

Town of Waynesville, NC Board of Aldermen Regular Meeting

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

Date: **April 24, 2018** Time: **6:30 p.m.**

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(828) 452-2491 eward@waynesvillenc.gov

A. CALL TO ORDER - Mayor Gavin Brown

- 1. Welcome/Calendar/Announcements
- 2. Adoption of Minutes

<u>Motion:</u> To approve the minutes of the April 10, 2018 regular meeting as presented (or as corrected).

B. PRESENTATION

- 3. Awarding Badge and Service Side Arm to retiring Sergeant Keith Moore
 - Chief Bill Hollingsed

C. PUBLIC HEARING

- 4. Closing a portion of right-of-way of Railroad Street within PIN 8605-71-1498
 - Development Services Director Elizabeth Teague

Motion: To adopt the Resolution to close a portion of the right- of -way of Railroad Street within PIN 8605-71-1498

D. NEW BUSINESS

- 5. Downtown Streetscape Improvements
 - Development Services Director Elizabeth Teague

Motion: To direct staff to proceed with a consultant to assist the Town and DWA with MSD improvements

TOWN OF WAYNESVILLE – REGULAR SESSION AGENDA April 24, 2018

- 2 -

6. Special Events Applications

• Assistant Town Manager Amie Owens

Motion: To approve the special events permit applications and direct Town Manager to execute special events permits, as presented

E. COMMUNICATIONS FROM STAFF

- 7. Manager's Report Town Manager Rob Hites
 - Request by Haywood County to partner in Old Hospital Residential Conversion Project
- 8. <u>Attorney's Report</u> Town Attorney Bill Cannon
- F. COMMUNICATIONS FROM THE MAYOR AND BOARD
- G. CALL ON THE AUDIENCE
- H. ADJOURN



TOWN OF WAYNESVILLE

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

CALENDAR April 24, 2018

2018	
Tuesday April 24	Board of Aldermen Meeting – Regular Session
6:30 PM	
Town Hall Board Room	
Thursday May 3	Historic Preservation Commission
4:00 PM	History of Main Street
Town Hall Board Room	Presented by Alex McKay
Friday May 4	Art after Dark Main Street – sponsored by the Downtown
5:00 – 9:00 PM	Waynesville Association
Saturday May 5	Gateway to the Smokies Half Marathon
Main Street	Sponsored by Haywood Chamber of Commerce
7:30 AM - 12:00 PM	
Sunday May 6	Ramp Festival
American Legion	Sponsored by American Legion
Tuesday May 8	Board of Aldermen Meeting – Regular Session
6:30 PM	
Town Hall Board Room	
Thursday May 10	Annual Fashion Show
11:30 AM	Sponsored by Reach of Haywood
Laurel Ridge Country Club	
Saturday May 12	Whole Bloomin Thing
9:00 AM – 4:00 PM	Sponsored by Frog Level Merchants Association
Frog Level	
Saturday May 19	Quick Draw
Laurel Ridge Country Club	Artist Competition/auction
Tuesday May 22	Board of Aldermen Meeting - Regular Session
6:30 PM	
Town Hall Board Room	
Saturday May 26	BLOCK PARTY - sponsored by Downtown Waynesville
7:00 PM	Association – partial street closure – Main Street
Monday May 28	Memorial Day
	Town offices closed
Friday June 1	Art after Dark Main Street – sponsored by the Downtown
5:00 – 9:00 PM	Waynesville Association
Tuesday June 26	Board of Aldermen Meeting – Regular Session
6:30 PM	
Town Hall Board Room	

F.1. 1. 20th	T
Friday June 29th	Mountain Street Dance
6:30 – 9:00 PM	Sponsored by Downtown Waynesville Association
Main Street	
Wednesday July 4	Stars & Stripes Celebration
11:00 AM – 3:00 PM	Sponsored by Downtown Waynesville Association
Main Street	
Wednesday July 4	Independence Day
wednesday July 4	Town Offices Closed
Friday July 6	Art After Dark Main Street – sponsored by Downtown
5:00 – 9:00 PM	Waynesville Association
Tuesday July 10	Board of Aldermen Meeting – Regular Session
6:30 PM	board of Aldermen Meeting - Regular Jession
Town Hall Board Room	
Friday July 13	Mountain Street Dance
6:30 – 9:00 PM	Sponsored by Downtown Waynesville Association
Main Street	Sponsored by Downtown waynesville Association
Saturday July 21	Folkmoot Parade
10:00 AM - 11:00 AM	Sponsored by Folkmoot
Main Street	Sponsored by Folkinoon
Friday July 20 - 29	Folkmoot USA International Festival – various venues and times
	in Haywood and surrounding counties
Saturday July 21	Folkmoot Parade of Nations
10:00 AM – 11:00 AM	Tolkinost Furde of Nations
Main Street	
Monday July 23	Council of Government Meeting
5:30 PM	Haywood County
Tuesday July 24	Board of Aldermen Meeting – Regular Session
6:30 PM	7.000.00
Town Hall Board Room	
Friday July 27	Mountain Street Dance
6:30 – 9:00 PM	Sponsored by Downtown Waynesville Association
Main Street	
Saturday July 28	International Festival Day
10:00 – 5:00 PM	
Main Street	
Friday August 3	Art after Dark Main Street – sponsored by the Downtown
5:00 PM – 9:00 PM	Waynesville Association
Saturday August 4	Downtown Dog Walk
9:30 AM – 1:00 PM	Friends of SARGE
Courthouse Lawn	
Tuesday August 14	Board of Aldermen Meeting - Regular Session
6:30 PM	
Town Hall Board Room	
Tuesday August 28	Board of Aldermen Meeting – Regular Session
6:30 PM	
Town Hall Board Room	
Friday and Saturday	Smoky Mountain Folk Festival
August 31 & September 2	Stuart Auditorium, Lake Junaluska
Monday September 3	Labor Day Town Offices Closed
	1.6 5 1.44 6
Friday September 7	Art after Dark Main Street – sponsored by the Downtown

5:00 – 9:00 PM	Waynesville Association
Main Street	Waynesville Association
Tuesday September 11	Board of Aldermen Meeting – Regular Session
6:30 PM	podra of Alderthett Meeting - Vegarar Session
Town Hall Board Room	
Saturday September 15	BLOCK PARTY - sponsored by the Downtown Waynesville
7:00 PM	Association – partial street closure – Main Street
Tuesday September 25	Board of Aldermen Meeting – Regular Session
6:30 PM	board of Aidermen Meeting - Regular Session
Town Hall Board Room	
Friday September 28	Mountain Street Dance
Main Street	Sponsored by Downtown Waynesville Association
6:00 – 8:00 PM	Sponsored by Downtown Waynesville Association
Friday October 5	Art after Dark Main Street – sponsored by the Downtown
5:00 PM – 9:00 PM	Waynesville Association
	Board of Aldermen Meeting – Regular Session
Tuesday October 9 6:30 PM	board of Aldermen Meeting - Regular Session
Town Hall Board Room	
Saturday October 13	Church Street Art & Craft Show
10:00 AM – 5:00 PM	Charch street Art & Craft Show
Main Street	
Saturday October 20	Apple Harvest Festival
10:00 AM – 5:00 PM	Apple Harvest Festival
Main Street	
Monday October 22	Council of Government Meeting
5:30 PM	Maggie Valley
Tuesday October 23	Board of Aldermen Meeting – Regular Session
6:30 PM	Dodies of Australia Meeting Meeting Seption
Town Hall Board Room	
Wednesday October 31	Treats on the Street
5:00 PM – 7:00 PM	
Main Street	
Friday November 2	Art after Dark Main Street – sponsored by the Downtown
5:00 PM – 9:00 PM	Waynesville Association
Main Street	·
Monday November 12	Veteran's Day – Town Offices Closed
	·
Tuesday November 13	Board of Aldermen Meeting - Regular Session
6:30 PM	
Town Hall Board Room	
Thursday & Friday	Thanksgiving
November 22 & 23	Town Offices Closed
Tuesday November 27	Board of Aldermen Meeting – Regular Session
6:30	
Town Hall Board Room	
Friday November 30	Community Christmas Tree Lighting
5:00 PM	Sponsored by Downtown Waynesville Association
Oak Park Inn	
Monday December 3	Waynesville Christmas Parade
6:00 PM	

Main Street	
Main Street	
Saturday December 8	A Night Before Christmas
6:00 PM – 9:00 PM	
Main Street	
Tuesday December 11	Board of Aldermen Meeting – Regular Session
6:30 PM	
Town Hall Board Room	
Monday, Tuesday & Wednesday	Christmas
December 24, 25, & 26	Town Offices Closed

Board and Commission Meetings – April 2018

ABC Board	ABC Office – 52 Dayco Drive	May 15th 3 rd Tuesdays 10:00 AM
Board of Adjustment	Town Hall – 9 S. Main Street	May 1st 1st Tuesdays 5:30 PM
Downtown Waynesville Association	UCB Board Room – 165 North Main	May 24th 4 th Thursdays 12 Noon
Firefighters Relief Fund Board	Fire Station 1 – 1022 N. Main Street	Meets as needed; No meeting currently scheduled
Historic Preservation Commission	Town Hall – 9 S. Main Street	May 2nd 1st Wednesdays 2:00 PM
Planning Board	Town Hall – 9 S. Main Street	May 21st 3 rd Mondays 5:30 PM
Public Art Commission	Town Hall – 9 S. Main Street	May 10th 2 nd Thursdays 4:00 PM
Recreation & Parks Advisory Commission	Rec Center Office – 550 Vance Street	May 16th 3 rd Wednesdays 5:30 PM
Waynesville Housing Authority	Waynesville Towers – 65 Church Street	May 16th 3 rd Wednesdays 3:30 PM

BOARD/STAFF SCHEDULE

MINUTES OF THE TOWN OF WAYNESVILLE BOARD OF ALDERMEN REGULAR MEETING April 10, 2018

THE WAYNESVILLE BOARD OF ALDERMEN held its regular meeting on Tuesday, April 10, 2018, at 6:30 p.m. in the board room of Town Hall, 9 South Main Street, Waynesville, NC.

