AGENDA | BOARD OF COMMISSIONERS
REGULAR MEETING

June 18, 2024 at 4:30 PM

Burgaw Town Center
108 E Wilmington St

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1. **Call to Order**

2. **Invocation**

3. **Pledge of Allegiance**

4. **Approval of Agenda**

5. **Approval of Consent Agenda**
   *Items under Consent are generally of a routine nature. The Board may take action to approve/disapprove all items in a single vote. Any item may be withheld from a general action, to be discussed and voted upon separately at the discretion of the Board.

   A. Approval of the April 9, 2024 Regular Meeting Minutes

   B. Approval of the April 9, 2024 Closed Session Minutes

   C. Approval of the May 14, 2024 Regular Meeting Minutes

   D. Approval of the May 14, 2024 Closed Session Minutes

   E. Resolution 2024-15 Supporting the Purchase of the South End of Topsail Beach by North Carolina Coastal Land Trust

   F. Ordinance 2024-13 Amending the FY 2023-2024 budget to reflect year-end received revenues and expenditures

   G. Ordinance 2024-14 Adoption of Capital Project Ordinance for NC OSBM Directed Grant

6. **Special Requests/Presentations**

A. Swearing In of Firefighter/Apparatus Operators Joseph Smith Jr. and Ivy Floyd - Mayor Dawson

B. Ghostwalk Request - Stephanie Key, Pender County Tourism

C. Juneteenth Celebration Street Closure Request - Karen Malloy, 1865 Society of Pender County

D. New Pender County Manager Introduction - Michael Silverman

7. Departmental Items

A. **Information Technology Department**
Dustin McCullen, IT Manager

B. **Public Works Department**
Alan Moore, Public Works Director

C. **Fire Department**
Johnathan Prevatte, Fire Chief

D. **Facilities & Grounds Department**
Damon Stanley, Facilities & Grounds Director

E. **Parks, Recreation & Tourism Department**
Cody Suggs, Parks & Recreation Director

I. Street Closure Request - TDA Markets

F. **Planning Department**
Ron Meredith, Planning Director

G. **Building Inspections Department**
Louis Hesse, Building Code Administrator

H. **Finance Department**
Wendy Pope, Finance Officer

I. **Police Department**
Jim Hock, Police Chief

8. Public Forum

9. Public Hearings

A. **Conditional District Rezoning Request - Weldon Village (Bowen-Caputo)**
Ron Meredith, Planning Director
Consideration of a conditional district rezoning from RA, Rural Agricultural, to R-20 (CZ), Residential Conditional District for a 487-lot single-family residential subdivision located at 2630 NC HWY 53 W (PIN: 3218-28-4425-0000).

I. **Resolution 2024-16 Statement of Consistency**
Adopting a statement of consistency regarding an amendment of the Official Zoning Map of the Town of Burgaw requested by Elizabeth Shelton of D.R Horton to rezone property located off NC HWY 53 W (Parcel Identification Number 3218-28-4425-0000) from RA, Rural Agricultural to R-20 (CZ) Residential District Conditional Zoning for a 487-lot single-family residential subdivision.

II. **Ordinance 2024-15 Zoning Map Amendment**
A map amendment of the Official Zoning Map of the Town of Burgaw requested by Elizabeth Shelton of D.R. Horton to rezone property located off NC HWY 53 W (Parcel Identification Number 3218-28-4425-0000) from RA, Rural Agricultural to R-20 (CZ) Residential District Conditional Zoning for a 487-lot single-family residential subdivision.

B. **Consideration of adoption of the FY 2024-2025 Budget**
James Gantt, Town Manager

I. **Ordinance 2024-16 Adoption of the FY 2024-2025 Budget for the Town of Burgaw**

10. Items from Assistant Manager

A. Walker Street Culvert Project - Funding Request

B. Discussion about water line repairs prior to the Storm Water Master Plan

11. Items from Manager

A. Update on current projects

12. Items from Attorney

13. Items from Mayor and Board of Commissioners

A. Police Advisory Board Discussion

B. Annexation Request

I. Acceptance of the Certificate of Sufficiency from the Town Clerk

II. Resolution 2024-17 Setting a Public Hearing for the Annexation Petition received by Pender County

14. Closed Session - pursuant to NC GS 143-318.11(a)(3) Attorney/Client Privilege

15. Adjournment

TOWN OF BURGAW BOARD OF COMMISSIONERS
REGULAR MEETING

DATE:	April 9, 2024
TIME:	4:30 PM
PLACE:	Burgaw Town Center 108 E Wilmington St
BOARD MEMBERS PRESENT:	Mayor Olivia Dawson Mayor Pro-tem James Malloy Commissioner Jan Dawson Commissioner Bill George Commissioner Michael Pearsall Commissioner William Rivenbark
BOARD MEMBERS ABSENT:	

1. Call to Order

Mayor Dawson called the meeting to order at 4:30 PM.

2. Invocation

The invocation was led by Commissioner Malloy.

3. Pledge of Allegiance

The Pledge of Allegiance was said by all.

4. Approval of Agenda

Mayor Dawson asked the board to consider adding item 7D(III) Street Closure Request by the NC Blueberry Festival. Commissioner George made a motion to approve the agenda as amended. The motion was seconded by Commissioner Malloy and carried by unanimous vote.

5. Approval of Consent Agenda

*Items under Consent are generally of a routine nature. The Board may take action to approve/disapprove all items in a single vote. Any item may be withheld from a general action, to be discussed and voted upon separately at the discretion of the Board.

Commissioner Malloy made a motion to approve the consent agenda as presented. The motion was seconded by Commissioner Pearsall and carried by unanimous vote.

A. **Approval of the February 13, 2024 Regular Meeting Minutes**

B. **Approval of the February 13, 2024 Closed Session Minutes**

C. **Ordinance 2024-09 Amending the FY 2023-2024 budget to reflect the purchase of an easement**

6. Special Requests/Presentations

A. **National Small Business Week Proclamation - Mayor Dawson**

Mayor Dawson read aloud the National Small Business Week 2024 Proclamation.

7. Departmental Items

A. **Public Works Department**
Alan Moore, Public Works Director

Mr. Moore advised he has no new updates to report at this time. Commissioner Pearsall asked about work being done on Satchwell Street. Mr. Moore advised staff was installing water and sewer taps. Commissioner Rivenbark spoke about the sidewalk on the east side of the Burgaw Methodist Church and requested Public Works take a look. There was also brief discussion about natural gas lines in town.

B. **Fire Department**
Jim Taylor, Fire Chief

Chief Taylor advised the Fire Department has been busy over the last couple of months, including a fatality in a structure fire. Chief Taylor said MaryBeth has hit the ground running as Fire Marshal and is doing a great job. He also thanked the board for allowing him to serve as the Fire Chief for the past six and a half years.

C. **Facilities & Grounds Department**
Damon Stanley, Facilities & Grounds Director

D. **Parks, Recreation & Tourism Department**
Cody Suggs, Parks & Recreation Director

Commissioner Pearsall asked for a status of the West Side Trail project. Mr. Suggs advised the engineering costs would be around $367k and the total project is looking to be around $1.5 million. Mr. Gantt briefly explained the RFQ process and said there were only two bids received for this project. The deadline for the grant funding is October 2025. There was also discussion about phasing the project. After much discussion, the board decided to see the costs of the second bid, save money where we can, and move forward with the process as quickly as possible. Commissioner George made a motion to move forward with getting cost proposals from the second contractor. The motion was seconded by Commissioner Pearsall and carried by unanimous vote. Mr. Suggs will bring back updated information at the next meeting.

I. **Chamber of Commerce Agreement**

Mr. Suggs reviewed the changes in the proposed Chamber of Commerce Agreement. He said the agreement would be for a five year term instead of a one year term as done in the past. There was discussion about the town allowing use of the depot at zero rent, as well as the phone, internet and email services have been provided in the past by the town. Commissioner Dawson pointed out a correction with the wording on one of the sections. After discussion, Commissioner Dawson made a motion to approve the agreement with the wording correction, as well as informing the Chamber they pay for their phone, email and internet services. The motion was seconded by Commissioner Rivenbark and carried by unanimous vote.

II. **Public Funding Request - NC Blueberry Festival**

Mr. Suggs advised the NC Blueberry Festival Association has submitted a public funding request in the amount of $2,800 to assist with entertainment and various other things that the festival entails. Ms. Pope advised there is $1,650 remaining in the budgeted line item for public funding requests. Commissioner Dawson asked why this was not included in the FY 2023-2024 budget. Mr. Suggs said this was the first year that the board allocated funds towards public funding requests and other entities have already requested funds that resulted in the remaining $1,650 of the $10k that was budgeted. After discussion, Commissioner George made a motion to approve the funding request in the amount of $2,800, with $1,650 coming from the current budget for public funding requests, plus a budget appropriation from the general fund in the amount of $1,150. The motion was seconded by Commissioner Pearsall and carried by unanimous vote.

Doug Krynicki, President of the NC Blueberry Festival, thanked the board for their support and gave a brief overview of the scholarships and donations given back to the community from the festival each year.

III. **Street Closure Request - NC Blueberry Festival**

In addition to the NC Blueberry Festival Association requesting closure of the streets as usual each year, Mr. Suggs requested closure of Fremont Street between Wright Street and Walker Street for a concert to be hosted by the Burgaw Tourism Development Authority on Thursday, June 13, 2024. He requested closure starting at 6:00 AM on Thursday, June 13, 2024, which would remain closed through Sunday, June 16, 2024 for the festival. This request is to accommodate the large stage to be set up and utilized on Thursday, instead of setting up on Friday. Attorney Rivenbark stated he was speaking as a business owner and said he was never contacted about closing the street on Thursday. There was much discussion by the board about closing the street on Thursday or if they should wait until Friday. Commissioner Rivenbark voiced his opinion by suggesting the Thursday night concert hosted by the town be moved to another weekend. After further discussion, Mayor Dawson requested staff to reach out to all business owners that would be affected and bring this matter back to the board.

Mr. Suggs asked the board to consider closing the following streets for the annual Blueberry Festival. He advised festival staff and town staff have met with the court system regarding street closures for the festival. Commissioner Dawson made a motion to approve the following street closures. The motion was seconded by Commissioner Malloy and carried by unanimous vote.

· Half of Dudley Street from Wilmington Street to Fremont Street to be closed at 3pm on Friday, June 14th until 10am on Saturday, June 15th for the conducting of the BBQ cook-off event.
· Wright Street from Wilmington Street to Fremont Street to be closed at 10:30pm on Friday, June 14th until 11pm on Saturday, June 15th.
· Courthouse Avenue and adjunct ally to be closed at 10:30pm on Friday, June 14th until 11pm on Saturday, June 15th.
· Fremont Street from Walker Street to Wright Street will be closed at 9:30pm on Thursday, June 13th until 12noon on Sunday, June 16th.
· Walker Street from Wilmington Street to Fremont Street to be closed at 5:30pm on Friday, June 14th until 11pm on Saturday, June 15th.
· Walker Street from Fremont Street to Satchwell Street to be closed at 10:30pm on Friday, June 14th until 11pm on Saturday, June 15th.
· Fremont Street from Walker Street to Cowan Street to be closed at 10:30pm on Friday, June 14th until 11pm on Saturday, June 15th.
· Fremont Street from Wright Street to Dudley Street to be closed at 10:30pm on Friday, June 14th until 11pm on Saturday, June 15th.
· Wright Street from Fremont Street to Satchwell Street to be closed at 10:30pm on Friday, June 14th until 11pm on Saturday, June 15th.
· Dickerson Street from Wilmington Street to Fremont Street to be closed at 10:30pm on Friday, June 14th until 11pm on Saturday, June 15th.
· Dickerson Street from Fremont Street to Satchwell Street to be closed from 10:30pm

on Friday, June 14th until 11pm on Saturday, June 15th.
· Satchwell Street between Dickerson Street and Dudley Street to be closed from 6am on Saturday, June 15th until 6pm on Saturday, June 15th.

E. **Planning Department**
Kimberly Rivenbark, Interim Planning Director

Ms. Rivenbark advised D.R. Horton has applied for conditional zoning district on a 285 acre track on Henry Brown Road for a large subdivision. This item will be going to Planning Board soon.

Ms. Rivenbark said the Planning Department has been involved with the Pender County Comprehensive Transportation Plan so more information will be provided to the board at the May meeting.

There has been contact from the engineers on the subdivision across from Ed Cowan Road that was previously approved for a conditional zoning, so it looks like they will be moving forward soon.

Andrew Smith has applied for a major subdivision off of Timberly Lane in front of Northwoods Apartments, as well as an area on Costin Road, so these projects will be coming before the board in the coming months.

Ms. Rivenbark advised the Resilient Coastal Communities Program will have a booth set up at Spring Festival to get more survey responses and public engagement.

F. **Building Inspections Department**
Louis Hesse, Building Code Administrator

Mr. Hesse gave a brief update on current projects and everything is going smoothly. Commissioner Dawson asked if there was a bagel shop coming beside Food Lion. Mr. Hesse said there have been inquiries, but no movement yet.

G. **Finance Department**
Wendy Pope, Finance Officer

Ms. Pope advised she is working on budget preparations and has also been in contact with the county regarding tax collection. She said the town has only received about 40% of ad valorem taxes so far this year. Ms. Pope also said she is working on renewals for worker's compensation and liability and property insurance.

H. **Police Department**
Jim Hock, Police Chief

Chief Hock said officers have been doing training and a lot of mutual aid. He said there are several upcoming events where officers will be needed. Commissioner Malloy thanked Chief Hock for his assistance with the local mentor group.

8. Public Forum

Prior to Public Forum, Mayor Dawson called for a break between 5:27 PM and 5:41 PM.

Robert Kenan, 211 E. Fremont Street, thanked the board for fixing the sidewalk in front of his office. He also encouraged the board not to allow large subdivisions. Mr. Kenan spoke about infill housing and suggested to only allow houses on half acre lots instead of smaller lots.

Vernon Harrell, 108 N. McRae Street, spoke about developments coming to town. He would like the board to consider placing another person in the Planning Department. He also said the long term plan should be revised soon.

9. Public Hearing

A. **Text Amendment Request**
Jessica Gray, Community Development Coordinator
Consideration of a text amendment to the Unified Development Ordinance requested by Nathan Tew to Section 10.23 D Access to allow an existing lot of record with no road frontage one recorded access easement.

Mayor Dawson declared the public hearing open at 5:47 PM.

Ms. Grey presented the text amendment request as described in Ordinance 2024-10. Applicant Nathan Tew was present and spoke to the board about his current driveway and where he would like to add the easement.

Mayor Dawson declared the public hearing closed at 5:59 PM.

I. **Resolution 2024-10 Statement of Consistency**
Adopting a statement of consistency regarding a text amendment to the Town of Burgaw Unified Development Ordinance requested by Nathan Tew to amend Section 2.3.5 nonconforming lots of record to allow no more than one existing lot of record with no road frontage to be accessed by a recorded easement

Commissioner George made a motion to approve Resolution 2024-10 as presented. The motion was seconded by Commissioner Rivenbark and carried by unanimous vote.

II. **Ordinance 2024-10 Text Amendment**
A text change amendment to the Town of Burgaw Unified Development Ordinance requested by Nathan Tew to amend Section 2.3.5 nonconforming lots of record to allow no more than one existing lot of record with no road frontage to be accessed by a recorded easement

Commissioner Rivenbark made a motion to approve Ordinance 2024-10 as presented. The motion was seconded by Commissioner Rivenbark and carried by unanimous vote.

10. Items from Assistant Manager

A. Conflict of Interest Policy

Chief Hock spoke about the funds that the town is set to receive from the state budget. He said there are required forms that need to be submitted before the town can receive the funds. One of the forms is a Conflict of Interest Policy form that has been reviewed by Attorney Rivenbark and needs to be approved and signed by each board member.

Commissioner Malloy made a motion to approve the policy as presented by Chief Hock. The motion was seconded by Commissioner Rivenbark and carried by unanimous vote.

B. Other items to be announced

11. Items from Manager

A. Update on current town projects

Mr. Gantt advised the deadline for solid waste contractor bids is April 25, 2024.

Mr. Gantt said he is working with Four County on providing fiber connection for internet at the depot and public works building. He said it is more reliable than Spectrum and will be a cost savings for the town. He said engineers are working on a design and it should be installed over the next couple of months. Mr. Gantt advised Spectrum's contract at the depot expires in June and they have been made aware of the account change.

Mr. Gantt said the Storm Water Master Plan RFQ ends April 12, 2024.

Mr. Gantt advised there will be interviews soon for Information Technology Manager, as well as Fire Chief interviews. The new Planning Director starts soon.

Mr. Gantt gave an update on the Burgaw Town Center parking lot and said contractors are still working.

B. **Other items to be announced**

12. Items from Attorney

Attorney Rivenbark stated he only had items for closed session.

A. **To be announced**

13. Items from Mayor and Board of Commissioners

A. **Beautification Committee Updates**

Mayor Dawson and Commissioner Dawson gave an overview of the current projects being done or proposed by the Beautification Committee. They spoke about the desire to put the string lights back up over Courthouse Avenue. After discussion, staff will meet with Attorney Rivenbark to discuss legal documents for property owners and height requirements, etc.

Commissioner Dawson advised the committee has requested the median near the south end of the depot be cleaned up. Mr. Stanley and his crew will be removing everything overgrown in the medium and replanting something lower for sight distance issues. There was also discussion about placing a bench on top of the existing pavers.

There was discussion about the need for a grant writer to assist in getting funding for beautification projects.

Commissioner Dawson advised the committee is ordering a "pick me" sign for Blueberry Row so that residents know they may pick blueberries.

Mayor Dawson said the committee has also talked about repainting the welcome signs at the north and south entrance of town on US Highway 117. She said they would like to see a brick sign similar to Johnson Park, at the entrance of US Highway 117 South. The committee is working on getting cost estimates.

B. **Other items to be announced**

Commissioner Pearsall thanked Fire Chief Taylor for his service to the town and said his guys in the Fire Department do a great job. He also thanked other town staff and recognized their hard work in the town.

Commissioner George thanked Fire Chief Taylor and said he appreciates the town staff for all they do.

Mayor Dawson thanked the staff for all they do and commitment to the town.

Mayor Dawson said there was a question received from the public regarding a portion of the public comment minutes from the January meeting. She said the minutes are not required to be verbatim and a summary of what was spoken about is sufficient.

Mayor Dawson asked about the process for vacant lots and infill permits. Mr. Hesse said the owner would apply for a permit, but the application does not have to go through the board for approval.

Commissioner Malloy said staff is greatly appreciated and depends on them.

Commissioner Malloy commented on the dumpsters placed for the Blueberry Festival near Southern Printing. He said he would like to see the dumpsters placed further down away from the businesses. Staff will see this message is relayed to the festival.

Mayor Dawson reminded the board to review the dates provided by Ms. Wells.

14. Closed Session

A. **Pursuant to NC GS 143-318.11(a)(3) Attorney/Client Privilege**

Commissioner Malloy made a motion to enter into closed session at 6:37 PM pursuant to NC GS 143-318.11(a)(3) Attorney/Client Privilege. The motion was seconded by Commissioner Dawson and carried by unanimous vote.

Commissioner Dawson made a motion to return to open session at 7:48 PM. The motion was seconded by Commissioner George and carried by unanimous vote.

15. Adjournment

Commissioner Dawson made a motion to adjourn the meeting at 7:48 PM. The motion was seconded by Commissioner Rivenbark and carried by unanimous vote.

TOWN OF BURGAW BOARD OF COMMISSIONERS
REGULAR MEETING

DATE:	May 14, 2024
TIME:	4:30 PM
PLACE:	Burgaw Town Center 108 E Wilmington St
BOARD MEMBERS PRESENT:	Mayor Olivia Dawson Commissioner William Rivenbark Mayor Pro-tem James Malloy Commissioner Bill George Commissioner Michael Pearsall Commissioner Bill George Commissioner Jan Dawson
BOARD MEMBERS ABSENT:	

1. Call to Order

Mayor Dawson called the meeting to order at 4:30 PM.

2. Invocation

The invocation was led by Reverend Nick Smith.

3. Pledge of Allegiance

The Pledge of Allegiance was said by all.

4. Approval of Agenda

Commissioner George made a motion to approve the agenda as presented. The motion was seconded by Commissioner Pearsall and carried by unanimous vote.

5. Approval of Consent Agenda

*Items under Consent are generally of a routine nature. The Board may take action to approve/disapprove all items in a single vote. Any item may be withheld from a general action, to be discussed and voted upon separately at the discretion of the Board.

Commissioner Malloy made a motion to approve the consent agenda as presented. The motion was seconded by Commissioner George and carried by unanimous vote.

A. Approval of the March 12, 2024 Regular Meeting Minutes

B. Approval of the March 12, 2024 Closed Session Minutes

C. Ordinance 2024-11 Amending the FY 2023-2024 budget to reflect a fund balance appropriation for a monetary donation to the NC Blueberry Festival Association

D. Resolution 2024-11 Request to Appoint Town of Burgaw Map Review Officer

E. Resolution 2024-12 Support project R-5701 for traffic signal installation and intersection improvements along NC Highway 53 and US Highway 117 Business in the Town of Burgaw

F. Resolution 2024-13 Urging the North Carolina Department of Transportation to Install a Traffic Light at the Intersection of US Highway 117 Bypass and Wilmington Street in the Town of Burgaw

6. Special Requests/Presentations

A. New Hire Introductions

Damon Stanley, Facilities & Grounds Director, introduced new Maintenance WorkerReynaldo Castaneda-Salas.

James Gantt, Town Manager, introduced new employees, Planning Director Ron Meredith, Fire Chief Johnathan Prevatte, IT Manager Dustin McCullen.

B. Street Closure Request - Juneteenth

Mr. Suggs presented an additional street closure request on behalf of the 1865 Society of Pender County regarding the upcoming Juneteenth Celebration. The organization would like to set up a large stage on Fremont Street between Walker Street and Wright Street for the event festivities, and requested closure of Fremont Street beginning at

5:30 PM on June 21, 2024 and would reopen at 7:00 PM on June 22, 2024. Also, they requested closure of Wright Street between Courthouse Avenue and Fremont Street. Commissioner Malloy recused himself prior to voting. Commissioner Pearsall made a motion to approve the street closure request. The motion was seconded by Commissioner Rivenbark and carried by unanimous vote.

7. Departmental Items

A. Public Works Department
Alan Moore, Public Works Director

Mr. Moore advised he currently has three quotes for the sidewalk replacement project discussed at the prior meeting. Two contractors are in the process of getting quotes submitted. The current quotes include three blocks of sidewalk on the west side of the Wright Street between Bridgers Street to Satchwell Street, as well as Courthouse Avenue. The highest bid was $246k and the lowest is $207k. Mr. Moore said the quotes do include a breakdown of costs per block if the board decided to do a block at a time. Commissioner Pearsall asked if there was any portion of the sidewalks that could be grinded down for now. Mr. Moore said Wright Street from Bridgers to Wilmington Street is probably the worst section of the three and it has been grinded in the past. After brief discussion, the board decided to wait on the other quotes and then discuss later to prioritize which block to start with.

Mayor Dawson thanked Public Works for hanging the American Flags around town.

B. Fire Department
Johnathan Prevatte, Fire Chief

Chief Prevatte thanked everyone for the warm welcome received from staff and the board. He said he is excited to work with the town.

Chief Prevatte advised the Fire Department will be hosting leadership training that will begin soon.

I. Fire Protection Agreement

Mr. Gantt advised Attorney Rivenbark and Chief Prevatte have reviewed the Fire Protection Agreement presented to the town by the county. There were many concerns voiced by the Attorney, Chief Prevatte and the board. Attorney Rivenbark commented on all of the concerns he has throughout the agreement. After much discussion, the board agreed to allow Attorney Rivenbark and staff to go through the agreement and rewrite sections that fit Burgaw. Mr. Gantt said the county needs the agreement signed by the town by June 3, 2024. The board agreed to hold a special meeting if needed before that date to review and approve.

C. **Facilities & Grounds Department**
Damon Stanley, Facilities & Grounds Director

Mr. Stanley thanked the board for their prayers and support during a recent family death, as well as a family death for one of his employees.

Mr. Stanley advised Dees Park is still in the design phase and asked the board if they preferred to include stainless steel fixtures or ceramic fixtures for cost purposes. The board agreed for staff to include fixtures that will last.

Facilities & Grounds staff have been busy working in the cemetery. Commissioner Dawson asked if there was anything we can do to clean the dark headstones. Mr. Gantt said maintenance of the stones are the families' responsibility.

D. **Parks, Recreation & Tourism Department**
Cody Suggs, Parks & Recreation Director

Mr. Suggs advised the Boy Scouts have requested use of the depot for a fundraiser on June 5, 2024. They will pay the cleaning fee, but have asked for waiver of the rental fee. Commissioner Dawson made a motion to approve the waiver of the rental fee. The motion was seconded by Commissioner Malloy and carried by unanimous vote.

Mr. Suggs advised the second contractor bid for the West Side Trail Project was about $135k cheaper than the first bid received. He advised survey crews will be in the area to begin preparations for the project.

I. Street Closure Request - Blueberry Week Concert

Mr. Suggs provided the board with a handout showing the street closures for the Blueberry Festival and information related to the request to close Fremont Street between Wright Street and Walker Street beginning at 6:00 AM on Thursday, June 13, 2024 for the concert hosted by the Tourism Development Authority. After much discussion, Commissioner Dawson said issues came up last year about this and it seems most favorable to not approve the street closure, so she made a motion for the concert on Thursday, June 13, 2024 to be held on the square and not close the street. The motion was seconded by Commissioner Pearsall and carried by unanimous vote.

