

Agenda

Town of Fairview



Agenda

Town Council Meeting

March 12, 2019

6:30 pm

(Meeting will be in the Fairview Town Hall Meeting Room)

1. Call the meeting to order: --- Mayor Thomas

Invocation
Pledge of Allegiance

- a. Agenda Changes
- b. Approval of Agenda

2. Public Comments / Presentations:**

Presentation - Richard Flowe, N-Focus, Comprehensive Plan & UDO (Unified Development Ordinance)

3. Consent Agenda:

- a) Financial and Tax Reports--- *Report Accepted as Information (including Pending Bills documentation provided at meeting)*
- b) Land Use Report---*Report Accepted as Information*
- c) Park & Rec February Draft Minutes (*Minutes Accepted as Information*)
- d) Planning Board February Draft Minutes (*Minutes Accepted as Information*)
- e) Approve Council Minutes for February 11, 2019

Agenda

4. Items of Business:

Item 1: Conduct Public Hearing: Major Development Permit MS-CUP 19-011 requested by Helms Partners Inc. to develop a subdivision of 6 lots at 8216 Old Ferry Road, Monroe. The subdivision name will be Old Ferry Estates --- *Nancy Randall/Ed Humphries*

****this hearing will be conducted in a Qusi-Judicial procedure****

Swear in all people who want to speak

Mayor Thomas to open Public Hearing

Public Comments

Mayor Thomas to Close Public Hearing

Approve “Finding of Facts”: motion on each:

- 1) The proposed conditional use will not materially endanger the public health or safety;

Motion: the proposed conditional use permit will not endanger the public health or safety because: _____

- 2) The proposed conditional use will not substantially injure the value of adjoining or abutting property;

Motion: the proposed conditional use permit will not substantially injure the value of adjoining or abutting property because:

- 3) The proposed conditional use will be in harmony with the area in which it is to be located;

Motion: the proposed conditional use permit will be in harmony with the area in which it is located because: _____

- 4) The proposed conditional use will be in general conformity with the land use plan, thoroughfare plan, or other plan;

Motion: the proposed conditional use will be in general conformity with the land use plan, Thoroughfare plan or other plan because:

Discuss Approval of request: Motion to approve would include the conditions and the following statement: (Include Zoning statement) The proposed zoning amendment under consideration is/is not found to be reasonable and consistent with the recommendations of the Town’s adopted comprehensive plan, the Town of Fairview Land Use Plan (Revised November 11, 2018), and the Town of Fairview Land Use Ordinance (effective July 1, 2005)

Agenda

Item 2: Appoint Fairview Park Facility and Fairview Park Event Committee Members --- *Mayor Thomas*

Item 3: Approve budget amendment to house renovation (\$10,000) in the amount of \$5000.00 to install new plumbing and septic system and give the Mayor authority to negotiate contract --- *Mayor Thomas*

Item 4: Discuss smoke free/tobacco free policy --- *Patricia Kindley*

5. Council Comments

6. Adjournment

AS A COURTESY, PLEASE TURN CELL PHONES OFF WHILE MEETING IS IN PROGRESS

**** Public Comments are limited to 3 minutes**

Consent Agenda

A consent agenda is an effective means of managing the length of a meeting. It is normally made up of routine items that are not controversial in nature and upon which no further discussion is anticipated. Action on the consent agenda usually occurs early in the meeting with all items listed being approved by one motion and vote.

If any member of the governing body feels the need to discuss one or more of the items more fully, the item may be removed from the consent agenda and placed on the regular agenda.

Town of Fairview
Balance Sheet
 As of February 28, 2019

	Feb 28, 19
ASSETS	
Current Assets	
Checking/Savings	
American Community Bank	404,277.70
Total Checking/Savings	404,277.70
Other Current Assets	
Franchise Tax Receivable	33,317.39
Investments	
Investments NCCMT	1,594.10
Total Investments	1,594.10
Prepaid assets	981.00
Sales Tax Receivable	4,417.60
Taxes receivable	2,096.90
Taxes receivable - ad valorem	-351.06
Taxes receivable - motor veh	838.25
Total Other Current Assets	42,894.18
Total Current Assets	447,171.88
Fixed Assets	
Accumulated Depreciation	-122,554.13
Building and Improvements	1,181,642.75
Computer Equipment	12,688.66
Furniture and Equipment	1,698.00
Land	683,039.94
Land improvements	10,145.00
Leasehold improvements	2,500.00
Park equipment	148,928.88
Rental House	125,000.00
Total Fixed Assets	2,043,089.10
TOTAL ASSETS	2,490,260.98
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	10,459.32
Total Accounts Payable	10,459.32
Other Current Liabilities	
Accrued payroll	4,565.66
Deferred revenue - ad valorem	2,096.90
Payroll Liabilities	481.74
Prepaid tax interest	11.38
Prepaid taxes	305.58
Security deposit - rental house	850.00
Total Other Current Liabilities	8,311.26
Total Current Liabilities	18,770.58
Long Term Liabilities	
Note payable on park land	600,000.00
Total Long Term Liabilities	600,000.00
Total Liabilities	618,770.58
Equity	
Equity	
Fixed assets	1,440,720.49
Total Fund Balance	1,207,568.00

Town of Fairview
Profit & Loss Budget vs. Actual
July 2018 through June 2019

	Jul '18 - Jun 19	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
Ad Valorem taxes	73,381.22	74,500.00	-1,118.78
Alcoholic beverage	0.00	16,200.00	-16,200.00
Cable TV franchise taxes	0.00	3,200.00	-3,200.00
Donation	4,098.75		
Donation - vendors	125.00		
Fund balance appropriated	0.00	15,200.00	-15,200.00
Interest on delinquent taxes	239.49		
Investment income	1,645.71	0.00	1,645.71
Motor vehicle taxes	6,279.48	9,200.00	-2,920.52
Park rental income	1,350.00	2,500.00	-1,150.00
Rental house income	850.00		
Sales and use tax	18,042.53	27,000.00	-8,957.47
Utility Franchise taxes	71,892.65	145,000.00	-73,107.35
Zoning fees	11,055.00	7,000.00	4,055.00
Total Income	188,959.83	299,800.00	-110,840.17
Expense			
Advertising and Promotion	1,154.24	500.00	654.24
Audit fees	7,800.00	8,050.00	-250.00
Bank Service Charges	152.30		
Capital Outlay - Office Reno	23,531.42	0.00	23,531.42
Capital outlay - Park	53,550.00	9,634.98	43,915.02
Capital outlay - rental house	6,836.53	10,000.00	-3,163.47
Dues and Subscriptions	5,686.00	5,520.00	166.00
Festival expense	11,844.66	19,200.00	-7,355.34
Fire Dept Grant	6,666.64	10,000.00	-3,333.36
Fire Dept Truck Payment	39,426.93	52,569.00	-13,142.07
Grants	50.00	0.00	50.00
Insurance Expense	3,048.01	4,900.00	-1,851.99
Internet and website	4,699.51	6,500.00	-1,800.49
Legal fees	5,305.56	7,200.00	-1,894.44
Meals and Entertainment	128.67		
Miscellaneous Expense	380.00	0.00	380.00
Office expense	6,493.15	10,736.00	-4,242.85
Office utilities	2,070.67	2,880.00	-809.33
Park Maintenance	11,257.22	19,300.00	-8,042.78
Park Utilities	1,329.45	3,300.00	-1,970.55
Payroll Expenses	65,803.81	92,345.58	-26,541.77
Payroll taxes	147.94	7,064.44	-6,916.50
Postage and Delivery	7.25		
Professional Fees	1,500.00	3,000.00	-1,500.00
Rent Expense	11,750.00	12,000.00	-250.00
Rental utilities	210.33		
Repairs and Maintenance	125.00	1,000.00	-875.00
Solid Waste Manage cost share	0.00	8,000.00	-8,000.00
Tax collection fees	1,287.50	1,400.00	-112.50
Telephone Expense	1,034.24	3,000.00	-1,965.76
Training expense	0.00	500.00	-500.00
Travel Expense	214.24	1,200.00	-985.76
Utilities	35.54		
Total Expense	273,526.81	299,800.00	-26,273.19
Net Ordinary Income	-84,566.98	0.00	-84,566.98
Net Income	-84,566.98	0.00	-84,566.98