A. CALL TO ORDER

Mayor Gavin Brown called the meeting to order at 6:30 p.m. with the following members present:

Mayor Gavin Brown
Mayor Pro Tem Gary Caldwell
Alderman Julia Freeman
Alderman Jon Feichter
Alderman LeRoy Roberson

The following staff members were present:

Rob Hites, Town Manager Bill Cannon, Town Attorney Amie Owens, Assistant Town Manager Eddie Ward, Town Clerk Byron Hickox, Land Use Administrator

The following media representatives were present:

Cory Vaillancourt, Smoky Mountain News

1. Calendar/Announcements

Mayor Brown welcomed everyone and reminded the Board of the following events on the calendar:

- Saturday April 21st 6:00 8:00 pm Waynesville Inn and Golf Resort 2018 Taste of Chocolate
- Monday April 23rd 5:30 pm Council of Governments Meeting Town of Clyde

2. <u>Adoption of Minutes</u>

Alderman Gary Caldwell made a motion, seconded by Alderman Julia Freeman to approve the minutes of the March 27, 2018 regular meeting as presented. The motion carried unanimously.

B. PRESENTATION

3. A Living Wage for Waynesville – Down Home NC

Ms. Chelsea White explained to the Board that Down Home NC was formed in June 2017 and is a member-led community organization working to build power for poor and working people in small towns and rural communities in North Carolina. She said the priority for the presentation is to present

findings for raising the living wage for full time city workers in the Town of Waynesville. Living wage is the minimum amount a worker must make in order to afford housing, food, health care, child care and other basic necessities without public or private assistance. She said the methodology is based on the federal definition of poverty which is defined as \$12,140.00 for an individual. This equates to \$12.30 per hour. Within the Town of Waynesville, there are only seven employees earning less than \$12.30 an hour. She said that in order to increase these employees to \$12.30, and annual increase of \$6801.00 in the budget would be required. Ms. White gave statistics from other Western NC towns and counties which included the Town of Canton, Jackson, Transylvania and Buncombe Counties.

Mayor Brown indicated to Ms. White that health, dental, life and vision insurance, and 401K benefits are provided to all full time employees. He said that the seven employees that are currently below the \$12.30 pay are in their six month probation period, and if a 3% COLA raise is approved in the upcoming budget year, all full time positions will be over the recommended threshold, with the lowest rate being \$12.39 per hour.

C. PUBLIC HEARING

- 4. <u>Staff-initiated Text Amendment Request to amend the Land Development Standards Section</u> 3.2.6(A) Supplemental Standards for Manufactured Homes on Individual Lots.
 - Byron Hickox, Land Use Administrator

Mr. Hickox said the issue of the lack of clarity in the Land Development Standards (LDS) regarding manufactured homes on individual lots in the Dellwood Residential Medium Density District (D-RM) was brought to the attention of the planning staff when a request was made to place a manufactured home on a lot just off Mauney Cove Road.

The LDS indicates that within the D-RM, manufactured housing is permitted only in designated locations. In most instances, the allowance of a particular use at designated locations indicates that that use is permitted within a mixed-use overlay. The mixed-use overlay within the D-RM consists of a corridor, measured 500 feet from the east and west sides of Russ Avenue, running roughly through the center of the district. It seemed strange that manufactured housing on individual lots would be permitted in the portion of the D-RM district that had been created specifically to allow non-residential development, but not permitted within the more residential and rural portion of the district. From a land use planning perspective, the opposite seemed more reasonable.

The previous version of the LDS indicated that within the Dellwood Neighborhood District (forerunner of the D-RM) manufactured housing would be permitted as follows in Section 154.108(B)(8)(b):notice.

"Dwellings, Manufactured Housing on Individual Lots" shall not be located on the east side of Russ Avenue or within five hundred (500) feet of the edge of the traveled way of the west side of Russ Avenue."

This location restriction for manufactured housing within the Dellwood Neighborhood District in the previous version of the LDS is similar to the D-RM mixed-use overlay on the current Land Development Map. There are still significant portions of the current district to the east of Russ Avenue that are not contained within the mixed-use overlay. Therefore, the previous location restrictions do not correlate precisely to the current Land Development Map.

At the February 19, 2018 meeting of the Planning Board, this matter was considered, with much of the discussion focusing on the historic pattern of development along the Russ Avenue corridor, in the neighborhood along Golf Course Road to the east, and in the rural area along Mauney Cove Road to the west. There was consensus among the Planning Board members that a properly worded text amendment would clarify the issue and would serve to transfer the intent of the previous LDS into the current LDS. A motion was made, seconded, and confirmed unanimously to create a text amendment that would clarify the allowance for manufactured homes on individual lots in the D-RM to the west of the Russ Avenue overlay corridor.

At the March 19, 2018 meeting of the Planning Board, a text amendment was presented by staff based on the Planning Board's guidance at its February 19, 2018 meeting. A motion was made, seconded, and the Planning Board voted unanimously to recommend to the Board of Aldermen the adoption of the proposed text amendment to the LDS, which would replace Section 3.2.6(A) with the following text:

A. Manufactured Homes on Individual Lots

- 1. See Section 5.9 for Design Guidelines for Manufactured Homes on Individual Lots.
- 2. In the Dellwood Residential Medium Density District (D-RM), Manufactured Homes on Individual Lots shall only be permitted west of Russ Avenue outside of the Mixed-Use Overlay.

Mr. Hickox said Public Notice of the Hearing was posted in the Mountaineer March 30, and April 6, 2018.

Town Attorney Bill Cannon opened the Public Hearing at 6:51 pm, and asked if anyone wished to speak.

No one spoke.

Town Attorney Bill Cannon closed the Public Hearing at 6:52 pm.

A motion was made by Alderman Jon Feichter, seconded by Alderman LeRoy Roberson, to find Text Amendment is Consistent with the 2020 Land Development Plan. The motion passed unanimously.

A motion was made by Alderman Gary Caldwell, seconded by Alderman Julia Freeman, to approve the text amendment for Land Development Standards Section 3.2.6(A). The motion passed unanimously.

D. NEW BUSINESS

- 5. <u>Budget Amendment to extend lighting and landscaping improvements from the railroad crossing</u> at Hazelwood Avenue to Elysinia Avenue in Hazelwood
 - Preston Gregg, Town Engineer

Preston Gregg, Town Engineer, explained to the Board that this amendment is needed to extend or continue the lighting and landscaping improvements, etc. from the railroad crossing at Hazelwood Avenue to Elysinia Avenue in Hazelwood in the current 2017-2018 budget year. He said this would include an additional six lights with all underground work. The new lights will be consistent with the

existing lights that were placed in the area earlier this year. The cost of the six lights along with landscaping is \$45,210.00. Mr. Gregg stated that it could possibly be a six week turn around on the placement of the lights.

There was much discussion concerning the boring of the street and the placement of conduit for future fiber expansions.

Manager Rob Hites reminded the Board that one easement would need to be acquired for the lights to be installed.

A motion was made by Alderman LeRoy Roberson, seconded by Alderman Gary Caldwell, to approve Amendment No. 8 to the 2018-2018 Budget Ordinance and amendment No. 4 to 2017-2018 Financial Operating Plan for Internal Service Funds. The motion passed unanimously.

- 6. <u>Proposed Contract for telephone system upgrade FY 2018/2019</u>
 - Amie Owens, Assistant Town Manager

Assistant Town Manager Amie Owens explained that the current telephone system had been installed 12 years ago and was lacking in necessary functions and technology. She added that when someone calls 9-1-1 from any Town facility, the address that shows is 1022 North Main (Fire Station 1) due to where the server is located. This could be detrimental in the event of an emergency.

A new telephone system with multiple capabilities was been quoted by TSA Choice. Anthony Knight, Senior Technology Consultant provided an overview of the proposed system including the various options for purchase, lease and rental agreement under a Technology Assistance Program (TAP). Following Mr. Knight's presentation, Alderman Feichter had several questions related to the system from a technology and connectivity standpoint. Mr. Knight answered the various questions noting that the proposed system addressed his concerns. Ms. Owens explained that she had discussed with Finance Director Eddie Caldwell and that there would be funds in the current year budget to start the process of getting the system installed, if approved.

Mayor Brown asked Ms. Owens for a recommendation related to obtaining the system. Ms. Owens recommended the rental agreement under the TAP for cost savings and service capabilities. She reminded the Board that they had the option for the length of the agreement from 24 to 60 months

A motion was made by Alderman Jon Feichter, seconded by Alderman Julia Freeman, to authorize execution of a lease agreement between the Town of Waynesville and TSA Choice for a contract period of 60 months. The motion passed unanimously.

F. COMMUNICATIONS FROM STAFF

7. Manager's Report – Town Manager Rob Hites

Manager Hites reminded the Board that in Hazelwood ground the pavement, and will form and pour concrete for the elevated walkway from the parking lot over to the Bourbon Barrel. There will be brick placed over the concrete to form a brick walkway.

