



Town of Pilot Mountain
Armfield Civic Center 873 W 52 Bypass Pilot Mountain, NC 27041
Monday, August 12, 2024, 7:00 PM

BOARD OF COMMISSIONERS REGULAR MEETING AGENDA

Call to Order/Moment of Silence/Pledge of Allegiance

Adoption of Agenda

Public Hearings

1. UDO Text Amendment Public Hearing

Public Comment

Anyone may speak on any issue. Before speaking, please state your name and address. Please limit comments to three minutes.

Consent Agenda

- [2.](#) Approval of Minutes

Board & Committee Reports

- [3.](#) ABC Report

Unfinished Business

- [4.](#) 2024-UDO-02 Text Amendment
- [5.](#) Armfield Civic Center PARTF Project

New Business

- [6.](#) TDA Board Appointments
- [7.](#) Main Street Coordinating Committee

Administrative Reports

- [8.](#) Town Manager & Staff Reports

Mayor and Commissioners Comments

Closed Session

Other Business

Adjourn

**Town of Pilot Mountain
Board of Commissioners Meeting
Monday, May 13, 2024
7:00 PM**

Members Present: Mayor Evan Cockerham, Mayor Pro-Tem Donna Kiger, Commissioner Rachel Collins, Commissioner Dwight Atkins and Commissioner Scott Needham

Staff Present: Town Manager, Michael Boaz and Town Clerk, Holly Utt

Call to order 7:00 PM

Mayor Cockerham called the meeting to order at 7:00 PM. After a moment of silence, Commissioner Collins led the Pledge of Allegiance.

Adoption of Agenda

Commissioner Needham made a motion to adopt the agenda as presented and it was unanimous.

Public Comment

Michelle Fallin, 419 E Main Street, was present to address the Board. She spoke on behalf of the Civic Club and thanked the Board for their support of the 41st annual Mayfest. They are projecting a profit of about \$25K and all of that money will be put back into the community.

Consent Agenda

Commissioner Atkins made a motion to adopt the consent agenda as presented and it was unanimous.

- April 8, 2024 minutes

Board & Committee Reports

ABC Store sales for the month of March were \$218,386, an increase of 3.56% from March 2023. Profit distribution for the current fiscal year is \$700K.

Unfinished Business

None

New Business

Stray and Feral Cat Presentation

Amber and Allen with Tiny Tigers Rescue spoke to the Board about possible solutions to the feral cat problem the town is facing. They suggested a trap, neuter/spay and release program. The cats are caught in a live, humane trap and then transferred to a veterinarian office in Woodlawn, Virginia. The cats are tested for various illnesses, feline immunodeficiency virus and feline leukemia. If they test positive to those then they are humanely euthanized. If no disease is detected the cat will receive a rabies shot and be spayed or neutered and their ear tipped before release. The cost for a female with rabies and testing is around \$68 and males are cheaper. Amber noted that this was not a quick fix and that the program would take time. The average life span for a feral cat is around 2-3 years. The Board thanked them for the information.

FY 2025 Budget Presentation

Mr. Boaz presented the 24-25 budget. The total budget is 4.6 million. This includes 3.1 million in the general fund and 1.4 million in the enterprise fund. There is no tax increase budgeted. There will be an increase in water and sewer fees of 5%, which is what Mount Airy increased, and an increase in solid waste fees. A public hearing for the budget is scheduled for June 10th.

FY 2024 Budget Amendment 2

Tabled until the June 10, 2024 meeting.

Personnel Policy Amendment

Tabled until the June 10, 2024 meeting.

Administrative Reports

- The RFP for the Construction Manager at Risk for improvements at the Armfield Center has been issued with hopes to bring that to the Board in June
- The website refresh is underway and should go live in the summer.
- Mr. Boaz will be out of the office June 24th – July 8th.
- He is currently waiting on the state before the contract can be signed with JR Lynch & Sons to start the water projects and hopefully start the bid process for the sewer project after the June meeting.

Police Department Update

Chief Adrian Tillotson gave an update on the Police Department. They went from 11 officers down to 7. With all of the bad stigma they decided that they were going to have to change the perception of the department. They brought on Shawn Spencer as a detective, David Billings as Sergeant, Jason Rowe on patrol and plans to hire 2 of the top BLET students set to graduate in June, Emily Johnson and Taylor Hopper. More officers are getting the chance to attend crucial training classes and get certified whereas that did not happen in the past. Captain Easter has attended the three-week course to become an instructor. The intent is to send him to firearms instructor training. The goal is to start being more self-contained. Officer Joseph Marion will be the new Field Training officer and he will oversee redesigning the training program. Chief Tillotson also noted the remodel of the police department. The lobby is now more open and welcoming. New uniforms have been ordered. These are a more durable, modern uniforms in midnight navy and a new bad design. The Board commended Chief Tillotson for all that he has done in such a short period of time.

Mayor and Commissioner Comments

Commissioner Atkins – The MayFest was a great success as well as the Library Tea. They raised approximately \$40K. They met with Representative Hall and Senator Settle to receive funding for some of the upcoming projects for the town.

Commissioner Needham – It was great to see everyone come together in support of the library as it continues to be a great asset to our community. The Hometown Heroes event will take place this weekend and he is really looking forward to that. He thanked Chief Tillotson for coming out and keeping everyone up to date with the Police Department.

Commissioner Kiger – She thanked the representatives from Tiny Tigers for coming out and she has already received messages from people asking for more information on the program. Saturday is the Hometown Heroes event at 10 am. Congress woman Virginia Foxx will be a special guest as well as Representative Kyle Hall.

Commissioner Collins– She gave a special thank you to Ann Anderson for her vision and leadership for the Library Tea event. The whole committee was phenomenal, and it was great community event.

Mayor Cockerham – He thanked Commissioner Collins for keeping everyone updated on the events at the library. The Mayfest was a great success. He thanked Tiny Tigers for coming out and giving information to assist with the feral cat issues. He would like for the Board to address it in a meaningful way.

Closed Session - § 143-318.11 (6) Personnel

Commissioner Kiger made a motion to enter closed session and it was unanimous.

Commissioner Atkins made a motion to come out of closed session and it was unanimous. Nothing to report.

Other Business – No other business

Adjourn

Commissioner Needham made a motion to adjourn, and it was unanimous.

Respectfully Submitted:

Attest:

Holly Utt
Town Clerk

Evan Cockerham
Mayor

**Town of Pilot Mountain
Board of Commissioners Meeting
Monday, June 10, 2024
7:00 PM**

Members Present: Mayor Evan Cockerham, Mayor Pro-Tem Donna Kiger, Commissioner Rachel Collins, Commissioner Dwight Atkins and Commissioner Scott Needham

Staff Present: Town Manager, Michael Boaz and Town Clerk, Holly Utt

Call to order 7:00 PM

Mayor Cockerham called the meeting to order at 7:00 PM. After a moment of silence, Commissioner Atkins led the Pledge of Allegiance.

Adoption of Agenda

Commissioner Kiger made a motion to adopt the agenda as presented and it was unanimous.

Public Hearing FY 2025 Budget

Mayor Cockerham opened the public hearing.

Vince Hancock, 727 Westridge Drive

Good evening. I just wanted to call out a couple of items in the annual budget for your attention. The overall revenue to be generated for recreation, presumably the Armfield center, is just under a half million, \$495K, While the town's expenses for culture and recreation, again, basically the Armfield center, is almost \$750K. About quarter million that the town will receive in monthly fees, an amount that will have to come from the general fund or rather from the taxpayers. I understand that there were several much needed capital improvements done in the first year and a half, and I am appreciative, but I wonder when the Armfield will start paying for itself. I had a conversation with a member of the town administration when the proposed purchase was being discussed, and I asked if, after the initial purchase, were the fees generated by the Armfield going to pay the expenses? I was assured it would. Now, going into the third full year of the town owning and operating it, they're expected to cover only two thirds of the cost. I'd like to know where this is going. Will we be paying a large portion of the Armfield's operating cost in perpetuity? I believe there's not been sufficient transparency in this matter, and I ask in moving forward, the town provides regular updates on the cost and revenues of the center.

With no one else present to comment, Mayor Cockerham closed the public hearing.

Public Comment

Tracy Wilkerson, 192 Deer Trace Lane, was present to address the Board. He is a member at the Armfield Center and has been using personal trainer, Dave Amato, for about 2 and a half years. With the recent transitions from the Town there has been a bit of an impasse encountered with Dave continuing to work there. He has been tremendously valuable with personal training for his wife and

himself after previous surgeries. He would like to see them come to an agreement that would keep Dave at the center so those that are benefited by his expertise could still take advantage of that.

Barbara Wilkerson, 192 Deer Trace Lane, was present to address the Board. Mrs. Wilkerson is a member of the Armfield Center. She wanted to voice her appreciation for the small town that she moved to 30 years ago. The Armfield Center is a great resource for the town and she added that Dave Amato has been a tremendous asset to her and many more who take advantage of the facility. His clients benefit from his expertise and encouragement, he is a great asset to the town from the swim team to the personal training. She asked that the Board work with Dave and allow him to continue to work at the center.

Justin Potts was present to address the Board. He stated that he couldn't get in touch with the town manager and he doesn't know why he is banned from the civic center or why he has trespassing charges. Commissioner Atkins stated that he had got clarification from town hall and emailed him his response this afternoon. He owns a plumbing business in Pilot and the town owes him money for work that he has done at the civic center. He has people in this town asking him what is wrong with their water. He has so much money tied up in the center and he can't get a response. He asked the Board where he should turn his invoices in. Commissioner Kiger told, with Justin, with Officer Spencer present, not to come back to her house or her place of business or any property that she owns and if he does he will be arrested for trespassing. Commissioner Atkins him why he was banned from the civic center. Justin stated that he did not have a clue.

Board & Committee Reports

Mount Airy Chamber of Commerce

Tonda Phillips, the public policy committee chairperson of the Greater Mount Airy Chamber of Commerce, gave an update to the Board of things that the Chamber of Commerce has been doing to advocate for our region, to support local business and overall economic development. Earlier this year that was an advocacy conference that welcomed over 100 visitors and heard about the advocacy efforts all across the state.

ABC Board

The ABC store reported a 9% increase in April 2024 compared to April 2023. The store continues to do well with the help of Paula Jones and her staff.

Unfinished Business

FY 2025 Budget Adoption

Mr. Boaz explained that the budget was down from FY 2024, mainly because of the number of the grants that are not recurring. There is no tax increase with this budget. There will be a rate increase of water and sewer of 5% to match Mt. Airy and a rate increase in the solid waste fee to match Waste Management. Commissioner Needham made a motion to adopt the FY 2024-2025 budget as presented and it was unanimous.

Personnel Policy Amendment

Mr. Boaz made some revisions to the proposed vacation time accrual that was presented at the May meeting. He lowered the top end hours and lowered the bottom end hours. Commissioner Atkins made a motion to adopt the personnel policy amendment pertaining to vacation time accruals and it was unanimous.

New Business

FY2025 Fee Schedule

Mr. Boaz stated that the water/sewer fees increased to match Mt. Airy and the solid waste fees had increased to match Waste Management. There are some slight increase in fees for membership and rentals at the Armfield Center. The water and sewer tap fees increased due to cost. Commissioner Kiger made a motion to adopt the 2025 FY fee schedule as presented and it was unanimous.

Armfield Civic Center PARTF Renovations Project

Mr. Boaz stated that this project is half PARTF grant funded and half from the town, \$500K each. The project would include renovation in the pool area, gym renovations including the basketball court and replace the walking track, construction of pickleball courts and cornhole area outside as well as some site amenities to go along with those additions. The best way to complete the project is through a construction manager at risk (CMAR). A CMAR is a general contractor for a project in which the price is agreed upon at the beginning of the project. If there are cost overages on the project, it is on the CMAR. The town went through the request for qualifications process and received one statement of qualifications from Hayco Construction. They have completed similar projects in the area. Commissioner Collins asked how the town went about advertising for the RFQ. Mr. Boaz stated that it was on the website. Commissioner Collins stated that with only one RFP for a CMAR, that is highly unusual. Discussion ensued about receiving more RFQ's for the project. Commissioner Atkins made a motion to table the discussion until the July meeting and it was unanimous.

July Meeting Schedule

Mr. Boaz will be out of town the week prior to the Board meeting. It was the consensus of the Board to reschedule the July meeting to the 18th at 6PM.

2023 Water System Projects

Mr. Boaz stated that we have water system improvement projects that are underway. For purposes of funding, they are divided into two separate divisions. We have asked the state to allocate part of the earmarked funds to these two divisions to cover the delta between the low bid and what was available in the budget. These two resolutions would be to accept the earmarked funds and amending the capital project ordinances to allow us to spend to do the projects. Commissioner Atkins made a motion to approve resolutions R2024-07 Acceptance of Earmark Funds for Division 1, R2024-08 Acceptance of Earmark Funds for Division 2 and it was unanimous.

Temporary Social District Expansion

Mr. Boaz stated that the food truck festival that is going to be held on June 21st will be held mostly on Marion Street but some of the vendors and entertainment will be in the parking lot of First Citizens. It is most likely that visitors will spill out onto Marion Street and they will need to temporarily expand the social district to include Marion Street between Depot Street and town hall. This would avoid the town having to apply for ABC permits. Commissioner Collins made a motion to adopt Ordinance 2024-1 and it was unanimous.

Temporary Construction Easement Condemnation

Mr. Boaz explained that when the collection system project was designed it included re-routing a piece of sewer line. Currently the sewer lines come down Veterans Drive and turns and goes back through the wood. It then becomes an aerial and goes back underground and runs to lift station #18. As part of the

project, that lift station will be moved and the aerial line done away with. The new sewer line would run from Key Street and then dump into the existing gravity main. In order to do this the town will need three temporary construction easements. We have two easements and on the third one, there is a snag with the property owners. We have made an offer of \$1,000 and they rejected the offer. An appraisal has been done for \$625. He has asked the Board to authorize the town attorney to start the condemnation process with a value of \$625 for the appraisal. The town will need the last temporary construction easement to move forward with the project. Commissioner Kiger made a motion to approve resolution authorizing condemnation and it was unanimous.

Administrative Reports

- Mr. Boaz will be out of town June 21st through July 8th
- Andy Goodall will be joining the team on July 1st as the Director of Planning & Community Development.

Mayor and Commissioner Comments

Commissioner Collins – She thanked the County for the money for the library and the community for their support in that venture.

Commissioner Kiger – Dino Days was well attended. It was the first time being held at the Armfield Center and there are lessons to be learned but overall it was a great event. She addressed Mr. Hancock's concern about the Armfield Center generating revenue. She noted that about 80% of the members do not live in town and the 1,500 residents in town carry the burden of the center. It was a real concern to her when the town took it over, however, the Armfield Center is a show piece for the county and it is unfortunate that we do not receive funding from the county for parks and recreation. She stated that Nancy Deaton had put together some really good programs with certified fitness instructors and has done well with risk management assessment. She addressed Mr. Dave Amato and said that it's not that the town doesn't want him to work here but they do need to not be losing money. We are not going to make money on the center but she would like to see it become revenue neutral.

Commissioner Atkins– He thanked Commissioner Kiger for her comments on the Armfield Center and he added that he was on the board of directors and finance board for about 15 years and it was tough and then Covid hit. When Covid hit, they lost probably 1/3 of the memberships. There was no money for maintaining the center. He is glad the town took it over and now has a parks and recreation center. He commended Mr. Boaz for getting all the grant funding for the town and all of the things that have been accomplished ahead of schedule. He thanked Commissioner Kiger for the Hometown Heroes program.

Commissioner Needham– He stated that the town may never “make money” off of the Armfield Center but we're going to “make money” because this is a community asset. The center is an indirect investment for the community and it is very important to help attract visitors and businesses. He understands that they need to find a way to pay for this and make it work out but we are in the “spend money” phase in order to make it a better asset to the community. He thanked Commissioner Kiger for the Hometown Heroes program. It was great to see the community come out and support the event and to see the happiness from the families for having their loved ones recognized.

Mayor Cockerham – He added that the Hometown Heroes event was great and it really means a lot to the community. He thanked everyone that worked behind the scenes to make it such a great event. He thanked the county for their funding match for elevator repairs at the library. He is looking forward to getting lighting at the soccer field for those late evening games. He thanked Leah Tunstall for her efforts with the Armfield Center before the town purchased it. He reminded people to come out for food truck festival on June 21st and also the Farmer’s market that is held on Saturday’s from 3PM-6PM, through October.

Closed Session – Personnel

Commissioner Kiger made a motion to enter into closed session and it was unanimous.
Commissioner Needham made a motion to come out of closed session and it was unanimous.

Other Business – No other business

Adjourn

Commissioner Needham made a motion to adjourn, and it was unanimous.

Respectfully Submitted:

Attest:

Holly Utt
Town Clerk

Evan Cockerham
Mayor

**Town of Pilot Mountain
Board of Commissioners Meeting
Thursday, July 18, 2024
6:00 PM**

Members Present: Mayor Evan Cockerham, Mayor Pro-Tem Donna Kiger, Commissioner Rachel Collins, Commissioner Dwight Atkins and Commissioner Scott Needham

Staff Present: Town Manager, Michael Boaz, Town Clerk, Holly Utt and Director of Planning & Community Development, Andy Goodall

Call to order 6:00 PM

Mayor Cockerham called the meeting to order at 6:00 PM.

Adoption of Agenda

Commissioner Kiger made a motion to adopt the agenda as presented and it was unanimous.

Public Comment

No one present

Closed Session – Personnel

Commissioner Kiger made a motion to enter into closed session and it was unanimous.

Commissioner Needham made a motion to come out of closed session and it was unanimous.

Other Business – No other business

Adjourn

Commissioner Needham made a motion to adjourn, and it was unanimous.

Respectfully Submitted:

Attest:

Holly Utt
Town Clerk

Evan Cockerham
Mayor



TOWN OF PILOT MOUNTAIN
BOARD OF COMMISSIONERS MEETING

ABC Report	
<u>Background Information:</u>	
June 2023: \$191,767 June 2024 \$221,924 Increase of 15.73%	
<u>Staff Recommendation:</u>	Information Only
<u>Possible Board of Commissioner Actions</u>	
•	
<u>Attachments</u>	
•	



TOWN OF PILOT MOUNTAIN
BOARD OF COMMISSIONERS MEETING

2024-UDO-02 Text Amendment	
<u>Background Information:</u>	
<p>This text amendment would amend the UDO with regards to regulations surrounding Tobacco/Vape/Hemp Stores and Pain Management Clinics. The amendments would place restrictions on where these types of establishments could be located in relation to homes, schools, other public places, and each other.</p> <p>The Planning and Zoning Board has recommended approval of this amendment.</p>	
<u>Staff Recommendation:</u>	Staff recommends approval of the text amendment as presented.
<u>Possible Board of Commissioner Actions</u>	
<ul style="list-style-type: none">• Adopt proposed ordinance and statement of consistency• Reject proposed ordinance• Return to Planning and Zoning Board for further review• Take no action• Table	
<u>Attachments</u>	
<ul style="list-style-type: none">• UDO 2024-02 Staff Report• UDO 2024-02 Ordinance	



Board of Commissioners Meeting

Armfield Civic Center – 873 W. 52 Bypass – Pilot Mountain, NC 27041

Monday, August 12, 2024

7:00PM

To: Mayor Cockerham & Board of Commissioners

From: Andy Goodall Jr. – Director of Planning & Community Development

Date: August 5, 2024

Subject: **2024-UDO-02** (*Tobacco/Vape/Hemp Stores & Pain Management Clinics*)

A. ACTIONS REQUESTED BY THE BOARD OF COMMISSIONERS

1. Motion to adopt a statement approving the proposed ordinance amendment and describing its consistency with the plan; or
2. Motion to adopt a statement approving the proposed ordinance amendment and declaring that this also amends the plan, along with an explanation of the change in conditions to meet the development needs of the community that were considered in the amendment; or
3. Motion to adopt a statement rejecting the proposed ordinance amendment and describing its consistency or inconsistency with the plan.

With each of these alternatives, the statement is also to include an explanation of why the governing board deems the action reasonable and in the public interest.

B. REQUIRED VOTES TO PASS REQUESTED ACTIONS

A majority vote is required to pass the requested actions.

C. PROPOSED AMENDMENTS

The purpose of these zoning amendments is to provide guidelines for the establishment and operation of new tobacco/vape/hemp stores and pain management clinics within the Town of Pilot Mountain. The proposed amendments aim to safeguard the health, safety and welfare of residents and ensure the orderly development of the Town.

Additions are highlighted in **Green**. Deletions are highlighted in **Red**.

USE TYPES	RA	RL	RM	RH	OI	CB	GB	HB	GM	LI	SR
Tobacco/ Smoke Vape/Hemp Stores Shops							S P	P			X
Pain Management Clinics					S						X

8.3.1(E) Prohibited Storage Types

The use of storage containers, mobile homes, travel trailers and truck trailers for storage purposes shall be expressly prohibited in all residential (R) districts.

8.12.23 Tobacco/Vape/Hemp Stores

Such uses shall comply with the following standards:

A. Location Requirements

1. No store shall be located within five-hundred (500') feet-measured in a straight line from property line to property line- of any church, public or private elementary or secondary school, library, childcare center or public park.
2. No store shall be located within five-hundred (500') feet-measured in a straight line from property line to property line- from any existing residence or residentially zoned property.
3. No store shall be located within five-hundred (500') feet- measured in a straight line from property line to property line- of any other Tobacco/Vape/Hemp retail store that exists or has been permitted.

4. There shall be no more than one (1) use subject to these standards on the same parcel, group of adjacent parcels under common ownership or tenancy or in the same building, structure or portion thereof.

B. Use Requirements

Items including but not limited to Kratom, Cannabidiol (CBD), Delta-8, Delta-10 and similar non-tobacco related items may not account for more than forty (40%) percent of gross sales.

- C. All federal, state and local laws, rules and regulations must be adhered to in the operation of such establishments. This includes regulations pertaining to advertisements, age restrictions and legality of products sold.

8.12.24 Pain Management Clinics

Such uses shall comply with the following standards:

A. Location Requirements

1. No clinic shall be located within five-hundred (500') feet-measured in a straight line from property line to property line- of any church, public or private elementary or secondary school, library, childcare center or public park.
2. No clinic shall be located within five-hundred (500') feet-measured in a straight line from property line to property line- from any existing residence or residentially zoned property.
3. No clinic shall be located within five-hundred (500') feet- measured in a straight line from property line to property line- of any other pain management clinic that exists or has been permitted.

- B. All federal, state and local laws, rules and regulations must be adhered to in the operation of such establishments. This includes regulations pertaining to advertisements and legality of products prescribed.

A.2 Definition of Specific Words and Terms

Pain Management Clinic. For purposes of determining if a clinic, facility, or office qualifies as a ‘pain management clinic’ or ‘clinic’, it means a privately-owned clinic, facility or office in which any licensed health care provider provides chronic, nonmalignant pain treatment to a majority of its patients for ninety (90) days or more in a twelve-month period, or provides the pain management services of evaluation, diagnosis, or treatment for the prevention, reduction or cessation of the symptoms of pain through pharmacological, non-pharmacological and other approaches with the exception of the treatment of malignant conditions in an oncological setting which specifically excludes hospices and hospitals.

Tobacco/Vape/Hemp Store. A specialized retail establishment primarily engaged (51% or more of gross sales) in the sales and/or distribution of any of the following whether alone or in combination:

1. Any product that contains tobacco or nicotine, irrespective of whether the nicotine is tobacco-derived or synthetic, and is intended for human consumption, as defined by G.S. § 14-313(4). As used in this subchapter, “tobacco product” includes, but is not limited to, cigarettes, cigars, pipe tobacco, electronic cigarettes, e-liquids, hookah, smoked or vaped tobacco substitutes, chewing tobacco, snuff, snus, dissolvable tobacco products, and heated tobacco products. The term “tobacco product” does not include nicotine replacement products approved by the USFDA for treatment of tobacco use and dependence.
2. Any hemp or hemp-derived consumable product or hemp-derived cannabinoid product.
3. Any consumer commodity product that contains mitragynine or 7-hydroxymitragynine or both, extracted from the leaf of the plant *mitragyna speciosa*, commonly known as kratom.
4. Any electronic device that delivers nicotine, THC or other substances to the person inhaling from the device, including, but not limited to, an electronic cigarette, electronic cigar, electronic pipe, vape or electronic hookah.

Hemp-derived consumable product. A hemp product intended for human ingestion or inhalation that contains a delta-9 THC concentration of not more than three-tenths of one percent (0.3%) on a dry weight basis but may contain concentrations of other hemp-derived cannabinoids, including CBD, CBDA, 2 CBG, CBGA, CBN, THCA, and THCP, in excess of that amount. This term does not include hemp products intended for topical application, or seeds or seed derived ingredients that are generally recognized as safe by the United States Food and Drug Administration (FDA).

Hemp product. As defined in G.S. 90-87.

1. **Hemp-derived cannabinoid.** Any phytocannabinoid found in hemp, including delta-9 tetrahydrocannabinol (delta-9 THC), tetrahydrocannabinolic acid (THCA), cannabidiol (CBD), cannabidiolic acid (CBDA), cannabinol (CBN), cannabigerol (CBG), cannabichromene (CBC), cannabicyclol (CBL), cannabivarin (CBV), tetrahydrocannabivarin (THCV), cannabidivarin (CBDV), cannabicitran (CBT), delta-7 tetrahydrocannabinol (delta-7 THC), delta-8 tetrahydrocannabinol (delta-8 THC), or delta-10 tetrahydrocannabinol (delta-10 THC). This term also includes any synthetic cannabinoid derived from hemp and contained in a hemp-derived consumable product.

D. NCGS 160D-605

Consistency Statement

When adopting or rejecting any zoning amendment, the governing board shall also approve a statement describing whether its action is consistent with an adopted comprehensive plan and any other officially adopted plan that is applicable, and briefly explain why the board considers the action taken to be reasonable and in the public interest. The statement shall be one (1) of the following:

1. A statement approving the proposed zoning amendment and describing its consistency with the plan; or
2. A statement approving the proposed zoning amendment and declaring that it also amends the plan, along with an explanation of the change in conditions to meet the development needs of the community that were considered in the zoning amendment; or

3. A statement rejecting the proposed zoning amendment and describing its consistency or inconsistency with the plan.

E. PROGRESS PILOT MOUNTAIN APPLICABLE GOALS

“Update zoning regulations to allow a variety of compatible land uses while ensuring that physical form of new development and redevelopment are consistent with existing neighborhood character”.

F. PLANNING & ZONING BOARD RECOMMENDATION

The Planning & Zoning Board reviewed the proposed amendments on May 21, 2024 and voted (5-0) to recommend approval of the proposed amendments, which they found to be consistent with the applicable goals of the Comprehensive Plan.

**TOWN OF PILOT MOUNTAIN
ORDINANCE 2024-UDO-02**

**PAIN MANAGEMENT CLINICS, TOBACCO/VAPE/HEMP STORES, AND
STORAGE BUILDINGS**

**ORDINANCE REGULATION PAIN MANAGEMENT CLINICS,
TOBACCO/VAPE/HEMP STORES, AND PROHIBITING CERTAIN TYPES OF
STORAGE ON RESIDENTIAL LOTS**

WHEREAS, NCGS 160D gives the Board of Commissioners the power to regulate land uses, and;

WHEREAS, the Board of Commissioners has concerns about the impact of certain uses on the health, safety, and welfare of the citizens of and visitors to the Town of Pilot Mountain, and;

WHEREAS, the Board of Commissioners believes it would be in the best interests of the citizens of Pilot Mountain to place restrictions on the location and number of Pain Management Clinics and Tobacco/Vape/Hemp Stores, and;

WHEREAS, the Board of Commissioners believes it would be in the best interests of the citizens of Pilot Mountain to prohibit the use of certain types of storage containers on residential property.

NOW THEREFORE, be it ordained by the Council of the Town of Pilot Mountain, in the State of North Carolina, as follows:

SECTION 1: **AMENDMENT** “8.3 Accessory Structures” of the Pilot Mountain Development Code is hereby *amended* as follows:

BEFORE AMENDMENT

8.3 Accessory Structures

1. **Residential Accessory Structures.** The following standards shall apply to all accessory structures on lots used for residential purposes.
 - a. **Location.** Residential accessory structures may only be established behind the front building line of the residential structure with which they are associated. This standard shall not apply to residential accessory structures on lots exceeding two (2) acres in size in the RA & RL zoning districts, provided that the structure is setback a minimum of one-hundred (100’) feet from front property line.
 - b. **Setbacks.** All residential accessory structures shall be set back a minimum of

eight (8') feet from all side and rear property lines.

c. **Height**

- i. Residential accessory structures shall not exceed the height of the principal structure with which they are associated. This standard shall not apply to unenclosed canopies for the parking of recreational vehicles or to agricultural support structures in association with an established agricultural use. In no case, however, shall a residential accessory structure exceed the maximum height limit for principal structures in the district in which it is located.
- ii. Residential accessory structures exceeding twenty (20') feet in height shall be set back from property lines by an additional one (1') foot for each foot of height exceeding twenty (20') feet.

d. **Minimum Separation**

- i. Residential accessory structures shall be separated from principal structures and other accessory structures by a minimum of five (5') feet.
- ii. Accessory structures exceeding twenty (20') feet in height shall be separated from all other structures by an additional one (1') foot for each foot of height exceeding twenty (20') feet.

2. **Nonresidential Accessory Structures.** The following standards shall apply to all accessory structures on lots used for nonresidential purposes. Accessory structures associated with industrial uses shall comply only with the minimum setback requirements.

- a. **Minimum Separation.** Nonresidential accessory structures shall be separated from principal structures and other accessory structures by a minimum distance of eight (8') feet.
- b. **Minimum Setbacks.** Nonresidential accessory structures shall meet the minimum setback requirements of the district in which they are located.
- c. **Height.** Nonresidential accessory structures shall not exceed the height of the principal structure with which they are associated.
- d. **Architectural Design.** Nonresidential accessory structures shall comply with the architectural design guidelines that are applicable to the principal structure with which they are associated and shall be designed in a manner that is substantially similar to the principal structure with which they are associated.

AFTER AMENDMENT

8.3 Accessory Structures

1. **Residential Accessory Structures.** The following standards shall apply to all accessory structures on lots used for residential purposes.

- a. **Location.** Residential accessory structures may only be established behind the front building line of the residential structure with which they are associated. This standard shall not apply to residential accessory structures on lots exceeding two (2) acres in size in the RA & RL zoning districts, provided that

the structure is setback a minimum of one-hundred (100') feet from front property line.

b. **Setbacks.** All residential accessory structures shall be set back a minimum of eight (8') feet from all side and rear property lines.

c. **Height**

i. Residential accessory structures shall not exceed the height of the principal structure with which they are associated. This standard shall not apply to unenclosed canopies for the parking of recreational vehicles or to agricultural support structures in association with an established agricultural use. In no case, however, shall a residential accessory structure exceed the maximum height limit for principal structures in the district in which it is located.

ii. Residential accessory structures exceeding twenty (20') feet in height shall be set back from property lines by an additional one (1') foot for each foot of height exceeding twenty (20') feet.

d. **Minimum Separation**

i. Residential accessory structures shall be separated from principal structures and other accessory structures by a minimum of five (5') feet.

ii. Accessory structures exceeding twenty (20') feet in height shall be separated from all other structures by an additional one (1') foot for each foot of height exceeding twenty (20') feet.

e. **Prohibited Storage Types.** The use of storage containers, mobile homes, travel trailers, and truck trailers for storage purposes shall be expressly prohibited in all residential (R) districts.

2. **Nonresidential Accessory Structures.** The following standards shall apply to all accessory structures on lots used for nonresidential purposes. Accessory structures associated with industrial uses shall comply only with the minimum setback requirements.

a. **Minimum Separation.** Nonresidential accessory structures shall be separated from principal structures and other accessory structures by a minimum distance of eight (8') feet.

b. **Minimum Setbacks.** Nonresidential accessory structures shall meet the minimum setback requirements of the district in which they are located.

c. **Height.** Nonresidential accessory structures shall not exceed the height of the principal structure with which they are associated.

d. **Architectural Design.** Nonresidential accessory structures shall comply with the architectural design guidelines that are applicable to the principal structure with which they are associated and shall be designed in a manner that is substantially similar to the principal structure with which they are associated.

e.

SECTION 2: **AMENDMENT** “6.1 Classification Of Uses” of the Pilot Mountain Development Code is hereby *amended* as follows:

BEFORE AMENDMENT

6.1 Classification Of Uses

1. **Principal Uses.** Allowed principal uses by district are listed in Table 6-1. Principal uses are further divided into categories based on the general nature of the use. The categories of principal uses are:
 - a. Agricultural Uses
 - b. Residential Uses
 - c. Civic, Government & Institutional Uses
 - d. Office & Service Uses
 - e. Retail & Wholesale Uses
 - f. Recreation & Entertainment Uses
 - g. Industrial, Transportation & Utility Uses
2. **Accessory Uses.** Accessory uses are allowed in conjunction with a permitted principal use in accordance with the standards established in Section 6.4, Accessory Uses. (Accessory structures are regulated separately in Article 8.)
3. **Temporary Uses.** Temporary uses are allowed in conformance with the regulations set forth in Section 6.5, Temporary Uses.

TABLE 6-1: Table of Permitted Uses

Agricultural Uses	R A	R L	R M	R H	O I	C B	G B	H B	G M	L I	P S
Bona Fide Farms (Excluding Swine and Poultry Farms as Otherwise Defined)	P										
Equestrian Uses, Commercial	S										X
Equestrian Uses, Private	P										X
Forestry Activity	P										
Indoor Growing Facilities	P								P	P	X
Livestock Sales	P										X
Poultry Farms											
Produce Sales (on-site)	P										
Swine Farms											
Wineries	S							P	P	P	X
	R A	R L	R M	R H	O I	C B	G B	H B	G M	L I	P S

Residential Uses	A	L	M	H	I	B	B	B	M	I	S
Accessory Dwelling	X	X	X	X							X
Customary Home Occupation	P	P	P	P							X
Customary Home Occupation, Detached	S										X
Dwelling, Single-family Detached	P	P	P	P							
Dwelling, Single-family Attached			P	P							
Dwelling, Two-family (Duplex)			P	P							
Dwelling, Manufactured Home (on individual lot)	P										X
Dwelling, Multi-family Residential (3-12 Units)											x
Dwelling, Multi-Family Residential (13 Units or More)				S							x
Dwelling, within a Mixed Use Building					P	P	P	P			x
Family Care Homes	P	P	P	P							
Manufactured Home Park	S										X
Civic, Government, & Institutional Uses	R A	R L	R M	R H	O I	C B	G B	H B	G M	L I	P S
Armories and Similar Military Training Facilities									P	P	
Cemeteries (as a principal use)	P				P						
Cemeteries (as an accessory to a Religious Institution)	P				P		P	P			
Clubs and Lodges (Social, Fraternal and Civic Groups)	S				P		P	P			
Colleges, Universities, & Associated Facilities					P		P	P			
Community Centers	P				P		P	P			
Correctional Facilities										S	
Daycare Centers (Adult)					P		P	P			
Daycare Centers (Child, including Preschools)	S				P		P	P			
Emergency Services (Fire, Police, Rescue Squad, EMS, & Similar Uses)	S	S	S	S	P	P	P	P	P	P	
Government Offices and Facilities (other than Public Works, Emergency Services, Judicial and Correctional Facilities)	S	S	S	S	P	P	P	P	P	P	
Group Care Facilities (Type A)					S		S	S			
Group Care Facilities (Type B)							S	S			
Hospitals					P		P	P			

Judicial Facilities					S		S	S			
Libraries, Museums, Art Galleries, & Similar Uses					P	P	P	P			
Nursing Homes and Similar Facilities	S				P		P	P			
Post Offices					P	P	P	P			
Government Public Works Facilities, Utilities and Appurtenances	P	P			P	P	P	P	P	P	
Religious Institutions (assembly capacity less than 250)	P	P			P		P	P			
Religious Institutions (assembly capacity more than 250)	S				S		P	P			
Schools (K-12, Public & Private)	P	P			P		P	P			
Schools (Trade & Vocational)					S		P	P			
Social Service Organizations and Facilities					P		P	P			
Office & Service Uses	R	R	R	R	O	C	G	H	G	L	P
	A	L	M	H	I	B	B	B	M	I	S
Animal Services and Hospitals (No Outdoor Kennels)	S						P	P	P	P	
Animal Services and Hospitals (With Outdoor Kennels)	S						S	S	P	P	X
Appliance and Home Furnishings Repair							P	P	P	P	
Automobile Parking, Commercial (as a Principal Use)					P	S	P	P	P	P	
Banks And Financial Services					P	P	P	P			
Bed & Breakfast Inns	P	P	P	P	P	P					X
Body Piercing & Tattoo Studios							P	P			
Car Washes (as a Principal Use)							P	P	P	P	
Contractors Offices (Building, Plumbing, Electric, etc.)						S	P	P	P	P	
Contractors Offices (with Outdoor Storage)							S	P	P	P	
Electronics Repair and Service						P	P	P	P	P	
Crematoriums								C	P	P	
Dry Cleaning and Laundry Services (excluding Laundromats)							P	P			
Funeral Homes And Mortuaries	S				S		S	P			
Home and Garden Equipment Repair							P	P			
Hotels And Motels						P	P	P	P		
Instructional Schools And Studios (Art, Dance, Martial					P	P	P	P			

Arts, Fitness, Athletic, etc.)												
Laundromats							P	P				
Motor Vehicle Services (No Outdoor Storage)							P	P	P	P		
Motor Vehicle Services (With Outdoor Storage)							S	P	P	P		
Medical, Dental, Chiropractic, Optical, Psychiatric Clinics and Related Offices and/or Laboratories					P	P	P	P				
Newspaper, Magazine and Book Publishers							P	P	P	P		
Personal Service Uses (Barber and Beauty Shops, Salons, Tailors, Shoe Repair, Aestheticians, etc.)					P	P	P	P				
Photocopying and Printing Services (Excluding Industrial Printing Operations)					P	P	P	P	P	P		
Professional Offices (Architects, Accountants, Engineers, Attorneys, Counselors, Real Estate, etc.)					P	P	P	P				
Radio and Television Broadcast Studios							P	P	P	P		
Sound / Video Recording / Production Services / Studios						P	P	P	P	P		
Taxidermists							P	P	P	P		
Retail & Wholesale Uses	R A	R L	R M	R H	O I	C B	G B	H B	G M	L I	P S	
Alcohol Sales for On-Premises Consumption, Malt Beverages and Unfortified Wine Only						P	P	P				
Alcohol Sales for On-Premises Consumption, Mixed Beverage Permittees, other than Restaurants						S	S	S				
Alcohol Sales for Off-Premises Consumption, Malt Beverages and Wine (Excluding Liquor Stores)						P	P	P				
Agricultural Supplies and Equipment Sales	S						S	P	P	P		
Appliance Stores							P	P				
Auction Houses									P	P		
Bakeries, Retail						P	P	P				
Building Supply / Material Sales							S	P	P	P		
Clothing Stores						P	P	P				
Consumer Electronics Stores						P	P	P				
Consignment Stores							P	P				