II. Splash Pad Concept Proposal by the Parks Foundation of Burgaw

Mr. Suggs presented a plan from the Burgaw Parks Foundation regarding a fundraising project for a splash pad at Hankins Park. Mr. Suggs advised a water feature was in the top three things the community wants to see, based on the Parks & Recreation Master Plan survey. Commissioner Dawson said she would like to see the splash pad look as natural as possible. A PARTF grant would be idea for this project since the town

already owns the land. After discussion, Commissioner Malloy made a motion to accept the concept presented by the Burgaw Parks Foundation and requested they move forward with their plan. The motion was seconded by Commissioner George and carried by unanimous vote.

E. **Planning Department**
Ron Meredith, Planning Director

I. Ordinance 2024-12 Amending the Town of Burgaw Code of Ordinances to amend Chapter 2 Article II Administration

Mr. Meredith explained the request as described in Ordinance 2024-12. He said the Planning Board and Attorney Rivenbark have reviewed the ordinance and have no issues. Commissioner Rivenbark made a motion to approve Ordinance 2024-12 as presented. The motion was seconded by Commissioner George and carried by unanimous vote.

II. Resolution 2024-14 Authorizing execution of necessary documents to apply for and accept, if awarded, grant funding for Phase 3 of the Resilient Coastal Communities Program through the NC Department of Environmental Quality

Ms. Gray presented information regarding a grant opportunity for Phase 3 of the Resilient Coastal Communities Program. Rain gardens were presented as an option to help with drainage in town. Commissioner Pearsall asked how the locations of the rain gardens would be determined. Ms. Gray advised they would be located either on town property or school property. Commissioner Rivenbark made a motion to approve Resolution 2024-14 as presented. The motion was seconded by Commissioner Malloy and carried by unanimous vote.

III. Pender County Comprehensive Transportation Plan status report

Ms. Gray gave an update on the Pender County Comprehensive Transportation Plan.

F. **Building Inspections Department**
Louis Hesse, Building Code Administrator

Mr. Hesse stated all projects in town are going smoothly at this time.

G. **Finance Department**
Wendy Pope, Finance Officer

I. Contract for Solid Waste Collection Services

Ms. Pope advised the town recently published a Request for Proposals for solid waste collection services. After review of the three proposals received, Wall Recycling was chosen to provide solid waste and recycling services for the town. Included in the agenda packet to the board was the proposed contract from Wall Recycling for the services. Michael McKeithan and Terri Hazelton with Wall Recycling were present and spoke to the board. Commissioner Pearsall asked about the process listed in the contract regarding missed roll carts. Mr. McKeithan said if someone's roll cart is not by the street, the truck drivers will place a door hanger on the residents' home.

There being no further questions or comments by the board, Commissioner Malloy made a motion to approve the contract as presented. The motion was seconded by Commissioner George and carried by unanimous vote.

H. **Police Department**
Jim Hock, Police Chief

Chief Hock said the department has been busy with mutual aid. He also advised Sergeant Byrd recently did a week-long training course. Chief Hock advised Officer Cooper has resigned from the department as a full-time employee, but will remain with the town as a part-time employee. Chief Hock said a conditional offer has been issued to fill a Patrol Officer vacancy and this person will start on May 28, 2024.

8. Public Forum

Prior to Public Forum, Mayor Dawson called for a break between 5:33 PM and 5:44 PM.

Karen Harding, 318 S. Walker Street, spoke against the idea of public toilets on Courthouse Avenue. She said she thinks this is her fourth trip to the podium. She said she is unaware of any vote being taken that we need these bathrooms on Courthouse Avenue. Ms. Harding said the business community is not aware that there is any consideration of toilets being put on Courthouse Avenue. She said the location in her opinion is not safe or a good choice for public bathrooms. She said we have so many toilets in town already; if there is a need of public bathrooms, there are bathrooms in the Burgaw Town Center, in the Community House, at the Depot, and the Courthouse. She added all of the food and drink businesses have toilets. Ms. Harding said she does not see the public toilets on Courthouse Avenue benefiting the tax payer community of

Burgaw, so she asked why are they being put there. She is concerned with people parking on Courthouse Avenue and staying there because there are toilets. She said she does not think the police department has time to be checking the toilets all of the time. She said the toilets would be right behind twelve businesses. She has a concern about them being checked regularly. Ms. Harding said she previously came before the board and was told there was no money in the budget and there would be no toilets for 24-25, so she said she was guessing something was changed during the budget meeting. She said if the town really wanted this project to benefit the town, the board would be letting people know their intentions.

After Ms. Harding spoke, Mayor Dawson said there is a concept and design in the works to come, but there needs to be more conversation by the board on that and the budget has not been approved yet. Ms. Harding asked if the businesses would be notified. Mayor Dawson said yes, and the board would take all of those steps once they decide what they wanted to do.

9. Items from Assistant Manager

Chief Hock said the funds were received by the town from the state budget as previously discussed in prior meetings.

Chief Hock said he spoke with NC DOT about the striping for parallel parking along Walker Street between Wilmington Street and Fremont Street in result of the paving by NC DOT recently. There was a mistake with the contractor in painting the lines with diagonal markings instead of straight lines to indicate parallel parking. This should be corrected in the near future. Chief Hock said the issue resulted in the markings on the pavement from previous Blueberry Festivals with markings of "NP" on the pavement with spray paint. The painting contractor for NC DOT assumed it meant "no parking" so that is why diagonal lines were placed in the area for what was thought to be a no parking zone. The "NP" sprayed on the pavement by the festival indicated "non-profit" vendor spaces. Chief Hock advised he will make sure the festival uses chalk in the future. Spray painting state owned streets is a violation of the agreement from the state to allow the street to be closed for a festival. He will also be informing the festival, that no spray paint should be placed on town streets or sidewalks as well.

10. Items from Manager

A. Update on current town projects

Mr. Gantt said there has been a weather delay with the paving of the Burgaw Town Center parking lot. Once the paving is done, crews will stripe the parking lot, as well as placing lines back for parking at First National Bank. There was discussion about the

signage for the front of the Burgaw Town Center. Mr. Suggs will reach out to them to make sure it gets done as soon as possible. There was also discussion about hanging the dedication wooden flag and plaques at the Burgaw Town Center. Mr. Stanley will see this gets taken care of.

11. Items from Attorney

12. Items from Mayor and Board of Commissioners

Commissioner Malloy commented on ditches that need cleaning out on the NC DOT right-of-way. Mr. Gantt will look into this.

Mayor Dawson spoke about the Police Advisory Board and reminded the board they were going to revisit discussion about the future of the board. Chief Hock briefly shared the efforts made to enhance the participation of the Police Advisory Board since the last discussion by the board. Commissioner Dawson asked Chief Hock to continue with the advisory board at this time and let the town board know when a quorum can not be met.

Mayor Dawson briefly commented on a few things happening in town, including tax appraisers in the area and filming in town. She also advised she would be attending the flood coalition in Washington, DC soon.

A. Consideration of reappointing Parks & Recreation Advisory Committee members

Ms. Wells advised Trisha Newton has resigned from the committee. Commissioner Dawson made a motion to reappoint Jen Buttery, Daniel Price and Jennifer Matthews to the Parks & Recreation Advisory Committee and allow Ms. Wells to advertise for one vacancy. The motion was seconded by Commissioner Pearsall and carried by unanimous vote.

B. Consideration of appointments to the Tourism Development Authority

Mayor Dawson advised two applications were received for consideration. She stated the application says the applicant must reside within the city limits. One applicant does not reside in town, therefore was determined by the board to be non-eligible for consideration. Commissioner Dawson made a motion to approve appointment of Alex Shevchuk to the Tourism Development Authority. The motion was seconded by Commissioner Pearsall and carried by unanimous vote.

13. Closed Session

Commissioner Dawson made a motion to enter into closed session at 6:37 PM pursuant to NC GS 143.318.11(a)(3) Attorney/Client Privilege and NC GS 143.318.11(a)(6) Personnel. The motion was seconded by Commissioner Rivenbark and carried by unanimous vote.

Commissioner Rivenbark made a motion to return to open session at 7:01 PM. The motion was seconded by Commissioner Malloy and carried by unanimous vote.

14. Adjournment

Commissioner George made a motion to adjourn the meeting at 7:02 PM. The motion was seconded by Commissioner Malloy and carried by unanimous vote.

RESOLUTION 2024-15

Resolution Supporting the Purchase of the South End of Topsail Beach by North Carolina Coastal Land Trust

WHEREAS, the Town of Topsail Beach includes a 149+ acre tract with over 1.6 miles of shoreline at the south end of the island known as The South End; and

WHEREAS, the Town of Topsail Beach is aware that the North Carolina Coastal Land Trust has negotiated and signed a contract to purchase said land, a pivotal step in the permanent protection of this pristine property; and

WHEREAS, the Town of Topsail Beach acknowledges that the North Carolina Coastal Land Trust plans to acquire this property and transfer it to the State of North Carolina to be managed by the North Carolina Division of Coastal Management for conservation and continued public access for residents and visitors to enjoy the beauty of The South End.

NOW, THEREFORE, BE IT RESOLVED, by the Town of Burgaw Board of Commissioners that:

1. The Town of Burgaw supports the North Carolina Coastal Land Trust in its ambitious goal to raise nearly $8.0 million by March 2025 to complete its acquisition of this property.
2. The South End is one of the last remaining parcels of undeveloped, privately-owned land on North Carolina's barrier islands and, as a natural treasure, the land has incredible ecological and coastal conservation values to both Topsail Island and the State of North Carolina.
3. The South End hosts an array of coastal wildlife, including, but not limited to, loggerhead sea turtles, piping plovers, red knots, and American oystercatchers amidst its dunes, estuarine wetlands, and maritime shrub forests, and it is important to the Town that the residents of Topsail Island, as well as visitors, be able to continue to experience and enjoy the beauty of this property.
4. The Town of Burgaw hereby endorses the North Carolina Coastal Land Trust's purchase of the South End to permanently conserve its ecological, scenic, and recreational values so that its unparalleled beauty can be shared with and enjoyed by the public and future generations.

Adopted this 18th day of June 2024, by the Board of Commissioners of Burgaw, North Carolina.

Attest: _____ Signed: _____

Kristin J. Wells, Town Clerk G. Olivia Dawson, Mayor

DRAFT

ORDINANCE 2024-13

AMENDING FISCAL YEAR 2023-2024 ANNUAL BUDGET
Increasing Revenues and Expenditures

WHEREAS, the Town of Burgaw Board of Commissioners passed an ordinance adopting a budget for FY 2023-2024 on June 6, 2023; and

WHEREAS, the General Fund has revenue and expenditures in surplus and deficit of budgeted amounts; and

WHEREAS, the Town of Burgaw is amending budgeted amounts to better align with received revenues and anticipated expenditures.

NOW THEREFORE, BE IT ORDAINED BY THE TOWN OF BURGAW BOARD OF COMMISSIONERS THAT:

The FY 2023-2024 budget be altered to reflect the following changes:

INCREASE BUDGETED REVENUE

Account Number	Account Description	Amount
10-3370-00-200	ABC Distribution	$55,702
10-3800-00-800	Interest Income	$36,000

INCREASE BUDGETED EXPENDITURE

Account Number	Account Description	Amount
10-4100-00-570	Governing Board Miscellaneous	$ 3,000
10-5050-80-453	Facilities & Grounds Landscaping	$10,000
10-5100-10-020	Police Salaries	$15,402
10-5300-10-170	Fire M&R Vehicles	$36,000
10-5700-20-450	Streets Contract Services	$27,300

Adopted this the 18th day of June 2024.

Attest: _____ Signed: _____
Kristin J. Wells, Town Clerk G. Olivia Dawson, Mayor

DRAFT

Background information:

Fiscal Year 2023/2024 has proven to have certain fiscal challenges, with volatile prices on goods purchased and varying fuel prices. Also, there were certain expenditures this year that were not budgeted or greater than the original budget.

1. The Governing Board held a board social event at Christmas and commissioned art work for BTC
2. Facilities & Grounds hired landscape contractor to maintain cemetery
3. Police salaries change mid year due to advancement incentives and certifications
4. Squad 15 and Ladder 15 in the Fire Department have each had significant and costly repairs
5. Sidewalk repairs on Wright and Fremont at Cowan have increased the Streets Contract Services

There are a few revenue accounts that have performed better than the anticipated budget. Each of the accounts listed will be increased by the amount of this budget amendment.

	Budgeted Amount	Collected/Expected Amount
ABC Distribution	0	$55,702
Interest Income	$60,000	$96,050

By recognizing the surplus revenues into budget, we can increase the expenditure budget as well, so that the budget to actual numbers are not skewed during audit.

DRAFT

ORDINANCE 2024-14

ADOPTION OF CAPITAL PROJECT ORDINANCE
For
Town of Burgaw Directed Grant #12451

BE IT ORDAINED by the Town of Burgaw Board of Commissioners that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project is hereby adopted:

Section 1. The project authorized is to facilitate the acquisition of Public Safety apparatus (the "Project") to better serve the citizens of Burgaw, NC.

Section 2. The officers of this unit are hereby directed to proceed with the capital project within the terms of the budget contained herein.

Section 3. The following amounts are appropriated for the project:

Capital Outlay	$ 240,000

Section 4. The following financing sources are anticipated to be available to complete this project:

NC OSBM Grant ID: 12451	$ 240,000

Section 5. The Finance Officer is directed to report, on a quarterly basis, on the financial status of the project.

Section 6. The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this capital project in every budget submission made to this Board.

Section 7. Copies of this capital project ordinance shall be furnished to the Clerk to the Governing Board, and to the Budget Officer and the Finance Officer for direction in carrying out this project.

Adopted this eighteenth day of June, 2024

Attest: _____ Signed: _____
Kristin J. Wells, Town Clerk G. Olivia Dawson, Mayor

DRAFT

Town of Burgaw
ITEM REPORT

Item: 7EI

DATE OF MEETING: June 18, 2024 **DEPARTMENT OF ORIGIN:** Parks, Recreation, & Tourism	**DATE SUBMITTED:** 06/12/2024 **SUBMITTED BY:** Kristin Wells, Town Clerk

AGENDA ITEM DESCRIPTION:
Street Closure Request - TDA Markets

SUMMARY STATEMENT:
The Burgaw Tourism Development Authority will be hosting a market on August 9, 2024 and November 8, 2024 in downtown and would like to request closure of Courthouse Avenue beginning at 12 noon and reopening at 9 PM on the market days. Previously, the depot has been utilized for the markets and the request to close Dickerson Street between Wilmington Street and Courthouse Avenue was approved for the events. To bring the market closer to the downtown area when the Cruise-In Car Shows are happening for August and November, the TDA would like to utilize Courthouse Avenue for the markets instead of the Depot. Dees Park would also be utilized for local entertainment.

STAFF RECOMMENDATION AND REQUESTED ACTION:

FINANCIAL IMPACT INCLUDING FUNDING SOURCE:

FINANCE DIRECTOR COMMENTS:

ATTACHMENTS (IF ANY): None

Cover Sheet
Board of Commissioners
487 lot RA to R-20 Conditional Rezoning Request

The applicant is proposing a 487-lot single-family detached, 3-phased subdivision to be developed as a conditional district rezoning from RA, Rural Agricultural, to R-20 (CZ), Residential Conditional District, for a development located at 2630 NC HWY 53 W (PIN: 3218-28-4425-0000).

Phase 1 of the development will be on the top portion of the property on the south side of NC Highway 53 W, below the intersection with Henry Brown Road. Phase 2 of the subdivision plan indicates that it will be located on the portion of the property south of Phase 1, and Phase 3 of the subdivision is proposed to be developed on the portion of the property on the north side of NC Highway 53 W.

Conditional zoning districts are zoning districts in which the development and use of the property are subject to predetermined ordinance standards and the rules, regulations, and conditions imposed as part of the legislative decision creating the district and applying it to the particular property.

Two community meetings were held on 4/1/2024 and 4/10/2024 at Hankins Park Pavilion and a summary of these meetings has been included in your packet.

Staff found that the applicant's proposal was not consistent with the Town of Burgaw Future Land Use Map. The current proposal has stronger inconsistencies with the goals.

The April 18, 2024, Planning Board continued the case to allow the applicant to consider changes to the proposal, potentially address some of the concerns, provide answers to the questions that the citizens asked at the community meeting, and take the proposed conditional zoning through the technical review process (TRC), which was conducted on April 24, 2024. The applicant submitted updated plans to staff, which addressed the comments and concerns. On April 18, 2024, the Planning Board voted not to recommend approval of Case 4-2.

CASE SUMMARY Conditional District Rezoning
Board of Commissioners May 16, 2024

Ron Meredith, 910-663-3451, rmeredith@burgawnc.gov

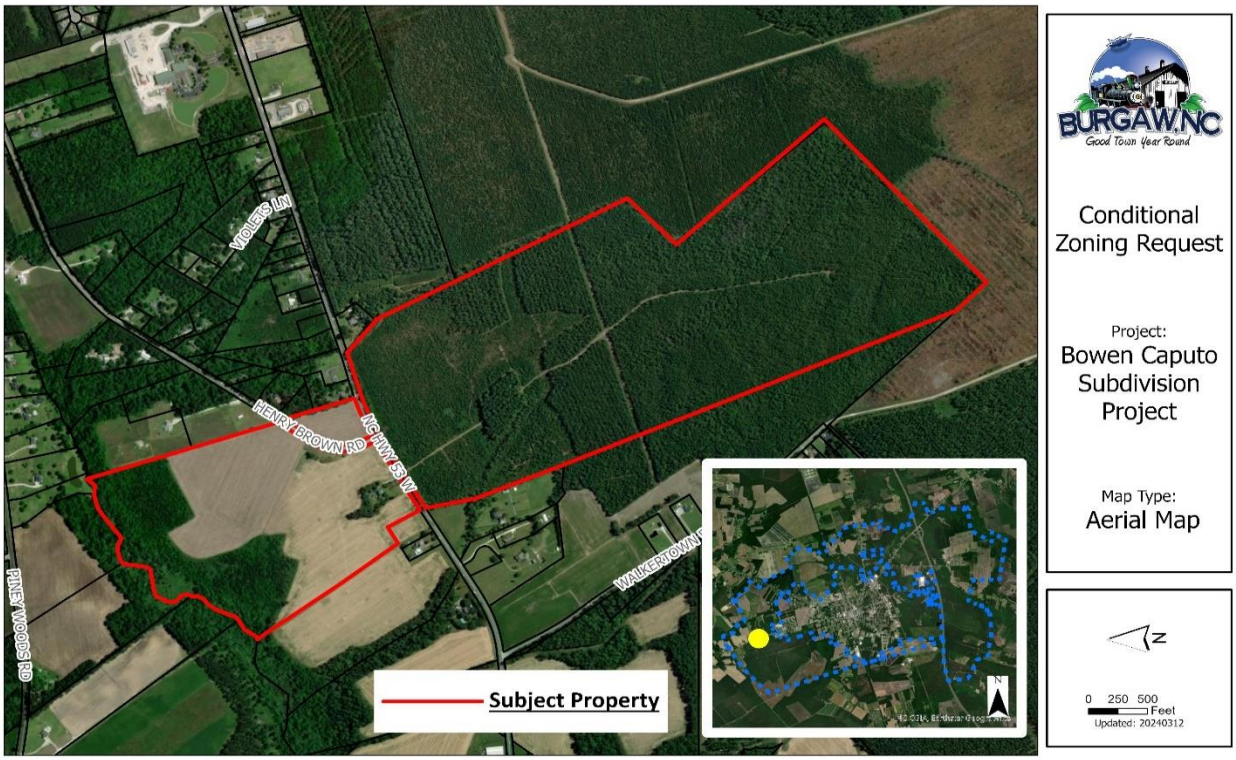
Planning Board	**4/18/2024 Continued 05/16/2024; 4-2 vote to recommend denial**
Board of Commissioners	**6/18/2024**

Request

Request	Rezone PIN 3229-60-0564-0000 from RA, Rural Agricultural to R-20 Residential Conditional Zoning for a 487-lot single-family residential subdivision.	
Applicant	Elizabeth Shelton D. R. Horton Inc.	910-515-9561 elshelton@drhorton.com
Owner	Kathryn Kirk Bowen Caputo Family Limited Partnership	919-612-3237 boots456@aol.com

1. Case Overview

Application to rezone ±285.17 acres of undeveloped land for a 487-unit single-family residential subdivision.



2. Summary

2.1 Proposal

The applicant is proposing to develop a 487-lot single-family residential subdivision to be developed in three phases. Phase 1 of the development will be of the top portion of the property on the south side of NC Highway 53 W below the intersection with Henry Brown Road. Phase 2 of the subdivision plan indicates that it will be located on the portion of the property south of Phase 1, and Phase 3 of the subdivision is proposed to be developed on the portion of the property on the north side of NC Highway 53 W.

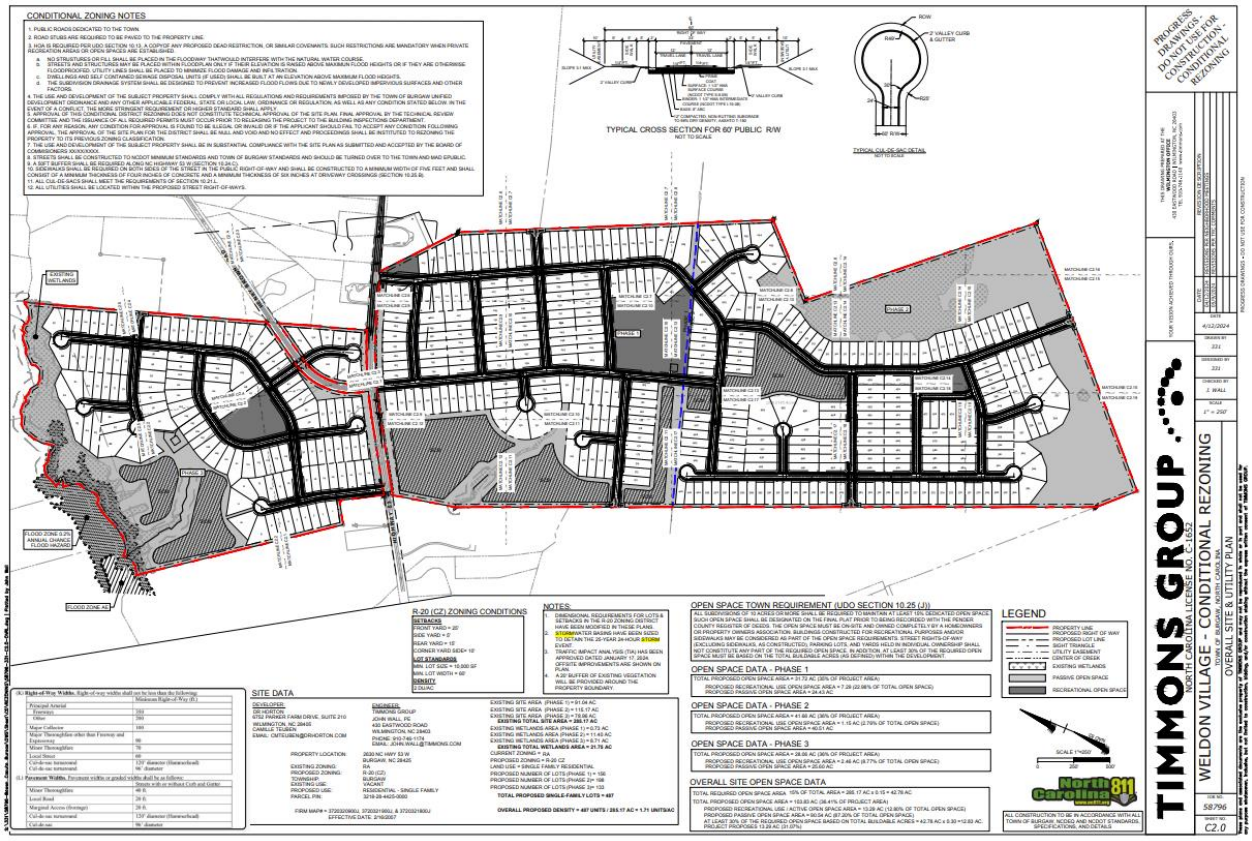


Figure 2.1: Overall Subdivision Plan

2.1.a 5/16/2024 Planning Board Proposal

ZONING	**SETBACKS** FRONT YARD = 25’ SIDE YARD = 7.5’ REAR YARD = 15’ CORNER YARD SIDE = 10’	**LOT STANDARDS** MIN. LOT SIZE = 10,000 SF MIN. LOT WIDTH = 60’	**DENSITY** 2 DU/AC
DENSITY	487 UNITS / 285.17 AC = 1.71 UNITS/AC		
STORMWATER	STORMWATER BASINS HAVE BEEN SIZED TO DETAIN THE 50-YEAR 24-HOUR STORM EVENT		
OPEN SPACE	**TOTAL REQUIRED OPEN SPACE AREA** 15% OF TOTAL AREA = 285.17 AC X 0.15 = 42.78 **TOTAL PROPOSED OPEN SPACE AREA** = 103.83 AC (36.41% OF PROJECT AREA) **PROPOSED RECREATIONAL USE / ACTIVE OPEN SPACE AREA** = 13.29 AC (12.80% OF TOTAL OPEN SPACE) **PROPOSED PASSIVE OPEN SPACE AREA** = 90.54 AC (87.20% OF TOTAL OPEN SPACE) AT LEAST 30% OF THE REQUIRED OPEN SPACE BASED ON TOTAL BUILDABLE ACRES = 42.78 AC X 0.30 = 12.83 AC PROJECT PROPOSES 13.29 AC (31.07%)		

2.1.b Proposed Elevations

The Cali

Elevation A

Elevation B

Elevation C

Elevation S

The Aria

Elevation A

Elevation B

Elevation C

Elevation H

The Hayden

Elevation A

Elevation B

2.2 Community Meetings

The two required community meetings were held on 4/1/2024 and 4/10/2024 from 4:00 PM to 7:00 PM at Hankins Park Pavilion, 310 N. Walker Street. A summary of these meetings can be found in attachment 9.