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03/05/19
Accrual Basis

Town of Fairview
Transaction Detail By Account
July 2018 through June 2019

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Festival expense							
Bill	08/24/2018	08242018	Teresa Gregorius_	Reimburse for PB&J Entert...	200.00		200.00
Bill	09/06/2018	2246	Piedmont Signs	Signs	106.75		306.75
Bill	09/10/2018	41235	Austin Printing	Fall festival advertising	269.54		576.29
Bill	10/04/2018	10042018	Lisa Thomas	Festival decorations	346.59		922.88
Bill	10/04/2018	10042018	Lisa Thomas	Festival expense	711.85		1,634.73
Bill	10/05/2018	10052018	Scott Cuthbertson	Fall festival - golf car rental	125.00		1,759.73
Bill	10/06/2018	10062018	John Ashley Ingani	Deputy for festival event	210.00		1,969.73
Bill	10/06/2018	10062018	Allison Plyler	Festival expense	61.49		2,031.22
Bill	10/06/2018	10062018	Village Greene Band	Performance at Fall Festival	0.00		2,031.22
Check	10/08/2018	102402	Allison Plyler	Festival expenses	391.22		2,422.44
Check	10/08/2018	102404	John A Biggers, Jr.	Reimburse expenses	213.66		2,636.10
Check	10/08/2018	102405	Tracy Biggers	Reimburse expenses	393.17		3,029.27
Check	10/08/2018	102406	Theresa Donaldson	Reimburse expenses	917.84		3,947.11
Bill	10/09/2018	10092018	Southern Express	Sounds system for Festival	1,500.00		5,447.11
Deposit	10/16/2018		citizens	Deposit of currency and co...		226.00	5,221.11
Bill	11/01/2018	4778	FNB Commercial Cr...	Various Festival expenses	786.55		6,007.66
Check	11/12/2018	102451	Tracy Biggers	Reimburse Winter Festival ...	281.93		6,289.59
Bill	11/15/2018	11152018	Rick Greene	Fall Festival music	500.00		6,789.59
Bill	12/05/2018	12082018	Jimmy Huntley	DJ for Winter Festival	400.00		7,189.59
Bill	12/05/2018	12082018	Dennis Rushing	Santa for Winter Festival	100.00		7,289.59
Bill	12/05/2018	12052018	Lisa Thomas	Reimburse winter festival e...	1,592.29		8,881.88
Bill	12/06/2018	12062018	Scott Cuthbertson	Fire pits for winter festival	725.85		9,607.73
Bill	12/10/2018	102491	FNB Commercial Cr...	Credit card charges	369.05		9,976.78
Check	12/10/2018	102492	John A Biggers, Jr.	Festival expense reimburs...	1,035.28		11,012.06
Check	12/18/2018	12182018	Rita Price	Winter festival expenses	162.92		11,174.98
Bill	12/20/2018	12202018	Allison Plyler	Winter festival decorations	400.50		11,575.48
Bill	01/03/2019	01032019	Phil Thomas	Lunch for volunteers	69.18		11,644.66
Bill	01/07/2019	01072019	Autism Society of NC	Donation for Boy Scout as...	200.00		11,844.66
Total Festival expense					12,070.66	226.00	11,844.66
TOTAL					12,070.66	226.00	11,844.66

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Accrual Basis

Town of Fairview
Transaction Detail By Account
July 2018 through June 2019



Type	Date	Num	Name	Memo	Debit	Credit	Balance
Capital Outlay - Office Reno							
Bill	08/10/2018	30848A	Byrum Heating & A...	New office HVAC	9,786.21		9,786.21
Bill	08/29/2018	902500	Contractors Building...	Office renovation	2,509.72		12,295.93
Bill	08/29/2018	160697	Hill Paint and Walco...	office renovation	1,975.00		14,270.93
Bill	08/29/2018	EL828	Brian C. Austin	Light fixtures for office	1,125.00		15,395.93
Check	09/10/2018	102350	FNB Commercial Cr...		118.63		15,514.56
Bill	09/25/2018	90252018	William Riffle	Security system	875.00		16,389.56
Bill	10/02/2018	10022018	Teresa Gregorius_	office upfit	184.65		16,574.21
Bill	10/15/2018	EL829	Brian C. Austin	Office renovation	120.00		16,694.21
Bill	10/16/2018	10162018	Ed Humphries_	expense reimbursement	393.49		17,087.70
Bill	11/12/2018	4655	CompuNetwork	Setting up new office	1,037.37		18,125.07
Bill	11/18/2018	EL 831	Brian C. Austin	Office renovations	145.00		18,270.07
Check	12/10/2018	102491	FNB Commercial Cr...	Credit card charges	274.32		18,544.39
Bill	12/20/2018	EL833	Brian C. Austin	Light fixtures in Council Me...	650.00		19,194.39
Bill	01/01/2019	4760	FNB Commercial Cr...	Posters, etc.	182.90		19,377.29
Bill	01/17/2019	24334	Sign Masters	renovations	0.00		19,377.29
Bill	01/30/2019	198	Taylor's Landscapin...	Mulching in front of Town ...	150.00		19,527.29
Bill	01/31/2019	01312019	Gary Wilfong_	Office renovations	108.43		19,635.72
Bill	02/05/2019	02052019	Gary Wilfong_	Handicap parking	55.17		19,690.89
Bill	02/05/2019	12282018	BB Haigler	Rental and office renovations	15.01		19,705.90
Check	02/11/2019	102563	FNB Commercial Cr...	signs, etc	642.38		20,348.28
Check	02/18/2019	102564	Contractors Building...	Carpet for meeting room	2,828.90		23,177.18
Bill	03/04/2019	4801	CompuNetwork	Office capital outlay for W/r...	180.00		23,357.18
Bill	03/04/2019	4799	CompuNetwork	Office capital outlay gigabe...	174.24		23,531.42
Total Capital Outlay - Office Reno					23,531.42	0.00	23,531.42
TOTAL					23,531.42	0.00	23,531.42

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Accrual Basis

Town of Fairview
Transaction Detail By Account
 July 2018 through June 2019

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Park Maintenance							
Bill	07/01/2018	2154	Piedmont Signs	Signs for award winners	64.05		64.05
Bill	07/10/2018	16262	Performance Lawn ...	Park mowing	850.00		914.05
Bill	08/14/2018	16339	Performance Lawn ...	Park maintenance	850.00		1,764.05
Bill	09/10/2018	16606	Performance Lawn ...		850.00		2,614.05
Check	09/10/2018	102353	Jerry C. Clontz	Reimbursement for park maintenance	262.65		2,876.70
Bill	09/25/2018	09252018	William Riffe	Park repairs	140.75		3,017.45
Bill	09/28/2018	31615	Kiker Plumbing Serv...	Park walkie talkies	136.64		3,154.09
Bill	10/01/2018	4760	FNB Commercial Cr...	Flags and hardware	506.60		3,660.69
Check	10/08/2018	102403	Jerry C. Clontz	Supplies	131.26		3,791.95
Check	10/08/2018	102404	John A Biggers, Jr.	Reimburse expenses	368.15		4,160.10
Bill	11/09/2018	11092018	Performance Lawn ...	Final payment on bill to Performance	1,020.00		5,180.10
Bill	11/13/2018	11132018	Gene Helms	Removal of 14 dead trees	1,040.00		6,220.10
Bill	12/06/2018	1267	Taylor's Landscapin...	Mowing for 11/12, 11/19 and 11/26	925.95		7,146.05
Check	12/10/2018	102491	FNB Commercial Cr...	Credit card charges	61.00		7,207.05
Bill	12/11/2018	31940	Kiker Plumbing Serv...	Repair park commode	136.64		7,343.69
Bill	01/03/2019	1276	Taylor's Landscapin...	Lawn maintenance for 12/3, 12/10, 1...	1,234.60		8,578.29
Bill	01/25/2019	1281	Taylor's Landscapin...	lawn maintenance	1,234.60		9,812.89
Check	02/11/2019	102562	Jerry C. Clontz	park supplies	145.01		9,957.90
Bill	02/19/2019	399.72	BB Haigler	reimburse expenses	64.72		10,022.62
Bill	02/25/2019	1288	Taylor's Landscapin...	Monthly lawncare, etc	1,234.60		11,257.22
Total Park Maintenance					11,257.22	0.00	11,257.22
TOTAL					11,257.22	0.00	11,257.22

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Accrual Basis

Town of Fairview
Transaction Detail By Account
July 2018 through June 2019

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Capital outlay - Park							
Bill	08/10/2018	08102018	Local Government C...	Loan app fee to LGC	1,250.00		1,250.00
Bill	08/20/2018	08202018	Sandra Haigler	Down payment on land purchase	25,000.00		26,250.00
Bill	08/20/2018	08202018	Harry T. Haigler	Down payment on land purchase	25,000.00		51,250.00
Bill	10/15/2018	5213	Cash Grading Comp...	Drainage piping for parking for P...	2,300.00		53,550.00
Total Capital outlay - Park					53,550.00	0.00	53,550.00
TOTAL					53,550.00	0.00	53,550.00