In Frog Level, the parking lot paving had to be stopped because Giles Chemical presented a lease that indicated they are leasing the parking lot from the railroad also. This lease was established six months before the Town's lease in the year 2002, and therefore may be superior to the Town's lease. Town Attorney Bill Cannon has drafted a sub-lease for Giles Chemical and the railroad that will allow them to give the Town permission to pave. Manager Hites said he will open up the lot for parking until a settlement of the lease can be made.

Manager Hites said he had met with Ms. Chris Forga concerning a parcel located on Water Street close to Water Street's intersection with Depot. The parcel is .59 acres. It lies in a flood way and is subject to a "trout buffer". The assessed value of the parcel is \$90,300.

Ms. Forga recommends that the Town use the property to address the lack of parking in Frog Level. She said her preference is to sell the parcel, and her asking price is \$110,000.00. Ms. Forga would consider a long term lease with a monthly rate of \$250.00.

Mayor Brown indicated he would like to wait and see what happens with the other Frog Level Parking lot with Giles Chemical and the railroad before making any decisions. The Board was in agreement.

Manager Hites said that he and Alderman Caldwell have been working with Mr. James Clayton about his building in Frog Level. He said there was quite a bit of work that needed to be done in order to bring it up to date with North Carolina Code, and hopefully back to its original appearance to attract new tenants in the Frog Level area.

8. Attorney's Report

Town Attorney Cannon stated that in reference to the Frog Level parking lot, he did not modify the lease much, but he just wanted to make it a lease between three parties instead of two.

In reference to the Hazel Street property that is in foreclosure, he said the contract paralegal was lined up and it will be a challenge, but he expects to have it completed by the end of the month.

G. COMUNICATIONS FROM THE MAYOR AND BOARD

No one had comments.

H. CALL ON THE AUDIENCE

I. ADJOURN

With no further business, Alderman Gary Caldwell made a motion, seconded by Alderman Jon Feichter, to adjourn the meeting at 8:13 pm. The motion passed unanimously.

ATTEST	
	Gavin Brown, Mayor
Eddie Ward, Town Clerk	Robert W. Hites, Jr., Town Manager

TOWN OF WAYNESVILLE

RESOLUTION 10-18 AWARDING BADGE AND SERVICE SIDEARM TO RETIRING POLICE SERGEANT KEITH MOORE

WHEREAS, North Carolina General Statute 20-187.2 provides that retiring members of municipal law enforcement agencies may receive, at the time of their retirement, the badge worn or carried by them during their service with the municipality, and

WHEREAS, North Carolina General Statute 20-187.2 further provides that the governing body of the municipal law enforcement agency may, in its discretion, award to a retiring member the service sidearm of such retiring member, and

WHEREAS, Sergeant Keith Moore has served as a Police Officer for the Town of Waynesville from December 29, 1994 to March 18, 2018 in varying capacities from patrol officer to Sergeant and for the Town of Hazelwood for multiple years prior to coming to the Town of Waynesville.

NOW, THEREFORE, BE IT RESOLVED, I, Gavin A. Brown on behalf of the members of the Board of Aldermen for the Town of Waynesville, North Carolina, the following:

The Police Chief of the Town of Waynesville is hereby authorized in accordance with the provisions of North Carolina General Statute 20-187.2 to transfer to the badge worn by him during his service with the Waynesville Police Department and his service sidearm, identified as <u>Glock, Model 22</u>; <u>.40 caliber</u>; Serial # WHV 667 .

Adopted this 24th day of April 2018.		
	Gavin A. Brown, Mayor	
ATTEST:		
Eddie Ward, Town Clerk		

TOWN OF WAYNESVILLE BOARD OF ALDERMEN REQUEST FOR BOARD ACTION

Meeting Date: April 24, 2018

SUBJECT: Public Hearing and Consideration of a Resolution to close a portion of right-of-way of Railroad Street within PIN 8605-71-1498.

AGENDA INFORMATION:

Agenda Location: Public Hearing

Item Number: C4

Department: Administration and Development Services

Contact: Elizabeth Teague, Development Services Director **Presenter:** Elizabeth Teague, Development Services Director

BRIEF SUMMARY:

The Town received a petition from a representative of Southern Concrete, the adjacent property owners to close a portion of the Railroad Street right of way (map attached). Pursuant to State Statutes the Board adopted a Resolution of Intent to Close the Right-of-Way on March 27 and has posted and provided public notice since that time. Staff recommends adoption of the Resolution to Close this portion of Railroad Street while retaining utility rights.

MOTION FOR CONSIDERATION:

1. To adopt the attached Resolution to Close the Right-of-way.

FUNDING SOURCE/IMPACT: N/A

ATTACHMENTS:

- 1. Resolution to Close a Right-of-way
- 2. Petition Materials submitted.
- 3. Location Map

MANAGER'S COMMENTS AND RECOMMENDATIONS:



TOWN OF WAYNESVILLE, NORTH CAROLINA STREET CLOSING REQUEST

Remit to the Town Clerk, 16 South Main Street, Waynesville, NC, 28786.

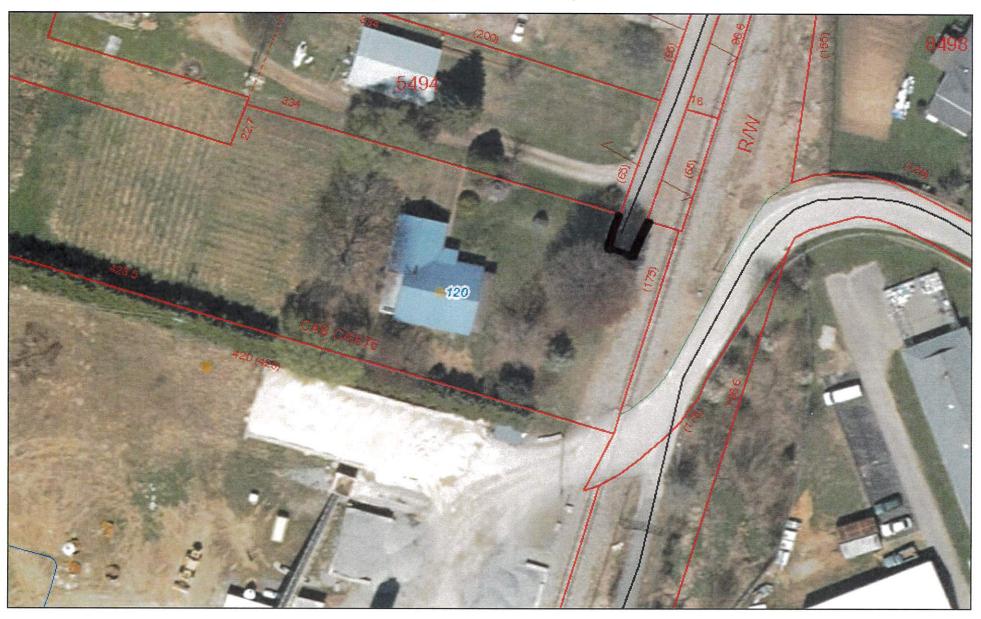
The procedure for street closing requests within the Town of Waynesville or its extra-territorial jurisdiction follows NCGS 160A-299, "Procedure for Permanently Closing Streets and Alleyways:"

- (1) When property owners propose to permanently close any street or public alley, they must petition the Board of Aldermen requesting that the described street or public alley be closed (petition attached). All property owners whose property abuts the street or right-of-way as shown in the county tax records must sign the petition. The Board of Aldermen may establish a fee to cover the Town's advertising and administrative costs.
- (2) The petition shall be submitted to the Town Clerk to be placed on the agenda at the next regular meeting of the Board of Aldermen to call for action to adopt a resolution declaring the Board's intent to close the street or alley and calling for a public hearing on the question.
- (3) A copy of the resolution shall be published once a week for four successive weeks prior to the hearing and a copy sent by registered or certified mail to all owners of property adjacent to the street or alley as shown on the county tax records. If the street or alley is under the authority of the State Department of Transportation, then a copy of the resolution shall also be mailed to the NCDOT. No street or alley under the control of NCDOT may be closed without NCDOT consent.
- (4) The Board of Aldermen shall then hold the public hearing and any person may be heard on the question, including Town planning, public safety, and public works staff. After the hearing, the Board may then vote to close the right of way if it is satisfied that the closing of the right-of-way is not contrary to the public interest, and that no property owner in the vicinity of the right-of-way or within the subdivision in which it is located would be deprived of reasonable means of ingress and egress to his or her property. The Town may reserve its right, title and interest in any utility improvement or easement within the street or alley being closed. Such reservation may also extend to private utilities.
- (5) A certified copy of the Order to close the right-of-way shall be filed with the register of deeds of Haywood County. Any person aggrieved of the closure, including the NCDOT, may appeal the order to the General Court within 30 days of adoption.
- (6) Upon closing a street or alley in accordance with NCGS 160A-299, all right, title, and interest in the right-of-way shall be conclusively presumed to be vested in those persons owning lots or parcels of land adjacent to the street or alley, and the title of such adjoining landowners, for the width of the abutting land owned by them, shall extend to the centerline of the street or alley that was closed. The division of land within the closed right-of-way may be altered by the filing of a plat which shows the street or alley closing and the portion of the closed street or alley to be taken by each owner and signed by each property owner that has an ownership right in the closed right-of-way.