Drug Stores and Pharmacies						P	P	P			
Farmers Markets	S					P	P	P			
Florists						P	P	P			
Gasoline Stations (With or Without Convenience Stores)							P	P			
Grocery Stores							P	P			
Hardware Stores						P	P	P	P	P	
Home Goods and Furnishings Stores						P	P	P			
Heavy Equipment Sales and Rental								P	P	P	
Lawn and Garden Stores (Retail Nurseries)	S						P	P	P	P	
Liquor Stores (ABC Stores)							P	P			
Meat and Seafood Markets						P	P	P			
Microbreweries (Including Tasting Rooms, less than 5,000 Barrel/Year Capacity)						P	P	P	P	P	
Motor Vehicle Parts and Accessories Dealers							P	P	P	P	
Motor Vehicle Sales and Rental							P	P	P	P	
Pawn Shops								P			
Produce Markets						P	P	P			
Restaurants (no drive-through)						P	P	P			
Restaurants (with drive-through)							P	P			
Retail Sales Uses, General / Not Otherwise Specified						P	P	P			
Retail Uses, less than 5,000 square feet (inside a fully enclosed building)						P	P	P	P	P	
Retail Uses, 5,000-10,000 square feet (inside a fully enclosed building)						S	P	P	P	P	
Retail Uses, greater than 10,000 square feet (inside a fully enclosed building)							P	P	P	P	
Retail Uses (outside of a fully enclosed building)							S	P	P	P	
Sexually Oriented Businesses, Retail Sales								S			X
Specialty Food and Beverage Stores						P	P	P	P		
Sporting Goods / Equipment Stores						P	P	P			

Tobacco / Smoke Shops							P	P				
Wine Tasting Rooms and Bars						P	P	P				
Wholesale Uses (no outdoor storage)								P	P	P		
Wholesale Uses (with outdoor storage)									P	P		
Wholesale Uses, Bulk Petroleum, Chemical and Gas									S	S	X	
Recreation & Entertainment Uses	R A	R L	R M	R H	O I	C B	G B	H B	G M	L I	P S	
Auditorium, Events Facility & Theater, Indoor (under 100 seats)					P	S	P	P				
Auditorium, Events Facility & 100 seats or more)					S	P	P					
Banquet, Events Facility (Outdoor)	S						P	P				
Campgrounds (Excluding Recreational Vehicles)	S											
Electronic Gaming Operations								S				
Fishing Lakes/Impoundments (Commercial Recreation)	S											
Go Kart Tracks, Commercial Recreation - Outdoor							S	S	P	P	X	
Go Kart Tracks, Commercial Recreation - Indoor							P	P	P	P		
Golf Course	P	S					P	P				
Golf Course, Miniature							P	P				
Golf Driving Range	P						P	P			X	
Gyms and Fitness Centers							P	P				
Parks, Public	P	P	P	P	P	P	P	P	P	P		
Petting Zoos	S						P	P				
Racetrack/Drag Strip/Motorsports Facility												
Recreation Facilities Associated with a Residential Development	P	P	P	P								
Recreation Facilities (Indoor)							P	P	P	P		
Recreation Facilities (Outdoor, Other)	S						P	P				
Recreation Facilities (Spectator, Excluding Motorsports)	S				S		S	S				
Recreational Vehicle Parks/Campgrounds	S						S	S				
Sexually Oriented Businesses, other than Retail Sales								S			X	
Shooting Ranges (Indoor)									P	P		

Shooting Ranges (Outdoor)									S		X
Swim Clubs / Pools	S	S	S	S	P		P	P			
Tennis Clubs	S	S	S	S	P		P	P			
Theater (Drive-in)								S			
Industrial, Warehousing, Transportation, & Utility Uses	R	R	R	R	O	C	G	H	G	L	P
	A	L	M	H	I	B	B	B	M	I	S
Airports & Heliports	S										
Animal Slaughtering and Processing											
Asphalt Plants									S		
Automobile Parts Manufacturing									P	S	
Bakeries, Industrial									P	S	
Breweries	S						S	P	P	P	
Brick Manufacturing									S		
Broadcast Towers And Equipment (Excluding Wireless Telecommunications Towers)	S								S	S	X
Concrete Plants and Casting Operations									S		
Data Centers									P	P	
Dairies	S								P	P	
Distilleries, Alcohol	S						S	S	P	P	
Distribution Centers And Freight Terminals									P		X
Electric Utility Substations	S	S	S	S	S	S	S	P	P	P	
Electronics Manufacturing									S		
Feed And Flour Mills	S								S		
Food Processing and Manufacturing									P	S	X
Furniture Manufacturing									P	S	
Junkyards, Salvage Yards, Recycling Operations And Similar Uses									S		X
Landfill (Construction, Demolition, Land Clearing & Inert Debris)	S								S		
Landfill (Sanitary)	S								S		
Laundry and Dry Cleaning, Industrial									S	S	

Machine and Welding Shops								S	P	P	
Manufacturing, Processing, & Assembly, Other (Inside Fully Enclosed Building with no Off-Site Industrial Process Impacts)									P	P	
Manufacturing, Processing, & Assembly, Other (Outside of an Enclosed Building, or which Creates Off-Site Industrial Process Impacts)									S		
Metal Products Manufacturing / Foundries									S		
Mining & Quarrying Operations	S								S		X
Painting and Lacquering Operations									S		
Paper Product Manufacturing											
Power Generation/Production Facilities (Excluding Wind and Solar)									S		
Power Generation/Production, Solar (Solar Farms)	S								S	S	
Power Generation/Production, Wind (on the same parcel as an agricultural or industrial use – single turbine under 150 feet in total height)	S								S		
Power Generation/Production, Wind (Wind Farms / Multiple Turbines)	S										
Printing, Industrial									P	S	
Refineries, Chemical and Petroleum Products											
Sawmills									S		
Septic Tank Service and Repair							S	S	P	P	
Solid Waste Transfer Station									S		
Smelting Operations											
Stone Products Processing and Manufacturing									S		
Textile and Apparel Manufacturing									P		
Tobacco Manufacturing									P		
Truck Stops							S	S	P	P	
Vehicle Storage Yard (Operable Vehicles)								S	P	P	
Warehouses, Self-Storage							S	S	P	P	
Warehouses, Hazardous or Flammable Material									S		

Warehouse Uses (excluding Self Storage Warehouses and Hazardous or Flammable Material)								P	P	P	
Wastewater Treatment Plants	P								P	P	
Water Storage Tanks and Towers	P	P	P	P	P	P	P	P	P	P	
Water Treatment Plants	P								P	P	
Wireless Telecommunications Towers	S						S	S	S	S	X
Wood Product Processing and Manufacturing (Excluding Paper Products)									S		

AFTER AMENDMENT

6.1 Classification Of Uses

1. **Principal Uses.** Allowed principal uses by district are listed in Table 6-1. Principal uses are further divided into categories based on the general nature of the use. The categories of principal uses are:
 - a. Agricultural Uses
 - b. Residential Uses
 - c. Civic, Government & Institutional Uses
 - d. Office & Service Uses
 - e. Retail & Wholesale Uses
 - f. Recreation & Entertainment Uses
 - g. Industrial, Transportation & Utility Uses
2. **Accessory Uses.** Accessory uses are allowed in conjunction with a permitted principal use in accordance with the standards established in Section 6.4, Accessory Uses. (Accessory structures are regulated separately in Article 8.)
3. **Temporary Uses.** Temporary uses are allowed in conformance with the regulations set forth in Section 6.5, Temporary Uses.

TABLE 6-1: Table of Permitted Uses

Agricultural Uses	R A	R L	R M	R H	O I	C B	G B	H B	G M	L I	P S
Bona Fide Farms (Excluding Swine and Poultry Farms as Otherwise Defined)	P										
Equestrian Uses, Commercial	S										X
Equestrian Uses, Private	P										X
Forestry Activity	P										
Indoor Growing Facilities	P								P	P	X

Livestock Sales	P											X
Poultry Farms												
Produce Sales (on-site)	P											
Swine Farms												
Wineries	S							P	P	P		X
Residential Uses	R A	R L	R M	R H	O I	C B	G B	H B	G M	L I	P S	
Accessory Dwelling	X	X	X	X								X
Customary Home Occupation	P	P	P	P								X
Customary Home Occupation, Detached	S											X
Dwelling, Single-family Detached	P	P	P	P								
Dwelling, Single-family Attached			P	P								
Dwelling, Two-family (Duplex)			P	P								
Dwelling, Manufactured Home (on individual lot)	P											X
Dwelling, Multi-family Residential (3-12 Units)												x
Dwelling, Multi-Family Residential (13 Units or More)				S								x
Dwelling, within a Mixed Use Building					P	P	P	P				x
Family Care Homes	P	P	P	P								
Manufactured Home Park	S											X
Civic, Government, & Institutional Uses	R A	R L	R M	R H	O I	C B	G B	H B	G M	L I	P S	
Armories and Similar Military Training Facilities									P	P		
Cemeteries (as a principal use)	P				P							
Cemeteries (as an accessory to a Religious Institution)	P				P		P	P				
Clubs and Lodges (Social, Fraternal and Civic Groups)	S				P		P	P				
Colleges, Universities, & Associated Facilities					P		P	P				
Community Centers	P				P		P	P				
Correctional Facilities										S		
Daycare Centers (Adult)					P		P	P				
Daycare Centers (Child, including Preschools)	S				P		P	P				

Emergency Services (Fire, Police, Rescue Squad, EMS, & Similar Uses)	S	S	S	S	P	P	P	P	P	P	
Government Offices and Facilities (other than Public Works, Emergency Services, Judicial and Correctional Facilities)	S	S	S	S	P	P	P	P	P	P	
Group Care Facilities (Type A)					S		S	S			
Group Care Facilities (Type B)							S	S			
Hospitals					P		P	P			
Judicial Facilities					S		S	S			
Libraries, Museums, Art Galleries, & Similar Uses					P	P	P	P			
Nursing Homes and Similar Facilities	S				P		P	P			
Post Offices					P	P	P	P			
Government Public Works Facilities, Utilities and Appurtenances	P	P			P	P	P	P	P	P	
Religious Institutions (assembly capacity less than 250)	P	P			P		P	P			
Religious Institutions (assembly capacity more than 250)	S				S		P	P			
Schools (K-12, Public & Private)	P	P			P		P	P			
Schools (Trade & Vocational)					S		P	P			
Social Service Organizations and Facilities					P		P	P			
Office & Service Uses	R	R	R	R	O	C	G	H	G	L	P
	A	L	M	H	I	B	B	B	M	I	S
Animal Services and Hospitals (No Outdoor Kennels)	S						P	P	P	P	
Animal Services and Hospitals (With Outdoor Kennels)	S						S	S	P	P	X
Appliance and Home Furnishings Repair							P	P	P	P	
Automobile Parking, Commercial (as a Principal Use)					P	S	P	P	P	P	
Banks And Financial Services					P	P	P	P			
Bed & Breakfast Inns	P	P	P	P	P	P					X
Body Piercing & Tattoo Studios							P	P			
Car Washes (as a Principal Use)							P	P	P	P	

Contractors Offices (Building, Plumbing, Electric, etc.)						S	P	P	P	P	
Contractors Offices (with Outdoor Storage)							S	P	P	P	
Electronics Repair and Service						P	P	P	P	P	
Crematoriums								C	P	P	
Dry Cleaning and Laundry Services (excluding Laundromats)							P	P			
Funeral Homes And Mortuaries	S				S		S	P			
Home and Garden Equipment Repair							P	P			
Hotels And Motels						P	P	P	P		
Instructional Schools And Studios (Art, Dance, Martial Arts, Fitness, Athletic, etc.)					P	P	P	P			
Laundromats							P	P			
Motor Vehicle Services (No Outdoor Storage)							P	P	P	P	
Motor Vehicle Services (With Outdoor Storage)							S	P	P	P	
Medical, Dental, Chiropractic, Optical, Psychiatric Clinics and Related Offices and/or Laboratories					P	P	P	P			
Newspaper, Magazine and Book Publishers							P	P	P	P	
<u>Pain Management Clinics</u>					<u>S</u>						<u>X</u>
Personal Service Uses (Barber and Beauty Shops, Salons, Tailors, Shoe Repair, Aestheticians, etc.)					P	P	P	P			
Photocopying and Printing Services (Excluding Industrial Printing Operations)					P	P	P	P	P	P	
Professional Offices (Architects, Accountants, Engineers, Attorneys, Counselors, Real Estate, etc.)					P	P	P	P			
Radio and Television Broadcast Studios							P	P	P	P	
Sound / Video Recording / Production Services / Studios						P	P	P	P	P	
Taxidermists							P	P	P	P	
Retail & Wholesale Uses	R A	R L	R M	R H	O I	C B	G B	H B	G M	L I	P S
Alcohol Sales for On-Premises Consumption, Malt Beverages and Unfortified Wine Only						P	P	P			
Alcohol Sales for On-Premises Consumption, Mixed						S	S	S			

Beverage Permittees, other than Restaurants												
Alcohol Sales for Off-Premises Consumption, Malt Beverages and Wine (Excluding Liquor Stores)						P	P	P				
Agricultural Supplies and Equipment Sales	S						S	P	P	P		
Appliance Stores							P	P				
Auction Houses									P	P		
Bakeries, Retail						P	P	P				
Building Supply / Material Sales							S	P	P	P		
Clothing Stores						P	P	P				
Consumer Electronics Stores						P	P	P				
Consignment Stores							P	P				
Drug Stores and Pharmacies						P	P	P				
Farmers Markets	S					P	P	P				
Florists						P	P	P				
Gasoline Stations (With or Without Convenience Stores)							P	P				
Grocery Stores							P	P				
Hardware Stores						P	P	P	P	P		
Home Goods and Furnishings Stores						P	P	P				
Heavy Equipment Sales and Rental								P	P	P		
Lawn and Garden Stores (Retail Nurseries)	S						P	P	P	P		
Liquor Stores (ABC Stores)							P	P				
Meat and Seafood Markets						P	P	P				
Microbreweries (Including Tasting Rooms, less than 5,000 Barrel/Year Capacity)						P	P	P	P	P		
Motor Vehicle Parts and Accessories Dealers							P	P	P	P		
Motor Vehicle Sales and Rental							P	P	P	P		
Pawn Shops								P				
Produce Markets						P	P	P				
Restaurants (no drive-through)						P	P	P				
Restaurants (with drive-through)							P	P				

Retail Sales Uses, General / Not Otherwise Specified						P	P	P			
Retail Uses, less than 5,000 square feet (inside a fully enclosed building)						P	P	P	P	P	
Retail Uses, 5,000-10,000 square feet (inside a fully enclosed building)						S	P	P	P	P	
Retail Uses, greater than 10,000 square feet (inside a fully enclosed building)							P	P	P	P	
Retail Uses (outside of a fully enclosed building)							S	P	P	P	
Sexually Oriented Businesses, Retail Sales								S			X
Specialty Food and Beverage Stores						P	P	P	P		
Sporting Goods / Equipment Stores						P	P	P			
Tobacco / Smoke <u>Vape/Hemp Stores</u> Shops							S P	P			<u>X</u>
Wine Tasting Rooms and Bars						P	P	P			
Wholesale Uses (no outdoor storage)								P	P	P	
Wholesale Uses (with outdoor storage)									P	P	
Wholesale Uses, Bulk Petroleum, Chemical and Gas									S	S	X
Recreation & Entertainment Uses	R A	R L	R M	R H	O I	C B	G B	H B	G M	L I	P S
Auditorium, Events Facility & Theater, Indoor (under 100 seats)					P	S	P	P			
Auditorium, Events Facility & 100 seats or more)					S	P	P				
Banquet, Events Facility (Outdoor)	S						P	P			
Campgrounds (Excluding Recreational Vehicles)	S										
Electronic Gaming Operations								S			
Fishing Lakes/Impoundments (Commercial Recreation)	S										
Go Kart Tracks, Commercial Recreation - Outdoor							S	S	P	P	X
Go Kart Tracks, Commercial Recreation - Indoor							P	P	P	P	
Golf Course	P	S					P	P			
Golf Course, Miniature							P	P			
Golf Driving Range	P						P	P			X
Gyms and Fitness Centers							P	P			

Parks, Public	P	P	P	P	P	P	P	P	P	P	
Petting Zoos	S						P	P			
Racetrack/Drag Strip/Motorsports Facility											
Recreation Facilities Associated with a Residential Development	P	P	P	P							
Recreation Facilities (Indoor)							P	P	P	P	
Recreation Facilities (Outdoor, Other)	S						P	P			
Recreation Facilities (Spectator, Excluding Motorsports)	S				S		S	S			
Recreational Vehicle Parks/Campgrounds	S						S	S			
Sexually Oriented Businesses, other than Retail Sales								S			X
Shooting Ranges (Indoor)									P	P	
Shooting Ranges (Outdoor)									S		X
Swim Clubs / Pools	S	S	S	S	P		P	P			
Tennis Clubs	S	S	S	S	P		P	P			
Theater (Drive-in)								S			
Industrial, Warehousing, Transportation, & Utility Uses	R A	R L	R M	R H	O I	C B	G B	H B	G M	L I	P S
Airports & Heliports	S										
Animal Slaughtering and Processing											
Asphalt Plants									S		
Automobile Parts Manufacturing									P	S	
Bakeries, Industrial									P	S	
Breweries	S						S	P	P	P	
Brick Manufacturing									S		
Broadcast Towers And Equipment (Excluding Wireless Telecommunications Towers)	S								S	S	X
Concrete Plants and Casting Operations									S		
Data Centers									P	P	
Dairies	S								P	P	

Distilleries, Alcohol	S						S	S	P	P	
Distribution Centers And Freight Terminals									P		X
Electric Utility Substations	S	S	S	S	S	S	S	P	P	P	
Electronics Manufacturing									S		
Feed And Flour Mills	S								S		
Food Processing and Manufacturing									P	S	X
Furniture Manufacturing									P	S	
Junkyards, Salvage Yards, Recycling Operations And Similar Uses									S		X
Landfill (Construction, Demolition, Land Clearing & Inert Debris)	S								S		
Landfill (Sanitary)	S								S		
Laundry and Dry Cleaning, Industrial									S	S	
Machine and Welding Shops								S	P	P	
Manufacturing, Processing, & Assembly, Other (Inside Fully Enclosed Building with no Off-Site Industrial Process Impacts)									P	P	
Manufacturing, Processing, & Assembly, Other (Outside of an Enclosed Building, or which Creates Off-Site Industrial Process Impacts)									S		
Metal Products Manufacturing / Foundries									S		
Mining & Quarrying Operations	S								S		X
Painting and Lacquering Operations									S		
Paper Product Manufacturing											
Power Generation/Production Facilities (Excluding Wind and Solar)									S		
Power Generation/Production, Solar (Solar Farms)	S								S	S	
Power Generation/Production, Wind (on the same parcel as an agricultural or industrial use – single turbine under 150 feet in total height)	S								S		
Power Generation/Production, Wind (Wind Farms / Multiple Turbines)	S										
Printing, Industrial									P	S	

Refineries, Chemical and Petroleum Products												
Sawmills									S			
Septic Tank Service and Repair							S	S	P	P		
Solid Waste Transfer Station									S			
Smelting Operations												
Stone Products Processing and Manufacturing									S			
Textile and Apparel Manufacturing									P			
Tobacco Manufacturing									P			
Truck Stops							S	S	P	P		
Vehicle Storage Yard (Operable Vehicles)								S	P	P		
Warehouses, Self-Storage							S	S	P	P		
Warehouses, Hazardous or Flammable Material									S			
Warehouse Uses (excluding Self Storage Warehouses and Hazardous or Flammable Material)									P	P	P	
Wastewater Treatment Plants	P								P	P		
Water Storage Tanks and Towers	P	P	P	P	P	P	P	P	P	P		
Water Treatment Plants	P								P	P		
Wireless Telecommunications Towers	S						S	S	S	S	X	
Wood Product Processing and Manufacturing (Excluding Paper Products)									S			

SECTION 3: AMENDMENT “8.12 Performance Standards For Certain Uses And Structures” of the Pilot Mountain Development Code is hereby *amended* as follows:

BEFORE AMENDMENT

8.12 Performance Standards For Certain Uses And Structures

1. Equestrian Uses, Commercial and Private

- a. Stables, corrals, un-vegetated exercise areas and piles of manure, feed and bedding must be located seventy-five (75’) feet from any street right-of-way or nonresidential property line, and one-hundred (100’) feet from any residential property line. However, when all of the runoff from a corral or un-vegetated exercise area is controlled and directed over a two-hundred (200’) foot long

- grassed swale before reaching the property line, then the corral or un-vegetated exercise area may be located a minimum of forty (40') feet from any street right-of-way or property line. Pasture areas may extend to the lot line.
- b. Manure may not be stored or applied within five-hundred (500') feet of a residential lot line, surface watercourse or well used for potable water.
 - c. A one-hundred (100') foot wide vegetative strip, exclusive of pasture area, must be maintained between any corral, un-vegetated exercise area, manure pile or manure application area and any surface water or well.
 - d. In areas with a slope of five percent (5%) or less, corrals un-vegetated exercise areas and manure piles must be located 150 feet from any well and two-hundred (200') feet from any surface water, unless the water is upgrade of the corral, un-vegetated exercise area or manure pile or there is adequate diking provided.
 - e. Corrals, un-vegetated exercise areas, manure piles and manure application areas are prohibited in areas with slopes greater than five percent (5%), in 100-year floodplains, in waterways and on soils classified as very poorly drained as indicated in the Surry County Soil Survey.

2. Livestock Sales

- a. Livestock sales uses may not be located within five-hundred (500') feet of an existing residential lot.
- b. Manure may not be stored or applied within five-hundred (500') feet of a residential lot line, surface watercourse or well used for potable water.
- c. The use shall be located on, and take access from, a road classified as either a major or a minor thoroughfare.

3. Wineries

- a. Facility must be located in such a manner that visual impact to adjoining properties used or zoned for residential or agricultural purposes is minimal.
- b. All structures, buildings, storage areas, etc. (except fences or walls) associated with the winery must be twice (2X) the setback for the applicable zoning district from all property lines or street rights-of-way.
- c. A facility serving as an established Cooperative Winery or as an independent commercial winery may be permitted without the presence of an on-site vineyard, if, in the Board's estimation, the facility will benefit, cater to, and serve the vineyards of the surrounding areas.
- d. Outdoor lighting shall be designed to minimize light directly hitting adjacent property or any public right-of-way.
- e. All parking and storage areas associated with the winery shall be screened from adjoining properties used or zoned for residential or agricultural purposes. If existing topography and natural vegetation does not provide an existing visual barrier, selective screening may be required.
- f. Associated small-scale processing or catering facilities (i.e. cheese making, restaurant, wine tasting rooms) that are incidental to the winery, but may enhance the overall property in relation to tourism, may be permitted on a case-by-case basis by the Planning and Zoning Board. The Planning and

Zoning Board shall hold a public hearing and upon approval issue a Special Use Permit for each use. Associated uses are subject to the above requirements as well.

4. Customary Home Occupations

- a. Customary home occupations may be established in single family, site-built dwellings as permitted in a residential district. The following requirements shall apply in addition to all other applicable requirements of this chapter for the residential district in which the uses are located:
- b. The home occupation shall be clearly incidental and subordinate to the residential use of the dwelling and shall not change the residential character of the dwelling.
- c. Use of the dwelling for home occupations shall be limited to twenty-five (25%) of one (1) floor of the principal building.
- d. Residents of the dwellings only may be engaged in the home occupations, except that not more than one assistant may be employed by the following professional persons: lawyers, physicians, dentists, chiropractors, accountants.
- e. No display of products shall be visible from the street and only products made on the premises may be sold on the premises.
- f. No internal or external alterations inconsistent with the residential use of the building shall be permitted.
- g. No accessory building [except as provided in Subsection 4(l), below] or open storage shall be allowed in connection with the home occupation.
- h. No machinery that causes noises or other interferences in radio and television reception shall be allowed.
- i. Only vehicles used primarily as passenger vehicles shall be permitted in connection with the conduct of the customary home occupation.
- j. No chemical, electrical or mechanical equipment that is not normally a part of domestic or household equipment shall be used primarily for commercial purposes, with the exception of medical and dental equipment used for professional purposes.
- k. Unless otherwise specified, customary home occupations may employ one sign, not more than one square foot in area and which shall not be illuminated.
- l. In the zoning districts that allow a Special Use Permit for customary home occupations in a detached accessory structure, the Planning and Zoning Board shall make all the above findings in addition to all findings otherwise required by this ordinance.

5. Dwelling, Manufactured Home (On Individual Lots)

- a. The lot must be recorded with the Surry County Register of Deeds as an individual lot.
- b. If municipal utilities are not available, the well and/or septic tank must be approved by the county health department.
- c. All yard dimensional requirements for the respective district must be met.
- d. The lot must have legal access to a public street.
- e. A certificate of occupancy must be issued by the Ordinance Administrator

after these conditions and all other code requirements are met and before the unit can be occupied.

6. **Manufactured Home Parks.** The purpose of these manufactured home park regulations is to provide an acceptable environment for what are in fact small communities of manufactured homes: New manufactured home parks may be located in the RA district as special uses subject to a finding by the Planning and Zoning Board in addition to the findings required under this ordinance, that the following conditions will be met:

- a. Plans clearly indicating the developers' intention to comply with the provisions of this section shall be submitted to and approved by the Planning and Zoning Board. Plans must show the area to be used for the proposed manufactured home park; the ownership and use of neighboring properties; all proposed entrances, exits, driveways, walkways, and off-street parking spaces; the location of manufactured home spaces, recreation area, buffer strips, and service buildings; the location of sanitary conveniences, including laundries, if applicable, and refuse receptacles; the proposed plan of water supply, sewage disposal and electrical service and lighting. The Planning and Zoning Board shall have the authority to impose the reasonable conditions and safeguards on the proposed development, as it deems necessary for the protection of adjoining properties and the public interest.
- b. The lot area for a manufactured home park shall be at least two acres. All areas to be included in the park shall be clearly shown on the plans required by division (A) above.
- c. Each home in a manufactured home park shall occupy a designated space having at least six-thousand square feet (6,000ft²), with a width of at least fifty (50') feet, exclusive of common streets.
- d. Each manufactured home space shall abut a street within the park; the streets shall be graded and surfaced with not less than four inches of crushed stone or other suitable material on a well-compacted sub-base to a continuous width of twenty (20') feet, exclusive of required parking spaces extending to the frontage street.
- e. Two (2) off-street parking spaces with not less than four (4") inches of crushed stone or other suitable material on a well-compacted sub-base shall be provided for each new manufactured home space. Required parking spaces may be included within six-thousand square feet (6,000ft²) required for each manufactured home space.
- f. At least two-hundred square feet (200ft²) of recreation space for each manufactured home space shall be reserved within each mobile home park as common recreation space for the residents of the park. The areas shall, along with streets and walkways, be adequately lighted for safety.
- g. No homes or other structures within a manufactured home park shall be closer to each other than sixteen (16') feet, except that storage or other auxiliary structures for the exclusive use of the manufactured home may be closer to that mobile home than sixteen (16') feet.

- h. No manufactured home shall be located closer than thirty (30') feet to the exterior boundary of the park or a bounding street right-of-way of a bounding street.
- i. Proposed water supply and waste disposal facilities for the manufactured home park shall be approved in writing by the county health officer or his or her representative.
- j. All refuse containers shall be located on a concrete, asphalt or similar base and shall be enclosed on three sides with a wooden or masonry fence or wall at least six feet high.
- k. Any expansion of manufactured home parks in existence on the effective date of this chapter shall comply with the provisions of this section.
- l. **Non-conforming Manufactured Home Parks.** The term nonconforming manufactured home park refers to any park not meeting the development standards established by the preceding requirements.
 - i. Nonconforming manufactured home parks may not be enlarged or altered to create additional space until the park had been brought into compliance with the provisions of this chapter.
 - ii. Manufactured or mobile homes that are not inspected and approved by HUD, and which were manufactured prior to June 15, 1976, shall be known as "nonconforming manufactured homes." Existing nonconforming manufactured homes located within the zoning jurisdiction of the Town upon the adoption of this section, shall be discontinued and removed when the structure has deteriorated to the point where major repairs are necessary to make the home habitable, in the judgment of the Surry County Building Inspector. Installation of nonconforming manufactured homes shall not be permitted in the zoning jurisdiction of the Town for residential or any other purposes.

7. Animal Services and Hospitals (With Outdoor Kennels)

- a. No outdoor containment of animals shall be located less than 250 feet from any residentially zoned property and fifty (50') feet from any other adjacent property line.
- b. Kennel areas must be surrounded by an opaque fence of not less than six (6') feet in height and enclosed as to prevent escape.

8. Bed and Breakfast Inn

- a. The use shall only be permitted in a structure that was originally built as a single-family dwelling that was constructed to the North Carolina State Building Code.
- b. When located in a residential zoning district, meals may not be provided to persons who are not registered guests of the Bed and Breakfast.
- c. Rooms may not be equipped with cooking facilities.
- d. Guest parking areas may only be located at the side or rear of the residence. In the case of corner lots, the parking must be provided on the side of the lot that does not front on the streets. This provision does not apply to through or

double frontage lots.

- e. One (1) freestanding sign not exceeding sixteen square feet (16ft²) in sign area may be installed on site. The sign and any other signage shall comply with all other general sign regulations
- f. Special events (e.g., weddings, receptions, parties, etc.) held on the site shall comply with all requirements specified under the Temporary Use requirements as set forth in Section 9.16. This provision shall not apply to establishments located in the RA, CB, or HB districts.
- g. Applications must contain a written description of the proposed use(s) of the site and building(s) thereon including, at a minimum, the following information:
 - i. Number of full and part-time employees.
 - ii. Number of clients and/or occupants expected to use the facility.
 - iii. Building elevations for all existing and proposed structures on the property.
 - iv. A copy of the recorded deed establishing an ingress/egress easement to the lot in cases where access to the lot on which the bed and breakfast is to be located will be provided by an easement or private road.

9. Sexually Oriented Businesses (All)

- a. No sexually oriented business shall be located within one-thousand (1,000') feet of another sexually oriented business, which shall be measured from the exterior walls of the building(s) containing such regulated use.
- b. No sexually oriented business shall be located within 1,500 feet of any area zoned for residential use or from the property line of residential unit(s), churches, synagogues, temples, nursery schools, day care centers (child/adult) and public or private schools, in all zoning districts, which will be measured from the property line(s) containing such regulated use.
- c. Sign content shall consist of text only, and shall not depict or suggest subject matter that is lewd, offensive, sexual or anatomical in nature, as determined by the Planning and Zoning Board.
- d. Screening is required around the entire perimeter of any sexually oriented business. This screening shall consist of a naturally wooded area or planted with a mixture of evergreen and deciduous trees and shrubs to simulate a naturally wooded area within three (3) years. This screening shall be located in a fifteen (15') foot wide buffer.

e. Supplemental Site Plan Requirements

- i. Location of existing structures on property within one-thousand (1,000') feet of exterior wall(s) of the regulated use.
- ii. Zoning of properties within 750 feet of each property line of the regulated use.
- iii. Other area or site-specific information as deemed necessary by the Ordinance Administrator.

f. Operational Considerations

- i. If applicable, all viewing booths shall be open and be visible to manager(s) of the establishment.
- ii. If applicable, there shall be a minimum separation of six (6') feet between patrons and performers.
- iii. Masseuses and servers of food and beverage shall at all times wear a shirt and pants.
- iv. No nude or seminude service or entertainment of any kind shall be allowed outside the building of a regulated use.

10. Wholesale Uses, Bulk Petroleum, Chemical and Gas

a. Site Standards

- i. All storage buildings and yards shall be a minimum of two hundred (200') feet from any residential use, hospital, nursing or convalescent home, retirement home, life care community, school, or church. However, the Planning and Zoning Board shall be authorized to increase this setback if the situation warrants, based on the specific substances that are to be manufactured or stored and in what specific quantities.
- ii. All structures (except fences and walls), buildings, storage areas, etc. used in the operation shall be a minimum of one hundred (100') feet from all property lines or street rights-of-way.
- iii. Buildings must meet all requirements for Hazardous Occupancy under the NC Building Code.
- iv. Outdoor lighting shall be designed to minimize or prevent light from directly hitting adjacent property or any public right-of-way.
- v. Use shall be totally enclosed by a security fence or wall at least eight (8') feet high or enclosed within a locked fireproof building. A vegetative screen, either planted or natural wooded area, shall be provided along any street right-of-way and any property line within four-hundred (400') feet of property used or zoned for residential purposes.

b. Operational Requirements

- i. The site shall be utilized in a manner that shall not pose a hazard off-site.
- ii. All unpaved storage areas shall be maintained in a manner that prevents dust from adversely impacting adjacent properties.
- iii. Buildings must be maintained to meet all requirements for Hazardous Occupancy under NC Building Code.
- iv. The Fire Marshall and local fire department shall be kept notified of the types of materials used, manufactured, or stored on site.

11. Go Kart Tracks, Commercial Recreation - Outdoor

- a. Hours of operation shall be limited to 9AM until 9PM.

12. Golf Driving Range

- a. Hours of operation shall be limited to 6AM until 10PM.

- b. The range shall be surrounded by netting or similar barriers when the edge of the driving area is located within one-hundred (100') feet of a roadway or property line.

13. Shooting Range, Outdoor

- a. Access will be controlled to prevent unregulated entrance to the firing area. The means of controlling access shall be indicated on the site plan and permit application.
- b. Security fencing will be provided to prevent an individual from crossing the property downrange.
- c. There will be a minimum separation of three-hundred (300') feet between the range and the closest exterior property line.
- d. Warning signs meeting NRA guidelines for shooting ranges shall be posted at one-hundred (100') foot intervals along the entire perimeter of the shooting range facility.
- e. Ranges shall be operated in a manner that is consistent with the safety guidelines outlined in the most recent version of the NRA Range Source Book, or equivalent range operations guidelines.
- f. Shooting ranges shall be designed according to the guidelines in the NRA Range Source Book. Weapons and ammunition that exceed the design capacity of a range or shooting lane shall be prohibited from being fired on that facility. It shall be the responsibility of the range owner to enact policies and procedures that prevent such unauthorized firing.
- g. All shooting ranges must be located at least one-thousand (1,000') feet from any existing occupied dwelling, with the exception of a dwelling located on the site of the range that is occupied by the owner, range manager, or caretaker.
- h. Shooting ranges are allowed to operate between 8AM and sunset (between 11:30AM and 6PM on Sunday), except that the hours may be extended after sunset for purposes of subdued lighting certification for law enforcement officers and military personnel. The range operator shall notify the Police Department twenty-four (24) hours prior to holding extended range hours.
- i. The applicant/owner will be required to carry a minimum of \$1,000,000 of liability insurance. Such insurance must name the Town of Pilot Mountain as an additional insured party and save and hold the Town, its elected and appointed officials and employees acting within the scope of their duties, harmless from and against all claims, demands and causes of action of any kind or character, including the cost of defense thereof, arising in favor of a person or group's members or employees or third parties on account of any property damage arising out of the acts or omissions of the applicant/owner, his or her group or club or its agents or representatives. The Town will be notified of any policy changes or lapses in coverage.
- j. In addition to the site plan requirements of this Ordinance, the submitted site plan must also show the following:
 - i. Complete layout of each range, including shooting stations or firing

lines, target areas, shot-fall zones or safety fans, backstops, berms and baffles;

- ii. Projected noise contours; and
- iii. Existing and proposed structures, occupied dwellings within one-quarter (1/4) mile, roads, streets, or other access areas, buffer areas and parking areas for the range facility.

14. Broadcast Towers / Wireless Telecommunication Towers

- a. Setback requirements shall be height of the tower plus twenty-five percent (25%). This applies to front, side and rear yard setbacks.
- b. Height limitation shall be three-hundred (300') feet, and be contingent upon a determination of "no hazard" by the Federal Aviation Administration (FAA).
- c. Accessory structures may be allowed for maintenance purposes only.
- d. Lighting may be required to meet FAA or FCC regulations, but lighting may not glare on adjacent properties. There may be flashing lights only as required by FAA or FCC regulations.
- e. Chain link fencing around the tower is required at the height of at least six (6') feet.
- f. The tower and grounds must be maintained and will be the responsibility of the property owner. Removing the tower, accessory structures, and related facilities within six (6) months of abandonment, obsolescence, or cessation of use will be the responsibility of the property owner.
- g. Monopoles shall be the preferred construction over the lattice type.
- h. No commercial or advertising signs shall be permitted.
- i. Applicant shall demonstrate clearly the public need for the proposed new tower, and that such need cannot be met by use of existing or less intrusive facilities.

15. Distribution Centers and Freight Terminals

- a. Such uses shall be required to be located on, and take access from, a road classified as either a major or a minor thoroughfare.

16. Food Processing and Manufacturing

- a. Such uses shall be located at least one-thousand (1,000') feet from the property line of any residentially zoned property.
- b. All waste products from processing operations shall be stored inside a fully enclosed building.

17. Junkyards, Salvage Yards, and Recycling Operations

- a. No landfill or junkyard shall be permitted to locate or expand within two-hundred (200') feet of any property used or zoned for residential purposes, and any property used as a hospital, nursing or convalescent home, retirement home, school, church or commercial property.
- b. No landfill or junkyard shall be located within five-hundred (500') feet of any residential dwelling or well.
- c. A visual screen six (6') feet in height, either vegetative or by opaque fence, shall surround the perimeter of all open storage areas.

18. Mining and Quarrying Operations

- a. Such uses shall not be located within five-hundred (500') feet of an exterior property line.
- b. Hours of operation are limited to the hours of 6AM until 9PM.
- c. Blasting may only occur between the hours of 10AM and 5PM.
- d. The use shall be located on, and take access from, a major or minor thoroughfare.

19. Indoor Growing Facilities

- a. All activities and operations of the facility, including cultivation, shall take place inside the building.
- b. The facility shall include a ventilation and filtration system designed to ensure odors from the operation are not detectable from outside of the building.

20. Accessory Dwelling

- a. No accessory dwelling shall be permitted prior to a single-family dwelling or bed & breakfast inn being constructed on a lot.
- b. Only one (1) accessory dwelling shall be permitted per parcel.
- c. The accessory dwelling shall not exceed fifty (50%) percent of the square footage of the conditioned (heated) area of the principle structure or one-thousand (1,000) square foot of gross floor area, whichever is less.
- d. A detached accessory dwelling shall be sited to the rear of the principle structure. In that AR and RL districts, a detached accessory dwelling may be sited to the side of the primary dwelling if the lot exceeds two(2) acres in size.
- e. The exterior of the accessory dwelling shall be compatible with the principle structure in terms of color, siding roof pitch, window detailing, roofing materials, and foundation. Mobile homes shall not be pulled up to or attached to a primary dwelling and considered an accessory dwelling.

21. Dwelling, within a Mixed Use Building

- a. Each dwelling unit within a mixed use building shall contain complete and permanent living facilities with a minimum of five-hundred (500ft²) square feet of habitable floor area.
- b. Dwelling units within a mixed use building shall be permitted above and below the street level. Dwelling units shall also be permitted on the street level if the dwelling space does not exceed fifty (50%) percent of the street floor area and is set to the rest of the building.
- c. No dwelling unit shall be accessed through the street level non-residential space.
- d. For new construction and conversions of existing buildings, an engineered floor plan shall show the proposed use of all building space.