Town of Fairview Transaction Detail By Account

July 2018 through June 2019

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Office expense							
Bill	07/01/2018	4760	First National Bank	Amazon prime fee	13.12		13.12
Bill	07/09/2018	07092018	Ed Humphries_	postage	50.00		63.12
Bill	07/10/2018	16263	Performance Lawn & Land...	Office mowing	225.00		288.12
Check	07/16/2018	Draft	Great American Financial ...	Duplicate payment for copier; to ...	35.86		323.98
Bill	08/01/2018	2846	FNB Commercial Credit C...	Office and Amazon prime memb...	81.30		405.28
Bill	08/09/2018	0000001	All-Points Waste Service, I...	Office garbage service	174.80		580.08
Bill	08/14/2018	16340	Performance Lawn & Land...	Office maintenance	225.00		805.08
Check	08/15/2018	Draft	Great American Financial ...	copier lease	89.20		894.28
Check	08/15/2018	Draft	Great American Financial ...	Copier lease	0.00		894.28
Bill	08/21/2018	23220912	Great American Financial ...	Copier payment	83.19		977.47
Bill	09/01/2018	89112721	All-Points Waste Service, I...	Garbage service	22.09		999.56
Bill	09/06/2018	09062018	Ed Humphries_	Postage and supplies	64.41		1,063.97
Bill	09/10/2018	16606	Performance Lawn & Land...		225.00		1,288.97
Check	09/10/2018	102350	FNB Commercial Credit C...		13.12		1,302.09
Bill	09/15/2018	09132018	Teresa Clontz	Cleaning office	100.00		1,402.09
Check	09/17/2018	Draft	Great American Financial ...	Draft for copier charge	83.19		1,485.28
Bill	10/01/2018	8A102889	All-Points Waste Service, I...	Garbage pickup	82.62		1,567.90
Bill	10/01/2018	4760	FNB Commercial Credit C...	credit card expenses	198.96		1,766.86
Bill	10/04/2018	10042018	Ed Humphries_	Office supplies	85.79		1,852.65
Bill	10/09/2018	S-24411	Byrum Heating & AC, Inc.	Diagnostic on HVAC Unit	69.39		1,922.04
Bill	10/11/2018	351793	Killingsworth Environmental	Monthly pest control	125.00		2,047.04
Check	10/15/2018	Draft	Great American Financial ...	Copier charges	88.24		2,135.28
Bill	10/16/2018	10162018	Ed Humphries_	expense reimbursement	82.97		2,218.25
Bill	10/16/2018	S24503	Byrum Heating & AC, Inc.	Diagnostic on HVAC	101.41		2,319.66
Check	10/22/2018	Draft	Duke Energy		206.12		2,525.78
Bill	11/01/2018	8B101564	All-Points Waste Service, I...	Garbage service	82.95		2,608.73
Bill	11/01/2018	4778	FNB Commercial Credit C...	Credit card bill	36.08		2,644.81
Check	11/12/2018	102450	Ed Humphries_	Reimburse office supplies	81.92		2,726.73
Bill	11/13/2018	11132018	Teresa Clontz	Cleaning Town Hall	100.00		2,826.73
Check	11/15/2018	Draft	Great American Financial ...	copier charges	132.37		2,959.10
Bill	11/26/2018	11262018	Keith Heckman	Repair office desk units	775.00		3,734.10
Bill	12/06/2018	12062018	Teresa Clontz	October	100.00		3,834.10
Bill	12/06/2018	12062018	Teresa Clontz	December cleaning	100.00		3,934.10
Check	12/10/2018	102489	All-Points Waste Service, I...	Garbage service	82.62		4,016.72
Check	12/10/2018	102491	FNB Commercial Credit C...	Amazon monthly fee	13.12		4,029.84
Bill	12/13/2018	929108-2	Killingsworth Environmental	Monthly pest control	125.00		4,154.84
Bill	12/13/2018	351793	Killingsworth Environmental	Chemical for pest control	125.00		4,279.84
Bill	12/13/2018	24315	Sign Masters	Holiday light contest	66.19		4,346.03
Check	12/15/2018	Draft	Great American Financial ...	Copier	139.04		4,485.07
Bill	12/21/2018	12212018	Ed Humphries_	Office expense reimbursement	83.69		4,568.76
Bill	01/01/2019	91101588	All-Points Waste Service, I...	Monthly garbage service	82.62		4,651.38
Bill	01/01/2019	4760	FNB Commercial Credit C...	Prime charge plus postage	113.12		4,764.50
Bill	01/08/2019	01082019	Teresa Clontz	Office cleaning	100.00		4,864.50
Bill	01/08/2019	01082019	Keith Heckman	Office cabinet repair and upfit	775.00		5,639.50
Bill	01/12/2019	01122019	Darrell H. Baucom_	Travel and internet	26.10		5,665.60
Check	01/15/2019	Draft	Great American Financial ...	Copier charges	124.55		5,790.15
Bill	01/29/2019	24345	Sign Masters	Zoning sign	0.00		5,790.15
Check	02/11/2019	102559	Teresa Clontz	Cleaning Feb	100.00		5,890.15
Check	02/11/2019	102560	All-Points Waste Service, I...	Garbage service	82.62		5,972.77
Check	02/11/2019	102563	FNB Commercial Credit C...	credit card payment	150.97		6,123.74
Bill	02/14/2019	351793	Killingsworth Environmental	pest control	125.00		6,248.74
Check	02/15/2019	Draft	Great American Financial ...	Copier	134.55		6,383.29
Check	03/15/2019	Draft	Great American Financial ...	Copier expense	109.86		6,493.15
Total Office expense					6,493.15	0.00	6,493.15
TOTAL					6,493.15	0.00	6,493.15

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03/05/19

Accrual Basis

Town of Fairview
Transaction Detail By Account
July 2018 through June 2019

12

Type	Date	Num	Adj	Name	Memo	Debit	Credit	Balance
Capital outlay - rental house								
Bill	12/11/2018	79371		BB Haigler	Appliances for rental house	1,907.44		1,907.44
Bill	01/03/2019	01032...		Kyle McConaughy	Uplit of rental house	569.92		2,477.36
Bill	01/03/2019	01032...		Phil Thomas	Reimbursement for festival and ...	9.61		2,486.97
Bill	01/10/2019	928786		Contractors Building...	Carpet for rental house	2,979.93		5,466.90
Bill	01/21/2019	INV 0...		Hyatt Equipment	Service generator	645.28		6,112.18
Bill	01/24/2019	01242...		Phil Thomas	Rental house renovations	70.35		6,182.53
Bill	01/24/2019	104706		RCS, Inc.	Rental house renovations	200.00		6,382.53
Bill	02/05/2019	12282...		BB Haigler	Septic pumping	119.00		6,501.53
Bill	02/19/2019	399.72		BB Haigler	Rental and office renovations	119.00		6,620.53
					Rocks for rental house	335.00		6,955.53
								6,836.53
Total Capital outlay - rental house						6,836.53	0.00	6,836.53
TOTAL						6,836.53	0.00	6,836.53

Zoning permits 2019

2019

<u>Date</u>	<u>CK#</u>	<u>Permit #</u>	<u>Type</u>	<u>Fee \$</u>	<u>Name</u>	<u>Address</u>	<u>Parcel #</u>
1-Jan	1066	comp19-001	Comp	\$100	Rushing Group	9616 Mill Grove Road	08279011G
8-Jan	N/A	NR 19-002	Comp	N/A	MooreMorton Prop	6920 Howey Bottoms	8288005
9-Jan	1248	H-19-003	Home	\$75	Max Solodyakin	9122 Mill Grove	08282020A
10-Jan	13512	comp 19-004	Comp	\$100	Anthony Lenhaver	1125 Crowell Dairy Road	08282012C
17-Jan	N/A	A 19-005	Accessory	N/A	David Griffin	1310 Brief Road	08114010C
22-Jan	830	NRCComp 19-006	Comp	\$100	Mercy Baptist	Brief Road	08210001e
24-Jan	2691	Comp 19 00 7	Comp	\$100	Blake Center	618 Lawyers Road W	08228021B
29-Jan	14048	Comp 19-008	Compliance	\$100	Helms Partners	5921 Sikes Mill Road	08087035M

Totals 8 \$575

5-Feb	16477	A-19-009	Accessory	\$50	Superior pools	9610 Covey Trail	8213068
8-Feb	293716	Comp19-010	Comp	\$100	Ryan McGee	7513 Crooked Creek Church	08120018D
12-Feb	1056	MD CUP 10 011	Major	\$500	Helms	Old Ferry	
19-Feb	1098	Comp19-012	Major	\$100	T Morris	615 Clontz Road	08219005F
19-Feb	Cash	A-19-013	Accessory	\$50	Morton Builders	6404 Little Road	8087021
21-Feb	**	CUP 19-014	CUP	**	Milissa Nabarra	Highway 601	08177002A
28-Feb	1057	A-19-015	Accessory	\$50	Wm Botkin	9620 Heritage Lane	8213010
Totals		7		\$850			

** Not yet paid



**Town of Fairview
Park-Rec & Event Committee Meeting
February 7, 2019**

The following Parks & Recreation Advisory Committee members were present: Lisa Thomas, Scott Cuthbertson, Todd Donaldson, Mike Medlin, Rita Price, and Spencer Thomas

Others present: Teresa Gregorius, Town Clerk

Public Comments

None

Items of Business

A. New Business

Lisa Thomas reported that at the February Council meeting the Council will be discussing forming a Park Facility Committee and letting the Park-Rec & Event Committee handle all events at the park. Individuals can serve on both committees.

B. Plan Easter Egg Hunt – April 6th, 10:00 AM – 12:00

Lisa Thomas reported that Simpson Eggs has agreed to pay for advertising (3 road signs and flyers for the 3 schools); provide egg cartons for each child (estimating 300-500); 1 boiled egg per child that they can dye or do an egg craft; and Easter coloring books and crayons for each child.

The Committee will be responsible for purchasing a snack, plastic eggs for the egg hunt, candy to fill the eggs and an Easter bunny suit.

The Committee discussed the logistics of how to set up for the egg hunt.

Rita Price will contact the American Legion about handling the parking for the egg hunt.

C. Music in the Park

Ms. Thomas asked the Committee to gather information on music groups and bring to the March meeting. Music in the Park will be Thursday evenings on June 13th and 27th.

D. Donations for Events

Ms. Thomas discussed with the Committee if they wanted to pursue collecting donations from businesses again this year to help fund the various events planned. The Committee discussed and agreed to send out letters again this year.

E. Assign Roles for Fall & Winter Festivals

The Committee discussed assigning jobs for the festivals.

Scott Cuthbertson made a motion to table signing up for jobs until the Council makes a decision regarding forming the new park committees. Mike Medlin seconded the motion. Committee members L. Thomas, Cuthbertson, Todd Donaldson, Medlin, Price, and S. Thomas voted yes (6-0).

F. Minutes

Approval of minutes was tabled until the March meeting.

Chairman Thomas adjourned the meeting.

Respectfully submitted,

Teresa Gregorius
Town Clerk

Lisa Thomas
Chairman

Approved this _____ day of _____, 2019



**Town of Fairview
Planning Board Meeting
February 19, 2019**

The following Planning Board members were present: Kelvin Baucom, Doug Buchanan, Tony Helms, Mike Medlin, Greg Morgan, Rick Pigg, and Bill Thomas

Others present: Ed Humphries, Land Use Administrator / Deputy Clerk, Teresa Gregorius, Town Clerk

Public Comments

None

Reports

Ed Humphries reported that the Council approved David Griffin's Conditional Use Permit CUP 18-133. Council also approved the Text Change TC 18-138 Regulations for "Small (Tiny) Houses" with a wording change to "House Size". Council had their retreat on January 26th and started a discussion on conditional zoning.

Items of Business

A. Review Major Development Permit MS-CUP 19-011

Mr. Humphries stated that Helms Partners Inc. has applied for a Major Development Permit MDP 19-011 to develop a subdivision of 6 lots at 8216 Old Ferry Road. The subdivision name is Old Ferry Estates. The Board discussed.

Doug Buchanan made a motion to turn down #MDP 19-011 because of inconsistencies, lack of information and errors. Corrections can be made and brought back to the Planning Board at a later date. Motion died without a second.