PETITION FOR STREET CLOSING REQUEST

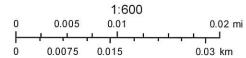
We, the undersigned property owners of property located abutting a private street or alleyway known as RALLROAD STREET @ 120 PALLROAD ST., located off of	
(PN 8605-71-1418), do hereby petition the Town of Waynesville Board of	
Aldermen to permanently close said street or alleyway.	
NAME/SIGNATURE PROPERTY/MAILING ADDRESS	
1. Gasa Ariene SouthERN CONCRETE MATERIA PO BOX 5395, ASHEVILLE, NC 28813	~
THE SHITTERS CONCRETE MATERIA	ils Inc.
PO BOX 5395, ASHEVILLE, NC 28813	
2	
3	
<u> </u>	*
4	
•	
5	
	•
	1.00
6	
Attach additional sheets if necessary	
-1-1 5016	

Haywood County



March 22, 2018

- AREA OF PROPOSED CLOSURE





WIN WAY

The Town will hold a hearing to consider changes to the land use status of this particular lot or this zoning district.

For more information, please contact Town of Waynesville Development Services Department - 828-456-8647

APRIL 24, 2018

6:30 PM

9 SOUTH MAIN ST.



TOWN OF WAYNESVILLE BOARD OF ALDERMEN REQUEST FOR BOARD ACTION

Meeting Date: April 24, 2018

SUBJECT: Board consideration of proposals to update MSD streetscape

AGENDA INFORMATION:

Agenda Location: New Business

Item Number: D5

Department: Administration and Development Services

Contact: Elizabeth Teague, Development Services Director **Presenter:** Elizabeth Teague, Development Services Director

BRIEF SUMMARY:

In response to DWA representatives, Town staff sought ideas and proposals for consultants to facilitate and develop updates to the Streetscape of Main Street and improvements to Wall Street. Staff has received two proposals through an informal process and seeks Aldermen guidance on how best to proceed.

MOTION FOR CONSIDERATION:

1. Motion to direct staff to proceed with a consultant to assist the Town and DWA with MSD improvements.

FUNDING SOURCE/IMPACT:

ATTACHMENTS:

- 1. Proposal from Thomas Woltz
- 2. Proposal from Equinox Environmental

MANAGER'S COMMENTS AND RECOMMENDATIONS: Recommend approval.



February 26, 2018

Elizabeth Teague, AICP, CTP, CFM Development Services Director Town of Waynesville, NC 9 S. Main Street, PO Box 100 Waynesville, NC 28786

Re: Downtown Waynesville – Waynesville, NC
Professional Landscape Architecture Services: Central Business District Material and Design
Consultation

Dear Elizabeth,

Please find attached our proposal based on our conversations with you. The following outlines a draft for two scopes of service for Downtown Waynesville Central Business District that address material choices, standards, and guidelines for landscape and streetscape elements. Note that Scope 1 includes services related only to helping your team select off-the-shelf materials and furnishings for Main Street while Scope 2 extends services to include concept level plans siting these elements along the length of the scope area.

We look forward to answering any questions you may have.

Sincerely,

Thomas L. Woltz, FASLA, CLARB

Principal/Owner

Nelson Byrd Woltz Landscape Architects

Thomas L. Wolf

Proposal for:

Downtown Waynesville

Waynesville, NC

Professional Landscape Architecture Services:

Central Business District Material and Design Consultation

Submitted by Nelson Byrd Woltz Landscape Architects February 26, 2018



Basic Services

Our team will be led by Principal Thomas Woltz and Associate John Ridenour with a number of design support staff. Outlined below are anticipated services and projected time frames based on our experience with similar projects and understanding of the project scope.

Scope Area

For scope extents please see Exhibit A - Scope Area

Scope 1 - Central Business District Streetscape Elements Package

- · Review and assess current streetscape materials and furnishings
- Meet with city staff and with Main Street merchants to assess needs/desires
- Research and identify precedent projects or initiatives
- · Assemble a package of proposed off-the-shelf streetscape elements, including:
 - Street Furniture
 - Paving
 - Lighting
 - Trash/Recycling receptacles
 - Planters
 - Tree grates
 - Water fountains
 - Signage
- Develop brief narrative describing process and recommendations

Deliverables

 Collated graphic package documenting precedents, proposed off-the-shelf streetscape material and accompanying narrative

Schedule

Three (3) weeks

Meetings

- NBW will attend one meeting in person with city staff and downtown business owners. Meeting to be facilitated and documented by City of Waynesville staff.
- · Phone calls and web meetings as needed

Scope 1 Fee

For the proposed Scope above we propose a fixed fee of **Four Thousand Five Hundred Dollars** (\$4,500), exclusive of Reimbursable Expenses.

Scope 2 – Central Business District Streetscape Elements Plan

- Concept level plan for streetscape elements within the scope area including:
 - Benches
 - Paving
 - Lighting
 - Trash/Recycling Receptacles
 - Movable Planters
 - Trees and other plant material
 - Tree grates
 - Water fountains
 - Signage
- Assess and recommend best management practices for street trees, existing and proposed i.e. tree wells allowing for root connection and enhanced soil volume

Deliverables

- · Concept level plan describing the location of the above mentioned streetscape elements
- Typical street section(s)
- · Concept level plant list for trees and proposed planters

Schedule

Eight (8) weeks

Meetings

- NBW will attend one (1) meeting in person with city staff and downtown business owners. Meeting to be facilitated and documented by City of Waynesville staff
- · Phone calls and web meetings as needed

Scope 2 Fee

We propose a fixed fee of **Seven Thousand Five Hundred Dollars (\$7,500.00)**, exclusive of Reimbursable Expenses.

Additional Services:

- · Streetscape Plans beyond the scope area
- Streetscape Plans beyond concept level
- Illustrative perspective renderings (created by a rendering firm) for the purposes of marketing or presentation
- Community Meetings/Presentations

Assumptions:

- NBW assumes that the City of Waynesville will provide a main point of contact for coordination with NBW
- NBW assumes that all relevant planning documents and base materials including a current survey of the project site (including grading, site utilities, and locations of trees and shrubs) will be provided by Client in a timely manner.
- Permits or presentation to regulatory agencies are not part of the scope of work.
- The fees above do not include Reimbursable Expenses and the associated 10% markup.





February 26, 2018

Elizabeth Teague, AICP, CTP, CFM Development Services Director Town of Waynesville, NC 9 S. Main Street, PO Box 100 Waynesville, NC 28786

Re: Downtown Waynesville – Waynesville, NC
Professional Landscape Architecture Services: Conceptual Master Plan

Dear Elizabeth,

Please find attached our proposal based on our previous conversations. The following outlines a draft scope of services for a conceptual master plan for Downtown Waynesville.

We look forward to answering any questions you may have regarding this proposal.

Sincerely,

Thomas L. Woltz, FASLA, CLARB

Principal/Owner

Nelson Byrd Woltz Landscape Architects

Thomas L. Wolf

Proposal for:

Downtown Waynesville

Waynesville, NC

Professional Landscape Architecture Services:

Conceptual Master Plan

Submitted by Nelson Byrd Woltz Landscape Architects February 26, 2018



Basic Services

Our team will be led by Principal Thomas Woltz and Associate John Ridenour with a number of design support staff. Outlined below are anticipated services and projected time frames based on our experience with similar projects and understanding of the project scope.

Scope Area

For scope extents please see Exhibit B

Scope

We understand the scope should address the Central Business District, including Main Street and secondary and tertiary adjacencies.

- Research current Waynesville planning documents and initiatives relevant to study area
- · Research and identify precedent projects or initiatives
- Research and document:
 - existing and potential extents of Downtown district
 - potential connections to Frog Level and other relevant districts
 - potential reconfiguration of vehicular and pedestrian circulation and parking
 - potential integration of bioswales or other best practice stormwater strategies in the secondary street zones
 - Existing and potential integration of public art
 - potential integration of Downtown gateway(s)
 - existing and potential visitor and service flows
 - City services and maintenance regimes
 - Material and furnishings language for secondary and tertiary streets in coordination with separate Main Street study
 - Concept level plant palette
- · Interview city staff and key stakeholders
- Develop narrative and digital document for presentation to city staff/Client Group
- Investigate opportunities to develop narrative into built form or landscape experience
- Develop concept level design initiatives/narrative for:
 - Larger ecological connections and potential to connect to the unique ecological identity of the region
 - Historical/cultural layers of Waynesville
 - Connections to other prominent Waynesville cultural districts
 - Wall Street development

Deliverables

- Master Plan book containing:
 - Conceptual pedestrian and vehicular circulation diagrams
 - Conceptual stormwater strategy diagrams
 - Narrative related to:
 - ~ local and visitor experience
 - ~ ecological connections
 - ~ history and culture of Waynesville
 - Material recommendations and precedents for secondary and tertiary streets including:
 - ~ Street furniture
 - ~ Paving
 - ~ Lighting
 - ~ Trash/Recycling Receptacles
 - ~ Planters
 - ~ Signage
 - ~ Public art
 - ~ Trees and other planting
 - Documentation of key stakeholder interviews
 - Plans and sketch perspective renderings to elucidate design opportunities

Fee

We propose a fixed fee of **Fifty-Four Thousand Five Hundred Dollars (\$54,500.00)**, exclusive of Reimbursable Expenses.

Schedule

Twenty-Six (26) weeks

Meetings

- NBW will attend two (2) meetings in person with city staff and downtown business owners...
- · Phone calls and web meetings as needed

Additional Services:

· Design initiatives for locations outside of scope area

• Community Meetings/Presentations

Assumptions:

- NBW assumes that the City of Waynesville will provide a main point of contact for coordination with NBW
- NBW assumes that all relevant planning documents and base materials including a current survey of the project site (including grading, site utilities, and locations of trees and shrubs) will be provided by Client in a timely manner.
- Permits or presentation to regulatory agencies are not part of the scope of work.
- The fees above do not include Reimbursable Expenses and the associated 10% markup.





