



## Town of Waynesville, NC

### Board of Aldermen – Regular Meeting

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

Date: **January 12, 2016** Time: **6:30 p.m.**

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**(828) 452-2491**

[aowens@waynesvillenc.gov](mailto:aowens@waynesvillenc.gov)

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#### A. CALL TO ORDER - *Mayor Gavin Brown*

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

***Motion:*** To approve the minutes of the December 3, 2105 special called meeting and the minutes of the December 8, 2015 regular meeting, as presented [or as corrected].

#### B. PRESENTATIONS

3. Tuscola AFJROTC Cadets  
Lt. Col. Kevin Sutton, Tuscola High School AFJROTC  
SMSgt Steven W. Robertson, Tuscola High School AFJROTC

#### C. NEW BUSINESS

4. Request from Haywood County for Approval of Economic Development incentives  
Ira Dove, County Manager

***Motion:*** To approve economic development incentives for the sale of the former Haywood County Hospital property, as presented.

5. 2014/2015 Annual Audit Report - Eddie Caldwell, Finance Director

**TOWN OF WAYNESVILLE – REGULAR SESSION AGENDA**

**January 12, 2015**

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6. Appointment to the Non-Power Agency Board of Commissioners for Electricities (need to appoint one member and one alternate) for term ending December 31, 2017.

***Motion:*** *To recommend appointment of Town Manager and Public Services Director to serve on the Non-Power Agency Board of Commissioners through Electricities, as presented.*

**D. CALLS FOR PUBLIC HEARINGS**

7. Resolution of Intent to Close a Right-of-way and Call for a Public Hearing to be held on February 9, 2016, at 6:30 pm at 9 South Main Street, Waynesville to consider the closing of to close an un-opened and un-named portion of right-of-way that is located at 200 Chipping Sparrow Lane

***Motion:*** *To adopt the resolution of intent to close a right-of-way and to Call for a Public Hearing to be held on February 9, 2016, at 6:30 p.m. or as soon thereafter as possible in the Board Room of Town Hall located at 9 South Main Street, Waynesville to consider the closing of to close an un-opened and un-named portion of right-of-way that is located at 200 Chipping Sparrow Lane.*

8. Call for Public Hearing to consider Conditional District Ordinance Changes for the Ingles Markets (RC-CD) related to wall signage for the expanded Ingles store

***Motion:*** *To call for a public hearing to be held on January 26, 2016 at 6:30 p.m. or as soon thereafter as possible, in the Board Room of Town Hall located at 9 South Main Street, Waynesville to consider Conditional District Ordinance Changes for the Ingles Markets (RC-CD) related to wall signage for the expanded Ingles store.*

**E. COMMUNICATIONS FROM STAFF**

9. Town Attorney – Woody Griffin

10. Town Manager – Marcy Onieal

**F. COMMUNICATIONS FROM THE MAYOR AND BOARD**

**G. CALL ON THE AUDIENCE**

**H. ADJOURN**



# TOWN OF WAYNESVILLE

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## CALENDAR January 12, 2016

<b>2016</b>	
<b>Fri, Jan 1</b>	New Years Day Holiday Town Offices Closed
<b>Fr-Sa, Jan 8-9</b> 2 full days Hickory, NC	LeaderShop for Veteran & Newly Elected Officials, sponsored jointly by the NC League of Municipalities & UNC School of Government Topics Include: Leading Change in Your Committee; Team-Building & Budgeting for Boards; Required Ethics Training
<b>Fri, Jan 15</b> 3:00 PM Haywood Co Justice Center	Reception for Judge David Fergus Sutton – swearing in as Admin Law Judge
<b>Sat, Jan 16</b> 11:00 AM Main Street and Pigeon Street	Martin Luther King Jr Annual Prayer Walk Rolling Street Closure Main Street and Pigeon Streets
<b>Sun, Jan 17</b> 3:00 PM FUMC Waynesville	Martin Luther King Jr Commemorative Service
<b>Mon, Jan 18</b> 8:00 AM Lambuth Inn, LJA	Martin Luther King Jr Prayer Breakfast (RSVP required, please contact Town Clerk)
<b>Mon, Jan 18</b>	Martin Luther King Jr Holiday Town Offices Closed
<b>Mon, Jan 25</b> 6:30 PM Location TBD	Southwestern Commission Board Meeting
<b>Fr-Sa, Jan 29-30 (tent)</b> All Day Location TBD	Board of Alderman Planning Retreat – Tentative
<b>Mon, Feb 22</b> 5:30 PM Location TBD	Haywood COG – Canton Hosting
<b>We-Fr, Mar 16-18</b>	NC Main Street Conference Goldsboro, NC
<b>Fri, Mar 25</b>	Good Friday Holiday Town Offices Closed
<b>Mon, Mar 28</b> 6:30 PM Location TBD	Southwestern Commission Board Meeting
<b>Mon, Apr 25</b> 5:30 PM Location TBD	Haywood COG – Clyde Hosting

<b>Mon, May 23</b> 6:30 PM Location TBD	Southwestern Commission Board Meeting
<b>Mon, May 30</b>	Memorial Day Holiday Town Offices Closed
<b>Mon, Jun 27</b> 5:30 PM Location TBD	Haywood COG – Haywood County Hosting
<b>Mon, Jul 4</b>	Independence Day Holiday Town Offices Closed
<b>Fri, Jul 29</b> 6:30 PM Location TBD	Southwestern Commission Annual Dinner
<b>Mon, Aug 22</b> 5:30 PM Location TBD	Haywood COG – Maggie Valley Hosting
<b>Mon, Sep 5</b>	Labor Day Holiday Town Offices Closed
<b>Mon, Sep 26</b> 6:30 PM Location TBD	Southwestern Commission Board Meeting
<b>Mon, Oct 24</b> 5:30 PM Location TBD	Haywood COG – Waynesville Hosting
<b>Fri, Nov 11</b>	Veterans' Day Holiday Town Offices Closed
<b>Th-Fr, Nov 24-25</b>	Thanksgiving Holiday Town Offices Closed
<b>Mon, Nov 28</b> 6:30 PM Location TBD	Southwestern Commission Board Meeting
<b>Fr-Tu, Dec 23, 26-27</b>	Christmas Holiday Town Offices Closed

## Board and Commission Meetings – January 2016

ABC Board	ABC Office – 52 Dayco Drive	<b>January 19</b> 3 <sup>rd</sup> Tuesdays 10:00 AM
Board of Adjustment	Town Hall – 9 S. Main Street	<b>January 5</b> 1 <sup>st</sup> Tuesdays 5:30 PM
Downtown Waynesville Association	UCB Board Room – 165 North Main	<b>January 28</b> 4 <sup>th</sup> Thursdays 12 Noon
Firefighter’s Relief Fund Board	Fire Station 1 – 1022 N. Main Street	<b>Meets as needed;</b> <i>No meeting currently scheduled</i>
Historic Preservation Commission	Town Hall – 9 S. Main Street	<b>January 6</b> 1 <sup>st</sup> Wednesdays 2:00 PM
Planning Board	Town Hall – 9 S. Main Street	<b>January 25*</b> 3 <sup>rd</sup> Mondays 5:30 PM
Public Art Commission	Town Hall – 9 S. Main Street	<b>January 14</b> 2 <sup>nd</sup> Thursdays 4:00 PM
Recreation & Parks Advisory Commission	Rec Center Office – 550 Vance Street	<b>January 19</b> 3 <sup>rd</sup> Tuesdays 5:30 PM
Waynesville Housing Authority	Waynesville Towers – 65 Church Street	<b>January 6</b> 1 <sup>st</sup> Wednesdays 5:30 PM

\* date changed due to holiday on January 18

## BOARD/STAFF SCHEDULE

Sa – Sa, Jan 16-23, 2016	Town Clerk	Vacation
We-Fr, Feb 3-5, 2016	Town Manager	NCCCMA Manager’s Continuing Ed - Winter Seminar
Th-Sa, Jun 23-25, 2016	Town Manager	NCCCMA Manager’s Continuing Ed - Summer Seminar

**MINUTES OF THE TOWN OF WAYNESVILLE BOARD OF ALDERMEN**  
**SPECIAL CALLED MEETING**  
**December 3, 2015**

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**THE WAYNESVILLE BOARD OF ALDERMEN** held a special called meeting on Thursday, December 3, 2015 at 12:00 Noon in the conference room of the Municipal Building, 16 South Main Street, Waynesville, NC.

**A. CALL TO ORDER**

Mayor Brown called the meeting to order at 12:05 p.m. with the following members present:

Mayor Gavin Brown  
Alderman Gary Caldwell  
Alderman Julia Freeman  
Alderman J. Wells Greeley  
Alderman LeRoy Roberson

The following staff members were present:

Marcy Onieal, Town Manager  
Amie Owens, Town Clerk  
David Foster, Public Services Director  
Preston Gregg, Town Engineer

The following media representatives were present:

Mary Ann Enloe, the Mountaineer

1. Welcome

Mayor Gavin Brown welcomed everyone to the meeting and thanked board members for freeing up their schedules to attend.

2. Wholesale Power Agreement Discussion

Manager Marcy Onieal began the discussion by providing an overview of the contract process. She noted that Louis Davis and Ted Orrell from Utilities Technology had spent many hours assisting with the contract completion and negotiation in conjunction with attorneys Coley and Pridgen. This process began back in March following approval at the board retreat to move forward with a new wholesale power agreement. Three proposals were presented and Santee Cooper was chosen as the preferred provider. Since March, time has been spent working to shore up some detail work and have appropriate legal language included in the contracts; however, the existing contracts do not differ greatly from those presented in March.

Manager Onieal clarified some comments made regarding savings from the contracts that were misinterpreted and misconstrued. The "savings" was based on the prevention of a huge cost escalation, not of concrete dollars added back to the general fund. Customers should not be expecting large savings related to their bills. This contract process will allow for

continued profitability and having funds available to keep residential rates on par with Duke customers. Manager Onieal applauded Mr. Davis' efforts and noted he had done a great job in negotiating some concessions. She explained that members should know the high points of the contracts and that she, Mr. Davis and Mr. Orrell are here to go through the fine points to make sure that all questions are answered. Manager Onieal added that there were two contract copies - one was a one year contract with Duke Energy that would be effective January 1, 2016, and the other was with Santee Cooper which would become effective January 1, 2017. Manager Onieal turned the meeting over to Mr. Orrell.

Mr. Orrell noted that he was not going to rehash the entire process, but wanted to refresh the board about some key points that led to having to remain with Duke for one year before starting with Santee Cooper.

Mr. Orrell explained that Duke had a problem with providing capacity to the system without modifications that could not be completed until August 2016. A Transmission Agreement was developed to work around the capacity issue to give Duke the time it needed to make system improvements and would allow for transfer to Santee Cooper on the implementation date.

One of the items negotiated with Santee Cooper is load side generation; meaning that the Town of Waynesville could run generators to help offset usage at the proper peak hour and could save the cost. Santee Cooper will allow 2 megawatts (MW) of load side generation. Mr. Orrell explained that diesel engine generators would be used for this power generation. Duke has agreed to allow for 1,000 kW of load side generation during their one year contract. UTEC staff and Town of Waynesville staff are investigating locations in the system where the mobile engine generator could be set up. This should be ready for load side generation by January 1, 2016.

Mr. Orrell continued by noting that Duke would give credit each month for the 1,000 kW if they can see that the generation is working. However, Duke does have the right to have the Town run the generators up to 40 hours a year to assist them (Duke), if necessary. Mr. Orrell added that in order for the Town to accurately identify the peak use time each month, it would take running the generators about 200 – 250 hours per year.

Mr. Davis provided a Power Supply Contract Summary, which is incorporated into these minutes, that provides an overview of each of the contracts including capacity, pricing, contract termination information and billing dispute information. He then asked if there were any questions regarding the contracts or the information presented.

Alderman Roberson inquired about the early out provision in the Santee Cooper contract and what were the chances of finding another power supplier in a short period of time. Mr. Davis answered that UTEC will be monitoring to ensure that Santee Cooper is providing service for the agreed upon average rates. Manager Onieal added that the contract includes a required one year notice for the early out which would leave time to negotiate with another power supplier.

Alderman Roberson asked about ownership of the facilities and what could happen if there was damage caused by a fluctuation of the town's load – for example a power surge that

affected the system. Mr. Davis answered that if something occurred on the town's side, it would be the town's responsibility to correct. The transmission lines are Duke's and Santee Cooper will be using them to get the power here. Manager Onieal reminded members that this is no different from the existing agreement – Santee Cooper is delivering the power only, nothing to do with the transmission.

Alderman Roberson inquired about the pricing and the capacity price and the energy price. Mr. Orrell noted that the capacity price is the same as the demand and is fixed; the energy portion will fluctuate based on use.

Alderman Caldwell asked if there would be a flicker or an interruption when the generators kick on. Mr. Davis noted that a customer would not notice when the power switches over to the load side generation.

Mr. Orrell provided reports run on three different days illustrating the capabilities for projecting when the peak use would be, as well as a hand drawn graphic to show how the load side generation could be helpful in possible cost savings.

Mr. Orrell added that UTEC will do the economic analysis for the load side generation including the lease rate for the generators from Caterpillar. Eventually, UTEC would propose a permanent plan for the 2 MW generator including where in the system it should be installed. He noted that the intention is to have a permanent plant set up.

Mr. Orrell commented that this load side generation is a unique feature of these power contracts and is a win-win for everyone. Alderman Roberson asked why Duke would not allow this load side generation in the previous contracts. Mr. Orrell answered that Mr. Davis had fought to get this added to the contract on behalf of the town.

Alderman Roberson clarified that the generators did not have to be located adjacent to substation. Mr. Orrell confirmed that the generators could be installed anywhere. One possible location is at the Sonoco plant as they are the largest user of electricity. The existing transformer could be used and with this generator on site could help costs to have a spare transformer there. Mr. Orrell noted that other sites are also being considered.

Alderman Roberson asked about the noise from the generators. Mr. Orrell noted that they are noise suppressed and sound is attenuated. The goal is to keep the generators outside of residential areas, if possible.

Alderman Roberson asked if Santee Cooper or UTEC could turn the generators off remotely. Mr. Orrell explained that currently, they have the clients to turn on and off their generators themselves, but it could be done remotely. He noted that Alan Lovelace is the utility director with UTEC and who would do this. Alderman Roberson inquired if a control panel would be housed at Public Works for such control. Mr. Orrell explained that this could be done from home via a secure website.

David Foster, Public Services Director added that he and Mr. Davis have had conversations with leaders at both Giles and Sonoco since they are already operating an

industrial site in an effort to mitigate noise concerns. Alderman Roberson noted that he had been contacted by individuals living behind Giles about the noise.

Alderman Roberson asked why every municipality did not utilize this load side generation if it was cost effective. Mr. Orrell responded that if every customer was doing this, it would shift the loads around for the power companies. There are very few who utilize this arrangement.

Manager Onieal noted that the next steps would be to adopt the contracts and to authorize the mayor/manager to execute. Mayor Brown noted that everyone has had the opportunity to review the contracts, this is essentially an 11-year deal designed to protect the town customers from energy cost spikes. There are assurances built in to protect the customers and the town will still generate some profit.

Alderman Roberson inquired about possible expansion of the customer base and what that would entail. Mr. Orrell noted that there have been several shortcomings identified in the system and that there are areas for improvement. He explained that you cannot take Duke customers away, but that if there are new homes are built or development occurs in Waynesville that are at least 300 feet outside of Duke existing lines, these could be areas for expansion.

Mayor Brown clarified that the fuel cost is still a factor in the price so there is a potential for “true ups” as have been seen with Duke based on spikes in fuel prices. But as Santee Cooper is diversified in its energy sources, this should be a minimal impact. Mayor Brown added that the early out provision keeps the Town of Waynesville protected from large cost increases.

Mayor Brown asked if there were any further questions or discussion to be held. There being none, he recapped that there were two contracts for approval – one the Duke Energy for power supply and coordination agreement effective January 1, 2016; the other the wholesale power purchase agreement with Santee Cooper effective January 1, 2017.

***Alderman Greeley made a motion, seconded by Alderman Freeman to approve the Power Supply and Coordination Agreement with Duke Energy effective January 1, 2016 and to approve the Wholesale Power Purchase Agreement between Santee Cooper and the Town of Waynesville effective January 1, 2017, and authorizing the mayor and/or town manager to execute the agreement on behalf of the town, as presented. The motion carried unanimously.***

### 3. Closed Session

***Alderman Greeley made a motion, seconded by Alderman Caldwell to enter into closed session to discuss personnel matters as permitted by NC General Statute §143.318.11(a)(6). The motion carried unanimously.***

The Board entered Closed Session at 1:18 p.m.

The Board returned from Closed Session at 1:31 p.m.

Mayor Brown again thanked Mr. Orrell and Mr. Davis for their assistance with the contracts and thanked the board members for their attendance and participation.

**ADJOURN**

***There being no further business to discuss, Alderman Greeley made a motion, seconded by Alderman Caldwell, to adjourn the meeting at 1:34 p.m. The motion carried unanimously.***

ATTEST:

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Gavin A. Brown, Mayor

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Marcia D. Onieal, Town Manager

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Amanda W. Owens, Town Clerk

**MINUTES OF THE TOWN OF WAYNESVILLE BOARD OF ALDERMEN**  
**REGULAR MEETING**  
**December 8, 2015**

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**THE WAYNESVILLE BOARD OF ALDERMEN** held a regular meeting on Tuesday, December 8, 2015 at 6:30 p.m. in the board room of Town Hall, 9 South Main Street, Waynesville, NC.

**A. CALL TO ORDER**

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

Mayor Gavin Brown  
Alderman Gary Caldwell  
Alderman Julia Freeman  
Alderman J. Wells Greeley  
Alderman LeRoy Roberson

The following staff members were present:

Marcy Onieal, Town Manager  
Woodrow Griffin, Town Attorney  
Amie Owens, Town Clerk

The following media representatives were present:

Mary Ann Enloe, the Mountaineer  
Becky Johnson, Smoky Mountain News

1. Welcome /Calendar/Announcements

Mayor Gavin Brown welcomed everyone to the meeting.

Mayor Brown asked Manager Onieal to update regarding calendar events. Manager Onieal called attention to several upcoming events including:

- December 11 – Employee Appreciation Luncheon at the Lambuth Inn - 11:30 a.m.
- December 12 – Annual Firefighters Dinner at Fire Station 1 – 6:00 p.m.
- January 8 & 9, 2016 – LeaderShop – Municipal Elected Officials workshop – Hickory, NC
- January 16 - 18– Martin Luther King, Jr. Celebration Weekend – multiple events

Manager Onieal noted that additional events that had been added since the last meeting were highlighted in yellow on the calendar.

