF LAND WITHIN AN AREA OF A COUNTY OR MUNICIPALITY THAT HAS AN ORDINANCE THAT REGULATES PARCELS OF LAND; WITNESS MY ORIGINAL SIGNATURE, LICENSE NUMBER AND SEAL THIS 17th DAY OF FEBRUARY, A.D., 2020.



N.C. GRID
 N.A.D.
 NORTH
 '83(2011)



Report For

YATES, BUDDY DEWAYNE
 YATES, DARLENE HULLENDER
 217 HOWELL RD
 CANTON, NC 28716-8889

Account Information

PIN: 8626-01-1444
Legal Ref: 992/2443

Add Ref: CABD/591
 522/1901

Site Information

HILLSIDE TERRACE
 DWELLING

68 HILLSIDE TERRACE DR

Heated Area: 2075
Year Built: 1950
Total Acreage: 1.11
Township: Waynesville Out

Site Value Information

Land Value: \$41,100
Building Value: \$259,800
Market Value: \$300,900
Deferred Value: \$0
Assessed Value: \$300,900
Sale Price: \$205,000
Sale Date: 3/10/2020



1 inch = 100 feet
 November 16, 2023

Disclaimer: The maps on this site are not surveys. They are prepared from the inventory of real property found within this jurisdiction and are compiled from recorded deeds, plats and other public records and data. Users of this site are hereby notified that the aforementioned public primary information sources should be consulted for verification of any information contained on these maps. Haywood county and the website provider assume no legal responsibility for the information contained on these maps.

RESOLUTION **R-28-23** TO CONSIDER

AN ORDINANCE TO EXTEND THE CORPORATE LIMITS OF
THE TOWN OF WAYNESVILLE, NORTH CAROLINA

WHEREAS, the Town Council has been petitioned under NC G.S. Chapter 160A, Article 4A, Part 4. Annexation of Noncontiguous Areas, to annex the area as described in the petition for a non-contiguous annexation request, and

WHEREAS, the governing board of any municipality may annex by ordinance an area non-contiguous to its boundaries upon presentation to the governing board of a petition signed by the owners of all real property located within the area; and

WHEREAS, the Clerk of the Town of Waynesville certifies the sufficiency of the petition in accordance with G.S. 160A-58, to wit:

- a. The petition follows the form required by statute in which the owner of real property has requested the area described for voluntary annexation; and
- b. That the petitioning owner of record owns 100 percent of the property in question; and
- c. The property is non-contiguous to the Town’s municipal boundary; and

WHEREAS, the Waynesville Town Council must fix a date for a public hearing, and cause notice of the public hearing to be published in a newspaper at least 10 days prior to the hearing;

NOW, THEREFORE, BE IT ORDAINED by the Town Council of the Town of Waynesville, North Carolina:

- 1. To fix the date for the public hearing on January 9, 2024, during the regularly scheduled meeting of the Council, at 6:00 pm or close to that time within the agenda of the meeting, in the Town Board Room at 9 South Main Street, Waynesville, NC 28786; and
- 2. To direct the Town Clerk to notice the public hearing in the Mountaineer at least 10 days prior to the meeting; and
- 3. To post the property in at least three locations providing additional notice to the public.

Adopted this 28th day of November, 2023.

TOWN OF WAYNESVILLE

ATTEST:

J. Gary Caldwell, Mayor

Candace Poolton, Town Clerk

APPROVED AS TO FORM:

Martha Sharpe Bradley, Town Attorney

TOWN OF WAYNESVILLE COUNCIL
REQUEST FOR ACTION
Meeting Date: November 28, 2023

SUBJECT: Call for a Public Hearing for January 9, 2024 to consider a request for Annexation for one (1) parcel at 76 Hillside Terrace Drive in Waynesville, PIN 8616-91-9354 (0.81 acre).

AGENDA INFORMATION:

Agenda Location: Call for Public Hearing
Item Number:
Department: Development Services
Contact: Olga Grooman, Land Use Administrator
Presenter: Olga Grooman, Land Use Administrator

BRIEF SUMMARY: On November 10, 2023, the Town received the attached “Petition for Annexation for a Non-Contiguous ‘Satellite’ Area” from Mark Ethridge and Linda Ethridge, the owners of the property. The annexation request is for one (1) parcel at 76 Hillside Terrace Drive in Waynesville, PIN 8616-91-9354 (0.81 acre). The property is within the Town’s extra-territorial jurisdiction and is zoned Raccoon Creek Neighborhood Residential (RC-NR). Annexing the property would allow it to connect to sewer through a tap. The property would be tapping to the 8-inch sewer line located between Asheville Rd and Hillside Terrace Dr (*See attached sewer map and utilities letter by Public Services*).

MOTION FOR CONSIDERATION:

1. To adopt the attached resolution and schedule a public hearing for January 9, 2024 to consider an Annexation Petition.

FUNDING SOURCE/IMPACT: Future action to annex this property will allow the property to receive town municipal services, and be subject to Town property tax.

ATTACHMENTS:

1. Petition
2. Platted map, metes and bounds
3. Proximity to municipal boundaries, zoning, and sewer maps
4. Resolution to Consider
5. Utilities letter by Public Services

MANAGER’S COMMENTS AND RECOMMENDATIONS:

PETITION FOR ANNEXATION OF
NON-CONTIGUOUS "SATELLITE" AREAS

(Part 4, Article 4A, G.S. 160A-58)

11/10/23
Date

TO: Board of Aldermen of the Town of Waynesville

1. We, the undersigned owners of real property, respectfully request that the area described in paragraph 3 below be annexed to the Town of Waynesville.

2. Standards which the satellite area must meet:

a. The nearest point on the satellite area must not be more than three (3) miles from the primary limits of the annexing city.

b. No point on the satellite area may be closer to the primary limits of another municipality than to the annexing city.

c. Note: When there is any substantial question as to whether the area is closer to another city, the tax map submitted with the petition shall show the satellite area also in relation to the primary corporate limits of the other city.

d. The area proposed for annexation must be situated that services provided the satellite area can be equivalent to the services provided within the primary limits.

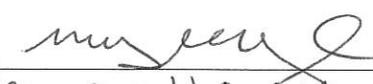
e. If the area proposed for annexation, or any portion thereof, is a subdivision, as defined in G.S. 160A-376, all of the subdivision must be included.

f. The area within the proposed satellite limits plus the area within all other satellite corporate limits may not exceed ten percent (10%) of the total land area within the primary corporate limits of the annexing city.

3. The area to be annexed is non-contiguous to the Town of Waynesville and the boundaries of such territory are as follows: 76 Hillside Terrace Drive, Waynesville NC

a. Metes and bounds description is attached.

4. A tax map is attached showing the area proposed for annexation in relation to the primary corporate limits of the Town of Waynesville. If there is substantial question as to whether the area may be closer to another city than to the annexing city, the map should show the relation to the primary corporate limits of the other town.

NAME MARK ETHRIDGE SIGNATURE 
ADDRESS 76 Hillside Ter Dr Waynesville NC 28786

Linda Ethridge

Metes and Bounds Description for Lot: 76 Hillside Terrace: Mark and Linda Etheridge

Beginning at IP at the SW most corner of the lot, N 56 Deg. 06' 33" W 196.55'. thence S 53 Deg. 47', 45". W 126.23'. thence S 61 Deg. 24', 05" W 200.78'. thence N 04 Deg. 48', 04" W 114.40. thence N 39 Deg. 09', 06" W 206.59' to IP at Beginning.

Rlv1.03102021



HILLSIDE TERRACE DR

SIMS CIR

NEBITT ST

76

CLEMENT DR

68

72

ASHEVILLE RD

WHITE PINE DR

2" C.I. WATERLINE (NOT VERIFIED)

FIRE HYDRANT
CND FLOW WFS YET

SEWER LINE 1

4" C.I.
WATER LINE

5" P.C.
COOL
WATER LINE

FIRE HYDRANT
998 gal/min
90 PSI STATIC PRESS.
30 PSI RESIDUAL PRESS.



