

Town of Waynesville, NC

Town Council Regular Meeting

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

Date: February 24th, 2026 Time: 6:00 p.m.

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(828) 452-2491 cpoolton@waynesvillenc.gov

A. CALL TO ORDER – Mayor Gary Caldwell

1. Welcome/Calendar/Announcements

B. PUBLIC COMMENT

C. ADDITIONS OR DELETIONS TO THE AGENDA

D. CONSENT AGENDA

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

2. a. February 10, 2026 Regular Meeting Minutes
- b. Extend Audit contract

Motion: To approve the consent agenda as presented

E. PRESENTATIONS

3. Promotions and New Hires
 - Chief Chris Mehaffey and Assistant Chief Cody Parton

F. PUBLIC HEARINGS

4. Public Hearing to consider a request for annexation of the western portion of the 57.5-acre parcel located at 192 Ratcliff Cove Road, Waynesville, NC 28786 (PIN 8625-08-4616).

- Olga Grooman, Assistant Development Services Director

Motion: Adoption of attached Ordinance to approve the annexation of the described property.

5. Public hearing to consider a map amendment (rezoning) for the 4.96-acre parcel at 38 Hall Top Road, Waynesville, NC (PIN 8616-13-3822).
- Alex Mumby, Land Use Administrator

Motions:

1. ***A motion to find the rezoning request as being consistent/inconsistent with the 2035 Comprehensive Land Use Plan and is (or is not) reasonable and in the public interest.***
2. ***A motion to approve / deny the rezoning.***

G. OLD BUSINESS

6. Bid Award – Waynesville Dog Park Construction Project

- Luke Kinsland, Recreation Director

Motion: To award the construction contract for the Waynesville Dog Park project to Southern Appalachian Grading and Excavation, Inc., in the amount of \$220,000, as recommended by Civil Design Concepts.

H. NEW BUSINESS

7. Waynesville Chili Cookoff Stroll: Special Permit Application and Request for Temporary Social District

- Kirk Noonan, Board Chair – Waynesville Rotary Club

Motions:

1. ***Motion to approve the Waynesville Rotary Club’s application for a special event permit to host the 2026 Waynesville Chilli Cookoff Stroll.***
2. ***Motion to approve a temporary social district to be permitted during the 2026 Waynesville Chili Cookoff Stroll with an identical boundary to that of the previously permitted temporary social district established for the TDA’s Ice Festival special event.***

8. Pride on Main: Special Event Permit Amendment Request

- Dr. Printer McIntosh, Founder – Haywood County Pride on Main

Motions:

1. ***Motion to approve an amendment to Haywood County Pride’s special event permit in order to permit an extension of the event boundary and road closure to the intersection of Wall Street and Howell Street.***

2. Motion to approve a temporary social district to be permitted during the Pride on Main special event with an identical boundary to that of the previously permitted temporary social district established for the TDA's Ice Festival special event

----- OR -----

3. Motion to approve a temporary social district to be permitted during the Pride on Main special event with a boundary that includes the boundary of the previously permitted temporary social district established for the TDA's Ice Festival special event with the addition of an extension down Wall Street to the intersection of Howell Street.

9. Approve Submission of NC Forest Service Urban and Community Forestry Program and match of up to \$13,000

- Kay Kirkman

Motion: Approve ESB to apply for grant and pledge up to \$13,000 from General Fund as a match for the grant.

10. Recreation Center HVAC Replacement and Indoor Air Quality Improvements – Weight Room and Aerobics Room

- Luke Kinsland, Recreation Director

Motion: To appropriate funding in the amount of \$29,344 for the replacement of HVAC Unit 8 and the installation of dehumidification and airflow improvements in the weight and aerobics rooms at the Recreation Center.

11. Solid Waste Routing Software

- Hutch Reece, Deputy Director of Operations

Motion: Authorize Public Works staff to proceed with the purchase and implementation of TrashFlow software as presented.

I. COMMUNICATION FROM STAFF

12. Manager's Report

- Town Manager, Rob Hites

13. Town Attorney's Report

- Town Attorney, Martha Bradley

J. COMMUNICATIONS FROM THE MAYOR AND COUNCIL

K. ADJOURN



TOWN OF WAYNESVILLE

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

2026 CALENDAR

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

2026	
Wed. February 25	Open House-Rec Master Plan-Public Input Session@ 550 Vance St.
Thurs. February 26	Council Workshop for Rec Master Plan @ 129 Legion Drive 9am-10am
Fri. February 27	Council Retreat 8:30am at 550 Vance Street
Tues, March 10	Town Council Meeting – Regular Session
Tues. March 24	Town Council Meeting – Regular Session
Tues. April 14	Town Council Meeting – Regular Session
April 17-18	Appalachian True Heritage Festival on Main Street
Tues. April 28	Town Council Meeting – Regular Session
Tues. May 12	Town Council Meeting – Regular Session
Tues. May 26	Town Council Meeting – Regular Session
Tues. June 9	Town Council Meeting – Regular Session
Tues. June 23	Town Council Meeting – Regular Session
Friday, June 26	Mountain Street Dance 6:30-9pm
Sat. July 4 th	Stars & Stripes Kids Parade 11am-1pm
Tues, July 14	Town Council Meeting – Regular Session
Friday July 17	Mountain Street Dance 6:30-9pm
Tues. July 28	Town Council Meeting – Regular Session
Friday August 7	Mountain Street Dance 6:30-9pm
Tues. August 11	Town Council Meeting – Regular Session
Tues, August 25	Town Council Meeting – Regular Session
Tues, September 8	Town Council Meeting – Regular Session
Tues. September 22	Town Council Meeting – Regular Session
Sat. October 10	Church Street Art and Craft show 10am-5pm
Tues. October 13	Town Council Meeting – Regular Session
Tues. October 27	Town Council Meeting – Regular Session
Saturday October 31	Treats on the Street-5-7pm
Tues. November 10	Town Council Meeting – Regular Session
Tues. November 24	Town Council Meeting – Regular Session

Sat. December 5	Christmas Tree Lighting 5pm
Mon. December 7	Waynesville Christmas Parade 6-7pm
Tues. December 8	Town Council Meeting – Regular Session
Sat. December 12	A Smoky Mountain Christmas 6-9pm

Board and Commission Meetings – February 2026

ABC Board	ABC Office – 52 Dayco Drive	February 17th 3 rd Tuesday 10:00 AM
Board of Adjustment	Town Hall – 9 S. Main Street	February 3rd 1 st Tuesday 5:30 PM
Cemetery Commission	Public Services Building	Every Other Month- March 17th 3 rd Tuesday 2:00 PM
Downtown Waynesville Commission	Town Hall – 9 South Main Street	February 17th 3 rd Tuesday 8:30 AM
Environmental Sustainability Board	Public Services-129 Legion Drive	February 5th 1 st Thursday 4:30pm
Historic Preservation Commission	Town Hall – 9 S. Main Street	February 4th 1 st Wednesday 2:00 PM
Planning Board	Town Hall – 9 S. Main Street	February 16th 3 rd Mondays 5:30 PM
Public Art Commission	Town Hall – 9 S. Main Street	February 12th 2 nd Thursdays 4:00 PM
Recreation & Parks Advisory Commission	Rec Center Office – 550 Vance Street	February 16th 3 rd Monday 5:30 PM
Waynesville Housing Authority	Main Office-48 Chestnut Park Drive	February 25th 4 th Wednesday 9:00 AM

MINUTES OF THE TOWN OF WAYNESVILLE TOWN COUNCIL
Regular Meeting
February 10, 2026

THE WAYNESVILLE TOWN COUNCIL held a regular meeting on Tuesday, February 10, 2026, at 6:00pm in the Town Hall Board Room located at 9 South Main Street Waynesville, NC.

A. CALL TO ORDER

Mayor Gary Caldwell called the meeting to order at 6:03 pm with the following members present:

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

The following staff members were present:

Rob Hites, Town Rob Hites, Town Manager
Jesse Fowler, Deputy Manager
Martha Bradley, Town Attorney
Candace Poolton, Town Clerk/Assistant to the Manager
Elizabeth Teague, Development Services Director
Fire Chief Chris Mehaffey
Assistant Fire Chief Cody Parton
Police Chief David Adams
Page McCurry, Human Resources Director

The following members of the media were present:

Paul Nielsen, The Mountaineer

1. Welcome/Calendar/Announcements

Mayor Gary Caldwell welcomed everyone and announced that the next Council meeting is February 24th, there's an open house at the Rec Center for the new Master Plan on the 25th, a Council review session on the 26th, and the annual Council retreat on the 27th.

B. PUBLIC COMMENT

Charlie Trump- Mr. Trump said that this year is the 250th anniversary of the signing of the Declaration of Independence. He requested that Council ask Kiwanis to have flags on Main Street in celebration of the 250th Independence Day from Memorial Day through July 4th.

C. ADDITIONS OR DELETIONS TO THE AGENDA

A motion was made by Councilmember Feichter, seconded by Councilmember Dickson, to delete from the agenda, items 7 and 8, "Addition of Full-Time Electrician Position to Support Town Facilities and Operations" and "Addition of Part-Time Wastewater Treatment Plant Position for Laboratory Support", respectively, and to approve the agenda as amended. The motion passed unanimously.

D. CONSENT AGENDA

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

2.
 - a. Motion to approve the January 27, 2026 Regular Meeting Minutes
 - b. Motion to call for a Public Hearing for February 24, 2026, to consider a request for annexation for the 57-51-acre parcel at 192 Ratcliff Cove Road, Waynesville, NC 28786 (PIN 8625-08-4616).
 - c. Motion to call for a Public Hearing for February 24th, 2026, to consider a map amendment (rezoning) for the 4.96-acre parcel at 38 Hall Top Road, Waynesville, NC (PIN 8616-13-3822).
 - d. Motion to approve the Appalachian True Heritage Festival 2026 Special Event Permit
 - e. Motion to approve the Christmas Parade 2026 Special Event Permit
 - f. Motion to approve the Church Street Art & Craft Show Special Event Permit
 - g. Motion to approve the Mountain Street Dances Special Event Permit
 - h. Motion to approve the Smoky Mountain Christmas Special Event Permit
 - i. Motion to approve the Stars and Stripes Parade Special Event Permit
 - j. Motion to approve the Treats on the Street Halloween Special Event Permit
 - k. Motion to approve the Tree Lighting 2026 Special Event Permit
 - l. Motion to approve the Oasis Shriners Spring Parade Special Event Permit
 - m. Motion to approve the Whole Bloomin Thing Festival Special Event Permit

A motion was made by Councilmember Sutton, seconded by Councilmember Dickson, to approve the consent agenda as amended, with a change to the year on item "h." to read "2026" instead of "2025". The motion passed unanimously.

E. PRESENTATIONS

3. Promotion of Paige Shell to Lieutenant
 - Chief David Adams

Chief David Adams announced Sgt. Paige Shell's promotion to Lieutenant of Criminal Investigations and swore her in.

4. Presentation of awards to 2025 Christmas parade winners
 - Eva Hansen, Kiwanis Club

On behalf of the Kiwanis Club, Eva Hansen and several other members presented the first-, second- and third-place plaques to the top three Christmas parade winners. Legacy Dance Center placed third, Elks Lodge Placed second, and Lake Junaluska Animal Hospital placed third.

Development Services Director Elizabeth Teague presented the first-place trophy won by the Town of Waynesville for Most Funds Raised for the Haywood Waterways Association Kids in the Creek Program.

5. Request for Town Council Support to Engage Haywood County Commissioners on Reinstatement of Annual Recreation Funding
 - Dan Schultz & Eva Hansen-Recreation Advisory Commission

Eva Hansen, Chair of the Recreation Advisory Commission, requested that Town Council consider moving forward as a unified body to engage the Haywood County Board of Commissioners regarding the reinstatement of annual county funding for Town recreation facilities and programs. Ms. Hansen introduced Dan Schultz, long-time resident of Waynesville and member (12 years) of the RAC. Mr. Schultz said that historically, Haywood County would contribute ~\$70,000 through 2009. He said the Town is funding facilities that are mostly used by Haywood County residents. He said that the cost of operating the recreation facilities is four to ten times higher than what revenue brings in. He added that the summer programs are frequently waitlisted. Mr. Schultz outlined the many benefits of having access to parks and recreation facilities, including improved mental and physical health. On behalf of the RAC, he requested that Council submit a formal request to Haywood County to reestablish their annual contribution for FY27 with a contribution proportional to usage (~65%).

Councilmember Dickson said that Haywood County employees get reimbursed if they attend the hospital fitness center. He suggested that the County could do the same thing for the Town's fitness center. He asked how they could incentivize the County to contribute since they are currently getting the benefits of Waynesville's recreation facilities for free. He suggested monetizing the dog park, having paid naming rights for facilities, and having more memorial benches. Councilmember Freeman said Council has been wanting the County to contribute for many years. She agreed with Councilmember Dickson and suggested speaking directly with County Commissioners who are up for election. Councilmember Feichter said the facility and programs that the Rec Center provides are so beneficial to working families and that it's disappointing that up to 200 kids cannot participate in summer programs because we lack staffing. Mayor Caldwell added that the Town's Recreation Center is helping Haywood County schools with afterschool programs. Councilmember Sutton said the County should pay their fair share. Councilmember Dickson said he would like to join the RAC at a County Commissioner meeting to present this information. Town Attorney Martha Bradley requested that staff find out how many Town residents are waitlisted versus the County. She suggested opening the summer program application period to Town residents first, then opening it to County residents. Ms. McCurry said that could affect employees, so Council said the initial application period could also include Town employees.

A motion was made by Councilmember Sutton, seconded by Councilmember Freeman, to authorize Town Council to move forward as a unified body to engage the Haywood County Board of Commissioners in discussions regarding the reinstatement of annual county funding for Town recreation facilities and programs, with the funding amount to be determined. The motion passed unanimously.

6. Main Street Mural Public Art Commission Presentation

- George Kenney, WPAC Chair

WPAC Chair George Kenney reported that the Waynesville Public Art Commission (WPAC) received 15 responses to our Request for Qualifications (RFQ) for a new mural that will be located at 121 N. Main Street. He explained that following the initial review of the RFQs, the WPAC requested that 4 semifinalists present their proposals to the WPAC and the public, and following those presentations at a special called meeting of the WPAC on February 10, the WPAC voted to select a finalist, Max Dowdle. He presented Max's design concept.

A motion was made by Councilmember Dickson, seconded by Councilmember Feichter, to commission Max Dowdle for the fabrication and installation of a mural to be located at 121 North Main Street. The motion passed unanimously.

F. **NEW BUSINESS**

7. Request for brick sidewalk installation along Walnut Street as part of NCDOT U-5839.

- Elizabeth Teague, Development Services Director

Development Services Director Elizabeth Teague reported that NCDOT is replacing the sidewalk as part of roadway improvement projects along Russ Avenue and Walnut Street. She reminded Council that in 2017, NCDOT held public hearings to get input on the roadway designs for the Russ Avenue Improvement Project, U-5839 and the public asked for brick pavers and curbing to be included along the east side of Walnut Street so that the sidewalk there would match the brick pavers and curbing that would be replaced on the other side, in front of First Presbyterian Church and would improve the sidewalk along the frontage of the Spread Out Historic District. Ms. Teague said that the Town would have to pay the difference, an additional \$55,000 for pavers along 300 linear feet of Walnut Street to match those across the Street, or an additional \$90,000 to continue brick pavers the full length of the block from Main Street to Boundary Street. She said that a portion of these funds may be offset by fee-in-lieu payments associated with projects impacted by the roadway project (of which there are approximately \$22,000). She added that once costs are finalized for the scope of work that Council approves, staff will then make a formal request for an allocation from the General Fund.

Councilmember Sutton said he would like to see brick sidewalk on both sides going to Boundary Street, but with budget constraints, he is open to just doing side for side. Councilmember Freeman asked if there is any preservation money that we could use because the area is historic. Ms. Teague said no, but they could use the fee-in-lieu funds from NCDOT impacted construction projects. Councilmember Sutton said that area is the gateway into downtown. Councilmember Feichter said the brick sidewalks are the most charming part of town and that for many generations, people will be walking that area, so it's important to keep the sidewalk brick. Councilmember Dickson commented that there are many sidewalks that need to be repaired, so he'd prefer that additional money to be spent on repairs.

A motion was made by Councilmember Feichter, seconded by Councilmember Freeman, to approve a scope of work to include brick pavers into the sidewalk along Walnut Street and continue down to Boundary Street,

and for staff to proceed with finalizing an agreement with NCDOT. Councilmembers Freeman, Feichter, and Sutton voted in the affirmative. Councilmember Dickson voted against. The motion passed.

8. Recycling Can Grant Opportunity
 - Jon Feichter, Councilmember

Councilmember Jon Feichter presented a grant opportunity offered through the Community Waste Reduction and Recycling Grant Program for purchasing approximately 30 new public recycling cans to accompany the 30 new public trash cans purchased in fiscal year 24/25. He said that the state grant is for \$30,000 and the Town would have to match \$6,000. Deputy Manager Fowler said that the last set of 30 cans cost \$1000 each. Councilmember Feichter said they budgeted \$36,000 for the 30 recycle cans, and that includes educational materials and stickers that go on the cans that depict what can be recycled.

A motion was made by Councilmember Feichter, seconded by Councilmember Dickson, to authorize the grant application, and match the grant, if received, in the amount of \$6,000. The motion passed unanimously.

G. COMMUNICATION FROM STAFF

9. Manager's Report
 - Town Manager, Rob Hites

Town Manager Hites reminded Council that they have a retreat on the 27th. He provided a draft agenda and encouraged Council to let him know as soon as possible if they have a request for the agenda.

10. Town Attorney's Report
 - Town Attorney, Martha Bradley

Nothing to report.

H. COMMUNICATIONS FROM THE MAYOR AND COUNCIL

Councilmember Feichter said he will be attending CityVision in May. He said the Town will be recognized for their Commitment to Civility participation.

A motion was made by Councilmember Dickson, seconded by Councilmember Freeman, to appoint Councilmember Feichter as a voting member for the NC League of Municipalities. The motion passed unanimously.

I. ADJOURN

A motion was made by Councilmember Dickson, seconded by Councilmember Sutton, to adjourn at 7:14pm. The motion passed unanimously.

ATTEST:

Gary Caldwell, Mayor

Robert W. Hites, Jr. Town Manager

Candace Poolton, Town Clerk

DRAFT

**TOWN OF WAYNESVILLE TOWN COUNCIL
REQUEST FOR COUNCIL ACTION
Meeting Date: 2/24/2026**

SUBJECT: Extend Audit contract

AGENDA INFORMATION:

Agenda Location: Consent

Item Number:

Department: Finance

Contact: Ian Barrett

Presenter: Ian Barrett

BRIEF SUMMARY:

The Finance Department has been dealing with multiple projects and have faced difficulties in communication with our auditing firm. Beginning with the impacts of Helene and catching up last year, and then moving staff, records, and furniture back to Georgia Ave, there have been multiple difficulties. Martin Starnes has decided to amend the current audit submission date to April 30, 2026. Although we have completed the majority of the work, Martin Starnes feels most comfortable moving forward with this date, but we are hoping for a much sooner completion date.

MOTION FOR CONSIDERATION:

Approve amended contract to extend audit date.

ATTACHMENTS: Letter from Martin Starnes

Finance Director's comments and recommendation:

Approve adjusted audit date. The letter from Martin Starnes needs to be signed by Mayor Caldwell as acknowledgement.

MARTIN STARNES & ASSOCIATES, CPAs, P.A.

"A Professional Association of Certified Public Accountants and Management Consultants"

February 5, 2026

Mayor, Members of the Town Council, and management of the Town of Waynesville

Subject: Contract Extension Due to Outstanding Audit Items

This letter is to document your acknowledgement and understanding that Martin Starnes & Associates, CPAs, PA, plans to amend the current audit engagement contract for the fiscal year ending June 30, 2025.

As we continue working on your audit, we've noted that several key items are still outstanding and that certain readiness requirements have not yet been met. To ensure we can complete the audit thoroughly and accurately, we will need to extend the current contract period to April 30, 2026.

Management and Town Council understand that these changes will be presented for discussion and approval at an upcoming board meeting.

Please indicate your acknowledgment of this amendment by signing below. We appreciate your cooperation and look forward to working together to finalize all outstanding matters.

Respectfully,

Martin Starnes & Associates, CPAs, P.A.