WAYNESVILLE STREETSCAPE - DESIGN GUIDELINES

Prepared for the Town of Waynesville

1/16/2018



Equinox is a planning and design firm with a focus on conservation, sustainability, and environmentally responsible land development projects. Equinox is a trusted partner and regional leader providing the tools and expertise to help produce tangible benefits for our clients, for the communities in which we work, and for the environment.

1. INTRODUCTION

We provide our services under the umbrella of our four (4) lines of business which include **landscape** architecture, ecological services, conservation planning, and sustainability. Equinox' talented and passionate multi-disciplinary staff is an integral component to the success of each project we undertake. This includes professionals with diverse backgrounds in natural resources (plant, fisheries, and wildlife), landscape architecture, land planning, recreation planning, conservation planning, environmental science, and Leadership in Energy & Environmental Design (LEED). The depth and breadth of our work includes projects



for water resources planning, greenways & parks, sustainable design, streetscapes, and stormwater management.

We collaborate with public, private, and non-profit clients, as well as individual landowners throughout the Southern Appalachian Mountain region. Employing a 'balance through proper planning' approach, we operate from a vision that there are sustainable solutions that are beneficial for the environment, economy, and quality of life all at the same time. Together, it is our job to find, foster, and develop these solutions and to put them to work for the benefit of our clients.

2. SCOPE OF SERVICES

Equinox understands that the Town of Waynesville wants to improve the streetscape infrastructure, plantings and containers including evaluating and rethinking walkways and sculptures in downtown Waynesville. We also understand that the downtown Merchants Association is helping to move this effort forward with the goal of increasing the experience of the customers visiting the business downtown. Waynesville would like to develop the guidelines and specific streetscape furnishings/amentities for the Town. Please note that while Equinox can provide a Comprehensive Streetscape Plan for downtown Waynesville, that this scope is for the development of design guidelines only. Based on Equinox streetscape experience we are providing a scope tailored to the Town's needs as detailed below.

Task 1: Base Map (To be provided by the Town)

The Town of Waynesville will develop a base map for the project area in AutoCAD. The following information should be provided:

- Building storefronts
- Edge of pavement (street width) including curbing
- Sidewalks (width)
- Utilities (above and below ground, including pole locations, fire hydrants, lighting)
- Street Tree locations
- Curb cuts/driveways
- Cross walks

Equinox will take this information and use as a base map in which to craft the Comprehensive Streetscape Plan.

Task 2: Streetscape Inventory

Once the base map is complete, Equinox will conduct an on-site inventory of existing conditions such as locations of planting areas, window treatments, planters, hanging baskets, sidewalk materials, lighting

Cost Estimate: \$2,709.50



treatments, garbage cans, etc. One or two of Equinox staff members and one Town of Waynesville staff will conduct the on-site inventory. The inventory will provide a snapshot of current conditions and be used to help illustrate potential design changes and provide our planners and designers a starting point for the plan.

Task 3: Visual Preference Survey

A Visual Preference Survey is one of the tools for the key project stakeholders to give feedback on planning and design alternatives and to participate in the formulation of the Comprehensive Streetscape Plan. Survey questions and photos would be selected and reviewed by Town Staff and by Equinox. Key stakeholder participants would indicate their preferences among a series of images used to illustrate various options which could include infrastructure, streetscape and open space, light standards, screening, landscape features, and other elements which might be found downtown. This Visual Preference Survey would be conducted during a stakeholder meeting or through a web based survey site. The value of a Visual Preference Survey is in the range of opinions, the shared common ground, and the desires expressed by the stakeholders. We have also used this in the public setting on previous occasions and have found that opinions vary greatly so a smaller select group of stakeholders should help drive the process. A future public meeting can be used to obtain feedback on the refined preferences at a later date. The objective is to define the Vision for the future streetscape development for the Town of Waynesville.

Task 4: Design Guidelines

This task will include the development of design guidelines to convey various streetscape options. These guidleines will be the basis for which future upgrades will be implemented. An important part of the comprehensive plan is defining the goals of the plan which should be established earlier in the process in order to direct the planning and design effort. The comprehensive plan will include design recommendations and guidelines for street furnishings that identify the design intent, locations and applicable spacing, and recommended products. The following will also be included as part of the Design Guidelines for the street furnishings for the following:

- **Sidewalks, Pedestrain Crossings and Paving Standards**-Evaluate sidewalk materials, width, and safety; Explore the options for crosswalks for visual interest, maintenance, location and safety;
- **Street Furnishings**-(Benches, Trash and Recycling Receptaceles, Bollards, Planters, Flower Boxes and Haning Baskets, Tree Pit and Planter Edging); Develop landscape guidelines and recommendations that minimize maintenance, will thrive in a streetscape environment, and help increase the experience of the customers/visitors;
- **Lighting Standards**-Provide recommendations for specific type and height of street lighting or evaluate the suitability of existing lighting;
- Signage Standards-Provide recommendations on the type, quality, materials, and locations for signage
- Planting Standards and Plant List(s)-Develop a list of approved trees and shrubs for continuity

Cost Estimate: \$2,001.00

Cost Estimate: \$7,1180.50



Please note the Design Guidelines will be the major deliverable for the project and will not include a plan view Master Plan of the streetscape but rather guidelines to implement changes based on the above bulleted items.

Task 5: Stakeholder & Community Meetings Cost Estimate: \$3,452.25

Equinox will conduct two stakeholder meetings. The first meeting will be conducted to clearly define the goals of the streetscape plan improvements. The objectives of this first meeting will include documenting "likes" and "dislikes," sharing existing conditions, and conveying design ideas and concepts. The Visual Preference survey would be conducted during this meeting. The feedback from this meeting will help provide direction for the design guidelines and provide the guiding principles in which to evaluate the improvements. The second and final meeting will be conducted to share the draft product of the Design Guidelines with the stakeholder group.

Since obtaining buy-in and support for the plan is recommended, an additional public input meeting may be conducted by the Town of Waynesville which if needed should occur prior to the final stakeholder meeting. This meeting could include prioritization and consensus building regarding the guiding design principles and goals of the Design Guidelines. This meeting is suggested as it could provide additional community buy-in and support to ensure the Design Guidelines has the support to be implemented. Preparing and conducting a public meeting can take time and in this proposed scope of services, Equinox will attend the meeting but did not include in the fee time to plan, run or facilitate the meeting. This service can be provided if desired.

3. TIMELINE

Once a contract is signed, Equinox will develop a timeline with milestone dates with input from the Town of Waynesville.

4. CHARGES & FEES

Equinox proposes contracting with you for the services outlined in the "scope of services" for a fixed fee of \$15,431.25. Equinox shall satisfactorily perform all the work tasks as outlined in the "scope of services". This cost estimate includes mileage and expenses. Equinox bills on a monthly basis and invoices will be mailed typically by the 25th of each month with a payment due date by the 10th of the following month. Equinox will submit with each invoice a record of actual expenditures. Invoices that are not paid within 30 days will be assessed a \$35.00 late charge for each pay period or interest of 1.5% whichever is greater.



Once again, thank you for your interest in working with Equinox. If you find the above proposal acceptable please sign, date, and return to:

David Tuch - President Equinox 37 Haywood Street Asheville, NC 28801 Or Fax to (828) 253-8256 Or scan and e-mail to David@Equinoxenvironmental.com

Client Signature:	Da	ate:	
Namo (plaasa print)			

Name (please print)

Both parties reserve the right to terminate this contract for any reason subject to provision of 15 days written notice to the other party that will include stated reasons for that termination. Equinox will bill only for the time worked on the project up to the time of termination.

TOWN OF WAYNESVILLE BOARD OF ALDERMEN REQUEST FOR BOARD ACTION Meeting Date: April 10, 2018

SUBJECT: Special Events – May, June and August

AGENDA INFORMATION:

Agenda Location: New Business

Item Number: D6

Department: Administrative Services

Contact: Amie Owens, Assistant Town Manager **Presenter:** Amie Owens, Assistant Town Manager

BRIEF SUMMARY:

Requests were received for three (3) upcoming events in the Town of Waynesville. The Special Events Committee has reviewed the applications, discussed any concerns noted and spoken with event organizers to seek out solutions.

Last Shot Fired – May 11 and 12 – Civil War re-enactors will be camping at Sulphur Springs Park and holding mock battles with some musket fire via blanks. This is the third year for the event. The reenactors will march to Green Hill Cemetery on May 12 to hold a 21-gun salute. Organizers have obtained the necessary permit from the Police Department. There will be no salute if there is a funeral occurring at the scheduled time of the firing. Notification will be provided via the Everbridge network of the possible gunfire sounds as the Whole Bloomin' Thing will be occurring at the same time.

Walk to End Elder Abuse – June 15 – this is the third year for this event to be downtown utilizing the sidewalks for the walk. The event begins at the Historic Courthouse and most of the event will be on the courthouse lawn. Civilian Police Volunteers have assisted with this event to ensure that crossings are safe at Church Street and Depot Streets. This event begins at 6:00 p.m. There were no concerns about this event.

Sarge's 13th Annual Downtown Dog Walk – August 4 – this is a traditional event for the first Saturday in August. The Waynesville Police Department provides a car at the front and the rear of the parade and participants make one loop through town and events are held on the courthouse lawn. There were no concerns about this event.

MOTION: To approve the special events permit applications and direct Town Manager to execute special events permits, as presented.

FUNDING SOURCE/IMPACT: There are direct costs to the Town associated with these events, other than labor costs.

ATTACHMENTS:

- Special Events Application Last Shot Fired and Police Department letter
- Special Events Application Walk to End Elder Abuse
- Special Events Application Sarge's 13th Annual Downtown Dog Walk

MANAGER'S COMMENTS AND RECOMMENDATIONS: Recommend approval of these events as presented.