SCALE

THOMAS MARION JENNINGS
 D.B. 931 PG. 1498 TR. 1
 (D.B. 163 PG. 304)
 P.B. "E" PG. S-7

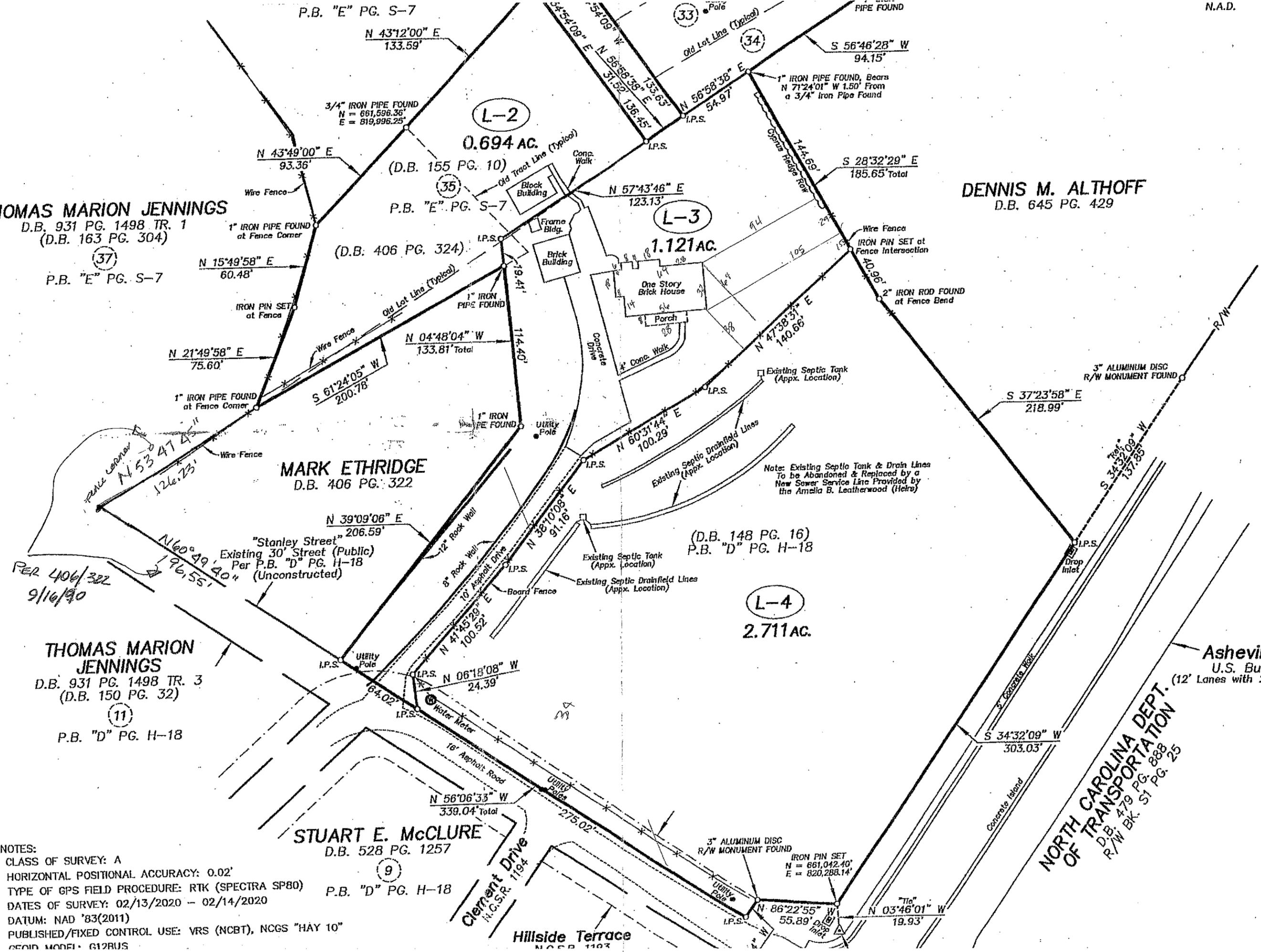
DENNIS M. ALTHOFF
 D.B. 645 PG. 429

MARK ETHRIDGE
 D.B. 406 PG. 322

THOMAS MARION JENNINGS
 D.B. 931 PG. 1498 TR. 3
 (D.B. 150 PG. 32)
 P.B. "D" PG. H-18

STUART E. McCLURE
 D.B. 528 PG. 1257
 P.B. "D" PG. H-18

- GPS NOTES:
- 1.) CLASS OF SURVEY: A
 - 2.) HORIZONTAL POSITIONAL ACCURACY: 0.02'
 - 3.) TYPE OF GPS FIELD PROCEDURE: RTK (SPECTRA SP80)
 - 4.) DATES OF SURVEY: 02/13/2020 - 02/14/2020
 - 5.) DATUM: NAD '83(2011)
 - 6.) PUBLISHED/FIXED CONTROL USE: VRS (NCBT), NCGS "HAY 10"
 - 7.) GEOID MODEL: G12RUS



Heirs)

Asheville Road
 U.S. Business 23
 (12' Lanes with 2.5' Curb & Gutt)

NORTH CAROLINA DEPT. OF TRANSPORTATION
 D.B. 479 PG. 888
 R/W BK. S1 PG. 25

Clement Drive
 N.C.S.R. 1194

Hillside Terrace
 N.C.S.R. 1193

Note: Existing Septic Tank & Drain Lines To be Abandoned & Replaced by a New Sewer Service Line Provided by the Amelia B. Leatherwood (Heirs)

Report For

ETHRIDGE, MARK
ETHRIDGE, LINDA KANOS
76 HILLSIDE TERRACE
WAYNESVILLE, NC 28786

Account Information

PIN: 8616-91-9354

Legal Ref: 406/322

Add Ref:

Site Information

DWELLING

76 HILLSIDE TERRACE DR

Heated Area: 2579

Year Built: 1974

Total Acreage: 0.81

Township: Waynesville Out

Site Value Information

Land Value: \$35,300

Building Value: \$313,500

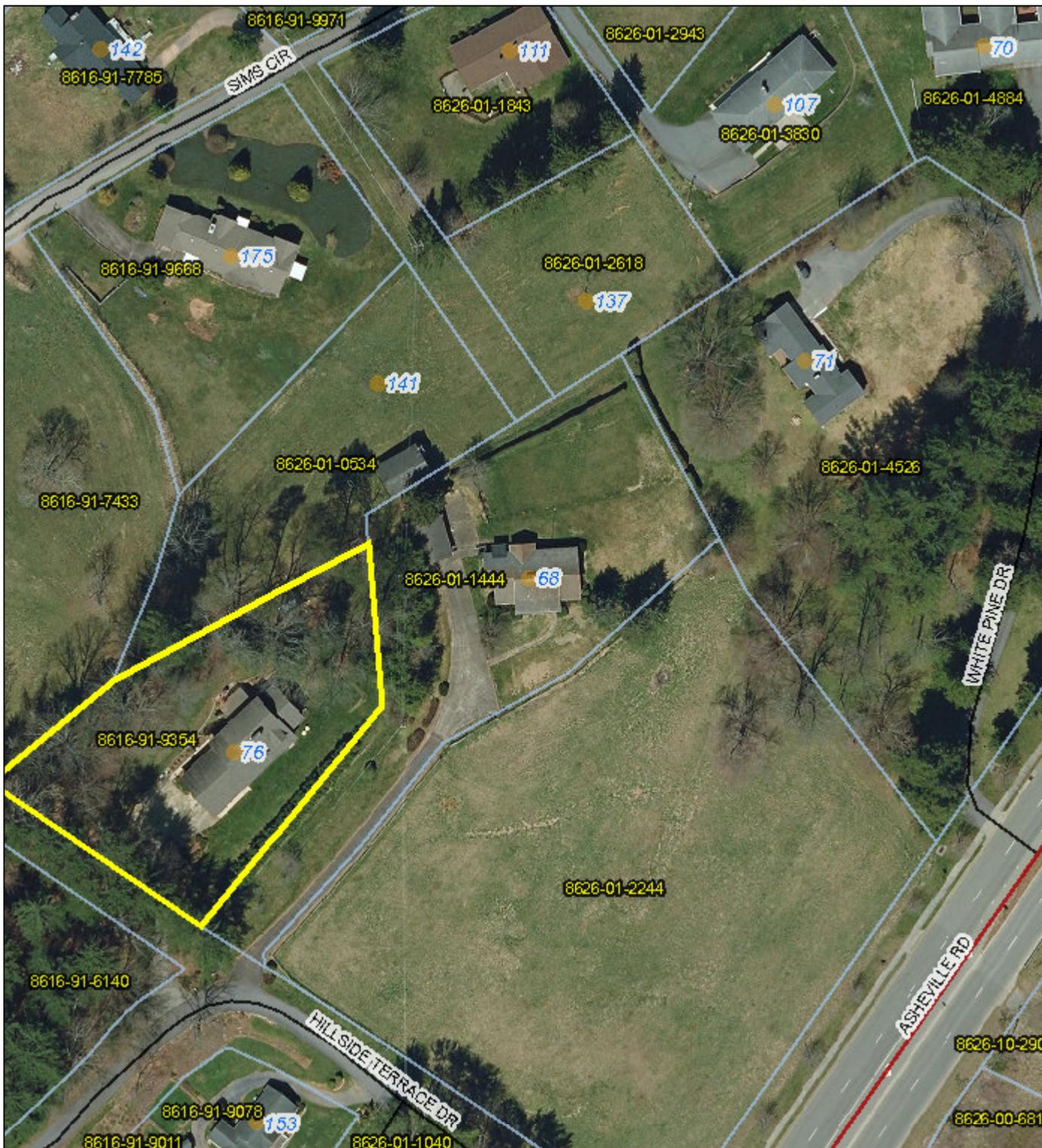
Market Value: \$348,800

Deferred Value: \$0

Assessed Value: \$348,800

Sale Price: \$60,000

Sale Date: 2/16/1990



1 inch = 100 feet
November 16, 2023

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RESOLUTION **R-27-23** TO CONSIDER

AN ORDINANCE TO EXTEND THE CORPORATE LIMITS OF
THE TOWN OF WAYNESVILLE, NORTH CAROLINA

WHEREAS, the Town Council has been petitioned under NC G.S. Chapter 160A, Article 4A, Part 4. Annexation of Noncontiguous Areas, to annex the area as described in the petition for a non-contiguous annexation request, and

WHEREAS, the governing board of any municipality may annex by ordinance an area non-contiguous to its boundaries upon presentation to the governing board of a petition signed by the owners of all real property located within the area; and

WHEREAS, the Clerk of the Town of Waynesville certifies the sufficiency of the petition in accordance with G.S. 160A-58, to wit:

- a. The petition follows the form required by statute in which the owner of real property has requested the area described for voluntary annexation; and
- b. That the petitioning owner of record owns 100 percent of the property in question; and
- c. The property is non-contiguous to the Town’s municipal boundary; and

WHEREAS, the Waynesville Town Council must fix a date for a public hearing, and cause notice of the public hearing to be published in a newspaper at least 10 days prior to the hearing;

NOW, THEREFORE, BE IT ORDAINED by the Town Council of the Town of Waynesville, North Carolina:

1. To fix the date for the public hearing on January 9, 2024, during the regularly scheduled meeting of the Council, at 6:00 pm or close to that time within the agenda of the meeting, in the Town Board Room at 9 South Main Street, Waynesville, NC 28786; and
2. To direct the Town Clerk to notice the public hearing in the Mountaineer at least 10 days prior to the meeting; and
3. To post the property in at least three locations providing additional notice to the public.