2.3 Criteria for Review

Section 8.8 Conditional Zoning (CZ) Amendments of the Unified Development Ordinance (UDO): Conditional zoning districts are zoning districts in which the development and use of the property is subject to predetermined ordinance standards and the rules, regulations, and conditions imposed as part of the legislative decision creating the district and applying it to the particular property. A conditional zoning district allows particular uses to be established only in accordance with specific standards and conditions pertaining to each individual development project. Some land uses are of such a nature or scale that they have significant impacts on both the immediate surrounding area and on the entire community, which cannot be predetermined and controlled by general district standards. There are also circumstances in which a general district designation allowing such use by right would not be appropriate for a particular property, even though the use itself could if properly planned, be appropriate for the property consistent with the objectives of these regulations, the adopted land use plan, and adopted district and area plans. The review process established in this section provides for the accommodation of such uses by a reclassification of property into a conditional zoning district, subject to specific conditions, that ensures compatibility of the use with the use and enjoyment of neighboring properties.

Recommended Conditions

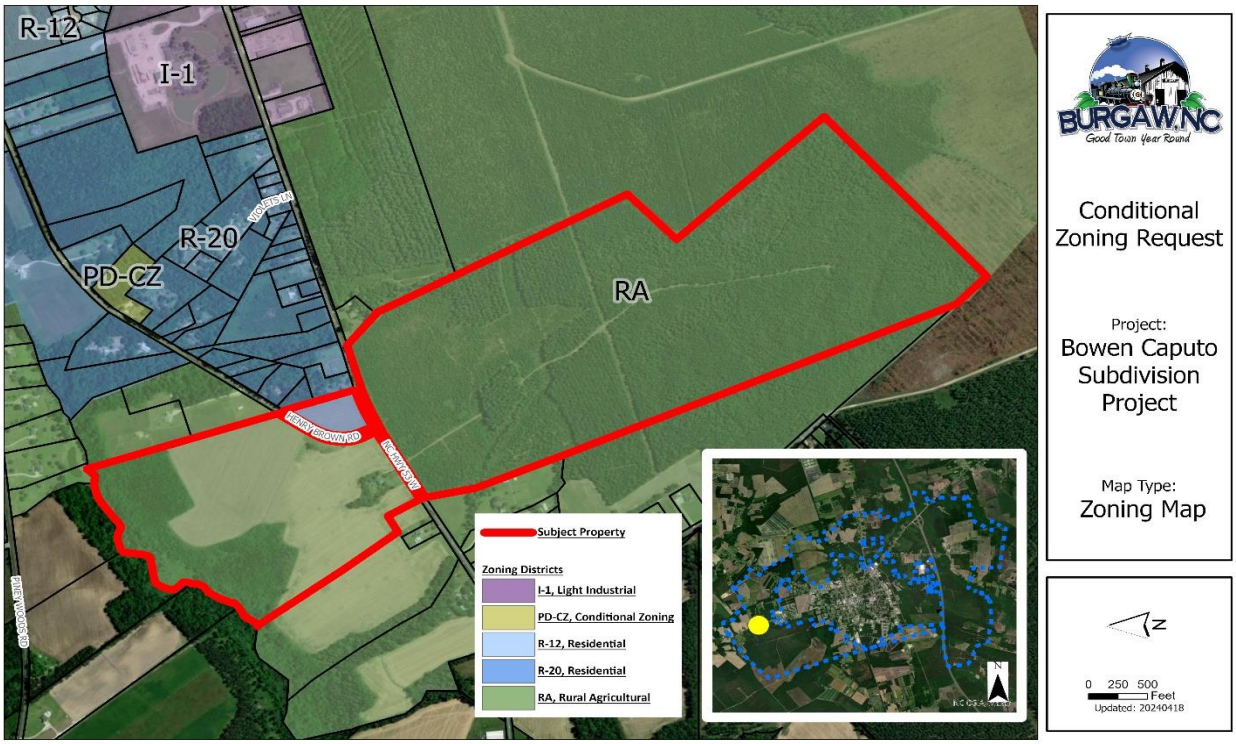
1. The use and development of the subject property shall comply with all regulations and requirements imposed by the Town of Burgaw Unified Development Ordinance and any other applicable federal, state, or local law, ordinance, or regulation, as well as any condition stated below. In the event of a conflict, the more stringent requirement or higher standard shall apply.
2. Approval of this conditional district rezoning does not constitute technical approval of the site plan. Final approval by the Technical Review Committee and the issuance of all required permits must occur prior to releasing the project to the Building Inspections Department.
3. If, for any reason, any condition for approval is found to be illegal or invalid, or if the applicant should fail to accept any condition following approval, the approval of the site plan for the district shall be null and void, and no effect and proceedings shall be instituted to rezoning the property to its previous zoning classification.
4. The use and development of the subject property shall be in substantial compliance with the site plan as submitted and accepted by the Board of Commissioners on XX/XX/XXXX.
5. The streets shall be constructed to NCDOT minimum standards and Town of Burgaw standards and should be turned over to the Town and made public.
6. A 50ft buffer shall be required along NC Highway 53 W (Section 10.24.C).

7. Sidewalks shall be required on both sides of the street in the public right-of-way and shall be constructed to a minimum width of five feet and shall consist of a minimum thickness of four inches of concrete and a minimum thickness of six inches at driveway crossings (Section 10.25.B).
8. All cul-de-sacs shall meet the requirements of Section 10.21.L.
9. All utilities shall be located within the proposed street rights-of-way.
10. The side yard setbacks of the proposal will be set at 7.5 feet.

It is important to note that conditions that may be applied to a conditional district rezoning must be agreed to by both the town and the applicant, and the disapproval of a condition may impact the resulting recommendations and decisions.

3. Analysis

3.1 Area Context and Existing Conditions



Surrounding Area	North	South	East	West
Zoning	Pender County: RA Rural Agriculture, RP Residential Performance Town: RA Rural-Agricultural, R-20 Residential	Pender County: RA Rural Agriculture Town: RA Rural-Agricultural	RA Rural-Agricultural, R-20 Residential	RA Rural-Agricultural
Current Land Use	Vacant, Agricultural	Vacant, Agricultural	Single-family Residential, Agricultural, Vacant	Single-family Residential, Agricultural

3.2 Site History/Cultural Resources

The Timmons Group, on behalf of D.R. Horton, conducted a desktop cultural resources review and an onsite investigation for potential historic resources for the Bowen-Caputo Tract and have submitted a request for a project review to the North Carolina State Historic Preservation Office. Section 106 of the National Historic Preservation Act (NHPA) requires the US Army Corps of Engineers (USACE) to consider the effects on historic properties before authorizing a permit under Section 404 of the Clean Water Act.

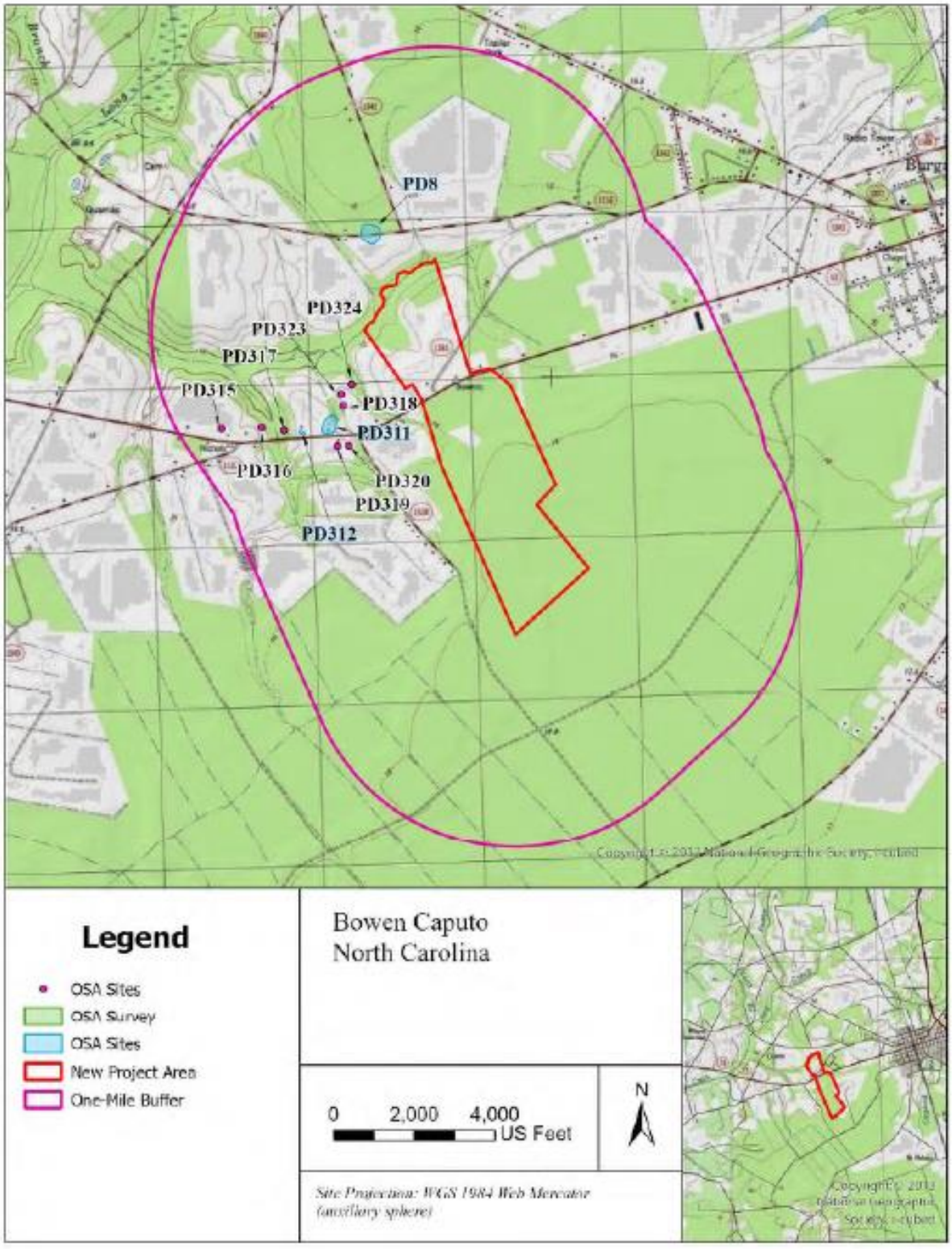
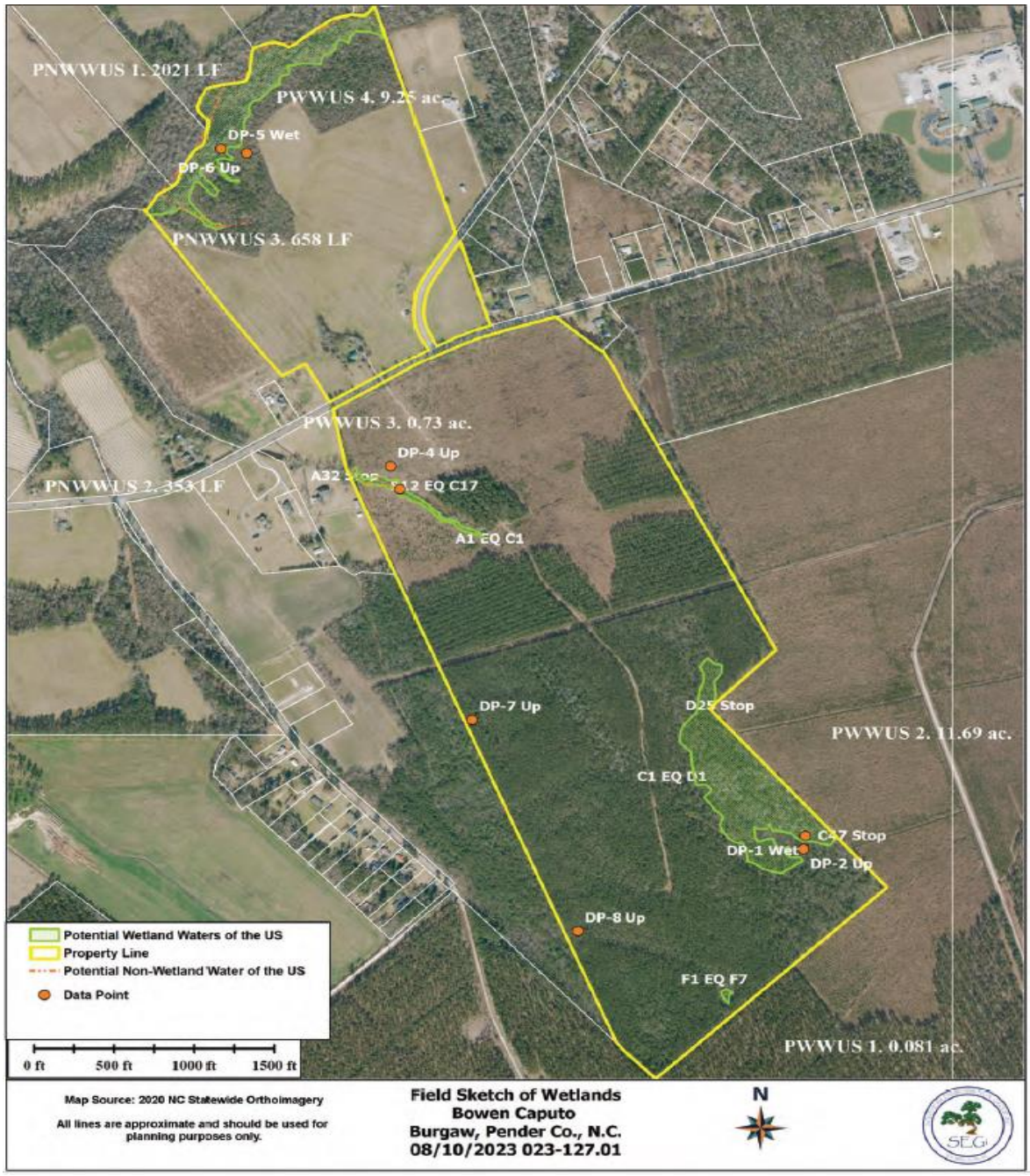


Figure 3.2: NCSHPO map showing location of previously identified archaeological sites.

3.3 Environnemental



Wetlands have been identified on the site plan in the northern and southeastern portions of the project area, with a small stream and wetland area in the northwestern portion of the Phase 2 project area. The applicant has submitted an approved US Army Corps of Engineers Jurisdictional Determination, and it has been included in your packet.

3.4 Consistency of Proposed Development with Unified Development Ordinance (UDO) Requirements

A review of the proposed development shows it is in general compliance with the UDO and was reviewed by the Town of Burgaw Technical Review Committee (TRC) on April 24th, 2024.

3.4.a Parks and Recreation Space Requirements

Section 10.5 of the UDO requires new residential developments to contribute to and share the expense of providing space for recreation and other leisure time activities by dedication or payment in lieu of dedication, stating the developer shall:

1. Dedicate to the Town of. Burgaw a portion of said property or other land considered by the Town to be suitable for the purposes of parks and recreation; or
2. Make a cash payment in lieu of such dedication in accordance with the provisions [of the UDO].

Acceptance of dedication or payment in lieu of dedication is brought to the Parks and Recreation Board for review, and the recommended decision is to be considered by the Board of Commissioners. The Board of Commissioners has sole discretion over the proposed residential subdivision parks and recreation space requirement decision.

Other provisions for parks and recreation space requirements are further outlined in Section 10.5. of these applicable to the proposal are from Section 10.5 (N), allowing the Board of Commissioners to elect to give partial credit to private, on-site recreation facilities. The Board may give up to 50% of the land dedication or land payment, provided they find that:

1. The private facilities are significantly usable for the type of subdivision being developed; and
2. The facilities are likely to reduce the need for residents of the subdivision to use public recreational facilities.

R-20 Residential District.

When developing a subdivision, park land or open space should be provided to homeowners OR a contribution made to the park fee in lieu of fund.

3.4.b Open Space Requirement

All subdivisions of 10 acres or more shall be required to maintain at least 15% dedicated open space. Such open space shall be designated on the final plat prior to being recorded with the Pender County Register of Deeds. The open space must be on-site and owned completely by a homeowners or property owners association. Buildings constructed for recreational purposes and/or sidewalks may be considered part of the open space requirements. Street rights-of-way (excluding sidewalks, as constructed), parking lots, and yards held in individual ownership shall not constitute any part of the required open space. In addition, at least 30%

of the required open space must be based on the total buildable acres (as defined) within the development.

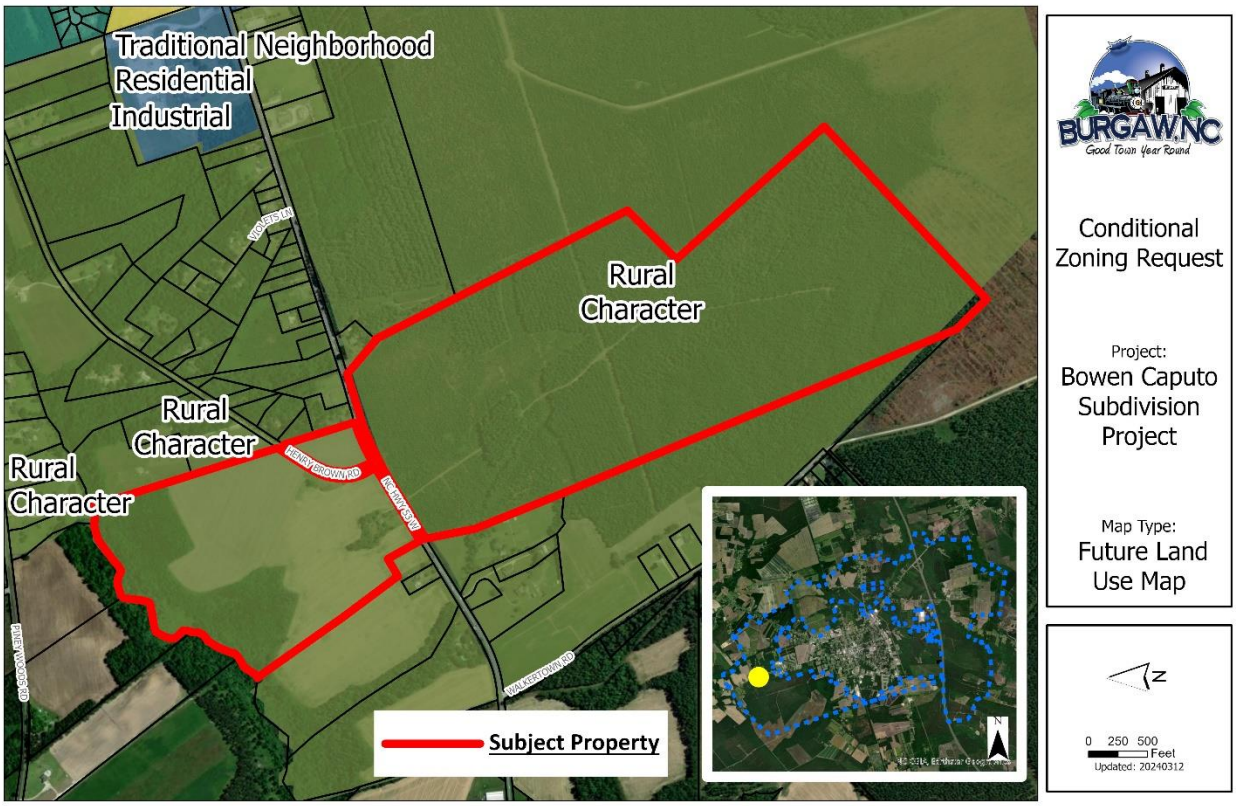
CONSISTENCY WITH APPROVED PLANS

The Town of Burgaw Comprehensive Land Use Plan

The proposed amendment is consistent with the policy intent of the Town of Burgaw Comprehensive Land Use Plan. Policies that are most pertinent to the proposed amendment are listed below. Not all policies carry equal weight and may depend on the specifics of the proposal. The following symbology is employed:

Strong Support | **Modest Support** | **Modest Non-support** | **Strong Non-support**

Land Use	
Goal 1: To promote infill development and revitalization of areas with existing infrastructure: Encourage development in areas where the necessary infrastructure—roads, water, sewer, etc.—are available, planned, or can be most cost effectively provided and extended to serve existing and future development	
Economic Development	
Goal 2: To attract businesses and industries that will enhance the economic health and livability of the town: Ensure the town's zoning and development codes can accommodate appropriate businesses and industries and a variety of development forms	
Agriculture and Forestry	
Goal 1: To preserve existing agricultural and forest lands: Consider effects on agricultural properties when contemplating expansion of public utilities and other growth-inducing infrastructure into agricultural areas	
Environmental Protection	
Goal 3: To protect the integrity of wetlands and wildlife habitats: Encourage nature-friendly subdivisions with large blocks of contiguous habitats linked by functional connections	
Housing	
Goal 1: To promote the development and preservation of quality housing that is affordable across the full spectrum of household incomes and meets the needs and preferences of Burgaw's households: Ensure that the town's development codes provide ample opportunity for developers to build a variety of housing types, ranging from single-family to dense multi-family. Keeping the market well supplied with housing will moderate the costs of owning and renting, lessening affordability problems, and lowering the level of subsidy necessary to produce affordable housing	



Future Land Use Map: Rural Character	
Properties in this land use category are intended to remain rural in nature, with low density and a primarily agricultural character. They are not adjacent to a major highway and may have environmental concerns. Recommended Land Uses: low-density residential, agriculture, forestry, recreational amenities	
DEVELOPMENT GUIDELINES	
Clustered residential developments to protect wetlands, forests, and agricultural areas	
Structures not recommended in floodway or wetlands	

CONCLUSIONS

The subdivision development as proposed is not consistent with the Town of Burgaw Future Land Use Map. The current proposal has stronger inconsistencies with the goals and policies adopted in the Burgaw 2030 Comprehensive Land Use Plan than it does support.

PLANNING BOARD April 18, 2024,

Of those in attendance at the April 18, 2024, Planning Board meeting, 26 people spoke against the conditional rezoning request. Many of these individuals lived on or owned property near the subject property. The people who spoke at the meeting voiced their concerns about wetlands, stormwater, ETJ, traffic, and buffers around the proposal, to name a few.

The board continued the case to allow the applicant to consider changes to the proposal, potentially address some of the concerns, provide answers to the questions that the citizens asked at the community meeting, and take the proposed conditional zoning through the technical review process (TRC), which was conducted on April 24, 2024.

The planning staff and selected TRC members provided comments to the applicant on how to adjust the plans to meet UDO requirements. The applicant submitted updated plans to staff to address the TRC comments and concerns.

PLANNING BOARD May 16, 2024,

Of those in attendance at the May 16, 2024, Planning Board meeting, 19 people spoke against the conditional rezoning request. The people who spoke at the meeting voiced similar concerns as at the April 18th meeting. Some of these concerns included wetlands, stormwater, ETJ, traffic, and buffers around the proposal. The board voted not to recommend approval of the Case 4-2.

NEIGHBORHOOD CONTACT

	Community Meetings	Planning Board	Board of Commissioners
Advertisement Date(s)	04/01/24, 4PM-7PM & 04/10/24, 4PM-7PM	Pender Post & Voice 04/04/24 & 04/11/24 & Pender Post & Voice 05/02/24 & 05/09/24	Pender Post & Voice 6/5 and 6/13
Other – Contact(s)		Mailers sent 04/02/24 Signs posted 04/03/24 Missing sign reposted. 05/03/24	Mailers sent 05/31/24 Signs posted

ACTIONS TO DATE

Planning Board	**04/18/2024-Continued; 5/16/2024- recommend denial**
Board of Commissioners	**6/18/2024 Pending**

ATTACHMENTS

1. Application
2. Project Narrative
3. Plan Submittal
4. NCDOT TIA Approval
5. Cultural Resources Review Request
6. Aerial Map
7. Zoning Map
8. Future Land Use Map
9. Flood Map
10. Community Meeting Items
11. U.S. Army Corps of Engineers Notification of Jurisdictional Determination
12. Consistency Statement
13. Draft Resolution
14. Draft Ordinance

PETITION FOR CONDITIONAL DISTRICT REZONING

Petitions for conditional district rezoning must be accompanied by eight (8) hard copy sets and one digital copy of required information.

DATE: 02/23/2024 FEE: $710.00

As the Petitioner(s), I/We D.R. Horton Inc. - Elizabeth Shelton request that the Town of Burgaw Planning Board recommend to the Town of Burgaw Board of Commissioners to change the Official Zoning Map of the Town of Burgaw as defined in the Unified Development Ordinance as follows:

LOCATION OF PROPERTY

PARCEL ID NUMBER: 3218-28-4425

STREET ADDRESS: 2630 NC HWY 53 W

PROPERTY SIZE

ACREAGE 285.17 STREET FRONTAGE (ft) 4,377 DEPTH (ft) LOT 1 - 2,500
LOT 2 - 600
LOT 3 - 5,300

ZONING

CURRENT ZONING DISTRICT RA REQUESTED ZONING DISTRICT R-20 (CZ)

PROPERTY OWNERS

I CERTIFY THAT THE FOLLOWING ARE OWNER(S) OF THE PROPERTY SUBJECT TO THE REZONING REQUEST AS LISTED IN THE PENDER COUNTY REGISTRY.

