

Town of Blowing Rock

Council Retreat Agenda

January 6-8, 2020



Blowing Rock Art and History Museum
159 Ginny Stevens Lane
Blowing Rock, NC 28605

Monday January 6, 2020

<u>Time</u>	<u>Topics</u>	<u>Discussion Participants</u>
8:30 am	Welcome & Opening Remarks	Mayor & Town Manager
8:45 am	Review of January and June 2019 Retreat Topics <ul style="list-style-type: none">• Status Report and Timeline	Town Manager & Council
9:30 am	Financial Items <ul style="list-style-type: none">• FY Budgetary Overview & Projections• Debt & Bond Overview• Fund Balance Discussion• Capital Budget Reserves Review• Revenue Enhancement:<ul style="list-style-type: none">○ Water/Sewer Rate Structure	Finance Director & Council
10:45 am	Break	
11:00 am	Administrative Items <ul style="list-style-type: none">• Board Appointments:<ul style="list-style-type: none">○ ABC Board○ BRAAC○ Planning Board○ Board of Adjustment○ TDA Board	Council & Staff
12:00 pm	Lunch – BRAHM - Catered	
1:30 pm	Planning Update <ul style="list-style-type: none">• 2014 Comprehensive Plan Update• 2021 General Statute Changes/Code Amend.<ul style="list-style-type: none">○ 75% Green Space○ Parking Credit	Planning Director & Council

<u>Time</u>	<u>Topics</u>	<u>Discussion Participants</u>
Break TBD	<ul style="list-style-type: none"> • Code Amendments Continued..... <ul style="list-style-type: none"> ○ Town Center Design Standards ○ 28 Day - STR • Conditional Zoning/CUP Discussion • Ad Hoc Update 	
5:00 pm	Organizational update <ul style="list-style-type: none"> • Police Department 	Police Chief
6:15 pm	Dinner	

Tuesday January 7, 2020

8:30 am	Public Works & Public Utilities <ul style="list-style-type: none"> • 2020 Street Paving • Water Plant Capital Planning • Wastewater Plant Capital Planning • Infrastructure Capital Planning <ul style="list-style-type: none"> ○ PRV's ○ AMI ○ Expansion 	Council Staff McGill Engineers
10:45 am	Break	
11:00 am	Park and Recreation <ul style="list-style-type: none"> • Memorial Park Discussion <ul style="list-style-type: none"> ○ Playground Capital Planning ○ Bathrooms Capital Planning ○ Other Areas ○ 1888 Museum Request 	Park and Recreation Director & Council
12:00 pm	Lunch – BRAHM - Catered	

<u>Time</u>	<u>Topics</u>	<u>Discussion Participants</u>
1:30 pm	Park and Recreation <ul style="list-style-type: none"> • Pickleball Discussion • Legion Hill/Broyhill Lake Access Discussion • Broyhill Lake/Dam Discussion 	Park and Recreation Director & Council
3:00 pm	Tourism and Transportation <ul style="list-style-type: none"> • Sidewalks Discussion and Capital Plan • Crosswalks Discussion and Capital Plan • Parking Discussion <ul style="list-style-type: none"> ◦ Additional ◦ Management ◦ Paid parking • Parades – 4th of July and Christmas 	Town Manager Police Chief TDA Director
5:00 pm	Potpourri Items <ul style="list-style-type: none"> • Mayor's Term Discussion • Energy Efficiency Discussion 	Town Manager
6:15 pm	Dinner	

Wednesday January 8, 2020

8:30 am	Wrap-up items from previous days	Town Manager
10:30 am	Priority Setting In reference and consideration to topics and issues presented over the last few days, Council as a group shall consider prioritizing those matters for staff's direction.	Council & Town Manager
12:00 pm	Lunch – BRAHM - Catered	
1:30 pm	Final items - adjournment	Council & Town Manager

**FINANCIAL REPORT
AS OF DECEMBER 31, 2019
Mid-Year Review**

Financial Overview

Please find reported, we are 50% into fiscal year 2019-2020. Collections of 2019 property taxes total \$3,475,069 or 80% (this is 2% more collections at this point in the fiscal year than last year at this time, which was 11% above the prior year at that time even with high than usual prepaids) of budget at this time. With collections being one month in arrears, we have collected five months of motor vehicle taxes for the new fiscal year, with collections at \$41,775 or 49% (this is 8% below collected at this point in the fiscal year than last year at this time, noting however, last year's collections were higher than the previous) of budget.

Sales tax revenues are collected two months in arrears, with \$687,114 or 38% (this is 12% higher collected at this time than last year at this time) of budget collected at this time. Building permit collections are at \$42,015 or 84% (17% higher than last year at this time, and above budget pace) of budget, and zoning fees are at \$5,619 or 56% (29% above last year at this time, but consistent with typical budget pace).

The fourth utility billing of the new fiscal year will occur in late February, billings for the current fiscal year are at \$498,977 or 54% and \$407,741 or 53% for water and sewer charges respectively. This is about 9% above last year's budget pace for Water and 6% above budget pace for Sewer charges. Water and sewer connection fees collected to date are at \$7,500 or 38% and \$11,747 or 53% respectively. These totals are inline with budget expectations for the year, while significantly lower than last year due to the Chestnut Ridge Development Partners condo project on Chestnut Dr.

Overall expenditures for the General Fund are at 45% (1% below last year at this time) and 51% (slightly higher than a typical year and moderately higher than the previous year, due to the timing of capital purchases, but in line with budget expectations) for the Water/Sewer Fund. Overall revenue for the General Fund is at 52% (approximately 11% above last year at this time) and 52% (9% up this year compared to last) for the Water/Sewer Fund. Since many of our revenues are collected in arrears, these totals are expected at this point in the fiscal year. As previously mentioned, debt service payments are related to the elevation seen in the Public Building department but the overall budget for this department is not anticipated to be over budget at the end of the year based on projections at this time. Plant operations is also running higher compared to budget expectations at this point in the fiscal year due mainly to capital purchases having taken place (i.e. receipt and purchase of the sludge hauling vehicle/tanker truck). All other department expenditures are in line with budget at this time. See the attached report for departmental breakdowns.

Attached is the monthly financial report in numbers. Please let me know if you have any questions on these reports.

Department Activity Notes

Year-end processing will now begin for our department with the filing of required end of the year financial reporting to the state as well as IRS. Financial disclosures required with the Town's General Obligation bonds must also be completed and are in process at this time of year.

We have plans to complete our annual record retention rotation as time allows in the next month or so as well.

Bond project review and planning for the fourth and final issuance is anticipated over the next year with important Council direction to take place at this annual retreat.

At this time a draft budget timeline will be developed for internal use as a start to the FY 2020-21 budget process.

Thank you,

Nicole M. Norman
Finance Officer

TOWN OF BLOWING ROCK
FINANCIAL SUMMARY REPORT
As of December 31, 2019, 50% of Fiscal Year 2019-20

GENERAL FUND			
	Annual Budget	Actual to Date	Y-T-D % Collected
REVENUES			
Current Year Levy of Property Taxes	\$ 4,359,606	\$ 3,475,069	79.71%
Motor Vehicle Taxes	84,572	41,775	49.40%
Utilities Franchise Taxes	374,400	103,715	27.70%
Local Option Sales Taxes	1,821,591	687,114	37.72%
Fund Balance Appropriated	120,000	-	0.00%
All Other Revenues	2,958,047	770,097	26.03%
	<u>\$ 9,718,216</u>	<u>\$ 5,077,771</u>	<u>52.25%</u>
EXPENDITURES			
Governing Board	\$ 56,181	\$ 22,582	40.19%
Central Government	2,870,850	1,125,898	39.22%
Public Buildings	611,340	494,916	80.96%
Administrative/Finance	457,122	205,564	44.97%
Police	1,438,150	671,658	46.70%
Emergency Services	1,088,664	486,830	44.72%
Planning and Inspections	300,550	149,816	49.85%
Street	1,415,126	550,035	38.87%
Sanitation	406,463	212,020	52.16%
Parks and Rec/Landscaping	1,073,770	483,231	45.00%
	<u>\$ 9,718,216</u>	<u>\$ 4,402,549</u>	<u>45.30%</u>
Y-T-D FUND BALANCE INCREASE (DECREASE)	<u><u>\$ -</u></u>	<u><u>\$ 675,223</u></u>	

Property Tax Collection	FY 2020	FY 2019	FY 2018	FY 2017
As a Percentage of Total Levy	91.63%	100.05	98.49%	99.13%
(Motor Vehicles Not Included)				

WATER AND SEWER FUND			
	Annual Budget	Actual to Date	Y-T-D % Collected
REVENUES			
Water Revenue	\$ 928,200	\$ 498,977	53.76%
Sewer Revenue	773,680	407,741	52.70%
Connection Fees	42,000	19,247	45.83%
Fund Balance Appropriation	40,000	-	0.00%
All Other Revenues	219,882	106,802	48.57%
	<u>\$ 2,003,762</u>	<u>\$ 1,032,767</u>	<u>51.54%</u>
EXPENDITURES			
Administrative	\$ 620,464	\$ 180,801	29.14%
Plant Operations	814,503	595,660	73.13%
Field Operations	495,853	242,327	48.87%
Contribution to Fund Balance/Contingency	72,942	-	0.00%
	<u>\$ 2,003,762</u>	<u>\$ 1,018,788</u>	<u>50.84%</u>
Y-T-D FUND BALANCE INCREASE (DECREASE)	<u><u>\$ -</u></u>	<u><u>\$ 13,979</u></u>	

Town of Blowing Rock Bond Activity Update Summary

Follows is an update summary of bond fund issuances and expenditures to date as well as amounts not yet issued:

<u>Issue I</u>	<u>Issue II</u>	<u>Issue III</u>
<i>Transp.</i> \$3,060,387 issued	<i>Transp.</i> \$1,628,459 issued	<i>Transp.</i> \$3,689,700 issued
<i>Parks</i> \$439,614 issued	<i>Parks</i> \$129,041 issued	<i>Water</i> \$377,295 issued
<i>Water</i> \$471,250 issued	<i>Water</i> \$542,500 issued	<i>Sewer</i> \$303,000 issued
<i>Sewer</i> \$665,000 issued		

Funds Remaining to be Issued in Phase VI (Final Issuance)

Following this issuance, one more phase of projects remains that will total \$1,695,000. Planning will now take place for the projects anticipated in this issuance, with plans to issue the final phase of debt associated with the GO Bonds in early 2021.

Follows is the current funding plan and projects list for funds remaining to be issued in the fourth and final phase of borrowing:

<i>Description</i>	<i>Budget Per Bond Planning</i>
Future Sidewalks	\$ 612,890.00
Council + Int.- Transportation	\$ 10,114.00
	\$ 623,004.00
<i>Description</i>	<i>Budget Per Bond Planning</i>
Rec. Dept. Improvements	\$ 204,614.00
Tennis/Parking Retaining Walls	\$ 115,000.00
New Stairways & Sidewalk in Park	\$ 73,036.00
TH Retaining Wall	\$ 38,695.00
	\$ 431,345.00
<i>Description</i>	<i>Budget Per Bond Planning</i>
Maple St.	\$ 86,250.00
Goforth	\$ 359,853.00
West Green Hill	\$ 162,852.00
	\$ 608,955.00
<i>Description</i>	<i>Budget Per Bond Planning</i>
Other Lines/Repairs	\$ 29,000.00
Allocated to Sunset SS	\$ 3,000.00
	\$ 32,000.00

Town of Blowing Rock
 Annual Debt Service Requirements As of The Beginning of Each Respective Fiscal Year
 In Whole Dollars

	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29
General Fund Debt Service Requirements										
Police										
2 Ford Police Interceptor Replacements purchased 2015										
Date: September 30, 2015										
First Citizens Bank										
Acct # 0000000000-00000, Rate 1.51%										
Pay	Balance	19,026	-	-	-	-	-	-	-	-
Off In	Principal	19,026	-	-	-	-	-	-	-	-
FY 19-20	Interest	280	-	-	-	-	-	-	-	-
	Total	19,306	-	-	-	-	-	-	-	-
2 Ford Police Interceptor Replacements Purchased 2016										
Date: September 1, 2016										
BB&T Bank										
Acct # 0000000000-00000, Rate 1.37%										
Pay	Balance	42,791	21,541	-	-	-	-	-	-	-
Off In	Principal	21,250	21,541	-	-	-	-	-	-	-
FY 20-21	Interest	586	295	-	-	-	-	-	-	-
	Total	21,836	21,836	-	-	-	-	-	-	-
2 Ford Police Interceptor Replacements Purchased 2017										
Date: September 8, 2017										
Sun Trust Bank										
Acct # 0000000000-00000, Rate 2.41%										
Pay	Balance	61,364	41,394	20,944	-	-	-	-	-	-
Off In	Principal	19,969	20,451	20,944	-	-	-	-	-	-
FY 21-22	Interest	1,479	998	505	-	-	-	-	-	-
	Total	21,448	21,448	21,448	-	-	-	-	-	-
2 Ford Police Interceptor Replacements Purchased 2018										
Date: November 1, 2018										
First National Bank										
Loan # 4721027, Rate 2.89%										
Pay	Balance	87,700	66,715	45,121	22,889	-	-	-	-	-
Off In	Principal	20,985	21,594	22,232	22,889	-	-	-	-	-
FY 22-23	Interest	2,570	1,960	1,322	671	-	-	-	-	-
	Total	23,554	23,554	23,554	23,560	-	-	-	-	-
<u>Police Debt Service Payment Subtotal</u>		86,144	66,839	45,003	23,560	-	-	-	-	-

Town of Blowing Rock

Annual Debt Service Requirements As of The Beginning of Each Respective Fiscal Year

In Whole Dollars

	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29
Central Government										
General Fund Bond- Series 2016										
March 2016 Closing										
TBD										
Account # 000000000000, Rate 2.00%										
Pay	Balance	2,960,000	2,780,000	2,600,000	2,420,000	2,240,000	2,060,000	1,880,000	1,705,000	1,530,000
Off In	Principal	180,000	180,000	180,000	180,000	180,000	180,000	175,000	175,000	175,000
FY 37-38	Interest	62,803	59,203	55,603	52,003	48,403	44,803	41,203	37,703	34,203
	Total	242,803	239,203	235,603	232,003	228,403	224,803	216,203	212,703	209,203
General Fund Bond- Series 2018										
May 1, 2018 Closing										
TBD										
Account # 000000000000, Rate 2.00%										
Pay	Balance	1,650,000	1,560,000	1,470,000	1,380,000	1,290,000	1,200,000	1,110,000	1,020,000	935,000
Off In	Principal	90,000	90,000	90,000	90,000	90,000	90,000	90,000	85,000	85,000
FY 38-39	Interest	57,550	53,050	48,550	44,050	39,550	36,850	34,150	31,450	28,900
	Total	147,550	143,050	138,550	134,050	129,550	126,850	124,150	116,450	111,350
General Fund Bond- Series 2019										
TBD- June 2019										
TBD										
Account # 000000000000, Rate Est. @ 5.25%										
Pay	Balance	1,663,000	1,553,000	1,442,000	1,331,000	1,220,000	1,109,000	998,000	887,000	776,000
Off In	Principal	110,000	111,000	111,000	111,000	111,000	111,000	111,000	111,000	111,000
FY 39-40	Interest	65,781	62,120	57,680	53,240	48,800	44,360	39,920	35,480	31,040
	Total	175,781	173,120	168,680	164,240	159,800	155,360	150,920	146,480	142,040
General Fund Bond- Series 2020										
TBD- June 2020										
TBD										
Account # 000000000000, Rate Est. @ 5.25%										
Pay	Balance	-	3,171,000	3,011,000	2,851,000	2,691,000	2,531,000	2,372,000	2,213,000	2,054,000
Off In	Principal	-	160,000	160,000	160,000	160,000	159,000	159,000	158,000	158,000
FY 40-41	Interest	-	152,384	150,550	142,550	134,550	126,550	118,600	110,650	102,700
	Total	-	312,384	310,550	302,550	294,550	285,550	277,600	269,650	260,700
Central Government Debt Service Payment Subtotal		566,134	555,373	542,833	530,293	517,753	507,013	491,273	475,633	465,143
Public Buildings/Grounds										
Emergency Services Building Project										
Date: March 10, 2004										
PNC Bank										
Acct #605414014, Rate 4.22%										
Balance		1,645,000	1,410,000	1,175,000	940,000	705,000	470,000	235,000	-	-
Pay	Principal	235,000	235,000	235,000	235,000	235,000	235,000	-	-	-
Off In	Interest	69,419	59,502	49,585	39,668	29,751	19,834	9,917	-	-
FY 25-26	Total	304,419	294,502	284,585	274,668	264,751	254,834	244,917	-	-

Town of Blowing Rock

Annual Debt Service Requirements As of The Beginning of Each Respective Fiscal Year

In Whole Dollars

	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29
Parking Facility BRAHM										
Date: August 25, 2009										
First Citizens Bank										
Acct #75-0703-01-9, Rate 4.08%										
Balance	461,538	384,615	307,692	230,769	153,846	76,923	-	-	-	-
Pay	76,923	76,923	76,923	76,923	76,923	76,923	-	-	-	-
Off In	18,831	15,692	12,554	9,415	6,277	3,139	-	-	-	-
FY 24-25	95,754	92,615	89,477	86,338	83,200	80,062	-	-	-	-
Public Works Shop and Site Improvements (75%)										
Date: April, 2015										
BB&T Bank										
Acct # 9933000475-000006, Rate 2.83%										
Balance	935,319	850,290	765,261	680,232	595,203	510,174	425,145	340,116	255,087	170,058
Pay	85,029	85,029	85,029	85,029	85,029	85,029	85,029	85,029	85,029	85,029
Off In	25,868	23,462	21,055	18,649	16,243	13,836	11,430	9,024	6,617	4,211
FY 29-30	110,897	108,491	106,084	103,678	101,272	98,865	96,459	94,053	91,646	89,240
Public Buildings/Grounds Debt Service Subtotal	511,070	495,608	480,146	464,684	449,223	433,761	341,376	94,053	91,646	89,240
Planning & Inspections Department										
Toyota Truck (Replacement) Purchased 2018										
Date: November 1, 2018										
First National Bank										
Loan # 4721027, Rate 2.89%										
Balance	30,695	23,350	15,792	8,011	-	-	-	-	-	-
Pay	7,345	7,558	7,781	8,011	-	-	-	-	-	-
Off In	899	686	463	235	-	-	-	-	-	-
FY 22-23	8,244	8,244	8,244	8,246	-	-	-	-	-	-
Planning and Inspections Debt Service Subtotal	8,244	8,244	8,244	8,246	-	-	-	-	-	-
Street Department										
Leafloader Repairs, Utility Tractor, Mini Excavator, Salt Spreaders, Etc.										
Date: September 30, 2015										
First Citizens Bank										
Acct # 0000000000-00000, Rate 1.51%										
Balance	34,670	-	-	-	-	-	-	-	-	-
Pay	34,670	-	-	-	-	-	-	-	-	-
Off In	529	-	-	-	-	-	-	-	-	-
FY 19-20	35,199	-	-	-	-	-	-	-	-	-
Replacement Dump Truck, Chipper, Street Sweeper & Storage Bldg.										
Date: September 1, 2016										
BB&T Bank										
Acct # 0000000000-00000, Rate 1.37%										
Balance	87,167	43,880	-	-	-	-	-	-	-	-
Pay	43,287	43,880	-	-	-	-	-	-	-	-
Off In	1,194	601	-	-	-	-	-	-	-	-
FY 20-21	44,481	44,481	-	-	-	-	-	-	-	-
Replacement Tractor w/Plow & Wheeled Loader Purchased in 2017										

Town of Blowing Rock
Annual Debt Service Requirements As of The Beginning of Each Respective Fiscal Year
In Whole Dollars

	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29
Date: September 8, 2017										
Sun Trust Bank										
Acct # 0000000000-00000, Rate 2.41%										
Pay	Balance									
Off In	Principal									
FY 21-22	Interest									
Total		92,045	62,091	31,415	0	0	0	0	0	0
	29,954	30,676	31,415							
	2,218	1,496	757							
	32,172	32,172	32,172	-						
Replacement Truck and Pavement Roller Purchased 2018										
Date: November 1, 2018										
First National Bank										
Loan # 4721027, Rate 2.89%										
Pay	Balance									
Off In	Principal									
FY 22-23	Interest									
Total		57,005	43,365	29,329	14,878	-	-	-	-	-
	13,640	14,036	14,451	14,878						
	1,670	1,274	859	436						
	15,310	15,310	15,310	15,314	-	-	-	-	-	-
Street Department Debt Service Subtotal		127,162	91,964	47,483	15,314	-	-	-	-	-
Sanitation Department										
Model 600+ Cart Lifter										
Date: September 30, 2015										
First Citizens Bank										
Acct # 0000000000-00000, Rate 1.51%										
Pay	Balance									
Off In	Principal									
FY 19-20	Interest									
Total		1,591	-	-	-	-	-	-	-	-
	1,591	-	-	-	-	-	-	-	-	-
	31	-	-	-	-	-	-	-	-	-
	1,622	-								
Garbage Truck Purchased in 2017										
Date: September 8, 2017										
Sun Trust Bank										
Acct # 0000000000-00000, Rate 2.41%										
Pay	Balance									
Off In	Principal									
FY 21-22	Interest									
Total		116,591	78,649	39,793	0	0	0	0	0	0
	37,942	38,856	39,793							
	2,810	1,895	959							
	40,752	40,752	40,752	-						
Sanitation Department Debt Service Subtotal		42,373	40,752	40,752	-	-	-	-	-	-
Parks & Recreation Department										
2015 Chevrolet Silverado, Toro Dingo & Jr. Sod Cutter										
Date: September 30, 2015										
First Citizens Bank										
Acct # 0000000000-00000, Rate 1.51%										
Pay	Balance									
Off In	Principal									
FY 19-20	Interest									
Total		15,406	-	-	-	-	-	-	-	-
	15,406	-	-	-	-	-	-	-	-	-
	233	-	-	-	-	-	-	-	-	-
	15,639	-								

Town of Blowing Rock
 Annual Debt Service Requirements As of The Beginning of Each Respective Fiscal Year
 In Whole Dollars

	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29
Replacement Service Truck, EZ Go Utility Vehicle & Riding Mower Date: September 1, 2016 BB&T Bank Acct # 000000000-00000, Rate 1.37%										
Pay	Balance	28,527	14,361	-	-	-	-	-	-	-
Off In	Principal	14,167	14,361	-	-	-	-	-	-	-
FY 20-21	Interest	391	197	-	-	-	-	-	-	-
	Total	14,557	14,558	-	-	-	-	-	-	-
Vacuum Mower Purchased in 2017 Date: September 8, 2017 Sun Trust Bank Acct # 000000000-00000, Rate 1.98%										
Pay	Balance	6,136	4,139	2,094	0	0	0	0	0	0
Off In	Principal	1,997	2,045	2,094						
FY 21-22	Interest	148	100	50						
	Total	2,145	2,145	2,145	-	-	-	-	-	-
EZ Go and Garage Door Purchased 2018 Date: November 1, 2018 First National Bank Loan # 4721027, Rate 2.89%										
Pay	Balance	21,925	16,679	11,280	5,722	-	-	-	-	-
Off In	Principal	5,246	5,399	5,558	5,722	-	-	-	-	-
FY 22-23	Interest	642	490	331	168	-	-	-	-	-
	Total	5,889	5,889	5,889	5,890	-	-	-	-	-
Parks & Recreation Department Debt Service Subtotal	38,230	22,591	8,033	5,890	-	-	-	-	-	-
General Fund Note Balance	10,017,495	12,125,070	10,966,722	9,884,502	8,895,049	7,957,097	7,020,145	6,165,116	5,550,087	4,936,058
General Fund Payment Total	1,379,357	1,593,754	1,483,043	1,350,537	1,261,526	1,226,323	1,110,249	839,336	817,489	796,693
General Fund Principal	1,047,261	1,141,943	1,080,126	989,453	937,952	936,952	855,029	615,029	614,029	614,029
General Fund Interest	312,520	433,308	400,065	361,084	323,573	289,371	255,220	224,307	203,460	182,664

Town of Blowing Rock
 Annual Debt Service Requirements As of The Beginning of Each Respective Fiscal Year
 In Whole Dollars

	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29
Utility Fund Debt Service Requirements										
<u>WS Admin./Engineering/Billing</u>										
Water Interconnection										
Date: Feb. 28, 2011										
Fed. Revolving Loan										
State Project #I-ARRA-09-1067, Rate 0%										
Balance	453,888	416,064	378,240	340,416	302,592	264,768	226,944	189,120	151,296	113,472
Pay	37,824	37,824	37,824	37,824	37,824	37,824	37,824	37,824	37,824	37,824
Off In	-	-	-	-	-	-	-	-	-	-
FY 30-31	37,824	37,824	37,824	37,824	37,824	37,824	37,824	37,824	37,824	37,824
Total										
2012 WWTP Improvements- State Revolving Loan										
Balance \$550,398										
NC DENR, Rate: 2.445%										
Balance	375,336	348,526	321,716	294,907	268,097	241,287	214,478	187,668	160,858	134,049
Pay	26,810	26,810	26,810	26,810	26,810	26,810	26,810	26,810	26,810	26,810
Off In	9,177	8,521	7,866	7,210	6,555	5,899	5,244	4,588	3,933	3,277
FY 32-33	35,987	35,331	34,676	34,020	33,365	32,709	32,054	31,398	30,743	30,087
Total										
Public Works Shop and Site Improvements (25%)										
Date: April, 2015										
BB&T Bank										
Acct # 9933000475-000006, Rate 2.83%										
Balance	311,773	283,430	255,087	226,744	198,401	170,058	141,715	113,372	85,029	56,686
Pay	28,343	28,343	28,343	28,343	28,343	28,343	28,343	28,343	28,343	28,343
Off In	8,623	7,821	7,018	6,216	5,414	4,612	3,810	3,008	2,206	1,404
FY 29-30	36,966	36,164	35,361	34,559	33,757	32,955	32,153	31,351	30,549	29,747
Total										
Water/Sewer Fund Bond- Series 2016										
March 2016 Closing										
TBD										
Account # 000000000000, Rate 2.00%										
Pay	970,000	915,000	860,000	805,000	750,000	695,000	640,000	580,000	520,000	460,000
Off In	55,000	55,000	55,000	55,000	55,000	55,000	60,000	60,000	60,000	60,000
FY 37-38	20,610	19,510	18,410	17,310	16,210	15,110	14,010	12,810	11,610	10,410
Total	75,610	74,510	73,410	72,310	71,210	70,110	74,010	72,810	71,610	70,410
Water/Sewer Fund Bond- Series 2018										
May 1, 2018 Closing										
TBD										
Account # 000000000000, Rate. 3.25%										
Pay	530,000	500,000	470,000	440,000	410,000	380,000	350,000	320,000	290,000	260,000
Off In	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000
FY 38-39	18,550	17,050	15,550	14,050	12,550	11,650	10,750	9,850	8,950	8,050
Total	48,550	47,050	45,550	44,050	42,550	41,650	40,750	39,850	38,950	38,050
Water/Sewer Fund Bond- Series 2019										
TBD- March 2019 & March 2020										
TBD										

Town of Blowing Rock

Annual Debt Service Requirements As of The Beginning of Each Respective Fiscal Year

In Whole Dollars

Account #	00	Balance	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29
Pay	Principal		702,000	656,000	609,000	562,000	515,000	468,000	421,000	374,000	327,000	280,000
Off In	Interest		46,000	47,000	47,000	47,000	47,000	47,000	47,000	47,000	47,000	47,000
FY 39-40	Total		27,768	26,240	24,360	22,480	20,600	18,720	16,840	14,960	13,080	11,200
			73,768	73,240	71,360	69,480	67,600	65,720	63,840	61,960	60,080	58,200
Water/Sewer Fund Bond- Series 2020												
TBD- March 2019 & March 2020												
TBD												
Account #	00	Balance										
Pay	Principal		-	579,000	550,000	521,000	492,000	463,000	434,000	405,000	376,000	347,000
Off In	Interest		-	29,000	29,000	29,000	29,000	29,000	29,000	29,000	29,000	29,000
FY 40-41	Total		-	27,824	27,500	26,050	24,600	23,150	21,700	20,250	18,800	17,350
			-	56,824	56,500	55,050	53,600	52,150	50,700	49,250	47,800	46,350
WS Admin./Engineering/Billing Debt Service Subtotal												
			308,704	304,119	298,181	292,243	286,306	280,968	280,631	275,193	269,755	264,318
WS Plant Operations												
John Deere Z930 Riding Mower												
Date: September 30, 2015												
First Citizens Bank												
Acct # 0000000000-00000, Rate 1.51%												
Balance												
Pay	Principal		2,165	-	-	-	-	-	-	-	-	-
Off In	Interest		2,165	-	-	-	-	-	-	-	-	-
FY 19-20	Total		31	-	-	-	-	-	-	-	-	-
			2,196	-	-	-	-	-	-	-	-	-
Chevrolet 1500 Truck Purchased in 2017												
Date: September 8, 2017												
Sun Trust Bank												
Acct # 0000000000-00000, Rate 1.98%												
Balance												
Pay	Principal		30,682	20,697	10,472	0	0	0	0	0	0	0
Off In	Interest		9,985	10,225	10,472							
FY 21-22	Total		739	499	252							
			10,724	10,724	10,724	-	-	-	-	-	-	-
Sewer Pumper Truck and Service Truck Purchased 2018												
Date: November 1, 2018												
First National Bank												
Loan # 4721027, Rate 2.89%												
Balance												
Pay	Principal		241,175	183,468	124,084	62,945	-	-	-	-	-	-
Off In	Interest		57,707	59,384	61,138	62,945	-	-	-	-	-	-
FY 22-23	Total		7,067	5,391	3,636	1,844	-	-	-	-	-	-
			64,774	64,774	64,774	64,790	-	-	-	-	-	-
WS Plant Operations Debt Service Subtotal												
WS Field Operations												
2- 2015 Chevrolet Silverados & Mongoose Sewer Jet												
Date: September 30, 2015												
First Citizens Bank												
Acct # 0000000000-00000, Rate 1.51%												
			77,694	75,498	75,498	64,790	-	-	-	-	-	-