Greg Morgan made a motion to recommend approval of #MDP 19-011 as amended to the Council. Rick Pigg seconded the motion. Baucom, Helms, Medlin, Morgan and Pigg voted yes, Buchanan voted no (5-1).

B. Discussion on Conditional Zoning

Mr. Humphries presented and explained the draft of conditional zoning procedures to the Board. After the draft is finalized, Mr. Humphries will bring it back to the Board.

C. Update on 601 and Brief intersection

Mr. Humphries updated the Board on properties at the intersection of Highway 601 and Brief Road which are all zoned commercial:

- Hot Mess Burgers will be opening soon.
- The individual that owns the property on Brief Road (Old Cuddy property across from Hot Mess Burgers) has it for rent. Mr. Humphries has received numerous inquiries which would require a conditional use permit.
- The lot across Highway 601 from the Old Cuddy property is owned by Mr. Roger Haigler. The acre lot does not perk thus there are limitations as to the usage of the property. Mr. Haigler is currently in negotiations with a tree cutting company to purchase the property to park their vehicles on.

D. Minutes

Doug Buchanan made a motion to approve the December 18, 2018 minutes. Kelvin Baucom seconded the motion. Board members Baucom, Buchanan, Helms, Medlin, Morgan and Pigg voted yes (6-0).

Kelvin Baucom made a motion to adjourn. Rick Pigg seconded the motion. Board members Baucom, Buchanan, Helms, Medlin, Morgan and Pigg voted yes (6-0).

Respectfully submitted,

Teresa Gregorius
Town Clerk

Tony Helms
Vice Chair

Approved this _____ day of _____, 2019



**Town of Fairview
Regular Town Council Meeting
February 11, 2019**

The following Council members were present: Mayor Phil Thomas, Jerry Clontz, Patricia Kindley, and Gary Wilfong. John Biggers was absent.

Others present: Joe McCollum, Town Attorney; Darrell Baucom, Financial Officer, Ed Humphries, Land Use Administrator / Deputy Clerk and Teresa Gregorius, Town Clerk

Agenda Changes

Mayor Thomas stated that he would like to add approval of audit contract as Item 5.

Approval of Agenda

Jerry Clontz made a motion to approve the agenda as amended. Patricia Kindley seconded the motion. Council members Clontz, Kindley and Wilfong voted yes (3-0).

Public Comments

None

Consent Agenda

- a) Accept Financial and Tax Reports as Information
- b) Accept Land Use Report as Information
- c) CRTPO --- No Report
- d) Park & Rec January Draft Minutes --- Minutes Accepted as Information
- e) Planning Board Draft Minutes --- (No January Meeting)
- f) Approve Council Regular Minutes for January 14, 2019

Gary Wilfong made a motion to approve the consent agenda. Patricia Kindley seconded the motion. Council members Clontz, Kindley and Wilfong voted yes (3-0).

Items of Business

Item 1: Discuss forming a Fairview Park Facility Committee and a Fairview Event Committee to replace the current Park-Rec & Event Committee

Council discussed forming a Park Facility Committee to handle matters dealing with the park and a Park Event Committee to handle the events at the park.

Gary Wilfong made a motion to form the Fairview Park Facility Committee and the Fairview Park Event Committee to replace the current Park-Rec & Event Committee. Jerry Clontz seconded the motion. Council members Clontz, Kindley and Wilfong voted yes (3-0).

Item 2: Discuss changing Council meeting date and time to second Tuesday in the month at 6:30 PM

Gary Wilfong proposed to the Council that meeting date be changed from the second Monday night at 7:00 PM to the second Tuesday night at 6:30 PM. Council discussed.

Gary Wilfong made a motion to designate the second Tuesday night at 6:30 PM effective with the March 2019 meeting. Patricia Kindley seconded the motion. Council members Kindley and Wilfong voted yes, Clontz did not vote which counted affirmative (3-0).

Item 3: Discuss/Recommend preferred Fire Service Funding

Mayor Thomas opened the discussion for the preferred Fire Service Funding method. The Council discussed the various methods.

Gary Wilfong made a motion for Mayor Thomas to draft a letter to Assistant County Manager, Michael James from the Town of Fairview indicating the following preferences: (1) Self-Funding; (2) Self-Funding + 20%; (3) County-wide Tax. Patricia Kindley seconded the motion. Council members Clontz, Kindley and Wilfong voted yes (3-0).

Item 4: Review/Approve Amended Noise Ordinance

Mayor Thomas presented the amended Noise Ordinance for review. The Council discussed.

Jerry Clontz made a motion to approve the Noise Ordinance as amended. Patricia Kindley seconded the motion. Council members Clontz, Kindley and Wilfong voted yes (3-0).

Item 5: Approve Audit Contract with J.B. Watson & Co., PLLC

Darrell Baucom informed the Council that J.B. Watson & Co., PLLC had presented their audit contract for 2019 in the amount of \$7,300.00 plus \$125.00 per hour for any type of special projects needed. Mr. Baucom stated that the fee was the same as last year and recommended that Council accept the contract.

Patricia Kindley made a motion to accept the 2019 audit contract from J.B. Watson & Co., PLLC for \$7,300.00 plus \$125.00 per hour. and authorize Mayor Thomas to sign the contract. Jerry Clontz seconded the motion. Council members Clontz, Kindley and Wilfong voted yes (3-0).

Council Comments

Patricia Kindley reported that she attended the Monroe/Union County 2019 Economic Summit on February 1st. Ms. Kindley reported that Pat Simpson, who is working on the Pitch/Hit/Run contest, has met with the Park-Rec & Event Committee and it has been determined that the park will not accommodate the contest, so she is researching an alternative location.

Jerry Clontz noted several items regarding the park that will need to be addressed shortly: (1) road cut for farming equipment to be able to reach farmed acreage; (2) decide on designated area for overflow park parking and plant in hay/grass; and (3) decide on who will farm the property and what areas will be farmed. The Council asked Mr. Clontz to contact Eddie Earnhardt on the town's behalf to discuss options regarding the above items.

Gary Wilfong reported that he, Mayor Thomas and Jerry Clontz attended the elected officials reception hosted by the Union County Chamber. They met with County Commissioners Richard Helms and Stoney Rushing and had a positive discussion on water services and treatment plant coming out to Fairview area.

Mayor Thomas noted that the Union County Commissioners will have a retreat at Cane Creek Park February 13-15 and the public can attend. Discussions will include water and sewer planning. Mayor Thomas also attended the Monroe/Union County 2019 Economic Summit and was impressed with the information that was provided.

Patricia Kindley made a motion to adjourn. Gary Wilfong seconded the motion. Council members Clontz, Kindley and Wilfong voted yes (3-0).

Respectfully submitted,

Teresa Gregorius
Town Clerk

Phil Thomas
Mayor

Approved this _____ day of _____, 2019

Conduct
Public Hearing
MS-CUP 19-011

**Town of Fairview
Staff Report for:**

Council

DATE—3-12--2019

--CASE #: MS CUP 19-011	
Applicant(s):	Helms Partners 3721 Ridge Road Indian Trail NC 28079
Property Owner(s): N/A	Drew and Katie Helms 1504 Tom Helms Road Monroe NC 28110 And Craig and Sherrie Rushing 4936 Campobello Dr Monroe NC 28110 And Doug and Cindy Helms 3721 Ridge Road Indian Trail NC 28079
Requested Action:	To approve: 5 new homes and upfit existing home (total 6) on 9.753 acres located at 8216 Old Ferry Road Monroe NC 28110. This will form a Major Subdivision . Parcel # 08120033
Existing Zoning:	RA-40
Requested Zoning:	MS CUP 19-011 to build 6 home subdivision
Location:	8216 Old Ferry Road Monroe NC 28110
Property Size:	9.753.
Tax Parcel(s):	08114010C
Purpose/Narrative:	Partnership wants to build 5 new homes and upfit existing home (total 6 lots) on 9.753 acres located at 8216 Old Ferry Road Monroe NC 28110. This will form a Major Subdivision (6 six lots or more). Parcel # 08120033. The subdivision will be "Old Ferry Estates"
Surrounding Area Zoning:	Residential and Farming
Existing Conditions:	All homes will have well and septic fields There is an existing home on the property, and it will be part of the subdivision. All drives will connect to Old Ferry road.

	All septic fields will be on the lot with no easements.
Land Use Plan Recommendation:	Must have CUP under the present Fairview Land use ordinance. All requirements for Major Subdivision
Compliance with Zoning Ordinance:	Yes: Major Subdivision Conditional Use Permit required
Staff Comments on Conditional Use Permit Application:	Application complete . Map complete
Staff Recommendation on Conditional Use Permit Application:	<p>Staff recommends recommending to Council for approval with conditions</p> <ul style="list-style-type: none"> • All said property shall be used for single family residential purposes only. • No more than one garage or accessory structure customarily incidental to residential use shall be allowed on each lot. • No trailer, modular home, mobile home, tent, shack, or similar structure shall be erected or maintained on any lot. • No residence in the Subdivision shall be erected or allowed to remain on any of the lots which is less than one thousand four hundred (1,400) square feet of heated space, exclusive of garages and porches. • No portion of any lot shall be used or maintained as a dumping ground for rubbish or other refuse. • No unlicensed, uninspected or inoperative, stripped, partially wrecked motor vehicle or junk motor vehicle shall be permitted to be parked or shall be permitted to be kept on any lot or any street within the Subdivision. • No tractor-trailer rigs, trailers, dump trucks or buses shall be stored or parked on any lot or street of the Subdivision. • Owners of lots that require separate septic lots (if any) shall maintain those lots and keep the grass cut on said lots. • The subdivision of any lot is specifically prohibited.

