



Town of Blowing Rock

Board of Commissioners Meeting

Date: *Tuesday, June 11, 2024, 6:00 p.m.*

Location: *1036 Main Street, Blowing Rock, NC 28605*

Agenda

<i>Item</i>	<i>Topic</i>	<i>Presenter and Participants</i>
I.	CALL TO ORDER – ROLL CALL FOR ATTENDANCE	Mayor Charles Sellers
II.	PLEDGE OF ALLEGIANCE	Mayor Charles Sellers
III.	APPROVAL OF MINUTES – By Roll Call 1. May 14, 2024 – Regular and Closed Session Meeting Minutes 2. May 21, 2024 - Budget Work Session Meeting Minutes REGULAR AGENDA ADOPTION	Mayor & Council Town Clerk Hilari Hubner Mayor & Council
IV.	CONSENT AGENDA: 1. Budget Amendment - #2024-36 2. Blowing Rock ABC Store - Travel Policy 3. Fireworks Permit – Blowing Rock Chamber	Mayor & Council
VI.	PUBLIC COMMENTS <i>Comments shall be limited to three (3) minutes</i>	
VII.	PUBLIC HEARTING: 1. FY 2024-2025 Budget 2. Special Use Permit Amendment #2024-02 – Heritage Village Subdivision	Manager Shane Fox Zoning Enforcement Officer Brian Johnson
VIII.	REGULAR AGENDA: 1. USDA Loan Offer	Manager Shane Fox

IX.	OFFICIALS REPORTS & COMMENTS: 1. Mayor 2. Council Members 3. Town Attorney 4. Town Manager	
X.	CLOSED SESSION – – NCGS 143-318.11. (a)(3) – <i>Attorney/Client privilege</i>	
XI.	ADJOURNMENT/RECESS... <i>Mayor Charles Sellers entertains a motion and second to adjourn or recess the meeting.</i>	

Draft
MINUTES
Town of Blowing Rock
Town Council Meeting
May 14, 2024

The Town of Blowing Rock Town Council met for their regular monthly meeting on Tuesday, May 14, 2024, at 6:00 p.m. The meeting took place at Town Hall located at 1036 Main Street Blowing Rock, NC. Present were Mayor Charlie Sellers, Mayor Pro-Tem Doug Matheson and Council Members Cat Perry, David Harwood, Melissa Pickett and Pete Gherini. Others in attendance were Town Manager Shane Fox, Town Attorney Tucker Deal, Town Engineer Doug Chapman, Planning Director Kevin Rothrock, Parks and Recreation Director Jennifer Brown, Landscape Director Cory Cathcart, IT Director Thomas Steele, Finance Director Tasha Brown, Public Works Director Matt Blackburn, Emergency Services Director Kent Graham and Town Clerk Hilari Hubner, who recorded the minutes.

CALL TO ORDER

Mayor Sellers called the meeting to order at 6:00 p.m. and welcomed everyone. Mayor Sellers verified attendance via roll call.

THE PLEDGE OF ALLEGIANCE

MINUTE APPROVAL

Mayor Pro-Tem Matheson made the motion to approve the minutes from the April 9, 2024, regular and closed session meetings, seconded by Council Member Gherini. Unanimously approved.

OATH OF OFFICE

Town Clerk Hilari Hubner administered the Oath of Office to Town Manager Shane Fox.

REGULAR AGENDA ADOPTION

Council Member Gherini made a motion to approve the regular meeting agenda as presented, seconded by Council Member Harwood. Unanimously approved.

CONSENT AGENDA

- 1. 2024-2025 Audit Contract**
- 2. Main Street Project Ordinance**
- 3. ARPA Project Ordinance**
- 4. Budget Amendment - #2024-22**

Council Member Pickett made a motion to approve the consent agenda as presented, seconded by Council Member Perry. Unanimously approved.

SPEAKERS FROM THE FLOOR

Jerry Starnes 204 Hill Top Way – Thanked Mayor and Council for all the time and they put into serving their elected roles. Mr. Starnes had a few questions he asked of the Council: related to parking meters, the 2014 comprehensive plan, vacant properties, the 2024 comprehensive plan, downtown parking and the utility work on Main Street.

Mr. Starnes thanked Council for their time.

PUBLIC HEARING

1. SUP – Arbor Village

Council Member Harwood asked for Council to approve his request to recuse himself from the hearing due to his prior and ongoing business relationship with the applicant on multiple projects.

Mayor Pro-Tem Matheson made a motion to approve Council Member Harwood's request to be recused, seconded by Council Member Gherini. Unanimously approved.

Zoning Enforcement Officer Brian Johnson stated Cash Custom Homes, LLC is requesting a Special Use Permit for a Multi-Family project with four (4) two-family buildings (8 units total) that will contain three (3) bedrooms in each unit on Highway 321 generally located between Samaritans Purse and Chetola. The 1.367-acre subject property is zoned GB, General Business, and is located in the WS-IV water supply watershed. A right-in/right-out drive entrance off Highway 321 will provide access to the property, including proposed parking off Main Street.

The proposed building height is 31 feet within a 7:12 roof pitch. The main building entrance is along Valley Blvd.

The standard minimum parking for this multi-family use is twenty-one (21) parking spaces. The applicant would like to be able to rent the units on a short-term basis. Short-term rentals require one (1) space for each bedroom to be rented for a total of twenty-four (24) parking spaces, which the applicant has provided.

A right-in/right-out access drive entrance off Valley Blvd will provide access to the property. The driveway configurations shall be designed to meet any criteria set forth by NCDOT after their final review, consistent with the approved driveway permit.

The applicant is required to provide a sidewalk, with curb and gutter along Main Street. Once complete the sidewalk will be accepted and maintained by the Town.

Stormwater detention is designed for the increased runoff from the proposed parking areas and structures. The plans indicate an underground system with access and maintenance easements in place for continued maintenance through a property owner's association. A complete review of the stormwater system will be provided during the final review of plans.

Water and Sewer service is being requested to access existing service lines along Main Street below the property. Access and maintenance for the utilities will be a common area maintained by the Homeowner's Association.

The applicant has provided building elevations but has indicated they will provide materials and darker colors compatible with the Valley Blvd corridor.

Land Use Ordinance Section 16-11.2.1(b) limits retaining walls to a maximum height of 12 feet. The plans show three (3) separate walls at twelve (12) feet; however, a series of walls collectively exceeds twelve (12) feet totaling thirty-one (31) feet at the highest points at the North end of the property. The applicant has provided an eight (8) foot space between the three (3) walls for landscape buffering. The applicant must provide materials and colors of the retaining walls for approval. The materials and color must be consistent with natural rock material.

The project will provide landscape buffering along the outer property lines and adjacent properties with a Type "A" Opaque landscape buffer. A semi-opaque buffer will be required along Highway 321 and Main Street. The screen or barrier may consist of trees, plants, earthen berms, fences, walls or any combination thereof. Existing vegetation may be assessed and used if sufficient. Staff recommends a combination where feasible.

At their April 18, 2024 meeting, the Planning Board recommended approval of the project allowing eight (8) units total instead of seven (7) units and the retaining walls.

The Planning Board recommended the following conditions:

1. Allow the retaining walls with additional conditions of substantial landscaping and screening to the buffers of the North and South end property lines.
2. Encourage the applicant to consider varying the distances and heights of the retaining walls as long as the bottom wall does not move any closer to Main Street.
3. Encourage the applicant to replace the Arborvitae with something native to the area.
4. Replace the asphalt paving with gravel on the lower parking area.
5. No lighting on the walkway from the parking area to the back of the units unless necessary to protect the neighbors.
6. Allow the neighbors to have input on the South landscape buffer.

The applicant is requesting a waiver to section 16-12.2 to allow eight (8) units vs the maximum allowable seven (7) units.

The applicant is also requesting a waiver to section 16-11.2.1(b), a deviation from the maximum 12-foot retaining wall height.

No Special use permit shall be approved by the Board of Commissioner's unless each of the following findings is made.

- A. The use or development is located, designed, and proposed to be operated so as to maintain or promote public health, safety, and general welfare.

- B. The use or development complies with all required regulations and standards other applicable regulations.
- C. The user or development is located, designed, and proposed to be operated so as to be compatible with the particular neighborhood in which it is to be located.
- D. The use or development will not substantially injure the value of adjoining or abutting property.
- E. The use or development conforms with the general plans for the physical development of the Town as embodied in this Ordinance, the Town of Blowing Rock Comprehensive Plan, and any other duly adopted plans of Town.

Mr. Johnson asked Council for questions or comments.

Council Member Perry asked how much space is between each unit with eight (8) units and with seven (7) units. Mr. Johnson estimated approximately twenty (20) feet.

Mayor Pro-Tem Matheson asked if the retaining walls could match up with the stone look that is currently on Valley Blvd. Mr. Johnson advised that could be.

Mayor Pro-Tem Matheson further asked if the applicant could have made their entrance closer to being straight across from the entrance to Food Lion. Mr. Johnson explained DOT had reviewed and the entrance for the proposed project is based off of their recommendation.

Mr. Josh Cash with Cash Custom Homes stated he was there to answer any questions.

Council Member Perry asked for clarification of the rear entrance/exit of the buildings as she didn't see a door on the renderings. Mr. Cash explained it was hard to tell on the rendering, but he showed Council the location of the rear access.

Council Member Perry further asked for clarification for the pathway along the back that would lead to the parking lot area. Mr. Cash explained how the pathway and parking lot would be accessed.

Council Member Perry asked if she was correct in understanding Mr. Johnson to say there wouldn't be any lighting on the path behind the buildings. Mr. Cash stated that was correct and was a recommendation of the Planning Board.

Council Member Perry further asked if the intent in that was not to disturb the two houses located near the property. Mr. Cash explained he thought that was the reason for the recommendation.

Council Member Perry inquired about the safety of not having lighting. Mr. Cash explained he thought there could be landscape lighting or something of the subtle nature that would be perfect, and it wouldn't be street lighting.

Council Member Perry asked for more detail about the storm water drainage and

impervious. Mr. Jason Gaston with Valor Engineering showed where the storm water management is located and explained in detail. He noted the storm water containment is under the front parking area.

Mr. Gaston explained the intent of the project is try to retain as much natural vegetation as possible to help with storm water management.

Mayor Sellers said Mr. Cash had stated they were amenable to working with the property owners that are in close proximity with thoughts on vegetation, plantings and so forth, and asked if there had in fact been any discussions with the property owners about that. Mr. Cash explained he has spoken with the property owners and it was less about screening and more about reduction or elimination of the Main Street parking lot.

Mayor Sellers asked why they didn't put the Main Street parking closer to the building. Mr. Cash explained it was due to the steep grade as well as would take a lot of the natural vegetation out.

Mayor Sellers asked for clarification on the building height, the Town ordinance for building height is a maximum of thirty-five (35) feet, which the applicant meets on the front side. Mr. Johnson stated that was correct, the height will be thirty-one (31) feet.

Mayor Sellers further asked with them having a entrance off the back of the building as well what the height would be on the back side of the building and which entrance would be the primary entrance to the units. Mr. Johnson stated they would be in the forty (40) to fifty (50) foot range and the main entrance would be the front of the building so they are in compliance height wise.

After further discussion, Mayor Sellers stated he just wanted to clear that up for the record.

Council Member Gherini stated for the record he did attend the Planning Board meeting and felt the Planning Board members that spoke were very thorough and conscientious about all the things they felt was important. In listening to the neighbor, he was very adamant about having some sort of screening protection and he hoped that would be built in. Mr. Johnson explained the vegetation that is currently there is pretty substantial and the goal is to eliminate as little as possible.

Council Member Gherini further asked regarding the waiver of eight (8) units vs seven (7) units how does that effect the economic model. Mr. Cash explained it would likely do is make the last building one (1) unit and make it a more expensive unit. He further explained it wouldn't change the size of the building, would only change the footprint and take away a dividing wall.

Mayor Sellers opened the Public Hearing.

Mr. Fred Berry, 423 Main Street spoke on behalf of the Hartley House Family Trust with a few concerns about the project. The first concern is the request for a significant deviation

from the retaining wall rule. His understanding is instead of twelve (12) feet of retaining wall it would be thirty (30) feet of retaining wall. Mr. Berry explained that would significantly change the look of Main Street and although the project is legal, he wanted to point that out. He commented that would be Council's call on if they chose to allow that change to take place.

Mr. Berry stated his second concern is with the eighth (8th) unit. He explained if the project was kept to seven (7) units they wouldn't need the Main Street parking lot. He explained their ask of Council is if they want to have this "towering event" come into Main Street for financial revenue purposes or development purposes, then please don't allow the variance to allow that eighth (8th) unit. Adding that unit puts the parking lot right at the bottom of their driveway. Mr. Berry stated the reasons not to have the parking lot is the Town already faces a parking crisis here and felt that if the parking lot is there it would be a magnet for people parking to go downtown. He further stated with two (2) parking spots in the front of the units he didn't feel there would be that many bring a third (3rd) car to park in the Main Street parking lot.

Mr. Berry further explained if this is approved as requested, his and the neighbors concern is they will have to go through a parking lot to get to and from their houses. He concluded with if Council is going to bend the rules to allow the eighth (8th) unit he would like for them to consider bending the rules and not requiring them to have the Main Street parking lot. He stated that parking lot wouldn't be used and will effect the quality of he and the other neighbor's experience here.

Council Member Gherini asked Mr. Berry if he was satisfied with the answer he was given on the screening.

Mr. Berry explained he was satisfied that the builder will work with them on that, but not satisfied with the Main Street parking lot and that is their main concern.

Mayor Sellers asked Mr. Johnson since the current parking ordinance is our own, if the Council chooses to amend that for this project, they could do that. Mr. Johnson stated Council does have that ability.

Council Member Pickett asked if the applicant went to seven (7) units and did short term rentals if that would bring them down to a number that would eliminate the Main Street parking lot. Mr. Johnson advised it would not, it would only get them down to twenty-one (21) parking spaces.

Mayor Pro-Tem Matheson stated eliminating the eighth (8th) unit wouldn't really help much with the parking spaces required as the applicant could build the seventh (7th) unit with more bedrooms and still need to provide the parking spaces to be in compliance.

Mr. Johnson restated Council does have the ability to wave the parking requirement if they choose to.

Mayor Sellers commented for Council to keep in mind this is case by case and Council can make the decisions accordingly to what the project is.

Mayor Pro-Tem Matheson asked Mr. Berry if half the Main Street parking lot were to be eliminated if he would feel better about it.

Mr. Berry stated he would but would feel even better with it being eliminated completely as he does not think it will be utilized very often.

Mayor Pro-Tem Matheson made a motion to close the Public Hearing, seconded by Council Member Gherini. Unanimously approved.

Mayor Pro-Tem Matheson made a motion to approve the project with the requested eight (8) units, recommendations of the Planning Board, waiving the retaining wall limits and eliminating the Main Street parking lot, referencing the following conditions:

1. Allow the retaining walls with additional conditions of substantial landscaping and screening to the buffers of the North and South end property lines.
2. Encourage the applicant to look at varying the distances and heights of the retaining walls as long as the bottom wall does not move any closer to Main Street.
3. Encourage the applicant to replace the Arborvitae with something native to the area.
4. Replace the asphalt paving with gravel on the lower parking area.
5. No lighting on the walkway from the parking area to the back of the units unless necessary to protect the neighbors.
6. Allow the neighbors to have input on the South landscape buffer
7. The waiver to section 16-11.2.1(b), a deviation from the maximum 12-foot retaining wall height.

Seconded by Council Member Pickett.

Mr. Johnson asked for clarification for the applicant, with these updated conditions, will not effect them if they choose to rent these units short term. Mayor Sellers confirmed they would not effect short term rentals.

Mayor Pro-Tem Matheson and Council Member Pickett were in favor of the motion, Council Members Perry and Gherini were against the motion. Since the Council vote was a tie, Mayor Sellers voted to break the tie and voted for the motion. Motion passed.

Council took a 15-minute recess.

REGULAR AGENDA

1. Public Land Appearance Recreation Board (PLARB Board)

Ms. Whitney Brown submitted her resignation from the Public Land Appearance Recreation Board (PLARB) leaving a seat vacant. If it is the desire of the Council, Town

Clerk Hilari Hubner can advertise the vacancy and any applicants can be reviewed by Council at the June meeting.

Council Member Pickett made a motion to approve advertisement for the vacant seat on PLARB, seconded by Council Member Perry. Unanimously approved.