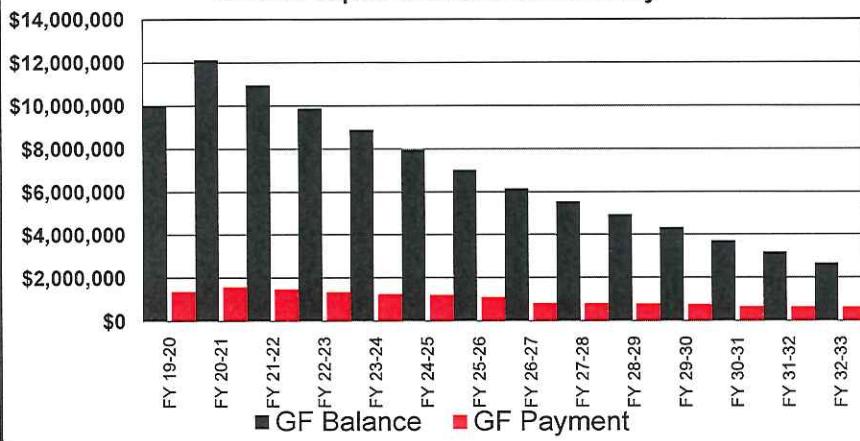
Town of Blowing Rock

Annual Debt Service Requirements As of The Beginning of Each Respective Fiscal Year

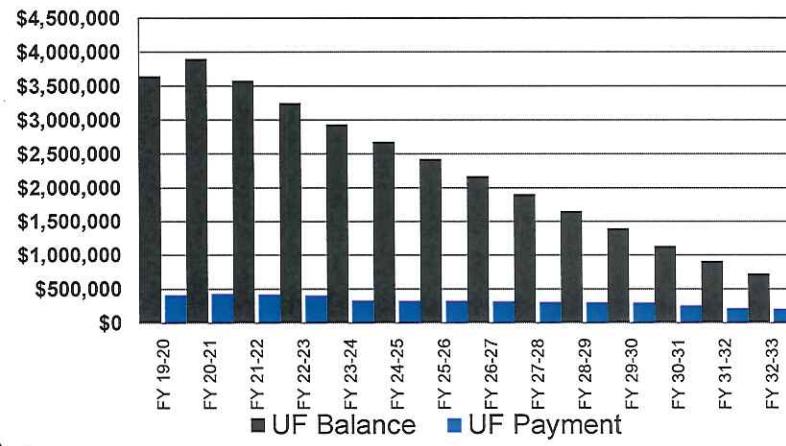
In Whole Dollars

Pay Off In FY 19-20	Balance Principal Interest Total	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	
		30,118	-	-	-	-	-	-	-	-	-	
		30,118	-	-	-	-	-	-	-	-	-	
		451	-	-	-	-	-	-	-	-	-	
		30,569	-	-	-	-	-	-	-	-	-	
WS Field Operations Debt Service Subtotal		30,569	-	-	-	-	-	-	-	-	-	
Water Fund Note Balance		3,647,137	3,902,185	3,578,599	3,253,012	2,936,090	2,682,113	2,428,137	2,169,160	1,910,183	1,651,207	
Water Fund Payment Total		416,968	436,441	430,179	412,083	339,906	333,118	331,331	324,443	317,555	310,668	
Water Fund Principal		323,952	323,586	325,587	316,922	253,977	253,977	258,977	258,977	258,977	258,977	
Water Fund Interest		93,016	112,855	104,593	95,161	85,929	79,142	72,354	65,466	58,579	51,691	
General Fund Payment Total		1,379,357	1,593,754	1,483,043	1,350,537	1,261,526	1,226,323	1,110,249	839,336	817,489	796,693	
Water Fund Payment Total		416,968	436,441	430,179	412,083	339,906	333,118	331,331	324,443	317,555	310,668	
Town Payment Total		1,796,325	2,030,195	1,913,222	1,762,620	1,601,431	1,559,441	1,441,579	1,163,779	1,135,044	1,107,360	

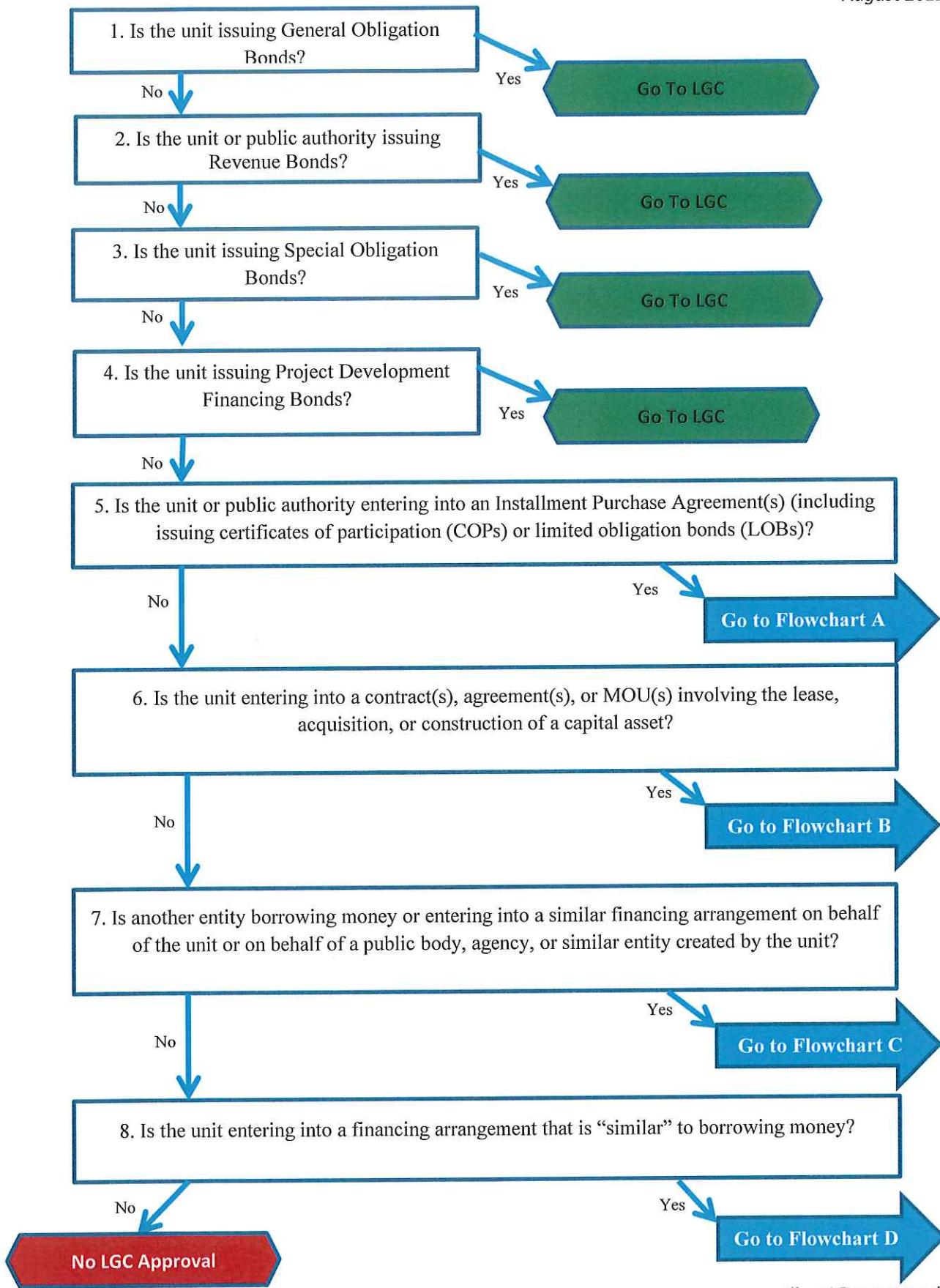
**Town of Blowing Rock
General Capital Annual Debt Summary**



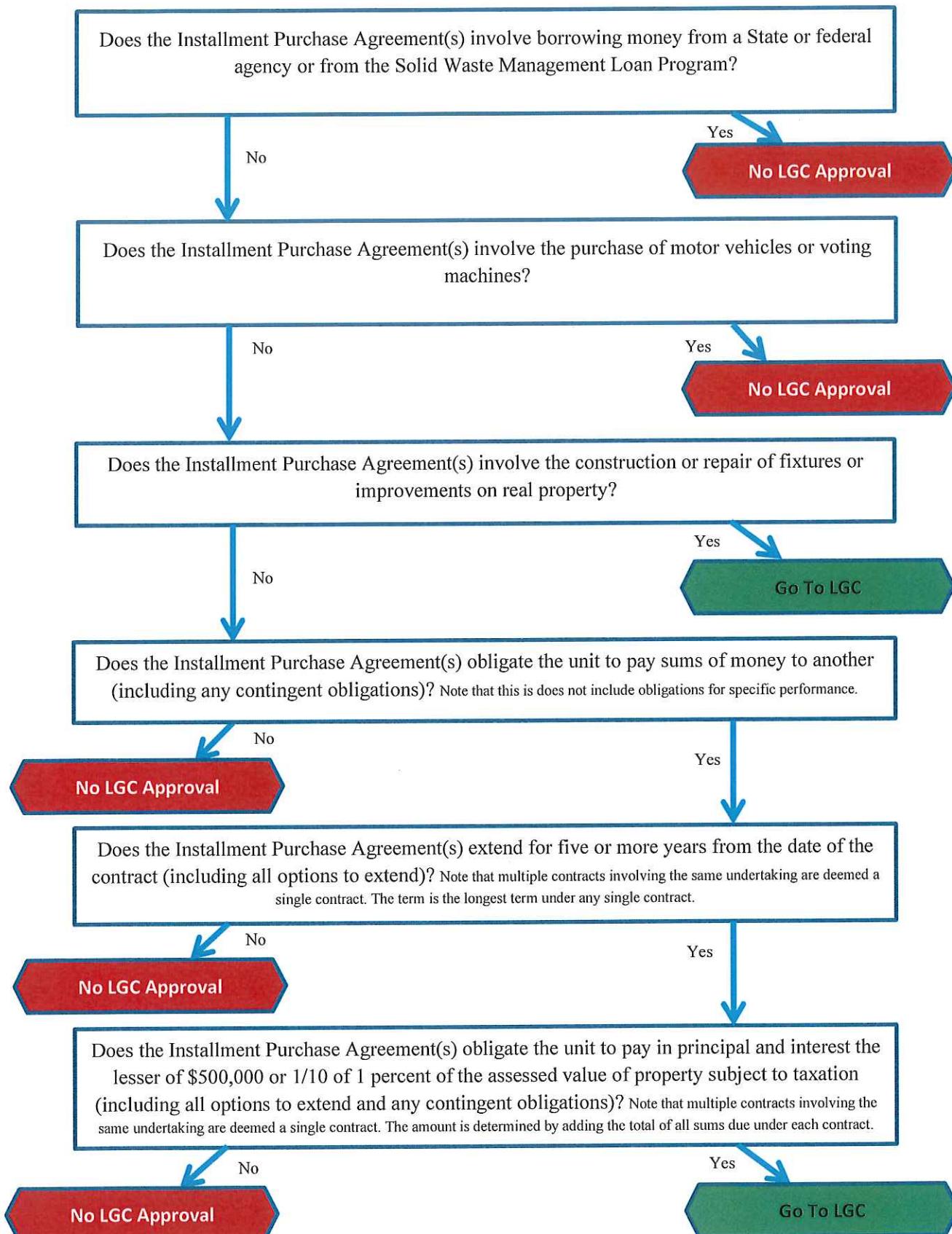
**Town of Blowing Rock
Utility Capital Annual Debt Summary**



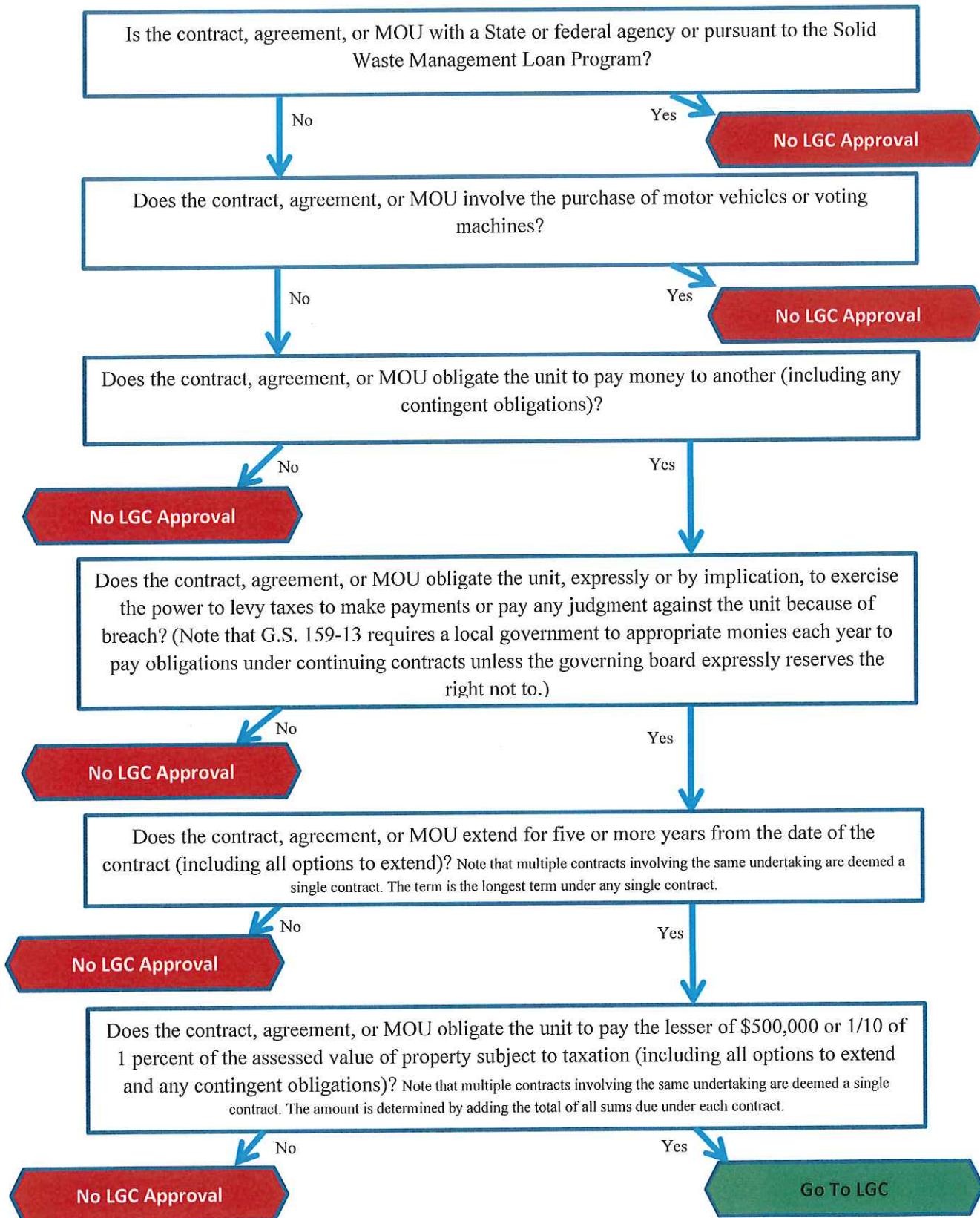
Local Government Commission Approval for Financing Agreements--Flowchart
August 2012



millonzi@sog.unc.edu

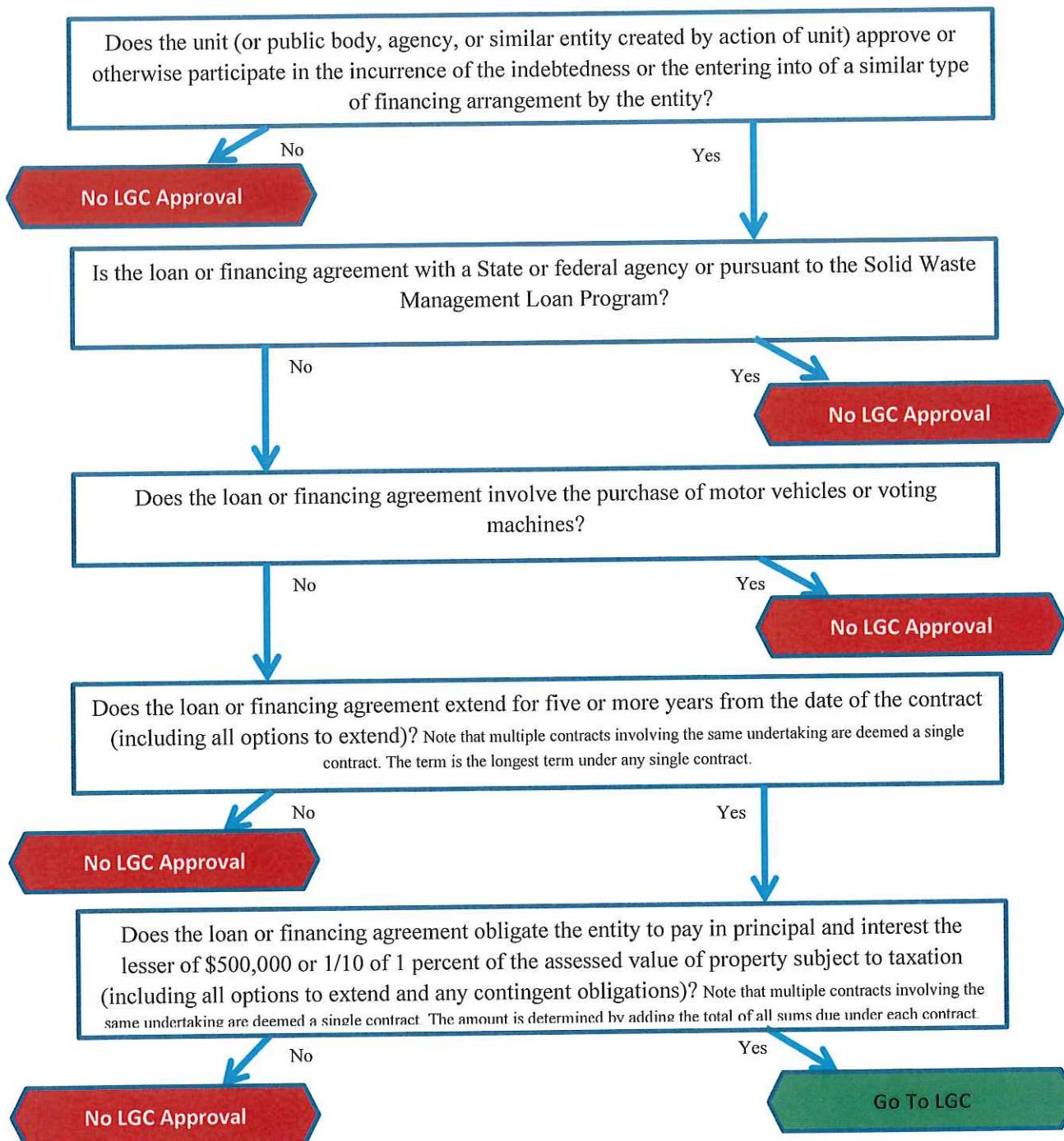
Flowchart A

Flowchart B



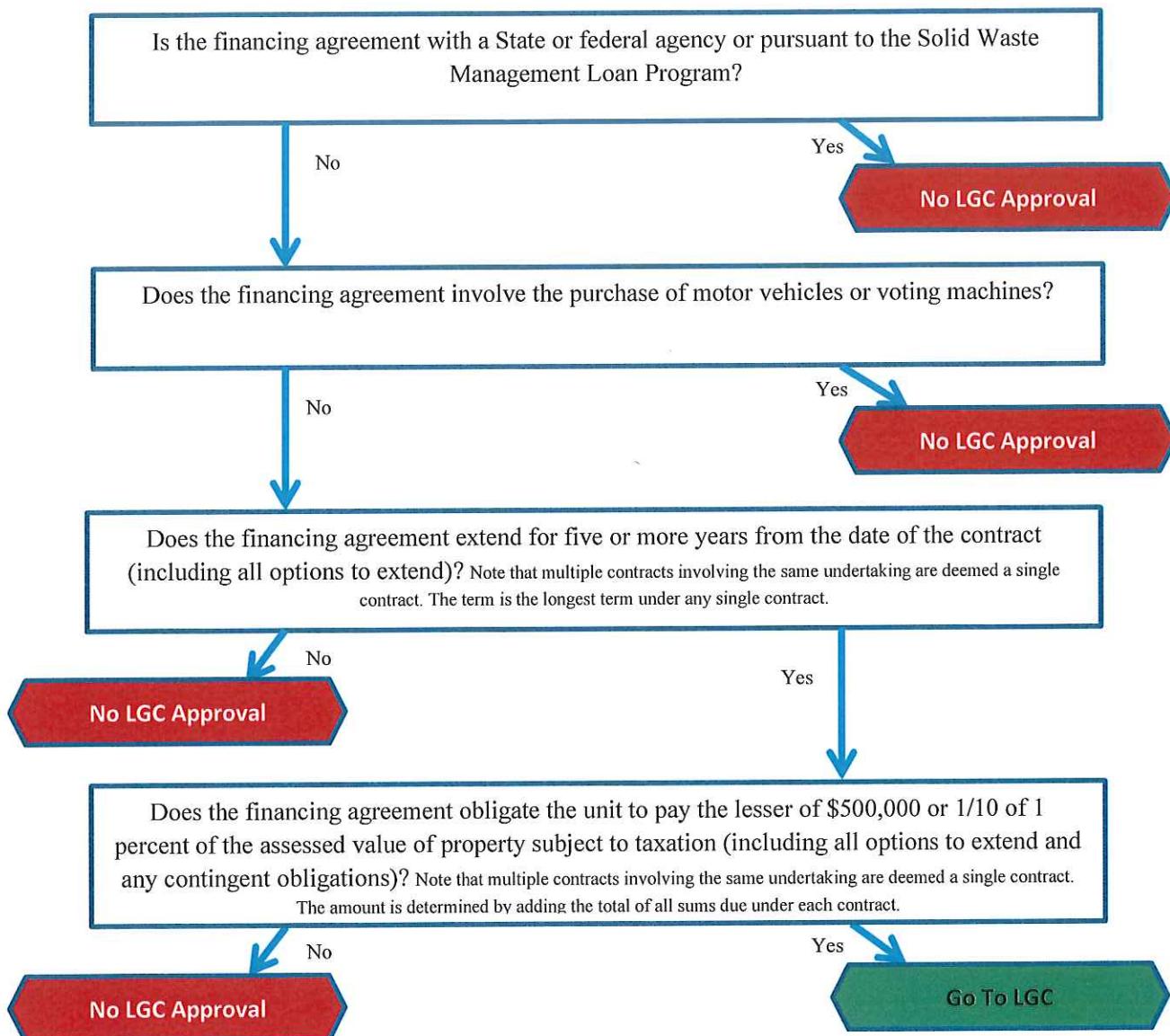
Flowchart C

Borrowings by Other Entity on behalf of Local Government, or on behalf of Public Body, Agency, or Similar Entity Created by Action of Local Government (G.S. 159-153)



Flowchart D

*LGC Approval
Local Government,
or Public Body, Agency, or Similar Entity Created
by Action of Local Government Enters into Financing Agreement
Similar to Incurring Indebtedness (G.S. 159-153)*



Town of Blowing Rock
Fund Balance Available/Allocation Effects Charts: General Fund and Water/Sewer Fund

As of June 30	Total Fund Balance	General Fund Fund Balance Available							
		Non-Spendable		Annual		% of Unassigned Avail.	Number of Months	\$ 50% Goal	\$ +/- 50% Goal
		Assigned/Restricted	Unassigned	Expenditures & Transfers					
2019 Actual	\$5,942,793	\$1,123,625	\$4,819,168	\$ 9,058,425	*	53.20%	6.38	\$ 4,529,213	\$ 289,956
Amount of Fund Balance Used		\$100,000	\$4,719,168	\$ 9,058,425		52.10%	6.25	\$ 4,529,213	\$ 189,956
		\$150,000	\$4,669,168	\$ 9,058,425		51.55%	6.19	\$ 4,529,213	\$ 139,956
		\$200,000	\$4,619,168	\$ 9,058,425		50.99%	6.12	\$ 4,529,213	\$ 89,956
		\$300,000	\$4,519,168	\$ 9,058,425		49.89%	5.99	\$ 4,529,213	(\$10,045)
		\$400,000	\$4,419,168	\$ 9,058,425		48.79%	5.85	\$ 4,529,213	(\$110,045)
		\$500,000	\$4,319,168	\$ 9,058,425		47.68%	5.72	\$ 4,529,213	(\$210,045)
2018 Actual	\$5,219,034	\$935,872	\$4,283,162	\$ 7,694,935		55.66%	6.68	\$ 3,847,468	\$ 435,695
2017 Actual	\$4,599,258	\$1,459,373	\$3,139,885	\$ 7,007,579		44.81%	5.38	\$ 3,503,790	(\$363,905)
2016 Actual	\$4,101,355	\$1,027,432	\$3,073,923	\$ 8,168,045		37.63%	4.52	\$ 4,084,023	(\$1,010,100)
2015 Actual	\$5,057,048	\$2,726,145	\$2,330,903	\$ 6,189,405		37.66%	4.52	\$ 3,094,703	(\$763,800)

As of June 30	Total Net Position	Water/Sewer Fund Fund Balance Available							
		Net Investment in Capital Assets		Annual		% of Unrestricted Avail.	Number of Months	\$ 100% Goal	\$ +/- 100% Goal
		Capital Assets	Unrestricted	Expenditures & Transfers					
2019 Actual	\$13,000,626	\$11,267,105	\$1,733,521	\$ 1,855,419	*	93.43%	11.21	\$ 1,855,419	\$ (121,898)
Amount of Fund Balance Used		\$100,000	\$1,633,521	\$ 1,855,419		88.04%	10.56	\$ 1,855,419	\$ (221,898)
		\$150,000	\$1,583,521	\$ 1,855,419		85.35%	10.24	\$ 1,855,419	\$ (271,898)
		\$200,000	\$1,533,521	\$ 1,855,419		82.65%	9.92	\$ 1,855,419	\$ (321,898)
		\$300,000	\$1,433,521	\$ 1,855,419		77.26%	9.27	\$ 1,855,419	\$ (421,898)
		\$400,000	\$1,333,521	\$ 1,855,419		71.87%	8.62	\$ 1,855,419	\$ (521,898)
		\$500,000	\$1,233,521	\$ 1,855,419		66.48%	7.98	\$ 1,855,419	\$ (621,898)
2018 Actual	\$14,185,232	\$10,603,404	\$3,581,828	\$ 1,607,437		222.83%	26.74	\$ 1,607,437	\$ 1,974,391
2017 Actual	\$14,260,469	\$12,784,711	\$1,475,758	\$ 1,516,928		97.29%	11.67	\$ 1,516,928	\$ (41,170)
2016 Actual	\$14,242,122	\$12,353,131	\$1,888,991	\$ 2,069,627		91.27%	10.95	\$ 2,069,627	\$ (180,636)
2015 Actual	\$13,016,956	\$10,864,960	\$2,151,966	\$ 2,026,952		106.17%	12.74	\$ 1,013,476	\$ 1,138,490

Town of Blowing Rock's Current Utility Rate Structure

Water Fees – Bimonthly

Minimum Billing Fee (up to 5,000 Gallons)	\$47.00
For Consumption Over 5,000 Gallons:	\$47.00 + \$6.25 per 1,000 gallons (after the initial 5,000)

Water Interconnection Charge

\$1.00 bi-monthly billing (\$0.50 per month)

Sewer Fees – Bimonthly

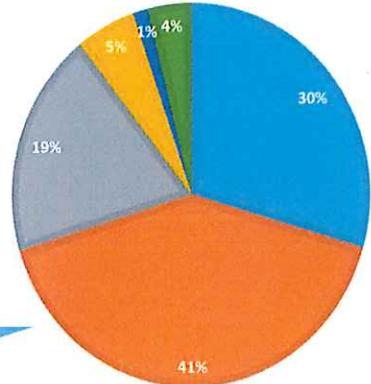
Minimum Billing Fee (up to 5,000 Gallons)	\$47.00
For Consumption Over 5,000 Gallons:	\$47.00

+ \$6.25 per 1,000 gallons
(after the initial 5,000)

Town of Blowing Rock's Current Customer Usage

FEBRUARY 2019 UTILITY BILLING USAGE IN GALLONS

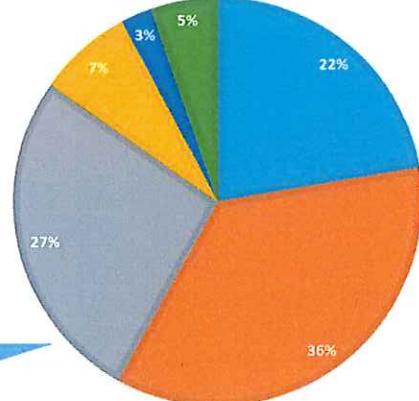
■ 0-1,000 ■ 1,001-5,000 ■ 5,001-10,000 ■ 10,001-15,000 ■ 15,001-20,000 ■ 20,001-717,000



FEBRUARY 2019 AVERAGE
USAGE 6,940 GALLONS

AUGUST 2019 UTILITY BILLING USAGE IN GALLONS

■ 0-1,000 ■ 1,001-5,000 ■ 5,001-10,000 ■ 10,001-15,000 ■ 15,001-20,000 ■ 20,001-717,000



AUGUST 2019 AVERAGE
USAGE 7,455 GALLONS

Similar or Neighboring Municipal Utility Rate Structures

Town of Boone

Minimum Fees Each - Water and Sewer	
(Outside city limits minimums are double rates listed below)	
Minimum residential 3/4" includes 0 - 1,000 gallons or	\$14.25
Minimum residential 3/4" includes 1,001 - 2,000 gallons	\$15.75
Minimum commercial 3/4" includes first 2,000 gallons	\$21.50
Minimum commercial 1" includes first 2,000 gallons	\$26.50
Minimum commercial 1-1/2" includes first 2,000 gallons	\$31.50
Minimum commercial 2" includes first 2,000 gallons	\$31.50
Minimum commercial 3" includes first 2,000 gallons	\$41.50
Minimum commercial 4" includes first 2,000 gallons	\$51.50
Minimum commercial 6" includes first 2,000 gallons	\$71.50
Minimum commercial 8" includes first 2,000 gallons	\$91.50

Consumption - Water	
(Outside city limits consumption is double rates listed below)	
2,001 to 4,999 gallons	\$6.15
4,999 to 9,999 gallons	\$6.40
10,000 to 14,999 gallons	\$6.65
15,000 to 19,999 gallons	\$6.90
Over 20,000 gallons	\$7.15

Consumption - Sewer	
(Outside city limits consumption is double rates listed below)	
Over 2,000 per 1,000 gallons - residential	\$5.50
Over 2,000 per 1,000 gallons - commercial	\$5.75

Town of Highlands

Water Rates

Minimum Charges Residential

Size of Meter

3/4": \$36 inside Town, \$72 outside Town

1": \$46

2": \$76

3": \$96

Minimum Charges Commercial

Size of Meter

3/4": \$46

1": \$56

1 1/2": \$86

2": \$101

3": \$116

Usage Rates

3/4" Meter

First 5,000 gallons: Minimum Charge

Next 1,000,000 gallons: \$7.50 per 1000 gallons

1" Meter

First 9,000 gallons: Minimum Charge

Next 1,000,000 gallons: \$7.50 per 1000 gallons

2" Meter

First 10,500 gallons: Minimum Charge

Next 1,000,000 gallons: \$7.50 per 1000 gallons

3" Meter

First 12,500 gallons: Minimum Charge

Next 1,000,000 gallons: \$7.50 per 1000 gallons

Town of Beech Mountain

Water Rates:

Residential Rate Schedule:

Monthly

Water	Base		to	3,000	\$ 38.00
	per 1,000	3,001	to	4,999	\$ 5.00
	per 1,000	5,000	to	9,999	\$ 6.50
	per 1,000	10,000	to	999,999	\$ 7.50

Commercial Rate Schedule:

Monthly

Water	Base		to	3,000	\$ 38.00
	per 1,000	3,001	to	4,999	\$ 3.75
	per 1,000	5,000	to	9,999	\$ 4.00
	per 1,000	10,000	to	999,999	\$ 4.25

West Jefferson

(B) Residential water and sewer rates shall be as follows:

- (1) Inside water.
 - (a) Zero to 1,000: \$13.30; and
 - (b) Over 1,000: \$7.18.
- (2) Outside water.
 - (a) Zero to 1,000: \$26.60; and
 - (b) Over 1,000: \$14.36.
- (3) Inside sewer.
 - (a) Zero to 1,000: \$13.25; and
 - (b) Over 1,000: \$6.56.
- (4) Outside sewer.
 - (a) Zero to 1,000: \$26.50; and
 - (b) Over 1,000: \$13.12.