Martin Starnes & Associates, CPAs, P.A.
Hickory, North Carolina

Mayor Gary Caldwell

Date

WAYNESVILLE TOWN COUNCIL

REQUEST FOR COUNCIL ACTION

Meeting Date: 24 Feb 2026

SUBJECT: Promotions and New Hires

AGENDA INFORMATION:

Agenda Location:

Item Number:

Department: Fire

Contact: Chris Mehaffey

Presenter: Chris Mehaffey, Cody Parton

BRIEF SUMMARY:

Brief promotional ceremony for Fire Marshal Claudio Fuentes and Lieutenant Jonathan Brooks.
Recognition of full time hiring of Dustin Rohe and Lucas Williamson.

MOTIONS FOR CONSIDERATION:

None

FUNDING SOURCE/IMPACT:

None

MANAGER'S COMMENTS AND RECOMMENDATIONS:

**TOWN OF WAYNESVILLE TOWN COUNCIL
REQUEST FOR BOARD ACTION
Meeting Date: February 24, 2026**

SUBJECT: Public Hearing to consider a request for annexation of the western portion of the 57.5-acre parcel located at 192 Ratcliff Cove Road, Waynesville, NC 28786 (PIN 8625-08-4616).

AGENDA INFORMATION:

Agenda Location: New Business
Item Number:
Department: Development Services
Contact: Olga Grooman, Assistant Development Services Director
Presenter: Olga Grooman, Assistant Development Services Director

SUMMARY:

On January 30, 2026, the Town received the attached Petition for Annexation for a contiguous area from Tribrook Farms LLC and Al & Charlies Mountain LLC for the western portion of property at 192 Ratcliff Cove Road, Waynesville, NC 28786 (PIN 8625-08-4616). This portion of the property lies across Ratcliff Cove Road, and the exact acreage has not been provided. The subject property is contiguous to the existing corporate limits of Waynesville.

The property is a part of Phase II of the Valleywood Farms subdivision, which is proposed to include 148 single-family residential lots. Phase II is adjacent to the existing Phase I of the Valleywood Farms, which consists of 115 single-family residential lots. Phase II will be developed across two (2) properties: the western portion of the subject property at 192 Ratcliff Cove Road (PIN 8625-08-4616) and the adjacent 9.98-acre property to the north at 40 Ratcliff Cove Road (PIN 8615-99-9587). The northern property is already located within the Town's corporate limits.

The subject property at 192 Ratcliff Cove Road is currently located within the Town's extraterritorial jurisdiction (ETJ). Upon annexation, the property would be incorporated into the corporate limits of Waynesville and would be eligible for municipal services, including sewer service.

MOTION FOR CONSIDERATION:

1. Adoption of attached Ordinance to approve the annexation of the described property.

FUNDING SOURCE/IMPACT:

Future action to annex this property will allow it to receive municipal services and be subject to Town property tax.

ATTACHMENTS:

- Resolution
- Petition, Agent Authorization Form
- Plat, metes and bounds description
- Draft Ordinance
- Property card
- Municipal boundaries map
- Public Notices

MANAGER'S COMMENTS AND RECOMMENDATIONS:

R-2-26
RESOLUTION TO CONSIDER

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

WHEREAS, the Waynesville Town Council has been petitioned under G.S. 160A-31, to annex the area as described in the petition for a contiguous annexation request, and

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

WHEREAS, the clerk of the Town of Waynesville certifies the sufficiency of the petition in accordance with 160A-31, to wit:

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

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

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

1. To fix the date for the public hearing on February 24, 2026, during the regularly scheduled meeting of the Council, at 6:00 pm or close to that time within the agenda of the meeting, in the Town Board Room at 9 South Main Street, Waynesville, NC 28786; and
2. To direct the Town Clerk to notice the public hearing in the Mountaineer at least 10 days prior to the meeting; and
3. To post the property in at least three locations providing additional notice to the public.

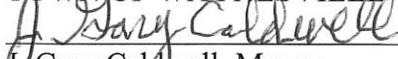
Adopted this 10th Day of February, 2026.

ATTEST:



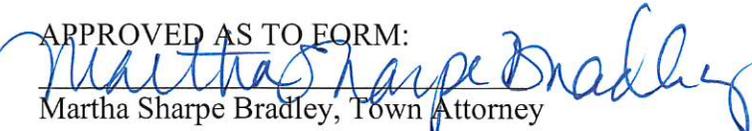
Candace Poolton, Town Clerk

TOWN OF WAYNESVILLE



Gary Caldwell, Mayor

APPROVED AS TO FORM:



Martha Sharpe Bradley, Town Attorney

**TOWN OF WAYNESVILLE
PLANNING DEPARTMENT
P.O. BOX 100, WAYNESVILLE, NC 28786
828-456-2004**

**ANNEXATION UPON PETITION
OF ALL OWNERS OF REAL PROPERTY**

(G.S. 160A-31, as amended)

Date: 1/30/26

To: Town Council of the Town of Waynesville

1. We, the undersigned owners of real property, respectfully request that the area described below be annexed to the Town of Waynesville.
2. Character of area to be annexed:
 - a. Any area which is contiguous to the corporate limits of the Town of Waynesville may be annexed by petition.
 - b. For purposes of these laws, an area is deemed contiguous. If, at the time the petition is submitted, the area either abuts directly on the municipal boundary or is separated from the municipal boundary by a street, right-of-way, a creek or river, or the right-of-way of a railroad or other public service corporation, lands owned by the municipality or some other political subdivision, or lands owned by the State.
3. The area to be annexed is contiguous to the Town of Waynesville and the boundaries of such territory are as follows:
 - a. Metes and bounds description is attached.
 - b. Tax map of the proposed territory is attached.

Name Tribrook Farms, LLC Signature leigh whisenant 1/30/26
Address 1315 Ratcliff Cove Rd Waynesville, NC

Name ~~Pink Fields LLC~~ Signature _____
Address ~~192 Ratcliff Cove Rd Waynesville, NC~~

Name Al & Charlies Mountain LLC Signature John W. [Signature] 1/30/26
Address 192 Ratcliff Cove Rd Waynesville, NC

(Attach additional sheet if necessary)

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

The undersigned Owner or Party with a contract or option to purchase that real property located at 8615-99-9587, 8625-08-4616 (PORTION OF) in Waynesville or the ETJ area of Waynesville, North Carolina, has submitted an application which is to be heard in a proceeding by Board(s) of the Town of Waynesville, North Carolina. I hereby authorize the following named individual to present my application and case, as my agent at such hearings.

Name of Authorized Agent: Jesse Gardner & Patrick Bradshaw

Title and Company: Civil Design Concepts, PA

Address: 84 Coxe Ave Asheville 28801

Phone and email: 828-252-5388 jgardner@cdcgo.com pbradshaw@cdcgo.com

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

This the 28th day of January, 2026.

Owner or Party with Contractual Interest in Property:

Signed by:
David Luck
107878934997482...

Queen Development, LLC

Address and phone number:

1335 Cane Creek Rd

Fletcher, NC 28732

847-323-7638

Legal Description

Beginning on a 4"x4" concrete monument having NC Grid Coordinates of N=659139.92 feet and E=819949.26 feet, said monument also marking the southeast corner of the 1.270 acre parcel shown on the plat recorded in Plat Cabinet C Page 2971 of the Haywood County Register of Deeds Office (the "Registry"), and running thence with the eastern line of the said 1.270 acre parcel N 26° 12' 15" W 345.16' to a ½" iron pipe found, said pipe marking the northeast corner of the 1.270 acre parcel and the southeast corner of the JD Farms of Whiteside Cove, LLC property described in Deed Book 1069 Page 1492 of the Registry; thence with the JD Farms parcel N 25° 50' 07" W 551.04' (passing a #5 rebar with "John" ID cap found at 66.07') to rebar with "McAbee" ID cap set in the southern right-of-way of Asheville Road; thence running with the southern right-of-way of Asheville Road N 53°06'11" E 57.64' to a right-of-way spike found; thence continuing with the right-of-way N 73°36'07" E 129.05' to a right-of-way spike marking the intersection of the southern right-of-way of Asheville Road with the western right-of-way of SR 1809 (Ratcliff Cove Road); thence with the right-of-way of Ratcliff Cove Road the following four(4) courses and distances:

- 1) S 81°41'36" E 141.23' to a right-of-way spike found;
- 2) S 52°35'42" E 148.70' to a right-of-way spike found;
- 3) On a curve to the right having a radius of 1591.21', an arc length of 92.08' and a chord bearing and distance of S 44° 36' 25" E 92.01' to a point;
- 4) S 42° 57' 00" E 85.25' to a #4 rebar with "McAbee" ID cap set;

Thence leaving said right-of-way and running N 47° 00' 54" E 48.33' to a point in the centerline of Ratcliff Cove Road, said point also lying S 46° 59' 38" W 30.01' from a NCDOT right-of-way disk found; thence running with the centerline of Ratcliff Cove Road the following nine (9) courses and distances:

- 1) S 43° 00' 22" E 76.79' to a point;
- 2) On a curve to the left having a radius of 412.10, an arc length of 253.89' and a chord bearing and distance of S 60° 39' 22" E 249.90' to a point;
- 3) S 78° 18' 21" E 31.06' to a point marking the eastern common corner of the properties owned by Tribrook Farms, LLC described in Deed Book 965 Page 2454 and Pink Fields, LLC described in Deed Book 476 Page 2377;
- 4) S 78° 18' 21" E 396.35' to a point;
- 5) On a curve to the right having a radius of 539.74', an arc length of 497.93' and a chord bearing and distance of S 50° 27' 02" E 480.46' to a point;

- 6) S 24° 01' 18" E 82.89' to a point;
- 7) On a curve to the right having a radius of 683.11', an arc length of 273.56' and a chord bearing and distance of S 12° 32' 57" E 271.74' to a point;
- 8) S 1° 04' 35" E 353.42' to a point;
- 9) S 27° 06' 48" W 149.50' to a point;

Thence leaving the said centerline of Ratcliff Cove Road and running N 68° 37' 58" W 627.23' (passing a #4 rebar with "McAbee" ID cap set at 30.00') to a #4 rebar with "McAbee" ID cap set; thence S 6° 22' 02" W 412.50' to a #4 rebar with "McAbee" ID cap set; thence N 83° 07' 58" W 68.50' to a #4 rebar with "McAbee" ID cap set; thence S 24° 22' 02" W 100.00' to a point; thence S 6° 22' 02" W 75.00' to a point; thence S 25° 37' 02" W 300.00' to a point; thence S 33° 22' 02" W 100.00' to a point; thence S 24° 22' 02" W 115.00' to a point; thence S 9° 52' 02" W 60.00' to a point; thence S 27° 22' 02" W 75.00' to a point; thence S 39° 22' 02" W 130.00' to a point; thence S 18° 22' 02" W 62.00' to a point; thence S 7° 37' 58" E 40.00' to a point; thence S 31° 22' 02" W 33.00' to a point; thence S 67° 22' 41" W 22.09' to a point; thence N 70° 20' 23" W 415.52' to a point in a ditch on the north side of Sunnyside Road; thence N 7° 02' 24" E 1461.26' (passing a #4 rebar with "McAbee" ID cap set at 20.00') to a #4 rebar found, said rebar marking the northeast corner of Lot 87 of Phase III of the Queen Subdivision recorded in Plat Cabinet D Page 2897 of the Registry; thence running with the northern line of the aforementioned Queen Subdivision N 88° 32' 48" W 295.67' to a #4 rebar with "McAbee" ID cap set; thence N 5° 58' 04" E 315.47' to a 60d nail in a fence post, said nail marking the northeast corner of the Stovall property describe in Deed Book 479 Page 2418 and also lying in the southern line of the Haywood County Farm Bureau property described in Deed Book 640 Page 385 of the Registry; thence running with the southern line of Farm Bureau S 85° 53' 36" E 175.19' to a 4"x4" concrete monument marking the southeast corner of the Farm Bureau property and also marking the southwest corner of the 1.270 acre parcel shown in Plat Cabinet D Page 2971 of the Registry; thence with the southern line of said 1.270 acre parcel S 86° 01' 26" E 175.50' to the Point and Place of Beginning, and containing 58.021 acres, more or less.

ORDINANCE NO. O-4-26

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

WHEREAS, the Waynesville Town Council has been petitioned voluntarily under G.S. 160A-31, to annex the area as described in the petition for a contiguous annexation request, and

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

WHEREAS, the Town Council finds the sufficiency of the petition in accordance with 160A-31, to wit:

- a. The petition follows the form required by statute in which the owner of real property has requested the area described for voluntary annexation; and
- b. That the petitioning owner of record owns 100 percent of the property in question; and
- c. The property is contiguous to the Town's municipal boundary, abutting other contiguous property;
- d. The Town Clerk has conducted an investigation in compliance with G.S. 160A31(c) and has certified the sufficiency of the petition; and
- e. The provisions of G.S. 160A-31(b1) and 160A-31(j) do not apply to the area described in the petition.

WHEREAS, a public hearing on the question of annexation was held at Town Hall at 6:00 p.m., on **February 24, 2026**, and

WHEREAS, the Council does hereby find as a fact that said petition has been signed by all the owners of real property in the area who are required by law to sign; and

WHEREAS, the Town Council further finds that the petition is otherwise valid, and that the public health, safety, and welfare of the Town and of the area proposed for annexation will best be served by annexing **the western portion of the 57.5-acre parcel located at 192 Ratcliff**

Cove Road, Waynesville, NC 28786 (PIN 8625-08-4616). This portion of the property is located entirely on the opposite (western) side of Ratcliff Cove Road.

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

Section 1. By virtue of the authority granted by North Carolina General Statutes, the following described contiguous territory is hereby annexed and made part of the Town of Waynesville as of **February 24, 2026**. Metes and bounds description is attached hereto and incorporated by reference.

Section 2. Upon and after **February 24, 2026**, the above-described territory, and its citizens, and property shall be subject to all debts, laws, ordinances, and regulations in force in the Town of Waynesville and shall be entitled to the same privileges and benefits as other parts of the Town of Waynesville. Said territory shall be subject to municipal taxes according to G.S. 160A.

Section 3. The Mayor of the Town of Waynesville shall cause to be recorded in the office of the Register of Deeds of Haywood County and in the office of the Secretary of State in Raleigh, North Carolina, an accurate map of the annexed territory, described in Section 1 hereof, together with a duly certified copy of this ordinance. Such a map shall also be delivered to the Haywood County Board of Elections as required by G.S. 163-288.1.

Section 4. Notice of adoption of this ordinance shall be published once, following the effective date of annexation, in a newspaper having general circulation in the Town of Waynesville.

Adopted this **24th Day of February, 2026**.

TOWN OF WAYNESVILLE

ATTEST:

J. Gary Caldwell, Mayor

Candace Poolton, Town Clerk

APPROVED AS TO FORM:

Martha Sharpe Bradley, Town Attorney



Report For

PINK FIELDS LLC
AL & CHARLIES MOUNTAIN LLC
480 QUEEN COVE RD
WAYNESVILLE, NC 28785

Account Information

PIN: 8625-08-4616
Deed: 476/2377
98E/380
1054/714
918/722

Site Information

DWELLING

192 RATCLIFF COVE RD WAYNESVILLE NC 28785
Heated Area: 0
Year Built: 1960
Total Acreage: 57.51
Township: Waynesville Out

Site Value Information

Land Value:
Building Value:
Market Value:
Deferred Value:
Assessed Value:
Sale Price:
Sale Date: 12/30/1999
Tax Bill 1:
Tax Bill 2:



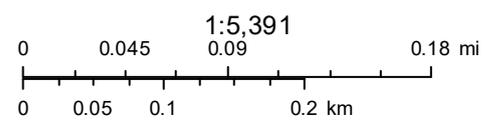
1 inch = 400 feet
February 4, 2026

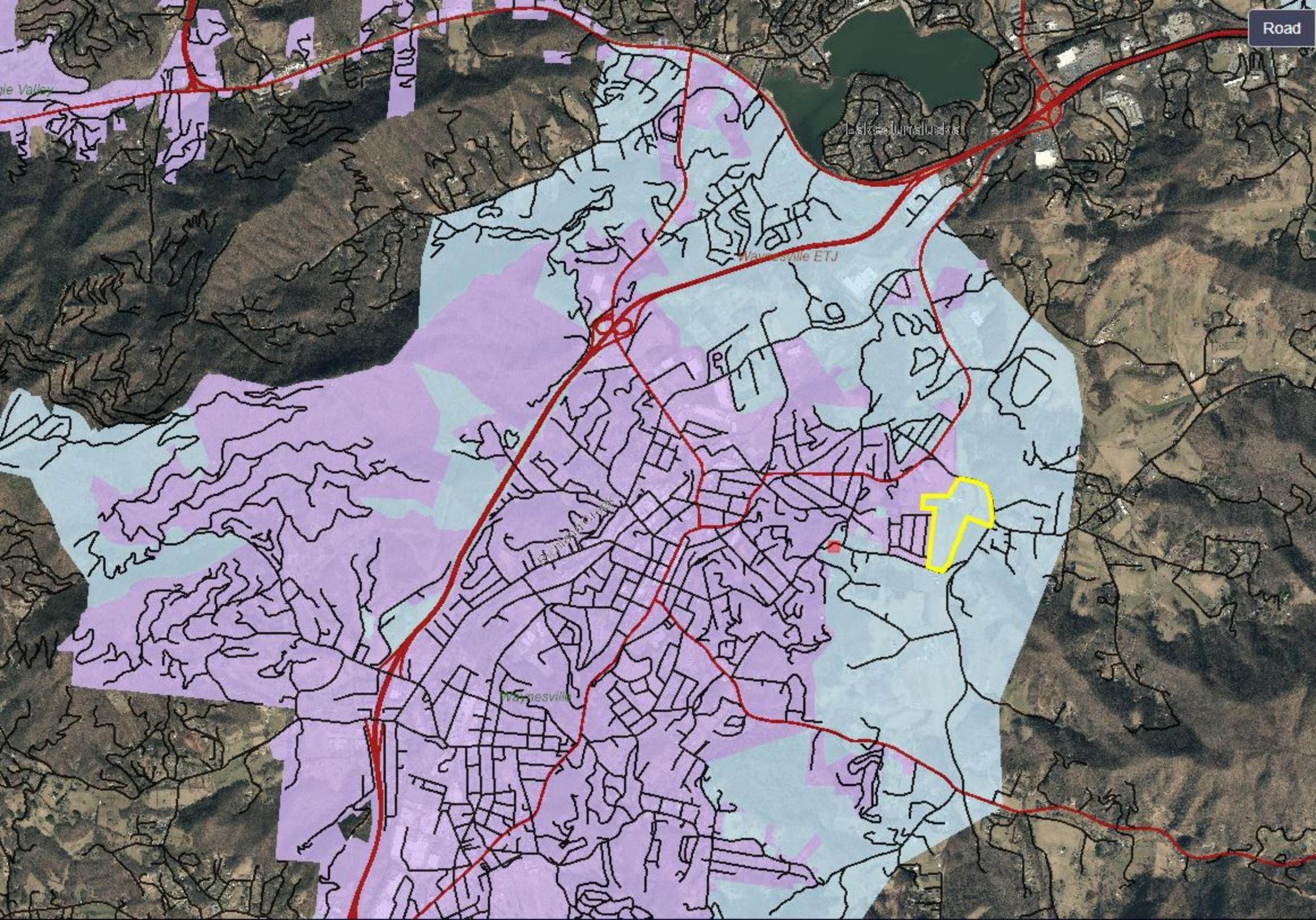
Disclaimer: The maps on this site are not surveys. They are prepared from the inventory of real property found within this jurisdiction and are compiled from recorded deeds, plats and other public records and data. Users of this site are hereby notified that the aforementioned public primary information 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.

Haywood County



February 17, 2026





Road

ie Valley

Lake Junaluska

Waynesville ETJ

Waynesville



TOWN OF WAYNESVILLE

Development Services Department

PO Box 100

9 South Main Street

Waynesville, NC 28786

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

www.waynesvillenc.gov

FOR PUBLICATION IN THE MOUNTAINEER: February 11th and February 18th (Wednesday) editions

Date: February 4, 2026

Contact: Olga Grooman, (828) 356-1172

Notice of Public Hearings Waynesville Town Council

Waynesville Town Council will hold two (2) public hearings on **Tuesday, February 24, 2026**, at 6:00 pm in the Town Hall Board Room, located at 9 South Main Street, Waynesville, NC 28786, to consider:

1. A request for annexation for the 57-51-acre parcel at 192 Ratcliff Cove Road, Waynesville, NC 28786 (PIN 8625-08-4616).
2. A rezoning request for the 4.96-acre parcel located at 38 Hall Top Rd, Waynesville, NC 28786 (PIN 8616-13-3822). The property is currently zoned Hall Top Residential Low Density (HT-RL). The applicant is requesting that the property be rezoned to the Dellwood Residential Medium Density (D-MD) zoning district

For more information contact the Development Services Department at: (828) 456-8647, email: ogrooman@waynesvillenc.gov or amumby@waynesvillenc.gov, mail: 9 South Main Street, Suite 110, Waynesville, NC 28786.