OFFICIAL REPORTS & COMMENTS

- Mayor Sellers – Welcomed Manager Fox back, commended DOT for a job well done with cleaning up from the rockslide on Hwy 321. Main Street water and sewer project moving along really well. Thanks to the contractor for their hard work and was glad to see some paving had been done earlier in the day. Extended his thoughts and prayers to the Dan Phillips family for the loss of his wife Celeste.
- Council Member Perry – Welcomed Manager Fox back, gave kudos to DOT and Iron Mountain for their work on the Main Street water/sewer work. She expressed she knew it felt like the work is never going to end, but it is necessary work and felt like the contractors have done a great job with as little disruption as possible to the residents.
- Council Member Harwood – Welcomed back Manager Fox and gave thanks to Mr. Kevin Rothrock for his work filling the Interim Manager role for the past eleven (11) months. He wanted Mr. Rothrock to know how much he appreciated him taking on that role as well as thanks to all the staff.
- Council Member Pickett – None
- Mayor Pro-Tem Matheson thanked Mr. Rothrock for his role as Interim Manager. Stated he, Melissa and Cat attended the NCLM City Vision Conference in April and all came away with some very educational thoughts. They attended some really good classes and each attended different ones so they weren't all hearing the same thing.
- Council Member Gherini – Welcomed Manager Fox back. The Economic Development Commission (EDC) re-elected him as Chairman for the board. The EDC had Carolina West Wireless come talk to them about cell service and not much is going to happen in the near future. Thanks to Interim Chief Kirk for adding the pedestrian sign and marking the pavement for the school crossing area on Sunset Drive and wanted to make sure the flashing lights were added back.
- Town Attorney Tucker Deal – None
- Town Manager Shane Fox – AT&T has been charged with having a full access network across the country by 2030. They are currently looking to expand in our area and are working through the process. The flashing lights at the school crossing area on Sunset are on, but they are very dim. Staff is looking at replacing those. Thanked Council and staff for welcoming him back and stated he felt it had been an easy transition back. Thanked Mr. Rothrock for the work he put in the last eleven (11) months. Thanked DOT for their hard work to get Hwy 321 back open as quickly as they could following the rockslide. Updated on the water/sewer project and explained the focus is going to shift a little to focus on paving. He explained the binder they had put down was good until the rainy season hit and it's worn off causing some travel issues. Once the contractor gets

that completed they will move back to working on the water line replacement. The sewer work is completed and many thanks to the contractor for completing that. The tie in's will be next and those should be happening in June and July with "punch list" items happening in August. The project is on schedule and on budget and many thanks to Iron Mountain for their hard work on this project. The USDA loan process has been discussed and more coming about that in the next few weeks. Memorial Park discussions and next steps will be happening soon. Staff has asked the Town Engineer to go back to the bidder and receive a more segmented approach toward the bid to gain a bit more information on the bid. The plan is to have that information by the Summer Retreat to discuss further. TDA is up 16% over last FY (\$88,000 for March '24 vs \$77,000 for March '23) and 8% fiscal year to date over the previous fiscal year. ABC Store is anticipating coming in around \$3 million in sales for the annual revenue. Thanked Parks and Rec staff and their hard worked on the pool inspection process and getting the pool ready to open Memorial Day weekend. Upcoming meetings: Budget Work Session May 21st 1-5pm, Town Council Meeting June 11th with the Budget Public Hearing and adoption (if Council wishes to do so) and Summer Retreat June 25th 1-5pm. Council Member Matheson was elected as Chairman for the High Council of Government. Blowing Rock School Principal Patrick Sukow is retiring, and Madison Hollar was announced at the most recent school board meeting as being selected to the new principal role beginning in the '24-'25 school year.

Council took a 10-minute recess before going into closed session.

EXECUTIVE SESSION

At 7:50 PM Council Member Perry made a motion to go into closed session, **NCGS 143-318.11.(A)(3) – Attorney/Client privilege**, seconded by Council Member Harwood. Unanimously approved.

ADJOURNMENT

At 8:30 p.m. the Council returned to open session and with no further business, Council Member Harwood made a motion to adjourn, seconded by Council Member Perry. Unanimously approved.

MAYOR _____
Charlie Sellers, Mayor

ATTEST _____
Hilari Hubner, Town Clerk

Attachments

2024-2025 Audit Contract – Attachment A
Main Street Project Ordinance – Attachment B
ARPA Project Ordinance – Attachment C
Budget Amendment – Attachment D

Draft
MINUTES
Town of Blowing Rock
Town Council
Budget Work Session
May 21, 2024

The Town of Blowing Rock Town Council held their budget work session on Tuesday, May 21, 2024. The work session was held at Town Hall located at 1036 Main Street, Blowing Rock. Present were Mayor Charlie Sellers, Mayor Pro-Tem Doug Matheson, Council Members Cat Perry, David Harwood, Melissa Pickett, and Pete Gherini. Others in attendance were Town Manager Shane Fox, Finance Director Tasha Brown, Parks and Recreation Director Jennifer Brown, Planning and Inspections Director Kevin Rothrock, Interim Police Chief Nathan Kirk, Public Works and Utilities Director Matt Blackburn, IT Director Thomas Steele, Landscape Director Cory Cathcart and Town Clerk Hilari Hubner, who recorded the minutes.

CALL TO ORDER

Mayor Sellers called the meeting to order at 1:00 p.m.

DISCUSSION

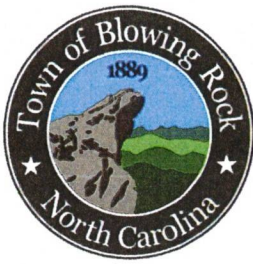
Town Manager Shane Fox and Finance Director Tasha Brown reviewed the budget outline and discussed with Council at length, highlights to the proposed budget. Some items discussed in detail were:

- Proposed .01 cent property tax increase
- Sales tax revenue modest increase
- TDA revenue – continues to set records
- Salaries – COLA, Focus on Public Safety, Department Heads
- Refocused Capital Plan
- Planning for the future
- No new full-time positions – one (1) part time position at the Water Plant
- Proposed increase in water rates

ADJOURN

At 4:00 p.m. Council Member Pickett made a motion to adjourn the work session, seconded by Council Member Gherini. Unanimously approved.

MAYOR _____ **ATTEST** _____
 Charlie Sellers **Hilari Hubner, Town Clerk**



Town of Blowing Rock

1036 Main Street ★ Post Office Box 47 ★ Blowing Rock, North Carolina 28605

To: Mr. Shane Fox, Mayor Sellers, and Members of Town Council
From: Tasha Brown, Finance Officer
Subject: Budget Amendment Ordinance to Account for Various Items
(Ordinance #2024-36)
Date: June 11, 2024

Enclosed please find a Budget Amendment Ordinance for the fiscal year 2023-2024 for your consideration.

Section 1 (General Fund) allocates funding as follows:

- Allocates fund balance (\$11,945) towards the emergency replacement cost of HVAC at the Blowing Rock Academy. This allocation has been directed towards Maintenance /Repair – Public Buildings.

Section 2 (General Fund) allocates funding as follows:

- Allocates funds (\$250) donated to Parks & Recreation towards Maintenance of the park. This allocation has been directed towards Maintenance/Repair - Park.

Section 3 (General Fund) allocates funding as follows:

- Allocates fund balance (\$13,000) towards salary and retirement costs for the Blowing Rock Academy. This allocation has been directed towards Salaries, Retirement, Part-Time Salaries – BR Academy.

Section 4 (General Fund) allocates funding as follows:

- Allocates funds (\$3,000) donated by Hunger & Health Coalition, Inc. to Parks & Recreation. This allocation has been directed towards after school snacks.

Section 5 (General Fund) allocates funding as follows:

- Allocates (\$299,000) in additional expected Occupancy Tax revenue, based on revised projections through fiscal year end at this time. This will allow the Town budget authority to disburse the collected funds to the TDA upon collection. This allocation has been directed towards Central Govt. – Occupancy Tax Expense to TDA.

Section 6 (General Fund) allocated funding as follows:

- Allocates fund balance (\$2,000) to cover utility costs for the remainder of the fiscal year for Public Buildings. This allocation has been directed towards Utilities – Public Buildings

Please let me know if you need further details on the proposed amendment.

The following Internal Budget Amendments (moving funds across line items within departments) were approved by the Town Manager and executed by the Finance Officer during the Month of May 2024:

- Internal Budget Adjustment Request # 2024-23 – Fire. (\$286.80) moved funds from Gasoline- Fire to Misc. – Fire.
- Internal Budget Adjustment Request # 2024-24 – C. Govt (\$1,500) moved funds from Legal Svcs. – C Govt. to Misc. – C. Govt.
- Internal Budget Adjustment Request #2024-25 – Sanitation (\$3,800) moved funds from Diesel/Gasoline – Sanitation to Maint./Repair Vehicles - Sanitation.
- Internal Budget Adjustment Request #2024-26 – Admin (\$303.88) moved funds from Misc. – Admin to Vehicle Allowance – Admin.
- Internal Budget Adjustment Request # 2024-27 – C. Govt. (\$1234.44) moved funds from Legal Svcs – C. Govt. to Election Expenses – C. Govt.
- Internal Budget Adjustment Request # 2024-28 – P. Bldgs. (\$3,143.05) moved funds from Contracted Cleaning Svcs.(\$2,420) and Misc. – P. Bldgs. (\$723.05) – P Bldgs. to Debt Service – P. Bldgs.
- Internal Budget Adjustment Request # 2024-29 – Police (2,130) moved funds from Vehicle Maint./Repair – Police to Telephone – Police.
- Internal Budget Adjustment Request # 2024-30 – Police (\$82,080) moved funds from Salaries – Police to Dispatch Salaries – Police
- Internal Budget Adjustment Request # 2024-31 – Police (\$1,260) moved funds from Salaries – Police to Officer-on call pay – Police.
- Internal Budget Adjustment Request # 2024-32 – W/S Admin (\$1,800) moved funds from Misc. - W/S Admin to Postage – W/S Admin.
- Internal Budget Adjustment Request # 2024-33 – P&R (\$2,218.74) moved funds from Utilities Pool – P&R to Maint./Repair Pool – P&R.
- Internal Budget Adjustment Request # 2024-34 – Police (\$1,228.85) moved funds from Salaries – Police to Officer-on call pay – Police.
- Internal Budget Adjustment Request # 2024-35 – Sanitation (\$15,500) moved funds from County Landfill Fees – Sanitation to Curbside Recycling – Sanitation.

Be it ordained by the Town Council of the Town of Blowing Rock, North Carolina, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2024:

Section 1. To amend the General Fund, the appropriations are to be changed as follows:

Acct. No.		Current Appropriation	Decrease	Increase	Proposed Appropriation
10-00-4260-015	Maint./Repair - Public Bldgs.	\$ 47,975	\$ -	\$ 11,945	\$ 59,920
			\$ -	\$ 11,945	

This will result in a net increase of \$11,945 in the appropriations of the General Fund. As a result, the following revenue will be increased.

Acct. No.		Current Appropriation	Decrease	Increase	Proposed Appropriation
10-00-3400-399	Fund Balance Appropriated	\$ 470,135	\$ -	\$ 11,945	\$ 482,080
			\$ -	\$ 11,945	

Section 2. To amend the General Fund, the appropriations are to be changed as follows:

Acct. No.		Current Appropriation	Decrease	Increase	Proposed Appropriation
10-80-6100-015	Maint./Repair - Park	\$ 19,453	\$ -	\$ 250	\$ 19,703
			\$ -	\$ 250	

This will result in a net increase of \$250 in the appropriations of the General Fund. As a result, the following revenue will be increased.

Acct. No.		Current Appropriation	Decrease	Increase	Proposed Appropriation
10-00-3400-358	Donations	\$ -	\$ -	\$ 250	\$ 250
			\$ -	\$ 250	

Section 3. To amend the General Fund, the appropriations are to be changed as follows:

Acct. No.		Current Appropriation	Decrease	Increase	Proposed Appropriation
10-80-6200-002	Salaries	\$ 82,000	\$ -	\$ 4,800	\$ 86,800
10-80-6200-008	Retirement	\$ 13,986	\$ -	\$ 3,200	\$ 17,186
10-80-6200-203	Part-Time Salaries	\$ 16,000	\$ -	\$ 5,000	\$ 21,000
			\$ -	\$ 13,000	

This will result in a net increase of \$13,000 in the appropriations of the General Fund. As a result, the following revenue will be increased.

Acct. No.		Current Appropriation	Decrease	Increase	Proposed Appropriation
10-00-3400-399	Fund Balance Appropriated	\$ 470,135	\$ -	\$ 13,000	\$ 483,135
			\$ -	\$ 13,000	

Section 4. To amend the General Fund, the appropriations are to be changed as follows:

Acct. No.		Current Appropriation	Decrease	Increase	Proposed Appropriation
10-80-6100-135	Materials/Supplies - Afterschool	\$ 10,000	\$ -	\$ 3,000	\$ 13,000
			\$ -	\$ 3,000	

This will result in a net increase of \$3,000 in the appropriations of the General Fund. As a result, the following revenue will be increased.

Acct. No.		Current Appropriation	Decrease	Increase	Proposed Appropriation
10-00-3400-358	Donations	\$ -	\$ -	\$ 3,000	\$ 3,000
			\$ -	\$ 3,000	

Section 5. To amend the General Fund, the appropriations are to be changed as follows:

Acct. No.		Current Appropriation	Decrease	Increase	Proposed Appropriation
10-00-4200-326	Occupancy Tax Expense to TDA	\$ 1,518,636	\$ -	\$ 299,000	\$ 1,817,636
			\$ -	\$ 299,000	

This will result in a net increase of \$299,000 in the appropriations of the General Fund. As a result, the following revenue will be increased.

Acct. No.		Current Appropriation	Decrease	Increase	Proposed Appropriation
10-00-3400-326	Occupancy Tax Revenue	\$ 2,109,789	\$ -	\$ 299,000	\$ 2,408,789
			\$ -	\$ 299,000	

Section 6. To amend the General Fund, the appropriations are to be changed as follows:

Acct. No.		Current Appropriation	Decrease	Increase	Proposed Appropriation
10-00-4260-013	Utilities - Public Bldgs.	\$ 15,550	\$ -	\$ 2,000	\$ 17,550
			\$ -	\$ 2,000	

This will result in a net increase of \$2,000 in the appropriations of the General Fund. As a result, the following revenue will be increased.

Acct. No.		Current Appropriation	Decrease	Increase	Proposed Appropriation
10-00-3400-399	Fund Balance Appropriated	\$ 470,135	\$ -	\$ 2,000	\$ 472,135
			\$ -	\$ 2,000	

Copies of this budget amendment shall be furnished to the Clerk to the Town Council and to the Finance Officer for their implementation.

Adopted this 11th day of June 2024.

Attested by: Charles Sellers, Mayor

Hilari Hubner, Town Clerk

Town of Blowing Rock

Request for Council Action

FROM: Edith Nations, Blowing Rock ABC Store
SUBJECT: Travel Policy for the ABC Store
TO: Mayor and Council
DATE: June 11, 2024
REQUESTED BY:

Public Hearing ☐ Yes ☐ No ☐ Not required ☒ NA
Properly Advertised ☐ Yes ☐ No ☐ Not required ☒ NA

BACKGROUND:

In accordance with North Carolina General Statute 18B-700 (g2), the ABC Store must have a personnel travel policy in place. The travel policy must be approved by the board's appointing authority annually. Since the Town of Blowing Rock is the appointing authority for the ABC Board, it is necessary for the Blowing Rock Town Council to approve the policy. Also, as result of the Town of Blowing Rock being the appointing authority, the Town of Blowing Rock travel policy may be used. The ABC Board has requested the Town of Blowing Rock Board of Commissioners approve this policy for their use.

ATTACHMENTS: Town of Blowing Rock Travel Policy from the Employee Handbook Sec 15. Travel Expenses

STAFF RECOMMENDATION:

In accordance with North Carolina General Statute 18B-700 (g2), the ABC Store must have a personnel travel policy in place. The travel policy must be approved by the board's appointing authority annually. Since the Town of Blowing Rock is the appointing authority for the ABC Board, it is necessary for the Blowing Rock Town Council to approve the policy. Also, as result of the Town of Blowing Rock being the appointing authority, the Town of Blowing Rock travel policy may be used. The ABC Board has requested the Town of Blowing Rock Board of Commissioners approve this policy for their use.

Public Fireworks Display Permit
Town of Blowing Rock Fire Marshal's Office
PO Box 570 . Blowing Rock, NC 28605 . (828) 295-5231 . Fax (828) 295-3661

Applicant: Pyro Shows East Coast, Inc

Address: 4652 Catawba River Road, Catawba SC 29704

Phone: 803-789-5733

This request is submitted to obtain approval to conduct a Fireworks Display in the city limits of Blowing Rock.

Display Sponsor: Blowing Rock Chamber of Commerce

Date of Display: 7/19/2024 Approximate Start Time: 9:30pm

Location of Display: Lake Area at Chetola Resort (see attached site map)

Display Operator: Dustin Holbert

Operator License Number: NC 1251 "see attached"

Operator Address: 4652 Catawba River Road, Catawba SC 29704

Operator Phone: 864-266-7608 cell

Public Liability Insurance: Certificate attached

Insurance Company: Everest Indemnity Agent: Britton-Gallagher

Amount of Coverage: \$10,000,000.00 Policy Number: SI8EX01800-231

Application must be submitted two weeks prior to the date of the display.

