



Town of Blowing Rock

Date: Tuesday, February 9, 2021, 6:00 p.m.

Location: Remote Meeting

Agenda

<i>Item</i>		<i>Present & Participants</i>
I.	CALL TO ORDER – ROLL CALL FOR ATTENDANCE	Mayor Charles Sellers
II.	PLEDGE OF ALIGENANCE	Mayor Charlie Sellers
III.	APPROVAL OF MINUTES – By Roll Call 1. January 12, 2021 – Regular Meeting Minutes 2. January 25-27, 2021 – Winter Retreat Minutes REGULAR AGENDA ADOPTION – Vote by Roll Call CONSENT AGENDA 1. Budget Amendment - #2021-02	Mayor & Council Mayor Mayor & Council
IV.	PUBLIC COMMENTS – emailed or mailed to the Town Clerk prior to 1:00pm on February 9, 2021.	
V.	PUBLIC HEARING 1. Green Hill Subdivision CUP	Kevin Rothrock, Planning Director
VI.	BUSINESS MATTERS: 1. BRAHM Special Event Application 2. Town Winter Retreat Recap 3. Special Meeting Date Discussion – Ambulance 4. Town Board Appointments	Jennifer Brown, P & R Director Shane Fox, Town Manager Shane Fox, Town Manager Shane Fox, Town Manager
VII.	OFFICIALS REPORTS & COMMENTS: 1. Mayor 2. Council Members 3. Town Attorney 4. Town Manager	
VIII.	ADJOURNMENT/RECESS...Mayor Charles Sellers entertains a motion and second to adjourn or recess the meeting.	

Draft
MINUTES
Town of Blowing Rock
Town Council Meeting
January 12, 2021

The Town of Blowing Rock Town Council met for their regular monthly meeting on Tuesday, January 12, 2021 at 6:00 p.m. The meeting took place at Town Hall located at 1036 Main Street Blowing Rock, NC. Present were Mayor Charlie Sellers, Mayor Pro-Tem Sue Sweeting and Council Members Albert Yount, David Harwood, Doug Matheson, Virginia Powell, Town Manager Shane Fox, Town Attorney Allen Moseley, Town Engineer Doug Chapman, Public Works and Utilities Director Matt Blackburn, Planning and Inspections Director Kevin Rothrock, Police Chief Aaron Miller, Parks and Recreation Director Jennifer Brown and Town Clerk Hilari Hubner who recorded the minutes. Others in attendance via Zoom virtual/phone session were Fire Chief Kent Graham, and Finance Officer Nicole Norman.

CALL TO ORDER

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

THE PLEDGE OF ALLEGINANCE

MINUTE APPROVAL

Mayor Pro-Tem Sweeting made a motion to approve the regular session minutes from the December 15, 2020, seconded by Council Member Matheson. Unanimously approved.

Council Member Powell made a motion to approve the closed session minutes from the December 15, 2020 meeting, seconded by Council Member Yount. Unanimously approved.

REGULAR AGENDA ADOPTION

Mayor Sellers advised there was one addition to New Business a resolution for the High Country Council of Government. Mayor Pro-Tem Sweeting made a motion to adopt the agenda as presented, seconded by Council Member Yount. Unanimously approved.

CONSENT AGENDA

1. Budget Amendment - #2021-1

To account for various items. **Budget Amendment #2021-1**

Mayor Pro-Tem Sweeting made a motion to approve as presented, seconded by Council Member Powell. Unanimously approved.

SPEAKERS FROM THE FLOOR

Mayor Sellers Read a letter from Roger and Diana Hill regarding the Cone Road storage yard.

Mr. Tom Lucido read a letter on behalf of the Civic Association about the strategic priorities to “Protect the Village” for the Valley Boulevard development.

Mr. Tim Gupton Mayview Park Homeowners regarding a land swap proposal to move the Cone Road storage yard. **Citizen Letters – Attachment A**

PRESENTATION

1. Blowing Rock Police Department

Blowing Rock Police Chief Aaron Miller introduced three new Police Officers; Gracie Brown, Caleb Lowrance and Matthew McBurney to Town Council and Town Clerk Hilari Hubner administered the oath of office to swear in the new officers.

Chief Miller presented Senior Officer Alan Hunt with the life saving award.

PUBLIC HEARING

1. Foggy Rock CUP 2010-03

Planning Director Kevin Rothrock advised Foggy Rock Restaurant is requesting an amendment to their conditional use permit to provide up to forty (40) seats of additional outdoor seating on the south side of the building. The arcade that was approved by Town Council in July 2020 will not be built and the basement will remain as storage. The gravel parking lot on the side and rear of the property will be paved with forty-three (43) parking spaces when complete. The property is in the WS-IV-PA water supply watershed.

The outdoor dining will be expanded on the front left of the building with a new covered porch area, and a seating area in front of the porch.

The required parking for the restaurant and proposed forty (40) outdoor seats is forty (40) parking spaces. The restaurant has thirty-three (33) existing paved spaces and several overflow parking spaces. Foggy Rock is proposing to formalize up to fourteen (14) gravel spaces and pave them for a total of forty-three (43) parking spaces. Some of the existing spaces in the upper lot will be removed and converted to landscaping.

A sixteen-foot opaque buffer is proposed along the King's Ransom subdivision. In addition, a planted buffer will be added along the stream culvert headwall where the stream opens up behind the building.

At the December 17, 2020 Planning Board meeting the CUP Amendment was approved as presented.

Council Member Harwood asked if all conditions of the 2010 amendment had been satisfied. Mr. Rothrock advised the only thing would be the dumpster screening. He explained he would ask there to be a better screening, built secure, plantings around to hide the dumpster and kept maintained.

Preston Spencer with 4 Forty Four gave a detailed presentation on the construction plan.

The applicant Mr. Bert Myers advised he had been excited about doing the first proposal with the arcade, but when COVID hit that changed their plan. He advised due to the pandemic customers have changed their habits and felt being able to provide more outdoor seating would be better.

Mayor Pro-Tem Sweeting asked for clarification on the location of the dumpster and relocation of the propane tank. Mr. Spencer showed on the site plan where they would be located.

Residents spoke via Zoom:

Judge Bob Burroughs – advised he was concerned with the excessive run off in addition to the already issue of flooding. He further advised he thought there would be a physical wall, but it appears the plan is to only do a planted wall. Judge Burroughs explained their neighborhood could not take any additional flooding and he felt would also be additional noise and he asked the CUP not to be granted.

L.K. Richmond – advised she has the same concerns as Judge Burroughs. She explained she was unclear exactly where the gas tank would be moved to. Ms. Richmond further advised with only having six (6) parking spots in the upper lot, this will require customers to have to walk up some sort of pathway which will be an inconvenience to them.

David Owens – advised he as well as Robbie Ray were the two most impacted by the buffer. He explained he and Mr. Ray have discussed the vegetative natural barrier vs. wall and both agree if done properly the vegetative natural barrier would be better. He explained that type of barrier would be much easier to maintain. Mr. Owens advise both he and Mr. Ray would like to ask to impose on the project team some opportunity for those most effected to look at the plan. He further asked Mr. Rothrock if his proposal satisfies the code. Mr. Rothrock advised it did. Mr. Owen advised he supported the project and restated he would like Council to allow him and Mr. Ray to impose on making sure the barrier is effective in providing proper privacy.

Margaret Deaton – asked if smoking was going to be allowed in the outdoor seating area. The applicant, Mr. Myers, advised smoking would not be allowed. Ms. Deaton further asked if she could also be included in looking at the buffer area as well since she too is closely impacted.

Colleen Taber – advised she too was concerned about the rain and runoff, especially in her yard and Judge Burroughs yard with the large amount of flooding. She explained with the increased occupancy she was concerned with how this might affect them and asked if there was a way to do some type of berm to keep water from coming down their property. Ms. Taber stated it did concern her the 2010 requirement was that trees be provided for a visual and sound barrier but have yet to be done. She further stated she would like to know what the guarantee was that the new barriers would be done. Ms. Tabor commented a tree barrier may be more attractive, but thought a concrete barrier was what is really needed. Ms. Taber concluded that she was still unclear on the location of the dumpster and wanted clarity on the buffers as without them felt it was an invasion of privacy.

Mayor Sellers thanked the citizens for their input.

Council Member Matheson asked Mr. Rothrock if lighting would be required in the parking area. Mr. Rothrock advised there would need to be some sort of lighting provided. The lighting options were discussed further.

Mr. Rothrock advised he would like to address Ms. Taber and Ms. Richmond's question about the dumpster location. He explained the dumpster will be in the same location it currently is in. He further explained his recommendation would be to either bury the propane tank or move the tank behind the dumpster and screen it in.

Mayor Pro-Tem Sweeting asked for clarification for Ms. Richmond about the six (6) parking spaces up top it's actually eleven (11). Mr. Rothrock confirmed that was correct.

Mayor Pro-Tem Sweeting asked if the municipal engineer could address the runoff concern Judge Burroughs has and what recommendation he would have.

Mr. Alan Crease stated he does not believe the runoff will increase substantially, if at all. He explained that is because of some additional buffers and removing impervious areas where the culvert area is as well as the upper parking lot. Mr. Crease advised if the project is approved, he could provide Mr. Rothrock some post development and post runoff calculations to assure with the project there would not be additional runoff.

With no further questions or comments, Mayor Pro-Tem Sweeting made a motion to close the public hearing, seconded by Council Member Matheson. Unanimously approved.

Mayor Pro-Tem Sweeting made a motion to approve the plan as presented with the conditions as approved by the Planning Board in addition would ask the Myers to work with Mr. Ray, Mr. Owens and Ms. Deaton regarding the vegetative opaque buffer they would like, would also ask the traffic flow be changed to one way with the North access as the entrance and the South access as the exit only. In addition, would like Mr. Crease to Submit a runoff calculation and present to Mr. Rothrock addressing Judge

Burroughs concerns as well as the other homeowners, seconded by Council Member Powell.

Further Discussion:

Council Member Harwood asked for additional discussion on the traffic flow. Council briefly discussed and Mr. Rothrock advised delivery trucks would need to still come in the South entrance because of where they have to go, but agreed it wasn't unreasonable to request for normal traffic flow.

Council Member Harwood advised the wording "working with the neighbors" is vague and wanted the applicant to be clear what is being asked of them.

After some discussion Mayor Pro-Tem Sweeting amended her motion to added to develop a reasonable solution. The motion was amended as follows:

Mayor Pro-Tem Sweeting made a motion to approve the plan as presented with the conditions as approved by the Planning Board in addition would ask the Myers to work with Mr. Ray, Mr. Owens and Ms. Deaton regarding the vegetative opaque buffer to come up with a reasonable solution, would also ask the traffic flow be changed to one way with the North access as the entrance and the South access as the exit only. In addition, would like Mr. Crease to Submit a runoff calculation and present to Mr. Rothrock addressing Judge Burroughs concerns as well as the other homeowners, seconded by Council Member Powell. Unanimously approved **Foggy Rock #2010-03 – Attachment C**

BUSINESS MATTERS

1. Loan RFP Results – Purchase of DOT Property

Manager Fox advised following land acquisition cost from the NCDOT for land located on HWY 321 and the intent for Council to purchase the land for future needs, a request for proposals was released to eight (8) area banks seeking a rate for financing the amount of \$442,250. Proposals were received from three (3) of the eight (8) banks requested with three (3) no bid responses being received. Manager Fox advised the low bid was submitted by United Community Bank with rate of 1.89%. They included a closing costs range of \$116-1,500 and no prepayment penalty in the case of early repayment if the loan. Through the rate is higher than BB&T, when the closing costs are factored in the United Community Bank proposal is approximately \$1,500 less.

Council Member Powell asked if there were any penalties for pre-payment if the loan were to be paid off sooner. Finance Officer Nicole Norman advised there would not be.

Council Member Matheson made a motion to approve as presented, seconded by Council Member Yount. Unanimously approved. **High County Council of Government Resolution – Attachment D**

2. High Country Council of Government Resolution

Manager Fox advised the HCCOG has requested that all their twenty-six (26) members adopt a new resolution as their charter hasn't been updated since 1974. He explained the purpose is to clean up some of the language in there as well as the number of members required to be present for meeting purposes. Manager Fox read the resolution.

Council Member Harwood made a motion to approve, seconded by Mayor Pro-Tem Sweeting. Unanimously approved.

OTHER BUSINESS

- Mayor Sellers – thanked staff for their continued hard work, the Council and to the citizens their hard work advised he hoped 2021 would be a great new year. Reminded all that the Council Retreat would be held via zoom January 25, 26 and 27th at Town Hall. Citizens can tune in via the Town Council YouTube channel.
- Council Member Yount – He advised he has the sign competed for the New River identifying it. He will take to BRACC for approval.
- Council Member Harwood – thanked the Council again for allowing the parks and recreation strategy committee to be formed. They had a meeting last week and again today and will be having weekly meetings to get ready for the Town Council Retreat. Really talking about ways of moving forward with a Part F grant that will be presented at the Retreat.
- Mayor Pro-Tem Sweeting – has had some complaints about trash, asked Manager Fox to let the Town residences know what the Town has been doing regarding trash pick up on the weekends. Public Works director advised typically on the busier weekends the Town will get trash on Main Street. This time of year when it's not too busy they don't typically pick up on the weekends. She advised the Town crew did a great job of clearing Main Street sidewalks, but asked who was responsible for the sidewalks Hwy 321. Mr. Blackburn explained they had been short handed and not gotten to that area yet, but will soon.
- Council Member Matheson – Watauga County Parks and Rec is doing a food drive if anyone would like to a drop off as well as they will give information for the new recreation center. Thanked the employees who have worked the last three holidays. The way it looks now local municipalities are going to be left out again on COVID relief funding.
- Council Member Powell – thanked Manager Fox and Chief Miller for their assistance in getting in touch with the Park Service for safety concerns with residents regarding the sledding hill near the parkway. She further stated the TDA occupancy numbers had confirmed the increased in tourist in the area last year. She thanked the staff and citizens for their patients as it is hard on all.
- Manager Fox – thanked Town staff for their had work on the holidays with various issues. He recapped there was a water leak on Labor Day, Thanksgiving Day, Christmas Eve with snow and advised there was a crew on staff 24/7 from Christmas Eve through the Monday after Christmas, additional water leaks around New Years and recently more snow. Update on the Audit – has been submitted

to the LGC and awaiting for approval. Audit numbers will be reviewed on the first day of retreat.

EXECUTIVE SESSION

None

ADJOURNMENT

With no further business Council Member Powell made a motion to adjourn at 8:10 p.m., seconded by Council Member Yount. Unanimously approved.

MAYOR _____
Charlie Sellers

ATTEST _____
Hilari Hubner, Town Clerk

Attachments

Citizen Letters – Attachments A

Budget Amendment #2021-1 – Attachment B

Foggy Rock CUP Amendment #210-08 – Attachment C

High County Council of Government Resolution – Attachment D

Draft
Town of Blowing Rock
Town Council 2020 Annual Retreat
January 25, 26 & 27, 2021

The Town of Blowing Rock Town Council met for their annual retreat on Monday, January 25, 2021 at 8:00 a.m. at Town Hall, Blowing Rock, North Carolina. Present were Mayor Charlie Sellers, Mayor Pro-Tem Sue Sweeting, Council Members Albert Yount, David Harwood, Doug Matheson and Virginia Powell. Also present were Town Manager Shane Fox, Parks and Recreation Director Jennifer Brown, Public Works and Utilities Director Matt Blackburn, Planning Director Kevin Rothrock, Police Chief Aaron Miller, Town Engineer Doug Chapman, Town Clerk Hilari Hubner, who recorded the minutes. Finance Officer Nicole Norman and Kent Graham were also present via Zoom.