Adopted this 28th day of November, 2023.

TOWN OF WAYNESVILLE

ATTEST:

J. Gary Caldwell, Mayor

Candace Poolton, Town Clerk

APPROVED AS TO FORM:

Martha Sharpe Bradley, Town Attorney

TOWN OF WAYNESVILLE TOWN COUNCIL
REQUEST FOR COUNCIL ACTION
Meeting Date: November 21, 2023, 2023

SUBJECT: Call for a Public Hearing to consider a zoning map amendment request for a portion of the property at 1460 Russ Avenue, PIN 8616-24-8812, from the Dellwood Residential Medium Density District Mixed-Use Overlay (D-RM MXO) to the Russ Avenue Regional Center District (RA-RC).

AGENDA INFORMATION:

Agenda Location: Call for Public Hearing
Item Number:
Department: Development Services
Contact: Elizabeth Teague, Development Services Director
Byron Hickox, Land Use Administrator
Presenter: Byron Hickox, Land Use Administrator

SUMMARY: At their November 20, 2023 regularly scheduled meeting, the Planning Board held a public hearing and recommended support for the application to rezone the front portion of property at 1460 Russ Avenue and to approve a change in the Future Land Use Map of the Comprehensive Plan. This change would continue the Russ Avenue Regional Center zoning northward along the frontage of Russ Avenue, contiguously. The Planning Board voted 6 to 1 in support of this application in consideration of the property's location near the Great Smoky Mountain Expressway, and the opportunity for commercial growth.

MOTIONS FOR CONSIDERATION:

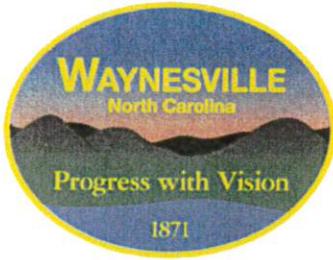
1. Call for a public hearing to be held on January 9th, 2024 to consider a zoning map amendment request for a portion of the property at 1460 Russ Avenue, PIN 8616-24-8812, from the Dellwood Residential Medium Density District Mixed-Use Overlay (D-RM MXO) to the Russ Avenue Regional Center District (RA-RC).

FUNDING SOURCE/IMPACT: N/A

ATTACHMENTS:

1. Application
2. Property Information

MANAGER'S COMMENTS AND RECOMMENDATIONS: This is a call for Public Hearing only.



TOWN OF WAYNESVILLE
Development Services Department
9 South Main Street Suite 110
Waynesville, NC 28786
Phone (828) 456-8647 • Fax (828) 452-1492
www.waynesvillenc.gov

Application for Land Development Standards Map Amendment

Application is hereby made on _____, 20____ to the Town of Waynesville for the following map amendment to establish or amend a Conditional District:

Property owner of record: Kyle Edwards
Address/location of property: 1460 Russ Ave, Waynesville, NC
Parcel identification number(s): 8616 - 24 - 8812
Deed/Plat Book/Page, (attach legal description): RB 1015 Page 2415-2417
The property contains 6.03 acres; Asking to rezone ± 2 acres
Current district: Dellwood Residential Medium Density MXO
Requested district: Russ Ave. Regional Center Commercial

The property is best suited for the requested change for the following reason(s), (attach additional sheets if necessary):

Spread out commercial uses along Russ Ave.

Applicant Contact Information

Applicant Name (Printed): Kyle Edwards
Mailing Address: 20 Kyles Way Maggie Valley N.C, 28751
Phone(s): 928 926 1288 cell 928 421 3039
Email: _____

Signature of Property Owner(s) of Record Authorizing Application:

Kyle Edwards

Note: Map Amendment Request fee is \$500 for one acre or less and \$50 for each additional acre. The request will be scheduled for a hearing before the Waynesville Planning Board before being forwarded to the Board of Aldermen, in accordance with Land Development Standards Section 15.14. Please submit application to: Town of Waynesville Development Services Department, 9 South Main Street Suite 110, Waynesville, NC 28786.

This institution is an equal opportunity provider

**AUTHORIZATION FOR AGENT TO
APPEAR BEFORE WAYNESVILLE PLANNING BOARD,
ZONING BOARD OF ADJUSTMENT, OR BOARD OF ALDERMEN**

The undersigned Owner or Party with a contract or option to purchase that real property located at 1460 Russ Avenue in Waynesville or the ETJ area of Waynesville, North Carolina, has submitted an application which is to be heard in a proceeding by Board(s) of the Town of Waynesville, North Carolina. I hereby authorize the following named individual to present my application and case, as my agent at such hearings.

Name of Authorized Agent: Brian Noland

Title and Company: Allen Take / Beverly Hecks

Address: 74 N. Main Street, Waynesville NC 28786

Phone and email: (828) 734-5201 brian.noland@allentake.com

This authorization shall be good through the completion of the project for which the zoning text or map amendment, special use permit, subdivision, variance or appeal, or other Town approval is requested, or until revoked in writing. The Town of Waynesville may rely on this authorization until it is given notice of the revocation of this authorization or of a change of property ownership takes place.

This the 2nd day of October, 2023.

Owner or Party with Contractual Interest in Property:

Kyle Edwards

Address and phone number:

20 Kyle's way Maggie Valley N.C
28751

Report For

EDWARDS, KYLE
EDWARDS, MARY SUE
20 KYLES WAY
MAGGIE VALLEY, NC 28751-7634

Account Information

PIN: 8616-24-8812

Legal Ref: 1015/2415
1002/1322

Add Ref: CABD/1081
899/998

Site Information

DWELLING

1460 RUSS AVE

Heated Area: 1386

Year Built: 1964

Total Acreage: 6.03

Township: Town of Waynesville

Site Value Information

Land Value:

Building Value:

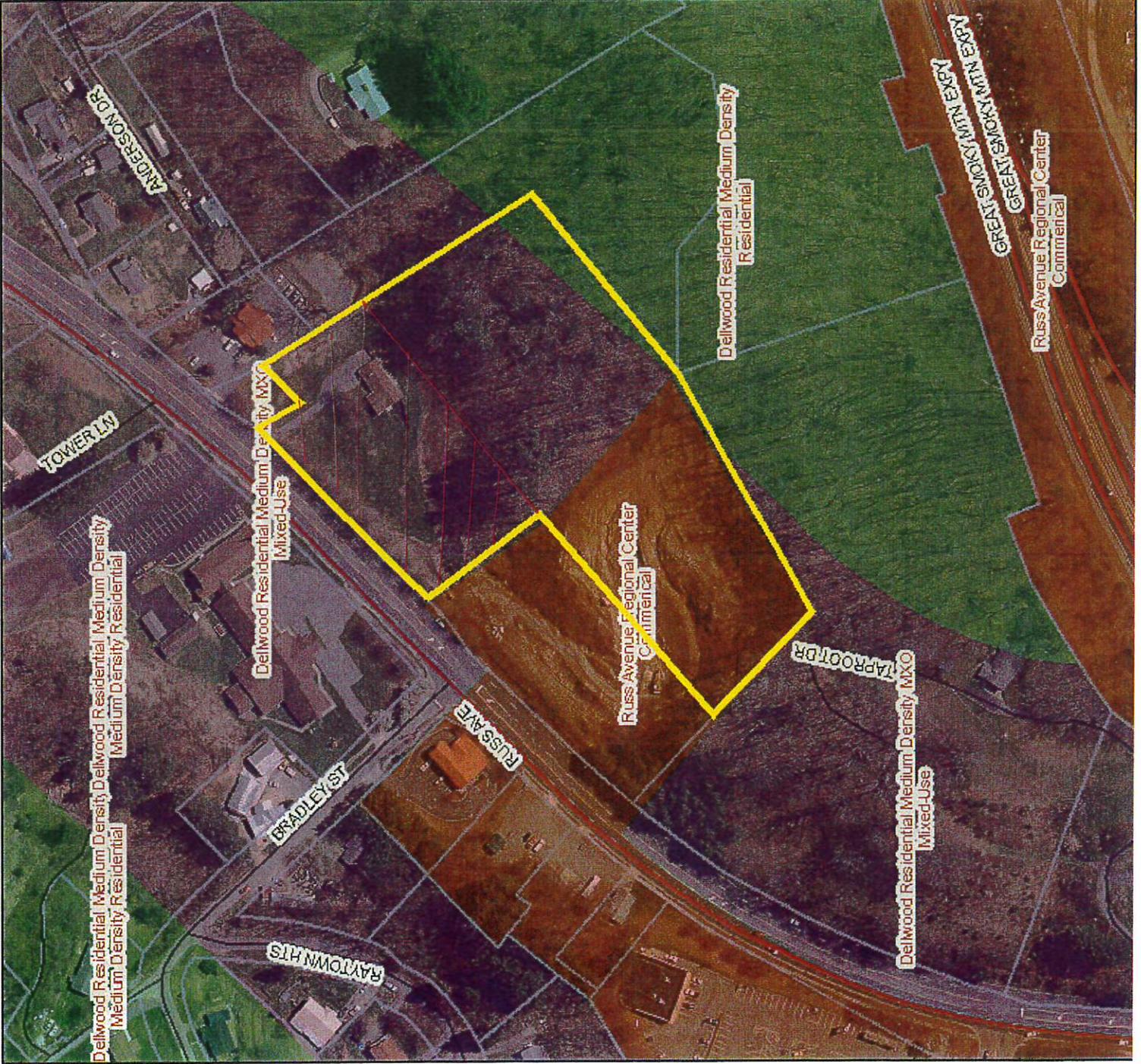
Market Value:

Deferred Value:

Assessed Value:

Sale Price:

Sale Date: 12/10/2020



1 inch = 200 feet
October 2, 2023

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Report For

EDWARDS, KYLE
EDWARDS, MARY SUE
20 KYLES WAY
MAGGIE VALLEY, NC 28751-7634

Account Information

PIN: 8616-24-8812
Legal Ref: 1015/2415
1002/1322
Add Ref: CABD/1081
899/998

Site Information

DWELLING
1460 RUSS AVE
Heated Area: 1386
Year Built: 1964
Total Acreage: 6.03
Township: Town of Waynesville

Site Value Information

Land Value: \$409,900
Building Value: \$142,700
Market Value: \$552,600
Deferred Value: \$0
Assessed Value: \$552,600
Sale Price: \$400,000
Sale Date: 12/10/2020



1 inch = 200 feet
October 2, 2023

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**TOWN OF WAYNESVILLE TOWN COUNCIL
REQUEST FOR COUNCIL ACTION
Meeting Date: 11-28-2023**

SUBJECT Renewal of Forest Steward's Contract to manage Watershed.

AGENDA INFORMATION:

Agenda Location: New Business

Item Number:

Department: Administration

Contact: Rob Hites,

Presenter: Rob Hites

BRIEF SUMMARY Forest Stewards has been performing forest management and academic research in Waynesville's watershed for a number of years. They conduct surface water quality testing and forest management practices such as thinning of white pine to encourage growth of hardwoods, and removal of non-native species such as Oriental Bittersweet. They propose a \$42,000 per annum contract, the same contract amount as the last two years.

MOTION FOR CONSIDERATION: Approve contract.

FUNDING SOURCE/IMPACT: The contract amount has been included in the 2023-24 budget.

ATTACHMENTS: Contract

MANAGER'S COMMENTS AND RECOMMENDATIONS: Forest stewards is ensuring that best forest management practices are carried out in the watershed. They have a long- range plan to restore the watershed to its appearance prior to the logging practices of the past centuries (minus the chestnuts) as well as removing invasive species of plants. Their water quality test sites provide the Town with important information as to the health of the streams that feed the lake. The Town's partnership with Forest Stewards provides the Town with a source of up to date forest management through the resources of Western Carolina University.

Forest Stewards, Inc.
SERVICES AGREEMENT
(2023-24)

THIS SERVICES AGREEMENT (the "Agreement") is made between **Forest Stewards, Inc.**, a North Carolina nonprofit corporation ("Forest Stewards"), and the **Town of Waynesville, NC** ("Client").

RECITALS

WHEREAS, Forest Stewards provides a variety of services related to sustainable forest management in the southern Appalachian Mountains; and

WHEREAS, Client desires to engage the services of Forest Stewards.

NOW, THEREFORE, in consideration of the terms, conditions, and mutual covenants hereinafter set forth, the parties agree as follows:

TERMS

1.0 Obligations of Forest Stewards.

- 1.1 Forest Stewards agrees to perform the following tasks in the Waynesville Watershed:
 - a. Monitor surface water quality
 - i. Continue collecting and summarizing surface water quality data within the Waynesville watershed, and to assess stewardship impacts on water quality. A focus will be to develop comprehensive baseline data in the Old Bald/Steestachee Project Area to monitor and document any effects of future stewardship treatments on water quality.
 - b. In consultation with town staff and easement holders (SAHC and CTNC), continue monitoring and controlling non-native invasive plant populations. We will focus on areas near the reservoir, including the 2014 white pine thinning unit, and areas in the Old Bald/Steestachee Project Area where future treatments may occur.
 - i. We will implement chemical and mechanical non-native plant control methods in selected areas consistent with time and resources available. Our efforts will concentrate on controlling invasive species that appear to pose the greatest threat to the establishment of native vegetation. Key among these is oriental bittersweet.
 - ii. Compile and share results of all NNIS control efforts through 2020.
 - c. Complete re-measurement of the continuous forest inventory plots established in 2008/09 (CFI plots) and summarize the results.
 - i. Collect data and monument plot locations for all remaining plots.
 - ii. Summarize results to describe changes in forest condition since the plots were initially established.
 - d. In consultation with town staff and easement holders (SAHC and CTNC) continue implementation of proposed stewardship treatments in the Old Bald/Steestachee Project Area that were outlined during the July 2019 stewardship tour.
 - e. Collaborate and assist with other entities investigating watershed resources as requested.

- f. Participate in town meetings and update town officials and the public as needed.
- g. Continue to maintain biophysical and geospatial databases for the watershed, and create maps and data summaries as requested.

2.0 Period of Performance: July 1, 2023 through June 30, 2024

3.0 Compensation.

3.1 It is agreed that the total compensation to Forest Stewards for services performed under this Agreement shall be **forty-two thousand dollars (\$42,000)**.

3.2 Payment shall be made upon receipt of invoice per the following schedule:

\$21,000 will be due on December 31, 2023

\$21,000 will be due on June 30, 2024

3.3 Payment shall be made by Client to Forest Stewards upon receipt of invoice and mailed to the following address:

Forest Stewards, Inc.
331 Stillwell Building
Western Carolina University
Cullowhee, NC 28723

3.4 The tax identification number of Forest Stewards, Inc. is: 26-2624364

4.0 Termination.

4.1 In the event that either party shall commit any breach of or default in any of the terms or conditions of this Agreement, and also shall fail to remedy such default or breach within thirty (30) days after receipt of written notice thereof from the other party hereto, the party giving notice may, at its option and in addition to any other remedies which it may have at law or in equity, terminate this Agreement by sending notice of termination in writing to the other party to such effect, and such termination shall be effective as of the date of the receipt of such notice.

4.2 Termination of this Agreement by either party for any reason shall not affect the rights and obligations of the parties accrued prior to the effective date of termination of this Agreement.

5.0 Dissemination of results.

5.1 Client acknowledges that Forest Stewards is an associated entity of Western Carolina University (WCU), and that certain findings and results of this project may be publishable or otherwise be made available to the public. Client agrees that WCU researchers and others engaged in the project shall be permitted to present at symposia, national, or regional professional meetings, and to publish in journals, theses, or dissertations, or otherwise of their own choosing.

6.0 Insurance.

6.1 At all times during the term of this Agreement, Forest Stewards shall obtain and maintain in full force and effect: (a) worker's compensation insurance, and (b) comprehensive general liability insurance, in amounts of not less than One Million Dollars (\$1,000,000) per occurrence and Two Million Dollars (\$2,000,000) in the annual aggregate, in connection with the Project and services described in this Agreement. Certificates of insurance evidencing such insurance coverages will be provided to Client upon reasonable request. Forest Stewards shall give five (5) day's written notice to Client of the termination or cancellation of any such policies of insurance.

7.0 Independent Contractors.

7.1 In the performance of all services hereunder, Forest Stewards shall be deemed to be and shall be an independent contractor and, as such, Forest Stewards shall not be entitled to any benefits applicable to employees of Client. Neither party is authorized or empowered to act as agent for the other for any purpose and shall not on behalf of the other enter into any contract, warranty, or representation as to any matter. Neither shall be bound by the acts or conduct of the other.

8.0 Hazardous Materials and Other Dangers.

8.1 Client shall notify Forest Stewards in writing before any work is performed of all known hazardous materials, hazardous conditions, and any other safety risks existing on the property that is the subject of this Agreement. Client shall indemnify, protect, defend, and hold harmless Forest Stewards and its directors, officers, agents, employees, representatives, and assigns from and against any and all claims, demands, suits, and causes of action and any and all liabilities, costs, damages, expenses, and judgments incurred that relate to or arise out of the Client's failure or refusal to notify Forest Stewards of known hazardous materials or conditions pursuant to this Paragraph 8.

9.0 Miscellaneous Terms.

9.1 Assignment. Neither party may assign any of its rights or delegate any of its obligations hereunder without first obtaining the prior written consent of the other party hereto. This Agreement inures to the benefit of, and is binding upon, the successors and permitted assigns of the parties hereto.

9.2 Binding Effect. Subject to the provisions of this Agreement relating to transferability, this Agreement will be binding upon and inure to the benefit of the parties and their respective successors, heirs, legal representatives, and assigns.