Application for Special Events Permit

. General Informat	Kon
EVENT NAME:	LAGT SHOT FIRED
EVENT DATE(S):	MAY 11 2 12
	Note: If event is more than three days in duration, and not in the public right-of-way, you will also need a temporary event permit. Contact the Waynesville Police Dept. at 828-456-5363 for more information.
LOCATION	SULPHER SPRINGS DARCH & GREENHILL GENETION
IF THIS EVENT IS A PARADE OR ROAD RACE	Please provide a full route description and map
SET-UP TIME (START/END):	5:00 PM ON MAX 11
EVENT HOURS:	10-1
DISMANTLE HOURS (START/END):	12:00 ON SATURDAY MAY 12
ESTIMATED ATTENDANCE;	30-40
BASIS ON WHICH THIS ESTIMA	STE IS MADE: LAS YEAR
COMPREHENSIVE GENERAL LINSURANCE REQUIRED: \$1,00	
II. Applicant and Sponsorin	g Organization information
SPONSORING ORGANIZATION NAME:	COLONEL WILLIAM HOLLAND THOMAS CAMP SCU 2231
ARE YOU A NON PROFIT CORPORATION?	o (Yes) you 501c(3) 501c(6) Worship
APPLICANT NAME:	TIMOTHY POOR TITLE ADJUTANT/TREASURER
ADDRESS:	D BOY GGY CITY: CUYDE STATE: NC ZIP 28721
PHONE:	828-708-2814 EMAIL: NCSCU, FORE @GMAIL.COM
ON-SITE CONTACT:	M HODE ON PON GREEN TITLE: ADJUTANT ON PRESIDENT/COMMUNICAL
ADDRESS:	10. Box 694 CLYDE, NC 2872)
PHONE #:	CELL PHONE #: 88-78-2814 EMAIL: OF NESCU. POPE @ GMAIL. LOM

¥1.	Brief Description of Event			
WH.	will camp out at S take Place on 5-12.	. WILL BE FRING	s Blanks fro	n Deniod Rifles.
I JEVE	to GREENHILL FOR SE	BLUICE & AT (SUP ASULTE:	ANMICAS VASI /EW JE
₩.	Street Closure Request (Atta	ch map of the Street C	losure)	

1.	
2.	
3.	
V.	Event Details
YES	(No)
	Does the event involve the sale or use of alcoholic beverages?
	If yes, has the ABC permit been obtained? Yes No Please provide a graphic of the area where alcoholic beverages will be purchased or consumed (i.e. beer garden layout)
	Does the event involve the sale of food? No
	If "YES", has the health department been notified? Have you applied for a temporary permit?
	Does the event involve the sale of non-food items? If "YES" have you applied for a privilege license?
	Will there be musical entertainment at your event? IF "YES" provide the following information:
	Number of Stages: Number of Band(s): Amplification?
	Note: If amplification is used, you will be required to perform a pretest for compliance with the noise ordinance.
	Do you plan to use an existing occupied building? Address <u>NO</u>
	Do you plan to use an existing vacant building? Address
	Will there be any tents or canoples in the proposed event site? Please provide the following information:
	Approx. Number of Tents: 4 Will any tent exceed 400 sq. feet in area? 60 YES
	Does the evert involve the use of pyrotechnics? Explain FIRE BLANKS FROM CIVIL WAYL EAST REFLES
	Will you provide portable toilets for the general public attending your event? IF SO, how many and where will they be located? 1. LOCATED NEXT TO FENCE AT SOUTHER SPRIMS
	Will you require electrical hookup for the event? Generators?
	No
•	And And technic serves in Asset in the excits. Exhault
	Will admission fees be charged to attend this event? If YES", provide the amount(e) of all tickets.
	Will fees be charged to vendors to participate in this event? If "YES", please provide the amount(s).
	Will signs and/or banners be displayed as part of the event? If "YES" have you applied for a sign permit? <u>Mar</u>
	Will inflatable parade balloons be used for the event? Provide details if necessary.
VI. Add	Hitonal Questions
How will	parking be accommodated for this event? ON SIDE & SINGET
Notes:	
	Parking and buildings involved may be examined for 2. You may be required to provide a shuttle if the event places undue demands on surrounding parking areas.
How will event?	trash be contained and removed during and after the Out Our Troose BASS. TAKE WITH US.
Ар	ply for this permit at least 60 days prior to your special event. (30 days for a neighborhood street closing)
Re	tum to:
An	nie Owens, Assistant Town Manager
18	wn of Waynesville S. Main Street, P.O. Box 100, Waynesville, NC 25786
	lephone; (828) 452-2491 x No. : (828) 468-2000
	nali Address: govens@waynesvillenc.gov
VIII. Sp	ectal Information for Applicants

^{*} Do not announce, advertise or promote your event until you have an approved and signed permit.

^{*} You will be required to notify property owners affected by the event at the time a special events permit is issued with a copy of any

Mr. Timothy Pope **Sons of Confederate Veterans Colonel William Holland Thomas Camp 2231** P. O. Box 694 **Clyde, NC 28721**

Mr. Pope:

This letter is in reference to your request to discharge re-enactment weapons during the upcoming "Last Shot Fired Event" at the Sulphur Springs Park located off Timothy Lane, Waynesville, NC, 28786, beginning Friday, May 11, 2018, and continuing through **Saturday, May 12, 2018.**

It is my understanding that the Colonel William Holland Thomas Camp 2231 will discharge their muskets (black powder blanks only) on the following dates and times:

Saturday, May 12, 2018 between 10:00 A.M. to 2:00 P.M.

Per our conversation, you advised that you plan to hold a Memorial Service at the Greenhill Cemetery on Saturday, May 12, 2018, between 1:00 P.M. to 2:00 P.M. and a few shots might be fired, if no burial is taking place at this time.

Please keep this letter in your possession during the event and be able to present it to any Law Enforcement Officer upon request. Contact my office if you have additional question or concerns.

Sincerely,

William H. Hollingsed

Chief of Police

cc: Mr. Robert W. Hites, Jr., Town Manager

Captain Brian Beck

WK N. ISK

Lieutenant Tim O'Neill, Patrol



Application for Special Events Permit

I. General	formation				
EVENT NAME:	Sarge's 13th Annual Downtown Dog Walk				
EVENT DATE(S):	August 4th, 2018				
	Note: If event is more than three days in duration, and not in the public right-of-way, you will also need a temporary event permit. Contact the Waynesville Police Dept. at 828-456-5363 for more information.				
LOCATION	Courthouse Lawn - 215 N.Main St., Waynesville, NC, 28786				
IF THIS EVENT IS A OR ROAD RACE	PARADE Please provide a full route description and map				
SET-UP TIME (STA	T/END): 7:30 AM - 8:30 AM				
EVENT HOURS:	9:00 AM - 12:00 PM				
DISMANTLE HOUR (START/END):	12:00 PM - 2:00PM				
ESTIMATED ATTER	ANCE: 300				
BASIS ON WHICH ' MADE:	Previous events				
COMPREHENSIVE INSURANCE REQU					
II. Applicant and	Sponsoring Organization Information				
SPONSORING OR NAME:	NIZATION Sarge's Animal Rescie Foundation, Inc				
ARE YOU A NON P CORPORATION?	OFIT If yes, Place of No Yes are you 501c(3) 501c(6) Worship				
APPLICANT NAME:	Jed Lambert TITLE: President				
ADDRESS:	56 Industial Dr CITY: waynesville STATE: NC ZIP 28786				
PHONE:	246-9050 _{FAX#} : 246-9051 _{EMAIL} :				
ON-SITE CONTACT:	elisha Yon TITLE:Secretary -Dog Walk Chair				
ADDRESS:	04 N.Haywood Street, Waynesville, NC 28786				
PHONE #:	56-3753 CELL PHONE #: 550-1346 EMAIL: gabbi2bull@gmail.com				

III. Brie	f Description of Event
to N Main St, t at the corner of parade norma	alk their dogs in a parade from the Historic Courthouse Lawn located at 215, N. Main St. downDepot St to Montgomery St, to Church St, back to the Courthouse lawn. Historically the Waynesville Police Department has handled traffic control by holding traffic at the red light of N. Main and Depot St, then at the corner of Church St and N Main St. They have also led and followed the parade with a crulser. The ly takes less than 30 minutes. Contests are held on the Courthouse steps after the Dogwalk. A video of 2016's event can be seen here: https://doi.org/10.1007/see
IV. Stre	et Closure Request (Attach map of the Street Closure)
,	s) (or lanes of streets) requiring temporary street closure as a result of this event. name(s) indicating beginning and endpoints of the closing, day, date and time of closing and reopening:
1.Beginnin	g 215 N main St
2.2-4 Depo	t St - Montgomery St., Church St
3.5 - N. Ma	in St (at corner of Church St, Ending back at 215 N Main St)
V. Eve	nt Details
YES NO	
	Does the event involve the sale or use of alcoholic beverages?
	If yes, has the ABC permit been obtained? Yes No Please provide a graphic of the area where alcoholic beverages will be purchased or consumed (i.e. beer garden layout)
	Does the event involve the sale of food?
	If "YES", has the health department been notified? Have you applied for a temporary permit?
	Does the event involve the sale of non-food items? If "YES" have you applied for a privilege license?
	Will there be musical entertainment at your event? IF "YES" provide the following information:
	Number of Stages: 1 Number of Band(s): Amplification? Yes
	Note: If amplification is used, you will be required to perform a pretest for compliance with the noise ordinance. Do you plan to use an existing occupied building? Address
	Do you plan to use an existing vacant building? Address
	· · · · · · · · · · · · · · · · · · ·
	Will there be any tents or canopies in the proposed event site? Please provide the following information:
	Approx. Number of Tents: 10 Will any tent exceed 400 sq. feet in area? ☑ NO ☐ YES
	Does the event involve the use of pyrotechnics? Explain
	Will you provide portable toilets for the general public attending your event? IF SO, how many and where will they be located?
	Will you require electrical hookup for the event? Generators?
	Will you require access to water for the event? Explain
	Will admission fees be charged to attend this event? If "YES", provide the amount(s) of all tickets. See attach
	Will fees be charged to vendors to participate in this event? If "YES", please provide the amount(s).
	Will signs and/or banners be displayed as part of the event? If "YES" have you applied for a sign permit?
	Will inflatable parade balloons be used for the event? Provide details if necessary.