CALL TO ORDER

Mayor Sellers called the meeting to order at 8:30 a.m. on Monday, January 25th and welcomed everyone. Mayor Pro-Tem Sweeting made a motion to open the meeting, seconded by Council Member Matheson. Unanimously approved.

Review of January 2020 Retreat Topics:

Manager Fox gave a review of the 2020 Council Retreat goals and what has been accomplished as well as still an ongoing process.

Financial Items:

Phase 4 Bond Update, 2020-2021 Mid-Year Financial Update and Fund Balance Update – Ms. Norman reviewed current year financials and advised water and sewer revenues are down. She explained the need for consideration of water/sewer rate increases for FY 21-22. Ms. Norman reviewed current fund balance. She also reviewed the Phase 4 Bond update remaining funds are \$1,695,000. She explained typically would have to use the final amount this year, but this year due to the circumstances her and Manager Fox have discussed waiting to borrow the remaining funds so there isn't a rush to use the funds this year.

Down Town Municipal District Discussion – Manager Fox reviewed with Council the uses and benefits to having a Down Town District tax. Manager Fox reviewed what the tax revenue could be used for as well as reviewed some of the areas in North Carolina that are currently charging this type of tax.

Public Works Items:

Cemetery Discussion – Public Works Director Matt Blackburn reviewed the number plots sold within the last few years, the number of plots still available and some ideas for

possible expansion of the cemetery to a section. A few options discussed were columbarium's and mausoleums.

Council recessed from 12:00 p.m. to 1:00 p.m. for lunch.

PRV's Update Hydraulic Study – Town Engineer Doug Chapman reviewed the Hydraulic study that was done throughout Town. Mr. Chapman advised the most critically in need of areas to replace PRV's for Phase 1 is an estimated total cost of \$500,000. These areas are the currently causing the biggest issues in Town with water breaks etc.

Water Sewer Plant – Mr. Chapman reviewed items that need to be addressed and fixed at the water and wastewater plant. Mr. Chapman explained various areas have been fixed over time, but there are still many areas in need of repair. Mr. Chapman further discussed what needs to be decided how to prioritize the time line to fix the issues.

Water/Sewer – Mr. Chapman reviewed the proposed Main Street water and sewer replacement. He explained this is probably one of the highest priority lines to replace as it's one of the oldest water lines in Town. He further advised in conjunction with DOT scheduled to repave Main Street in the near future as well as the cross walks makes perfect sense to replace. Public Works Director Blackburn advised there are a lot of water leaks on Main Street due to the age of this line and is in much need of replacement. Estimated cost for the water replacement is \$3,400,00 and Sewer replacement is \$600,000. Ms. Norman reviewed project the projects which will total around \$5 million in water/sewer projects. She further reviewed various options for funding. Ms. Norman reviewed possible water/sewer rate increase options.

N. Main Street Sidewalk – Mr. Chapman and Manager Fox reviewed options for the potential addition for sidewalk on N. Main Street. Due to the increased foot traffic in this area and the addition if the Bass Lake Sidewalk this warranted and felt it may be worth exploring options.

Crosswalk Update – Mr. Chapman reviewed the crosswalk plan drawing and advised the purpose was to review with Council prior to going out for bid.

Police Department – Chief Miller gave an update of his department and stated the dispatch system and how well that is currently working. Chief Miller explained one of the biggest issue for retention of officers is the pay. He further explained really good officers are leaving to go to other areas that pay more. Council asked Manger Fox and Chief Miller to come up with some options for further discussion. Chief Miller discussed some parking options as well.

At 5:45 p.m. Council recessed for the evening.

On Tuesday, January 26th at 8:30 a.m., the meeting was reconvened. Those present were Mayor Charlie Sellers, Mayor Pro-Tem Sue Sweeting, Council Members Albert Yount, David Harwood, Doug Matheson and Virginia Powell. Staff present were Town

Manager Shane Fox, Planning Director Kevin Rothrock, Parks and Recreation Director Jennifer Brown, Public Works and Utilities Director Matt Blackburn, Police Chief Aaron Miller, Town Engineer Doug Chapman from McGill, TDA Executive Director Tracy Brown, Chamber Director Charles Hardin and Town Clerk Hilari Hubner, whom recorded the minutes. Finance Officer Nicole Norman and Fire Chief Graham attended via Zoom.

Blowing Rock TDA and Chamber Update – TDA Executive Director Tracy Brown reviewed the last year with tourism. He noted the surprise increase in tourism to the area despite the pandemic. Mr. Brown reviewed the substantiable tourism management plan with Roger Brooks the TDA will be having conducted.

Executive Director Charles Hardin gave an update of the past year with the Chamber and reviewed the options for going forward with caution for events in 2021.

Blowing Rock Ambulance – Fire Chief Kent Graham discussed at length with Council the ambulance service with Council. Council agreed a need to have a special in February to discuss in detail and at length with the correct parties.

The meeting recessed from 12:00 p.m. until 1:00 p.m. for lunch.

Parks and Recreation:

Park and Rec Advisor Committee, PARTF and Strategic Plan – Council Member Harwood reviewed some of the ideas the committee has come up with for enhancements for Memorial Park. Council Member Harwood reviewed the time-line as well as next steps. Council Member Harwood briefly explained once the PARTF is off their plate the committee will dive deeper into the strategic plan.

321 Landscaping – Parks and Recreation Director Jennifer Brown reviewed needs for maintaining Valley Boulevard and contract estimates were also reviewed for the landscaping of Valley Boulevard.

Davant Field – Manager Fox and Ms. Brown reviewed the current uses of Davant field and felt this may be another area to add to the Parks and Rec committee for the Parks Strategic Plan.

Planning and Inspections:

Stormwater Ordinances – Mr. Chapman reviewed some options for Council to consider changing Stormwater Ordinances for developers and new construction.

2020 Year in review, 160D NCGS Ad Hoc Update, ST Rentals/Enforcement – Mr. Rothrock reviewed construction projects and permits for 2020. He noted it was the second highest year ever for construction in Blowing Rock. Mr. Rothrock advised Planning Board Member Bill McCarter had provided updates to Chapter 16 of the Land Use Ordinance as well as provided updates to Chapter 17, the Town's minimum housing

standards. Mr. Rothrock reviewed the Ad Hoc committee actions over the last year and the proposal submitted and reviewed by Planning Board at their December 2020 meeting. Short Term Rentals and ideas for enforcement were also discussed.

The meeting was recessed at 5:30 p.m.

On Wednesday, January 27th at 8:30 a.m., the meeting was reconvened. Those present were Mayor Charlie Sellers, Mayor Pro-Tem Sue Sweeting, Council Members Albert Yount, David Harwood, Doug Matheson and Virginia Powell. Staff present were Town Manager Shane Fox, Planning Director Kevin Rothrock, Parks and Recreation Director Jennifer Brown, Public Works and Utilities Director Matt Blackburn, Police Chief Aaron Miller, and Town Clerk Hilari Hubner, who recorded the minutes. Finance Officer Nicole Norman joined via Zoom.

Board Appointments -Council reviewed and briefly discussed the applicants for the Volunteer Board appointments. The Board appointments will be discussed further, voted on and appointed at the February Council Meeting.

Blowing Rock Historical Society 1888 Museum Requests – Mr. Tom O’Brien reviewed areas needing to be addressed for repair to both the 188 Museum and the Edgewood Cottage.

Electric Vehicle Charging Stations – Council discussed at length the need for charging stations and town and discussed some possible areas to include these.

Solar Power – Council reviewed some options to start implementing solar panels on some of the Town buildings to help with energy efficacy.

CUP Discussion – Council discussed at length with staff the CUP process as well as some potential changes proposed by Board of Adjustment Chairman EB Springs.

The meeting recessed from 12:00 p.m. until 1:00 p.m. for lunch.

Council, Manager and staffed worked on developing a priority summary of items in which they wish to accomplish in the next year and beyond. Council determined the top sixteen priority items to start working on the highest priority items.

EXECUTIVE SESSION

NONE

ADJOURN

At 2:40 p.m. with no further business to discuss Mayor Pro-Tem Sweeting made a motion to adjourn, seconded by Council Member Matheson. Unanimously approved.

MAYOR _____

Charlie Sellers, Mayor

ATTEST _____

Hilari Hubner, Town Clerk



To: Shane Fox, Mayor Sellers, and Members of Town Council
From: Nicole Norman, Finance Officer
Subject: Budget Amendment Ordinance to Account for Various Items
(Ordinance #2021-02)
Date: February 9, 2021

Enclosed please find a Budget Amendment Ordinance for the fiscal year 2020-2021 for your consideration.

Section 1 (General Fund) is to appropriate soft armor grant funds (\$500) to the Police Department's uniform line item as well as allocate donated funds for Mobile Field Force Equipment (riot gear) ballistic armor (\$2,000) and general donations (\$3,600) towards the purchase of 2 AR 15 rifles both within their materials/supplies line item.

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

**2020-2021
Budget Amendment Ordinance 2021-02**

Be it ordained by the Town Council of the Town of Blowing Rock, North Carolina, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2021:

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

<u>Acct. No.</u>		<u>Current Appropriation</u>	<u>Decrease</u>	<u>Increase</u>	<u>Proposed Appropriation</u>
10-10-4310-036	Uniforms	\$ 14,000	\$ -	\$ 500	
10-10-4310-033	Materials/Supplies- PD	\$ 17,000	\$ -	\$ 5,600	\$ 22,600
			<u>\$ -</u>	<u>\$ 6,100</u>	

This will result in a net increase of \$6,100 in the appropriations of the General Fund. As a result, the following revenue will be increased.

<u>Acct. No.</u>		<u>Current Appropriation</u>	<u>Decrease</u>	<u>Increase</u>	<u>Proposed Appropriation</u>
10-00-3400-358	Donations	\$ -	\$ -	\$ 6,100	\$ 6,100
			<u>\$ -</u>	<u>\$ 6,100</u>	

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Town Council and to the Finance Officer for their implementation.

Adopted this 9th day of February, 2021.

Attested by:

Charles Sellers, Mayor

Hilari Hubner, Town Clerk

TO: Mayor Charlie Sellers and the Blowing Rock Town Council
FROM: Kevin Rothrock, Planning Director
SUBJECT: CUP 2020-02 Green Hill Subdivision
APPLICANT: John Winkler
DATE: February 2, 2021

REQUEST

John Winkler is requesting a conditional use permit for an 8-lot single-family subdivision and a new public street. The 4.715-acre subject property fronts Green Hill Rd and Hwy 321 and was formerly part of the old No. 6 hole at the Blowing Rock Golf Course. The property is zoned R-15, Single-family. The subject property is not in a water supply watershed. The property is in Watauga County and Caldwell County and further identified by NC PIN 2817-52-1239, 2817-42-9326, 2817-52-1317, and 2817-52-2501.

SITE PLAN

The subject property is mainly a field and was the old No. 6 hole at Blowing Rock Country Club. The larger extent of the subject property is 6 lots that is still owned by Blowing Rock Country Club. The applicant plans to recombine the current 6 lots into 5 lots with the largest lot of 4.7 acres being the proposed subdivision and proposed street. The remaining 4 lots will front Green Hill Road with three (3) of those lots relatively unchanged from their current configuration. Each lot meets the minimum size requirement of 15,000 sq feet and minimum lot width of 100 feet.

Lot No. 8 fronts on Hwy 321, however, access will be through a driveway to the new street.

Street Design

The proposed road access will connect to Green Hill Road just north of the intersection of Tarry Acres Circle. The road connection is situated at the apex of a curve that provides the most sight distance for both directions on Green Hill Road.

The new road as shown has a total length just over 400 feet to the center of the cul-de-sac. The road will be built to Town standards with a maximum grade of 15%, 18 feet of pavement, and 24-inch curb and gutter. The total width of the street from face of curb to face of curb is 21 feet. The applicant intends to offer the road for public dedication upon completion and the Town will be responsible for street maintenance and snow removal.

Storm Water Management

Storm water detention is required due to the increased impervious areas being generated by the proposed road. The storm water drainage system will be designed to accept runoff from the proposed roadway and convey it through a detention system before releasing to the NCDOT drainage easement and the creek below the property. As shown on the preliminary plan, it appears that the storm water design will meet the Land Use Code standards.

Street Trees

The proposed subdivision requires street trees be planted or retained an average of every 30 feet on each side of the street.

Water and Sewer Utilities

A 6-inch water line with two (2) hydrants along the new street is proposed. An additional hydrant is to be located at the south corner of Green Hill Road and the proposed street.

The proposed sewer will be a low-pressure sewer system and will connect to the gravity sewer main in Green Hill Road. Staff and the Town Engineer will approve water and sewer systems to meet the Town Code.

Staff Comments

Staff recommends a 20-foot rear/side setback and undisturbed buffer along the perimeter of lots 5, 6, and 8 where the subdivision backs up to existing homes. The current setback is 12 feet. Additionally, a 20-foot undisturbed buffer should be added along the west side lot boundary of lot # 9. Lot # 9 is not technically part of the proposed subdivision plat but is directly adjacent to the proposed lots at the proposed entrance off Green Hill Road.

PLANNING BOARD RECOMMENDATION

At the January 21, 2021 meeting, the Planning Board made a recommendation to approve the proposed subdivision with the following conditions:

1. That the side/rear boundary of lots 5, 6, 8, and 9 have a 20-foot undisturbed buffer instead of the standard 12-foot setback.
2. No access be allowed to Hwy 321.
3. Screening and landscaping be required along the slope on lots 4 and 7.

ATTACHMENTS

1. Draft CUP document
2. Trip generation report
3. Aerial vicinity map

4. Current lot configuration – BRCC plat
5. Site plan
6. Overall plan
7. Utility plan
8. Grading plan
9. Road profile plan
10. Street tree plan

NORTH CAROLINA

WATAUGA COUNTY

TOWN OF BLOWING ROCK CONDITIONAL USE PERMIT
Green Hill Subdivision
CUP No. 2020-02

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

Applicant: John Winkler

Project Name: Green Hill Subdivision

Property Location: Off Green Hill Road at the old No. 6 hole of Blowing Rock Country Club

Tax Parcel No.: NC PIN 2817-52-1239, 2817-42-9326, 2817-52-1317, and 2817-52-2501.

Property Owners of Record: Blowing Rock Country Club

Proposed Use of Property: Single-Family Subdivision (8 Lots)

Current Zoning Classification of Property: R-15, Single Family Residential

Meeting Date: February 9, 2021

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

1. The Applicant shall complete the development of the subject property in accordance with the plans submitted and approved by this Board, which plans are dated December 14, 2020, except as amended by the following conditions. Where said plans are in conflict with the provisions of the Land Use Code, the provisions of the Land Use Code shall prevail, except as specifically provided herein. Copies of said plans are made a part hereof as if fully rewritten herein, and shall be maintained in the Conditional Use Permit file in the Town Clerk's office. Any deviations from or changes in the plans must be pointed out to the Administrator in writing and specific written approval must be obtained as provided in the Blowing Rock Land Use Code.
2. The Applicant hereby requests a vested rights period of two years to begin construction of the subdivision road and related utilities. The vested right period will begin upon the date of Council approval (February 9, 2021) and will end within two (2) years of that date. If any permit extensions are necessary, the Applicant shall make application for such extensions prior to the permit expiration and according the requirements of Section 16-58 of the Land Use Code.
3. Upon satisfactory completion of the proposed road, storm water utilities, water and sewer utilities, the Applicant shall submit a final plat for approval by the Planning Director, Public Works Director, and Town Engineer. No lots may be sold without final plat approval by the Town and recordation at the Watauga and Caldwell County Register of Deeds.