Fire Marshal Approval: _____ Date: _____



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/22/2024

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

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Acrisure, LLC dba Britton Gallagher & Associates One Cleveland Center, Floor 30 1375 East 9th Street Cleveland OH 44114	CONTACT NAME: PHONE (A/C, No, Ext): 216-658-7100 E-MAIL ADDRESS: info@brittongallagher.com INSURER(S) AFFORDING COVERAGE INSURER A: Everest Indemnity Insurance Co. INSURER B: Everest Denali Insurance Company INSURER C: Axis Surplus Ins Company INSURER D: Accident Fund Ins. Co. INSURER E: INSURER F:	FAX (A/C, No): 216-658-7101 NAIC # 10851 16044 26620
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COVERAGES**CERTIFICATE NUMBER:** 1433860088**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:		SI8ML02352-231	10/1/2023	10/1/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		SI8CA00260-231	10/1/2023	10/1/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$		P-001-000698866-03	10/1/2023	10/1/2024	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000 \$
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N <input type="checkbox"/> N / A	DAP99000105100 (NC)	10/1/2023	10/1/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Excess Liability #2		SI8EX01800-231	10/1/2023	10/1/2024	Each Occ/ Aggregate \$5,000,000 Total Limits \$10,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Additional Insured extension of coverage is provided by above referenced General Liability policy where required by written agreement.

Display Date: July 19, 2024

Additional Insured: 1) Watauga County 2) Blowing Rock Chamber of Commerce 3) RSK Mountain Resort LLC 4) RSK LLC dba Chetola Resort 5) Town of Blowing Rock

CERTIFICATE HOLDER

Blowing Rock Chamber of Commerce PO Box 406 Blowing Rock NC 28605	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
---	--

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Outdoor Pyrotechnics
Display

**OPERATORS
LICENSE**

**M
A
R**



**2
0
2
5**

Dustin Holbert
License # 1251

864-266-7608
cell

BLOWING ROCK CHAMBER OF COMMERCE

Blowing Rock Chamber of Commerce

Friday, July 19, 2024

MAIN BODY

SHELL SIZE	DEVICE		QUANTITY		TOTAL
36 x 1.0"	Cakes		3		108
250 x 1.0"	Cakes		1		250
36 x 1.25"	Cakes		2		72
50 x 1.25"	Cakes		2		100
100 x 1.25"	Cakes		6		600
3"	Aerial Shells		140		140

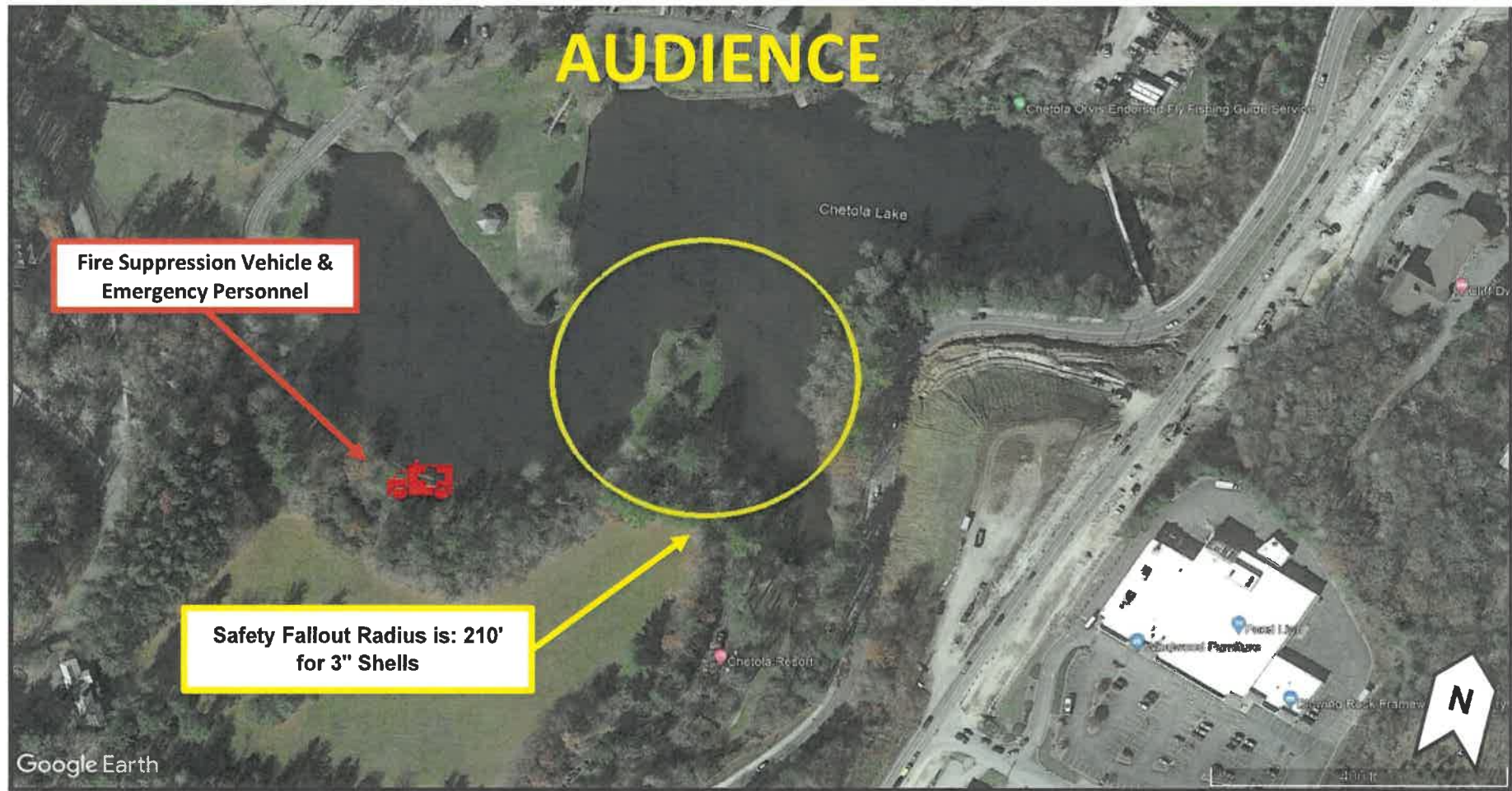
MAIN BODY DEVICE TOTAL 1,270

FINALE

SHELL SIZE	DEVICE		QUANTITY		TOTAL
3"	Aerial Shells		180		180

TOTAL FINALE DEVICES 180

TOTAL DEVICE COUNT - MAIN BODY AND FINALE					1,450
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Customer: BLOWING ROCK CHAMBER OF COMMERCE

Show Date: Friday, July 19, 2024

Show Address: 500 North Main Street Blowing Rock, NC 28605

Show Site Lat / Long: 36.137752, -81.672271

Show Time: 9:30pm

Rain Date: null

Show Name: Blowing Rock Chamber of Commerce

Maximum Device Size: 3

Safety Fallout Radius: 210'

Storage Required: No

Diagram Created: 04/12/24

Diagram Created By: JM

Federal Explosives License/Permit
(18 U.S.C. Chapter 40)

In accordance with the provisions of Title XI, Organized Crime Control Act of 1970, and the regulations issued thereunder (27 CFR Part 555), you may engage in the activity specified in this license or permit within the limitations of Chapter 40, Title 18, United States Code and the regulations issued thereunder, until the expiration date shown. **THIS LICENSE IS NOT TRANSFERABLE UNDER 27 CFR 555.51.** See "WARNINGS" and "NOTICES" on reverse.

Direct ATF ATF - Chief, FELC
Correspondence To 244 Needy Road
 Martinsburg, WV 25405-9431

License/Permit
Number

1-SC-091-51-4L-00270

Expiration
Date

November 1, 2024

Chief, Federal Explosives Licensing Center (FELC)

Name
PYRO SHOWS EAST COAST INC

Premises Address (Changes? Notify the FELC at least 10 days before the move.)

4652 CATAWBA RIVER ROAD
CATAWBA, SC 29704

Type of License or Permit

51-IMPORTER OF EXPLOSIVES

Purchasing Certification Statement

The licensee or permittee named above shall use a copy of this license or permit to assist a transferor of explosives to verify the identity and the licensed status of the licensee or permittee as provided by 27 CFR Part 555. The signature on each copy must be an original signature. A faxed, scanned or e-mailed copy of the license or permit with a signature intended to be an original signature is acceptable. The signature must be that of the Federal Explosives Licensee (FEL) or a responsible person of the FEL. I certify that this is a true copy of a license or permit issued to the licensee or permittee named above to engage in the business or operations specified above under "Type of License or Permit."

Mailing Address (Changes? Notify the FELC of any changes.)

PYRO SHOWS EAST COAST INC
PO BOX 1776
LA FOLLETTE, TN 37766

Licensee/Permittee Responsible Person Signature

Jesse Salveson

Printed Name

Position/Title

10-12-21

Date

Previous Edition is Obsolete PYRO SHOWS EAST COAST INC: 4652 CATAWBA RIVER ROAD 29704-1-SC-091-51-4L-00270 Martinsburg 1-SC-091-51-4L-00270

ATF Form 5400.14/5400.15 Part I
Revised September 2011

Federal Explosives License (FEL) Customer Service Information

Federal Explosives Licensing Center (FELC)
244 Needy Road
Martinsburg, WV 25405-9431

Toll-free Telephone Number: (877) 283-3352
Fax Number: (304) 616-4401
E-mail: FELC@atf.gov

ATF Homepage: www.atf.gov

Change of Address (27 CFR 555.54(a)(1)). Licensees or permittees may during the term of their current license or permit remove their business or operations to a new location at which they intend regularly to carry on such business or operations. The licensee or permittee is required to give notification of the new location of the business or operations not less than 10 days prior to such removal with the Chief, Federal Explosives Licensing Center. The license or permit will be valid for the remainder of the term of the original license or permit. (The Chief, FELC, shall, if the licensee or permittee is not qualified, refer the request for amended license or permit to the Director of Industry Operations for denial in accordance with § 555.54.)

Right of Succession (27 CFR 555.59). (a) Certain persons other than the licensee or permittee may secure the right to carry on the same explosive materials business or operations at the same address shown on, and for the remainder of the term of, a current license or permit. Such persons are: (1) The surviving spouse or child, or executor, administrator, or other legal representative of a deceased licensee or permittee; and (2) A receiver or trustee in bankruptcy, or an assignee for benefit of creditors. (b) In order to secure the right provided by this section, the person or persons continuing the business or operations shall furnish the license or permit for that business or operations for endorsement of such succession to the Chief, FELC, within 30 days from the date on which the successor begins to carry on the business or operations.

(Continued on reverse side)

Cut Here X

Federal Explosives License/Permit (FEL) Information Card

License/Permit Name: PYRO SHOWS EAST COAST INC

Business Name:

License/Permit Number: 1-SC-091-51-4L-00270

License/Permit Type: 51-IMPORTER OF EXPLOSIVES

Expiration: November 1, 2024

Please Note: Not Valid for the Sale or Other Disposition of Explosives.

Staff Report –Budget - Public Hearing

To: Mayor Charlie Sellers and the Blowing Rock Town Council

From: Shane Fox, Town Manager

Subject: 2024-2025 Budget – Public Hearing

Date: June 11, 2024

Information: Please find enclosed the 2024-2025 Budget Message, the 2024-2025 Budget Ordinance, and 2024-2025 Fee Schedule. The purpose of the meeting is to hold a Public Hearing to allow the public to speak regarding the 2024-2025 proposed budget that was presented to the Town Council and the public at the May 21, 2024, Budget Workshop.

Action: To hold a Public Hearing with regards to the 2024-2025 proposed budget. The Town Council can elect to move forward with the adoption of the 2024-2025 proposed budget if they choose. If the budget is not approved at the June 11, 2024, meeting the Town has until June 30, 2024, to approved and finalize a budget for the 2024-2025 fiscal year.

Attachments:

1. 2024-2025 Budget Message
2. 2024-2025 Budget Ordinance
3. 2024-2025 Fee Schedule

A complete copy of the budget will be present for each Town Council member. A Public copy has been available on-line as well as in paper form at Town Hall since May 21, 2024.



2024-2025 Budget Message

TOWN OF BLOWING ROCK, NC
Shane Fox, Town Manager

www.townofblowingrocknc.gov | 1036 MAIN STREET, BLOWING
ROCK, NC 28605



Town of Blowing Rock, NC

1036 Main Street
Post Office Box 47
Blowing Rock, NC 28605

MEMORANDUM

TO: Town of Blowing Rock, Town Council

FROM: Shane Fox, Town Manager

SUBJECT: 2024 - 2025 Budget Message

DATE: May 29, 2024

Town Council,

Please find enclosed the proposed budget for the Town of Blowing Rock for the fiscal year beginning July 1, 2024, and ending June 30, 2025 (FY2025).

The budget message brings the reader into the Town's 2025 budget development experience by sharing the data points that influenced decision-making. While current national economic concerns fueled by the impact of inflation dominate the headlines, Blowing Rock's local economy remains strong. More importantly, our commitment to providing excellent service is unwavering. The FY 2025 budget maintains Blowing Rock's high-quality services and makes future-focused investments in priority areas. By focusing on a structurally balanced and priority-based budget objective, the Town can provide the highest quality and efficient services to all stakeholders. The Town staff develops the budget with a complete focus on meeting the needs of our citizens and stakeholders while achieving the goals of our Elected Officials.

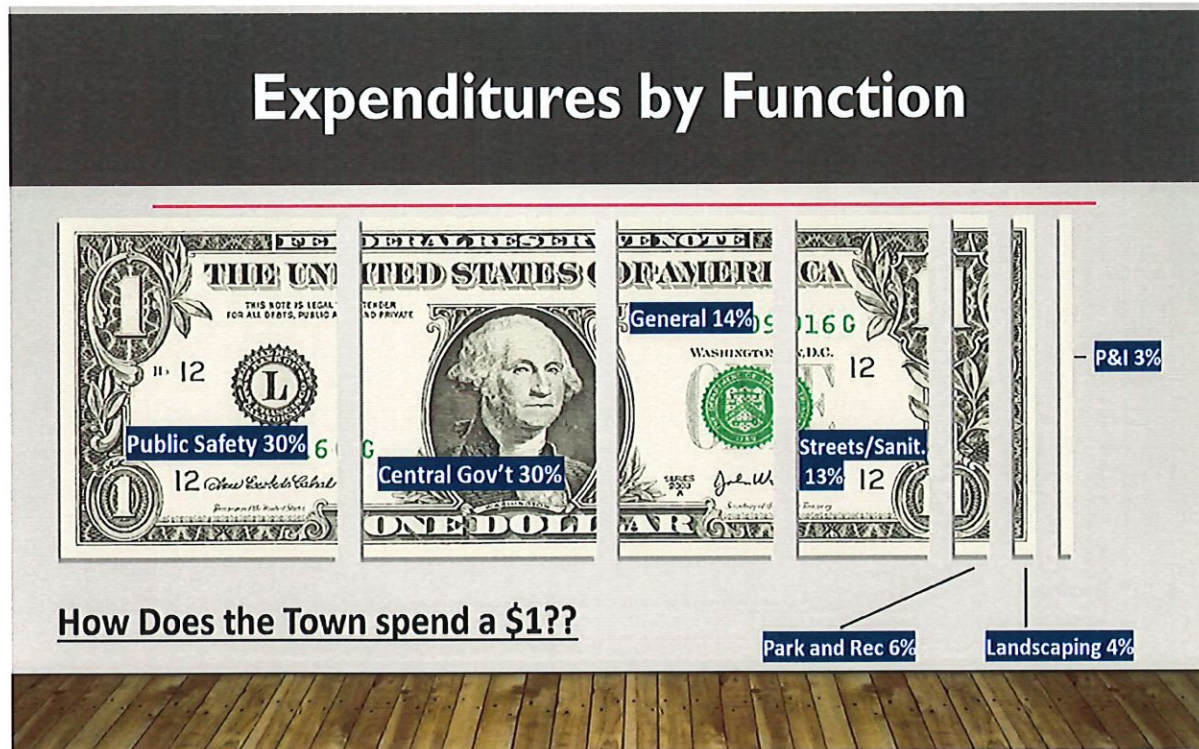
Blowing Rock employs a "rolling budget" process which utilizes budget review monthly and allows for Town Staff to maintain the budget process throughout the year. Planning and development of the following year's budget also occurs year-round with finalization of the recommended operating and capital budgets taking place between January and April. The recommended budget is presented to the Council for consideration in May, with adoption occurring at the Council meeting in June. The new budget takes effect, in accordance with state law, on July 1. The Town Manager reviews the materials and incorporates adjustments to form the Manager's Recommended Budget presented in this document and submits them to the Town Council for consideration.

Proposed General Fund Budget and Water and Sewer Budget

The proposed General Fund budget for the Town of Blowing Rock for fiscal year 2024-2025 totals \$14,709,070, which represents 4.3% over the 2023-2024 General Fund Budget. The Water and Sewer Budget totals \$2,826,411, an increase of 7.5% from 2023-2024.

Revenue highlights in the 2024-2025 budget include a proposed 1-cent property tax increase to a proposed rate of .40 per \$100 of value, and modest increases in both Sales Tax Revenue and in the TDA. Building Permits continue to increase as the Town sees ongoing growth in renovations and in new construction. On the expenditures side, highlights include a 2.5% COLA for all general employees, a 10% salary increase for all Public Safety employees, including Fire and Police, a refocused capital plan, and reserves for future debt service as the Town looks toward additional debt needs. In the Water and Sewer Fund, a proposed rate increase of 5% is included due to ongoing debt service needs.