(C) Commercial water and sewer rates shall be as follows:

- (1) Inside water.
 - (a) Zero to 1,000: \$16; and
 - (b) Over 1,000: \$8.65.

Average Billing Comparison (Monthly)

	Bill for Average Usage of 7,455 Gallons divided by 2 for monthly billing
<i>Town of Blowing Rock Current Rates</i>	\$ 31.17
<i>Town of Boone Rates</i>	\$ 40.62
<i>Town of Highlands Rates</i>	\$ 26.46
<i>Beech Mountain</i>	\$ 41.64
<i>West Jefferson</i>	\$ 34.91



TOWN OF BLOWING ROCK

List of Those Interested in Serving on Volunteer Boards

Starting March 2020

	<u>Expiring Terms</u>	<u>Applicant</u>
PLANNING BOARD (Need 3)	David Harwood Don Hubble Wes Carter	Lee Rocamora Wes Carter Bill McCarter Regina McCaughan Pete Page Jerry Starnes
BOARD OF ADJUSTMENT (Need 2 Full Time Members and 2 Alternate Members)	Laurin Carter (Full Time) Charles Davant, III (Full Time) Lance Campbell (Alternate) Vacancy (Alternate)	Jim Steele
ABC BOARD (Need 1)	Susie Greene	Susie Greene
TDA (Need 1 – Business/Tourism Related - 2)	Lance Campbell	Tim Knight Jim Steele Tim Gupton Maurice Ewing Cobb Milner III Lance Campbell
BRAAC (Need 1)	Melissa Pickett	Melissa Pickett

Planning Board

2019 Planning Board Attendance

	January	February	Mar-21	April	May-16	Jun-26	Jul-18	August	September	Oct-28	Nov-21	December	Rate of Attendance
David Harwood	N o M e e t i n g	N o M e e t i n g	✓	N o M e e t i n g	✓	✓	✓	N o M e e t i n g	✓	✓	Off Board	N o M e e t i n g	100%
Wes Carter			✓		✓		✓			✓	✓		83%
Kim Hartley					✓	✓				✓	✓		67%
Joe Papa			✓		✓					✓	✓		83%
Mike Page			✓		✓	✓	✓			✓	✓		100%
Don Hubble			✓		✓	✓	✓			✓	✓		100%
Pier 'Pete' Gherini, Jr			✓		✓	✓	✓			✓	✓		100%
Sam Glover			✓		✓	✓					✓		67%
Harrison Herbst - ETJ			✓		✓	✓				✓	✓		83%



TOWN OF BLOWING ROCK

APPLICATION FOR APPOINTMENT TO A VOLUNTEER BOARD

FULL NAME:

Jeff Russell Rocamora

HOME ADDRESS:

412 Laurel Park Road
Blowing Rock, N.C. 28605

PREFERRED CONTACT ADDRESS (if different from home address):

2633 Richardson Drive, 8A
Charlotte, N.C. 28211

EMAIL ADDRESS:

Jeff3511@Hotmail.com

TELEPHONE: day: 336-749-4954 evening: 336-749-4954

BOTH THE PLANNING AND BOARD OF ADJUSTMENT HAVE ONE MEMBER WHO RESIDES IN THE ETJ.

FULL-TIME RESIDENT OF THE TOWN OF BLOWING ROCK: Y YES NO

FULL-TIME RESIDENT OF THE TOWN OF BLOWING ROCK ETJ: YES NO

HOW LONG HAVE YOU BEEN A RESIDENT OF BLOWING ROCK? 21 years

NAME OF VOLUNTEER BOARD FOR WHICH APPOINTMENT IS SOUGHT (list one only): Planning Board

WHY DO YOU WISH TO OBTAIN THIS APPOINTMENT?

As a long-time resident of our community, I feel it is important to ensure the character of Blowing Rock that makes us a great place to live and visit as well as ensure that development continues to positively impacts that

ARE YOU FAMILIAR WITH THE TOWN'S COMPREHENSIVE LAND USE PLAN? (It can be accessed at: [Town of Blowing Rock 2014 Comprehensive Plan](#)

Yes No

RATE YOUR SUPPORT FOR THE VISION STATEMENT (on page 1-3 of The 2014 Comprehensive Plan) AND COMPREHENSIVE LAND USE PLAN (using a scale of 1 to 10. "1" signifying no support and "10" signifying great support): 10

PLEASE EXPLAIN YOUR LEVEL OF SUPPORT FOR THE COMPREHENSIVE PLAN:

PLEASE SEE MY STATEMENT ABOVE. ALL DEVELOPMENT SHOULD HAVE A POSITIVE IMPACT FOR OUR TOWN AND ITS CITIZENS

WHAT SKILLS, EDUCATION, TRAINING, EXPERIENCE OR AREA(S) OF EXPERTISE WOULD YOU BRING TO THIS APPOINTMENT?

I HAVE HAD EXTENSIVE EXPERIENCE IN REGULATORY MATTERS AND IN TEAM BUILDING AND MANAGEMENT. I ENJOY WORKING AS A TEAM MEMBER TO BUILD A CONSENSUS FOR POSITIVE OUTCOMES OF ANY PROJECT

HAVE YOU HAD ISSUES WITH THE TOWN OF BLOWING ROCK WHICH RELATE TO THE WORK OF THE BODY TO WHICH YOU SEEK APPOINTMENT? IF YES, PLEASE EXPLAIN:

NO

DO YOU HAVE ANY KNOWN OR POTENTIAL CONFLICTS OF INTEREST (INCLUDING MEMBERSHIP IN ANY ORGANIZATION, YOUR EMPLOYMENT, AND THE MEMBERSHIPS AND EMPLOYMENT OF ANY FAMILY MEMBER) THAT MIGHT ARISE IF YOU ARE APPOINTED? IF YES, PLEASE EXPLAIN:

NO

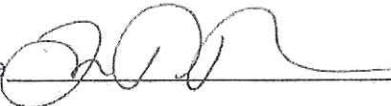
HAVE YOU EVER SERVED ON ANY OTHER TOWN'S BOARD, COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE? IF SO, PLEASE STATE THE NAME OF THE TOWN OR ENTITY IN WHICH YOU SERVED, AND THE BOARD, COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE, AND THE APPROXIMATE DATES OF SERVICE:

BOARD OF ADJUSTMENT 2018

IF YOU HAVE PREVIOUSLY SERVED ON A COUNTY OR TOWN BOARD, COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE, PLEASE EXPLAIN THE QUALITY OF YOUR EXPERIENCE:

I hereby certify that the foregoing answers are true, and that should I be appointed to the board, and should a conflict of interest exist or develop with regard to a specific matter, I will disclose the conflict of interest and request recusal from the deliberations and action involved. Conflicts of interest include, but are not limited to: a direct or indirect financial interest by me or a member of my family, and/or other interest which impairs my ability to participate fairly in the deliberations and actions in question.

Signature



Date 10/11/2019



TOWN OF BLOWING ROCK

APPLICATION FOR APPOINTMENT TO A VOLUNTEER BOARD

FULL NAME:

Wesley DeVilbiss Carter

HOME ADDRESS:

773 Globe Rd, Blowing Rock, NC 28605

PREFERRED CONTACT ADDRESS (if different from home address):

PO Box 1949, Blowing Rock, NC 28605

EMAIL ADDRESS:

wd.carter.2010@gmail.com

TELEPHONE: day: 828-434-5757 evening: 828-434-5757

BOTH THE PLANNING AND BOARD OF ADJUSTMENT HAVE ONE MEMBER WHO RESIDES IN THE ETJ.

FULL-TIME RESIDENT OF THE TOWN OF BLOWING ROCK: YES NO

FULL-TIME RESIDENT OF THE TOWN OF BLOWING ROCK ETJ: YES NO

HOW LONG HAVE YOU BEEN A RESIDENT OF BLOWING ROCK? 6 years

NAME OF VOLUNTEER BOARD FOR WHICH APPOINTMENT IS SOUGHT (list one only):

Planning Board

WHY DO YOU WISH TO OBTAIN THIS APPOINTMENT?

Continue the work I have been doing on the board

ARE YOU FAMILIAR WITH THE TOWN'S COMPREHENSIVE LAND USE PLAN? (It can be accessed at: [Town of Blowing Rock 2014 Comprehensive Plan](#)

Yes No

RATE YOUR SUPPORT FOR THE VISION STATEMENT (on page 1-3 of The 2014 Comprehensive Plan) AND COMPREHENSIVE LAND USE PLAN (using a scale of 1 to 10. "1" signifying no support and "10" signifying great support): 10

PLEASE EXPLAIN YOUR LEVEL OF SUPPORT FOR THE COMPREHENSIVE PLAN:

I support the goals of the current comprehensive plan, including changes to the current planning and zoning regulations to accomplish that. I particularly support keeping BR as not just a tourist destination, but most importantly, a living community where local citizens work, are educated, and create generations of families that live in Blowing Rock.

WHAT SKILLS, EDUCATION, TRAINING, EXPERIENCE OR AREA(S) OF EXPERTISE WOULD YOU BRING TO THIS APPOINTMENT?

Currently serving on the board.

Degree in Architecture.

Worked in commercial and heavy construction my entire career (35 years).

HAVE YOU HAD ISSUES WITH THE TOWN OF BLOWING ROCK WHICH RELATE TO THE WORK OF THE BODY TO WHICH YOU SEEK APPOINTMENT? IF YES, PLEASE EXPLAIN:

No. _____

DO YOU HAVE ANY KNOWN CONFLICTS OF INTEREST THAT MIGHT ARISE IF YOU ARE APPOINTED? IF YES, PLEASE EXPLAIN:

No. _____

HAVE YOU EVER SERVED ON ANY OTHER TOWN'S BOARD, COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE? IF SO, PLEASE STATE THE NAME OF THE TOWN OR ENTITY IN WHICH YOU SERVED, AND THE BOARD, COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE, AND THE APPROXIMATE DATES OF SERVICE:

Current planning board member. _____

IF YOU HAVE PREVIOUSLY SERVED ON A COUNTY OR TOWN BOARD, COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE, PLEASE EXPLAIN THE QUALITY OF YOUR EXPERIENCE:

My experience has been positive, with a good balance of opposition and agreement between board members. _____

I hereby certify that the foregoing answers are true, and that should I be appointed to the board, and should a conflict of interest exist or develop with regard to a specific matter, I will disclose the conflict of interest and request recusal from the deliberations and action involved. Conflicts of interest include, but are not limited to: a direct or indirect financial interest by me or a member of my family, and/or other interest which impairs my ability to participate fairly in the deliberations and actions in question.

Signature WD Clark Date December 31, 2019



TOWN OF BLOWING ROCK

APPLICATION FOR APPOINTMENT TO A VOLUNTEER BOARD

FULL NAME:

Bill McCarter

HOME ADDRESS:

204 Green Hill Woods, Blowing Rock, NC 28605

PREFERRED CONTACT ADDRESS (if different from home address):

PO Box 1211, Blowing Rock, NC 28605

EMAIL ADDRESS:

mccarter61@gmail.com

TELEPHONE: day: 704-472-9134 evening: 704-472-9134

BOTH THE PLANNING AND BOARD OF ADJUSTMENT HAVE ONE MEMBER WHO RESIDES IN THE ETJ.

FULL-TIME RESIDENT OF THE TOWN OF BLOWING ROCK: YES NO

FULL-TIME RESIDENT OF THE TOWN OF BLOWING ROCK ETJ: YES NO

HOW LONG HAVE YOU BEEN A RESIDENT OF BLOWING ROCK? 1 year

NAME OF VOLUNTEER BOARD FOR WHICH APPOINTMENT IS SOUGHT (list one only):

Planning Board

WHY DO YOU WISH TO OBTAIN THIS APPOINTMENT?

I have 28 years of Planning experience that I can share with the Board

ARE YOU FAMILIAR WITH THE TOWN'S COMPREHENSIVE LAND USE PLAN? (It can be accessed at: Town of Blowing Rock 2014 Comprehensive Plan

Yes No

RATE YOUR SUPPORT FOR THE VISION STATEMENT (on page 1-3 of The 2014 Comprehensive Plan) AND COMPREHENSIVE LAND USE PLAN (using a scale of 1 to 10. "1" signifying no support and "10" signifying great support): 10

PLEASE EXPLAIN YOUR LEVEL OF SUPPORT FOR THE COMPREHENSIVE PLAN:

LC-1

4. 10/70 provision should be used sparingly. Develop criteria to evaluate applications. What type of development are we trying to encourage?
6. Support maximum parking ratio. Let the market dictate parking, not the town.

LC-2

I understand the concern for protecting architectural standards, but this usually is best managed in historic districts. Have you considered applying for CLG Status with NCDCR?

LC-3

Multi-family development should be encouraged, resulting in a more walkable community.

LC-4

Maintenance codes are difficult to enforce.

LC-6

I would encourage the use of Condition Use District zoning. It provides greater flexibility for the Board, and will help insure that development is compatible with surrounding land uses.

WHAT SKILLS, EDUCATION, TRAINING, EXPERIENCE OR AREA(S) OF EXPERTISE WOULD YOU BRING TO THIS APPOINTMENT?

Professional experience as Planning Director of Cleveland County.

AICP certification

Grant writing and administration-Greenways

Historic Preservation Commission & CLG

HAVE YOU HAD ISSUES WITH THE TOWN OF BLOWING ROCK WHICH RELATE TO THE WORK OF THE BODY TO WHICH YOU SEEK APPOINTMENT? IF YES, PLEASE EXPLAIN:

No

DO YOU HAVE ANY KNOWN CONFLICTS OF INTEREST THAT MIGHT ARISE IF YOU ARE APPOINTED? IF YES, PLEASE EXPLAIN:

No

HAVE YOU EVER SERVED ON ANY OTHER TOWN'S BOARD, COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE? IF SO, PLEASE STATE THE NAME OF THE TOWN OR ENTITY IN WHICH YOU SERVED, AND THE BOARD, COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE, AND THE APPROXIMATE DATES OF SERVICE:

Shelby Planning Board 1993-1996

Shelby Board of Adjustment 2006-2019

IF YOU HAVE PREVIOUSLY SERVED ON A COUNTY OR TOWN BOARD, COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE, PLEASE EXPLAIN THE QUALITY OF YOUR EXPERIENCE:

My professional experience helped me understand and support staff decisions and explain to the other Board members why certain request could not be supported

I hereby certify that the foregoing answers are true, and that should I be appointed to the board, and should a conflict of interest exist or develop with regard to a specific matter, I will disclose the conflict of interest and request recusal from the deliberations and action involved. Conflicts of interest include, but are not limited to: a direct or indirect financial interest by me or a member of my family, and/or other interest which impairs my ability to participate fairly in the deliberations and actions in question.

Signature  Date 12-23-2019

Regina McCaughan

211 Rickard Dr • Blowing Rock, NC 28605 • Cell: 828.234.4445
E-Mail: mccaughanrb@gmail.com



December 9, 2019

Ms. Hilari Hubner
Town Clerk
PO Box 47
Blowing Rock, NC 28605

REFERENCE: APPLICATION FOR APPOINTMENT TO THE PLANNING BOARD

Dear Ms. Hubner and Esteemed Commissioners:

Please accept the attached application for appointment to the Planning Board for your review and consideration.

I feel fortunate to be living in such a beautiful town, and I would like the opportunity to help ensure it continues to grow and prosper while keeping its strong ties to the past and what makes it so magical and unique for generations to come. I may be new to local government, but I bring a passion and solid business background, that I know can support and help bring to fruition the endeavors you have outlined in the town's 2014 Comprehensive Plan. Since moving to Blowing Rock, I've consistently participated in the Town Council Meetings but find it difficult to simply continue to sit on the sideline.

I would love the opportunity to serve the Town of Blowing Rock.

Thank you for your kind consideration!

Regina McCaughan

With respect,
Regina McCaughan



TOWN OF BLOWING ROCK

APPLICATION FOR APPOINTMENT TO A VOLUNTEER BOARD

FULL NAME:

Regina Bryant McCaughan

HOME ADDRESS:

211 Rickard Dr, Blowing Rock, NC 28605

PREFERRED CONTACT ADDRESS (if different from home address):

P.O. Box 146, Blowing Rock, NC 28605

EMAIL ADDRESS:

mccaughanrb@gmail.com

TELEPHONE: day: 828.234.4445 evening: Same

BOTH THE PLANNING AND BOARD OF ADJUSTMENT HAVE ONE MEMBER WHO RESIDES IN THE ETJ.

FULL-TIME RESIDENT OF THE TOWN OF BLOWING ROCK: X YES NO

FULL-TIME RESIDENT OF THE TOWN OF BLOWING ROCK ETJ: YES NO

HOW LONG HAVE YOU BEEN A RESIDENT OF BLOWING ROCK? 3 Years & 8

Months. (Family has had property in this area off and on for ~ 40 years.)

NAME OF VOLUNTEER BOARD FOR WHICH APPOINTMENT IS SOUGHT (list one only):

Planning Board

WHY DO YOU WISH TO OBTAIN THIS APPOINTMENT?

I would like the opportunity to be an active participant in preserving Blowing Rock's heritage, quality of life, and endearing small town charm, while promoting responsible, sustainable, and successful growth for the future.

ARE YOU FAMILIAR WITH THE TOWN'S COMPREHENSIVE LAND USE PLAN? (It can be accessed at: [Town of Blowing Rock 2014 Comprehensive Plan](#)

Yes No

RATE YOUR SUPPORT FOR THE VISION STATEMENT (on page 1-3 of The 2014 Comprehensive Plan) AND COMPREHENSIVE LAND USE PLAN (using a scale of 1 to 10. "1" signifying no support and "10" signifying great support): 9

PLEASE EXPLAIN YOUR LEVEL OF SUPPORT FOR THE COMPREHENSIVE PLAN:

I fully support the Vision Statement and the Comprehensive Land Use Plan as written. It is well thought out, all-encompassing, and representative of the needs of this town. I rated my support as a "9," because I believe one should always leave room for improvement. For any plan to be successful, it must be fluid to new information, changing needs and priorities. Although I am certain the plan includes some formal cadence for review, I would like to see it spelled out to ensure the plan is being executed as intended and planned, as well as identify any gaps or re-prioritizing, if needed.

WHAT SKILLS, EDUCATION, TRAINING, EXPERIENCE OR AREA(S) OF EXPERTISE WOULD YOU BRING TO THIS APPOINTMENT?

For your reference, I've attached my resume providing an overview of my background and experience. Relevant to this particular role, I would specifically like to highlight the following attributes: business acumen, project planning & management skills, effective communicator, thorough and detailed oriented, collaborative, objective.

HAVE YOU HAD ISSUES WITH THE TOWN OF BLOWING ROCK WHICH RELATE TO THE WORK OF THE BODY TO WHICH YOU SEEK APPOINTMENT? IF YES, PLEASE EXPLAIN:

No issues.

DO YOU HAVE ANY KNOWN CONFLICTS OF INTEREST THAT MIGHT ARISE IF YOU ARE APPOINTED? IF YES, PLEASE EXPLAIN:

No conflicts.

HAVE YOU EVER SERVED ON ANY OTHER TOWN'S BOARD, COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE? IF SO, PLEASE STATE THE NAME OF THE TOWN OR ENTITY IN WHICH YOU SERVED, AND THE BOARD, COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE, AND THE APPROXIMATE DATES OF SERVICE:

No.

IF YOU HAVE PREVIOUSLY SERVED ON A COUNTY OR TOWN BOARD, COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE, PLEASE EXPLAIN THE QUALITY OF YOUR EXPERIENCE:

I hereby certify that the foregoing answers are true, and that should I be appointed to the board, and should a conflict of interest exist or develop with regard to a specific matter, I will disclose the conflict of interest and request recusal from the deliberations and action involved. Conflicts of interest include, but are not limited to: a direct or indirect financial interest by me or a member of my family, and/or other interest which impairs my ability to participate fairly in the deliberations and actions in question.

Signature Regina B. McCaughan Date December 9, 2019

Regina McCaughan

Blowing Rock, NC 28605

828.234.4445 • mccaughanrb@gmail.com • linkedin.com/in/reginamccaughan

LEADERSHIP PROFILE

Program Management / Project Planning & Management / International Business / Customer Relations

- Highly accomplished global program and project management professional with a diverse business background, strong business acumen, and outstanding relationship management, communication and strategic/project planning skills. Extensive international travel. Fluent German.
- Customer focused and collaborative leader successful in transforming underperforming programs, leading talented teams, and executing high-impact revenue growth initiatives. Able to identify/secure opportunities, effectively manage change, and work with cross-functional leaders to drive organizational excellence. Thrive in fast-paced challenging environments requiring quick thought and collaboration.
- Expertise: Project & Program Management, Team Leadership, International Business, Project Planning, Business Process Planning, Operations Management, Process Improvement, Client Relations, Business Analysis, Start-Up Operations.

PROFESSIONAL EXPERIENCE

CORNING OPTICAL COMMUNICATIONS, Charlotte, NC **2001 to 2019**

Manager, Global Marketing Programs (2017-2019)

Program Manager, Network of Preferred Installers (2009-2017)

Senior Marketing Development Analyst (2008-2009)

Manager, Worldwide Equity Investments (2002-2008)

Senior Strategic Marketing Analyst (2001-2002)

Promoted through a series of increasingly responsible positions throughout successful tenure. Led high-performance teams, designed company-wide strategies, defined plans/processes, created high-impact programs, managed large-scale projects, and collaborated with cross-functional leaders to drive ROI and other targeted business goals.

- **Responsible for strategic direction/enhancement of various company programs**, including Alliance (complementary partners), Elite Advantage (consultants), Network of Preferred Installers (contractors), Wireless Integrator Network, Global Marketing, and more. **Manage direct reports, U.S. and International:**
 - Extensive cross-functional collaboration across all levels/areas, matrixed organizations, cultures and countries.
- As Program Manager (2009-2017), responsible for the developing/managing contractor loyalty program; managed Marketing Program Specialists and Analyst.
- Earlier career responsibilities included stakeholder communications, new marketing and technical communications materials development, project management, tradeshow planning/management, program support, strategic planning, global equity joint venture management/execution, and much more:
 - Served as Corporate Liaison to business ventures and Corning-related organizations.

Selected Key Accomplishments:

- **Drove incremental program revenue from \$79M to \$193M** (Network of Preferred Installers) during the last 10 years; achieved 10% YoY growth while generating a \$78M Design/Win pipeline, 150% of Target:
 - **Revitalized underperforming customer loyalty program**, building infrastructure & management support tools.
 - Excellence Award recipient for program achievements.
- Saved Corning \$900K annually by leveraging global customer knowledge, and working with the sales team to develop 2018 program marketing strategy, that drove desired customer behavior while spending less on rebates.

Regina McCaughan

Blowing Rock, NC 28605

828.234.4445 • mcraughanrb@gmail.com • linkedin.com/in/reginamccaughan (Page 2)

- Increased Elite Advantage Program membership 25% – generating \$21M in market influenced revenue and creating a \$48M pipeline – by improving customer experience and conducting Emerging Technology Seminars.
- **Transitioned Contractor Loyalty Program**, from industry worst to highly competitive; won Marketing Excellence Award (NPI Portal highlighted in 2012 Information Week 500 conference and magazine).
- Designed highly successful customer portal for Loyalty Program, improving internal efficiencies, increasing customer interaction, processing larger volumes, and improving SLAs (e.g., warranty turnaround from 60 to 2 days):
 - Portal now used as the template for all other portals throughout the company.
- **Managed** daily operations of **Asia Pacific equity ventures** (2002-2008), **contributing ~\$300M in revenue**. Directed excellence in business structure and process for re-occurring deliverables.
- Served as Board Member of Corning's Delaware Holding Companies (CCS Brands & Technology), providing financial and organizational support.
- Managed CISCO Live, one of the largest Enterprise Network trade shows (2007/2008). Exceeded revenue generation, conversion rate, and lead targets (e.g., 240 leads vs. 75 target), delivering 11% under budget.
- Spearheaded 5-year corporate-wide business plan (2001), serving as Principal Facilitator across commercial and operations groups, and **receiving numerous accolades** for thoroughness and technical/financial proficiency.

PREVIOUS EXPERIENCE

Customer Service Manager, LA-Z-Boy Inc., Greensboro, NC **1997 to 2001**

Sales Information Manager, Remington Arms, Madison, NC **1996 to 1997**

International Customer Service Manager / Production Planner, Convatec, A Division of Bristol-Meyers Squibb, Greensboro, NC **1988 to 1996**

Purchasing Agent / Strategic Planner / Sales Engineer / Staff Accountant, SIECOR Corporation, A Joint Venture, Siemens/Corning, Hickory NC **1982 to 1988**

EDUCATION / TECHNOLOGY / INTERESTS

LENOIR-RHYNE UNIVERSITY, Hickory, NC

BA in International Relations (Business/Economics/Accounting Concentration) | Magna Cum Laude

Microsoft Word, Excel, PowerPoint, Outlook; One-Note; SalesForce.com; WebEx.

Enjoy Reading, Photography, Outdoor Activities (e.g., Hiking, Kayaking), Music, and Travel.

Volunteer at the Watauga Humane Society, Member of the Blowing Rock Historical Society and the Blowing Rock Art & History Museum.

"Regina, I just wanted to take a minute to acknowledge you for the unwavering support you provide to our sales team. You are consistent, professional, creative, detailed, and dedicated. We truly appreciate the continued efforts to make the NPI program a standout in the industry. Thank you!" - Sales Director, Enterprise East, Corning Optical Communications

References available upon request.



TOWN OF BLOWING ROCK

APPLICATION FOR APPOINTMENT TO A VOLUNTEER BOARD

FULL NAME:

FREDERICK C. PAGE, III (PETE)

HOME ADDRESS:

1904 MAIN ST.
PO BOX 2106
BLOWING ROCK, NC 28605

PREFERRED CONTACT ADDRESS (if different from home address):

EMAIL ADDRESS:

pete.page@quail.com

TELEPHONE: day: 828-295-7558 evening: 828-295-7558

BOTH THE PLANNING AND BOARD OF ADJUSTMENT HAVE ONE MEMBER WHO RESIDES IN THE FTI.