4. One road connection onto Green Hill Road may be developed to serve the proposed development. The location and the design of the curb cut shall comply with the provisions of the Land Use Ordinance and shall be specifically approved by the Town Engineer and Director of Public Works.

No vehicular access shall be allowed to Hwy 321.

5. The Applicant shall install utilities in such locations as shall be specified and approved by the Town Engineer. The Applicant shall provide easements, dedicated to the Town of Blowing Rock, for those utilities, with the widths of the easements to be specified and approved by the Town Engineer. The Applicant shall also provide easements, dedicated to the Town of Blowing Rock, within the setback areas along respective lot lines for the installation of public utilities, as deemed necessary. The Applicant shall also provide to the Town any necessary easements, as determined by the Town Engineer and Public Works Director, for any other existing or proposed Town utilities that may be located on or adjacent to the subject property.
6. Water and sewer systems shall be designed and installed to meet the Town Code and NC DENR specifications.

The utilities shall be installed at the Applicant's expense and shall be underground utilities installed in accordance with the Land Use Code. Materials shall be subject to approval by the Town Engineer and the Director of Public Works.

7. All electric, phone, and cable utilities shall be placed underground. No building shall be constructed over any part of any utility easement.
8. The Applicant shall have a soil erosion control plan approved by Caldwell County and Blowing Rock prior to the commencement of any grading activities on the property. No work shall be permitted on the property until all erosion control measures have been installed, with the exception of specific work that may be required in order to complete the installation of the erosion control measures.
9. Prior to the commencement of any land disturbing activity, the Applicant shall be required to submit to the Town Engineer and receive approval of a grading plan and storm water management plan. The storm water management plan shall specifically address the handling of any on-site storm water as well as the off-site storm water that currently drains across the property.
10. In accordance with Section 16-263 of the Land Use Ordinance, the development must be constructed so that the surface waters from the development do not cause unreasonable damage or impact to lower adjacent properties. The storm water management plan shall include the design of a system that will minimize the impact of storm water from the developed site onto lower adjacent properties not owned or controlled by the Applicant. All easements must be signed, submitted for review, approved by the Town in a timely manner. All damage must be rectified by the Applicant or his assigns/successors.
11. With the approval of the attached plans, the Applicant proposes to construct a detention system for storm water management purposes. The design of the detention system shall comply with the Town's storm water management standards and shall contain a minimum storage volume for detention of 9,100 cubic feet per acre of impervious surface for the proposed street and curb and gutter. The Applicant shall locate the storm water detention system as shown on the attached plans.

The outfall pipe leaving the storm detention system shall be conveyed to the creek and NCDOT permanent drainage easement below through an improved stabilized channel or rip-rap/stone ditch. The design of this outfall conveyance shall be included on the final construction drawings.

12. Storm water from all roof drains below the proposed street that do not flow to the street drainage shall not be concentrated in one (1) location but shall be installed to dissipate and spread out away from the houses.
13. The storm water detention system as proposed shall be inspected by the Town Engineer every six months. The Property Owner's Association for the subdivision shall be responsible for paying the Town Engineer's inspection fees.
14. The following shall be additional requirements related to sedimentation, erosion, and storm water control:
 - a. A detailed order of work shall be approved by the Town Engineer as part of the erosion control plan.
 - b. Any disturbed area not receiving active work shall be stabilized within seven (7) days.
 - c. Storm water runoff from any existing development shall be controlled and directed so that the runoff that crosses any newly disturbed area is minimized. This shall be addressed in the erosion control plan.
 - d. The Applicant shall provide as much silt control as practical next to the disturbed area being worked. This control will be temporary in nature and may be moved every few days to a more suitable location.
 - e. The Applicant shall provide inspection, repair, and maintenance to the sedimentation, erosion, and storm water control facilities after each rainfall. Failure to comply with this requirement may result in the issuance of a stop work order.
15. In accordance with Section 16-316 of the Land Use Ordinance, the Applicant shall retain all existing trees that are 18 inches in diameter or more unless the retention of such trees would unreasonably burden the development. A site plan shall be submitted to the Administrator showing the location of all such existing trees. Before any such trees are removed, the Administrator shall be consulted and shall certify that the removal of the trees complies with the requirements of the Town Code.
16. In accordance with Section 16-249, fire hydrants must be located so that all parts of every building within the development may be served by a hydrant by laying not more than 500 feet of hose connected to such hydrant. Therefore, the Applicant shall install fire hydrants at an average distance of not more than 500 feet apart when measured along the street centerline, with a maximum distance of 525 feet between any two hydrants. Furthermore, the Applicant shall install fire hydrants in such locations as shown on the attached plans or as specified by the Town Engineer and the Town Fire Inspector.
17. The Town shall install, at the Applicant's expense, appropriate street identification signs and traffic control signs at the intersection of the proposed street and Rankin Road.
18. All subdivision signs and any non-standard street identification signs shall be approved by the Town staff.
19. The proposed subdivision streets shall be constructed to Town standards as set forth in Chapter 16, Appendix C, and shall be dedicated to public use. The streets shall meet the following minimum standards:
 - a. Width of right-of-way: 35 feet
 - b. Width of pavement: 18 feet of pavement with 24-inch curb and gutter
 - c. Street maximum grade: 15%
20. The lot lines for the properties to be created within the development shall run to the edge of the right-of-way for the proposed subdivision street and not to the centerline of the proposed street. The right-of-way for the proposed street shall be conveyed to the Town of Blowing Rock in fee simple absolute, if the Town accepts the street.
21. The Town Engineer and/or his designee shall inspect and test the installation of all public utilities and public streets to determine that the utilities and streets meet the standards established by the Town. The Applicant shall be obligated to reimburse the Town for the costs associated with said inspection and testing.

22. Street lights are to be installed along the proposed street at such locations as shall be specified by the Town. The street lights shall be the new LED version coach light, and spaced at 120-foot intervals on average. The street lights shall be installed by Blue Ridge Energies, and, once installed, shall become a part of the Town street light system if the street is dedicated and accepted by the Town. If the street is not accepted by the Town, the street light system shall be maintained and paid for by the Property Owner's Association.
23. A Property Owner's Association (POA) must be established in order to perpetually maintain all landscape buffers (if any), street trees, common/reserved areas, and storm water detention basins and drainage. The POA shall be established prior to final plat approval and recording.
24. The Applicant shall retain or plant sufficient trees along both sides of the proposed subdivision street to satisfy the standard contained in Section 16-315 of the Land Use Ordinance. That standard requires an average of one deciduous tree for every thirty feet of street frontage. (Each such tree shall be of a species that will have a trunk at least twelve inches in diameter when fully mature.) Any trees planted by the Applicant shall be consistent with the requirements of Appendix E10(C) of the Land Use Ordinance, shall be one of the maple or oak varieties listed therein, and shall have a minimum caliper of 3 inches (measured at 6 inches above grade.)
25. A 20-foot undisturbed buffer shall be maintained along the side/rear yard of lots 5, 6, and 8 of the proposed subdivision as well as lot 9 shown on the northwest corner of the proposed street and Green Hill Road. The 20-foot buffer shall be shown on the final plat and recorded to be required perpetually on all lots listed (5, 6, 8, and 9). Where the undisturbed buffer lacks any vegetation, it shall be supplemented by evergreen trees (hemlock, spruce, or pine, etc) of sufficient size to provide an opaque screening at least 8 feet in height at the time of planting. Any screening that is planted must be shown on the final landscape plan of the construction drawings and must be planted before the final plat is approved and recorded.
26. A buffer of evergreen trees (hemlock, spruce, or pine, etc) shall be planted along the slope of lots 4 and 7, along the edge of the NCDOT drainage easement. Trees shall be spaced in two (2) rows at least 8 feet apart and not more than 12 feet apart. The trees shall be at least 8 feet in height at time of planting and must be shown on the final landscape plan of the construction drawings and must be planted before the final plat is approved and recorded.
27. If any street trees, either planted or credited as an existing street tree, are not contained within the street right-of-way of the proposed street, they shall be perpetually maintained by the Property Owner's Association of the proposed subdivision.
28. Any required open space areas, any landscape buffers, and the detention basin/system shall be dedicated by the Applicant to the property owners within the development to perpetually maintained by the Property Owners Association.
29. The Applicant shall be responsible for the perpetual maintenance of all trees, plants, and landscaping required herein. Any dead, unhealthy, or missing vegetation, or any vegetation disfigured by severe pruning, shall be replaced with new vegetation.
30. Prior to the commencement of any earth disturbing activities or the issuance of any building permit, the Applicant shall provide the Town Attorney with a title opinion on the subject property that there are no easements, rights-of-way, restrictions, or any other matters of record that would prevent the Applicant from completing the project as proposed.
31. Before any building permit is issued, the Applicant shall submit a revised site plan, in such form as shall be required by the Zoning Officer, that incorporates the terms and conditions of this Conditional Use Permit. All utility easements shall be signed and recorded prior to final approval of the site and grading plan.

- 32. Prior to the commencement of any earth disturbing activities, the Applicant shall provide a performance bond, letter of credit, or other security to ensure that all of the public improvements (water, sewer, street improvements, street lights, fire hydrants, etc.) will be completed within a reasonable period as determined by the Zoning Administrator, but not to exceed twelve months. Said performance surety will be for 125% of the estimated costs.
- 33. Failure to comply with any provision herein shall subject the Applicant to forfeiture of the Permit and a stop work order on any further construction.
- 34. The Applicant shall reimburse the Town for all required legal advertising and the cost of mailing notices to all adjoining property owners. Two site plan reviews are included in the basic permit fees. An additional amount of \$100.00 will be charged for each additional review of the same site plan. The review by the Town Engineer of the basic site plan is included in the basic permit fee structure. However, the Applicant shall reimburse the Town for the Engineer’s design or review of storm water management plans, water supply plans, erosion control plans, grading plans, or other detailed plans. The Applicant shall also reimburse the Town for all on-site inspections conducted by the Town Engineer.
- 35. In the event it is determined by the Town that the Applicant is in violation of its erosion control plan or any other condition of this Permit, thereby causing the Town to employ the Town Engineer to review and inspect the project, the Applicant shall be obligated to pay the Town Engineer for all time associated with his work on the project.
- 36. If any of the conditions affixed hereto or any part thereof shall be held invalid or void, then this Permit shall be void and of no effect.

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

TOWN OF BLOWING ROCK

By: _____
Charlie Sellers, Mayor

ATTEST: _____
Hilari H. Hubner, Town Clerk

(CORPORATE SEAL)



January 15, 2021

Jason Gaston, PE
VALOR ENGINEERING
215 Boone Heights Dr., Ste. 107
Boone, NC 28607

RE: Trip Generation Memorandum – Green Hill Road Subdivision, Blowing Rock, NC

Dear Mr. Gaston:

This memorandum is to provide information concerning traffic that will be generated by the proposed development, Green Hill Road Subdivision located in Blowing Rock, NC. The overall site plan shows a total of twelve (12) single family lots including the four (4) additional lots which do not need the major subdivision.

The Trip Generation Manual published by the Institute of Transportation Engineers (ITE), contains tables, rates, and equations that provide projected volumes based on specific land uses. The trip generation potential of the site was computed based on the 10th edition of the ITE Trip Generation Manual.

ITE Trip Generation 10th Ed.								
Green Hill Road Subdivision								
Average Weekday Driveway Volumes				AM Peak Hour		PM Peak Hour		
Land Use	ITE Land Code	Size		Data Source	Enter	Exit	Enter	Exit
Single Family Homes	210	12	1000 GFA	Adjacent/Equation	3	10	8	5
Total Unadjusted Trips					3	10	8	5

Based on the trip generation information and projected future traffic volumes provided above, the proposed development is expected to be low trip generator and will not have detrimental effect on the surrounding roads.

If you need additional information or have any questions, please feel free to contact me at 706-254-4642

Sincerely,

Frank Amenia, PE, PTOE
Senior Associate

Enclosures: ITE Trip Generation Summary Output
Site Plan for Major Subdivision
Overall Site Plan

Trip Generation Summary

Alternative: Alternative 1 Phase:

Project: Green Hill Road Subdivision

Open Date: 1/15/2021

Analysis Date: 1/15/2021

ITE	Land Use	Weekday AM Peak Hour of Adjacent Street Traffic			Weekday PM Peak Hour of Adjacent Street Traffic				
		*	Enter	Exit	Total	*	Enter	Exit	Total
210	Single Family Units		3	10	13		8	5	13
	12 Dwelling Units								
Unadjusted Volume			3	10	13		8	5	13
Internal Capture Trips			0	0	0		0	0	0
Pass-By Trips			0	0	0		0	0	0
Volume Added to Adjacent Streets			3	10	13		8	5	13

Total Weekday AM Peak Hour of Adjacent Street Traffic Internal Capture = 0 Percent

Total Weekday PM Peak Hour of Adjacent Street Traffic Internal Capture = 0 Percent

* - Custom rate used for selected time period.