Overall, the Town expends monies based on the following functions:



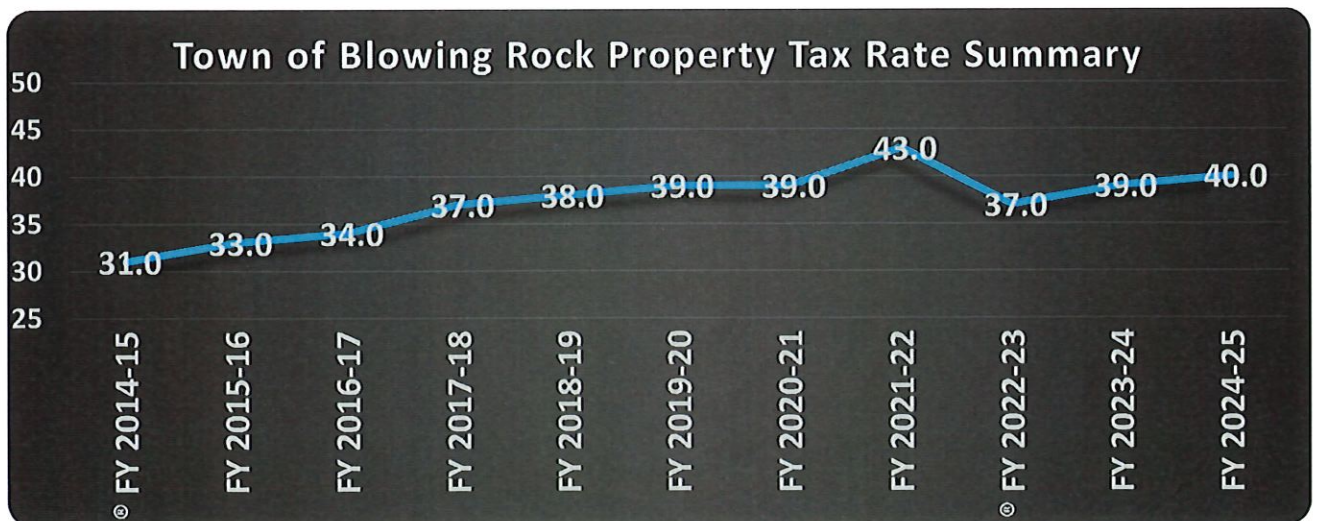
All funds are balanced and represent a fiscally responsible and conservative approach to budgeting. Several areas of the budget are highlighted below and demonstrate these objectives.

Property Taxes

The General Fund budget includes a Town-Wide property tax rate of .40 cent per \$100 of value, which represents a 1-cent increase from fiscal year 2023-2024. The current property tax base for Town of Blowing Rock is at \$1,687,885,420, a 1.7% increase over the prior year. The tax levy for the fiscal year 2024-2025 is proposed at \$6,740,599 and represents 46% of the overall General Fund Budget. One cent on the tax rate represents \$172,000 to the General Fund budget for the Town. The total tax base for the Town has increased 2.2% over the past two fiscal years while the value of 1-cent has increased from \$162,000 to \$172,000.

	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>
Total Tax Base	\$1.652 Billion	\$1.660 Billion	\$1.688 Billion
Tax Rate	37 cents	39 cents	40 cents
Value of Penny	\$162k	\$165k	\$172k

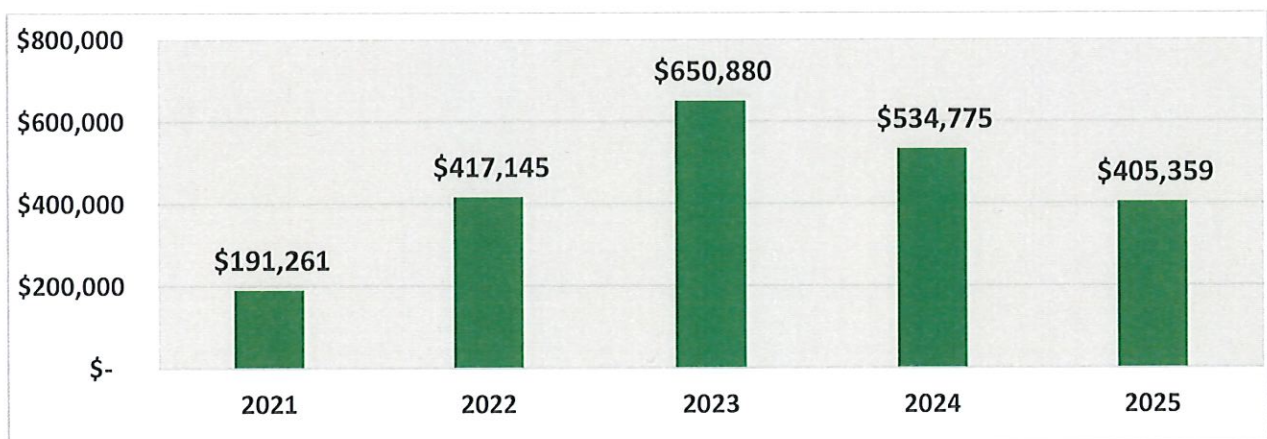
With the voter approved 2014 Bond issuance, the Town anticipated a 10-cent tax rate increase with the issuance of the Bonds in 2014. However, due to favorable interest rates, property tax reevaluation, and cost-effective decisions, the tax rate has only increased 9-cent over the last eleven fiscal years. The Town Property Tax Rate since 2014-2015:



Capital Outlay Requests

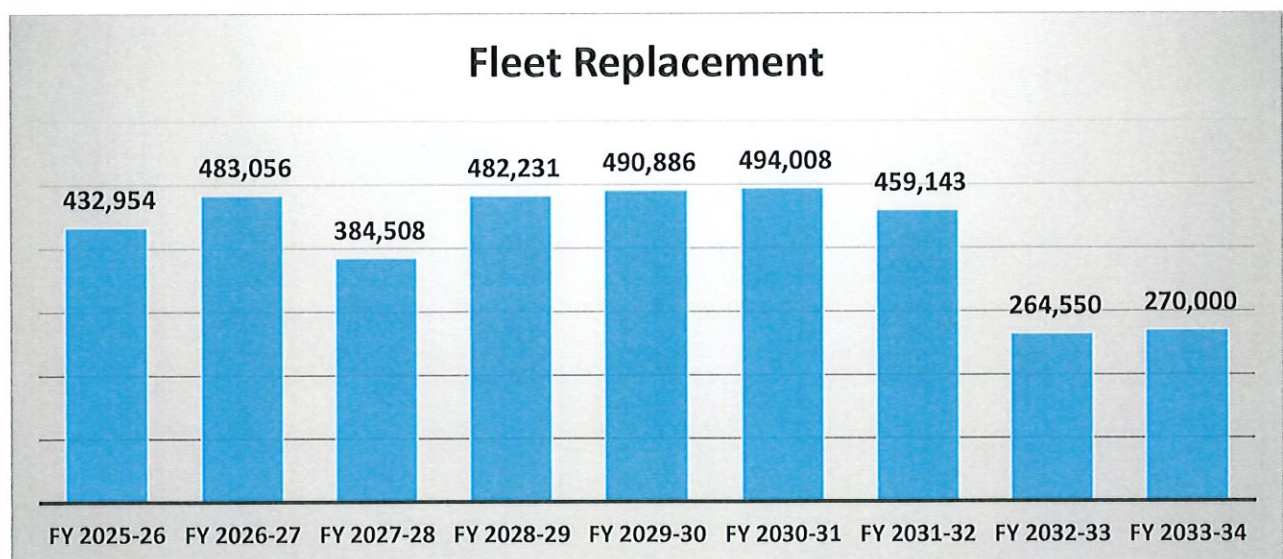
Capital Outlay proposed in the General Fund is \$405,359 which is a decrease of \$129,416 from fiscal year 2023-2024. The Town continues to place an emphasis to fund those items that were deemed critical to life safety, infrastructure maintenance, or continuity of operations for the Town. Capital outlay included in the budget for fiscal year 2024-2025 includes much needed IT upgrades and a new Financial Software package, new HVAC units at several Town-owned buildings, one new police cruiser with equipment, replacement of a landscape truck and two pieces of equipment in our streets department.

Here is a chart that shows the Capital Spending since fiscal year 2020-2021 to 2024-2025:



The Town has developed a Capital Outlay Fleet Plan that attempts to “smooth-out” the annual capital spending to approx. \$400-500K per year in future years.

Here is a chart that identifies the anticipated future capital fleet costs to the Town:

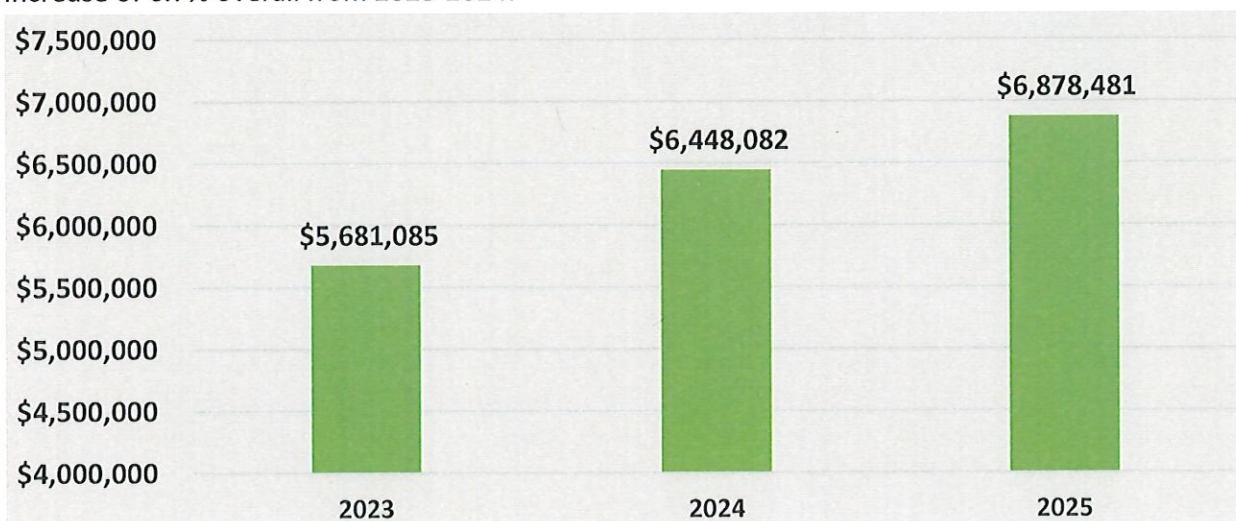


Personnel Changes and Benefits

The Town of Blowing Rock utilizes a combination of regional and state-wide data for market information for employee compensation. Utilizing this information on an annual basis allows for the Town to stay competitive with salaries and benefits, which in turn reduces turnover and improves our ability to recruit. The proposed 2024-2025 budget includes an across the board 2.5% Cost of Living increase for all employees, along with a special focus on Public Safety, including Fire and Police. Given the market fluctuation and demand for public safety employees, the budget includes a 10% increase for all public safety employees to stay competitive in the market.

- No new full-time positions are included in the budget.
- One PT position at the Water-Treatment plant is included.
- Overall employee salaries and benefits continue to be the highest expenditure of the Town as the Town employees are the Town's number one asset. Health insurance costs continue to rise and are projected at a 15% increase for the 2024-2025 fiscal year.
- The budget includes the continuation of the Town's longevity program, along with the 5% 401K match, and civic time allowance.

Including the COLA, a continued focus on public safety, and increases in health insurance, the total Salaries and Benefits for the Town are \$6,878,481 for the 2024-2025 fiscal year, an increase of 6.7% overall from 2023-2024.





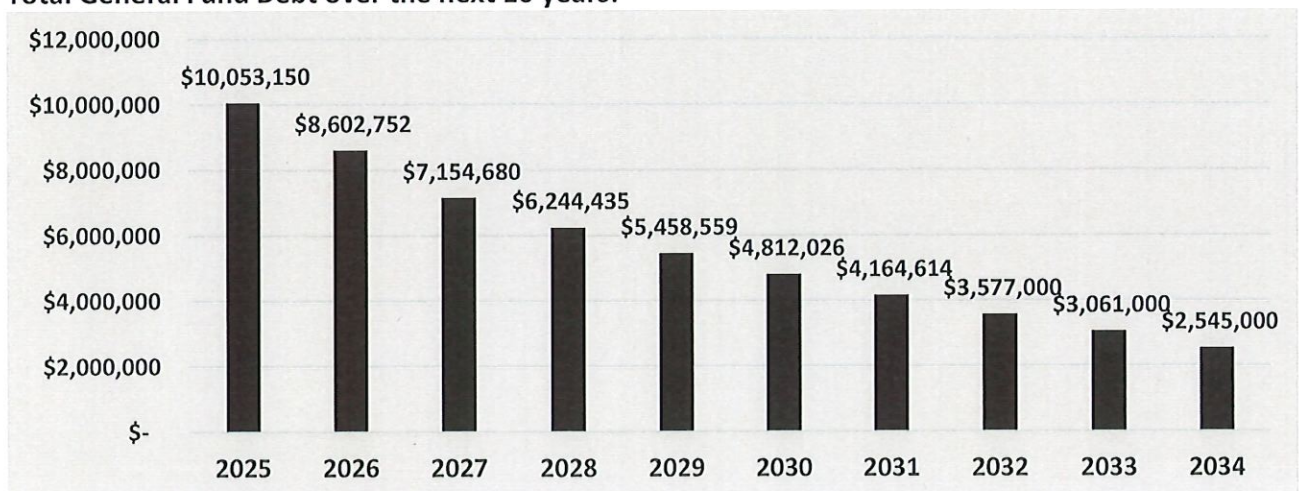
Blowing Rock Academy

In March 2024, the Town of Blowing Rock opened its doors to a state-of-the-art childcare center for Town of Blowing Rock Employees. The Town Council approved this revolutionary idea in 2023 and work began to transform the underutilized Town Community Building into the Academy. The Academy began as an idea during the COVID pandemic when many of the areas' childcare centers were closed due to Federal and State restrictions, forcing many of the Town employees to struggle to find childcare options. The Academy is not open to the public and is just available to Town of Blowing Rock employees at a market-friendly rate of \$400 monthly. The Blowing Rock Academy includes over 1,750 square feet of indoor area, and can serve a maximum of 30 children. It is open Monday-Friday from 6:30am – 5:30pm and is available to children from 6 weeks old to 5 years old. The Blowing Rock Academy mission is to strive to provide an affordable, high-quality, on-site childcare option for the full and part-time employees of the Town of Blowing Rock.

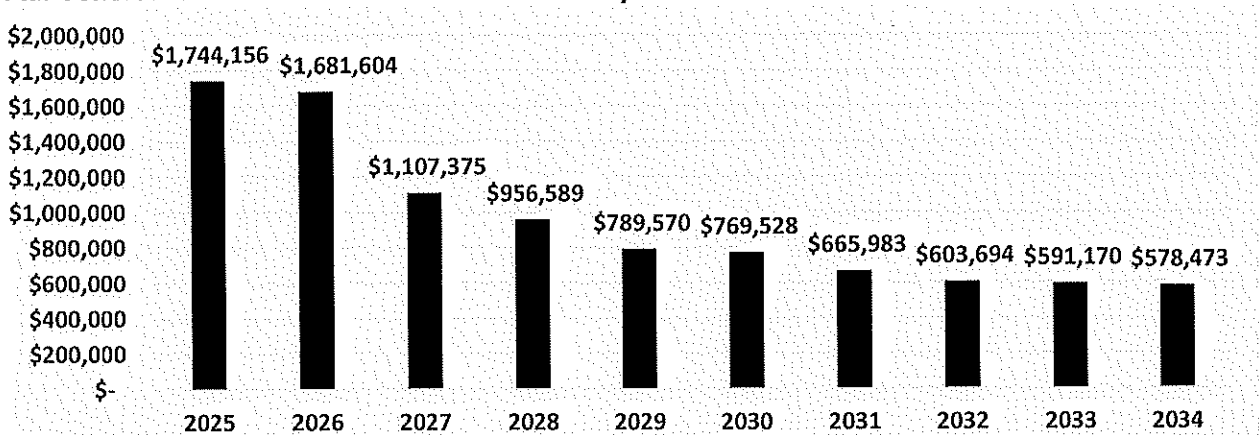
Debt Service – GF and W/S Funds

The Town of Blowing Rock maintains a debt portfolio to assist the Town in providing the services necessary to function, including buildings, capital and fleet, and general obligation bonds approved in 2014. By NC State law, local governments may issue debt totaling 8% of the total assessed value of its property tax base. The Town of Blowing Rock's legal debt margin for the 2024-2025 fiscal year is \$135,000,000. Currently the Town has an outstanding debt balance in the General Fund of \$10,053,150 and a total debt balance in the water and sewer fund of \$4,279,822. Of the GF Debt balance of \$10M, the General Obligation Bonds approved in 2014 represent \$7.2M and of the \$4.3M in the water and sewer fund, General Obligation Bonds represent \$2.2M of the total debt. See below for some additional data on the Town's debt portfolio and annual debt requirements over the next 10 years.