Will inflatable parade balloons be used for the event? Provide details if necessary.

How will parking be accommodated for this event?	Branner Ave
Notes: 1. Parking and buildings involved may be examined for ADA compliance.	You may be required to provide a shuttle if the event places undue demands on surrounding parking areas.
How will trash be contained and removed during and after the event?	Volunteers will remove all trash from the premises, defecation bags will be provided to the participants

Apply for this permit at least 60 days prior to your special event. (30 days for a neighborhood street closing)

Return to:

Amie Owens, Assistant Town Manager Town of Waynesville

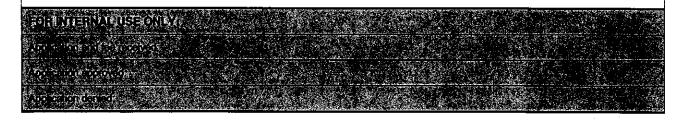
16 S. Main Street, P.O. Box 100, Waynesville, NC 28786

Telephone: (828) 452-2491 Fax No. : (828) 456-2000

Email Address: aowens@waynesvillenc.gov

VIII. Special Information for Applicants

- Do not announce, advertise or promote your event until you have an approved and signed permit.
- * You will be required to notify property owners affected by the event at the time a special events permit is issued with a copy of any correspondence provided to the Town for the permit file.
- * No permanent alterations to the street will be permitted. Only chalk may be used on streets no permanent paint.
- * The Town has an ordinance prohibiting the use of tobacco and e-cigarettes in the business districts and all parks of the Town. The Applicant is to communicate this information to all vendors and participants. Permanent signs are in place in these districts and parks.
- * The Town has an ordinance against animals at festivals except for service animals. The Applicant is expected to communicate this information to all vendors and participants.
- * The Applicant shall be responsible for hiring and paying off-duty law enforcement officers, or reimbursing the Town for the costs of providing on-duty law enforcement officers, to appropriately police street closures. For festivals, the Applicant shall be additionally responsible for hiring and paying off-duty law enforcement officers, or reimbursing the Town for the costs of providing city staff, including but not limited to: on-duty law enforcement officers, to provide internal festival security and for hiring and paying necessary emergency medical technicians.
- * The Assistant Town Manager, in consultation with the Waynesville Police Department, shall determine the number of officers needed to appropriately police street closures and for internal security, and with the Fire Department to determine the number of emergency medical technicians needed, and the time when such services shall commence and end.







Saturday, August 6, 2016

SPONSORSHIP OPPORTUNITIES

GERMAN SHEPHERD - \$5000 PLOTT HOUND - \$2500 MASTIFF/CHIHUAHUA - \$1000 CHOW/HOUND - \$500 MIXED-UP POODLE - \$250 ALL-AMERICAN DAWG - \$150

Pays for 10 Dixie Dog Transports
Pays our vet bills for 2 weeks
Pays for medicine and vaccines for 1 month
Pays our food bills for 1 month
Will subsidize 8 shelter adoptions
Sponsors a foster home for 3 months

Deadline for Sponsorship is July 1, 2016 to have your name on the T-Shirts

	port Sarge's and t					
* Sponsors may walk the walking a dog? Yes	ir dogs for free, but	must submit	a registration		'	
* Sponsors may provide	promotional materia	als for goody	bags. Will you			No
* Sponsors may request	up to 2 t-shirts. (please indica	te size and qu	antity belo	w)	
Adult Male S	M L XL XL Adult Female S	_XXL	Youth S	iM	L	
	levels may have a vir business logo and e to do this? Yesake your check P. O. Box 854,	vendor space l a link to the _ No payable to Waynesvil	Would you li ir website on SARGE'S and le, NC 2878	SARGE'S D d mail it 36	og Walk Sr	No nonsor
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For more information, please go to: www.SargeAnimals.org

or call 828-246-9050 Thank you!



Downtown Dog Walk

Partner Pledge Form

Free Official
Dog Walk Shirt!
Raise over \$20 for your
team and earn a
free t-shirt!

Partner Name	Mailing Address	e-mail	Phone	# \$ Amount
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Sarge's goal is for each participant to raise \$100 or more in partnerships.

Name of team leader/collector _

Please bring this form to pre-registration on Thursday, August 4, from noon to 6:00 pm to SARGE'S Adoption Center, 256 Industrial Park Dr., Waynesville, NC 28786 (828-246-9050)

With the help of our generous donors and volunteers, **SARGE'S** continues to save and place lost and abandoned animals of Haywood County. The annual Downtown Dog Walk is **SARGE'S** biggest fundraising event of the year and **WE NEED YOUR SUPPORT** to continue this life saving mission.

REGISTER TODAY. You may register as an individual or create a team and recruit partners to sponsor you and your dog. Raise at least \$20 and get a free t-shirt. Prizes for the the most money raised.

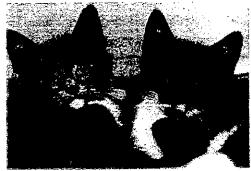
Individual walkers: Complete this form and mail it in.

Teams of 2 or more: Complete the enclosed team pledge form with information about your group.

Registration forms should be mailed to **SARGE'S** headquarters by Monday, July 25th or delivered to **SARGE'S** headquarters on Thursday, August 4, from noon to 6:00 pm.

Address: Sarges Animal Rescue P.O. Box 854 Waynesville, NC 28786

REGISTER ONLINE by clicking the Downtown Dog Walk link at: www.sargeanimais.org



Proceeds help dogs, cats, puppies and kittens alike.



CAN'T JOIN US? BE A VIRTUAL WALKER!

We'll have one of our volunteers walk a **SARGE** foster dog for you. What a treat for a foster dog to be able to join the fun!

For more information please go to: www.sargeanimals.org or call 828-246-9050

Please join us for

SARGE'S ANIMAL RESCUE FOUNDATION



Saturday, August 6, 2016 Walk begins at 10:00 am Courthouse Lawn, Main St. Downtown Waynesville, NC

REGISTRATION FORM

Mama

name
Address
City
StateZip
**Email
T-Shirts - Adult \$15 & Kids \$10 donation (please indicate size & quantity)
Adult Female S M L XL
Adult Male S M L XL XXL
Youth S M L
Fee: \$15 per dog. Walkers receive a doggy bandana and goody bag.
No. of dogs you're walking
No. of virtual dogs you're walking
TOTAL AMOUNT ENCLOSED \$
Please make your check payable to SARGE'S
and mail this form and signed waiver to
SARGE'S DOG WALK
PO Box 854
Waynesville, NC 28786
- · · · · · · · · · · · · · · · · · · ·

ALL WALKERS MUST SIGN THE WAIVER AND RELEASE

or you may bring this form to SARGE'S

headquarters at 256 Industrial Park Drive.

TO PRE-REGISTER: Please go to www.sargeanimals.org to register online OR complete this form, sign the waiver and send it with your registration fee to

SARGE'S DOG WALK PO Box 854 Waynesville, NC 28786

You may pick up your goody bag, bandana and T-shirt at **SARGES** on Thursday, Aug. 4, from noon to 6:00 pm OR at 9:00am on the day of the Dog Walk.

ON SITE REGISTRATION begins at 9:00 am on August 6, 2016. Walk begins at 10:00!

IMPORTANT: Walkers under the age of 12 must be accompanied by a registered walker. This event is for dogs and their walkers only.

WEAR your 11th Annual Dog Walk T-shirt to the event! Adults \$15 - Kids \$10 donation.

EARLY CHECK-IN: If you have collected at least \$20 from partners, come to **SARBE'S** headquarters at 256 Industrial Park Drive on Thursday, August 4, from 10:00am to 7:00 pm to turn in your pledges, pick up your goody bag and maybe purchase a t-shirt or two!

Earn a FREE T-SHIRT
Partner Pledge Form
Enclosed, GO FOR IT!

WAIVER & RELEASE FORM

All walkers must read and sign!

In consideration of being permitted to participate in Sarge's Downtown Dog Walk, I hereby for myself, my heirs and personal representatives assume any and all risk associated with this event. I further waive, release, discharge and covenant not to sue Sarge's Animal Rescue Foundation, its officers, employees, organizers, volunteers or other representatives, or their successors and assigns, for any and all injuries or damages of any kind whatsoever suffered as a result of taking part in the event and any related activities.

I also agree to the use of any photo, film or videotape of the event for any purpose.

In addition, by signing this form I confirm my pet has a current rabies vaccination.

Signat	ure:
parent years o	t or guardian signature if walker is under 18 of age
Date:	Miles in the control of the control

CAN'T JOIN US? YOU CAN STILL HELP. BE A VIRTUAL WALKER!

Sponsor a **SARGE** foster dog and we will have one of our volunteers walk the dog for you. How great for a dog that would otherwise miss all the fun. \$15 sponsors a dog. Sponsor one, or as many dogs as you like. Thank you!