2. Adoption of Minutes

*Alderman Freeman made a motion, seconded by Alderman Caldwell, to approve the minutes of the November 10, 2015 regular meeting and the minutes of the November 10, 2015 closed session, as presented. The motion carried unanimously.*

**B. CONCLUSION OF UNFINISHED BUSINESS BY THE CURRENTLY SEATED BOARD**

3. Disclosure of Payments

Manager Onieal explained that small local governments (less than 15,000 population) could contract with a member of the governing board, but only under very specific statutorily defined procedures. She noted the distribution of the statute with the agenda packet and part of the procedure being the annual disclosure of payments involving aldermen with a financial interest in business being done with the Town. Three meetings were held at the Wells Event Center since the previous report for Fiscal Year 2014-15. While there was no direct payment to Alderman Greeley, as the owner of the establishment, he would have benefitted from such payment and disclosure of the payment is being provided. The total cost for the three meetings was \$993.96. Manager Onieal added that such payments are required to be updated quarterly and posted; they are to remain posted for one year.

No action was required for this agenda item as it was a term-ending report.

**C. COMMUNICATIONS FROM STAFF**

4. Town Manager – Marcy Onieal

Manager Onieal explained that the regular year-ending reports would be provided in January, but she wanted to provide a term-end report to illustrate what had occurred during the seated board's tenure. She began by noting this was a period of significant accomplishment and that the members should give themselves a pat on the back. Manager Onieal expressed that this was a period of high activity and productivity, and that the board had an eye toward the future and doing what was best for the town as a whole. She noted that many peers have marveled at and commented about the number of activities. This has been challenging and exhausting, but exhilarating, and laid the groundwork for operating in a 21st century environment.

Manager Onieal noted that when she began working for the town in 2012, Waynesville was suffering from the economic recession. During the past four years, the town suffered from legislative determinations and loss of revenue from multiple sources equaling \$1.2 million; no growth in the property tax base; sweepstakes machines eliminated, business privilege license tax was repealed; county subsidy and transfer fees were discontinued; Powell bill funding was lowered; and all grant programs either dried up or were diverted. While a bit of marginally good news for the county was a move to a tier 2, it made the town ineligible to receive grant funding. After 8 years, Waynesville is just now to seeing revenues back to the 2007 levels.

Manager Onieal added that over same term, there had been significant cost increases: the cost of energy and healthcare. Employees had suffered through this environment, with no pay increases. Manager Onieal asked those present to consider the senior leaders and what was going through their heads – facing those conditions and still being asked to move into the 21st century with technological advances, improving relationships and engagement with the business and development community with a focus on revitalizing Frog Level and Hazelwood. Other large projects including negotiating a new agreement with wholesale power; preparing for the annexation of LJA with the Town of Waynesville, along with the retirement of several long-time leaders and to do all of these things in a poor economy. Manager Onieal noted that this was a tremendous challenge.

Manager Onieal commented that support and tremendous talent and drive, together the board and staff have accomplished some large things in this term. She provided some examples from various operating areas including:

- Recreation
  - New skate park built
  - Renovated Vance Street restrooms and beautified parking area
  - Resurfaced tennis courts
  - Added a new sauna
  - Initiated new programs
  - Engaged with additional partners
  - Seeking national accreditation through CAPRA
  
- Public Services
  - New division Asset Services created
  - In-house capital construction crew for smaller jobs implemented
  - Improvements in fleet management and inside facility management
  - Retooled some processes in the electric division
  - Complete GIS mapping of utility systems
  
- Human Resources
  - Implemented employee evaluation program utilizing NeoGov
  - Rolled out employee wellness program – Manager Onieal noted her own weight loss success during the program to much applause from the audience.
  - Stabilized insurance costs/plan and maintained high level of benefit
  - Creative financing and with local pharmacies to better impact pharmacy costs
  - Actively involved in Career Track program and helped to get approved the largest salary adjustments for staff
  
- Fire Department
  - Replaced one fire engine
  - Completed a comprehensive drill and emergency preparation

Manager Onieal commented that the Fire Department does yeomen’s work with a small department and a cast of talented volunteers. She applauded their efforts as did the board.

- Police Department
  - Implemented assigned vehicle program
  - Successful SRT and K-9 units
  - Hosted four (4) Civilian Police Academies and continue to utilize volunteers who supplement police presence at events and activities
  - Collectively gave over 300 presentations regarding drug awareness
  
- Town-wide
  - Transitioned to cloud computing including more robust IT infrastructure, social media and website presence
  - Legislative progress including revision of Sign Ordinance and implementation of the Tobacco Ordinance

Manager Onieal concluded by reiterating that this has been a very full term but that she is looking forward to the next term with new board and the opportunity to partner together. She thanked the board for their guidance and the community for their support.

Mayor Brown thanked Manager Onieal for the overview and acknowledged that collectively, there was a great deal of experience on the board. He echoed his pride in the accomplishments and what has been done with this support.

5. Town Attorney

Town Attorney Woody Griffin had nothing to report.

**D. RECOGNITION OF SERVICE OF OUTGOING BOARD MEMBER – J. WELLS GREELEY**

Mayor Brown read aloud a proclamation in honor of J. Wells Greeley. He added that Alderman Greeley was a true supporter of the town and had served as a mentor and brought much experience to this board.

***Alderman Caldwell made a motion, seconded by Alderman Roberson to include the proclamation as part of the minutes of the Board of Aldermen for the December 8, 2015 meeting. The motion carried unanimously.***

Mr. Greeley asked to make a few remarks. He thanked his wife, Kathy, for her indulgence in allowing him to serve the town and his staff for allowing him the ability to take care of town business while they covered his other business. Mr. Greeley thanked the Mayor and the Board for the good times they had even through difficult decision making processes. He thanked the board and manager for their leadership. Mr. Greeley added that he would be remiss if he did not thank the employees – those who take care of power outages, the fire department and police department who keep us safe; and all of the staff who keep the town moving. He acknowledged those who put their names up for election and encouraged those who did not win this time to not give up; to continue to serve your community and encouraged them to see what needs to be done. He thanked the citizens of Waynesville as he was honored to fill the vacancy of Kenneth Moore, honored to serve as the Mayor Pro Tem for the past four years. We as the town board can only be as good as the citizens want us to be, it

is important to have crowds at the meetings. Always be involved and do not hesitate to give advice to better the town.

As his parting comments Mr. Greeley said he was moving into another season of life and realized jokingly that he would have to pay a membership fee at the Recreation Center in the morning. He calmly said Thank You for this great learning experience.

Mayor Brown commented that Mr. Greeley had been a wonderful civic servant and would be missed. Mr. Greeley was presented with a plaque and his nameplate. The audience gave Mr. Greeley a standing ovation as he left the dais.

## **E. ORGANIZATION OF NEW BOARD (2015 – 2019 TERM)**

### **6. Administration of Oaths of Office**

June L. Ray, Clerk of Court, Haywood County administered the Oaths of Office for Mayor Gavin Brown and Aldermen Gary Caldwell, Jon Feichter, Julia Boyd Freeman and LeRoy Roberson.

### **7. Appointment of Mayor Pro Tem**

***Alderman Freeman made a motion, seconded by Alderman Feichter to appoint Gary Caldwell, in keeping with the tradition of nominating the candidate who achieved the highest total number of votes in the last municipal election, to serve as the mayor pro tem of the Waynesville Board of Aldermen. The motion carried unanimously.***

### **8. Appointments to Land of Sky Metropolitan Planning Organization (MPO) Transportation Advisory Council (TAC)**

***Mayor Brown made a motion, seconded by Alderman Caldwell to appoint LeRoy Roberson as the Town of Waynesville's voting representative to the FBRMPO-TAC. The motion carried unanimously.***

### **9. Appointment to Haywood County Economic Development Council**

***Alderman Feichter made a motion, seconded by Alderman Roberson to acknowledge Mayor Gavin Brown as the Town of Waynesville's voting representative to the Haywood County Economic Development Commission; and to appoint the Town Manager as an alternate voting representative. The motion carried unanimously.***

10. Adoption of Regular Board Meeting Schedule for 2016

***Alderman Freeman made a motion, seconded by Alderman Roberson to adopt the regular board meeting schedule for 2016 as presented with meetings on the 2<sup>nd</sup> and 4<sup>th</sup> Tuesdays each month at 6:30 p.m. in the board room of Town Hall, 9 S. Main Street, except as otherwise noted. The motion carried unanimously.***

F. **NEW BUSINESS**

11. Affirmation of Appointments of Town Manager and Town Attorney

Mayor Brown noted that this agenda item was being tabled and continued to the next item.

12. Appointments to Boards and Commissions

a. Planning Board - one (1) vacancy (term ends 06-30-2016)

Mayor Brown noted that with the election of Alderman Feichter, he had to vacate his position on the Planning Board leaving the remainder of his term to be filled. One application was received from Anthony Sutton to fill this unexpired term.

***Alderman Feichter made a motion, seconded by Alderman Roberson to appoint Anthony Sutton to the Planning Board to fill an unexpired term ending June 30, 2016, as presented. The motion carried unanimously.***

b. Historic Preservation Commission – one (1) vacancy (term ends 6-30-2018)

Mayor Brown noted that with the death of former Mayor Henry Foy, there was one vacancy on the Historic Preservation Commission. One application was received from Alex McKay.

***Alderman Caldwell made a motion, seconded by Alderman Roberson to appoint Alex McKay to the Historic Preservation Commission to fill a three-year term ending June 30, 2018, as presented. The motion carried unanimously.***

c. Haywood Tourism Development Authority 1% Sub-Committee for 28785/86 Zip Code – five (5) vacancies (term ends 12-31-2017)

Mayor Brown noted that there were five vacancies for the Haywood County TDA and all current members were contacted and amenable to and eligible for reappointment. Current members are: Katie Eason Hughes, Deb Isenberg, John Keith and Mindy Wood. There is a need to nominate one additional member for this committee. One individual has been recommended for the open fifth position; however, since she has not accepted, this position will remain open until confirmation for appointment is received.

*Alderman Feichter made a motion, seconded by Alderman Freeman to recommend to the Haywood County TDA and Haywood County Board of Commissioners the re-appointment of Katie Eason Hughes, Deb Isenberg, John Keith and Mindy Wood to the TDA 1% sub-committee for the 28785/28786 Zip Code for a two-year term ending December 31, 2017. The motion carried unanimously.*

**G. COMMUNICATIONS FROM MAYOR & BOARD OF ALDERMEN**

Mayor Brown again thanked Wells Greeley for his service and invited those in attendance to a reception in the lobby area.

**H. CALL ON THE AUDIENCE**

No one addressed the board.

**I. ADJOURN**

*There being no further business to discuss, Alderman Caldwell made a motion, seconded by Alderman Roberson, to adjourn the meeting at 7:09 p.m. The motion carried unanimously.*

ATTEST

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Gavin A. Brown, Mayor

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Marcia D. Onieal, Town Manager

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Amanda W. Owens, Town Clerk



# Tuscola HS

Air Force Junior ROTC

NC-075

Serving Waynesville, NC  
and nearby communities  
for 43 Years. "Never Say Die!"

***Mission: Motivating young  
people to become better  
citizens!***

***Instructors***

***Lieutenant Colonel Kevin Sutton***

***Senior Master Sergeant Steven Robertson***



*Integrity - Service - Excellence*



# Overview

- **School Year (SY) 2015/2016 Unit Goals and Measurements/Status**
  - Cadet Corps
  - School
  - Community
- **Unit Wellness Program**
- **Community Service Hours/Participation**
- **Curriculum-In-Action (CIA) Field Trips**
- **Co-Curricular Activities**
- **Cadets in Action**



**SY 2015-2016**

# **NC-075 Unit Goals and Measurements**

## **CADET CORPS IMPACT GOALS**

- **75% of cadets will meet physical fitness standards.**

**Measurement: Cadet exercise is logged weekly (push-ups, sit-ups) and other events are logged when completed.**

- **Coordinate and execute 3 recruiting events.**

**Measurement: Planning a visit to speak to 8th graders at Waynesville Middle School in the spring**



**SY 2015-2016**

# **NC-075 Unit Goals and Measurements**

## **SCHOOL IMPACT GOALS**

- **Conduct 5 high school campus clean-ups.**

**Measurement: Once conducted in October, 2015. Four are scheduled; Feb, Mar, Apr, May.**

- **Host 3 events for school faculty.**

**Measurement: Scheduled for March, April, and May 2016.**



**SY 2015-2016**

# **NC-075 Unit Goals and Measurements**

## **COMMUNITY IMPACT GOALS**

- **Prepare & mail 20 morale-boosting baskets to deployed troops.**

**Measurement: December 11, 20 baskets were sent to NCNG in Kosovo.**

- **Host Memorial Cookout; events will include physical fitness challenges and Color Guard/Drill Competition.**

**Measurement: Event scheduled for April. (Weather permitting)**



# NC-075



## Cadet Corps Wellness

### 77 Cadets Participating

- Each cadet measured by (5) Physical Fitness Training (PFT events).
  - In October, 2015; All tests accomplished.
    - AFJROTC testing met.
  - All data entered into AFJROTC **WINGS** Database.
    - Requirement met.
- 98.72% accountability of all Parent Consent Forms.
- Above and Beyond!
  - Push-ups and sit-ups performed during class.



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# NC-075



## Community Service

- (As of 10 Dec 2015)
  - 143 community service events
  - or in other words...858.39 hours
  - Average number of hours per cadet is = 11.15



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# NC-075

## Curriculum-In-Action (CIA) (a.k.a. Field Trips)



- 2 CIA Trips planned SY 15/16
  - 22 January 2016 - (Civil Air Patrol) Asheville, N.C. Airport
  - 17-20 March 2016 - (Pensacola Naval Air Base & Eglin AFB) Pensacola Florida



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# NC-075

## Co-Curricular Activities



- Drill Team
- Color Guard
- Military Ball
- Kitty Hawk Air Society



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# NC-075



## 43rd year...Cadet Corps in Action



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# NC-075



## Cadet Corps in Action



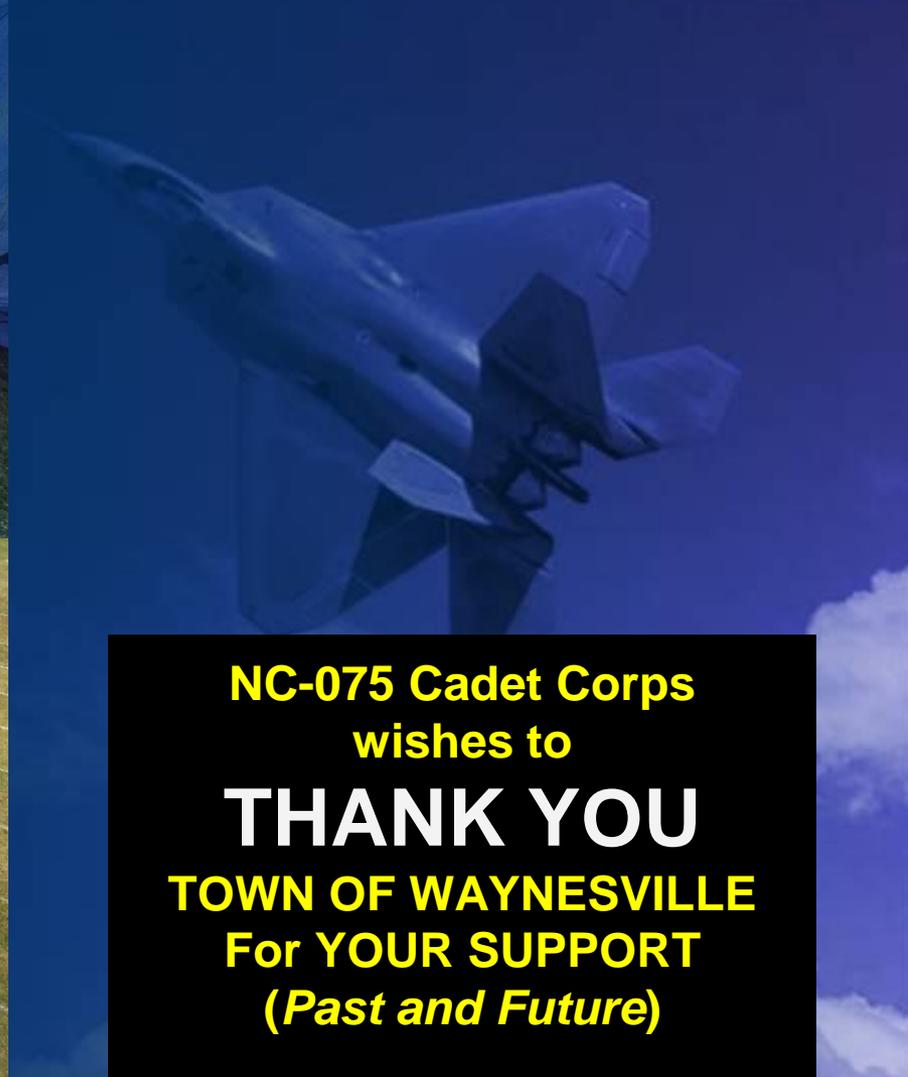
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# NC-075



## Cadets in Action



**NC-075 Cadet Corps  
wishes to  
THANK YOU  
TOWN OF WAYNESVILLE  
For YOUR SUPPORT  
(Past and Future)**

*Integrity - Service - Excellence*

**TOWN OF WAYNESVILLE BOARD OF ALDERMEN  
REQUEST FOR BOARD ACTION  
Meeting Date: January 12, 2016**

**SUBJECT:** Old Haywood Hospital

**AGENDA INFORMATION:**

**Agenda Location:** New Business  
**Item Number:** 5-C  
**Department:** Haywood County Government  
**Contact:** Ira Dove 452-6625  
**Presenter:** **Ira Dove, County Manager**

**BRIEF SUMMARY:**

Haywood County has owned the former Hospital since 1927. Since the Department of Social Services moved out in January 2012, the County has incurred significant costs for upkeep of the building. New legislation has made it more attractive for developers to acquire and renovate the property for affordable housing. Redeveloping the facility will benefit both the County and the Town of Waynesville.

**MOTION FOR CONSIDERATION:**

Present an option to sell the former Haywood County Hospital and ask for formal assistance for the project from the Town of Waynesville.