FULL-TIME RESIDENT OF THE TOWN OF BLOWING ROCK: YES NO

FULL-TIME RESIDENT OF THE TOWN OF BLOWING ROCK ETI: YES NO

HOW LONG HAVE YOU BEEN A RESIDENT OF BLOWING ROCK? 26 YEARS

NAME OF VOLUNTEER BOARD FOR WHICH APPOINTMENT IS SOUGHT (list one only):

WHY DO YOU WISH TO OBTAIN THIS APPOINTMENT?

TO PARTICIPATE IN THE PROCESS OF REASONABLE GROWTH AND DEVELOPMENT OF THE TOWN.

ARE YOU FAMILIAR WITH THE TOWN'S COMPREHENSIVE LAND USE PLAN? (It can be accessed at: Town of Blowing Rock 2014 Comprehensive Plan

Yes No

RATE YOUR SUPPORT FOR THE VISION STATEMENT (on page 1-3 of The 2014 Comprehensive Plan) AND COMPREHENSIVE LAND USE PLAN (using a scale of 1 to 10. "1" signifying no support and "10" signifying great support): 10

PLEASE EXPLAIN YOUR LEVEL OF SUPPORT FOR THE COMPREHENSIVE PLAN:

MY GREAT GRANDFATHER AND GRANDFATHER LIVED IN BLOWING ROCK. I HAVE COME HERE EVERY YEAR FOR 78 YEARS (EXCEPT TWO IN THE ARMY.) I GROW UP IN BLOWING ROCK AND HAVE LIVED HERE YEAR-ROUND SINCE 1992. DEVELOPMENT USED TO BE HAPHAZARD. THERE WAS A LOT OF TACKY STUFF IN TOWN: AMUSEMENT PARKS, AUCTION HOUSES(2), BOOTLEG LIQUOR SALES, GEODESIC DOMES, ETC. IT IS MUCH BETTER NOW. NOT BY ACCIDENT.

THE PLAN PROVIDES A WAY TO CONTINUE REASONABLE GROWTH AND TO MAINTAIN THE CHARACTER I HOPE WE MAINTAIN. AS A YEAR ROUND RESIDENT I FEEL AN OBLIGATION TO HELP.

WHAT SKILLS, EDUCATION, TRAINING, EXPERIENCE OR AREA(S) OF EXPERTISE WOULD YOU BRING TO THIS APPOINTMENT?

GENERAL MANAGEMENT, STRATEGIC PLANNING, BUDGETING, CONFLICT RESOLUTION.

HAVE YOU HAD ISSUES WITH THE TOWN OF BLOWING ROCK WHICH RELATE TO THE WORK OF THE BODY TO WHICH YOU SEEK APPOINTMENT? IF YES, PLEASE EXPLAIN:

N/A

DO YOU HAVE ANY KNOWN CONFLICTS OF INTEREST THAT MIGHT ARISE IF YOU ARE APPOINTED? IF YES, PLEASE EXPLAIN:

N/A

HAVE YOU EVER SERVED ON ANY OTHER TOWN'S BOARD, COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE? IF SO, PLEASE STATE THE NAME OF THE TOWN OR ENTITY IN WHICH YOU SERVED, AND THE BOARD, COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE, AND THE APPROXIMATE DATES OF SERVICE:

N/A

IF YOU HAVE PREVIOUSLY SERVED ON A COUNTY OR TOWN BOARD, COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE, PLEASE EXPLAIN THE QUALITY OF YOUR EXPERIENCE:

N/A

I hereby certify that the foregoing answers are true, and that should I be appointed to the board, and should a conflict of interest exist or develop with regard to a specific matter, I will disclose the conflict of interest and request recusal from the deliberations and action involved. Conflicts of interest include, but are not limited to: a direct or indirect financial interest by me or a member of my family, and/or other interest which impairs my ability to participate fairly in the deliberations and actions in question.

Signature  Date 11/21/19



TOWN OF BLOWING ROCK

APPLICATION FOR APPOINTMENT TO A VOLUNTEER BOARD

FULL NAME:

JERRY STARNES

HOME ADDRESS:

204 HILL TOP WAY
BLOWING ROCK

PREFERRED CONTACT ADDRESS (if different from home address):

P. O. Box 1118
BLOWING ROCK, N.C. 28605

EMAIL ADDRESS:

JERRY@BLOWINGROCKREALESTATENC.COM

TELEPHONE: day: 828-773-6650 evening: 828-295-3248

BOTH THE PLANNING AND BOARD OF ADJUSTMENT HAVE ONE MEMBER WHO RESIDES IN THE ETJ.

FULL-TIME RESIDENT OF THE TOWN OF BLOWING ROCK: YES _____ NO

FULL-TIME RESIDENT OF THE TOWN OF BLOWING ROCK ETJ: _____ YES _____ NO

HOW LONG HAVE YOU BEEN A RESIDENT OF BLOWING ROCK? 18 YEARS

NAME OF VOLUNTEER BOARD FOR WHICH APPOINTMENT IS SOUGHT (list one only):

PLANNING AND ZONING

WHY DO YOU WISH TO OBTAIN THIS APPOINTMENT?

- ① ALL BLOWING CITIZENS SHOULD HELP TO PRESERVE THE CHARACTER OF OUR LITTLE VILLAGE.
- ② I WANT TO ENSURE THAT OUR QUALITY OF LIFE AND OUR TOWN'S UNIQUENESS IS NOT COMPROMISED.

ARE YOU FAMILIAR WITH THE TOWN'S COMPREHENSIVE LAND USE PLAN? IT CAN BE ACCESSED AT: Town of Blowing Rock 2014 Comprehensive Plan

Yes No

RATE YOUR SUPPORT FOR THE VISION STATEMENT (on page 1-3 of the 2014 Comprehensive Plan) AND COMPREHENSIVE LAND USE PLAN (using a scale of 1 to 10. "1" signifying no support and "10" signifying great support): 10

PLEASE EXPLAIN YOUR LEVEL OF SUPPORT FOR THE COMPREHENSIVE PLAN:

THIS IS A VERY COMPREHENSIVE VISION FOR BLOWING ROCK.

THE GOALS AND IMPLEMENTATIONS ARE DEPENDENT AND COMPLICATED ON PLANNING AND ZONING, TOWN COUNCIL AND FREE ENTERPRISE TO ACCOMPLISH. IN THAT REGARD, PLANNING AND ZONING IS TASKED WITH PROTECTING OUR TOWN AND ENCOURAGING DEVELOPMENT.

THIS IS A DOCUMENT WITH MANY GOALS AND THE TIME PERIOD WILL LAST WELL BEYOND THE 2014-2024 PERIOD.

MY COMMITMENT TO THIS PLAN RESPECTS THE CITIZENS WHO CREATED THE STUDY AND THE NEED TO STICK TO THE VISION.

WHAT SKILLS, EDUCATION, TRAINING, EXPERIENCE OR AREA(S) OF EXPERTISE WOULD YOU BRING TO THIS APPOINTMENT?

I HAVE BEEN AFFILIATED WITH BLOWING ROCK SINCE 1958!

- ② I WAS INVOLVED WITH HISTORIC PRESERVATION AND DEVELOPMENT IN TEXAS.
- ③ AND, I HAVE BEEN A REALTOR ON MAIN STREET FOR 17 YEARS.

THE WORK OF THE BODY TO WHICH YOU SEEK APPOINTMENT? IF YES, PLEASE EXPLAIN:

NO NEGATIVE EXPERIENCES.
I HAD A POSITIVE EXPERIENCE WITH THE
BOARD OF ADJUSTMENTS WHEN RENOVATING MY HOME.

DO YOU HAVE ANY KNOWN CONFLICTS OF INTEREST THAT MIGHT ARISE IF YOU

NONE

HAVE YOU EVER SERVED ON ANY OTHER TOWN'S BOARD, COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE, AND THE APPROXIMATE DATES
THE TOWN OR ENTITY IN WHICH YOU SERVED, AND THE BOARD, COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE, AND THE APPROXIMATE DATES

- ① I SERVED ON BOARD OF ADJUSTMENT FOR SEVERAL TERMS.
② I AM CURRENTLY SERVING ON THE TOWN ABC BOARD.

IF YOU HAVE PREVIOUSLY SERVED ON A COUNTY OR TOWN BOARD,
COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE, PLEASE EXPLAIN
THE QUALITY OF YOUR EXPERIENCE:

- ① THE TERMS I SERVED ON BOARD OF ADJUSTMENTS
WAS A GREAT LEARNING EXPERIENCE
② THE BOARD AND STAFF AT THE ABC STORE
ARE PROFESSIONAL AND SERIOUS ABOUT OUR TASKS.
- I hereby certify that the foregoing answers are true, and that should I be appointed to the board, and should a conflict of interest exist or develop with regard to a specific matter, I will disclose the conflict of interest and request recusal from the deliberations and action involved. Conflicts of interest include, but are not limited to: a direct or indirect financial interest by me or a member of my family, and/or other interest which impairs my ability to participate fairly in the deliberations and actions in question.

Signature

Jay Starnes

Date Nov. 4, 2019

Board of Adjustment

2019 Board of Adjustment Attendance

	Jan-24	Feb	Mar	April	May-24	June	July	August	Sept	Oct-25	Nov-29	Dec
Charles Davant	✓	✓										
Laurin Carter		✓										
Tom Dixson		✓										
Buz Helms	✓	✓										
EB Springs	✓	✓										
Lance Campbell-ALT	✓											
Lee Rocomora-ALT	✓											
Harrison Herbst-ETJ												

**ETJ member can only vote on matters in the ETJ.



TOWN OF BLOWING ROCK

APPLICATION FOR APPOINTMENT TO A VOLUNTEER BOARD

FULL NAME:

Jim Steele

HOME ADDRESS:

P.O. Box 1235; 932 Sunset Dr.
BR, NC 28601

PREFERRED CONTACT ADDRESS (if different from home address):

P.O. Box

EMAIL ADDRESS:

jfsteels88@att.net

TELEPHONE: day: 295-6540 evening: _____

BOTH THE PLANNING AND BOARD OF ADJUSTMENT HAVE ONE MEMBER WHO RESIDES IN THE ETJ.

FULL-TIME RESIDENT OF THE TOWN OF BLOWING ROCK: YES _____ NO _____

FULL-TIME RESIDENT OF THE TOWN OF BLOWING ROCK ETJ: YES _____ NO _____

HOW LONG HAVE YOU BEEN A RESIDENT OF BLOWING ROCK? 20 yrs

NAME OF VOLUNTEER BOARD FOR WHICH APPOINTMENT IS SOUGHT (list one only): TDA and Board of Adjustments

WHY DO YOU WISH TO OBTAIN THIS APPOINTMENT?

For the love of Blowing Rock

ARE YOU FAMILIAR WITH THE TOWN'S COMPREHENSIVE LAND USE PLAN? (It can be accessed at: [Town of Blowing Rock 2014 Comprehensive Plan](#)

Yes No

RATE YOUR SUPPORT FOR THE VISION STATEMENT (on page 1-3 of The 2014 Comprehensive Plan) AND COMPREHENSIVE LAND USE PLAN (using a scale of 1 to 10. "1" signifying no support and "10" signifying great support): 10

PLEASE EXPLAIN YOUR LEVEL OF SUPPORT FOR THE COMPREHENSIVE PLAN:

Very familiar with plan, adopted the plan
and 100% in favor of it.

WHAT SKILLS, EDUCATION, TRAINING, EXPERIENCE OR AREA(S) OF EXPERTISE WOULD YOU BRING TO THIS APPOINTMENT?

I have served on all the Boards of the
town & Council over the last 17 years
except ABC.

HAVE YOU HAD ISSUES WITH THE TOWN OF BLOWING ROCK WHICH RELATE TO THE WORK OF THE BODY TO WHICH YOU SEEK APPOINTMENT? IF YES, PLEASE EXPLAIN:

NO

DO YOU HAVE ANY KNOWN CONFLICTS OF INTEREST THAT MIGHT ARISE IF YOU ARE APPOINTED? IF YES, PLEASE EXPLAIN:

XONE AT PRESENT

HAVE YOU EVER SERVED ON ANY OTHER TOWN'S BOARD, COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE? IF SO, PLEASE STATE THE NAME OF THE TOWN OR ENTITY IN WHICH YOU SERVED, AND THE BOARD, COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE, AND THE APPROXIMATE DATES OF SERVICE:

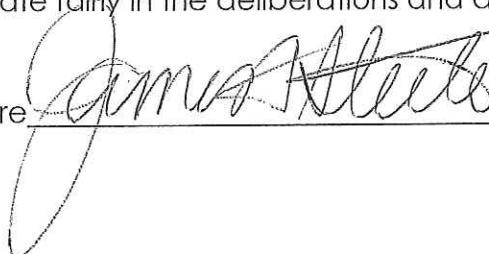
yes all except ABC.

IF YOU HAVE PREVIOUSLY SERVED ON A COUNTY OR TOWN BOARD, COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE, PLEASE EXPLAIN THE QUALITY OF YOUR EXPERIENCE:

Served a County DOT long Range planning. for 2 years.

I hereby certify that the foregoing answers are true, and that should I be appointed to the board, and should a conflict of interest exist or develop with regard to a specific matter, I will disclose the conflict of interest and request recusal from the deliberations and action involved. Conflicts of interest include, but are not limited to: a direct or indirect financial interest by me or a member of my family, and/or other interest which impairs my ability to participate fairly in the deliberations and actions in question.

Signature



Date

12/19/19

ABC Board

2019 Blowing Rock ABC Attendance

	Jan	Feb-21	Mar-21	Apr-18	May-16	Jun-20	Jul-18	Aug-15	Sep-18	Oct-17	Nov-7	Dec-19	Rate of Attendance
Susie Greene	N	Yes	Yes	Yes	100%								
Jerry Starnes	o	N/A	Yes	Yes	Yes	100%							
Sylvia Tarleton	M	Yes	Yes	Yes	100%								
	E												
	E												
	T												
	I												
	N												
	G												



TOWN OF BLOWING ROCK

APPLICATION FOR APPOINTMENT TO A VOLUNTEER BOARD

FULL NAME:

Susie Lee Greene

HOME ADDRESS:

272 Yonahlossee Road
P.O. Box 111
Blowing Rock, North Carolina 28605

PREFERRED CONTACT ADDRESS (if different from home address):

EMAIL ADDRESS:

greenes1@appstate.edu

TELEPHONE: day: 828-295-3217 evening: 5111

BOTH THE PLANNING AND BOARD OF ADJUSTMENT HAVE ONE MEMBER WHO RESIDES IN THE ETJ.

FULL-TIME RESIDENT OF THE TOWN OF BLOWING ROCK: YES NO

FULL-TIME RESIDENT OF THE TOWN OF BLOWING ROCK ETJ: YES NO

HOW LONG HAVE YOU BEEN A RESIDENT OF BLOWING ROCK? 72 years

NAME OF VOLUNTEER BOARD FOR WHICH APPOINTMENT IS SOUGHT (list one only):

Blowing Rock ABC Board

WHY DO YOU WISH TO OBTAIN THIS APPOINTMENT?

To continue to serve the Town of Blowing Rock and its citizens.

ARE YOU FAMILIAR WITH THE TOWN'S COMPREHENSIVE LAND USE PLAN? (It can be accessed at: Town of Blowing Rock 2014 Comprehensive Plan

Yes No

RATE YOUR SUPPORT FOR THE VISION STATEMENT (on page 1-3 of The 2014 Comprehensive Plan) AND COMPREHENSIVE LAND USE PLAN (using a scale of 1 to 10. "1" signifying no support and "10" signifying great support): 10

PLEASE EXPLAIN YOUR LEVEL OF SUPPORT FOR THE COMPREHENSIVE PLAN:

I support this plan totally (because of its emphasis on being a full service community that strives to meet the needs of residents and visitors alike). Change is ever present; change with a plan, make for the best possible outcomes.

WHAT SKILLS, EDUCATION, TRAINING, EXPERIENCE OR AREA(S) OF EXPERTISE WOULD YOU BRING TO THIS APPOINTMENT?

See Attached Sheet

HAVE YOU HAD ISSUES WITH THE TOWN OF BLOWING ROCK WHICH RELATE TO THE WORK OF THE BODY TO WHICH YOU SEEK APPOINTMENT? IF YES, PLEASE EXPLAIN:

No

DO YOU HAVE ANY KNOWN CONFLICTS OF INTEREST THAT MIGHT ARISE IF YOU ARE APPOINTED? IF YES, PLEASE EXPLAIN:

No

HAVE YOU EVER SERVED ON ANY OTHER TOWN'S BOARD, COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE? IF SO, PLEASE STATE THE NAME OF THE TOWN OR ENTITY IN WHICH YOU SERVED, AND THE BOARD, COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE, AND THE APPROXIMATE DATES OF SERVICE:

see Attached letter

IF YOU HAVE PREVIOUSLY SERVED ON A COUNTY OR TOWN BOARD, COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE, PLEASE EXPLAIN THE QUALITY OF YOUR EXPERIENCE:

see Attached letter

I hereby certify that the foregoing answers are true, and that should I be appointed to the board, and should a conflict of interest exist or develop with regard to a specific matter, I will disclose the conflict of interest and request recusal from the deliberations and action involved. Conflicts of interest include, but are not limited to: a direct or indirect financial interest by me or a member of my family, and/or other interest which impairs my ability to participate fairly in the deliberations and actions in question.

Signature Douglas B. Greene Date 12-14-19

December 4, 2019

Charlie Sellars, Mayor
David Harwood, Town Council
Doug Matheson, Town Council
Virginia Powell, Town Council
Sue Sweeting, Town Council
Albert Yount, Town Council
Shane Fox, Town Manager

Dear All:

I am writing to ask your consideration for reappointment to the Blowing Rock ABC Board. I have been a member of this Board since 2005 and have, I feel, contributed to the work on this group. Examples of my efforts on the store's behalf include the following:

- designing and implementing landscaping for the store
- rewriting the Employee Manual and reviewing every two years to make sure that it is current
- writing the grant application for money to be distributed for alcohol education in the community
- working with store manager Edith Nations on the minutes of each monthly meeting
- writing and reviewing information for the media involving funds distribution of ABC store
- currently serving as Chair

In addition to the Blowing Rock ABC Board, I have served on the following boards and committees in Blowing Rock:

- Blowing Rock Planning and Zoning – 1992-2005
Chair, 1997-2005
- BRAAC- 1989-2001
- Blowing Rock Recreation Commission
- Blowing Rock Architectural Review Board
- Blowing Rock Community Foundation Board of Directors – 1998-Present
Vice Chair/Scholarship - 2001-Present
- Blowing Rock Tour of Homes Co Chair
1993, 1994, 2012, 2013, 2017
- St. Mary of the Hills Episcopal Church - 1978-Present
Senior Warden, Vestry, Bread of Life and Back on Your Feet Chairs

Locally, I have served on the following committees:

- Watauga Council on the Status of Women
- Appalachian Summer Festival Board of Directors – 1995-2009
Secretary and Vice Chair
- OASIS - 1975 - Present
Founding Member
- Appalachian Heights Advisory Board
- Hospitality House Meal Volunteer, Fourth Sunday
1991-Present

My educational and professional credentials are as follows:

- Blowing Rock High School
- Lenoir Rhyne College (now University) – B.A. Health and Physical Education
- Appalachian State University – M.A. Human Development and Psychological Counseling
- National Board of Certified Counselors #35021
- Licensed Professional Counselor – North Carolina #709

I was employed at Appalachian State University from 1975-2010. During my tenure at Appalachian I held the following positions:

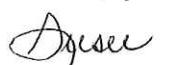
- Psychometrist and Counselor, ASU Counseling Center
- Associate Director, ASU Counseling Center
- Instructor in the Departments of Psychology and Human Development and Psychological Counseling
- Associate Vice Chancellor for Student Development and Dean of Students
- Adjunct Professor – Departments of Human Development and Psychological Counseling, Psychology, Women's Studies, and Health, Leisure and Exercise Science

Before working at Appalachian, I held the following positions:

- High School Biology Teacher
- High School and Elementary Guidance Counselor

Thank you for your consideration of my reappointment. Please let me know if you have any questions.

Sincerely,



Susie L. Greene

TDA Board

2019 Blowing Rock TDA Attendance

	Jan	Feb	Mar-5	April	May-28	Jun-5	July	August	Sep-3	Oct	Nov	Dec-3	Rate of Attendance
Dean Bullis	N	N	Yes	N	Yes	Yes	N	N	NO	N	N	Yes	100%
Jim Steele	O	O	Yes	O	Yes	Yes	O	O	Yes	O	O	Yes	100%
Greg Tarbutton	M	M	Yes	M	No	Yes	M	M	Yes	M	M	Yes	90%
Kevin Walker	E	E	Yes	E	Yes	Yes	E	E	Yes	E	E	Yes	100%
Lance Campbell	E	E	Yes	E	Yes	Yes	E	E	Yes	E	E	Yes	100%
	T	T		T			T	T		T	T		
	I	I		I			I	I		I	I		
	N	N		N			N	N		N	N		
	G	G		G			G	G		G	G		



TOWN OF BLOWING ROCK

APPLICATION FOR APPOINTMENT TO A VOLUNTEER BOARD

FULL NAME:

Jim Steele

HOME ADDRESS:

PO Box 1235; 932 Sunset Dr.
BR, NC 28601

PREFERRED CONTACT ADDRESS (if different from home address):

P.O. Box

EMAIL ADDRESS:

jfsteele 88 @ att.net

TELEPHONE: day: 295-6540 evening: _____

BOTH THE PLANNING AND BOARD OF ADJUSTMENT HAVE ONE MEMBER WHO RESIDES IN THE ETJ.

FULL-TIME RESIDENT OF THE TOWN OF BLOWING ROCK: YES NO

FULL-TIME RESIDENT OF THE TOWN OF BLOWING ROCK ETJ: YES NO

HOW LONG HAVE YOU BEEN A RESIDENT OF BLOWING ROCK? 20 yrs

NAME OF VOLUNTEER BOARD FOR WHICH APPOINTMENT IS SOUGHT (list one only): TDA or and Board of Adjustments

WHY DO YOU WISH TO OBTAIN THIS APPOINTMENT?

For the love of Blowing Rock

ARE YOU FAMILIAR WITH THE TOWN'S COMPREHENSIVE LAND USE PLAN? (It can be accessed at: [Town of Blowing Rock 2014 Comprehensive Plan](#)

Yes No

RATE YOUR SUPPORT FOR THE VISION STATEMENT (on page 1-3 of The 2014 Comprehensive Plan) AND COMPREHENSIVE LAND USE PLAN (using a scale of 1 to 10. "1" signifying no support and "10" signifying great support): 10

PLEASE EXPLAIN YOUR LEVEL OF SUPPORT FOR THE COMPREHENSIVE PLAN:

Very familiar with plan, adopted the plan
and 100% in favor of it.

WHAT SKILLS, EDUCATION, TRAINING, EXPERIENCE OR AREA(S) OF EXPERTISE WOULD YOU BRING TO THIS APPOINTMENT?

I have served on all the Boards of the
Town & Council over the last 17 years
except ABC.

HAVE YOU HAD ISSUES WITH THE TOWN OF BLOWING ROCK WHICH RELATE TO THE WORK OF THE BODY TO WHICH YOU SEEK APPOINTMENT? IF YES, PLEASE EXPLAIN:

NO

DO YOU HAVE ANY KNOWN CONFLICTS OF INTEREST THAT MIGHT ARISE IF YOU ARE APPOINTED? IF YES, PLEASE EXPLAIN:

XONE AT PRESENT

HAVE YOU EVER SERVED ON ANY OTHER TOWN'S BOARD, COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE? IF SO, PLEASE STATE THE NAME OF THE TOWN OR ENTITY IN WHICH YOU SERVED, AND THE BOARD, COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE, AND THE APPROXIMATE DATES OF SERVICE:

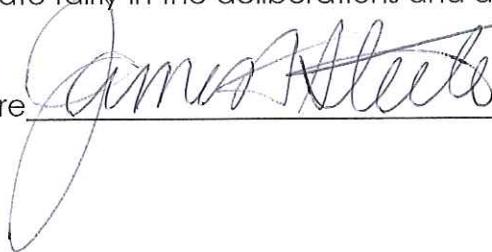
Yes all except ABC

IF YOU HAVE PREVIOUSLY SERVED ON A COUNTY OR TOWN BOARD, COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE, PLEASE EXPLAIN THE QUALITY OF YOUR EXPERIENCE:

I served on County DOT long Range planning for 2 years.

I hereby certify that the foregoing answers are true, and that should I be appointed to the board, and should a conflict of interest exist or develop with regard to a specific matter, I will disclose the conflict of interest and request recusal from the deliberations and action involved. Conflicts of interest include, but are not limited to: a direct or indirect financial interest by me or a member of my family, and/or other interest which impairs my ability to participate fairly in the deliberations and actions in question.

Signature



Date 12/19/19



TOWN OF BLOWING ROCK

APPLICATION FOR APPOINTMENT TO A VOLUNTEER BOARD

FULL NAME:

John Timothy Knight

HOME ADDRESS:

1704 Sunset Drive
Blowing Rock NC 28605

PREFERRED CONTACT ADDRESS (if different from home address):

EMAIL ADDRESS:

ntsonmain@aol.com

TELEPHONE: day: 828-414-9636 evening: 828-260-3062

BOTH THE PLANNING AND BOARD OF ADJUSTMENT HAVE ONE MEMBER WHO RESIDES IN THE ETJ.

FULL-TIME RESIDENT OF THE TOWN OF BLOWING ROCK: ✓ YES _____ NO

FULL-TIME RESIDENT OF THE TOWN OF BLOWING ROCK ETJ: _____ YES _____ NO

HOW LONG HAVE YOU BEEN A RESIDENT OF BLOWING ROCK? 53 years

NAME OF VOLUNTEER BOARD FOR WHICH APPOINTMENT IS SOUGHT (list one only):

TDA

WHY DO YOU WISH TO OBTAIN THIS APPOINTMENT?

to continue the work of the TDA.

I feel the work they have done has been a definite positive move for the town. Would like to see that continue

ARE YOU FAMILIAR WITH THE TOWN'S COMPREHENSIVE LAND USE PLAN? (It can be accessed at: [Town of Blowing Rock 2014 Comprehensive Plan](#)

Yes No

RATE YOUR SUPPORT FOR THE VISION STATEMENT (on page 1-3 of The 2014 Comprehensive Plan) AND COMPREHENSIVE LAND USE PLAN (using a scale of 1 to 10. "1" signifying no support and "10" signifying great support): 10

PLEASE EXPLAIN YOUR LEVEL OF SUPPORT FOR THE COMPREHENSIVE PLAN:

I completely support the Comprehensive Plan. This town has always been a resort town and second home town. Having lived my entire life here I want to see this town always be successful. Very important to have the homeowners because they draw most of the attractions of the town. But if the businesses are unable to do well it hurts the entire town. We need the restaurants, shops and services to keep the tourist coming and to also keep the summer residents wanting to come back. Many small towns would love to have what we have. As we move forward we need to make sure that we continue to move forward also.

WHAT SKILLS, EDUCATION, TRAINING, EXPERIENCE OR AREA(S) OF EXPERTISE WOULD YOU BRING TO THIS APPOINTMENT?

I have lived here all my life.

I worked at Sonny's Grill as a kid until I was almost 30. (17 years) I owned my own business Knights in Mail for 19 years. And now I work for Bust Myers at Sam's Rock. I bring a lot of history and expertise about this town to the table.

I feel very invested in this town. My entire work life has been spent here.

I went Blowing Rock School, Watauga High School and graduated from ⁶⁶ASU. I will work hard to make this town all it can be.

HAVE YOU HAD ISSUES WITH THE TOWN OF BLOWING ROCK WHICH RELATE TO THE WORK OF THE BODY TO WHICH YOU SEEK APPOINTMENT? IF YES, PLEASE EXPLAIN:

No

DO YOU HAVE ANY KNOWN CONFLICTS OF INTEREST THAT MIGHT ARISE IF YOU ARE APPOINTED? IF YES, PLEASE EXPLAIN:

No

HAVE YOU EVER SERVED ON ANY OTHER TOWN'S BOARD, COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE? IF SO, PLEASE STATE THE NAME OF THE TOWN OR ENTITY IN WHICH YOU SERVED, AND THE BOARD, COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE, AND THE APPROXIMATE DATES OF SERVICE:

Planning and Zoning (1992)

IF YOU HAVE PREVIOUSLY SERVED ON A COUNTY OR TOWN BOARD, COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE, PLEASE EXPLAIN THE QUALITY OF YOUR EXPERIENCE:

I really enjoyed my time on the Planning Board. Felt we were able to get some things done while I was serving.

I hereby certify that the foregoing answers are true, and that should I be appointed to the board, and should a conflict of interest exist or develop with regard to a specific matter, I will disclose the conflict of interest and request recusal from the deliberations and action involved. Conflicts of interest include, but are not limited to: a direct or indirect financial interest by me or a member of my family, and/or other interest which impairs my ability to participate fairly in the deliberations and actions in question.

Signature



Date 11/21/2019



TOWN OF BLOWING ROCK

APPLICATION FOR APPOINTMENT TO A VOLUNTEER BOARD

FULL NAME:

Timothy Craig Crayton

HOME ADDRESS:

235 Meadow Lane
P.O. Box 1236
Blowing Rock, NC 28605

PREFERRED CONTACT ADDRESS (if different from home address):

EMAIL ADDRESS:

tcrayton@hpg.com

TELEPHONE: day: 919.418.8555 evening: same

BOTH THE PLANNING AND BOARD OF ADJUSTMENT HAVE ONE MEMBER WHO RESIDES IN THE ETJ.