22. Dwelling, Multi-Family Residential

- a. Multi-family dwellings in one (1) or more structures shall comply with the following standards:

i.	Stories	Front & Side Streets	Side	Rear
	1	20ft	10ft	20ft

2	20ft	15ft	25ft
3 or more	20ft	20ft	30ft

- ii. Building Separation and Orientation: No building shall be closer than twenty (20') feet from any other building. Buildings shall not be arranged in straight rows oriented in such a way as to resemble a row of barracks.
- iii. Access: All developments, including group or phased developments shall have direct primary access to a publicly maintained street. Any development with more than twenty (20) dwelling units shall require a certified traffic engineering report evaluating the capability of the adjoining street system to carry the traffic generated by the development.
- iv. Adjoining Street Improvements: Improvements to adjoining streets shall be required (i.e. widening, curb and gutter, acceleration/deceleration lanes(if it is determined that such improvements are warranted by the impact of the development. In addition, the installation of traffic signal(s) shall be required based upon the recommendation of the appropriate NCDOT official.
- v. Interior Streets: Public streets or those constructed to be accepted into public maintenance shall meet the standards of Article 7.
- vi. Solid Waste Facilities: The develop shall install a solid waste collection system in accordance with the *Town of Pilot Mountain Infrastructure Specifications Manual*.
- vii. Water and Wastewater: The development shall be connected to the Town of Pilot Mountain public water and public wastewater system. A water and sewer plan prepared by a Registered Engineer and approved by the Town Engineer shall be implemented by the developer.
 - (1) All main utility lines, meters, taps, and other appurtenances, up to and including the meter for each individual unit, (bunt not including the service lines and other facilities extending service to each individual unit) shall be built to the same standard as required for major subdivisions (See Article 7). All such facilities, together with an easement of sufficient width, shall be conveyed to and/or dedicated to the Town of public use and maintenance.
 - (2) Each development shall be metered for all utilities. Responsibility for maintenance of common utility lines and/or facilities, which have not been conveyed to the Town and/or dedicated for public use, shall be the responsibility of the project owner, or in the case of unit ownership clearly

established in the declaration, protective covenants and other bylaws.

- viii. No development including grading, tree removal, or any other land disturbing activities shall take place on any site being considered for a Special Use Permit until the final plan has been approved and the Special Use Permit Issued. Failure to conform to this provision shall constitute a violation of this Ordinance and may constitute grounds for denying or, if a Special Use Permit has been authorized by the Planning and Zoning Board, revocation of that authorization.

AFTER AMENDMENT

8.12 Performance Standards For Certain Uses And Structures

1. Equestrian Uses, Commercial and Private

- a. Stables, corrals, un-vegetated exercise areas and piles of manure, feed and bedding must be located seventy-five (75') feet from any street right-of-way or nonresidential property line, and one-hundred (100') feet from any residential property line. However, when all of the runoff from a corral or un-vegetated exercise area is controlled and directed over a two-hundred (200') foot long grassed swale before reaching the property line, then the corral or un-vegetated exercise area may be located a minimum of forty (40') feet from any street right-of-way or property line. Pasture areas may extend to the lot line.
- b. Manure may not be stored or applied within five-hundred (500') feet of a residential lot line, surface watercourse or well used for potable water.
- c. A one-hundred (100') foot wide vegetative strip, exclusive of pasture area, must be maintained between any corral, un-vegetated exercise area, manure pile or manure application area and any surface water or well.
- d. In areas with a slope of five percent (5%) or less, corrals un-vegetated exercise areas and manure piles must be located 150 feet from any well and two-hundred (200') feet from any surface water, unless the water is upgrade of the corral, un-vegetated exercise area or manure pile or there is adequate diking provided.
- e. Corrals, un-vegetated exercise areas, manure piles and manure application areas are prohibited in areas with slopes greater than five percent (5%), in 100-year floodplains, in waterways and on soils classified as very poorly drained as indicated in the Surry County Soil Survey.

2. Livestock Sales

- a. Livestock sales uses may not be located within five-hundred (500') feet of an existing residential lot.

- b. Manure may not be stored or applied within five-hundred (500') feet of a residential lot line, surface watercourse or well used for potable water.
- c. The use shall be located on, and take access from, a road classified as either a major or a minor thoroughfare.

3. Wineries

- a. Facility must be located in such a manner that visual impact to adjoining properties used or zoned for residential or agricultural purposes is minimal.
- b. All structures, buildings, storage areas, etc. (except fences or walls) associated with the winery must be twice (2X) the setback for the applicable zoning district from all property lines or street rights-of-way.
- c. A facility serving as an established Cooperative Winery or as an independent commercial winery may be permitted without the presence of an on-site vineyard, if, in the Board's estimation, the facility will benefit, cater to, and serve the vineyards of the surrounding areas.
- d. Outdoor lighting shall be designed to minimize light directly hitting adjacent property or any public right-of-way.
- e. All parking and storage areas associated with the winery shall be screened from adjoining properties used or zoned for residential or agricultural purposes. If existing topography and natural vegetation does not provide an existing visual barrier, selective screening may be required.
- f. Associated small-scale processing or catering facilities (i.e. cheese making, restaurant, wine tasting rooms) that are incidental to the winery, but may enhance the overall property in relation to tourism, may be permitted on a case-by-case basis by the Planning and Zoning Board. The Planning and Zoning Board shall hold a public hearing and upon approval issue a Special Use Permit for each use. Associated uses are subject to the above requirements as well.

4. Customary Home Occupations

- a. Customary home occupations may be established in single family, site-built dwellings as permitted in a residential district. The following requirements shall apply in addition to all other applicable requirements of this chapter for the residential district in which the uses are located:
- b. The home occupation shall be clearly incidental and subordinate to the residential use of the dwelling and shall not change the residential character of the dwelling.
- c. Use of the dwelling for home occupations shall be limited to twenty-five (25%) of one (1) floor of the principal building.
- d. Residents of the dwellings only may be engaged in the home occupations, except that not more than one assistant may be employed by the following professional persons: lawyers, physicians, dentists, chiropractors, accountants.
- e. No display of products shall be visible from the street and only products made on the premises may be sold on the premises.
- f. No internal or external alterations inconsistent with the residential use of the

building shall be permitted.

- g. No accessory building [except as provided in Subsection 4(l), below] or open storage shall be allowed in connection with the home occupation.
- h. No machinery that causes noises or other interferences in radio and television reception shall be allowed.
- i. Only vehicles used primarily as passenger vehicles shall be permitted in connection with the conduct of the customary home occupation.
- j. No chemical, electrical or mechanical equipment that is not normally a part of domestic or household equipment shall be used primarily for commercial purposes, with the exception of medical and dental equipment used for professional purposes.
- k. Unless otherwise specified, customary home occupations may employ one sign, not more than one square foot in area and which shall not be illuminated.
- l. In the zoning districts that allow a Special Use Permit for customary home occupations in a detached accessory structure, the Planning and Zoning Board shall make all the above findings in addition to all findings otherwise required by this ordinance.

5. Dwelling, Manufactured Home (On Individual Lots)

- a. The lot must be recorded with the Surry County Register of Deeds as an individual lot.
- b. If municipal utilities are not available, the well and/or septic tank must be approved by the county health department.
- c. All yard dimensional requirements for the respective district must be met.
- d. The lot must have legal access to a public street.
- e. A certificate of occupancy must be issued by the Ordinance Administrator after these conditions and all other code requirements are met and before the unit can be occupied.

6. Manufactured Home Parks. The purpose of these manufactured home park regulations is to provide an acceptable environment for what are in fact small communities of manufactured homes: New manufactured home parks may be located in the RA district as special uses subject to a finding by the Planning and Zoning Board in addition to the findings required under this ordinance, that the following conditions will be met:

- a. Plans clearly indicating the developers' intention to comply with the provisions of this section shall be submitted to and approved by the Planning and Zoning Board. Plans must show the area to be used for the proposed manufactured home park; the ownership and use of neighboring properties; all proposed entrances, exits, driveways, walkways, and off-street parking spaces; the location of manufactured home spaces, recreation area, buffer strips, and service buildings; the location of sanitary conveniences, including laundries, if applicable, and refuse receptacles; the proposed plan of water supply, sewage disposal and electrical service and lighting. The Planning and Zoning Board shall have the authority to impose the reasonable conditions and safeguards on the proposed development, as it deems necessary for the protection of

- adjoining properties and the public interest.
- b. The lot area for a manufactured home park shall be at least two acres. All areas to be included in the park shall be clearly shown on the plans required by division (A) above.
 - c. Each home in a manufactured home park shall occupy a designated space having at least six-thousand square feet (6,000ft²), with a width of at least fifty (50') feet, exclusive of common streets.
 - d. Each manufactured home space shall abut a street within the park; the streets shall be graded and surfaced with not less than four inches of crushed stone or other suitable material on a well-compacted sub-base to a continuous width of twenty (20') feet, exclusive of required parking spaces extending to the frontage street.
 - e. Two (2) off-street parking spaces with not less than four (4") inches of crushed stone or other suitable material on a well-compacted sub-base shall be provided for each new manufactured home space. Required parking spaces may be included within six-thousand square feet (6,000ft²) required for each manufactured home space.
 - f. At least two-hundred square feet (200ft²) of recreation space for each manufactured home space shall be reserved within each mobile home park as common recreation space for the residents of the park. The areas shall, along with streets and walkways, be adequately lighted for safety.
 - g. No homes or other structures within a manufactured home park shall be closer to each other than sixteen (16') feet, except that storage or other auxiliary structures for the exclusive use of the manufactured home may be closer to that mobile home than sixteen (16') feet.
 - h. No manufactured home shall be located closer than thirty (30') feet to the exterior boundary of the park or a bounding street right-of-way of a bounding street.
 - i. Proposed water supply and waste disposal facilities for the manufactured home park shall be approved in writing by the county health officer or his or her representative.
 - j. All refuse containers shall be located on a concrete, asphalt or similar base and shall be enclosed on three sides with a wooden or masonry fence or wall at least six feet high.
 - k. Any expansion of manufactured home parks in existence on the effective date of this chapter shall comply with the provisions of this section.
 - l. **Non-conforming Manufactured Home Parks.** The term nonconforming manufactured home park refers to any park not meeting the development standards established by the preceding requirements.
 - i. Nonconforming manufactured home parks may not be enlarged or altered to create additional space until the park had been brought into compliance with the provisions of this chapter.
 - ii. Manufactured or mobile homes that are not inspected and approved by HUD, and which were manufactured prior to June 15, 1976, shall

be known as “nonconforming manufactured homes.” Existing nonconforming manufactured homes located within the zoning jurisdiction of the Town upon the adoption of this section, shall be discontinued and removed when the structure has deteriorated to the point where major repairs are necessary to make the home habitable, in the judgment of the Surry County Building Inspector. Installation of nonconforming manufactured homes shall not be permitted in the zoning jurisdiction of the Town for residential or any other purposes.

7. Animal Services and Hospitals (With Outdoor Kennels)

- a. No outdoor containment of animals shall be located less than 250 feet from any residentially zoned property and fifty (50') feet from any other adjacent property line.
- b. Kennel areas must be surrounded by an opaque fence of not less than six (6') feet in height and enclosed as to prevent escape.

8. Bed and Breakfast Inn

- a. The use shall only be permitted in a structure that was originally built as a single-family dwelling that was constructed to the North Carolina State Building Code.
- b. When located in a residential zoning district, meals may not be provided to persons who are not registered guests of the Bed and Breakfast.
- c. Rooms may not be equipped with cooking facilities.
- d. Guest parking areas may only be located at the side or rear of the residence. In the case of corner lots, the parking must be provided on the side of the lot that does not front on the streets. This provision does not apply to through or double frontage lots.
- e. One (1) freestanding sign not exceeding sixteen square feet (16ft²) in sign area may be installed on site. The sign and any other signage shall comply with all other general sign regulations
- f. Special events (e.g., weddings, receptions, parties, etc.) held on the site shall comply with all requirements specified under the Temporary Use requirements as set forth in Section 9.16. This provision shall not apply to establishments located in the RA, CB, or HB districts.
- g. Applications must contain a written description of the proposed use(s) of the site and building(s) thereon including, at a minimum, the following information:
 - i. Number of full and part-time employees.
 - ii. Number of clients and/or occupants expected to use the facility.
 - iii. Building elevations for all existing and proposed structures on the property.
 - iv. A copy of the recorded deed establishing an ingress/egress easement to the lot in cases where access to the lot on which the bed and breakfast is to be located will be provided by an easement or private road.

9. Sexually Oriented Businesses (All)

- a. No sexually oriented business shall be located within one-thousand (1,000') feet of another sexually oriented business, which shall be measured from the exterior walls of the building(s) containing such regulated use.
- b. No sexually oriented business shall be located within 1,500 feet of any area zoned for residential use or from the property line of residential unit(s), churches, synagogues, temples, nursery schools, day care centers (child/adult) and public or private schools, in all zoning districts, which will be measured from the property line(s) containing such regulated use.
- c. Sign content shall consist of text only, and shall not depict or suggest subject matter that is lewd, offensive, sexual or anatomical in nature, as determined by the Planning and Zoning Board.
- d. Screening is required around the entire perimeter of any sexually oriented business. This screening shall consist of a naturally wooded area or planted with a mixture of evergreen and deciduous trees and shrubs to simulate a naturally wooded area within three (3) years. This screening shall be located in a fifteen (15') foot wide buffer.
- e. **Supplemental Site Plan Requirements**
 - i. Location of existing structures on property within one-thousand (1,000') feet of exterior wall(s) of the regulated use.
 - ii. Zoning of properties within 750 feet of each property line of the regulated use.
 - iii. Other area or site-specific information as deemed necessary by the Ordinance Administrator.
- f. **Operational Considerations**
 - i. If applicable, all viewing booths shall be open and be visible to manager(s) of the establishment.
 - ii. If applicable, there shall be a minimum separation of six (6') feet between patrons and performers.
 - iii. Masseuses and servers of food and beverage shall at all times wear a shirt and pants.
 - iv. No nude or seminude service or entertainment of any kind shall be allowed outside the building of a regulated use.

10. Wholesale Uses, Bulk Petroleum, Chemical and Gas

a. Site Standards

- i. All storage buildings and yards shall be a minimum of two hundred (200') feet from any residential use, hospital, nursing or convalescent home, retirement home, life care community, school, or church. However, the Planning and Zoning Board shall be authorized to increase this setback if the situation warrants, based on the specific substances that are to be manufactured or stored and in what specific quantities.
- ii. All structures (except fences and walls), buildings, storage areas, etc. used in the operation shall be a minimum of one hundred (100') feet from all property lines or street rights-of-way.

- iii. Buildings must meet all requirements for Hazardous Occupancy under the NC Building Code.
- iv. Outdoor lighting shall be designed to minimize or prevent light from directly hitting adjacent property or any public right-of-way.
- v. Use shall be totally enclosed by a security fence or wall at least eight (8') feet high or enclosed within a locked fireproof building. A vegetative screen, either planted or natural wooded area, shall be provided along any street right-of-way and any property line within four-hundred (400') feet of property used or zoned for residential purposes.

b. Operational Requirements

- i. The site shall be utilized in a manner that shall not pose a hazard off-site.
- ii. All unpaved storage areas shall be maintained in a manner that prevents dust from adversely impacting adjacent properties.
- iii. Buildings must be maintained to meet all requirements for Hazardous Occupancy under NC Building Code.
- iv. The Fire Marshall and local fire department shall be kept notified of the types of materials used, manufactured, or stored on site.

11. Go Kart Tracks, Commercial Recreation - Outdoor

- a. Hours of operation shall be limited to 9AM until 9PM.

12. Golf Driving Range

- a. Hours of operation shall be limited to 6AM until 10PM.
- b. The range shall be surrounded by netting or similar barriers when the edge of the driving area is located within one-hundred (100') feet of a roadway or property line.

13. Shooting Range, Outdoor

- a. Access will be controlled to prevent unregulated entrance to the firing area. The means of controlling access shall be indicated on the site plan and permit application.
- b. Security fencing will be provided to prevent an individual from crossing the property downrange.
- c. There will be a minimum separation of three-hundred (300') feet between the range and the closest exterior property line.
- d. Warning signs meeting NRA guidelines for shooting ranges shall be posted at one-hundred (100') foot intervals along the entire perimeter of the shooting range facility.
- e. Ranges shall be operated in a manner that is consistent with the safety guidelines outlined in the most recent version of the NRA Range Source Book, or equivalent range operations guidelines.
- f. Shooting ranges shall be designed according to the guidelines in the NRA Range Source Book. Weapons and ammunition that exceed the design capacity of a range or shooting lane shall be prohibited from being fired on that facility. It shall be the responsibility of the range owner to enact policies

and procedures that prevent such unauthorized firing.

- g. All shooting ranges must be located at least one-thousand (1,000') feet from any existing occupied dwelling, with the exception of a dwelling located on the site of the range that is occupied by the owner, range manager, or caretaker.
- h. Shooting ranges are allowed to operate between 8AM and sunset (between 11:30AM and 6PM on Sunday), except that the hours may be extended after sunset for purposes of subdued lighting certification for law enforcement officers and military personnel. The range operator shall notify the Police Department twenty-four (24) hours prior to holding extended range hours.
- i. The applicant/owner will be required to carry a minimum of \$1,000,000 of liability insurance. Such insurance must name the Town of Pilot Mountain as an additional insured party and save and hold the Town, its elected and appointed officials and employees acting within the scope of their duties, harmless from and against all claims, demands and causes of action of any kind or character, including the cost of defense thereof, arising in favor of a person or group's members or employees or third parties on account of any property damage arising out of the acts or omissions of the applicant/owner, his or her group or club or its agents or representatives. The Town will be notified of any policy changes or lapses in coverage.
- j. In addition to the site plan requirements of this Ordinance, the submitted site plan must also show the following:
 - i. Complete layout of each range, including shooting stations or firing lines, target areas, shot-fall zones or safety fans, backstops, berms and baffles;
 - ii. Projected noise contours; and
 - iii. Existing and proposed structures, occupied dwellings within one-quarter (1/4) mile, roads, streets, or other access areas, buffer areas and parking areas for the range facility.

14. Broadcast Towers / Wireless Telecommunication Towers

- a. Setback requirements shall be height of the tower plus twenty-five percent (25%). This applies to front, side and rear yard setbacks.
- b. Height limitation shall be three-hundred (300') feet, and be contingent upon a determination of "no hazard" by the Federal Aviation Administration (FAA).
- c. Accessory structures may be allowed for maintenance purposes only.
- d. Lighting may be required to meet FAA or FCC regulations, but lighting may not glare on adjacent properties. There may be flashing lights only as required by FAA or FCC regulations.
- e. Chain link fencing around the tower is required at the height of at least six (6') feet.
- f. The tower and grounds must be maintained and will be the responsibility of the property owner. Removing the tower, accessory structures, and related facilities within six (6) months of abandonment, obsolescence, or cessation of use will be the responsibility of the property owner.

- g. Monopoles shall be the preferred construction over the lattice type.
- h. No commercial or advertising signs shall be permitted.
- i. Applicant shall demonstrate clearly the public need for the proposed new tower, and that such need cannot be met by use of existing or less intrusive facilities.

15. Distribution Centers and Freight Terminals

- a. Such uses shall be required to be located on, and take access from, a road classified as either a major or a minor thoroughfare.

16. Food Processing and Manufacturing

- a. Such uses shall be located at least one-thousand (1,000') feet from the property line of any residentially zoned property.
- b. All waste products from processing operations shall be stored inside a fully enclosed building.

17. Junkyards, Salvage Yards, and Recycling Operations

- a. No landfill or junkyard shall be permitted to locate or expand within two-hundred (200') feet of any property used or zoned for residential purposes, and any property used as a hospital, nursing or convalescent home, retirement home, school, church or commercial property.
- b. No landfill or junkyard shall be located within five-hundred (500') feet of any residential dwelling or well.
- c. A visual screen six (6') feet in height, either vegetative or by opaque fence, shall surround the perimeter of all open storage areas.

18. Mining and Quarrying Operations

- a. Such uses shall not be located within five-hundred (500') feet of an exterior property line.
- b. Hours of operation are limited to the hours of 6AM until 9PM.
- c. Blasting may only occur between the hours of 10AM and 5PM.
- d. The use shall be located on, and take access from, a major or minor thoroughfare.

19. Indoor Growing Facilities

- a. All activities and operations of the facility, including cultivation, shall take place inside the building.
- b. The facility shall include a ventilation and filtration system designed to ensure odors from the operation are not detectable from outside of the building.

20. Accessory Dwelling

- a. No accessory dwelling shall be permitted prior to a single-family dwelling or bed & breakfast inn being constructed on a lot.
- b. Only one (1) accessory dwelling shall be permitted per parcel.
- c. The accessory dwelling shall not exceed fifty (50%) percent of the square footage of the conditioned (heated) area of the principle structure or one-thousand (1,000) square foot of gross floor area, whichever is less.
- d. A detached accessory dwelling shall be sited to the rear of the principle structure. In that AR and RL districts, a detached accessory dwelling may be sited to the side of the primary dwelling if the lot exceeds two(2) acres in size.

- e. The exterior of the accessory dwelling shall be compatible with the principle structure in terms of color, siding roof pitch, window detailing, roofing materials, and foundation. Mobile homes shall not be pulled up to or attached to a primary dwelling and considered an accessory dwelling.

21. Dwelling, within a Mixed Use Building

- a. Each dwelling unit within a mixed use building shall contain complete and permanent living facilities with a minimum of five-hundred (500ft²) square feet of habitable floor area.
- b. Dwelling units within a mixed use building shall be permitted above and below the street level. Dwelling units shall also be permitted on the street level if the dwelling space does not exceed fifty (50%) percent of the street floor area and is set to the rest of the building.
- c. No dwelling unit shall be accessed through the street level non-residential space.
- d. For new construction and conversions of existing buildings, an engineered floor plan shall show the proposed use of all building space.

22. Dwelling, Multi-Family Residential

- a. Multi-family dwellings in one (1) or more structures shall comply with the following standards:

i.

Stories	Front & Side Streets	Side	Rear
1	20ft	10ft	20ft
2	20ft	15ft	25ft
3 or more	20ft	20ft	30ft

- ii. Building Separation and Orientation: No building shall be closer than twenty (20') feet from any other building. Buildings shall not be arranged in straight rows oriented in such a way as to resemble a row of barracks.
- iii. Access: All developments, including group or phased developments shall have direct primary access to a publicly maintained street. Any development with more than twenty (20) dwelling units shall require a certified traffic engineering report evaluating the capability of the adjoining street system to carry the traffic generated by the development.
- iv. Adjoining Street Improvements: Improvements to adjoining streets shall be required (i.e. widening, curb and gutter, acceleration/deceleration lanes(if it is determined that such improvements are warranted by the impact of the development. In addition, the installation of traffic signal(s) shall be required based upon the recommendation of the appropriate NCDOT official.

- v. Interior Streets: Public streets or those constructed to be accepted into public maintenance shall meet the standards of Article 7.
- vi. Solid Waste Facilities: The develop shall install a solid waste collection system in accordance with the *Town of Pilot Mountain Infrastructure Specifications Manual*.
- vii. Water and Wastewater: The development shall be connected to the Town of Pilot Mountain public water and public wastewater system. A water and sewer plan prepared by a Registered Engineer and approved by the Town Engineer shall be implemented by the developer.
 - (1) All main utility lines, meters, taps, and other appurtenances, up to and including the meter for each individual unit, (bunt not including the service lines and other facilities extending service to each individual unit) shall be built to the same standard as required for major subdivisions (See Article 7). All such facilities, together with an easement of sufficient width, shall be conveyed to and/or dedicated to the Town of public use and maintenance.
 - (2) Each development shall be metered for all utilities. Responsibility for maintenance of common utility lines and/or facilities, which have not been conveyed to the Town and/or dedicated for public use, shall be the responsibility of the project owner, or in the case of unit ownership clearly established in the declaration, protective covenants and other bylaws.
- viii. No development including grading, tree removal, or any other land disturbing activities shall take place on any site being considered for a Special Use Permit until the final plan has been approved and the Special Use Permit Issued. Failure to conform to this provision shall constitute a violation of this Ordinance and may constitute grounds for denying or, if a Special Use Permit has been authorized by the Planning and Zoning Board, revocation of that authorization.

b.

23. Tobacco/Vape/Hemp Stores Such uses shall comply with the following standards:

a. Location Requirements

- i. No store shall be located within five-hundred (500') feet, measured in a straight line from property line to property line, of any church, public or private elementary or secondary school, library, child care center, or public park.
- ii. No store shall be located within five-hundred (500') feet, measured in a straight line from property line to property line, from any existing residence or residentially zoned property.
- iii. No store shall be located within five-hundred (500') feet, measured in

- a straight line from property line to property line, of any other Tobacco/Vape/Hemp retail store that exists or has been permitted.
- iv. There shall be no more than one (1) use subject to these standards on the same parcel, group of adjacent parcels under common ownership or tenancy, or in the same building, structure, or portion thereof.

b. **Use Requirements.**

- Items including but not limited to Kratom, Cannabidiol (CBD), Delta-8, Delta-10 and similar non-tobacco related items may not account for more than forty (40%) percent of gross sales.
- c. All federal, state, and local laws, rules, and regulations must be adhered to in the operation of such establishments. This includes regulations pertaining to advertisements, age restrictions, and legality of products sold.

24. **Pain Management Clinics.**

Such uses shall comply with the following standards:

a. **Location Requirements**

- i. No clinic shall be located within five-hundred (500') feet, measured in a straight line from property line to property line, of any church, public or private school, library, childcare center, or public park.
- ii. No clinic shall be located within five-hundred (500') feet, measured in a straight line from property line to property line, from any existing residence or residentially zoned property.
- iii. No clinic shall be located within five-hundred (500') feet, measured in a straight line from property line to property line, of any other pain management clinic that exists or has been permitted.
- b. All federal, state, and local laws, rules, and regulations must be adhered to in the operation of such establishments. This includes regulations pertaining to the advertisements and legality of products prescribed.

SECTION 4: **AMENDMENT** “APPENDIX A DEFINITIONS” of the Pilot Mountain Development Code is hereby *amended* as follows:

BEFORE AMENDMENT

APPENDIX A DEFINITIONS

A.1 Definitions

The words and terms defined in herein shall be given the meaning assigned to them for the purpose of interpreting, administering and enforcing the Town of Pilot Mountain Unified Development Ordinance. Words and terms contained in the UDO which are not defined herein shall be interpreted as having their common meaning in accordance with Subsection 1.7.3 of the UDO.

A.2 Definition of Specific Words and Terms

A-Frame Sign. A self-supporting sign which is designed to be folded for storage when not in active use.

Accessory Dwelling. A dwelling unit that is accessory, supplementary, and secondary to the primary dwelling that may be constructed as an addition to the primary dwelling or as a detached unit. Accessory dwellings shall be subject to Section 8.12 (Performance Standards for Certain Uses and Structures).

Accessory Sign. Signage which is intended for on-site viewing, and is subordinate in size and placement to other permanent signage.

Accessory Structure. A structure that is clearly incidental to and customarily found in connection with a principal building or use, is subordinate to and serves a principal building or use and is subordinate in size, area, extent and purpose to the principal building or principal use served. An accessory structure must be on the lot on which the principal use is located.

Accessory Use. A use of a nature customarily subordinate or incidental to, and located on the same lot as, the principal use of any structure or property.

Administrative Decision. Any final and binding order, requirement, determination or interpretation made by the Ordinance Administrator.

Amortization. An established period of time, at the end of which a nonconforming situation is required to be in compliance with the current provisions of the UDO.

Animal Services. Any use catering to the needs of domestic animals, such as veterinary clinics, kennels and similar uses.

Applicant. The person, as defined in the UDO, who is listed as such on a petition or application established for a procedure or permit under the UDO.

Architectural Design Plan. A plan, or set of plans, containing the elevations, profiles and similar graphic renderings and associated calculations related to the design and appearance of a building or other structure.

Architectural Lighting. Outdoor lighting fixtures that are located and directed in a manner so as to highlight or articulate the features of a structure or individual elements of a site, such as landscaping, fountains or similar features.

Assembly (Use). Any use in which an area is provided for the congregation of people for a common purpose.

Awning. A hood or roof type cover, made of rigid or flexible material, designed and intended for protection from the weather or as a decorative embellishment, and which projects from a wall of a structure over a window or door.

Awning Sign. A sign which is integrally printed onto the surface of an awning or similar canopy that is affixed to the vertical wall plane of a building.

Base Wall Plane. The portion of the vertical wall plane that extends for the greatest horizontal distance, in aggregate, along a building frontage.

Billboard. (see Outdoor Advertising Sign)

Buffer Yard. A required yard located on the interior of a property line which is either planted or remains in a vegetated state in order to provide visual and physical separation between adjoining properties or land uses.

Build-to Line. An imaginary line running along a frontage that establishes the required location of the vertical plane of the building wall that runs parallel to said frontage.

Building. Any structure having a roof supported by columns or by walls, and intended for shelter, housing or enclosure of persons, animals, property or business activity.

Building Frontage. The width of a building wall which faces a public street, parking area or internal access drive.

Building Line. An imaginary line running parallel with the forward edge of the building wall with which it is associated.

Building Permit. A permit for work or construction which is regulated by the North Carolina State Building Code in any or all of its volumes.

Bulkhead. The part of a storefront that forms a base for one or more display windows

Caliper. The diameter of nursery-grown trees measured at a point on the tree 6 inches above soil line for trees up to 4 inches caliper or measured at a point on the tree 12 inches above soil line for trees greater than 4 inches caliper. Caliper is the measurement used to specify sizes of new or replacement trees planted to meet the requirements of the UDO

Casualty Damage. Damage or destruction which is caused by man-made acts such as riot, fire, accident, explosion; or flood, lightning, wind or other calamity or act of nature.

Changeable Copy (sign). A sign or portion of a sign which is designed in a manner that the message displayed in the copy area may be changed.

Common Signage Plan. A plan establishing common signage elements and standards for a site or development which contains multiple buildings or tenant spaces.

Concealed Telecommunications Antenna. A telecommunications antenna which is concealed wholly within a preexisting structure that bears no physical or visual resemblance to the antenna, and which is an integral architectural feature of such structure.

Concept Plan. A plan which establishes the general layout of a proposed development prior to the preparation of a final site plan.

Cornice. A decorative molding, or simulated molding, that runs horizontally along a building wall, generally at the top of the wall, though a cornice may be installed in any location above the first story, provided that a cornice is also provided at the top of the wall.

Crop Production: A principal use of land associated with the planting, growing and harvesting of agricultural products as defined in NCGS 106-581.1.

Customary Home Occupation. Any use which is traditionally performed within the residence of the person providing the service, provided that such use meets all of the standards of the UDO.

Cutoff (Light Fixture) An outdoor light fixture shielded or constructed in such a manner that no more than 2.5% of the total light emitted by the fixture is projected above the horizontal plane of the fixture.

Developer. A person undertaking any or all the activities covered by the UDO, or for whose benefit such activities are commenced or carried on.

Development. Any human change or alteration to the unimproved or improved state of land, including, but not limited to changes or alteration to vegetation, soil, geology, hydrology, buildings or other structures for any residential, commercial, industrial, utility, or other uses, including, but not limited to, all areas for vehicular access, circulation, and parking and including, but not limited to, mining, dredging, filling, grading, paving, excavating and drilling operations and any subdivision of land.

Directional Sign. A sign, the sole purpose of which is to direct pedestrian or vehicular traffic to within the interior of the property upon which the sign is situated.

Directory Sign. An accessory sign which displays a list of tenants occupying the building or site with which the sign is associated.

Dwelling, Manufactured Home. A structure, transportable in one or more sections, which in the traveling mode is eight body feet or more in width, or 40 body feet or more in length, or, when erected on site, is 320 or more square feet; and which is built on a permanent chassis and designed to be used as a dwelling, with or without permanent foundation when connected to the required utilities, including the plumbing, heating, air conditioning and electrical systems contained therein.

Dwelling, Multi-Family. A structure containing more than one residential dwelling.

Dwelling, Single Family. A detached, freestanding structure intended for residential use.

Dwelling Unit. A building or portion thereof, designed to provide complete and permanent living facilities for a single housekeeping unit (one or more people living together and sharing

common living space), including bathroom and kitchen facilities within the interior of the unit.

Erect. To construct, build, raise, assemble, install, place, replace, locate, relocate, affix, attach, display, alter, use, create, paint, draw, illuminate, or in any other way bring into being or establish.

External Illumination (sign). Having a light source that is located wholly on the exterior of the sign.

Façade. The exterior area of a building wall.

Family Care Home. A residential dwelling with support and supervisory personnel that provides room and board, personal care and habilitation services in a family environment for not more than six resident persons with disabilities as defined in NCGS 168-21.

Farmers Market. A public or private establishment serving as a retail outlet for the sale of agricultural products which are produced at a location other than that at which the market is locations

Finished Grade. The post-construction level of land.

Flag Lot. A lot or parcel of land having a narrow strip of land connecting the body of the lot to the right-of-way, where the connecting strip is more narrow than the required minimum lot width for the district in which the lot is located.

Footcandle. A quantitative unit measuring the amount of light cast onto a given point, measured as 1 lumen per square foot.

Freestanding Sign. A sign whose base is permanently affixed to the ground and is not attached to, or supported by, a building or other structure.

Full Cutoff (Light Fixture). An outdoor light fixture shielded or constructed in such a manner that it emits no light above the horizontal plane of the fixture.

Glazed (Glazing). An area comprised of glass.

Gross Floor Area. The sum in square feet of the gross interior horizontal area of all floors of a building measured from the exterior walls of the building or unit being measured. The area of each story of a multi-story structure shall be included in the gross floor area calculation.

Horizontal Wall Plane. The width of a building wall between its outermost vertical surfaces.

Improvement. An addition to real property which is intended to enhance the value, beauty or utility of the property or to adapt the property for new or further purposes.

Internal Illumination (sign). Having a source of light within the interior of the sign.

Junkyard. A lot, land or structure, or part thereof, used primarily for the collection, storage

and sale of waste paper, rags, scrap metal, or other discarded material; or for the collecting, dismantling, storage or salvaging of machinery or vehicles not in operating condition. This shall include the sale of parts from any such machinery or vehicles.

Kennel. Any premises where domestic animals, such as dogs and cats, are boarded, trained, or bred for commercial or animal control purposes.

Livestock Production: A principal use of land associated with the breeding, raising and harvesting of animals which are customarily associated with an agricultural enterprise.

Logo. A symbol or registered trademark used by a business for identification and advertising purposes.

Lot. A parcel of land occupied or capable of being occupied by a building or group of buildings devoted to a common use, together with the customary accessories and open spaces belonging to the same.

Lot Frontage. That portion of a lot or parcel of land that abuts a street.

Lot of Record. A lot which has been duly established, as evidenced by a plat and/or deed describing its location by metes and bounds, that is recorded in the office of the Register of Deeds of Surry County North Carolina, or any lot which is created by judicial process.

Lumen. A unit of luminous flux equal to the light emitted in a unit solid angle by a uniform point source of one candle intensity.

Menu Board. A sign that is designed for the display of menu items and prices for the purpose of placing orders for such items in conjunction with a restaurant.

Metes and Bounds. A surveyor's description of a parcel of real property, using carefully measured distances, angles, and directions, which results in what is called a "legal description" of the land, as distinguished from merely a street address or parcel number.

Mixed Use. The combination of two (2) or more different land use types on a single parcel or within a single building.

Multi-Family. A building containing multiple dwelling units, or a group of such buildings comprising a larger development.

Nonconforming. A situation or circumstance related to a use, structure, lot, site feature or any other matter regulated by the UDO which is not compliant with the terms or conditions of the regulation or provision related to the regulated subject.

Non-Cutoff (Light Fixture). An outdoor lighting fixture that does not meet the definition of a cutoff fixture.

NCDEQ. The North Carolina Department of Environmental Quality.

NCDOT. The North Carolina Department of Transportation.

NCGS. The North Carolina General Statutes.

Nonresidential. A use which does not include a dwelling unit.

Nonresidential District. The OI, CB, GB, HB, LI and GM base zoning districts, the parallel conditional zoning districts that correspond to those districts and the RMX special purpose district.

Occupiable Story. A story of a building which contains floor area which is habitable or may be occupied by humans.

Off-Street Parking. Vehicular parking accommodations on private property, and outside of an established public or private street right-of-way.

Official Zoning Map. The adopted map that depicts the spatial distribution of zoning districts within the territorial jurisdiction of the Town of Pilot Mountain

Ordinance Administrator. The person appointed by the Town Manager who is responsible for the administration and enforcement of the UDO, with the exception of those functions which are specifically reserved for another elected or appointed individual or body

Outdoor Advertising Sign. An advertising sign used as an outdoor display for the purpose of directing attention to a business, commodity, service or entertainment conducted, sold, manufactured, or offered at a location other than the location of said sign.

Parallel Conditional District. A conditional zoning district which is identical in its minimum standards to the base zoning district to which it corresponds, but which may be augmented with additional standards, conditions or restrictions to achieve land use compatibility or address the impact associated with the proposed development.

Parapet. A protective wall at the edge of a roof that rises above the roofline.

Parking Aisle. A vehicular travelway having parking spaces on one or both sides.

Permanent Sign. A sign which is intended for permanent display.

Person. An individual, corporation, limited liability company, governmental agency, business trust, estate, trust, partnership, association, two or more persons having a joint tenancy or tenancy in common, or any other legal entity.

Prevailing Setback. A setback established by the location of buildings on previously developed lots.

Primary Façade. The most prominent vertical wall plane(s) of a building, usually containing the main customer entrance and facing the most prominent street frontage.

Principal Use. The primary or most prevalent land use(s) found on a property.

Produce Stand. A structure erected or placed for the purpose of the sale of agricultural products on the site or property upon which such products are grown or produced.

Projecting Sign. A sign which extends perpendicularly to the wall plane on which it is mounted, and is intended for viewing at an angle that is perpendicular to the wall on which it is mounted.

Public Hearing. A meeting at which an elected or appointed body provides the opportunity for input by members of the public on an application or petition that is before the body for its review or approval, whether such meeting is required by the UDO or by other applicable laws or ordinances.

Religious Institution. A church, synagogue, temple, mosque, or other place of religious worship, including any directly dependent accessory use or structure, such as a school, day care center, or dwelling, located on the same lot.

Residential. A use which includes one or more dwelling units.

Residential District. The RA, RL, RM and RH base zoning districts, the parallel conditional zoning districts that correspond to those districts and the RMX special purpose district.

Retaining Wall. A wall constructed for the purpose of retaining or holding earth or fill, normally in lieu of a slope, to accommodate differences in the elevation or grade of adjacent properties. Retaining walls located within any minimum required yard as provided for in this chapter, shall not project more than one foot above the finished grade of the property they are erected to retain or hold.

Reverse Frontage Lot. Any lot whose most narrow dimension is perpendicular to the prevailing narrow dimension of the majority of lots on the block on which the lot is located.

Right-of-Way. An area or strip of land, either public or private, on which an irrevocable right-of-passage has been recorded for use as a street, crosswalk, railroad, electric transmission line, oil or gas pipeline, water line, sanitary or storm sewer line, shade trees, or other special use.

Screen. To obscure from view by means of walls, fencing, landscaping or other methods.

Shrub. A woody deciduous or evergreen plant which consists of a number of small branches from or near the ground.

Site. All contiguous parcels of land, including any contiguous bodies of water, under one or diverse ownership, contemplated for development or already developed as a unit, although not necessarily all at one time, and including such portions which the Ordinance Administrator determines, because of their characteristics, shall comply with the requirements of this chapter.

Site Plan. A plan, prepared by a qualified professional, which accurately depicts all

information required to demonstrate compliance with the regulations and provisions of the UDO.

Story. That part of a building or structure above ground level between a floor and the floor or roof next above.