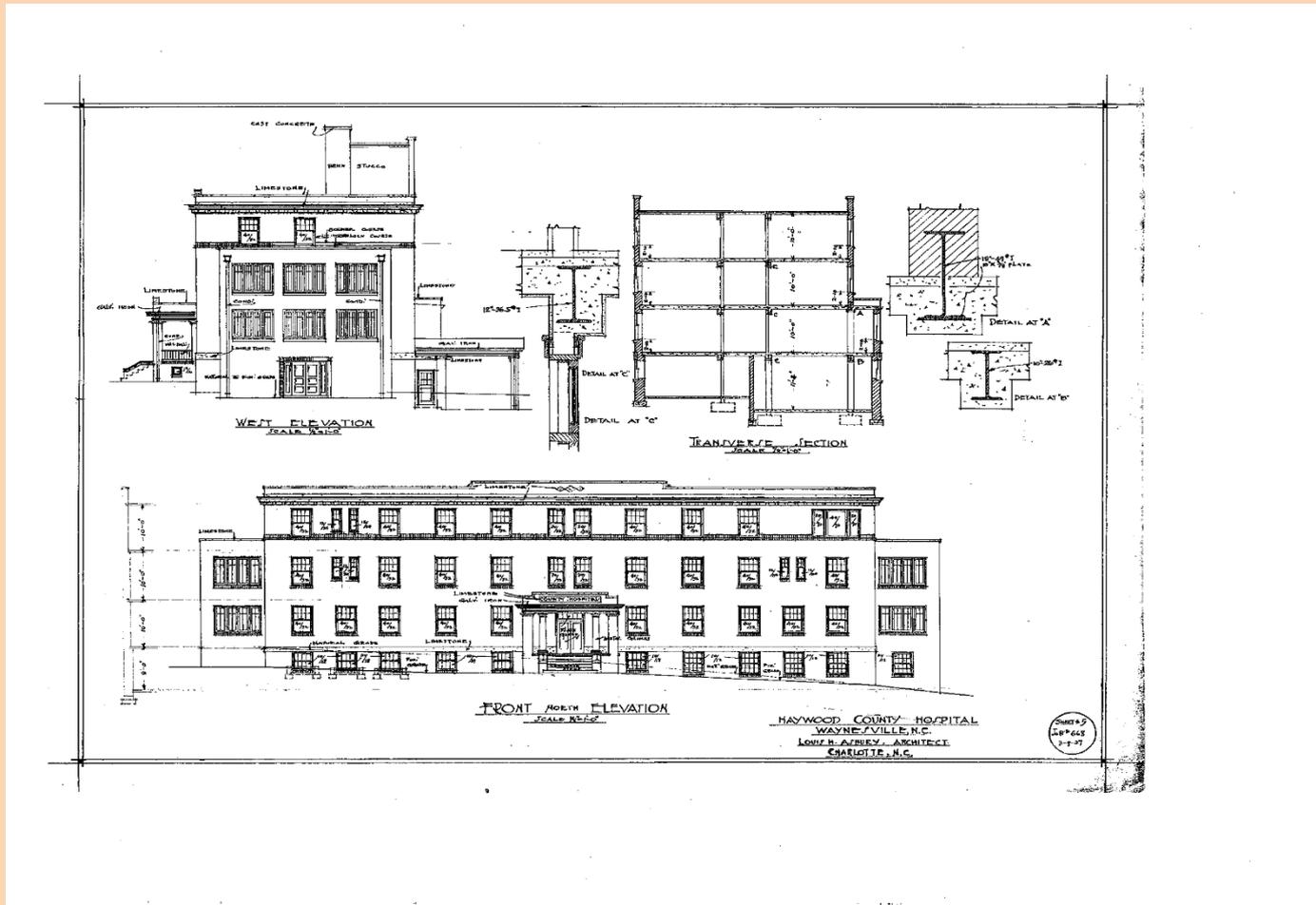
**FUNDING SOURCE/IMPACT:**

**ATTACHMENTS:**

Power Point

**MANAGER'S COMMENTS AND RECOMMENDATIONS:**

# Option to Sell the Former Haywood County Hospital



- The time is right to look at making the old hospital more productive.
- Recently, new legislation made tax credits more desirable to developers of historic properties for affordable housing.
- Affordable housing for families, seniors and veterans is a need in our county.

# PRESENT USE

- The School Board administrative office uses the 1927 portion of the old hospital in the front of the building.
- The back of the building, the 1950's portion, is the largest part of the building, and has been vacant since 2012.

# Cost of Upkeep

- Staff regularly checks on the Hospital and maintains a look ahead approach to prevent further deterioration of the building. Below are costs and anticipated costs:

Roof	\$205,000	2014
Repair Plaster	\$ 30,000	2016
Asbestos Abatement	\$ 40,000	2016
Window Replacement	\$ 33,600	2016-17
Annual Utilities	\$ 75,000	

# Cost of Upkeep

- Cost of Maintenance & Utilities 2012–2015  
**\$505,000**
- Cost of Maintenance & Utilities 2016–2018  
**\$328,680**

# RECENT PROPOSALS

- Haywood County was approached by Landmark Group in 2014 regarding repurposing the old hospital, but without tax credits, could not make the deal work.
- Haywood County was approached by the Historic Preservation Foundation of NC in the fall of 2015 regarding possible legislative changes and their ability to work on repurposing the building.

# THE HISTORIC PRESERVATION FOUNDATION OF NORTH CAROLINA

- The Historic Preservation Foundation has a strong record of turning historic buildings into viable commodities.
- Bellamy Mansion in Wilmington
- Edenton Mill Village
- Highland Hospital in Gastonia
- Loray Mill –Gastonia

# PROCESS

- As part of due diligence, the County met with three different developers. Two developers put forth proposals.
- Landmark Group has the most complete plan for the project.

# Option to Sell the Former Haywood County Hospital

- Option to sell the Hospital to The Historic Preservation Foundation of North Carolina.
- Option will have several conditions of sale.
- The Historic Preservation Foundation has worked with Landmark Group on many similar successful projects. The most recent being the Central Elementary School in Albemarle.



Preservation NC and Landmark  
Asset Services working together

Historic Albemarle Central  
Elementary School in the center  
of Downtown

Currently under construction

Public Private Partnership

Project cost 6.2 million

Funding sources

Federal LIHTC

State work force housing credits

Federal historic tax credits

City Loan of \$450,000

Currently seeking State Historic  
credits



## **Albemarle NC Albemarle Central School 53 Elderly Units**

# The Landmark Group

Since Landmark's creation, 30 years ago, the Landmark Group has completed, or has under development, more than \$425 million worth of mixed-use projects to revive downtowns, restore aging neighborhoods and create affordable housing in the North Carolina, South Carolina, Maryland, Florida, Georgia, Tennessee, Texas, Wisconsin, and Virginia.

# The Landmark Group

Partnering with local governments, housing authorities, non-profits and private investors, The Landmark Group usually serves as the general partner for its projects, assuming the financial responsibility both during the building and operational phases.

Landmark has expertise in design, construction and property management.

The Landmark Group property management company manages over 3,500 units.

# Landmark Portfolio

## What does The Landmark Asset Services Portfolio of Properties Look Like?

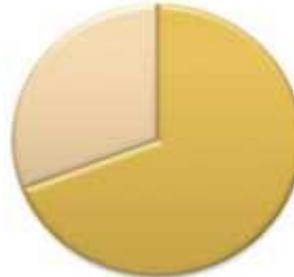
Over the years, The Landmark Group has developed over 85 multi-family properties. Here are the general mixes of those properties.

### Locations of Properties



- North Carolina
- South Carolina
- Virginia
- Tennessee
- Others

### Types of Properties



- Family
- Senior

### Types of Construction



- New Construction
- Historic Adaptive Reuse
- Combination

# The Landmark Group

Edenton, NC

E.A. Swain Apartments



Renovation in 1988 of 75 year  
old high school into 38  
affordable senior housing



# Bessemer City, NC

## Central School Apartments



Built in 1930 this historic school was converted in 2008 into a 33 unit housing complex for working families.



# Cramerton, NC

## Mayworth School Apartments



**Before**



**After**

Mayworth School is a 1920, two and three story, red brick, Classical Revival and modern style building that in 2008 was converted into 40 affordable elderly housing units.



# Clayton, NC

## Cleveland School Apartments



Cleveland School was built and opened in 1927 as the Cleveland Middle School and it educated the local community until 1997. In 2006 the school was converted into 25 affordable housing units for the elderly.



# Mebane, NC

## Mebane Mill Lofts



Mebane Mill Lofts was originally Durham Hosiery Mill No. 15. It was used as a textile mill producing yarn for the manufacture of hosiery. The Mill was renovated and now holds 70 beautiful lofts for families.



# Waco, TX

## Historic Lofts of Waco High



Waco High School was originally constructed in 1912. In 1971-1972 two new high schools were opened which rendered this building obsolete for use as a high school and was then used as numerous educational centers until the early 2000s. In 2010 it was converted into 104 affordable housing units for families.



# Asheboro, NC

## Asheboro Mill Lofts



Asheboro Mill Lofts was originally Asheboro Hosiery Mills and then was Cranford Furniture Company Complex the building was constructed in 1917. The Mill was renovated and now holds 70 beautiful lofts for families.



# The Landmark Group

- Landmark proposes to repurpose the Hospital into 50–55 units of 1 and 2 bedrooms units. Affordable housing for seniors, veterans, and persons with disabilities.
- Project will cost close to \$7 million dollars to complete.

# Option to Sell the Former Haywood County Hospital

NC General Statutes 160A-277(b) gives the County authority to sell by Private Negotiation:

- Provided, however, a city may dispose of real property of any value and personal property valued at thirty thousand dollars (\$30,000) or more for any one item or group of similar items by private negotiation and sale where (i) said real or personal property is significant for its architectural, archaeological, artistic, cultural or historical associations, or significant for its relationship to other property significant for architectural, archaeological, artistic, cultural or historical associations, or significant for its natural, scenic or open condition; and (ii) said real or personal property is to be sold to a nonprofit corporation or trust whose purposes include the preservation or conservation of real or personal properties of architectural, archaeological, artistic, cultural, historical, natural or scenic significance; and (iii) where a preservation agreement or conservation agreement as defined in G.S. 121-35 is placed in the deed conveying said property from the city to the nonprofit corporation or trust. Said nonprofit corporation or trust shall only dispose of or use said real or personal property subject to covenants or other legally binding restrictions which will promote the preservation or conservation of the property, and, where appropriate, secure rights of public access.

# Option to Sell the Former Haywood County Hospital

- First tier tax credit applications are due by January 23, 2016.
- Second tier application round deadline is May 13 and notification of tax credit awards announced in August.
- If site is chosen, closing in January–March 2017.
- County will receive \$200,000 at closing.
- County would pledge by second tier deadline a \$450,000, no interest forgivable loan for 30 years to complete the project with \$225,000 due in March of 2017 and the balance due within 90 days of the completion of the project in second or third quarter of 2018.
- Landmark Group would stay in place as the General Partner, and Managing Member throughout the 30 year term.

October 23, 2015

To the Honorable Mayor  
And Board of Aldermen  
Town of Waynesville

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of Town of Waynesville for the year ended June 30, 2015. We did not audit the financial statements of the Town of Waynesville ABC Board. Those financial statements were audited by another auditor whose report thereon has been furnished to us, and our opinion, insofar as it relates to the amounts included for the Town of Waynesville ABC Board, is based solely on the report of another auditor. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated June 15, 2015. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

*Qualitative Aspects of Accounting Practices*

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Town of Waynesville are described in Note 1 to the financial statements. As described in Note 3.H to the financial statements, the Town of Waynesville changed accounting policies related to Pension Obligations by adopting Statement of Governmental Accounting Standards (GASB Statement) No. 68, Accounting and Financial Reporting of Pensions - an Amendment of GASB Statement No. 27 in 2015. Accordingly, the cumulative effect of the accounting change as of the first period presented is reported in the Statement of Revenues, Expenses, and Changes in Net Position. We noted no transactions entered into by Town of Waynesville during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate affecting the Town of Waynesville's financial statements was:

Management's estimate of the useful lives of property and equipment is based on historical lives of similar assets. We evaluated the key factors and assumptions used to

develop the useful lives of fixed assets in determining their reasonableness in relation to the financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the financial statement were:

The disclosure of the Required Supplementary Information: Exhibits A-1 through A-6.

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

#### *Difficulties Encountered in Performing the Audit*

We encountered no significant difficulties in dealing with management in performing and completing our audit.

#### *Corrected and Uncorrected Misstatements*

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. The attached schedule summarizes uncorrected misstatements of the financial statements. Management has determined that their effects are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

#### *Disagreements with Management*

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

#### *Management Representations*

We have requested certain representations from management that are included in the management representation letter dated October 23, 2015.

#### *Management Consultations with Other Independent Accountants*

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the governmental unit's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

#### *Other Audit Findings or Issues*

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Town of Waynesville's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

### Other Matters

We applied certain limited procedures to Management's Discussion and Analysis, the Law Enforcement Officers' Special Separation Allowance Schedule of Funding Progress and Schedule of Employer Contributions, Other Postemployment Benefits Schedule of Funding Progress and Schedule of Employer Contributions, and Local Government Employees' Retirement System Schedule of Proportionate Share of the Net Pension Asset and Schedule of contributions, which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the combining and individual fund financial statements, budgetary schedules, and other schedules which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

### Restriction on Use

This information is intended solely for the use of Board of Aldermen and management of the Town of Waynesville and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

*Ray, Bumgarner, Kingshill & Assoc., P.A.*

Ray, Bumgarner, Kingshill & Assoc., P.A.

**5073FUND10 - Town of Waynesville-General Fund  
Adjusting Journal Entries**

July 1, 2014 - June 30, 2015

							<b>Net Income</b>
Date	Reference	Account	Description	WP Refer ence	Debit	Credit	Effect
<b>Potential Journal Entries</b>							
06/30/15	PAJE01		To record reversal of overbilling	GF- N1a			4,478.00
		10-0000- 211000	Accounts Payable		4,478.00		
		10-4120- 521990	Prof. Services/Consultant F			4,478.00	
<b>Totals for Potential Journal Entries</b>					<u>4,478.00</u>	<u>4,478.00</u>	<u>4,478.00</u>
<b>Report Totals</b>					<u>4,478.00</u>	<u>4,478.00</u>	<u>4,478.00</u>

Journal Entry count = 1

**Town of Waynesville, North Carolina**  
**Statement of Net Asset Fluctuation Analysis**  
**June 30, 2015**

	Governmental Activities		increase/ (decrease)		Business-type Activities		increase/ (decrease)	
	2014	2015			2014	2015		
<b>ASSETS</b>								
Current assets:								
Cash and cash equivalents	\$ 6,066,966	\$ 6,801,010	\$ 734,044	AA	\$ 3,522,808	\$ 3,886,578	\$ 363,770	AA-1
Taxes receivables (net)	486,381	477,445	(8,936)		-	-	-	
Accrued interest receivable on taxes	48,387	104,614	56,227		-	-	-	
Other receivables	8,691	12,646	3,955		23,329	562	(22,767)	
Accounts receivable (net)	113,480	99,726	(13,754)		1,301,135	1,200,063	(101,072)	BB-1
Due from other governments	1,141,439	1,206,226	64,787	CC	329,868	-	(329,868)	CC-1
Due from component units	-	13,056	13,056		-	-	-	
Internal balances	74,421	1,798	(72,623)		(74,421)	(1,798)	72,623	
Inventories	80,462	65,950	(14,512)		631,399	568,482	(62,917)	DD-1
Prepaid items	143,471	16,726	(126,745)	EE	3,440	-	(3,440)	
Restricted cash-Powell Bill/loan\$/cd	522,717	493,015	(29,702)		363,935	348,889	(15,046)	
Total current assets	<u>\$ 8,686,415</u>	<u>\$ 9,292,212</u>			<u>\$ 6,101,493</u>	<u>\$ 6,002,776</u>		
Noncurrent assets:								
Net pension asset	-	527,524	527,524	FF	-	135,056	135,056	FF
Accounts receivable (net)	49,170	51,170	2,000		-	-	-	
Capital assets:								
Land, non-depreciable improvements and construction in progress	2,520,115	1,968,410	(551,705)	GG	1,927,138	1,826,920	(100,218)	GG-1
Other capital assets, net of depreciation	21,455,296	21,446,556	(8,740)	GG	24,205,240	23,374,659	(830,581)	GG-2
Total capital assets	<u>23,975,411</u>	<u>23,414,966</u>			<u>26,132,378</u>	<u>25,201,579</u>	<u>(930,799)</u>	
Total noncurrent assets	<u>24,024,581</u>	<u>23,993,660</u>			<u>26,132,378</u>	<u>25,336,635</u>		
Total assets	<u>\$ 32,710,996</u>	<u>\$ 33,285,872</u>			<u>\$ 32,233,871</u>	<u>\$ 31,339,411</u>		
Deferred Outflows:								
Contributions to pension plan in CY	-	371,155	371,155	FF	-	95,024	95,024	FF
<b>LIABILITIES</b>								
Current liabilities:								
Accounts payable	\$ 559,826	\$ 768,448	208,622	HH	\$ 615,794	\$ 601,314	(14,480)	
Accrued interest payable	120,672	106,333	(14,339)		70,897	44,222	(26,675)	
Customer deposits	18,757	18,760	3		181,541	192,551	11,010	
Note Payable	825,650	664,696	(160,954)	II	-	-	-	
Current portion of long-term liabilities	1,069,417	1,079,088	9,671		563,133	483,055	(80,078)	II-1
Payable from restricted assets	-	-	-		-	-	-	
Long-term liabilities:								
Due in more than one year	8,627,244	7,891,018	(736,226)	II-1	3,327,523	2,951,217	(376,306)	II-1
Total liabilities	<u>\$ 11,221,566</u>	<u>\$ 10,528,343</u>			<u>\$ 4,758,888</u>	<u>\$ 4,272,359</u>		
Deferred Inflows of Resources	103,122	1,390,081	1,286,959	FF	-	329,215	329,215	FF
<b>NET POSITION</b>								
Net investment in capital assets	16,881,174	17,022,705			22,546,934	22,181,641		
Restricted for:								
Cemetery Perpetual Care	303,591	344,815			-	-		
Stabilization by State Statute	1,312,727	1,488,081			-	-		
Transportation	407,949	467,864			-	-		
Culture and recreation	7,391	-			-	-		
Working Capital	-	-			-	-		
Unrestricted	2,473,476	2,415,138			4,928,049	4,651,220		
Total net assets	<u>\$ 21,386,308</u>	<u>\$ 21,738,603</u>			<u>\$ 27,474,983</u>	<u>\$ 26,832,861</u>		

AA Cash fluctuations are the result of a variety of timing differences of payments received and payments made.

AA-1 Cash fluctuations are a result of a variety of timing differences, but all business type funds had positive cash flow from operations. All three main business type funds made cash transfers to the general fund. The sewer fund was the only main business type fund that had an overall decrease in cash and it was the result of transferring \$555K to the electric fund. This transfer represents a repayment of prior transfers from the electric to sewer fund. In the business-type activities, this transfer nets to zero between the two funds.

BB - 1 Utility accounts receivable have dropped from the prior year primarily as a result of timing differences on collections from year to year. While utility rates have increased in water, sewer and electric, the percentage of receivables over revenues is in-line with historical percentages.

CC - Due from other governments is up primarily due to local option taxes and franchise taxes due to the Town by more than 64K in comparison to the prior year.

CC-1 The prior year amount due was from NC DENR for the radio read water meter reimbursement.

DD -1 Inventories are down across all enterprise funds as Asset Services Management has continued to clean up the yard, scrap obsolete items and focus on maintaining an inventory that turns over.

EE - Decrease is primarily the result of the timing of the monthly health insurance payment. In the prior year, this bill was paid in June 2014 for July 1, 2014, creating a prepaid at June 30, 2014.

FF - The adoption of GASB 68 in the current year has created a net pension asset, a deferred inflow of resources ( a deferred revenue) to account for the net difference between projected and actual earnings on pension plan investments, and an adjustment to retained earnings. GASB 68 has also required the Town to reclassify current year payments into the pension plan as deferred outflows of resources.