CUP 2020-02

Green Hill Subdivision - Aerial

Search for Parcel or Road



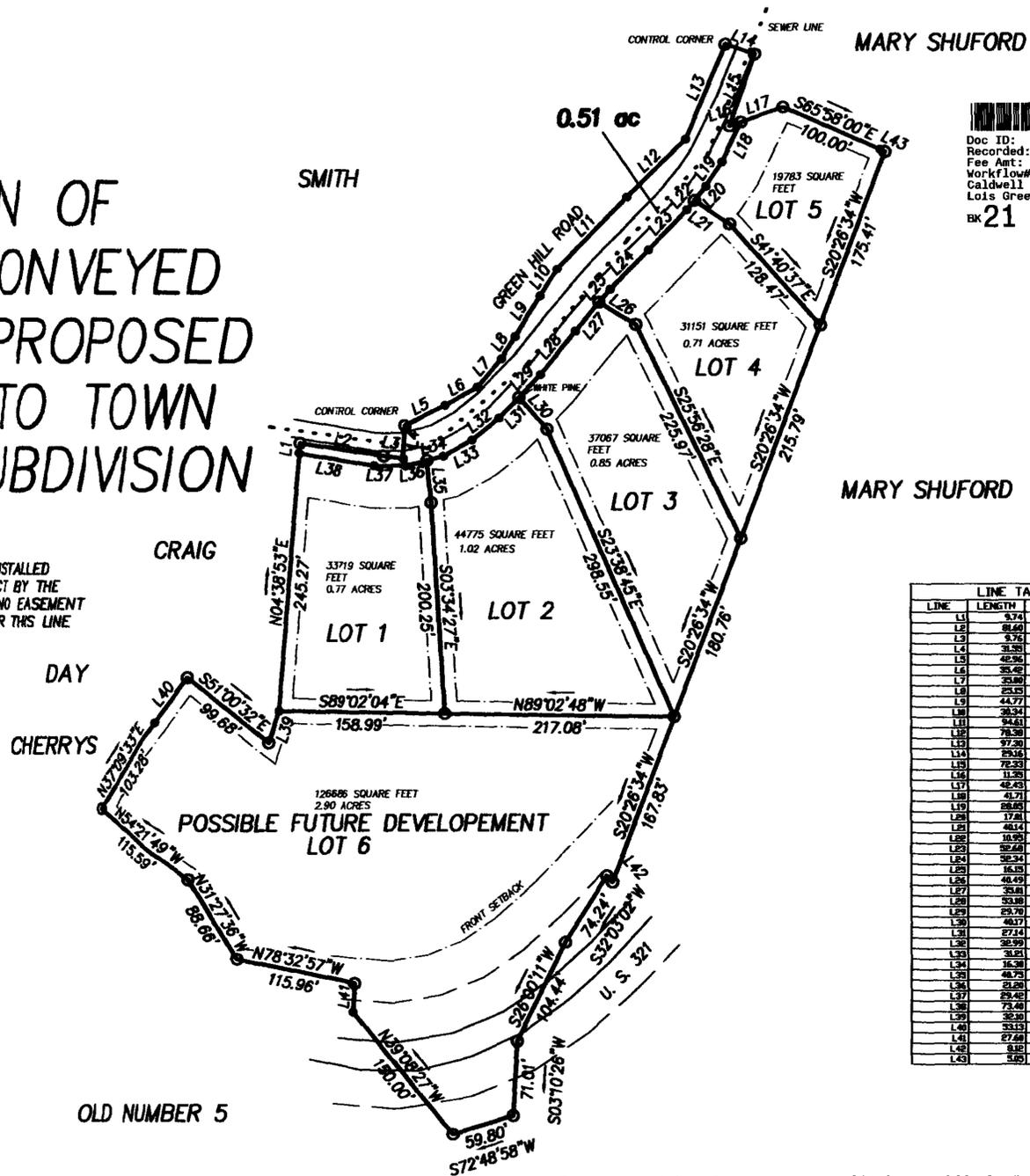
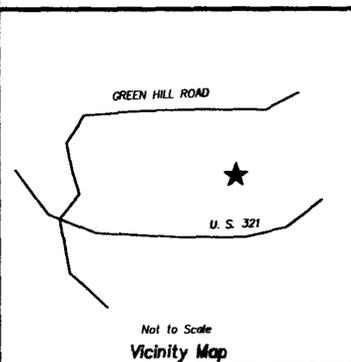
RECOMBINATION OF PREVIOUSLY CONVEYED TRACTS WITH PROPOSED CONVEYANCE TO TOWN AND MINOR SUBDIVISION

A SEWER LINE HAS BEEN INSTALLED WITHIN THE 0.51 ACRE TRACT BY THE TOWN OF BLOWING ROCK. NO EASEMENT OF RECORD WAS FOUND FOR THIS LINE

THE COUNTRY CLUB INTENDS TO RETAIN THE RIGHT OF INGRESS, EGRESS, AND REGRESS OVER THE 0.51 ACRE TRACT AS WELL AS THE RIGHT TO INSTALL UTILITIES ACROSS THIS TRACT AS THEY DEEM NECESSARY.

LEGEND

- ⊠ CATV = CABLE TV PEDESTAL
- CLV = CULVERT
- CP = COMPUTED POINT
- EIP = EXISTING IRON PIPE
- EIR = EXISTING IRON ROD
- ⊠ ELEC = ELECTRIC TRANSFORMER
- ⊙ HY = HYDRANT
- MH = MANHOLE
- ⊠ MON = MONUMENT
- NIP = NEW IRON PIPE
- NIR = NEW IRON ROD
- PL = POWER LINE
- PP = POWER POLE
- R/W = RIGHT OF WAY
- SD = STORM DRAIN
- ⊠ TEL = TELEPHONE PEDESTAL
- WM = WATER METER
- WV = WATER VALVE



Doc ID: 005770360001 Type: PLA
Recorded: 08/29/2003 at 11:18:41 AM
Fee Amt: \$21.00 Page 1 of 1
Workflow# 601122
Caldwell County, NC
Lois Greene Register of Deeds
BK 21 PG 157

LINE	LENGTH	BEARING
L1	5.74	N84°38'59"E
L2	88.60	S88°27'39"E
L3	9.76	S88°28'09"E
L4	31.25	N82°42'50"E
L5	45.96	N82°28'21"E
L6	35.42	N88°31'21"E
L7	25.80	N89°31'21"E
L8	25.55	N88°31'21"E
L9	44.77	N88°31'21"E
L10	38.24	N88°31'21"E
L11	84.61	N88°31'21"E
L12	78.38	N88°31'21"E
L13	97.20	N88°31'21"E
L14	29.16	S71°19'28"E
L15	72.23	S89°46'51"E
L16	11.25	S89°46'51"E
L17	42.43	N79°28'58"E
L18	41.71	S89°29'44"E
L19	68.65	S89°29'44"E
L20	17.21	S89°29'44"E
L21	48.14	S89°29'44"E
L22	16.95	S89°29'44"E
L23	32.24	S44°24'20"E
L24	16.15	N89°34'20"E
L25	48.45	S88°31'41"E
L26	38.88	S89°29'44"E
L27	23.18	S89°29'44"E
L28	23.70	N83°31'41"E
L29	40.17	S41°25'41"E
L30	27.14	S41°25'41"E
L31	32.99	S89°29'44"E
L32	31.81	S89°29'44"E
L33	16.28	N79°28'58"E
L34	48.75	N79°28'58"E
L35	25.28	S79°28'58"E
L36	25.42	N89°31'21"E
L37	73.48	N89°31'21"E
L38	32.32	N89°31'21"E
L39	33.13	N89°31'21"E
L40	27.66	N89°31'21"E
L41	8.12	N89°31'21"E
L42	5.69	S25°39'00"E

I hereby certify that all streets shown on this plat are within the Town of Blowing Rock's planning jurisdiction, all streets and other improvements shown on this plat have been installed or completed or that their installation or completion (within twelve months after the date below) has been assured by the posting of a performance bond or other sufficient surety, and that the subdivision shown on this plat is in all respects in compliance with Chapter 16 of the Blowing Rock Town Code, and therefore this plat has been approved by the Blowing Rock Board of Commissioners, subject to its being recorded in the Watauga/Caldwell County Registry within 30 days of the date below.

I hereby certify that I am the owner of the property described hereon, which property is within the subdivision, regulation, jurisdiction, of the Town of Blowing Rock, and that I freely adopt this plan of subdivision.

8/19/03 Date *Ralph Smith for owner* Owner

8/25/03 Date *K. R. Hinkle* Administrator

NORTH CAROLINA - WATAUGA COUNTY

I, _____, REVIEW OFFICER OF WATAUGA COUNTY, CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

DATE REVIEW OFFICER

NORTH CAROLINA - WATAUGA COUNTY

FILED FOR REGISTRATION ON THE _____ DAY OF _____, 20____, AT _____ O'CLOCK,

AND REGISTERED IN THE OFFICE OF THE REGISTER OF DEEDS OF WATAUGA COUNTY, NORTH CAROLINA ON THE _____ DAY OF _____, 20____, IN

BOOK _____ OF _____ AT PAGE _____

NORTH CAROLINA - CALDWELL COUNTY

I, *Kevin Danch*, REVIEW OFFICER OF CALDWELL COUNTY, CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

8/29/03 DATE *[Signature]* REVIEW OFFICER

NORTH CAROLINA - CALDWELL COUNTY

FILED FOR REGISTRATION ON THE _____ DAY OF _____, 20____, AT _____ O'CLOCK,

AND REGISTERED IN THE OFFICE OF THE REGISTER OF DEEDS OF CALDWELL COUNTY, NORTH CAROLINA ON THE _____ DAY OF _____, 20____, IN

BOOK _____ OF _____ AT PAGE _____

O. WAYNE GREEN AND ASSOCIATES SURVEYING, P.A.
2028 LAUREL FORK RD. VILAS, NC 28692 PH (828) 963-5086

NOTES:

- ALL MEASUREMENTS ARE HORIZONTAL AND THE AREA WAS CALCULATED BY COORDINATE GEOMETRY.
- ALL BEARINGS ARE RELATIVE TO THE SOURCE PLAT
- THE SOURCE DEED IS BK 1237 - P 515; BK 654 - P 1502;
- THE SOURCE PLAT IS BOOK 11 - PAGE 130
- ADDITIONAL SOURCE AND REFERENCE DOCUMENTS ARE SURVEY 91085; BOR 376 - PG 006; BOR 376 - PG 009
A SURVEY OF THE ARBUCKLE PROPERTY; A SURVEY OF THE CRAIG PROPERTY, BOR 642 - PG 425; BK 1197 - P 46; BK 1106 - PG 340; BK 1109 - P 465; BK 1056 - P 338
- SEE THE CALDWELL AND WATAUGA COUNTY PUBLIC REGISTRIES.
- NO PORTION OF THIS PROPERTY IS INSIDE OF A HIGH RISK FLOOD AREA PER F.E.M.A. FLOOD INSURANCE RATE MAPS.

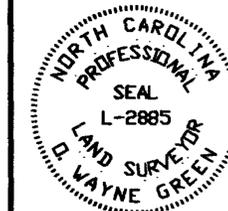
THIS PLAT REFLECTS INFORMATION CONTAINED IN THE SOURCE AND REFERENCE DOCUMENTS AND MONUMENTATION FOUND ON THE GROUND. IT WAS DONE WITHOUT BENEFIT OF A TITLE SEARCH BY AN ATTORNEY AND IS SUBJECT TO ANY OTHER INFORMATION DISCLOSED.

I, O. WAYNE GREEN, CERTIFY:

- THAT THIS SURVEY CREATES A SUBDIVISION OF LAND WITHIN THE AREA OF A COUNTY OR MUNICIPALITY THAT HAS AN ORDINANCE THAT REGULATES PARCELS.
- THAT THIS SURVEY IS LOCATED IN A PORTION OF A COUNTY OR MUNICIPALITY THAT IS UNREGULATED AS TO AN ORDINANCE THAT REGULATES PARCELS OF LAND.
- ANY ONE OF THE FOLLOWING:
 - THAT THE SURVEY IS OF AN EXISTING PARCEL OR PARCELS OF LAND AND DOES NOT CREATE A NEW STREET OR CHANGE AN EXISTING STREET.
 - THAT THE SURVEY IS OF AN EXISTING BUILDING OR OTHER STRUCTURE, OR NATURAL FEATURE SUCH AS A WATERCOURSE.
 - THAT THE SURVEY IS A CONTROL SURVEY.
- THAT THE SURVEY IS OF ANOTHER CATEGORY SUCH AS THE RECOMBINATION OF EXISTING PARCELS, A COURT-ORDERED SURVEY, AN ANNEXATION OR ZONING SURVEY OR OTHER EXCEPTION TO THE DEFINITION OF SUBDIVISION.
- THAT THE INFORMATION AVAILABLE IS SUCH THAT I AM UNABLE TO MAKE A DETERMINATION TO THE BEST OF MY PROFESSIONAL ABILITY AS TO PROVISIONS ABOVE.

O. Wayne Green
L-2885

I, O. WAYNE GREEN, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY OR ACTUAL SURVEYS MADE UNDER MY SUPERVISION (DEED DESCRIPTION RECORDED IN BOOK _____ PAGE _____, OR OTHER SEE NOTES); THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION CONTAINED IN _____; THAT THE RATIO OF PRECISION AS CALCULATED IS 1 : 10,000; THAT THIS PLAT IS A COMPOSITE OF OTHER SURVEYS DONE FOR THE BLOWING ROCK COUNTRY CLUB; THAT THIS PLAT REFLECTS INFORMATION CONTAINED IN A SURVEY DONE BY ME FOR RALPH SMITH, AND THAT THE PROPERTY KNOWN AS THE CRAIG LOT WAS SURVEYED BY ME. WITNESS MY ORIGINAL SIGNATURE, REGISTRATION NUMBER, AND SEAL THIS 20____ DAY OF JULY _____, A.D., 2003.



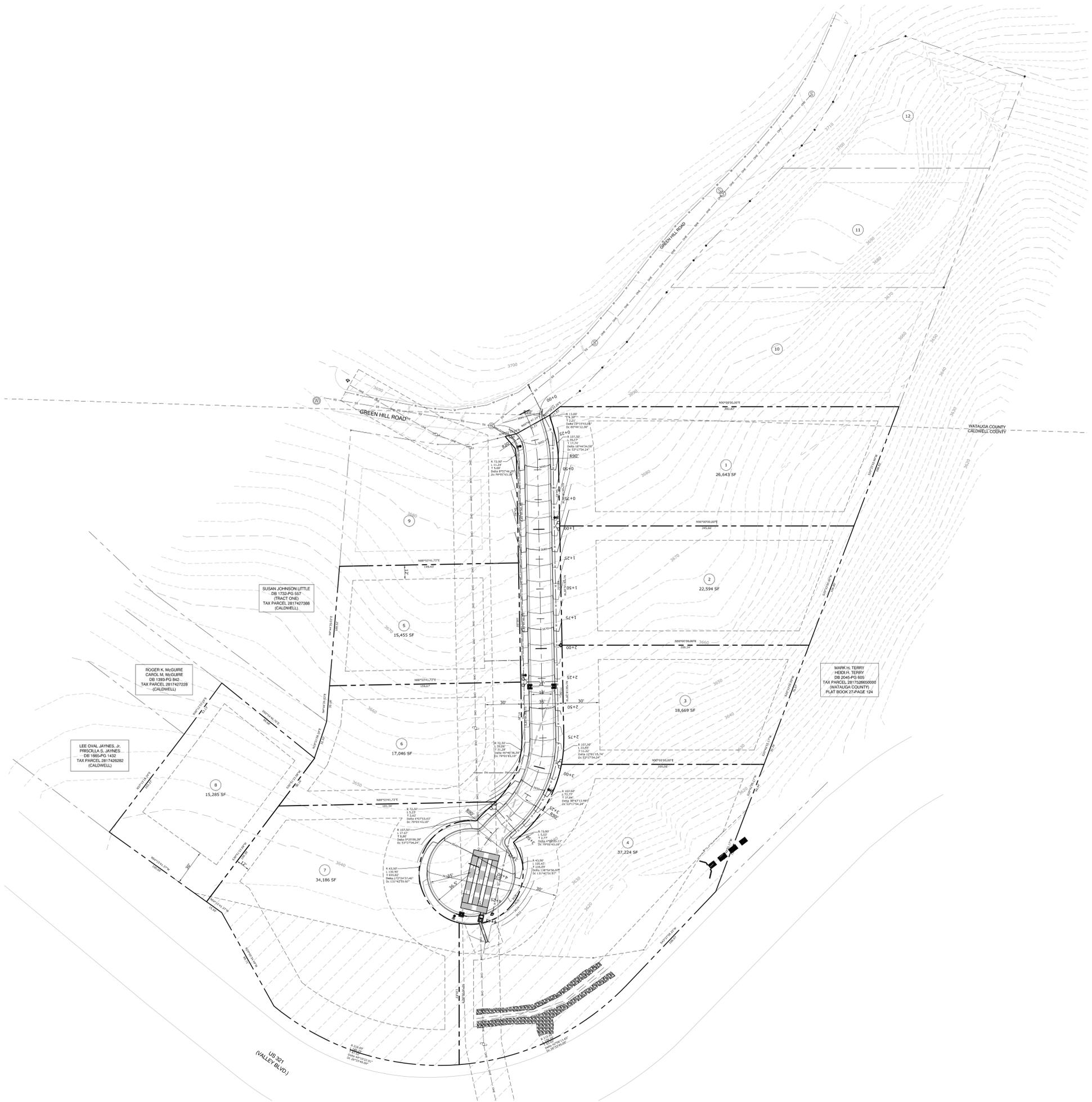
O. Wayne Green
SURVEYOR
L-2885
REGISTRATION NUMBER