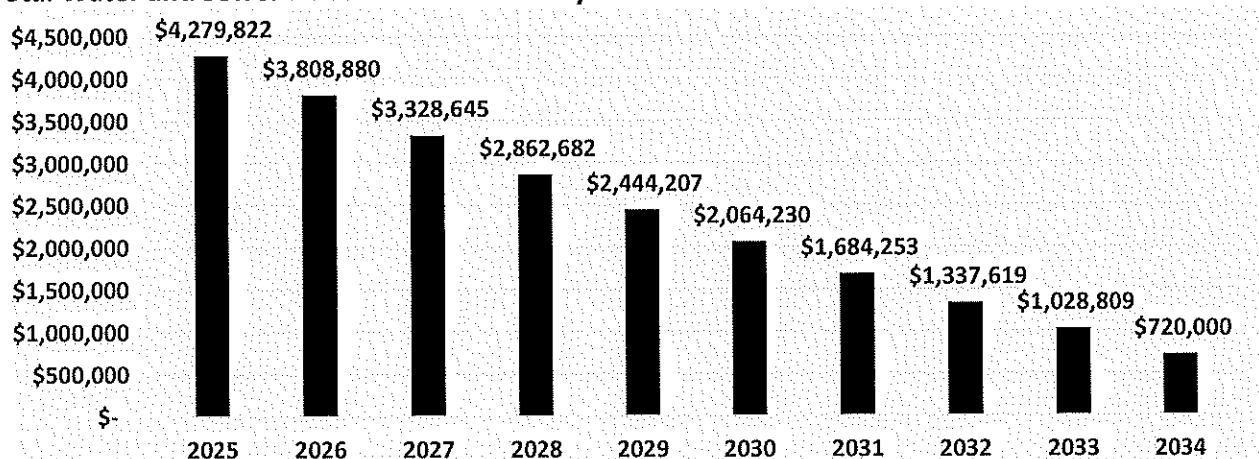
Total General Fund Debt over the next 10 years:



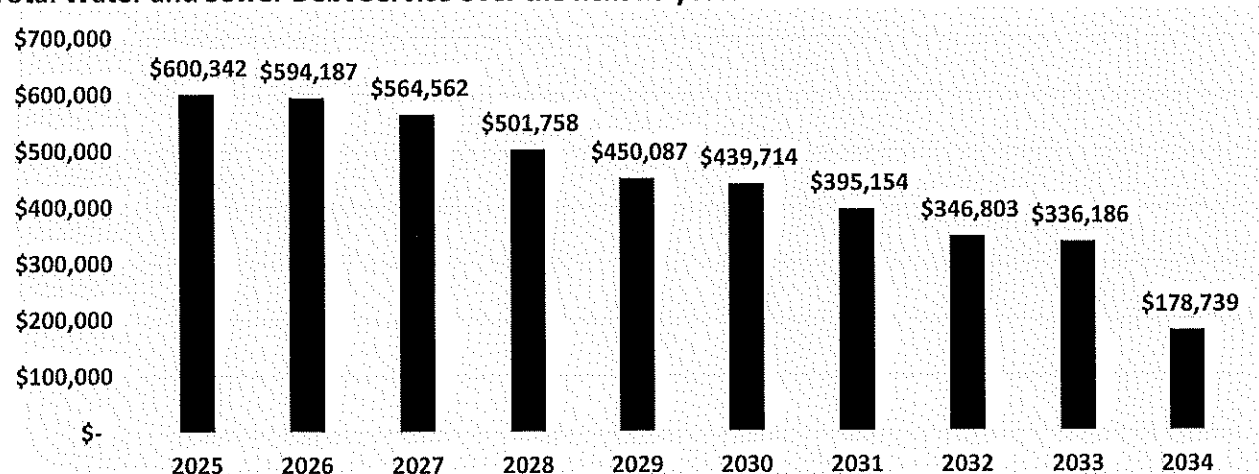
Total General Fund Debt Service over the next 10 years:



Total Water and Sewer Debt over the next 10 years:



Total Water and Sewer Debt Service over the next 10 years:



Utilities Rate Changes

The Town of Blowing Rock is proposing a 5% increase in its water volume rate and a 5% increase in the sewer volume rate for FY 2024-25 effective July 1, 2024. The 5% proposed increase in both water and sewer is due to ongoing increased cost in material, supplies, and debt service requirements. In fiscal year 2023-2024 the town installed all new water meters utilizing the latest AMI technology that has resulted in a more transparent, user friendly, and efficient water metering system, which uses real-time data. The town is moving forward with accepting an offer letter from the USDA to begin much needed upgrades to both the Water Treatment Plant and the Wastewater Treatment Plant, along with replacement of the Mayview Lift Station. Debt service on the approximate \$4.5M loan will begin in future fiscal years and will be secured utilizing a Revenue Bond.

The 5% increase on an average water/sewer bill with usage of 5,500 gallon would result in a \$3.75 monthly increase.

In Closing

The FY 2025 budget presented in this document is balanced in accordance with state law and sets a strong foundation for the new fiscal year. Our rolling budget process sets the Town of Blowing Rock up to quickly adjust should the economic picture shift. Staff will bring monthly revenue and expenditure updates to the Council, and we will adjust revenues and/or expenditures as circumstances warrant. This budget document would not be possible without the tireless work of many members of the Town Staff, specifically department heads and every member of our departmental teams. Producing this Recommended Budget document requires the dedication and coordination of the Finance team led by Tasha Brown, whose efforts were instrumental in leading the preparation of many of these documents, meetings, calculations and processes. I look forward to working with the Town Council to complete the adoption of the FY 2025 Budget. The Town of Blowing Rock is a community like no other, and the work facilitated through this budget continues to move this great community forward and continue to make Blowing Rock the "Crown of the Blue Ridge".

Respectfully Submitted,



Shane Fox
Town Manager

Town of Blowing Rock
Budget Ordinance
For Fiscal Year 2024-25 Adopted Budget
In Whole Dollars

BE IT ORDAINED by the Town Council of the Town of Blowing Rock, North Carolina, that the following operating and capital revenues and appropriations are hereby adopted for the operation of the Town of Blowing Rock for the Fiscal Year beginning July 1, 2024 and ending on June 30, 2025:

Section 1A. General Fund Revenue

Property Taxes	6,740,599
Occupancy Tax	2,400,000
Sales Tax	3,303,395
State Collected: Franchise/Telecom/Beer & Wine/Video Programming	410,500
Fees and Services	183,085
ABC Revenue	133,000
Solid Waste and Recycling	131,000
Powell Bill	85,000
Other Revenue	582,200
Proceeds from Debt	405,359
Fund Balance Appropriated	-
Interfund Transfers	334,932
TOTAL GENERAL FUND REVENUES	14,709,070

Section 1B. General Fund Appropriations

Governing Body	87,790
Administration and Finance	861,159
Central Government	4,424,184
IT	220,652
Public Buildings & Grounds	722,112
Police Department	2,353,325
Fire Department	1,700,030
Planning and Inspections	496,030
Street Department	1,561,986
Sanitation & Recycling	377,602
Parks and Recreation	907,043
Landscaping	808,966
BR Academy	188,191
TOTAL GENERAL FUND APPROPRIATIONS	14,709,070

Town of Blowing Rock
Budget Ordinance
For Fiscal Year 2024-25 Adopted Budget
In Whole Dollars

Section 2A. Blowing Rock Appearance Advisory Commission Fund Revenues

Donations - General	26,870
Donations - Hanging Baskets	8,500
Donations - Cemetery	2,000
Appropriated Fund Balance	3,000
Miscellaneous Income	50
TOTAL BRAAC FUND REVENUES	40,420

Section 2A. Blowing Rock Appearance Advisory Commission Appropriations

Plant/Landscaping Materials	26,000
Contract Services/Labor	-
Other	6,420
Transfer to General Fund	8,000
TOTAL BRAAC FUND APPROPRIATIONS	40,420

Section 3A. Water/Sewer Fund Revenues

Charges for Water Service	1,325,167
Charges for Sewer Service	1,161,244
Interconnection Charge	13,500
Late Payment Fees	10,500
Taps and Connections	20,000
Water Impact Fee	32,500
Sewer Impact Fee	35,000
Interest Income	17,500
Proceeds from Debt	211,000
Transfer from Water/Sewer Fund Balance	-
TOTAL WATER/SEWER FUND REVENUES	2,826,411

Section 3B. Water/Sewer Fund Appropriations

Administrative/Engineering/Billing	1,191,951
Water and Sewer Plant Operations	994,934
Water and Sewer Field Operations	639,526
TOTAL WATER/SEWER FUND APPROPRIATIONS	2,826,411

Town of Blowing Rock
Budget Ordinance
For Fiscal Year 2024-25 Adopted Budget
In Whole Dollars

Section 4A. General Capital Fund Revenues

ES Building- BR Fire Dist.	50,000
ES Building- Caldwell Fire Dist.	10,000
Transfer from TDA	29,675
TOTAL GENERAL CAPITAL REVENUES	89,675

Section 4B. General Capital Fund Appropriations

Transfer to General Fund (For ES Building Debt Svs.)	60,000
Wayfinding Signage Infrastructure	29,675
GENERAL CAPITAL APPROPRIATIONS	89,675

Section 6. Levy of Taxes

There is hereby levied, for Fiscal Year 2024-25, the ad valorem tax rate of 40 cents per one hundred dollars (\$100.00) of valuation on taxable property as listed for taxes as of January 1, 2024 for the purpose of revenue as set forth in the foregoing estimates of revenue and in order to finance the foregoing appropriations.

Section 7. Fees and Charges

There is hereby established, for Fiscal Year 2024-25, various fees and charges as contained in Attachment A.

**Town of Blowing Rock
Budget Ordinance
For Fiscal Year 2024-25 Adopted Budget
In Whole Dollars**

Section 8. Restrictions on Budget Officer

Interfund and interdepartmental money transfers shall be accomplished only with specific advanced approval of the Blowing Rock Town Council.

Section 9. Special Authorizations of the Budget Officer

A. The Budget Officer shall be authorized to reallocate any appropriations within departments.

B. The Budget Officer shall be authorized to execute interfund and interdepartmental transfers in emergency situations. Notification of all such transfers shall be made to the Town Council at its next meeting following the transfer.

Section 10. Utilization of Budget Ordinance/Distribution

This ordinance shall be the basis of the financial plan for the Town of Blowing Rock municipal government during the 2024-25 fiscal year. The Budget Officer shall administer the Annual Operating Budget and shall ensure that operating officials are provided guidance and sufficient details to implement their appropriate portion of the budget.

The Finance Director shall establish and maintain all records, consistent with this ordinance, and the appropriate state statutes of the State of North Carolina.

A copy of this ordinance shall be furnished to the Town Manager and the Finance Director of the Town of Blowing Rock to be kept on file for direction in the disbursement of funds.

Adopted this 11th day of June, 2024.

Charles Sellers
Mayor

ATTEST:

Hilari Hubner
Town Clerk

Town of Blowing Rock

Schedule of Fees and Charges for Fiscal Year 2024-25

**Effective for Fiscal Year 2024-25
(July 1, 2024 – June 30, 2025)**

Changes in Red for 2024-2025

PLANNING AND INSPECTIONS

Zoning Permit Fees

Basic Zoning Permit Fee	\$50.00 \$100.00
New Construction Only	\$0.10/square foot
Conditional Zoning	\$1,000.00
Conditional Zoning Amendment	\$500
Special Use Permit	
Commercial	\$1,000.00
Subdivision (based on number of lots)	\$75.00 per lot (min \$300.00)
Multi-family	\$1,000.00
Amendment of Conditional Special Use Permit	
Minor Amendment	\$250.00
Major Amendment	\$750.00
Extension of Conditional Use Permit	\$200.00
Commercial Exterior Change/Minor SUP	\$150.00
Review of Final Construction Plan	\$200.00
Minor Subdivision	\$75.00 per lot
Lot Line Revision/Combination Plat	\$50.00
Amendment to Zoning Map (Residential)	\$350.00
Amendment to Zoning Map (Commercial)	\$500.00
Amendment to Land Use Ordinance	\$200.00
Annexation	\$350.00
Sign Permits	
Non-illuminated	\$75.00
Illuminated	\$100.00
Master Sign Plan	\$125.00
Application for Exterior Change	\$75.00
Variance	\$400.00 \$500.00
Appeal to Board of Adjustment	\$400.00
Zoning Confirmation Letter	\$40.00
Miscellaneous Zoning Permits	
Wall/Fence permit	\$50.00
Deck, Porch, Sunroom Addition	\$50.00 \$75.00
Grading Permit	\$50.00
Demolition permit	\$75.00

Building Permit Fees

New Construction

Basic Building Permit Fees	\$0.50/square foot – RES*
	\$0.70/square foot – COMM*
	*includes all trade fees

(Note – Residential includes 1 & 2 Family dwellings and Townhouses per NC Residential Code)

Inspection Fees	\$50.00
Re-inspection Fee (1 st re-inspection)	\$50.00
Re-inspection Fee (2 nd re-inspection)	\$100.00
Re-inspection Fee (3 rd re-inspection)	\$150.00

Additions & Renovations

Basic Building Permit Fees	
Construction value up to \$15,000	\$100.00
Construction value over \$15,000	\$100.00 + \$4.00/thousand

Home Owners Recovery Fee (State) (Residential)	\$10.00
Applies to both new and renovations	

Trades Permit (E, P, HVAC, Gas)	\$100.00
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Other

Tent Permit	\$100.00
(per Section 3103, NC Building Code)	
Deck Permit	\$150.00

Availability Fee

Residential: # of Bedrooms x \$750.00 each for Water and Sewer
Example: 3 bedroom house = \$2,250.00 Water + \$2,250.00 Sewer = \$4,500.00 Total
Other Uses: Total Gallons x \$7.50 per gallon/water & \$7.50 per gallon/sewer

Central Business & Office-Institutional Off-Street Parking Fund Fee

In Lieu Parking Fee \$15,000.00* per required space
*(Note: This fee will revert to \$15,000.00 per required space July 1, 2020)

PARKS AND RECREATION

Resident Taxpayer Fee

Non-Taxpayer Fee

Adult Field Trips	Admission Cost + Travel*	Admission Cost + Travel* + \$5.00
*Travel charge based on mileage & average attendance		
Summer Day Camp	\$100.00	\$125.00
Kinder Programs	\$35.00	\$45.00

<u>Swimming Pool Fees</u>	<u>Resident Taxpayer Fee</u>	<u>Non-Taxpayer Fee</u>
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Daily Pool Pass	\$4.00**	\$8.00
Pool Season Pass	\$35.00/person	\$55.00/person

* 2 years old and under get in the pool for free.

**Blowing Rock School Students showing proper school documentation of enrollment are charged Resident Taxpayer Fees for the pool.

Hotel Passes – Season	\$5.00 per room
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Swim Lessons	\$45.00 / pass-holders, \$65.00 non-pass-holders
- Private Lessons	\$110.00

Facility Rental Fees

	Tax Payer Fees		Non Tax Payer Fees	
	Rental Fee		Rental Fee	
	Sunday - Saturday (7 Days a Week)		Sunday - Saturday (7 Days a Week)	
Facility	*Half Day	Full Day	*Half Day	Full Day
Annie Cannon Gardens	\$25	\$50	\$75	\$150
Pool Picnic Shelter	\$25	\$50	\$75	\$150
Broyhill Park Gazebo	\$50	\$100	\$150	\$300
Clubhouse	\$50	\$100	\$150	\$300
Davant Field and Rotary Pavilion	\$50	\$100	\$150	\$300
Recreation Center	\$50	\$100	\$150	\$300
American Legion	\$150	\$300	\$450	\$900

* Half Day Rentals By Request Only

No Deposits / Cleaning Fee included in price

Non-profits raising money are free (MUST BE A FUNDRAISING EVENT)

Cancellation Policy:	6 months prior to event - 90% of fee refunded
	4 months prior to event - 60% of fee refunded
	2 months prior to event - 30% of fee refunded
	Less than 2 months from event - No refund

Blowing Rock Academy (only available to employees)

Employee Cost	\$400.00/Month
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WATER AND SEWER

<u>New Account Meter Deposit Fee</u>	\$100.00	¾" Meter
	\$150.00	1" Meter
	\$200.00	1 ¼" Meter
	\$260.00	1 ½" Meter
	\$500.00	2" Meter
	\$1,500.00	2" Compound Meter
	\$700.00	3" Meter
	\$1,000.00	New Construction- Hydrant Meter

Water/Sewer Tap Fees

Water	¾" Meter \$2,000 (Domestic/Irrigation) \$2,500
	1" Meter \$2,300 (Domestic/Irrigation) \$2,800
	2" Meter \$4,450 (Domestic/Irrigation) \$5,000
	Other: At Quoted Cost
Sewer	4" Gravity Sewer \$1,600 \$2,000
	2" Pressure Sewer \$2,100 \$2,500
	Other: At Quoted Cost

Water Fees – Bimonthly

Minimum Billing Fee (up to 3,000 Gallons)	\$56.20 \$59.00
For Consumption Over 3,000 Gallons:	\$56.20 \$59.00 + \$7.50 \$7.88 per 1,000 gallons (after the initial 3,000)
Water Interconnection Charge	\$1.00 bi-monthly billing (\$0.50 per month)

Sewer Fees – Bimonthly

Minimum Billing Fee (up to 3,000 Gallons)	\$56.20 \$59.00
For Consumption Over 3,000 Gallons:	\$56.20 \$59.00 + \$7.50 \$7.88 per 1,000 gallons (after the initial 3,000)

*Out of Town Rates for Water & Sewer are double.