NAME	ADDRESS
1. Bowen Caputo Family Limited Partnership	1. 2630 NC HWY 53 W or P.O. Box 4846
2.	2.
3.	3.
4.	4.
5.	5.

ADJACENT PROPERTIES LIST

Please add below the adjacent properties and property owners required to be notified of the public hearing. Please note the Town Fee Schedule requires an additional fee of $7 per property required to be notified.

NAME
BLAKE, WILLIAM HENRY

ADJACENT PROPERTY ADDRESS
2740 HWY 53 WEST

PARCEL NUMBER
3218-09-3673

NAME
COLLINS, KENNETH N

ADJACENT PROPERTY ADDRESS
PINEY WOODS RD

PARCEL NUMBER
3219-02-7357

NAME
LANIER, GENE BURON JR

ADJACENT PROPERTY ADDRESS
1379 PINEY WOODS RD

PARCEL NUMBER
3209-71-8670

NAME
BARNHILL, JAMES KENNETH JR

ADJACENT PROPERTY ADDRESS
745 PINEY WOODS RD

PARCEL NUMBER
3219-12-2510

NAME
BLACKBURN, MICHAEL R

ADJACENT PROPERTY ADDRESS
1171 PINEYWOODS RD

PARCEL NUMBER
3209-92-3174

NAME
MAGRUDER, CHRISTOPHER

ADJACENT PROPERTY ADDRESS
2238 HENRY BROWN RD

PARCEL NUMBER
3219-11-7863

NAME
HUFHAM, DONALD R

ADJACENT PROPERTY ADDRESS
1089 PINEY WOODS RD

PARCEL NUMBER
3209-92-7468

NAME
MAGRUDER, CHRISTOPHER

ADJACENT PROPERTY ADDRESS
HENRY BROWN RD

PARCEL NUMBER
3219-21-0026

ADJACENT PROPERTIES LIST

Please add below the adjacent properties and property owners required to be notified of the public hearing. Please note the Town Fee Schedule requires an additional fee of $7 per property required to be notified.

NAME
KOLLEN, JENNIFER

ADJACENT PROPERTY ADDRESS
HENRY BROWN RD

PARCEL NUMBER
3219-20-0358

NAME
OAK MOUNTAIN TIMBERCO NC LLC

ADJACENT PROPERTY ADDRESS
HIGHSMITH RD

PARCEL NUMBER
3208-90-5620

NAME
JONES, JONATHAN D

ADJACENT PROPERTY ADDRESS
2460 NC HWY 53 W

PARCEL NUMBER
3219-20-1122

NAME
CROOM, JUDSON BRINKLEY

ADJACENT PROPERTY ADDRESS
WALKERTOWN RD

PARCEL NUMBER
3218-17-3370

NAME
HAND, DALE L

ADJACENT PROPERTY ADDRESS
2345 HWY 53 WEST

PARCEL NUMBER
3218-29-7962

NAME
HILBURN, OSCAR HALLETT

ADJACENT PROPERTY ADDRESS
2745 NC HWY 53 W

PARCEL NUMBER
3218-18-0784

NAME
DRAKE, GREGORY NATHAN

ADJACENT PROPERTY ADDRESS
NC HWY 53

PARCEL NUMBER
3218-39-8656

NAME
BARNHILL, JAMES KENNETH JR

ADJACENT PROPERTY ADDRESS
745 PINEY WOODS RD

PARCEL NUMBER
3219-12-4552

ADJACENT PROPERTIES LIST

Please add below the adjacent properties and property owners required to be notified of the public hearing. Please note the Town Fee Schedule requires an additional fee of $7 per property required to be notified.

NAME
FENNELL, JOHN P

ADJACENT PROPERTY ADDRESS
681 PINEY WOODS RD

PARCEL NUMBER
3219-12-7509

NAME
KING, DOROTHY G

ADJACENT PROPERTY ADDRESS
2330 NC 53 HWY W

PARCEL NUMBER
3219-20-3197

NAME
BOWEN, JESSICA

ADJACENT PROPERTY ADDRESS
2185 HENRY BROWN RD

PARCEL NUMBER
3219-20-2885

NAME
AMEZCUA, GABRIEL

ADJACENT PROPERTY ADDRESS
NC 53 HWY W

PARCEL NUMBER
3219-20-3398

NAME
BOWEN, HARMONY

ADJACENT PROPERTY ADDRESS
HENRY BROWN RD

PARCEL NUMBER
3219-20-2733

NAME
AMEZCUA, GABRIEL

ADJACENT PROPERTY ADDRESS
NC 53 HWY W

PARCEL NUMBER
3219-21-2927

NAME
GRENELL, CHRISTOPHER P

ADJACENT PROPERTY ADDRESS
2285 HENRY BROWN RD

PARCEL NUMBER
3219-20-1572

NAME
AMEZCUA, GABRIEL

ADJACENT PROPERTY ADDRESS
NC 53 HWY

PARCEL NUMBER
3219-20-7264

ADJACENT PROPERTIES LIST

Please add below the adjacent properties and property owners required to be notified of the public hearing. Please note the Town Fee Schedule requires an additional fee of $7 per property required to be notified.

NAME
BROWN, KAREN B

ADJACENT PROPERTY ADDRESS
NC 53 HWY W

PARCEL NUMBER
3219-20-8616

NAME
MATTHEWS, GREGORY DALE

ADJACENT PROPERTY ADDRESS
2801 NC HY 53 W

PARCEL NUMBER
3218-08-9454

NAME
BULLARD, MARTHA B

ADJACENT PROPERTY ADDRESS
2805 NC HY 53 W

PARCEL NUMBER
3218-08-6553

NAME
BULLARD, MARTHA B

ADJACENT PROPERTY ADDRESS
2815 NC HY 53 W

PARCEL NUMBER
3218-08-6880

NAME
ALDRIDGE, JENNI

ADJACENT PROPERTY ADDRESS
153 WIDOW MOORE DR

PARCEL NUMBER
3219-30-0248

NAME
RAMIREZ, ESEQUIEL R

ADJACENT PROPERTY ADDRESS
2288 NC HWY 53 W

PARCEL NUMBER
3219-20-9485

NAME

ADJACENT PROPERTY ADDRESS

PARCEL NUMBER

NAME

ADJACENT PROPERTY ADDRESS

PARCEL NUMBER

SUPPLEMENTARY INFORMATION

- PRELIMINARY SITE PLAN (SEE ATTACHED CHECK SHEET)
- SUPPORTING INFORMATION AND TEXT THAT SPECIFIES THE ACTUAL USE OR USES INTENDED FOR THE PROPERTY AND ANY RULES, REGULATIONS, AND CONDITIONS THAT WILL GOVERN THE DEVELOPMENT AND USE OF THE PROPERTY
- REPORT OF THE REQUIRED COMMUNITY MEETING TO INCLUDE:
  - A LIST OF THOSE PERSONS AND ORGANIZATIONS CONTACTED ABOUT THE MEETING
  - THE MANNER AND DATE OF CONTACT
  - THE DATE, TIME, AND LOCATION OF THE MEETING
  - A ROSTER OF THE PERSONS IN ATTENDANCE AT EACH MEETING
  - A SUMMARY OF ISSUES DISCUSSED AT THE MEETING
  - A DESCRIPTION OF ANY CHANGES TO THE REZONING PETITION MADE BY THE PETITIONER AS RESULT OF THE MEETING
  - NOTICE MUST BE SENT TWO WEEKS PRIOR TO THE MEETING

OWNER INFORMATION

PHONE: 919 612-3237 EMAIL: Boots456@aol.com

SIGNATURE: Kathryn C. Kirk

DATE: 2/16/24

APPLICANT INFORMATION (if different from owner)

PHONE: 910-515-9561 EMAIL: ELShelton@drhorton.com

SIGNATURE: E L Shelton

DATE: 2/19/24

OFFICE USE ONLY

COMPLETE APPLICATION RECEIVED BY: _____ DATE: 2-8-24

CONDITIONAL DISTRICT REZONING SITE PLAN CHECKLIST

REQUIRED INFORMATION	NOT APPLICABLE WAIVED BY PLANNING	INCLUDED WITH APP
Boundary survey and vicinity map showing the property's total acreage, its zoning classification(s), the general location in relation to adjacent properties, major streets, railroads, and/or waterways, the date, and north arrow		✓
All existing easements, reservations, and rights-of-way		✓
Approximate location of existing and proposed buildings, structures, and other improvements		✓
Proposed use of all lands and structures, including the number and square footage of all units, residential and nonresidential		✓
All yards, buffers, screening, and landscaping required and proposed		✓
All existing and proposed points of access to public streets		✓
Location of flood zones		✓
Location of wetlands		✓
Proposed phasing, if any		✓
The location of existing and proposed storm drainage patterns and facilities intended to serve the proposed development		✓
Location of all existing and proposed infrastructure on the site, including water, sewer, roads, pedestrian walkways, and open space		✓
Generalized traffic, parking, and circulation plans (including bicycle and pedestrian facilities)		✓
Proposed screening, buffers, and landscaping, as well as proposed treatment of any existing natural features		✓
Existing and proposed topography at five-foot contour intervals or less		✓
The location of existing vegetation and regulated trees		✓
Scale of buildings relative to abutting property		✓
Building elevations and exterior features of proposed development		✓
Master Sign Plan		To Be Provided
An evaluation of traffic impacts prepared in accordance with a scope of work established by NCDOT and the UDO)		✓
Inventory of the existing environmental, cultural, historical, and natural site attributes		✓
A conceptual plan that shows with reasonable certainty the type and intensity of use for the proposal		✓
Any other information needed to demonstrate compliance with regulations		✓

Project Narrative

Bowen Caputo is a proposed residential community utilizing the Town of Burgaw R-20 Conditional Zoning District as outlined in the Unified Development Ordinance (UDO). The assemblage is made up of three parcels with two frontages on NC Highway 53 and one frontage on Henry Brown Road. The total existing tract area is about 285.17 acres.

The proposed community will consist of single family detached residential development. Bowen Caputo is planned at a minimum lot width of 60' and min. lot size of 10,000 sf. The front setback will be set at 25', the side corner 10', the side interior 5', and the rear 15'. The property will be served by public water and sewer infrastructure. The current zoning of the property is RA.

30% of the development area has been reserved for passive open space with about 13% of the area being for Recreational Use. These areas are centralized and will consist of Sports Courts/Open Play areas and neighborhood clubhouse and pool. The Open space exceeds the Town of Burgaw Minimum Requirements.

The development will include a 20' buffer around the perimeter utilizing existing vegetation.

Bowen Caputo preserves a significant amount of environmentally sensitive areas in the conceptual design plan. The preserved areas, to a large degree, are located on the perimeter of the development, allowing for the concentration of infrastructure improvements in the central area of the development. The plan respects existing wetlands & open space as buffer for the development, mitigating effects of the development on the surrounding community. There are no encroachments within the existing floodplain proposed. Open space & common amenities support a high quality of life for the residents in the development.

WELDON VILLAGE

PHASE 1-3
CONDITIONAL REZONING
TOWN OF BURGAW
PENDER COUNTY, NORTH CAROLINA

SITE DATA

PROJECT:	WELDON VILLAGE
ENGINEER:	TIMMONS GROUP 430 EASTWOOD ROAD WILMINGTON, NC 28403 PHONE: 910-746-1174 JOHN WALL, PE EMAIL: JOHN.WALL@TIMMONS.COM
DEVELOPER:	D.R. HORTON 6752 PARKER FARM DR., SUITE 210 WILMINGTON, NC, 28405 CAMILLE TEUBEN EMAIL: CMTEUBEN@DRHORTON.COM
PROPERTY LOCATION:	2630 NC HWY 53 W, BURGAW, NC 28425
EXISTING ZONING:	RA
PROPOSED ZONING:	R-20 (CZ)
TOWNSHIP:	BURGAW
EXISTING USE:	VACANT
PROPOSED USE:	RESIDENTIAL - SINGLE FAMILY
TOTAL SITE AREA:	285.17 ACRES
PARCEL PIN:	3218-28-4425-0000

VICINITY MAP
1"=5000'

TYPE OF WORK:
RESIDENTIAL SUBDIVISION

Sheet List Table

Sheet Number	Sheet Title
C0.0	COVER SHEET
C1.0	OVERALL EXISTING CONDITIONS
C2.0	OVERALL SITE & UTILITY PLAN
C2.1	DETAILED SITE & UTILITY PLAN - SHEET 1 OF 19
C2.2	DETAILED SITE & UTILITY PLAN - SHEET 2 OF 19
C2.3	DETAILED SITE & UTILITY PLAN - SHEET 3 OF 19
C2.4	DETAILED SITE & UTILITY PLAN - SHEET 4 OF 19
C2.5	DETAILED SITE & UTILITY PLAN - SHEET 5 OF 19
C2.6	DETAILED SITE & UTILITY PLAN - SHEET 6 OF 19
C2.7	DETAILED SITE & UTILITY PLAN - SHEET 7 OF 19
C2.8	DETAILED SITE & UTILITY PLAN - SHEET 8 OF 19
C2.9	DETAILED SITE & UTILITY PLAN - SHEET 9 OF 19
C2.10	DETAILED SITE & UTILITY PLAN - SHEET 10 OF 19
C2.11	DETAILED SITE & UTILITY PLAN - SHEET 11 OF 19
C2.12	DETAILED SITE & UTILITY PLAN - SHEET 12 OF 19
C2.13	DETAILED SITE & UTILITY PLAN - SHEET 13 OF 19
C2.14	DETAILED SITE & UTILITY PLAN - SHEET 14 OF 19
C2.15	DETAILED SITE & UTILITY PLAN - SHEET 15 OF 19
C2.16	DETAILED SITE & UTILITY PLAN - SHEET 16 OF 19
C2.17	DETAILED SITE & UTILITY PLAN - SHEET 17 OF 19
C2.18	DETAILED SITE & UTILITY PLAN - SHEET 18 OF 19
C2.19	DETAILED SITE & UTILITY PLAN - SHEET 19 OF 19
C3.0	OVERALL SUBDIVISION PLAN
C3.1	DETAILED SUBDIVISION PLAN - SHEET 1 OF 19
C3.2	DETAILED SUBDIVISION PLAN - SHEET 2 OF 19
C3.3	DETAILED SUBDIVISION PLAN - SHEET 3 OF 19
C3.4	DETAILED SUBDIVISION PLAN - SHEET 4 OF 19
C3.5	DETAILED SUBDIVISION PLAN - SHEET 5 OF 19
C3.6	DETAILED SUBDIVISION PLAN - SHEET 6 OF 19
C3.7	DETAILED SUBDIVISION PLAN - SHEET 7 OF 19
C3.8	DETAILED SUBDIVISION PLAN - SHEET 8 OF 19
C3.9	DETAILED SUBDIVISION PLAN - SHEET 9 OF 19
C3.10	DETAILED SUBDIVISION PLAN - SHEET 10 OF 19
C3.11	DETAILED SUBDIVISION PLAN - SHEET 11 OF 19
C3.12	DETAILED SUBDIVISION PLAN - SHEET 12 OF 19
C3.13	DETAILED SUBDIVISION PLAN - SHEET 13 OF 19
C3.14	DETAILED SUBDIVISION PLAN - SHEET 14 OF 19
C3.15	DETAILED SUBDIVISION PLAN - SHEET 15 OF 19
C3.16	DETAILED SUBDIVISION PLAN - SHEET 16 OF 19
C3.17	DETAILED SUBDIVISION PLAN - SHEET 17 OF 19
C3.18	DETAILED SUBDIVISION PLAN - SHEET 18 OF 19
C3.19	DETAILED SUBDIVISION PLAN - SHEET 19 OF 19
C4.0	OVERALL TREE INVENTORY PLAN
C4.1	DETAILED TREE INVENTORY PLAN - SHEET 1 OF 19
C4.2	DETAILED TREE INVENTORY PLAN - SHEET 2 OF 19
C4.3	DETAILED TREE INVENTORY PLAN - SHEET 3 OF 19
C4.4	DETAILED TREE INVENTORY PLAN - SHEET 4 OF 19
C4.5	DETAILED TREE INVENTORY PLAN - SHEET 5 OF 19
C4.6	DETAILED TREE INVENTORY PLAN - SHEET 6 OF 19
C4.7	DETAILED TREE INVENTORY PLAN - SHEET 7 OF 19
C4.8	DETAILED TREE INVENTORY PLAN - SHEET 8 OF 19
C4.9	DETAILED TREE INVENTORY PLAN - SHEET 9 OF 19
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C4.12	DETAILED TREE INVENTORY PLAN - SHEET 12 OF 19
C4.13	DETAILED TREE INVENTORY PLAN - SHEET 13 OF 19
C4.14	DETAILED TREE INVENTORY PLAN - SHEET 14 OF 19
C4.15	DETAILED TREE INVENTORY PLAN - SHEET 15 OF 19
C4.16	DETAILED TREE INVENTORY PLAN - SHEET 16 OF 19
C4.17	DETAILED TREE INVENTORY PLAN - SHEET 17 OF 19
C4.18	DETAILED TREE INVENTORY PLAN - SHEET 18 OF 19
C4.19	DETAILED TREE INVENTORY PLAN - SHEET 19 OF 19
C4.20	TREE TABLES

ALL CONSTRUCTION TO BE IN ACCORDANCE WITH ALL TOWN OF BURGAW, NCDEQ AND NCDOT STANDARDS, SPECIFICATIONS, AND DETAILS

PROGRESS DRAWINGS - DO NOT USE FOR CONSTRUCTION - CONDITIONAL REZONING

THIS DRAWING PREPARED AT THE
WILMINGTON OFFICE
430 EASTWOOD ROAD | WILMINGTON, NC 28403
TEL 910.746.1140 www.timmons.com

YOUR VISION ACHIEVED THROUGH OURS.

DATE	REVISION DESCRIPTION
04/12/2024	REVISIONS PER NEIGHBORHOOD MEETINGS
05/9/2024	REVISIONS PER TRC COMMENTS

PROGRESS DRAWINGS - DO NOT USE FOR CONSTRUCTION

DATE: 4/12/2024
DRAWN BY: 331
DESIGNED BY: 331
CHECKED BY: J. WALL
SCALE: AS SHOWN

TIMMONS GROUP
NORTH CAROLINA LICENSE NO. C-1652

WELDON VILLAGE - CONDITIONAL REZONING
TOWN OF BURGAW, NORTH CAROLINA
COVER SHEET

JOB NO. 58796
SHEET NO. C0.0

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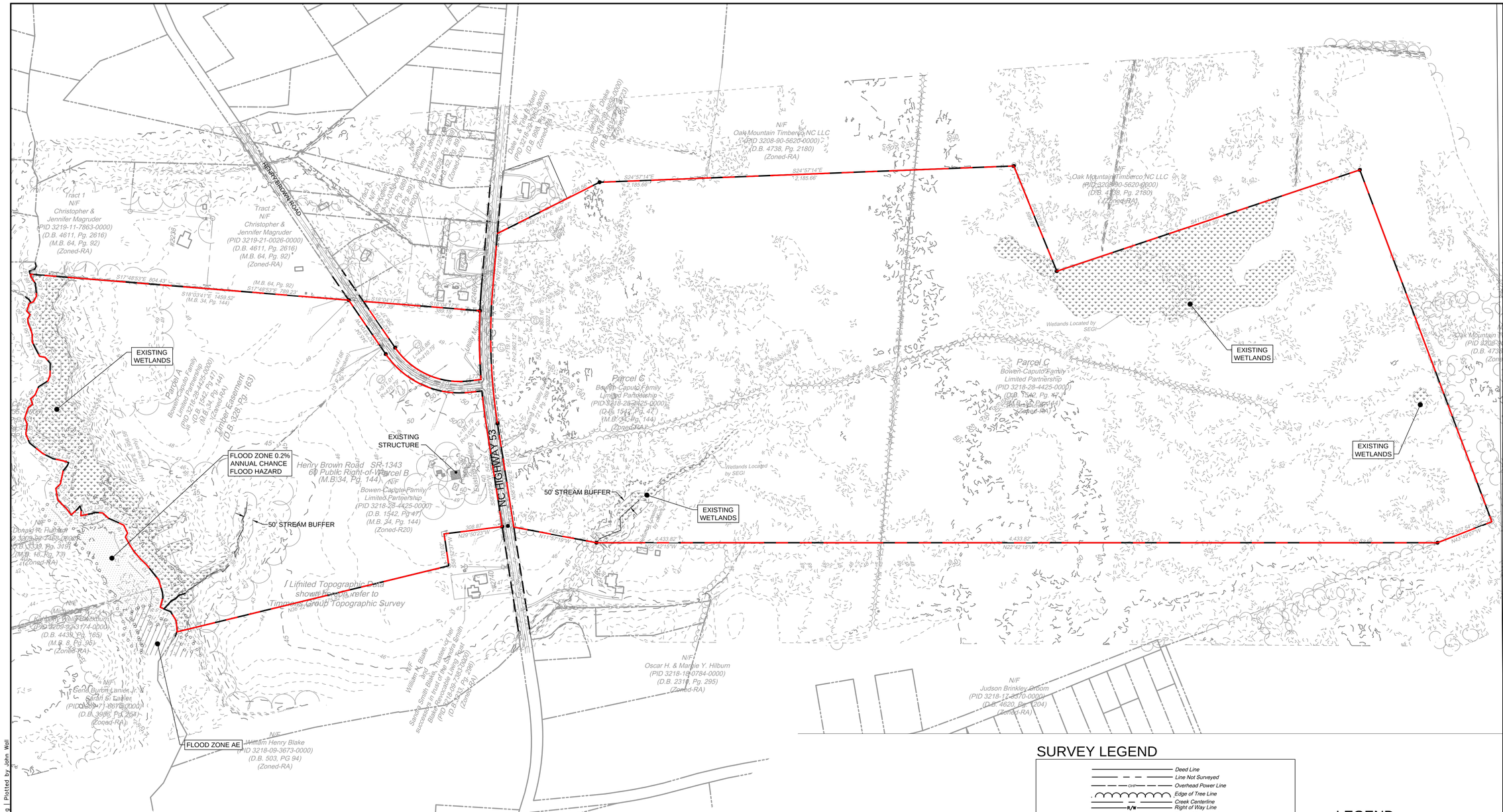

SURVEY LEGEND

- Deed Line
- Line Not Surveyed
- OHP — Overhead Power Line
- Edge of Tree Line
- Creek Centerline
- R/W — Right of Way Line
- Edge of Pavement
- Curb and Gutter
- Contour Major
- Contour Minor
- UFO — Painted Fiber Optic Line
- Flood Hazard Zone 0.2% Annual Chance
- Flood Hazard Zone AE-9Ft

AC -	Acres
BFE -	Base Flood Elevation
Bldg -	Building
C/L -	Centerline
DB -	Deed Book
Elev.-	Elevation
EP -	Edge of Paving
GV -	Gas Valve
Inv.-	Invert
N/F-	Now or Formerly
NTS -	Not to Scale
P.O.B.-	Point of Beginning
P/L -	Property Line
PB -	Plat Book
PG -	Page
PIN -	Parcel Identification Number
R/W -	Right-of-Way
RCP -	Reinforced Concrete Pipe
SF -	Square Feet
SIGP -	Signal Pole
TYP-	Typical

- IPF - Iron Pipe Found
- ROD/F - Iron Rod Found
- IRS - Iron Rod Set
- CP - Computed Point
- MON - Concrete Monument
- MNF - Mag Nail Found
- IPS- Iron Pipe Set
- Bench Mark / Control Point
- 49.5 Elevation
- Sign
- Water Meter
- Water Valve
- Fire Hydrant
- Power Pole
- Mailbox

NOTES:
1. BOUNDARY INFORMATION TAKEN FROM TIMMONS GROUP DATED JULY 3, 2023.
2. TOPOGRAPHIC INFORMATION TAKEN FROM SURVEY BY TUCK MAPPING SOLUTIONS, INC. MAY 18, 2023 & TIMMONS GROUP FEBRUARY 13, 2024
3. THE SUBJECT PROPERTY IS LOCATED IN ZONE X AND AE IN ACCORDANCE WITH FIRM MAP NUMBERS 37203209000J, 3720321900J, AND 3720321800J WITH AN EFFECTIVE DATE OF FEBRUARY 16, 2007.
3. A DELINEATION OF THE PROJECT AREA WAS COMPLETED BY SOUTHERN ENVIRONMENTAL GROUP (SEGI) ON AUGUST 10, 2023. THE DELINEATION WAS APPROVED BY THE U.S. ARMY CORPS OF ENGINEERS (USACE) AND A PRELIMINARY JURISDICTIONAL DETERMINATION (PJD) WAS ISSUED BY DAVID MOOSE ON AUGUST 24, 2023. SAW-2023-01637.