Town of Fairview

7400 Concord Highway
Monroe NC 28110

MSCUP19010

MAJOR DEVELOPMENT PERMIT APPLICATION

Name of Development: Old Ferry Estates	Date of Submission: 2-2-2019	Check if Conditional Use Permit is associated with this application: <u>yes</u>
---	---------------------------------	---

Applicant Information

Contact Name: Doug Helms / Helms Partners Inc.	Contact Phone/Fax: 704-363-8765	Email: helmspartners@yahoo.com
Address: 3721 Ridge Road Indian Trail, NC 28079		
Engineer/Surveyor: Gary Brooks	Phone: 704-754-0867	

Owner Information

If different from applicant, specify legal relationship of the applicant to the owner that entitles the applicant to make application and provide contact info below:

Contact Name: Drew + Katie Helms	Craig + Sherrie Rushing
Address: 1504 Tom Helms Rd. Monroe NC 28110	4936 Campobello Dr. Monroe NC 28110
Contact Phone/Fax: 704-201-8790	704-502-2769

Provide summary statement of the development proposed:

To build 5 new homes and upfit existing home on 9.753 acres located at 8216 Old Ferry Road Monroe NC 28110 for single family units.

Property Information

Property Location: 8216 Old Ferry Rd. Monroe NC 28110	
Tax Parcel Number: 08 12 00 33	
Existing Zoning: RA-40	Proposed Zoning: RA 40 Major Develop. Permit
Existing Use: Framing	Proposed Use: Homes
Existing Buildings Floor area:	Proposed Buildings Floor area: 1600
Property Size (square feet) 424,864 sq. ft	

Fee amounts: (per Land Use Administrator)

Attached? Yes No

Checklist Completed and attached? Yes No

I, the undersigned owner or authorized representative, hereby submit this application with the attached information and understand that any engineering review fees incurred by the Town will be paid by me. The information and documents provided are complete and accurate to the best of my knowledge.

Douglas O Helms *Cynthia L Helms* 2-3-2019
 SIGNATURE OF OWNER OR AUTHORIZED REPRESENTATIVE DATE

BELOW TO BE COMPLETED BY TOWN OF FAIRVIEW

It is anticipated that this plat will be reviewed by (date):

Anticipated Planning Board Date: 2/19/2019

This Permit is | approved / denied | by Town Council on (date):

Signature of Authorized Town Official:

OLD FERRY ESTATES CONDITIONS

1. All said property shall be used for single family residential purposes only.
2. No more than one garage or accessory structure customarily incidental to residential use shall be allowed on each lot.
3. No trailer, modular home, mobile home, tent, shack, or similar structure shall be erected or maintained on any lot.
4. No residence in the Subdivision shall be erected or allowed to remain on any of the lots which is less than one thousand four hundred (1,400) square feet of heated space, exclusive of garages and porches.
5. No portion of any lot shall be used or maintained as a dumping ground for rubbish or other refuse.
6. No unlicensed, uninspected or inoperative, stripped, partially wrecked motor vehicle or junk motor vehicle shall be permitted to be parked or shall be permitted to be kept on any lot or any street within the Subdivision.
7. No tractor-trailer rigs, trailers, dump trucks or buses shall be stored or parked on any lot or street of the Subdivision.
8. Owners of lots that require separate septic lots (if any) shall maintain those lots and keep the grass cut on said lots.
9. The subdivision of any lot is specifically prohibited.

Parcel Number

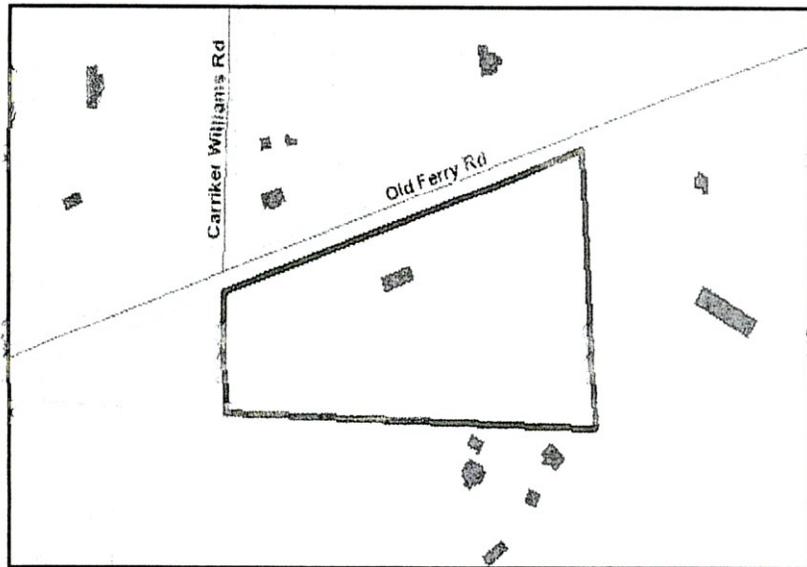
08120033

Owner

HELMS
DOUGLAS
OSCAR ET
AL

Mailing Address

4936 CAMPOBELLO DR
MONROE
NC, 28110



Account Information

Land Value	\$105,300.00	Subdivision	
Building Value	\$111,100.00	Description	7223-751
Total Value	\$216,400.00	Situs Address	8216 OLD FERRY RD
Acreage	9.7000	Property Class	RESIDENTIAL - SINGLE FAMILY

Sales Information

Sale Date	Sale Amount	Book & Page	Grantor
08/27/2018	\$320,000.00	7223 751	EUDY GARY L ET AL
10/05/2017	\$0.00	W17E 0980	EUDY BETTY R
10/04/2017	\$0.00	6699 521	EUDY BETTY R HEIRS

Location Information

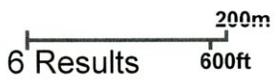
Municipal Administration	Fairview	12 Mile Service Area	No
County Zoning Code	CITY	School	<u>School Assignment Information</u>
Zoning Administration	Fairview	Census Tract Number	202.04
ETJ		FEMA Panel	5551
Fire District	Fairview	FEMA Zone	
Soils	CmB,BaB		

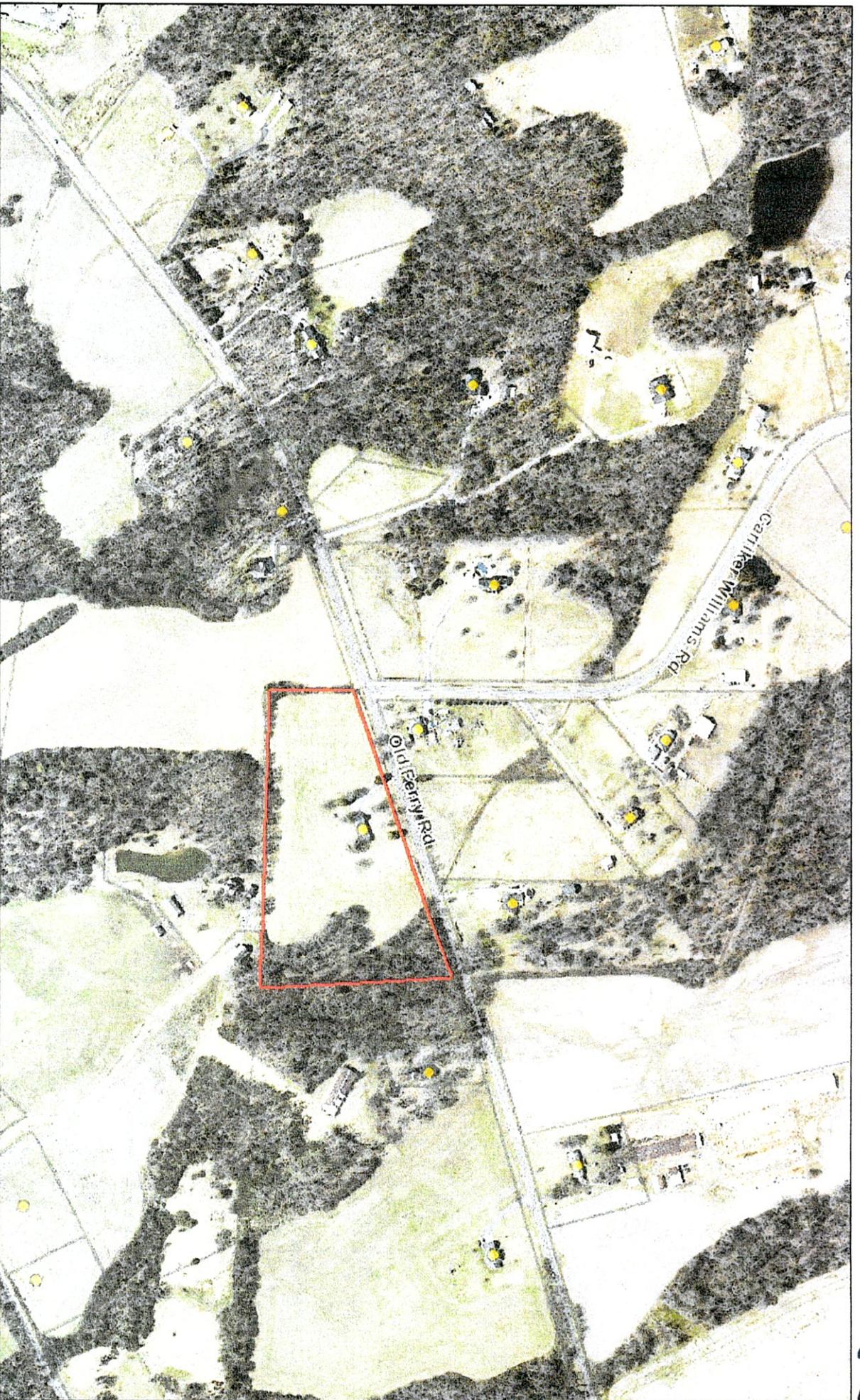
Building Information - View Real Property Site

Total Living Area	1626	Type of Building	DWELLING
Year Build	1968	Improvement Type	Single family

District Voting Assignments (Jurisdictions)

Polling Place	Bethlehem Presbyterian Church	School District	4	Congressional District	8
Precinct District	#12	State House	55	Senate District	36