Minimum Late Fee	10% of balance due
Meter Cutoff Fee (non-payment)	\$50.00
Reconnection Fee (voluntary)	\$50.00 if less than 30 days \$300.00 if 30 days or longer
Additional Meter Reading Fee	\$5.00

Water Key	\$30.00 \$35.00
Meter Testing Fee	\$25.00 \$225 per hour

SOLID WASTE/RECYCLING

Additional Brush Pick Up	\$100.00 \$150.00 per load
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Commercial Recycling Fee Schedule - Monthly

All Commercial Businesses**w/ Recycling \$5.50 **\$6.00**

** (except Tanger/Restaurants who will contract directly with Republic for glass and cardboard recycling disposal)

Residential Curbside Recycling Fee Schedule - Monthly

Residential Curbside Recycling Fee \$4.50 **\$5.00** (\$9.00 **\$10.00** bi-monthly billing)
(applies only to residences that receive normal residential solid waste collection)

CEMETERY

Woodlawn Cemetery Charges

	Resident Taxpayer Fee	Non Taxpayer Fee
Per Plot	\$500.00	\$2,000.00
Opening/Closing	\$225.00	\$425.00
Opening/Closing Weekends	\$275.00	\$450.00

EMERGENCY SERVICES

HAZARDOUS MATERIALS CHARGES AND FEES

Hazardous Material Trailer and Truck	\$200 per hour
Pumper	\$200 per hour
Service Truck	\$200 per hour
Aerial Ladder Truck	\$350 per hour

MINIMUM CHARGE WILL BE FOR ONE HOUR

- All fees above include manpower, insurance, gas, etc.
- All Responding paid personnel (call out or overtime) 1 ½ regular hour rate.
- Any equipment that is used but not listed (trucks, backhoe, etc.) at hourly rate specified by hired contractor.
- Materials such as booms, suits, oil dry, etc. at current replacement costs.

NOTE: These are minimum charges. If actual costs exceed these minimums, the responsible party shall be liable for any additional cost.

MISCELLANEOUS

Returned Check Fee	\$25.00 (per NCGS 25-3-506)
Returned Check Fee (Property Taxes)	\$25.00 or 10% of check (per NCGS 105-357(b))
Beer & Wine On Premises	\$45.00
Beer & Wine Off Premises	\$15.00
Book - Postcards	\$20.00
Copies of Accident Reports	\$2.00 per page
Copies of Public Records	\$0.10 per page
Downtown Business Directory Sign	Actual Cost
Zoning Map	\$5.00
Town Code Book - Chapters 1-15	\$20.00
Town Land Use Code Book-Chapters 16-17	\$30.00
Town Tag - Crown of the Blue Ridge	\$2.00 \$4.00
Town Tag - Vanity Plate	\$5.00
Golf Cart Registration Fee	\$50.00/year
Notary Fees	\$5.00 per Notary Signature \$10.00

TO: Mayor Charlie Sellers and the Blowing Rock Town Council

FROM: Brian Johnson, Zoning Enforcement Officer

SUBJECT: SUP 2024-02 Heritage Village CUP/SUP Amendment

APPLICANT: Hal Campbell – Heritage Village Subdivision Resident

DATE: June 11, 2024

REQUEST

Hal Campbell is requesting a modification to a previously issued Conditional Use Permit for the Heritage Village Subdivision for the purpose of allowing previously prohibited driveway connections to Wonderland Drive. The existing twenty-one (21) lot subdivision is zoned R-15 Single Family and is located on Heritage Lane. The subdivision is further identified by Watauga County PIN #s 2817-57-7310-000, 2817-57-7129-000, 2817-57-7110-000, 2817-57-6072-000, 2817-56-6932-000, 2817-56-5856-000, 2817-56-4857-000, 2817-56-3950-000, 2817-56-2931-000, 2817-56-1959-000, 2817-57-1110-000, 2817-56-0861-000, 2817-46-9975-000, 2817-47-9141-000, 2817-57-1435-000, 2817-57-1269-000, 2817-57-2112-000, 2817-57-4054-000, 2817-57-4195-000, 2817-57-4295-000, and 2817-57-4395-000.

PREVIOUS CONDITIONAL USE PERMITS

The original Conditional Use Permit was approved on July 9, 1996, and an amendment to the permit was approved on August 12, 1997. The amended permit contains a condition (#17) that "All lots that border onto Wonderland Drive shall be accessed from Heritage Lane". The applicant is requesting the amendment to allow a driveway to the rear of his property that will be accessed off Wonderland Drive.

Removal of the condition would allow all lots that border Wonderland Drive the right to construct a driveway connecting to Wonderland Drive Any new driveways are required to meet all applicable requirements of the Town of Blowing Rock Land Use Ordinance.

SITE PLAN – SUBDIVISION PLAT

The subdivision contains twenty-one (21) lots. Nine (9) of the lots also front Wonderland Drive to the South.

DRIVEWAY REQUIREMENTS

If approved the construction of any additional driveways will require a zoning permit. Staff recommends driveway connections to Wonderland Drive shall not exceed 12% grade within the first 20 feet and the remaining portion of driveways shall not exceed 20% grade. Driveways should be paved for the first 15 feet and stormwater must be addressed with adequate stormwater conveyance to prevent any unreasonable burden to adjacent properties.

Per NC General Statute 160D-102(30), previous Conditional Use Permits are now defined as Special Use Permits. Special Use Permits replace all previous Conditional Use Permits or special exceptions and this new permit will be an Amendment to the Special Use Permit.

FINDINGS OF FACT

The burden of establishing these findings of fact shall lie upon the applicant. In addressing the issue of compatibility, as required in paragraph (3), above, the applicant must demonstrate compatibility with the particular neighborhood in which the development or use is to be located. The fact that a use is authorized as a special use within a zoning district classification shall not give rise to a presumption that such special use is compatible with other uses authorized in the zoning district.

16-4.10.3 Findings of Fact. No Special Use Permit shall be approved by the Board of Commissioner's unless each of the following findings is made.

Consistent with Section 16-4.10.3 of the Land Use Ordinance, the Board of Commissioners finds:

- a. The use or development is located, designed, and proposed to be operated so as to maintain or promote the public health, safety, and general welfare.
- b. The use or development complies with all required regulations and standards of the Land Use Ordinance or with variances thereto, if any, and with all other applicable regulations.
- c. The use or development is located, designed, and proposed to be operated so as to be compatible with the particular neighborhood in which it is to be located.
- d. The use or development will not substantially injure the value of adjoining or abutting property.
- e. The use or development conforms with the general plans for the physical development of the Town as embodied in this Ordinance, the Town of Blowing Rock Comprehensive Plan, and any other duly adopted plans of the Town.

ATTACHMENTS

1. SUP Application
2. Draft SUP
3. Subdivision CUP's – July, 9, 1996 & August 12, 1997
4. Council minutes – July 9, 1996 & August 12, 1997
5. Letter from Hal Campbell
6. Subdivision Property Owners Signatures
7. Aerial vicinity map
8. Site plan - Plat
9. Photos – Mr. Campbell Property

TOWN OF BLOWING ROCK
APPLICATION FOR MINOR/MAJOR AMENDMENT

1. Applicant Name: Talbert Campbell
Address: 257 Heritage Lane
Phone: 843-319-4239 Fax: _____
2. Is Applicant a corporation? _____ Yes ☒ No
If yes, list the name of the president of the corporation: _____
If yes, list the name of the secretary of the corporation: _____
3. Is Applicant a limited liability corporation (LLC)? _____ Yes ☒ No
If yes, list the name of the manager of the corporation: _____
4. Is Applicant a partnership? _____ Yes ☒ No
If yes, list the names of the partners: _____

5. Is Applicant a proprietorship? _____ Yes ☒ No
If yes, list the name(s) of the proprietor(s): _____

6. Tax Parcel Number(s): _____
Owner(s) of Record: _____
Deed Book and Page Number: _____
7. Location of property: Heritage Lane

8. Current zoning classification of subject property: R-15
Proposed zoning classification of subject property, if applicable: _____
9. Is property located in protected watershed? _____ Yes _____ No
If yes, classification of protected watershed: _____ Class IV _____ Class II
10. Size of property: ~~4.52~~ acres or _____ square feet.

TOWN OF BLOWING ROCK
APPLICATION FOR MINOR/MAJOR AMENDMENT

11. Gross floor area of existing buildings: _____ square feet.

Gross floor area of proposed buildings: _____ square feet

12. If single-family residential development:

Name of subdivision: The Cottages - Heritage Village

Number of lots proposed to be created or amended: 21

Is development proposed to be a "cluster development"? _____ Yes _____ No

Smallest lot: _____ square feet. Average lot: _____ square feet.

13. If multi-family residential development:

Name of development: _____

Number of one-bedroom units: _____ Number of two-bedroom units: _____

Number of three-bedroom units: _____ Number of four-bedroom units: _____

14. Percentage of impervious surface (if applicable): _____ %. (Note: impervious area calculations are not applicable to single family residential developments. The density in a single family residential development located in a protected watershed area is limited to one unit per gross half acre.)

Impervious Surface Area Calculations

The following calculations should also be shown on the site plan and preliminary subdivision plans. These calculations are essential in the consideration of the request for a Conditional Use Permit:

Total Area (Square Feet of Subject Property)	
<u>Minus</u> Impervious Area in Square Feet Existing Prior to September 15, 1993 (Date of Ordinance)	-
Equals Net Area of Subject Property	
<u>Times</u> Percent of Impervious Area Allowed (See Permitted Allowances Listed Below)	X
[Multi-family residential: 24% impervious area (up to 34% with variance) Non-residential development: 24% impervious area in locations that have curb and gutter (up to 70% if approved as Special Intensity Allocation) Non-residential development: 36% impervious area in locations without curb and gutter (up to 70% if approved as Special Intensity Allocation)]	
<u>Minus</u> Impervious Area (in Square Feet) Added After September 15, 1993	

TOWN OF BLOWING ROCK
APPLICATION FOR MINOR/MAJOR AMENDMENT

	-
<u>Equals</u> Net Impervious Allowance	
<u>Proposed</u> Impervious Area to Be Added as Part of Proposed Development (Must Be Less Than Net Impervious Area Allowance)	

15. Existing Conditional Use Permit Number: _____

16. Name of Engineer: _____

Address: _____ Phone: _____

Name of Surveyor: _____

Address: _____ Phone: _____

Name of Land Planner: _____

Address: _____ Phone: _____

A detailed description of proposed changes must accompany this application.

Attached is a site plan showing all existing and proposed amendments as required by the Blowing Rock Land Use Code. Where said plans are in conflict with the provisions of the Land Use Code, I acknowledge that the provisions of the Land Use Code shall prevail, except as specifically provided in any Conditional Use Permit that was issued by the Town Council. Any deviations from or changes in the plans after submission must be pointed out to the Administrator in writing and specific written approval must be obtained as provided in the Blowing Rock Land Use Code.

Signature of Applicant: Talbot H. Campbell Date: 5-29-2024

Representing: _____

Signature of Property Owner: _____ Date: _____

Signature of Property Owner: _____ Date: _____

Signature of Property Owner: _____ Date: _____

<i>For Staff Use Only</i>	
Date Application Was Received: <u>5/29/24</u>	Initials: <u>BCJ</u>
Date Paid: <u>5/24/24</u>	Amount Paid: <u>\$250⁰⁰</u> Case Number: <u>2024-02</u>

Signatures

Betty Kittner

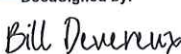
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Ren Nolte

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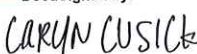
Bill Devereux

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CARYN CUSICK

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Gray Templeton

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Jimmy Summerlin

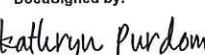
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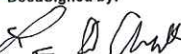
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Kathryn Purdom

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Laura Cheek

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Mark Hughes

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Melissa Birdsong

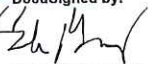
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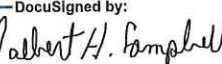
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Sarah Murphy

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Talbert Haldane Campbell

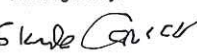
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Joy Stone

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Glenda Greeson

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Kent Dewey

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NORTH CAROLINA

WATAUGA COUNTY

**MINOR AMENDMENT
TO TOWN OF BLOWING ROCK SPECIAL USE PERMIT
Heritage Village
SUP No. 2024-02**

On the date listed below, the Board of Commissioners of the Town of Blowing Rock considered the following application for a proposed minor amendment to the Conditional Use Permit that was previously approved for the Heritage Village Subdivision on July 9, 1996, and a minor amendment approved on August 12, 1997.

Applicant: Hal Campbell – Heritage Village Subdivision Resident

Property Location: Heritage Lane

Tax Parcel #'s: 2817-57-7310-000, 2817-57-7129-000, 2817-57-7110-000, 2817-57-6072-000, 2817-56-6932-000, 2817-56-5856-000, 2817-56-4857-000, 2817-56-3950-000, 2817-56-2931-000, 2817-56-1959-000, 2817-57-1110-000, 2817-56-0861-000, 2817-46-9975-000, 2817-47-9141-000, 2817-57-1435-000, 2817-57-1269-000, 2817-57-2112-000, 2817-57-4054-000, 2817-57-4195-000, 2817-57-4295-000, and 2817-57-4395-000.

Subdivision Name: Heritage Village

Proposed Use of Property: Subdivision Consisting of Twenty-One Single-Family Lots

Meeting Date: June 11, 2024

Having reviewed the proposed request, the Board finds that the request constitutes a minor amendment to the Conditional Use Permit that was previously approved for the Heritage Village Subdivision. The Board also finds that the request complies with all applicable requirements of the Code of Ordinances of the Town of Blowing Rock. Therefore, the Board hereby approves the following minor amendment to the original Conditional Use Permit, subject to all applicable conditions of the Blowing Rock Town Code and the following conditions:

1. Remove condition #17 of the amended 1997 Conditional Use Permit that stated, *“All lots that border onto Wonderland Drive shall be accessed from Heritage Lane”*.

~~17. All lots that border onto Wonderland Drive shall be accessed from Heritage Lane.~~

If any of the conditions affixed hereto or any part thereof shall be held invalid or void, then this Permit shall be void and of no effect. All conditions of the original conditional use permits shall remain in effect, except as amended herein.

Per NC General Statute 160D-102(30), previous Conditional Use Permits are now defined as Special Use Permits. Special Use Permits replace all previous Conditional Use Permits or special exceptions and this new permit will be an Amendment to the Special Use Permit.

IN WITNESS WHEREOF, the Town of Blowing Rock has caused this Permit to be issued in its name and the undersigned being property owner(s) and/or agent(s) of the property owner(s) does hereby accept this Amended Special Use Permit, together with all of its conditions as binding upon them and their successors in interest.

TOWN OF BLOWING ROCK

By: _____
Charlie Sellers, Mayor

ATTEST: _____
Hilari Hubner, Town Clerk

(CORPORATE SEAL)

Mr. Lawrence moved that the Ordinance Amending Article III of Chapter 11 of the Code of Ordinances to Establish an Annual Fee for the Disposal of Solid Waste from Commercial Customers as well as the fee schedule outlined in Addendum A be approved as submitted. Mrs. Wiseman seconded the Motion which was unanimously approved.

Ordinance Attached To Minutes

2. Conditional Use Permit-Heritage Village

Mr. Bob Barr, petitioner, was sworn and gave testimony as to the proposed project.

Noting that the application was in order and pursuant to Chapter 16, Section 16-105(a)(b)(c) of the Code of Ordinances, a transcript of this hearing is not included as part of these minutes. A record has been tape recorded and shall be maintained in accordance with said Chapter 16 of the Blowing Rock Code.

This Hearing was closed upon motion by Mrs. Wiseman, second by Mrs. Ball.

Mrs. Wiseman moved that the Conditional Use Permit be approved as submitted including the elimination of any private streets. Mrs. Ball seconded the Motion which was unanimously approved.

Conditional Use Permit Attached

3. Conditional Use Permit-The Trilliums

Mr. Robert Abee, petitioner, was sworn and gave testimony as to the proposed development.

Noting that the application was in order and pursuant to Chapter 16-105(a)(b)(c) of the Town Code, a transcript of this hearing is not included as part of these minutes. A record has been tape recorded and shall be maintained in accordance with said Chapter 16 of the Blowing Rock Code.

This hearing was closed upon motion by Mr. Lawrence, second by Mr. Lentz.