SURVEY FOR THE
**BLOWING ROCK
COUNTRY CLUB**

TOWN OF BLOWING ROCK
WATAUGA AND CALDWELL COUNTIES
NORTH CAROLINA
JULY 20, 2003

Scale is 1"=100'
0 100' 200' 300'

JN200221



GRADING NOTES:

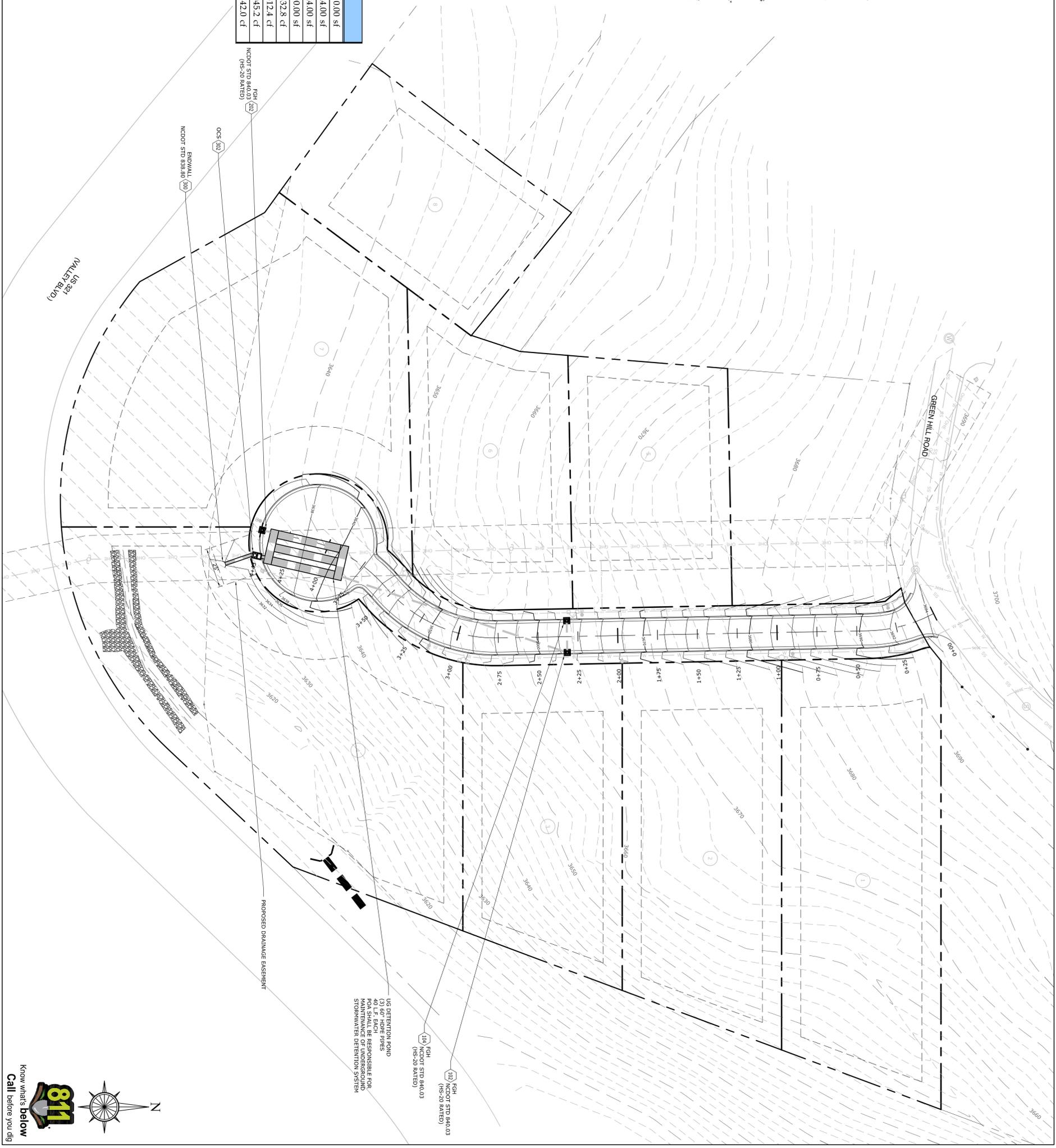
- 1.) ALL SPOT ELEVATIONS SHOWN ARE @ THE EOP UNLESS OTHERWISE NOTED.
- 2.) THE PROPOSED SIDEWALKS SHALL BE BUILT WITH A 2% CROSS-SLOPE AWAY FROM THE CURB.
- 3.) THE CONTRACTOR SHALL CLEAN OUT ACCUMULATED SLUDG IN STORM WATER CONVEYANCE CHANNELS AND PIPES AT END OF CONSTRUCTION WHEN DISTURBED AREAS HAVE BEEN RESTORED.
- 4.) CONSTRUCTION WITH THE TOWN OF BLOWING ROCK INSPECTIONS DURING CONSTRUCTION. NO CERTIFICATE OF OCCUPANCY WILL BE ISSUED UNTIL ALL SITE IMPROVEMENTS HAVE BEEN COMPLETED.
- 5.) EROSION CONTROL BARRIERS FOR THE TOWN OF BLOWING ROCK INSPECTOR AND MAINTAIN UNTIL PERMANENT VEGETATION IS ESTABLISHED.
- 6.) THE CONTRACTOR SHALL RE-ESTABLISH ALL RIGHT OF WAY AREA WHICH IS DAMAGED OR DISTURBED TO ORIGINAL CONDITIONS OR BETTER DURING AUTHORIZED WORK. ALL WORK IN ALL CURED ISLANDS SHALL BE FILLED TO TOP OF CURB WITH TOPSOIL AND SEED.
- 7.) MAXIMUM CUT SLOPE IS 1:1.51 AND MAXIMUM FILL SLOPE IS 2:1.
- 8.) ALL BARRIERS, TREE SAVED AREAS, AND UNDISTURBED AREAS SHALL BE CLEARLY IDENTIFIED BY THE CONTRACTOR.
- 9.) ALL HOPE STORM PIPE SHOWN ON THIS PLAN SHALL BE WAPPED WITH LOCATION WIRE AND TAPE.
- 10.) AREAS OF FILL OR OVERTURN DISTURBANCE OF EXISTING CONDITIONS, UNLESS OTHERWISE NOTED, THE CONTRACTOR SHALL FULLY AND COMPLETELY REMOVE AND LEGALLY DISPOSE OFF-SITE. ALL PLANT MATERIALS INCLUDING BUT NOT LIMITED TO ROOT SYSTEMS, CONCRETE, REINFORCED CONCRETE, ASPHALT TERRAZ, UNBERBERSH, TOPSOIL, AND OTHER MATERIALS SHALL BE FULLY REMOVED AND DISPOSED OFF-SITE.
- 11.) THE CONTRACTOR SHALL MAINTAIN DRY DENSITY FOLLOWING FILL REMOVAL OF THESE MATERIALS.
- 12.) ALL SUBGRADE PREP AND AREAS OF THE SITE TO RECEIVE FILL SHALL BE COMPLETED IN STRICT ACCORDANCE WITH THE TOWN OF BLOWING ROCK SPECIFICATIONS.
- 13.) AT ALL TIMES, THE CONTRACTOR SHALL HAVE THIS REPORT ON THE JOB SITE FOR REFERENCE AT ALL TIMES. THE CONTRACTOR SHALL PROVIDE EARTHWORK OPERATIONS AND CONSTRUCTION PHASE MONITORING TO ENSURE THAT ALL CONSTRUCTION IS COMPLETED IN ACCORDANCE WITH THE TOWN OF BLOWING ROCK SPECIFICATIONS.
- 14.) THE RESPONSIBILITY OF THE CONTRACTOR TO OBTAIN QUALIFIED PROFESSIONAL ADVICE FROM A REGISTERED PROFESSIONAL ENGINEER AND A REGISTERED PROFESSIONAL SURVEYOR IS NOT TRANSFERRED TO THE CONTRACTOR BY THE PRESENCE OF THIS REPORT.
- 15.) NO PORTION OF THIS PROPERTY LIES WITHIN A SPECIAL FLOOD HAZARD AREA PER PANEL.
- 16.) STORMWATER MANAGEMENT FACILITIES AND EROSION CONTROL MEASURES ARE TO BE ACCOMPLISHED PRIOR TO ANY OTHER CONSTRUCTION ON THE SITE AND MAINTAINED UNTIL PERMANENT VEGETATION IS ESTABLISHED. STORM WATER MANAGEMENT SHALL BE IN EFFECT AT THE TIME OF CONSTRUCTION PLAN APPROVAL.
- 17.) EXTREME CAUTION SHALL BE USED WHEN WORKING WITHIN THE VICINITY OF THE EXISTING OVERHEAD POWER LINES. WORKERS SHALL NOTIFY/COORDINATE WITH NEW RIVER LIGHT AND POWER COMPANY PRIOR TO ANY WORK WITHIN THE VICINITY OF THESE LINES.
- 18.) ALL PUBLICLY MAINTAINED SIDEWALK SHALL BE BUILT WITH 5,000 PSI CONCRETE WITH FIBER 4" THICK AND 4" WASHED STONE UNDERLAY. SIDEWALK TO BE SEALED WITH CONCRETE SEALER AND SEALER. ALL PROPOSED SIDEWALKS SHALL BE BUILT WITH A 2% CROSS-SLOPE AWAY FROM THE BUILDING.
- 19.) ANY EXISTING MATERIAL (SIDEWALK, ASPHALT, ETC.) THAT IS DAMAGED FOR THE PURPOSES OF THIS PROJECT SHALL BE FULLY REMOVED AND DISPOSED OFF-SITE.

LEGEND	
---	PROPERTY LINE
---	ADJACENT PROPERTY LINES
XXX-XX-	EXISTING SPOT ELEVATION
XXXX-XX-	PROPOSED SPOT ELEVATION
---	EXISTING CONTOURS
---	PROPOSED CONTOURS

EARTHWORK CALCULATIONS	
REQ'D CUT =	+ 625
REQ'D FILL =	- 1,025
ADDITIONAL CUT FROM PAVEMENT BASE =	+ 200
BALANCE:	- 390
	CV

- EARTHWORK NOTES:**
- 1.) SPRINKLING OF 1% WAYS TO ACCOUNT FOR REMOVAL OF TOPSOIL.
 - 2.) REQ'D CUT IS IN SITU CUT.
 - 3.) ANY SOIL MATERIAL TO BE TRANSPORTED OFFSITE SHALL BE JURISDICTION.
 - 4.) IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO VERIFY ALL QUANTITIES AND BID NUMBERS. THESE CALCULATIONS ARE PROVIDED FOR REFERENCE ONLY.

Table 6: Detention Pond Summary	
Existing Impervious Area Prior to 9/15/93	0.00 sf
Proposed Impervious Area	12,124.00 sf
Net Impervious Area for Storage:	12,124.00 sf
Proposed Vegetative Cover Area:	6,200.00 sf
Required Storage for Net Impervious Area (9,100 cf/acre):	2,532.8 cf
Required Storage for Vegetative Cover Area (3,600 cf/acre):	512.4 cf
Total Storage Required per 16-16-31.3.2	3,045.2 cf
Total Storage Provided:	3,142.0 cf



PROJECT:
Green Hill Road
Subdivision

A Single Family Major Subdivision

ADDRESS:
TBD Green Hill Road
Blowing Rock, NC

DEVELOPER:
Winkler Organization
RESIDENTIAL & COMMERCIAL PROPERTY MANAGEMENT

215 Boone Heights Drive, Ste. 100
Boone, NC 28607
828-262-3431

CONTRACTOR: MR. JOHN WINKLER

ENGINEER:
VALOR ENGINEERING

215 Boone Heights Drive, Ste. 107
Boone, NC 28607
828-262-9807
www.valorengineering.com

REVISIONS

NO.	DATE	DESCRIPTION

PROJECT MANAGER: JEG

DRAWING BY: JEG

JURISDICTION: TOWN BLOWING ROCK

DATE: 12/14/20

SHEET TITLE:

PRELIMINARY GRADING & DRAINAGE PLAN

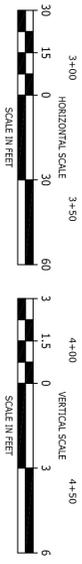
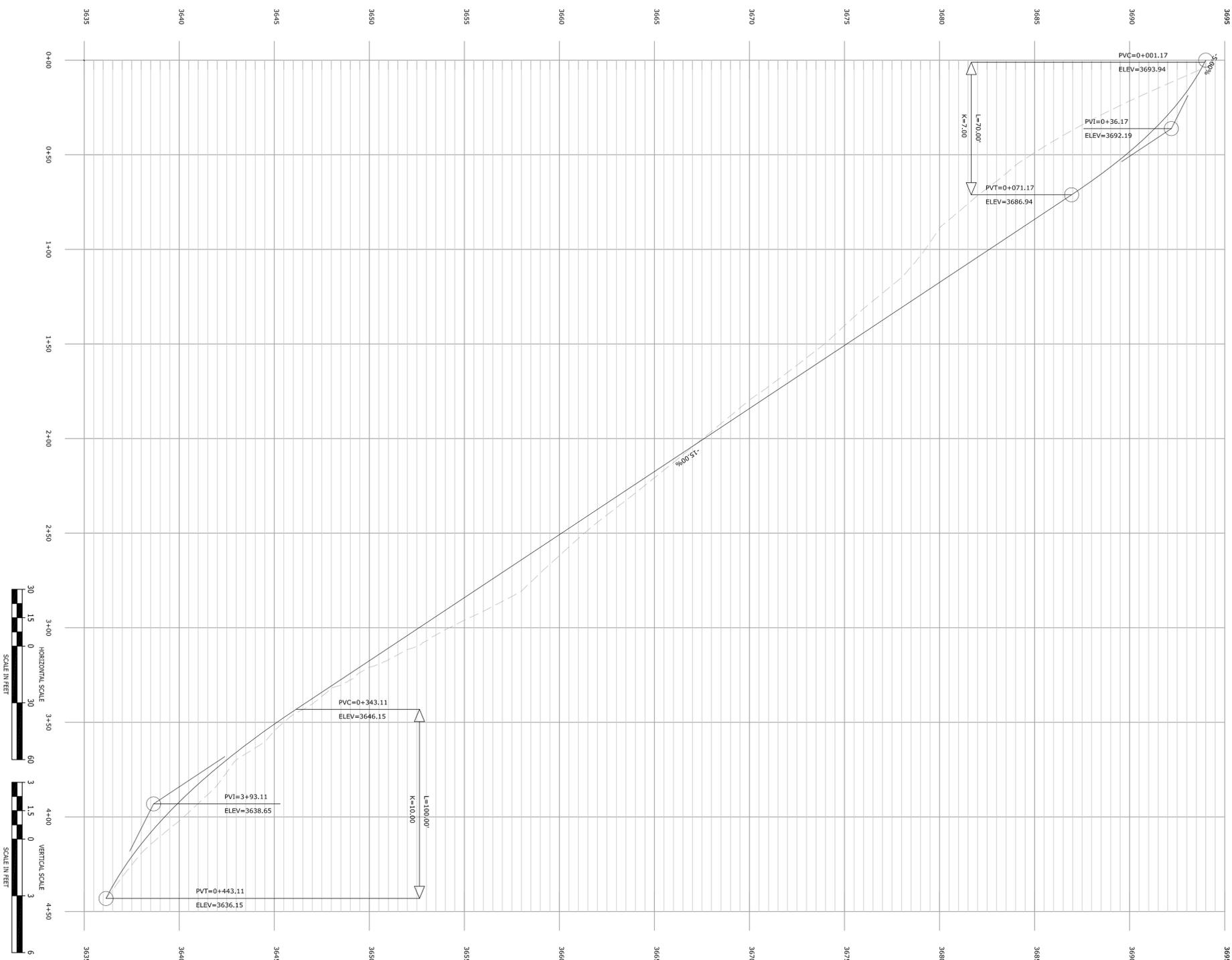
SHEET NUMBER: C-2