FULL-TIME RESIDENT OF THE TOWN OF BLOWING ROCK: YES NO

FULL-TIME RESIDENT OF THE TOWN OF BLOWING ROCK ETJ: YES NO

HOW LONG HAVE YOU BEEN A RESIDENT OF BLOWING ROCK? 2015

NAME OF VOLUNTEER BOARD FOR WHICH APPOINTMENT IS SOUGHT (list one only): Tourism Development Authority

WHY DO YOU WISH TO OBTAIN THIS APPOINTMENT?

To represent residential stakeholders as required by ordinance and use my board, business and finance skills to help the TAT achieve its mission

ARE YOU FAMILIAR WITH THE TOWN'S COMPREHENSIVE LAND USE PLAN? (It can be accessed at: [Town of Blowing Rock 2014 Comprehensive Plan](#)

Yes _____ No

RATE YOUR SUPPORT FOR THE VISION STATEMENT (on page 1-3 of The 2014 Comprehensive Plan) AND COMPREHENSIVE LAND USE PLAN (using a scale of 1 to 10. "1" signifying no support and "10" signifying great support): 10

PLEASE EXPLAIN YOUR LEVEL OF SUPPORT FOR THE COMPREHENSIVE PLAN:

I have studied the 2014 Comprehensive Plan and the Land Use Code extensively.

I believe that the Comprehensive Plan should be reviewed and updated during the summer of 2020.

Similarly I believe the LUC should be reviewed and updated using input from the community. I support the Valley Vision Committee process.

The shared vision conclusion is key -

"the Community will embrace change while remaining vigilant to ensure the Town's unique character and quality of life are not compromised"

WHAT SKILLS, EDUCATION, TRAINING, EXPERIENCE OR AREA(S) OF EXPERTISE WOULD YOU BRING TO THIS APPOINTMENT?

Significant corporate & non-profit board experience.

Finance skills + CEO skills

Resume attached

HAVE YOU HAD ISSUES WITH THE TOWN OF BLOWING ROCK WHICH RELATE TO THE WORK OF THE BODY TO WHICH YOU SEEK APPOINTMENT? IF YES, PLEASE EXPLAIN:

President of Blowing Rock Civic Association
Treasurer of Blue Ridge Conservancy (MFG)
Board member of The Vining Foundation
Mayview Park Homeowner Association - Director

DO YOU HAVE ANY KNOWN CONFLICTS OF INTEREST THAT MIGHT ARISE IF YOU ARE APPOINTED? IF YES, PLEASE EXPLAIN:

None

HAVE YOU EVER SERVED ON ANY OTHER TOWN'S BOARD, COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE? IF SO, PLEASE STATE THE NAME OF THE TOWN OR ENTITY IN WHICH YOU SERVED, AND THE BOARD, COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE, AND THE APPROXIMATE DATES OF SERVICE:

No

IF YOU HAVE PREVIOUSLY SERVED ON A COUNTY OR TOWN BOARD, COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE, PLEASE EXPLAIN THE QUALITY OF YOUR EXPERIENCE:

I hereby certify that the foregoing answers are true, and that should I be appointed to the board, and should a conflict of interest exist or develop with regard to a specific matter, I will disclose the conflict of interest and request recusal from the deliberations and action involved. Conflicts of interest include, but are not limited to: a direct or indirect financial interest by me or a member of my family, and/or other interest which impairs my ability to participate fairly in the deliberations and actions in question.

Signature Tom Crayton Date 11/15/19

Contact

1500 Sunday Drive
Suite 300
Raleigh, NC 27607
919-232-5904
tgupton@hpg.com

www.linkedin.com/in/tim-gupton-52a7155
www.hpg.com
www.hpgwealthcare.com/
blueridgeconservancy.org/

Top Skills

Mergers & Acquisitions
Start-ups
Venture Capital

Tim Gupton

HPG

Raleigh, North Carolina

Summary

EXPERIENCE

My experience over 45 years in North Carolina with HPG and KPMG in Florida includes the following:

Business Owner
Change Agent
Growth Leader
Managing Partner
Audit Partner
Audit Committee Chairman
SEC Partner
Big 4 Partner
M&A Transactions
General Partner in Venture Fund
Start-up CFO for Biopharmaceutical Companies
COO & CFO for Real Estate Development
Family CFO
Corporate Boards and Audit Committee
Non-profit boards in Fort Lauderdale, Research Triangle and High Country

DISCLOSURE

Securities offered through Avantax Investment Services SM, Member FINRA, SIPC. Investment advisory services offered through Avantax Advisory Services SM.

**I will not request any personal or account information through this site. Any such request should be ignored and deleted. I will not accept trading instructions through this site.

**As an Investment Advisor Representative, SEC rules prohibit me from using testimonials in my advertising. Since a recommendation or endorsement on LinkedIn could qualify as a testimonial, our policy is to hide those that pertain to the financial services industry.

Experience

HPG Wealthcare Advisors, LLC

Partner & Financial Advisor

January 2010 - Present

Raleigh-Durham, North Carolina Area

Founding partner of HPG healthcare practice to meet the needs of our HPG entrepreneurial clients and their families.

Mayview Park Home Owners Association

Director

June 2018 - Present

Blowing Rock, NC

The Village Foundation

Director

December 2018 - Present

Blowing Rock, NC

Blowing Rock Civic Association

Director & President

June 2018 - Present

Blowing Rock, NC

Blue Ridge Conservancy

Director & Treasurer

September 2016 - Present

Boone, NC

Hughes Pittman & Gupton, LLP

Retired Partner

February 1992 - Present

Raleigh-Durham, North Carolina Area

Executive Committee Co-CEO until retirement from day-to-day responsibilities as of December 31, 2014. As a retired partner, I remain available to our clients as needed. Led firm with founders to build the largest independent CPA firm in North Carolina that has been sustainable business with three generations

of partners and over 80 team members. Our key to success was adopting a framework based on our core values expressed in REACH.

Antimicrobials Working Group

Assistant Treasurer

October 2012 - December 2018 (6 years 3 months)

Washington, DC

Treasurer of industry group committed to improving the regulatory, investment, and commercial environment for antimicrobial drug development.

Triangle Community Foundation

Director and Chairman of Audit Committee

January 2006 - June 2016 (10 years 6 months)

Raleigh-Durham, North Carolina Area

CG Successor Entity, Inc. (Formerly Gentris Corporation, Inc.)

Seller Representative

July 2014 - December 2015 (1 year 6 months)

Managed the sale of assets of Gentris Corporation to Cancer Genetics in July 2014 and liquidation of assets through 2015.

NCBIO

Director and Treasurer

January 2004 - December 2015 (12 years)

Founder and Treasurer of non-profit focused on growing the life science industry in North Carolina.

Research Triangle Ventures

General Partner

2000 - December 2015 (15 years)

Co-founder and general partner of early stage venture fund.

CAM Raleigh

Director

July 2012 - June 2015 (3 years)

Southeast BIO

Director, Co-Chairman of Conference and Chairman of Support Committee

November 2010 - June 2015 (4 years 8 months)

Colucid Pharmaceuticals, Inc.

CFO

2006 - February 2015 (9 years)

Fractional CFO for investor-backed pharmaceutical company developing a novel migraine drug licensed from Ely Lilly. Handed off to new CFO for IPO in February 2015.

Gentris Corporation

Chairman of the Board and Chairman of Audit Committee

June 2011 - July 2014 (3 years 2 months)

Board member of pharmacogenomics portfolio company of Research Triangle Ventures, LP. sold to Cancer Genetics, Inc. in July 2014.

ibiliti

Director

May 2010 - June 2014 (4 years 2 months)

Board member for non-profit economic development entity sponsored by the North Carolina Biotechnology Center focused on the medical technology industry.

Lumena Pharmaceuticals Inc.

CFO

June 2011 - July 2012 (1 year 2 months)

Fractional CFO for Lumena, a seed-stage company founded by Pappas Ventures. Company funded and relocated to San Diego, CA. Sold to Shire for \$260 million.

Alphavax, Inc.

CFO

1998 - December 2010 (12 years)

Fractional CFO for investor backed vaccine company based on technology licensed from UNC and USAMRID

Duke University

Guest Speaker and Judge for Duke Start-Up Challenge

May 2005 - December 2009 (4 years 8 months)

Guest speaker at Fuqua School and Law School on entrepreneurship.

Council of Entrepreneurial Development

Director, Treasurer and Chairman

January 1995 - May 2003 (8 years 5 months)

Research Triangle

Co-Author and instructor for Fast Trac Tech that was subsequently developed by the Kauffman Foundation into a national course offering.

Cogent Neuroscience

CFO

1998 - 2000 (2 years)

Inspire Pharmaceuticals, Inc.

CFO

1995 - 1998 (3 years)

Fractional CFO for pharmaceutical company based on technology from UNC.

IPO in 2000 and sold in 2011 to Merck for \$460 million.

Trimeris

CFO

1993 - 1995 (2 years)

Fractional CFO for HIV company based on Duke University technology, IPO in 1997,

John's Island Real Estate

COO & CFO

January 1991 - December 1991 (1 year)

Vero Beach, Florida

COO & CFO to Family Owners of Real Estate Company in Vero Beach, FL

KPMG

Partner

July 1972 - December 1991 (19 years 6 months)

Part of the team that led building a one-office practice with 17 people to 3 offices of over 100 people

Audit Partner at Big 4 Firm

Associate SEC Partner

Partner in Charge of Fort Lauderdale Audit Practice

Banking, Savings & Loan, Real Estate and Technology Industry Clients

Education

University of North Carolina at Chapel Hill

BSBA, Accounting · (1968 - 1972)



TOWN OF BLOWING ROCK

APPLICATION FOR APPOINTMENT TO A VOLUNTEER BOARD

FULL NAME:

Maurice Ewing

HOME ADDRESS:

181 Twin Springs Rd
PO Box 282
Blowing Rock, NC 28605

PREFERRED CONTACT ADDRESS (if different from home address):

PO Box 282 Blowing Rock, NC OR
mdewing6@gmail.com

EMAIL ADDRESS:

mdewing6@gmail.com

TELEPHONE: day: 828-295-3510 evening: 704-467-3789

BOTH THE PLANNING AND BOARD OF ADJUSTMENT HAVE ONE MEMBER WHO RESIDES IN THE ETJ.

FULL-TIME RESIDENT OF THE TOWN OF BLOWING ROCK: YES NO

FULL-TIME RESIDENT OF THE TOWN OF BLOWING ROCK ETJ: YES NO

HOW LONG HAVE YOU BEEN A RESIDENT OF BLOWING ROCK? Lifetime Seasonal
5 years permanent

NAME OF VOLUNTEER BOARD FOR WHICH APPOINTMENT IS SOUGHT (list one only): TDA

WHY DO YOU WISH TO OBTAIN THIS APPOINTMENT?

As a long-term board member of the Horse Show
I am committed to the tourism economy of Blowing Rock

ARE YOU FAMILIAR WITH THE TOWN'S COMPREHENSIVE LAND USE PLAN? (It can be accessed at: [Town of Blowing Rock 2014 Comprehensive Plan](#)

Yes No

RATE YOUR SUPPORT FOR THE VISION STATEMENT (on page 1-3 of The 2014 Comprehensive Plan) AND COMPREHENSIVE LAND USE PLAN (using a scale of 1 to 10. "1" signifying no support and "10" signifying great support): 10

PLEASE EXPLAIN YOUR LEVEL OF SUPPORT FOR THE COMPREHENSIVE PLAN:

I have read the Comprehensive Land Use Plan and can say I am in 95% agreement with its conclusions. Any disagreement I might have are perhaps a matter of priority.

Of particular interest to me is that the decisions made by the town be in keeping with the plan and that there be annual reviews of both town decisions, swift actions and the plan itself to assure adherence.

WHAT SKILLS, EDUCATION, TRAINING, EXPERIENCE OR AREA(S) OF EXPERTISE WOULD YOU BRING TO THIS APPOINTMENT?

See Attached

HAVE YOU HAD ISSUES WITH THE TOWN OF BLOWING ROCK WHICH RELATE TO THE WORK OF THE BODY TO WHICH YOU SEEK APPOINTMENT? IF YES, PLEASE EXPLAIN:

I have had many connections but no issues

DO YOU HAVE ANY KNOWN CONFLICTS OF INTEREST THAT MIGHT ARISE IF YOU ARE APPOINTED? IF YES, PLEASE EXPLAIN:

None

HAVE YOU EVER SERVED ON ANY OTHER TOWN'S BOARD, COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE? IF SO, PLEASE STATE THE NAME OF THE TOWN OR ENTITY IN WHICH YOU SERVED, AND THE BOARD, COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE, AND THE APPROXIMATE DATES OF SERVICE:

I staffed two County Economic Development Boards (Calamus and Union Counties) but was not an employee of either County. As these organizations were 501-c-3.

IF YOU HAVE PREVIOUSLY SERVED ON A COUNTY OR TOWN BOARD, COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE, PLEASE EXPLAIN THE QUALITY OF YOUR EXPERIENCE:

*See above
Both experiences were mostly good*

I hereby certify that the foregoing answers are true, and that should I be appointed to the board, and should a conflict of interest exist or develop with regard to a specific matter, I will disclose the conflict of interest and request recusal from the deliberations and action involved. Conflicts of interest include, but are not limited to: a direct or indirect financial interest by me or a member of my family, and/or other interest which impairs my ability to participate fairly in the deliberations and actions in question.

Signature

Maurice D. Lij

Date December 20, 2019

**Presented for consideration of appointment to the Blowing Rock
Tourism Development Authority Board**

**MAURICE D. EWING
BIOGRAPHY**

WORK EXPERIENCE

Union County Partnership for Progress—Monroe, NC

President & CEO.....2004 to 2012 (Retired)
**First President and CEO of startup ED organization—Responsible for
directing all aspects of the Union County, North Carolina Economic
Development Program**

Cabarrus Economic Development—Concord, NC

President & CEO.....1994 to 2004
**First President and CEO of startup ED organization—Responsible for
directing all aspects of the Cabarrus County, North Carolina
Economic Development Program**

Anderson Press—Charlotte, NC

Sales and Marketing1991 to 1994
**Responsible for sales and development of marketing materials for
clients**

First Charlotte Bank—Charlotte, NC

Vice President for Business Development.....1989 to 1991
Responsible for developing commercial loans and deposits

Charlotte Chamber of Commerce—Charlotte, NC

Director of Industrial Development.....1976 to 1989
**Managed the location of over 300 firms throughout the Charlotte
region**
**Initiated the concept of regional development for local Economic
Development professionals**
**Developed the Charlotte Chamber's first full-time international
development program**
**Founded and managed the US Open (Horse) Jumping Championship
(1978—1985)**

Central Piedmont Community College—Charlotte, NC

Adjunct Faculty—Business Admin. Department.....1974 to 1976
Taught Introduction to Business Administration

First Citizens Bank—Charlotte, NC

Assistant VP for Business Development.....1969 to 1976
**Responsible for increasing bank card merchant volume by \$2.5
million dollars. Managed retail branch office of 5 employees**

EDUCATION

Appalachian State University—1969, BS Economics and Business Admin.
Central Piedmont Community College—1967, Associate of Arts
UNC-Chapel Hill—1997 Basic Industrial Development Course
University of Oklahoma—1983, Economic Development Institute
East Carolina University—1990, Credit School

PROFESSIONAL RECOGNITIONS/HONORS

Charlotte Regional Partnership Board of Directors.....2007 to 2012
Certified Economic Developer.....1999 to 2013
International Economic Development Council Board of Directors...2008 to 2012
IEDC Annual Award for Exemplary Local Support.....2011

PERSONAL

Spouse—Bonnie E. Ewing, Allied ASID—(Retired) Interior Designer and principal of Ewing Designs an interior design firm in Concord, NC

Son—James D. Ewing, Associate Minister—Community Presbyterian Church—Pinehurst, NC.

Daughter—Elizabeth A. Snelbaker—Director of Christian Education, First Presbyterian Church—Salisbury, NC.

Three Grandchildren—Emma Ewing, James Ewing, III and Alden Snelbaker

COMMUNITY ACTIVITIES AND AWARDS

Central Piedmont Community College, Charlotte, NC—Received the second Richard Hagemeyer Education Advancement Award

Charlotte East Rotary Club, Charlotte, NC—Past President

Covenant Presbyterian Church, Charlotte, NC—Elder

Blowing Rock Charity Horse Show Foundation, Blowing Rock, NC—Board of Directors

Monroe Rotary Club--Paul Harris Fellow--2013

Blowing Rock Historical Society—Board of Directors

Appalachian State Campus Ministry—Board of Directors (Listening Post)

Rumple Memorial Church—Finance Committee, Stewardship Committee, Visioning Committee and Elder

Appalachian State University Equestrian Team—Sponsor Liaison (for BRCHS)

INTERESTS AND HOBBIES

Storytelling
Old Home Restoration
Mountain Hiking
Backyard Birding

Southern Appalachian Heritage
Horse Sports
Mentoring College Students
The Life and Work of Walt Disney



TOWN OF BLOWING ROCK

APPLICATION FOR APPOINTMENT TO A VOLUNTEER BOARD

FULL NAME:

Cobb Milner III

HOME ADDRESS:

200 GIDEON Ridge Rd.
Blowing Rock NC 28605
P.O. Box 1376

PREFERRED CONTACT ADDRESS (if different from home address):

EMAIL ADDRESS:

cobb.milner@mac.com

TELEPHONE: day: 828 719 9486 evening: same

BOTH THE PLANNING AND BOARD OF ADJUSTMENT HAVE ONE MEMBER WHO RESIDES IN THE ETJ.

FULL-TIME RESIDENT OF THE TOWN OF BLOWING ROCK: X YES NO

FULL-TIME RESIDENT OF THE TOWN OF BLOWING ROCK ETJ: YES NO

HOW LONG HAVE YOU BEEN A RESIDENT OF BLOWING ROCK? 29 years

NAME OF VOLUNTEER BOARD FOR WHICH APPOINTMENT IS SOUGHT (list one only): Blowing Rock TDA

WHY DO YOU WISH TO OBTAIN THIS APPOINTMENT?

As owner of Gideon Ridge - we collect and pay \$30,000 per year in occupancy tax. As owner of 13 tourism businesses we are generally very pleased with the marketing that TDA accomplishes. I feel that I could be a great addition to the TDA Board.

ARE YOU FAMILIAR WITH THE TOWN'S COMPREHENSIVE LAND USE PLAN? (It can be accessed at: Town of Blowing Rock 2014 Comprehensive Plan

Yes No

RATE YOUR SUPPORT FOR THE VISION STATEMENT (on page 1-3 of The 2014 Comprehensive Plan) AND COMPREHENSIVE LAND USE PLAN (using a scale of 1 to 10. "1" signifying no support and "10" signifying great support): 8

PLEASE EXPLAIN YOUR LEVEL OF SUPPORT FOR THE COMPREHENSIVE PLAN:

We participated in the focus group for drafting the Plan back in 2013-2014. We generally liked the plan, but were disturbed that the Council didn't pass the Central business zoning amendment which conformed to the plan.

WHAT SKILLS, EDUCATION, TRAINING, EXPERIENCE OR AREA(S) OF EXPERTISE WOULD YOU BRING TO THIS APPOINTMENT?

BSME - Union College 1977
MBA University of Chicago 1979
Gideon Ridge 1998 - present
Restaurant at Gideon Ridge 2000 to present
Bistro Roca 2005 to present
New Public House 2013 to 2016
Adjunct professor Marketing
Lee's McRae College 1994-1996
Marketing

HAVE YOU HAD ISSUES WITH THE TOWN OF BLOWING ROCK WHICH RELATE TO THE WORK OF THE BODY TO WHICH YOU SEEK APPOINTMENT? IF YES, PLEASE EXPLAIN:

Payment of Occupancy Taxes to Caldwell County

DO YOU HAVE ANY KNOWN CONFLICTS OF INTEREST THAT MIGHT ARISE IF YOU ARE APPOINTED? IF YES, PLEASE EXPLAIN:

No

HAVE YOU EVER SERVED ON ANY OTHER TOWN'S BOARD, COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE? IF SO, PLEASE STATE THE NAME OF THE TOWN OR ENTITY IN WHICH YOU SERVED, AND THE BOARD, COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE, AND THE APPROXIMATE DATES OF SERVICE:

- No -

Chamber of Commerce - Economic development -

IF YOU HAVE PREVIOUSLY SERVED ON A COUNTY OR TOWN BOARD, COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE, PLEASE EXPLAIN THE QUALITY OF YOUR EXPERIENCE:

- No -

I hereby certify that the foregoing answers are true, and that should I be appointed to the board, and should a conflict of interest exist or develop with regard to a specific matter, I will disclose the conflict of interest and request recusal from the deliberations and action involved. Conflicts of interest include, but are not limited to: a direct or indirect financial interest by me or a member of my family, and/or other interest which impairs my ability to participate fairly in the deliberations and actions in question.

Signature

or

TM

Date

1-2-2020



TOWN OF BLOWING ROCK

APPLICATION FOR APPOINTMENT TO A VOLUNTEER BOARD

FULL NAME:

LANCE C. CAMPBELL

HOME ADDRESS:

1177 GREEN HILL ROAD

Blowing Rock, NC 28605

PREFERRED CONTACT ADDRESS (if different from home address):

(same)

EMAIL ADDRESS:

lccampbellcrna@mac.com

TELEPHONE: day: 828.638.0884 evening: (same)

BOTH THE PLANNING AND BOARD OF ADJUSTMENT HAVE ONE MEMBER WHO RESIDES IN THE ETJ.

FULL-TIME RESIDENT OF THE TOWN OF BLOWING ROCK: YES NO

FULL-TIME RESIDENT OF THE TOWN OF BLOWING ROCK ETJ: YES NO

HOW LONG HAVE YOU BEEN A RESIDENT OF BLOWING ROCK? 22 yrs

NAME OF VOLUNTEER BOARD FOR WHICH APPOINTMENT IS SOUGHT (list one only):

TOURISM DEVELOPMENT AUTHORITY

WHY DO YOU WISH TO OBTAIN THIS APPOINTMENT?

DISCLOSURE: THIS WOULD BE A RE-APPOINTMENT OF
MY CURRENT TDA TERM.
I AM CURRENTLY A BR. BOARD OF ADJUSTMENT
ALTERNATE
I DESIRE TO CONTINUE THE MISSION.
ARE YOU FAMILIAR WITH THE TOWN'S COMPREHENSIVE LAND USE PLAN? (It can
be accessed at: Town of Blowing Rock 2014 Comprehensive Plan)
 Yes No

RATE YOUR SUPPORT FOR THE VISION STATEMENT (on page 1-3 of The 2014 Comprehensive Plan) AND COMPREHENSIVE LAND USE PLAN (using a scale of 1 to 10. "1" signifying no support and "10" signifying great support): _____

PLEASE EXPLAIN YOUR LEVEL OF SUPPORT FOR THE COMPREHENSIVE PLAN:

AMAZING THAT THE JULY 2014 ADOPTION
OF THE COMPREHENSIVE PLAN IS \geq 1/2 DECADE
OLD. I SUPPORT THE SPIRIT OF THE
PLAN 110% & WOULD LOOK FORWARD TO
IDENTIFYING IMMEDIATE, MIDRANGE &
LONG TERM GOALS TO STRENGTHEN
THAT THEME.

WHAT SKILLS, EDUCATION, TRAINING, EXPERIENCE OR AREA(S) OF EXPERTISE
WOULD YOU BRING TO THIS APPOINTMENT?

24 YEAR U.S. ARMY OFFICER (LTC, RET)
DIRECTOR OF U.S. ARMY ANESTHESIA PROGRAM
22 YEAR EMPLOYEE OF APPALACHIAN REGIONAL
HEALTH CARE SYSTEM - RETIRED 2018
AS CHIEF NURSE ANESTHETIST
BOARD MEMBER OF MILITARY OFFICERS ASSN
OF AMERICA

10 YEAR MEMBER OF MIDDLE FORK GREENWAY
TASK FORCE
(CURRENT MEMBER OF B.R. TDA &
ALTERNATE ⁸⁶ BOARD OF ADJUSTMENT)

HAVE YOU HAD ISSUES WITH THE TOWN OF BLOWING ROCK WHICH RELATE TO THE WORK OF THE BODY TO WHICH YOU SEEK APPOINTMENT? IF YES, PLEASE EXPLAIN:

No

DO YOU HAVE ANY KNOWN CONFLICTS OF INTEREST THAT MIGHT ARISE IF YOU ARE APPOINTED? IF YES, PLEASE EXPLAIN:

No

HAVE YOU EVER SERVED ON ANY OTHER TOWN'S BOARD, COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE? IF SO, PLEASE STATE THE NAME OF THE TOWN OR ENTITY IN WHICH YOU SERVED, AND THE BOARD, COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE, AND THE APPROXIMATE DATES OF SERVICE:

No

IF YOU HAVE PREVIOUSLY SERVED ON A COUNTY OR TOWN BOARD, COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE, PLEASE EXPLAIN THE QUALITY OF YOUR EXPERIENCE:

MY PREVIOUS TERM HAS BEEN
FULFILLING ON MANY LEVELS. - I
FEEL MY CONTRIBUTIONS SHOULD CONTINUE
IF POSSIBLE.

I hereby certify that the foregoing answers are true, and that should I be appointed to the board, and should a conflict of interest exist or develop with regard to a specific matter, I will disclose the conflict of interest and request recusal from the deliberations and action involved. Conflicts of interest include, but are not limited to: a direct or indirect financial interest by me or a member of my family, and/or other interest which impairs my ability to participate fairly in the deliberations and actions in question.

Signature Yancy C. Capuf Date 3 JAN 2020

BRAAC Board

2019 Blowing Rock Appearance Advisory Commission Attendance													
	Jan-10	Feb-7	Mar-7	Apr-2	May-2	Jun-20	Jul-4	Aug-1	Sep-5	Oct-3	Nov-7	Dec-6	Rate of Attendance
Curt Andrews	x	N	x	x	x	x	N	x	x	Off	x	x	90%
Bo Henderson	x	o	Off	x	Off	Off	o	x	x	x	x	x	70%
Carol Knapp	x	M	Off	Off	x	x	M	x	x	x	x	x	80%
Melissa Pickett	x	e	x	x	x	x	e	x	x	x	x	x	100%
Chris Wetmore	x	e	x	x	x	x	e	x	Off	x	x	Off	80%
		t					t						
		i					i						
		n					n						
		g					g						



TOWN OF BLOWING ROCK

APPLICATION FOR APPOINTMENT TO A VOLUNTEER BOARD

FULL NAME:

Melissa Pickett

HOME ADDRESS:

P.O. Box 265 / 188 N. Main St
Blowing Rock, NC 28605

PREFERRED CONTACT ADDRESS (if different from home address):

EMAIL ADDRESS:

melissad.pickett@gmail.com

TELEPHONE: day: 828-743-9643 evening: _____

BOTH THE PLANNING AND BOARD OF ADJUSTMENT HAVE ONE MEMBER WHO RESIDES IN THE ETJ.

FULL-TIME RESIDENT OF THE TOWN OF BLOWING ROCK: ✓ YES _____ NO _____

FULL-TIME RESIDENT OF THE TOWN OF BLOWING ROCK ETJ: _____ YES _____ NO _____

HOW LONG HAVE YOU BEEN A RESIDENT OF BLOWING ROCK? 19 yrs

NAME OF VOLUNTEER BOARD FOR WHICH APPOINTMENT IS SOUGHT (list one only):

BRAAC

WHY DO YOU WISH TO OBTAIN THIS APPOINTMENT?

After serving two terms, I would like to continue to be a part of continuing to make BRAAC a stronger, more proactive and supportive board to the Town, Council and staff.

ARE YOU FAMILIAR WITH THE TOWN'S COMPREHENSIVE LAND USE PLAN? (It can be accessed at: [Town of Blowing Rock 2014 Comprehensive Plan](#)

Yes No

RATE YOUR SUPPORT FOR THE VISION STATEMENT (on page 1-3 of The 2014 Comprehensive Plan) AND COMPREHENSIVE LAND USE PLAN (using a scale of 1 to 10. "1" signifying no support and "10" signifying great support): 9

PLEASE EXPLAIN YOUR LEVEL OF SUPPORT FOR THE COMPREHENSIVE PLAN:

Overall the plan is well thought out and well written. I believe work is being accomplished in "Land Use and Community Character". I think a more progressive approach is needed for future developments. I feel most of the focus has been on commercial property and some needs to be shifted to residential. I think the Town should take a supporting role in "Economic Development and Tourism" and let the TDA and Chamber take the leads. "Transportation" is heading in a great direction with the by-pass being finished, connection of the Greenway trail and the sidewalk to Bass Lake. Significant progress has been made on "Municipal Services and Infrastructure" with the paving and ditch repair schedules, repair and upgrades to the water and sewer lines and the Sunset project. I believe that a lot of projects that have happened in Memorial Park and that need to happen in our other parks and green spaces work hand in hand with the goals for maintaining our "Environment and Natural Resources". I do believe we need a stronger plan for sustainability and that the Town should be a leader and example in this. I believe the Town needs to work with local, state + federal organizations to protect our "Historical + Cultural Resources". As long as I have been here the Town has always had a strong and sound budget. (over →)

WHAT SKILLS, EDUCATION, TRAINING, EXPERIENCE OR AREA(S) OF EXPERTISE WOULD YOU BRING TO THIS APPOINTMENT?

Since I was 16, my entire working life has been spent in customer service, so dealing with people comes natural to me. The two years I was able to attend college I was an art major. For the past 25 years I have either been in upper management or owned my own business, so multi-tasking, deadlines and responsibility come easy to me. In the 19 years living in Blowing Rock, I have belonged to multiple organizations such as: Chamber of Commerce, Village Foundation, BR Historical Society and Rotary. All of these organizations have helped me stay involved in different aspects of the Town but also help me to stay current with what is happening in the Town.