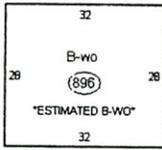
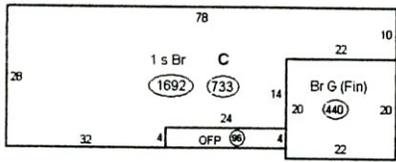




February 12, 2019

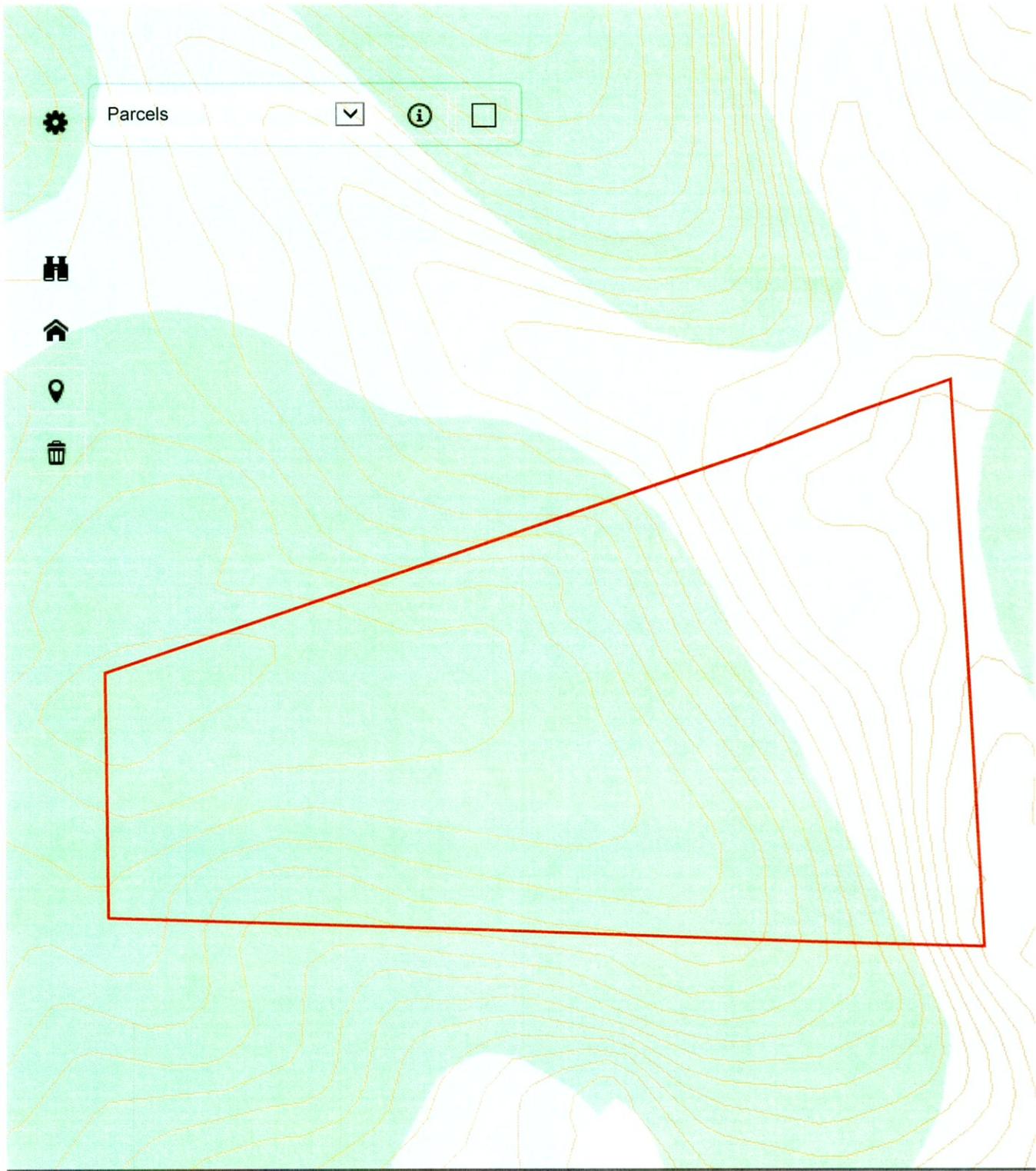


Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), NGCC, © OpenStreetMap contributors, and the GIS User Community



4/23/2018 12:00:00 AM

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1 Results
40m
200ft

- [Zoom In]
- [Zoom Out]
- [Full Screen]
- [Print]
- [Share]

31

BOOK 07223
START PAGE 0751
END PAGE 0752
INSTRUMENT # 24269
EXCISE TAX \$640.00
KSE

Excise Tax: \$ 640.00

Tax Lot No: _____ Parcel Identifier No. 08-120-033
Verified by _____ County on the _____ day of _____, 2018 by _____

Mail after recording to Helms Robison Lee & Bennett, P.A.
This instrument was prepared by R. Kenneth Helms, Jr. (est)

Brief Description for the index Old Ferry Road

NORTH CAROLINA GENERAL WARRANTY DEED

THIS DEED made August 24, 2018 by and between

GRANTOR

GARY L. EUDY and spouse,
ANGELA W. EUDY;
SUSAN EUDY CLONTZ and spouse,
JIMMY ALAN CLONTZ; and
RICHARD L. EUDY (Unmarried)

GRANTEE

DOUGLAS OSCAR HELMS and spouse,
CYNTHIA LOWERY HELMS;
~~ANDREW HEATH HELMS and spouse,~~
KATIE MCGEE HELMS; and
SHARON HELMS RUSHING and spouse,
TIMOTHY CRAIG RUSHING

c/o 4936 Campobello Dr.
Monroe, NC 28110

Enter in appropriate block for each party: name, address, and, if appropriate, character of entity, e.g., corporation or partnership.

The designation Grantor and Grantee as used herein shall include said parties, their heirs, successors, and assigns, and shall include singular, plural, masculine, feminine or neuter as required by context.

WITNESSETH, that the Grantor, for a valuable consideration paid by the Grantee, the receipt of which is hereby acknowledged, has and by these presents does grant, bargain, sell and convey unto the Grantee in fee simple, all that certain lot or parcel of land situated in Goose Creek Township, Union County, North Carolina and more particularly described as follows:

BEGINNING at a wild cherry tree, a corner of the B.N. Deese estate lands and running thence with the Deese estate property line, South 85-37 E. 916 feet to an iron stake by a sweet gum; thence N. 0-45 W 630 feet to a point in the center of county road 1607; thence with the center line of said road as follows: 1st, S. 74 W. 735 feet; 2nd, S. 73-40 W. 202 feet to a point in center of said road and on a line of the B.N. Deese estate lands; thence with the Deese estate line, S. 1-45 W. 298 feet to the BEGINNING, and containing 9.7 acres, more or less, as surveyed by T. C. Dove, R.L.S. on October 8, 1966.

All or a portion of the property herein conveyed ___ includes or XX does not include the primary residence of a Grantor.

A map showing the above described property is recorded in Plat Cabinet N/A, File N/A.

TO HAVE AND TO HOLD the aforesaid lot or parcel of land and all privileges and appurtenances thereto belonging to the Grantee in fee simple.

And the Grantor covenants with the Grantee, that Grantor is seized of the premises in fee simple, has the right to convey the same in fee simple, that title is marketable and free and clear of all encumbrances, and that Grantor will warrant and defend the title against the lawful claims of all persons whomsoever except for the exceptions hereinafter stated.

Title to the property hereinabove described is subject to the following exceptions:

APPLICABLE ZONING; ANY EASEMENTS AND RIGHTS OF WAY FOR SERVICE LINES, ROADS AND UTILITIES AS MAY BORDER OR CROSS THE PROPERTY INCLUDING, IF APPLICABLE, THE SUBDIVISION STREETS AS SHOWN ON RECORDED PLAT; ANY EASEMENTS RESERVED IN THE RESTRICTIVE COVENANTS, INCLUDING HOMEOWNERS ASSOCIATION PROVISIONS; APPLICABLE RESTRICTIVE COVENANTS OF RECORD AND STREET ASSESSMENTS; 2018 REAL PROPERTY TAXES; SUBJECT TO MATTERS THAT COULD BE REVEALED BY A CURRENT ACCURATE PHYSICAL AND BOUNDARY SURVEY AND ACTUAL INSPECTION OF THE PROPERTY.

IN WITNESS WHEREOF, the Grantor has duly executed the foregoing as of the day and year first above written.

Gary L. Eudy (SEAL)
Gary L. Eudy

Susan Eudy Clontz (SEAL)
Susan Eudy Clontz

Angela W. Eudy (SEAL)
Angela W. Eudy

Jimmy Alan Clontz (SEAL)
Jimmy Alan Clontz

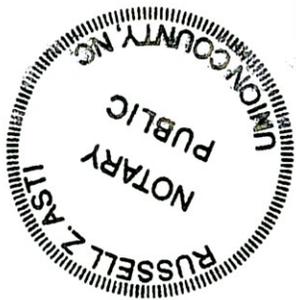
Richard L. Eudy (SEAL)
Richard L. Eudy

NORTH CAROLINA, UNION COUNTY.

SEAL-
STAMP

I, the undersigned, a Notary Public of the County and State aforesaid, certify that **GARY L. EUDY and spouse, ANGELA W. EUDY; SUSAN EUDY CLONTZ and spouse, JIMMY ALAN CLONTZ; and RICHARD L. EUDY (Unmarried)**, Grantors, personally appeared before me this day, each acknowledging to me that he or she voluntarily signed the foregoing instrument for the purpose stated therein and in the capacity indicated.

This 24 day of August, 2018.