SCALE: 1" = 30'

FILE NUMBER: 001-052

Know what's Below
Call before you dig

ROAD



PROJECT:

Green Hill Road Subdivision

A Single Family Major Subdivision

ADDRESS:
TBD Green Hill Road
Blowing Rock, NC

DEVELOPER:



215 Boone Heights Drive, Ste. 100
Boone, NC 28607
828-262-3431

CONTACT: MR. JOHN WINKLER

ENGINEER:



215 Boone Heights Drive, Ste. 107
Boone, NC 28607
828-262-9807
www.valorengineering.com

SCALE:



REVISIONS	DATE

PROJECT MANAGER: JEG
DRAWING BY: JEG
JURISDICTION: TOWN BLOWING ROCK
DATE: 12/14/20
SHEET TITLE:

PRELIMINARY ROADWAY PLAN & PROFILE
SHEET NUMBER: C-2.1

SCALE: AS SHOWN
30 15 0 30 60
SCALE IN FEET
FILE NUMBER: 001-052

Town of Blowing Rock

Request for Council Action

FROM: Jennifer Brown, Director of Parks & Recreation
SUBJECT: Public Art Request
TO: Town Council
DATE: February 9, 2021
REQUESTED BY: Blowing Rock Art & History Museum

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

BACKGROUND:

The Blowing Rock Art and History Museum is requesting to hold their 10th anniversary celebrations on top of the parking deck adjacent to BRAHM July 29th & July 30th, 2021. This event would be held on Thursday and Friday evenings from 6:30 p.m. to 10:00 p.m. to help reduce the number of people in attendance due to COVID and maintaining proper social distancing.

They have requested parking at St. Mary's Episcopal Church and Ruple Memorial Church during their event each night. They will have the parking deck cleaned off and opened for public parking by noon on Saturday July 31st.

ATTACHMENTS:

1. Special Events Application
2. Email Confirmation for Parking

BRAHM

Blowing Rock Art & History Museum

January 19, 2021

Board of Trustees

Sandra Huff,
President
Don Hubble,
Vice President
R. Dean Hamric,
Treasurer
Lee Rocamora,
Secretary
Teresa Caine, Executive
Member at Large
Bo Henderson,
Past President
Joe Coyne
Nelson Crisp
Linda Gilleland
Sue Glenn
Miriam Kimsey
Cindy Milner
Eric Overcash
Mary Ann Poole
Jess Wehrmann
Jean Wilkinson

Founders Emeritus

Welborn Alexander
Herb Cohen
Joe Dulaney

Staff

Lee Carol Giduz,
Executive Director
Mark Brackbill,
Facilities Manager
Sharon Caldwell,
Business Manager
Dianna Cameron,
Exhibitions & Collections
Director
Steve Eichner,
Visitor Services
Maggie Flanigan,
Marketing &
Communications Director
Jennifer Garonzik,
Ed. Center Director
Jasmin McFayden,
Executive Assistant
Anna Clair Miller,
Visitor Services
Willard Watson,
Programs & Outreach
Director

Jennifer Brown, Director
Town of Blowing Rock Parks & Recreation Department
PO Box 47
1036 Main Street
Blowing Rock, NC 28605

Dear Jennifer,

Enclosed is BRAHM's permit application for use of the upper parking deck on Ginny Stevens Lane for our 2021 10th Anniversary Celebrations. Unlike the 2019 BRAHM Gala, we are planning to hold events over two evenings (Thursday & Friday, July 29 & 30, 2021) in order to accommodate smaller crowd sizes due to COVID 19. Though we are planning to hold two events this year, the timeframe for reserving the parking deck (from Wednesday night 7/28 through noon on Saturday 7/31) is the same reservation time frame as in 2019. We plan to host up to 150 guests each evening, so there will be less parking needed for BRAHM's event each night than in 2019 when we hosted 250 guests and 20 volunteers and staff the evening of August 2nd. Guest parking for each evening will be at Rumble and St. Mary's churches and we will plan to only reserve these lots during the time of the events.

We are excited to be celebrating 10 years of partnership with the Town of Blowing Rock! We appreciate all that you do and we sincerely appreciate the Town's consideration of our request. As always, if you have any questions or need additional information, please let me know.

Sincerely,



Lee Carol Giduz
Executive Director



Town Of Blowing Rock
 PO Box 47
 1036 Main Street
 Blowing Rock, NC
 28605
 Tel 828-295-5200

Town Of Blowing Rock
Special Events/Activities Application
 (Must be submitted to Blowing Rock Parks & Recreation)

The purpose of this application is to provide information about your event or activity in order for various departments and agencies to determine if they need to be involved in the approval and/or permitting process. Depending on the specific event, a permit application and/or fee(s) from individual departments may be required.

The applicant is responsible for providing complete and accurate information on the application, including an attached detailed site plan. The applicant is also responsible for notifying the Parks Department of any changes. Incomplete applications will not be accepted. **A complete application should be submitted at least **90 days** prior to the planned event to allow sufficient review time. Town staff may contact you with specific questions. Any official may require a pre-planning meeting.

Applications and events are prioritized based on a first come-first served basis and the Town may approve or disapprove an event's requested date based on availability of resources. Events that occur on an annual basis will receive priority the following year.

Applicant should contact the Parks Department to verify date availability prior to submission of application.

****NO MORE THAN 2 RACES WILL BE ALLOWED IN ANY GIVEN MONTH**

****If the event is to be held on public property, approval to use the property must be obtained from Town Council; therefore the application must be submitted 90 days prior to the event.**

APPLICANT INFORMATION

Name of Event: BRAHM 10th Anniversary Gala
 Applicant Name & Title: Lee Carol Giduz, Executive Director
 Organization: BRAHM
 Mailing (Billing) Address: 159 Ginny Stevens Lane, PO Box 828
 City / State / Zip: Blowing Rock, NC 28605
 Daytime Phone: 828-295-9099 Cell: 828-493-3959 Email: leecarol@blowingrockmuseum.org
 Description of the Event: Tented Gala
 Does the event have a Twitter, Facebook or other social networking page: not yet
 If yes, please list URL(s): webpage address will be blowingrockmuseum.org/gala

Event Address: <u>159 Ginny Stevens Lane, Parking Deck upper</u>
Date of Event: <u>July 29 & 30, 2021</u>
Event Start Time: <u>6:30 PM each day</u> Event End Time: <u>10:00 PM each day</u>
Set-Up Begins: <u>July 29, morning</u> Clean-Up Ends: <u>July 31, midday</u>
Preferred Date & Time of Inspection: <u>July 29, early afternoon</u>
Estimated Attendance: <u>150 each evening</u>
The Event is: <input checked="" type="checkbox"/> Private (by invitation only) or <input type="checkbox"/> Open to General Public

APPLICANT'S SIGNATURE _____ **DATE:** _____

A pre-planning meeting may be required and will be scheduled to include the appropriate staff. The event applicant must attend the meeting. The town reserves the right to require others to attend.

TENTS & MEMBRANE STRUCTURES

**** Tent** is a structure, enclosure, or shelter, with or without sidewalls or drops ******

Will tent(s) be used for the event? Yes No

Number of Tent(s) planned: one large, one small

Size of Tent(s) planned: 80 x 50 feet (large tent); 16 x 30 feet (small catering tent)

Percentage of side walls if any to be used for each tent: 0 or 75% if rain

Detail tent location, size, percentage of side walls and spacing for each on required site plan.

**** Membrane structure** is an air-inflated or air supported structure ******

Will inflated/air Supported membrane(s) structures be used for the event? Yes No

Number of air inflated/air supported membrane structures planned: _____

Size(s) air inflated/air supported membrane structures planned: _____

Detail air inflated/air supported membrane structure location(s), size and spacing for each on required Site plan.

POWER SOURCES

Will you use electric generators? Yes No

If yes, will Power Distribution boxes be used? Yes No

Provide contact information for contractor supplying generator power:

Name: Mark Miller Phone: 919-924-5751 Email: mark@chairandequipmentrentals.com

Will you use electric power from an existing structure? Yes No

If yes, will direct wiring to breakers be required? Yes No

Provide contact information for person responsible for setup of power:

Name: _____ Phone: _____ Email: _____

HAZARDOUS MATERIALS

Will there be any portable heaters?? Yes No

Will there be any deep fat fryers?? Yes No

Will the event have any hazardous materials such as propane, butane, gasoline, diesel tanks, helium cylinders or other upright tanks? Yes No

If yes, all tanks must be secured in a manner to prevent accidentally being knocked over. All helium tanks not being used shall have their caps in place.

Will there be any fireworks, lasers, torches, candles or pyrotechnics? Yes No

If yes, contact the Blowing Rock Fire & Rescue office at 828-548-2800 for more information.

VOICE/MUSIC AMPLICATION

Are there any musical entertainment features related to your event? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (If no proceed to next section)
If yes, state the number of bands and type of music: Number of bands: <u>1 band</u> Type(s) of music: <u>music for 7/29 event, Live band for 7/30 event (dinner music, classical or jazz)</u>
Will a portable or temporary stage be utilized? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes*, state the number of portable or temporary stages: <u>one</u> Will stage have canopy with frame that supports equipment (lighting, etc.)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes* state the size of canopy: _____
Provide contact information for contractor providing stage: Name: <u>Mark Miller</u> Phone: <u>919-924-5751</u> Email: <u>mark@chairandequipmentrentals.com</u>
Will your event use amplified sound? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, please indicate times: Start time: <u>6:30 pm</u> Finish time: <u>9:30 pm</u>

ALCOHOL

Will alcoholic beverages be served? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (If yes, NC ABC permit required)
Will alcoholic beverages be sold? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (If yes, NC ABC permit required)
What type of alcohol will be served? <input type="checkbox"/> Draft Beer <input checked="" type="checkbox"/> Can/Bottle Beer <input checked="" type="checkbox"/> Wine <input checked="" type="checkbox"/> Liquor
Who will be serving the alcohol? <u>licensed bartenders</u>
Times for alcohol to be served: <u>5:30-9:00 pm</u>
Locations within event site where alcohol will be served: <u>2 bars under tent at each end, possibly 1 bar in the atrium of BRAHM as well</u>
Have you applied for a North Carolina temporary ABC permit? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>but will secure prior to event date.</i>

MECHANICAL RIDES

Does the event include mechanical rides, or other similar attractions? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please describe attractions: _____ _____ _____
<p><i>Applicants contracting with amusement ride companies are required to provide the Town of Blowing Rock with a certificate of insurance, naming applicant and the Town of Blowing Rock (if applicable) as additional insured on general liability.</i></p>

VENDORS

PLEASE ATTACH COMPLETE LIST OF VENDORS IF ON PUBLIC PROPERTY.

Does the event include food vendors? Yes No

If the event will have food vendors, please check the following that apply:

Served Sold Free Catered Prepared Outdoors

Does the event include food concession and/or cooking areas? Yes No

If yes, please list each vendor and specify cooking method (Gas, Electric, Charcoal, Other)

(Use additional sheet if necessary)

VENDOR	COOKING METHOD	FOOD ITEM
7/29/21: Reid's Catering (828) 898-9200	warming boxes (maybe)	heavy hors d'oeuvres
7/30/21: Reid's Catering (828) 898-9200	warming boxes	appetizers and three course meal

Fire Code requires a fire extinguisher at each cooking location. Event organizers are responsible for arranging health inspections for their events.

EVENT SCHEDULE

Provide a detailed schedule of the event including dates and times for entertainment, activities, hours of event, start time, finish time, etc. If the event requires an extended time frame for set-up, include details with a timeline listing the times and locations where streets or public property will be impacted and when dismantling will be completed. (Use additional sheet of paper if necessary)

DATE	TIME	ACTION	ADDITIONAL NOTES
7/29/21	6:30-9:30 pm	Dance party with beer and wine bar and heavy hors d'oeuvres	Details for this event program are TBD
7/29/21	6:30-9:30 pm	music provided	
7/30/21	5:30-6:30	Sponsor reception	In the museum
7/30/21	6:45-7:30 pm	cocktail hour for all guests under tent	live background music begins during cocktail hour
7/30/21	7:30-9:30 pm	introductory remarks, dinner, speaker/program, live fund-a-need	live background music playing throughout dinner portion

TOWN SERVICES

The Town of Blowing Rock does not provide amenities such as portable washrooms, sound systems, tables, chairs, tents, canopies or other equipment.

TRASH AND RECYCLING PLAN

In order to determine what types of containers are needed for the event, please answer the following questions: Are you requesting trash/recycle bins from the town?(Additional Fee Will Be Required) Yes / No NO

How many trash bins are you requesting for trash? _____

How many recycle bins are you requesting? _____

Date and Time for trash or recycling bins to be emptied\picked up: _____

Delivery Location? _____

_ Applicants are responsible for cleaning and restoring the site after the event. The cost of any employee overtime incurred because of an applicant's failure to clean and/or restore the site following the event will be paid for by the applicant. If you reasonably believe that no litter will be generated during your event, please state this in your plan.

PUBLIC PROPERTY CLEAN-UP

Contracted personnel or volunteers may be used if indicated below. What is the clean-up plan for the event? Staff, caterers and tent vendor will handle clean up of tent site, Town to blow off parking deck prior to Thursday 7/29 and thoroughly clean restrooms before each evening.

If town personnel are needed to assist with event site clean-up the applicant will be required to hire off Duty personnel.

If needed, please list preferred Date & Time for clean-up staff to arrive: _____

Will any of the following services be used for the event:

- Water Service Portable Toilet Services
- Wastewater Service Public Restrooms Public Electric Power

SAFETY AND SECURITY (CHECK TYPES OF SECURITY USED)

- Beer/Alcohol Security Stage Security Event Area Security Gate Security
- Road Closure Security Money Handling Security Other _____
- Overnight Security From _____: _____ To _____: _____

Dates & Times security will be on site: Volunteers will provide security to ensure no underage drinking and that alcoholic beverages remain onsite.

Security provided by: BRAHM staff and volunteers **Number of Security Personnel:** 4

Applicant may be required to hire sworn off-duty Town of Blowing Rock police officers to provide security to insure public safety. The Blowing Rock Police Department will determine the number of security personnel required on site.