LEGEND

- PROPERTY LINE
- EXISTING EASEMENT
- DITCH
- FLOOD HAZARD LINES
- WETLANDS

NAD 83

SCALE 1"=250'

0 250' 500'

ALL CONSTRUCTION TO BE IN ACCORDANCE WITH ALL TOWN OF BURGAW, NCDEQ AND NCDOT STANDARDS, SPECIFICATIONS, AND DETAILS

PROGRESS DRAWINGS - DO NOT USE FOR CONSTRUCTION - CONDITIONAL REZONING

THIS DRAWING PREPARED AT THE
WILMINGTON OFFICE
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PROGRESS DRAWINGS - DO NOT USE FOR CONSTRUCTION

DATE 4/12/2024
DRAWN BY 331
DESIGNED BY 331
CHECKED BY J. WALL
SCALE 1" = 250'

TIMMONS GROUP

NORTH CAROLINA LICENSE NO. C-1652

WELDON VILLAGE - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

OVERALL EXISTING CONDITIONS

JOB NO. 58796
SHEET NO. C1.0

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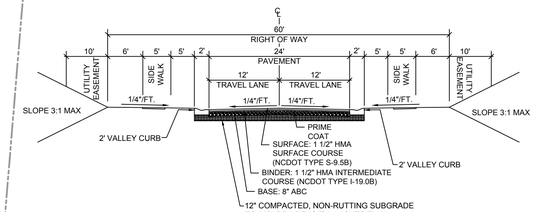
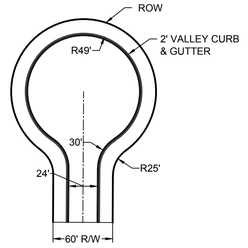
CONDITIONAL ZONING NOTES

1. PUBLIC ROADS DEDICATED TO THE TOWN.
2. ROAD STUBS ARE REQUIRED TO BE PAVED TO THE PROPERTY LINE.
3. HOA IS REQUIRED PER UDO SECTION 10.13, A COPYOF ANY PROPOSED DEAD RESTRICTION, OR SIMILAR COVENANTS. SUCH RESTRICTIONS ARE MANDATORY WHEN PRIVATE RECREATION AREAS OR OPEN SPACES ARE ESTABLISHED.
   a. NO STRUSTURES OR FILL SHALL BE PLACED IN THE FLOODWAY THATWOULD INTERFERE WITH THE NATURAL WATER COURSE.
   b. STREETS AND STRUCTURES MAY BE PLACED WITHIN FLOODPLAN ONLY IF THEIR ELEVATION IS RAISED ABOVE MAXIMUN FLOOD HEIGHTS OR IF THEY ARE OTHERWISE FLOODPROOFED. UTILITY LINES SHALL BE PLACED TO MINIMIZE FLOOD DAMAGE AND INFILTRATION.
   c. DWELLINGS AND SELF CONTAINED SEWAGE DISPOSAL UNITS (IF USED) SHALL BE BUILT AT AN ELEVATION ABOVE MAXIMUM FLOOD HEIGHTS.
   d. THE SUBDIVISION DRAINAGE SYSTEM SHALL BE DESIGNED TO PREVENT INCREASED FLOOD FLOWS DUE TO NEWLY DEVELOPED IMPERVIOUS SURFACES AND OTHER FACTORS.
4. THE USE AND DEVELOPMENT OF THE SUBJECT PROPERTY SHALL COMPLY WITH ALL REGULATIONS AND REQUIREMENTS IMPOSED BY THE TOWN OF BURGAW UNIFIED DEVELOPMENT ORDINANCE AND ANY OTHER APPLICABLE FEDERAL, STATE OR LOCAL LAW, ORDINANCE OR REGULATION, AS WELL AS ANY CONDITION STATED BELOW. IN THE EVENT OF A CONFLICT, THE MORE STRINGENT REQUIREMENT OR HIGHER STANDARD SHALL APPLY.
5. APPROVAL OF THIS CONDITIONAL DISTRICT REZONING DOES NOT CONSTITUTE TECHNICAL APPROVAL OF THE SITE PLAN. FINAL APPROVAL BY THE TECHNICAL REVIEW COMMITTEE AND THE ISSUANCE OF ALL REQUIRED PERMITS MUST OCCUR PRIOR TO RELEASING THE PROJECT TO THE BUILDING INSPECTIONS DEPARTMENT.
6. IF, FOR ANY REASON, ANY CONDITION FOR APPROVAL IS FOUND TO BE ILLEGAL OR INVALID OR IF THE APPLICANT SHOULD FAIL TO ACCEPT ANY CONIDTION FOLLOWING APPROVAL, THE APPROVAL OF THE SITE PLAN FOR THE DISTRICT SHALL BE NULL AND VOID AND NO EFFECT AND PROCEEDINGS SHALL BE INSTITUTED TO REZONING THE PROPERTY TO ITS PREVIOUS ZONING CLASSIFICATION.
7. THE USE AND DEVELOPMENT OF THE SUBJECT PROPERTY SHALL BE IN SUBSTANTIAL COMPLIANCE WITH THE SITE PLAN AS SUBMITTED AND ACCEPTED BY THE BOARD OF COMMISIONERS XX/XX/XXXX.
8. STREETS SHALL BE CONSTRUCTED TO NCDOT MINIMUM STANDARDS AND TOWN OF BURGAW STANDARDS AND SHOULD BE TURNED OVER TO THE TOWN AND MAD EPUBLIC.
9. A 50FT BUFFER SHALL BE REQUIRED ALONG NC HIGHWAY 53 W (SECTION 10.24.C).
10. SIDEWALKS SHALL BE REQUIRED ON BOTH SIDES OF THE STREET IN THE PUBLIC RIGHT-OF-WAY AND SHALL BE CONSTRUCTED TO A MINIMUM WIDTH OF FIVE FEET AND SHALL CONSIST OF A MINIMUM THICKNESS OF FOUR INCHES OF CONCRETE AND A MINIMUM THICKNESS OF SIX INCHES AT DRIVEWAY CROSSINGS (SECTION 10.25.B).
11. ALL CUL-DE-SACS SHALL MEET THE REQUIREMENTS OF SECTION 10.21.L.
12. ALL UTILITIES SHALL BE LOCATED WITHIN THE PROPOSED STREET RIGHT-OF-WAYS.



TYPICAL CROSS SECTION FOR 60' PUBLIC R/W
NOT TO SCALE



TYPICAL CUL-DE-SAC DETAIL
NOT TO SCALE

R-20 (CZ) ZONING CONDITIONS

SETBACKS
FRONT YARD = 25'
SIDE YARD = 5'
REAR YARD = 15'
CORNER YARD SIDE= 10'

LOT STANDARDS
MIN. LOT SIZE = 10,000 SF
MIN. LOT WIDTH = 60'

DENSITY
2 DU/AC

NOTES:

1. DIMENSIONAL REQUIREMENTS FOR LOTS & SETBACKS IN THE R-20 ZONING DISTRICT HAVE BEEN MODIFIED IN THESE PLANS.
2. STORMWATER BASINS HAVE BEEN SIZED TO DETAIN THE 25-YEAR 24-HOUR STORM EVENT.
3. TRAFFIC IMPACT ANALYSIS (TIA) HAS BEEN APPROVED DATED JANUARY 17, 2024. OFFSITE IMPROVEMENTS ARE SHOWN ON PLAN.
4. A 20' BUFFER OF EXISTING VEGETATION WILL BE PROVIDED AROUND THE PROPERTY BOUNDARY.

OPEN SPACE TOWN REQUIREMENT (UDO SECTION 10.25 (J))

ALL SUBDIVISIONS OF 10 ACRES OR MORE SHALL BE REQUIRED TO MAINTAIN AT LEAST 15% DEDICATED OPEN SPACE. SUCH OPEN SPACE SHALL BE DESIGNATED ON THE FINAL PLAT PRIOR TO BEING RECORDED WITH THE PENDER COUNTY REGISTER OF DEEDS. THE OPEN SPACE MUST BE ON-SITE AND OWNED COMPLETELY BY A HOMEOWNERS OR PROPERTY OWNERS ASSOCIATION. BUILDINGS CONSTRUCTED FOR RECREATIONAL PURPOSES AND/OR SIDEWALKS MAY BE CONSIDERED AS PART OF THE OPEN SPACE REQUIREMENTS. STREET RIGHTS-OF-WAY (EXCLUDING SIDEWALKS, AS CONSTRUCTED), PARKING LOTS, AND YARDS HELD IN INDIVIDUAL OWNERSHIP SHALL NOT CONSTITUTE ANY PART OF THE REQUIRED OPEN SPACE. IN ADDITION, AT LEAST 30% OF THE REQUIRED OPEN SPACE MUST BE BASED ON THE TOTAL BUILDABLE ACRES (AS DEFINED) WITHIN THE DEVELOPMENT.

OPEN SPACE DATA - PHASE 1

TOTAL PROPOSED OPEN SPACE AREA = 31.72 AC (35% OF PROJECT AREA)
PROPOSED RECREATIONAL USE OPEN SPACE AREA = 7.29 (22.98% OF TOTAL OPEN SPACE)
PROPOSED PASSIVE OPEN SPACE AREA = 24.43 AC

OPEN SPACE DATA - PHASE 2

TOTAL PROPOSED OPEN SPACE AREA = 41.66 AC (36% OF PROJECT AREA)
PROPOSED RECREATIONAL USE OPEN SPACE AREA = 1.15 AC (2.76% OF TOTAL OPEN SPACE)
PROPOSED PASSIVE OPEN SPACE AREA = 40.51 AC

OPEN SPACE DATA - PHASE 3

TOTAL PROPOSED OPEN SPACE AREA = 28.06 AC (36% OF PROJECT AREA)
PROPOSED RECREATIONAL USE OPEN SPACE AREA = 2.46 AC (8.77% OF TOTAL OPEN SPACE)
PROPOSED PASSIVE OPEN SPACE AREA = 25.60 AC

OVERALL SITE OPEN SPACE DATA

TOTAL REQUIRED OPEN SPACE AREA 15% OF TOTAL AREA = 285.17 AC x 0.15 = 42.78 AC

TOTAL PROPOSED OPEN SPACE AREA = 103.83 AC (36.41% OF PROJECT AREA)
PROPOSED RECREATIONAL USE / ACTIVE OPEN SPACE AREA = 13.29 AC (12.80% OF TOTAL OPEN SPACE)
PROPOSED PASSIVE OPEN SPACE AREA = 90.54 AC (87.20% OF TOTAL OPEN SPACE)
AT LEAST 30% OF THE REQUIRED OPEN SPACE BASED ON TOTAL BUILDABLE ACRES = 42.78 AC x 0.30 =12.83 AC.
PROJECT PROPOSES 13.29 AC (31.07%)

LEGEND

- PROPERTY LINE
- PROPOSED RIGHT OF WAY
- PROPOSED LOT LINE
- SIGHT TRIANGLE
- UTILITY EASEMENT
- CENTER OF CREEK
- EXISTING WETLANDS
- PASSIVE OPEN SPACE
- RECREATIONAL OPEN SPACE

NAD 83
SCALE 1"=250'
0 250' 500'

ALL CONSTRUCTION TO BE IN ACCORDANCE WITH ALL TOWN OF BURGAW, NCDEQ AND NCDOT STANDARDS, SPECIFICATIONS, AND DETAILS

(K) Right-of-Way Widths. Right-of-way widths shall not be less than the following:

	Minimum Right-of-Way (ft.)
Principal Arterial	
Freeways	350
Other	200
Major Collector	100
Major Thoroughfare other than Freeway and Expressway	90
Minor Thoroughfare	70
Local Street	60
Cul-de-sac turnaround	120' diameter (Hammerhead)
Cul-de-sac turnaround	96' diameter

(L) Pavement Widths. Pavement widths or graded widths shall be as follows:

	Streets with or without Curb and Gutter
Minor Thoroughfare	40 ft.
Local Road	20 ft.
Marginal Access (frontage)	20 ft.
Cul-de-sac turnaround	120' diameter (Hammerhead)
Cul-de-sac	96' diameter

SITE DATA

DEVELOPER:
DR HORTON
6752 PARKER FARM DRIVE, SUITE 210
WILMINGTON, NC 28405
CAMILLE TEUBEN
EMAIL: CMTEUBEN@DRHORTON.COM

ENGINEER:
TIMMONS GROUP
JOHN WALL, PE
430 EASTWOOD ROAD
WILMINGTON, NC 28403
PHONE: 910-746-1174
EMAIL: JOHN.WALL@TIMMONS.COM

PROPERTY LOCATION: 2630 NC HWY 53 W, BURGAW, NC 28425
EXISTING ZONING: RA
PROPOSED ZONING: R-20 (CZ)
TOWNSHIP: BURGAW
EXISTING USE: VACANT
PROPOSED USE: RESIDENTIAL - SINGLE FAMILY
PARCEL PIN: 3218-28-4425-0000

FIRM MAP# = 3720320900J, 3720321900J, & 3720321800J
EFFECTIVE DATE: 2/16/2007

EXISTING SITE AREA (PHASE 1) = 91.04 AC
EXISTING SITE AREA (PHASE 2) = 115.17 AC
EXISTING SITE AREA (PHASE 3) = 78.96 AC
EXISTING TOTAL SITE AREA = 285.17 AC
EXISTING WETLANDS AREA (PHASE 1) = 0.73 AC
EXISTING WETLANDS AREA (PHASE 2) = 11.40 AC
EXISTING WETLANDS AREA (PHASE 3) = 8.71 AC
EXISTING TOTAL WETLANDS AREA = 21.75 AC
CURRENT ZONING = RA
PROPOSED ZONING = R-20 CZ
LAND USE = SINGLE FAMILY RESIDENTIAL
PROPOSED NUMBER OF LOTS (PHASE 1) = 156
PROPOSED NUMBER OF LOTS (PHASE 2)= 198
PROPOSED NUMBER OF LOTS (PHASE 3)= 133
TOTAL PROPOSED SINGLE-FAMILY LOTS = 487

OVERALL PROPOSED DENSITY = 487 UNITS / 285.17 AC = 1.71 UNITS/AC

PROGRESS DRAWINGS - DO NOT USE FOR CONSTRUCTION - CONDITIONAL REZONING

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05/9/2024	REVISIONS PER TRC COMMENTS

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DATE 4/12/2024
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DESIGNED BY 331
CHECKED BY J. WALL
SCALE 1" = 250'

TIMMONS GROUP

NORTH CAROLINA LICENSE NO. C-1652

WELDON VILLAGE - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

OVERALL SITE & UTILITY PLAN

JOB NO. 58796
SHEET NO. C2.0

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MATCHLINE C2.2
MATCHLINE C2.1

20' LANDSCAPE BUFFER (EXISTING VEGETATION)

5' SIDE SETBACK
25' FRONT SETBACK
15' REAR SETBACK

12" DR-18 C900 PVC WATER MAIN
8" DR-18 C900 PVC SANITARY SEWER LINE

ROAD B
60' PUBLIC R/W - 28' B-B

ROAD A
60' PUBLIC R/W - 28' B-B

ROAD D
60' PUBLIC R/W - 28' B-B

O.S. #1 (RECREATIONAL)
102,628 SF
2.36 AC

AMENITY SPACE
SPORTS COURTS / OPEN PLAY AREAS

O.S. #2
60,137 SF
1.38 AC

HIGHWAY 53

MATCHLINE C2.3
MATCHLINE C2.1

LEGEND

- PROPERTY LINE
- PROPOSED RIGHT OF WAY
- PROPOSED LOT LINE
- SIGHT TRIANGLE
- UTILITY EASEMENT
- CENTER OF CREEK
- EXISTING WETLANDS
- PASSIVE OPEN SPACE
- RECREATIONAL OPEN SPACE

NAD 83

SCALE 1"=40'
0 40' 80'

ALL CONSTRUCTION TO BE IN ACCORDANCE WITH ALL TOWN OF BURGAW, NCDEQ AND NCDOT STANDARDS, SPECIFICATIONS, AND DETAILS

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SCALE 1" = 40'

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WELDON VILLAGE - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

DETAILED SITE & UTILITY PLAN - SHEET 1 OF 19

JOB NO. 58796
SHEET NO. C2.1

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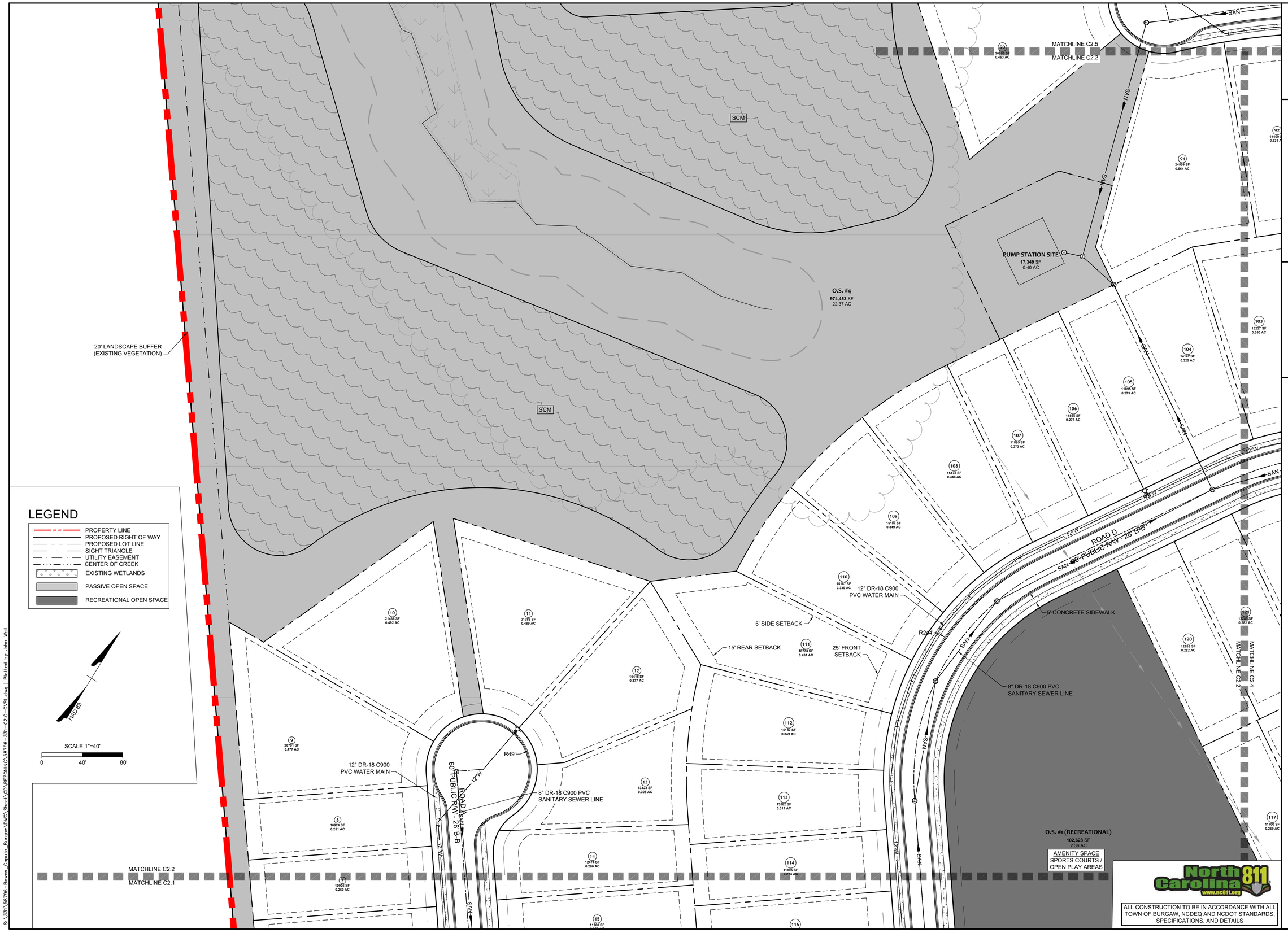

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TOWN OF BURGAW, NORTH CAROLINA

DETAILED SITE & UTILITY PLAN - SHEET 2 OF 19

JOB NO. 58796

SHEET NO. C2.2

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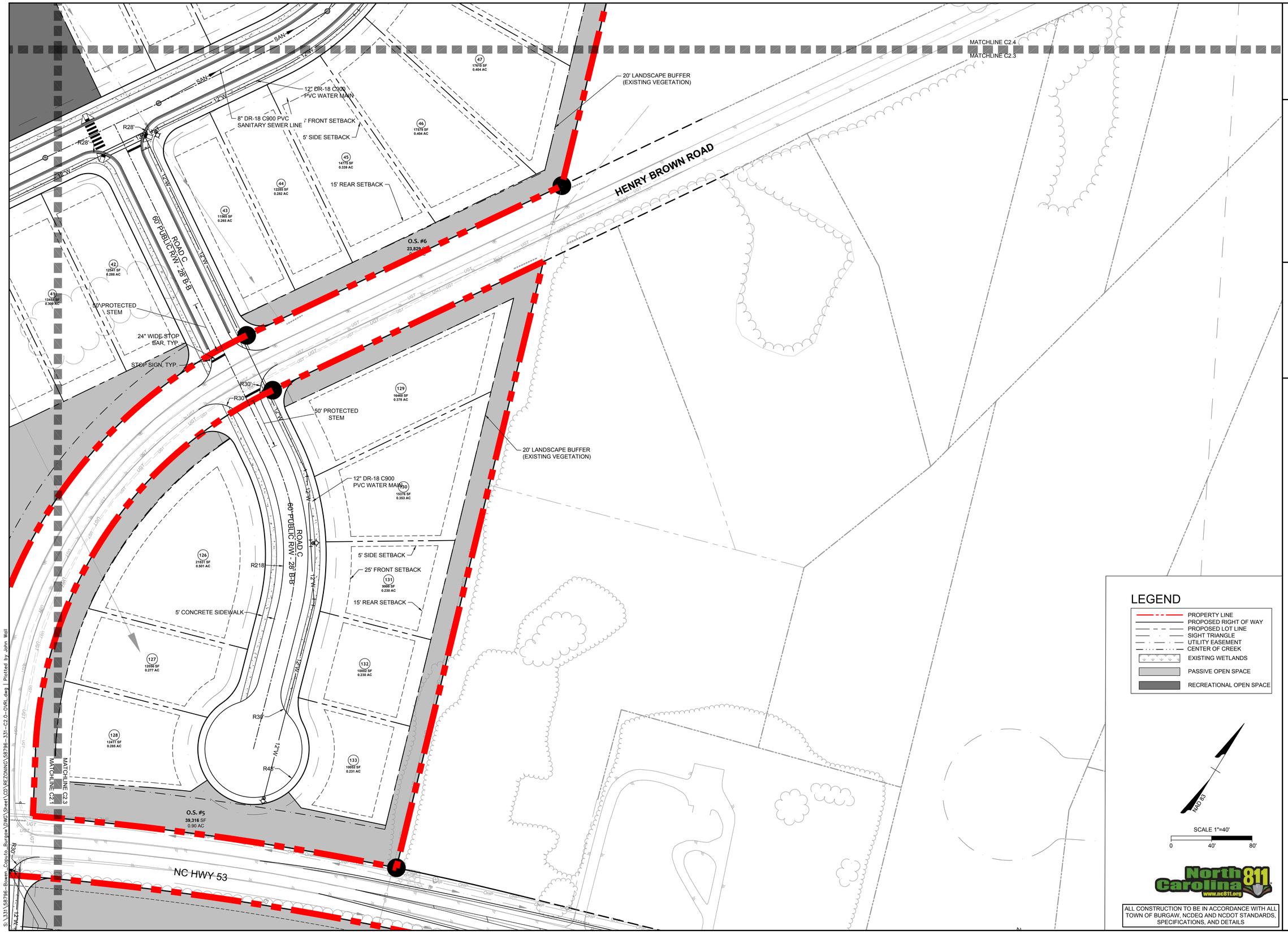

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SCALE: 1" = 40'

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WELDON VILLAGE - CONDITIONAL REZONING

NORTH CAROLINA LICENSE NO. C-1652

TOWN OF BURGAW, NORTH CAROLINA

DETAILED SITE & UTILITY PLAN - SHEET 3 OF 19

JOB NO. 58796

SHEET NO. C2.3

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WELDON VILLAGE - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

DETAILED SITE & UTILITY PLAN - SHEET 4 OF 19

JOB NO. 58796
SHEET NO. C2.4

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ROAD E
60' PUBLIC R/W - 28' B-B

ROAD D
60' PUBLIC R/W - 28' B-B

ROAD B
60' PUBLIC R/W - 28' B-B

12" DR-18 C900 PVC WATER MAIN

8" DR-18 C900 PVC SANITARY SEWER LINE

5" DR-18 C900 PVC SANITARY SEWER LINE

5' CONCRETE SIDEWALK

20' LANDSCAPE BUFFER (EXISTING VEGETATION)

25' FRONT SETBACK
5' SIDE SETBACK
15' REAR SETBACK

MATCHLINE C2.5
MATCHLINE C2.4
MATCHLINE C2.2
MATCHLINE C2.3

LEGEND

- PROPERTY LINE
- PROPOSED RIGHT OF WAY
- PROPOSED LOT LINE
- SIGHT TRIANGLE
- UTILITY EASEMENT
- CENTER OF CREEK
- EXISTING WETLANDS
- PASSIVE OPEN SPACE
- RECREATIONAL OPEN SPACE

MAP 89

SCALE 1"=40'
0 40' 80'

ALL CONSTRUCTION TO BE IN ACCORDANCE WITH ALL TOWN OF BURGAW, NCDEQ AND NCDOT STANDARDS, SPECIFICATIONS, AND DETAILS

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LEGEND

- PROPERTY LINE
- PROPOSED RIGHT OF WAY
- PROPOSED LOT LINE
- SIGHT TRIANGLE
- UTILITY EASEMENT
- CENTER OF CREEK
- EXISTING WETLANDS
- PASSIVE OPEN SPACE
- RECREATIONAL OPEN SPACE