From: [Candace Poolton](#)
To: [Media Contacts](#)
Subject: Notice of Public Hearings-Waynesville Town Council
Date: Wednesday, February 11, 2026 9:21:47 AM

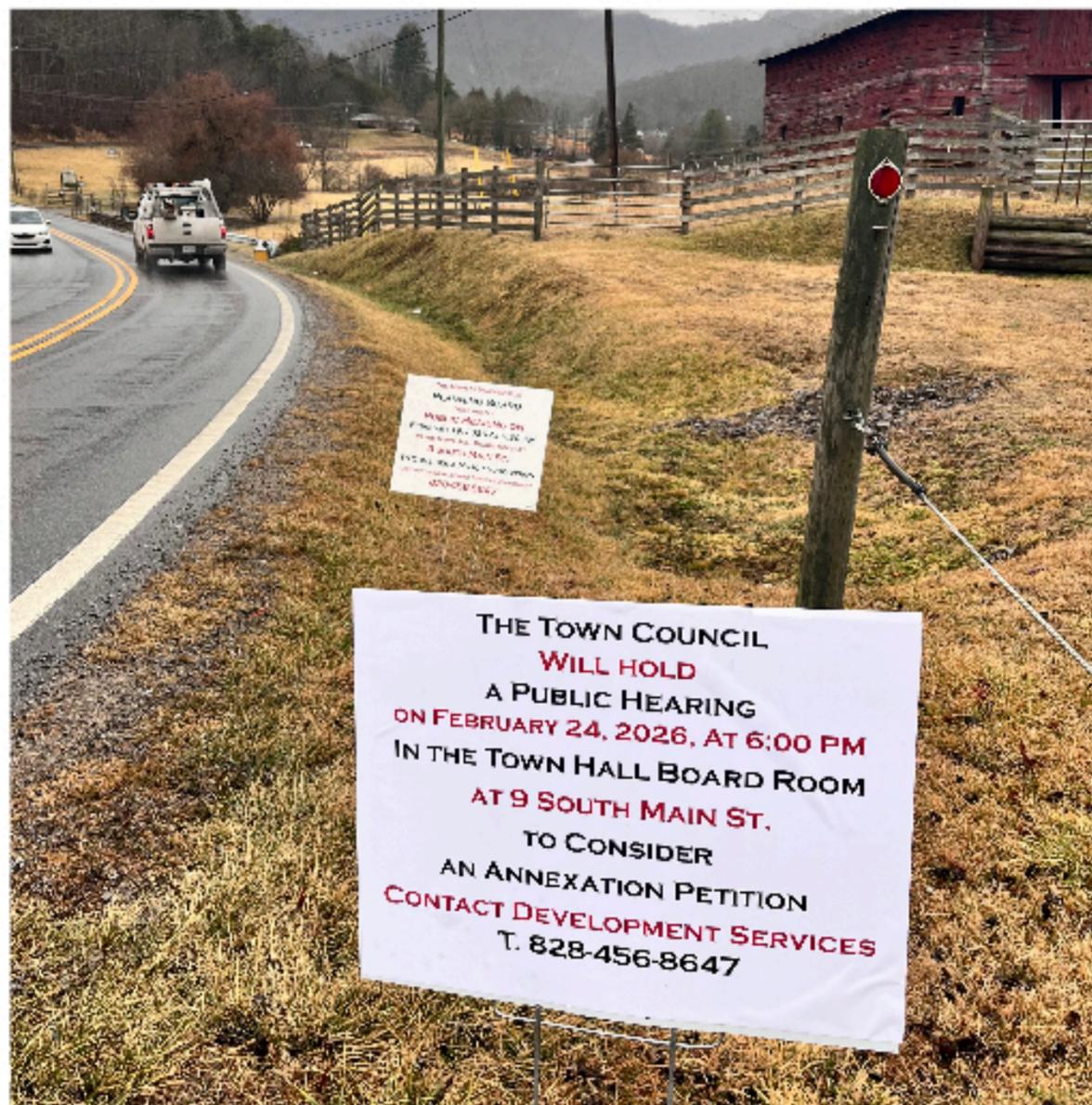
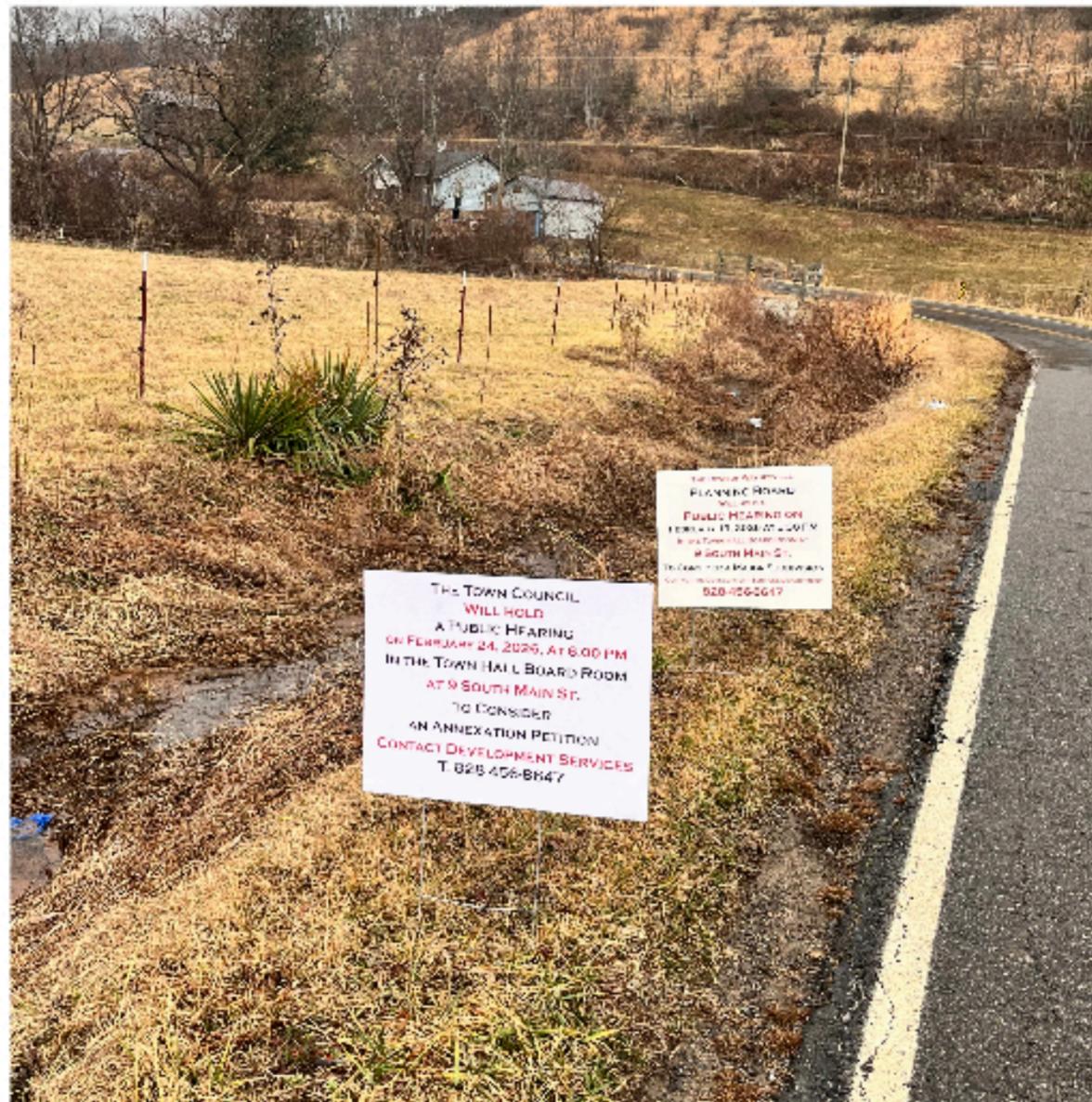
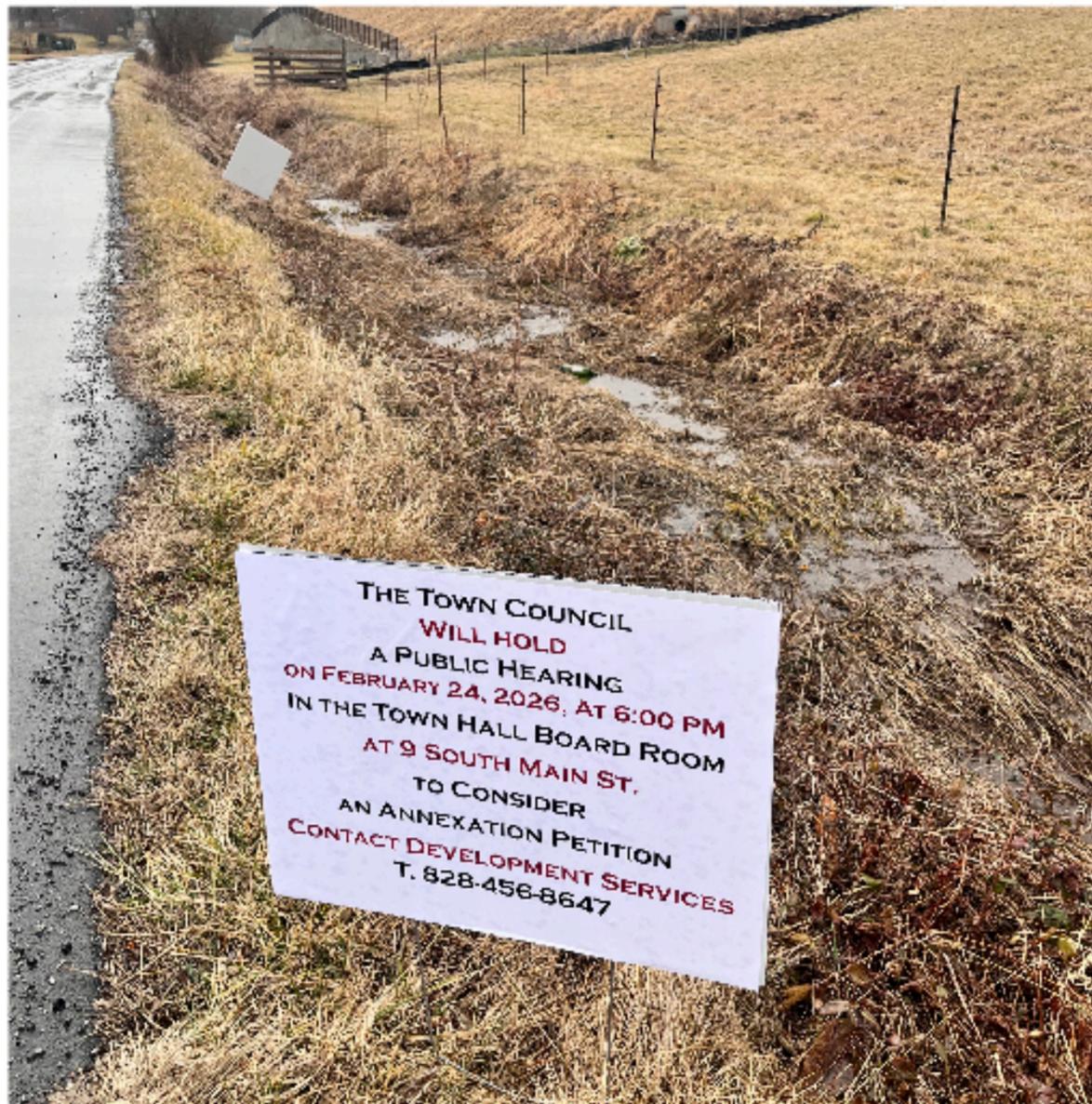
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Candace Poolton, CMC | Town Clerk/Assistant to the Manager
Town of Waynesville, NC
16 S. Main Street | PO Box 100 | Waynesville, NC 28786
(o) 828.452-2491 | (f) 828.456.2000
cpoolton@waynesvillenc.gov | www.waynesvillenc.gov



↑ MTN RESEARCH STATION

WFO
AGRICULTURE

USDA SERVICE CENTER

35

THE TOWN COUNCIL
WILL HOLD
A PUBLIC HEARING
ON FEBRUARY 24, 2026, AT 6:00 PM
IN THE TOWN HALL BOARD ROOM
AT 9 SOUTH MAIN ST.
TO CONSIDER
AN ANNEXATION PETITION
CONTACT DEVELOPMENT SERVICES
T. 828-456-8647

**TOWN OF WAYNESVILLE TOWN COUNCIL
REQUEST FOR BOARD ACTION
Meeting Date: February 24, 2026**

SUBJECT: A public hearing to consider a map amendment (rezoning) for the 4.96-acre parcel at 38 Hall Top Road, Waynesville, NC (PIN 8616-13-3822).

AGENDA INFORMATION:

Agenda Location: Public Hearing
Item Number:
Department: Development Services
Contact: Alex Mumby, Land Use Administrator
Presenter: Alex Mumby, Land Use Administrator

SUMMARY:

On January 29th, 2026, the Town received a rezoning application for the 4.96-acre property at 38 Hall Top Road. The property currently lies within the Town's corporate boundaries and is zoned Hall Top Residential Low Density (HT-RL).

The applicant is requesting to rezone the property to the Dellwood Residential Medium Density (D-RM) zoning district. This is the zoning district which is along the portion of Russ Ave north of the bypass. The property is adjacent to the multi-tenant commercial center which contains Big Lots and Firestone and is zoned Russ Ave Regional Center (RA-RC). This rezoning would allow for a multifamily residential development on this property.

The Planning Board held a Public Hearing on February 16th, 2026, and voted unanimously to recommend the rezoning for approval.

MOTION FOR CONSIDERATION:

1. A motion to find the rezoning request as being consistent/inconsistent with the 2035 Comprehensive Land Use Plan and is (or is not) reasonable and in the public interest.
2. A motion to approve / deny the rezoning.

FUNDING SOURCE/IMPACT:

ATTACHMENTS:

- Staff Report
- Application for map amendment
- Maps
- Draft Ordinance
- Planning Board Report
- Consistency Worksheet
- Public Notices

MANAGER'S COMMENTS AND RECOMMENDATIONS:

**Town Council Staff Report
Zoning Map Amendment Request
Legislative Hearing for Rezoning**

Meeting Date: February 24th, 2026
Subject: Map Amendment (Rezoning) Request
Process Type: Legislative
Location: 38 Hall Top Road, Waynesville, NC (PIN 8616-13-3822)
Area: 4.96 Acres
Requested Rezoning: Hall Top Residential Low Density (HT-RL) to Dellwood Residential Medium Density (D-MD)
Applicant/Authorized Agent: Bobby Funk, of Mills Property Development, LLC
Staff: Alex Mumby, Land Development Administrator

Background:

This is a legislative hearing to consider the applicant's request to amend the regulatory zoning map on this property. Section 15.14.2 of the Waynesville Land Development Standards (LDS) states that: "The Planning Board shall conduct a public hearing and receive public input on the proposed amendment and shall make recommendations to the Town Council." During the public hearing February 16th, the Planning Board voted unanimously to recommend the approval of the rezoning. The matter is now in front of the Town Council for the final decision. In making this decision, you shall determine if the request is consistent with the 2035 Comprehensive Plan and the Future Land Use Map, and if it is reasonable and in the public interest.

The subject property at 38 Hall Top Road (PIN 8616-13-3822) is a 4.96 acre parcel located off of Hall Top Road and behind the multi-tenant shopping center which features Big Lots and Firestone (formally the K-mart Shopping Center). The property contains four addressed residential buildings, and some storage sheds. The property is accessed by Saxony Lane which is the first right hand turn off of Hall Top Road. The property itself is flat, particularly compared to the surrounding steep terrain. It abuts the regional center district boundary that encompasses the shopping center and is in line with, or could fit within, the D-RM district and overlay boundaries if they were to have continued south, as it does on the other side of Russ Ave. The subject property is also close to the entrance to the Smokey Mountain Expressway and the core of Russ Avenue south of the expressway.

The applicant is seeking to rezone the property from Hall Top Residential Low Density (HT-RL) to Dellwood Residential Medium Density (D-MD). The rezoning of this parcel would allow multi-family as a permitted use, whereas in low density residential, multi-family is not allowed. The base density would increase from 6 units per acre to 8 units per acre, but the maximum density allowed with a Special Use Permit would stay the same at 12 units/acre.

Current and Proposed Zoning Districts:

The purpose and intent of the Hall Top Residential Low Density District (HT-RL) from LDS 2.3.1.D. states:

"a rural district characterized by steep terrain and narrow, winding roads. Despite the difficulty of developing in this district and the limited provision of services, the proximity to the Russ Avenue/Lake Junaluska Town Centers makes the location an attractive one for the variety of

residential developments permitted in this area. Large lot development is the standard with cluster development respecting the terrain encouraged so as to leave as much open space as possible. Road design will also consider the terrain with narrow road widths permitted and sidewalks not required. Linking developments with trails is encouraged.

The purpose and intent of the Dellwood Residential Medium Density District (D-RM) as stated in LDS 2.3.2.C is envisioned as a district that:

“...shall develop predominately as a low to medium density residential district separating the Russ Avenue and Dellwood/Junaluska Town Centers. Promoting a mixture of residential densities, this district shall be developed with such enhancements to residential living as pedestrian access and the provision of open space. Higher density development and limited business and professional services shall be promoted along Russ Avenue with larger lots and cluster development promoted throughout the district...”

Additionally, the D-RM district has a mixed-use overlay that parallels Russ Avenue for a width of 500’ on either side of the roadway. The overlay district acts as a transitional area between the commercial uses along Russ Avenue and the residential areas beyond. The applicant is *not* requesting rezoning to the mixed-use overlay, but only to the underlying medium density district. The following charts compare key zoning differences between the two districts.

Dimensional standards (LDS 2.4):

	Hall Top Residential Low Density	Dellwood Residential Medium Density
Base Density	6 units/acre	8 units/acre
Max Density with a Special Use Permit	12 units/acre	12 units/acre
Minimum Lot Size	½ acre	¼ acre
Minimum Lot Width	60 feet	50 feet
Minimum pervious surface	20%	20%
Front setback	20 feet	10 feet
Side setback	10 feet	10 feet
Street side/secondary front setback	20 feet	5 feet
Between buildings setback	10 feet	6 feet
Rear setback	20 feet	6 feet
Building Height in stories	3 stories	3 stories

Permitted uses (LDS 2.5.3):

	Hall Top Residential Low Dens.	Dellwood Residential Med. Dens.
Dwelling Multi-family	-	P
Child and Adult Day Care	-	Permitted with Add. Standards
Golf Course Country Club	P	-
Animal Production support	P	-
Crop Production Services	P	-

Surrounding Land Uses:

The subject property is surrounded by residential property to the north, south, and west. There is a multitenant shopping center to the east. Russ Ave is 350 feet to the east. The Smokey Mountain Expressway is 470 feet to the south with the on-ramp being just 130 feet to the south.

Consistency with the 2035 Comprehensive Plan:

The Future Land Use Map in the 2035 Comprehensive plan is used to guide decisions around future development and rezonings based on topography, infrastructure and existing land uses. On the Future Land Use Map the subject property is designated as Medium to High Density, “generally five to ten units per acre (5 to 10 units/acre) with some higher density in the urban residential zoning district and/or with Special Use Permits.” The Comprehensive Plan continues to say that types of development could “include patio homes, townhomes, bungalow courts and multifamily.” This designation promotes “higher density residential development that is readily accessible and where utilities are available.” The area to the west and north of the property, that overlaps with the rest of the Hall Top Zoning, is shown as low to medium density, where “the roadway network is not likely to accommodate higher density development.” (2035 Plan, p. 26).

This property is adjacent to infrastructure, where other parts of Hall Top are not. There is an existing water line that runs to the property and sewer lines below to the commercial center. The subject property is close to a commercial intersection and to the on-ramp for the expressway. Hall Top Road, Phillips Road, and Russ Avenue are all maintained by NCDOT. Any new development that meets the Town’s Traffic Impact Analysis criteria, including where the Town feels there is an impacted street that is substandard, will require an impact study and potentially could require improvements to the portion of the public roads impacted by the development – in this case, the lower part of Hall Top road and the intersection with Phillips Street – in order for the Town to concur with the NCDOT permit.