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 04/04/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

Canton, NC 28716 Patton, Morgan & Clark INSURER A: Scottsdale Ins Co INSURER B: Auto-Owners Ins. Co. INSURER C: AmTrust North America INSURER C: INSURER C: INSURER C: INSURER E: INSURER F: COVERAGES CERTIFICATE NUMBER: THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FO INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESCENTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJEC EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. INSURER B: Auto-Owners Ins. Co. INSURER B: Auto-Owners Ins. C	No): 828-648-2642
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If yes, describe under	100 3
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DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)	
	'
CERTIFICATE HOLDER CANCELLATION	
TOWN-11	
SHOULD ANY OF THE ABOVE DESCRIBED POLICIES E THE EXPIRATION DATE THEREOF, NOTICE WIL ACCORDANCE WITH THE POLICY PROVISIONS.	

ACORD 25 (2016/03)

108 N. Main Street Waynesville, NC 28786

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The ACORD name and logo are registered marks of ACORD

AUTHORIZED REPRESENTATIVE Patton, Morgan & Clark



Application for Special Events Permit

I. General Informat	<u>ion</u>
EVENT NAME:	2018 Walk to End Elder Abuse
EVENT DATE(S):	June 15, 2018
	Note: If event is more than three days in duration, and not in the public right-of-way, you will also need a temporary event permit. Contact the Waynesville Police Dept. at 828-456-5363 for more information.
LOCATION	Powntown Naynesville loop to Justice Center
IF THIS EVENT IS A PARADE OR ROAD RACE	Please provide a full route description and map
SET-UP TIME (START/END):	4:30 - 7:30 (May be a little earlier for set-up only) Walk at 6:00pm
EVENT HOURS:	4:30-7:30
DISMANTLE HOURS (START/END):	7:00
ESTIMATED ATTENDANCE:	200+
BASIS ON WHICH THIS ESTIN MADE:	Last year's attendance was at 200.
COMPREHENSIVE GENERAL INSURANCE REQUIRED: \$1,0	LIABILITY 100,000. Please attach proof of insurance (or applicable rider).
II. Applicant and Sponsori	ng Organization Information
SPONSORING ORGANIZATION	Mountain Projects. Inc - Senior Resource Center
ARE YOU A NON PROFIT CORPORATION?	lo (Yes) If yes, Place of are you (501c(3)) 501c(6) Worship
APPLICANT ANNA M	
ADDRESS: 2251 01	d Balsam Rd CITY: Waynesville STATE: NC ZIP 28786
PHONE: 564-412	7 FAX#: 452-9454 EMAIL: arogers @mountainprojects.org
on-site contact: <u>Same</u>	
ADDRESS:	
PHONE #: 400-7258	CELL PHONE #: 400-7258 EMAIL: SAWK

III Brief Description of Event			
Walkers and renders gather at the Justice Center until 5:45. At that time, we meet on the courthouse steps for announcements and a group photo. Then at 6:00 pm everyone walks a loop around Downtown Waynesville. Some folks may wake more than once. Then, we meet back at the Justice Center with renders and music			
IV. Street Closure Request (Attach map of the Street Closure)			
List any Includé	street(street r	s) (or lanes of streets) requiring temporary street closure as a result of this event. name(s) indicating beginning and endpoints of the closing, day, date and time of closing and reopening:	
1.			
2.			
3.	1180 G S 89		
V	Eve	nt Details	
YES	NO	,	
	V	Does the event involve the sale or use of alcoholic beverages?	
		If yes, has the ABC permit been obtained? Yes	
	Y	Does the event involve the sale of food?	
		If "YES", has the health department been notified? Have you applied for a temporary permit?	
	Ø	Does the event involve the sale of non-food items? If "YES" have you applied for a privilege license?	
v		Will there be musical entertainment at your event? IF "YES" provide the following information: Number of Number of Band(s): Amplification? Small Speakers-maybe	
	E	Note: If amplification is used, you will be required to perform a pretest for compliance with the noise ordinance. Do you plan to use an existing occupied building? Address	
.□	_ (<u>r</u>	Do you plan to use an existing vacant building? Address	
U		Will there be any tents or canoples in the proposed event site? Please provide the following information:	
		Approx. Number of Tents: 1-2 Will any tent exceed 400 sq. feet in area? 12 NO 12 YES	
	⊠	Does the event involve the use of pyrotechnics? Explain	
Π.	Ø	Will you provide portable toilets for the general public attending your event? IF SO, how many and where will they be located?	
D		Will you require electrical hookup for the event? Generators? No - Only dropfords	
		Will you require access to water for the event? Explain	
	V	Will admission fees be charged to attend this event? If "YES", provide the amount(s) of all tickets.	
	Ø	Will fees be charged to vendors to participate in this event? If "YES", please provide the amount(s).	
V		Will signs and/or banners be displayed as part of the event? If "YES" have you applied for a sign permit? No	
	\mathbf{Z}	Will inflatable parade balloons be used for the event? Provide details if necessary.	

VI. Additional Questions

How will parking be accommodated for this event?

Parking garage behind Courthouse Justice Cen

Notes:

- Parking and buildings involved may be examined for ADA compliance.
- 2. You may be required to provide a shuttle if the event places undue demands on surrounding parking areas.

How will trash be contained and removed during and after

ast year, trash cans on-site were already

overflowing. We took most of our trash but used some on-site contelners.

Apply for this permit at least 60 days prior to your special event. (30 days for a neighborhood street closing)

Return to:

Amle Owens, Assistant Town Manager

Town of Waynesville

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

Telephone: (828) 452-2491 Fax No.: (828) 456-2000

Email Address: <u>aowens@waynesvillenc.gov</u>

VIII. Special information for Applicants

- Do not announce, advertise or promote your event until you have an approved and signed permit.
- You will be required to notify property owners affected by the event at the time a special events permit is issued with a copy of any correspondence provided to the Town for the permit file.
- No permanent alterations to the street will be permitted. Only chalk may be used on streets no permanent paint.
- The Town has an ordinance prohibiting the use of tobacco and e-cigarettes in the business districts and all parks of the Town. The Applicant is to communicate this information to all vendors and participants. Permanent signs are in place in these districts and parks.
- The Town has an ordinance against animals at festivals except for service animals. The Applicant is expected to communicate this information to all vendors and participants.
- The Applicant shall be responsible for hiring and paying off-duty law enforcement officers, or reimbursing the Town for the costs of providing on-duty law enforcement officers, to appropriately police street closures. For festivals, the Applicant shall be additionally responsible for hiring and paying off-duty law enforcement officers, or reimbursing the Town for the costs of providing city staff, including but not limited to: on-duty law enforcement officers, to provide internal festival security and for hiring and paying necessary emergency medical technicians.
- The Assistant Town Manager, in consultation with the Waynesville Police Department, shall determine the number of officers needed to appropriately police street closures and for internal security, and with the Fire Department to determine the number of emergency medical technicians needed, and the time when such services shall commence and end.

FOR INTERNAL USE ONLY:

Application and fee received

Application approved

Application denied

Memorandum

To: Mayor and Board of Aldermen

From: Rob Hites Date: 4/24/2018

Subject: Request by Haywood County to partner in Old Hospital Residential

Conversion Project

Haywood County has contracted with Landmark Asset Services Inc. to submit a proposal to the NC Housing Finance Agency for tax credits that are essential for the conversion of the Old Hospital into residential rental units for low to moderate income lessees. The County has asked the Town to reaffirm its commitment to provide public improvements and grants to the project that would help it score high enough to be approved for such tax credits.

In a May 9, 2016 letter the Town agreed to:

- Waive the permitting and tap fees in an amount not to exceed \$7,230.
- Provide the necessary water and sewer lines to the master meter in an amount not to exceed \$58,000.
- Construct sidewalks to meet the Town Code of Ordinances in an amount not to exceed \$106,842.

The NC General Statutes permit a municipality to make grants to aide in providing low to moderate income housing. The statutes empower housing authorities to carry out their programs provide the statutory basis for towns providing grants and other public services (GS 157-9 (a). While municipalities may not "waive" utility fees or rates they may make grants to low to moderate income projects to fund such fees. Towns may provide public improvements in their own rights of way in aide of low to moderate income housing projects.

Should the Board of Aldermen wish to re-affirm their support for conversion of the Old Hospital to housing for low to moderate income folks they would move to offer the services and grants described above with the exception that the Town would "Provide a grant to cover the permitting and tap fees in an amount not to exceed \$7,230.

Gavin Brown, Mayor Gary Caldwell, Mayor Pro Tem Jon Feichter, Alderman Julia Freeman, Alderman LeRoy Roberson, Alderman



Mike Morgan, Interim Town Manager Woody Griffin, Town Attorney

May 9, 2016

Mr. John Stiltner Landmark Asset Services, Inc. 406 E. Fourth Street Winston Salem, NC 27101

RE: Town of Waynesville In-kind Services
Brookmont Lofts
1230 North Main Street, Waynesville, NC 28786

Dear Mr. Stilner:

Per your request, the Town of Waynesville is willing to provide the following in an effort to assist with the Brookmont Lofts project.

The Town is willing to:

- waive the permitting fees and tap fees in an amount not to exceed \$7,230;
- provide the necessary water and sewer lines to the master meter in an amount not to exceed \$58,000; and
- construct sidewalks to meet the Town code of ordinances in an amount not to exceed \$106,842.

If I can be of further assistance, please do not hesitate to contact me at 828.452.2491.

Sincerely,

Gavin A. Brown

Mayor

C: Board of Aldermen

Public Services Department