EXISTING WETLANDS

82 20523 SF 0.472 AC
83 18110 SF 0.416 AC
84 14827 SF 0.340 AC
85 18901 SF 0.434 AC
86 16603 SF 0.382 AC
87 12682 SF 0.291 AC
88 30172 SF 0.693 AC
89 20128 SF 0.462 AC
90 20183 SF 0.463 AC
81 22435 SF 0.515 AC
80 13476 SF 0.309 AC
79 11700 SF 0.269 AC
78 11700 SF 0.269 AC
77 11700 SF 0.269 AC
76 12532 SF 0.288 AC
75 11566 SF 0.266 AC
70 11700 SF 0.269 AC
71 11700 SF 0.269 AC
72 11700 SF 0.269 AC
73 11700 SF 0.269 AC
74 11700 SF 0.269 AC
68 17175 SF 0.394 AC
69 11682 SF 0.268 AC
67 20635 SF 0.474 AC
66 10020 SF 0.230 AC
65 10000 SF 0.230 AC
64 10000 SF 0.230 AC
63 10000 SF 0.230 AC
62 10000 SF 0.230 AC
61 10041 SF 0.231 AC
60 10082 SF 0.231 AC

5' SIDE SETBACK
25' FRONT SETBACK
15' REAR SETBACK
5' CONCRETE SIDEWALK
20' LANDSCAPE BUFFER (EXISTING VEGETATION)

R49'
R28'
R39'
R216'
R666'

60' PUBLIC R/W - 28' B-B
ROAD E
ROAD F
ROAD B

12"W
SAN
12" DR-18 C900 PVC WATER MAIN
8" DR-18 C900 PVC SANITARY SEWER LINE

MATCHLINE C2.5
MATCHLINE C2.2
MATCHLINE C2.4

NAD 83
SCALE 1"=40'
0 40' 80'

ALL CONSTRUCTION TO BE IN ACCORDANCE WITH ALL TOWN OF BURGAW, NCDEQ AND NCDOT STANDARDS, SPECIFICATIONS, AND DETAILS

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CHECKED BY J. WALL
SCALE 1" = 40'

TIMMONS GROUP

NORTH CAROLINA LICENSE NO. C-1652

WELDON VILLAGE - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

DETAILED SITE & UTILITY PLAN - SHEET 5 OF 19

JOB NO. 58796
SHEET NO. C2.5

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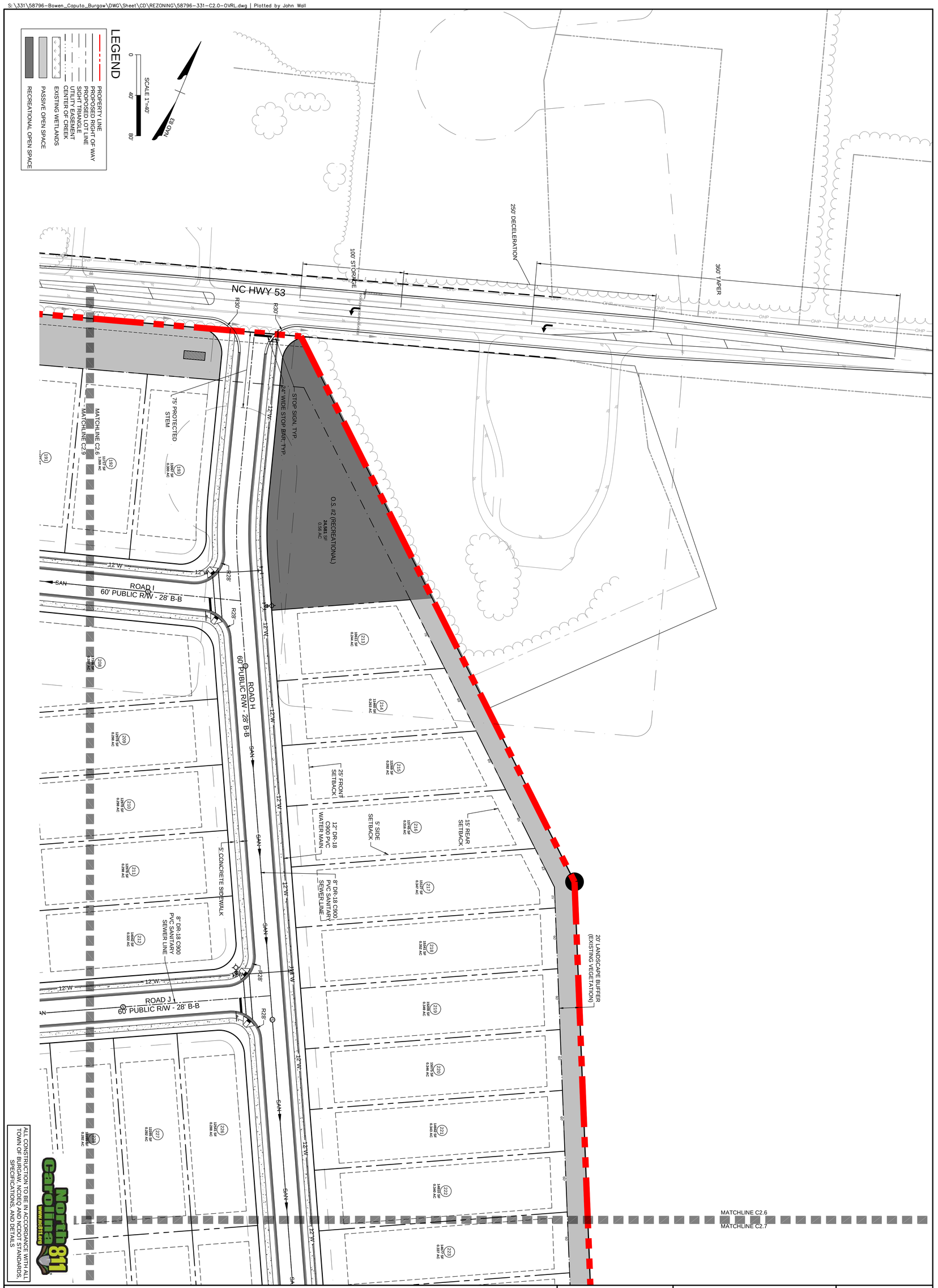

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WELDON VILLAGE - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

DETAILED SITE & UTILITY PLAN - SHEET 6 OF 19

SHEET NO.	JOB NO.	SCALE	CHECKED BY	DESIGNED BY	DRAWN BY	DATE
C2.6	58796	1" = 40'	J. WALL	331	331	4/12/2024

DATE	REVISION DESCRIPTION
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DATE: 4/12/2024
DRAWN BY: 331
DESIGNED BY: 331
CHECKED BY: J. WALL
SCALE: 1" = 40'

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WELDON VILLAGE - CONDITIONAL REZONING

DETAILED SITE & UTILITY PLAN - SHEET 7 OF 19

TOWN OF BURGAW, NORTH CAROLINA

JOB NO. 58796

SHEET NO. C2.7

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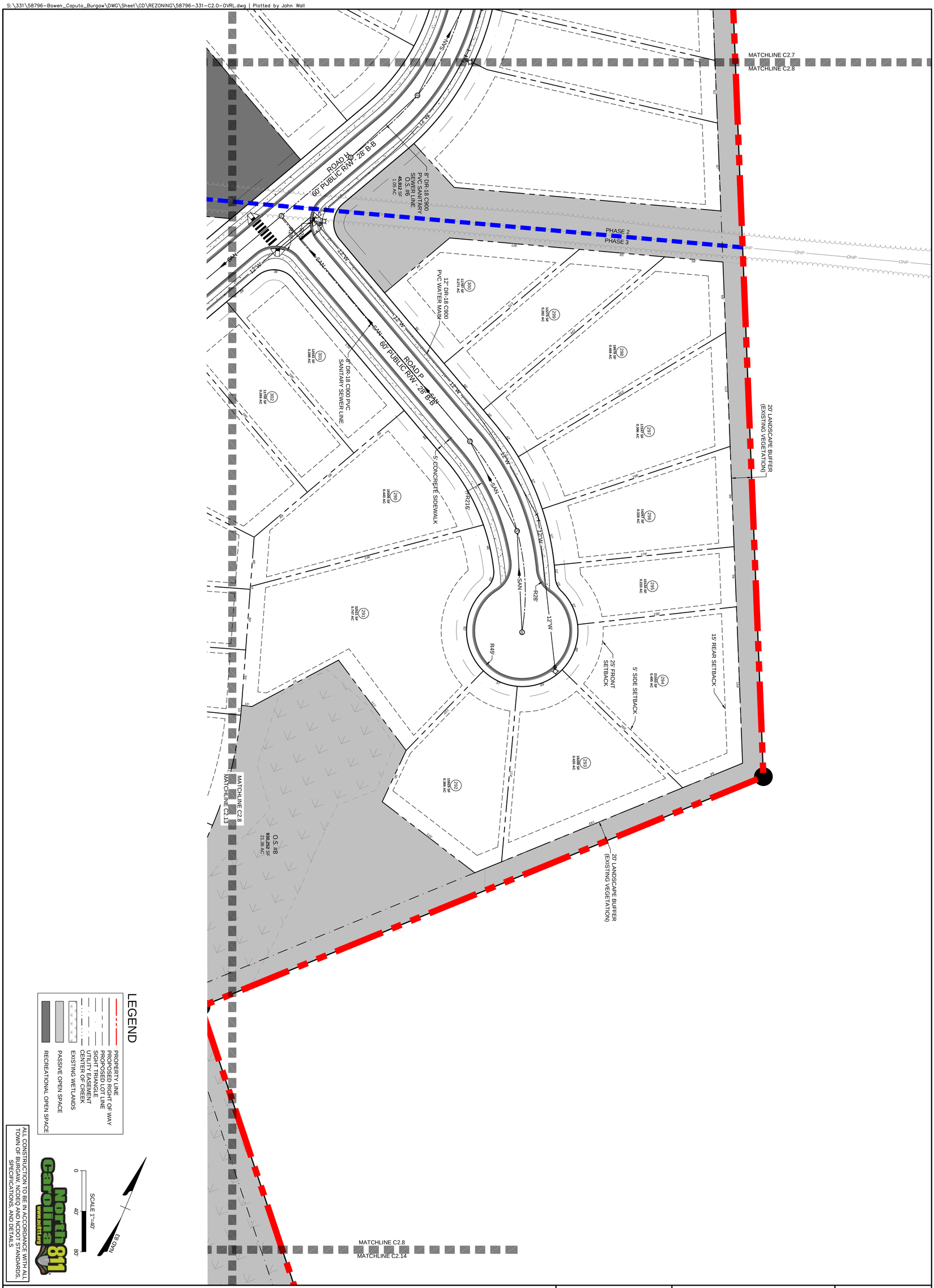
S:\331\58796-Bowen_Caputo_Burgaw\DWG\Sheet\CD\REZONING\58796-331-C2.0-OVRL.dwg | Plotted by John Wall



LEGEND

- PROPERTY LINE
- PROPOSED RIGHT OF WAY
- PROPOSED LOT LINE
- SIGHT TRIANGLE
- UTILITY EASEMENT
- CENTER OF CREEK
- EXISTING WETLANDS
- PASSIVE OPEN SPACE
- RECREATIONAL OPEN SPACE

ALL CONSTRUCTION TO BE IN ACCORDANCE WITH ALL TOWN OF BURGAW, NCDEQ AND NCDOT STANDARDS, SPECIFICATIONS, AND DETAILS

SCALE 1"=40'

0 40' 80'

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WELDON VILLAGE - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

DETAILED SITE & UTILITY PLAN - SHEET 8 OF 19

SHEET NO.	JOB NO.	SCALE	CHECKED BY	DESIGNED BY	DRAWN BY	DATE
C2.8	58796	1" = 40'	J. WALL	331	331	4/12/2024

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WELDON VILLAGE - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

DETAILED SITE & UTILITY PLAN - SHEET 9 OF 19

JOB NO.	SHEET NO.	SCALE	CHECKED BY	DESIGNED BY	DRAWN BY	DATE
58796	C2.9	1" = 40'	J. WALL	331	331	4/12/2024

DATE	REVISION DESCRIPTION
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WELDON VILLAGE - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

DETAILED SITE & UTILITY PLAN - SHEET 10 OF 19

SHEET NO.	JOB NO.	SCALE	CHECKED BY	DESIGNED BY	DRAWN BY	DATE
C2.10	58796	1" = 40'	J. WALL	331	331	4/12/2024

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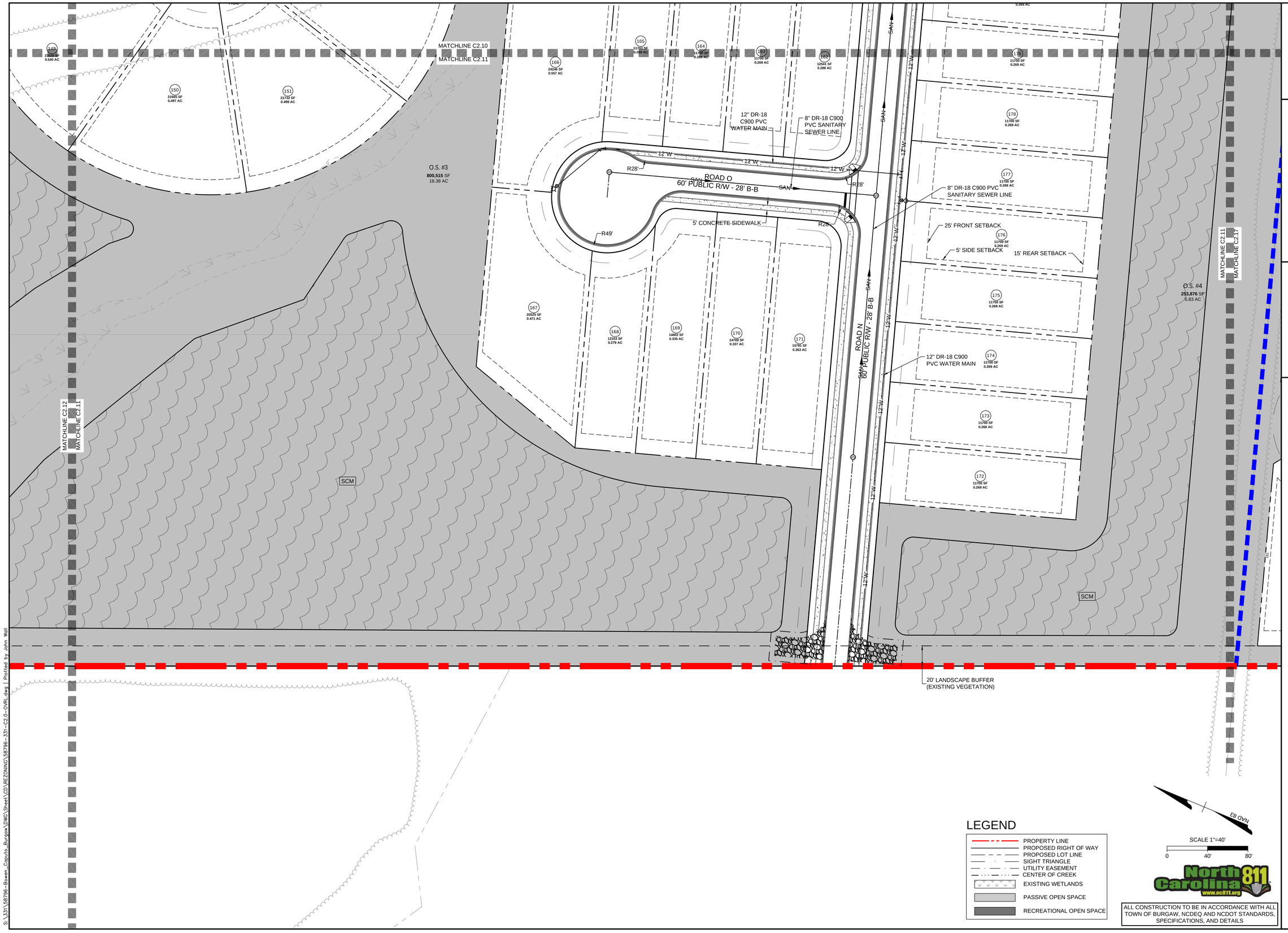

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05/9/2024	REVISIONS PER TRC COMMENTS

PROGRESS DRAWINGS - DO NOT USE FOR CONSTRUCTION

DATE 4/12/2024
DRAWN BY 331
DESIGNED BY 331
CHECKED BY J. WALL
SCALE 1" = 40'

TIMMONS GROUP

NORTH CAROLINA LICENSE NO. C-1652

WELDON VILLAGE - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

DETAILED SITE & UTILITY PLAN - SHEET 11 OF 19

JOB NO. 58796
SHEET NO. C2.11

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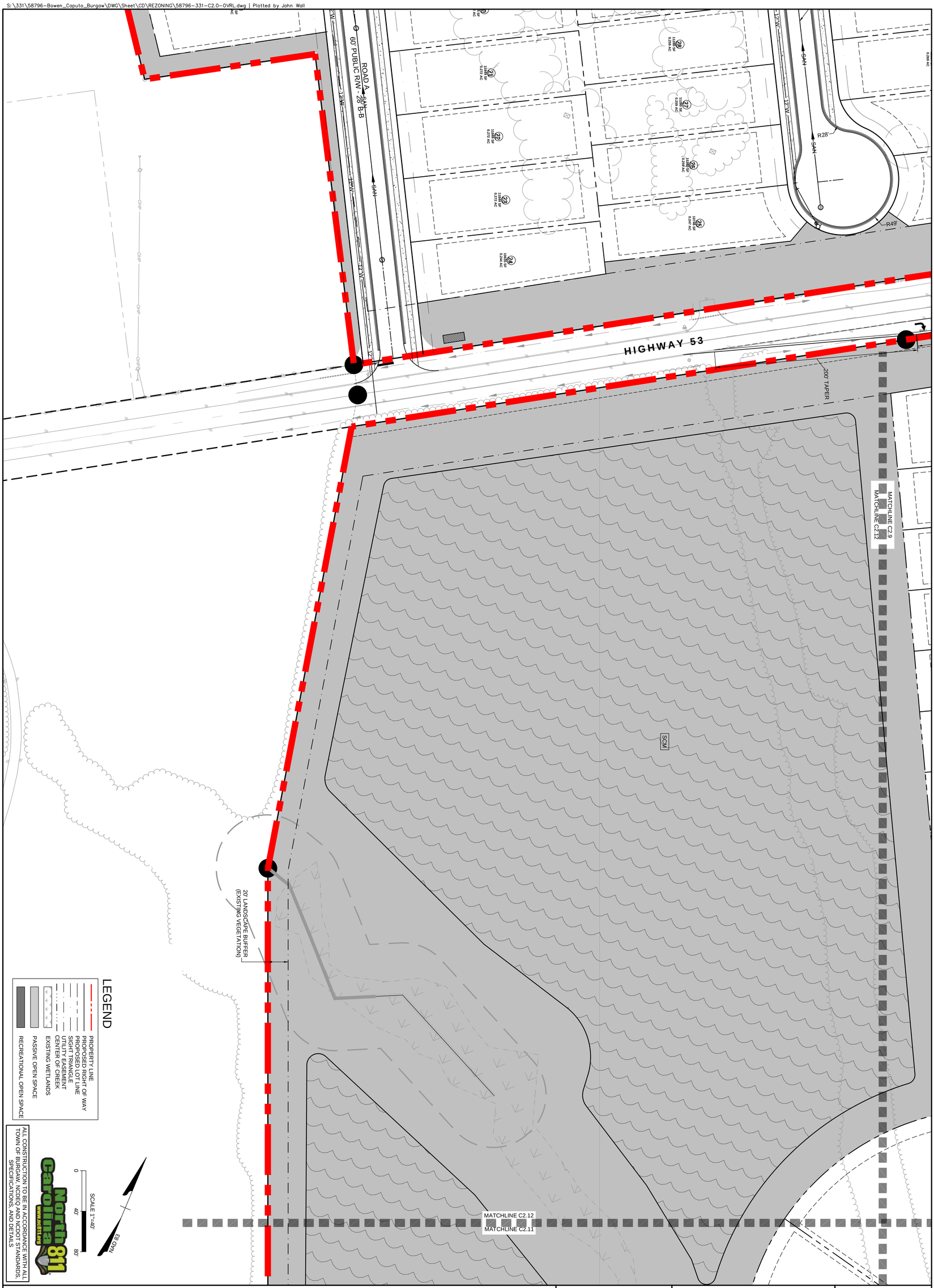

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PROGRESS DRAWINGS - DO NOT USE FOR CONSTRUCTION - CONDITIONAL REZONING

WELDON VILLAGE - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

DETAILED SITE & UTILITY PLAN - SHEET 12 OF 19

JOB NO.	SHEET NO.	SCALE	CHECKED BY	DESIGNED BY	DRAWN BY	DATE
58796	C2.12	1" = 40'	J. WALL	331	331	4/12/2024

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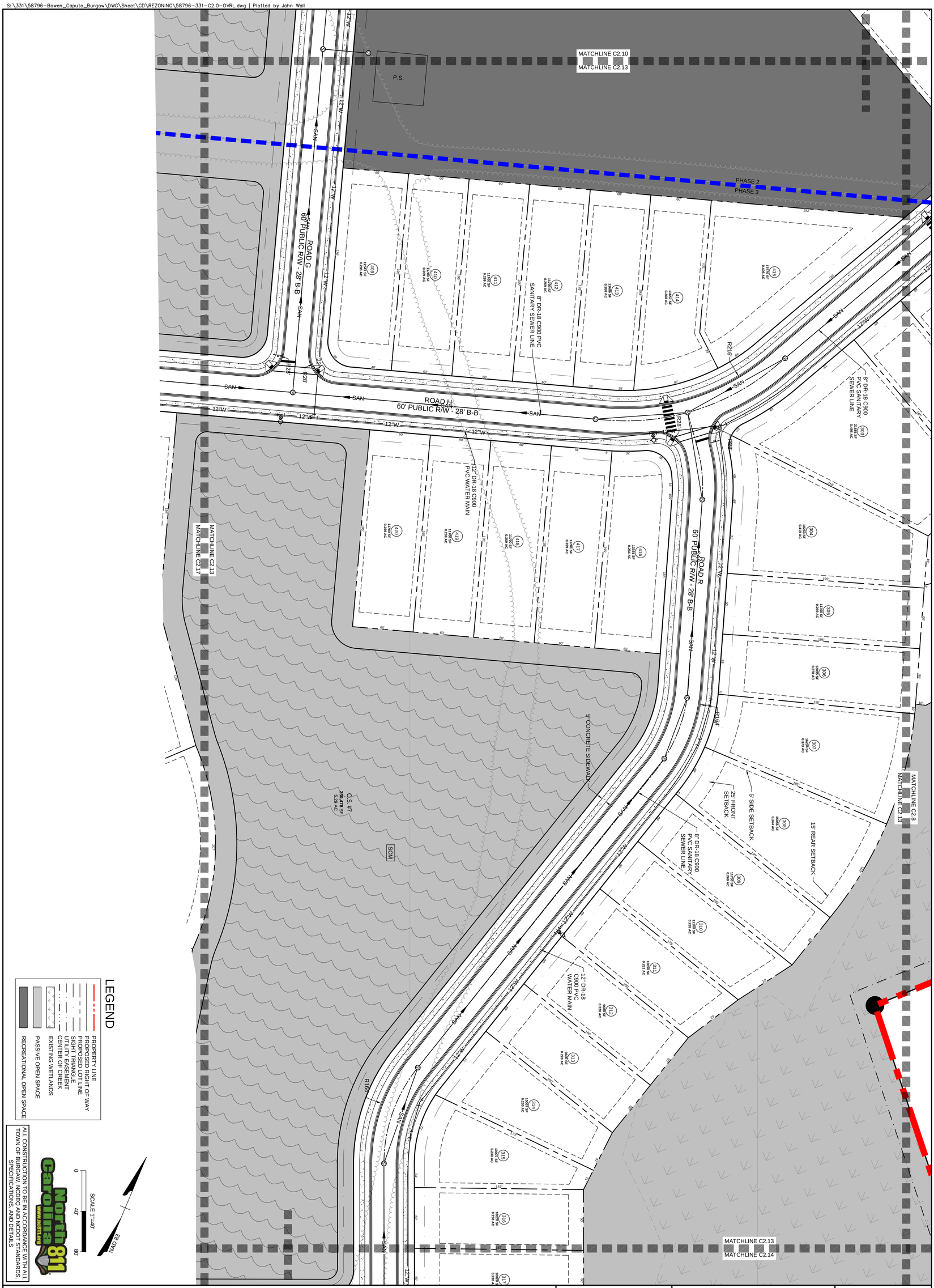

LEGEND

- PROPERTY LINE
- PROPOSED RIGHT OF WAY
- PROPOSED LOT LINE
- SIGHT TRIANGLE
- UTILITY EASEMENT
- CENTER OF CREEK
- EXISTING WETLANDS
- PASSIVE OPEN SPACE
- RECREATIONAL OPEN SPACE

ALL CONSTRUCTION TO BE IN ACCORDANCE WITH ALL TOWN OF BURGAW, NCDEQ AND NCDOT STANDARDS, SPECIFICATIONS, AND DETAILS

SCALE 1"=40'
0
40'
80'

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WELDON VILLAGE - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