GG - While the Town put into service 17 new police vehicles, 2 Knuckleboom trucks, a recreation van and several other vehicles, depreciation exceeded the capital asset increases by over \$500K.

GG-1 The decrease in land is solely the result of moving the asset service management (ASM) fund into the governmental type funds in the current year.

GG-2 The decrease is the result of depreciation exceeding capital additions by nearly \$340K plus the reclassification of the ASM fund's net assets to the governmental type funds.

HH The increase in accounts payable is due to timing differences and also the result of a large bill for sidewalk repair on Sulfur Springs Rd totaling \$100K.

II The CY note payable is the loan amount from Wells Fargo for the vehicle purchases that is being classified as a note payable. During the year, the Town made one payment, accounting for the decrease in balance. However, the loan proceeds were still in escrow at the bank so the classification of this loan remains as note payable at 6/30/15.

II-1 There were no new loans during the current year in either governmental or business-type activities. All activity is the result of loan payments made during the year.

**Town of Waynesville, North Carolina**  
**Statement of Activities Fluctuation Analysis**  
**June 30, 2015**

**Program Revenues**

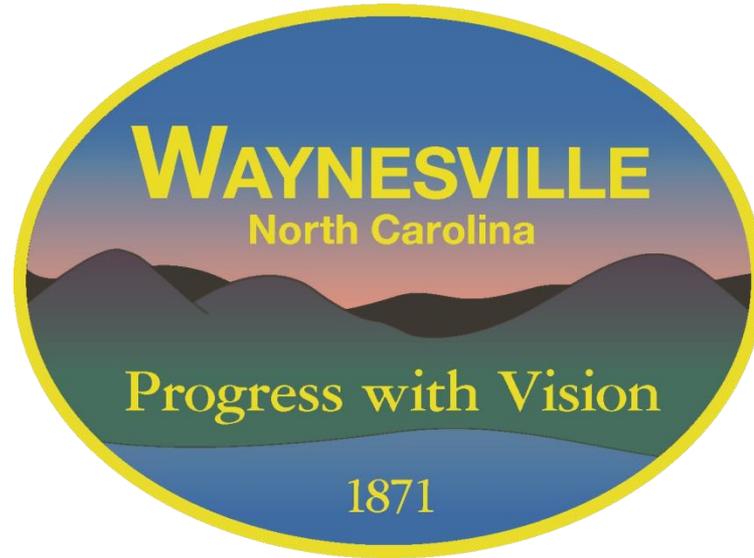
Functions/Programs	Expenses			Charges for Services	Charges for Services			Operating Grants and Contributions			Capital Grants and Contributions		
	2014	2015	increase/ (decrease)		2014	2015	increase/ (decrease)	2014	2015	increase/ (decrease)	2014	2015	increase/ (decrease)
<b>Primary government:</b>													
<b>Governmental Activities:</b>													
General government	\$ 2,102,358	\$ 1,483,831	\$ (618,527) <b>A</b>	\$ 123,607	\$ 128,707	\$ 5,100	\$ 22,140	\$ -	\$ (22,140)	\$ -	\$ -	\$ -	\$ -
Public safety	4,901,203	5,117,768	\$ 216,565 <b>B</b>	399,979	456,163	\$ 56,184	15,882	21,611	\$ 5,729	-	-	\$ -	\$ -
Transportation	3,535,094	3,648,878	\$ 113,784 <b>C</b>	995,380	854,282	\$ (141,098) <b>C-1</b>	4,338	347,498	\$ 343,160 <b>C-2</b>	336,680	4,000	\$ (332,680) <b>C-2</b>	\$ -
Economic and physical development	-	-	\$ -	-	-	\$ -	-	-	\$ -	-	-	\$ -	\$ -
Environmental protection	79,010	118,702	\$ 39,692	18,100	64,400	\$ 46,300	-	-	\$ -	-	-	\$ -	\$ -
Cultural and recreation	2,017,043	1,956,916	\$ (60,127)	720,331	744,323	\$ 23,992	-	25,000	\$ 25,000	95,581	-	\$ (95,581) <b>D-1</b>	\$ -
Interest on long-term debt	298,048	261,055	\$ (36,993)	-	-	\$ -	-	-	\$ -	-	-	\$ -	\$ -
<b>Business-type activities:</b>													
Electric	7,801,993	7,847,211	\$ 45,218	8,803,447	9,014,460	\$ 211,013 <b>E</b>	-	-	\$ -	-	-	\$ -	\$ -
Water	2,444,735	2,489,451	\$ 44,716 <b>D</b>	2,690,279	2,844,247	\$ 153,968 <b>F</b>	-	-	\$ -	31,115	12,172	\$ (18,943)	\$ -
Sewer	1,851,994	2,220,086	\$ 368,092 <b>D</b>	2,077,822	2,262,850	\$ 185,028 <b>G</b>	-	-	\$ -	31,445	12,172	\$ (19,273)	\$ -

- A** The decrease in general government is the result of a new allocation formula which moved public building and personnel costs to the ASM fund, accounting for the majority of the decrease.
- B** The increase is primarily attributed to a change in the current year to more closely mirror the actual usages by user departments.
- C** The overall increase is due to: the change in how internal service costs are allocated to user departments (as mentioned above) of 127K combined with an increase in materials and supplies of 70K, offset to a lesser degree by a decrease in tipping fees paid by 83K.
- C-1** Charges for services dropped in the transportation function primarily due to losing more commercial garbage customers. Additionally, the Town decreased commercial dumpster fees by 25% starting April 2014.
- C-2** In the CY, total Powell Bill grant funds received were consistent with the PY. However, in this presentation, the grant money is shown broadly as used for either operating or capital type expenditures. In the PY, the Town capitalized nearly 337K of items spent with Powell Bill money and only expensed 4K. In the CY, the Town capitalized only 4K, but expensed roughly \$348K.
- D** During the year, two positions were moved from the water to the sewer fund and additionally, an open position in the sewer department was filled in an effort to even out the personnel costs of the water/sewer maintenance crew between the water and sewer funds. Additionally, a position charged to the water fund in the prior year was moved to the ASM fund in the current year. Overall, water and sewer operating expenses are higher than in the past; however the larger increase appears in the sewer fund as a result of the changes described above.
- D-1** The 96K shown represents PY state grant funds and contributions received for the Skate park completed last year.
- E** In an attempt to maintain parity with Duke-Progress energy rates, the Town's electric rates did not increase except for a base fee of \$1 added in April 2014, increasing by another dollar for each month through August 2014.
- F** In keeping with the 2006 Asset Management Plan (updated in 2013), water rates increased 5%, accounting for the increase in charges for service.
- G** In keeping with the 2006 Asset Management Plan (updated in 2013), sewer rates were also increased 5% in the CY, accounting for the increase in charges for service.

**Town of Waynesville  
General Revenues Fluctuation Analysis  
June 30, 2015**

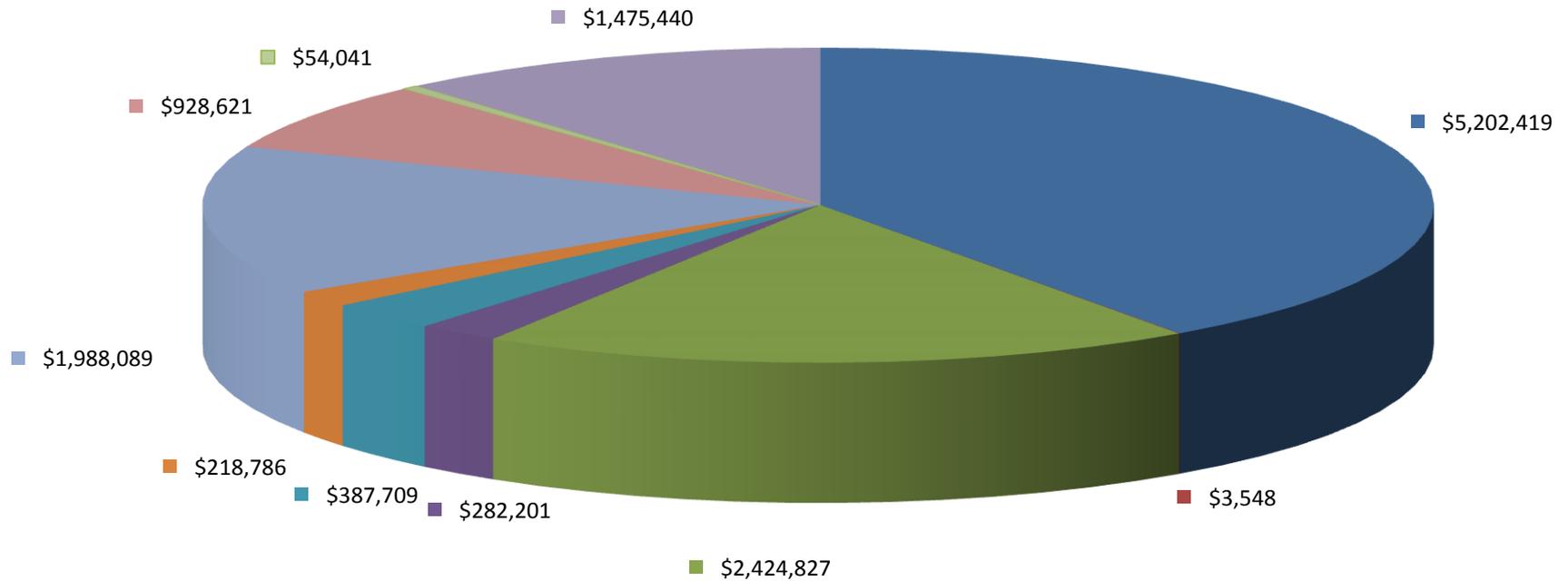
	<u>Governmental</u>		increase/ (decrease)		<u>Business-Type</u>		increase/ (decrease)
	2014	2015			2014	2015	
General revenues:							
Taxes:							
Property taxes, levied for general purpose	4,911,623	5,249,710	338,087	<b>A</b>	-	-	
Other taxes	2,469,240	2,707,028	237,788	<b>B</b>	-	-	
			-				
Grants and contributions not restricted to specific programs	714,432	928,621	214,189	<b>C</b>	-	-	
Unrestricted investment earnings	4,860	3,548	(1,312)		3,126	2,868	(258)
Miscellaneous	93,770	43,870	(49,900)		10,450	37,586	27,136
Transfers	1,468,620	1,475,440	6,820		(1,468,620)	(1,475,440)	(6,820)

- A** Property tax increase is primarily the result of an increase in tax rate from 40.82 to 43.82 cents per \$100 value. This increase was offset to a much lesser degree by a drop in the tax base of 13 Million, attributed to changes in the states motor vehicle tax collection system. Specifically, the PY included 16 months of MV valuations in the initial year of converting to the new system.
- B** The increase is entirely due to an increase in local option sales taxes, which are collected by the state and re-distributed to the local governments. The increase appears to be the result of a change in the State's allocation formula.
- C** The increase is due to an increase in utility sales taxes. In the prior year, this was a utility franchise tax of 3%, but is now a 7% sales tax with 40% distributed to local governments. Again, due to the State's allocation method, the Town has seen an increase in revenues from this tax in the CY.



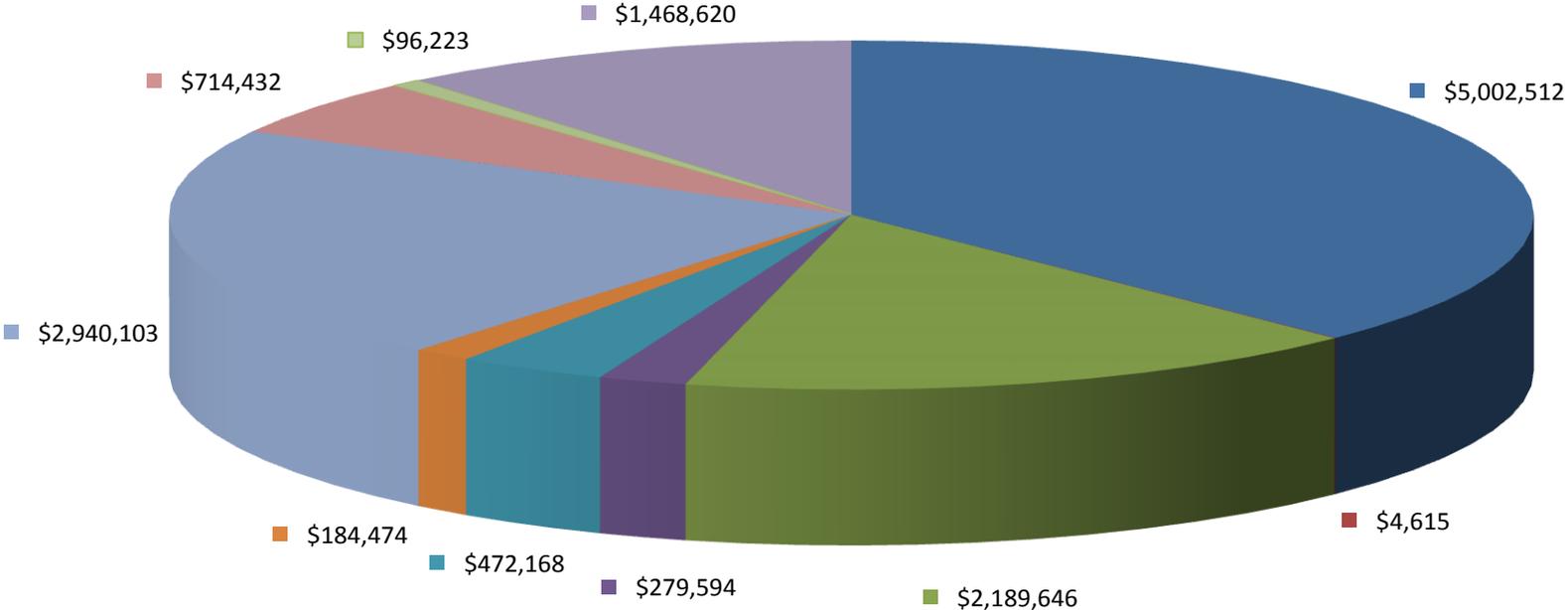
# 2014/2015 Town of Waynesville Annual Audit Report

# General Fund Revenues – Current Year



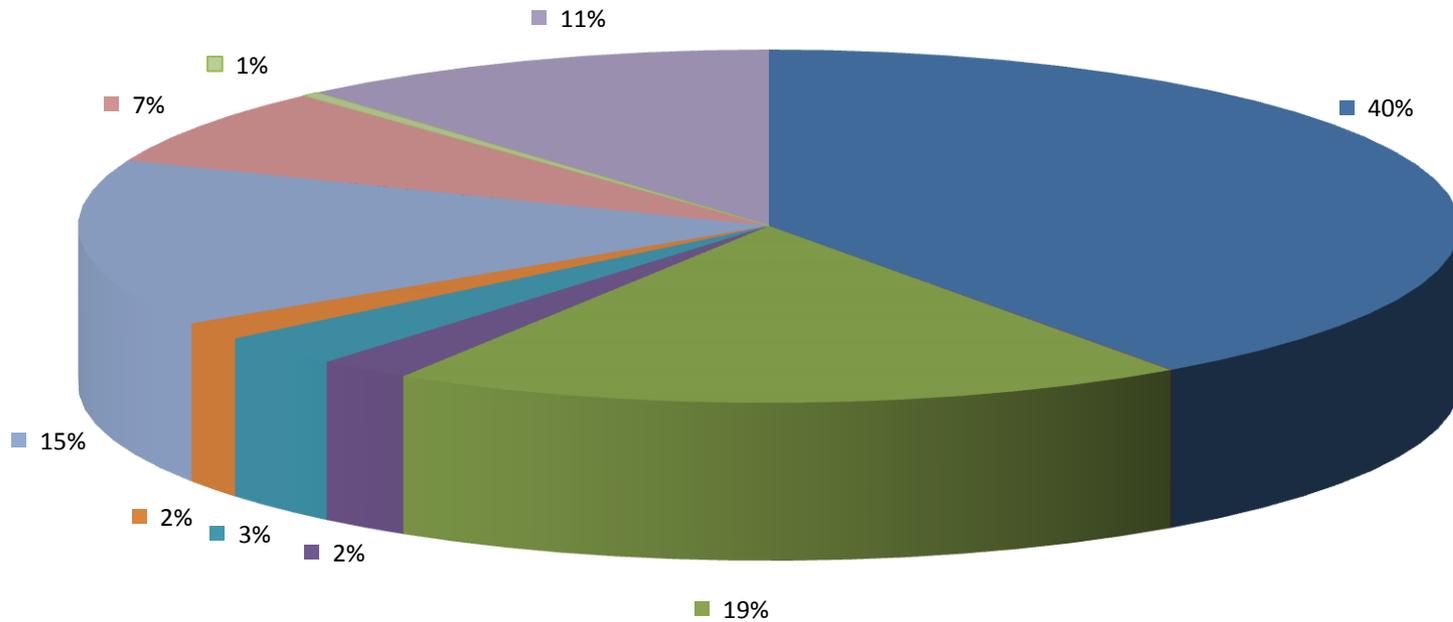
- Ad valorem taxes
- Investment earnings
- Local option sales tax
- Other taxes & licenses
- Restricted intergovernment
- Permits & fees
- Sales & services
- Unrestricted intergovernment
- Miscellaneous

# General Fund Revenues – Prior Year



- Ad valorem taxes
- Investment earnings
- Local option sales tax
- Other taxes & licenses
- Restricted intergovernment
- Permits & fees
- Sales & services
- Unrestricted intergovernment
- Miscellaneous
- Operating transfers