Russell Z. Asti Notary Public
(Typed or printed name of Notary)

My commission expires: 10/21/2019

Helms Partners, Inc. Douglas O. Helms

3721 Ridge Road Indian Trail, NC 28079

704-363-8765 – President - Douglas O. Helms

Authorization to Act as Agent for Owners

Any application/document/permit requiring a signature must be signed by the property owner or their authorized agent. This form shall be provided by the owner to allow specified individuals to act as agent for the owner. This form also allows the specified individuals to sign or receive any application/document/permit on behalf of the owner and allows the authorized agent to make decisions on behalf of the owner pertaining to modifications permits in the field. It is the responsibility of the owner to assure that any and all permit conditions stated on permits issued by Union County Services are followed.

I, Andrew Helms, Katie Helms, Craig Rushing, Sharon Rushing
and Cynthia Helms am the legal owners of the property located at 8216 Old Ferry Road,
Monroe, NC 28110. The tax parcel identifications number is 08120033, located in Union County, North
Carolina.

I do hereby authorize Helms Partners Inc. / Doug Helms (print agent and company name, if
applicable), to act as an agent on my behalf in applying for/signing/obtaining any of the documents
associated with Union County Services.

Andrew Helms

Signature of Owner

2-1-2019

Date

Katie Helms

Signature of Owner

2-1-2019

Date

Timothy Craig Rushing

Signature of Owner

2-2-2019

Date

Sharon Helms Pushing

Signature of Owner

2-2-2019

Date

Cynthia Lowery Helms

Signature of Owner

2-3-2019

Date

Debra D Helms Helms Partnership

Signature of Authorized Agent

2-3-2019

Date

Helms Partners, Inc. Douglas O. Helms

3721 Ridge Road Indian Trail, NC 28079

704-363-8765

Mr. Ainsworth,

We have purchased 9.700 acres located at 8216 Old Ferry Road, Monroe NC. 28110. This property has the original home and will be updated to sell. There will be a total of 6 homes including the original home. The accesses that we need for driveways will all face Old Ferry Road. I am enclosing a copy of the survey for the above spec homes. We are planning to present our proposal to the Fairview Town Council in February so they can be ready the third Monday of March, 2019 to present. If you should need additional information please feel free to contact Doug Helms at 704-363-8765. He will be the contractor/builder in charge. Thank you so much.

Cindy Helms

helmspartners@yahoo.com

704-290-9290

*Sent by
Email on Sunday
2/10/2019
w/ attachment*

Town of Fairview

MAJOR DEVELOPMENT PERMIT CHECKLIST

Please complete the following MAJOR DEVELOPMENT PERMIT CHECKLIST developed from Appendix A of the Town of Fairview Land Use Ordinance.

If the item is included in the development site plan, check the space provided. If the item is not applicable or not included, please write N/A in the space provided and make any explanation in the comments area following each section.

Graphic Materials Required for Plans

- ✓1. Name of development
- ✓2. Title block containing the subdivision name and the name of the owner
- ✓3. The name, address and phone # of the subdivider/preparer of plat
- ✓4. The names, addresses and telephone number of all owners, mortgages, registered land surveyors, developers, land planners, architects, landscape architects, and professional engineers responsible for the subdivision.
- ✓5. Location (including address, township, county and state)
- ✓6. Date or dates survey was conducted and plat prepared
- ✓7. A scale drawing in feet per inch listed in words and figures (drawing shall not be at a scale less than 1" equals 200')
- ✓8. A sketch vicinity map with north arrow showing the relationship between the proposed subdivision and surrounding area at a scale of 1" = 2000'
- ✓9. A Bar graph scale
- ✓10. North Arrow and orientation (North arrow shall be oriented to the top of the plat where applicable)

Comments/Explanation for items not checked in section above:

Existing Natural, Man-Made and Legal Features

- ✓1. Tree line of wooded areas.
- ✓2. Individual tree eighteen inches in diameter or more identified by common or scientific name. *TO MANY TO LOCATE*
- NA 3. Orchards or other agricultural groves by common or scientific name.
- ✓4. Streams, ponds, drainage ditches, swamps, boundaries of floodways and floodplains. *SHOW ON PLAT*
- NA 5. (If the proposed development is a subdivision or mobile home park of more than fifty lots or if more than five acres of land are to be developed), base flood elevation data (See Article XVI, Part I).
- ✓6. Contour lines (shown as dotted lines) with no larger than five foot contour intervals. (As indicated in Subsection A-6 (2t), proposed contour lines shall be shown as solid lines.) *SHOW ON PLAT*
- NA 7. Vehicle accommodation areas (including parking areas, loading areas and circulation areas, see Section 290), all designated by surface material and showing the layout of existing parking spaces and direction of travel lanes, aisles, or driveways.
- NA 8. Streets, private roads, sidewalks, and other walkways, all designated by surface material.
- NA 9. Curbs and gutters, curb inlets and curb cuts, and drainage grates.
- NA 10. Other storm water or drainage facilities, including manholes, pipes, and drainage ditches.
- NA 11. Underground utility lines, including water, sewer, electric power, telephone, gas, cable television.
PRIVATE SEPTIC AND INDIVIDUAL WELLS

Town of Fairview - Major Development Permit Checklist

- 12. Above ground utility lines and other utility facilities.
- NA 13. Fire hydrants.
- NA 14. Buildings, structures and signs (including dimensions of each).
- NA 15. Location of exterior light fixtures.
- NA 16. Location of dumpsters.
- 17. The zoning of the property, including zoning district lines where applicable.
- 18. Property lines (with dimensions identified).
- 19. Street right-of-way lines.
- 20. Utility or other easement lines.

<u>Comments/Explanation for items not checked in section above:</u>

Proposed Changes in Existing Features or New Features

- 1. The number of square feet in every lot created by a new subdivision.
- 2. Lot dimensions, including lot widths measured in accordance with Section 183.
- NA 3. The location and dimensions of all buildings and freestanding signs on the lot, as well as the distances all buildings and freestanding signs are set back from property lines, streets or street right-of-way lines (see Section 184).
- NA 4. Principal side(s) building elevations for typical units of new buildings or exterior remodeling of existing buildings, showing building heights (see Section 186) and proposed wall sign or window sign area;
- NA 5. Elevation in relation to mean sea level of the proposed lowest floor (including basement) of all structures.
- NA 6. Elevation in relation to means sea level to which any non-residential structure will be flood-proofed.
- NA 7. Description of the extent to which any watercourse will be altered or relocated as a result of the proposed development.
- NA 8. The location and dimensions of all recreational areas provided, with each area designated as to type of use;
- NA 9. Areas intended to remain as open space or designated buffer areas (Section 265.)
- NA 10. Streets, labeled by classification (see Section 210) and street name showing whether curb and gutter or shoulders and swales are to be provided and indicating street paving widths. Private roads in subdivisions shall also be shown and clearly labeled as such.
- NA 11. Curbs and gutters, curb inlets and curb cuts, drainage grates, and other storm water or drainage facilities, including manholes, pipes, drainage ditches, retention ponds, etc.
- NA 12. Sidewalks and walkways, showing widths and surface material.
- NA 13. Bridges.
- NA 14. Outdoor illumination with lighting fixtures sufficiently identified to demonstrate compliance with Section 242.
- NA 15. Underground utility lines, including water, sewer, electric power, telephone, gas, cable television. Water and sewer pipeline signs shall be labeled.
- NA 16. Aboveground utility lines and other facilities.
- NA 17. Fire hydrants.
- NA 18. Dumpsters.
- NA 19. New contour lines resulting from earth movement (shown as solid lines) with no larger than five foot contour intervals (existing lines should be shown as dotted lines).
- NA 20. Scale drawings of all signs requiring permits pursuant to Article XVII, together with an indication of the location and dimensions of all such signs.
- NA 21. Vehicle accommodation areas (including parking areas, loading areas, and circulation areas, see Section 290), all designated by surface material and showing the dimensions and layout of proposed parking spaces and the dimensions and direction of travel of lanes, aisles, and driveways.

Town of Fairview - Major Development Permit Checklist

~~NA~~ 22. Proposed plantings or construction of other devices to comply with the screening requirements of Article XIX, Part I, as well as proposed plantings of trees to comply with the shading requirements of Article XIX, Part II. Plans shall label shrubbery by common or scientific name, show the distance between plants and indicate the height at the time of planting and expected mature height and width. Plans shall label trees by common or scientific name, show the circles of the mature crowns (major trees shall be drawn at diameter = 30'; dwarf or decorative trees shall be drawn at their actual mature crown), and indicate the height at the time of planting.

<u>Comments/Explanation for items not checked in section above:</u>

Documents and Written Information in Addition to Plans

- 1. Documentation confirming that the applicant has a legally sufficient interest in the property proposed for development to use it in the manner requested, or is the duly appointed agent of such a person.
- 2. Certifications from the appropriate agencies that proposed utility systems are or will be adequate to handle the proposed development, as set forth in Article XV, and that all necessary easements have been provided.
- ~~NA~~ 3. For proposed non-residential flood proofed structures, or for enclosed areas below the lowest floor that are subject to flooding, certification from a registered professional engineer or architect that the proposed structure meets the criteria in Article XVI, Section 254(d), (f).
- ~~NA~~ 4. Certification and supporting technical data from a registered professional engineer demonstrating that any proposed use within a floodway if permitted under Article XVI, Section 253, shall not result in any increase in flood levels during occurrence of the base flood discharge.
- 5. Legal documentation establishing homeowners associations or other legal entities responsible for control over required common areas and facilities. *CCR - COVENANTS, COVENANTS AND RESTRICTIONS*
- ~~NA~~ 6. Bonds, letters of credit, or other surety devices.
- ~~NA~~ 7. Stamped envelopes containing the names and addresses of all those to whom notice of a public hearing must be sent to comply with Section 22, 102, or 323.
- ~~NA~~ 8. Complete documentation justifying any requested deviation from specific requirements established by this ordinance as presumptively satisfying design standards.
- ~~NA~~ 9. Written evidence of permission to use satellite-parking spaces under the control of a person other than the developer when such spaces are allowed pursuant to Section 298.
- ~~NA~~ 10. Written evidence of good faith efforts to acquire satellite parking under the circumstances set forth in Section 299.
- ~~NA~~ 11. Verification that Manufactured Goods, Class 1 and 2 uses will meet the supplementary standards set forth in Article XI. Such verification shall be made by a licensed engineer or other qualified expert unless it is utterly apparent from the nature of the proposed development that such expert verification is unnecessary.
- ~~NA~~ 12. Time schedules for the completion of phases in staged development, as required by Section 61.
- ~~NA~~ 13. The environmental impact of a development, including its effect on historically significant or ecologically fragile or important areas.
- ~~NA~~ 14. The traffic of a development, including its effect on pedestrian or vehicular traffic or congestion.