DETAILED SITE & UTILITY PLAN - SHEET 13 OF 19

SHEET NO.	C2.13
JOB NO.	58796
SCALE	1" = 40'
CHECKED BY	J. WALL
DESIGNED BY	331
DRAWN BY	331
DATE	4/12/2024

DATE	REVISION DESCRIPTION
04/12/2024	REVISIONS PER NEIGHBORHOOD MEETINGS
05/9/2024	REVISIONS PER TRC COMMENTS

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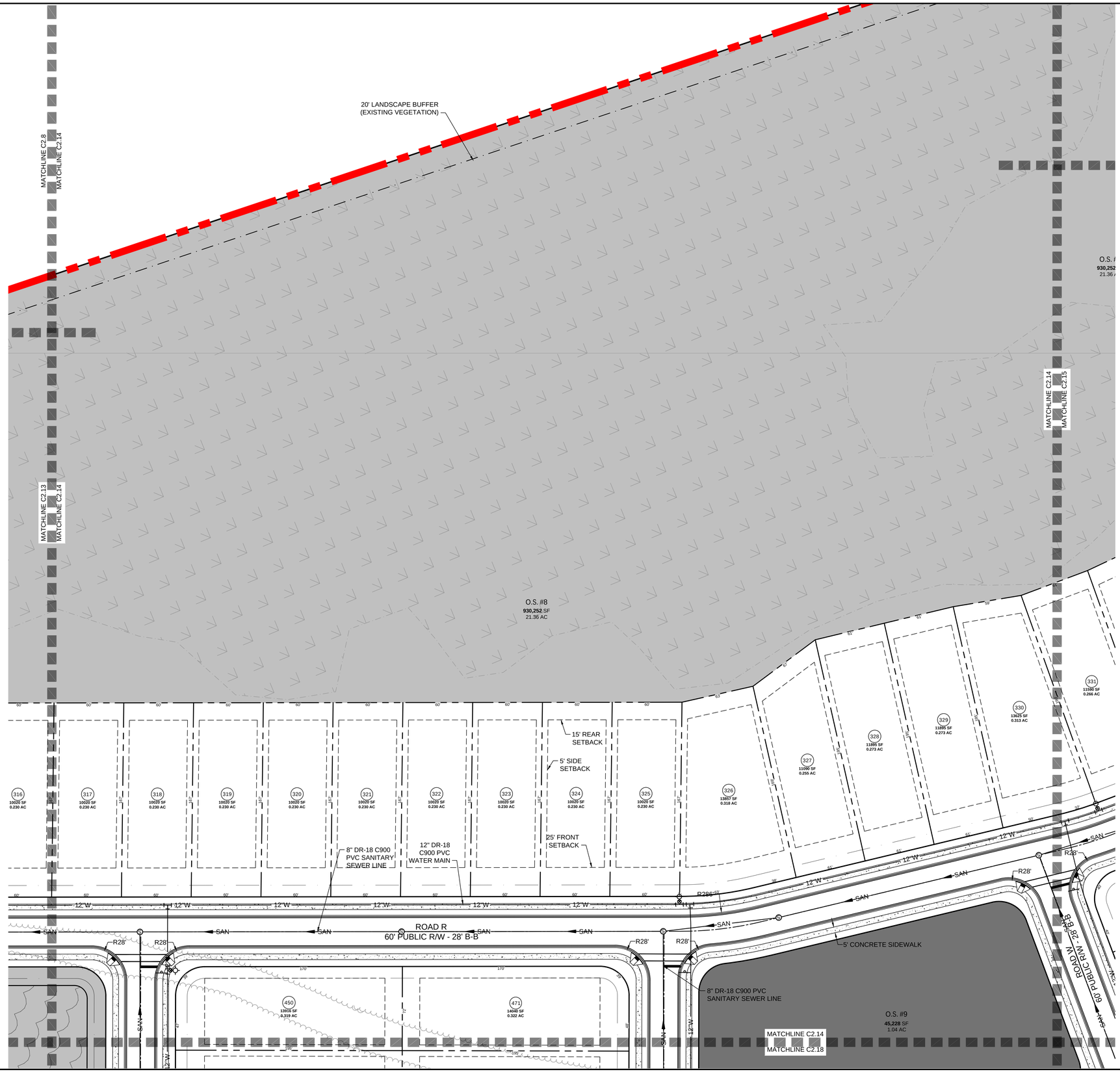

LEGEND

- PROPERTY LINE
- PROPOSED RIGHT OF WAY
- PROPOSED LOT LINE
- SIGHT TRIANGLE
- UTILITY EASEMENT
- CENTER OF CREEK
- EXISTING WETLANDS
- PASSIVE OPEN SPACE
- RECREATIONAL OPEN SPACE

NAD 83

SCALE 1"=40'
0 40' 80'

ALL CONSTRUCTION TO BE IN ACCORDANCE WITH ALL TOWN OF BURGAW, NCDEQ AND NCDOT STANDARDS, SPECIFICATIONS, AND DETAILS

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05/9/2024	REVISIONS PER TRC COMMENTS

PROGRESS DRAWINGS - DO NOT USE FOR CONSTRUCTION

DATE: 4/12/2024
DRAWN BY: 331
DESIGNED BY: 331
CHECKED BY: J. WALL
SCALE: 1" = 40'

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NORTH CAROLINA LICENSE NO. C-1652

WELDON VILLAGE - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

DETAILED SITE & UTILITY PLAN - SHEET 14 OF 19

JOB NO. 58796
SHEET NO. C2.14

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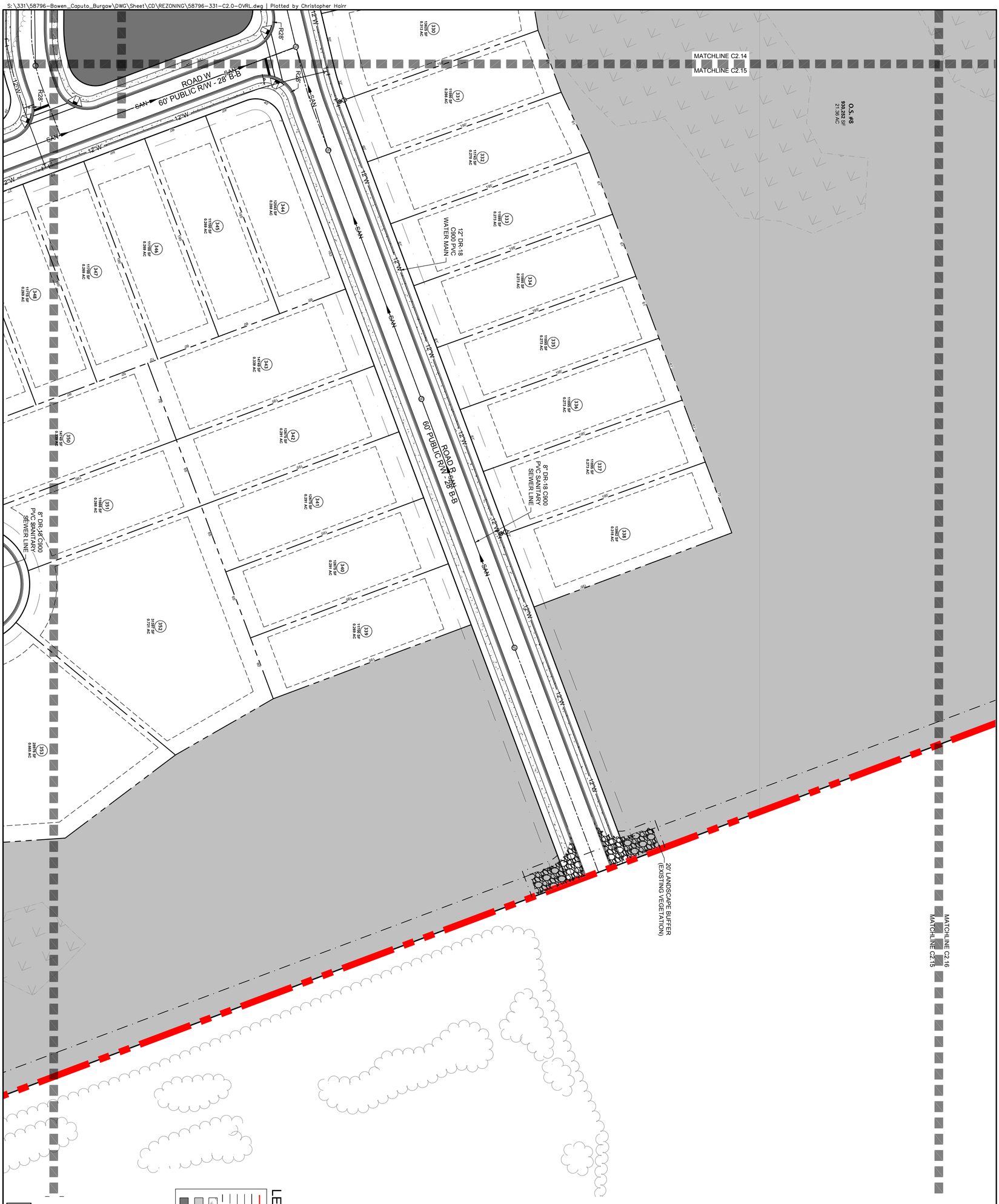

LEGEND

- PROPERTY LINE
- PROPOSED RIGHT OF WAY
- PROPOSED LOT LINE
- SIGHT TRIANGLE
- UTILITY EASEMENT
- CENTER OF CREEK
- EXISTING WETLANDS
- PASSIVE OPEN SPACE
- RECREATIONAL OPEN SPACE

SCALE 1"=40'

0 40' 80'

NAD 83

ALL CONSTRUCTION TO BE IN ACCORDANCE WITH ALL TOWN OF BURGAW, NCDEQ AND NCDOT STANDARDS, SPECIFICATIONS, AND DETAILS

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BOWEN CAPUTO - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

DETAILED SITE & UTILITY PLAN - SHEET 15 OF 19

SHEET NO.	JOB NO.	SCALE	CHECKED BY	DESIGNED BY	DRAWN BY	DATE
C2.15	58796	1" = 40'	J. WALL	331	331	4/12/2024

DATE	REVISION DESCRIPTION
04/12/2024	REVISIONS PER NEIGHBORHOOD MEETINGS

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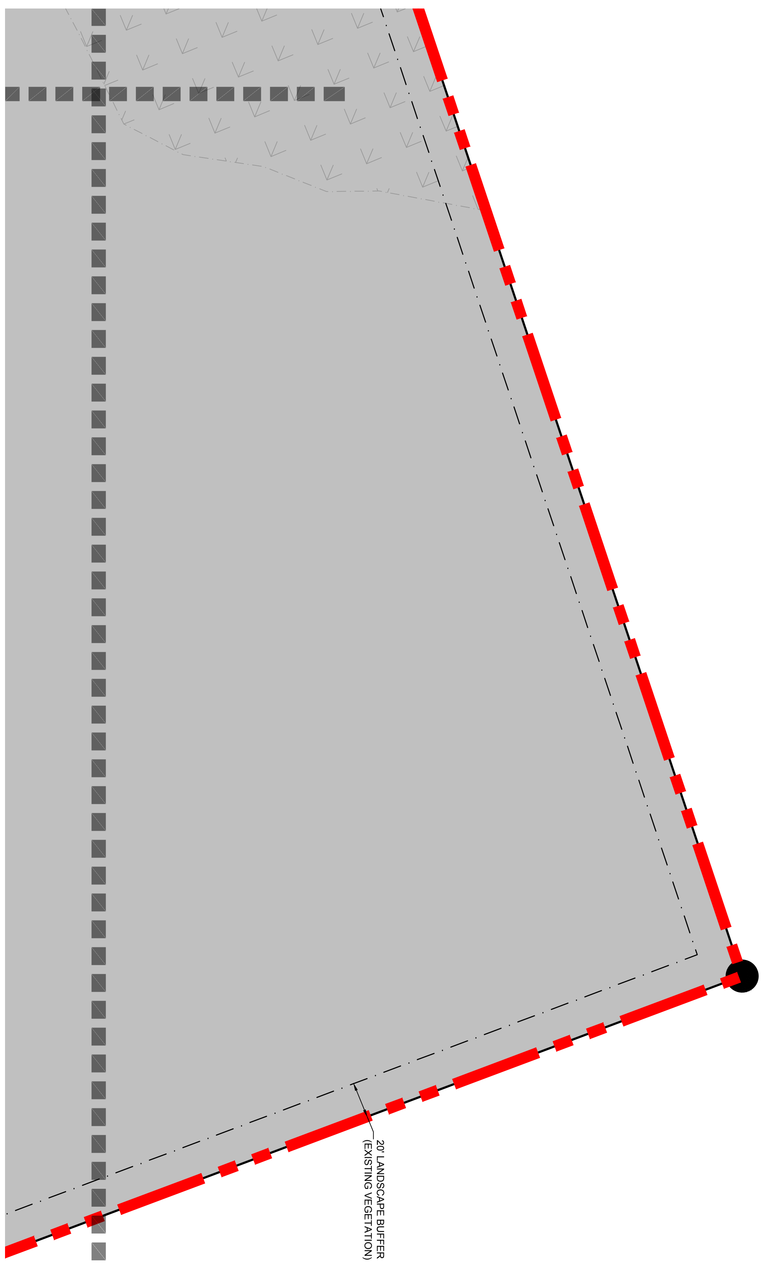

LEGEND

PROPERTY LINE
PROPOSED RIGHT OF WAY
PROPOSED LOT LINE
SIGHT TRIANGLE
UTILITY EASEMENT
CENTER OF CREEK
EXISTING WETLANDS
PASSIVE OPEN SPACE
RECREATIONAL OPEN SPACE

SCALE 1"=40'
0
40'
80'

NORTH

ALL CONSTRUCTION TO BE IN ACCORDANCE WITH ALL TOWN OF BURGAW, NCDEQ AND NCDOT STANDARDS, SPECIFICATIONS, AND DETAILS

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BOWEN CAPUTO - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

DETAILED SITE & UTILITY PLAN - SHEET 16 OF 19

SHEET NO.	JOB NO.	SCALE	CHECKED BY	DESIGNED BY	DRAWN BY	DATE
C2.16	58796	1" = 40'	J. WALL	331	331	4/12/2024

DATE	REVISION DESCRIPTION
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PROGRESS DRAWINGS - DO NOT USE FOR CONSTRUCTION

MATCHLINE C2.13
MATCHLINE C2.17

MATCHLINE C2.11
MATCHLINE C2.17

O.S. #4
253,876 SF
5.83 AC

ROAD H
60' PUBLIC R/W - 28' B-B

ROAD S
60' PUBLIC R/W - 28' B-B

ROAD Q
60' PUBLIC R/W - 28' B-B

8" DR-18 C900 PVC
SANITARY SEWER LINE

12" DR-18
C900 PVC
WATER MAIN

5' CONCRETE SIDEWALK

15' REAR SETBACK
5' SIDE SETBACK
25' FRONT SETBACK

PHASE 2
PHASE 3

20' LANDSCAPE BUFFER
(EXISTING VEGETA

MATCHLINE C2.17
MATCHLINE C2.18

LEGEND

- PROPERTY LINE
- PROPOSED RIGHT OF WAY
- PROPOSED LOT LINE
- SIGHT TRIANGLE
- UTILITY EASEMENT
- CENTER OF CREEK
- EXISTING WETLANDS
- PASSIVE OPEN SPACE
- RECREATIONAL OPEN SPACE

NAD 83

SCALE 1"=40'

0 40' 80'

ALL CONSTRUCTION TO BE IN ACCORDANCE WITH ALL TOWN OF BURGAW, NCDEQ AND NCDOT STANDARDS, SPECIFICATIONS, AND DETAILS

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05/9/2024	REVISIONS PER TRC COMMENTS

PROGRESS DRAWINGS - DO NOT USE FOR CONSTRUCTION

DATE 4/12/2024
DRAWN BY 331
DESIGNED BY 331
CHECKED BY J. WALL
SCALE 1" = 40'

TIMMONS GROUP

NORTH CAROLINA LICENSE NO. C-1652

WELDON VILLAGE - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

DETAILED SITE & UTILITY PLAN - SHEET 17 OF 19

JOB NO. 58796
SHEET NO. C2.17

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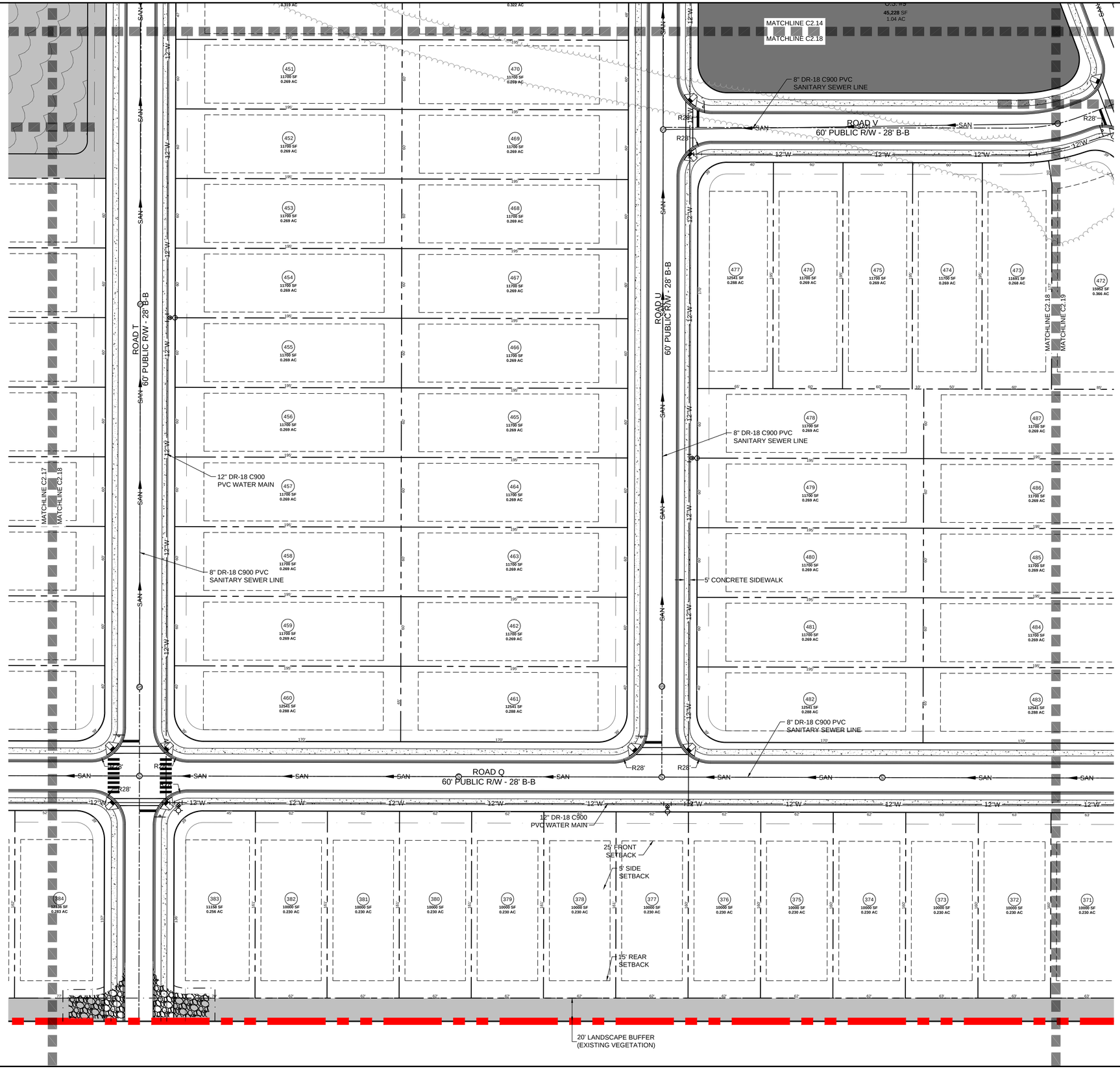

LEGEND

- PROPERTY LINE
- PROPOSED RIGHT OF WAY
- PROPOSED LOT LINE
- SIGHT TRIANGLE
- UTILITY EASEMENT
- CENTER OF CREEK
- EXISTING WETLANDS
- PASSIVE OPEN SPACE
- RECREATIONAL OPEN SPACE

NAD 83

SCALE 1"=40'

0 40' 80'

ALL CONSTRUCTION TO BE IN ACCORDANCE WITH ALL TOWN OF BURGAW, NCDEQ AND NCDOT STANDARDS, SPECIFICATIONS, AND DETAILS

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DATE 4/12/2024
DRAWN BY 331
DESIGNED BY 331
CHECKED BY J. WALL
SCALE 1" = 40'

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NORTH CAROLINA LICENSE NO. C-1652

WELDON VILLAGE - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

DETAILED SITE & UTILITY PLAN - SHEET 18 OF 19

JOB NO. 58796

SHEET NO. C2.18

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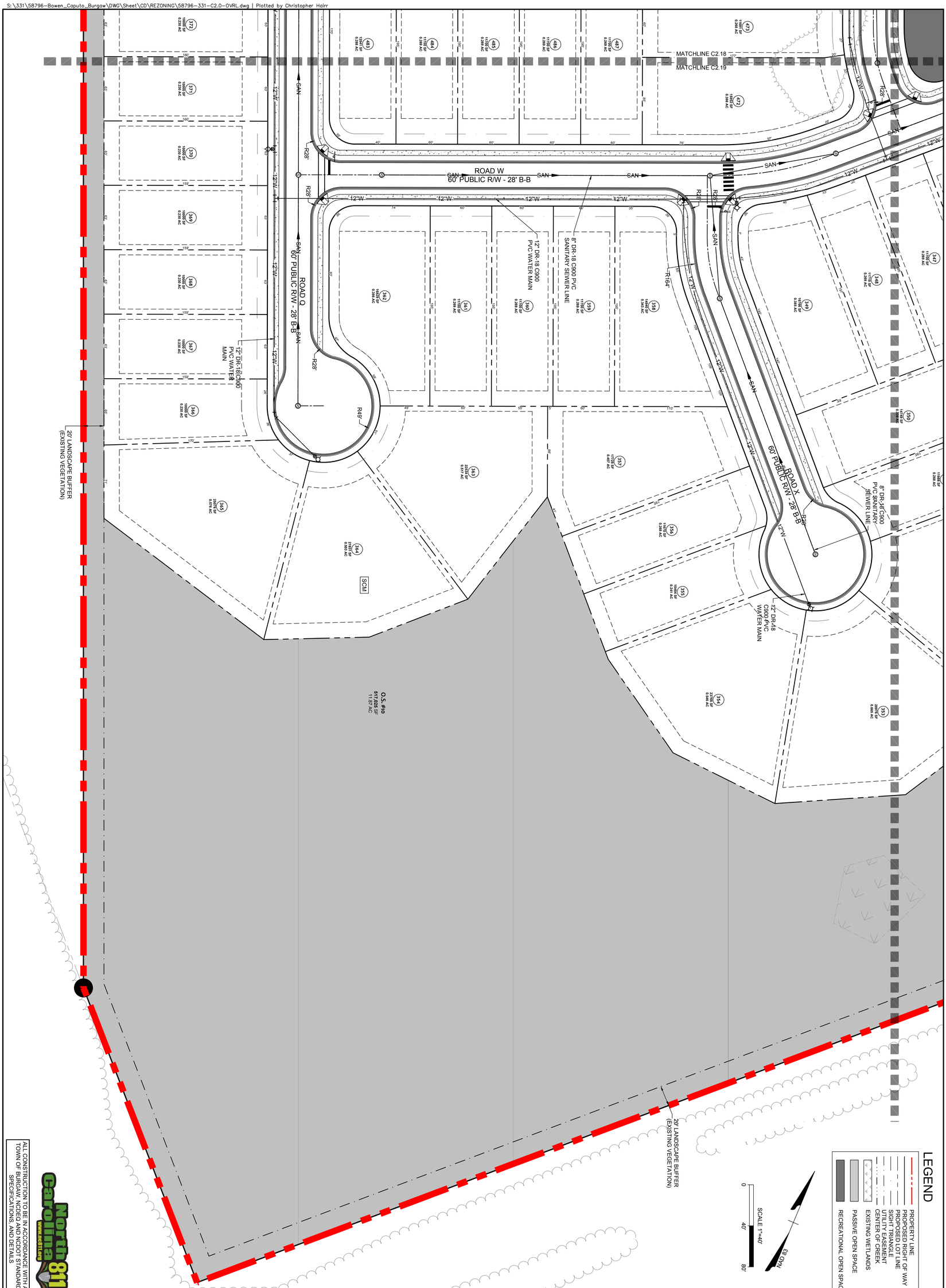

LEGEND

- PROPERTY LINE
- RIGHT OF WAY
- PROPOSED LOT LINE
- SIGHT TRIANGLE
- UTILITY EASEMENT
- CENTER OF CREEK
- EXISTING WETLANDS
- PASSIVE OPEN SPACE
- RECREATIONAL OPEN SPACE

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BOWEN CAPUTO - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