Street Frontage. See Lot Frontage

Structure. Anything constructed, installed, or portable, the use of which requires a location on a parcel of land. This includes a fixed or movable building which can be used for residential, business, commercial, agricultural, or office purposes, either temporarily or permanently. "Structure" also includes, but is not limited to, swimming pools, tennis courts, signs, cisterns, sewage treatment plants, storage buildings (including portable storage units), sheds, and other accessory construction.

Temporary Use. A land use whose existence in a particular location is temporary, which, for the purposes of the UDO, shall mean no more than 30 days.

Temporary Sign. A sign with or without a structural frame, not permanently attached to a building, structure or the ground and intended for a limited period of display in accordance with the provisions of the UDO.

Through Lot. Any lot which has frontage on more than one street, excluding corner lots and lots bordering on a street and an alley.

Truck Stop. A use providing fueling, rest areas, scales, maintenance and/or similar services or accommodations for tractor-trailers or similar large commercial vehicles.

Upper Story Dwelling. A dwelling unit (or multiple dwelling units) which is/are located above the first story of a building which contains a nonresidential use, or is otherwise designed for nonresidential occupancy, on the first story.

Use. Any activity, occupation, business or operation carried on, or intended to be carried on, in a building or structure or on a tract of land.

Vehicular Canopy. A roofed and open drive-through structure designed to provide temporary shelter for vehicles and their occupants while making use of a business' services.

Vehicular Canopy Sign. An accessory sign mounted on a vehicular canopy.

Vertical Wall Plane. The area of a building wall between the adjacent grade and the top of the building wall.

Vested Right: The right to undertake and complete the development and use of property under the terms and conditions of an approved site specific development plan or an approved phased development plan.

Visible Light Transmission Ratio. A measurement of the amount of light that is able pass through glass, which is expressed as a percentage of the amount of light that passes through.

Wall Sign. A sign which is attached flat against, and parallel to, the exterior wall or surface of a building or other structure.

Window Sign. A sign affixed to the interior or exterior surface of a glazed area.

Wire Utility. Any public or private utility that is delivered via a cable, wire or similar material.

Zoning Permit. A permit issued by the Town of Pilot Mountain stating that a particular development project, the change or establishment of a land use, or construction activity, is in compliance with the provisions of the Unified Development Ordinance. A zoning permit is typically issued after all other approvals have been obtained.

A.3 Definitions Relating to Adult Oriented Businesses

Adult Oriented Business. An adult arcade, adult bookstore, or adult video store, adult cabaret, adult motel, adult motion picture theater, adult theater, escort agency, nude model studio, sexual encounter center (including adult massage parlor and adult health club), sexually oriented device business or any combination of the foregoing or any similar business. As used in this section the following definitions shall apply:

Adult Arcade (also known as "peep show"). Any place to which the public is permitted or invited wherein coin-operated or slug-operated or electronically, electrically, or mechanically controlled still or motion picture machines, projectors, or other image-producing devices are maintained to show images to persons in booths or viewing rooms where the images so displayed depict or describe "specified sexual activities" or "specified anatomical areas".

Adult Bookstore or Adult Video Store. A commercial establishment which as one of its principal business purposes officers for sale or rental for any form of consideration any one or more of the following:

1. Books, magazines, periodicals or other printed matter, or photographs, films, motion pictures, video cassettes or video reproductions, slides, or other visual representations that depict or describe "specified sexual activities" or "specified anatomical areas"; or
2. Instruments, devices, or paraphernalia that are designed for use in connection with "specified sexual activities".

Adult Cabaret. A nightclub, bar, restaurant, or other commercial establishment that regularly features, exhibits or displays as one of its principal business purposes:

1. Persons who appear nude or seminude; or
2. Live performance which are characterized by the exposure of "specified anatomical areas" or by "specified sexual activities"; or
3. Films, motion pictures, video cassettes, slides, or other photographic reproductions which depict or describe "specified sexual activities" or "specified anatomical areas".

Adult Motel. A hotel, motored, or similar commercial establishment that:

1. Offers accommodations to the public for any form of consideration which provides patrons with closed-circuit television transmissions, films, motion pictures, video cassettes, slides, or other photographic reproductions that depict or describe "specified sexual activities" or "specified anatomical areas" as one of its principal business purposes; or
2. Offers a sleeping room for rent for a period of time that is less than ten hours; or
3. Allows a tenant or occupant of a sleeping room to sub-rent the room for a period of time that that is less than ten hours.

Adult Motion Picture Theater. A commercial establishment where, for any form of consideration, films, motion pictures, video cassettes, slides, or similar photographic reproductions are regularly shown as one of its principal business purposes that depict or describe "specified sexual activities" or "specified anatomical areas".

Adult Theater. A theater, concert hall, auditorium, or similar commercial establishment which regularly features, exhibits or displays, as one of its principal business purposes, persons who appear in a state of nudity or seminude, or live performances that expose or depict "specified anatomical areas" or "specified sexual activities".

Escort. A person who, for any tips or any other form of consideration, agrees or offers to act as a date for another person, or who agrees or offers to privately model lingerie or to privately perform a striptease for another person.

Escort agency. A person or business that furnishes, offers to furnish, or advertises to furnish escorts as one of its principal business purposes, for a fee, tip, or other consideration.

Nude Model Studio. Any place where a person who appears, nude, or seminude, or who displays "specified anatomical areas" is provided to be observed, sketches, drawn, painted, sculptured, photographed, or similarly depicted by other persons who pay money or any form of consideration. Nude model studio shall not include a proprietary school licensed by the state or a college or university supported entirely or in part by public taxation; a private college or university which maintains an operated educational programs in which credits are transferable to a college, junior college; or university supported entirely or partly by taxation; or in a structure:

1. That has no sign visible from the exterior of the structure and no other advertising that indicates a nude or seminude person is available for viewing; and
2. Where in order to participate in a class a student must enroll at least three days in advance of class; and
3. Where no more than one nude or seminude model is on the premises at any one time.

Nude or a state of Nudity.

1. The appearance of a human anus, male genitals or female genitals; or

2. A state of dress that fails to opaquely cover a human anus, male genitals or female genitals.

Seminude. A state of dress in which clothing covers no more than the genitals, [pubic] region, and areola of the female breast, as well as portions of the body covered by or supporting straps or devices.

Sexual Encounter Center. A business or commercial enterprise that, as one of its principal business purposes, offers for any form of consideration physical contact in the form or wrestling or tumbling (including sexually oriented massaging) between persons of the opposite sex, or similar activities between male and female persons and/or between persons of the same sex when one or more of the persons is in a state of nudity or seminude.

Sexually Oriented Devices. Any artificial or simulated specified anatomical area or other device or paraphernalia that is designed principally for specified sexual activities but shall not mean any contraceptive device.

Specified Anatomical Areas. Human genitals in a state of sexual arousal.

Specified Sexual Activities. Is and includes any of the following:

1. The fondling or other erotic touching of human genitals, pubic region, buttocks, anus, or female breasts; or
2. Sex acts, normal or perverted, actual or simulated, including intercourse, oral copulation, or sodomy; or
3. Masturbation, actual or simulated; or
4. Excretory functions as part of or in connection with any of the activities set forth in subsections (a—c) above.

AFTER AMENDMENT

APPENDIX A DEFINITIONS

A.1 Definitions

The words and terms defined in herein shall be given the meaning assigned to them for the purpose of interpreting, administering and enforcing the Town of Pilot Mountain Unified Development Ordinance. Words and terms contained in the UDO which are not defined herein shall be interpreted as having their common meaning in accordance with Subsection 1.7.3 of the UDO.

A.2 Definition of Specific Words and Terms

A-Frame Sign. A self-supporting sign which is designed to be folded for storage when not in active use.

Accessory Dwelling. A dwelling unit that is accessory, supplementary, and secondary to the

primary dwelling that may be constructed as an addition to the primary dwelling or as a detached unit. Accessory dwellings shall be subject to Section 8.12 (Performance Standards for Certain Uses and Structures).

Accessory Sign. Signage which is intended for on-site viewing, and is subordinate in size and placement to other permanent signage.

Accessory Structure. A structure that is clearly incidental to and customarily found in connection with a principal building or use, is subordinate to and serves a principal building or use and is subordinate in size, area, extent and purpose to the principal building or principal use served. An accessory structure must be on the lot on which the principal use is located.

Accessory Use. A use of a nature customarily subordinate or incidental to, and located on the same lot as, the principal use of any structure or property.

Administrative Decision. Any final and binding order, requirement, determination or interpretation made by the Ordinance Administrator.

Amortization. An established period of time, at the end of which a nonconforming situation is required to be in compliance with the current provisions of the UDO.

Animal Services. Any use catering to the needs of domestic animals, such as veterinary clinics, kennels and similar uses.

Applicant. The person, as defined in the UDO, who is listed as such on a petition or application established for a procedure or permit under the UDO.

Architectural Design Plan. A plan, or set of plans, containing the elevations, profiles and similar graphic renderings and associated calculations related to the design and appearance of a building or other structure.

Architectural Lighting. Outdoor lighting fixtures that are located and directed in a manner so as to highlight or articulate the features of a structure or individual elements of a site, such as landscaping, fountains or similar features.

Assembly (Use). Any use in which an area is provided for the congregation of people for a common purpose.

Awning. A hood or roof type cover, made of rigid or flexible material, designed and intended for protection from the weather or as a decorative embellishment, and which projects from a wall of a structure over a window or door.

Awning Sign. A sign which is integrally printed onto the surface of an awning or similar canopy that is affixed to the vertical wall plane of a building.

Base Wall Plane. The portion of the vertical wall plane that extends for the greatest horizontal distance, in aggregate, along a building frontage.

Billboard. (see Outdoor Advertising Sign)

Buffer Yard. A required yard located on the interior of a property line which is either planted or remains in a vegetated state in order to provide visual and physical separation between adjoining properties or land uses.

Build-to Line. An imaginary line running along a frontage that establishes the required location of the vertical plane of the building wall that runs parallel to said frontage.

Building. Any structure having a roof supported by columns or by walls, and intended for shelter, housing or enclosure of persons, animals, property or business activity.

Building Frontage. The width of a building wall which faces a public street, parking area or internal access drive.

Building Line. An imaginary line running parallel with the forward edge of the building wall with which it is associated.

Building Permit. A permit for work or construction which is regulated by the North Carolina State Building Code in any or all of its volumes.

Bulkhead. The part of a storefront that forms a base for one or more display windows

Caliper. The diameter of nursery-grown trees measured at a point on the tree 6 inches above soil line for trees up to 4 inches caliper or measured at a point on the tree 12 inches above soil line for trees greater than 4 inches caliper. Caliper is the measurement used to specify sizes of new or replacement trees planted to meet the requirements of the UDO

Casualty Damage. Damage or destruction which is caused by man-made acts such as riot, fire, accident, explosion; or flood, lightning, wind or other calamity or act of nature.

Changeable Copy (sign). A sign or portion of a sign which is designed in a manner that the message displayed in the copy area may be changed.

Common Signage Plan. A plan establishing common signage elements and standards for a site or development which contains multiple buildings or tenant spaces.

Concealed Telecommunications Antenna. A telecommunications antenna which is concealed wholly within a preexisting structure that bears no physical or visual resemblance to the antenna, and which is an integral architectural feature of such structure.

Concept Plan. A plan which establishes the general layout of a proposed development prior to the preparation of a final site plan.

Cornice. A decorative molding, or simulated molding, that runs horizontally along a building wall, generally at the top of the wall, though a cornice may be installed in any location above the first story, provided that a cornice is also provided at the top of the wall.

Crop Production: A principal use of land associated with the planting, growing and harvesting of agricultural products as defined in NCGS 106-581.1.

Customary Home Occupation. Any use which is traditionally performed within the residence of the person providing the service, provided that such use meets all of the standards of the UDO.

Cutoff (Light Fixture) An outdoor light fixture shielded or constructed in such a manner that no more than 2.5% of the total light emitted by the fixture is projected above the horizontal plane of the fixture.

Developer. A person undertaking any or all the activities covered by the UDO, or for whose benefit such activities are commenced or carried on.

Development. Any human change or alteration to the unimproved or improved state of land, including, but not limited to changes or alteration to vegetation, soil, geology, hydrology, buildings or other structures for any residential, commercial, industrial, utility, or other uses, including, but not limited to, all areas for vehicular access, circulation, and parking and including, but not limited to, mining, dredging, filling, grading, paving, excavating and drilling operations and any subdivision of land.

Directional Sign. A sign, the sole purpose of which is to direct pedestrian or vehicular traffic to within the interior of the property upon which the sign is situated.

Directory Sign. An accessory sign which displays a list of tenants occupying the building or site with which the sign is associated.

Dwelling, Manufactured Home. A structure, transportable in one or more sections, which in the traveling mode is eight body feet or more in width, or 40 body feet or more in length, or, when erected on site, is 320 or more square feet; and which is built on a permanent chassis and designed to be used as a dwelling, with or without permanent foundation when connected to the required utilities, including the plumbing, heating, air conditioning and electrical systems contained therein.

Dwelling, Multi-Family. A structure containing more than one residential dwelling.

Dwelling, Single Family. A detached, freestanding structure intended for residential use.

Dwelling Unit. A building or portion thereof, designed to provide complete and permanent living facilities for a single housekeeping unit (one or more people living together and sharing common living space), including bathroom and kitchen facilities within the interior of the unit.

Erect. To construct, build, raise, assemble, install, place, replace, locate, relocate, affix, attach, display, alter, use, create, paint, draw, illuminate, or in any other way bring into being or establish.

External Illumination (sign). Having a light source that is located wholly on the exterior of

the sign.

Façade. The exterior area of a building wall.

Family Care Home. A residential dwelling with support and supervisory personnel that provides room and board, personal care and habilitation services in a family environment for not more than six resident persons with disabilities as defined in NCGS 168-21.

Farmers Market. A public or private establishment serving as a retail outlet for the sale of agricultural products which are produced at a location other than that at which the market is locations

Finished Grade. The post-construction level of land.

Flag Lot. A lot or parcel of land having a narrow strip of land connecting the body of the lot to the right-of-way, where the connecting strip is more narrow than the required minimum lot width for the district in which the lot is located.

Footcandle. A quantitative unit measuring the amount of light cast onto a given point, measured as 1 lumen per square foot.

Freestanding Sign. A sign whose base is permanently affixed to the ground and is not attached to, or supported by, a building or other structure.

Full Cutoff (Light Fixture). An outdoor light fixture shielded or constructed in such a manner that it emits no light above the horizontal plane of the fixture.

Glazed (Glazing). An area comprised of glass.

Gross Floor Area. The sum in square feet of the gross interior horizontal area of all floors of a building measured from the exterior walls of the building or unit being measured. The area of each story of a multi-story structure shall be included in the gross floor area calculation.

Hemp-derived consumable product. A hemp product intended for human ingestion or inhalation that contains a delta-9 THC concentration of not more than three-tenths of one percent (0.3%) on a dry weight basis but may contain concentrations of other hemp-derived cannabinoids, including CBD, CBDA, 2 CBG, CBGA, CBN, THCA, and THCP, in excess of that amount. This term does not include hemp products intended for topical application, or seeds or seed derived ingredients that are generally recognized as safe by the United States Food and Drug Administration (FDA).

Hemp product. As defined in N.C.G.S. 90-87.

Hemp-derived cannabinoid. Any phytocannabinoid found in hemp, including delta-9 tetrahydrocannabinol (delta-9 THC), tetrahydrocannabinolic acid (THCA), cannabidiol (CBD), cannabidiolic acid (CBDA), cannabinol (CBN), cannabigerol (CBG), cannabichromene (CBC), cannabicyclol (CBL), cannabivarin (CBV), tetrahydrocannabivarin

(THCV), cannabidivarin (CBDV), cannabicitran (CBT), delta-7 tetrahydrocannabinol (delta-7 THC), delta-8 tetrahydrocannabinol (delta-8 THC), or delta-10 tetrahydrocannabinol (delta-10 THC). This term also includes any synthetic cannabinoid derived from hemp and contained in a hemp-derived product.

Horizontal Wall Plane. The width of a building wall between its outermost vertical surfaces.

Improvement. An addition to real property which is intended to enhance the value, beauty or utility of the property or to adapt the property for new or further purposes.

Internal Illumination (sign). Having a source of light within the interior of the sign.

Junkyard. A lot, land or structure, or part thereof, used primarily for the collection, storage and sale of waste paper, rags, scrap metal, or other discarded material; or for the collecting, dismantling, storage or salvaging of machinery or vehicles not in operating condition. This shall include the sale of parts from any such machinery or vehicles.

Kennel. Any premises where domestic animals, such as dogs and cats, are boarded, trained, or bred for commercial or animal control purposes.

Livestock Production: A principal use of land associated with the breeding, raising and harvesting of animals which are customarily associated with an agricultural enterprise.

Logo. A symbol or registered trademark used by a business for identification and advertising purposes.

Lot. A parcel of land occupied or capable of being occupied by a building or group of buildings devoted to a common use, together with the customary accessories and open spaces belonging to the same.

Lot Frontage. That portion of a lot or parcel of land that abuts a street.

Lot of Record. A lot which has been duly established, as evidenced by a plat and/or deed describing its location by metes and bounds, that is recorded in the office of the Register of Deeds of Surry County North Carolina, or any lot which is created by judicial process.

Lumen. A unit of luminous flux equal to the light emitted in a unit solid angle by a uniform point source of one candle intensity.

Menu Board. A sign that is designed for the display of menu items and prices for the purpose of placing orders for such items in conjunction with a restaurant.

Metes and Bounds. A surveyor's description of a parcel of real property, using carefully measured distances, angles, and directions, which results in what is called a "legal description" of the land, as distinguished from merely a street address or parcel number.

Mixed Use. The combination of two (2) or more different land use types on a single parcel or

within a single building.

Multi-Family. A building containing multiple dwelling units, or a group of such buildings comprising a larger development.

Nonconforming. A situation or circumstance related to a use, structure, lot, site feature or any other matter regulated by the UDO which is not compliant with the terms or conditions of the regulation or provision related to the regulated subject.

Non-Cutoff (Light Fixture). An outdoor lighting fixture that does not meet the definition of a cutoff fixture.

NCDEQ. The North Carolina Department of Environmental Quality.

NCDOT. The North Carolina Department of Transportation.

NCGS. The North Carolina General Statutes.

Nonresidential. A use which does not include a dwelling unit.

Nonresidential District. The OI, CB, GB, HB, LI and GM base zoning districts, the parallel conditional zoning districts that correspond to those districts and the RMX special purpose district.

Occupiable Story. A story of a building which contains floor area which is habitable or may be occupied by humans.

Off-Street Parking. Vehicular parking accommodations on private property, and outside of an established public or private street right-of-way.

Official Zoning Map. The adopted map that depicts the spatial distribution of zoning districts within the territorial jurisdiction of the Town of Pilot Mountain

Ordinance Administrator. The person appointed by the Town Manager who is responsible for the administration and enforcement of the UDO, with the exception of those functions which are specifically reserved for another elected or appointed individual or body

Outdoor Advertising Sign. An advertising sign used as an outdoor display for the purpose of directing attention to a business, commodity, service or entertainment conducted, sold, manufactured, or offered at a location other than the location of said sign.

Pain Management Clinic. For purposes of determining if a clinic, facility, or office qualifies as a "pain management clinic" or "clinic", it means a privately-owned clinic, facility, or office in which any licensed health care provider provides chronic, nonmalignant pain treatment to a majority of its patients for ninety (90) days or more in a twelve month period, or provides the pain management services of evaluation, diagnosis, or treatment for the prevention, reduction or cessation of the symptoms of pain through pharmacological, non-pharmacological, and

other approaches with the exception of the treatment of malignant conditions in an oncological setting which specifically excludes hospices and hospitals.

Parallel Conditional District. A conditional zoning district which is identical in its minimum standards to the base zoning district to which it corresponds, but which may be augmented with additional standards, conditions or restrictions to achieve land use compatibility or address the impact associated with the proposed development.

Parapet. A protective wall at the edge of a roof that rises above the roofline.

Parking Aisle. A vehicular travelway having parking spaces on one or both sides.

Permanent Sign. A sign which is intended for permanent display.

Person. An individual, corporation, limited liability company, governmental agency, business trust, estate, trust, partnership, association, two or more persons having a joint tenancy or tenancy in common, or any other legal entity.

Prevailing Setback. A setback established by the location of buildings on previously developed lots.

Primary Façade. The most prominent vertical wall plane(s) of a building, usually containing the main customer entrance and facing the most prominent street frontage.

Principal Use. The primary or most prevalent land use(s) found on a property.

Produce Stand. A structure erected or placed for the purpose of the sale of agricultural products on the site or property upon which such products are grown or produced.

Projecting Sign. A sign which extends perpendicularly to the wall plane on which it is mounted, and is intended for viewing at an angle that is perpendicular to the wall on which it is mounted.

Public Hearing. A meeting at which an elected or appointed body provides the opportunity for input by members of the public on an application or petition that is before the body for its review or approval, whether such meeting is required by the UDO or by other applicable laws or ordinances.

Religious Institution. A church, synagogue, temple, mosque, or other place of religious worship, including any directly dependent accessory use or structure, such as a school, day care center, or dwelling, located on the same lot.

Residential. A use which includes one or more dwelling units.

Residential District. The RA, RL, RM and RH base zoning districts, the parallel conditional zoning districts that correspond to those districts and the RMX special purpose district.

Retaining Wall. A wall constructed for the purpose of retaining or holding earth or fill, normally in lieu of a slope, to accommodate differences in the elevation or grade of adjacent properties. Retaining walls located within any minimum required yard as provided for in this chapter, shall not project more than one foot above the finished grade of the property they are erected to retain or hold.

Reverse Frontage Lot. Any lot whose most narrow dimension is perpendicular to the prevailing narrow dimension of the majority of lots on the block on which the lot is located.

Right-of-Way. An area or strip of land, either public or private, on which an irrevocable right-of-passage has been recorded for use as a street, crosswalk, railroad, electric transmission line, oil or gas pipeline, water line, sanitary or storm sewer line, shade trees, or other special use.

Screen. To obscure from view by means of walls, fencing, landscaping or other methods.

Shrub. A woody deciduous or evergreen plant which consists of a number of small branches from or near the ground.

Site. All contiguous parcels of land, including any contiguous bodies of water, under one or diverse ownership, contemplated for development or already developed as a unit, although not necessarily all at one time, and including such portions which the Ordinance Administrator determines, because of their characteristics, shall comply with the requirements of this chapter.

Site Plan. A plan, prepared by a qualified professional, which accurately depicts all information required to demonstrate compliance with the regulations and provisions of the UDO.

Story. That part of a building or structure above ground level between a floor and the floor or roof next above.

Street Frontage. See Lot Frontage

Structure. Anything constructed, installed, or portable, the use of which requires a location on a parcel of land. This includes a fixed or movable building which can be used for residential, business, commercial, agricultural, or office purposes, either temporarily or permanently. "Structure" also includes, but is not limited to, swimming pools, tennis courts, signs, cisterns, sewage treatment plants, storage buildings (including portable storage units), sheds, and other accessory construction.

Temporary Use. A land use whose existence in a particular location is temporary, which, for the purposes of the UDO, shall mean no more than 30 days.

Temporary Sign. A sign with or without a structural frame, not permanently attached to a building, structure or the ground and intended for a limited period of display in accordance with the provisions of the UDO.

Through Lot. Any lot which has frontage on more than one street, excluding corner lots and

lots bordering on a street and an alley.

Tobacco/Vape/Hemp Store. A specialized retail establishment primarily engaged (51% or more of gross sales) in the sales and/or distribution of any of the following whether alone or in combination:

1. Any product that contains tobacco or nicotine, irrespective of whether the nicotine is tobacco-derived or synthetic, and is intended for human consumption, as defined by N.C.G.S. 14-313(4). As used in this ordinance, "tobacco product" includes, but is not limited to, cigarettes, cigars, pipe tobacco, electronic cigarettes, e-liquids, hookah, smoked or vaped products, and heated tobacco products. The term "tobacco product" does not include nicotine replacement products approved by the US FDA for treatment of tobacco use and dependence.
2. Any hemp or hemp-derived consumable product or hemp-derived cannabinoid product.
3. Any consumer commodity product that contains mitragynine or 7-hydroxymitragynine or both, extracted from the leaf of the plant mitragyna speciosa, commonly known as kratom.
4. Any electronic device that delivers nicotine, THC, or other substances to the person inhaling from the device, including, but not limited to, an electronic cigarette, electronic cigar, electronic pipe, vape, or electronic hookah.

Truck Stop. A use providing fueling, rest areas, scales, maintenance and/or similar services or accommodations for tractor-trailers or similar large commercial vehicles.

Upper Story Dwelling. A dwelling unit (or multiple dwelling units) which is/are located above the first story of a building which contains a nonresidential use, or is otherwise designed for nonresidential occupancy, on the first story.

Use. Any activity, occupation, business or operation carried on, or intended to be carried on, in a building or structure or on a tract of land.

Vehicular Canopy. A roofed and open drive-through structure designed to provide temporary shelter for vehicles and their occupants while making use of a business' services.

Vehicular Canopy Sign. An accessory sign mounted on a vehicular canopy.

Vertical Wall Plane. The area of a building wall between the adjacent grade and the top of the building wall.

Vested Right: The right to undertake and complete the development and use of property under the terms and conditions of an approved site specific development plan or an approved phased development plan.

Visible Light Transmission Ratio. A measurement of the amount of light that is able pass through glass, which is expressed as a percentage of the amount of light that passes through.

Wall Sign. A sign which is attached flat against, and parallel to, the exterior wall or surface of a building or other structure.

Window Sign. A sign affixed to the interior or exterior surface of a glazed area.

Wire Utility. Any public or private utility that is delivered via a cable, wire or similar material.

Zoning Permit. A permit issued by the Town of Pilot Mountain stating that a particular development project, the change or establishment of a land use, or construction activity, is in compliance with the provisions of the Unified Development Ordinance. A zoning permit is typically issued after all other approvals have been obtained.

A.3 Definitions Relating to Adult Oriented Businesses

Adult Oriented Business. An adult arcade, adult bookstore, or adult video store, adult cabaret, adult motel, adult motion picture theater, adult theater, escort agency, nude model studio, sexual encounter center (including adult massage parlor and adult health club), sexually oriented device business or any combination of the foregoing or any similar business. As used in this section the following definitions shall apply:

Adult Arcade (also known as "peep show"). Any place to which the public is permitted or invited wherein coin-operated or slug-operated or electronically, electrically, or mechanically controlled still or motion picture machines, projectors, or other image-producing devices are maintained to show images to persons in booths or viewing rooms where the images so displayed depict or describe "specified sexual activities" or "specified anatomical areas".

Adult Bookstore or Adult Video Store. A commercial establishment which as one of its principal business purposes officers for sale or rental for any form of consideration any one or more of the following:

1. Books, magazines, periodicals or other printed matter, or photographs, films, motion pictures, video cassettes or video reproductions, slides, or other visual representations that depict or describe "specified sexual activities" or "specified anatomical areas"; or
2. Instruments, devices, or paraphernalia that are designed for use in connection with "specified sexual activities".

Adult Cabaret. A nightclub, bar, restaurant, or other commercial establishment that regularly features, exhibits or displays as one of its principal business purposes:

1. Persons who appear nude or seminude; or
2. Live performance which are characterized by the exposure of "specified anatomical areas" or by "specified sexual activities"; or
3. Films, motion pictures, video cassettes, slides, or other photographic reproductions which depict or describe "specified sexual activities" or "specified anatomical areas".

Adult Motel. A hotel, motored, or similar commercial establishment that:

1. Offers accommodations to the public for any form of consideration which provides patrons with closed-circuit television transmissions, films, motion pictures, video cassettes, slides, or other photographic reproductions that depict or describe "specified sexual activities" or "specified anatomical areas" as one of its principal business purposes; or
2. Offers a sleeping room for rent for a period of time that is less than ten hours; or
3. Allows a tenant or occupant of a sleeping room to sub-rent the room for a period of time that is less than ten hours.

Adult Motion Picture Theater. A commercial establishment where, for any form of consideration, films, motion pictures, video cassettes, slides, or similar photographic reproductions are regularly shown as one of its principal business purposes that depict or describe "specified sexual activities" or "specified anatomical areas".

Adult Theater. A theater, concert hall, auditorium, or similar commercial establishment which regularly features, exhibits or displays, as one of its principal business purposes, persons who appear in a state of nudity or seminude, or live performances that expose or depict "specified anatomical areas" or "specified sexual activities".

Escort. A person who, for any tips or any other form of consideration, agrees or offers to act as a date for another person, or who agrees or offers to privately model lingerie or to privately perform a striptease for another person.

Escort agency. A person or business that furnishes, offers to furnish, or advertises to furnish escorts as one of its principal business purposes, for a fee, tip, or other consideration.

Nude Model Studio. Any place where a person who appears, nude, or seminude, or who displays "specified anatomical areas" is provided to be observed, sketches, drawn, painted, sculptured, photographed, or similarly depicted by other persons who pay money or any form of consideration. Nude model studio shall not include a proprietary school licensed by the state or a college or university supported entirely or in part by public taxation; a private college or university which maintains an operated educational programs in which credits are transferable to a college, junior college; or university supported entirely or partly by taxation; or in a structure:

1. That has no sign visible from the exterior of the structure and no other advertising that indicates a nude or seminude person is available for viewing; and
2. Where in order to participate in a class a student must enroll at least three days in advance of class; and
3. Where no more than one nude or seminude model is on the premises at any one time.

Nude or a state of Nudity.

1. The appearance of a human anus, male genitals or female genitals; or
2. A state of dress that fails to opaquely cover a human anus, male genitals or female genitals.

Seminude. A state of dress in which clothing covers no more than the genitals, [pubic] region, and areola of the female breast, as well as portions of the body covered by or supporting straps or devices.

Sexual Encounter Center. A business or commercial enterprise that, as one of its principal business purposes, offers for any form of consideration physical contact in the form or wrestling or tumbling (including sexually oriented massaging) between persons of the opposite sex, or similar activities between male and female persons and/or between persons of the same sex when one or more of the persons is in a state of nudity or seminude.

Sexually Oriented Devices. Any artificial or simulated specified anatomical area or other device or paraphernalia that is designed principally for specified sexual activities but shall not mean any contraceptive device.

Specified Anatomical Areas. Human genitals in a state of sexual arousal.

Specified Sexual Activities. Is and includes any of the following:

1. The fondling or other erotic touching of human genitals, pubic region, buttocks, anus, or female breasts; or
2. Sex acts, normal or perverted, actual or simulated, including intercourse, oral copulation, or sodomy; or
3. Masturbation, actual or simulated; or
4. Excretory functions as part of or in connection with any of the activities set forth in subsections (a—c) above.

SECTION 5: REPEALER CLAUSE All ordinances or resolutions or parts thereof, which are in conflict herewith, are hereby repealed.

SECTION 6: SEVERABILITY CLAUSE Should any part or provision of this Ordinance be declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinances a whole or any part thereof other than the part so declared to be unconstitutional or invalid.

SECTION 7: EFFECTIVE DATE This Ordinance shall be in full force and effect from _____ and after the required approval and publication according to law.

PASSED AND ADOPTED BY THE TOWN OF PILOT MOUNTAIN COUNCIL

_____.

	AYE	NAY	ABSENT	ABSTAIN
Scott Needham	_____	_____	_____	_____
Donna Kiger	_____	_____	_____	_____
Rachel Collins	_____	_____	_____	_____
Dwight Atkins	_____	_____	_____	_____

Presiding Officer

Attest

Evan Cockerham, Mayor, Town of
Pilot Mountain

Holly Utt, Town Clerk, Town of Pilot
Mountain



TOWN OF PILOT MOUNTAIN
BOARD OF COMMISSIONERS MEETING

Armfield Civic Center PARTF Project	
<u>Background Information:</u>	
<p>As we discussed at the July Board meeting, the Town has received a PARTF grant in the amount of \$500,000 to perform renovations of the ACC and the construction of two new pickle ball courts. The Town will have to match these funds in order to complete all of the planned improvements which include renovations to the pool area, renovations to the gym, the construction of the new pickle ball courts, and other associated items. Staff is recommending that we use the Construction Manager At Risk method for this project.</p> <p>This means that the Town will select a general contractor and negotiate the final price with that contractor. The contractor will then be responsible for completing the project and any cost overruns will be the responsibility of the contractor.</p> <p>We initially advertised for proposal for this project in the spring and only received one response. At the Board's request we put this back out and received a number of additional responses. Staff has reviewed the responses and is recommending that the Board authorize staff to sign a contract with Hayco Construction for this project. Hayco is a local company, has experience in the CM@R method, has experience with government projects, has experience with pools, and has experience with parks and recreation projects. They are also familiar with the ACC site as they do the work on the Harry Downs field house and the East Surry Softball field.</p>	
<u>Staff Recommendation:</u>	Staff recommends approval of working with Hayco Construction
<u>Possible Board of Commissioner Actions</u>	
<ul style="list-style-type: none">• Approve beginning negotiation with Hayco• Approve working with another company• Take no action• Table	
<u>Attachments</u>	
<ul style="list-style-type: none">• Hayco Submittal• Garanco Submittal• Coram Submittal• WC Construction Submittal	



Town of Pilot Mountain

Armfield Civic Center

2024 PARTF Project for CM@R

Hayco Construction, LLC



May 24, 2024

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May 24, 2024

Mr. Michael Boaz, Town Manager
Town of Pilot Mountain
124 W. Main Street
Pilot Mountain, NC 27041

RE: RFQ# 2024 Armfield Civic Center PARTF Project - CM@R

Dear Mr. Boaz:

Founded in late 2009, Hayco Construction was created to provide quality craftsmanship and establish client trust to build a strong company that could compete in the construction field. For years we watched larger firms take on projects because of name, perception, or relationship. However, over the last decade we now know that we too can compete for these opportunities and deliver on our promises and build long, lasting relationships.

The company survived the early days because of transparency with our first clients by creating value opportunities and honoring our word regardless of profit. These actions built trust and allowed continued opportunities with these clients that we still work for today. We recognize there are some very qualified firms in this field that we are being compared with for this opportunity. But our track record over the last fifteen years throughout North Carolina, South Carolina, Virginia, Georgia, and Tennessee has prepared us for this opportunity to showcase our talents right here at home.

Our company focuses on four primary areas of construction – public/institution, healthcare, retail commercial, and industrial. And although we have the capability to diversify into other areas – and we do occasionally – these areas have been our mainstay since inception. By maintaining a clear focus on a project path forward, we continue to develop best practices consistently throughout every project. The frequent repetition in our preferred fields allows us to create value opportunities and lower unexpected circumstances.

Hayco Construction would be honored to participate in this project and become the trusted construction partner for the Town of Pilot Mountain and the PARTF Project at the Armfield Civic Center. But for us it is about more than just this project. Our company is rooted in the community and local projects have a different meaning with our employees. We live local, shop local, and we love the opportunity to work local.

For this project, we will establish a project team that is dedicated from beginning to end. Our company contact information is as follows:

Hayco Construction, LLC
Ron Sutphin, Jr.
Vice President/Partner
Pre-Construction / Development Services
344 Shellybrook Drive
Pilot Mountain, NC 27041
rsutphin@hayco-construction.com
336-444-4448 – direct main

Hayco is grateful for the opportunity to assemble the proposal and be considered for this amazing project that will benefit our community for years to come. We look forward to speaking with you more in-depth about this project.

Respectfully,

Ron Sutphin, Jr.
Vice President/Partner

Company General Profile:

Hayco Construction is a full service general contracting firm based in Pilot Mountain, NC. We offer a slate of services to our clients including: general contracting, design-build, commercial upfit, facility maintenance, pre-construction services, and real estate development.

Founded - November 2009

Limited Liability Corporation - owned locally by 4 partners:

Travis Hayes - President, majority owner

Jody Galyean - Vice President, minority owner

Myron Hayes - Vice President, minority owner

Ron Sutphin, Jr - Vice President, minority owner

NC GC License: #NC68900



Locations:

World Headquarters: Pilot Mountain, NC

Office 2: Raleigh, NC

Office 3: Columbia, SC

Total Headcount: 32 FTE

The CM@R Project for the Town of Pilot Mountain will be managed out of our headquarters here in Pilot Mountain. The Project Staff will include:

- *Project Executive - Ron Sutphin, Jr.*
- *Project Manager - Hunter Layman*
- *Assistant Project Manager - Dalton Quesinberry*

**resumes included later in the document*

Firm Qualifications

History

Hayco Construction was founded in late 2009 during the early months of the Great Recession. Our founder, Travis Hayes, had just been laid off by one of the largest construction firms in the Triad. However, a few months earlier he had just finished a long journey to achieve his bachelor's degree – attending night classes for over six years while working full time and raising a family.

With a new purpose, Hayes started laying the groundwork over the next several years as someone who did exactly what he said. He treated his customers like family and treated his trade partners fairly while crafting a reputable name for his new company. What began as one person and one truck, has grown into more than thirty employees with three office locations across two states and operations that now reach into five states.

Many of our Clients enjoy the success story because of the Americana feel it gives off, and how it resonates with hard work being rewarded. But our Clients also enjoy working with Hayco because of the way they are treated. We remember the days of having one employee and the pride of completing that first job. From this comes our approach of open communication, Client input, and transparent management practices that have translated into more than a decade of a repeat customers.

Projects and Services

Our firm has migrated toward four (4) areas of focus and the projects we seek out. However, many of our projects are for public owners and fall into the institutional category. Below is a short list of the projects that we have completed in the past twenty-four (24) months that fall into the public institution area:

Year	Public Entity	Project Name	General Scope
2024	Surry County Board of Education	East Surry Softball Field Renovation	Exterior Renovation
2023	Appalachian State University	Campus Dining Halls (two locations) Renovation	Interior Renovation
2023	County of Surry	Elkin Center - EMS Office / Living Quarters Renovation	Interior Renovation
2023	County of Surry	Government Center - Office Remodel	Interior Renovation
2023	Appalachian State University	Newland Hall - Exterior Preservation Modifications	Exterior Renovation
2023	County of Surry	Hangar - Interior Upfit of Offices	Interior Renovation
2022	County of Surry	New Aircraft Hangar	New Build
2022	Appalachian State University	Campus Bookstore - Complete Renovation	Interior Renovation
2022	Lancaster County, SC	Runway Lighting Vault Replacement	New Build
2022	Lancaster County, SC	New Airport Terminal	New Build
2022	Appalachian State University	Roess Dining Hall	Interior Renovation
2022	Appalachian State University	Trivette Dining Hall	Interior Renovation
2022	County of Surry	Government Center	Interior Renovation



Capabilities

As our firm has grown, so have our capabilities. Initially we targeted small projects that were often limited by name recognition, experience, and working bandwidth. These projects landed us in front of our early customers. Throughout the years – as demonstrated inside this proposal – our projects grew in overall size with increased scope and responsibility. One of our favorite stories is how we started several years ago painting handrails for a national customer we were introduced to via a subcontractor. The small job that no one wanted turned into a second job pouring a concrete pad for a trash corral. Fast forward a few years and we have been trusted to build three brand new ground up facilities in North Carolina and South Carolina. As we look back, we recognize that over time our capabilities have grown with our business – and yet we still paint handrails at this customer’s request.