# General Fund Revenues – Current Year Percentage



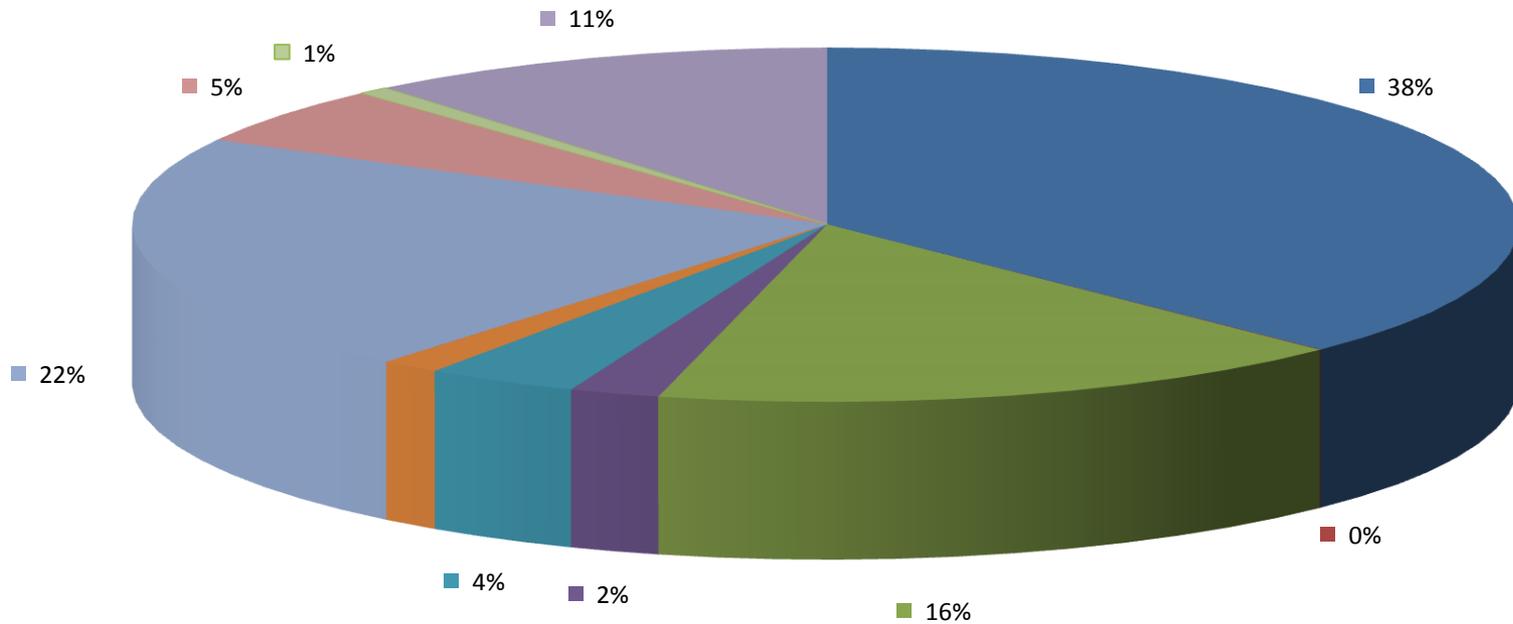
■ Ad valorem taxes  
■ Other taxes & licenses  
■ Sales & services  
■ Operating transfers

■ Investment earnings  
■ Restricted intergovernment  
■ Unrestricted intergovernment

■ Local option sales tax  
■ Permits & fees  
■ Miscellaneous

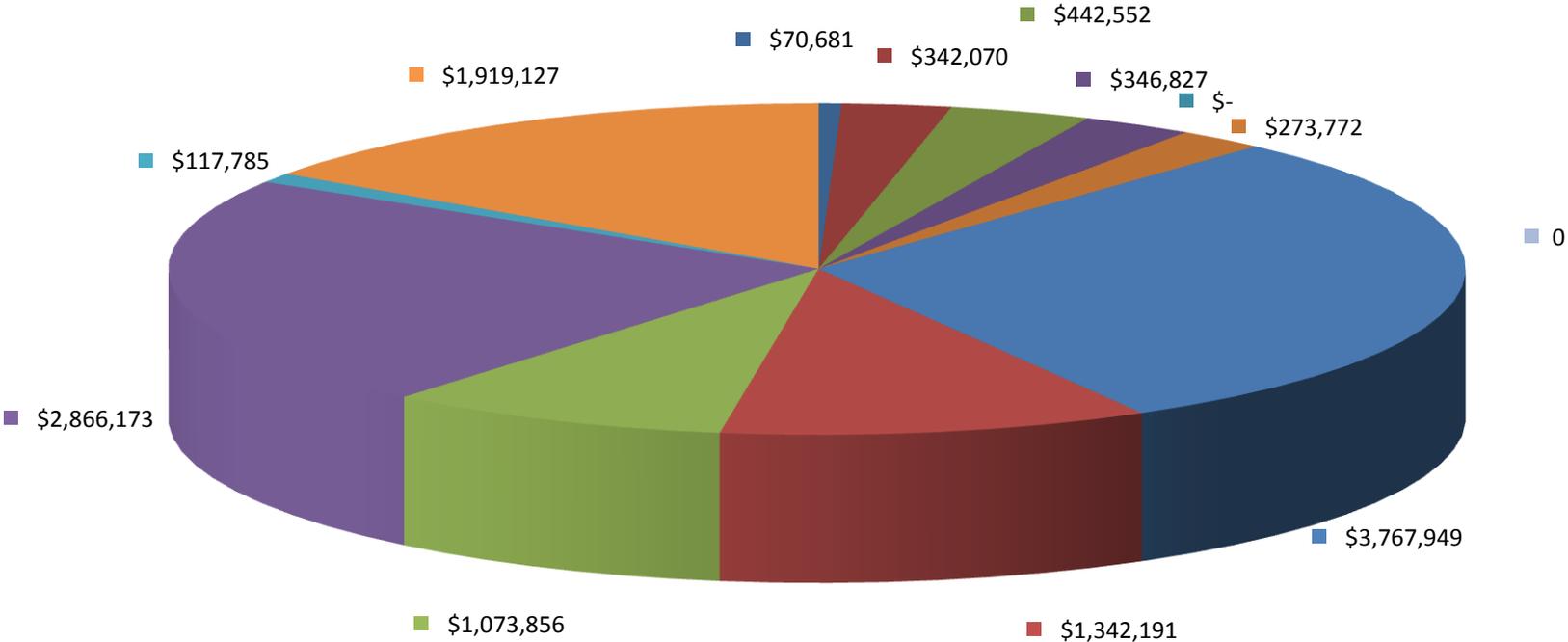
■ 0%

# General Fund Revenues – Prior Year Percentage



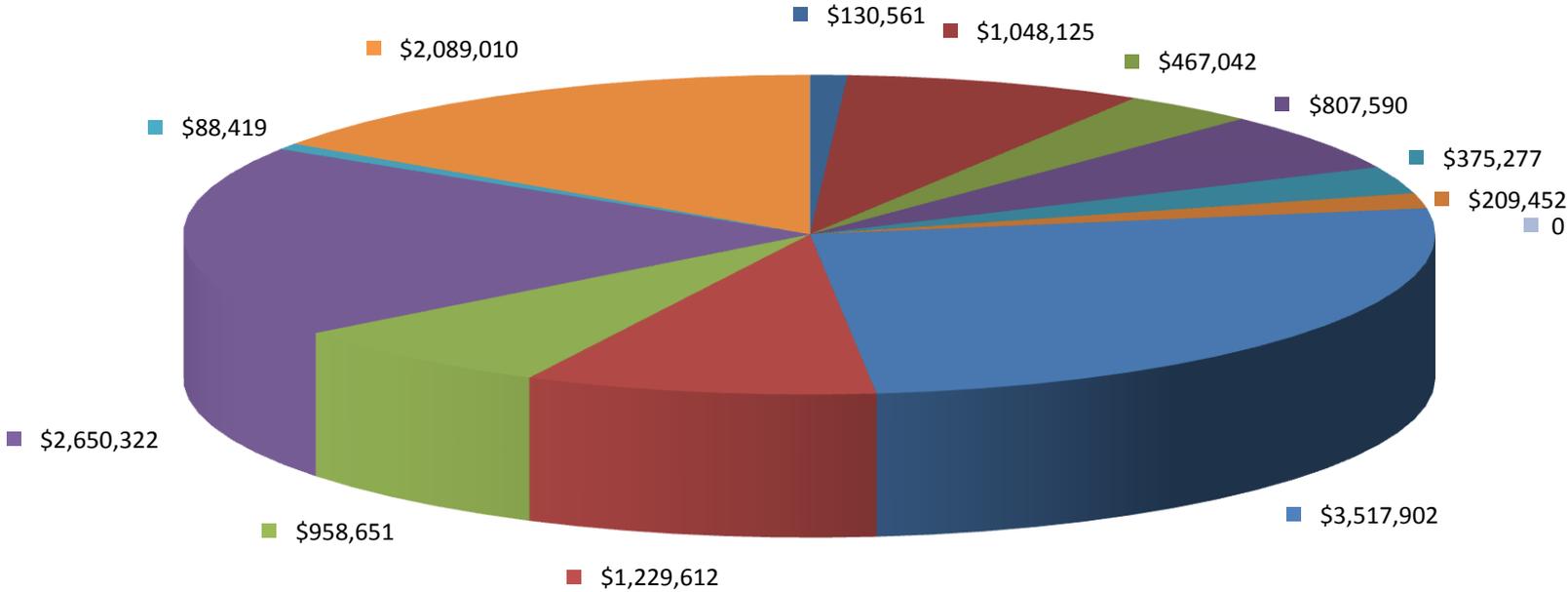
- Ad valorem taxes
- Other taxes & licenses
- Sales & services
- Operating transfers
- Investment earnings
- Restricted intergovernment
- Unrestricted intergovernment
- Local option sales tax
- Permits & fees
- Miscellaneous

# General Fund Expenditures Current Year



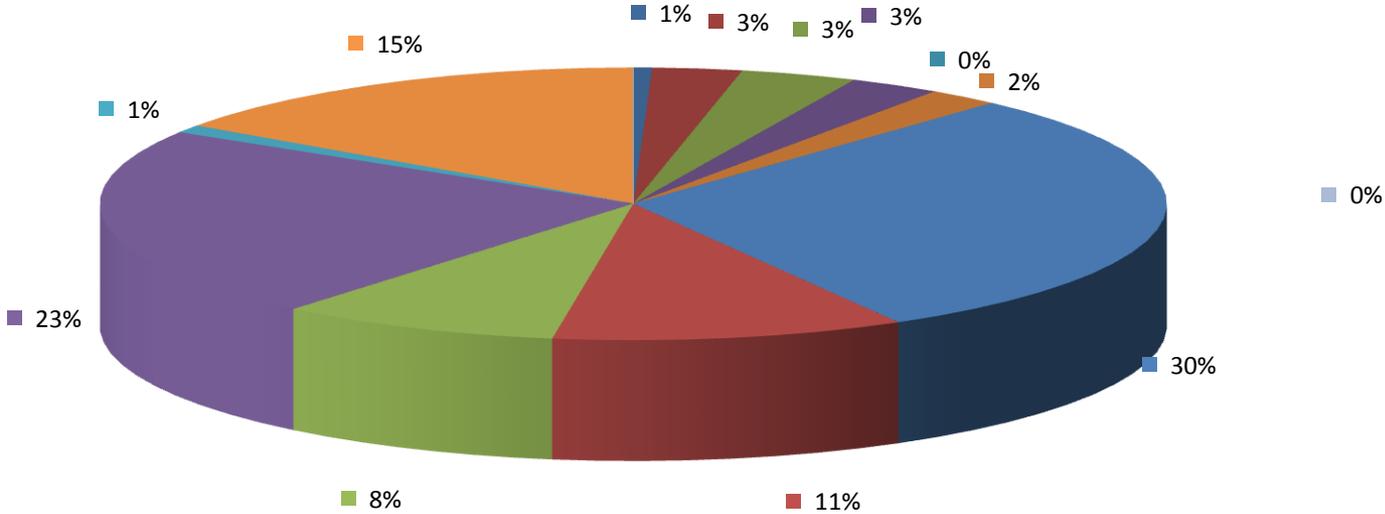
- Governing body
- Administration
- Planning & code enforcement
- Finance
- Public buildings
- Special appropriations
- Police
- Debt service
- Fire
- Street & sanitation
- Cemetery
- Parks & recreation
- Operating transfers

# General Fund Expenditures Prior Year



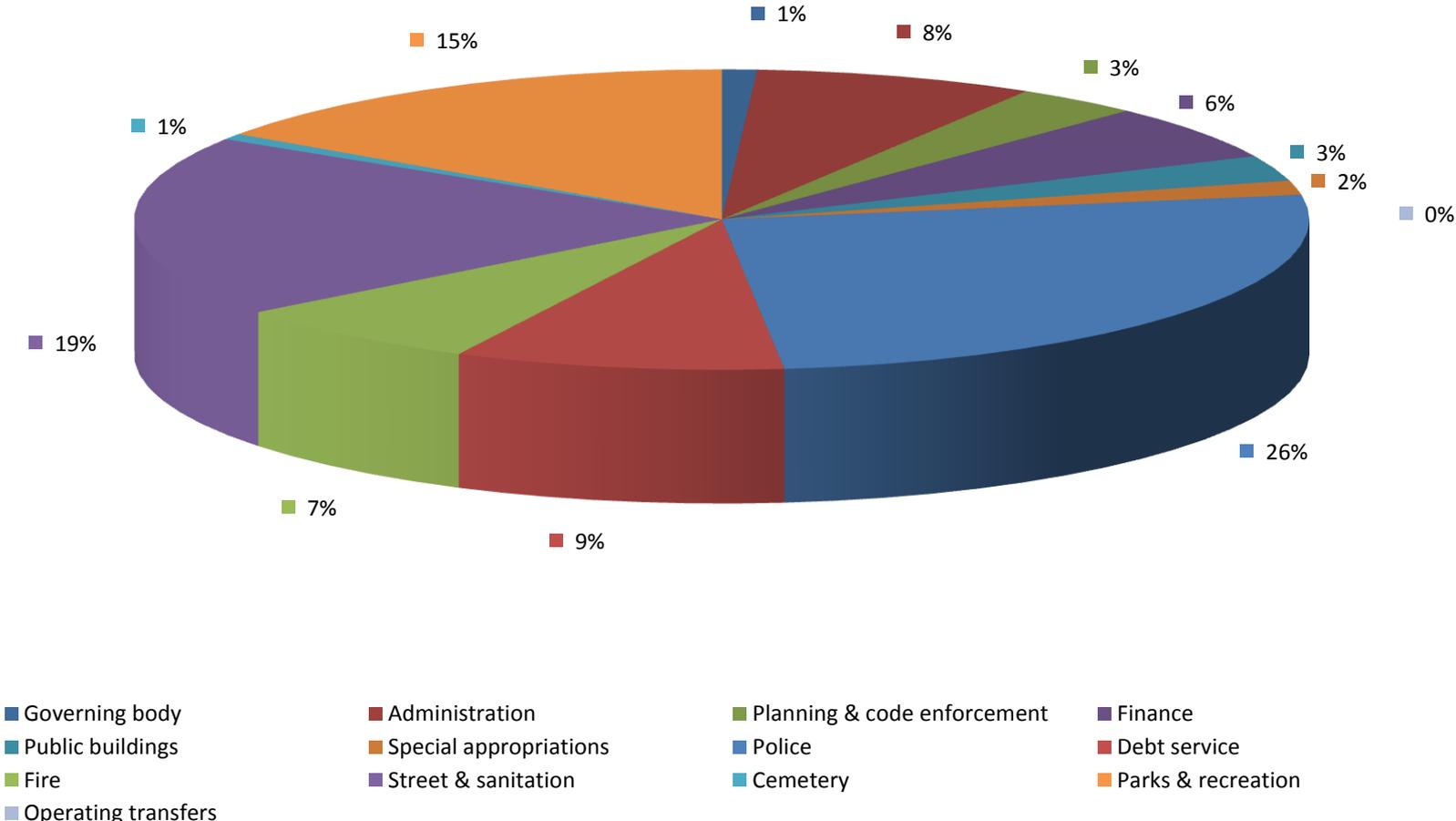
- Governing body
  - Public buildings
  - Fire
  - Operating transfers
- Administration
  - Special appropriations
  - Street & sanitation
- Planning & code enforcement
  - Police
  - Cemetery
- Finance
  - Debt service
  - Parks & recreation

# General Fund Expenditures Current Year



- Governing body
- Administration
- Planning & code enforcement
- Finance
- Public buildings
- Special appropriations
- Police
- Debt service
- Fire
- Street & sanitation
- Cemetery
- Parks & recreation

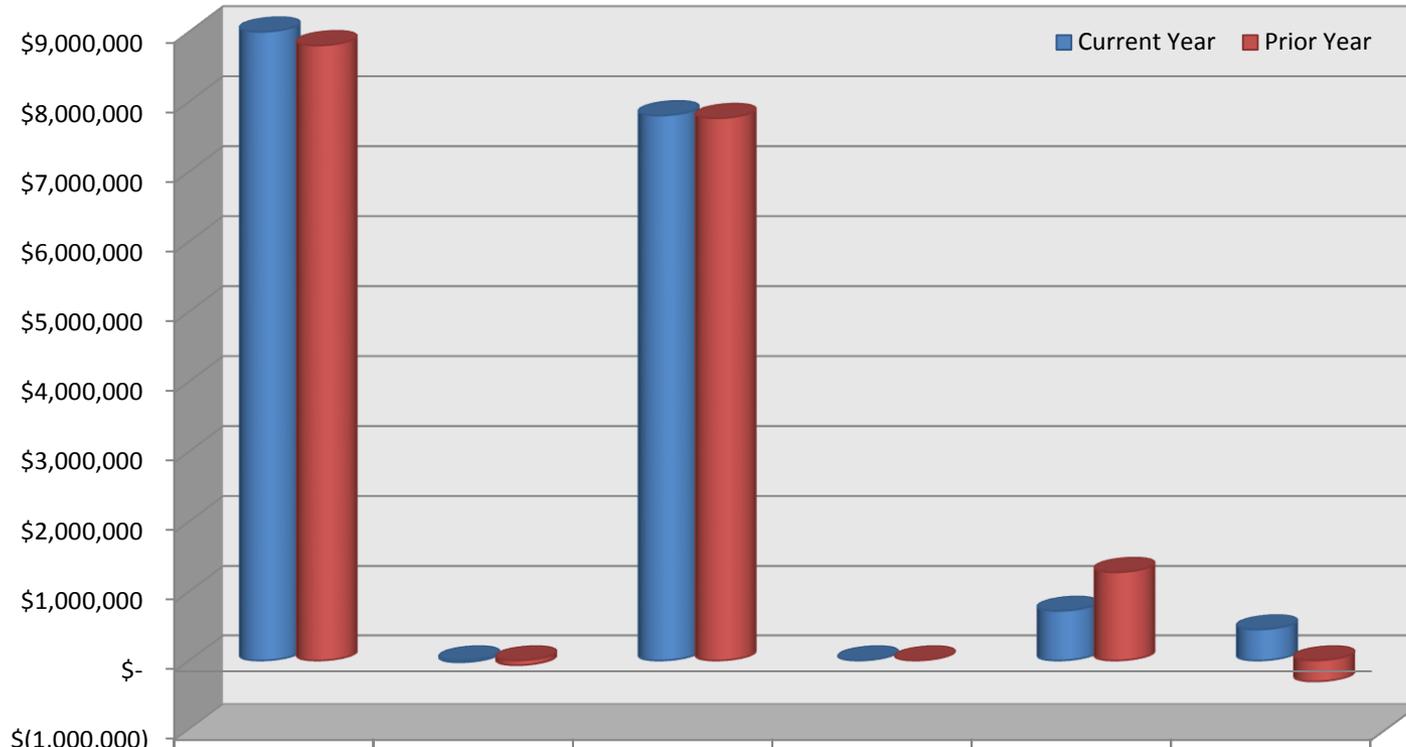
# General Fund Expenditures Prior Year



REVENUES	CURRENT YEAR	REVENUES	PRIOR YEAR
Ad valorem taxes	\$ 5,202,419	Ad valorem taxes	\$ 5,002,512
Investment earnings	\$ 3,548	Investment earnings	\$ 4,615
Local option sales tax	\$ 2,424,827	Local option sales tax	\$ 2,189,646
Other taxes & licenses	\$ 282,201	Other taxes & licenses	\$ 279,594
Restricted intergovernment	\$ 387,709	Restricted intergovernment	\$ 472,168
Permits & fees	\$ 218,786	Permits & fees	\$ 184,474
Sales & services	\$ 1,988,089	Sales & services	\$ 2,940,103
Unrestricted intergovernment	\$ 928,621	Unrestricted intergovernment	\$ 714,432
Miscellaneous	\$ 54,041	Miscellaneous	\$ 96,223
Residual equity transfer		0 Residual equity transfer	0
Operating transfers	\$ 1,475,440	Operating transfers	\$ 1,468,620
Total rev plus op transfer	12,965,681		13,352,387