Clustered and multi-family development have lower impacts on utilities and infrastructure than single family subdivision. Less distance is required for water, sewer and road extensions comparatively. Clustered development additionally promotes green and open space conservation by allowing for more units on a smaller footprint.

Staff submit that this singular piece of property (but not other areas of Hall Top) would be consistent with the Future Land Use Map of the Comprehensive Plan. Additionally, it creates an opportunity for development near a major corridor and commercial center, while creating a new option for housing types.

Town Council could therefore find the proposed map amendment consistent, as well as reasonable and in the public interest, with the Town of Waynesville’s 2035 Comprehensive Land Use Plan goals of the Comp Plan:

Goal 1: Continue to promote smart growth principals in land use planning and zoning.

- Encourage infill, mixed-use, and context sensitive development.

Goal 2: Create a range of housing opportunities and choices.

- Promote a diverse housing stock including market rate, workforce housing, and affordable options that appeal to a variety of households.

Staff Comment and Recommendations:

This property could appropriately be rezoned to D-RM, but not to D-RM Mixed Use Overlay. This would be both consistent with the Comprehensive Plan's goals and Future Land Use Map. Both districts have similar maximum density and permitted uses. The location of the property adjacent to the shopping center, infrastructure, and the fact that it is a flat lot at the bottom of Hall Top Road, give it development potential that the rest of the Hall Top district properties do not have. Its location makes it a transitional property that separates the Regional Center District from the rest of the Hall Top Low Density District, and the Low Density District zoning designation could serve that purpose.

The rezoning could create opportunities for cluster or multi-family housing and increase the land's value. The Haywood County assessed tax value of the property is \$334,500 for just under 5 acres. Mountain Creek Plaza, just to the south along Russ Avenue and in the Regional Center District has 200 units on 7.17 acres and is evaluated at \$21,828,300. The Plott Creek Apartments, which are 200 units on 20 acres, is valued at \$22,636,100. Under the proposed zoning, this property could never meet the same density, scale, or height of the Mountain Creek Apartments, nor does it have the acreage for the number of units included in the Palisades at Plott Creek. However, the option for multi-family development creates an opportunity for re-investment, growth, and high tax value.

That said, staff also appreciates that the Hall Top neighborhood is a well-established area of single family homes. The applicant is in a due diligence process to see if a rezoning is possible, and if it is not, then there other options for the redevelopment of this property still exist. Under existing zoning, this property could accommodate, an estimated 10 or more single family homes or a larger townhome development of approximately 24 units.

Public Notices:

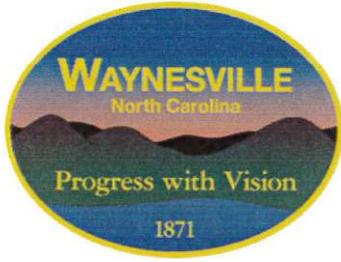
This hearing was advertised this hearing by mailing letters to adjacent property owners within 100 ft and posting the subject property on February 10th, 2026. The hearing was also advertised in the Mountaineer newspaper on February 11th and February 18th, 2026.

Motions:

1. A motion to find the rezoning request as being consistent/inconsistent with the 2035 Comprehensive Land Use Plan and is (or is not) reasonable and in the public interest.
2. A motion to adopt/reject the map amendment and the attached Ordinance as presented.

Attachments:

1. Application Materials
2. Draft Ordinance
3. Planning Board Report
4. Consistency Statement Worksheet
5. Property maps: Aerial, zoning, topography, future land use map.
6. Public Notices



TOWN OF WAYNESVILLE
Development Services Department
PO Box 100
9 South Main Street
Waynesville, NC 28786
Phone (828) 456-8647 • Fax (828) 452-1492
www.waynesvillenc.gov

Application for Land Development Standards Map Amendment

Application is hereby made on _____ January 27 _____, 20²⁶ to the Town of Waynesville for the following map amendment:

Property owner of record: Jack Chambers & Dayle Plemmons
 Address/location of property: 38 Hall Top Road
 Parcel identification number(s): PIN 8616-13-3822
 Deed/Plat Book/Page, (attach legal description): D/B 949/350
 The property contains 4.96 acres.
 Current district: Hall Top Residential Low Density Residential
 Requested district: Dellwood Road Medium Density

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

This property is adjacent Dellwood Residential Medium Density zoned property and would allow for the development of much needed new housing for senior citizens in Waynesville on a property that is topogrpahically suitable for development of multifamily housing with sufficient utilities infrastructure to serve the property.

Applicant Contact Information

Applicant Name (Printed): Bobby Funk - Mills Property Development, LLC
 Mailing Address: PO Box 6171, Raleigh, NC 27628
 Phone(s): 828-551-6511
 Email: bobby@millsconstructionco.com

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

Note: Map Amendment Requests require a fee based on the size and number of lots being requested for amendment. The request will be scheduled for the next agenda opening for the Waynesville Planning Board. Please submit application to: Town of Waynesville Development Services Department, 9 South Main Street, Waynesville, NC 28786.

PAYMENT SUMMARY RECEIPT

TOWN OF WAYNESVILLE
16 S MAIN ST

DATE: 02/05/26 CUSTOMER#:
TIME: 15:21:10
CLERK: 2044ecou

RECPT#: 3292140 PREV BAL: 698.00
TP/YR: P/2026 AMT PAID: 698.00
BILL: 3292140 ADJSTMNT: .00
EFF DT: 02/05/26 BAL DUE: .00

Misc Cash Receipts

-----TOTALS-----

PRINCIPAL PAID: 698.00
INTEREST PAID: .00
ADJUSTMENTS: .00
DISC TAKEN: .00

AMT TENDERED: 698.00
AMT APPLIED: 698.00
CHANGE: .00

PAID BY: Mills PropertySp Use *Rezone*
PAYMENT METH: CHECK
PAYMENT REF: 5359

TOT PREV BAL DUE: 698.00
TOT BAL DUE NOW : .00



Report For

CHAMBERS, JACK ALLEN
 PLEMMONS, DAYLE EDWIN
 3192 admiral dr
 atlanta, ga 30341

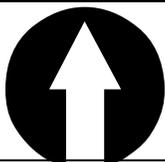
DWELLING, DWELLING, DWELLING, DWELLING
 Single-Family,,
 130 HALL TOP RD WAYNESVILLE NC 28786

Heated Area: 0
Year Built: 1925
Total Acreage: 4.96
Township: Town of Waynesville

Account Information

PIN: 8616-13-3822
Deed: 949/350
 842/968
 DC104/203
 564/2170

Land Value: \$169,600
Building Value: \$167,000
Market Value: \$336,600
Deferred Value: \$0
Assessed Value: \$336,600
Sale Price: \$0
Sale Date: 04/04/2018
Tax Bill 1: \$2,316
Tax Bill 2: \$2,328



February 6, 2026



1 inch = 200 feet

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.



Report For

CHAMBERS, JACK ALLEN
 PLEMMONS, DAYLE EDWIN
 3192 admiral dr
 atlanta, ga 30341

Account Information

PIN: 8616-13-3822
Deed: 949/350
 842/968
 DC104/203
 564/2170

DWELLING, DWELLING, DWELLING, DWELLING

Single-Family,,
 130 HALL TOP RD WAYNESVILLE NC 28786

Heated Area: 0
Year Built: 1925
Total Acreage: 4.96
Township: Town of Waynesville

Land Value:

Building Value:

Market Value:

Deferred Value:

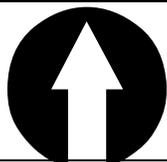
Assessed Value:

Sale Price:

Sale Date: 04/04/2018

Tax Bill 1:

Tax Bill 2:

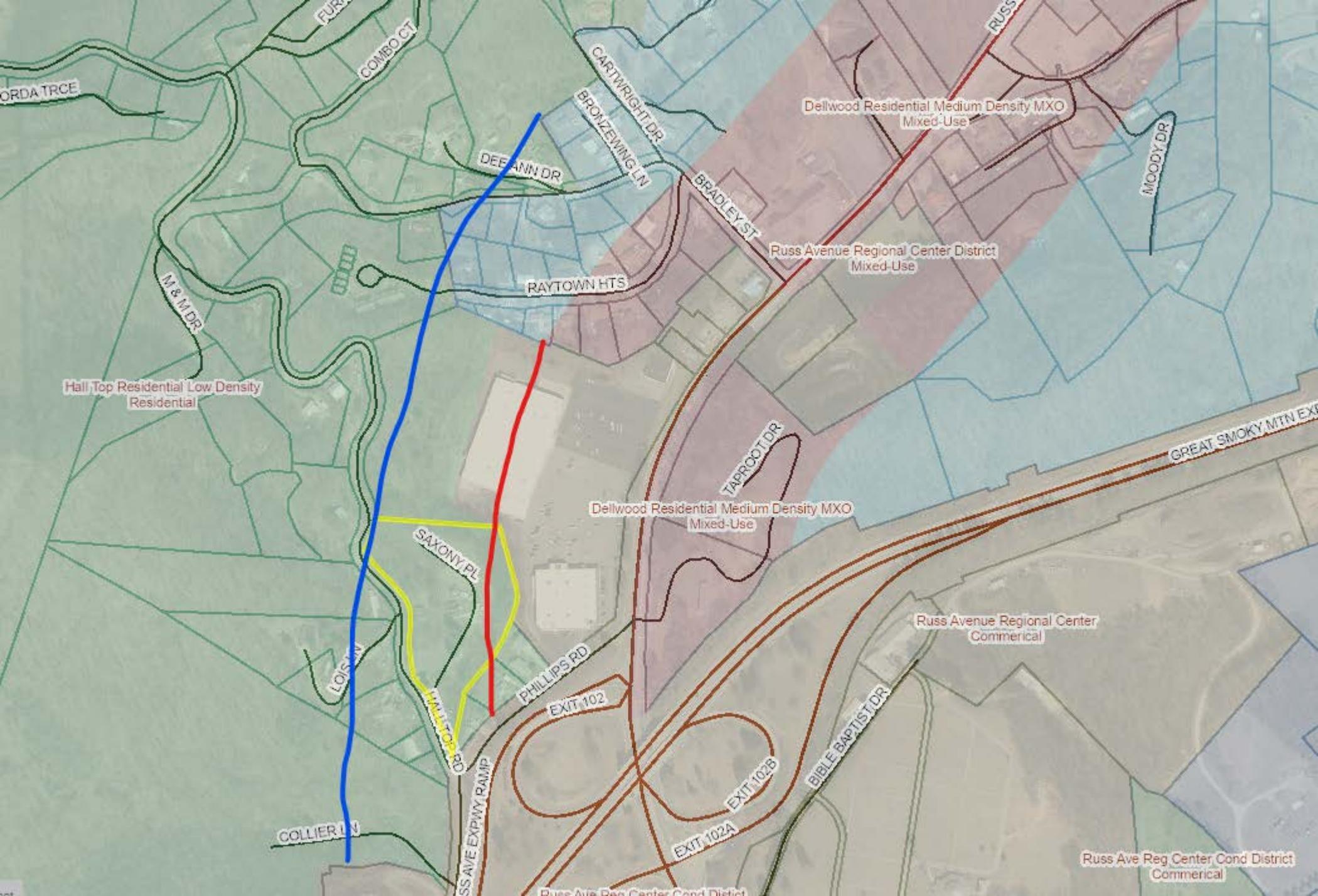


February 6, 2026



1 inch = 200 feet

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ORDA TRCE

FUR

COMBO CT

CARTWRIGHT DR

BRONZEWING LN

DEE ANN DR

BRADLEY ST

RUSS

Dellwood Residential Medium Density MXO
Mixed-Use

MOODY DR

Russ Avenue Regional Center District
Mixed-Use

RAYTOWN HTS

Hall Top Residential Low Density
Residential

M & M DR

TAPROOT DR

GREAT SMOKY MTN EXP

Dellwood Residential Medium Density MXO
Mixed-Use

SAXONY PL

Russ Avenue Regional Center
Commerical

LOIS DR

PHILLIPS RD

EXIT 102

HALLTOP RD

EXIT 102B

BIBLE BAPTIST DR

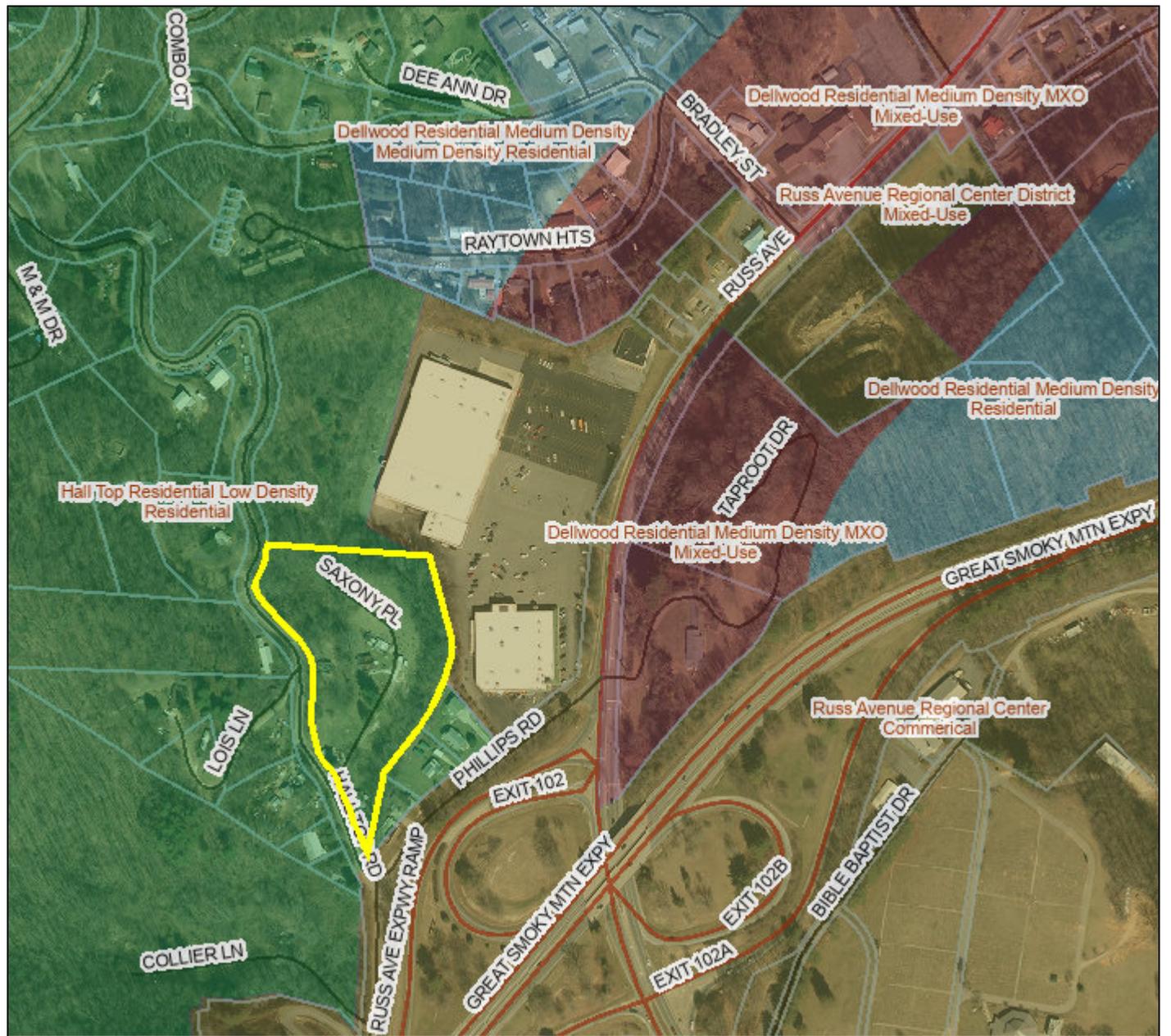
COLIER LN

RUSS AVE EXPIRY RAMP

EXIT 102A

Russ Ave Reg Center Cond District
Commerical

Russ Ave Reg Center Cond District



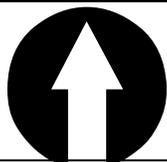
Report For
 CHAMBERS, JACK ALLEN
 PLEMMONS, DAYLE EDWIN
 3192 admiral dr
 atlanta, ga 30341

Account Information

PIN: 8616-13-3822
Deed: 949/350
 842/968
 DC104/203
 564/2170

DWELLING, DWELLING, DWELLING, DWELLING
 Single-Family,,,
 130 HALL TOP RD WAYNESVILLE NC 28786
Heated Area: 0
Year Built: 1925
Total Acreage: 4.96
Township: Town of Waynesville

Land Value:
Building Value:
Market Value:
Deferred Value:
Assessed Value:
Sale Price:
Sale Date: 04/04/2018
Tax Bill 1:
Tax Bill 2:



February 6, 2026
 1 inch = 400 feet

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ORDINANCE NO. O-5-26

**AN ORDINANCE AMENDING THE OFFICIAL LAND DEVELOPMENT MAP
OF THE TOWN OF WAYNESVILLE**

WHEREAS, the Town of Waynesville has the authority, pursuant to Article 7 of Chapter 160D of the North Carolina General Statutes, to adopt land development regulations, clarify such regulations, and may amend said regulations from time to time in the interest of the public health, safety, and welfare; and

WHEREAS, the Town of Waynesville Planning Board has reviewed the proposed map amendment to the Official Land Development Map (Zoning Map) and recommends that it is consistent with the 2035 Comprehensive Plan and that it is reasonable and in the public interest because it supports the following goals of the Comp. Plan:

Goal 1: Continue to promote smart growth principles in land use planning and zoning.

- Encourage infill, mixed-use, and context-sensitive development.

Goal 2: Create a range of housing opportunities and choices.

- Encourage new housing within Waynesville’s city limits and Extraterritorial Jurisdiction (ETJ).
- Promote a diverse housing stock including market rate, workforce housing, and affordable options that appeal to a variety of households.

WHEREAS, the Town of Waynesville Planning Board recommends that this map amendment is reasonable and in the public interest because it is also consistent with the purposes of the proposed zoning district- Dellwood Residential Medium Density (D-RM), as described in Section 2.3.2.B of the Land Development Standards (LDS):

- “Promoting a mixture of residential densities, this district shall be developed with such enhancements to residential living as pedestrian access and the provision of open space. Higher density development and limited business and professional services shall be promoted along Russ Avenue with larger lots and cluster development promoted throughout the district.”

WHEREAS, the Planning Board has reviewed and recommends the proposed map amendment for enactment by the Town Council; and

WHEREAS, the Town Council finds this Ordinance is consistent with the Town’s 2035 Comprehensive Plan, and that it is reasonable and in the public interest to “make decisions about resources and land use in accordance with North Carolina General Statutes.” and

WHEREAS, after notice duly given, a public hearing was held on **February 16th, 2026**, at the regularly scheduled meeting of the Waynesville Planning Board, and on **February 24th, 2026**, at the regularly scheduled meeting of the Town Council;

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF WAYNESVILLE, MEETING ON FEBRUARY 24, 2026, AND WITH A MAJORITY OF THE BOARD MEMBERS VOTING IN THE AFFIRMATIVE, APPROVE THE FOLLOWING:

That the Official Land Development Map be amended with the 4.98-acre property located at 38 Hall Top Rd, Waynesville, NC (PIN 8616-13-3822) rezoned as Dellwood Residential Medium Density District (D-RM).

ADOPTED this _____ Day of _____, 2026.

TOWN OF WAYNESVILLE

J. Gary Caldwell, Mayor

ATTEST:

Candace Poolton, Town Clerk

APPROVED AS TO FORM:

Martha Bradley, Town Attorney



To: Waynesville Town Council
Meeting Date: February 16th, 2026
From: Alex Mumby, Land Use Administrator
Subject: Map Amendment (Rezoning) Request
Current District: Hall Top Residential Low Density
Requested District: Dellwood Residential Medium Density
Property: 4.96 Acre Property at 38 Hall Top Road, Waynesville, NC
PIN 8616-13-3822
Ordinance Sections: Land Development Standards (LDS) section 15.14

The Planning Board hereby adopts and recommends to the Town Council the following statements:

A motion was made by board member Tommy Thomas and seconded by board member Michael Blackburn that the proposed map amendment is consistent with the 2035 Comprehensive Land Use Plan and the Future Land Use Map, and is reasonable and in the public interest because it meets the following goals of the 2035 Comp Plan:

Goal 1: Continue to promote smart growth principals in land use planning and zoning.

- Encourage infill, mixed-use, and context sensitive development.

Goal 2: Create a range of housing opportunities and choices.

- Promote a diverse housing stock including market rate, workforce housing, and affordable options that appeal to a variety of households.