Satellite Offices—Columbia, SC / Raleigh, NC

In early 2018 we recognized that our client base was calling us to stretch out our footprint for larger projects that were further away from our corporate office in Pilot Mountain. We targeted two areas in South Carolina for this second office and ultimately settled on Columbia, South Carolina. Today this office has five employees and is responsible for approximately twenty five (25%) percent of total company income.

Likewise, in late 2023, we made several strategic moves based on customer service opportunities. We now have an office in Raleigh, North Carolina, that allows us to service several key clients and geographic responsibility. As our presence in the eastern part of our home state has grown , this new office allows us to service both new and existing clients better and grow our brand.

Real Estate Development

Around the same time of our expansion into South Carolina, we were also establishing our sister development company. Originally, BayFront Development worked with our existing construction clients to provide guidance and oversight for their individual real estate project needs. Additionally, we grew this client base as a method to create an added revenue stream for the construction company. Now the established pipeline of projects from BayFront serves as negotiated work for Hayco via the development firm, or the specific client.

By creating the development entity – which operates separately from the construction firm – we can offer many of our clients an additional value service. Our experience has shown from the construction perspective, often our clients have real estate questions that go unanswered. Frequently they are seeking advice from larger firms that may not be interested in their unique position, or their unique market without compensation. We extend our real estate services at no cost to our construction clients because we believe in offering value-add services when needed realizing it enables the continuance of brand building to across multiple companies.

CMAR Experience Projects

Altec Interior – Mount Airy, NC

Owner: Altec, Inc.

Project Manager: Travis Hayes

Project Superintendent: Brant France

Building Type and Size: Renovation, 21,000 sq ft conversion of existing warehouse space to include reception, office and meeting space.

Construction Cost: \$2,636,000

Year of Completion and duration: 2018 – 1 year

Initial contract amount and final contract amount:

\$2,460,500 and \$2,760,500

Preconstruction Services Performed:

Budgeting, Bidding, Value Engineering

Reference: Nate Grundmann, (336) 786-3645,

nate.grundmann@altec.com

Architect/Engineering Firm: West & Stem Architects PLLC,

James Stem, (336) 923-2377, j.stem@westandstem.com



Allegacy Federal Credit Union - Clemmons, NC

Owner: Allegacy Federal Credit Union

Project Manager: Myron Hayes

Project Superintendent: Brant France

Building Type and Size: Building renovation 6,500 sq ft, conversion of institutional space and upfit allowing client to reconfigure financial branch and reallocate space for efficiency

Construction Cost: \$819,400

Year of Completion and duration: 2022 – 7 months

Initial contract amount and final contract amount:

\$819,400 and \$896,100

Preconstruction Services Performed: Design, Site

Evaluation, Bidding

Reference: Justin Smith, 336 774-2669,

jsmith@allegacy.org

Penske Truck Leasing – Ladson, SC

Owner: Penske Truck Leasing Co., L.P.

Project Manager: Jody Galyean

Project Superintendent: Travis Atkins

Building Type and Size:

New facility and fuel island, 20,000 sq ft

Construction Cost: \$6,969,600

Year of Completion and duration: 2019 – 8.5 months

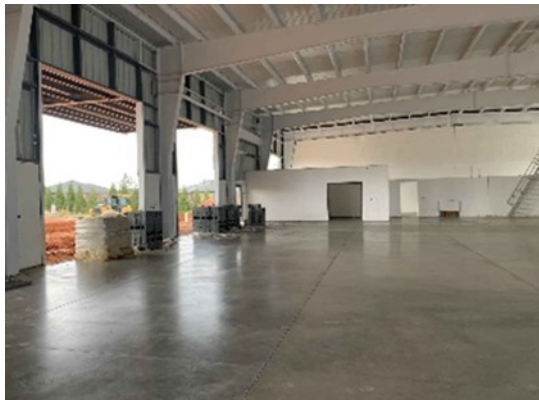
Initial contract amount and final contract amount:

\$6,717,800 and \$6,969,600

Preconstruction Services Performed: Budgeting, Site Evaluation, Value Engineering

Description: Developed a 13-acre site for our national client to create a new location for retail, rental, and service areas.

Reference: Bob Gerbus, (678) 502-8844,
robert.gerbus@penske.com



Penske Truck Leasing – Greensboro East

Owner: Penske Truck Leasing Co., L.P.

Project Manager: Jody Galyean

Project Superintendent: Travis Atkins

Building Type and Size:

New facility and fuel island, 17,340 sq ft

Construction Cost: \$7,813,700

Year of Completion and duration: 2022 – 9 months

Initial contract amount and final contract amount:

\$7,709,000 and \$7,813,700

Preconstruction Services Performed: Budgeting, Site Evaluation, Value Engineering

Description: Developed 9-acre site for this national client to create a new location for retail, rental, and service areas.

Reference: Bob Gerbus, (678) 502-8844,
robert.gerbus@penske.com

BayFront Craven - New Bern, NC

Owner: 100 Aeronautical Way, LLC

Project Manager: Darren Smith

Project Superintendent: Mike Marsh

Building Type and Size: New PEMB, 20,000 sq ft

Year of Completion and duration: 2022 – 9 months

Initial contract amount and final contract amount: \$1,657,500 and \$1,657,500

Preconstruction Services Performed: Design, Schedule Development, Financing Package, Value Engineering

Description: Spec developed the 20,000 sq ft warehouse and manufacturing space for our sister development company. Building was marketed and sold to an end-user.

Reference: Jeff Wood, (252) 633-5300,

jwood@cravencountync.gov



PROJECT	ORIGINAL ESTIMATE	ORIGINAL CONTRACT	FINAL CONTRACT	ORIGINAL TIMEFRAME	ACTUAL TIMEFRAME
Altec	\$2,460,500	\$2,636,000	\$2,760,500	50 Weeks	52 Weeks
Allegacy - Clemmons	\$819,400	\$819,400	\$896,100	28 Weeks	29 Weeks
Penske Ladson	\$6,610,000	\$6,717,800	\$6,969,600	34 Weeks	35 Weeks
Penske Greensboro	\$7,709,000	\$7,709,000	\$7,813,700	36 Weeks	37 Weeks
BayFront Craven	\$1,657,500	\$1,657,500	\$1,657,500	36 Weeks	38 Weeks

Parks and Recreation Experience

Harry Downs Fieldhouse – Pilot Mountain, NC

Owner: Surry County Board of Education

Project Manager: Myron Hayes

Project Superintendent: John Reynolds

Building Type and Size: New construction of 2,500 sq ft of new locker room, restrooms and concession stand.

Construction Cost: \$285,000

Year of Completion and duration: 2018 – 21 weeks

Initial contract amount and final contract amount: \$270,000 and \$285,000

Preconstruction Services Performed:

Budgeting, Bidding, Value Engineering

Reference: Chad Freeman, ESHS AD, (336) 401-0667, freemanc@surry.k12.nc.us

Construction Method: Lowest Bid Process



East Surry Softball Field – Pilot Mountain, NC

Owner: Surry County Board of Education

Project Manager: Ron Sutphin, Jr

Project Superintendent: Dalton Quesinberry

Building Type and Size: New masonry construction of two dugouts, new fence installation, demolition of previous tower, masonry backstop, relocation of power and water supplies, installation of underground water system.

Construction Cost: \$163,000

Year of Completion and duration: 2024 – 11 weeks

Initial contract amount and final contract amount: \$163,000 and \$163,000

Preconstruction Services Performed:

Budgeting, Bidding, Value Engineering

Reference: Chad Freeman, ESHS AD, (336) 401-0667, freemanc@surry.k12.nc.us

Construction Method: Lowest Bid Process

Thousand Trails Forest Lakes RV Resort – Lexington, NC

Owner: Equity Lifestyle Properties, Inc. (NYSE—ELS)

Project Manager: Darren Smith

Project Superintendent: Brandon France

Building Type and Size: New construction adding an additional 125 RV sites including water, sewer, electrical and new asphalt roads, and a new 2,500 sq ft bathhouse and restroom facility.

Construction Cost: \$5,125,000

Year of Completion and duration: 2022 – 40 weeks

Initial contract amount and final contract amount: \$4,941,000 and \$5,125,000

Preconstruction Services Performed:

Budgeting, Bidding, Value Engineering

Reference: Andy Boswell, VP of Construction,
(773) 497-7896, andy_boswell@equitylifestyle.com

Construction Method: Lowest Bid Process



Topsail Sound RV Resort – Holly Ridge, NC

Owner: Equity Lifestyle Properties, Inc. (NYSE—ELS)

Project Manager: Darren Smith

Project Superintendent: Jacob Bryant

Building Type and Size: New construction adding an additional 100 RV sites including water, sewer, electrical and new asphalt roads, and a new 2,500 sq ft bathhouse and restroom facility, and construction of a new in-ground swimming pool (40' x 70')

Construction Cost: \$6,085,100

Year of Completion and duration: 2024 – 46 weeks

Initial contract amount and final contract amount: \$5,100,000 and 6,085,100

(project was delayed 20 months for engineering issues)

Preconstruction Services Performed:

Budgeting, Bidding, Value Engineering, Design Assist

Reference: Andy Boswell, VP of Construction,
(773) 497-7896, andy_boswell@equitylifestyle.com

Construction Method: CM@Risk with GMP

Lake Myers Swim & Campground – Mocksville, NC

Owner: Equity Lifestyle Properties, Inc. (NYSE—ELS)

Project Manager: Darren Smith

Project Superintendent: Brandon France

Building Type and Size: Repair of large retaining wall, resurface pool patio area, repair concrete in-ground pool, update and upfit interior pool house.

Construction Cost: \$247,800

Year of Completion and duration: 2024 – 6 weeks

Initial contract amount and final contract amount: \$247,800 and \$247,800

Preconstruction Services Performed:

Budgeting, Bidding, Value Engineering, Design Assist

Reference: Lauren Schwartz, Director of Construction,
(312) 279-1580, lauren_schwartz@equitylifestyle.com

Construction Method: CM@Risk with GMP



Proposed Project Team

Ron Sutphin, Jr

Project Executive
Partner/Vice President of
Development Services

The Project Executive is the single point of contact for the Owner (Town of Pilot Mountain). Ron is responsible for ensuring that our clients obtain expected results through effective management of task assignments, controlling cost, quality performance, and building high-performing teams.

Qualifications/Education

- Years of Experience: 20
- Appalachian State University
 - BS Political Science
- UNC Pembroke
 - Masters in Public Administration

Relevant Experience

- Multiple Development Projects
- BayFront Craven – Developer

Other Qualifications

- NC Real Estate Broker
 - Broker-in-Charge

Darren Smith

Senior Project Estimator

The Project Estimator is responsible for compiling all the details involved with procuring the many trades and services needed, and thus determining the total cost of the project. Darren has over 25 years experience in validating the project scope of work is present and engaged in all aspects of the project. Darren has a diverse background across multiple fields of construction. He will be responsible for building the budget for the Owner.

Qualifications/Education

- Years of Experience: 26
- Appalachian State University
 - BS Business Management

Relevant Experience

- Mt. Airy Middle School
- Lake Myers Campground
- Forest Lake RV Resort

Other Qualifications

- Multiple Public Entity Projects
- Project Management Experience

Hunter Layman

Project Manager

The Project Manager is present and engaged in all aspects of the project. Hunter will be responsible for the planning, coordination, and management of the day-to-day duties. He will ensure the project timeline remains in focus, manage the moving parts of the different tasks, and collaborate with each member of the Project Team.

Qualifications/Education

- Years of Experience: 7
- Western Carolina University
 - Bachelor of Science
- University of Oklahoma
 - Master of Construction (2025)

Relevant Experience

- Multiple Development Projects
- Carolina Gardens - Del Webb
- Hidden Valley - Centex

Other Qualifications

- Project Management Experience
- Lean Construction Principles

Dalton Quesinberry

Assistant Project Manager

The Assistant Project Manager will be responsible for the planning and scheduling of the field coordination of the project scope. Dalton will be responsible for ensuring the project timeline is maintained, manage the many moving parts of the overall project, and providing field reports to the Project Team.

Qualifications/Education

- Years of Experience: 3
- Appalachian State University
 - BS Construction Management

Relevant Experience

- Appalachian State Campus Store
- Appalachian State Dining Halls

Other Qualifications

- Superintendent Field Experience
- Financial Modeling / Budgeting

Myron Hayes

Safety Director
Partner/Vice President of Field
Operation

The Safety Inspection team member will ensure that Hayco stays in compliance with all federal, state and local safety regulations. Myron will identify any potential hazards during the pre-construction and construction process and work to eliminate the hazard to ensure an accident-free work zone.

Qualifications/Education

- Years of Experience: 25
- Surry Community College

Relevant Experience

- Penske Greensboro East
- Allegacy Clemmons
- Forsyth Tech Community College
- Appalachian State University

Other Qualifications

- OSHA 30 Construction Safety Certification

Laura Davis

Project Coordinator

The Project Coordinator organizes and manages various parts of the project to ensure projects are completed on time and within budget. Laura will work with the Project Manager to communicate all details of the project between all stakeholders. She will manage the back-office details pertaining to subcontracts, budgeting, and ordering as the project progresses in depth and detail.

Qualifications/Education

- Years of Experience: 9
- Gardner Webb University
- Surry Community College
 - Accounting

Relevant Experience

- Appalachian State University – Roess and Trivette Hall
- Surry County Airport Hangar

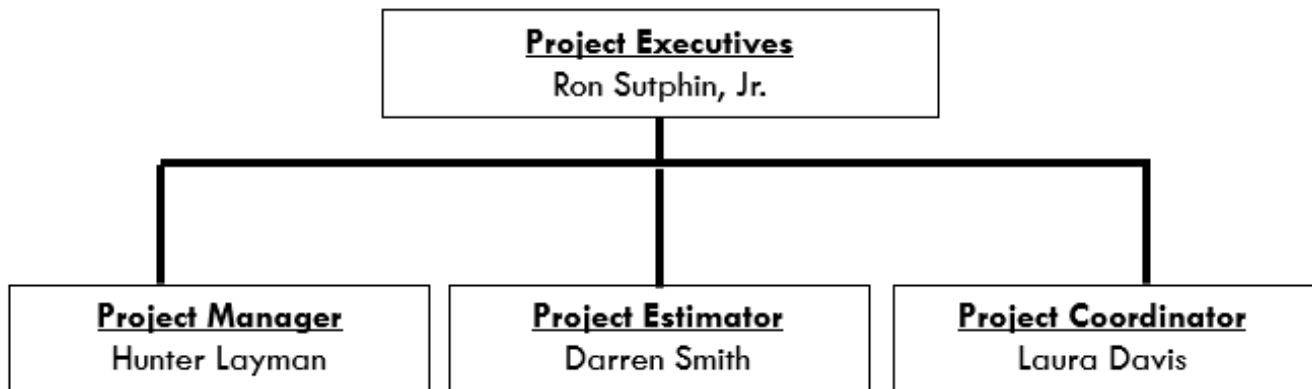
Other Qualifications

- OSHA 10 Safety Certification

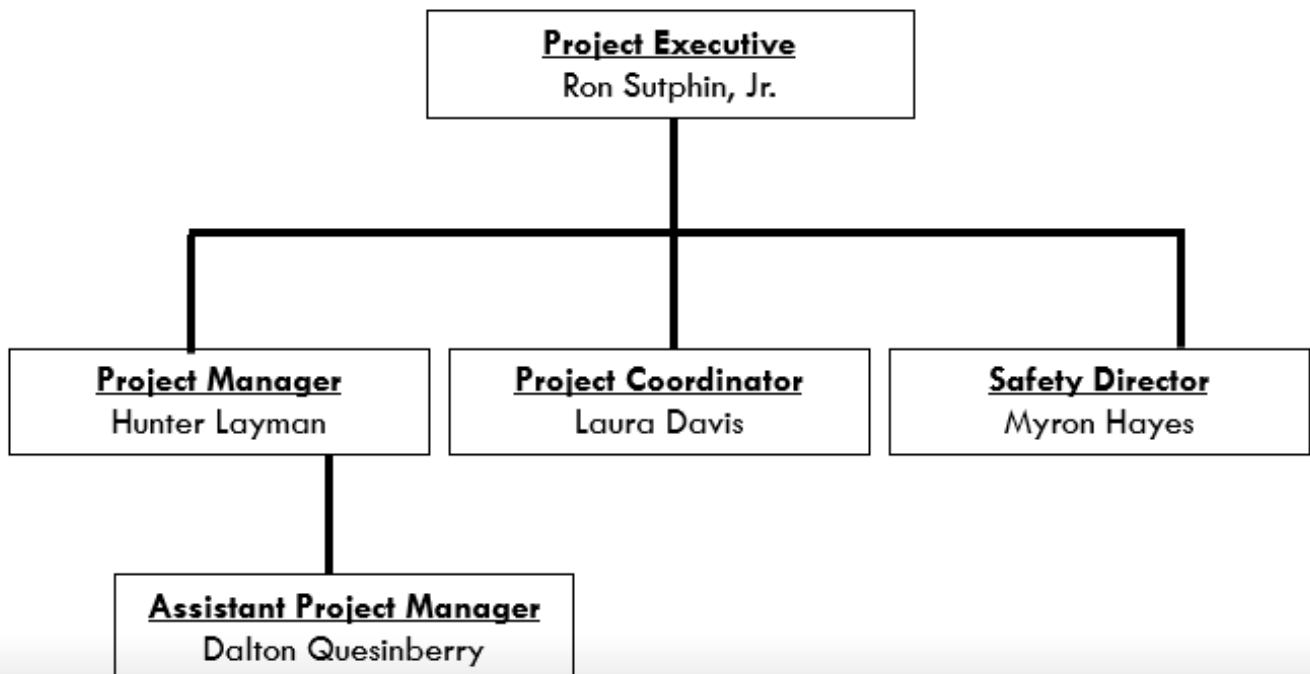
Project Organizational Chart

PROJECT ORGANIZATIONAL CHART

Pre-Construction



Construction



Project Approach



As a Construction Manager (CM) it is Hayco Construction's responsibility, in the interest of the Town, to collaborate with the architects, engineers, construction specialists, and the Design Team, in designing the facility solution through pre-construction services. As CM at Risk (CMAR) it is our responsibility to deliver the project throughout the pre-construction and construction process.


Project Approach includes three areas of focus throughout the project.

1. Pre-construction Services – This is a critical phase to the success of every project. It begins with programming and planning with the Design Team to fully understand the needs and the goals of the Town's project. With the use of the project development milestone schedule, the Design Team will have both standing and impromptu meetings/work sessions with work product deliverables. Through this process Hayco will provide expertise with input and review of the work product in:

- Programming Confirmation
- Constructability Analysis and Review
- Project Scheduling, Phasing, and Logistics
- Cost Estimating – total project and material selection
- Budgetary Analysis and Risk Management

2. Approvals and Procurement – Upon completion of Constructions Documents (CDs) the approval process continues with submission of CDs to Authorities-Having-Jurisdictions. The Design Team, with Hayco Construction, will assist the Town in gaining the approvals and permits for the project. The procurement process also continues and will be conducted in compliance with North Carolina laws and regulations, which include but not limited to:

- Preparation of bid packages and public advertise for bidders
- Pre-qualification and accept bids from first-tier subcontractors
- Selection and award to lowest responsible bidders with consideration of quality, performance, schedule, and MBE participation goals



3. Construction Management and Turn-Over – The Construction Manager will play a critical role coordinating between clients, architects, engineers, and subcontractors to ensure the project is delivered on time, within budget, and to the client's satisfaction. Effective communication and coordination will encompass:

- Safety program

- Quality control and quality assurance

- Cost control/Change Order management

- Construction scheduling

- Status reports

- Coordination with Design Team/RFI

- Authorities-Having-Jurisdiction progress inspections

- Final Inspections/Certificate of Occupancies

- Owner Turn – Over – Training, warrantee service, close-out documents



MWBE / SBE Experience

Hayco Construction, LLC, participates in hard bid, lowest accepted opportunities in the public sector on a regular basis. Utilizing MWBEs, Historically Underutilized Businesses (HUBs), and SBEs is common practice for our team. We are accustomed to meeting, and exceeding, Owner requirements for specific levels of involvement.

Our internal set of standards is to solicit a minimum participation goal of ten (10%) percent for MBEs, SBEs, and HUBs. We also offer joint check agreements to encourage these firms to participate in our projects. Balanced with our solid reputation to pay our subcontractors quickly, we find that meeting any local or state government utilization goal is always achievable. One primary example is a recent project that was completed with Appalachian State University where we achieved HUB participation of twenty-four percent (24%), more than double the required ten percent (10%).

Town of Pilot Mountain Experience

To date, we have not completed any projects directly with the Town of Pilot Mountain. However, we have been involved with the following projects inside corporate limits:

- Historical renovation along West Main Street
- Relocation of existing home near East Surry High School
- Ownership owns a future historical redevelopment project on East Main Street
- Future residential subdivision development

Insurance



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
05/31/2023

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

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

PRODUCER Jeffcoat & Jeffcoat 200 Caughman Farm Ln Lexington SC 29072		CONTACT NAME: Debbie O'Kimosh PHONE (A/C, No, Ext): (803) 490-1776 FAX (A/C, No): E-MAIL ADDRESS: debbie@jeffcoatandjeffcoat.com	
INSURED HAYCO CONSTRUCTION LLC BAYFRONT DEVELOPMENT LLC 129 CARSON ST STE C PILOT MOUNTAIN NC 27041-7459		INSURER(S) AFFORDING COVERAGE INSURER A: Selective Insurance Co of America INSURER B: Selective of the Southeast INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 12572 39926	

COVERAGES

CERTIFICATE NUMBER: CL2353102915

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDITIONAL INSURED	SUBROGATION WAIVED	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	Y	Y	S 2401669	06/04/2023	06/04/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/PROP AGG \$ 2,000,000	
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY	Y	Y	S 2401669	06/04/2023	06/04/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$	
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED. <input checked="" type="checkbox"/> RETENTION \$ 0			S 2401669	06/04/2023	06/04/2024	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000	
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	Y	WC 9070258	06/04/2023	06/04/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Blanket Builders Risk			S 2448265	06/04/2023	06/04/2024	Per Jobsite Limit \$3,000,000 Deductible \$2,500	

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

Certificate Holder is named as Additional Insured for ongoing and completed operations on a primary non-contributory basis with respects to General Liability, and Automobile Liability as required by written contract. A Waiver of Subrogation applies to Certificate Holder for General Liability, Automobile Liability and Workers Compensation policies.

CERTIFICATE HOLDER

CANCELLATION

FOR INFORMATION PURPOSES ONLY	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
-------------------------------	---

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Financial Stability



Liberty Mutual Surety

13830 Ballantyne Corporate Place
Charlotte, NC 28277
Phone (704) 759-7300
Fax (866) 548-6575

May 9, 2024

Re: Bonding Capacity of HAYCO Construction, LLC (HAYCO)

To The Town of Pilot Mountain:

Please allow this letter to serve as confirmation that HAYCO Construction, LLC (HAYCO) is a valued client of Liberty Mutual Insurance Company. Liberty Mutual is rated "A" by AM Best and is listed in the Federal Treasury List of Approved Sureties.

HAYCO Construction, LLC (HAYCO) currently has a bonding capacity of \$20,000,000 per project and a total aggregate capacity of \$50,000,000. HAYCO Construction, LLC (HAYCO). be awarded a project with your firm, it is our intention to provide the required performance and payment bonds.

Liberty Mutual reserves the right to review relevant details of any proposed contract for which a bond request has been made prior to release of any bonds. Any agreement to execute bonds is contingent upon the ongoing application of Liberty Mutual's underwriting standards, acceptable contract and bond forms, satisfactory evidence of adequate financing and an appropriate request from HAYCO Construction, LLC (HAYCO) for Liberty Mutual to provide bonds.

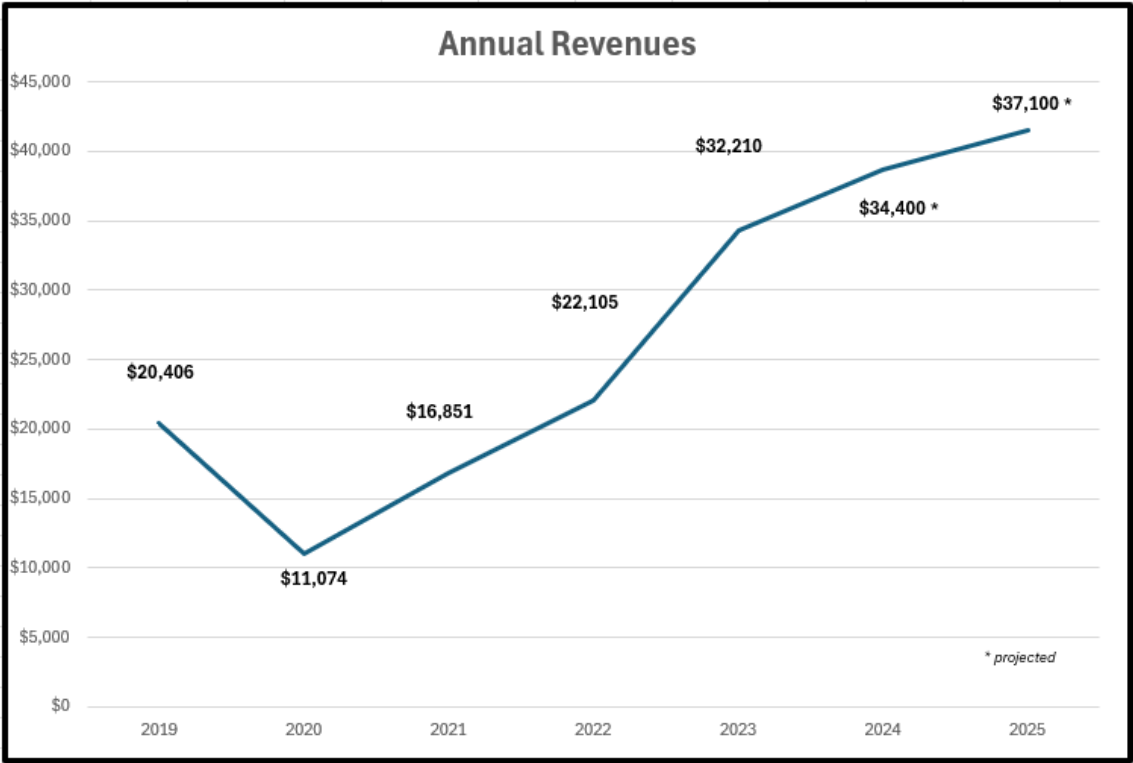
Best Regards,

A handwritten signature in black ink, appearing to be "Mike Coale".

Mike Coale
Underwriter

Financial Stability

We take pride in our financial growth and stability. Below is a chart of the last several years of gross revenues along with projections for both 2024 and 2025. Also, please note that our firm has zero corporate debt and currently has access to a \$4M unencumbered line of credit.



Annual Revenues in Thousands

YEAR	PROJECT COUNT
2019	56
2020	37
2021	45
2022	41
2023	36
2024	38

Legal History

*Pending Litigation: **None.***

*Construction Manager or Construction Manager at Risk Default: **None.***

*Debarments or Suspensions: **None.***



Additional: Safety / Accident Prevention Program

We created our first safety program in early 2014. The business maturation that we have seen since the original adoption of this first program allowed us to focus on the topic. This focus has provided us a solid safety program and is reflective in all areas of the business. Since 2017 we have reviewed and revised our safety program and safety manual annually for any adoptive changes that might be necessary. We also moved one of the partners in to be the designated Safety Director to demonstrate the importance.

Below is our Mission Statement for our current safety program. It speaks to the importance that the subject plays in all facets of our business.

=====

MISSION STATEMENT

Providing a safe environment for our clients, our associates, and our teammates is the primary mission for all of us at Hayco Construction, LLC. We will strive to eliminate unsafe conditions and minimize related risks by:

- Identifying and supporting safe work practices,
- Promoting safety awareness for all levels of employees,
- Furnishing the necessary tools and protective equipment, and
- Providing employee training and education to identify and correct unsafe conditions.

=====

Based on our most recent OSHA 300A form filed with the Department of Labor, at the conclusion of 2023, we had zero cases, zero days missed, and zero injuries related to the 31,219 total work hours. A copy of this report will be made available upon request.



P.O. Box 100 • 615 West Main Street • Pilot Mountain,
North Carolina 27041

Phone (336) 368-2788 • Fax (336) 368-1001

**Pilot Mountain – Armfield Center - CMAR
Qualifications**

Town of Pilot Mountain – Armfield Center CMAR

CONTENTS

- 1) LETTER*
- 2) GARANCO, INC. HISTORY AND COMPANY STRUCTURE*
- 3) PROJECT EXPERIENCE - CMAR*
- 4) PROJECT EXPERIENCE – PARKS AND RECREATION*
- 5) PROJECT TEAM AND RESUMES*
- 6) PROJECT APPROACH*
- 7) MWBE/SBE PARTICIPATION PLAN*
- 8) CERTIFICATE OF INSURANCE*

Letter

GARANCO, Inc. is a trusted contractor with nearly 30 years in service. During our tenure as a general contractor we have completed projects of all types, sizes, and complexities. We have been a part of various civic and municipal projects, including several in the parks and recreation field. Our experience allows us to deliver quality projects in budget, and on schedule.

Our location in Pilot Mountain gives us a unique insight into the importance the Armfield Center plays in the community here. It is not only a recreation center, but a gathering place for the people of Pilot Mountain and Surry County as a whole to come and fellowship over sports, games, fitness, and music. We believe our foundation in this community allows us to understand the need for this project, and to see that under our guide as the construction manager a quality product is delivered.

It would be our pleasure and our honor to be able to work side-by-side with the Armfield Center on this project. We would privileged to show the Town of Pilot Mountain and surrounding communities our professional workmanship that will enhance the use of this great facility. We thank you for allowing GARANCO, Inc. the opportunity to submit our firms' qualifications for this project.

P.O. Box 100 ♦ 615 West Main Street ♦ Pilot Mountain, North Carolina 27041

Phone (336) 368-2788



Fax (336) 368-1001



OUR COMPANY

Garanco, Inc. is an unlimited licensed general contractor located in Pilot Mountain, North Carolina. Founded in 1995 by Gary and Randy Stanley, Garanco is built on over 80 years of combined construction experience.

We pride ourselves on being personally involved with every aspect of your project. We will be with you from the planning stages, on the job site, and when the project is completed. Each job is staffed with our highly capable and knowledgeable superintendents. They are all experienced in the construction process, and conscientious of jobsite cleanliness and safety.

GARANCO EMPLOYMENT HISTORY

EMPLOYEE	POSITION	TENURE
Adam Stanley	President	20 Years
Ricky White	Vice President	22 Years
Gary Stanley	Secretary	28 Years
Randel Stanley	Treasurer	28 Years
Adrienne Hicks	Office Manager	15 Years
Kim Horton	Asst Office Manager	11 Years
Jake White	Senior Project Manager	18 Years
Nick Stanley	Project Manager	17 Years
Jordan White	Project Manager	17 Years
Jordan Snow	Project Manager	3 Years
Don Branch	Superintendent	27 Tears
Tim Keck	Superintendent	19 Years
Gary Pittman	Superintendent	17 Years
John Akers	Superintendent	13 Years
Darrell Oakley	Superintendent	7 Years
Miguel Ocampo	Superintendent	9 Years
Myles Branch	Superintendent	7 Years
Shane Oakley	Superintendent	4 Years
Chase Holder	Superintendent	5 Years
Josh Kaufhold	Superintendent	5 Years
Spencer Douglas	Superintendent	5 Years
Elvis Alfonso	Superintendent	4 Years
Jamie Davis	Superintendent	2 Years
Stephen Cannoy	Superintendent	1 Year
Troy Jessup	Superintendent	1 Year

P.O. Box 100 ♦ 615 West Main Street ♦ Pilot Mountain, North Carolina 27041

Phone (336) 368-2788



Fax (336) 368-1001

Company Profile

Licensed in: North Carolina - #34928
South Carolina - #G98991
Virginia - #2705045328
W. Virginia - WV047302
Georgia - GCQA004622
Tennessee - 9530217



Multi-Family * Religious * Civic * Retail * Commercial * Industrial



Pilot Mountain, North Carolina
Phone: (336) 368-2788
www.garanco.com

PROJECT EXPERIENCE - CMAR

Acquoni Road Apartments

The project consists of four 3-story apartment buildings with 32 units totaling 39,000 square foot of construction. Completed in January 2023. Worked with the architect during early stages of plan development through the final designs of the project to assist in budget pricing. Change orders to the project included a fiber optic security camera system.

Contract Completion: 639 days
Actual Completion: 547 days

CMAR Price: \$ 7,140,000.00
Completion Price: \$ 7,204,090.00

CM Fees: Pre-Construction – 1% Project Cost - \$63,130
General Conditions – 9% Cost of Construction - \$521,290
Overhead & Profit – 6% Project Cost - \$378,800

Owner Contact – Edwin Taylor
EBCI Housing & Community Development
687 Acquoni Road
Cherokee, NC 28719
(828) 359-6903 Phone
etaylor@ebci-nsn.gov

P.O. Box 100 ♦ 615 West Main Street ♦ Pilot Mountain, North Carolina 27041

Phone (336) 368-2788



Fax (336) 368-1001



Forsyth Technical Community College Strickland Building Phase III

The project is a 70,000 square foot interior renovation of an educational facility. As the construction manager of this project we worked closely with the architect, owner, state construction office, and subcontractors to provide budget pricing, value engineering, phasing, and scheduling services. Since this project is in an occupied area, phasing was used to allow the owner to occupy existing areas, and completed areas early. The project was completed in July, 2024.

Contract Completion: 540 days
Estimated Completion: 500 days

CMAR Price: \$ 14,508,889.00
Est. Completion Price: \$ 13,208,000.00

CM Fees: Pre-Construction – 3% Project Cost - \$432,000
Construction Fees – 10% Cost of Work - \$1,313,280

Owner Contact – Scott Booth
Forsyth Technical Community College
2100 Silas Creek Parkway
Winston-Salem, NC 27103
(336) 734-7521

P.O. Box 100 ♦ 615 West Main Street ♦ Pilot Mountain, North Carolina 27041

Phone (336) 368-2788



Fax (336) 368-1001

Highway 19 Apartments

This project consisted of four 3 Story buildings and one community building completed in two phases, 84 units of apartments, totaling 103,436 square feet. Slab on grade, wood framed, fiber cement siding exterior. Completed in 2021. We provided budget pricing early in the design phase with updated pricing at the end of the design phase, along with some value engineering options to bring the pricing into the owner's budget and to allow for a contingency fund as recommended. The project was originally three buildings and the community building. The owners purchased an adjacent lot midway through construction and added the fourth building as a change order to the original contract.

The project was originally scheduled for 78 weeks and after the addition of the fourth apartment building revised to a total of 140 weeks.

Contract Completion:	140 Weeks
Actual Completion:	138 Weeks

Bid Price:	\$ 8,388,486
Completion Price:	\$ 12,750,862

Owner Contact – Edwin Taylor
EBCI Housing & Community Development
687 Acquoni Road
Cherokee, NC 28719
(828) 359-6903 Phone
etaylor@ebci-nsn.gov

P.O. Box 100 ♦ 615 West Main Street ♦ Pilot Mountain, North Carolina 27041

Phone (336) 368-2788



Fax (336) 368-1001

PROJECT EXPERIENCE – PARKS & RECREATION

Tobaccoville Village Park Improvements

The project consists of asphalt walking trail, 9 hole disc golf course, beach volleyball court, picnic shelter, and amphitheater. Estimated to be complete in July, 2024.

Contract Completion: 120 days
Actual Completion: 140 days

Contract Price: \$ 641,750.00
Completion Price: \$ 642,748.00

Owner Contact – Dan Corder
Tobaccoville Village Manager
PO Box 332
Tobaccoville, NC 27050
(336)983-0029 Phone
administrator@tobaccovillenc.org

P.O. Box 100 ♦ 615 West Main Street ♦ Pilot Mountain, North Carolina 27041

Phone (336) 368-2788



Fax (336) 368-1001

Avery County Pool

The project consisted of a 5,000 sqft pool house with locker rooms, offices, bathrooms, and a new 5,600 sqft pool with associated pool equipment.

Contract Completion: 225 days
Estimated Completion: 500 days

Contract Price: \$ 2,752,300.00
Completion Price: \$ 3,100,746.00

Owner Contact – Phillip Barrier
Avery County, County Manager
175 Linville St
Newland, NC 28657
(828)733-8201
phillip.barrier@averycountync.gov

P.O. Box 100 ♦ 615 West Main Street ♦ Pilot Mountain, North Carolina 27041

Phone (336) 368-2788



Fax (336) 368-1001



Jack Warren Park Improvements

This project consists of 2,100 linear foot natural walking trail, 18 hole disc golf course, sidewalks, and amphitheater. Project began July, 2024

Contract Completion: 140 Days
Estimated Completion: 100 Days

Bid Price: \$ 420,176.14
Est Completion Price: \$ 420,176.14

Owner Contact – Jon Hanna
Town of Lewisville, Public Works Director
6510 Shallowford Road
Lewisville, NC 27023
(336) 945-1020 Phone

P.O. Box 100 ♦ 615 West Main Street ♦ Pilot Mountain, North Carolina 27041

Phone (336) 368-2788



Fax (336) 368-1001



Grandfather Mountain State Park

We have worked on two projects at Grandfather Mountain State Park. The first completed in 2017 included a restroom building, parking lot, one mile of trail, and a 60 foot fiberglass pedestrian bridge. The second project is in its final stages and is a 4,300 sqft maintenance building with associated site work. This project is anticipated to be complete in August of 2024.

Contract Completion:	140 Days
Estimated Completion:	100 Days

Bid Price (combined):	\$ 3,175,400
Est Completion Price:	\$ 3,390,356

Owner Contact – Craig Autry
NC State Parks, Project Manager
1615 Mail Service Center
Raleigh, NC 27699
(919)422-1371 Phone

P.O. Box 100 ♦ 615 West Main Street ♦ Pilot Mountain, North Carolina 27041

Phone (336) 368-2788



Fax (336) 368-1001

Proposed Project Team

- Project Executive – Gary Stanley
- Senior Project Manager – Nick Stanley – Main Contact
- Superintendent – Gary Pittman

P.O. Box 100 ♦ 615 West Main Street ♦ Pilot Mountain, North Carolina 27041

Phone (336) 368-2788



Fax (336) 368-1001



Gary Stanley
Corp Secretary



GARY'S EXPERIENCE

Gary has worked in the construction industry for over 45 years. He co-founded GARANCO, Inc in 1995 with the goal of building a company based on honesty, integrity, and quality construction. In his time at GARANCO, he has managed many multi-family, commercial, and religious projects. Gary's vast knowledge, experience, and attention to detail make all his projects speak for themselves.

PROJECT EXPERIENCE	COST
Mother Teresa Villas	\$ 2,850,000
Campbell Ridge Apartments	\$ 1,300,000
Villas at Christian Village	\$ 4,100,000
ARC Orange County Apartments	\$ 880,000
Salem Fork Baptist Church	\$ 1,100,000
HWY 19 Apartments Phase 1	\$ 8,388,486

FAVORITE QUOTES

"I can do all things through christ who strengthens me" - Phillipians 4:13

EDUCATION

Construction Management
Surry Community College

AREAS OF EXPERIENCE

CIVIC • COMMERCIAL •
INDUSTRIAL • MULTI-FAMILY •
RELIGIOUS • RETAIL

YEARS OF EXPERIENCE

51 YEARS

HOBBIES & COMMUNITY INVOLVEMENT

- Salem Fork Baptist Church
Deacon
- Salem Fork Baptist Church
Sunday School Director
- Spending time with Family
- Yardwork



SALEM FORK BAPTIST



MOTHER TERESA VILLAS



ARC ORANGE COUNTY

P.O. Box 100 615 West Main Street Pilot Mountain, North Carolina 27041
Phone (336) 368-2788 Fax (336) 368-1001





Nick Stanley

PROJECT MANAGER



NICK'S EXPERIENCE

Nick has been working at GARANCO, Inc since 2007, first as a Field Superintendent before being promoted to Project Manager in 2015. Nick has worked on various projects including educational, religious, multi-family housing, commercial and industrial facilities. In his role as Project Manager, Nick works closely with subcontractors, designers, and owners to keep projects in budget and on schedule.