WALK, RUN, CYCLE EVENTS ON PUBLIC ROADWAYS

Number of participants expected: _____ % of participants expected under 18: _____

*Must be at least 100 participants and no more than 2,000 per route.

Number of volunteers expected: _____ % of volunteers expected under 18: _____

ADDITIONAL GUIDELINES AND REQUIREMENTS

Please initial all guidelines below and provide the information requested at the time the application is submitted.

Must use a pre-approved route from the Town/NCDOT and/or pre-approved neighborhood route and/or track or one of the options not on roadways that are available at a park. _____

Must include a certificate of liability insurance for walk, run, and/or cycle event if the start/finish are on public property. _____

Must include a plan for volunteers for events with an anticipated attendance of 100 participants or more (how many, their duties). _____

Must include a parking plan for participants and volunteers (can be included in site plan). _____

The provision of twenty foot (20') minimum emergency access lanes throughout the event site. _____

Temporary signs may be used to mark a course. No markings of any kind (permanent or temporary) are allowed on roadways, sidewalks, or parking lots. _____

Any unauthorized traffic control device or other sign or message placed on the highway right-of-way by a private organization or individual constitutes a public nuisance and should be removed. Any violations of this policy will result in disapproval of future event(s). _____

Do not assume, advertise, or promote your event until you have a signed permit from the Blowing Rock Police Department, along with permission from town staff and Blowing Rock Town Council. Conflicts do arise and changes to the request may be necessary. _____

Organizers to make sure race starts at the time approved on the application. Any deviated start times shall be requested no later than 30 days prior to the event. A deviated time request cannot be guaranteed approval. _____

Event organizers to assist in enforcing safe roadway rules. _____

Event volunteers standing throughout the course to direct as well as instruct participants to stay out of the roadway. _____

Cancellation of any event must be in writing/email to the permit center no later than 30 days prior to the scheduled date of the event. _____

A VIOLATION OF ANY GUIDELINE REQUIREMENT COULD RESULT IN THE DENIAL OF FUTURE EVENTS. _____

SITE PLAN

Provide a detailed Site-Plan sketch of the event. Include maps, outline or diagram of the entire event venue including the names of all streets or areas that are part of the venue and the surrounding area. The plan should include the following information (if applicable):

- Location of the event/activity on the property with approximate distances from roads, fire hydrants, existing buildings, etc.
- Location of temporary structures that will be used during the event. Must indicate size of temporary structures, distances between temporary structures and existing buildings.
- Identify how each temporary structure will be used. Example: type of vendor, food preparation, alcohol sales, etc.
- Identify location of all cooking devices and open flames.
- Location of all fencing, barricades, or other restrictions that will impair access to and from the event or property.
- Identify all designated parking areas.
- Identify location of any generators and fuel storage.

SITE PLAN SKETCH

The event tent will be limited to the parking deck. Guest parking will likely be at Rumble Presbyterian Church and St. Mary's Episcopal Church, reserved during the times of the events. Suggested parking options for vendors, volunteers, and staff would be at the Blowing Rock School. The number of tables under the tent may vary, but would be no more than 19. The catering tent will include warming ovens. The generator will likely need to be placed near the stairwell of the lower parking deck. Bars will serve beer & wine only on Thursday night and then beer, wine, and spirits on Friday night.

ATTACHMENT CHECKLIST

In addition to the Special Event Application form, the following supporting documents are required to complete your application package and begin the review process:

All Events:

- Site Plan Sketch
- Parking Plan for participants and volunteers (May be included in site plan)
- Volunteer Plan for events with an anticipated attendance of 100 participants or more (how many, their duties)

All Public Property Events:

- Certificate of Insurance listing the Town of Blowing Rock as certificate holder and additional insured.

Public Property Event at a Public Park:

- Email from the Parks and Recreation Director indicating approval of the event date. Parks and Recreation Director may be reached at (828) 295-5222 or jbrown@toibr.us.

Waiver Request:

- I am requesting a waiver from the Section which prohibits animals from special events on town property. I have included the required safety plan with the application.

USE OF PUBLIC PLACES

**** THIS SECTION IS ONLY TO BE COMPLETED IF REQUESTING TO HOLD AN EVENT IN PUBLIC PLACES AND PARKS ****

RULES REGULATING THE USE OF PUBLIC PLACES AND PARKS FOR SPECIAL EVENTS

- The Town Council reserves the right to reject any application as to the use of any area for any special event. If the Town Council learns that the event or vendors participating were misrepresented to the Town Council or that the event in any way fails to comply with the rules regulating the use of public places or fails to comply with any applicable local, state, or federal laws, it reserves the right to rescind any approved application up to and during the course of the event. In the case of a special event being held at a Town-owned facility for which a rental fee is usually charged, the normal rental fee shall be charged to the applicant unless the Town Council waives such rental.
- Application must be filed in the Parks & Recreation Office at least ninety (90) days prior to the time that the applicant desires to first take possession of the area to make preparations for the special event. The applicant for a special event must be a non-profit organization, organized and existing for the purpose of either some charitable or public benefit or for the promotion of business in the area of Blowing Rock. In addition, said non-profit organization may at the request of the Council be required to produce evidence of their non-profit corporation status as defined by state and federal laws. In addition, procedures to be used for selecting participants and vendors must be included with the application.
- The applicant shall provide to the Parks & Recreation Director at least two (2) weeks prior to the beginning of the public participation in the special event a list of all of the vendors or others having booths or display tables during the special event. No other persons may sell merchandise or operate any booth or display tables during the special event, unless the applicant, in writing, requests the Town Manager to amend such list accordingly and permission is granted.
- No motor vehicles or other large equipment or manufactured items or livestock will be permitted within the area unless they are clearly identified and described and the proposed location is stated in the application and specific approval is given.
- The size, type of construction and location of display tables and booths must be described generally in the application; all construction must be safe and self-sustaining; no spikes or other holding devices may be driven into the ground of any street, sidewalk or tied to any tree.
- When food preparation, painting and/or pottery making activities or similar activities are held, appropriate protective materials must be placed over any paved or brick areas for protection.

- No tents may be placed in the area without being described and exhibited to the Fire Prevention Inspectors of the Blowing Rock Fire & Rescue Department and special approval by the Town Council.
- Public address systems can be used only if specifically requested in the application and special permission given, including limitations as to use.
- Sufficient portable toilets shall be provided for the expected number of participants.
- A first-aid station shall be provided, staffed by competent Emergency Medical Technicians, unless a waiver is requested and granted by the Town.
- The applicant shall be responsible for providing trash receptacles of the number and size as the town shall require in order to eliminate litter.
- If the applicant desires to sell alcoholic beverages, it shall specifically so state in its application and shall provide a sketch of the area where the same will be sold and consumed. The area shall be delineated by barricades, with the entrance to be clearly marked and so constructed as to allow ready control of patrons, including viewing of identification to avoid underage persons being within the barricaded area. Signs shall be posted stating that no one shall leave the barricaded area with alcoholic beverages.
- Application must be made to proper State authorities for special permit for sale of alcoholic beverages. Special permit shall be available for inspection by the Town at any time.
- The applicant shall assume full liability for all accidents or claims of accidents as a result of activities taking place at the special event and during the time the area is being readied for the event and while it is being cleaned up following the event. A copy of the insurance policy must be submitted to the Town Manager's office prior to the event. The policy is to be one of comprehensive general liability in the amount of not less than Three Hundred Thousand Dollars (\$300,000.00) for bodily injury per person and One Million Dollars (\$1,000,000.00) per occurrence and not less than One Hundred Thousand Dollars (100,000.00) for property damage per occurrence.
- The applicant will be responsible for the security or protection of any articles, items, merchandise, display tables, booths or other property owned by the applicant or others participating in the special event.
- Applicants must obtain any special use permits required by the Blowing Rock Fire Inspector, must comply with all applicable provisions of the North Carolina Fire Code and must at all times insure that all fire lanes in the area to be used remain unobstructed.
- Applicants must comply with all applicable Health Department regulations pertaining to the scheduled event.
- Applicants must comply with the requirements of the Blowing Rock Sign Ordinance.
- Applications must comply with any and all local, state, and federal laws pertaining to equal opportunity and should make every effort to make events accessible to the disabled public. In addition, applicants shall not deny access or a vendor's booth to any group based on national origin, race, religion, age, sex, or disability.

Blowing Rock Art & History Museum (BRAHM)

NAME OF NON-PROFIT ORGANIZATION

BRIEFLY DESCRIBE THE PURPOSE OF THE NON-PROFIT ORGANIZATION:

BRAHM provides cultural enrichment to the High Country communities by promoting the Arts and Southern Appalachian heritage & history through educational programs, exhibitions, activities, and permanent collections.

LIST ORGANIZATIONS OFFICERS:

Sandy Huff, President

828-455-4971

TELEPHONE

Don Hubble, Vice President

770-314-1231

TELEPHONE

Lee Rocamora, Secretary

336-749-4954

TELEPHONE

CHAIRPERSON OF THE SPECIAL EVENT:

Jasmin McFayden, BRAHM Gala Coordinator

828-295-9099 X 3011

NAME

TELEPHONE

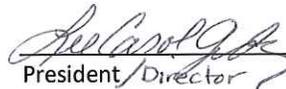
159 Ginny Stevens Lane, PO Box 1011, Blowing Rock, NC 28605

ADDRESS

The undersigned Applicant is aware of the rules regulating the use of public places and parks for special events, and will abide with the same; and further understands that the Town of Blowing Rock will not be responsible for the security or protection of any articles, items, merchandise, display tables, booths or other property owned by the applicant or others participating in the special event. The undersigned Applicant agrees to reimburse the Town of Blowing Rock for the additional cost of providing police department and/or fire department personnel to supervise the event, including services rendered both before, during and after the event itself, to ensure the compliance with all laws and ordinance, to direct traffic and to promote the safety and welfare of participants and other citizens.

January 19, 2021

Date



President/Director

Blowing Rock Art & History Museum

Non-Profit Organization

Approved by:

TOWN MANAGER

DATE

DATE APPROVED BY BLOWING ROCK TOWN COUNCIL:

NORTH CAROLINA

RELEASE AND INDEMNITY AGREEMENT

WATAUGA COUNTY

THIS RELEASE AND INDEMNITY AGREEMENT, entered into by **THE TOWN OF BLOWING ROCK**, a North Carolina Municipal Corporation, party of the first part, and the **BRAHM** _____, a non-profit organization with its principal place of operation being Watauga County, North Carolina, party of the second part:

WITNESSETH

WHEREAS, the party of the first part is desirous of allowing the party of the second part to conduct a special event within the Town Limits of Blowing Rock, North Carolina, pursuant to the Blowing Rock Town Code; and

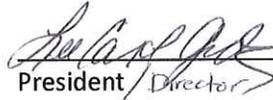
WHEREAS, the party of the second part is desirous of conducting a special event within the Town Limits of Blowing Rock, North Carolina; and

WHEREAS, to this end, said party of the second part has heretofore filed with the Town of Blowing Rock an application for approval of said event, and wishes to enter into this Release and Indemnity Agreement pursuant to the Blowing Rock Town Code and the administrative rules of the Town of Blowing Rock;

NOW, THEREFORE, for and in consideration of the mutual promises and covenants herein contained, and for other good and sufficient consideration, the receipt of which is hereby acknowledged, the parties agree as follows:

1. That the party of the second part hereby completely and unequivocally releases the party of the first part, the officials of the party of the first part, and all employees of said party of the first part, and their families, from any and all claims, damages, injuries or rights of action which the party of the second part may incur by reason of the special event being conducted by the party of the second part.
2. That the party of the second part hereby agrees to indemnify and hold harmless the party of the first part for any liability, injury or claim which may arise to the benefit of the party of the second part as a result of the special event being conducted by the party of the second part.
3. That the parties to this Release and Indemnity Agreement stipulate and acknowledge that there exists sufficient consideration for the execution of this instrument.

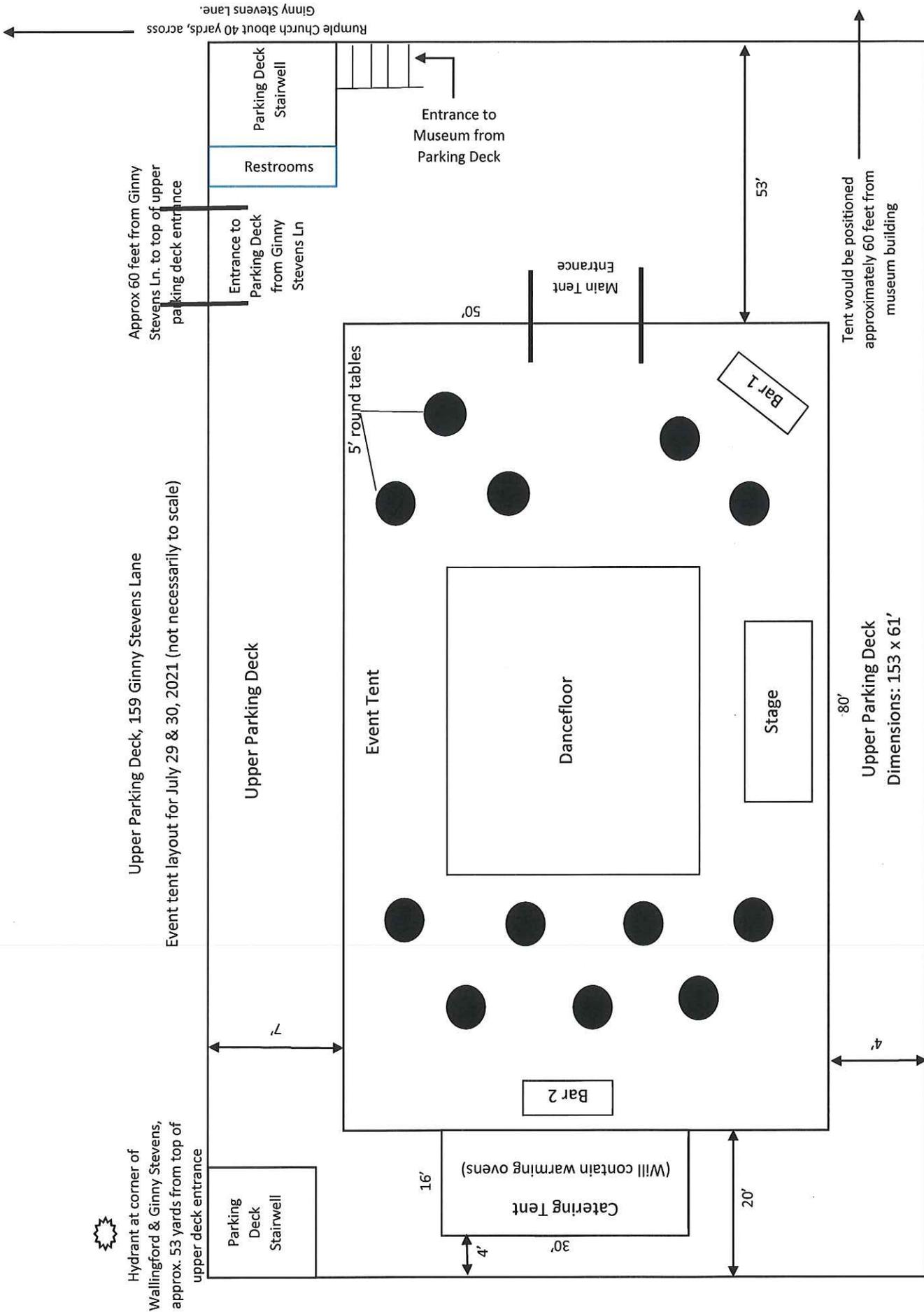
This the 19 day of January, 2021.