HAVE YOU HAD ISSUES WITH THE TOWN OF BLOWING ROCK WHICH RELATE TO THE WORK OF THE BODY TO WHICH YOU SEEK APPOINTMENT? IF YES, PLEASE EXPLAIN:

During my past years on BRAAC I have served as the chair of the committee, we have had agenda items go before Council but I would not consider this an issue.

DO YOU HAVE ANY KNOWN CONFLICTS OF INTEREST THAT MIGHT ARISE IF YOU ARE APPOINTED? IF YES, PLEASE EXPLAIN:

No, if our business or an organization I serve on has a project before BRAAC I would ask to be recused.

HAVE YOU EVER SERVED ON ANY OTHER TOWN'S BOARD, COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE? IF SO, PLEASE STATE THE NAME OF THE TOWN OR ENTITY IN WHICH YOU SERVED, AND THE BOARD, COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE, AND THE APPROXIMATE DATES OF SERVICE:

IF YOU HAVE PREVIOUSLY SERVED ON A COUNTY OR TOWN BOARD, COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE, PLEASE EXPLAIN THE QUALITY OF YOUR EXPERIENCE:

I hereby certify that the foregoing answers are true, and that should I be appointed to the board, and should a conflict of interest exist or develop with regard to a specific matter, I will disclose the conflict of interest and request recusal from the deliberations and action involved. Conflicts of interest include, but are not limited to: a direct or indirect financial interest by me or a member of my family, and/or other interest which impairs my ability to participate fairly in the deliberations and actions in question.

Signature Melissa D. Pickett Date 11/19/19

2020 Town Council Retreat

TO: Mayor Charlie Sellers and the Blowing Rock Town Council

FROM: Kevin Rothrock, Planning Director

SUBJECT: Planning and Zoning Topics

DATE: January 3, 2020

1. Comprehensive Plan Strategies Updates

The Comprehensive Plan was updated in 2014. Please find attached a status update through January 3, 2020 of the policies and strategies of the Implementation Section of the Plan. In the update column there will be listed various notations such as: completed, no progress, no update, on-going, or some specific action that has taken place since the adoption of the plan.

Additionally, the Comprehensive Plan identified a “Top Ten” list of priority projects which status for each can be discussed during the retreat. The Top Ten list is as follows in no specific order:

- Planning for Downtown Overhead Utility Relocation
- Middle Fork Greenway Extension (Through Town)
- Multi-Use Path from Downtown to Bass Lake
- Valley Boulevard Gateway Enhancements
- Illustrated Architectural and Site Design Solutions
- Complete Downtown Streetscape Project
- Continue Utility Facilities Plan Implementation
- Expand Culture/Arts Use of Town Facilities
- Develop Arts/Cultural Center on Park Avenue
- Middle Fork Greenway Completion (To Boone)

2. Land Use Ordinance Updates

- Statutory

In 2019, the NC General Assembly adopted sweeping changes for Land Use Law in North Carolina as a new chapter 160D in the NC General Statutes. These statute changes require each local government in NC (city and county) to modify their land use regulations. Attached is a checklist of the types of changes (required or suggested) expected to be made to local land use ordinances in the coming months. The effective date for these new changes is January 1, 2021.

- Recommendations from Ad Hoc Committee for 321 Corridor
- Downtown Code Amendments
 - Parking Credits
 - Setbacks/Building Heights East v West Main
 - Density
 - Greenspace
 - Etc.

3. Codification

Once the code amendments are complete, we plan to contract with MuniCode or another company to maintain the Town Code online and assist with updates.

ATTACHMENTS

- 2014 Comprehensive Plan – status update
- G.S. Chapter 160D – Checklist of Changes to Local Ordinances

2014 Comprehensive Plan Strategies Updated 1/03/2020

LAND USE AND COMMUNITY CHARACTER						STATUS 1-2-20
LC-1 Refocusing Growth						
ID	Implementation Strategy	Priority	Resources	Timeframe	Responsible	
LC-1.1	Examine existing policies, ordinances and regulations and remove any regulatory barriers that discourage the reuse or redevelopment of underutilized properties or incentivizes developing property outside of the core of the community.	High	Policy	Short-term	Town Staff, Planning Board, Town Council, Chamber of Commerce	Adopted Conditional Zoning to assist in process
LC-1.2	Examine the Official Zoning Map annually to identify underutilized properties in growth areas that are zoned in a manner that would discourage their redevelopment and amend the Zoning Map as necessary.	High	Policy	Ongoing	Town Staff, Planning Board, Town Council	No progress
LC-1.3	Amend the regulations for the South Fork Watershed to allow the transfer of allowed impervious surface area and/or development density between noncontiguous properties to foster higher density development in the Town's core area and preserve the 10/70 allocation for the highest density projects.	Low	Policy	Intermediate	Town Staff, Planning Board, Town Council	No progress
LC-1.4	Review the 10/70 watershed density provisions in the Land Use Code and consider amending the regulations to allow for more accurate allocation and tracking of the use of this high density development allowance.	High	Policy	Short-term	Town Staff, Planning Board, Town Council	No progress
LC-1.5	Amend the Floor Area Ratio provisions in the Land Use Code to encourage the development of vertically mixed use structures by either increasing the maximum allowed ratio or mandating a minimum FAR to encourage the more effective use of land in areas where higher density development is desired.	Medium	Policy	Short-term	Town Staff, Planning Board, Town Council	No progress
LC-1.6	Amend the Land Use Code to institute a <i>maximum</i> surface/unstructured parking ratio as a counterpart to the <i>minimum</i> required parking ratios to encourage the more effective use of land.	Low	Policy	Intermediate	Town Staff, Planning Board, Town Council	No progress
LAND USE AND COMMUNITY CHARACTER						
LC-2 Protecting Neighborhood Character						
ID	Implementation Strategy	Priority	Resources	Timeframe	Responsible	
LC-2.1	Develop and adopt standards for Neighborhood Conservation Overlay Districts in the Land Use Code to allow neighborhood groups to petition for an added layer of zoning protection where either uses, architectural styles or certain site features are determined by the neighborhood to be incompatible with its character.	Low	Policy	Short-term	Town Staff, Planning Board, Town Council, Neighborhood Associations	No progress

2014 Comprehensive Plan Strategies Updated 1/03/2020

LC-2.2	Promote the availability of Neighborhood Conservation Overlay Districts as a means to help neighborhoods preserve their character and integrity.	Low	Policy	Intermediate	Town Staff, Planning Board, Town Council, Neighborhood Associations	No progress
LC-2.3	Develop and adopt a Residential Architectural Design Manual that establishes best practices for designing and constructing residential structures based on the community's desired architectural styles and aesthetic qualities for residential development.	Medium	Policy/\$	Intermediate	Town Staff, Planning Board, Town Council, Neighborhood Associations	No progress
LC-2.4	Utilize the adopted Residential Design Manual as an incentive based tool to facilitate compatible infill development and the redevelopment of underutilized properties by offering higher densities, reduced setback or similar bonuses when the standards of the manual are followed.	Medium	Policy	Long-term	Town Staff, Planning Board, Town Council	No progress

LAND USE AND COMMUNITY CHARACTER

LC-3 Expanding Housing Options

ID	Implementation Strategy	Priority	Resources	Timeframe	Responsible	
LC-3.1	Amend the Land Use Code to increase the density allowed in the most intensive residential zoning district to allow at least 8 multi-family dwelling units per acre by-right.	High	Policy	Short-term	Town Staff, Planning Board, Town Council	No progress
LC-3.2	Develop and implement an incentive based approach by which residential density can be increased above the allowed maximum in exchange for preserving a certain percentage of the developed units at price points that are in line with the financial capacity of working families.	Low	Policy	Intermediate	Town Staff, Planning Board, Town Council	No progress
LC-3.3	Develop a target area map that identifies locations in the community where density bonus incentives would be an appropriate tool to use to encourage greater housing opportunity for working families and tie the incentive based program to development within those identified areas.	Low	Policy	Intermediate	Town Staff, Planning Board, Town Council	No progress
LC-3.4	Amend the Land Use Code to permit detached accessory dwelling units in association with single family dwellings, subject to special conditions, in districts where such accessory dwellings can be appropriately located.	Medium	Policy	Intermediate	Town Staff, Planning Board, Town Council	Ordinance proposal denied March 2015

2014 Comprehensive Plan Strategies Updated 1/03/2020

LC-3.5	Amend the Land Use Code to allow multi-family residential development as a use by-right in additional base zoning districts to encourage greater housing diversity and lower barriers to entering the market, while still maintaining high architectural and development standards.	Medium	Policy	Short-term	Town Staff, Planning Board, Town Council	No progress
LAND USE AND COMMUNITY CHARACTER						
LC-4 Preserving the Unique Architectural Character						
ID	Implementation Strategy	Priority	Resources	Timeframe	Responsible	
LC-4.1	Develop and implement a strong, but reasonable, property maintenance code to ensure that Blowing Rock's commercial areas are well maintained and present the best public face possible.	Medium	Policy/\$	Intermediate	Town Staff, Town Council	No progress
LC-4.2	Prepare and adopt an enhanced set of commercial design standards that provide illustrated guidance for developers, and which also establish a distinction between the aesthetic character of Blowing Rock's downtown and the commercial areas outside of downtown, such as Valley Boulevard.	High	Policy/\$	Short-term	Town Staff, Planning Board, Town Council	No specific progress, but could be considered as part of 321 Visioning Process
LC-4.3	Develop, implement and fund a façade grant program to incentivize the voluntary renovation of structures that do not meet the community's desired aesthetic character to help turn them into structures that contribute to the quality of Blowing Rock's built environment and fit better with the architectural patterns of the town.	Medium	\$	Intermediate	Town Staff, Planning Board, Town Council, Chamber of Commerce	No progress
LC-4.4	Explore options for providing other financial incentives for the rehabilitation or redevelopment of structures that are not consistent with the Town's character, with a particular focus on those areas of Town that are most visible and actively used by tourists.	Low	\$-\$	Intermediate	Town Staff, Planning Board, Town Council, Chamber of Commerce	No progress
LC-4.5	Maintain policies that prohibit the construction of buildings that are out of scale with the character of the community in terms of their height, bulk or area to preserve the Town's small town atmosphere.	High	Policy	Ongoing	Town Staff, Planning Board, City Council	On-going
LAND USE AND COMMUNITY CHARACTER						
LC-5 Promoting Compatible Growth						
ID	Implementation Strategy	Priority	Resources	Timeframe	Responsible	

2014 Comprehensive Plan Strategies Updated 1/03/2020

LC-5.1	Utilize zoning and use transitions between higher intensity uses and lower intensity uses, such as using multi-family or office / institutional transitions between retail and single- family development to promote compatibility.	Low	Policy	Ongoing	Town Staff, Planning Board, Town Council	On-going
LC-5.2	Identify areas of transition between high intensity and low intensity development and proactively amend the Zoning Map to implement sound transitional land use regulations.	Low	Policy	Intermediate	Town Staff, Planning Board, Town Council	No specific progress, but has been acknowledged during commercial project proposals
LC-5.3	Review the Land Use Code to ensure that incompatible uses are not allowed within the same zoning district without providing intervening buffers, screening or other types of separation, and amend the code if such conflicts are identified.	Low	Policy	Intermediate	Town Staff, Planning Board, Town Council	No progress
LC-5.4	Promote the rezoning of entire blocks or contiguous tracts of similarly zoned land when zoning map amendments are proposed to ensure that small or isolated areas of land that are zoned differently than the surrounding area are not created when the zoning map is amended.	Medium	Policy	Ongoing	Town Staff, Planning Board, Town Council	No progress
LC-5.5	Review the Land Use Code to ensure that adequate regulations exist to address the ongoing impacts of nonresidential uses, such as noise, night lighting, solid waste disposal and other potential nuisances where such uses are in close proximity to residential uses or neighborhoods.	Medium	Policy	Short-term	Town Staff, Planning Board, Town Council	On-going

LAND USE AND COMMUNITY CHARACTER

LC-6 Facilitating Quality Growth

ID	Implementation Strategy	Priority	Resources	Timeframe	Responsible	
LC-6.1	Amend the Land Use Code to provide for the use of the legislative Conditional Zoning Process for the consideration development proposals that may not fit within the framework of the remainder of the Land Use Code or where the size or scale of a proposed development would not be able to be effectively reviewed or developed through the use of one of the base zoning districts.	High	Policy	Short-term	Town Staff, Planning Board, Town Council	Completed Sept 2014
LC-6.2	Amend the Land Use Code to provide for parallel conditional zoning districts for each of the base zoning districts for use in those instances where the use of a base zoning district with only minor modifications can accommodate a development proposal.	High	Policy	Short-term	Town Staff, Planning Board, Town Council	No progress

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LC-6.3	Amend the Land Use Code to include one or more specialized conditional zoning districts for use in the review and approval of larger scale mixed use projects and to deal with development proposals that are complex or innovative in nature.	High	Policy	Short-term	Town Staff, Planning Board, Town Council	No progress
LC-6.4	Encourage the use of the Conditional Zoning process to address situations where rezoning to an existing base zoning district would not be compatible with surrounding development in the absence of conditions tailored to the particular nature of the proposed use or development.	High	Policy	Short-term	Town Staff, Planning Board, Town Council	Completed Sept 2014
ECONOMIC DEVELOPMENT AND TOURISM						
EDT-1 Promoting Economic Diversity						
ID	Implementation Strategy	Priority	Resources	Timeframe	Resp	
EDT-1.1	Develop a business recruitment plan that focuses on attracting employment in knowledge based economic sectors and similar sectors that are less dependent on geographic location than quality of life for site selection.	High	Policy/\$	Short-term	Town Staff, Town Council, Chamber of Commerce	No update
EDT-1.2	Promote the development of the health care services sector in conjunction with the establishment of the new medical facility.	Medium	Policy	Short-term/ Ongoing	Town Staff, Town Council, Chamber of Commerce	No progress
EDT-1.3	Develop an inventory of underutilized buildings in the community that may not be suitable for retail activities, but which have sufficient parking and access to accommodate professional office uses, and work with interested parties to market their availability for this use.	Medium	\$	Short-term/ Ongoing	Planning Board, Town Council, Town Staff, Chamber of	No progress
EDT-1.4	Promote the community as a creative destination for artisans and makers of craft goods.	Medium	\$	Intermediate	Town Staff, Planning Board, Town Council	No update
EDT-1.5	Identify potential incentives, financial or otherwise, that can be made available for the relocation or establishment of employment in targeted industry sectors.	Medium	\$ - \$\$	Intermediate	Town Staff, Town Council, Chamber of Commerce	No update
EDT-1.6	Work cooperatively with the Chamber of Commerce to recruit and retain businesses in sectors or specialties that help to diversify the local economy.	High	Policy/\$	Ongoing	Town Staff, Town Council, Chamber of Commerce	No update
ECONOMIC DEVELOPMENT AND TOURISM						
EDT-2 Strengthening Local Businesses						

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ID	Implementation Strategy	Priority	Resources	Timeframe	Resp	
EDT-2.1	Review ordinances, policies and regulations on a regular basis to ensure that there are no unreasonable barriers or obstacles to starting or running a business in Blowing Rock.	Medium	Policy	Ongoing	Town Staff, Planning Board, Town Council	On going
EDT-2.2	Conduct a market analysis to identify gaps in the availability of retail opportunities in the community and work with the Chamber of Commerce to promote the availability of market share in the community.	Medium	\$	Short-term	Town Staff, Town Council, Business Owners, Chamber of	No update
EDT-2.3	Work cooperatively with local businesses and the Chamber of Commerce to identify ways that the Town can promote a healthy business climate.	High	Policy	Ongoing	Town Staff, Town Council, Business Owners, Chamber of	No update
EDT-2.4	Encourage the development of a "buy-local" campaign to promote patronage of local businesses.	Medium	\$	Intermediate	Town Staff, Town Council, Business	No update
EDT-2.5	Explore opportunities for using underutilized or obsolete Town owned facilities to foster opportunities for business growth.	Medium	\$	Intermediate	Town Staff, Town Council, Business Owners,	No update
EDT-2.6	Review the permitted uses in all nonresidential zoning districts to ensure that they do not exclude any commercial uses that are appropriate for the district.	Medium	Policy	Short-term	Town Staff, Planning Board, Town Council	No progress
ECONOMIC DEVELOPMENT AND TOURISM						
EDT-3 A Premier Tourist Destination						
ID	Implementation Strategy	Priority	Resources	Timeframe	Resp	
EDT-3.1	Ensure that the community always presents a clean and visually appealing aesthetic experience for visitors.	High	Policy	Ongoing	Town Staff, Town Council, Chamber of	On going
EDT-3.2	Explore opportunities to expand public accommodations for persons with physical limitations.	High	\$\$	Short-term	Town Staff, Town Council, Business	On going
EDT-3.3	Study the feasibility of developing a local shuttle system for use during peak times of year to serve local lodging facilities and destinations in and around town.	Low	\$ - \$\$	Short-term	Town Staff, Town Council, Business	started in 2018 and ongoing
EDT-3.4	Continue to support the efforts of the Tourism Development Authority.	High	Policy	Ongoing	Town Staff, Town Council	ongoing

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EDT-3.5	Encourage the expansion of activities available during evening hours to promote a vibrant experience in downtown Blowing Rock.	High	\$	Short-term	Town Staff, Town Council, Business	No update
EDT-3.6	Explore options to better accommodate tourists who travel with dogs who would like to stop in town for a short visit.	High	Policy / \$	Short-term	Town Staff, Town Council, TDA	No progress
EDT-3.7	Identify opportunities to expand wayfinding signage leading to downtown and other destinations in the community.	High	\$	Short-term	Town Staff, Town Council, Chamber of Commerce, TDA	No progress
EDT-3.8	Continue to develop and implement plans to improve and define gateways into the community and downtown.	Medium	\$\$	Intermediate	Town Staff, Town Council,	on-going

ECONOMIC DEVELOPMENT AND TOURISM

EDT-4 A Year-Round Destination

ID	Implementation Strategy	Priority	Resources	Timeframe	Resp	
EDT-4.1	Explore options for relocating the Visitor Center to a prominent and accessible location on Valley Boulevard.	Medium	\$\$	Short-term	Town Staff, Town Council, Chamber of	no longer being considered
EDT-4.2	Explore the market potential for expanding the availability and diversity of short-term rentals in the town as a means of attracting tourists whose needs may not be met by existing lodging facilities or the current short-term rental supply.	Low	Policy	Intermediate	Town Staff, Planning Board, Town Council, TDA	Updated Land Use Code but did not extend STR to new areas
EDT-4.3	Work with businesses to optimize their days and hours of operation during peak and off-peak times of year.	Medium	Policy	Short-term	Chamber of Commerce, TDA	On going
EDT-4.4	Continue to support the marketing and promotional efforts of the Tourism Development Authority and Chamber of Commerce.	Medium	Policy	Ongoing	Town Council	On going
EDT-4.5	Promote the community as a four-season destination and support efforts to expand activities in the community during off-peak and shoulder seasons.	Medium	\$	Intermediate	TDA, Chamber of Commerce	On going
EDT-4.6	Work to broaden the appeal of the community as a tourist destination for a wider demographic, with a particular focus on attracting younger families to the area.	High	Policy	Ongoing	Town Council, Chamber of	On going

TRANSPORTATION

T-1 An Efficient Multi-Modal Transportation Network

ID	Implementation Strategy	Priority	Resources	Timeframe	Resp	
T-1.1	Develop enhanced standards for commercial driveway connections with the goal of ensuring safety while preserving adequate access for businesses.	High	Policy	Short-term	Town Staff, Town Council, NCDOT	No specific progress

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T-1.2	Identify opportunities for the consolidation of commercial driveways and the development of shared access arrangements.	Low	Policy / \$\$	Intermediate	Town Staff, Planning Board, Town	on-going especially on Hwy 321
T-1.3	Continue to work with NCDOT on the widening of US 321 to ensure that the new facility meets the transportation needs of the community and is compatible with the character of the community.	High	Policy	Short-term	Town Staff, Town Council, Business Owners.	completed
T-1.4	Work with NCDOT to monitor the efficiency of the traffic control system during peak traffic times.	Low	Policy	Ongoing	Town Staff, Town Council, NCDOT	completed and ongoing
T-1.5	Identify opportunities to realign off-set intersections where existing development, topography and environmental features allow for realignment.	Low	\$\$	Intermediate	Town Staff, Planning Board, Town	On going Ex: Church Street and New River Lakes
T-1.6	Require the stubbing of streets to adjacent properties, as appropriate when new street right-of-way is established.	Medium	Policy	Ongoing	Town Staff, Planning Board, Town	On going
T-1.7	Promote an interconnected street network by avoiding the use of cul-de-sacs where topography would allow for a through connection.	Medium	Policy	Ongoing	Town Staff, Planning Board, Town Council	On going
TRANSPORTATION						
T-2 Strengthen the Pedestrian and Bicycle Network						
ID	Implementation Strategy	Priority	Resources	Timeframe	Resp	
T-2.1	Develop a community-wide pedestrian and bicycle master plan.	High	\$	Short-term	Town Staff, Planning Board, Town	No progress
T-2.2	Connect the Glen Burney Trail to the Cone Estate and National Park Service trail.	Medium	\$\$ - \$\$\$	Long - Term	Town Staff, Town Council, NPS	No progress
T-2.3	Support the construction of the Middle Fork Greenway and develop plans for extending the trail through the Town.	High	\$\$\$\$	Long-term	Town Staff, Planning Board, Town	EFLAP awarded
T-2.4	Enhance the pedestrian connection between downtown and US 321 along Sunset Drive.	High	\$\$	Intermediate	Town Staff, Town Council	Completed Nov 2019
T-2.5	Explore funding opportunities through the Safe Routes to School Program to enhance pedestrian connections from residential areas to the school.	High	Policy	Short-term	Town Staff, Town Council, NCDOT	Completed - no funding
T-2.6	Amend the Land Use Code to require the provision of a proportional amount of secured bicycle parking when off-street vehicle parking is provided.	High	Policy	Short-term	Town Staff, Planning Board, Town	No progress
T-2.7	Develop an enhanced pedestrian and bicycle connection between downtown Blowing Rock and Bass Lake.	High	\$\$ - \$\$\$	Intermediate	Town Staff, Planning Board, Town Council,	In progress - construction 2020

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T-2.8	Develop a safe pedestrian connection along North Main Street from downtown to Valley Boulevard.	Medium	\$\$	Intermediate	Town Staff, Planning Board, Town Council	Required project by project
T-2.9	Identify and mitigate hazards to safe pedestrian and bicycle movement throughout the community.	Medium	Policy/\$\$	Long-term	Town Staff, Planning Board, Town Council	Crosswalks enhanced through streetscape projects
TRANSPORTATION						
T-3 Meeting Parking Needs						
ID	Implementation Strategy	Priority	Resources	Timeframe	Resp	
T-3.1	Continue to implement the recommendations of the Downtown Parking Management Study and update the study regularly to incorporate changes that occur over time.	High	\$\$ - \$\$\$	Ongoing	Town Staff, Town Council	On going
T-3.2	Continue to explore opportunities to develop additional downtown parking opportunities.	Medium	Policy	Ongoing	Town Staff, Town Council	On going
T-3.3	Review current parking regulations as they apply to downtown to ensure that adequate parking is required while not unduly burdening or impeding development or the reuse of existing buildings.	Medium	Policy	Intermediate	Town Staff, Planning Board, Town Council	On going
T-3.4	Explore options for using variable demand management techniques to encourage the more effective use of on-street parking resources. Examples include on/off peak pricing and time limits to encourage turnover during high demand times and allow for longer stays at low cost during low demand times.	High	Policy	Short-term	Town Staff, Town Council, Consultant	On going
T-3.5	Study the feasibility of developing additional remote parking facilities to serve downtown.	Medium	Policy	Intermediate	Town Staff, Town Council	On going
T-3.6	Review the effectiveness of directional signage leading to the Town's parking facilities and make improvements as necessary.	Medium	Policy/\$	Intermediate	Town Staff, Town Council, Consultant	Needs updating
T-3.7	Work with downtown business owners to better manage employee parking behavior with a goal of encouraging employees to park in locations that are more distant to the downtown core.	High	Policy	Ongoing	Town Staff, Chamber, TDA, Downtown	On going
MUNICIPAL SERVICES & INFRASTRUCTURE						
MSI-1 Providing High Quality Services						
ID	Implementation Strategy	Priority	Resources	Timeframe	Resp	
MSI-1.1	Ensure that current levels of service within the town will not be impacted by the expansion of those services into areas that are not currently served prior to any annexation.	High	Policy	Ongoing	Town Staff, Planning Board, Town Council	On going

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MSI-1.2	Continue to provide the highest quality public safety services possible, and routinely review the public safety needs of the community to ensure that resources are available to meet these needs.	High	Policy	Ongoing	Town Staff, Town Council	On going
MSI-1.3	Explore opportunities to provide additional municipal services or to expand the scope of services currently provided to enhance the quality of life in the community.	Medium	Policy	Intermediate	Town Staff, Town Council	No progress
MSI-1.4	Continue to make friendly and accommodating customer service the highest priority in the provision of municipal services.	High	Policy	Ongoing	Town Staff, Town Council	On going
MSI-1.5	Consider the implementation of additional internet- based customer service tools to expand the availability of customer service options.	High	Policy/\$	Ongoing	Town Staff, Town Council	On going - town website links
MSI-1.6	Publicly promote the services that are offered by the Town to foster community support for continued provision of those services and consider developing "dashboards" or other metrics available on the Town's website that demonstrate the efficiency and effectiveness of Town services.	Medium	Policy/\$	Intermediate	Town Staff, Town Council	On going
MSI-1.7	Continue to advocate for the provision of high quality, efficient and responsive services by Watauga County and State agencies.	High	Policy	Ongoing	Town Council	On going
MUNICIPAL SERVICES & INFRASTRUCTURE						
MSI-2 Maintaining Strong Infrastructure						
ID	Implementation Strategy	Priority	Resources	Timeframe	Resp	
MSI-2.1	Develop, fund and implement a Capital Improvement Plan and revise the plan annually to ensure that the capital infrastructure, facility and equipment needs of the community are planned and provided for over the long term.	High	Policy	Ongoing	Town Staff, Town Council	No update
MSI-2.2	Continue to implement the recommendations of the adopted Water and Sewer Facilities Plan and update the plan on a regular basis.	High	Policy/ \$\$\$ - \$\$\$\$	Ongoing	Town Staff, Town Council, Town	On going
MSI-2.3	Develop and implement a program to rehabilitate aging sewer infrastructure.	Medium	Policy/ \$\$\$ - \$\$\$\$	Intermediate	Town Staff, Town	On going
MSI-2.4	Explore opportunities to rehabilitate or replace aging infrastructure through public-private partnerships with developers as growth occurs.	Medium	Policy	Short-term	Town Staff, Planning Board Town	On going
MSI-2.5	Develop and implement a maintenance plan for community facilities.	High	Policy / \$\$\$	Short-term / Ongoing	Town Staff, Town Council	On going
MSI-2.6	Routinely update and implement the Street Inventory and Maintenance Plan.	Medium	Policy/ \$\$\$ - \$\$\$\$	Ongoing	Town Staff, Town	On going

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MSI-2.7	Develop and implement a plan for the ongoing construction and maintenance of sidewalks.	High	Policy/ \$\$ - \$\$\$	Ongoing	Town Staff, Town Council	No progress
MSI-2.8	Prepare a space needs analysis for all Town departments to identify current and future needs and develop plans for adding or modifying facilities as determined necessary to accommodate the Town's space needs.	Low	\$	Long-term	Town Staff, Town Council, Consultant	No progress
MSI-2.9	Continue to fund the regular replacement of obsolete capital equipment in all departments.	High	Policy/\$\$\$	Ongoing	Town Staff, Town Council	On going
PARKS & RECREATION						
PR-1 Providing Excellent Recreational Opportunities						
ID	Implementation Strategy	Priority	Resources	Timeframe	Resp	
PR-1.1	Continue to maintain Memorial Park as a high quality facility that serves as the centerpiece of downtown Blowing Rock.	High	Policy/ \$\$ - \$\$\$	Ongoing	Town Staff, Town Council	On going
PR-1.2	Prepare an evaluation of the recreational facilities and programs offered in the community to identify any gaps between what is available and the goal of ensuring that sufficient opportunities exist for people of all ages and physical abilities.	Medium	Policy/\$	Intermediate	Town Staff, Town Council, Consultant	Parks and Recreation Masterplan
PR-1.3	Continue to implement the recommendations of the Master Plan for Community Parks and Gardens and update the plan on a regular basis.	High	Policy/\$	Ongoing	Town Staff, Planning Board, Town	Parks and Recreation Masterplan
PR-1.4	Promote the availability of the Town's parks and opportunities for recreation to tourists.	Medium	Policy/\$	Ongoing	TDA, Town Staff	On going
PR 1.5	Develop and implement a plan for the continued maintenance, replacement and addition of trees in town parks	High	Policy/\$	Short-term/ Ongoing	Town Staff, Town Council	On going - major replacement 2017-18
PR-1.6	Identify opportunities to expand the availability of parks and recreational facilities throughout the community.	Medium	Policy/\$	Intermediate	Town Staff, Planning Board, Town	Parks and Recreation Masterplan
PARKS & RECREATION						
PR-2 An Outdoor Recreation Destination						
ID	Implementation Strategy	Priority	Resources	Timeframe	Resp	
PR-2.1	Develop an inventory of the outdoor recreation opportunities that are available in the community and surrounding area to identify any gaps that existing resources could be utilized to fill.	Medium	Policy/\$	Intermediate	Town Staff, Town Council, Chamber, TDA	Parks and Recreation Masterplan
PR-2.2	Promote the availability of local outdoor recreational opportunities to tourists through a guidebook and/or online resource.	High	Policy/\$	Intermediate	Chamber, TDA	No update