PROJECT EXPERIENCE	COST
Grand Father Mountain State Park Trailhead	\$ 1,600,000
Alleghany County Public Library	\$ 740,000
Acquoni Road Apartments	\$ 7,204,090
Surry Community College - Yadkin Training Center	\$ 3,329,935
JR Lynch & Sons Corporate Office	\$ 1,231,650

FAVORITE QUOTES

"We make a living by what we get, but we make a life by what we give" - Winston Churchill

EDUCATION

Construction Management
Surry Community College

AREAS OF EXPERIENCE

CIVIC • COMMERCIAL •
INDUSTRIAL • MULTI-FAMILY •
RELIGIOUS • RETAIL

YEARS OF EXPERIENCE

15 Years
8 yrs - Superintendent
7 yrs - Project Manager

HOBBIES & COMMUNITY INVOLVEMENT

- Salem Fork Baptist Church Choir, Youth Committee, and Nominating Committee
- Spending time with family
- Eagle Scout



GRANDFATHER MTN TRAILHEAD



ALLEGHANY COUNTY LIBRARY



SCC YADKIN TRAINING CENTER

P.O. Box 100 615 West Main Street Pilot Mountain, North Carolina 27041
Phone (336) 368-2788 Fax (336) 368-1001



Gary Pittman
Superintendent

Gary Pittman joined GARANCO, Inc in 2006. He shares with us over 30 years of construction experience and his wit and knowledge makes working with him a pleasure. No task is ever too small or too big for Gary.

Recently completed projects to his credit include (but not limited to) the following:

- **Tobaccoville Village Park Improvements**
Walking trail, 9 hole disc golf course, beach volleyball court, picnic shelter and amphitheater.
\$642,000.
- **McIntyre Manufacturing - 2024**
Additions and renovations to manufacturing facility over 3 phases totaling
350,000 SqFt
\$12,978,000
- **Yachiyo Manufacturing Addition – Carrollton, GA - 2020**
Additions and renovation to auto parts manufacturing facility totaling
150,000 SqFt
\$3,850,000
- **Grandfather Mountain State Park Trailhead – Banner Elk, NC- 2017**
New restroom facility, 100 car parking lot, one mile natural trail, and 60' pedestrian bridge
\$1,600,000
- **Pittsburgh Glass Works – Elkin, NC – 2015**
Interior Upfit of Existing 400,000 SqFt Factory including Floor and Washer Trenches, Human Resources Office and Lobby, Glass Lines
\$3,500,000.

Project Approach

Each GARANCO, Inc. project is led by a Project Manager and a Construction Superintendent who oversees the work on the job site. This team of experts work closely with owners to ensure that each phase of the construction process is handled professionally. As Project Managers, we pride ourselves on being personally involved with every aspect of your project, from conceptual planning stage, to pre-construction phase, to construction phase and to handing over the keys. We are experienced with the CMAR process, specifically within the State of North Carolina's regulations. We will develop bid packages for each trade, and compile multiple competitive bids from qualified subcontractors for each package.

PRE-CONSTRUCTION PHASE

The Project Manager begins the pre-construction phase of each job by ensuring that they have a firm understanding of each project. They work collaboratively with the Architect, Engineers and the Owner to coordinate design of the project, to establish budget pricing, final cost estimating and scheduling. They also provide input to identify costly items and offer alternatives to reduce the total building expense.

CONSTRUCTION PHASE

As mention above, the same Project Manager from the pre-construction phase will also handle all construction during the construction phase. Services provided during the construction phase include:

- Project Management
- Construction Scheduling
- Cost Control
- Document Control
- Risk Management
- Safety Management
- Quality Control
- Change Management
- Project Close-out / Warranties

P.O. Box 100 ♦ 615 West Main Street ♦ Pilot Mountain, North Carolina 27041

Phone (336) 368-2788



Fax (336) 368-1001

HUB/TERO Participation Plan

GARANCO, Inc. strives to include minority participation in all of our projects. To accomplish this we will negotiate fairly with all M/WBE firms. Below are some of the ways that we encourage minority participation on our projects.

- We send out plans to all bidders via internet and will print, at no cost, plans needed by subcontractors.
- Trades with high material/equipment cost that may limit M/WBE firms from participating were broken out and offered as labor only bids.
- We do provide equipment as necessary to allow M/WBE participation.
- We work with subcontractors on joint check agreements.
- We will not require M/WBE firms to provide bonding for this project.
- We do provide a quick pay agreement (2 week pay) to assist subcontractors that may not be able to participate or otherwise deemed to be high labor cost trades.

Minority Goal:

The minority participation varies on job scope and workload from subcontractors. Base on the scope of this project and recent completed jobs with similar scope, the minority goal for this particular project would be 10-20%.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

11/19/2023

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

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

PRODUCER D.G. Smith & Co., Inc. 7361 Bay Cove Court Denver NC 28037		CONTACT NAME: Sam Smith PHONE (A/C, No, Ext): 704-280-3792 E-MAIL ADDRESS: sam@allinsurancenc.com FAX (A/C, No):	
INSURED Garanco, Inc. P.O. Box 100 Pilot Mountain NC 27041		INSURER(S) AFFORDING COVERAGE INSURER A: Penn National Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER		CX9 0774825	10/01/2023	10/01/1024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		AX9 0774825	10/01/2023	10/01/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000		UL9 0774825	10/01/2023	10/01/2024	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N Y N/A	WC9 0774825	10/01/2023	10/01/1024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

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

Certificate Holder listed below is included as an Additional Insured on the above referenced policies.

CERTIFICATE HOLDER

For Records Only

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Town of Pilot Mountain
Request for Qualifications (RFQ)
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	b. CMAR Defaults
	c. List of Debarments
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J.G. CORAM COMPANY, INC. • GENERAL CONTRACTOR

Michael Boaz, Town Manager
Town of Pilot Mountain
Town Hall
124 W. Main Street
Pilot Mountain, NC 27041

Re: Armfield Civic Center Renovation

On behalf of J.G. Coram Company, Inc., I would like to thank you for allowing us the possibility to contribute to the renovation of the Armfield Civic Center. Our firm is uniquely positioned geographically, and extremely capable of performing the scope of work required for this CMAR project.

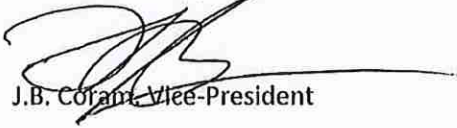
We recently completed a CMAR project with the Mount Airy City School – Renovation of the CTE Building at Mount Airy High School. We are currently working with them on a 2nd CMAR project which involves the Renovation of the old Junior High Building. We have experience and an understanding of the CMAR process and the NC General Statutes 143-64.31.

The individual that will be responsible for this project within our firm is Buzz Wilmoth; Buzz's contact information is listed below:

Buzz Wilmoth
J.G. Coram Company, Inc.
Project Manager/Estimator
1922 Caudle Drive
Mount Airy, NC 27030
Office: 336-789-6251 Ext. 208 Mobile: 336-401-3320
Email: buzz@jgcoram.com

Buzz has been with J.G. Coram Company, Inc. for 18 years. A graduate of Appalachian State University in Construction Management and Business he serves in the capacity of head project manager/estimator. He is a diligent scheduler, and excellent communicator with his Superintendents as well as the Owners. Buzz's contributions to our construction firm lies in his ability to conceive and implement a construction management plan that is based on the Client's specific criteria. He will communicate at every turn and make every effort to maintain Budget and Schedule throughout the construction process.

J.G. Coram Company, Inc.


J.B. Coram, Vice-President

2. Company Profile

J.G. Coram Company, Inc. has been headquartered in Mount Airy for 46 years and we are currently in the 3rd generation of Coram family ownership. We are licensed in North Carolina, South Carolina, Virginia, West Virginia, Tennessee and Georgia.

Our organizational structure consists of our Company President, Vice President, Controller and Project Managers in addition to our administrative and office staff as well as our field employees that consist of project superintendents and laborers.

Each Project Manager is responsible for overall project coordination, subcontractor selection and works directly with the project superintendent on a daily basis. Communication with the design team and Owners will be as needed or as frequently as the parties agree upon.

Our project superintendents will be in charge of day-to-day responsibilities and ensuring jobsite safety, compliance with plans to ensure the least amount of disruption possible during the project.

3. Company CMAR Experience

J.G. Coram Company is in our 46th year of business and has completed thousands of new and remodel construction projects over these years. The primary methods of contract delivery over our history have been Design-Build and Bid-Build. The Construction Manager at Risk delivery method was established less than 2 decades ago to increase flexibility of construction delivery methods for state funded and municipal projects. There have been very few CM at Risk projects in our geographic area over the last 20 years.

The CM at risk is not a new method of managing, building or completing projects, but merely a delivery method to assist architects and the end client during the pre-design and design development process by allowing real-time contractor feedback to plan changes and pricing developments during the design portion of the project. From a pragmatic approach, this is essentially what we have been doing with our Design-Build projects over the past 40 years.

Please see examples below of our previous Design-Build, CM at Risk projects:

Mount Airy High School – CM@R E/S Renovation to Old Junior High Building

JG Coram has been awarded the project and is going through the preliminary workup to begin the project.

Mount Airy High School – CM@R Renovation of CTE Building

Project Description: CM@R design and construction of a 14,070-sf renovation of CTE Building. Project included ADA Restrooms renovations, door slabs and hardware replacement, new elevator and shaft, HVAC replacement, new covered sidewalk, new ADA Ramp, new prefinished metal awning.

Construction Duration: 270 days

Final Cost: \$1,880,403.00

Pre-Construction Service Performed: Worked Collaboratively and proactively with the Owner and Architect to design and develop the work to support the Owner's budget. This was accomplished by developing safe work practices, recommending site logistics, and phasing construction scheduling. Provided cost estimating and cost saving alternatives. Worked on constructability issues prior to subcontract bidding. Provided value engineering options for cost considerations. Participated in design reviews. Worked with our top tier subcontractors to insure cost savings as well as dedication to performance.

References: WM2A Architects, Yancey Powers, AIA, M:276-266-3356, YanceyPowers@WM2A.com

Coram Staff: Mark Hiatt, PE was involved with initial CM@R process and Buzz Wilmoth was responsible for the construction process.

Mayberry Mall – Exterior, Corridor & Tenant Upfits

Project Description: Due to a leaking roof and structural issues, the Mall was not safe for the public to occupy. We worked with WRS Realty and North State Design Group, PLLC to identify areas in need, repair deteriorated areas, re-establish utilities and design the common areas and tenant spaces to fit the client's needs.

Construction Duration: April 2020 – July 2021

Final Cost: \$4.7M

Pre-Construction Service Performed: Provided detailed information of existing structural elements and pre-existing issues in order to facilitate the design of the common areas and tenant spaces. Provided real-time pricing and feedback on material and equipment selections so decisions could be made and specifications established.

References: North State Design Group, Tony Chilton, M: 336-416-5727, email: tonyc@nsdgrp.com

WRS Realty, Steve Miller, M: 423-290-9243, email: smiller@wrsrealty.com

Coram Staff: Mark Hiatt, PE was directly involved in all phases of the mall design and construction.

Shepherd's House

Project Description: Women's Shelter able to house 48 clients, 3 story 11,190 sf building with a commercial kitchen.

Construction Duration: January 2021 – May 2022

Final Cost: \$1.9M

Pre-Construction Service Performed: Provided continuous feedback on preliminary design and pricing in order to provide real-time feedback on material and equipment selections so design decisions could be made and products ordered in a timely manner.

References: Shepherd's House Director: Jana Elliott M: 336-972-5266,
email: director@shepherdshousema.org

Coram Staff: Jerry Coram was directly involved in all phases of the Shepherd's House design and construction.

Blue Ridge Eye Care Associates

Project Description: Remodel of an existing 12,600 SF Elks Lodge building to Medical use.

Construction Duration: May 2020 – June 2021

Final Cost: \$1,540,000

Pre-Construction Service Performed: Review design criteria with owner. Engage project designer and furniture / equipment vendors to develop layout to suit client's needs. Provided pricing on multiple design options and material selections so firm decisions could be made.

References: Dr. James Williams, M: 276-233-7255, drwilliams94@aol.com

Coram Staff: Jerry Coram has been directly involved in all phases of the Blue Ridge Eye Care project.

Consolidated Container Company now Altium Packaging

Project Description: Design and Remodel of the existing Bassett furniture building on Sheep Farm Road in Mount Airy to include an on-site blow molding operation.

Construction Duration: December 2015 – August 2016

Final Cost: + \$1.1M

Pre-Construction Service Performed: Review design criteria and scope of work with owner. Engage project designers and blow-molding equipment vendors to develop layout to suit client's needs. Engaged in multiple subcontractor meetings and provided pricing during schematic design so firm **decisions could be made.**

References: CCC-Altium Packaging, Mike Troup, Retired in 2020

North State Design Group, Tony Chilton, M: 336-416-5727, email: tonyc@nsdgrp.com

Coram Staff: Mark Hiatt, PE has been directly involved in all phases of the Altium Packaging project.

4. Company Parks and Recreation Experience

Job Name: Greenway Bridge Repair

Client: Mount Airy Parks and Recreation

Description of Project: Replaced bridges on Greenway

Start and Completion:

Construction Method: Bid

Cost: \$107,850.00

Contact: Darrin Lewis

Phone Number:

Job Name: City Hall, Library, Reeves

Client: City of Mount Airy

Description of Project: Sealed Granite

Start and Completion

Construction Method: Bid

Cost: \$107,900.00

Contact: Darren Lewis

Phone Number:

Job Name: Andy Griffith Playhouse/SAC and Library

Client: City of Mount Airy

Description of Project: Restroom Renovations

Start and Completion:

Construction Method: Bid

Cost: \$120,850.00

Contact: Darren Lewis

Phone Number:

5. Proposed Team

The lead Project Manager will be Buzz Wilmoth. Buzz has 18 years as a Project Manager/Estimator with Coram. He is a graduate of Appalachian State University majoring in Construction Management and Business. He is diligent, scheduler and excellent communicator with his superintendents as well as the owners. Buzz was the PM on the CM@R Project at Mount Airy High School CTE Building and is presently working with Mount Airy High School again on a second CM@R Project – Junior High Building Renovation after being chosen to do the project out of several General Contractors who pre-qualified. Superintendent selection will be made when dates become available. Our superintendents average 20+ years of experience and are competent, driven and have excellent communication skills. Our superintendents hold OSHA 30 Certification as well as CPR/First Aid Certification placing safety as a main goal on every project they are in charge of.

6. Firm's Approach To Executing The Project's

a. General Approach: We will understand and analyze the project requirements. We will employ a flexible collaboration-heavy approach to each component and stage of the construction project. This type of approach will allow us to adapt to changes quickly while minimizing the impact on the project budget and schedule. We will work closely with Architect and Owner to deliver results quickly and efficiently.

1. Self-Perform Work: We anticipate and normally self-perform the following construction activities:

- ◆ Site – Project Supervision and Project Management
- ◆ Foundation Layout, Excavation and Installation of Concrete
- ◆ Layout and set all embedded steel plates and anchors in masonry or concrete walls
- ◆ All Rough Carpentry & Blocking
- ◆ All Finish Carpentry Trim work
- ◆ Installation of Doors, Frames and Hardware
- ◆ Installation of Toilet Accessories and Owner Supplied Items

2. Owner / Architect Expectations:

- ◆ Communicate and respond promptly to Contractor RFI's
- ◆ Make submittal selections in a timely manner to minimize disruptions
- ◆ Keep payment applications current
- ◆ Once the plans are approved and the project is permitted, we do not anticipate needing any architectural or engineering support to complete the Construction Scope of Work, unless unforeseen issues are encountered.

b. Preconstruction Services:

- ◆ We will work closely with the Architect and Design Team Members to help analyze and establish an overall cost budget and strategic construction plan for this project.
- ◆ We have a conference room with full video capabilities to engage in virtual design meetings. We have taken part in hundreds of virtual design and project meetings over the past few years.
- ◆ As the detailed drawings are being developed, we will help plan anticipated schedules, budgets and manpower projections for the project.
- ◆ We will review the project phasing and site logistics to ensure a that all construction trades can perform their scope of work in a safe and workmanlike manner.
- ◆ We will work with Armfield and Town of Pilot Administrators to ensure that construction personnel can access and enter the project site without disruption to the staff.
- ◆ We will actively engage with material suppliers and installing subcontractors to come up with alternative products or systems that are readily available to ensure project schedule is maintained.
- ◆ We will establish bid scopes for the various phases of work and solicit qualified subcontractor bids in those phases.

7. MWDBE/SBE

Our Minority Business Program is dedicated to providing equal access to information and opportunities for minority, women-owned, and disadvantaged business enterprises (M/W/DBE) as well as Historically Underutilized Business (HUB) and Small Business Enterprises (SBE). We are truly invested in providing equal access and opportunity for participation in all construction projects.

8. Town of Pilot Mountain Experience

We have completed major projects throughout Surry County; the last large project was the renovation of Mountain Park Elementary, Franklin Elementary and Dobson Elementary. The contract amount for that job was \$22,993,844.00. Our footprint is throughout Surry County but we do not have experience working in the Town of Pilot Mountain.

9. Insurance

See attached.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

05/31/2024

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

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

PRODUCER Mountcastle Insurance P.O. Box 1937 Lexington NC 27293-1937	CONTACT NAME: Michele Stanley PHONE (A/C, No, Ext): (336) 249-4951 E-MAIL: mstanley@mountcastleinsurance.com ADDRESS: INSURER(S) AFFORDING COVERAGE INSURER A: The Phoenix Insurance Company INSURER B: The Charter Oak Fire Insurance Company INSURER C: Travelers Property Casualty Company of America INSURER D: INSURER E: INSURER F:	NAIC # 25623 25615 25674
INSURED J.G. Coram Company, Inc. 1922 Caudle Dr. Mount Airy NC 27030		

COVERAGES

CERTIFICATE NUMBER: 24-25 Master COI

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY	Y	Y	DT-CO-0S726583-PHX-24	04/15/2024	04/15/2025	EACH OCCURRENCE \$ 1,000,000	
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000	
							MED EXP (Any one person) \$ 5,000	
							PERSONAL & ADV INJURY \$ 1,000,000	
	GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						GENERAL AGGREGATE \$ 2,000,000	
	OTHER:						PRODUCTS - COMP/OP AGG \$ 2,000,000	
B	AUTOMOBILE LIABILITY	Y	Y	810-0S726405-24-26-G	04/15/2024	04/15/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000	
	<input checked="" type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$	
	<input type="checkbox"/> OWNED AUTOS ONLY						BODILY INJURY (Per accident) \$	
	<input type="checkbox"/> HIRE AUTOS ONLY						PROPERTY DAMAGE (Per accident) \$	
	<input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY						\$	
C	<input checked="" type="checkbox"/> UMBRELLA LIAB	Y	Y	CUP-0S727715-24-26	04/15/2024	04/15/2025	EACH OCCURRENCE \$ 8,000,000	
	<input type="checkbox"/> EXCESS LIAB						AGGREGATE \$ 8,000,000	
	<input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000						\$	
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	Y/N	N/A	Y	UB-0S726767-24-26-G	04/15/2024	04/15/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)							E.L. EACH ACCIDENT \$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below							E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
								E.L. DISEASE - POLICY LIMIT \$ 1,000,000

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

Blanket additional insured applies with regards to auto & general liability (ongoing & completed operations) when required by written contract. Coverage is primary & noncontributory when required by written contract. Waiver of subrogation applies with regards to all policies when required by written contract.

CERTIFICATE HOLDER

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Dina B. Johnson

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

BUSINESS AUTO EXTENSION ENDORSEMENT

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM

GENERAL DESCRIPTION OF COVERAGE – This endorsement broadens coverage. However, coverage for any injury, damage or medical expenses described in any of the provisions of this endorsement may be excluded or limited by another endorsement to the Coverage Part, and these coverage broadening provisions do not apply to the extent that coverage is excluded or limited by such an endorsement. The following listing is a general coverage description only. Limitations and exclusions may apply to these coverages. Read all the provisions of this endorsement and the rest of your policy carefully to determine rights, duties, and what is and is not covered.

- | | |
|---|---|
| A. BROAD FORM NAMED INSURED | H. HIRED AUTO PHYSICAL DAMAGE – LOSS OF USE – INCREASED LIMIT |
| B. BLANKET ADDITIONAL INSURED | I. PHYSICAL DAMAGE – TRANSPORTATION EXPENSES – INCREASED LIMIT |
| C. EMPLOYEE HIRED AUTO | J. PERSONAL PROPERTY |
| D. EMPLOYEES AS INSURED | K. AIRBAGS |
| E. SUPPLEMENTARY PAYMENTS – INCREASED LIMITS | L. NOTICE AND KNOWLEDGE OF ACCIDENT OR LOSS |
| F. HIRED AUTO – LIMITED WORLDWIDE COVERAGE – INDEMNITY BASIS | M. BLANKET WAIVER OF SUBROGATION |
| G. WAIVER OF DEDUCTIBLE – GLASS | N. UNINTENTIONAL ERRORS OR OMISSIONS |

PROVISIONS

A. BROAD FORM NAMED INSURED

The following is added to Paragraph A.1., **Who Is An Insured**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**:

Any organization you newly acquire or form during the policy period over which you maintain 50% or more ownership interest and that is not separately insured for Business Auto Coverage. Coverage under this provision is afforded only until the 180th day after you acquire or form the organization or the end of the policy period, whichever is earlier.

B. BLANKET ADDITIONAL INSURED

The following is added to Paragraph c. in A.1., **Who Is An Insured**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**:

Any person or organization who is required under a written contract or agreement between you and that person or organization, that is signed and executed by you before the "bodily injury" or "property damage" occurs and that is in effect during the policy period, to be named as an additional insured is an "insured" for Covered Autos Liability Coverage, but only for damages to which

this insurance applies and only to the extent that person or organization qualifies as an "insured" under the **Who Is An Insured** provision contained in Section II.

C. EMPLOYEE HIRED AUTO

1. The following is added to Paragraph A.1., **Who Is An Insured**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**:

An "employee" of yours is an "insured" while operating an "auto" hired or rented under a contract or agreement in an "employee's" name, with your permission, while performing duties related to the conduct of your business.

2. The following replaces Paragraph b. in B.5., **Other Insurance**, of **SECTION IV – BUSINESS AUTO CONDITIONS**:

- b. For Hired Auto Physical Damage Coverage, the following are deemed to be covered "autos" you own:

- (1) Any covered "auto" you lease, hire, rent or borrow; and
- (2) Any covered "auto" hired or rented by your "employee" under a contract in an "employee's" name, with your

The background of the slide is a photograph of a museum exhibit. It shows a large, circular, interactive display with a blue base and a white top. The display has a map of North Carolina on it. In the background, there are other exhibits, including a large, yellow, abstract sculpture and a large, blue, abstract sculpture. The lighting is warm and the colors are muted.

RFQ Response -
CMAR Services for

Armfield Civic Center Project

July 22, 2024

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PROJECT APPROACH	06
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“ W.C. Construction worked tirelessly to finish the Hall Patterson Lecture Hall Renovation on time; I was very pleased by their work that I hired them again to do another lecture hall.



Section 01

Cover Letter

COVER LETTER

July 24, 2024

W.C. Construction Company, LLC

Dear, Michael Boaz

W.C. Construction Company, LLC is pleased to submit our qualifications in response to the Town of Pilot Mountain's Request for Qualifications for the CMAR Armfield Civic Center Project. We are excited about the opportunity to collaborate with the Town to enhance the accessibility and functionality of the Civic Center through this important renovation and rehabilitation.

Our company brings over 18 years of experience in the construction industry, with a proven track record of delivering high-quality projects. Our expertise aligns well with the scope of work outlined in this RFQ, and we are confident in our ability to contribute effectively to the CMAR Armfield Civic Center project.

- **Proven Experience:** With over 18 years in the construction industry, W.C. Construction Company has a strong track record of successfully completing high-quality projects. This background ensures that we can deliver results that meet and exceed expectations.
- **Relevant Skills:** We have a demonstrated history of working on complex renovation projects, giving us valuable insights into the unique challenges and requirements of such initiatives.
- **Expert Team:** Our team of skilled professionals excels in project management, cost control, and schedule adherence.

- **Commitment to Diversity:** We are dedicated to supporting diversity and inclusion goals. This commitment not only fosters diversity but also strengthens the project by incorporating a wide range of perspectives and expertise.
- **Comprehensive Approach:** Our project management strategy involves using advanced tools and methodologies to ensure thorough tracking of job progress, precise cost control, and effective schedule management.
- **Alignment with Town Goals:** Our company's values and operational practices align closely with the Town of Pilot Mountain's objectives for the CMAR Armfield Civic Center project. We are committed to delivering high-quality results while fostering a collaborative and transparent partnership.

Thank you for considering our submission. We look forward to the opportunity to work with the Town of Pilot Mountain on this critical renovation project. Please feel free to contact us at william@wcconstructionco.com if you require any further information or have any questions.



William Cockerham | CEO, President
140 Club Oaks Ct, Winston-Salem, NC 27104
(336) 721-3420 | william@wcconstructionco.com



Corporate Office
140 Club Oaks Ct
Winston-Salem, NC 27104
P: 336.721.3420

Charlotte Office
8401 University Executive
Park Suite 116,
Charlotte, NC 28262
P: 704.910.3323

wcconstructionco.com

Section 02

Company Overview

Company Overview



Expiration Date

12/31/2024

License No.

63557

North Carolina

Licensing Board for General Contractors

This is to Certify That:

W.C. Construction Company, LLC

Winston Salem, NC

is duly registered and entitled to practice

General Contracting

Limitation: Unlimited

Classification: Building, Highway

until

December 31, 2024

when this Certificate expires.

Witness our hands and seal of the Board.

Dated, Raleigh, N.C.

01/01/2024

This certificate may not be altered.



Robert H. Hines
Chairman

C. Frank Wiesner
Secretary/Treasurer

W.C. Construction has been providing construction management services—including new building construction, additions, renovations, and land development—since its founding.

We have a dedicated team of **over 30** experienced staff members, each bringing their expertise to ensure the successful delivery of every project.

Contact Information:

William Cockerham, President | CEO
336.721.3420

william@wcconstructionco.com
wcconstructionco.com

WC Construction Company, LLC was established in 2006 and our corporate office is located in Winston-Salem, North Carolina. Our goal is to provide value-added innovative construction services to our clients in a multitude of professional industries. We strive to meet, exceed, and provide superb general contracting & construction management services that create successful partnership through the principles of integrity, honesty, and continual pursuit of customer satisfaction.

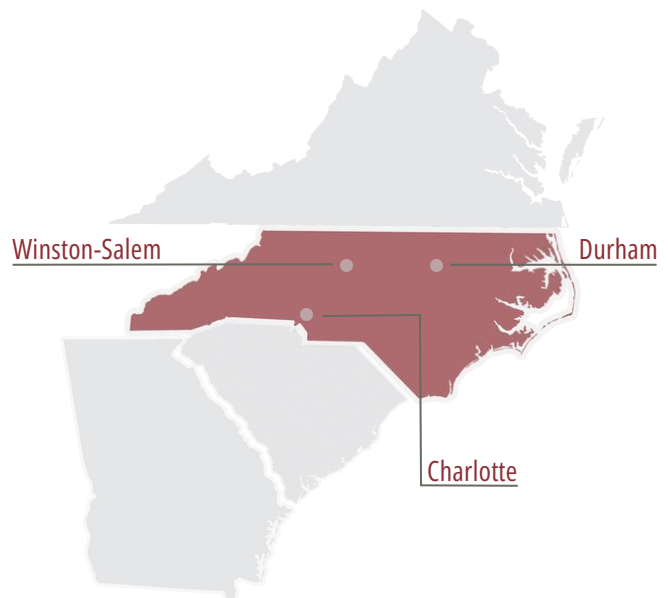
W.C. Construction Company, LLC (W.C.) is a leader in providing value-added and innovative sustainable construction services to our clients in a multitude of professional industries. We strive to meet, exceed, and provide superb general contracting & construction management services that create successful partnerships through the principles of integrity, honesty, and continual pursuit of customer satisfaction. W.C. recently celebrated its 18th year as a minority-owned enterprise.

W.C.'s principal office is located at 140 Club Oaks Court, Winston-Salem, NC 27104. 100% of the staffing and services will be provided from the Winston-Salem office.

Corporate structure: W.C. is a corporation in North Carolina

Licensed in: North Carolina | South Carolina | Virginia | Georgia

Offices in: Winston-Salem, NC | Charlotte, NC | Durham, NC





W.C. Construction Company Over the Years

\$11M

PARK PROJECTS

Over the past 10 years, we have successfully completed \$11 million in public park projects.

50+

Renovation

We have completed over 50 renovations, with more than 50% of these projects in the public sector.

\$5M

Improvements

In the past 10 years, we have invested over \$5 million in public park improvements.

\$100M

Government Projects

We have completed \$100 million in government projects over the past 10 years.



Section 03

CMAR Experience



McCormick Baseball Field Upgrades- CMAR

Joint Venture - Blum Construction

PROJECT DESCRIPTION

Project will involve comprehensive enhancements to improve both functionality and the overall experience for users. Key upgrades include the installation of modern HVAC systems to ensure optimal comfort, the replacement and modernization of seating arrangements to enhance comfort and maximize capacity, and the installation of a state-of-the-art scoreboard. Additionally, the project will include the expansion and modernization of guest facilities, such as restrooms, concessions, and hospitality areas, to improve accessibility and convenience for all visitors.

LOCATION

Asheville, NC

SIZE: 100,000 SF

CONSTRUCTION METHOD

Upgrades

MWBE: 15%

COMPLETION DATE

Actual: In Progress

Original: April 2026

COST

Final Cost: In Progress

Original Cost: \$29,802,000

CM Fee

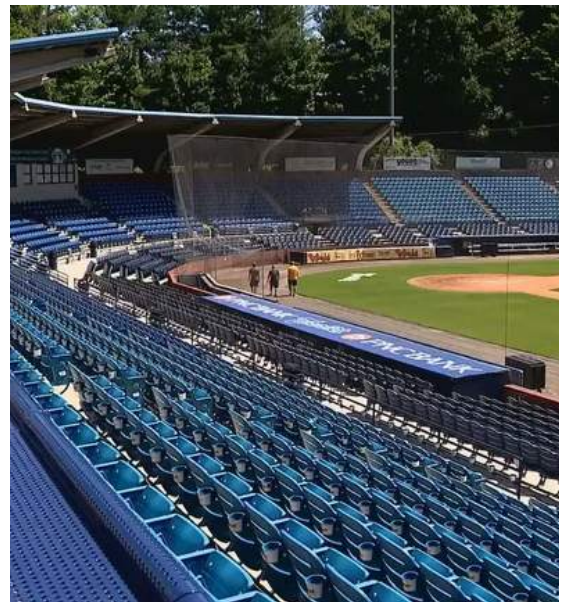
Final Fee: In Progress

Original Fee: \$8,702,000 or 3%

REFERENCE

Owner: City of Asheville
Rachel Taylor
828.251.4055
rtaylor@ashevillenc.gov

Architect: EwingCole
Craig J. Schmitt, RA
215.923.2020
cschmitt@ewingcole.com





Truist Stadium MLB Upgrades - CMAR

Joint Venture - Blum Construction

PROJECT DESCRIPTION

Project will consist of: Clubhouse improvements to both Home and Visitors sides, lounge and laundry areas, expanded equipment areas, visitors areas, bathroom upgrades, training and coaches rooms, office for visiting managers, improved hitting/pitching tunnels, and some field improvements.

LOCATION

Winston-Salem, NC

SIZE: 15,000 SF

CONSTRUCTION METHOD

Improvements

MWBE: 30%

COMPLETION DATE

Actual: In Progress – 1st Phase completed June 2024

Original: September 2024

COST

Final Cost: In Progress

Original Cost: \$5,144,112

CM Fee

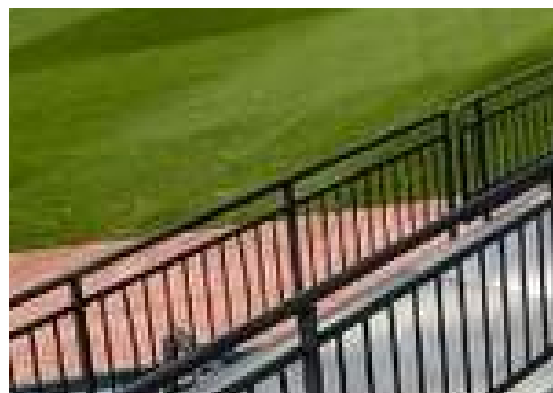
Final Fee: In Progress

Original Fee: \$257,205 or 5%

REFERENCE

Owner: City of Winston Salem
Robert Prestwood
101 N. Main St.
Winston-Salem, NC 27101
336.747.6936
robertp@cityofws.org

Architect: Walter Robbs Callahan &
Pierce Architects, PA
Wesley Curtis, AIA, NOMA, LEED
AP BD+C / Chairman
530 North Trade Street, Suite
301 Winston-Salem, NC 27101
336.725.1371
wesleyc@walterrobbs.com





Durham Transit Center - CMAR

Joint Venture - Samet Construction

PROJECT DESCRIPTION

Project will include additional shade and weather protection through enhanced canopies, additional public restrooms, integrated seating, and a new customer service and security kiosk. In addition to the bus island, the improvements will relocate the existing kiss-and-ride to optimize the site, provide needed pavement repairs, and increase the number of bus bays from 20 to 28.

LOCATION

Durham, NC

SIZE: 50,000 SF

CONSTRUCTION METHOD

New Construction

MWBE: 20%

COMPLETION DATE

Actual: In Progress

Original: October 2024

COST

Final Cost: In Progress

Original Cost: \$18,659,789

CM Fee

Final Fee: In Progress

Original Fee: \$653,092 or 3.5%

REFERENCE

Owner: City of Durham
Shauna Parker
2011 Fay Street
Durham, NC 27704
919.560.4197, ext. 21228

Architect: Perkins & Will
Andrew Nagle, AIA
128 S Tryon St Ste 500,
Charlotte, Nc 28202
919.433.5332





UNC Charlotte Belk Gymnasium - CMAR

Joint Venture - New Atlantic Construction

PROJECT DESCRIPTION

The project included comprehensive renovations throughout the entire facility. Upgrades encompassed new mechanical, electrical, plumbing, and fire protection systems. Additionally, the project featured new finishes, the refinishing of existing sports flooring, and an exterior restoration. A new lobby was also added to the front of the building, enhancing both functionality and aesthetics.

LOCATION

Charlotte, NC

SIZE: 90,000 SF

CONSTRUCTION METHOD

Renovation

MWBE: 25%

COMPLETION DATE

Actual: November 2017

Original: November 2017

COST

Final Cost: \$8,123,460

Original Cost: \$8,037,916

CM Fee

Final Fee: \$244,085

Original Fee: 249,240 or 3%

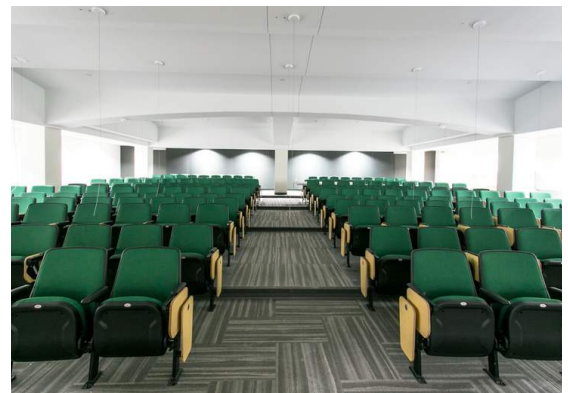
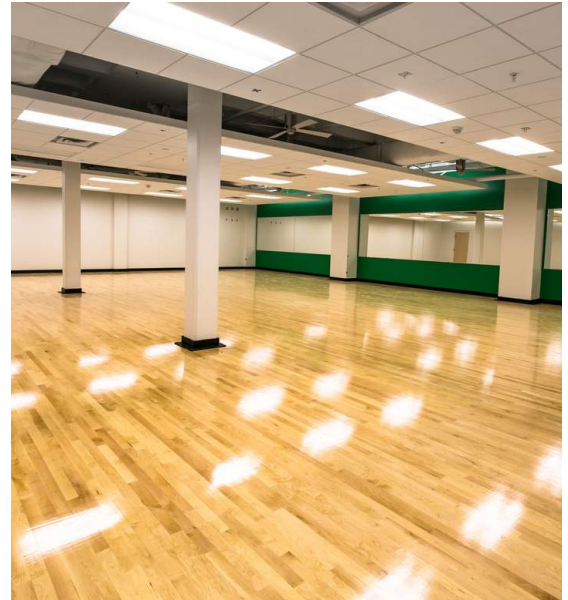
REFERENCE

Owner: UNCC

Donia Schauble
9201 University City Blvd.
Charlotte, NC 28223
704.687.0520
dschauble@uncc.edu

Architect: C Design, Inc.

Joe Humphrey
1000 West Morehead St. Suite
170 Charlotte, NC 28208
704.333.0093
jhumphrey@cdesigninc.com





Bowman Gray Stadium - CMAR

Joint Venture - Blum Construction

PROJECT DESCRIPTION

The project included regrading the football field and installing an irrigation system, resurfacing the racetrack, and building two new restrooms and concession stands. The heating and air conditioning in the field house will be replaced and new flooring installed in the corridor leading to the Winston-Salem State University Athletics Department office suite. Additional items include canopies at the three entrances to the stadium to provide cover for the ticket booths, a new heating and air-conditioning system for the West Press Box, a new video board, parking bumpers for the east parking lot, and removable signage with banner attachments.

LOCATION

Winston-Salem, NC

SIZE: 226,944 SF

CONSTRUCTION METHOD

Renovation

MWBE: 42%

COMPLETION DATE

Actual: March 2021

Original: March 2021

COST

Final Cost: \$8,037,916

Original Cost: \$8,037,916

CM Fee

Final Fee: \$241,137

Original Fee: \$241,137 or 3%

REFERENCE

Owner: City of Winston Salem
Robert Prestwood
101 N. Main St.
Winston-Salem, NC 27101
.336.747.6936
robertp@cityofws.org

Architect: Walter Robbs Callahan &
Pierce Architects, PA
Wesley Curtis, AIA, NOMA, LEED
AP BD+C / Chairman
530 North Trade Street, Suite
301 Winston-Salem, NC 27101
336.725.1371
wesleyc@walterrobbs.com



Section 04

Parks & Recreation Experience



Pilot Mountain Visitor's Center

PROJECT DESCRIPTION

Visitor center consists of new offices, exhibit hall, restrooms and parking for visitors to Pilot Mountain. The building construction included a combination of loadbearing CMU block, steel frame with glulam wood beams, wood stud framing, 3" exposed wood decking and standing seam metal roof system (at exhibit hall area), wood trusses with 30-year architectural asphalt shingles at administration area. Exterior materials included a combination of manufactured stone veneer, cement fiber vertical & horizontal siding, aluminum clad wood casement windows, storefront and curtain wall. New plumbing, mechanical and electrical.