The motion carried unanimously, 6:0.

A second motion was made by board member Tommy Thomas and seconded by Chair Ginger Hain to recommend the map amendment to the Town Council as presented.

The motion carried unanimously, 6:0.

Ginger Hain, Planning Board Chair

Date

Esther Coulter, Administrative Assistant Date

CHAMBERS, JACK ALLEN
PLEMMONS, DAYLE EDWIN
3192 admiral dr
atlanta, ga 30341

PHILLIPS, ROY
CRAWFORD, NANCY
PO BOX 232
WAYNESVILLE, NC 28786

JONES, HOWARD OTIS/EXR
JONES, JOHN H JR ESTATE
380 TOWERY TRCE
ELLENBORO, NC 28040-5769

HENRY, MARIE R
JONES, STEPHANIE D
161 HALL TOP RD
WAYNESVILLE, NC 28786-2507

BOBBY FUNK
PO BOX 6171
RALEIGH, NC 27628

RUSS AVENUE PLAZA LLC A NC LLC
PO BOX 397
SWANNANOVA, NC 28778-0397

PHILLIPS, REBECCA JO
114 PHILLIPS RD
WAYNESVILLE, NC 28786

WOOD, ROGER E
79 HALL TOP RD
WAYNESVILLE, NC 28786

RHOME, CAMERON
SARTAIN, CHELSEA
145 REDCLOUD AVE
BERTHOUD, CO 80513-3815

CRAWFORD, NANCY UNDERWOOD
BOX 232
WAYNESVILLE, NC 28786

JONES, HOWARD OTIS/EXR
JONES, JOHN H JR ESTATE
380 TOWERY TRCE
ELLENBORO, NC 28040-5769

WHITTEN, RANDY F
118 LOIS LN
WAYNESVILLE, NC 28786

CARVER, SUSAN QUEEN
234 QUEEN COVE RD
WAYNESVILLE, NC 28785-8979

THE TOWN OF WAYNESVILLE
TOWN COUNCIL
WILL HOLD A
PUBLIC HEARING
ON FEBRUARY 24, 2026, AT 6:00 PM
IN THE TOWN HALL BOARD ROOM AT
9 SOUTH MAIN ST.
TO CONSIDER A REZONING REQUEST
CONTACT THE DEVELOPMENT SERVICES DEPARTMENT
828-456-8647



TOWN OF WAYNESVILLE

Development Services Department

9 South Main Street

Suite 110

Waynesville, NC 28786

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

www.waynesvillenc.gov

Date: February 12th, 2026

Contact: Alex Mumby, (828) 452-0401

Notice of Public Hearing Town of Waynesville Town Council

The Town of Waynesville Planning Board will hold a public hearing on Tuesday, February 24th, 2026, at 6:00 pm, in the Town Hall Board Room, located at 9 South Main Street, Waynesville, NC, to consider a rezoning request for the 4.96 acre parcel located at 38 Hall Top Rd, Waynesville, NC 28786 (PIN 8616-13-3822). The property is currently zoned Hall Top Residential Low Density (HT-RL). The applicant is requesting that the property be rezoned to the Dellwood Residential Medium Density (D-MD) zoning district.



For more information contact the Development Services Department at: (828) 356-1172, email: amumby@waynesvillenc.gov, mail: 9 South Main Street, Suite 110, Waynesville, NC 28786.



TOWN OF WAYNESVILLE

Development Services Department

PO Box 100

9 South Main Street

Waynesville, NC 28786

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

www.waynesvillenc.gov

FOR PUBLICATION IN THE MOUNTAINEER: February 11th and February 18th (Wednesday) editions

Date: February 4, 2026

Contact: Olga Grooman, (828) 356-1172

Notice of Public Hearings Waynesville Town Council

Waynesville Town Council will hold two (2) public hearings on **Tuesday, February 24, 2026**, at 6:00 pm in the Town Hall Board Room, located at 9 South Main Street, Waynesville, NC 28786, to consider:

1. A request for annexation for the 57-51-acre parcel at 192 Ratcliff Cove Road, Waynesville, NC 28786 (PIN 8625-08-4616).
2. A rezoning request for the 4.96-acre parcel located at 38 Hall Top Rd, Waynesville, NC 28786 (PIN 8616-13-3822). The property is currently zoned Hall Top Residential Low Density (HT-RL). The applicant is requesting that the property be rezoned to the Dellwood Residential Medium Density (D-MD) zoning district

For more information contact the Development Services Department at: (828) 456-8647, email: ogrooman@waynesvillenc.gov or amumby@waynesvillenc.gov, mail: 9 South Main Street, Suite 110, Waynesville, NC 28786.

**TOWN OF WAYNESVILLE TOWN COUNCIL
REQUEST FOR COUNCIL ACTION
Meeting Date: 2/24/2026**

SUBJECT: Bid Award – Waynesville Dog Park Construction Project

AGENDA INFORMATION:

Agenda Location: Old Business

Item Number:

Department: Recreation

Contact: Luke Kinsland

Presenter: Luke Kinsland

BRIEF SUMMARY:

Bids for the Waynesville Dog Park project were publicly opened on February 17, 2026. After review of all submitted bid packages and verification of contractor licensure, the project engineer, Civil Design Concepts, recommends awarding the construction contract to Southern Appalachian Grading and Excavation, Inc. Their proposal includes the base bid and Alternate #2 (stockpiling existing volleyball court sand onsite) for a total amount of \$220,000.

MOTION FOR CONSIDERATION:

Town Council award the construction contract for the Waynesville Dog Park project to Southern Appalachian Grading and Excavation, Inc., in the amount of \$220,000, as recommended by Civil Design Concepts.

FUNDING SOURCE/IMPACT: FEMA funds

ATTACHMENTS:

Recommendation of award and bid documents.

RECREATION DIRECTOR'S COMMENTS AND RECOMMENDATIONS:

This project is part of the Town's hurricane recovery and rebuilding efforts to restore and enhance recreational amenities that were impacted. The dog park has been identified as a priority by the community and aligns with our adopted Parks and Recreation Master Plan. This investment will provide a safe and accessible space for residents and visitors while supporting overall quality of life. The recommended contractor is qualified, licensed, and submitted the lowest responsive and responsible bid. Staff recommends approval in order to maintain project momentum and continue moving forward with recovery initiatives.



February 17th, 2026

Mr. Luke Kinsland
Director of Parks and Recreation
Town of Waynesville
550 Vance Street
Waynesville 28786

Re: Waynesville Dog Park
Recommendation for Award of Construction Contract

Dear Mr. Kinsland,

Pursuant to the receipt and public opening of bids on February 17th, 2026 for the project noted above, and after evaluation of the bid packages and verification of proper licensures, it is our recommendation that the Waynesville Dog Park project be awarded to Southern Appalachian Grading and Excavation, Inc. license #64831, on the basis of their lump sum base bid and alternate 2 (Bidder to provide lump sum cost to stockpile existing volleyball court sand onsite) in the amount of \$ 220,000.00.

Should you have any questions regarding this matter please do not hesitate to contact me.

Sincerely,

A handwritten signature in blue ink that reads "D. Harry Luzius, Jr." The signature is written in a cursive style.

D. Harry Luzius, Jr., PE
Civil Design Concepts, PA

Mailing Address: P.O. Box 5432, Asheville, NC 28813

**84 Coxe Avenue—Suite 260 Asheville, NC 28801
Phone 828-252-5388 Fax 828-252-5365**

**52 Walnut Street- Suite 9, Waynesville, NC 28786
Phone: 828-452-4410 Fax: 828-456-5455**

BID

Proposal of SAGE, Inc. (hereinafter called "Bidder"); organized and existing under the laws of the State of North Carolina doing business as a Corporation **
_____ to **the Town of Waynesville** (**Insert "a corporation", "a partnership", or "an individual" as applicable) of North Carolina is (hereinafter called "Owner").

In compliance with your Advertisement for Bids, Bidder hereby proposes to perform all work for the construction of:

Waynesville Dog Park in strict accordance with the Contract Documents, within the time set forth therein, and at the prices stated below.

By submission of this Bid, each Bidder certifies, and in the case of a joint Bid each party thereto certifies as to his own organization, that this Bid has been arrived at independently, without consultation, communication, or agreement as to any matter relating to this Bid with any other Bidder or with any competitor.

Bidder hereby agrees to commence work under this contract on or before a date to be specified in the Notice to Proceed and to fully complete the project within **90 consecutive calendar days** thereafter in accordance with the included project schedule. Bidder further agrees to pay, as liquidated damages, the sum of **\$250.00 per day** for each consecutive calendar day thereafter beyond any portion of the aforementioned construction schedules.

Bidder agrees to perform all the work indicated and described in the Contract Documents for the following price. Failure to fully complete the following bid schedule shall result in an informal Bid and the Owner reserves the right to reject the bid.

BASE BID DESCRIPTION AND QUANTITY

A LUMP SUM BID PRICE FOR ALL WORK AS NOTED ON THE DRAWINGS, TECHNICAL SPECIFICATIONS AND CONTRACT DOCUMENTS:

\$ Two Hundred Sixteen Thousand Dollars \$ 216,000.⁰⁰
 (words) (numbers)

ALTERNATES: Each alternate will be shown as a deduct or add to the lump sum bid price should the Owner decide to change the scope of the project as noted on the drawings. The Owner reserves the right to accept or reject a specified alternate or any combination thereof.

Alternate 1 – Bidder to provide lump sum to complete all proposed work in 60 days instead of 90 days.

\$ 10,000.⁰⁰ Add or Deduct (Circle One)

Alternate 2 – Bidder to provide lump sum cost to stockpile existing volleyball court sand onsite.

\$ 4,000.⁰⁰ Add or Deduct (Circle One)

UNIT PRICE WORK: Unit prices will be in effect only when necessary work falls outside the scope of the original contract work. Please insert unit price for all the items listed below. For all Unit Price Work that occurs outside the above lump sum price, payment shall be made in an amount equal to the sum of the established unit price for each separately identified item of Unit Price Work times the quantity of that item.

<u>Description</u>	<u>Unit Price</u>	<u>Extended Total</u>
Additional Concrete Paving	<u>175.⁰⁰ Dollars / SY</u>	<u>25 SY(\$)</u> <u>4,375.⁰⁰ ext.</u>
Concrete Sidewalk	<u>134.⁰⁰ Dollars / SY</u>	<u>10 SY(\$)</u> <u>1,340.⁰⁰ ext.</u>
Class II Rip Rap	<u>75.⁰⁰ Dollars / TON</u>	<u>20 TON(\$)</u> <u>1,500.⁰⁰ ext.</u>
Concrete Curb & Gutter	<u>35.⁰⁰ Dollars / LF</u>	<u>50 LF(\$)</u> <u>1,750.⁰⁰ ext.</u>
Under Cut Backfill with Stone	<u>115.⁰⁰ Dollars / CY</u>	<u>10 CY(\$)</u> <u>1,150.⁰⁰ ext.</u>
Under Cut Backfill with Compacted Soil	<u>50.⁰⁰ Dollars / CY</u>	<u>10 CY(\$)</u> <u>500.⁰⁰ ext.</u>
# 57 Washed Stone	<u>58.⁰⁰ Dollars / TON</u>	<u>10 TON(\$)</u> <u>580.⁰⁰ ext.</u>

Contract Time: **90** Calendar Days, in accordance with the included project schedule

Bidder acknowledges receipt of the following Addendum:

1, 2, + 3

Respectfully submitted:

Ben Blair

Signature

PO Box 1505, Waynesville NC

Address 28796

Ben Blair

Name

2/17/26

Date

President

Title

64831

North Carolina Contractor's License Number

Same

Corporate (Partnership) Address

Seal - if Bid is by a Corporation

NC

State of Incorporation

Attest: [Signature]

Secretary

828 507 5166

Telephone Number



**ADDENDUM #1 TO BID DOCUMENTS AND TECHNICAL SPECIFICATIONS
For Waynesville Dog Park
Waynesville, NC**

This **Addendum to the Bid Documents and Technical Specifications** is issued this the 30th day of January, 2026 to all parties who would be interested in submitting a Bid for the project entitled "**Waynesville Dog Park**". Each Bidder shall acknowledge receipt of this Addendum by signing it and including with his/her bid and shall incorporate all changes in their Lump Sum Base Bid.

1. Pre-Bid meeting minutes.
2. Pre-Bid sign in sheet.
3. An alternate price will be requested for saving the sand on the existing volleyball courts and stock piling for future court relocation. Revised bid form will be issued with Addendum #2.
4. Any questions must be submitted no later than close of business Wednesday, February 4th.

Please include these amendments and clarifications for the above mentioned items inside your Bid packet for submittal due February 13th, 2026 at 10:00 AM in the Waynesville Recreation Center located at 550 Vance Street, Waynesville, NC 28786

A handwritten signature in black ink, appearing to read "Dalton King", written over a horizontal line.

Dalton King
Civil Design Concepts, PA
Asheville, NC

Bidder Acknowledgement of Receipt

A handwritten signature in blue ink, appearing to read "Ben Bloor", written over a horizontal line.
Signature

Name: Ben Bloor

Company: SAGE, Inc.



**ADDENDUM #2 TO BID DOCUMENTS AND TECHNICAL SPECIFICATIONS
For Waynesville Dog Park
Waynesville, NC**

This **Addendum to the Bid Documents and Technical Specifications** is issued this the 6th day of February, 2026 to all parties who would be interested in submitting a Bid for the project entitled "**Waynesville Dog Park**". Each Bidder shall acknowledge receipt of this Addendum by signing it and including with his/her bid and shall incorporate all changes in their Lump Sum Base Bid.

1. Revised Bid Form for additional alternate pricing to stockpile existing volleyball court sand onsite.
2. Proposed water services have been updated from ¾" Type K Copper to ¾" Municipex water pipe.
3. Please include a price for installing Dog-On-It Dog Watering Station and a 4'x4' Concrete Pad 4" thick. Also include an additional ¾" Municipex water service to a ½" reducer and ½" Municipex water service stubbed through concrete pad. Additionally, include 20' of 1.25" SCH 40 PVC drain line.

Please include these amendments and clarifications for the above mentioned items inside your Bid packet for submittal due February 13th, 2026 at 10:00 AM in the Waynesville Recreation Center located at 550 Vance Street, Waynesville, NC 28786



Grayson McCurry
Civil Design Concepts, PA
Asheville, NC

Bidder Acknowledgement of Receipt



Signature

Name: Ben Blak

Company: SAGE, Inc



**ADDENDUM #3 TO BID DOCUMENTS AND TECHNICAL SPECIFICATIONS
For Waynesville Dog Park
Waynesville, NC**

This Addendum to the Bid Documents and Technical Specifications is issued this the 10th day of February, 2026 to all parties who would be interested in submitting a Bid for the project entitled "Waynesville Dog Park". Each Bidder shall acknowledge receipt of this Addendum by signing it and including with his/her bid and shall incorporate all changes in their Lump Sum Base Bid.

1. Bid opening is being moved to February 17th, 2026 2:00 PM. Opening still take place at the Waynesville Recreation Center as noted below.
2. Clarification to Addendum #2, item #3. There is two "Dog-On-It" watering stations that will replace the proposed Frost-Proof Yard Hydrants . These will be provided by the owner, bidders to provide pricing to install per previously issued Addendum.

Please include these amendments and clarifications for the above mentioned items inside your Bid packet for submittal due February 17th, 2026 at 2:00 PM in the Waynesville Recreation Center located at 550 Vance Street, Waynesville, NC 28786

A handwritten signature in black ink, appearing to read "Dalton King".

Dalton King
Civil Design Concepts, PA
Asheville, NC

Bidder Acknowledgement of Receipt

A handwritten signature in blue ink, appearing to read "Ben Blaw".

Signature

Name: Ben Blaw

Company: SAGE Inc

State of North Carolina --AFFIDAVIT B-- Intent to Perform Contract with Own Workforce.

County of Haywood

Affidavit of Southern Appalachian Grading + Excavation, Inc.
(Name of Bidder)

I hereby certify that it is our intent to perform 100% of the work required for the Waynesville Dog Park contract.
(Name of Project)

In making this certification, the Bidder states that the Bidder does not customarily subcontract elements of this type project, and normally performs and has the capability to perform and will perform all elements of the work on this project with his/her own current work forces; and

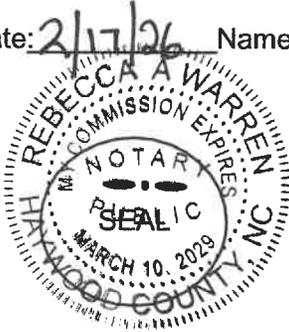
The Bidder agrees to provide any additional information or documentation requested by the owner in support of the above statement. The Bidder agrees to make a Good Faith Effort to utilize minority suppliers where possible.

The undersigned hereby certifies that he or she has read this certification and is authorized to bind the Bidder to the commitments herein contained.

Date: 2/17/26 Name of Authorized Officer: Amanda Blair

Signature: [Handwritten Signature]

Title: Vice President



State of North Carolina, County of Haywood
Subscribed and sworn to before me this 17 day of February 2026
Notary Public Rebecca A. Warren
My commission expires 3-10-29

Cashier's Check



First Citizens Bank

First-Citizens Bank & Trust Company
Raleigh, North Carolina

66-1252/531 Branch No

05026

VOID VOID VOID

Date **02/17/2026**

Pay to the order of **CITY OF WAYNESVILLE**

\$ **11,500**

****Eleven Thousand Five Hundred and 00/100****

Notice To Customers
The purchase of an Indemnity Bond or an Insurance Bond may be required before an official check of this bank will be replaced or refunded in the event it is lost, misplaced or stolen.

Remitter **SAGE INC.**

05-10050M (06/19)

⑈0502681360⑈ ⑆053112521⑆ 223980198101⑆ 994990

**TOWN OF WAYNESVILLE TOWN COUNCIL
REQUEST FOR COUNCIL ACTION
Meeting Date: February 24, 2026**

SUBJECT: Waynesville Chili Cookoff Stroll: Special Permit Application and Request for Temporary Social District

AGENDA INFORMATION

Agenda Location: New Business
Item Number:
Department: Administration
Contact: Kirk Noonan, Board Chair – Waynesville Rotary Club
Presenter: Kirk Noonan, Board Chair – Waynesville Rotary Club

BRIEF SUMMARY

The Waynesville Rotary Club is planning to host their annual Chili Cookoff Stroll on Main Street and they are requesting the Town Council to permit a temporary social district during the event. The proposed temporary social district would exist within the same boundary as the temporary social district previously permitted during the TDA’s Ice Festival special event.

This event has not historically required the Town Council to approve a special event permit application because this event does not require any road closures, and attendance has never been recorded high enough to warrant the presence of public safety personnel above and beyond those already present during the regular patrol schedule of the Police Department.

MOTIONS FOR CONSIDERATION

1. Motion to approve the Waynesville Rotary Club’s application for a special event permit to host the 2026 Waynesville Chilli Cookoff Stroll.
2. Motion to approve a temporary social district to be permitted during the 2026 Waynesville Chili Cookoff Stroll with an identical boundary to that of the previously permitted temporary social district established for the TDA’s Ice Festival special event.

FUNDING SOURCE/IMPACT

ATTACHMENTS

- Special Event Permit Application: Waynesville Chili Cookoff Stroll
- Waynesville Special Event Social District Ordinance (provided by applicant)
- Waynesville Special Event Social District Staff Training & Operations Guide (provided by applicant)

MANAGER’S COMMENTS AND RECCOMENDATIONS



Application for Special Events Permit

I. General Information

EVENT NAME: Waynesville Chili Cookoff Stroll

EVENT DATE(S): 2/28/2026
Note: If event is more than three days in duration, and not in the public right-of-way, you will also need a temporary event permit. Contact the Waynesville Police Dept. at 828-456-5363 for more information.

LOCATION: Downtown Waynesville and Frog Level

IF THIS EVENT IS A PARADE OR ROAD RACE: Please provide a full route description and map

SET-UP TIME (START/END): 8am day of event

EVENT HOURS: 12-4pm

DISMANTLE HOURS (START/END): 4pm – 5pm

ESTIMATED ATTENDANCE: 400-500

BASIS ON WHICH THIS ESTIMATE IS MADE: 2025 attendance

COMPREHENSIVE GENERAL LIABILITY INSURANCE REQUIRED: \$1,000,000. Please attach proof of insurance (or applicable rider).