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PR-2.3	Develop events that are tied to the outdoor recreational resources that are available in the area.	Low	Policy/\$\$	Long-term	Town Staff, Town Council, Chamber,	No update
PR-2.4	Explore opportunities to provide better physical connections (sidewalks, trails, bike paths, etc.) to connect the town to outdoor recreational opportunities in the local area.	Medium	Policy/\$	Intermediate	Town Staff, Town Council	Parks and Recreation Masterplan
PR-2.5	Support the growth of equestrian related recreation in the community.	Low	Policy	Ongoing	Town Staff, Town Council, TDA	on going
PR-2.6	Encourage the development of businesses associated with outdoor recreation, such as sporting goods shops, outdoor clothing and gear retailers, outdoor recreation outfitters and similar enterprises.	Medium	Policy	Intermediate	Chamber, TDA	On going
PR-2.7	Promote the town as a destination for outdoor recreation enthusiasts to find accommodations when visiting the area.	High	Policy/\$	Short-term/ Ongoing	Chamber, TDA	On going - MFG
PR-2.8	Identify and promote outdoor recreational opportunities that can be taken advantage of during off-peak tourism seasons.	Medium	Policy/\$	Intermediate	TDA	On going - MFG
PR-2.9	Promote the community as a destination for long distance / road biking enthusiasts.	Medium	Policy/\$	Short-term	TDA	On going - MFG
ENVIRONMENT & NATURAL RESOURCES						
ENR-1 Preserving Access to Nature						
ID	Implementation Strategy	Priority	Resources	Timeframe	Resp	
ENR-1.1	Work with property owners, developers and the National Park Service to ensure that the public has access to natural areas and outdoor recreation opportunities in the community.	High	Policy/\$	Ongoing	Town Staff, Planning Board, Town Council	No progress
ENR-1.2	Develop a plan that identifies scenic views that are vulnerable to development and explore options to work with conservation organizations or similar groups to preserve these irreplaceable views.	Medium	Policy/\$\$\$	Long-term	Town Staff, Planning Board, Town Council	No progress
ENR-1.3	Implement the recommendations of the Parks/Green Space Plan and continue to update the plan on a regular basis.	Medium	Policy/\$\$	Ongoing	Town Staff, Planning Board, Town Council	On going
ENR-1.4	Require the preservation of greenway corridors in conjunction with the subdivision or development of land as identified on existing plans, including plans for the completion of the Middle Fork Greenway.	High	Policy	Ongoing	Town Staff, Planning Board, Town Council	No progress just discussion
ENR-1.5	Identify properties with severe development constraints and pursue opportunities to partner with the owners of those properties to acquire conservation easements or similar arrangements to protect the land from development.	Low	Policy/\$\$	Long-term	Town Staff, Planning Board, Town Council	No progress

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ENR-1.6	Develop an inventory of significant natural features within the community and work with property owners, developers and conservation organizations to preserve these features.	Medium	Policy/\$\$	Intermediate	Town Staff, Planning Board, Town Council	No progress
ENVIRONMENT & NATURAL RESOURCES						
ENR-2 Protecting the Natural Landscape						
ID	Implementation Strategy	Priority	Resources	Timeframe	Resp	
ENR-2.1	Explore options for providing development incentives, such as density bonuses, for the use of environmentally friendly construction standards for new development.	Medium	Policy	Short-term	Town Staff, Planning Board, Town Council	No progress
ENR-2.2	Develop and implement regulations to minimize the potential hazards and negative environmental effects of development on steep slopes.	Medium	Policy	Short-term	Town Staff, Planning Board, Town Council	No progress
ENR-2.3	Develop guidelines for fire hazard reduction for properties that are located in high hazard areas and provide technical assistance to private property owners who would like to implement them.	Medium	Policy/\$	Short-term	Town Staff, Fire Department, Town Council	No progress
ENR-2.4	Enhance the requirements in the Land Use Code for the preservation of the Town's mature tree canopy in conjunction with development activity.	Medium	Policy	Short-term	Town Staff, Planning Board, Town Council	On going, but more regulations needed
ENR-2.5	Develop and implement dark-sky compliant outdoor lighting regulations and consider requiring existing outdoor lighting fixtures to be brought into compliance within a 5-7 year timeframe following adoption.	Medium	Policy	Intermediate	Town Staff, Planning Board, Town Council	New LED lights for 321
ENR-2.6	Continue to enforce robust flood damage prevention regulations to protect life and property.	High	Policy	Ongoing	Town Staff, Town Council	On going
ENR-2.6	Promote the use of innovative techniques for the management of stormwater runoff, such as Low Impact Development designs and best management practices other than stormwater retention ponds.	High	Policy	Ongoing	Town Staff, Town Council, Town	On going, but new regulations needed
ENR-2.6	Implement the recommendations of the Stormwater Infrastructure Evaluation and prepare regular updates to the plan.	High	Policy/\$\$\$	Ongoing	Town Staff, Town Council, Town	On going
ENVIRONMENT & NATURAL RESOURCES						
ENR-3 Promoting Environmental Sustainability						
ID	Implementation Strategy	Priority	Resources	Timeframe	Resp	
ENR-3.1	Evaluate current Town operations to identify any practices that can be improved to more environmentally compatible or sustainable.	Medium	Policy/\$	Intermediate	Town Staff, Town Council, Consultant	No progress

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ENR-3.2	Conduct an environmental audit of Town facilities to determine potential upgrades that can be made to enhance the environmental efficiency and sustainability of the facilities.	Low	Policy/\$	Long-term	Town Staff, Town Council, Consultant	No progress
ENR-3.3	Develop a Community Sustainability Plan to identify and promote practices that can reduce water and energy consumption, waste generation and air pollution while encouraging the more efficient use of resources.	Low	Policy/\$	Long-term	Town Staff, Planning Board, Town Council, Consultant	No progress
ENR-3.4	Conduct feasibility analyses on all future town facility construction projects to determine whether the incorporation of sustainable building practices or the use of LEED or similar certification is a cost effective alternative to conventional building techniques.	Medium	Policy/\$	Intermediate	Town Staff, Planning Board, Town Council	No progress
HISTORIC & CULTURAL RESOURCES						
HCR-1 Preserving Heritage and Identity						
ID	Implementation Strategy	Priority	Resources	Timeframe	Resp	
HCR-1.1	Develop an inventory of historic structures and features to identify the presence and condition of these resources in the community.	Medium	Policy	Intermediate	Town Staff, Historical Society	No update
HCR-1.2	Establish a Historic Preservation Commission to provide for the formal nomination, protection and promotion of historic resources in the community.	Medium	Policy	Intermediate	Town Staff, Town Council	Historic Society completed
HCR-1.3	Review the Land Use Code and other town ordinances, policies and regulations to remove any unnecessary obstacles to the productive use of historic structures.	Medium	Policy	Intermediate	Town Staff, Planning Board, Town Council	No progress
HCR-1.4	Incorporate visual representations of the Town's history throughout the community in locations where such displays are appropriate, particularly in and around downtown.	Low	\$	Long-term	Town Staff, Planning Board, Town Council, TDA	No update
HCR-1.5	Explore the creation of, and options for funding, a local financial incentive policy for the preservation and restoration of historic structures.	Medium	\$\$	Intermediate	Town Staff, Town Council, HPC	No update
HCR-1.6	Work closely with community groups, private organizations and individuals to achieve historic preservation goals.	Medium	Policy / \$ - \$\$\$	Intermediate	Town Staff, Town Council, HPC	On going
HCR-1.7	Explore options for providing technical assistance to the owners of historic properties who are interested in preserving, restoring or adapting them to a new use.	Medium	\$	Intermediate	Town Staff, Town Council, HPC	No update
HCR-1.8	Encourage the incorporation of historically compatible architectural designs and site features into plans for new development within historic areas.	High	Policy	Intermediate	Town Staff, Planning Board, Town Council	Ex: 1150 Main Street

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HCR-1.9	Work with community groups to identify financial resources for establishing a local historic preservation trust.	Medium	\$\$\$ - \$\$\$\$	Intermediate	Town Staff, Town Council, HPC	No update
HISTORIC & CULTURAL RESOURCES						
HCR-2 A Rich Cultural Experience						
ID	Implementation Strategy	Priority	Resources	Timeframe	Resp	
HCR-2.1	Work with cultural organizations to develop an inventory of the cultural programs and resources available in the community.	Medium	Policy	Intermediate	Town Staff, TDA, Local Cultural Org.	No update
HCR-2.2	Work with cultural organizations to identify any gaps that exist in the cultural offerings of the community and develop a plan to fill those gaps.	Low	Policy	Intermediate	Town Staff, Local Cultural Org.	No update
HCR-2.3	Make Town resources, such as land or buildings, available for cultural programs and activities sponsored by local cultural organizations.	High	Policy	Short-term	Town Staff, Town	On going
HCR-2.4	Support the development of a permanent location for use by the Ensemble Stage that provides the organization with a facility that can accommodate its activities.	High	Policy	Short-term	Town Staff, Town Council, Ensemble Stage	No longer being pursued
HCR-2.5	Develop and implement a plan for the installation of public art throughout the community, with a particular emphasis in areas along major corridors through town and in the downtown area.	Low	Policy	Intermediate	Town Staff, Town Council, Public Art	Public Art Policy adopted 2018-19
HCR-2.6	Continue to work with community organizations to promote cultural events.	High	Policy	Ongoing	Town Staff, Town Council	On going
HCR-2.7	Foster support for the Blowing Rock Community Library and work with volunteers to develop plans to sustain and expand the services offered by the library.	Medium	Policy	Intermediate	Library Volunteers, Town Council,	No update
FINANCIAL RESOURCES						
FR-1 Maintaining a Strong Financial Position						
ID	Implementation Strategy	Priority	Resources	Timeframe	Resp	
FR-1.1	Maintain a fund balance that exceeds the minimum required by statute and provides the Town with maximum flexibility in meeting capital needs and maintaining stability through economic cycles.	High	Policy	Ongoing	Town Staff, Town Council	Yes, continues
FR-1.2	Continually explore opportunities to obtain funding for capital expenses through grants, donations and other means that reduce reliance on local funding sources.	High	Policy	Ongoing	Town Staff, Town Council	Yes, continues
FR-1.3	Ensure that operating and capital expenses are funded through an appropriate mix of tax revenues and user fees.	High	Policy	Ongoing	Town Staff, Town Council	Yes, continues

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FR-1.4	Explore opportunities to reduce debt related expenses by refinancing existing debt at more favorable rates and terms.	Low	Policy	Intermediate	Town Staff, Town Council	On going On going On going No progress No progress
FR-1.5	Support policies that maximize the annual distribution of sales tax revenue to the Town.	High	Policy	Ongoing	Town Council	
FR-1.6	Oppose outside policies and legislation that place unfunded financial mandates on the Town.	High	Policy	Ongoing	Town Council	
FR-1.7	Explore options for utilizing capacity development fees to fund infrastructure needs for new growth in the community that impacts existing infrastructure capacity.	Medium	Policy/\$	Intermediate	Town Staff, Town Engineer, Town	
FR-1.8	Consider the use of special assessments on benefited properties to facilitate more timely rehabilitation and replacement of aging infrastructure.	Medium	Policy	Intermediate	Town Staff, Town Engineer, Town Council	

DOWNTOWN

D-1: Preserve the distinct aesthetic character of downtown.

ID	Implementation Strategy	Priority	Resources	Timeframe	Responsible	
D-1.1	Revise zoning and architectural design regulations to differentiate between the contexts of the east and west sides of Main Street.	High	Policy	Short-term	Town Staff, Planning Board, Town Council	Draft ordinance denied Feb 2019
D-1.2	Utilize a more illustrative approach to the implementation of design regulations for the downtown area.	High	Policy/\$	Short-term	Town Staff, Planning Board, Town Council, Consultant	No progress
D-1.3	Develop a phased plan to relocate overhead utilities along Main Street and Sunset Drive	High	\$\$\$\$	Long-term	Town Staff, Town Council, Utility Companies	Plan developed with cost estimates
D-1.4	Finish the remaining portions of the downtown streetscape project.	High	\$\$	Short-term	Town Staff, Town Council	Completed Nov 2019

DOWNTOWN

D-2: Provide a memorable experience for visitors to downtown Blowing Rock.

ID	Implementation Strategy	Priority	Resources	Timeframe	Responsible	
D-2.1	Encourage the development of new options for entertainment during evening hours.	High	Policy	Intermediate	Town Staff, Planning Board, Town Council, Chamber, TDA, Business	No progress
D-2.2	Downtown streets, sidewalks and other public spaces will continue to be maintained in a manner that presents a clean and aesthetically appealing appearance.	High	\$	Ongoing	Town Staff, TDA	On going

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D-2.3	Develop plans for establishing passenger drop-off points for vehicles traveling both north and south along Main Street.	Medium	\$\$	Intermediate	Town Staff, Planning Board, Town Council, Chamber	No progress
DOWNTOWN						
D-3: Define a new context for development along the Sunset Drive corridor between Main Street and Valley Boulevard.						
ID	Implementation Strategy	Priority	Resources	Timeframe	Responsible	
D-3.1	Develop a detailed engineering study to improve Sunset Drive's streetscape, bicycle and pedestrian connections and parking.	High	\$	Short-term	Town Staff, Planning Board, Town Council	Completed
D-3.2	Enhance the Sunset Drive gateway entrances at Main Street and Valley Boulevard with decorative signage, public art and similar features.	High	\$\$	Intermediate	Town Staff, Planning Board, Town Council	In progress
D-3.3	Promote the transformation of Sunset Drive into an entertainment district or similar special district in downtown to help it define a unique identity and role in the greater downtown area.	High	Policy	Long-term	Town Staff, Planning Board, Town Council, Chamber, TDA	No progress
D-3.4	Explore opportunities to enter into a public/private partnership to redevelop the block between Main Street and Maple Street with an entertainment venue (or similar signature facility), supporting businesses and additional public parking.	High	Policy/\$\$\$\$	Long-term	Town Staff, Planning Board, Town Council, Chamber, Property Owners	CUP approved for Moody building, under construction
DOWNTOWN						
D-4: Improve bicycle and pedestrian connections within and leading to downtown Blowing Rock.						
ID	Implementation Strategy	Priority	Resources	Timeframe	Responsible	
D-4.1	Designate Main Street as a shared lane bicycle facility to enhance safety for bicyclists using both pavement markings and signage as appropriate.	Medium	\$	Short-term	Town Staff, Town Council, NCDOT	No progress
D-4.2	Develop a multi-use (pedestrian and bicycle) path from downtown to Bass Lake that is separated from highway traffic.	High	\$\$ - \$\$\$	Intermediate	Town Staff, Town Council, NCDOT	In progress - construction 2020
D-4.3	Enhance the pedestrian connection between Main Street and Valley Boulevard along Sunset Drive.	Medium	\$\$	Intermediate	Town Staff, Town Council	Construction completed Nov 2019
D-4.4	Enhance the pedestrian connection between downtown and Valley Boulevard along North Main Street.	Medium	\$\$	Intermediate	Town Staff, Town Council, NCDOT	Required project by project
DOWNTOWN						
D-5: Redevelop the Park Avenue area as a downtown center for arts and culture.						
ID	Implementation Strategy	Priority	Resources	Timeframe	Responsible	

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D-5.1	Pursue the redevelopment of the south side of Park Avenue into a community oriented complex that may include artists' studios, a farmer's market, a small performance space for the Ensemble Stage and other cultural facilities.	High	\$\$ - \$\$\$	Short-term	Town Staff, Town Council, Arts and Cultural Organizations	no longer being considered
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HOSPITAL

H-1: Future land uses at the current hospital site will be compatible with surrounding development and the character of the Town

ID	Implementation Strategy	Priority	Resources	Timeframe	Responsible	
H-1.1	Develop appropriate regulations in the Land Use Code to facilitate the compatible redevelopment of the current hospital site.	High	Policy	Short-term	Town Staff, Planning Board, Town Council	Project approved through Conditional zoning
H-1.2	Implement standards in the redevelopment of the site that will reduce off-site impacts such as noise, odor, light and similar potential impacts from the redevelopment of the site.	High	Policy	Short-term	Town Staff, Planning Board, Town Council	Project approved through Conditional zoning

HOSPITAL

H-2: The architectural design of new development on the site will reinforce the western NC vernacular and respect the character of the town and surrounding neighborhoods.

ID	Implementation Strategy	Priority	Resources	Timeframe	Responsible	
H-2.1	Utilize design standards for the redevelopment of the current hospital site that will reinforce the Town's aesthetic character.	High	Policy	Short-term	Town Staff, Planning Board, Town Council	Anticipated

HOSPITAL

H-3: The redevelopment of the current hospital site will establish safe and efficient vehicular and pedestrian access to the site.

ID	Implementation Strategy	Priority	Resources	Timeframe	Responsible	
H-3.1	Require the development of alternative access points for the redevelopment of the current hospital site, including a pedestrian connection to the trail on Main Street.	High	Policy	Intermediate	Town Staff, Planning Board, Town Council	No progress

HOSPITAL

H-4: Establish public open space on a portion of the current hospital site in conjunction with the redevelopment of the site

ID	Implementation Strategy	Priority	Resources	Timeframe	Responsible	
H-4.1	Explore options for a public/private partnership to acquire access to public open space on the current hospital site.	High	Policy / \$ - \$\$	Intermediate	Town Staff, Town Council, Property Owner	No progress

HOSPITAL

H-5 Foster compatible growth and redevelopment in vicinity of the future hospital site that complements the emerging health care center.						
ID	Implementation Strategy	Priority	Resources	Timeframe	Responsible	
H-5.1	Work with adjacent property owners to plan for and develop uses to support the growth of the new hospital.	High	Policy	Intermediate	Town Staff, Planning Board, Town Council, Chamber, Hospital,	No progress
VALLEY BOULEVARD						
V-1 Future development and redevelopment activity along Valley Boulevard should reflect the established character of the Town.						
ID	Implementation Strategy	Priority	Resources	Timeframe	Responsible	
V-1.1	Maintain strict adherence to architectural and design standards in the town's ordinances.	High	Policy	Ongoing	Town Staff, Planning Board, Town Council	Considered as part of 321 Visioning
VALLEY BOULEVARD						
V-2 Pursue the development of the Middle Fork Greenway along the Valley Boulevard corridor.						
ID	Implementation Strategy	Priority	Resources	Timeframe	Responsible	
V-2.1	Prepare a detailed engineering study and implementation plan for the extension of the Middle Fork Greenway from its planned terminus through town along the Valley Boulevard Corridor.	High	\$-\$\$	Short-term	Town Staff, Planning Board, Town Council, Chamber, TDA	Considered as part of 321 Visioning
V-2.2	Amend the Land Use Code to require the preservation of the established greenway corridor.	High	Policy	Short-term	Town Staff, Planning Board, Town Council	Considered as part of 321 Visioning
V-2.3	Develop amendments to the Land Use Code that will encourage new buildings to front the future greenway.	High	Policy	Short-term	Town Staff, Planning Board, Town Council	Considered as part of 321 Visioning
VALLEY BOULEVARD						
V-3 Pursue the development of a gateway and wayfinding signage plan as part of a larger tourism marketing and branding effort.						
ID	Implementation Strategy	Priority	Resources	Timeframe	Responsible	
V-3.1	Develop a unified wayfinding and gateway signage plan and implement the installation of the gateway improvements and signage at strategic points along the corridor.	Medium	\$\$-\$\$\$	Intermediate	Town Staff, Town Council, NCDOT, Consultant	Considered as part of 321 Visioning
VALLEY BOULEVARD						
V-4 Pursue the development of a visitors center along Valley Boulevard.						
ID	Implementation Strategy	Priority	Resources	Timeframe	Responsible	

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V-4.1	Explore potential locations for the relocation of the Visitors Center to Valley Boulevard.	Medium	\$\$	Short-term	Town Staff, Town Council, TDA, Chamber	no longer being considered
VALLEY BOULEVARD						
V-5	V-5 Develop public improvements, such as public parking, mini-parks, public art and similar features on remnant parcels owned by NCDOT along the corridor that are too small to develop or have no other practical uses.					
ID	Implementation Strategy	Priority	Resources	Timeframe	Responsible	
V-5.1	Work with NCDOT to identify remnant parcels that may be suitable for public use and develop and implement plans to improve them.	Medium	\$\$-\$ \$\$	Intermediate	Town Staff, Town Council, NCDOT	Some progress with 321 Visioning

G.S. Chapter 160D Checklist of Changes to Local Ordinances, Policies, and Practices

This checklist outlines provisions in the new Chapter 160D of the North Carolina General Statutes (hereinafter G.S.) as well as related statutory changes that will be incorporated into Chapter 160D. The changes to the statutes affect the language of local ordinances, the options for local decision processes, and the administrative practices related to development regulations.

This checklist is one piece of a larger set of resources and training materials, including an explanatory book, *Chapter 160D: A New Land Use Law for North Carolina*. Each item on this checklist is described more thoroughly in those additional resources. Section headers in this checklist note the corresponding chapter and section of the Chapter 160D book [in brackets]. Check nc160D.sog.unc.edu for additional resources and training.

The checklist has specific notations, which are accompanied by specific icons, as follows:

- Denotes **legislative changes** for which local governments ***must*** take action (statutory citations are in parentheses)
- Denotes **permissive legislative changes** for which local governments ***may*** take action
- Denotes **notable legislative changes** that do not require local action but of which local governments ***must be aware***

*For items noted with an asterisk, local governments do not have authority for the change until January 1, 2021, unless legislation authorizes earlier effectiveness. Noted changes may be incorporated into ordinances and policies, but they must not be effective until 2021. All other changes may be adopted and effective immediately.

I. Terminology and Citations [Chapter 1, Section III]

- Must** update any references to provisions in G.S. Chapter 160A or 153A to indicate relevant provisions in Chapter 160D. (See appendixes B and C in the Chapter 160D book.)
- Must** align ordinance terminology with Chapter 160D terminology for *conditional zoning* and *special use permits*; must delete use of the terms *conditional use permit*, *special exception*, *conditional use district zoning*, and *special use district zoning*. (See G.S. 160D-102.)
- Must** ensure that ordinance definitions for the following terms are not inconsistent with definitions provided in state law and regulation: *building*, *dwelling*, *dwelling unit*, *bedroom*, and *sleeping unit*. (S.L. 2019-111, § 1.17.)
- May** align ordinance terminology with Chapter 160D terminology, including for the following terms: *administrative decision*, *administrative hearing*, *determination*, *developer*, *development*, *development approval*, *development regulation*, *dwelling*, *evidentiary hearing*, *legislative*

decision, legislative hearing, planning and development regulation jurisdiction, and quasi-judicial decision. (G.S. 160D-102.)

II. Geographic Jurisdiction [Chapter 2, Section I]

- *For extension of extraterritorial jurisdiction (ETJ), a municipality **must** provide mailed notice thirty days prior to ETJ hearing; municipality **may** hold one hearing (with single mailed notice) regarding ETJ and initial zoning amendment. (G.S. 160D-202(d).)
- Municipality **may** hold hearings in anticipation of change in jurisdiction. (G.S. 160D-204.)
- *For a parcel in two jurisdictions, the owner and the jurisdictions **may** agree for development regulations from one jurisdiction to apply to the entire parcel. (G.S. 160D-203.)
- *In ETJ, the county **may** elect to exercise development regulations that the municipality is not exercising. (G.S. 160D-202(b).)

III. Boards [Chapter 2, Section II]

A. In General

- Must** adopt broadened conflict-of-interest standards for governing and advisory boards. (G.S. 160D-109.)
- Must** keep minutes of proceedings of each board. (G.S. 160D-308.)
- Must** have each board member take an oath of office before starting his or her duties. (G.S. 160D-309.)
- Must** update ETJ population estimate, at least with each decennial census (also calculation for proportional representation is simplified and process for appointment is clarified). (G.S. 160D-307.)
- Must** provide proportional representation for ETJ on preservation commission if any districts or landmarks are designated in the ETJ. (G.S. 160D-307.)
- May** have detailed rules of procedure for each board; **may** be adopted by governing board; if not, then **may** be adopted by individual board; if adopted, **must** maintain board rules of procedure (by clerk or other officer as set by ordinance) and **must** post board rules of procedure to website, if the jurisdiction has a website. (G.S. 160D-308.)
- May** establish reasonable procedures to solicit, review, and make appointments; governing board typically makes appointments but may delegate that appointment-making authority. (G.S. 160D-310.)
- May** establish additional advisory boards related to development regulations. (G.S. 160D-306.)

B. Planning Board

- May assign to planning board the coordination of citizen engagement for planning. (G.S. 160D-301.)
- May assign planning board to serve as preliminary forum for review and comment on quasi-judicial decisions, provided that no part of the preliminary forum or recommendation may be used as a basis for the deciding board. (G.S. 160D-301.)

C. Board of Adjustment

- May assign board of adjustment to hear and decide matters under any development regulation, not just zoning. (G.S. 160D-302.)
- May assign duties of housing appeals board to board of adjustment. (G.S. 160D-305.)

IV. Land Use Administration [Chapter 2, Section III]

A. In General

- Must incorporate new staff conflict-of-interest standards into ordinance or policy. (G.S. 160D-109.)
- Must maintain in paper or digital format current and prior zoning maps for public inspection. (G.S. 160D-105.)
- Must maintain in paper or digital format any state or federal agency maps incorporated by reference into the zoning map. (G.S. 160D-105.)
- May enact ordinances, procedures, and fee schedules relating to administration and enforcement of development regulations. (G.S. 160D-402(b).)
- May charge reasonable fees for support, administration, and implementation of development regulation; must use any such fees for that purpose, not for other purposes. (G.S. 160D-402(d).)

B. Enforcement

- Must issue notices of violation (NOVs) in conformance with statutory procedures (must deliver to permittee and landowner if different; may deliver to occupant or person undertaking the activity; delivery by hand, email, or first-class mail; may be posted onsite; administrator to certify NOV for the file.) (G.S. 160D-404(a).)
- If inspecting, must enter the premises during reasonable hours and upon presenting credentials; must have consent of premises owner or an administrative search warrant to inspect areas not open to the public. (G.S. 160D-403(e).)
- For revocation of development approval, must follow the same process as was used for the approval. (G.S. 160D-403(f).)
- May perform inspections for other development approvals to ensure compliance with state law, local law, and the terms of the approval; must perform (or contract for) inspections for building permits. (G.S. 160D-1113; -403(e).)

- **May** perform inspections for general code compliance and enforcement (inspections unrelated to a development approval). (G.S. 160D-402(b).)
- **May** require a certificate of compliance or occupancy to confirm that permitted work complies with applicable laws and terms of the permit; still **must** require certificate of occupancy for work requiring a building permit. (G.S. 160D-403(g).)
- **May** issue stop-work orders for illegal or dangerous work or activity, whether related to a permit or not. (G.S. 160D-404(b).)
- **May** continue to use general enforcement methods, including civil penalties, fines, court-ordered actions, and criminal prosecution. (G.S. 160D-404(c).)
- △ Be aware that a local government must bring a court action in advance of the applicable five- and seven-year statutes of limitation. (G.S. 1-51 and -49; established prior to Chapter 160D.)

V. Substance of Zoning Ordinance [Chapter 3, Section I]

- **Must** maintain current and prior zoning maps for public inspection (local government clerk or other office may be the responsible office); **may** adopt and maintain in paper or digital format. (G.S. 160D-105.)
- **Must** eliminate conditional-use-district zoning; existing conditional-use-district zoning converts to conditional district on January 1, 2021. (G.S. 160D-703; S.L. 2019-111, § 2.9(b).)
- ***May** incorporate maps officially adopted by state or federal agencies (such as flood-insurance rate maps (FIRMs)) into the zoning map; **may** incorporate *the most recent officially adopted version* of such maps so that there is no need for ordinance amendment for subsequent map updates; **must** maintain current effective map for public inspection; **may** maintain in paper or digital format. (G.S. 160D-105.)
- ***May** require certain dedications and performance guarantees for zoning approvals to the same extent as for subdivision approvals. (G.S. 160D-702.)
- **May** use form-based codes. (G.S. 160D-703(a)(3).)
- **May** allow administrative minor modification of conditional zoning, special use permits, and other development approvals; if allowed, **must** define “minor modification” by ordinance, **must** not include modification of use or density, and major modifications **must** follow standard approval process. (G.S. 160D-403(d), -703(b), -705(c).)
- **May** apply zoning standards jurisdiction-wide, not just on a zoning-district-by-zoning-district basis. (G.S. 160D-703(d).)
- ***May** regulate development over navigable waters, including floating homes. (G.S. 160D-702(a).)

VI. Substance of Other Development Ordinances [Chapter 3, Section II]

- Must** conform subdivision performance guarantee requirements with statutory standards. (S.L. 2019-79 (S.B. 313), to be incorporated into G.S. Chapter 160D.)
- Must** conform subdivision procedures for expedited review of certain minor subdivisions. (G.S. 160D-802, established prior to G.S. Chapter 160D.)
- Must** exempt farm use on bona fide farm in ETJ from city zoning to the same extent it would be exempt from county zoning; Chapter 160D clarifies that other municipal development regulations may still apply. (G.S. 160D-903(c).)
- Must** not exclude manufactured homes based on the age of the home. (G.S. 160D-910.)
- ***Must** follow standardized process for housing-code enforcement to determine owner's abandonment of intent to repair and need for demolition. (G.S. 160D-1203(6).)
- May** adopt moratoria for development regulations (subject to limitation on residential uses); moratoria do not affect rights established by permit choice rule. (G.S. 160D-107.)