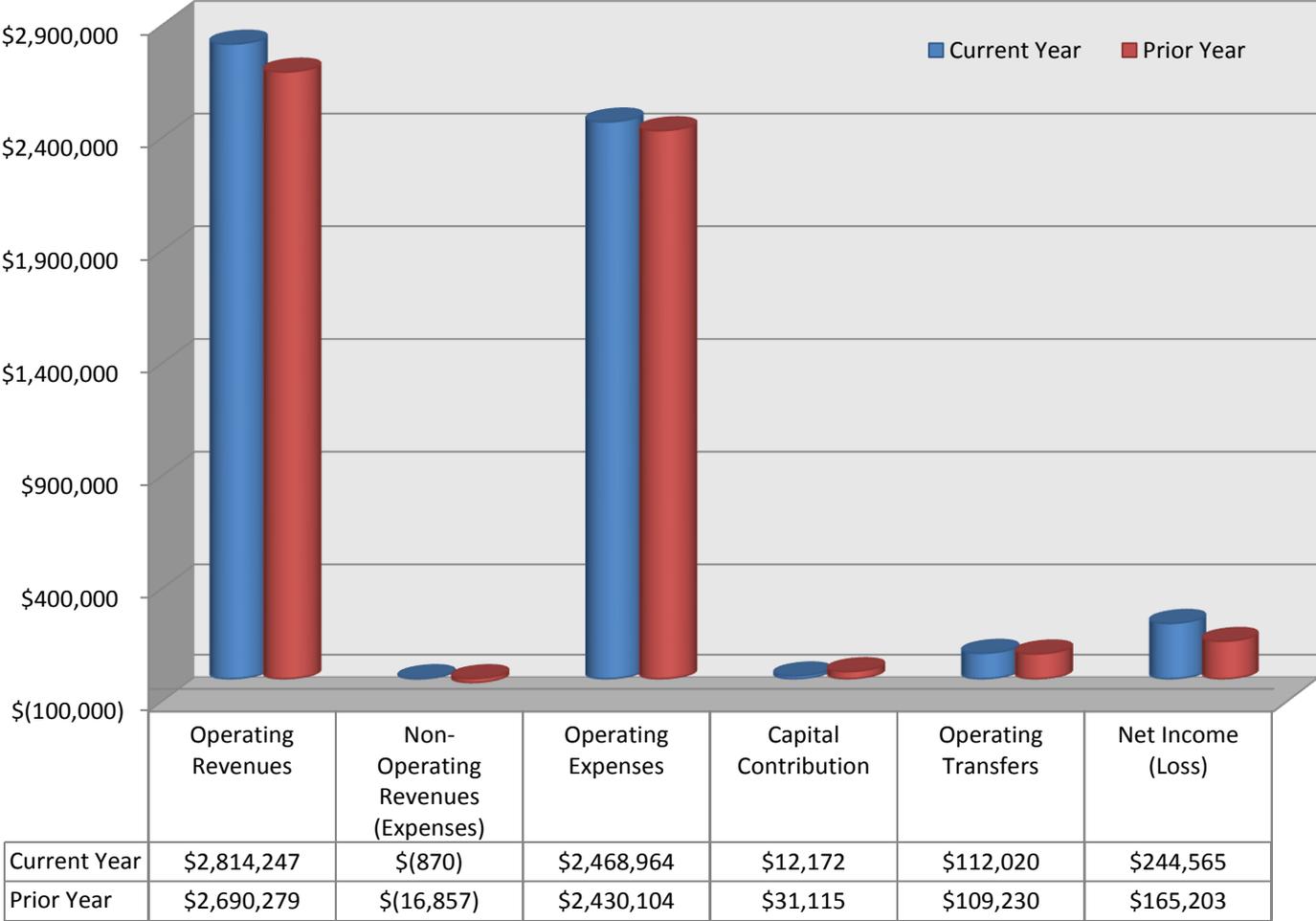
EXPENDITURES	CURRENT YEAR	EXPENDITURES	PRIOR YEAR
Governing body	\$ 70,681	Governing body	\$ 130,561
Administration	\$ 342,070	Administration	\$ 1,048,125
Planning & code enforcement	\$ 442,552	Planning & code enforcement	\$ 467,042
Finance	\$ 346,827	Finance	\$ 807,590
Public buildings	\$ -	Public buildings	\$ 375,277
Special appropriations	\$ 273,772	Special appropriations	\$ 209,452
Police	\$ 3,767,949	Police	\$ 3,517,902
Debt service	\$ 1,342,191	Debt service	\$ 1,229,612
Fire	\$ 1,073,856	Fire	\$ 958,651
Street & sanitation	\$ 2,866,173	Street & sanitation	\$ 2,650,322
Cemetery	\$ 117,785	Cemetery	\$ 88,419
Parks & recreation	\$ 1,919,127	Parks & recreation	\$ 2,089,010
Operating transfers		0 Operating transfers	0
Tot exp. Plus op t/f in	12,562,983		13,571,963

# Electric Fund

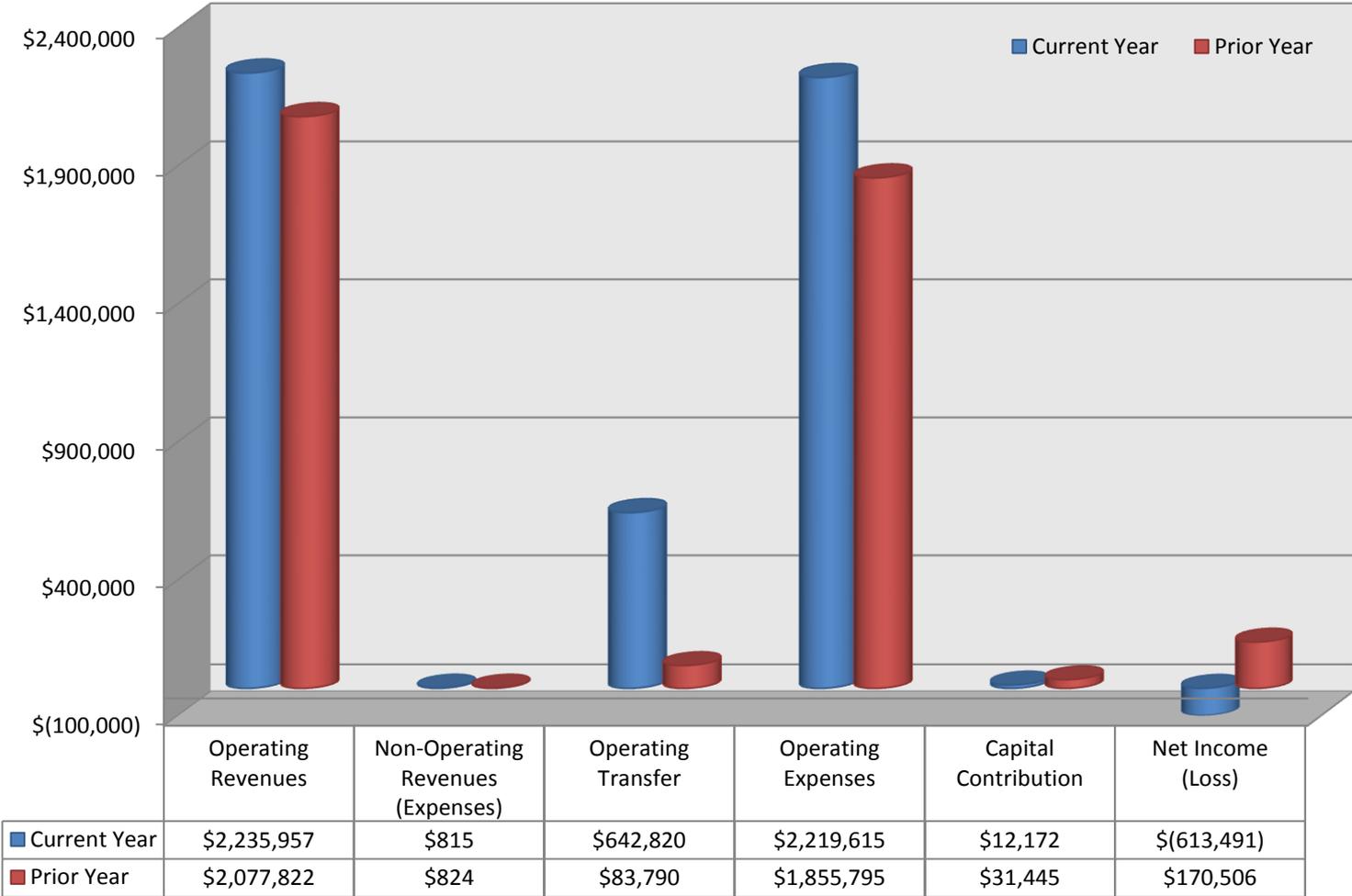


	Operating Revenues	Non-Operating Revenues (Expenses)	Operating Expenses	Capital Contribution	Operating Transfers, net	Net Income
Current Year	\$8,998,730	\$(25,116)	\$7,802,544	0	\$720,600	\$450,470
Prior Year	\$8,803,447	\$(67,326)	\$7,763,589	0	\$1,275,600	\$(303,068)

# Water Fund



# Sewer Fund



	Electric Fund	
	Current Year	Prior Year
Operating Revenues	\$ 8,998,730	\$ 8,803,447
Non-Operating Revenues (Expenses)	\$ (25,116)	\$ (67,326)
Operating Expenses	\$ 7,802,544	\$ 7,763,589
Capital Contribution		0
Operating Transfers, net	\$ 720,600	\$ 1,275,600
Net Income	\$ 450,470	\$ (303,068)

- -

	Water Fund	
	Current Year	Prior Year
Operating Revenues	\$ 2,814,247	\$ 2,690,279
Non-Operating Revenues (Expenses)	\$ (870)	\$ (16,857)
Operating Expenses	\$ 2,468,964	\$ 2,430,104
Capital Contribution	\$ 12,172	\$ 31,115
Operating Transfers	\$ 112,020	\$ 109,230
Net Income (Loss)	\$ 244,565	\$ 165,203

- -

	Sewer Fund	
	Current Year	Prior Year
Operating Revenues	\$ 2,235,957	\$ 2,077,822
Non-Operating Revenues (Expenses)	\$ 815	\$ 824
Operating Transfer	\$ 642,820	\$ 83,790
Operating Expenses	\$ 2,219,615	\$ 1,855,795
Capital Contribution	\$ 12,172	\$ 31,445
Net Income (Loss)	\$ (613,491)	\$ 170,506

- -

**TOWN OF WAYNESVILLE BOARD OF ALDERMEN  
FOR BOARD INFORMATION  
Meeting Date: January 12, 2016**

**SUBJECT:**

**AGENDA INFORMATION:**

**Agenda Location:** New Business  
**Item Number:** 6-C  
**Department:** Administrative Services  
**Contact:** Marcy Onieal, Town Manager  
**Presenter:** Marcy Onieal, Town Manager

**BRIEF SUMMARY:** When Waynesville re-joined ElectriCities in January 2015, a representative and alternate representative positions were available on the Non-Power Agency Board of Commissioners. These positions must be appointed by the Board of Aldermen.

Since neither term of the two Non-Power Agency Board of Directors expired in 2015, there have been no actions items that would warrant a Non-Power Agency meeting in 2015. However, in 2016 one of the Board member's terms does expire and there will be a conference call meeting on November 17, 2106 to conduct the election for that open Board seat and will need to have the representatives in place for this vote.

Following confirmation of appointment by Board of Aldermen, an oath of office will be forwarded by ElectriCities for administration by the Town Clerk.

**MOTION FOR CONSIDERATION:** To approve the Town Manager as the representative and Public Services Director as the alternate representative to the Non-Power Agency Board of Commissioners through ElectriCities, as presented.

**FUNDING SOURCE/IMPACT:** N/A

**ATTACHMENTS:**

**MANAGER'S COMMENTS AND RECOMMENDATIONS:** Recommend approval

**TOWN OF WAYNESVILLE BOARD OF ALDERMEN**  
**REQUEST FOR BOARD ACTION**  
**Meeting Date: January 12, 2016**

**SUBJECT:** Adoption of a Resolution to Close a Right-of-way and to call for a Public Hearing to be held on February 9, 2016, at 6:30 pm at 9. South Main Street.

**AGENDA INFORMATION:**

**Agenda Location:** New Business  
**Item Number:** 7-D  
**Department:** Development Services  
**Contact:** Elizabeth Teague, Development Services Director  
**Presenter:** Elizabeth Teague, Development Services Director

**BRIEF SUMMARY:**

George and Renee Garrett have petitioned the Town to close an unopened right-of-way that runs through their property at 200 Chipping Sparrow Lane, PIN 8615-62-8173. Pursuant to NC General Statutes 160A-299, the Board must adopt a resolution declaring the Town's intent to close the street or alley, provide public notification and posting of property and call for a public hearing on the question. This right-of-way closure petition request has been reviewed by the Technical Review Committee and is not used for any utilities or access to another lot.

**MOTION FOR CONSIDERATION:**

To adopt the attached Resolution of Intent to Close a Right-of-way and to schedule a public hearing for February 9, 2016 at 6:30 pm at the Board of Aldermen Meeting.

**FUNDING SOURCE/IMPACT:** N/A

**ATTACHMENTS:**

1. Resolution of Intent to Close a Right-of-way
2. Site location map
3. Petition Materials submitted by the Garretts.

**MANAGER'S COMMENTS AND RECOMMENDATIONS:** Recommend approval of resolution; action is to call for the public hearing only.

**A RESOLUTION OF INTENT TO CLOSE AN UNNAMED RIGHT-OF-WAY (ALLEY) AT 200 CHIPPING SPARROW LANE; PIN 8615-62-8173**

**WHEREAS**, Renee and George Garrett have submitted a petition to the Town of Waynesville to close an un-opened and un-named portion of right-of-way that is located within their lot at 200 Chipping Sparrow Lane and that petition was submitted on December 2, 2015; and

**WHEREAS**, NCGS 160A-299 requires that the Town of Waynesville Board of Aldermen must adopt a resolution of intent to close any right-of-way in order to notify abutting property owners and the public of this petition and to call for a public hearing to consider this action; and

**WHEREAS**, the Town must send notice to all abutting property owners by registered or certified mail advising them of the day, time and place of the public hearing, enclosing a copy of the Resolution of Intent, and advising them that the question as to closing that unnamed right-of-way (alley) on the property of 200 Chipping Sparrow Lane; and

**WHEREAS**, the Town shall post adequate notices on the applicable right-of-way (alley) as required by N.C. G.S. 160A-299; and

**WHEREAS**, the Town Board shall give full and complete consideration of the matter and grant full and complete opportunity for all interested persons to appear and register any objections that they might have with respect to the closing of said street in a public hearing;

**NOW, THEREFORE**, the Board of Aldermen of the Town of Waynesville do adopt this Resolution of Intent to Close this right-of-way and in so doing, direct Town staff to mail notices, post the property, and advertise a public hearing to consider the matter, and to schedule this public hearing for February 9, 2016. After such hearing the Board may consider taking action to close said right-of-way and authorize the Mayor and the Town Clerk to execute quitclaim deeds or other necessary documents in order to evidence vesting of all right, title and interest in those persons owning lots or parcels of land adjacent to the street or alley, such title for the width of the abutting land owned by them, to extend to the centerline of the herein closed right-of-way (alley) (with provision for reservation of easements to the Town of Waynesville for utility purposes) in accordance with the provision of N.C.G.S. 160A-299.

This the 12<sup>th</sup> Day of January, 2016.

TOWN OF WAYNESVILLE

---

Gavin A. Brown, Mayor

ATTEST:

---

Amanda W. Owens, Town Clerk

NORTH CAROLINA

HAYWOOD COUNTY

I hereby certify that the foregoing is a true and accurate copy of a resolution duly adopted by the Board of Aldermen of the Town of Waynesville, North Carolina, at a meeting held on January 12, 2016 at 6:30 o'clock p.m. at the Town Hall in the Town of Waynesville.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the official corporate seal of said Town to be affixed, this the 12th Day of January, 2016.

---

Amanda W. Owens, Town Clerk

NORTH CAROLINA

HAYWOOD COUNTY

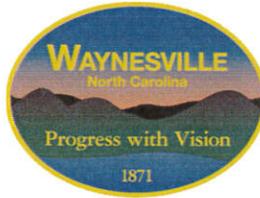
I, \_\_\_\_\_, a Notary Public, do hereby certify that Amanda W. Owens, Town Clerk, personally appeared before me this day and acknowledged the due execution of the foregoing certification, for the purposes therein expressed.

WITNESS my hand and notarial seal this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

---

Notary Public

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



**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 easement south of 200 Chipping Sparrow Lane located off of Chipping Sparrow Lane, do hereby petition the Town of Waynesville Board of Aldermen to permanently close said street or alleyway.

NAME/SIGNATURE PROPERTY/MAILING ADDRESS

1. Renée and George Garrett 200 Chipping Sparrow Lane  
Renée R. Garrett [Signature] 28186

2. \_\_\_\_\_

\_\_\_\_\_

3. \_\_\_\_\_

\_\_\_\_\_

4. \_\_\_\_\_

\_\_\_\_\_

5. \_\_\_\_\_

\_\_\_\_\_

6. \_\_\_\_\_

\_\_\_\_\_

Attach additional sheets if necessary

Date Request Received at Town Hall: \_\_\_\_\_ By: \_\_\_\_\_

All property in the development south of  
200 Chipping Sparrow Lane has been purchased  
by the Petitioners. There are no improvements  
on this property (water, sewer, elec. etc.)

JEFFREY W. NORRIS & ASSOCIATES, PLLC  
ATTORNEYS AT LAW

JEFFREY W. NORRIS  
Also member of Pennsylvania  
and Georgia Bars

Norris Professional Building  
177 North Main Street  
Waynesville, NC 28786  
Telephone: (828) 452-2221  
Fax: (828) 452-3534  
www.norrisandassoc.com

LARRY T. REIDA  
Of Counsel  
Also member of Maryland Bar

May 23, 2014

Honorable Gavin Brown  
Town of Waynesville  
16 South Main Street  
P.O. Box 100  
Waynesville, NC 28786

**Re: Abandonment of Easement**

Dear Mr. Brown:

This firm represents George and Renee Garrett.