II. Applicant and Sponsoring Organization Information

SPONSORING ORGANIZATION NAME: Waynesville Rotary Club

ARE YOU A NON PROFIT CORPORATION? No Yes If yes, are you 501c(3) 501c(6) Place of Worship

APPLICANT NAME: Kirk Noonan TITLE: Chair

ADDRESS: 102 North Main St CITY: Waynesville STATE: NC ZIP 28716

PHONE: 828-220-1363 FAX#: _____ EMAIL: kirknoonan@gmail.com

ON-SITE CONTACT: Kirk Noonan TITLE: Chair

ADDRESS: same

PHONE #: _____ CELL PHONE #: _____ EMAIL: _____

III. Brief Description of Event

The Chili Cook-Off Stroll is all about getting to know the local community while enjoying the chili. The Chili Cook-Off Stroll invites patrons to explore Waynesville’s shops, restaurants, and businesses while sampling and voting on the best chili recipes inside each participating establishment. A shuttle provided by Smoky Mountain Skateway will rove each district once an hour to bring all three tourist shopping districts together. This event has been extremely successful 2018, 2019, 2020 and 2024

IV. Street Closure Request (Attach map of the Street Closure)

List any street(s) (or lanes of streets) requiring temporary street closure as a result of this event.

Include street name(s) indicating beginning and endpoints of the closing, day, date and time of closing and reopening:

1. No street closing but will have areas blocked off for the shuttle to pull through.
2. Stops will be in Downtown Waynesville's Main Street (Upper United Community Bank Parking Lot) to Frog Level (Parking lot area across from Frog Level Brewing)
- 3.

V. Event Details

YES NO

Does the event involve the sale or **use of alcoholic beverages**?
If yes, has the ABC permit been obtained? Yes No Please provide a graphic of the area where alcoholic beverages will be purchased or consumed (i.e. beer garden layout)
Beer Garden in the UCB Parking Lot and implementation of a single-event Social District

Does the event involve the **sale of food**? _____
If "YES", has the health department been notified? _____ Have you applied for a temporary permit? _____

Will there be **musical entertainment** at your event? IF "YES" provide the following information:
Number of _____ Number of _____
Stages: _____ Band(s): _____ Amplification? _____

Note: If amplification is used, you will be required to perform a pretest for compliance with the noise ordinance.

Do you plan to use an existing **occupied building**? Address _____

Do you plan to use an existing **vacant building**? Address _____

Will there be any **tents or canopies** in the proposed event site? Please provide the following information:

Approx. Number of Tents: 3 Will any tent exceed 400 sq. feet in area? NO YES

Does the event involve the use of **pyrotechnics**? Explain _____

Will you provide **portable toilets** for the general public attending your event? IF SO, how many and where will they be located? _____

Will you require **electrical hookup** for the event? Generators? _____

Will you require **access to water** for the event? Explain _____

Will **admission fees** be charged to attend this event? If "YES", provide the amount(s) of all tickets. \$10

Will **fees be charged to vendors** to participate in this event? If "YES", please provide the amount(s). \$50

Will **signs and/or banners** be displayed as part of the event? If "YES" have you applied for a sign permit? no

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

VI. Additional Questions

How will **parking** be accommodated for this event?

We will encourage people to use the parking garage

Notes:

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

How will **trash** be contained and removed during and after the event?

Street receptacles and in-store participant receptacles will be used

Volunteers: Will you require Civilian Police Volunteers for your event?

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

Return to:

**Beth Gilmore, Downtown Waynesville Director &
Jesse Fowler, Assistant Town Manager
Town of Waynesville
9 S. Main Street, P.O. Box 100, Waynesville, NC 28786
Telephone: (828) 456-3517
Fax No. : (828) 456-2000
Email Address: bethgilmore@waynesvillenc.gov
jfowler@waynesvillenc.gov**

VIII. Special Information for Applicants

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

FOR INTERNAL USE ONLY:

Application received:

Application approved:

Application denied:



Waynesville Special Event Social District Staff Training & Operations Guide

For ABC-Permitted and Participating Businesses

Contents

<u>Core Rules All Staff Must Know</u>	1
<u>Best Practices for Bartenders & Servers</u>	2
<u>Participating Business Responsibilities (Signage)</u>	3
<u>Marketing & Promotion</u>	4
<u>Law Enforcement & ALE Contacts</u>	4
<u>Quick Tips Printout Sheet</u>	5

Waynesville's Special Event Social District Staff Training and Operations Guide

Core Rules All Staff Must Know

1. Where Alcohol Can Be Sold

- All alcoholic beverages must be sold *inside* your licensed premises.
- Alcohol may not be sold or handed off outside unless the area is an approved extension of your ABC license (example: permitted satellite bar or parking lot).

2. Approved Social District Cups (VERY IMPORTANT)

- **Only official Waynesville Social District cups may be used for to-go drinks.**
- Visit Haywood has produced both cold (16oz, plastic) and hot (12oz, paper) Waynesville Social District cups for participants to use.
- Cups will be available for purchase from the Waynesville Chili Cookoff Stroll Committee.
 - If you need additional cups prior to the event, please contact info@haychili.org or call 828-220-1363.
 - If you need additional cups during the event, stop by the ticket and merchandise tent in the UCB Bank parking lot.
- Please make note of how many cups you take before the event and how many you serve, if possible. The Committee will reach out after the event to gather input & data on the district's performance.

3. Business Stickers on Cups

- When an ABC business sells a to-go drink, a business-specific sticker must be placed on the cup. It is the business' responsibility to provide the stickers.
- If a cup already has a sticker from another business, the new sticker must fully cover the old sticker. In the instance of a violation, this allows ALE and law enforcement to identify where the drink was purchased.

4. One Drink at a Time: A customer may possess ONLY ONE social district beverage at a time.

5. Closed Containers

- Closed alcohol (six-packs, canned beer, bottles, etc.) may be sold as usual, provided they remain sealed until the purchaser returns to a private residence.
- Closed containers **cannot** be opened or consumed within the social district and must remain closed. Only drinks served in official Waynesville Social District cups may be consumed outside of businesses within the social district.

Waynesville's Special Event Social District Staff Training and Operations Guide

Best Practices for Bartenders & Servers

Train staff to ask every customer during the hours of the event: "Is that for here or to-go?"

This helps determine whether district rules apply, including whether to serve them in glassware vs a social district cup.

Businesses may want to create a separate "to-go" or "social district" line to streamline service, reduce confusion, and ensure district rules are followed where applicable.

Reuse of Social District Cups

- Customers may keep their cups for future approved social district events.
- Cups must be rinsed out before refilling. If a dirty cup is reused and a drink is served, the business serving the drink is liable.

What to Do When the Special-Event Social District Ends

- **At 4:01 PM:**
 - *Social district drinks may no longer be consumed on the street/outside, even within the social district boundaries.*
 - If staff sees someone drinking from a social district cup after 4:00 PM, politely remind them that the social district has ended.
- It is not illegal for someone to finish a beer or wine *inside* a participating business. It becomes an issue if they exit the business with that drink after 4:00 PM.

Customers Bringing Alcohol into the District

- Customers may *not* bring their own alcohol into the social district.
- If this occurs, business owners and staff are encouraged to notify the Waynesville Police Department via their non-emergency line at (828) 456-5363.

Satellite Bars & Expanded Licensed Areas (Not Applicable for Jan. 30, 2026)

- If your ABC license is officially expanded (for example, parking lot or outdoor area), alcohol sales are allowed during the social district event hours, provided the area is considered part of your licensed premises.

Waynesville's Special Event Social District Staff Training and Operations Guide

Participating Business Responsibilities

Participation is optional. Businesses must be located within the marked district to participate.

Non-ABC Businesses who **are** participating must post required window sign (right) and allow law enforcement officers access to your business during event hours for safety purposes.



Non-ABC businesses who **are not** participating may choose to display the red sign shown to the right:



ABC Businesses, if participating, must select which participation sign they will post. Signage will be provided by Visit Haywood.

Sign options are:

- Drinks Sold & Welcome: You are serving alcoholic beverages in official social district cups *and* you welcome patrons who have drinks from other participating establishments.
- Only Drinks Sold Here Are Welcome: You are serving alcoholic beverages in official social district cups, and only patrons with beverages purchased at your business may enter.

Waynesville's Special Event Social District Staff Training and Operations Guide



Signage will be provided by the Committee if needed. Previously provided signs may be used.

Marketing & Promotion

Businesses are encouraged to promote the social district to customers.

The Committee will:

- Share social district posts.
- Invite post collaborators when possible.
- Provide generic social district posts businesses can reshare.

Law Enforcement & ALE Contacts

If you have safety concerns or need to report an issue during the event, contact:

- Waynesville Police Department Non-Emergency Line: (828) 456-5363
- NC Alcohol Law Enforcement Division VIII: (828) 670-5055

SEE NEXT PAGE FOR A QUICK-REFERENCE PRINTOUT MADE FOR STAFF
(CAN BE POSTED BEHIND BAR OR AT SERVICE STATIONS)

SOCIAL DISTRICT QUICK TIPS

Serving time: 12:00 – 4:00 p.m. on 2/28/26 ONLY.

“For here or to-go?” Open-container to-go drinks MUST be served in the official social district cup.

Look for this logo to ensure you’re using the correct cup:



Customers may only have ONE social district drink at a time.

Stop serving social district drinks before 4:00 p.m. NO drinks in social district cups may be carried off premises past event hours.

Report a violation:

WAYNESVILLE PD: (828) 456-5363

NC ALE DIVISION VIII: (828) 670-5055

**TOWN OF WAYNESVILLE ORDINANCE
CREATING AN EVENT-SPECIFIC SOCIAL DISTRICT**

WHEREAS, the Town has the legal authority under G.S. §§ 160A-205.4 and 18B-300.1 to adopt an ordinance designating one or more social districts within its municipal limits;

WHEREAS, the Town of Waynesville wishes to adopt a social district for the Waynesville Chilli Cookoff Stroll taking place on Saturday, February 28, during the designated hours of 12:00 – 4:00 PM in which the possession and consumption of alcoholic beverages are allowed within a certain geographic area during the event, subject to applicable laws, rules and regulations;

NOW, THEREFORE, the Town Council of the Town of Waynesville, North Carolina, hereby adopts this temporary ordinance as follows:

1. **Effectiveness.** This ordinance shall only be effective during the designated hours of the event. If the event is postponed to another date and time, then the date on which this ordinance shall be effective shall automatically be changed to coincide with the new date of the event. If the event is cancelled, then this ordinance shall be immediately repealed as to that event and of no force and effect.
2. **Definitions.** The following definitions shall apply:
 - a. *ABC Commission* – The North Carolina Alcoholic Beverage Control Commission established under G.S. § 18B-200.
 - b. *ABC permit(s)* – Any written or printed authorization issued by the ABC Commission pursuant to the provisions of Chapter 18B of the N.C General Statutes, other than a purchase-transportation permit. Unless the context clearly requires otherwise, as in the provisions concerning applications for permits, “ABC permit” or “permit” means a presently valid permit.
 - c. *Alcoholic beverage* – Any beverage containing at least one half of one percent (0.5%) alcohol by volume, including beer or malt beverages, unfortified wine, fortified wine, spirituous liquor, mixed beverages, and any alcohol consumable.
 - d. *Alcohol consumable (or consumable alcohol)* – Any manufactured and packaged ice cream, ice-pop, gum-based or gelatin-based food product containing at least 0.5% alcohol by volume.
 - e. *Customer* – A person who purchases an alcoholic beverage from a permittee that is in a social district.
 - f. *Malt beverage (or beer)* – Beer, lager, malt liquor, ale, porter, and any other brewed or fermented beverage or alcohol consumable, except for fortified and unfortified wine as defined by Chapter 18B of the N.C. General Statutes, containing at least 0.5% and not more than 15% alcohol by volume.
 - g. *Mixed beverage* – Either a drink composed in whole or in part of spirituous liquor and served in a quantity less than the quantity contained in a closed package or a premixed cocktail served from a closed package containing only one serving.
 - h. *Non-permittee business* – A business that is located in a social district and does not hold any ABC permit.
 - i. *Open container* – A container whose seal has been broken or a container other than the manufacturer’s unopened original container.

- j. *Permittee* – An establishment holding any of the following permits issued by the ABC Commission:
 - i. An on-premises malt beverage permit issued pursuant to G.S. § 18B-1001(1);
 - ii. An on-premises unfortified wine permit issued pursuant to G.S. § 18B-1001(3);
 - iii. An on-premises fortified wine permit issued pursuant to G.S. § 18B-1001(5);
 - iv. A mixed beverages permit issued pursuant to G.S. § 18B-1001(10);
 - v. A wine shop permit issued pursuant to G.S. § 18B-1001(16);
 - vi. A special one-time permit issued pursuant to G.S. § 18B-1002.
 - k. *Person* – An individual, firm, partnership, association, corporation, limited liability company, other organization or group or other combination of persons acting as a unit.
 - l. *Police Department* – The Town of Waynesville Police Department.
 - m. *Premises* – A fixed permanent establishment, including all areas inside or outside of the licensed premises, where the permittee has control through a lease, deed, or other legal instrument.
 - n. *Social district* – A defined area in which a person may consume alcoholic beverages sold by a permittee. A social district may include both indoor and outdoor areas of businesses within or contiguous to the defined area during the days and hours set by the Town by ordinance pursuant to G.S. § 18B-300.1(d). A social district may include privately owned property, including permittees and non-permittee businesses, multi-tenant establishments, as defined in G.S. § 18B-1001.5, and public streets, sidewalks, crosswalks, and parking areas, whether or not the streets, sidewalks, or parking areas are closed to vehicle traffic.
 - o. *Spirituous liquor (or liquor)* – Distilled spirits or ethyl alcohol, and any alcohol consumable containing distilled spirits or ethyl alcohol, including spirits of wine, whiskey, rum, brandy, gin, and all other distilled spirits or mixtures of cordials, liqueur, and premixed cocktails, in closed-containers regardless of their dilution.
 - p. *Town* – The Town of Waynesville
 - q. *Wine, fortified* – Any wine or alcohol consumable containing more than 16% and no more than 24% alcohol by volume, made by fermentation from grapes, fruits, berries, rice or honey; or by the addition of pure cane, beet or dextrose sugar; or by the addition of pure brandy from the same type of grape, fruit, berry, rice or honey that is contained in the base wine and produced in accordance with the regulations of the United States.
 - r. *Wine, unfortified* – Any wine or alcohol consumable containing 16% or less alcohol by volume that is made by fermentation from grapes, fruits, berries, rice or honey; or by the addition of pure cane, beet or dextrose sugar; or by the addition of pure brandy from the same type of grape, fruit, berry, rice or honey that is contained in the base wine and produced in accordance with the regulations of the United States.
3. **Boundaries and Map.** The boundaries of the social district shall be as shown on the designated map which is attached to Exhibit A and which shows the restaurants, businesses, streets, sidewalks, dining areas, alleyways, and other areas that are part of the social district.

4. **Management and Maintenance Plan.** The Management and Maintenance Plan which is attached as Exhibit A is found to be in compliance with the requirements of this ordinance and applicable law and is hereby approved. The Town Clerk shall post the approved Management and Maintenance Plan on the Town's website within 24 hours of the adoption of this ordinance and the Plan must remain readily available for public inspection from the date of ordinance adoption through the end of the event.
5. **Sale of Alcoholic Beverages.** Permittees are allowed to sell alcoholic beverages pursuant to their ABC permit in the social district. Nothing in this ordinance shall alter the duties and responsibilities of any permittees to abide by North Carolina's laws and regulations regarding the sale of alcoholic beverages. Permittees operating within or contiguous to the social district and participating in the social district may allow its customers to leave its premises with one alcoholic beverage purchased from the permittee as long as the alcoholic beverage is contained within an appropriate container as set out in the Management and Maintenance Plan and as described in section 6(b) of this ordinance.
6. **Possession and Consumption of Alcoholic Beverages.** Notwithstanding any state or local law or ordinance prohibiting open containers, the possession and consumption of alcoholic beverages are allowed as follows:
 - a. Alcoholic beverages purchased from a permittee located within or contiguous to the social district may be possessed and consumed within the designated social district (including within participating businesses located within the social district).
 - b. Alcoholic beverages within the social district must be in containers meeting the requirements of G.S. § 18B-300.1(e), and the approved Management and Maintenance Plan, including the following:
 - i. The container must clearly identify the permittee from which the alcoholic beverage was purchased;
 - ii. The container must clearly display a logo or other mark that is unique to the social district in which it will be consumed;
 - iii. The container must not be made of glass;
 - iv. The container must display the following statement in no less than 12-point font – "Drink Responsibly – Be 21";
 - v. The container may not hold more than 16 fluid ounces.
 - c. Alcoholic beverages may only be possessed and consumed during the designated hours of the events.
 - d. Any person in possession of an alcoholic beverage within the social district must dispose of the alcoholic beverage before exiting the social district or entering or mounting a vehicle (including a bicycle or similar transportation device) located within the social district. Possession of an open container outside of the social district is a violation of G.S. §§ 18B-300 and/or 18B-301, which is punishable in criminal court as a misdemeanor.
 - e. Alcoholic beverages that are purchased from a permittee within the social district for off-premises consumption (i.e. uncorked bottle of wine, etc.) are not allowed to be consumed within the social district.

7. **Alcoholic Beverages Not Purchased within the Social District Prohibited.** North Carolina law does not allow the possession or consumption of alcoholic beverages within the social district that are not purchased from a permittee located within the social district. Alcoholic beverages brought from home are not allowed within the social district.
8. **All Other Laws Remain in Effect.** All other laws regarding the possession and consumption of alcoholic beverages and the actions resulting from impaired judgment remain in effect including, but not limited to the following: driving while impaired; intoxicated and disruptive conduct, disorderly conduct; possession and consumption of alcoholic beverages by a minor, aiding and abetting underage possession and consumption of alcoholic beverages, indecent exposure, public urination; trespassing; vandalism, destruction of property, littering; sale, possession and/or use of illegal substances.
9. **Enforcement.** A violation of this ordinance is a misdemeanor or infraction as provided by G.S. §§ 14-4 and 160A-175. As an alternative or additional measure of enforcement, any law enforcement officer or authorized Town employee may issue a citation for a civil penalty for violation of this ordinance in accordance with the requirements of Town Code Section 1-8. This authority shall be in addition to any other authority and shall not preclude in any way any law enforcement officer from exercising any authority or carrying out the duties of a law enforcement officer, nor preclude the Town from any other available legal enforcement procedure. Enforcement of an unpaid citation may be by issuance of a criminal summons, by the filing of a complaint to collect the unpaid debt owed to the Town or by other means authorized by North Carolina law and/or Town Code.
10. **Non-Severability.** Should any provision of this ordinance be deemed illegal or unconstitutional, then the ordinance shall immediately terminate and cease to be effective.

ADOPTED THIS the ____ day of _____ 2026, with ____ voting in favor and ____ against.

Gary Caldwell, Mayor

ATTESTED BY:

Candace Poolton, Town Clerk

EXHIBIT A

Waynesville Social District Management and Maintenance Plan

RULES OVERVIEW

Alcohol may be consumed in the Social District on Saturday, February 28, 2026 from 12:00 – 4:00 PM. No outside alcohol is permitted within the district. All alcoholic beverages must be purchased from permitted establishments located within the Social District, served in specially labeled cups, and consumed within the district. Only one Social District beverage per person can be served at a time. An establishment may allow patrons to enter their premises with an alcoholic beverage purchased at a different permitted establishment within the Social District. Any alcoholic beverage must be consumed or discarded before exiting the Social District or entering a vehicle.

MANAGEMENT AND RESPONSIBILITIES

The Social District will be managed and maintained by the Town of Waynesville with support from the Participating Merchants and the Waynesville Chili Cookoff Stroll Committee (hereafter referred to as the Committee). Specific responsibilities are outlined herein.