President / Director



Witness



Volunter Tasks- Thursday, July 29 & Friday, July 30, 2021	Time frame	Notes
Greeter	5:15-7:30	
Greeter	7:15-10:00	
Check-in	5:15-7:00	in vestibule
Check-in	6:30-7:45	under tent
Gallery Guard	5:15-7:30	
Gallery Guard	5:15-7:30	
Gallery Guard	7:15-10:00	
Gallery Guard	7:15-10:00	
Outside Guard	5:15-7:30	One near front entrance
Outside Guard	7:15-10:00	One at parking deck
Traffic Director	5:15-6:30	telling self-parkers where to go
Traffic Director	5:15-6:30	telling self-parkers where to go
Traffic Director	6:15-7:45	
Traffic Director	6:15-7:45	
Volunteer Check-in Table in BRAHM Ed Center	5:00 - 7:30	
Volunteer Check-in Table in BRAHM Ed Center	7:15 - 9:30	

List of Vendors

1. *Reid's Café & Catering Co.*

4004 NC-105 #8

Sugar Mountain, NC 28604

828-898-9200

2. *Chair and Equipment Rentals*

Mark Miller, NC Sales Rep

1530 North Wesleyan Blvd.

Rocky Mount, NC 27804

Cell: 919-924-5751

mark@chairandequipmentrentals.com



Lee Carol Giduz <leecarol@blowingrockmuseum.org>

Thu 2/4/2021 2:13 PM

To: Jennifer Brown



Jennifer, Here is Rumble's permission.

----- Forwarded message -----

From: **Kathy Beach** <kbeach@rumplechurch.org>

Date: Thu, Feb 4, 2021 at 1:47 PM

Subject: Rumble parking lot use July 29 and 30

To: leecarol@blowingrockmuseum.org <leecarol@blowingrockmuseum.org>

Dear Lee Carol,

I hope this finds you well. This a new email for me at Rumble so y'all may want to mark that change.

I am writing at Pat Mauldin's request so that y'all will have, in writing, the permission of the Rumble Memorial Presbyterian Church Session to use our parking lot for patrons on Thursday, July 29 and Friday, July 30 for your fundraising events. The session voted to grant this permission at our meeting on January 25, 2021.

Blessings.

Kathy Beach

Fwd: BRAHM Parking- July 29 & 30



Lee Carol Giduz <leecarol@blowingrockmuseum.org>

Thu 2/4/2021 2:11 PM

To: Jennifer Brown

Jennifer, Here is our permission from St. Mary's. I will send Rumble when I have it.

----- Forwarded message -----

From: **Greta Wilson** <office@stmaryofthehills.org>

Date: Thu, Feb 4, 2021 at 1:52 PM

Subject: RE: BRAHM Parking- July 29 & 30

To: Jasmin McFayden <admin@blowingrockmuseum.org>

Jasmin,

St. Mary of the Hills Episcopal Church is giving BRAHM approval for using our church parking lot on the evenings of July 29 & 30, 2021, from roughly 5-10 pm.

If you need anything further, please let me know.

Blessings,

Greta Wilson,

Parish Administrator

Regular Business Matters Agenda - Staff Report

To: Mayor Charlie Sellers and the Blowing Rock Town Council

From: Shane Fox, Town Manager

Subject: Blowing Rock Retreat Recap

Date: February 9, 2021

Information:

The Blowing Rock Town Council conducted their Annual Winter Retreat on January 25th, 26th, and 27th 2021. Over the course of three days the Town Council was presented a total of 16 topics by Town Staff, as needs for the upcoming 2021 year and beyond. At the conclusion of the retreat, the Town Council individually ranked each topic with a typical scoring system of 1-16, with 1 being the highest priority. A tally of all elected officials resulted in an accumulated ranking. I will recap the retreat and review the items in the ranking order.

Attachment:

2021- Top 16 list

**Town of Blowing Rock
Town Council Retreat Priorities -2021**

Rank Topics

1	Main Street Water and Sewer Replacement
2	Blowing Rock Ambulance
3	Crosswalks - Main Street
4	PRVs and Vaults
5	Water and Sewer Plant Updates
6	PARTF Project - Park Project
7	Police Department Retention
8	ST Rentals
9	Parking
10	North Main Sidewalk
11	Downtown MSD
12	Stormwater Ordinance/Changes
13	AMR/AMI Replacement
14	Sustainability (Solar/Electric Vehicles)
15	Cemetery Expansion
16	Main Street Conduit

Regular Business Matters Agenda - Staff Report

To: Mayor Charlie Sellers and the Blowing Rock Town Council

From: Shane Fox, Town Manager

Subject: Special Meeting Date Discussion – Ambulance Discussion

Date: February 9, 2021

Information:

During the Town Council's Winter Retreat held on January 25 – 27, 2021, the Town Council discussed the Blowing Rock Ambulance topic at length. It was requested by the Town Council to continue the discussion at a Special Town Council Meeting during the month of February. Staff is prepared to meet anytime during the month that is convenient to the Council. Staff would like to recommend two dates as possibilities to open the date discussion:

Tuesday February 16, 2021

Tuesday February 23, 2021

Both times recommended would have a 6:00pm start time.



TOWN OF BLOWING ROCK

List of Those Interested in Serving on Volunteer Boards

Starting March 2021

	<u>Expiring Terms</u>	<u>Interested</u>
PLANNING BOARD (Need 3 and 1 ETJ)	Kim Hartley Pete Gherini Harrison Herbst (ETJ) Joe Papa	Catherine Perry Pete Gherini Joe Papa Brandon Walker Sam Hess
BOARD OF ADJUSTMENT (Need 3 Full Time Members And 1 Alternate Member)	Lee Rocamora Tom Dixson (Unexpired Term) Buz Helms Harrison Herbst (ETJ)	Stephen Schiller Lee Rocamora
ABC BOARD (Need 1)	Sylvia Tarlton	Sylvia Tarlton
TDA (Need 1 – Business/Tourism Related 1)	Dean Bullis	Dean Bullis Brian Summers
BRAAC (Need 3)	Curtis Andrews Carol Knapp Chris Wetmore	Curtis Andrews Chris Wetmore Carol Knapp Ansley Ford David Goodson

2020 Town of Blowing Rock Board Membership

Town Council

Member	Term Expires	Date Term Began	E-mail Addresses	Phone Numbers
Charlie Sellers, Mayor	Dec-21	December, 2017	csellers@toibr.us	336-210-6818
Albert Yount	Dec-23	December, 2007	ayount@toibr.us	828-310-8000
Doug Matheson	Dec-21	December, 2009	dmatheson@toibr.us	828-406-9291
David Harwood	Dec-23	December, 2019	dharwood@toibr.us	828-729-3290
Virginia Powell	Dec-21	December, 2017	vpowell@toibr.us	828-719-8497
Sue Sweeeting	Dec-21	December, 2013	ssweeeting@toibr.us	828-406-9376

Planning Board

Member	Term Expires	Date Appointed	E-mail Addresses	Phone Numbers
Kim Hartley	28-Feb-21	March, 2015	kimvillagedesign@gmail.com	828-773-0438
Mike Page	28-Feb-22	March, 2016	mikepagetwo@gmail.com	828-414-9092
Bill McCarter	28-Feb-23	March, 2020	mcarter61@gmail.com	704-472-9134
Pete Page	28-Feb-23	March, 2020	pete.page@gmail.com	828-295-7558
Pier Gherini	28-Feb-21	March, 2018	gheriniir@aol.com	805-689-7230
Harrison Herbst- ETJ*	28-Feb-21	March, 2018	hsherbst@gmail.com	828-295-7851
Joe Papa	28-Feb-21	March, 2015	papaioesblowingrock@gmail.com	828-295-3239
Sam Glover	28-Feb-22	March, 2019	sam.glover11@gmail.com	828-773-0315
Wes Carter, Vice Chair	28-Feb-23	March, 2014	wd.carter.2010@gmail.com	828-414-9797

* The Extraterritorial Jurisdiction (ETJ) representative is appointed by the County Commissioners.

Board of Adjustment

Member	Term Expires	Date Appointed	E-mail Addresses	Phone Numbers
Full Members				
Eli "EB" Springs	28-Feb-22	March, 2016	esprings54@gmail.com	803-628-6306
Buz Helms	28-Feb-21	March, 2018	buzhelms@gmail.com	828-295-6252
Jerry Starnes	28-Feb-23	March, 2020	jerry@blowingrockrealestatenc.com	828-773-6650
Tom Dixon	28-Feb-22	March, 2016	tom@blowingrockrealestatenc.com	828-265-6647
Lance Campbell	28-Feb-23	March, 2017	lccampbellcrna@mac.com	828-638-0884
Harrison Herbst- ETJ*	28-Feb-21	March, 2015	hsherbst@gmail.com	828-295-7851
Alternate Members				
Lee Rocamora	28-Feb-21	March, 2018	lrr3511@hotmail.com	828-295-3280
Jim Steele	28-Feb-23	March, 2020	jfsteele@att.net	828-295-6540
Sarah Murphy	28-Feb-23	March, 2020	sarahmurphy@yahoo.com	704-756-6015

* The Extraterritorial Jurisdiction (ETJ) representative is appointed by the County Commissioners.

ABC Board

Member	Term Expires	Date Appointed	E-mail Addresses	Phone Numbers
Sylvia Tarleton	28-Feb-21	March, 2018	tarletoncs@aol.com	828-295-3353
Susie Greene	28-Feb-23	February, 2005	greenesl@appstate.edu	828-295-3217
Jerry Starnes	28-Feb-22	March, 2019	jerry@blowingrockrealestatenc.com	828-773-6650

TDA Board

Member	Affiliation	Term Expires	Date Appointed	E-mail Addresses	Phone Numbers
Kevin Walker	Lodging - 2	28-Feb-22	March, 2019	kevin@blowingrockresortrentals.com	828-295-4636
Dean Bullis	Business/Tourism-Related - 1	28-Feb-21	April, 2009	deanacta@aol.com	336-902-3447
Greg Tarbutton	Lodging - 1	28-Feb-22	March, 2019	gtarbutton@chetola.com	678-357-7974
Tim Guplon	At-Large Member	28-Feb-23	March, 2020	tguplon@hpg.com	919-418-8555
Virginia Powell	At-Large Member	28-Feb-22	March, 2020	vpowell@toibr.us	828-719-8497
Nicole Norman	Finance Office	ex-officio		finance@townofblowingrocknc.gov	
Shane Fox	Town Manager	ex-officio		sfoxtobr.us	

Blowing Rock Appearance Advisory Commission

Member	Term Expires	Date Appointed	E-mail Addresses	Phone Numbers
Reduced members from seven to five in March 2017				
Curtis Andrews	28-Feb-21	October, 2018	clanyc@mac.com	828-295-3011
Chris Wetmore	28-Feb-21	March, 2018	cwetmore@lpmhoa.com	336-736-7730
Bo Henderson	28-Feb-22	March, 2014	boahunhill@gmail.com	
Carol Knapp	28-Feb-21	March, 2018	carolknapp1@gmail.com	828-295-9200
Melissa Pickett	28-Feb-23	March, 2014	melissad.pickett@gmail.com	828-773-7643

**Curtis Andrews - Filling Karen Diamond's Unexpired Term

Has to resign off the Board

2020 Blowing Rock ABC Attendance

	Jan-16	Feb-20	March	Apr-16	May-21	Jun-18	Jul-16	Aug-20	Sep-17	Oct-20	Nov-19	Dec-17	Rate of Attendance
Susie Greene	Yes	Yes	N	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	100%
Jerry Starnes	Yes	Yes	O	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	100%
Sylvia Tarleton	Yes	Yes	M	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	100%
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2020 Board of Adjustment Attendance

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Attendance Rate
Bunky Davant	✓	✓	N	N	N	Off Board	N	N	Off Board	Off Board	Off Board	N	N/A
E.B. Springs	✓	✓	O	O	O	✓	O	O	✓	✓	✓	O	100%
Tom Dixon	✓	✓											34%
Buz Helms			M	M	M	✓	M	M		✓		M	34%
Lance Campbell	✓	✓	e	e	e	✓	e	e	✓	✓	✓	e	83%
Harrison Herbst - ETJ	N/A	N/A	e	e	e	N/A	e	e	N/A	N/A	N/A	e	N/A
Lee Rocamora - ALT	✓	✓	t	t	t	✓	t	t	✓	✓	✓	t	100%
Jim Steele - ALT	N/A	N/A	i	i	i	✓	i	i	N/A	✓		i	100%
Sarah Murphy - ALT	N/A	N/A	n	n	n	✓	n	n	✓	✓	✓	n	100%
Jerry Starnes	N/A	N/A	g	g	g	N/A	g	g	✓		N/A	g	100%

2020 Blowing Rock Appearance Advisory Commission Attendance

	Jan-9	Feb-6	Mar-5	Apr-24	May-14	Jun-4	Jul-9	Aug-5	Sep-10	Oct-8	Nov-10	Dec-6	Rate of Attendance
Curt Andrews	x	N	x	x	N	x	N	x	N	x	x	x	100%
Bo Henderson	x	o	x	x	o	x	o	x	o	Off	x	x	90%
Carol Knapp	x	M	Off	x	M	x	M	x	M	x	x	x	90%
Melissa Pickett	x	e	x	x	e	x	e	x	e	x	x	x	100%
Chris Wetmore	x	e	x	x	e	x	e	x	e	x	x	X	100%
		t			t		t		t				
		i			i		i		i				
		n			n		n		n				
		g			g		g		g				

2020 Planning Board Attendance

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Attendance Rate				
Wes Carter	✓	✓	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	✓	✓	✓	88%				
Pete Gherini	✓	✓		✓	✓			✓		✓	✓	✓	✓	✓	✓	100%	
Sam Glover	✓	✓		✓						✓		✓			✓	75%	
Kim Hartley	✓			✓	✓					✓		✓			✓	63%	
Harrison Herbst - ETJ	✓	✓		✓										✓	✓	63%	
Bill McCarter	N/A	N/A		✓	✓					✓		✓	✓	✓	✓	✓	100%
Mike Page	✓	✓		✓	✓					✓		✓	✓	✓	✓	✓	100%
Pete Page	N/A	N/A		✓	✓					✓		✓	✓	✓	✓	✓	100%
Joe Papa		✓						✓								✓	38%

2020 Blowing Rock TDA Attendance

	Jan	Feb	Mar-3	April	May-19	Jun-2	July	August	Sep-1	Oct	Nov	Dec-1	Rate of Attendance
Dean Bullis	N	N	Yes	N	Yes	Yes	N	N	Yes	Yes	N	Yes	100%
Virginia Powell	O	O	Yes	O	Yes	Yes	O	O	Yes	Yes	O	Yes	100%
Greg Tarbutton	M	M	Yes	M	No	Yes	M	M	Yes	Yes	M	Yes	100%
Kevin Walker	E	E	Yes	E	Yes	Yes	E	E	Yes	Yes	E	Yes	100%
Tim Gupton	E	E	Yes	E	Yes	Yes	E	E	Yes	Yes	E	Yes	100%
	T	T		T			T	T			T		
	I	I		I			I	I			I		
	N	N		N			N	N			N		
	G	G		G			G	G			G		