REFERENCE

Owner: NCDNCR

121 West Jones Street, 2nd Floor,
Raleigh, NC 27601
919.707.9322
erin.lawrence@ncparks.gov

Architect: ADW Architects

2815 Coliseum Centre Dr. Suite 500
Charlotte, NC 28217
704.379.1919
mesposito@adwarchitects.com

LOCATION

Pinnacle, NC

CONSTRUCTION METHOD

New Construction

SIZE

6,000 SF

COMPLETION DATE

Original:

Month 2019

Actual:

Month 2019

MWBE GOAL

20%

Cost

Total Cost:

\$3,488,000

Original Contract:

\$3,488,000



Quest at Latta Nature Preserve

PROJECT DESCRIPTION

The newly constructed single-story visitor's center features a modern metal frame design. It encompasses various amenities including a spacious 3,000 square-foot exhibit hall, a large captivating (+/-8,000 gallon) indoor aquarium will display freshwater lake species , well-equipped classrooms, convenient conference rooms, versatile rentable space, a charming gift shop, and ample visitor parking facilities.

REFERENCE

Owner: Mecklenburg County Government
Chris Matthews | Division Director Park and Recreation | Nature Preserves and Natural Resources
980.722.2404
ParkAndRec.MeckNC.Gov

Architect: BB&M Architecture
1435 West Morehead Street, Suite 200
Charlotte, NC 28208
704.334.1716 Ext. 204
hwickline@bbm-arch.com

LOCATION

Huntersville, NC | Mecklenburger County

CONSTRUCTION METHOD

New Construction

SIZE

13,000 SF

COMPLETION DATE

Original: February 2020

Actual: February 2020

MWBE GOAL

21%

Cost

Total Cost: \$5,375,000

Original Contract: \$5,375,000



AIA CHARLOTTE DESIGN AWARDS: NEW CONSTRUCTION CITATION AWARD



Yadkin Memorial Community Park

PROJECT DESCRIPTION

In the second phase of the park development, several new amenities were added to enhance the recreational experience. These included a dedicated dog park, primitive campsites equipped with restroom and shower facilities, additional walking trails, two small shelters, and a disc golf course. These additions were specifically located on the Hood-Chamberlain Dam side of the park and included convenient parking and restroom facilities to accommodate visitors.

REFERENCE

Owner: Yadkin County
 Jason Walker
 217 East Willow Street Yadkinville, NC 27055
 (336) 466-1003
 jwalker@yadkincountync.gov

Architect: Alfred Benesch & Company
 Jeff Ashbaugh
 2359 Perimeter Pointe Parkway, Suite 350
 Charlotte, NC 28208
 (704) 521-9880
 jashbaugh@benesch.com

LOCATION

Yadkinville, NC

CONSTRUCTION METHOD

New Construction

SIZE

2 Acres

COMPLETION DATE

Original: October 2020

Actual: October 2020

MWBE GOAL

N/A

Cost

Total Cost: \$892,900

Original Contract: \$892,900



Sedge Garden Gymnasium

PROJECT DESCRIPTION

The project consisted of the construction of an 8,000-Square-Feet gymnasium addition to an existing recreation center. The interior included new fire suppression, mechanical, plumbing, and electrical system. There were also new bathroom facilities, storage room, gym equipment, and basketball court were all added in the addition. The exterior consists of new exterior site lighting, a parking lot, hardscapes, and landscaping. The project scope included masonry wall construction and TPO roof system on metal joist system.

REFERENCE

Owner: City of Winston-Salem
Robert Prestwood
101 N. Main St. Winston-Salem, NC 27101
(336) 747-6936
robertp@cityofws.org

Architect: Peterson Gordon Architects
Perry Peterson
3508 Vest Mill Rd. Winston-Salem, NC 27103
(336) 760-1411
pgarch@triad.twcbc.com

LOCATION

Winston-Salem, NC

CONSTRUCTION METHOD

New Construction

SIZE

8,000 SF

COMPLETION DATE

Original: August 2017

Actual: August 2017

MWBE GOAL

19%

Cost

Total Cost: \$1,100,000

Original Contract: \$1,100,000



Lexington Washington Park

PROJECT DESCRIPTION

The work consists of renovation to an existing park that included site work, retaining walls, hardscapes, walking trails, basketball courts, fencing, a parking lot, and landscaping of a 5-acre site. The park also included new picnic shelters, a playground facility, benches, tables, and interior renovation of an existing bathroom building. The primary attraction was the installation of an approximate 8,000-square-foot splash pad system with multiple water features.

REFERENCE

Owner: City of Lexington
Britt Smith
28 W. Center St. Lexington, NC 27292
(336) 248-3928
bssmith@lexingtonnc.gov

Architect: Alfred Benesch & Company
Benjamin Simpson
2320 W. Morehead St. Charlotte, NC 28208
(704) 521-9880
bsimpson@benesch.com

LOCATION

Lexington, NC

CONSTRUCTION METHOD

New Construction

SIZE

5 acres | 8,000 SF (Splash Pad)

COMPLETION DATE

Original: December 2016

Actual: December 2016

MWBE GOAL

37%

Cost

Total Cost: \$1,100,000

Original Contract: \$1,100,000

Section 05

Proposed Team

Organizational Chart



Samuel Bush
Project Executive



William Cockerham
Project Support

PRECONSTRUCTION



Xavier Graham
Preconstruction Coordinator



Diksha Tayade
Estimator

CONSTRUCTION



Wasilat Usman
Senior Project Manager

FIELD SUPPORT



Benjy Brown
Superintendent



Tyler Gill
Assistant Superintendent

SUPPORT STAFF

Administrative Support
5 Full time employees

Staff Availability Chart

Design Phase: August 2024 - January 2025

Notice to Proceed: August 2024

	Aug 2024	Sep 2024	Oct 2024	Nov 2024	Dec 2024	Jan 2025
William Cockerham	25%	25%	25%	25%	25%	25%
Samuel Bush	100%	100%	100%	100%	100%	100%
Xavier Graham	100%	100%	100%	100%	100%	100%
Diksha Tayade	100%	100%	100%	100%	100%	100%
Wasilat Usman	50%	50%	50%	50%	50%	50%
Benjy Brown	25%	25%	25%	25%	25%	25%
Tyler Gill	25%	25%	25%	25%	25%	25%

Construction Phase: January 2025 - January 2026

	Jan 2025	Feb 2025	Mar 2025	Apr 2025	May 2025	Jun 2025	Jul 2025	Aug 2025	Sep 2025	Oct 2025	Nov 2025	Dec 2025	Jan 2026
William Cockerham	25%	25%	25%	25%	25%	25%	25%	25%	25%	25%	25%	25%	25%
Samuel Bush	25%	25%	25%	25%	25%	25%	25%	25%	25%	25%	25%	25%	25%
Xavier Graham	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Diksha Tayade	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Wasilat Usman	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
Benjy Brown	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
Tyler Gill	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%



William Cockerham

Project Support

18 Years of Experience

Overview

William has over 18 years in construction management and general contracting. In 2006, he founded W.C. Construction Company, LLC, where he oversees all operations as President. William ensures smooth project execution through advanced project management and technology, consistently delivering high-quality results on time and within budget.

Education

B.S. Construction Management
NC A&T State University

Reference

Peterson Gordon Architects
Perry Peterson
perry@petersongordon.com
.336.760.1411

Reference

City of Winston Salem
Robert Prestwood
robertp@cityofws.org
336.747.6985

Lexington Operations Center Lexington, NC

The project encompassed a 34,000 SF addition and renovation with a budget of \$4.3M. It involved constructing an 8,000 SF steel-framed office building, a 22,000 SF warehouse facility, and an 8,000 SF vehicle shed with an enclosed maintenance shop. The site work included new utility systems, landscaping, fencing enclosures, retaining walls, and pavement for an approximate 5.5-acre site.

Project Contribution

Lexington Washington Park
Yadkin Memorial Community Park
Sedge Garden Gymnasium
Quest at Latta Nature Preserve
Pilot Mountain Visitor's Center
Truist Stadium MLB Upgrades - CMAR
McCormick Baseball Field Upgrades- CMAR
Durham Transit Center - CMAR
Bowman Gray Stadium - CMAR
UNC Charlotte Belk Gymnasium - CMAR

YMCA of Mocksville Lobby Mocksville, NC

The existing lobby, spanning approximately 5,000 square feet, underwent a renovation that involved several updates. These updates included the installation of new vinyl tile (VT) flooring, minor painting, and a structural modification of an existing wall to create a new waiting room area.

Jamestown Public Works Maintenance facility Jamestown, NC

The project consists of site improvements including concrete, masonry and asphalt paving. There was a new 6,000 SF one-story pre-engineered metal building and fencing. The main facility included office space and storage for maintenance vehicles.

Ken Free Basketball Court at Barber Park Greensboro, NC

This project involved the creation of a new basketball court. The scope encompasses tasks such as concrete paving to establish the court's foundation, installing chain link fences and gates for enclosure, and ensuring the surrounding area was landscaped with turf and grass.

McDowell County EMS Headquarters Marion, NC

The 26,000SF building serves as the county's hub for EMS, EM, Fire Marshal, 911 addressing, and Community Care Paramedics. It includes a state-of-the-art training facility and staging area for local, regional, and state partners during disasters, enhancing response times for McDowell residents.



Samuel Bush

Project Executive

11 Years of Experience

Overview

Samuel is an experienced commercial project manager, excelling in problem-solving and critical thinking. He is a proven relationship-builder with strong interpersonal skills and cultural sensitivity, enabling him to work effectively with a diverse workforce. Samuel specializes in networking with subcontractors, owners, and architects, and is adept at scheduling. His dedication and ability to foster relationships contribute significantly to his success.

Education

B.S. Construction Management
NC A&T State University

Certifications

Osha 30
PROCORE PM Mangement
Certified Healthcare Manager

Reference

TMSA Schools
Robert M. Belardinelli
(919) 426-3541
rbelardinelli@tmsapcs.org

Rockwell PD Headquarters Rockwell, NC

The 1.4M project consisted of a 6000 SF, steel-framed building with a covered cornice and elevated corner at the front entrance. It includes a reception lobby, offices, training rooms, equipment and evidence storage, kitchen, toilets, showers, and a sally port garage. Accessories are a flagpole, concrete bollards, bullet-resistant window, lockers, and security features.

Jordan Lake Campground Improvements Apex, NC

The involved upgrading existing 30A campsite pedestals to 50A, 30A, and 20A pedestals, along with necessary electrical distribution upgrades, in Poplar Point Loops C and F, and Crosswinds Loops B and C. Additionally, the bathrooms were renovated to incorporate the electrical upgrades.

Mebane Community Park Fiddler Stage Mebane, NC

This project encompassed new Fiddler Stage with a canopy and concrete pad, including landscaping. Site improvements involved tasks like minor concrete demolition, concrete paving, shade structure design and installation, acoustic blankets and brackets setup, tree planting, and necessary sod repair.

Morganton Community House Morganton, NC

The \$1,300,000 project renovated a 13,000 SF, two-story building, adding a new elevator and updating both interior and exterior. Interior upgrades included wood floors, barrel and coffer ceilings, LVT flooring, carpeting, acoustic ceilings, projector screens, and chandeliers. The space now features modern restrooms, meeting rooms, bridal and hosting rooms, a lobby, and offices. The exterior received new doors, glass block windows, and fresh paint.

Playground Site Improvements at Sprague, Greenway & 14th Street Parks Winston-Salem, NC

The \$129,000 project involved 5,000 SF of work, including the installation of new playground equipment, sidewalks, site grading, site concrete, and landscaping.

Project Contribution

Lexington Washington Park
Yadkin Memorial Community Park
Sedge Garden Gymnasium
Quest at Latta Nature Preserve
Truist Stadium MLB Upgrades - CMAR
McCormick Baseball Field Upgrades- CMAR
Guildford County Sheriff's Office - CMAR
UNCSA Steven Center - CMAR



Wasilat Usman

Senior Project Manager

9 Years of Experience

Overview

Wasilat has solid construction supervision experience, with a proven track record on various projects in the school sector and municipalities. She is an effective communicator, adept at conveying information to subcontractors, owners, and architects. Her experience includes networking with subcontractors, owners, and architects, as well as handling scheduling, safety inspections, submittals, and project completion.

Education

B.S. Construction Management
NC A&T State University

Certifications

Osha 30
PROCORE PM Mangement
Certified Healthcare Manager

Reference

NC A&T Real Estate
Foundation
Sharon Johnson
swjohnson@ncat.edu

Alamance Community College Burlington, NC

The Alamance Community College saw the construction of a new public training facility. This project consisted of finishing an existing administration building, as well as adding a new public training facility complete with drywall, framework, grading and drainage systems, electrical, mechanical, and plumbing systems, fire safety systems, and an indoor firing range.

Project Contribution

Pilot Mountain Visitor's Center
Durham Transit Center - CMAR
Alamance Community College - CMAR
Truillant Federal Credit Union - CMAR
Durham Board of Elections - CMAR
NC State Page Hall - CMAR

Fifth Third Bank Taylors, NC

The existing Fifth Third Bank in Wade Hampton underwent interior and exterior renovations. Interior renovations included new MEPs, an upgraded interior layout, updated ceilings and drywall, while the exterior renovations included site paving, concrete, and landscaping.

Durham County Board of Elections - CMAR Durham, NC

The project involved a 58,000 SF renovation. It included updates to an existing space, featuring new interior and exterior finishes, as well as upgrades to electrical, plumbing, and mechanical systems.

Mecklenburg County Crew Charlotte, NC

The project involves renovating a two-story building, focusing on the Second Floor for CREW and Project Uplift. This includes removing partitions, doors, cabinetry, and finishes, along with plumbing, mechanical, and electrical updates. New partitions, doors, finishes, and advanced telecom, security, and audiovisual systems will be installed. First Floor work includes replacing aluminum doors, painting the lobby, and updating security systems. Exterior improvements will ensure accessibility with new ramps and walkways.

High Point City Lake Park Jamestown, NC

The project involved a site concrete and masonry renovation that covered 30,000 SF. The work aimed at upgrading the space and enhancing accessibility for the community.



Benjy Brown

Superintendent

+20 Years of Experience

Overview

Benjy has solid construction supervision experience, successfully managing projects involving concrete, structural steel, and tilt-up construction. His background includes fast-track restaurant projects. He is an effective communicator, skilled in conveying information to subcontractors, owners, and architects. Benjy's expertise extends to networking, scheduling, safety inspections, submittals, and accurate punch listing.

Certifications

Osha 30
PROCORE Superintendent

Reference

UNCSA Steven Center
Mark Wilder
336.770.1350
wilderdm@uncsa.edu

Lexington Operation Facility Lexington, NC

The project encompassed a 34,000 SF addition and renovation with a budget of \$4.3M. It involved constructing an 8,000 SF steel-framed office building, a 22,000 SF warehouse facility, and an 8,000 SF vehicle shed with an enclosed maintenance shop. The site work included new utility systems, landscaping, fencing enclosures, retaining walls, and pavement for an approximate 5.5-acre site.

Project Contribution

Truist Stadium MLB Upgrades - CMAR

NC A&T Carver Hall Greensboro, NC

The project involved a 1,500 SF addition and renovation with a budget of \$652,000. It included constructing a small building addition to accommodate a holeless hydraulic elevator with two stops. The interior modifications involved replacing finishes, demolishing and reconfiguring existing walls, and constructing new walls related to the elevator addition.

Rockingham Community College Rockwell, NC

The project involved a 12,000 SF renovation with a budget of \$756,000. The interior renovations included casework, stair handrails, and flooring. Additionally, new toilet rooms, an exterior soffit, and a concrete slab porch were provided.

Rockwell PD Headquarters Rockwell, NC

The project consisted of a 6000 SF steel-framed building with a covered cornice and elevated corner at the front entrance. It includes a reception lobby, offices, training rooms, equipment and evidence storage, kitchen, toilets, showers, and a sally port garage. Accessories are a flagpole, concrete bollards, bullet-resistant window, lockers, and security features. The new construction project was valued at \$1.4M

Truist Stadium MLB Upgrades - CMAR Charlotte, NC

Construct new widened exterior stairs, new sidewalks and crosswalks, and new dispersal area, at existing fire access lane.



Tyler Gill

Assistant Superintendent

6 Years of Experience

Overview

Tyler's background in construction makes him a key part of each job he undertakes. His knowledge and skills lead each project to success while maintaining schedules and budgets. His excellent communication tactics make sharing information with owners, foreman, and anyone else he comes across simple and effective. He does not shy away from the hard work on site, and he is capable of meeting each challenge thrown at him head - on.

Education

B.S. Psychology
UNC Charlotte University

Certifications

Osha 30

Reference

Mecklenburg County
Government
Herb Sprott, AIA
704-574-5617

Mecklenburg County ABC Headquarters Charlotte, NC

The project involved a 3,200 SF renovation with a budget of \$276,000. This renovation of an existing office space included selective demolition, installation of acoustical ceilings, tile carpeting, panelboards, LED interior lighting, and new door hardware. Additional upgrades featured new paint and other enhancements.

NHA-Queens Grant Community School Mint Hill, NC

The project involved a 5,000 SF renovation with a budget of \$224,000. It included updates to the food prep area and administrative office, featuring new walls and modifications to plumbing and electrical systems.

Mitchell Community College Gaither House Statesville, NC

The project involved a 2,350 SF renovation at the Mitchell Community College Gaither House, with a budget of \$367,000. The interior renovation created new office spaces for the College and staff, while exterior work was completed to preserve the historical value of the house.

Mecklenburg County CCOB Charlotte, NC

The project involved a 4,785 SF renovation with a budget of \$873,000. It included selective demolition, new floor and ceiling layouts, installation of new ductwork, upgraded electrical and fire alarm systems, and new plumbing fixtures.

Mitchell Community College Window Replacement Statesville, NC

The project consisted of a 6000 SF steel-framed building with a covered cornice and elevated corner at the front entrance. It includes a reception lobby, offices, training rooms, equipment and evidence storage, kitchen, toilets

Section 06

Project Approach

PROJECT APPROACH

Understanding the Project:

W.C. Construction Company recognizes the critical nature of delivering the Armfield Civic Center project successfully for the Town of Pilot Mountain. Our project approach is centered on thorough planning and proactive management from preconstruction through project completion. We will engage with the Town of Pilot Mountain and the design team from the outset to ensure a unified and collaborative effort throughout the project's lifecycle.

Value Engineering:

At WC Construction, we adopt a strategic value engineering approach to enhance project benefits while maintaining top-notch quality. For the Armfield proposal, our goal is to provide innovative solutions that maximize project value and align with budgetary constraints. Our team is dedicated to thoroughly analyzing every component of the project, offering strategic recommendations to optimize both the budget and the schedule.

Process:

Throughout the Armfield project, we implement a comprehensive value engineering process. This involves expert evaluation of materials, methods, and practices at each project phase. We maintain a detailed value engineering log to support informed decision-making regarding cost, functionality, and quality. Understanding the importance of timely decisions, we ensure sufficient time for thorough analysis, evaluation, and design approval.

Our approach is proactive and detail-oriented. We continuously document estimates, track value engineering changes, and

perform constructability reviews. By maintaining multiple logs, we ensure accurate record-keeping and prompt resolution of any issues that arise.

By leveraging our value engineering expertise and fostering a collaborative partnership, WC Construction is committed to delivering exceptional outcomes and maximizing the value of the Armfield project.

Managing Constructability Challenges

Addressing constructability challenges is a crucial aspect of our project management approach, aimed at ensuring efficient and practical design and execution phases. We begin with an early evaluation of project designs to identify potential challenges, collaborating with architects, engineers, and subcontractors to assess practicality and optimize construction methods. Feasibility assessments ensure that proposed methods and materials are suitable, while value engineering helps refine designs for better efficiency and cost-effectiveness. We also identify and mitigate risks associated with constructability, such as potential delays or logistical constraints, to maintain project momentum.

Throughout the construction process, we continuously review and address constructability issues as they arise, making necessary adjustments to resolve them effectively. Our team's proactive and flexible approach, combined with thorough documentation and feedback, supports ongoing improvement and enhances our ability to manage similar challenges in future projects. This comprehensive approach ensures that the Armfield project progresses smoothly, minimizing disruptions and achieving successful outcomes.



Proactively addressing constructability challenges turns potential obstacles into opportunities, ensuring smooth project progress and successful outcomes.

Cost Estimating and Budget Management

At WC Construction, our approach is designed to ensure project success through accurate financial planning and rigorous oversight. We understand that effective cost management is critical to delivering projects on time and within budget, and our proven methods are tailored to achieve these goals while maximizing value.

Cost Estimating:

Our cost estimating process begins with a thorough analysis of project requirements and scope. We use industry-standard tools and techniques to develop precise estimates, covering all aspects of the project, including labor, materials, equipment, and overhead. Our team of experienced estimators combines historical data, current market conditions, and project-specific details to ensure accuracy and reliability. We provide detailed cost breakdowns at each project phase, facilitating informed decision-making and identifying potential cost-saving opportunities early. Estimates are continuously updated to reflect changes in project scope or market conditions, ensuring that clients have the most current and accurate financial information.

Budget Management:

Effective budget management is central to our approach, and we employ a proactive strategy to maintain financial control throughout the project lifecycle. Our budget management process includes:

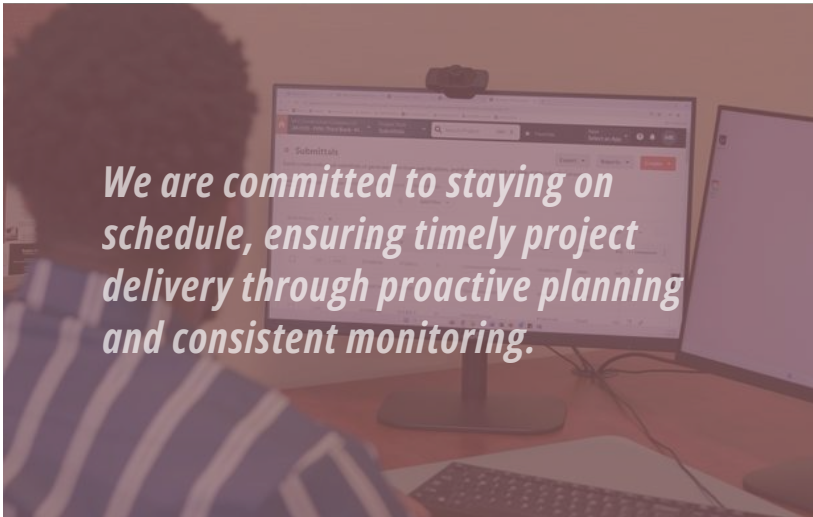
- 1. Initial Budget Development:** We collaborate with stakeholders to establish a realistic budget based on detailed estimates and built-in contingencies.
- 2. Ongoing Monitoring and Control:** We track expenses and budget performance using a robust system, providing regular updates and reports on status and deviations.
- 3. Cost Tracking and Reporting:** We monitor costs against the budget, promptly addressing discrepancies and delivering detailed reports on variances and financial progress.
- 4. Change Management:** We manage scope changes with a structured approach, evaluating financial impacts and adjusting the budget as needed, with clear documentation and communication.
- 5. Risk Management:** We identify and manage financial risks through careful planning and contingency strategies, addressing potential issues early with mitigation plans.

Quality Control

Quality control is central to our project management approach, ensuring that every aspect of the project meets or exceeds established standards. We start with a comprehensive quality plan that outlines the standards, procedures, and expectations for all project phases, aligning with client requirements and industry norms. Our team conducts regular inspections and testing throughout the construction process to verify that materials, workmanship, and installations comply with quality specifications, using advanced tools and methods for accuracy. We monitor compliance with relevant codes and regulations, addressing any non-compliance issues promptly. Deviations from quality standards are met with immediate corrective actions, and we maintain detailed logs of issues and resolutions to prevent recurrence. By incorporating feedback and lessons learned, we continuously enhance our quality control processes. Comprehensive documentation of all quality control activities ensures transparency and accountability, contributing to the successful and high-quality completion of the Armfield project.

Adherence to Project Schedule:

We ensure timely project delivery by prioritizing strict adherence to the project schedule. We develop a detailed schedule with key milestones and deadlines, and continuously monitor progress using project management tools. Any deviations are promptly addressed with corrective actions, and we maintain clear communication with all participants to avoid misunderstandings. Regular performance reviews help us stay on track, and our proactive approach ensures that the Armfield project progresses smoothly and meets deadlines.



We are committed to staying on schedule, ensuring timely project delivery through proactive planning and consistent monitoring.

Adherence to North Carolina CMAR Laws and Regulations

We possess a deep understanding of North Carolina laws and regulations governing the Construction Manager at Risk (CMAR) method. Our team is well-acquainted with state-specific requirements related to contract management, procurement, and performance guarantees. This expertise allows us to navigate the regulatory landscape effectively, ensuring compliance with all relevant guidelines and standards throughout the project lifecycle.

In our project approach, we integrate these regulations by implementing structured compliance processes. We meticulously review and adhere to state guidelines for bidding, contract negotiations, and risk management. Our strategies include thorough documentation, regular audits, and adherence to state safety and quality standards. By keeping our team updated on any regulatory changes and maintaining open communication with stakeholders, we ensure that projects are managed efficiently and in full compliance with North Carolina laws, ultimately delivering successful outcomes for our clients.

Local Subcontractors and Vendors

With a robust database of over **1,000** subcontractors statewide and **250** in the Triad area, W.C. Construction secures competitive costs and quality in the construction industry. Our HUB plan emphasizes diversity and inclusion, actively engaging local resources and enhancing minority participation.

Our thorough selection process ensures we partner with the best subcontractors by evaluating:

- *Financial Stability*
- *Safety Records*
- *Bonding Capability*
- *References*
- *Work Experience*
- *Insurance Coverage*

These criteria help us maintain a competitive edge while fostering strong, reliable partnerships and upholding excellence in every project.

Project Management

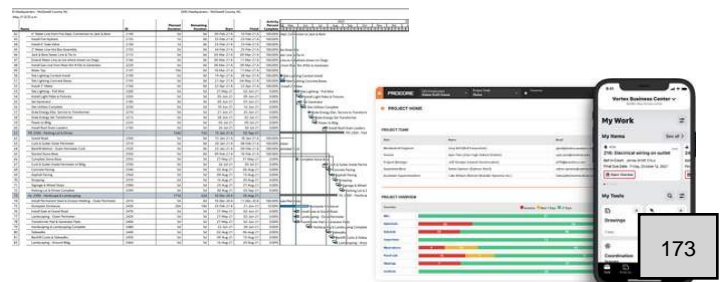
Effective construction management is essential for ensuring project success, and at W.C. Construction, we employ advanced tools and practices to deliver excellence throughout each project phase. Our approach integrates meticulous estimating, precise scheduling, and robust project management to keep projects on track and within budget.

Estimating: Our preconstruction team utilizes **Planswift** software to provide accurate and efficient cost projections. This tool enables us to develop a detailed cost model, ensuring that our estimates reflect the true scope and requirements of the project, thus allowing for precise budgeting and financial planning.

Scheduling: During the preconstruction phase, we employ **Primavera** Scheduling software to create a comprehensive master project schedule. This schedule serves as a roadmap throughout the project, helping us to identify and address potential issues early. By evaluating and integrating necessary changes, we maintain project timelines and adapt swiftly to any unforeseen challenges.

Construction Management: We use **Procore** to manage all aspects of our construction projects. This platform facilitates seamless communication and collaboration among project stakeholders and team members. Procore provides access to crucial documents such as RFIs, change orders, schedules, photos, daily logs, meeting minutes, transmittals, and punch list items, ensuring that everyone stays informed and aligned. Change Orders: Procore also supports our change order management process. The software allows us to track and manage changes efficiently, making timely decisions that help control costs and adhere to the project schedule. By minimizing the impact of changes, we reduce the likelihood of claims and ensure smooth project execution.

By leveraging these sophisticated tools and practices, W.C. Construction ensures that every project is managed with precision, transparency, and efficiency, leading to successful outcomes and client satisfaction.



Safety Management

At W.C. Construction, safety management is a top priority, ensuring a secure and compliant work environment across all projects. Our comprehensive safety program is designed to protect our team, subcontractors, and clients while maintaining high standards of operational efficiency.

- **Safety Planning:** We develop and implement detailed safety plans tailored to each project, addressing specific risks and regulatory requirements. These plans include clear safety protocols, emergency procedures, and site-specific safety measures.
- **Training and Compliance:** Regular safety training is provided for all personnel to ensure they are well-versed in best practices and compliance with OSHA regulations. Our training programs cover hazard recognition, proper equipment use, and emergency response.
- **Risk Assessment:** We conduct thorough risk assessments and site inspections to identify potential hazards before they become issues. Our proactive approach includes regular safety audits and inspections to monitor compliance and address any safety concerns promptly.
- **Incident Reporting and Response:** We use a robust system to report and investigate safety incidents, with immediate response protocols and corrective actions to prevent recurrence.

- **Continuous Improvement:** We continuously review and update our safety practices based on feedback, incident reports, and industry developments. Our commitment to ongoing improvement helps us enhance safety standards and promote a culture of safety on every project.

By integrating rigorous safety management practices into our operations, W.C. Construction ensures that all projects are executed with the highest standards of safety, protecting our workforce and achieving successful project outcomes.



4777 Sharon Rd., 8th Floor

Subject: Workers Compensation CL Policy
Policy Number WCP103838109

Dear : W.C. Construction Company, LLC

McGriff Insurance Services, Inc. appreciates the opportunity to service your insurance needs. We sincerely appreciate the confidence that you have placed in us.

This letter is to confirm your Workers Compensation Experience Modifier for the last five years. The modifier is provided by the National Council on Compensation Insurance (NCCI) and is based on your loss experience. The modifier starts at 1.00 and will either go up or down depending on each insured's individual loss experience. The modifier is also based on your annual premium and will not be calculated until your premium exceeds \$3,500 (depending on the state requirements) for three consecutive years.

Your modifiers are noted below based on your policy expiration date:

- 2022-23 Experience Mode Rate: 0.95
- 2021-22 Experience Mode Rate: 0.95
- 2020-21 Experience Mode Rate: 0.96
- 2019-20 Experience Mode Rate: 0.97
- 2018-19 Experience Mode Rate: 0.97

Thank you for allowing McGriff to provide your insurance needs. Please do not hesitate to contact us with any questions you may have.

Sincerely,

Sandra Stinson

Sandra Stinson CISR
Commercial Lines Account Manager
P: 704 954-3059
E: sstinson@mcgriff.com

Commit to Safety, Achieve Excellence.



Section 07

MWBE | SBE Experience

MWBE Participate Plan

At WC Construction, we are deeply committed to promoting diversity and inclusion within our projects by actively engaging Minority and Women-Owned Business Enterprises (MWBE). We believe that fostering a diverse and inclusive workforce not only supports local communities but also enhances the overall quality and innovation of our projects.

Engaging with the Community

To increase MWBE participation, we implement a proactive outreach strategy. This includes:

- **Outreach and Networking:** We actively connect with MWBE firms through local business organizations, community events, and networking functions. By establishing strong relationships with these businesses, we create opportunities for collaboration and ensure they are aware of upcoming project opportunities.
- **Resource Provision:** We provide MWBE firms with comprehensive resources that detail the bidding process, project requirements, and certification steps. These materials offer valuable insights and practical guidance, enabling potential partners to effectively engage with us and successfully participate in our projects.
- **Partnerships and Mentorship:** We build partnerships with established MWBE firms to provide mentorship and support to smaller or newer businesses. This collaborative approach helps to strengthen their capabilities and increase their chances of successful participation in our projects.

- **Transparent Bidding Processes:** We maintain a transparent and equitable bidding process, ensuring that MWBE firms have equal access to project opportunities. Our bidding procedures are designed to be fair and inclusive, giving all qualified businesses a chance to compete.
- **Tracking and Reporting:** We track MWBE participation and report on the progress of our diversity goals. Regular reviews and adjustments to our outreach strategies ensure that we are meeting our targets and continuously improving our approach.

By integrating these practices, WC Construction is dedicated to creating a more inclusive and representative industry. Our commitment to MWBE participation not only supports community growth but also enriches our projects with diverse perspectives and innovative solutions.

MWBE Goal: 15%



Section 08

Requested Documents

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/05/2024

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

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

PRODUCER McGriff Insurance Services LLC 550 S Caldwell St. Suite 1500 Charlotte, NC 28202 704 954-3000		CONTACT NAME: NC Certificate Team PHONE (A/C, No, Ext): 704 954-3000 E-MAIL: NCCertificateTeam@mcgriff.com ADDRESS:		FAX (A/C, No): 888-751-3197
INSURED W.C. Construction Company, LLC PO Box 25051 Winston-Salem, NC 27114-5051		INSURER(S) AFFORDING COVERAGE		NAIC #
		INSURER A : Builders Premier Insurance Company		1303
		INSURER B : Builders Mutual Insurance Company		6
		INSURER C : Travelers Casualty & Surety Co of Amer		1084
		INSURER D : Texas Insurance Company		4
		INSURER E :		3119
		INSURER F :		4
				1654

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:** 3

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

INSR LTR	TYPE OF INSURANCE	ADDLSUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR XPD Ded:500 GEN'L AGGREGATE LIMIT APPLIES PER: POLICY <input checked="" type="checkbox"/> XPRO-JECT LOC OTHER: <input type="checkbox"/> <input type="checkbox"/>	X	X PCP000327110	04/09/2024	04/09/2025	EACH OCCURRENCE \$1,000,00 DAMAGE TO RENTED PREMISES (Ea occurrence) \$0 MED EXP (Any one person) \$500,000 PERSONAL & ADV INJURY \$15,000 GENERAL AGGREGATE \$1,000,00 PRODUCTS - COMP/OP AGG \$0 \$2,000,00 \$0
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	X	X CAP004410010	04/09/2024	04/09/2025	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$2,000,00 BODILY INJURY (Per accident) \$0 PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED <input checked="" type="checkbox"/> RETENTION \$1000 <input type="checkbox"/> OCCUR CLAIMS-MADE		MUB000270410	04/09/2024	04/09/2025	EACH OCCURRENCE \$5,000,00 AGGREGATE 0 5,000,00 0
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input checked="" type="checkbox"/> N/A	WCP103838113	04/09/2024	04/09/2025	PER STATUTE <input checked="" type="checkbox"/> OTHER E.L. EACH ACCIDENT \$1,000,00 E.L. DISEASE - EA EMPLOYEES \$0 E.L. DISEASE - POLICY LIMIT \$1,000,00 0
C	Crime		107595381	03/07/2024	03/07/2025	0
D	Professional Liab		BFLPMLTNC011300021	1,000,000	09/28/2023	1,000,000
				09/28/2024	1,000,000	0

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

Umbrella Liability follows form over General Liability, Auto Liability and Employers Liability.

**** Workers Comp Information ****

Other States Coverage

Proprietors/Partners/Executive Officers/Members Excluded:

William Cockerham Jr.

(See Attached Descriptions)

CERTIFICATE HOLDER

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

[Signature]

Financial Stability & Legal History

A Pending litigation: Cases in federal, state, or county jurisdiction where the firm or its officers are involved as a party in their official capacity.

There are no cases in federal, state, or county jurisdiction where W.C. Construction Company or its officers are involved as a party in their official capacity.



13024 Ballantyne Corporate Pl., Ste 320
Charlotte, NC 28277
Phone: (704) 208-4884
Fax: (866) 630-5060
bonds@catalystsurety.com
www.catalystsurety.com

June 1, 2024

B Construction Manager or Construction Manager at Risk Defaults: Projects where the firm or its officers have been considered in default, suspended or terminated for cause, explaining the situation and include the name, location of the project, and name and contact information for the Owner's representative.

There have been no instances where W.C. Construction Company or its officers have been considered in default, suspended, or terminated for cause.

RE: W.C. Construction Company, LLC

To Whom It May Concern:

We have the privilege of providing surety bonds on behalf of W.C. Construction Company, LLC. W.C. Construction Company, LLC presently maintains a surety bond facility underwritten by Atlantic Specialty Insurance Company which provides bonding support for single projects up to \$10,000,000 within an aggregate program of \$15,000,000. Based on W.C. Construction Company, LLC's track record of performance, we would firmly recommend them to any party considering them for a contract.

Atlantic Specialty Insurance Company is listed on the U.S. Treasury Circular 570 dated July 1, 2021. Atlantic Specialty Insurance Company also currently maintains a rating of A+, size category XV from A.M. Best.

Please understand that any individual bond request is subject to favorable review of the contract documents and other underwriting considerations deemed necessary at the time of the request. This letter is not to be construed as an agreement to provide bonds for any particular project but is offered as a statement of confidence in W.C. Construction Company, LLC. Any arrangement to provide final bonds is a matter between Atlantic Specialty Insurance Company and W.C. Construction Company, LLC. We assume no liability to third parties if we do not execute said bonds.

If you should need any additional information, please contact our office.

Sincerely,

Tyler Turnbull
Attorney-In-Fact
Atlantic Specialty Insurance Company

C List any debarments or suspensions by any federal, state or local government procurement agency.

W.C. Construction Company has not been debarred or suspended by any federal, state, or local government procurement agency.

Year Revenue

	FY23/24	FY22/23	FY21/22
# of projects	20	20	10
Total \$ amount	17,000,000	20,000,000	19,700,000



TOWN OF PILOT MOUNTAIN
BOARD OF COMMISSIONERS MEETING

TDA Board Appointments	
<u>Background Information:</u>	
The Chair of the TDA has submitted her resignation from that Board. The Board of Commissioners appoints the Chair and therefore needs to take action to name someone as Chair. The Mayor is recommending that Scott Needham be named as Chair. This will open up Scott's seat on the TDA and the Mayor is recommending that Ann Anderson be appointed to that seat.	
<u>Staff Recommendation:</u>	Staff recommends approval of these appointments.
<u>Possible Board of Commissioner Actions</u>	
<ul style="list-style-type: none">• Approve appointments	
<u>Attachments</u>	
<ul style="list-style-type: none">• Anderson Application	

Pilot Mountain Town Hall
124 West Main Street
Pilot Mountain, NC 27041



(P) 336.368.2248
(F) 336.368.9532
www.pilotmountainnc.org

APPLICATION FOR APPOINTMENT TO A BOARD/COMMITTEE

The Town of Pilot Mountain appreciates your interests in serving on a Board/Committee and requests that you complete the following application. This application requests general information based on your interest in applying for a Board or Committee and assists in determining eligibility for appointment.

Contact Information:

Name: M Ann Anderson Date of Application: 5-21-2024
Mailing Address: P.O. Box 93
Physical Address: 228 Lela Lane Unit 214, Pilot Mountain NC 27041
Phone Number: 336-978-2049 (cell) Alternate Phone Number: 336-368-9621
E-mail address: annanderson681@hotmail.com

Residency

Do you reside in: ☒ Town Limits ☐ ETJ Length of residence in Pilot Mountain: _____ Years
_____ Months

Interest

Please indicate below the Boards or Committees you are interested in serving on:

☐ Planning & Zoning Board ☐ Board of Adjustment ☒ Tourism Development Authority ☐ Other

Questionnaire (Please attach additional sheets if needed)

Why do you want to serve on this board/committee?