9.3 Entire Agreement/Amendments. This Agreement contains the entire understanding between the parties hereto and supersedes all prior agreements, understandings, and arrangements between the parties relating to the subject matter hereof. No amendment, change, modification or alteration of the terms and conditions hereof shall be binding unless evidenced by a writing signed by the parties hereto.

9.4 Force Majure. No party to this Agreement shall be liable for failure to perform any duty or obligation that said party may have under this Agreement where such failure has been occasioned by any act of God, fire, strike, unavoidable accident, natural disaster, epidemic or pandemic, war or any cause outside the reasonable control of the party who had the duty to perform.

9.5 Governing Law and Venue. This Agreement and the rights and obligations of the parties hereunder shall in all respects be governed by the substantive law of the State of North Carolina, including all matters of construction, validity and performance. This provision shall survive the term of the Agreement. The parties hereto agree that the venue of any lawsuit filed in connection with this Agreement shall be Jackson County, North Carolina.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement effective as of the date last hereinafter written.

Client

Forest Stewards, Inc

By:

By:



(Printed)

(Printed) Peter C. Bates

Title:

Title: President

Date:

Date: July 1, 2023

By:

By:

(Printed)

(Printed)

Title:

Title:

Date:

Date:

**TOWN OF WAYNESVILLE COUNCIL MEETING
REQUEST FOR BOARD ACTION
Meeting Date: November 28, 2023**

SUBJECT: Purchase of five Patrol Dodge Chargers

AGENDA INFORMATION:

Agenda Location: New Business
Item Number:
Department: Police
Contact: Chief David Adams
Presenter: Chief David Adams

BRIEF SUMMARY:

We are requesting funds to purchase 5 Dodge Chargers for our Patrol Officers. Currently we are operating six (6) 2014 Dodge Charger Patrol Vehicles with mileage ranging from 103,000 to 147,351 miles. We have requested and received funding over the past several years to replace high mileage cars, however we need to replace additional vehicles with the remaining inventory of Dodge Chargers. The Council approved purchase of 6 police vehicles with ARPA funds in 2021, 4 vehicles in 2022 including a “Polaris” off road vehicle and 1 vehicle in 2023.

MOTION FOR CONSIDERATION: Approve the purchase of 5 Dodge Charger patrol vehicles and adopt the budget amendment appropriating \$248,500 from the General Fund Balance.

FUNDING SOURCE/IMPACT: The funds would have to come out of the General Fund balance if approved. It would take our fund balance as a percentage of net expenditures from 60.1% to 58.6%.



Misty Hagood, Finance Director

11/21/23

Date

The Waynesville Police Department has reached a critical point regarding many of the vehicles that are being depended upon for daily operation and patrol purposes. Currently we are operating six (6) 2014 Dodge Charger patrol vehicles with mileage ranging from 103,000 to 147,351 miles. Although we have requested and received funding over the past several years for vehicle purchases, those vehicles were used to replace vehicles that also had high mileage.

In FY 2019-2020 the Waynesville Police Department was granted 4 sworn police officer positions that has taken the agency until 2023 to fill those positions with quality candidates. As a result, the vehicles that were initially replaced due to higher mileage and reassigned to newer officers, have become operationally too dangerous to depend upon for daily patrols and emergency responses. In addition to filling our vacancies, we have assumed the responsibility of two (2) new School Resources Officers over the past two years. Each of those new positions were initially unaccounted for regarding vehicle purchases since we were not certain the Waynesville Police Department would retain those positions.

We requested 3 new vehicles for FY 23/24 but were granted one patrol car which has already been purchased. Many of these vehicles have had a variety of issues with motor mounts, struts, rotors, brakes, rebuilt engines, and other mechanical issues resulting in a total of **\$78,816.28** in expenses for repair and maintenance. One of the vehicles in question has had **\$24,798.12** in repair and maintenance expenses alone. We would recommend purchasing five (5) vehicles currently and then falling back on the originally planned vehicle replacement rotation in FY24/25. To avoid having to purchase a large sum of vehicles all at once, a rotation of replacing four (4) per budget cycle beginning in FY 24/25 would alleviate that burden. The vehicles that are currently being discussed for replacement are only those vehicles that have extremely high mileage. If we look ahead in preparing for FY 24/25 and a four (4) vehicle replacement, we have 4 other vehicles that will have over 100,000 miles by the time the vehicles can be purchased and operational with the required equipment.

Predicting the cost of those replacement vehicles in FY 24/25 is very difficult currently because the auto industry has not shared a plan for replacing the Dodge Charger, the only sedan currently on the market. However, Jacky Jones currently has several new Dodge Charger vehicles that have been reduced in price to **\$36,700**. A quote has been provided for five (5) Dodge Charger vehicles at a total cost of **\$183,5000.00**. We would also need to equip each of those vehicles

with newer equipment being that those vehicles are over 10 years old and much of the equipment is wearing out or would not be able to be reused in the newer vehicles due to changes in interior design since 2014. With the cost of inflation on the items needed, we would recommend an additional **\$65,000.00** dollars to equip those five (5) new vehicles with the same comparable equipment our other patrol vehicles currently have.

Total for all vehicles and equipment: \$248,500.00

ATTACHMENTS: Budget Amendment, WPD Vehicle Request

MANAGER'S COMMENTS AND RECOMMENDATIONS: A purchase of \$248,500 outside of the budget cycle is a tough decision. In normal times I would recommend replacing the vehicles that are in the worst condition and wait for the 2024-2025 budget to fund the balance however the supply of Police Patrol vehicles is dwindling, and we need to replace our fleet in anticipation of a backlog in patrol orders in coming years. Detroit is in the process of rethinking its fleet sales philosophy given the low profit margins so we don't know what will be offered in three years. I am concerned that this draws down our available fund balance. Even though we have a 60.1% balance, the Local Government Commission does not like to see downward trends. We will have to be very careful not to place more stress on the fund balance as we move into the next budget cycle.

Ordinance No. O-51-23

Amendment No. 10 to the 2023-2024 Budget Ordinance

WHEREAS, the Town Council of the Town of Waynesville wishes to amend the 2023-2024 Budget Ordinance.

NOW, THEREFORE, BE IT ORDAINED by the Town Council of the Town of Waynesville that the 2023-2024 Budget Ordinance be amended as follows:

General Fund:

Increase the following revenues:

Fund Balance Appropriated	248,500
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Increase the following appropriations:

Police Department	248,500
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Adopted this 28th day of November 2023.

Town of Waynesville

Gary Caldwell
Mayor

Attest:

Candace Poolton
Town Clerk

Approved As To Form:

Martha Sharpe Bradley
Town Attorney

**TOWN OF WAYNESVILLE COUNCIL
REQUEST FOR COUNCIL ACTION
Meeting Date: November 28, 2023**

SUBJECT: Council approval of condemnation of the structures located at the below address and approval of associated demolition costs.

(Old Sambob's Gas Station)
1737 S Main Street
Waynesville, NC 28786
PIN #8604-89-4717

AGENDA INFORMATION:

Agenda Location: New Business
Item Number:
Department: Development Services
Contact: David Kelley, Senior Code Enforcement Official
Presenter: David Kelley, Senior Code Enforcement Official

BRIEF SUMMARY:

Code Enforcement staff seeks Council's approval for the condemnation of the main building and the island canopy located at 1737 S Main Street, and permission to proceed with demolition of the structures at a cost of \$28,500.

The Town received a complaint on August 18, 2023, regarding the condition of this property. After an initial site inspection, I contacted Ron Sneed for legal counsel and to conduct a title search to notify all parties of the deteriorated condition and public safety concerns. A more thorough inspection was completed September 25, 2023, and I found multiple building and fire code violations, and evidence that the building was open to vagrancy. Notices to Correct were sent out on September 27, 2023, to all parties noted on the title search and posted on the property per Section 10-157 of the Waynesville Code of Ordinances. At the end of the deadline to correct, I reinspected the property on October 31, 2023, and no corrective action had been taken, nor had any party of interest contacted our office during the timeframe to correct.

On October 31, 2023, a Notice of Hearing was sent to all parties listed on the title search and the property was posted per Section 10-158(a) of the Waynesville Code of Ordinances. A hearing was held on November 16, 2023, at 9:00am at Waynesville Town Hall, 9 S Main Street. No party of interest or designated representative attended the hearing or contacted our office to present any arguments, evidence, or information pertaining to the matter.

On November 20, 2023, the Finding of Fact and Order was sent out to all parties of interest listed on the title search and was posted on the property per Sec 10-158(c) of the Waynesville Code of Ordinances. I also mailed the Findings of Fact and Order to the owner of record by FedEx per Ron Sneed.

Staff requests Council's permission to proceed with scheduling demolition and to continue our efforts to contact property owners to find a resolution for addressing the condition of the property.