DISTRICT BOUNDARIES

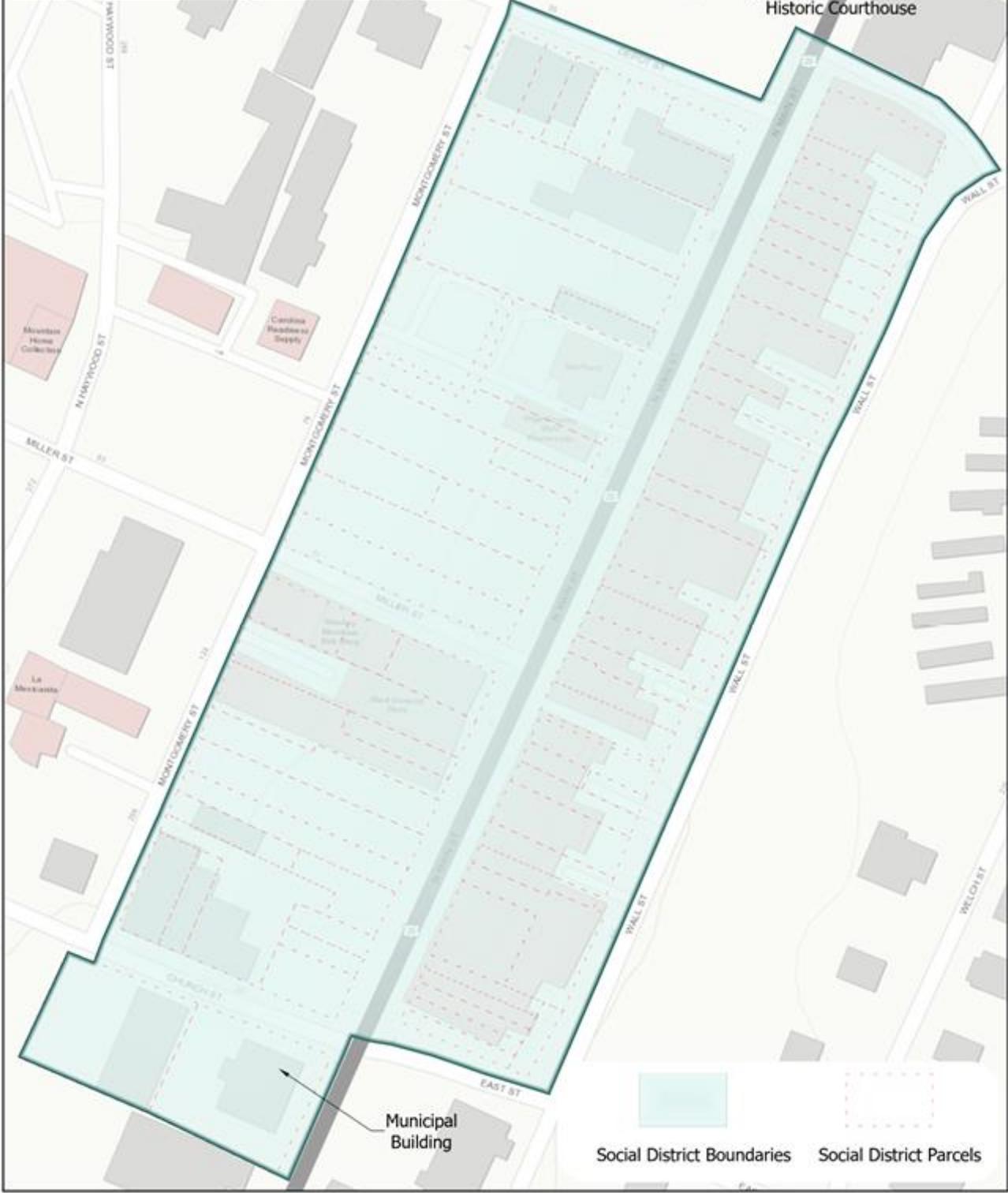
Boundaries of the Social District will be clearly marked with signs at all entrance/exit points.

Map:

Waynesville Chilli Cookoff
Stroll 2026
Temporary Social District



Haywood County
Historic Courthouse

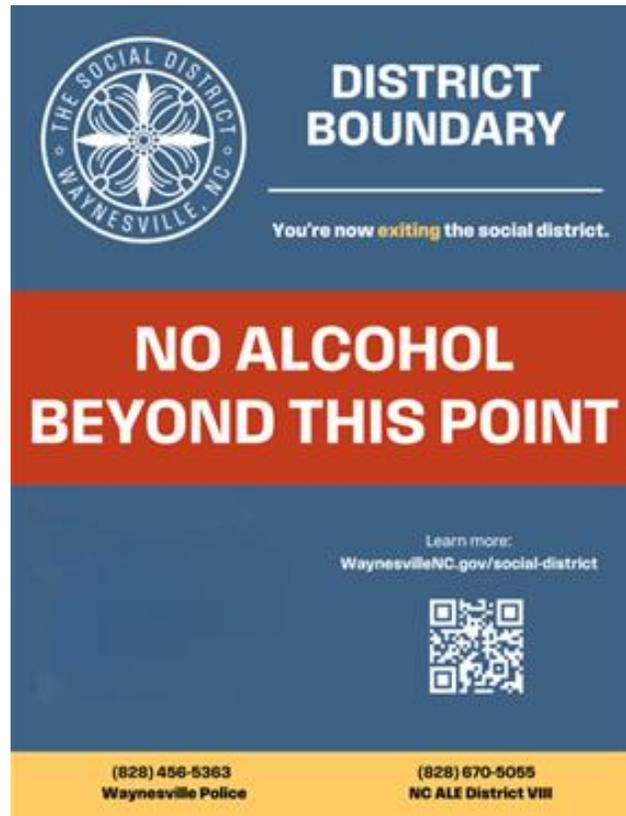


Municipal
Building

Social District Boundaries

Social District Parcels

Boundary Sign:



DAYS AND HOURS OF OPERATION

The Waynesville Social District will operate on **Saturday, February 28, 2026 from 12:00-4:00 PM**. At all other times, open containers of alcohol cannot leave the premises of the ABC-permitted business where it was purchased.

GENERAL RULES

- Only alcoholic beverages purchased from a participating business with an ABC permit may be consumed in the Social District. **No outside alcohol allowed.**
- Alcoholic beverages may not be brought into a business that does not display the Social District Window Sign (see below).
- Any alcoholic beverage purchased for consumption in the Social District must also be in a specifically labeled cup (see below).
- **All open container alcoholic beverages must be disposed of prior to exiting the Social District boundaries or entering a vehicle (including a bicycle).**
- Businesses can choose to be included in the Social District or they can opt out. No business is required to participate or to allow customers to bring alcohol onto its premises.
- The sale and delivery of alcohol in a social district is subject to no more than two malt beverage or wine drinks at one time to a single person and one mixed beverage or spirituous liquor drink at one time to one person.

- Retail beverages ("closed containers") can be purchased inside the Social District boundary, but they cannot be consumed inside the Social District boundary. They must stay closed and leave closed.

PARTICIPATING BUSINESSES WITH AN ABC PERMIT

In order to participate, ABC-permitted establishments must be located in the Social District boundary and complete a Social District Registration Form provided by the Committee (located on the last page of this Plan). The fee to participate is \$0.

Registration allows the Town of Waynesville to ensure that those businesses selling alcoholic beverages within the Social District are aware of and in compliance with the requirements of this Plan. As part of the registration process, the business owner must provide written acknowledgment to abide by the rules, regulations, and requirements of this Plan.

CUPS

Alcoholic drinks that are sold for consumption in the Social District must be in containers that meet all of the following requirements:

1. The container clearly identifies the ABC permittee from which the alcoholic beverage was purchased.
2. The container clearly displays the Social District Logo.
3. The container displays, in no less than 12-point font, the statement, "Drink Responsibly- Be 21."
4. The container is not made of glass.
5. The container cannot hold more than 16 fluid ounces.

For purposes of this social district, the Committee will be supplying cups pre-printed with the Waynesville Social District logo. The Cups will fulfill requirements 2-5. The participating establishments will provide their own stickers meeting requirements 1.

The Cups will look approximately like this:

Social District Cups



PARTICIPATING BUSINESSES WITHOUT AN ABC PERMIT

Businesses without an ABC permit may participate in the Social District by allowing alcoholic beverages purchased and possessed in accordance with this Plan to be consumed inside their businesses.

Participating businesses that are not selling alcoholic beverages are not required to register with the Town. The Committee will provide information to participating businesses to ensure that the businesses understand their obligations under this Plan and the Social District Ordinance.

Participating businesses are required to post a Window Sign (see below) in a conspicuous place indicating their participation to the public. The Committee will provide the Window Signs to participants that do not have the signs previously provided by the TDA.

During the days and hours when the social district is active, participating businesses must allow law enforcement officers access to all areas of the premises accessible by customers.

NON-PARTICIPATING BUSINESSES

Nothing in this Plan or shall be construed as requiring any business, regardless of whether or not it holds a valid ABC permit, to participate in the Social District. Non-participating businesses are encouraged to still post an appropriate Window Sign indicating their nonparticipation to the public. The Committee will provide the Window Signs to participants that do not have the signs previously provided by the TDA.

DISTRICT LOGO

The Waynesville Social District will use the below logo.



WINDOW SIGNS

The uniform signage below must be displayed in businesses participating in the Social District to inform visitors that they are allowed to bring alcoholic beverages inside. The Committee will provide the Window Signs to participants that do not have the signs previously provided by the TDA.



If a participating business has an exit that opens outside the Social District boundary, the business must post "No Alcohol Beyond This Point" or similar sign at the exit.

ENFORCEMENT

Town of Waynesville Police will enforce the requirements of the Social District. The Town of Waynesville reserves the right to prohibit a permit holder from participating in the district due to violations of this Plan.

ABC permit holders accept liability for patrons they serve the same as they do now and will enforce the same rules and regulations as they currently do.

To report potential violations, please call the Waynesville Police Department at 828-456-5363 or the NC Alcohol Law Enforcement Division 828-670-5055.

Waynesville Social District

Registration Application for ABC Permit Holder Participation

Date: _____

Business Name: _____

Contact Name: _____

Phone Number: _____

Email Address: _____

By signing this acknowledgement, I agree to the terms outlined in the Management and Maintenance Plan. I have read and understand the guidelines and procedures for the Waynesville Social District. The Town of Waynesville reserves the right to prohibit or pause participation in the Social District at any time.

Signature: _____ Date: _____

Name: _____

TOWN OF WAYNESVILLE TOWN COUNCIL
REQUEST FOR COUNCIL ACTION
Meeting Date: February 24, 2026

SUBJECT: Pride on Main: Special Event Permit Amendment Request

AGENDA INFORMATION

Agenda Location: New Business
Item Number:
Department: Administration
Contact: Dr. Printer McIntosh, Founder – Haywood County Pride on Main
Presenter: Dr. Printer McIntosh, Founder – Haywood County Pride on Main

BRIEF SUMMARY

The Town Council recently approved Haywood County Pride on Main’s (HayCo. Pride) special event permit application on January 13, 2025. HayCo. Pride is requesting the following amendments to their previously approved permit application:

- 1) Extension of the Wall Street closure down to the intersection of Wall Street and Howell Street.
 - The current permitted road closure along Wall Street ends at Wells Event Way.
 - This amendment has been discussed with the Police Department and staff can confirm that, if approved, this amendment would not introduce any additional safety concerns.
- 2) Implementation of a temporary social district for the event.
 - This social district could exist within the same boundary as the temporary social district previously permitted during the TDA’s Ice Festival special event.
 - The applicant may request that the temporary social district for the Pride on Main event be extended down to the intersection of Wall Street and Howell Street.

MOTIONS FOR CONSIDERATION

- 1) Motion to approve an amendment to Haywood County Pride’s special event permit in order to permit an extension of the event boundary and road closure to the intersection of Wall Street and Howell Street.
- 2a) Motion to approve a temporary social district to be permitted during the Pride on Main special event with an identical boundary to that of the previously permitted temporary social district established for the TDA’s Ice Festival special event

----- OR -----
- 2b) Motion to approve a temporary social district to be permitted during the Pride on Main special event with a boundary that includes the boundary of the previously permitted temporary social district established for the TDA’s Ice Festival special event with the addition of an extension down Wall Street to the intersection of Howell Street.

FUNDING SOURCE/IMPACT

ATTACHMENTS

- Special Event Permit Application: Pride on Main (approved by Council on January 13, 2025)

MANAGER’S COMMENTS AND RECCOMENDATIONS



APPROVED BY COUNCIL
January 13, 2026

Application for Special Events Permit

I. General Information

EVENT NAME: Pride on Main

EVENT DATE(S): June 27th, 2026
Parade: Line up on Montgomery leading to depot. Right on Depot St. Right on Main St to Right on Church St to Right on Haywood to right on DepotSt

LOCATION: **Vendors: Intersection of Wells event way and Wall St until intersection of Wall St and Pigeon**

IF THIS EVENT IS A PARADE OR ROAD RACE: Parade: Route Attached

SET-UP TIME (START/END): 8am-11am

EVENT HOURS: 11am-4pm

DISMANTLE HOURS (START/END): 4pm-6pm

ESTIMATED ATTENDANCE: 1000

BASIS ON WHICH THIS ESTIMATE IS MADE: Last year attendance

COMPREHENSIVE GENERAL LIABILITY INSURANCE REQUIRED: \$1,000,000. Please attach proof of insurance (or applicable rider).

II. Applicant and Sponsoring Organization Information

SPONSORING ORGANIZATION NAME: Haywood Country Pride On Main

ARE YOU A NON PROFIT CORPORATION? No Yes If yes, are you 501c(3) 501c(6) Place of Worship _____

APPLICANT NAME: Dr Printer McIntosh TITLE: Founder

ADDRESS: 60 S Main St CITY: Waynesville STATE: NC ZIP: 28786

PHONE: 412-735-4078 FAX#: _____ EMAIL: haycoprideonmain@gmail.com

ON-SITE CONTACT: Printer McIntosh TITLE: Founder

ADDRESS: 60 S Main St Waynesville, Nc 28786

PHONE #: 412-735-4078 CELL PHONE #: _____ EMAIL: haycoprideonmain@gmail.com

III. Brief Description of Event

Family-friendly event celebrating LGBTQIA+ persons, their families and communities. Promoting joy and inclusion in the greater Haywood County area.

IV. Street Closure Request (Attach map of the Street Closure)

1. Parade: Line up on Montgomery leading to depot. Right on Depot St. Right on Main St to Right on Church St to Right on Haywood to right on Depot St
Vendors: Intersection of Wells event way and Wall St until intersection of Wall St and Pigeon

2. Parade: Rolling closure for parade starting at 9am and ending at 11am

3. Festival: Full closure of Wall St from 7a-6pm

V. Event Details

YES NO

Does the event involve the sale or **use of alcoholic beverages**?
If yes, has the ABC permit been obtained? Yes X No Please provide a graphic of the area where alcoholic beverages will be purchased or consumed (i.e. beer garden layout)

Yes. Designated area on wall st in front of Boojum. Alcohol will only be sold by Boojum Brewery

x Does the event involve the **sale of food**? Yes
If "YES", has the health department been notified? Have you applied for a temporary permit?

Yes. Yes we have notified the health department as food trucks hold their own permit.

x Will there be **musical entertainment** at your event? IF "YES" provide the following information:
Number of Stages: 1-stage need from town of waynesville Number of Band(s): 3 Amplification? Yes Amplification needed. Electric needs to be unlocked,

Note: If amplification is used, you will be required to perform a pretest for compliance with the noise ordinance.

Do you plan to use an existing **occupied building**? No

Do you plan to use an existing **vacant building**? Address

x Will there be any **tents or canopies** in the proposed event site? Please provide the following information:
Approx. Number of Tents: 80 Will any tent exceed 400 sq. feet in area? NO YES

Does the event involve the use of **pyrotechnics**? Explain
x Will you provide **portable toilets** for the general public attending your event? IF SO, how many and where will they be located?

x Will you require **electrical hookup** for the event? Generators? 0

Will you require **access to water** for the event? Explain

Will **admission fees** be charged to attend this event? If "YES", provide the amount(s) of all tickets.

x Will **fees be charged to vendors** to participate in this event? If "YES", please provide the amount(s).

Will **signs and/or banners** be displayed as part of the event? If "YES" have you applied for a sign permit?

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

VI. Additional Questions

How will **parking** be accommodated for this event? City Parking- including accessible spots near police building and in city lot on Montgomery

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

How will **trash** be contained and removed during and after the event? City and volunteer clean-up crews

Volunteers: Will you require Civilian Police Volunteers for your event? Yes

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

Return to:
Beth Gilmore, Downtown Waynesville Director & Jesse Fowler, Assistant Town Manager
Town of Waynesville
9 S. Main Street, P.O. Box 100, Waynesville, NC 28786
Telephone: (828) 456-3517
Fax No. : (828) 456-2000
Email Address: bethgilmore@waynesvillenc.gov
jfowler@waynesvillenc.gov

VIII. Special Information for Applicants

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

FOR INTERNAL USE ONLY:

Application received:

Application approved:

Application denied:

**TOWN OF WAYNESVILLE TOWN COUNCIL
REQUEST FOR COUNCIL ACTION
Meeting Date: 2/24/2026**

SUBJECT Approve Submission of NC Forest Service Urban and Community Forestry Program and match of up to \$13,000

AGENDA INFORMATION:

Agenda Location: New Business

Item Number:

Department: Asset Services

Contact: Kay Kirkman

Presenter: Kay Kirkman

BRIEF SUMMARY Contract Services of consultant to produce and inventory and assessment of all Town Tress (on Town Property and rights of way) and to develop a tree management plan and budget.

MOTION FOR CONSIDERATION: Approve ESB to apply for grant and pledge up to \$13,000 from General Fund as a match for the grant.

FUNDING SOURCE/IMPACT Funds will come from General Fund Balance

ATTACHMENTS Memo from Environmental Sustainability Board

MANAGER'S COMMENTS None

**TOWN OF WAYNESVILLE TOWN COUNCIL
REQUEST FOR COUNCIL ACTION
Meeting Date: 2/24/2026**

SUBJECT: Recreation Center HVAC Replacement and Indoor Air Quality Improvements – Weight Room and
Aerobics Room

AGENDA INFORMATION:

Agenda Location: Presentation

Item Number:

Department: Recreation

Contact: Luke Kinsland

Presenter: Luke Kinsland

BRIEF SUMMARY:

Staff is requesting Council consideration to appropriate funding for HVAC improvements at the Waynesville Recreation Center to address ongoing equipment failures and long-standing seasonal indoor humidity issues affecting facility operations, safety, and user comfort.

A recent evaluation identified that Unit 8, which serves key program areas, has experienced a major refrigerant leak and is no longer repairable. The indoor air handler, manufactured in 1999, is nearing the end of its useful life and presents a risk of additional failures.

In addition, the HVAC system serving the weight room and aerobics room was originally designed and installed in 2000. Since that time, the Town has experienced recurring humidity and condensation issues in these spaces during the summer months. While staff has mitigated the issue in the short term by utilizing portable dehumidifiers within the rooms, this approach is not sustainable, requires ongoing staff intervention, and does not address the underlying mechanical deficiencies of the system.

Multiple HVAC vendors have evaluated the system over the years; however, no long-term mechanical solution was provided, and the issues have persisted annually. Following a recent assessment, it was determined that elevated humidity levels are primarily caused by the oversized system and insufficient return air, resulting in poor airflow, condensation, and occupant discomfort. Gentry Service Group has now provided a comprehensive mechanical solution that addresses the root causes of these issues by optimizing airflow, improving system performance, and installing dedicated dehumidification equipment. Staff believes this approach will resolve the long-standing humidity concerns.

The proposed project includes:

- Replacement of Unit 8 air handler and condenser.
- Installation of dedicated dehumidification systems for the weight and aerobics rooms.
- Adjustments to blower speed and system performance.
- Installation of additional return air ducts in the weight room to improve airflow and humidity control.

These improvements will enhance system efficiency, reduce moisture and condensation, improve indoor air quality, and ensure the Recreation Center remains safe and comfortable for the public.

MOTION FOR CONSIDERATION:

Council appropriate funding in the amount of **\$29,344** for the replacement of HVAC Unit 8 and the installation of dehumidification and airflow improvements in the weight and aerobics rooms at the Recreation Center.

FUNDING SOURCE/IMPACT: General Fund Balance

ATTACHMENTS: Proposal from Gentry Heating & Cooling

RECREATION DIRECTOR'S COMMENTS AND RECOMMENDATIONS:

The proposed improvements are necessary to maintain the functionality, safety, and longevity of one of the Town's most heavily used recreation facilities. The failure of Unit 8 poses an operational risk that could impact programs and user experience. Additionally, addressing seasonal humidity and condensation issues in the weight and aerobics rooms will protect building infrastructure, improve indoor air quality, and enhance comfort for residents.

This project represents a proactive and sustainable solution that addresses the underlying mechanical issues rather than continuing temporary measures. Staff believes these improvements will extend the life of existing systems, improve energy efficiency, and reduce the likelihood of more costly repairs or facility disruptions in the future. Staff recommends approval of this funding request.



2/18/2026

Ian Barrett, Finance Director

Date

To Town Of Waynesville **Attention:** Luke Kinsland

Location 550 Vance St **Phone :** 828-335-6482

Waynesville, NC 28786 **Customer Email:** lukekinsland@waynesvillenc.gov

Gentry Service Group is pleased to provide the following proposal; Please Contact us at 828-246-1275 with any questions. Thank you for allowing us to assist on your comfort cooling needs.