The Garretts own property in Waynesville that is subject to right-of-way dedicated to the Town. I have enclosed a copy of a survey which shows the right-of-way. The survey indicates that the Garretts are going to purchase an additional parcel and combine it with an existing parcel, and they have done that.

I do not know of any reason why the Town would want to continue to have a right-of-way in that location. The developer did not continue the development as originally planned and it seems exceedingly unlikely that the Town would ever need such an access, but that is what I would to discuss.

I look forward to hearing from you.

Thank you for your consideration.

Sincerely,

**JEFFREY W. NORRIS & ASSOCIATES, PLLC**

Jeffrey W. Norris

JWN:mpf  
Enclosure

c: George & Renee Garrett

**GENERAL NOTES:**

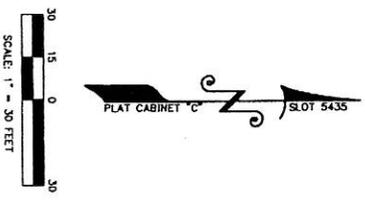
- 1 - ALL PROPERTY CORNERS NOT DESCRIBED ARE COMPUTED POINTS.
- 2 - ELEVATIONS ARE BASED ON THE MEAN SEA LEVEL DATUM.
- 3 - ELEVATIONS CALCULATED BY TRIPOLYTRIC COMPUTATION METHOD.
- 4 - THIS SURVEY MEETS THE REQUIREMENTS OF A CLASS "A" SURVEY.
- 5 - PROPERTY SHOWN HEREON IS SUBJECT TO ALL APPLICABLE EASEMENTS AND RIGHT OF WAY OF RECORDS.
- 6 - ALL ROADS SHOWN HEREON ARE PRIVATELY MAINTAINED UNLESS OTHERWISE NOTED. THE PROPERTY OWNERS ARE RESPONSIBLE FOR MAINTAINING AND REPAIRING THE ROADS SHOWN HEREON.
- 7 - PROPERTY SURVEYED IS NOT IN A FLOOD HAZARD AREA.
- 8 - THERE IS NO RECOVERABLE HORIZONTAL CONTROL WITHIN 2000'.
- 9 - NORTH IS PLAT NORTH AS PER PLAT CABINET "C", SLOT 5435.
- 10 - THE PROPERTY SHOWN HEREON IS SUBJECT TO THE RULES, REGULATIONS, ORDINANCES AND/OR JURISDICTIONS OF LOCAL, STATE AND/OR FEDERAL AGENCIES, IF ANY. THE REQUIREMENTS OF SAID RULES, REGULATIONS, ORDINANCES AND/OR THE LIMITS OF SAID JURISDICTIONS ARE NOT SHOWN HEREON, UNLESS SAID OTHERWISE.
- 11 - THIS SURVEY WAS PERFORMED WITHOUT THE BENEFIT OF A TITLE SEARCH. THE SURVEYOR HAS REVIEWED THE RECORDS OF THE PUBLIC RECORDS OF THIS COUNTY. THIS SURVEY REFLECTS ONLY WHAT WAS OBSERVED ON THE GROUND AND DOES NOT REFLECT ANY UNLAWFUL ENCROACHMENTS OR VIOLATIONS OF ANY FEDERAL, STATE OR LOCAL STATUTES, ORDINANCES OR REGULATIONS WHICH MAY EXIST.
- 12 - ALL PROPERTY CORNERS SHOWN HEREON, NEITHER FOUND OR SET ARE TO BE CONSIDERED CONTROL CORNERS.

**CERTIFICATE OF OWNERSHIP AND DEDICATION**

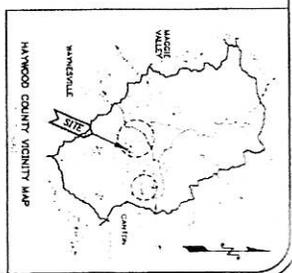
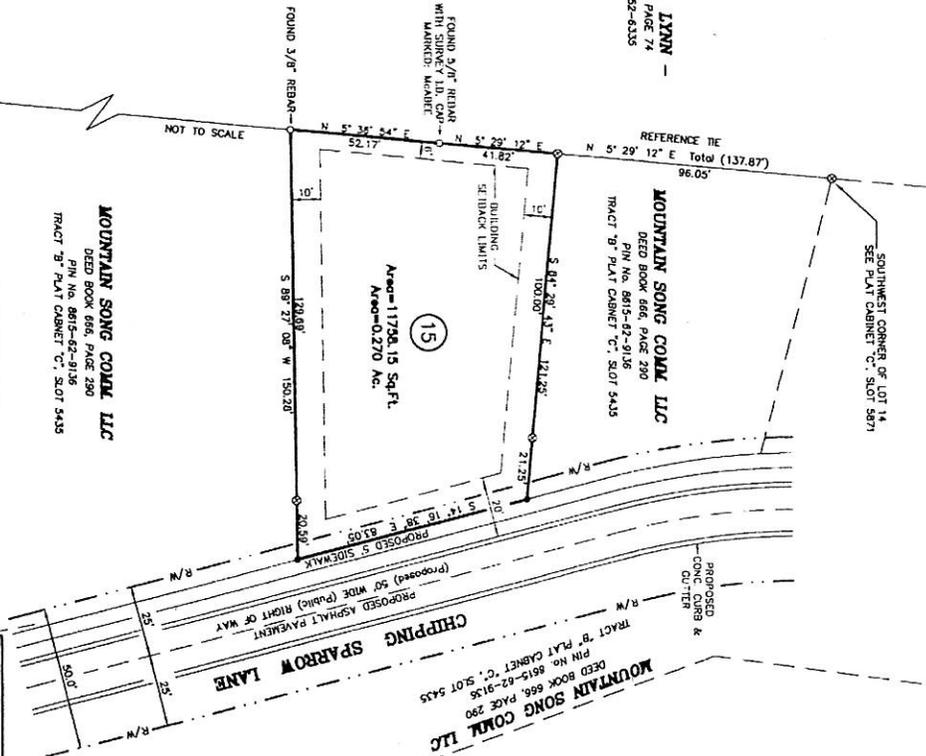
I (WE) HEREBY CERTIFY THAT I (AN WE ARE) THE OWNER(S) OF THE PROPERTY LOCATED WITHIN THE SUBDIVISION-REGISTRATION JURISDICTION SHOWN ON THIS PLAN OF SUBDIVISION WITH MY (OUR) FREE CONSENT, AND DEDICATE ALL ROADS AND OTHER SITES AND EASEMENTS TO PUBLIC OR PRIVATE USE AS NOTED IN THE DISCLOSURE OR PRIVATE ROADWAYS, WHERE APPLICABLE.

DATE: \_\_\_\_\_

OWNER(S): \_\_\_\_\_



**MARTHA D. LYNN**  
 WILL BOOK 96E, PAGE 74  
 PIN No. 8615-52-6335



**TRACT "A"**  
 - OVERBELT -  
 DEED BOOK 72B, PAGE 354  
 PIN No. 8615-52-9135  
 PLAT CABINET "C", SLOT 5435

DASHED LINES INDICATES BOUNDARY LINES NOT SURVEYED AND WERE DRAWN FROM INFORMATION FOUND IN REFERENCED DOCUMENTS

**LEGEND:**

- - SET 3/8" REBAR WITH SURVEY I.D. CAP
- - RND. CORNER AS LABELED
- - POINT NOT SET

THIS PLAT CREATES A SUBDIVISION OF LAND WITHIN THE TOWN OF WAYNESVILLE WHICH HAS AN ORDINANCE THAT REGULATES PARCELS OF LAND.

I, CLIFFORD G. SECHSER CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN REFERENCED DOCUMENTS; THAT THE KIND OF PRECISION AS CALCULATED IS 1/100,000; THAT THE SURVEY WAS MADE AND SEAL PMS 120E, DAY OF MAY 2011.

PROFESSIONAL LAND SURVEYOR REGISTRATION NUMBER L-3952

**CERTIFICATE OF TOWN OF WAYNESVILLE**  
 I, HEREBY CERTIFY THAT THE PLAT WAS REVIEWED AND APPROVED BY THE TOWN OF WAYNESVILLE PLANNING AND ZONING FOR RECORDING IN THE OFFICE OF THE REGISTER OF DEEDS OF HAYWOOD COUNTY.  
 TOWN OF WAYNESVILLE - PLANNING DIRECTOR *5/16/11* DATE:  
*Paul Bevers*

**CERTIFICATE OF REGISTER OF DEEDS**  
 STATE OF NORTH CAROLINA, COUNTY OF HAYWOOD  
 PRESENTED FOR REGISTRATION AND RECORDED IN THIS OFFICE IN PLAT CABINET C, SLOT 5932, AT 10:21 A.M. ON OR DAY OF MAY 2011  
 THIS IS THE 15th DAY OF MAY 2011  
 REGISTER OF DEEDS  
*Johnston S. Scharpa*

**CERTIFICATE OF REVIEW OFFICER**  
 STATE OF NORTH CAROLINA, COUNTY OF HAYWOOD  
 I, *Stephanie S. Perkins* 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  
*Stephanie S. Perkins*  
 DATE: *5-16-2011*  
 BY: *M. Miller*

**LOT 15 - Revised**

THIS SURVEY PLAT IS A REVISION OF LOT 15, MOUNTAIN SONG COMMUNITIES PREVIOUSLY RECORDED IN PLAT CABINET "C", SLOT 5927 OF THE PUBLIC RECORDS OF HAYWOOD COUNTY, NORTH CAROLINA THIS SURVEY PLAT SHALL SUPERSEDE SAID PREVIOUSLY RECORDED PLAT

**MOUNTAIN SONG COMM. LLC**  
 DEED BOOK 66E, PAGE 290  
 PIN No. 8615-52-9135  
 TRACT "B" PLAT CABINET "C", SLOT 5435

2011003978  
 HAYWOOD CO. NC FEE \$71.00  
 05-16-2011 10:21:11 AM  
 SINGER RECORDS  
 1000 W. STATE ST. SUITE 100  
 HAYWOOD, NC 28743  
 BK: MAP CAB C  
 PG: 5932-5932



PLAT PREPARED FOR:  
**MOUNTAIN SONG COMMUNITIES, LLC**  
 WAYNESVILLE TOWNSHIP, HAYWOOD COUNTY, NC.

**CLIFFORD G. SECHSER**  
 PROFESSIONAL LAND SURVEYOR L-3952  
 149 MOODY DRIVE, WAYNESVILLE, NORTH CAROLINA 28786  
 PHONE (828) 452-2362

REFERENCES
DEED BOOK 66E PAGE 290
PLAT CABINET "C" SLOT 5435
REVISIONS

PIN NUMBER	6615-52-9135
DATE	02-15-2011
SCALE	1" = 30'
DRAWN BY	
CHECKED BY	
JOB NUMBER	10-012
FILE NUMBER	6615-289
SHEET NUMBER	1 OF 1

C/S932

# Parcel Report For 8615-62-8173

GARRETT, GEORGE C JR  
GARRETT, RENEE M  
200 CHIPPING SPARROW LN  
WAYNESVILLE, NC 28786

## Account Information

**PIN:** 8615-62-8173

**Deed:** 857/696

## Site Information

MOUNTAIN SONG

DWELLING

SINGLE FAMILY

200 CHIPPING SPARROW LN

**Heated Area:** 3119

**Year Built:** 2011

**Total Acreage:** 2.9 AC

**Township:** TOWN OF WAYNESVILLE

## Site Value Information

**Land Value:** \$68,100

**Building Value:** \$592,800

**Market Value:** \$660,900

**Deferred Value:** \$0

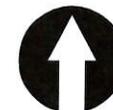
**Assessed Value:** \$660,900

**Sale Price:** \$160,000

**Sale Date:** 10/31/2013

**Tax Bill 1:** \$3,905.35

**Tax Bill 2:** \$3,669.45



1 inch = 200 feet

December 1, 2015

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.

**TOWN OF WAYNESVILLE BOARD OF ALDERMEN  
REQUEST FOR BOARD ACTION  
Meeting Date: January 12, 2016**

**SUBJECT:** Conditional District Ordinance Changes for the Ingles Markets (RC-CD) related to wall signage for the expanded Ingles store.

**AGENDA INFORMATION:**

**Agenda Location:** New Business  
**Item Number:** 8-C  
**Department:** Development Services  
**Contact:** Elizabeth Teague, Development Services Director  
**Presenter:** Elizabeth Teague, Development Services Director

**BRIEF SUMMARY:**

Ingles requests an amendment to the Conditional District regulations for the new Ingles store at Russ Avenue to allow 9 separate wall signs for the façade. This would exceed the maximum number of three normally allowed and the six wall signs on the building now. Eight of the proposed signs are small and designed not to be read from Russ Avenue but to direct customers to the appropriate entrance and section of the store. The maximum sign *area* permitted in this district is 15% of the wall, meaning that the maximum size for attached signage on the new store could be nearly 1,500 square feet. However, the 9 signs proposed by Ingles total only 397.27 square feet, well within the overall 15% limit. At their October 19, 2015 Meeting, the Planning Board voted unanimously to recommend that the Town amend the Conditional District Regulations to allow an increase in the number of wall signs. As a legislative change to the Conditional District text, this requires a public hearing and action on the part of the Board of Aldermen.

**MOTION FOR CONSIDERATION:**

To schedule a public hearing for 6:30 pm at the January 26, 2016 Board of Aldermen Meeting to consider a text amendment to the Russ Avenue Regional Center Conditional District for the purpose of increasing the maximum number of wall signs.

**FUNDING SOURCE/IMPACT:** N/A

**ATTACHMENTS:**

1. Planning Board Minutes from October, 2015
2. Ingles Wall Signage Plan sheet
3. Zoning Location Map

**MANAGER'S COMMENTS AND RECOMMENDATIONS:** Action is to call for public hearing to be held on January 26, 2016.



# TOWN OF WAYNESVILLE

## Planning Board

9 South Main Street  
Waynesville, NC 28786  
Phone (828) 456-8647 • Fax (828) 452-1492  
www.waynesvillenc.gov

### Chairman

Patrick McDowell

### Planning Board Members

Danny Wingate (Vice)

John Feichter

Marty Prevost

Robert Herrmann

Phillip Gibbs

H.P. Dykes, Jr.

Shell Isenberg

L. Brooks Hale

### Development Services

#### Director

Elizabeth Teague

## MINUTES OF THE TOWN OF WAYNESVILLE PLANNING BOARD REGULAR MEETING

Town Hall – 9 South Main St., Waynesville, NC 28786

October 19, 2015

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THE WAYNESVILLE PLANNING BOARD held a regular meeting on October 19, 2015 at 5:30 p.m. in the board room of the Town Hall, 9 South Main Street, Waynesville, NC.

### A. CALL TO ORDER

#### 1. Welcome/Calendar/Announcements

Chairman Patrick McDowell welcomed everyone and called the meeting to order at 5:30 p.m.

The following members were present:

Patrick McDowell

Danny Wingate

Bucky Dykes

Robert Herrmann

Jon Feichter

Phillip Gibbs

Marty Prevost

Absent:

Brooks Hale

Shell Isenberg

The following staff members were present:

Elizabeth Teague, Development Services Director

Byron Hickox, Land Use Administrator

Eddie Ward, Deputy Town Clerk

Also present was Ron Sneed, Attorney to the Planning Board, property owners Robert and Alex McKay, Todd Rogers representing Chick-Fil-A, John Cox, Preston Kendell representing Ingles and Craig Inabinett representing Rainbow Signs.

Representing the media were Jesse Stone from Smoky Mountain News, and Allison Olcsevy from The Mountaineer.

2. Adoption of Minutes

Board Member Jon Feichter noted that on page 5 of the Minutes for September 21, 2015, the motion should read:

***A motion was made by Board Member Jon Feichter, seconded by Board Member Robert Herrmann, to deny the request for a Conditional Land Use Request for Carolina Furniture Concepts at 121 Eagles Nest Road, PIN 8605-64-6237. The motion passed with seven ayes (Patrick McDowell, Dany Wingate, Shell Isenberg, Robert Herrmann, Jon Feichter, Marty Prevost, and Brooks Hale) and one nay (Phillip Gibbs).***

***A motion was made by Board Member Danny Wingate, seconded by Board Member Robert Herrmann, to approve the minutes of September 21, 2015 as corrected. The motion passed unanimously.***

**B. NEW BUSINESS**

1. Public Hearing for a Map Amendment (Rezoning) Request for rezoning 4 lots at 263 Riverbend Street and 9 Camp Street; PINs 8605-81-5526, 8605-81-6618, 8605-81-7716, and 8605-81-6705.

Chairman McDowell opened the Public Hearing and asked Development Services Director Elizabeth Teague to present the staff report. Ms. Teague stated the request was to rezone four lots, owned by Mr. Bobby McKay, located at 263 Riverbend Street and 9 Camp Street (PIN's 8605-81-5526, 8605-81-6618, 8605-81-7716 and 8605-81-6705) totaling 1.38 acres from Hazelwood Urban Residential to Hazelwood Business District. She referred to a 1977 Hazelwood Zoning Map indicating that the "triangle" where Riverbend Street and Brown Avenue meet was zoned commercially and the lots across the street were zoned industrially prior to when Hazelwood merged with the Town of Waynesville in 1993. Waynesville kept the zoning of the triangle lot the same and what is now Haywood Vocational Services is zoned commercially. Currently, the triangle lot where Brown Ave and Riverbend Street meet is zoned commercial with an existing business, Triangle Automotive, located there.

The four lots owned by Mr. McKay contain an apartment building, warehouse, two mobile homes, and an empty lot for storage. At the corner of Camp Street and Riverbend Street, which is zoned residential, John and Susie Fenlenson own lots and they wish to remain residentially zoned.

Ms. Teague said that by changing the zoning at this location, there would be more allowable uses for the property, and Mr. McKay indicated he would like to improve the pre-existing, non-conforming commercial structure, which is noted in tax records as warehousing and apartments. Also, rezoning to Hazelwood Business District would create more opportunity to redevelop the other properties containing mobile homes.

Chairman McDowell asked if anyone would like to speak.

**Alex McKay**  
**96 Rolling Drive**  
**Waynesville, NC 28786**

Mr. Alex McKay, speaking for his father, stated that one of the mobile homes on the property had been removed, and the remaining mobile home is occupied. He said he and his father had been discussing the possibility of opening an organic feed/gardening supply store on this property. Mr. McKay told the Board that this business opportunity will create more business and jobs for the area. He said if the rezoning request is granted, the remaining mobile home on the property will be removed.

**Dustin Smith**  
**Triangle Automotive**

Mr. Smith stated his concerns with the stop sign located near his automotive shop. He indicated there have been multiple accidents at this stop. If the property is rezoned, and another business is located on the McKay's property, traffic will increase and the possibility of more accidents is a probability.

**Susie Fenslon**  
**61 Camp Street**  
**Waynesville, NC 28786**

Ms. Fenslon had some questions concerning what business Mr. McKay would be allowed to operate on this property if this request is granted. She stated she had read through the uses that are permitted in a Commercial District, and she would not have a problem with an organic feed/gardening supply, but would object to another automotive business.