MOTIONS FOR CONSIDERATION:

RESOLUTION R-30-23
AUTHORIZING THE DEMOLITION OF
1737 South Main Street, Waynesville, NC 28786
AND IMPOSITION OF LIEN TO RECOVER COSTS

WHEREAS, the Town of Waynesville, North Carolina (the “Town”), acting through its building inspectors, has identified several deficiencies and conditions on that property located at 1737 South Main Street, Waynesville, NC 28786 (the “Subject Property”), making that property appear to the building inspectors to be especially dangerous to life as described in N.C.G.S. §160D 1119 (a); and

WHEREAS, David Kelley, building inspector for the Town of Waynesville did post the property as provided in N.C.G.S. §160D-1119(a) and did schedule and hold a hearing pursuant to N.C.G.S. §1121, giving notice to the property owner and to the Manager of Kirkpatrick Management, LLC, the owner of the property of its opportunity to be heard as such hearing; and

WHEREAS, the hearing was schedule to be held and was held at 9:00 a.m. in the Town offices at 9 South Main Street, Waynesville, NC, but the Manager of the owner and no one else representing or acting on behalf of the owner appeared for the hearing; and

WHEREAS, the building inspector did issue an Order and Finding of Facts finding the structures on the Subject Property to be dangerous and in need of repair or demolition, and ordering such repair or demolition, within sixty (60) days of the owner’s receipt of the order, as provided for in N.C.G.S. §160D-1122; and

WHEREAS, the Town has the authority under N.C.G.S. §160D-1125 to demolish the structure or structures if the owner does not comply with the order of the building inspector or appeal that decision within sixty (60), days; and

WHEREAS, this matter is appearing before Town Council prior to the end the sixty day time period in which the property owner might repair or file an appeal as the holiday meeting schedule will cause undue delay if consideration is delayed at the request of the building inspector who is requesting that this Council act in anticipation that the property owner will continue to ignore the dangers and risks the property presents and who also is concerned about the ongoing risk and wants to be able to remedy that situation as quickly as possible after the appeal or repair period is passed, so that this resolution shall be self-terminating if the owner makes the repairs, demolishes the building, or appeals from the order of the building inspector within ten days of receipt of the Order from the building inspector.

NOW, THEREFORE, BE IT ORDAINED by the Town Council of the Town of Waynesville, North Carolina:

1. That if Kirkpatrick Management, LLC, or someone acting at its direction or on its behalf, fails to demolish or repair the structures on that property located at 1737 South Main Street, Waynesville, NC, and fails to appeal from the order of the building inspector, within ten (10) days after receipt of the order of the building inspector requiring repair or demolition, the

Town shall, pursuant to N.C.G.S. §160D-1125(b), does hereby authorize the demolition of the structures located on the subject property and shall contract and carry out the demolition of the structures.

2. That if such demolition is performed by and for the Town, a lien equal to the amount of the Town's costs associated with the demolition authorized herein less any money received for usable material, fixtures or personal property located on the property, shall be imposed against the Subject Property pursuant to N.C.G.S. §160D-1125(b) and any other real property of the owner within the Town's planning and development jurisdiction pursuant to N.C.G.S. §1125(c).

3. That if the owner repairs or demolishes the structures on the Subject Property within sixty (60) days following receipt of the order of the building inspector, this Resolution will be deemed satisfied and have no further effect.

4. That if the owner appeals the decision of the building inspector within ten (10) days following receipt of the order of the building inspector, the effect of this Resolution shall be stayed pending the outcome of that appeal or any ensuing appeal to Superior Court.

Adopted this _____ of _____, 20__.

TOWN OF WAYNESVILLE

ATTEST:

J. Gary Caldwell, Mayor

Candace Poolton, Town Clerk

APPROVED AS TO FORM:

Martha Sharpe Bradley, Town Attorney



TOWN OF WAYNESVILLE

Development Services Department

PO Box 100

9 South Main Street

Waynesville, NC 28786

September 27, 2023

CERTIFIED MAIL, RETURN RECEIPT REQUESTED

7022 0410 0002 6890 4984

And

FIRST CLASS MAIL

Steven Kirkpatrick
Member/Manager of Kirkpatrick Management, LLC
724 Fines Creek Road
Clyde, NC 28721

RE: Unsafe Building Requiring Repair or Demolition
1737 S Main Street
Waynesville, NC 28786
PIN Number 8604-89-4717

Dear Steven Kirkpatrick:

In accordance with Section 160D-1119 of the North Carolina General Statutes and Sections 10-156 and 10-157 of the Waynesville Code of Ordinances, an inspection was made of the building located at the address shown above in Waynesville, North Carolina, which appeared to be dangerous to life because of its liability to fire or structural, wiring, heating system or access deficiencies. The inspection disclosed the following deficiencies that make the building dangerous to life.

1. The building's exterior walls have areas of decay.
2. The building's roof and ceiling have areas of decay that have partially collapsed.
3. Junk and trash are decarded throughout the building blocking means of egress and creating a fire hazard.
4. Ceiling ductwork is damaged and hanging down from ceiling.
5. Ceiling insulation is damaged and hanging down from ceiling.
6. Building is unsecure to vagrants.
7. Exposed wiring in the ceiling areas is unsafe.

You must either correct the deficiencies that create a danger to life or demolish the structure. This is notice to the owner or those in possession that they have 30 days from the date of this letter to have taken substantial steps toward correcting the noted deficiencies.

Any further use or occupancy of this building for any reason besides inspections and repair work is prohibited.

A copy of this notice has been affixed to the building on this date.

Sincerely,

Town of Waynesville Building Inspector



TOWN OF WAYNESVILLE

Development Services Department

9 South Main Street

Suite 110

Waynesville, NC 28786

10/31/23

CERTIFIED MAIL, RETURN RECEIPT REQUESTED

[7022 0410 0002 6890 5004]

And

FIRST CLASS MAIL

Kirkpatrick Management LLC
724 Fines Creek Road
Clyde, NC 28721

RE: Notice of Hearing
Unsafe Building Requiring Repair or Demolition
1737 S Main Street
Waynesville, NC 28786
8604-89-4717

Dear Kirkpatrick Management LLC and parties of interest:

Pursuant to Section 160D-1119 of the North Carolina General Statutes and Sections 10-156 and 10-157 of the Waynesville Code of Ordinances, the property described has been condemned because it constitutes a fire or safety hazard, is dangerous to life, health or other property, is likely to cause or contribute to blight, disease, vagrancy or danger to children, and/or has a tendency to attract persons intent on criminal activities or other activities that would constitute a public nuisance.

In accordance with Section 160D-1121 of the North Carolina General Statutes and Sections 10-156 and 10-157 of the Waynesville Code of Ordinances, an inspection was made of the building located at the address shown above in Waynesville, North Carolina, which appeared to be dangerous to life because its liability to fire or structural, wiring, heating system or access deficiencies. The inspection disclosed the following specific deficiencies.

1. The building's exterior walls have areas of decay.
2. The building's roof and ceiling have areas of decay that have partially collapsed.

3. Junk and trash are decarded throughout the building blocking means of egress and creating a fire hazard.
4. Ceiling ductwork is damaged and hanging down from ceiling.
5. Ceiling insulation is damaged and hanging down from ceiling.
6. Building is unsecure to vagrants.
7. Exposed wiring in the ceiling areas is unsafe.

You failed to correct these deficiencies within thirty (30) days from the date of posting of the property with this information and a letter setting out such deficiencies was mailed to you by certified mail and first class mail.

Pursuant to North Carolina General Statute Section 160D-1121 and Section 10-158 of the Waynesville Code of Ordinances, you are hereby given notice that an administrative hearing will be held by the undersigned Building Inspector on 11/16/2023 at 9:00 am, in the public meeting room in Town Hall at 9 South Main Street, Waynesville, NC. At this hearing, you are entitled to be heard, in person or by counsel, and to present arguments and evidence pertaining to this matter.

Sincerely,

Town of Waynesville Building Inspector

You may contact our office at 828-456-8647 if you have any questions.

Cc:

Yasmin S. Pirani
545 Blink Bonny Drive
Waynesville, NC 28786

Waynesville, NC 28786

Tori Smith
PO Box 965
Sylva, NC 28779

Carolina First Bank
281 Asheville Highway
Brevard, NC 28712

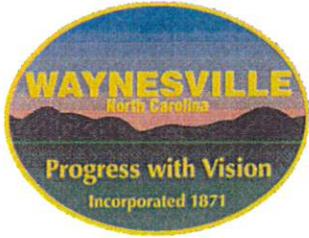
Haywood County Tax Collections
Department
215 North Main Street
Waynesville, NC 28786

Steven Kirkpatrick
Member/Manager of Kirkpatrick
Management, LLC
724 Fines Creek Road
Clyde, NC 28721

Frank Queen
215 N Main Street
Waynesville, NC 28786

Steven Kirkpatrick
724 Fines Creek Road
Clyde, NC 28721

Yasmin S. Pirani
521 Blink Bonny Drive



TOWN OF WAYNESVILLE

Development Services Department

PO Box 100

9 South Main Street

Waynesville, NC 28786

Phone (828) 456-8647 • Fax (828) 452-1492

www.waynesvillenc.gov

Hearing Log

Property Address: 1737 S Main Street, Waynesville NC 28786

Owner: Kirkpatrick Management LLC

Date: 11-16-2023

Time: 9:00AM

Officiated by: David Kelley

Persons attending:

Pon Sneed - Attorney for Town

Esther Coulter - Admin - Assistant

DAVID KELLEY - CODE ENFORCEMENT OFFICIAL

Parties of interest:

Witness:

STATE OF NORTH CAROLINA
COUNTY OF HAYWOOD
TOWN OF WAYNESVILLE

IN THE MATTER OF THE UNSAFE
STRUCTURES AT 1737 S. MAIN STREET
WAYNESVILLE, NC
KIRKPATRICK MANAGEMENT, LLC, Owner

FINDINGS OF FACT AND ORDER

1. The Town of Waynesville in a North Carolina municipal corporation with inspection duties, particularly the inspection and condemnation of unsafe building as set out in N.C.G.S. §160D-1119.
2. The real property located at 1737 S. Main Street, Waynesville, North Carolina, is owned by Kirkpatrick Management, LLC.
3. The undersigned building inspector for the Town of Waynesville, did inspect that real property located at 1737 S. Main Street on several occasions and determine that the property was unsafe and especially dangerous to life for the reasons hereafter set out, and gave notice to the owner by posting on the property and by delivery by certified mail and first class mail to Steven Kirkpatrick, Manager of Kirkpatrick Management, LLC. The certified mail was unclaimed but the first class mail was never returned to the undersigned, so that since the postal carrier did not report that there was no such individual at the address used for Mr. Kirkpatrick, the undersigned finds that the notice sent by first class was in fact received by Mr. Kirkpatrick.
4. The notice provided that Mr. Kirkpatrick had thirty days to respond to the notice by cleaning up the property.
5. Thirty days passed and the property was not cleaned up and Mr. Kirkpatrick had not made contact with the undersigned, so a notice of hearing was sent to Mr. Kirkpatrick as provided for in N.C.G.S. § 160D-1119, again by certified and first class mail with the first class mail never being returned to the undersigned, providing for a hearing to be held at 9:00 a.m. on November 16, 2023. Such notice was also posted on the property.
6. That the hearing was held before the undersigned at 9:00 a.m. on November 16, 2023.
7. Steven Kirkpatrick, manager of Kirkpatrick Management, LLC, did not appear for the hearing and no one appeared on his behalf.
8. The undersigned entered into the record his photographs of the property, copies of the notices mailed and posted, testified as to the steps taken to inspect the property and give notice to all parties with interest in the property, including the county tax department and the record mortgage holder.

9. The undersigned found the following conditions to exist on the property.
- A. The building's exterior walls have areas of decay.
 - B. The building's roof and ceiling have areas of decay that have partially collapsed.
 - C. Junk and trash are discarded throughout the building blocking means of egress creating a fire hazard.
 - D. Ceiling ductwork is damaged and hanging down from the ceiling.
 - E. Ceiling insulation is damaged and hanging down from the ceiling.
 - F. Building is unsecured and allows easy entry for vagrants and others who might enter the building.
 - G. Exposed wiring in the ceiling areas is unsafe.
10. The property owner has taken no steps to remedy the problems.

BASED UPON THE ABOVE STATED FINDINGS OF FACT, the undersigned finds the building and accessory structures to be unsafe and subject to the authority of the Town of Waynesville pursuant to N.C.G.S. §160D-1122 to order the property to be demolished.

NOW THEREFORE, the property owner, Kirkpatrick Management, LLC, is hereby ordered to repair or demolish the building and accessory structures so as to remove the hazardous conditions on the property within sixty (60) after receipt of this Findings of Fact and Order or the Town will demolish the structures on the property, remove the junk and rubbish, and assess the cost of demolition and clean up, along with the reasonable attorney fees and costs incurred by the Town, as a lien against the property in addition to the obligation of the property owner to reimburse these costs to the Town.

The property owner may appeal this decision to Town Council by filing such appeal in writing with the Building Inspector and the Town Clerk within ten (10) days after receipt of this Order.

This the 20th day of November, 2023.

David Kelley, Building Inspector
9 South Main Street
Waynesville, NC 28786
(828) 456-8647

Hand Delivered to _____

Department and Title _____

Date _____







PROPERTY ON 9-25-23





PROPERTY ON 9-25-23





PROPERTY ON 9-25-23



Demolition bid for 1737 South Main St. Waynesville AKA Sambob's

Contractor- Nathan Carver GC License #77350
144 Ben Medford Rd. Waynesville NC (828)-550-1161

Scope of work- Demolition and removal of building to slab on grade. Demolition and removal of fuel island canopy. Removal of fuel pumps and trash that is on site. Cap fuel lines at concrete slab height.

Work not included in scope of work- Removal of automobiles and equipment on site. Removal of above and below grade fuel storage tanks. Removal of contaminated soil. Removal of asphalt parking lot or concrete slab.

Expected timeline- Completion of the job is expected to take 6 business days excluding weather or other unexpected delays.

Total Price- \$28,500.00

Thank you for allowing me to submit a bid.

 11/20/23

**TOWN OF WAYNESVILLE TOWN COUNCIL
REQUEST FOR COUNCIL ACTION
Meeting Date: November 14, 2023**

SUBJECT: Ice Stroll

AGENDA INFORMATION:

Agenda Location: New Business
Department: Downtown Waynesville
Contact: Beth Gilmore, Executive Director
Presenter: Beth Gilmore, Executive Director

BRIEF SUMMARY:

Last year, the Town of Maggie Valley launched the inaugural Ice Festival as a winter-themed event that would draw tourists during the Winter season. In its first year, the event far surpassed promoters' expectations and drew 10,000 people to the Maggie Valley Festival Grounds.

This year, the Haywood County Tourism Development Authority operating as "Visit NC Smokies" is extending an offer to surrounding towns and industry partners to join forces to expand the weekend into a full schedule of winter-themed activities throughout the county. By expanding the event to three days, we have the opportunity to drive more visitors and more customers to county businesses.

I am working with Haywood County Chamber Director, Cece Hipps to coordinate a winter/ice themed restaurant promotion during the week of January 22-26 (leading up to Ice Festival weekend) and a Downtown Waynesville Ice Sculpture Trail on the evening of January 26.

Ice Mills in Asheville has agreed to carve single-block sculptures for a reduced rate of \$350 per sculpture (3.5 feet tall) and \$700 for double-block sculptures.

I am asking the Town to participate in the Waynesville Ice Sculpture Trail by purchasing a custom sculpture to display on Main Street in front of Town Hall.

The HCTDA/Visit NC Smokies will support the event with a website dedicated to the weekend of festivities, curation of an Ice Fest Weekend "trail" on their newly launched Wander app, paid advertising, social media, and professional Public Relations efforts.

MOTION FOR CONSIDERATION:

1. To purchase a single block sculpture for \$350 or a double block sculpture for \$700.

FUNDING SOURCE/IMPACT: Funds are available in the current budget.

Misty Hagood

Misty Hagood, Finance Director

11/21/2023

Date

ATTACHMENTS:

1. Downtown Waynesville Ice Stroll Sponsorship
2. Ice Festival Sponsorship Deck 2024

MANAGER'S COMMENTS AND RECOMMENDATIONS:



DOWNTOWN WAYNESVILLE

Ice Stroll

Visitors will wander through a winter wonderland at the Downtown Waynesville Ice Stroll! On Friday night of the NC Smokies Ice Fest Weekend, Main Street, Frog Level and Hazelwood will come alive with enchanting ice sculptures lining the streets.

EVENT

When: Friday, January 26, 2024

Time: 5pm - 8pm (*Time TBD*)

Where: Main Street, Frog Level and Hazelwood

With a concerted effort to increase winter visitation, January is the perfect time of year to capitalize on the growing interest in winter activities. The Haywood County Tourism Development Authority (TDA), operating as Visit NC Smokies, is working with the Downtown Waynesville Commission and the Haywood County Chamber of Commerce to keep those numbers rising and ensure the success and growth of the NC Smokies Ice Fest.

Support the Downtown Waynesville Ice Stroll & Promote Your Business:

- Choose a custom design to promote your business
- Sculptures will be displayed on the sidewalk in front of your business, illuminated with lights, during the duration of the stroll.

Your business will be listed on the Ice Fest Weekend website NCSmokiesIceFest.com and on the Ice Fest Weekend Interactive Map as a participant in the Ice Stroll.

The process is easy. Simply fill out the form, Linked below, and upload your logo or photo of what you would like created.



Cost:

1 Block - \$350

2 Blocks: \$700

(Typically 1 block= 3.5 feet tall, but height will depend on the design.)

Click the link below to participate.

Downtown Waynesville Ice Sculpture Sponsorship

If you have any questions please contact:

Beth Gilmore
Executive Director
Downtown Waynesville Commission
bethgilmore@waynesvillenc.gov



WAYNESVILLE ICE SCULPTURE FORM

DEADLINE JANUARY 5, 2024

CONTACT INFORMATION

Name _____

Company/Organization _____

Company Name for Marketing Materials _____

Address _____

City _____ State _____ Zip _____

Contact Phone _____

Contact Email _____

Website _____

ICE SCULPTURE COMMITMENT

One Block: \$350

Two Blocks: \$750

PHYSICAL PAYMENTS

Please make checks payable to:

Haywood County TDA
91 North Lakeshore Drive, Suite 2
Lake Junaluska, NC 28745

Payment is due within 30 days of signing.

SPONSORSHIP AUTHORIZATION

The above authorized signature represents acceptance of terms as delineated in this sponsorship material. This is a contractual agreement.



2024
SPONSORSHIP PACKAGES

EVENT RECAP

The Maggie Valley Ice Festival made its debut in January 2023 and was an overwhelming success.

10,000
Total Attendance

2,500
From over 50 Miles Away

Top 5 Origin Cities
Charlotte, Atlanta, Knoxville, Tampa, Nashville



WHY SPONSOR

EMBRACING THE WINTER MAGIC: THE NC SMOKIES ICE FEST

With a concerted effort to increase winter visitation, January is the perfect time of year to capitalize on the growing interest in winter activities. The Haywood County Tourism Development Authority (TDA), operating as Visit NC Smokies, research shows that winter is the largest growing season in the area. In light of this, the TDA is working diligently to keep those numbers rising and ensure the success and growth of the NC Smokies Ice Fest.