12
NORTH CAROLINA

WATAUGA COUNTY

TOWN OF BLOWING ROCK CONDITIONAL USE PERMIT

On the date listed below, the Board of Commissioners of the Town of Blowing Rock met and held a public hearing to consider the following application:

Applicant: Heritage Village, Inc.

Property Location: Wonderland Drive

Tax Parcel Nos.:

Subdivision Name: Heritage Village

Proposed Use of Property: Subdivision Consisting of Thirty-One Single-Family Lots

Meeting Date: July 9, 1996

Having heard all of the evidence and arguments presented at the above-referenced hearing, the Board finds that the Application complies with all applicable requirements of the Code of Ordinances of the Town of Blowing Rock, and that, therefore, the application to make use of the above-described property for the purpose indicated is hereby approved, subject to all applicable conditions of the Land Use Code and the following conditions:

1. The applicant shall complete the development of the subject property in accordance with the plans submitted and approved by this Board, a copy of which is attached hereto and made a part hereof as if fully rewritten herein. Any deviations from or changes in the plans must be pointed out to the Administrator in writing and specific written approval must be obtained for such changes as provided in the Blowing Rock Land Use Ordinance.
2. Easements, having a width of 25 feet, shall be dedicated to the Town of Blowing Rock for the installation of utilities in the locations as specified and approved by the Town-designated engineer. Utilities to be installed by the Applicant shall be at the Applicant's expense and shall be underground utilities installed in accordance with Appendix C, Section 6 of the Land Use Code.
3. Applicant must have a soil erosion plan submitted to and approved by Watauga County prior to commencement of any grading activities on the property.

4. No work shall be permitted on the property until all erosion control measures have been installed, with the exception of specific work that may be required in order to complete the installation of the erosion control measures.
5. Prior to the commencement of any land disturbing activity, the Applicant shall be required to submit to the Town-designated engineer and receive approval of a grading plan and storm water plan.
6. The Applicant shall install fire hydrants at an average distance of not more than 500 feet apart when measured along the street centerline, with a maximum distance of 525 feet between any two hydrants. The actual locations of the hydrants shall be subject to the approval of the Town-designated engineer and the Town Fire Inspector.
7. The Applicant shall install appropriate street identification signs at the intersections of: Wonderland Drive and Heritage Lane (both intersections); and at Heritage Lane and Village Court. In addition, the Applicant shall also install standard stop signs on Heritage Lane at the two intersections with Wonderland Drive; and on Village Court at the intersection with Heritage Lane.
8. All subdivision and street identification signs shall be approved by the Architectural Review Commission.
9. With respect to any portion of the road system to be constructed within the development where the Applicant is required to make a cut, and the Town-designated engineer determines that it is appropriate that side ditches be installed, the side ditches shall be installed in the manner stipulated by the engineer. Said stipulation may include that the ditches be paved, concreted, or sodded, whichever the engineer determines to be appropriate.
10. Parking shall be prohibited in the cul-de-sac at the end of Village Court, and the Applicant shall install appropriate signs to prohibit such parking.
11. Heritage Lane and Village Court shall be constructed to Town standards as set forth in Chapter 16, Appendix C; and shall be dedicated to public use. The lot lines for the properties to be created within the development shall run to the edge of the rights-of-way for the proposed subdivision streets and not to the centerlines of the proposed streets.
12. Lots 25 through 27 shall be redesigned, or, alternatively, the route for Village Court shall be redesigned, so that all of those lots (25 through 27) shall abut a public street, thereby eliminating the need for the private drive that would otherwise provide access to Lots 25 through 27.

13. The common green area identified by the Applicant on the plat shall be dedicated by the Applicant to the property owners within the development. Said common green area shall be perpetually maintained by the Property Owners Association for the development.

14. That street lights are to be installed within the subdivision at the expense of the Applicant at such locations as shall be specified by the Town. The street lights shall be coach lights, shall be installed by BREMCO, and, once installed, shall become a part of the Town street light system.

15. Failure to comply with any provision herein shall subject the Applicant to forfeiture of the Permit and a stop work order on any further construction or sales of lots.

16. In the event it is determined by the Town that the Applicant is in violation of its erosion control plan or any other condition of this Permit, thereby causing the Town to employ the Town-designated engineer to review and inspect the project, the Applicant shall be obligated to pay the engineer for all time associated with his work on the project.

17. If any of the conditions affixed hereto or any part thereof shall be held invalid or void, then this Permit shall be void and of no effect.

IN WITNESS WHEREOF, the Town of Blowing Rock has caused this Permit to be issued in its name and the undersigned being property owner(s) and/or agent(s) of the property owner(s) does hereby accept this Conditional Use Permit, together with all of its conditions as binding upon them and their successors in interest.

TOWN OF BLOWING ROCK

By: *Reyes S. Hernandez*
Mayor

ATTEST:

Judith M. Burns
Town Clerk

**Board of Commissioners
MINUTES
August 12, 1997**

The Board of Commissioners for the Town of Blowing Rock met in regular session on Tuesday, August 12, 1997 at 7:00 p.m. Present were Mayor Rufus Hallmark and Commissioners Barbara Ball, J.B. Lawrence, Terry Lentz, Charles Travis and Rita Wiseman. Also present were the Town Manager Don Holycross, Town Attorney Allen Moseley and the Town Clerk.

Call To Order and Approval of Minutes:

Mayor Hallmark called the meeting to order and welcomed those present. Minutes of the July 8, 1997 meeting were approved as submitted upon motion by Mr. Travis, second by Mr. Lawrence.

Art-In-The-Park Dates for 1998:

Council reviewed dates proposed by the Chamber of Commerce for the 1998 Art-In-The-Park shows. Mrs. Wiseman moved that the following dates be approved:

May 16, 1998	August 15, 1998
June 13, 1998	September 12, 1998
July 18, 1998	October 3, 1998

Mrs. Ball seconded the motion which was unanimously approved.

Petition for Annexation/Susie Underwood:

The Town Manager reviewed a Petition for Annexation submitted by Mrs. Susie Underwood for voluntary annexation of a 1.43 acre tract located southeast of the intersection of Possum Hollow Road and US Route 321. Noting that the Town Clerk had examined the petition and has certified its sufficiency, Mr. Holycross advised that the next step would be to schedule a public hearing on the proposed annexation.

Mr. Holycross further advised that the annexation of this property would leave a very small area between the adjoining property and the property proposed to be annexed still outside the town limits and this small area should be considered for annexation to better serve the purpose of the petition.

August 12, 1997

Page two

Mr. Lawrence moved that a public hearing be held at the next meeting if the petitioner could obtain authorization from the owner of the adjacent property to include the small area in question as part of the petition. Mrs. Ball seconded the motion which was unanimously approved.

Resolution Fixing Date of Public Hearing Attached

Amendment to Heritage Village CUP:

The Town Manager reviewed a request from Mr. Joe Mertes to extend the Conditional Use Permit for Heritage Village for six months. Mr. Holycross advised that Mr. Mertes was the new owner of most of the property that was platted as part of Heritage Village and he proposes to develop the lots on the north side of Wonderland Drive in accordance with the revised site plan submitted to the planning office. This revised plan would contain 21 single-family lots. The smallest proposed lot would be 15,688 square feet and the largest lot would be 71,924 square feet. Ten of the proposed lots would be in excess of 20,000 square feet; and the average for all lots would be 22,633 square feet.

Mrs. Wiseman moved that the amendment be approved including the condition that none of the proposed lots front on Wonderland Drive and that there be no access off Wonderland Drive. Mr. Travis seconded the motion which was unanimously approved.

CUP Amendment Attached To Minutes

Amendment to Chapter V Code of Ordinances: (Swimming Pools, Spas, Hot Tubs)

The Town Manager advised that the State of North Carolina has recently enacted new building code provisions for swimming pools, spas, and hot tubs. The provisions provide standards for the design and construction as well as standards for the design of barriers to restrict access to pools, spas, and hot tubs.

Mr. Holycross advised further that the new standards may only be enforced within a jurisdiction only when specifically adopted by that jurisdiction. A draft ordinance was presented for review.

August 12, 1997
Page three

Mrs. Wiseman moved that the *Ordinance Amending Article V of the Town Code of Ordinances to Provide for the Enforcement of the Provisions for Swimming Pools, Spas, and Hot Tubs Contained in Appendix D of Volume VII of the North Carolina State Building Code (One and Two Family Dwellings)* be approved as submitted. Mr. Lawrence seconded the motion which was unanimously approved.

Ordinance Attached To Minutes


Ordinance to Clarify Provisions for Shopping Center Signs:

Acting on request from the Town Manager, Mr. Travis moved that the draft Ordinance to clarify certain provisions of the sign code be forwarded to the Planning Board and that a Public Hearing be held to consider these changes at the next council meeting. Mr. Lentz seconded the motion which was unanimously approved.

Executive Session and Adjourn:

Upon motion by Mr. Lentz, second by Mr. Lawrence, this meeting moved into Executive Session to discuss legal matters.

Upon reconvening and there being no further business, this meeting adjourned at 8:25 p.m.



Mayor



Town Clerk

NORTH CAROLINA

WATAUGA COUNTY

AMENDMENT TO BLOWING ROCK CONDITIONAL USE PERMIT
(HERITAGE VILLAGE)

On the date listed below, the Board of Commissioners of the Town of Blowing Rock met to review and consider a request to extend for an additional six months the Conditional Use Permit that was previously approved for the Heritage Village Subdivision on July 9, 1996. The Board also reviewed and considered an amended site plan that would eliminate the need for a private drive to serve any of the lots in the proposed subdivision.

Applicant: Blue Ridge Partners, LLC

Property Location: Wonderland Drive

Tax Parcel Nos.: 2817-57-4201

Subdivision Name: Heritage Village

Proposed Use of Property: Subdivision Consisting of Twenty-One Single-Family Lots

Meeting Date: August 12, 1997

Having reviewed a certain subdivision plan dated August 5, 1997, the Board of Commissioners finds that the subdivision plan constitutes a minor amendment to the plan previously approved for Heritage Village. Pursuant to said finding, the Board finds that the Application complies with all applicable requirements of the Code of Ordinances of the Town of Blowing Rock, and that, therefore, the application to make use of the above-described property for the purpose indicated is hereby approved, subject to all applicable conditions of the Land Use Code and the following conditions:

1. The applicant shall have six months from the date of the approval of this amendment (or until February 12, 1998) in order to comply with the requirements specified in Section 16-62(a)(2) of the Land Use Ordinance. That is, the applicant shall complete by that date at least ten percent of the total cost of all construction, erection, alteration, excavation, demolition, or similar work on the development authorized by this permit. Otherwise, this permit shall expire unless specifically extended by the Board of Commissioners.
2. The Applicant shall complete the development of the subject property in accordance with the plans submitted and approved by this Board, except as amended by the following conditions. Copies of said plans are made a part hereof as if fully rewritten herein, and shall be maintained in the Conditional Use Permit file in the Town Clerk's Office. Any deviations from or changes in the plans must be pointed out to the Administrator in writing and specific written approval must be obtained as provided in the Blowing Rock Land Use Code.
3. Easements, having a width of 25 feet, shall be dedicated to the Town of Blowing Rock for the installation of utilities in the locations as specified and approved by the Town Engineer.

Utilities to be installed by the Applicant shall be at the Applicant's expense and shall be underground utilities installed in accordance with Appendix C, Section 6 of the Land Use Code.

The Town will extend an existing water main along Wonderland Drive to the southwestern corner of the former Commons area as it was shown on the plat originally approved for Heritage Village and dated June 9, 1996. The Applicant shall extend that water main along Wonderland Drive to the northwestern corner of former Lot 1 as it was shown on the plat dated June 9, 1996. The Town will reimburse the Applicant for oversizing the line above a 6-inch line, which would be the minimum requirement to serve the development. The Applicant shall be responsible for the installation of all other water lines within the development.

The Applicant shall be responsible for extending sanitary sewer service to the development through the Wonderland Woods subdivision. The Applicant shall also be responsible for the installation of all other sanitary sewer lines within the development.

4. Applicant must have a soil erosion plan submitted to and approved by Watauga County prior to commencement of any grading activities on the property.
5. No work shall be permitted on the property until all erosion control measures have been installed, with the exception of specific work that may be required in order to complete the installation of the erosion control measures.
6. Prior to the commencement of any land disturbing activity, the Applicant shall be required to submit to the Town Engineer and receive approval of a grading plan and storm water plan.
7. The Applicant shall install fire hydrants at an average distance of not more than 500 feet apart when measured along the street centerline, with a maximum distance of 525 feet between any two hydrants. The actual locations of the hydrants shall be subject to the approval of the Town Engineer and the Town Fire Inspector.
8. The Applicant shall install appropriate street identification signs at the intersections of Wonderland Drive and Heritage Lane (both intersections). In addition, the Applicant shall also install standard stop signs on Heritage Lane at the two intersections with Wonderland Drive.
9. All subdivision and street identification signs shall be approved by the Architectural Review Commission.
10. With respect to any portion of the road system to be constructed within the development where the Applicant is required to make a cut, and the Town Engineer determines that it is appropriate that side ditches be installed, the side ditches shall be installed in the manner stipulated by the Engineer. Said stipulation may include that the ditches be paved, concreted, or sodded, whichever the Engineer determines to be appropriate.
11. Heritage Lane shall be constructed to Town standards as set forth in Chapter 16, Appendix C; and shall be dedicated to public use. The lot lines for the properties to be created within the development shall run to the edge of the rights-of-way for the proposed subdivision streets and not to the centerlines of the proposed streets.

12. The common green area identified by the Applicant on the plat shall be dedicated by the Applicant to the property owners within the development. Said common green area shall be perpetually maintained by the Property Owners Association for the development.

13. That street lights are to be installed within the subdivision at the expense of the Applicant at such locations as shall be specified by the Town. The street lights shall be coach lights, shall be installed by BREMCO, and, once installed, shall become a part of the Town street light system.

14. Failure to comply with any provision herein shall subject the Applicant to forfeiture of the Permit and a stop work order on any further construction or sales of lots.

15. The Town Engineer and/or his designee shall inspect and test the installation of all public utilities and public streets to determine that the utilities and streets meet the standards established by the Town. The Applicant shall be obligated to reimburse the Town for the costs associated with said inspection and testing.

16. In the event it is determined by the Town that the Applicant is in violation of its erosion control plan or any other condition of this Permit, thereby causing the Town to employ the Town Engineer to review and inspect the project, the Applicant shall be obligated to pay the Engineer for all time associated with his work on the project.

17. All lots that border onto Wonderland Drive shall be accessed from Heritage Lane.

18. If any of the conditions affixed hereto or any part thereof shall be held invalid or void, then this Permit shall be void and of no effect.

IN WITNESS WHEREOF, the Town of Blowing Rock has caused this Permit to be issued in its name and the undersigned being property owner(s) and/or agent(s) of the property owner(s) does hereby accept this Conditional Use Permit, together with all of its conditions as binding upon them and their successors in interest.

TOWN OF BLOWING ROCK

By: *Robert E. Hallmark*
Mayor

ATTEST:

Quella M. Evans
Town Clerk

Blue Ridge Partners, LLC

By: _____ (SEAL)

Joe Mertes, President

By: _____ (SEAL)

Wanda R. Mertes, Secretary

Hal Campbell
257 Heritage Lane
Blowing Rock, NC 28605

June 3, 2024

The Town of Blowing Rock Town Council
1036 Main St
PO Box 47
Blowing Rock, NC 28605

Dear Town Council Board Members,

I am writing to request an amendment to the Conditional Use Permit (CUP) for The Cottages/Heritage Village property located on Heritage Lane and bordered by Wonderland Drive. Specifically, I propose the removal of item 17 "All lots bordering Wonderland Drive shall be accessed from Heritage Lane" from the CUP.

As long-time visitors and part-time residents of Blowing Rock, having visited for over 40 years before purchasing our home on Heritage Lane in 2020, my wife Melaine and I love this community and hope to make it our full-time residence. However, our decision to move here permanently has been influenced by some concerns, most notably a significant incident that occurred shortly after our purchase.

Shortly after acquiring our home, I experienced a health emergency and collapsed. Melaine called for an ambulance, but when the driver attempted to exit our property, the steepness of our driveway posed a major challenge. After several unsuccessful attempts to ascend the driveway, the driver had to accelerate fully from the bottom to back out, which was quite dangerous given the significant drop-offs on either side. Fortunately, the ambulance was eventually able to navigate out of our driveway, but the ordeal highlighted a serious safety concern.

Given these concerns and the weather-related challenges associated with our steep driveway, we believe it is essential to have the option to access our property from Wonderland Drive. Removing the restriction stated in item 17 of the CUP will not only enhance our safety but also provide a more reliable access route in case of emergencies.

Thank you for considering my request. I appreciate your attention to this matter and look forward to your favorable response.

Sincerely,

Hal Campbell

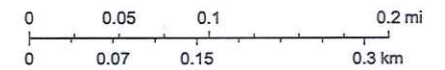
A handwritten signature in black ink that reads "Hal Campbell". The signature is written in a cursive, flowing style.