As a long-term member of the Pilot Mountain Community, I believe in the resources the town and surrounding area have to offer. I am enthusiastic about promoting what we have to offer.

Why do you think you would be an asset to this board/committee?

I think my experiences as a resident and as a traveler will be an asset I can share to assist the Board.

What do you feel are your qualifications for serving on the board/committee requested?

I have traveled extensively around the world and would love to see what travel promoting this community can offer.

What areas of concern would you like to see the board/committee address?

I am interested in outreach across the state and in appealing to a wide range of citizens.

Prior Public Service Experience (Boards/Committees/Civic groups - Please include dates of service): Please see attached resume and summary.

Has any formal charge of professional misconduct ever been sustained against you? If yes, please explain. No

Is there any possible conflict of interest or other matter that would create problems or prevent you from fairly and impartially discharging your duties as an appointee of the Board of Commissioners? If yes, please explain.

None.

Additional Comments:

Ethics Guidelines for Town Boards

(Please check if you agree)

☒ Yes, if appointed, I pledge to comply with the following ethics guidelines for boards as adopted by the Town of Pilot Mountain.

Members of boards shall not discuss, advocate, or vote on any matters in which they have a conflict of interest or an interest which reasonably might appear to be in conflict with the concept of fairness in dealing with public business. A conflict of interest or a potential conflict occurs if a member has a separate, private, or monetary interest, either direct or indirect, in any issue or transaction under consideration. Any member who violates this provision may be subject to removal from the board.

If the board believes he/she has a conflict of interest, then the member should ask the board to be excused from voting. The board should then vote on the question on whether or not to excuse the member making the request. In cases where the individual member or the board establishes a conflict of interest, then the board member shall remove themselves from the voting area.

Any board member may seek the counsel of the Town Attorney on questions regarding the interpretation of these ethics guidelines or other conflict of interest matters. The interpretation may include a recommendation on whether or not the board should excuse himself/herself from voting. The board may request the Town Attorney to respond in writing. I understand that is application is a public document. Additionally, I understand that some committee appointments require a criminal background check.

M. Ann Anderson
Print Name

M. Anderson
Signature of Applicant

5-21-2024
Date

N.C. Bar Association: Labor and Employment Section (Chair, 2017-2018; Council, 2016-2018; CLE co-Chair 2016-2017). Member, Board of Governors 2008 to 2011. Committee Memberships: Co-Chair, Lawyer on the Line 2013-2015; LOTL Supervisor of UNC Students (2015-2016); Member, Succession Planning Committee (2014-2016); Member, Access to Justice Leadership Council 2014 to 2016 (Bar Foundation); Member, Endowment Committee 2012 to 2018 (Bar Foundation); Co-Chair, Legal Education and the Profession in Transition April 2, 2013; Charters and By-Laws Committee Member, 2008-2010; Executive Committee Member, 2009-2010; Nominations Committee Chair 2011; and Resolutions Committee Chair, 2008-2009. Dispute Resolution Section (Member, Dispute Resolution Council, 2000 to 2007; 2014 to present); Chair, Dispute Resolution Section (2006-2007); Co-Chair CLE Committee 2015-2016; Co-editor, Dispute Resolution Newsletter (2001 to 2003); Treasurer, Dispute Resolution Section (2003-2004); Secretary, Dispute Resolution Section (2004-2005); Vice Chair, Dispute Resolution Section (2005-2006);, Chair, Long-Range Planning Committee of Dispute Resolution Council (2007-2008); Chair, Nominations Committee (2018-2019). Co-Chair, Dispute Resolution Section Video Project for Observations (2018). Trustee, North Carolina Bar Association Health Benefit Trust (2012-present) Member, BarCares of North Carolina, Inc., Director (2018-2021 term); North Carolina Bar Foundation Oversight Committee, Member (2018-2019).

Board of Directors, Arbor Acres, A United Methodist Retirement Community 1993-2002; Committee Chair, Personnel Committee; President, Board of Directors, 1998-2001; Vice President, Pilot Mountain Foundation (2002-2003); Vice President, East Surry High School Booster Club (2002 to 2003); North Carolina High School Athletic Association, Swimming Stroke and Turn Judge (2005-2007). Member, First United Methodist Church of Pilot Mountain (Committee Chair, Pastor Parish 2007-2009, Finance, 2010-2015).

Member, ABA Dispute Resolution Section Publications Board, 2015 to 2017.

M. ANN ANDERSON

Post Office Box 93, Pilot Mountain, North Carolina 27041

Email: annanderson681@hotmail.com

Telephone: 336-978-2049

Website: ncmediators.org/ann-anderson

Over 30 years of experience mediating federal and state court matters utilizing a persistent yet nimble approach to helping parties resolve disputes.

EXPERIENCE

LAW OFFICES OF M. ANN ANDERSON: 1996-Present

Mediates cases involving local and national parties, including class actions; EEOC matters, including discrimination on the basis of sex, race, age, national origin and religion; FMLA; wage claims; tort claims; ADA; wrongful discharge; sexual harassment; covenants not to compete; contract disputes; partnership; debt collection; and high-conflict cases.

LITIGATION EXPERIENCE: 1981-1996

Womble Carlyle Sandridge & Rice: 1981-1991

Associate elevated to Partner in 1991. Handled defense employment litigation in state and federal courts trying jury and nonjury matters. Argued before Fourth Circuit Court of Appeals, North Carolina Supreme Court, and North Carolina Court of Appeals.

Constangy Brooks & Smith: 1993-1996

Handled defense employment matters in state and federal courts.

EDUCATION AND TRAINING

UNIVERSITY OF NORTH CAROLINA AT CHAPEL HILL SCHOOL OF LAW: 1981

Member and Research Editor, North Carolina Law Review

UNIVERSITY OF NORTH CAROLINA AT CHAPEL HILL: 1976

BA in Psychology

DISPUTE MANAGEMENT INC., MEDIATOR TRAINING: 1993

EEOC MEDIATOR TRAINING: 2001

US POSTAL SERVICE MEDIATOR TRAINING: 2007

MEMBERSHIPS AND LEADERSHIP ROLES

- Member, College of Labor and Employment Lawyers: *Elected as a Neutral in 2019*
- Commissioner, NC Dispute Resolution Commission: *2010-2013*
- Member, NC Academy of Superior Court Mediators (Chair of Certification Committee)
- BarCARES of North Carolina (President 2021, following service as Board Member)

- Member Board of Governors, North Carolina Bar Association (holding numerous committee and leadership roles): 2008-2011
- Chair, Dispute Resolution and Labor and Employment Sections NCBA (2006-2007; 2017-2018)(current chair of Ethics and Practice Committee Dispute Resolution Section)
- Former Trustee, North Carolina Health Benefit Trust

RECOGNITIONS

North Carolina Bar Association Labor and Employment Law Distinguished Practitioner and Service Award; North Carolina Bar Association Peace Award; Judicial District 17B Centennial Award; UNC School of Law Pro Bono Publico Alumnus of the Year; NC Lawyers Weekly 2013 Women of Justice Honoree for Litigation Practitioner

INSTRUCTOR

Mediator Trainer for Certified Mediators, Wake Forest University School of Law (2018) and with Ellen Gelbin (2021); Frank Laney's MSC Training (May 2024); Adjunct Instructor, Wake Forest University School of Law, Disability Law (2002).

Videos: Observation Video (joint project with NCBA and NC Dispute Resolution Commission for new mediator training)(joint script writer, producer and panel member); High Noon at the Mediation Table (Dispute Resolution Section (writer and director); The Mediation: Mediating Employment Law Disputes (2012 NCBA production)(writer and director); NC District Criminal Court Mediation Video narrator); BarCARES informational video (joint writer and producer).

PRESENTATIONS AND PUBLICATIONS

Presentations and publications for organizations including the North Carolina Bar Association, the American Bar Association, Wake Forest University, North Carolina Advocates for Justice, North Carolina Association of Defense Attorneys, and the Defense Research Institute. A complete listing is below.

- 17th Annual NC/SC Labor and Employment Law Meeting, October 2001;
- Presenter, Employment Law Update (Wake Forest University), October 3, 2003;
- Presenter, Effective Mediation, Civil Pre-Trial Practice, July 22, 2004;
- Presenter, Employment Law for Mediators, Dispute Resolution Section of the NC Bar Association Annual Meeting, May, 2006;
- Presenter, Fundamentals of Employment Law, NC Bar Association Foundation, June, 2006 (Greensboro, N.C.);
- Presenter, "Beware the Dreaded Impasse," Employment Law Roundtable: A Friday the 13th CLE Guaranteed Not to be Horror-ble!, North Carolina Advocates for Justice, February 13, 2009;
- Presenter, Mediation, Trial Tips from the Trenches, Joint Meeting, NC Association of Defense Attorneys and North Carolina Advocates for Justice, May 8, 2009;
- Presenter, 4th Annual CLE Institute in Chicago, ABA Labor and Employment Law Section, Mediation Workshop (Moderator), 11-4-10;
- Presenter , Mediating Employment Law Disputes: Are They Ready to Make Nice? 2012

- Dispute Resolution Section Annual Meeting-February 24, 2012;
- Creative Leadership in Negotiation: Negotiation, Conflict, Resolution and Working on the Deal (Panel Member), Asheville, NC-April 27, 2012;
- Presenter, Settlement Strategies and Challenges, DRI (Defense Research Institute) Sexual Torts Seminar, November 13-15, 2013 Westin, San Diego, CA.;
- Panel Member, Moving Through Challenging Situations, *Interventions: Our State, Our Skills, Our Selves*, 2014 Dispute Resolution Section Annual Meeting (March 21, 2014), Greensboro, NC;
- Panel Member, How to Bring Calm to Chaos: Moving Forward in the Face of Challenging Circumstances? *2015 Dispute Resolution Section Annual Meeting* (January 30, 2015);
- Presenter, 38th Annual Bankruptcy Institute, November 6-7, 2015, "Mediation as Another Tool in the Consumer Lawyers Toolbox" (Pinehurst, NC);
- Panel Member, Best Practices for Plaintiff Lawyers at Mediation, Employment Law 2016, NCAJ (February 5, 2016 -Raleigh, NC);
- Planner for Dispute Resolution Section Annual Meeting and CLE, Navigating the Pathways of Alternative Dispute Resolution, 2016 Dispute Resolution Section Annual Meeting, Charlotte NC (February 19, 2016);
- Panel Member, Mediator Challenge, Thorny Issues and Ethical Minefields in Mediation and Arbitration, 2017 Dispute Resolution Section Annual Meeting (March 17, 2017, Pinehurst, NC);
- Presenter, Ethics in Mediation, Mediation, Arbitration, Focus Groups, Bad Faith, NC Advocates for Justice (March 31, 2017 Raleigh, NC);
- Panel Presenter and Manuscript Author for the Panel, Overcoming Stumbling Blocks, Dispute Resolution Section Annual Meeting, Employment Law Panel (Charlotte, NC, March 22, 2019);
- Arbitration, Winning Without Trial, NC Advocates for Justice, webcast September 25, 2020;
- Mediation Panel Discussion, Letter of the Law: Practicing Litigation in 2021 NCBA webcast, May 19, 2021.
- Member, ADR Book Committee Review Group, Alternative Dispute Resolution in North Carolina (2nd Ed. 2012); editor of Chapter "ADR and Employment Law Cases."



TOWN OF PILOT MOUNTAIN
BOARD OF COMMISSIONERS MEETING

Main Street Coordinating Committee	
<u>Background Information:</u>	
The Mayor is recommending the appointment of Flora Havet to the Main Street Coordinating Committee.	
<u>Staff Recommendation:</u>	Staff recommends approval of this appointment.
<u>Possible Board of Commissioner Actions</u>	
<ul style="list-style-type: none">• Approve appointment	
<u>Attachments</u>	
<ul style="list-style-type: none">• Barlow Application	

Print

Board Application Form - Submission #10

Date Submitted: 7/10/2024

Select the Board, Commission, or Committee applying for*

Main Street Coordinating Committee

Personal Information

First Name*	Last Name*
Flora	Havet

Sex:*

☐ Male

☒ Female

Address1*

421 Old Hollow Rd

Address2

City*	State*	Zip*
Pilot Mountain	NC	27041

Home Phone Number*

9546819651

Business Address*

111 W Main St

Business Phone Number*

9546819651

Occupation*

Manager

Email Address

Havetengraved@gmail.com

Residency Information

Length of Residency in Pilot Mountain*

1

Are you a registered voter*

☒ Yes

☐ No

Education and Hobbies

High School

Joshua Christian School

College

Matias University

Trade or Business School

Hobbies

Crafting, knitting, cooking

Organization Membership Information

Are you currently serving on other Boards, Commissions, or Committees?*

☐ Yes

☒ No

If yes, which

Have you served on a Board, Commission, or Committee before?*

☒ Yes

☐ No

If yes, which

Port Saint Lucie

Please list organization memberships and positions held

City Ambassador of Port Saint Lucie

Please List Areas of Special Interest

Conserving the unique characteristics of Main Street
Desire to ensure long term success and sustainability of downtown
Been involved with the community

Please Enter Basic Resume Information Below

Operation manager for 17 years with extensive knowledge in administration and accounting



MEMORANDUM

TO:	Mayor and Board of Commissioners
FROM:	Michael Boaz, Town Manager/Finance Officer
DATE:	August 8, 2024
RE:	August 2024 Manager’s Report

- I am happy to announce that we have received a grant from the NC DOT to update our Bicycle and Pedestrian Plan. This project should kick off later this year or early in 2025. This new Bike/Ped Plan should help to make us eligible for federal funding to help implement the projects. We will need to form a steering committee to help guide this project and more details on that will be forthcoming.
- We will open bids for the 2023 Collection System project later this month. This project will see the replacement of the “Offsite” lift station, removal of aerial sewer lines, and replacement/rehab of additional gravity sewer main. This project is funded by grant money from the NC DEQ.
- We expect JR Lynch to start construction on the water system improvements sometime this fall. They will start doing some preliminary work in the next few weeks, but we don’t expect full construction to start until later in the year. This project will see the replacement of a number of hydrants and valves, replacement of the 2” water line on N Depot street, and replacement of the line from Main Street to the Pilot Center tank.
-

PROJECT UPDATES

1. Streetscape Project: No funding was provided in the State budget. We are working on backup plans to obtain funding.
2. WWTP & Pump Station Project: Work is complete.
3. 2022 Collection System Project: Project is out to bid and bids will be received in August 2024.
4. 2022 Distribution System Project: Construction is expected to begin later in 2024.
5. WWTP Rehab Phase 2: The design is underway.
6. 2022 Water AIA Project: We decided not to install the district meters for this project and are revamping the leak detection portion of the program.

Surry County 911 Communications
139 Dobson Church of Christ Rd Dobson , NC 27017

CFS By Department - Select Department By Date
For PILOT MOUNTAIN PD 06/01/2024 00:00 - 06/30/2024 23:59

PILOT MOUNTAIN PD	Count	Percent
911 HANGUP	2	0.48%
ACCIDENT PD	10	2.38%
ACCIDENT PI	2	0.48%
ALARM BUSINESS	11	2.62%
ALARM OTHER	2	0.48%
ALARM PANIC	1	0.24%
ASSIST AGENCY	5	1.19%
B&E BUSINESS	1	0.24%
C&R DRIVER	1	0.24%
CALL TRANSFER	1	0.24%
CARDIAC D	1	0.24%
CHECKPOINT	2	0.48%
CIVIL DISTURBANCE	7	1.67%
COMMUNICATING THREATS	2	0.48%
CONTROL BURN	1	0.24%
DOMESTIC	3	0.71%
ESCORT FUNERAL	2	0.48%
ESCORT VEHICLE	1	0.24%
FIGHT UNKNOWN	1	0.24%
FIRE ALARM	1	0.24%
FOLLOW UP	19	4.52%
FRAUD	2	0.48%
HARASSING PHONE CALLS	1	0.24%
HIT & RUN PD	1	0.24%
IMPROPERLY PARKED VEHICLE	4	0.95%
INTOXICATED DRIVER	4	0.95%
LARCENY BUSINESS	1	0.24%
LARCENY OTHER	4	0.95%
LARCENY RESIDENCE	1	0.24%
LIVESTOCK IN HIGHWAY	1	0.24%
MENTAL SUBJECT	2	0.48%
MISCELLANEOUS	8	1.90%
NOISE COMPLAINT	2	0.48%
OPEN DOOR	1	0.24%
OVERDOSE	2	0.48%
OVERDOSE D	1	0.24%
PROPERTY LOST	3	0.71%
PROPERTY RECOVER	3	0.71%
PROWLER	2	0.48%
PUBLIC SERVICE	48	11.43%
SATURATION PATROL	14	3.33%
SECURITY CHECK	121	28.81%

PILOT MOUNTAIN PD	Count	Percent
SERVE WARRANT	2	0.48%
SERVICE CALL	27	6.43%
STRANDED MOTORIST	2	0.48%
SUSPICIOUS PERSON	6	1.43%
SUSPICIOUS VEHICLE OCCUPIED	9	2.14%
SUSPICIOUS VEHICLE UNKNOWN	1	0.24%
SYNCOPE D	1	0.24%
TEST	1	0.24%
TRAFFIC STOP	53	12.62%
TRESPASS	1	0.24%
UNAUTHORIZED USE	1	0.24%
UNLOCK VEHICLE	9	2.14%
UTILITY LINE DOWN	1	0.24%
WELFARE CHECK	3	0.71%
WX TREE	1	0.24%
Total Records For PILOT MOUNTAIN PD	420	Group/Total 100.00%
Total Records		420

TOWN OF PILOT MOUNTAIN WASTEWATER TREATMENT PLANT ANNUAL PERFORMANCE REVIEW

I. General Information

Facility/System Name: Pilot Mountain WWTP

Responsible Entity: Town of Pilot Mountain

Person in Charge/Contact: Kent Scott, ORC/ (336)368-4041

Applicable Permit(s): NPDES No. NC0026646

Description of Treatment Process:

The Town of Pilot Mountain Wastewater Plant has a permitted flow of .5 million gallons per day the facility consists of, extended aeration ditch two clarifiers and chlorine contact chambers. The plant is located on 601 Lynchburg Road here in Pilot Mountain.

II. Performance

Summary of Plant Performance for Fiscal Year July 1, 2023 – June 30, 2024.

The Pilot Mountain WWTP treated a total of 61.49 million gallons during this fiscal year, an average of .168 million gallons per day.

Listed below are any monthly violations of permit conditions or other environmental regulations, the environmental impact of those violations and corrective measures taken to address the violations.

MONTH	VIOLATION	ENVIRONMENT IMPACT	CORRECTIVE MEASURES TAKEN
October 2023	Weekly TSS	None	We had a slug flow come into the plant we were back in compliance the following week.
November 2023	Fecal Coliform	None	Repaired chlorination equipment.

III. Notification

Copies of this report are available at the Pilot Mountain Town Hall located 124 West Main Street, Box 1 Pilot Mountain, N.C. 27041

IV. Certification

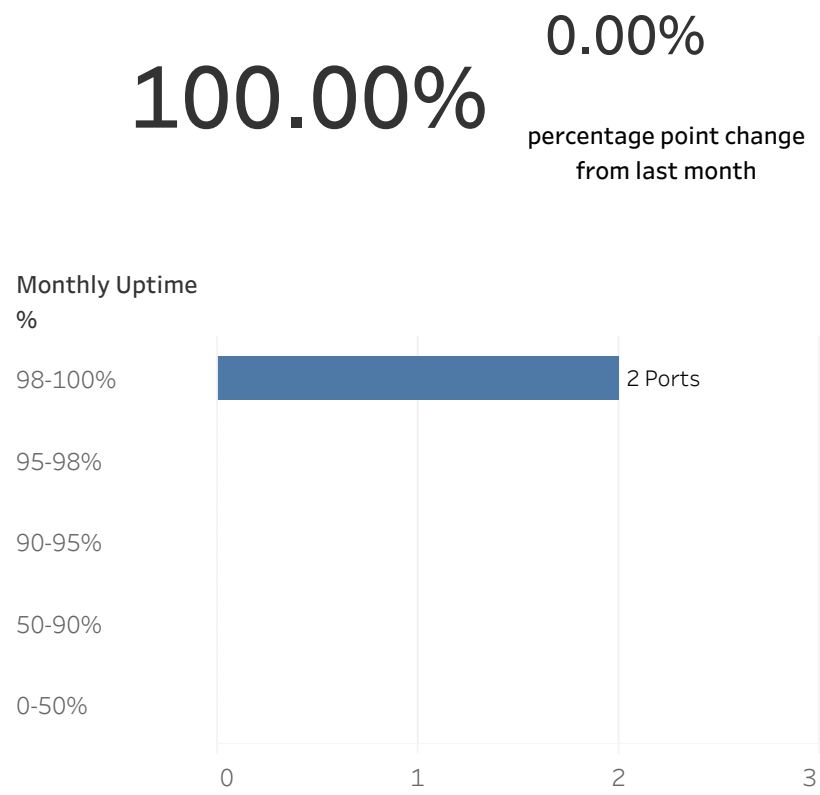
I certify under penalty of law that this report is complete and accurate to the best of my knowledge. I further certify that this report has been made available to the users or customers of the named system and that those users have been notified of its availability.

Responsible Person: Kent Scott
Title: ORC
Entity: Town of Pilot Mountain

Date

Monthly Uptime - May 2024

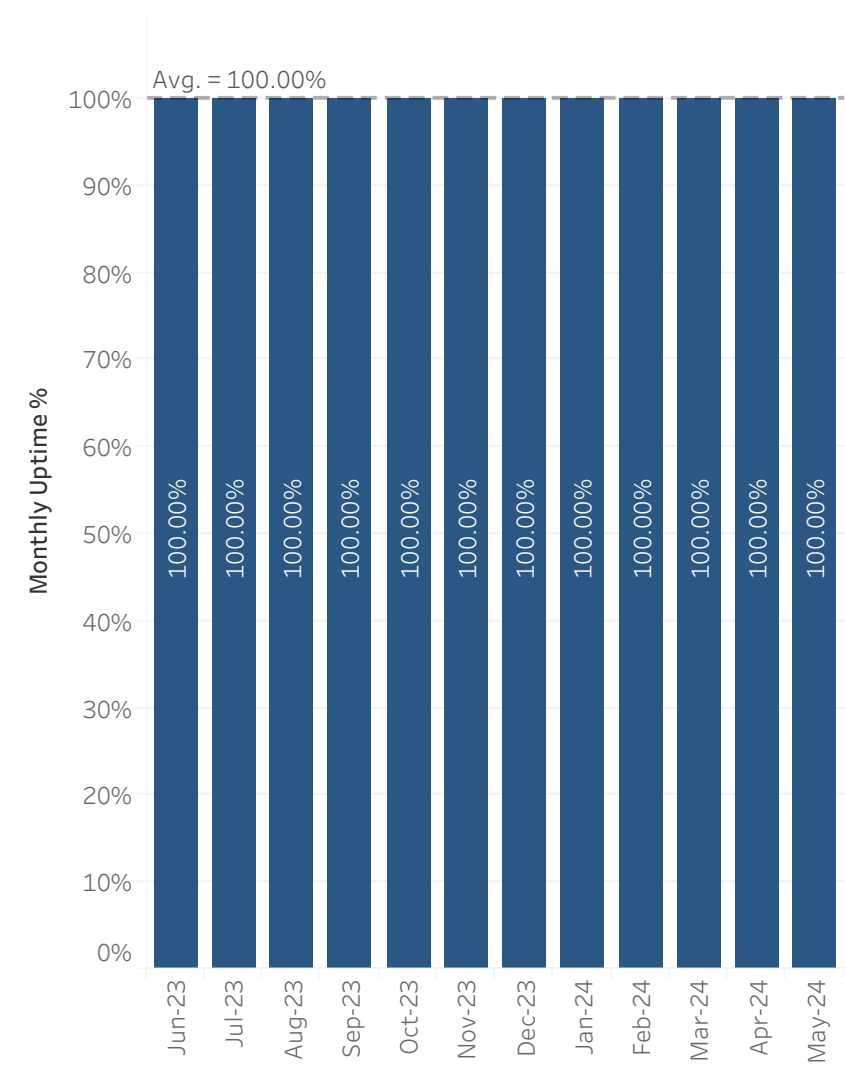
Monthly Uptime is the percentage of time each individual charging port is able to dispense energy, averaged across all ports for your organization within the time period.



Distribution of average monthly uptime across 2 ports and 1 Stations

Monthly Uptime - Last 12 months

Monthly Uptime - Last 12 months is the percentage of time each individual charging port is able to dispense energy, averaged across all ports for your organization within the time period. Only stations that are activated for the complete month are included.

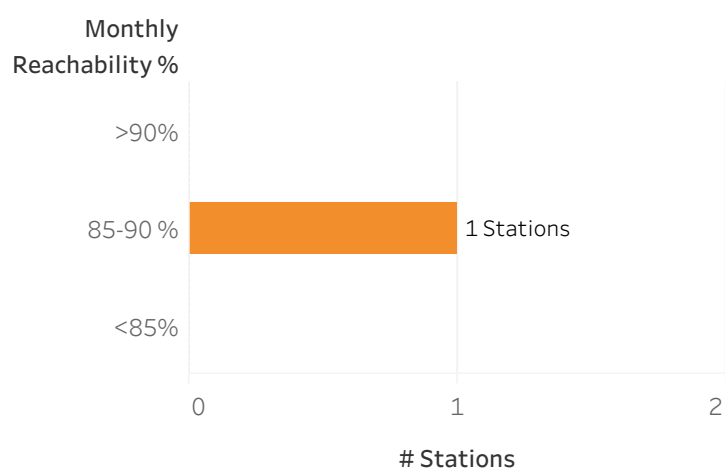


Monthly average port uptime over the last 12 months.

Reachability - May 2024

Reachability is the percentage of successful pings a station makes to the ChargePoint network, based on the total expected pings in this time period. Stations ping to the ChargePoint network every 10 minutes via cellular connection.

 Potential connectivity issues



Connectivity status of your stations

Total stations in report

1 Stations

Includes the following models and service types:

Device Model Family	Assure *	Non Assure **
CT4000	1 Stations	0 Stations

* indicates stations with Assure or Assure Pro service type

** indicates stations with Parts Only service type or no service type

See table for service type per station

Report Feedback

As we update our reporting format to provide the most valuable information as possible, we welcome any feedback at

<http://chargepoint.com/survey/customer-reports>

Monthly Charging Reliability Report

May 2024

This monthly report tracks Uptime for all stations in your organization. Ports with outages or reachability issues that impact Uptime are listed first.

- **Monthly Uptime** is the percentage of time each individual charging port is able to dispense energy over the time period.
- **12-month Rolling Average** is calculated for stations that have been activated for the entire 12-month period. No value is calculated for stations activated for less than 12 months.
- **Outages** are events where a port is unable to dispense energy for more than 2 hours.
- **Total Outage Duration** is the total number of hours a port is unable to dispense energy to drivers due to outages.
- **Reachability** is the percentage of successful pings a station makes to the ChargePoint network, based on the total expected pings in this time period.

Index	Station Name	Port	Device Model Family	Service Type	Monthly Uptime %	12-month Rolling Avg	Total Outages (Greater than 2 Hr.)	Downtime Hours	Monthly Reachability
1	PM TOWN HALL PM TOWN HALL	1	CT4000	Assure	100%	100%	0	0	88%
2	PM TOWN HALL PM TOWN HALL	2	CT4000	Assure	100%	100%	0	0	88%

**MONTHLY STATUS REPORT OF
OPERATION FOR THE PILOT MOUNTAIN
WASTEWATER TREATMENT PLANT**

MONTH: June

YEAR: 2024

OPERATIONS:

MILLION GALLONS OF WATER TREATED	6.149	PERMIT LIMIT MGD	.500
AVERAGE DAILY VOLUME TREATED	.169		
TOTAL RAINFALL	.80		

CHEMICALS USED:

CHLORINE/BLEACH	80 Gallons
POLYMER	0 Gallons

CHEMICAL ANALYSIS:

Parameter	Permit Limits	Monthly Results
BOD	30 max. avg. monthly	6.3
TSS	30 max. avg. monthly	5.2
D.O.	5 minimum avg. daily eff.	7.21
Fecal Coliform	200 max. avg. monthly	1
Ammonia-Nitrogen	28.6 max. avg. monthly	24.5

We were in compliance with all monitoring requirements for June. The eDMR was submitted to NCDEQ on July 15th , 2024.

General Services Work Order Applications

Applications For the Date Range 07/01/2024 Thru 07/31/2024

#	Reference #	Requesting Dept.	Job Type	Location	Description	Date Entered	Date Issued	Days Open
STATUS: CLOSED								
1	JOB-2024-00224	DOWNTOWN	OTHER	513 E MAIN ST	TURN WATER OFF SO PLUMBER CAN DO REPAIRS	7/1/2024	7/1/2024	0
2	JOB-2024-00223	DPW	OTHER	115 ARTHUR NEEDHAM RD	WATER TAP	7/1/2024	7/3/2024	2
3	JOB-2024-00226	DPW	OTHER	209 OLD WESTFIELD RD	TURN WATER ON	7/2/2024	7/2/2024	0
4	JOB-2024-00225	DPW	OTHER	HWY 268 E	FLUSH END OF LINE TODAY	7/2/2024	7/3/2024	1
5	JOB-2024-00231	DPW	SIDEWALK/CURB	529 W MAIN ST	MARILYN THOMAS CALLED IN TO REPORT A HOLE IN THE SIDEWALK AT 529 W MAIN ST (IN THAT AREA) HER GRANDSON WAS HURT AND HER DAUGHTER CALLED IN A MONTH AGO, AND THERE STILL HASNT BEEN ANYTHING DONE TO FIX IT.	7/3/2024	7/9/2024	6
6	JOB-2024-00230	DPW	HOLIDAY	MAIN STREET	SET OUT TRASH CANS AND BARRICADES FOR CRUISE-IN. ALSO LEAVE EXTRA TRASH BAGS FOR EVENT CLEANUP.	7/3/2024	7/8/2024	5
7	JOB-2024-00227	DPW	OTHER	812 W MAIN ST	WATER COMING TO TOP OF GROUND	7/3/2024	7/3/2024	0
8	JOB-2024-00233	DPW	OTHER	CEMETERY SECTION J	MARK PLOT J210 MARY RUTH HAUSER HEADSTONE IS UP	7/8/2024	7/8/2024	0
9	JOB-2024-00235	DPW	OTHER	107 HOWARD ST	TURN WATER OFF. CUSTOMER HAS A LEAK 164 GPH METER #23191735	7/9/2024	7/9/2024	0
10	JOB-2024-00234	DPW	GARBAGE/RECYCLING	102 W MAIN ST	REPLACE GARBAGE CART THAT HAS A HOLE IN THE LID	7/9/2024	7/9/2024	0
11	JOB-2024-00236	DPW	OTHER	1864 OLD US 52 S	WATER TAP. APPLICATION ON FILE TAP FEE WAS PAID IN 2022	7/11/2024	8/5/2024	25
12	JOB-2024-00239	DPW	OTHER	ARMFIELD CENTER	BUSH HOG FIELDS AT CIVIC CENTER	7/16/2024	7/18/2024	2
13	JOB-2024-00245	DPW	OTHER	671 S KEY ST	SET WATER METER AT O'REILLY'S TODAY	7/17/2024	7/17/2024	0
14	JOB-2024-00244	DPW	OTHER	108 DAVIS ST	REPLACE METER BOX	7/17/2024	7/17/2024	0
15	JOB-2024-00243	DPW	OTHER	226 LOLA LN UNIT 103	LOW WATER PRESSURE/INTERMITTENT METER #1700026941 PLEASE ADVISE SO I CAN CALL BACK	7/17/2024	7/17/2024	0
16	JOB-2024-00242	DPW	OTHER	671 S KEY ST	BACK FILL UTILITY CUT MADE BY CONTRACTOR - AFTER HOURS	7/17/2024	7/17/2024	0
17	JOB-2024-00247	DPW	OTHER	VETERANS DRIVE	REPAIR 3/4' LINE THAT CONTRACTOR TORE OUT OF GROUND	7/18/2024	7/18/2024	0
18	JOB-2024-00249	DPW	GARBAGE/RECYCLING	LOLA LANE	REPLACE 2-3 DAMAGED GARBAGE CARTS ON THE LOWER END	7/18/2024	7/19/2024	1
19	JOB-2024-00248	DPW	OTHER	CEMETERY SECTION H	MARK PLOT H135 MR. RONNIE SCHUH BURIAL ON 7/20/24	7/18/2024	7/18/2024	0
20	JOB-2024-00253	DPW	OTHER	VARIOUS LOCATIONS	RE-READS FOR AUGUST BILLING	7/22/2024	7/24/2024	2
21	JOB-2024-00251	DPW	ASSIST POLICE DEPT.	812 W MAIN ST	DIRECT TRAFFIC FOR PAVING CREW	7/22/2024	7/22/2024	0
22	JOB-2024-00250	DPW	TREES	DODSON COURT	OAK TREE ACROSS RD. DUKE ENERGY & ASPLUNDH ON-SITE. PD CALLED PW @10P	7/22/2024	7/23/2024	1
23	JOB-2024-00255	DPW	OTHER	671 S KEY ST	REPAIR SERVICE LINE THAT WAS CUT BY SPECTRUM	7/23/2024	7/25/2024	2

General Services Work Order Applications

Applications For the Date Range 07/01/2024 Thru 07/31/2024

#	Reference #	Requesting Dept.	Job Type	Location	Description	Date Entered	Date Issued	Days Open
24	JOB-2024-00257	DPW	OTHER	115 E MAIN ST	DISCOLORED WATER. EMAIL PICTURES TO PW	7/24/2024	7/24/2024	0
25	JOB-2024-00260	DPW	OTHER	W 52 BYPASS - BALL FIELD	TAKE 2 BARRICADES TO BALL FIELD	7/25/2024	7/25/2024	0
26	JOB-2024-00261	DPW	OTHER	VARIOUS LOCATIONS	CUT OFF FOR NON-PAYMENT. 40 ACCOUNTS	7/28/2024	7/31/2024	3
26	TOTAL CLOSED APPLICATIONS							
STATUS: NEW								
1	JOB-2024-00228	DPW	INSPECTION	W MARION ST	LARGE SINKHOLE ON VACANT LOT	7/3/2024		0
2	JOB-2024-00232	DPW	HOLIDAY	213 E MAIN ST	FIX BRACKET AND RE-HANG BANNER. BANNER IS IN THE OFFICE	7/8/2024		0
3	JOB-2024-00237	DPW	OTHER	115 ARTHUR NEEDHAM RD	WATER METER BOX WASHING	7/11/2024		0
4	JOB-2024-00238	DPW	GARBAGE/RECYCLING	624 E 52 BYPASS	BULK ITEM PICK UP FOR WEEK OF 7/15-7/19. FEE PAID 7/12. ITEMS WILL BE IN DRIVEWAY AND GARBAGE CARTS	7/12/2024		0
5	JOB-2024-00241	DPW	OTHER	116 BLALOCK CT UNIT 1	LOCATE METER - DEREK WILL BE ONSITE 7/18	7/16/2024		0
6	JOB-2024-00240	DPW	OTHER	300 LYNCHBURG RD UNITS 3 & 5	UNCOVER METERS - EXCESSIVE LANDSCAPING. DEREK WILL BE ONSITE THURSDAY, 3/18	7/16/2024		0
7	JOB-2024-00246	DPW	OTHER	800 DODSON MILL RD UNIT 10	WATER TAP/SET METER FOR UNIT 10 - LAUNDRY FACILITY. TAP FEES PAID 7/18/24	7/18/2024		0
8	JOB-2024-00252	DPW	OTHER	258 CLUB HOUSE DR	WATER TAP. TAP FEES PAID. CALL OWNER BEFORE PLACING METER BOX. JAMES KYSER 336 -970-8332	7/22/2024		0
9	JOB-2024-00254	DPW	GARBAGE/RECYCLING	604 W MAIN ST	BULK PICK UP - WILL BE ON CURB BY MONDAY 7/29	7/22/2024		0
10	JOB-2024-00256	DPW	GARBAGE/RECYCLING	200 CRESTWOOD DRIVE	BULK PICK UP FOR 7/29. PAID	7/23/2024		0
11	JOB-2024-00258	DPW	OTHER	801 W MAIN ST	WATER LEAK AT METER BOX IN PARKING LOT	7/24/2024		0
12	JOB-2024-00259	DPW	GARBAGE/RECYCLING	213 S BOYLES ST	BULK PICK-UP ON MONDAY, 7/29	7/25/2024		0
13	JOB-2024-00262	DPW	GARBAGE/RECYCLING	PILOT MOUNTAIN MIDDLE SCHOOL	PLEASE DELIVER 3 RECYCLING CARTS TO PILOT MOUNTAIN MIDDLE SCHOOL. THESE NEED TO BE PLACED NEAR THE DUMPSTERS.	7/31/2024		0
13	TOTAL NEW APPLICATIONS							
39	TOTAL APPLICATIONS THIS REPORT PERIOD							

Zoning Permit Applications

Applications For the Date Range 07/01/2024 Thru 07/31/2024

#	Reference #	Application Type	Property Address	Block	Lot	Owner Name	Date Entered	Date Issued
STATUS: APPROVED								
1	Z-2024-0030	RESIDENTIAL - ADDITION	228 LOLA LN, UNIT 215			GRANDBEAR LLC	07/01/2024	07/08/2024
2	Z-2024-0029	RESIDENTIAL - ADDITION	611 W MAIN ST			NICHOLS ANNA LONG	07/01/2024	07/01/2024
3	Z-2024-0031	RESIDENTIAL - NEW CONSTRUCTION	258 CLUB HOUSE DR			KYSER JAMES ROBERT	07/02/2024	07/02/2024
4	Z-2024-0033	CHANGE OF USE / ZONING VERIFICATION	126-A W MAIN ST			NEEDHAM HOLDINGS LLC	07/23/2024	07/23/2024
4	TOTAL APPROVED APPLICATIONS							
STATUS: DENIED								
1	Z-2024-0034	CHANGE OF USE / ZONING VERIFICATION	105 LOLA LN			ART'S PRIME STEEL STRUCTURES	07/29/2024	
1	TOTAL DENIED APPLICATIONS							
STATUS: PAYMENT REQUESTED								
1	Z-2024-0032	NON-RESIDENTIAL - ADDITION	213 E MAIN ST			NEEDHAM HOLDINGS LLC	07/19/2024	
1	TOTAL PAYMENT REQUESTED APPLICATIONS							
6	TOTAL APPLICATIONS THIS REPORT PERIOD							

Concern Report

Reference #	Status	Date Entered	Description of Concern	
Concern Type		Date Closed		
Concern Address		Days to Resolve		
1	RAC-2024-00029	NEW	07/10/2024	JUNK VEHICLE IN DRIVEWAY
	134 NORTHVIEW DR		26	
2	RAC-2024-00030	NEW	07/10/2024	FALLING TO GET BUILDING PERMIT FOR WALL FAILING TO GET BUILDING PERMIT FOR POOL HAVE TRUCK WITHOUT TAG RUNNING BUSINESS OUT OF HOME
	320 LYNCHBURG RD		26	
3	RAC-2024-00031	CLOSED	07/11/2024	
			07/30/2024	
	110 N STEPHENS ST		19	
4	RAC-2024-00032	NEW	07/11/2024	UNSAFE BUILDING
	106 THOMPSON LN		25	