Project Description: Full replacement of Unit 8 Air handler and Outdoor condenser; Dial in Weights room add 2- dehumidifiers

Equipment: Carrier equipment used for Unit 8, Honeywell DR90 dehumidifiers for Aerobics and Weights room

Scope of work

Installation of New System Unit 8

- * Lock out tag out disconnects/ Breakers
- * Remove all high voltage
- * Unhook all high voltage, low voltage from systems
- * Recover all refrigerant, unhook linesets
- * Remove air handler and outdoor condenser
- * Set new air handler and condenser
- * Tie in duct spacer between hydronic coil and unit
- * Attach high voltage, low volt, drains
- * Attach lineset and vacuum down to 500 microns
- * Double check breakers and MOCP
- * Start system up to factory specs
- * Check over operations
- * Work to be performed during normal business hours M- F: 8-5

Installation of Dehumidifiers and Dial in of both systems

- * Set both dehums in same location
- * With the use of all Thread, Unistrut ;build a rack for both Dehums
- * One will be ducted to the weights room & other to Aerobics Room
- * Mount Humidistats to each return and wire to the correct Dehum
- * Run supply's from Dehums to each supply plenum
- * Run returns from dehums to each return plenum
- * Start up each Dehum, check for proper operation
- * For Aerobics and Weights room- check fan speed
- * Add two returns to the weights room off main trunk line
- * Complete full start up on each system and complete checks
- * Set humidistats to relative humidity 40-50%

Our Proposal for this scope of work: Pricing on Page 2 (Summary of Findings on last Page)

This Proposal includes Labor, Equipment, Material, Permits

Omnia RQN Proposal Number:

Town Of Waynesville Rec Center Omnia Force ID#:5447214

Pricing Options for Town of Waynesville

[] Option 1-Total Investment for Full Replacement of Unit 8: \$21,675.00

[] Option 2- Total Investment for Dehums & Dial in for Weights and Aerobics room: \$10,500.00

[] Total Investment for Option 1 & 2 together: \$29,344.00

This proposal is the property of **Gentry Service Group** and provided for the Customer's use only. **Gentry Service Group** guarantees the price stated in this agreement for fourteen (30) days from the proposal date. This proposal is subject to the general conditions attached. This proposal includes only the scope of work referenced; any additional repairs outside this scope may require an additional proposal.

Project Manager: Brandon Arnette

Customer: _____

Date: January 15, 2026

Date: _____

 <p>Gentry Service Group Building Efficiency and Sustainability A Piedmont Service Group Company</p>	<p>308 Patton Cove Rd Swannanoa, NC 28778</p>
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*** Tariff Disclaimer:**

HVAC equipment and material pricing are subject to change due to potential tariffs or supply chain disruptions. By signing this proposal, the client acknowledges and accepts full responsibility for any additional costs incurred because of future tariff implementations or price increases beyond our control. As of **January 15, 2026**, all pricing reflected in this proposal is current, with no additional costs due to tariffs at this time.

Scope of work Worksheet

Description	Included	Excluded
Demolition as outlined in scope of work	X	
Equipment disposal in accordance with EPA	X	X
Reclaim Refrigerant in accordance with EPA		X
Roof work installing curb, cutting or adapting		X
Permits and Fees	X	
Crane or Lift Equipment		X
Insulation of piping or ductwork		X
Piping Installation water hvac/or process		X
Piping Installation refrigeration and condensate		X
Piping Installation gas and air		X
Electrical and Controls	X	
Labor Overtime Hours		X
Asbestos removal		X
Patching, painting and or drywall		X
Concrete work		X
Balancing air and or water		X
Start up, test, and check all equipment installed	X	
Clean up work area daily and upon completion	X	

TERMS AND CONDITIONS

1. Contractor warrants that the workmanship hereunder shall be free from defects for (1) year from date of installation. If any replacement part or item of equipment proves defective, Contractor will extend to Customer the benefits of any warranty Contractor has received from the manufacturer. Removal and reinstallation of any equipment or materials repaired or replaced under a manufacturer's warranty will be at Customer's expense and at the rates then in effect.
 2. Customer shall permit Contractor free and timely access to areas and equipment and allow Contractor to start and stop the equipment as necessary to perform required services. All planned work under this Agreement will be performed during Contractor's normal working hours.
 3. Customer will promptly pay invoices within thirty (30) days of receipt or within special terms (if any) on "Attachment Page" (if any) to these Terms and Conditions. Should a payment become thirty (30) days or more delinquent, Contractor may stop all work under this Agreement without notice and/or cancel this Agreement, and the entire Agreement amount shall become due and payable immediately upon demand.
 4. Customer shall be responsible for all taxes applicable to the services and/or materials hereunder.
 5. Any alteration to, or deviation from, this Agreement involving extra work, cost of material or labor will become an extra charge (fixed-price amount to be negotiated or on a time-and-material basis at Contractor's rates then in effect) over the sum stated in this Agreement. THE AGREEMENT PRICE APPLIES ONLY TO THE SCOPE OF WORK OUTLINED WITHIN THE PROJECT PROPOSAL DOCUMENT. ANY ADDITIONAL WORK REQUIRED BY FEDERAL, STATE OR LOCAL AUTHORITIES NOT SPECIFICALLY DESCRIBED HEREIN IS EXCLUDED. IN THE EVENT THAT GENTRY HEATING, INC. IS REQUIRED BY ANY GOVERNING AUTHORITY TO PERFORM WORK NOT INCLUDED IN THIS PROPOSAL, CUSTOMER AGREES TO PAY ALL ADDITIONAL COSTS ASSOCIATED WITH THE REQUIRED WORK.
 6. In the event Contractor must commence legal action in order to recover any amount payable under this Agreement, Customer shall pay Contractor all court costs and attorney's fees incurred by Contractor.
 7. Any legal action relating to this Agreement, or the breach thereof, shall be commenced within one (1) year from the date of the work.
 8. Contractor shall not be liable for any delay, loss, damage or detention caused by unavailability of machinery, equipment or materials, delay of carriers, strikes, including those by Contractor's employees, lockouts, civil or military authority, priority regulations, insurrection or riot, action of the elements, forces of nature, or by any cause beyond its control.
 9. To the fullest extent permitted by law, Customer shall indemnify and hold harmless Contractor, its agents and employees from and against all claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of or resulting from the performance of work hereunder, provided that such claim, damage, loss or expense is caused in whole or in part by any active or passive act or omission of Customer, anyone directly or indirectly employed by Customer, or anyone for whose acts Customer may be liable, regardless of whether it is caused in part by the negligence of Contractor.
 10. Customer shall make available to Contractor's personnel all pertinent Material Safety Data Sheets (MSDS) pursuant to OSHA'S Hazard Communication Standard Regulations.
 11. Contractor's obligation under this proposal and any subsequent contract does not include the identification, abatement or removal of asbestos or any other toxic or hazardous substances, hazardous wastes or hazardous materials, or any fungus(es) or spore(s); substance, vapor or gas produced by or arising out of any fungus(es) or spore(s); or any material, product, building component or structure that contains, harbors, nurtures or acts as a medium for any fungus(es) or spore(s). In the event such substances, wastes and materials are encountered, Contractor's sole obligation will be to notify the Owner of their existence. Contractor shall have the right thereafter to suspend its work until such substances, wastes or materials and the resultant hazards are removed. This time for completion of the work shall be extended to the extent caused by the suspension and the contract price equitably adjusted.
- Contractor expressly disclaims any and all responsibility and liability for the indoor air quality of the customer's facility, including without limitation, injury or illness to occupants of the facility or third parties, or any damage to the customer's facility, arising out of or in connection with the Contractor's work under this agreement, including without limitation any illness, injury, or damage resulting in any manner from any fungus(es) or spore(s), any substance, vapor or gas produced by or arising out of any fungus(es) or spore(s), or any material, product, building component or structure that contains, harbors, nurtures or acts as a medium for any fungus(es) or spore(s).
12. UNDER NO CIRCUMSTANCES, WHETHER ARISING IN CONTRACT, TORT (INCLUDING NEGLIGENCE), EQUITY OR OTHERWISE, WILL CONTRACTOR BE RESPONSIBLE FOR LOSS OF PROFIT, INCREASED OPERATING OR MAINTENANCE EXPENSES, CLAIMS OF CUSTOMER'S TENANTS OR CLIENTS, OR ANY SPECIAL, INDIRECT OR CONSEQUENTIAL DAMAGES.

Findings from Walk Through at the Rec Center

Unit 8 (Dispatch notes from tech)

Heating functions as it should but the AC condenser was shut off at the disconnect due to a major leak and is not worthy of repair. We will send a quote to replace the outdoor unit and also a quote to replace entire system as the indoor unit was manufactured in the year 1999 and could potentially fail in the near future or have a leak in the indoor coil as well.

Unit 5 (Dispatch notes from tech)

Need to replace actuator I have the valve in the open position for now to get heat to the space but we will need to replace the actuator to get the system running as it should.

Sales Notes:

Upon arrival, we evaluated **Unit 5 and Unit 6**, serving the **Aerobics and Weights Rooms**, with specific focus on the **elevated humidity levels in the Weights Room**.

Our findings indicate that the primary cause of the high humidity is the **oversized 7.5-ton system currently installed**. Since this system was installed in **2018**, replacement is **not recommended at this time**.

Given that the existing infrastructure is in place, our recommendation is to **optimize the system's operation** by:

- **Adjusting the blower fan speed** to achieve the proper airflow (CFM)
- **Adding additional return air** to allow the system to breathe correctly and pull sufficient air back across the evaporator coil

At present, the system only has **two undersized return grilles**, which is insufficient for the capacity of the equipment. Proper return airflow is critical for correct system performance.

By **adding two additional return grilles** and integrating a **dedicated dehumidification system tied into the unit's controls**, the system will be able to effectively remove excess moisture while operating as designed.

Additionally, correcting the fan speed will ensure the system is delivering and returning the **proper CFM**, which is currently not being achieved. Inadequate airflow can result in:

- High humidity levels
 - Evaporator coil freeze-ups
 - Reduced system performance
 - Uncomfortable conditions for occupants
-

Recommended Scope of Work

- Add **two (2) new return air grilles**
 - Install **dehumidification system integrated with the existing unit controls**
 - Adjust and balance **blower fan speed to proper CFM settings**
-

Expected Results

- Significant reduction in indoor humidity
- Improved overall system performance
- Elimination of coil freeze-ups
- Increased comfort for occupants

This approach allows us to **correct the underlying airflow and humidity issues** while maximizing the performance of the existing 2018 system without the need for premature equipment replacement.

Aerobics Room

The **only issue identified in the Aerobics Room is elevated humidity** due to high occupant activity and moisture generation. The existing HVAC system is otherwise operating as designed, and **no airflow or equipment deficiencies were observed.**

Recommended Solution:

- Install a **dedicated dehumidification system** integrated with the existing HVAC controls

This solution will effectively manage humidity levels during peak usage without requiring changes to fan speed, ductwork, or equipment replacement.

Ordinance No. O-6-26

Amendment No. 26 to the 2025-2026 Budget Ordinance

WHEREAS, the Town Council of the Town of Waynesville wishes to amend the 2025-2026 Budget Ordinance.

NOW, THEREFORE, BE IT ORDAINED by the Town Council of the Town of Waynesville that the 2025-2026 Budget Ordinance be amended as follows:

General Fund:

Decrease the following revenues:

Fund Balance	\$29,344
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Increase the following appropriations:

Parks & Recreation (Repairs)	\$29,344
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Adopted this 24th day of February 2026.

Town of Waynesville

Gary Caldwell
Mayor

Attest:

Candace Poolton
Town Clerk

Approved As To Form:

Martha Sharpe Bradley
Town Attorney

**TOWN OF WAYNESVILLE TOWN COUNCIL
REQUEST FOR COUNCIL ACTION
Meeting Date: 2/24/2026**

SUBJECT: Solid Waste Routing Software

AGENDA INFORMATION:

Agenda Location: New Business

Department: Public Works

Contact: Hutch Reece

Presenter: Hutch Reece

BRIEF SUMMARY:

As part of our ongoing Continuous Improvement Initiatives within Public Works, the Solid Waste Division is requesting authorization to purchase and implement solid waste routing software. Over the past five months, the Operations team evaluated four software providers specializing in municipal solid waste collection and selected **Trash Flow**, a company with more than 35 years of industry experience.

Trash Flow will modernize our operations through real-time route tracking, service verification, and data-driven performance metrics. The system will improve route efficiency, reduce missed collections, balance workloads, and help control fuel and overtime costs. Additionally, it provides measurable data to support staffing, fleet planning, and long-term operational decisions. Ultimately, this investment increases service reliability, accountability, and transparency while positioning the Town for sustainable growth.

MOTION FOR CONSIDERATION: Authorize Public Works staff to proceed with the purchase and implementation of TrashFlow software as presented.

FUNDING SOURCE/IMPACT: The financial impact is as follows:

- **One-time implementation fee:** \$4,575 (licensing, program setup, and features)
- **Annual technical and cloud support:** \$1,269
- **Monthly recurring fleet software cost:** \$247.50 (TeleRoute installation on existing vehicles)

This action does not create additional costs to the Town. All expenses will be funded within the existing Streets and Sanitation operating budget.

ATTACHMENTS: Trash Flow Product Overview and Pricing Summary (pricing not up to date)

MANAGER'S COMMENTS

ROUTING

Route: MONDAY TRUCK 1			
+	MONDAY TRUCK 1		
+	11	A	A SAMPLE COMMERCIAL *BILL 67 FLOWERS MALL WATERBURY
- Match out for road construction by First Bank			
	3	2	C SAMPLE RESIDENTIAL CUST 33 HOPE STREET WATERBURY
+	12	3	B SAMPLE COMMERCIAL *BILL 77 SUNSET ST WATERBURY
+	1	4	A SAMPLE RESIDENTIAL CUST 11 HOPE STREET WATERBURY
	8	5	C SAMPLE ROLL-OFF CUSTOMER 848 ROLL-OFF RD WATERBURY
- Take new right for West Haven development			
+	2	6	B SAMPLE RESIDENTIAL CUST 26 HOPE STREET WATERBURY
	7	7	B SAMPLE ROLL-OFF CUSTOMER 232 ROLL-OFF RD WATERBURY
+	5	8	B SAMPLE COMMERCIAL CUSTO 46 WASHINGTON CENTER WATERBURY

Ready to Roll

Routing works seamlessly with your TRASH FLOW or TRASH FLOW PLUS billing system. Use the customer and equipment information already in your system to easily manage your routes. By using the customer address, TRASH FLOW Routing will even suggest the best spot to place a customer on a driver's route!

Easy Route Set-Up

- TRASH FLOW will suggest the best spot to place a customer on a route based on the address.
- Put single customers on multiple routes, place intermittent customers on any route, and even mix stop types.

Flexible Route Sheets

- Include temporary, customer-specific, and route-specific notes.
- Choose whether to show phone numbers, rates, balances, containers, and other information to your drivers.
- Warn drivers of new customers, ended service, suspended service, sequence changes, and more.
- Or leave suspended/ended customers off the route completely.

Quick Route Changes

- Cut and paste route changes.
- Or with just a few keys strokes, you can schedule additional pick-ups, change service days, add service days, and more.

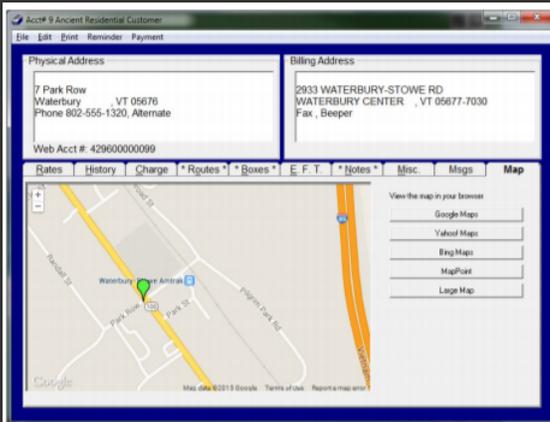
Route Management

- Automatically generate work orders from routes (Commercial Billing module required).
- Print routes sheets your way with dozens of available options.
- Run route profitability reports.

AVS/TeleRoute (Optional)

- Increase the efficiency of your routes even further by adding the Trash Flow AVS feature.
- View your routes on maps. Include maps on work orders. Get instant address verification.
- Add AVS to the Routing module of either your Standard or Commercial Billing system for just \$20 per month.
- You can even take it to the next level by adding TeleRoute, our In-Truck mobile application, to AVS for only \$30/month per truck.
- TeleRoute brings routing, mapping, work orders, and truck-to-office integration right into the vehicle.

AVS ADDRESS VERIFICATION SYSTEM



Mapping and Address Verification

Add the TRASH FLOW Address Verification System and view your customers' locations on a map in real time. New or changed addresses are checked to assure they can be mapped, preventing possible errors. AVS will even verify your customers' billing addresses and make necessary formatting corrections for you, automatically.

MAPPING

Include maps on work orders. See your routes on maps. Display multiple routes on one map in order to spot overlaps. View new customer addresses on a route map to simplify route assignment.

PHYSICAL ADDRESSES

Get instant validation of physical addresses and containers to make sure they can be found. Catch address errors before they affect your drivers.

BILLING ADDRESSES

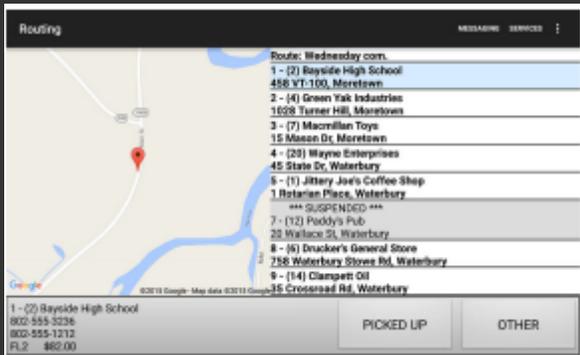
Verify the postal address formatting of new and changed addresses automatically. Don't let bad addresses slow down your billing.

WANT EVEN MORE?

Add the TeleRoute in-truck mobile app and let your drivers take their routes, maps, and work orders on the road with them, electronically. Make route and work order changes on the fly. Update pick-ups, drops, and exceptions in real time. Take photos for your records. Communicate instantly between office and driver. Ask your TRASH FLOW Sales Consultant for details.

TELEROUTE

In-Truck System



TeleRoute brings the power of TRASH FLOW right into the truck. Android or Apple, tablet or phone, our mobile application makes route management mobile and interactive. TeleRoute is fully integrated with the TRASH FLOW routing and dispatching system. It is the perfect application designed for Trash Haulers.

Routing

- Mark each stop complete with a single tap.
- Report no trash out or dumpster blocked with one tap.
- Record extra services like Christmas trees or couches for easy charging later.
- Automatically reorder routes based on how they were run by the driver.

Dispatching

- What your dispatcher sees and does is what your drivers will see in real time.
- The dispatcher assigns work orders and they automatically show up on the driver's device in the order the dispatcher wants them done.
- Drivers can easily record images, notes, and activity for each work order.

Tracking

- Watch your trucks moving around a map in real time.
- Review historical records as lists, reports, or maps.
- Find out where your trucks were and at what time stops were picked up.
- Compare when stops are picked up on different weeks to see patterns of how long your routes take.

Recording

- Record landfill tips and costs as they occur.
- Monitor what you're spending on fuel and where.
- Keep a record of vehicle breakdowns and more.

Communicating

- Send messages to your trucks right from TrashFlow
- Drivers can respond in length or with quick reply buttons from within the app.

Route Optimization

Trash Flow saves you time by finding the smartest routes



Let us plan the smartest routes for your drivers. Route Optimization calculates the shortest possible distance between stops, creating the fastest and most efficient route.

Benefits

- Take efficiency to the next level with our Route Optimization service.
- Save valuable time planning routes
- Avoid unnecessary mileage and truck wear
- Eliminate the driver/route learning curve
- Easy to use

Details

- Add a list of stops from Trash Flow
- Ability to create up to 4 routes from one customer list
- Send up to 2,000 stops at a time for routing
- Works with TeleRoute
- Ability to work within Trash Flow while Route Optimization is calculating
- AVS is required to run Route Optimization

Pricing

- Instead of charging per route or per stop like some other software companies, we charge a flat monthly fee. We find this will keep your life simple and be less expensive.
- 1st user only \$40 per month
- 2nd-5th users only \$20 per month
- 6th-25th users only \$10 per month
- 26th+ users only \$5 per month
- (Based on your number of Trash Flow licensed users)