There was discussion about what buffering would be required for a business in this area. Mr. Byron Hickox, Land Use Administrator, said that with general Commercial Zoning no extra buffering would be required.

Chairman McDowell closed the Public Hearing and asked for a motion.

***Board Member Danny Wingate made a motion, seconded by Board Member Phillip Gibbs to grant the request for a Map Amendment (rezoning) for four lots at 263 Riverbend Street and 9 Camp Street (PINs 8605-81-5526, 8605-81-6618, 8605-81-7716, and 8605-81-6705) from the Hazelwood Urban Residential District to the Hazelwood Business District. The motion passed unanimously.***

2. Conditional District Master Plan Additional Changes for review and possible approval for Chick-Fil-A outparcel, PIN 8616-22-7311

Chairman McDowell brought the Board's attention to the first pages in the agenda packet. He said this information is the original Conditional District Ordinance amending the zoning map of the Town of Waynesville creating the Ingles Market's Conditional District. Staff provided this information for reference concerning three of the items on the agenda for Ingles and for the outparcel that Chick Fil-A would be discussing.

Ms. Teague referred the Board to the Ingle District Conditional Master Plan. She said this is a request to amend the Master Plan for the out parcel north of Hometruster Bank. This parcel is adjacent to Russ Avenue, and is bordered on three sides by planned access roads. As part of the Master Plan, the out parcel is connected to the Ingles I-Market and parking lot by an access road as well as connected to Russ Avenue by two other access roads. This parcel was approved as a future drive thru restaurant. In August 2012, Ingles received approval from the Planning Board for changes to the Master Plan to relocate the I-Market store with gas pumps to the western corner of the property fronting Russ Avenue.

Ms. Teague explained that Chick-Fil-A is requesting changes to the revised Master Plan to develop the site to the north of the I-Market. In the existing plan, the building is located in the center of the property with a drive-thru going all the way around the building. Chick-Fil-A is requesting relocation of the building from the center of the property to the southeast side of the lot, a reduction of driveways from three to two, and also a change in the location of driveways from access roads that are perpendicular to Russ Avenue, to the access road that is parallel with and further away from Russ Avenue. Ms. Teague stated that the relocation of driveways eliminates the driveways along the access road that intersects Russ Avenue. She said this will make a safer driveway scheme and improve vehicular safety.

Staff believes that the proposed changes do not constitute substantial changes and can be approved by the Planning Board.

**Todd Rogers**  
**Roswell, Georgia**

Mr. Rogers stated Chick-Fil-A's intent for moving access roads is for better circulation of the double drive thru lane. These lanes will merge into one lane, and will accommodate a larger number of vehicles. The Board asked about seating capacity. Mr. Rogers said approximately 134 for this building with an outdoor patio.

Ms. Teague said that 55 parking spaces area provided, exceeding the minimum requirement based on the number of seats. Parking for three bicycles will be provided. When asked about landscaping, Ms. Teague said the site plan for Chick-Fil-A is still evolving. Staff will be working with them as the process moves forward. Chick-Fil-A has standard landscaping, but they have a lot of flexibility in the landscaping plan based on the Conditional District Ordinance.

Mr. Rogers added that Chick-Fil-A will be adding landscaping. The building will be similar to other Chick-Fil-A buildings in which the short end of the building will be the front entrance and have landscaping.

*A motion was made by Board Member Robert Herrmann, seconded by Board Member Marty Prevost to approve the site plan for Chick-Fil-A as a minor amendment to the Russ Avenue Regional Center Conditional District. The motion passed unanimously.*

3. Conditional District Master Plan Additional Changes for review and possible approval for Ingles' Signage Plan, PIN 8616-22-7311.

Chairman McDowell asked Byron Hickox, Land Use Administrator, to present the staff report for this request.

Mr. Hickox stated that property consists of 19.86 acres with a large retail building that is currently occupied by Ingles Store # 23. Ingles is in the process of redeveloping their main property by expanding their store and making site alterations. Also, they are proposing to develop the adjacent property with an Ingle I-Market (gas station). Six separate sign elements are being requested for both the Ingles site and the I-Market as follows:

1. 9 individual signs to be placed on the façade of the redeveloped Ingles store
2. Attached signage on the I-Market
3. A ground sign to be located in front of the I-Market
4. A ground sign to be located at the property entrance on Howell Mill Road
5. Refacing the existing pylon sign on Russ Avenue
6. Signage to be installed on the multitenant portion of the main building

Mr. Hickox said the sign elements 2 thru 6 meet Land Development Standards requirements regarding size, placement and design. The main issue to be considered by the Planning Board is the proposal of 9 separate signs to be attached to the façade of the redeveloped Ingles store. Chapter 11, Section 7.2€ of the Land Development Standards state:

**No more than three attached signs (excluding a single Pedestrian Sign where permitted) may be erected provided the total surface area permitted is not exceeded.**

In the Russ Avenue Regional Center District, 15% of the wall is the maximum area permitted. Mr. Hickox said that 15% of a building as large as Ingles would be an enormous amount of signage, about 1500 square feet. The nine signs proposed by Ingles total only 397.27 square feet which is well within the 15% limit, but exceeds the allowed number of signs. Mr. Hickox stated that staff felt like even though there are more signs than allowed, this would most certainly be more preferable to what could be done if they maximized their signage. Staff recommends amending this section of the Conditional District Ordinance 2-11, as 4.d:

**d. Signage. The number of signs allowed to be attached to buildings exceeding 80,000 square feet may exceed three, but not more than 10, provided that the total surface area of signage is no more than 15% of the wall surface to which the signs are attached.**

Mr. Hickox referred the Board to their agenda packet for pictures of the proposed signs. He said the only sign intended to be seen from Russ Avenue is the large Ingles sign. The other signs are intended to direct patrons to the different sections of the store.

The Board asked Mr. Hickox if this amendment would only apply to the Ingles Conditional District. Mr. Hickox verified to the Board that this amendment would only apply to Ingles Conditional District Zoning. Unlike a non-substantial change to the Master Plan, this is a change to the ordinance text and so would have to go to the Board.

**Preston Kendell  
West Vista Drive  
Candler, NC**

Mr. Kendell stated that most of Ingles signs are directional signs so customers know what entrance to use to enter the store. He said the two smaller signs (Starbucks and Chop Sticks) are located inside the store and are visible from the outside. The existing sign that is visible from Russ Avenue will basically be the same, but in the future Ingles will have tenants in the shopping area and the sign will reflect those tenant's names.

*A motion was made by Board Member Jon Feichter, seconded by Board Member Phillip Gibbs, to approve an amendment for the proposed signage as submitted by Ingles Markets, Inc., to the Conditional District Ordinance 2-11 4.d: Signage. The number of signs allowed to be attached to building exceeding 80,000 square feet may exceed three, but not more than 10, provided that the total surface area of signage is no more than 15% of the wall surface to which the signs are attached. The motion passed unanimously*

4. Conditional District Master Plan Additional Changes for review and recommendation to the Board of Aldermen for Ingles' parking lot and store front PIN 8616-22-7311

Ms. Teague stated that in 2011 the Town of Waynesville rezoned property at 201 Barber Blvd. to a Conditional District, with the Master Plan showing redevelopment of the Ingles grocery store, new convenience store with gas pumps, and two areas for future restaurant development. She referred the Board to a memo from John Cox in the agenda packet outlining seven specific changes that Ingles is requesting.

**1) Move landscape parking islands 19 feet away from the Ingles store front.**

This move would align the islands with the island now east of the Belk building. It will relocate several light poles, and this means Ingles will have to recalculate lighting. Ms. Teague explained that the location of parking spaces relevant to planted islands is a performance standard measure in our Ordinances which says that no parking space can be forty

feet away from a planted island. Ms. Teague stated that in the plan that is approved, this performance standard is not met. Moving the islands still does not meet the performance standards. She posed the question to the Board as to if the board would consider this a substantial change to the Master Plan. If the Board decides it is a substantial change, then it will then go before the Board of Aldermen for approval. Ms. Teague said she felt staff could support the relocation of the islands from a design standpoint.

**2) Changes in signage plan that will require separate action by the planning Board and Board of Aldermen which staff has placed on the agenda as a separate item.**

This item has already been discussed and approved by the Planning Board.

**3) The addition of five car charging stations (two to be installed now and three to be planned for future installations).**

Ms. Teague said Ingles wanted to install a total of five car charging stations, two to be installed immediately, and three planned in the future. Ms. Teague pointed out to the Board where the stations would be located, and said that from staff's point of view, this would be a welcome addition and would not change the parking lot lay out. Mr. Kendell stated these stations have already been installed in four other locations of Ingles, and gave a brief history of how Ingles decided to place these stations in their parking lots.

**4) Modification of the outdoor seating area to be on both sides of the front door instead of just one.**

Mr. Kendell explained that in the approved Master Plan, there was an area that would have an ornamental fence separating patrons from the driveway. After reviewing this area, Ingles has decided to make the area with less square footage and tables and make outdoor seating on both sides of the front. He stated this change will make the area more welcoming. Ms. Teague commented that this relocates a portion of the seating area without changing the safety or function of the site and feels this is not a substantial change in the plan.

**5) Reconfiguration of retail spaces to the west( left of the Ingles front), with no change in square footage from original request**

Ms. Teague stated that Ingles would like to change the interior retail space to the left of the Ingles front. Mr. Kendell said that they did not know what retail business would be going into this space, but Ingles wants to be able to accommodate the needs of any tenant that might want to move there. This would change the footprint, but not the square footage which was originally approved and which will preserve that area for future development. Once there is a specific plan, Ingles will come before the Planning Board for approval.

The consensus of the Board is that this is not a substantial change and can be approved by the Planning Board.

**6) Revisions to the car wash from a two bay automated carwash to a single bay tunnel that would be fully staffed.**

Ms. Teague stated that before her arrival as Development Services Director for the Town of Waynesville, Ingles had been in contact with former Director Paul Benson concerning a carwash being constructed on the property. The plans that were originally approved did not include a carwash. Ingles believed they had staff level approval for the carwash. In submitting plans for this Master Plan Change request, the plans showed a carwash that Ingles wanted to decrease from two bays to one fully staffed tunnel bay.

**John Cox  
Land Planning Associate  
Ingles**

Mr. Cox stated that in December of 2014, he had emailed Paul Benson concerning revising the plans for a 7000 square carwash to a 2450 square foot two bay carwash. Mr. Benson conveyed staff approval for the revision. Ingles is now asking for revisions to the carwash from a two bay automated carwash to a single bay tunnel that would be staffed. The design of the original carwash is outdated and the tunnel type is a modern version. There were questions from the Board concerning the validity of the planned carwash, and the revisions approved by Mr. Benson.

Board Members Robert Herrmann and Jon Feichter stated they remembered approving the carwash for the Master Plan. Mr. Hermann and Mr. Feichter referred to Planning Board Minutes from the August 18, 2014 meeting reaffirming the Planning Board approval of the carwash. Ms. Teague said because the carwash was approved in those minutes, the revisions from a two bay to an automated two bay tunnel could be made. She felt that the reduction of the car wash footprint would not constitute a substantial change and could be approved by the Planning Board but deferred to the Boards thoughts on it. The Board was in consensus that it was not a substantial change to the Master Plan.

**7) Addition of parking area to the east (right) side of the Ingles store**

Ms. Teague said that Ingles determined that the tenants to the right of the store would have little or no parking in front of them. The revised site plan would add parking to that area. She stated that adding these parking spaces would require some additional landscaping and asked the Board how they wanted to handle this landscaping issue. She said the performance standard stated every parking space should be within 40 feet of a tree, but that under the Conditional District Zoning the proposed landscaping was deemed adequate. Mr. Kendell said that Ingles has full intentions of keeping the required amount of landscaping with the additional parking spaces.

The Board had questions concerning the distance the islands will be moved, and how many parking spaces will be created. Mr. Kendell said they will be moved 19 feet, and this will create 12 to 14 spaces for the tenant.

***A motion was made by Board Member Bucky Dykes, seconded by Board Member Danny Wingate, to approve the requested revisions to the Master Plan for the Ingles site as a minor amendment to the Russ Avenue Regional Center Conditional District and contingent upon State permitting approval. The motion passed unanimously.***

Board members asked Mr. Kendell about the Belk Building on the property. He said they had tried to find a tenant, but so far had no luck. When the Ingles project is complete, a decision will be made as to what to do with the building. Mr. Kendell estimates a fall of 2016 completion date for the Ingles project.

**C. ADJOURN**

***With no further business, a motion was made by Board Member Marty Prevost, seconded by Board Member Phillip Gibbs, to adjourn the meeting at 7:29 pm. The motion passed unanimously.***

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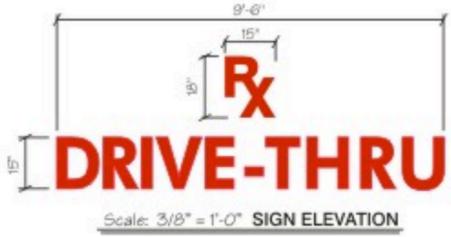
Patrick McDowell, Chairman

Eddie Ward, Deputy Clerk

336'-0" ±



Scale: 1/16" = 1'-0" SIGN ELEVATION

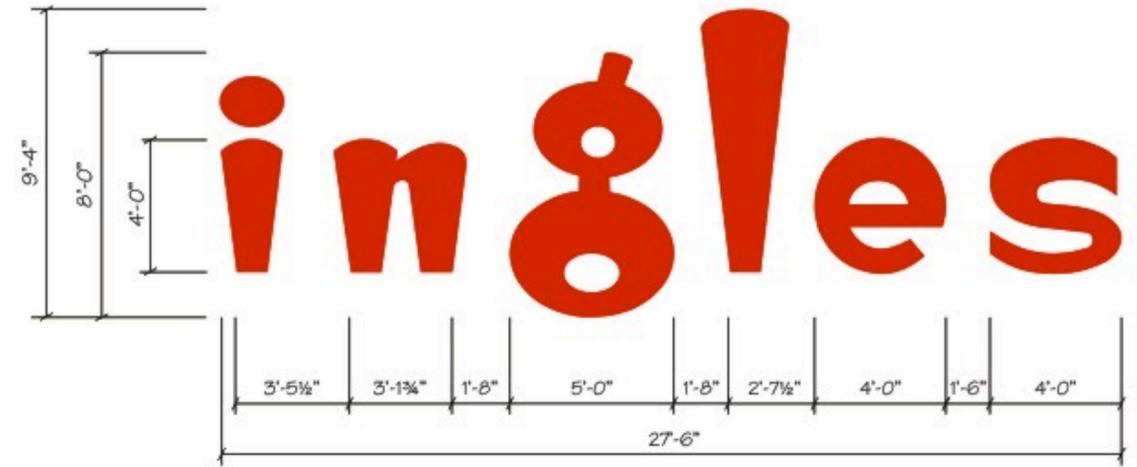


Note: Signs to be installed inside of store

Scale: 3/4" = 1'-0" SIGN ELEVATION



Scale: 1/2" = 1'-0" SIGN ELEVATION



INTERNALLY ILLUMINATED  
Scale: 1/4" = 1'-0" SIGN ELEVATION



Scale: 1/4" = 1'-0" SIGN ELEVATION

SIGN SQUARE FOOTAGE	
INGLES	@ 9'-4" X 27'-6" = 256.58
AMERICAN OWNED	@ 3'-6" X 12'-0" = 42.00
Rx	@ 1'-6" x 1'-3" = 1.88
DRIVE THRU	@ 1'-3" x 9'-6" = 11.88
FRESH FOODS	@ 4'-7" X 8'-0" = 36.64
VINEYARD	@ 2'-0" X 10'-4" = 20.66
STARBUCKS	@ 5'-0" x 5'-0" = 19.63
CAFE	@ 2'-0" x 4'-0" = 8.00
<b>TOTAL = 397.27</b>	



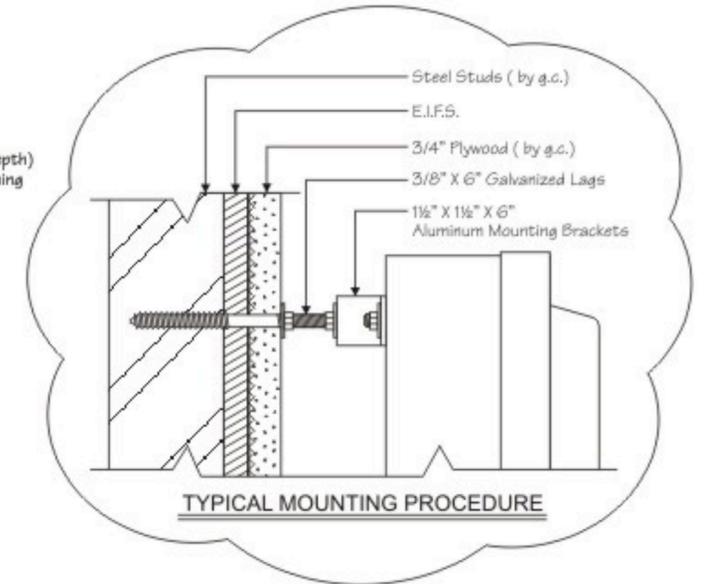
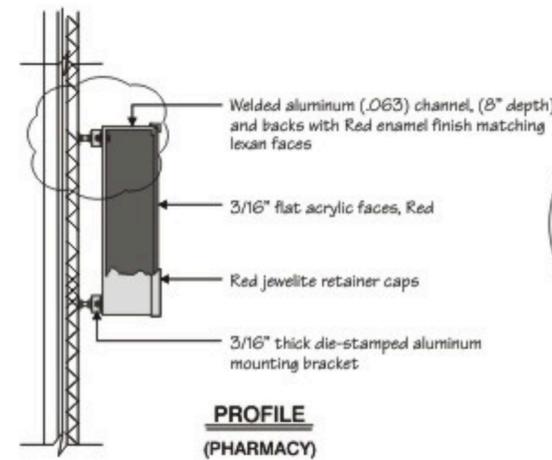
Scale: 3/8" = 1'-0" SIGN ELEVATION



Scale: 3/8" = 1'-0" SIGN ELEVATION



Scale: 1/4" = 1'-0" SIGN ELEVATION



<b>Rainbow Signs, Inc.</b> GREENWOOD, SC 864-223-8423	CUSTOMER NAME: INGLES (Store #23)	ACC. EXEC. C. Priest	JOB NO. 15-185-2	APPROVED BY CUSTOMER:
	ADDRESS: 201 Barber Blvd. - Waynesville, NC	DESIGNER: C. Johnson	DATE: 06/24/15	DATE: / /
	SIGN TYPE Illuminated Letters	SCALE: AS NOTED	DATE: 10/05/15	FILE: #23 Waynesville Bldg Front-2
	COPY RIGHTS NOTICE: This design, artwork and printed presentation is the sole property of Rainbow Sign Company, Inc. and may not be used without written permission from Rainbow Sign Company, Inc.			

Electrical current to sign location and final connection not by Rainbow Sign Co., Inc.



1 inch = 200 feet  
October 13, 2015

## Russ Avenue Regional Center Ingles site

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.