Watauga County Auditor

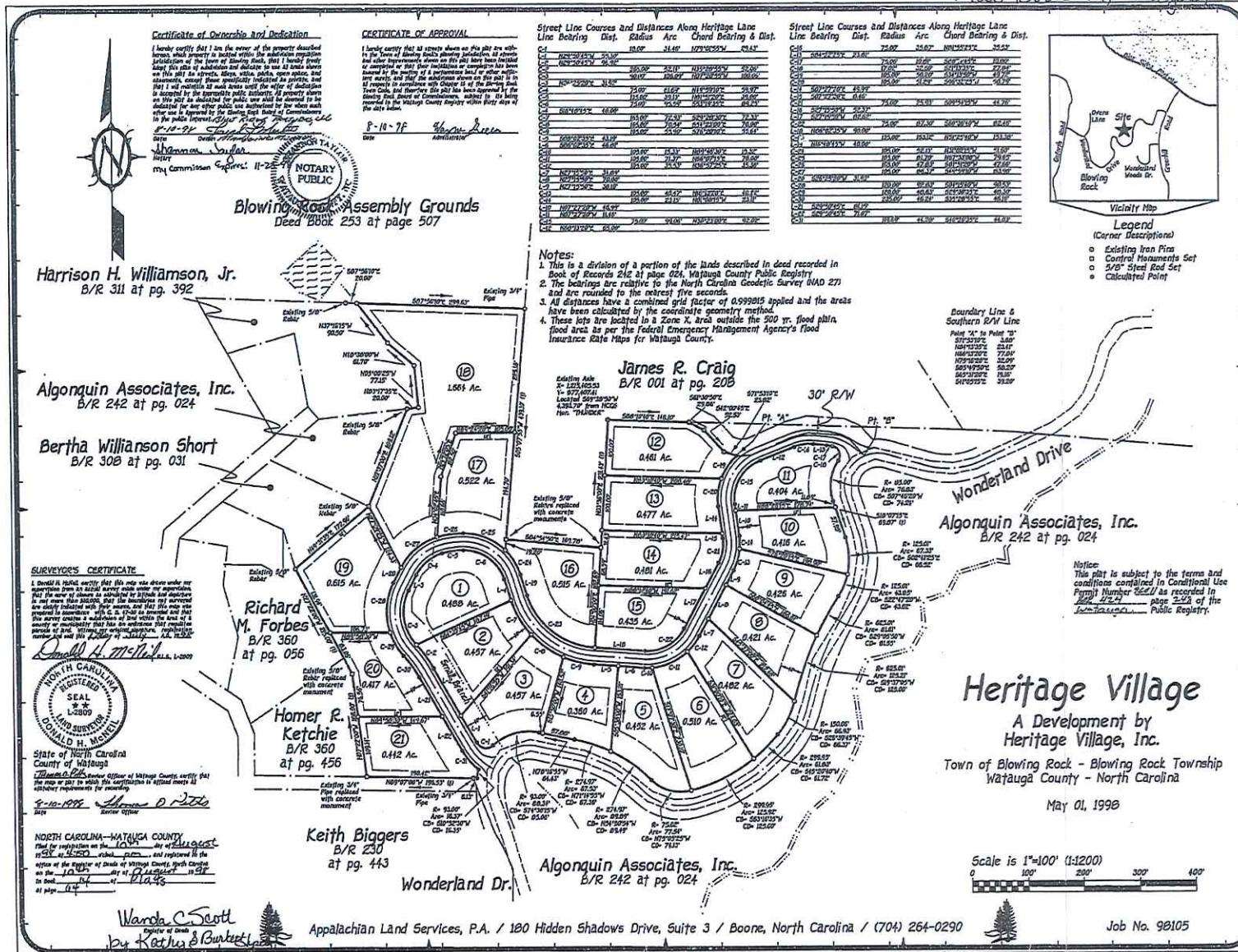


June 5, 2024

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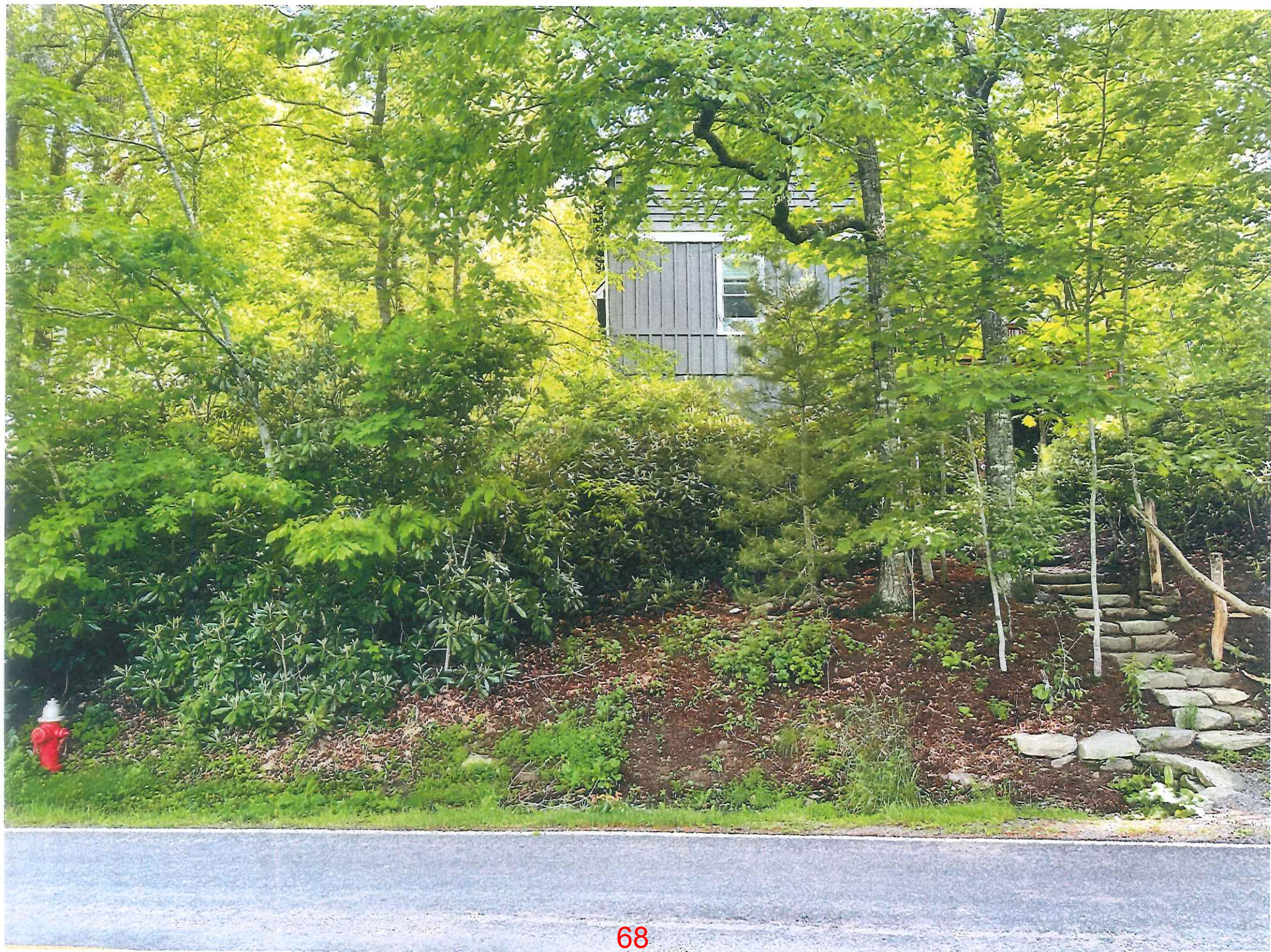


Watauga County Auditor









Staff Report –USDA Loan

To: Mayor Charlie Sellers and the Blowing Rock Town Council

From: Shane Fox, Town Manager

Subject: USDA Loan

Date: June 11, 2024

Information: On December 13, 2022, the Town Council voted 5-0 to approve the Town of Blowing Rock to proceed with filing an application with the USDA for a low-interest loan for improvements at the Town's Water and Wastewater Plants along with replacement of the Mayview Sewer Lift Station. The Town Council held a public hearing on December 13, 2022, in which no citizens spoke towards or against the proposed application. The USDA has now completed the application and due diligence phases and has proceeded with offering the Town a loan in an amount not to exceed \$4,600,000 with an interest rate not to exceed 3.5% and a repayment term of 40 years.

Action: For the Town Council to accept the terms of the USDA loan offer along with authorizing the Mayor, Town Manager, and Town Clerk to execute the loan documents in the next 30 days. We have two resolutions that the Town Council must vote on individually, the first is the resolution to execute the loan documents, the second is the resolution to authorize the Town's Bond Counsel to begin the process with the LGC to issue Revenue Bonds for security of the USDA loan.

Attachments:

1. Resolution Authorizing Official to execute loan documents.
2. Resolution – Bond Counsel – Revenue Bonds authorization
3. PP – presented at 12.13.22 TC Meeting – project scope

BE IT RESOLVED

That the TOWN OF BLOWING ROCK, on JUNE 11, 2024, hereby authorizes Charlie Sellers, Mayor (or Shane Fox, Town Manager, whichever the Council chooses), and Hilari Hubner, Town Clerk, to accept a Letter of Conditions, and execute and submit all forms and documents necessary to obtain a loan from USDA Rural Development for the funding of the proposed Water and Sewer Improvements Project. The proposed USDA Rural Development funding package would consist of a RUS Loan not to exceed an estimated project cost of \$4,600,000. Forms and documents would include, but not limited to the following:

RUS Bulletin 1780-27	Loan Resolution (Public Bodies)
Form RD 1942-46	Letter of Intent to Meet Conditions
Form RD 1940-1	Request for Obligation of Funds

This resolution is to become a part of the official minutes of the TOWN OF BLOWING ROCK meeting held on JUNE 11, 2024.

MOTION MADE BY _____ AND

SECONDED BY _____ THAT THE RESOLUTION BE APPROVED.

MOTION PASSED with _____ FOR and _____ AGAINST.

BY: _____
Charlie Sellers, Mayor

ATTEST: _____
Hilari Hubner, Town Clerk

DATE: _____

**RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF BLOWING ROCK,
NORTH CAROLINA MAKING REQUIRED FINDINGS AND AUTHORIZING
THE FILING OF AN APPLICATION FOR APPROVAL OF REVENUE BONDS
AND NOTES AND PROVIDING FOR CERTAIN OTHER MATTERS RELATED
THERETO**

WHEREAS, the Town of Blowing Rock, North Carolina (the "Town") desires to finance capital costs of the acquisition, design, construction and equipping of a Town of Blowing Rock capital project, specifically the acquisition, design, construction and equipping of water and wastewater system renovations and improvements, including renovation of the Town's water treatment plant and wastewater treatment plants and the replacement of the Town's Mayview Sewer Lift Station (together, the "Project") and to finance costs related to the execution and delivery of related financing documents; and

WHEREAS, the United States of America - Department of Agriculture - Rural Utilities Service has offered to assist the Town in the Project by providing a financing package that includes low-interest loans in a total amount of \$4,565,000; and

WHEREAS, the Town plans to accept the offer from USDA. The Town will provide for the issuance of the Town's revenue bonds in an estimated amount of up to \$4,565,000 in accordance with the USDA proposal (the "Bonds"). USDA generally requires that borrowers like the Town separately arrange for construction-period financing through the issuance of "bond anticipation notes" to pay for Project development costs (the "Notes"). Revenue bonds and notes are not secured by a pledge of the Town's taxing power or any physical collateral, but rather by a pledge of the net revenues of the Town's water and sewer system; and

WHEREAS, State law requires that the North Carolina Local Government Commission (the "LGC") approve the Town's issuance of the revenue bonds and notes, and under the LGC's guidelines, the Town Council must make certain findings of fact to support the Town's application for the LGC's approval.

NOW THEREFORE, BE IT RESOLVED by the Council of the Town of Blowing Rock, that the Town makes a preliminary determination to finance all or a portion of Project costs through the issuance of water and sewer revenue Bonds to USDA in an amount estimated as not to exceed \$4,565,000, and that the Town makes a preliminary determination to contract for construction-period financing, as may be required by USDA, through the issuance of the Notes. The final issuance of the Notes and the Bonds is subject to the LGC's approval and this Council's subsequent approval.

BE IT FURTHER RESOLVED that the Town Council of Town makes the following findings:

1. The project is necessary and appropriate for the Town under all the circumstances. The project will increase the efficiency of the Town's public water and sewer system to the benefit of the Town and the customers of the system.
2. The Project is feasible. Town costs will be paid from low interest financing sources, including the Bonds and Notes. The Town believes that the customer

utility bills that will be necessary to provide for bond payments will be reasonable under the circumstances.

- 3. The Town’s debt management procedures and policies are sound and in compliance with law, and the Town is not in default under any of its debt service obligations.
- 4. The Town will be able to market the Bonds and Notes at reasonable rates of interest. The financing offer from USDA includes long-term financing at low interest rates so as to enhance the feasibility of issuing the Bonds and otherwise maintaining the Town’s utility operations. In addition, the Town will closely review proposed lending rates for the notes against market rates with guidance from the LGC. All amounts financed will reflect either approved contracts, professional estimates or previous actual expenditures.

BE IT FURTHER RESOLVED that the Town Manager, the Town Finance Officer and their designees are, and each of them is, hereby authorized to act on behalf of the Town of Blowing Rock in filing an application with the North Carolina Local Government Commission for approval of the Bonds and Notes, and to take such other actions not inconsistent with this resolution.

BE IT FURTHER RESOLVED that the actions of the Town Manager and the Town Finance Officer in retaining the assistance of Sands Anderson PC as bond counsel for the Town to assist with the financing of the Project and issuance of the Notes and the Bonds, including execution of an engagement agreement, are approved and ratified.

BE IT FURTHER RESOLVED that the actions of the Town Manager, the Town Finance officer and other representatives and agents of the Town in furtherance of the purposes of this Resolution are approved, ratified and confirmed.

This resolution is effective upon its adoption this 11th day of June, 2024.

The motion to adopt this resolution was made by Council member _____, seconded by _____ and was approved by the following vote:

Ayes: _____

Noes: _____

* * * * *

The undersigned Clerk to the Town Council of Blowing Rock Town, North Carolina, DOES HEREBY CERTIFY that the foregoing has been carefully copied from the actually recorded minutes of said Town Council at a meeting held on June 11, 2024, and is a true copy of

so much of said minutes as relates in any way to the adoption of the resolution set forth above.

A quorum was present and acting throughout such meeting.

I further certify that due notice of such meeting was provided as required by North Carolina General Statutes Section 143-318.12.

WITNESS my signature and the seal of Blowing Rock Town, North Carolina, this ____ day of _____, 2024.

[SEAL]

Clerk to the Town Council
Blowing Rock Town, North Carolina

Town of Blowing Rock WATER AND SEWER IMPROVEMENTS

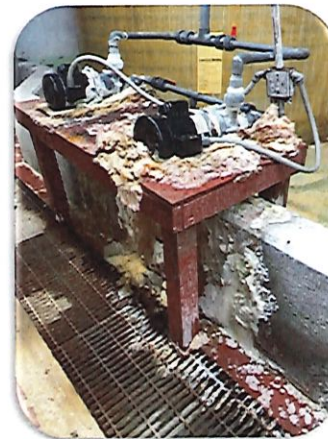


70



History

- Prior Water Treatment Plant upgrades
- Prior Wastewater Treatment Plant upgrades
- 2014 Bonds
- Main Street Water and Sewer Replacement Project
- Current needs



71



75



Funding Opportunities

- Clean Water SRF/Drinking Water SRF
- ARPA
- USDA: terms, payback, interim financing



72



76



Mayview Lift Station and Force Main

Proposed Improvements:

- Replace lift station with new backup generator
- 760 ft of 6-inch ductile iron pipe force main replacement



73

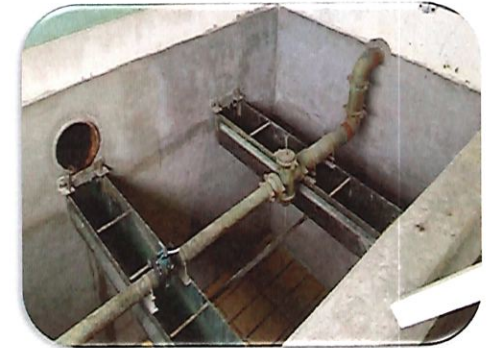




Water Treatment Plant

Proposed Improvements:

- Replace Flocculators
- Replace High Service Pump and Valve
- Replace Finished Water Pump
- Replace and Relocate Turbidimeters
- Valve, Piping, and Bolt Replacement and Recoating
- Electrical Improvements
- SCADA Improvements





Wastewater Treatment Plant

Proposed Improvements:

- Replace bar screen
- Replace digester aeration system
- Rebuilding influent pump
- Operations building roof replacement
- Electrical Improvements
- SCADA Improvements



75



Next Steps

1. Authorize Submitting application
2. Funding consideration by USDA
3. Funding award by USDA
4. Design
5. Permitting
6. Bidding
7. Obtain interim financing
8. Construction

Any questions?

Thank you!