The Craving for Winter Activities:

The 2023 Maggie Valley Ice Festival attendance demonstrated the tremendous demand for winter activities in the region. People from all walks of life flocked to the festival, eager to experience the magic and thrill of winter. This overwhelming response has inspired us to take the NC Smokies Ice Festival to new heights.

Your Sponsorship Matters:

To achieve continued success and growth, the NC Smokies Ice Festival needs your valuable sponsorship. By investing in this event, you contribute to the economic prosperity of Haywood County and its local businesses. Our vision is to extend the festival into a multi-day event, partnering with towns and businesses throughout Haywood County. This expansion will not only attract more visitors but also encourage overnight stays, leading to increased spending in local businesses.

Benefits of Partnership:

By becoming a sponsor, you gain significant exposure and visibility among festival attendees. Your brand will be prominently featured in our marketing materials, including social media campaigns, event signage, and press releases. This exposure will help you reach a wider audience and boost your brand recognition within the community.

You not only contribute to the success of the festival but also play a vital role in boosting the local economy. Together, let's embrace the winter magic and create a memorable experience for visitors while supporting the growth of our community.

2024 EVENT

What's New For 2024

Get ready for an even bigger and better **Maggie Valley Ice Festival** this year! The popular festival is expanding offering more excitement and fun for all. Attendees can look forward to a wider variety of ice games, stunning sculptures, and an even greater selection of vendors.

Downtown Waynesville's Ice Stroll: On Friday night of the NC Smokies Ice Fest Weekend, Main Street will come alive with enchanting ice sculptures lining the streets. You will find local businesses keeping their doors open late, offering cozy treats to keep you fueled as you admire the frozen masterpieces.

Canton's Ice Rink: Lace up your skates and get ready to glide on a glistening sheet of ice at Canton's ice skating rink at Sorrells Street Park. Whether you're a seasoned pro or a wobbly beginner, the Canton ice skating rink is the ultimate icy playground for all ages to enjoy all weekend long.

Penguins on the Pigeon: Get ready to witness the release of adorable rubber penguins into the river at the Canton recreation Park. While there, indulge in a hot chocolate bar and enjoy some exciting yard games. The winner will receive half of the penguin sales in a thrilling 50/50 split! The remaining proceeds will be dedicated to the All-Abilities Playground.

Lodging, Dining and Shopping Specials: We are excited to have many of our lodging, dining, and retail partners throughout the county participating in the event. These partners will be offering special deals, discounts, and hosting exciting events during the weekend, creating a vibrant atmosphere for visitors and locals alike.

With such strong participation from the community, NC Smokies Ice Fest Weekend promises to be an unforgettable experience for everyone involved.

This list of events and participants is increasing on a daily basis. Stay up to date on exciting happenings at [NCSmokiesIceFest.com](https://www.ncsmokiesicefest.com)

GENERAL SPONSORSHIPS

SPONSOR BENEFITS	POLAR PROMOTER \$7,500 2 AVAILABLE	ARCTIC ADVENTURER \$5,000 3 AVAILABLE	ICICLE INFLUENCER \$2,500 5 AVAILABLE	SNOWY SUPPORTER \$1,000 10 AVAILABLE	FROSTY FRIENDS \$500 10 AVAILABLE
Business Logo & Recognition on Ice Slide or Ice Throne	✓				
Recognition in Print/Digital Advertising	✓	✓			
Recognition on Promotional Materials	✓	✓			
Booth Space at the Maggie Valley Ice Fest	✓	✓	✓		
Custom Ice Sculpture To Represent Your Business	3-BLOCK	2-BLOCK	1-BLOCK		
Business Logo & Recognition on Medium Ice Sculpture/Games		✓	✓		
Business Logo on Ice Logo Wall				✓	
Recognition on Ice Festival Facebook Page	✓	✓	✓	✓	✓
Recognition In VisitNCsmokies Email Newsletter	✓	✓	✓	✓	✓
Business Logo on Ice Fest Website	✓	✓	✓	✓	✓
Link to Business Website on Ice Fest Website	✓	✓	✓	✓	✓
Maggie Valley Ice Fest Tickets	20	12	8	6	4

AREA SPONSORSHIPS



IGLOO WARMING TENT AREA

1 AVAILABLE
\$3,500

- Opportunity for booth space at Maggie Valley Ice Festival
- 1-Block Custom Ice Sculpture to represent your business
- Recognition in Visit NC Smokies email newsletter
- Logo recognition on Ice Festival website
- Link to business website on Ice Fest Website
- Recognition on Ice Festival Weekend Facebook page
- 10 complimentary Ice Festival featured event tickets



ICE CARVING LIVE DEMO AREA

1 AVAILABLE
\$3,500

- Opportunity for booth space at Maggie Valley Ice Festival
- 1-Block Custom Ice Sculpture to represent your business
- Recognition in Visit NC Smokies email newsletter
- Logo recognition on Ice Festival website
- Link to business website on Ice Fest Website
- Recognition on Ice Festival Weekend Facebook page
- 10 complimentary Ice Festival featured event tickets

SPONSORSHIP ACCEPTANCE FORM

DEADLINE JANUARY 5, 2024

CONTACT INFORMATION

Name _____

Company/Organization _____

Company Name for Marketing Materials _____

Address _____

City _____ State _____ Zip _____

Contact Phone _____

Contact Email _____

Website _____

SPONSORSHIP COMMITMENT

- Polar Promoter: \$7,500
- Arctic Adventurer: \$5,000
- Icicle Influencer: \$2,500
- Snowy Supporter: \$1,000
- Frosty Friends: \$500
- Igloo Warming Tent Area: \$3,500
- Live Ice Carving Demo Area: \$3,500

If applicable please circle yes or no to the question below:

We would like to have a booth at the Maggie Valley Ice Festival. **Y/N**

- Sponsor logo must be provided in .png and .eps format in black & white and full color.
- Payment is due within 30 days of signing.

We've made it easy for you to sponsor. Simply go to the NC Smokies Ice Fest Weekend Sponsorship page [HERE](#) and digitally sign up for the sponsorship level you prefer.

PHYSICAL PAYMENTS

Please make checks payable to:

Haywood County TDA
91 North Lakeshore Drive, Suite 2
Lake Junaluska, NC 28745

SPONSORSHIP AUTHORIZATION

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**TOWN OF WAYNESVILLE TOWN COUNCIL
REQUEST FOR COUNCIL ACTION
Meeting Date 11/28/2023**

SUBJECT Dogwood Foundation Grant for Downtown improvements.

AGENDA INFORMATION:

Agenda Location: New Business
Item Number:
Department: Downtown
Contact: Rob Hites
Presenter: Rob Hites

BRIEF SUMMARY : We received notice that the Dogwood Health Foundation is advertising for \$10,000 grants to improve Downtowns. The grants are targeted “to fund projects in downtowns or commercial corridors that enhance appearance, infrastructure or the pedestrian experience”. The grant is targeted to enhance projects that will not exceed a total cost of \$50,000. I reviewed the conceptual designs outlined in Thomas Woltz’s firm’s study relating to the renovation of the Depot Street niche park. The Committee also discussed the design and installation of “sail shades” to protect musicians that are performing at the Miller Street niche park. Thomas Woltz stated that considerable design will be necessary to develop a workable plan for Depot Street. The Committee agreed that renovating the park would enhance the pedestrian experience at that end of the Downtown and steer visitors closer to the parking garage. They endorsed the idea of applying for the \$10,000 grant to perform a feasibility study to determine the best use for the Depot Street lot. If the Dogwood Foundation will only accept grants for “shovel ready” projects, the Committee requests that the Town Council fund the feasibility study and the grant be used for construction of the Park. They would look to the TDA, and the Medford Fund to help fund the remainder of the construction of the Depot Street niche park.

MOTION FOR CONSIDERATION: Endorse the Town applying for a Dogwood Foundation Grant to aide in the design and possible construction of the Depot Street niche park.

FUNDING SOURCE/IMPACT: General

ATTACHMENTS: Comments from Charam Miller, Grants Manager

MANAGER’S COMMENTS: See Above

COMMENTS ON DOGWOOD FOUNDATION DOWNTOWN ENHANCEMENT GRANTS

Here are some definitive answers: Grants will be reviewed and awarded in January.

Dogwood is looking for a "stand-alone" project for this particular grant funding cycle, which fits the committee's desire for project closure. Organizations may apply for funding annually. The grant-funded project may span 12 months. I would assume the grant application would be due in mid-December. I am working on setting up the grants management login for their system.

Examples of projects may include:

Pedestrian/Multi-Modal Improvements - pedestrian signals, decorative crosswalk treatments, shade structures, pedestrian refuges/bump-outs, planters, benches, bicycle racks, parklets

Beautifications - paint, plants/landscaping, public art, awnings, power washing, picnic tables, wayfinding signs, flags/banners, educational displays, trash receptacles

Infrastructure - public access (steps/piers/walkways), lighting, permeable pavers, storm water management

Economic Activities - outdoor markets, food truck parking

I think this is a good start. Let me know if you have any additional questions.

Charam A. Miller, MNM | Grants Manager

Town of Waynesville

280 Georgia Avenue | PO Box 100 | Waynesville, NC 28786

(c) 828 246 8605 | cmiller@waynesvillenc.gov | www.waynesvillenc.gov