<u>Comments/Explanation for items not checked in section above:</u>

Appoint Facility & Event Committee Members



TOWN OF FAIRVIEW

Nomination for appointment to:
(check one)

- Planning Board Fairview Park Facility Committee
 Fairview Park Event Committee

Name: WILLIAM RIFFLE Date: 2/21/19

Home Address: 7612 WATER OAK LANE, MONROE 28110

Work Address: RETIRED

Home Phone: 704 753 4840 ^{CELL} Work Phone: 704 641-6037

Email Address: BILL.RIFFLE@EARTHLINK.NET

Please list any government or non-profit board, committee or commission on which you currently serve: CURRENT PARK-REC COMM. MEMBER

Please list any particular experience or education which you feel qualifies you for the position: AMATEUR RADIO OPERATOR - EMERGENCY

Faithful attendance at board meetings is a requirement. Would you be able to commit to this requirement? YES

Board, Committee or Commission appointments require that the individual be a current Town of Fairview resident.

I have been a resident of the Town of Fairview for 48 years.

Please return this form to:

Town Clerk
Town of Fairview
7400 Concord Highway
Monroe NC 28110-6927
tgregorius@fairviewnc.gov

William J. Riffle
Signature of Applicant



TOWN OF FAIRVIEW

Nomination for appointment to:
(check one)

- Planning Board Fairview Park Facility Committee
 Fairview Park Event Committee

Name: Leah Jordan Date: 2-15-19

Home Address: 9716 Quail Cove Ct Indian Trail NC 28079

Work Address: _____

Home Phone: 704-753-2340 Work Phone: 704-241-7785

Email Address: leahjordan82@yahoo.com

Please list any government or non-profit board, committee or commission on which you currently serve: Fairview PTO

Please list any particular experience or education which you feel qualifies you for the position: none

Faithful attendance at board meetings is a requirement. Would you be able to commit to this requirement? yes

Board, Committee or Commission appointments require that the individual be a current Town of Fairview resident.

I have been a resident of the Town of Fairview for 15 years.

Leah Jordan
Signature of Applicant

Please return this form to:

Town Clerk
Town of Fairview
7516 Concord Highway
Monroe NC 28110
tgregorius@fairviewnc.gov

Approve Budget Amendment

Teresa Gregorius

From: Phillip Thomas
Sent: Thursday, March 07, 2019 10:49 AM
To: Teresa Gregorius
Subject: Fw: Invoice

Note that the tank is 1,000 gallons instead of 10,000. The \$1400 includes \$400 for the plumbing under the house, and dirt at \$250 per load as needed. 2-3 loads are estimated but could be up to 4 loads.

Phil

From: Cindy Laney <cindylaney46@yahoo.com>
Sent: Wednesday, February 27, 2019 4:41 PM
To: Phillip Thomas
Subject: Invoice

Robert Laney
Landscaping and Septic
Monroe N.C. 28112
704-289-2249

10000 gallon tank
D. Box
440 ft. Drain Lines
Crush old tank
Pump out
Back fill old tank
Total. \$4,800.00
Extra:
4 loads dirt
Re plumb house
Total \$1,400.00

Sent from my iPad

R.C.S.,INC.

**P.O. BOX 708
MONROE, N.C. 28111**

Estimate

DATE	ESTIMATE #
2/22/2019	1017

NAME / ADDRESS
Town of Fairview 7400 Concord Hwy Monroe, N.C. 28110

		PROJECT	
		7304 Concord Highway	
DESCRIPTION	QTY	COST	TOTAL
Pump and abandon exiting septic tank; installation of 1000 gallon septic tank, distribution box, 440 feet of 25% reduction chamber drain line If a pump is determined to be needed, an additional cost of \$2200.00		5,200.00	5,200.00
We appreciate your business!		TOTAL	\$5,200.00

45

Teresa Gregorius

From: Ed Humphries
Sent: Thursday, February 21, 2019 1:03 PM
To: Chris Stevens
Cc: Phillip Thomas; Teresa Gregorius
Subject: RE: Septic quote

Thanks Chis

We will call if needed

Ed Humphries

Land Use Administrator
Town of Fairview
7516 Concord Highway
Monroe NC 28110
704.564.3412
ehumphries@fairviewnc.gov



Please consider the environment when
deciding whether to print this email.

Email correspondences to and from this address are subject to public records requests pursuant to the North Carolina Public Records Law, resulting in monitoring and potential disclosure of this message to third parties.

From: Chris Stevens <stevenssepticervice@yahoo.com>
Sent: Thursday, February 21, 2019 7:51 AM
To: Ed Humphries <ehumphries@fairviewnc.gov>
Subject: Re: Septic quote

Hey Ed septic price with plumbing under the house to suit the plumbing needed is \$6,825.00 I believe we can plumb it to get the fall we need to drainfield. This price dosent include the pump tank installation if need this is the price for new plumbing under the house and new gravity system if the system needs the pump it will be an additional charge of \$2,800.00 hope this helps and thanks for the oppportunity to bid on this job

Thank You
Chris Stevens
Stevens septic service
704-201-9849

On Feb 19, 2019, at 11:46 AM, Ed Humphries <ehumphries@fairviewnc.gov> wrote:

Chris

Thanks in advance for giving us a quote

Discuss Smoke Free Tobacco Free Policy



Smoke Free Tobacco Free Policy

PROHIBITION OF SMOKING AND THE USE OF TOBACCO PRODUCTS IN TOWN OF FAIRVIEW BUILDINGS, VEHICLES, GROUNDS AND PARKS AND PROHIBITION OF SMOKING AND THE USE OF E-CIGARETTES IN PUBLIC PLACES

The Town of Fairview is committed to providing a safe and healthy environment for its citizens, youth and the visiting public. The Town of Fairview Council recognizes that tobacco use and secondhand smoke exposure are leading preventable causes of illness and premature death in North Carolina and the nation. There is no safe level of secondhand smoke exposure, and the Council also recognizes that e-cigarettes are now the tobacco product of choice for youth. Nicotine is harmful to the brains of our youth, and e-cigarette aerosol contains nicotine and can contain additional toxins, making it less safe than clean air to the nearby non-user. In order to protect the public health and welfare, it is in the best interest of the citizens of the Town of Fairview to prohibit smoking and the use of tobacco products in all municipal buildings, vehicles, grounds and parks, and to prohibit smoking and the use of e-cigarettes in public places.

SECTION 1. Definitions

1. "E-cigarette". – Any electronic oral device that employs a mechanical heating element, battery, or electronic circuit regardless of shape or size and that can be used to heat a liquid nicotine solution or any other substance, and the use or inhalation of which simulates smoking. The term shall include any such device, whether manufactured, distributed, marketed, or sold as an e-cigarette, e-cigar, e-pipe, or under any other product name or descriptor.
2. "Enclosed area". – An area with a roof or other overhead covering of any kind and walls or side coverings of any kind, regardless of the presence of openings for ingress and egress, on all sides or on all sides but one.
3. "Grounds". – An unenclosed area owned, leased, or occupied by the Town of Fairview.
4. "Local health department". – The Union County Health Department, public health authority, the jurisdiction of which includes the Town of Fairview.
5. "Town parks system". – Any tract of land or body of water comprising part of the Town of Fairview parks, playgrounds, recreation areas, greenways, or trails.
6. "Public place". – An enclosed area to which the public is invited or permitted.
7. "Sidewalk" - Any sidewalk that is owned, leased, or occupied by the Town of Fairview and abuts the Town of Fairview Grounds.
8. "Smoking". – The use or possession of a lighted cigarette, lighted cigar, lighted pipe, or any other lighted tobacco product.
9. "Tobacco product". – Any product containing or derived from tobacco that is intended for human consumption, whether chewed, smoked, absorbed, dissolved, inhaled, or ingested by

any other means, including but not limited to cigarettes; e-cigarettes; heated tobacco products; cigars; little cigars; snuff; and chewing tobacco. A tobacco product excludes any product that has been approved by the United States Food and Drug Administration for sale as a tobacco cessation product, as a tobacco dependence product, or for other medical purposes, and is being marketed and sold solely for such an approved purpose.

SECTION 2. Areas in Which Smoking, and the Use of Tobacco Products are Prohibited

(a) Smoking and the use of tobacco products and the use of E-cigarettes are prohibited:

- 1) In Town of Fairview buildings;
- 2) On Town of Fairview grounds;
- 3) On the grounds of the Town of Fairview parks system; and
- 4) In the Town of Fairview buildings located in the Town of Fairview parks system.

(b) The prohibition on smoking and the use of tobacco products in the places listed in section (a) above includes those times when they are being used for private events.

SECTION 3. Signage

Signage will be posted:

- (a) Be posted at the entrance to each Town building and in other locations within the building reasonably calculated to inform employees and the public of the prohibition.
- (b) Be posted on Town grounds in locations to inform employees and the public of the prohibition.
- (c) Be posted at the entrance to buildings in the Town parks system;
- (d) Be posted on the grounds in the Town parks system to inform employees and the public of the prohibition.
- (f) Be posted at the entrance to each enclosed public place and in other locations within the enclosed public place to inform employees and the public of the prohibition.

SECTION 4. Effective Date.

This policy shall be effective on _____ 2019

ADOPTED this _____ day of _____ 2019.

Phil Thomas, Mayor