A. Historic Preservation

- Must** follow standard quasi-judicial procedures for preservation certificates of appropriateness. (G.S. 160D-947(c).)
- Must** frame preservation district provisions as "standards" rather than "guidelines." (G.S. 160D-947(c).)
- ***May** choose for appeals of preservation commission decisions to go directly to superior court rather than to board of adjustment. (G.S. 160D-947(e).)

B. Development Agreements

- Must** process a development agreement as a legislative decision. (G.S. 160D-105.)
- Must** have a local government as a party to a development agreement (a water and sewer authority may enter an agreement as a party, but not independently). (G.S. 160D-1001(b).)
- May** consider a development agreement concurrently with a rezoning, subdivision, or site plan; **may** consider a development agreement in conjunction with a conditional zoning that incorporates the development agreement. (G.S. 160D-1001(d).)
- ***May** address fewer topics in development agreement content (list of mandated topics is shortened). (G.S. 160D-1006.)
- May** mutually agree with a developer for the developer to provide public improvements beyond what could have been required, provided such conditions are included in the development agreement. (G.S. 160D-1006(d).)
- May** include penalties for breach of a development agreement in the agreement or in the ordinance setting the procedures for development agreements; either party may bring legal action seeking an injunction to enforce a development agreement. (G.S. 160D-1008.)

VII. Comprehensive Plan [Chapter 4, Section I]

- Must** adopt a comprehensive plan by July 1, 2022, to maintain zoning (no need to re-adopt a reasonably recent plan). (G.S. 160D-501(a).)
- Must** adopt a plan or a plan update following the procedures used for a legislative decision. (G.S. 160D-501(c).)
- Must** reasonably maintain a plan. (G.S. 160D-501(a).)
- May** coordinate a comprehensive plan with other required plans, such as Coastal Area Management Act (CAMA) plans. (G.S. 160D-501(a).)
- May** coordinate with other local governments, state agencies, or regional agencies on planning processes. (G.S. 160D-503(a).)

VIII. Legislative Decisions [Chapter 4, Section II]

A. Notice

- Must** follow applicable procedures for legislative decisions under any development regulation authorized under Chapter 160D, not just zoning; **must** adopt any development regulation by ordinance, not by resolution. (G.S. 160D-601.)
- For zoning-map amendments, **must** provide notice not only to immediate neighbors but also to properties separated from the subject property by street, railroad, or other transportation corridor. (G.S. 160D-602.)
- For zoning-map amendments, **must** provide posted notice during the time period running from twenty-five days prior to the hearing until ten days prior to the hearing. (G.S. 160D-602(c).)
- For extension of ETJ, **may** use single mailed notice for ETJ and zoning-map amendment pursuant to statutory procedures. (G.S. 160D-202.)
- For zoning-map amendments, **may** require applicant to notify neighbors and hold a community meeting and **may** require report on the neighborhood communication as part of the application materials. (G.S. 160D-602(e).)

B. Planning Board Comment

- Must** refer zoning amendments to the planning board for review and comment; **must** not have governing board handle planning board duty to review and comment on zoning amendments. (G.S. 160D-604(c), (e).)
- Must** have planning board consider any plan adopted according to G.S. 160D-501 when making a comment on plan consistency. (G.S. 160D-604(d).)
- May** refer development regulation amendments (other than zoning) to the planning board for review and comment. (G.S. 160D-604(c).)

C. Plan Consistency

- When adopting an amendment to the zoning ordinance, **must** adopt a brief statement describing whether the action is consistent or inconsistent with approved plans. (G.S. 160D-605(a).) (**This eliminates the 2017 requirement that statements take one of three particular forms.*)
- May adopt plan-consistency statement when acting upon the zoning amendment or as a separate motion. (G.S. 160D-605(a).)
- ***May** meet the requirement for plan consistency even without formal adoption of a written statement if the minutes of the governing board meeting reflect that the board was fully aware of and considered the plan. (G.S. 160D-605(a).)
- May** concurrently consider a comprehensive plan amendment and a zoning amendment; must not require a separate application or fee for plan amendment. (G.S. 160D-605(a).)
- Must** note on the applicable future land use map when a zoning-map amendment is approved that is not consistent with the map; the future land use map is deemed amended when an inconsistent rezoning is approved. (G.S. 160D-605(a).) (*This clarifies that a rezoning inconsistent with a plan does not amend the text of the plan, but it does amend the future land use map.*)
- *For a future land use map that is deemed amended, if it is a CAMA plan, then such amendment is not effective until it goes through the CAMA plan-amendment process. (G.S. 160D-501.)
- Must** adopt a statement of reasonableness for zoning-map amendments; for such statements, **may** consider factors noted in the statutes; ***may** adopt a statement of reasonableness for zoning-text amendments. (G.S. 160D-605(b).)
- May** consider and approve a statement of reasonableness and a plan-consistency statement as a single, combined statement. (G.S. 160D-605(c).)

D. Voting

- ***Must** permit adoption of a legislative decision for development regulation on first reading by simple majority; no need for two-thirds majority on first reading, as was required for cities under prior law. (G.S. 160A-75; S.L. 2019-111, § 2.5(n).)

E. Certain Legislative Decisions

- Must** prohibit third-party down-zonings; **may** process local government-initiated down-zonings (S.L. 2019-111, Pt. I.)
- Must** obtain applicant's/landowner's written consent to conditions related to a conditional-zoning approval to ensure enforceability. (S.L. 2019-111, Pt. I.)
- May** use purely legislative conditional zoning and/or quasi-judicial special use permitting; **must not** use combined legislative and quasi-judicial process, such as conditional-use-district zoning. (G.S. 160D-102.)

- With applicant's written consent, **may** agree to conditional-zoning conditions that go beyond the basic zoning authority to address additional fees, design requirements, and other development considerations. (S.L. 2019-111, Pt. I.)
- **May** allow administrative minor modification of conditional zoning, special use permits, and other development approvals; if allowed, **must** define "minor modification" by ordinance, **must** not include modification of use or density, and major modifications **must** follow standard approval process. (G.S. 160D-403(d), -703(b), -705(c).)

IX. Quasi-Judicial Decisions [Chapter 4, Section III]

A. Procedures

- **Must** follow statutory procedures for all quasi-judicial development decisions, including variances, special use permits, certificates of appropriateness, and appeals of administrative determinations. (G.S. 160D-102(28).)
- **Must** hold an evidentiary hearing to gather competent, material, and substantial evidence to establish the facts of the case; the evidentiary hearing **must** have testimony under oath; **must** establish written findings of fact and conclusions of law. (G.S. 160D-406.)
- Board chair **must** rule at the evidentiary hearing on objections to inclusion or exclusion of administrative material; such ruling **may** be appealed to the full board. (G.S. 160D-406(d).)
- **Must** allow parties with standing to participate fully in the evidentiary hearing, including presenting evidence, cross-examining witnesses, objecting to evidence, and making legal arguments; **may** allow non-parties to present competent, material, and substantial evidence that is not repetitive. (G.S. 160D-406(d).)
- **May** continue an evidentiary hearing without additional notice if the time, date, and place of the continued hearing is announced at a duly noticed hearing that has been convened; if quorum is not present at a meeting, the evidentiary hearing is automatically continued to the next regular meeting of the board with no notice. (G.S. 160D-406(b).)
- **May** distribute meeting packet to board members in advance of the evidentiary hearing; if this is done, then **must** distribute the same materials to the applicant and landowner at the same time; **must** present such administrative materials at the hearing and make them part of the hearing record. (G.S. 160D-406(c).)
- **May** have the planning board serve as a preliminary forum for review in quasi-judicial decisions; if this is done, the planning board **must** not conduct a formal evidentiary hearing but **must** conduct an informal preliminary discussion of the application; the forum and recommendation **must** not be used as the basis for the decision by the board—the decision **must** still be based on evidence presented at the evidentiary hearing. (G.S. 160D-301.)
- **May** require recordation of special use permits with the register of deeds. (G.S. 160D-705(c).)
- △ **Be aware** that the definition of *close family relationship* as used for conflicts of interest includes spouse, parent, child, brother, sister, grandparent, or grandchild (including step, half, and in-law relationships). (G.S. 160D-109(f).)

- △ **Be aware** that even if there is no objection before the board, opinion testimony from a lay witness shall not be considered competent evidence for technical matters such as property value and traffic impacts. (S.L. 2019-111, § 1.9.)

B. Certain Quasi-Judicial Decisions

- Must** not impose conditions on special use permits that the local government does not otherwise have statutory authority to impose. (S.L. 2019-111, Pt. I.)
- Must** obtain applicant's/landowner's written consent to conditions related to a special use permit to ensure enforceability. (S.L. 2019-111, Pt. I.)
- Must** set a thirty-day period to file an appeal of any administrative determination under a development regulation; **must** presume that if notice of determination is sent by mail, it is received on the third business day after it is sent. (G.S. 160D-405(c).)
- ***May** adjust variance standards to provide for reasonable accommodation under the federal Fair Housing Act. (G.S. 160D-705(c).)
- May** use purely legislative conditional zoning and/or quasi-judicial special use permitting; **must** not use combined legislative and quasi-judicial process, such as conditional-use-district zoning. (G.S. 160D-102.)
- May** allow administrative minor modification of conditional zoning, special use permits, and other development approvals; if allowed, **must** define "minor modification" by ordinance, **must** not include modification of use or density, and major modifications **must** follow standard approval process. (G.S. 160D-403(d), -703(b), -705(c).)

X. Administrative Decisions [Chapter 4, Section IV]

A. Development Approvals

- Must** provide development approvals in writing; **may** provide in print or electronic form; if electronic form is used, then it **must** be protected from further editing. (G.S. 160D-403(a).)
- Must** provide that applications for development approvals must be made by a person with a property interest in the property or a contract to purchase the property. (G.S. 160D-403(a).)
- Must** provide that development approvals run with the land. (G.S. 160D-104.)
- For revocation of development approval, **must** follow the same process as was used for the approval. (G.S. 160D-403(f).)
- May** require community notice or informational meetings as part of the decision-making process for administrative development approvals (quasi-judicial and legislative decisions already had notice and hearing requirements). (G.S. 160D-403(h).)
- May** set expiration of development approvals if work is not substantially commenced; default rule is twelve months, unless altered by state or local rule. (G.S. 160D-403(c).) **Be aware** that legislation will clarify the provisions on duration of development approvals. (G.S. 160D-403(c); S.L. 2019-111, § 1.3.)

- May** set expiration of development approvals if work is discontinued; default rule is twelve months, unless altered by state or local rule. (G.S. 160D-403(c).)
- May** authorize administrative staff to approve minor modifications of development approvals and conditional-zoning approvals; if this is done, then **must** define “minor modifications” by ordinance and **must** not include modification of permitted use or density of development; major modifications **must** go through full applicable approval process. (G.S. 160D-403(d); -703(b); -705(c).)

B. Determinations

- Must** provide written notice of determination by personal delivery, electronic mail, or first-class mail to the property owner and party seeking determination, if different from the owner. (G.S. 160D-403(b).)
- May** designate an official to make determinations for a particular development regulation. (G.S. 160D-403(b).)
- May** require owner to post notice of determination on the site for ten days; if such is not required, then owner has option to post on the site to establish constructive notice. (G.S. 160D-403(b).)

C. Appeals of Administrative Decisions

- Must** allow administrative decisions of any development regulations (not just zoning) to be appealed to the board of adjustment, unless provided otherwise by statute or ordinance. (Appeals relating to erosion and sedimentation control, stormwater control, or building-code and housing-code violations are not made to the board of adjustment unless specified by local ordinance.) (G.S. 160D-405.)
- Must** set a thirty-day period to file an appeal of any administrative determination under a development regulation; must presume that if notice of determination is sent by mail, it is received on the third business day after it is sent. (G.S. 160D-405(c).)
- Must** require the official who made the decision (or his or her successor if the official is no longer employed) to appear as a witness in the appeal. (G.S. 160D-406.)
- Must** pause enforcement actions, including fines, during the appeal. (G.S. 160D-405.)
- May** assign the duty of hearing appeals to another board; if this is done, such board must follow quasi-judicial procedures. (G.S. 160D-405.)
- May** designate that appeals be filed with the local government clerk *or* another official. (G.S. 160D-405.)

XI. Vested Rights and Permit Choice [Chapter 5, Section I]

A. Vested Rights

- Must** recognize that building permits are valid for six months, as under prior law. (G.S. 160D-108(d)(1).)
- Must** recognize the default rule that development approvals are valid for twelve months, unless adjusted by statute or local rule. (G.S. 160D-108(d)(2).)
- Must** identify site-specific vesting plans (formerly site-specific development plans) with vesting for two to five years, as under prior law, except for specified exceptions. (G.S. 160D-108(d)(3); -108(f).)
- Must** recognize multi-phase developments—long-term projects of at least 25 acres—with vesting up to seven years, except for specified exceptions (160D-108(d)(4); -108(f).) (The previously authorized phased-development plan is obsolete and should be deleted from ordinance.)
- May** provide for administrative determination of vested rights and for appeal to the board of adjustment. (G.S. 160D-108(c), -405.)
- Be aware** that a person claiming vested rights may bring an original civil action in court, skipping administrative determination and board of adjustment consideration. (G.S. 160D-405(c).)
- Be aware** that vested rights run with the land, except for state-permitted outdoor advertising permits that run with the owner of the permit. (G.S. 160D-108(g); S.L. 2019-111, Pt. I.)

B. Permit Choice

- Must** not make an applicant wait for final action on the proposed change before proceeding if the applicant elected determination under prior rules. (G.S. 160D-108(b).)
- Be aware** that if a local development regulation changes after an application is submitted, the applicant may choose the version of the rule that applies; but **may** require the applicant to comply with new rules if the applicant delays the application for six months. (G.S. 160D-108(b); S.L. 2019-111, Pt. I.)
- Be aware** that an application for one development permit triggers permit choice for permits under any development regulation; such permit choice is valid for eighteen months after approval of the initial application. (S.L. 2019-111, Pt. I.)

XII. Judicial Review [Chapter 5, Section II]

A. Declaratory Judgments

- △ **Be aware** that an individual may bring a declaratory judgment action to challenge legislative zoning decisions, vested rights claims, and challenges to land use authority related to administrative decisions, subject to specified procedures. (G.S. 160D-1401.)
- △ **Be aware** that other civil actions may be authorized—Chapter 160D does not limit availability of other actions. (G.S. 160D-1404.)

B. Appeals of Quasi-Judicial Decisions

- ***Must** update ordinance to address appeals of certificates of appropriateness for historic landmarks and historic districts; default rule is that such appeals go straight to court; local government may opt for such appeals to go to the board of adjustment, as under prior statutes. (G.S. 160D-947.)
- **Must** provide that appeals of certificates of appropriateness must be filed within thirty days after the decision is effective or written notice is provided, the same as for appeals of other quasi-judicial decisions. (G.S. 160D-947; -1405.)
- △ **Be aware** that on appeal a party may request a stay of the approval or enforcement action. (G.S. 160D-1402(e).)
- △ **Be aware** that a local government may seek a stay in favor of itself (to prevent development under an approval). (G.S. 160D-1402(e).)
- △ **Be aware** that if, in the absence of a stay, an applicant proceeds with development, the person does so at his or her own risk. (G.S. 160D-1402(l).)
- △ **Be aware** that on appeal, the superior court now must allow for supplementing the record on questions of standing, conflicts of interest, constitutional violations, or actions in excess of statutory authority. (S.L. 2019-111, § 1.9.)
- △ **Be aware** that even if there is no objection before the board, opinion testimony from a lay witness shall not be considered competent evidence for technical matters such as property value and traffic impacts. (S.L. 2019-111, § 1.9.)
- △ **Be aware** of specific judicial instructions for decisions of appeals of quasi-judicial decisions. (S.L. 2019-111, § 1.9.)

C. Subdivision Decisions

- **May** establish a rule that administrative subdivision decisions are appealed to the board of adjustment. (G.S. 160D-1405.)
- △ **Be aware** that appeals of administrative subdivision decisions may be appealed directly to superior court. (G.S. 160D-1403.)
- △ **Be aware** that quasi-judicial subdivision decisions are appealed to superior court in the nature of certiorari. (G.S. 160D-1402.)

D. Attorneys' Fees

- △ **Be aware** that a court *shall* award attorneys' fees if the court finds that a city or county violated a statute or case law setting forth unambiguous limits on its authority. (G.S. 6-21.7; S.L. 2019-111, Pt. I.)
- △ **Be aware** that a court *shall* award attorneys' fees if the court finds that a local government took action inconsistent with, or in violation of, the permit choice and vested rights statutes. (G.S. 6-21.7; S.L. 2019-111, Pt. I.)
- △ **Be aware** that a court may award attorneys' fees in other matters of local government litigation. (G.S. 6-21.7; S.L. 2019-111, Pt. I.)

E. Additional Judicial Rules

- △ **Be aware** that a court may join a civil action challenging an ordinance with an appeal in the nature of certiorari. (G.S. 160D-1402(m).)
- △ **Be aware** that a local government **must** not assert the defense of estoppel to enforce conditions to which an applicant did not consent in writing. (S.L. 2019-111, Pt. I.)
- △ **Be aware** that an action is not rendered moot if the party loses the relevant property interest as a result of the local government action being appealed, subject to applicable case law limits. (S.L. 2019-111, Pt. I.)

MEMORANDUM

To: Shane Fox, Town Manager

From: Douglas Chapman, PE

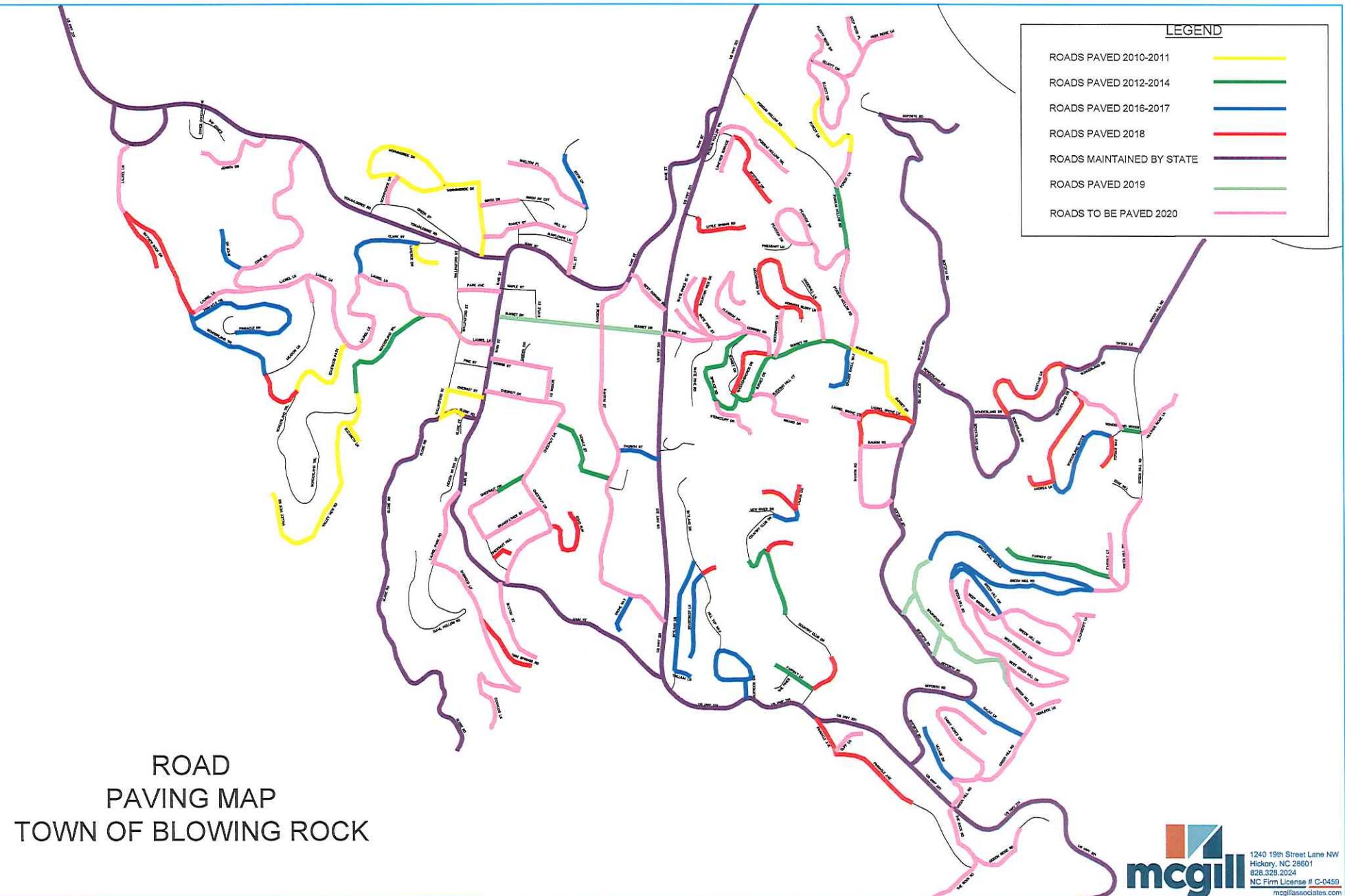
Date: January 2, 2020

Subject: General Obligation Bond Roadway Paving Project

As part of the 2014 General Obligation bond package, the Town set a goal of paving all its streets that had not been paved in the preceding few years. This work was planned to be accomplished in three phases, two of which have been completed, portions in 2017 and 2018.

The final paving project bid package design is now underway. The advertisement for bids will be ready for issuance following the Town Council Retreat, to receive bids for possible award at the February Town Council meeting.

The goal of the bid package is to include all streets that are in need of paving, though the total cost could exceed the available budget depending on final bid amounts. The bid form will be formatted to have lump sum pricing per street, with the option of deleting streets as needed to optimize available funds, based on street condition. Please refer to the attached map that identifies streets paved during the previous cycles, as well as those to be included in the current bid package.



PRELIMINARY OPINION OF PROBABLE COST
Various Water and Wastewater Plant Improvements

TOWN OF BLOWING ROCK

NORTH CAROLINA

October 23, 2019

ITEM NO.	DESCRIPTION	UNITS	QUANTITY	UNIT PRICE	TOTAL COST
1	Mobilization	LS	4%	N/A	\$ 30,000
2	First Floc Drive Replacement	EA	1	\$50,000	\$ 50,000
3	Sed Basin Mud Valve Replacement	EA	3	\$15,000	\$ 45,000
4	Second Filter Media Replacement	LS	1	\$75,000	\$ 75,000
5	WTP Window Replacement	LS	1	\$60,000	\$ 60,000
6	WTP Steel Handrail Replacements	LF	100	\$100	\$ 10,000
7	High Service Pump Replacement	EA	1	\$50,000	\$ 50,000
8	Turbidimeters Replacement	EA	3	\$7,500	\$ 22,500
9	WTP Sump Vent Replacement	LS	1	\$5,000	\$ 5,000
10	WTP Valve/Piping Replacement/Paint	LS	1	\$135,000	\$ 135,000
11	WTP Bulk Chemical Tank Replacements	LS	1	\$80,000	\$ 80,000
12	Digestor Aerator Replacement	LS	1	\$50,000	\$ 50,000
13	WWTP Building Roof	LS	1	\$40,000	\$ 40,000
14	Electrical	LS	1	\$75,000	\$ 75,000
15	SCADA - Internet Capability	LS	1	\$50,000	\$ 50,000
16	General Demolition/Cleanup	LS	1	\$50,000	\$ 50,000
CONSTRUCTION SUBTOTAL					\$ 827,500
Contingencies (20%)					\$ 166,000
CONSTRUCTION TOTAL					\$ 993,500
Design and Permitting					\$ 105,000
Bidding and Award					\$ 9,000
Construction Administration and Observation					\$ 90,000
TOTAL PROJECT COST					\$ 1,197,500
<p>Note: Estimate includes replacement of various items at both the Town's water plant and wastewater plant. This estimate of costs represents our judgment as professionals familiar with the construction industry, based on 2019 dollars. We cannot and do not guarantee that bids will not vary from this estimate.</p>					

Town of Blowing Rock

FROM: Jennifer Brown, Parks & Recreation Director
SUBJECT: Memorial Park
TO: Council
DATE: January 6, 2020

BACKGROUND:

Memorial Park is the focal point of our Town and is well loved by our residents and visitors. The park stays busy on a continual basis whether it is a holiday, a weekend, and now even weekdays. Through the Bond Referendum, we have already resurfaced both basketball courts and installed new goals.

There are several areas of the park that still need to be renovated. We have had the park surveyed and we are working to get a master plan of just Memorial Park to help us with tree replacement and other areas that need renovation which will help us to utilize the park in the most efficient way.

- The restrooms need renovation and even extension.
- The playground needs replacement.
- The tennis courts need to be resurfaced.
- The retaining wall below the tennis courts needs to be replaced.
- The volleyball court needs to be renovated.

Town of Blowing Rock

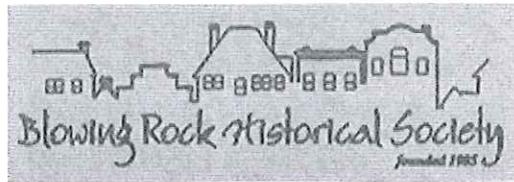
FROM: Jennifer Brown, Parks & Recreation Director
SUBJECT: 1888 Museum
TO: Council
DATE: January 6, 2020

BACKGROUND:

The Blowing Rock Historical Society is requesting that the Town appropriate funding to repair and improve the 1888 Museum. They have attached a copy of the estimated expenses to make the building ADA compliant, repair outside and inside of the building, as well as a security system. There is also attached a report from a structural engineer on the foundation of the building.

Attached:

1. Blowing Rock Historical Society Request
2. Estimated Cost of Repairs
3. Structural Engineer Report



December 18, 2019

Ms. Jennifer Brown
Parks and Recreation Director
Town of Blowing Rock
P.O. Box 47
Blowing Rock, NC. 28605

Dear Jennifer,

Attached is a request made on behalf of the Blowing Rock Historical Society. We are asking the Town of Blowing Rock to appropriate funding and undertake a project to repair and improve the 1888 Museum. The request lists the needed work along with a preliminary cost estimate provided by Terry Lentz Construction (for most of the work) and Mountain Heritage Systems (for the security system.) We are aware that competitive bids will be required, and we will be glad to help facilitate that process and support the project.

The Historical Society recognizes that the 1888 Museum is a valuable asset to our community. It is in serious disrepair, and there are ADA, safety, health and comfort issues that should be addressed. We plan to re-curate the Museum this spring with interesting artifacts, photos and stories about Blowing Rock's history of tourism. After the repairs and restorations are completed, and a security system installed, we also plan to have the 1888 Museum open to the public daily. We believe the Museum, with a historically accurate porch and entrance facing the park will be a more compelling venue for locals and tourists alike.

With the Council Retreat planned for early January, we ask that you share our request with the appropriate people and ask that the topic be placed on the agenda for discussion at the retreat.

Please let us know how we can help facilitate this initiative.

Sincerely,

Jim Crowell
Board Member and Facilities Committee Chair
The Blowing Rock Historical Society

CC: Shane Fox

Request for Funding for the 1888 Museum

The Blowing Rock Historical Society respectfully requests that the Town of Blowing Rock budget money for a project to repair and improve the 1888 Museum.

The Museum is a valuable asset to Blowing Rock, but it is in serious disrepair. Although it is open only on a limited basis, it is a compelling cultural and heritage draw to locals and visitors. The Blowing Rock Historical Society plans to re-curate the museum and have it open to the public daily, making it a more valuable venue and a contribution to heritage tourism. As a Town of Blowing Rock property, a number of repairs and improvements are needed. The foundation, chimney and rain gutters badly need repair, as do interior components such as windows. There are also safety, security, health and comfort issues, and the Museum is not ADA compliant.

The Historical Society recently met with Terry Lentz to review plans provided by Architect David Harwood as well as perform a brief facility examination. Following is a list of proposed repairs and improvements and a preliminary cost estimate provided by Terry Lentz.

ADA Compliance & Improved Historical Accuracy

- Install a covered porch along the north (park) side similar to the original building and include ADA compliant wheelchair access.
- Restore the door that originally led to the back (west side) room, ensuring it is ADA compliant.

Estimated Cost - \$7,000

Necessary Exterior Repairs

- Replace the foundation.
- Repair (replace) the chimney and roof.
- Replace the gutters.
- Repaint the exterior.

Estimated Cost - \$18,000

Interior Repairs and Improvements

- Repair (or replace) west-side window.
- Patch the stovepipe hole in the back bedroom.
- Install a system to address humidity & climate.
- Repaint the interior.

Estimated Cost - \$2,500

Install a security system including cameras.

Estimated Cost - \$2,500

Contingency

Contingency Cost - \$15,000

Total Estimated Cost = \$45,000

We appreciate the Town of Blowing Rock's attention to this project, and we will be happy to help facilitate this effort in any way we can.

Town of Blowing Rock

FROM: Jennifer Brown, Parks & Recreation Director
SUBJECT: Parades
TO: Council
DATE: January 6, 2020

BACKGROUND:

The Town sponsors two parades a year, one for the 4th of July, and a Christmas parade during Thanksgiving weekend. Our parades begin at 2:00 p.m. and are typically finished by 3:00 p.m. The Chamber of Commerce sponsored the parades for years and in 2008 they decided that they were no longer going to sponsor the parades, so the Town stepped in to make sure the tradition continued.

Each year the visitors to our parades continue to grow. We currently allow cars to park on Main Street and then spectators put out chairs in front, besides, and behind the parked cars. This squeezes the parade route and then there are children trying to run out to get candy or take pictures with people in the parade and is making it very unsafe. Fortunately, we had had no major incidences; however, we have had some close calls.

There are 102 total parking spaces including both sides of Main Street from Mellow Mushroom to Edgewood Cottage.