DETAILED SITE & UTILITY PLAN - SHEET 19 OF 19

SHEET NO.	JOB NO.	SCALE	CHECKED BY	DESIGNED BY	DRAWN BY	DATE
C2.19	58796	1" = 40'	J. WALL	331	331	4/12/2024

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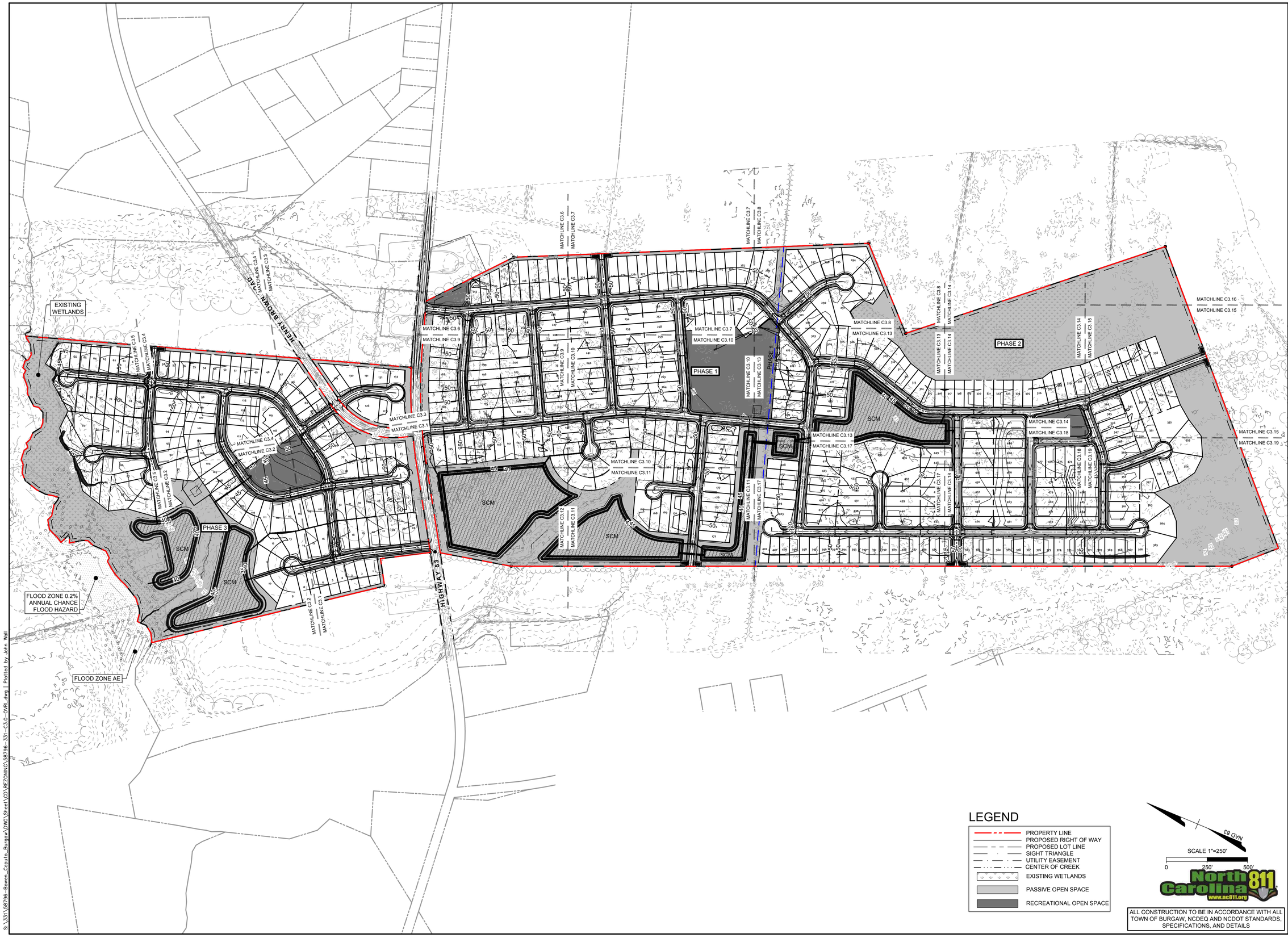

LEGEND

- PROPERTY LINE
- PROPOSED RIGHT OF WAY
- PROPOSED LOT LINE
- SIGHT TRIANGLE
- UTILITY EASEMENT
- CENTER OF CREEK
- EXISTING WETLANDS
- PASSIVE OPEN SPACE
- RECREATIONAL OPEN SPACE

NAD 83

SCALE 1"=250'

0 250' 500'

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05/9/2024	REVISIONS PER TRC COMMENTS

PROGRESS DRAWINGS - DO NOT USE FOR CONSTRUCTION

TIMMONS GROUP

NORTH CAROLINA LICENSE NO. C-1652

WELDON VILLAGE - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

OVERALL GRADING AND DRAINAGE PLAN

DATE: 4/12/2024
DRAWN BY: 331
DESIGNED BY: 331
CHECKED BY: J. WALL
SCALE: 1" = 250'

JOB NO. 58796

SHEET NO. C3.0

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MATCHLINE C3.2
MATCHLINE C3.1

20' LANDSCAPE BUFFER
(EXISTING VEGETATION)

ROAD B
60' PUBLIC R/W - 28' B-B

ROAD A
60' PUBLIC R/W - 28' B-B

ROAD D
60' PUBLIC R/W - 28' B-B

HIGHWAY 53

MATCHLINE C3.3
MATCHLINE C3.1

O.S. #1 (RECREATIONAL)
102,628 SF
2.36 AC

AMENITY SPACE
SPORTS COURTS /
OPEN PLAY AREAS

O.S. #2
60,137 SF
1.38 AC

LEGEND

- PROPERTY LINE
- PROPOSED RIGHT OF WAY
- PROPOSED LOT LINE
- SIGHT TRIANGLE
- UTILITY EASEMENT
- CENTER OF CREEK
- EXISTING WETLANDS
- PASSIVE OPEN SPACE
- RECREATIONAL OPEN SPACE

NAD 83

SCALE 1"=40'
0 40' 80'

ALL CONSTRUCTION TO BE IN ACCORDANCE WITH ALL TOWN OF BURGAW, NCDEQ AND NCDOT STANDARDS, SPECIFICATIONS, AND DETAILS

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05/9/2024	REVISIONS PER TRC COMMENTS

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DATE 4/12/2024
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DESIGNED BY 331
CHECKED BY J. WALL
SCALE 1" = 40'

TIMMONS GROUP

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WELDON VILLAGE - CONDITIONAL REZONING

DETAILED GRADING AND DRAINAGE PLAN - SHEET 1 OF 19

TOWN OF BURGAW, NORTH CAROLINA

JOB NO. 58796
SHEET NO. C3.1

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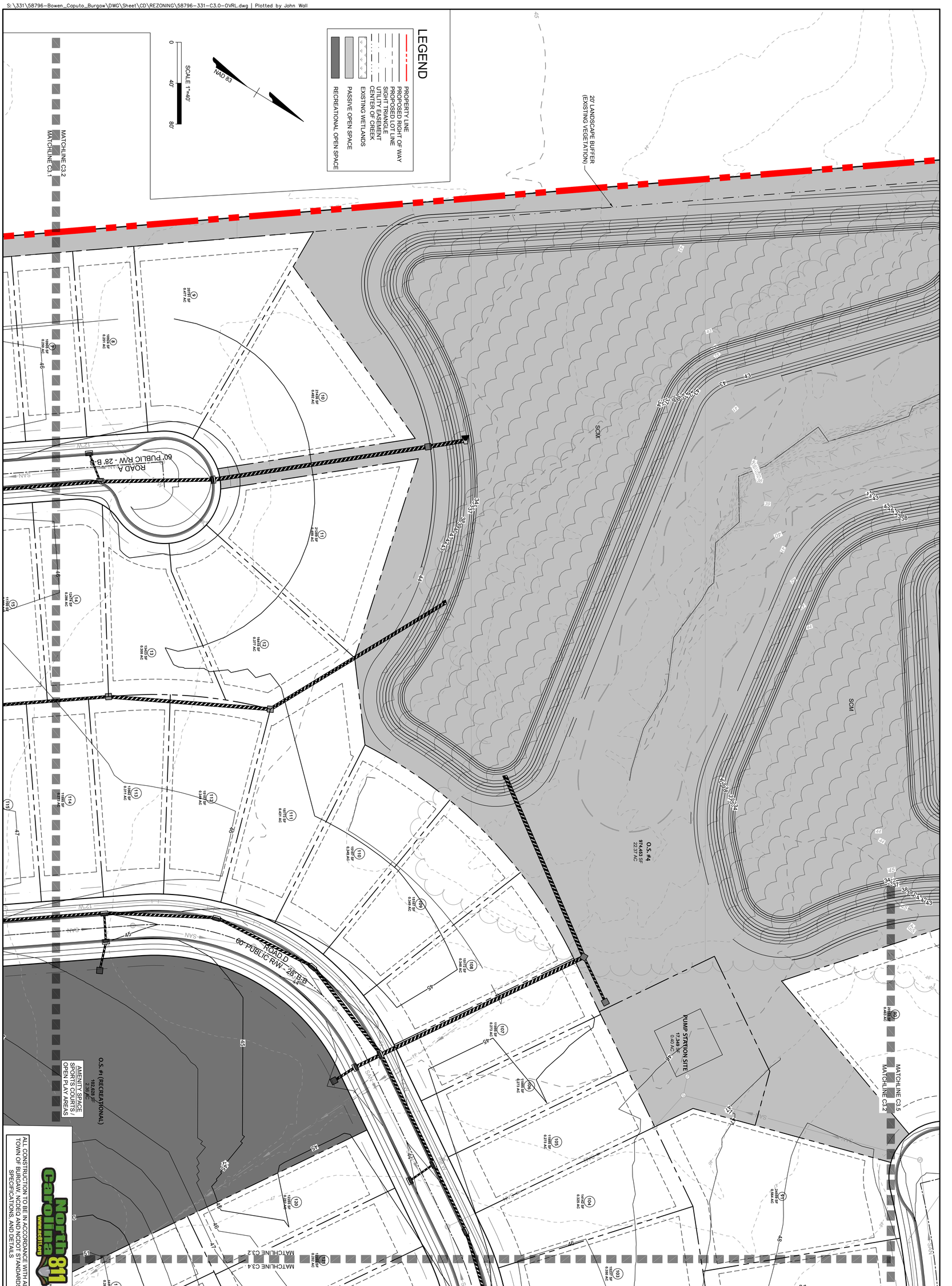

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WELDON VILLAGE - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

DETAILED GRADING AND DRAINAGE PLAN - SHEET 2 OF 19

SHEET NO.	JOB NO.	SCALE	CHECKED BY	DESIGNED BY	DRAWN BY	DATE
C3.2	58796	1" = 40'	J. WALL	331	331	4/12/2024

DATE	REVISION DESCRIPTION
04/12/2024	REVISIONS PER NEIGHBORHOOD MEETINGS
05/9/2024	REVISIONS PER TRC COMMENTS

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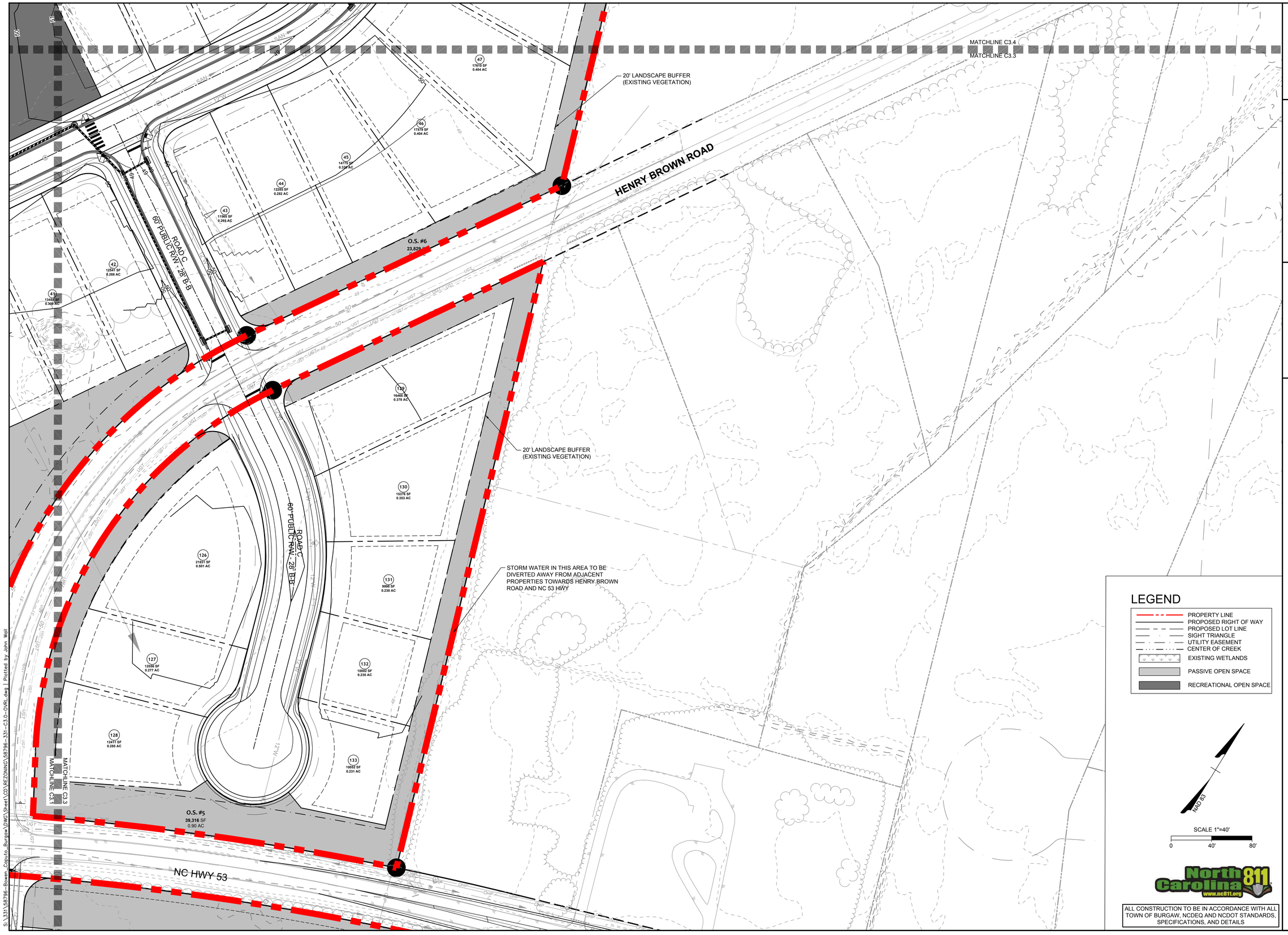

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05/9/2024	REVISIONS PER TRC COMMENTS

PROGRESS DRAWINGS - DO NOT USE FOR CONSTRUCTION

DATE: 4/12/2024
DRAWN BY: 331
DESIGNED BY: 331
CHECKED BY: J. WALL
SCALE: 1" = 40'

TIMMONS GROUP

WELDON VILLAGE - CONDITIONAL REZONING

NORTH CAROLINA LICENSE NO. C-1652

TOWN OF BURGAW, NORTH CAROLINA

DETAILED GRADING AND DRAINAGE PLAN - SHEET 3 OF 19

JOB NO. 58796

SHEET NO. C3.3

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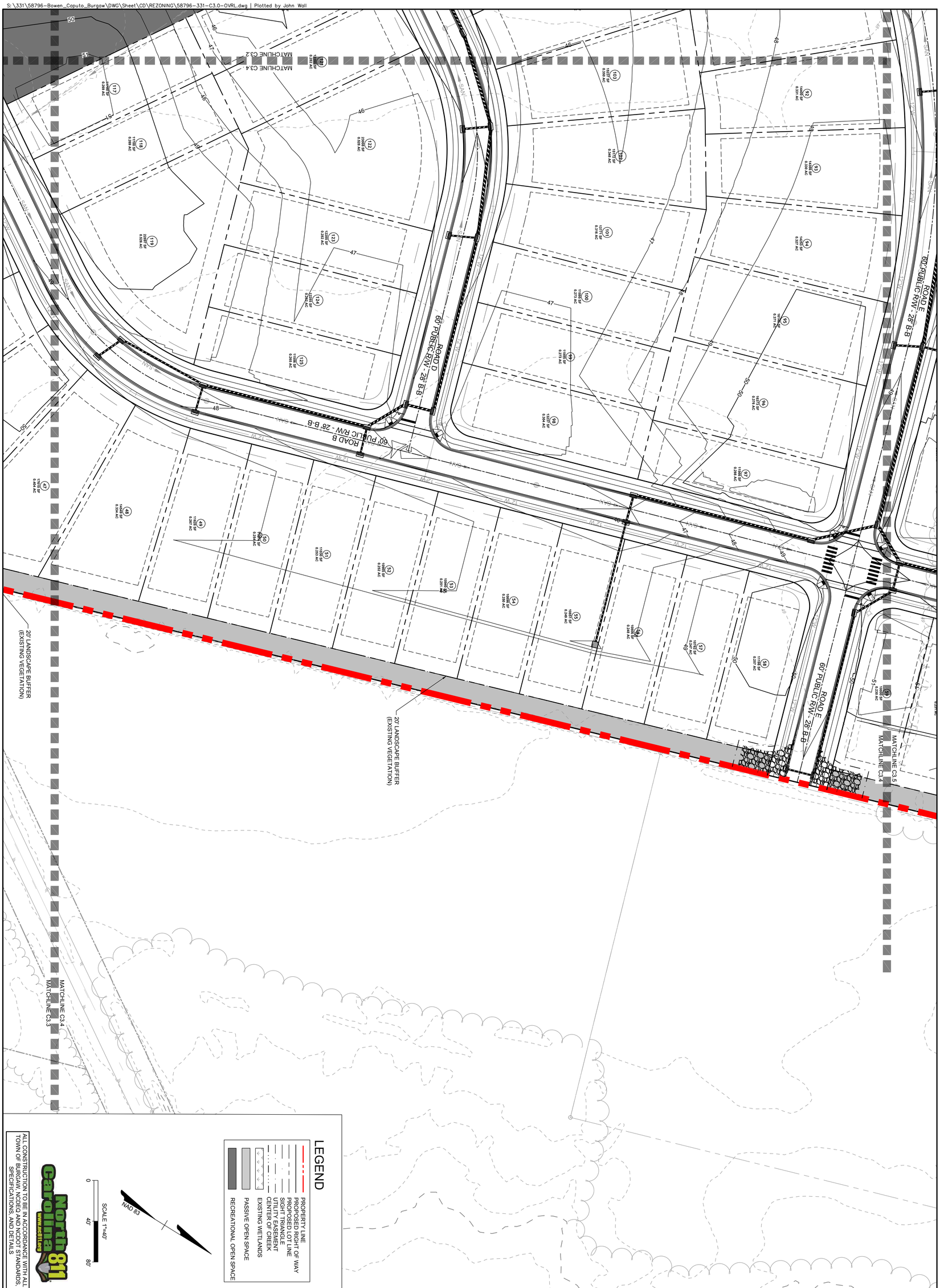

LEGEND

- PROPERTY LINE
- PROPOSED RIGHT OF WAY
- PROPOSED LOT LINE
- SIGHT TRIANGLE
- UTILITY EASEMENT
- CENTER OF CREEK
- EXISTING WETLANDS
- PASSIVE OPEN SPACE
- RECREATIONAL OPEN SPACE

NAD 83

SCALE 1"=40'

0 40' 80'

ALL CONSTRUCTION TO BE IN ACCORDANCE WITH ALL TOWN OF BURGAW, NCDEQ AND NCDOT STANDARDS, SPECIFICATIONS, AND DETAILS

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TIMMONS GROUP

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WELDON VILLAGE - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

DETAILED GRADING AND DRAINAGE PLAN - SHEET 4 OF 19

SHEET NO.	JOB NO.	SCALE	CHECKED BY	DESIGNED BY	DRAWN BY	DATE
C3.4	58796	1" = 40'	J. WALL	331	331	4/12/2024

DATE	REVISION DESCRIPTION
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05/9/2024	REVISIONS PER TRC COMMENTS

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WELDON VILLAGE - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

DETAILED GRADING AND DRAINAGE PLAN - SHEET 5 OF 19

SHEET NO.	JOB NO.	SCALE	CHECKED BY	DESIGNED BY	DRAWN BY	DATE
C3.5	58796	1" = 40'	J. WALL	331	331	4/12/2024

DATE	REVISION DESCRIPTION
04/12/2024	REVISIONS PER NEIGHBORHOOD MEETINGS
05/9/2024	REVISIONS PER TRC COMMENTS

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WELDON VILLAGE - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

DETAILED GRADING AND DRAINAGE PLAN - SHEET 6 OF 19

SHEET NO.	JOB NO.	SCALE	CHECKED BY	DESIGNED BY	DRAWN BY	DATE
C3.6	58796	1" = 40'	J. WALL	331	331	4/12/2024

DATE	REVISION DESCRIPTION
04/12/2024	REVISIONS PER NEIGHBORHOOD MEETINGS
05/9/2024	REVISIONS PER TRC COMMENTS

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05/9/2024	REVISIONS PER TRC COMMENTS

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DESIGNED BY 331
CHECKED BY J. WALL
SCALE 1" = 40'

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WELDON VILLAGE - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

DETAILED GRADING AND DRAINAGE PLAN - SHEET 7 OF 19

JOB NO. 58796

SHEET NO. C3.7

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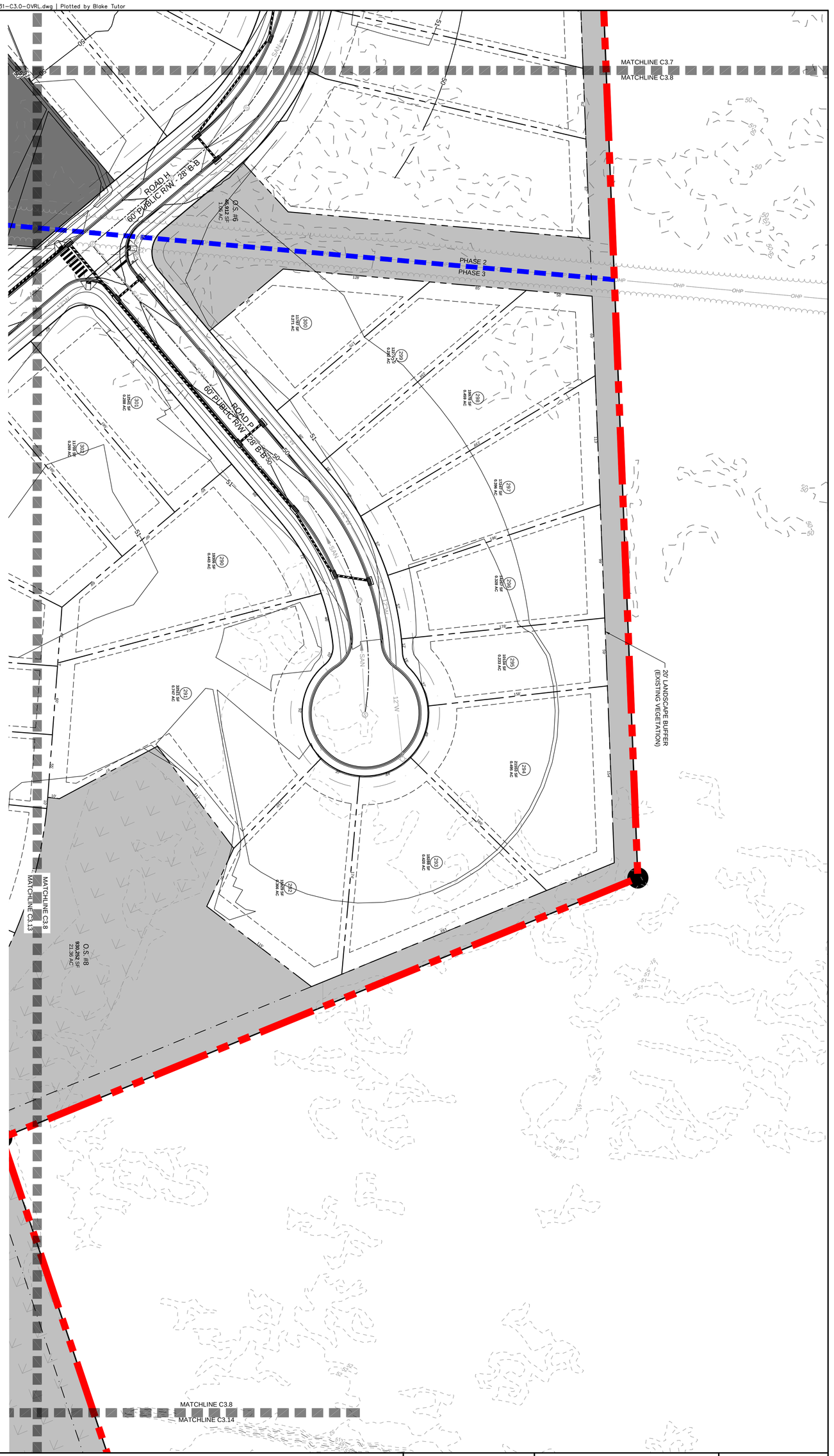

LEGEND

- PROPERTY LINE
- PROPOSED RIGHT OF WAY
- PROPOSED LOT LINE
- SIGHT TRIANGLE
- UTILITY EASEMENT
- CENTER OF CREEK
- EXISTING WETLANDS
- PASSIVE OPEN SPACE
- RECREATIONAL OPEN SPACE

SCALE 1"=40'

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WELDON VILLAGE - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

DETAILED GRADING AND DRAINAGE PLAN - SHEET 8 OF 19

SHEET NO.	JOB NO.	SCALE	CHECKED BY	DESIGNED BY	DRAWN BY	DATE
C3.8	58796	1" = 40'	J. WALL	331	331	4/12/2024

DATE	REVISION DESCRIPTION
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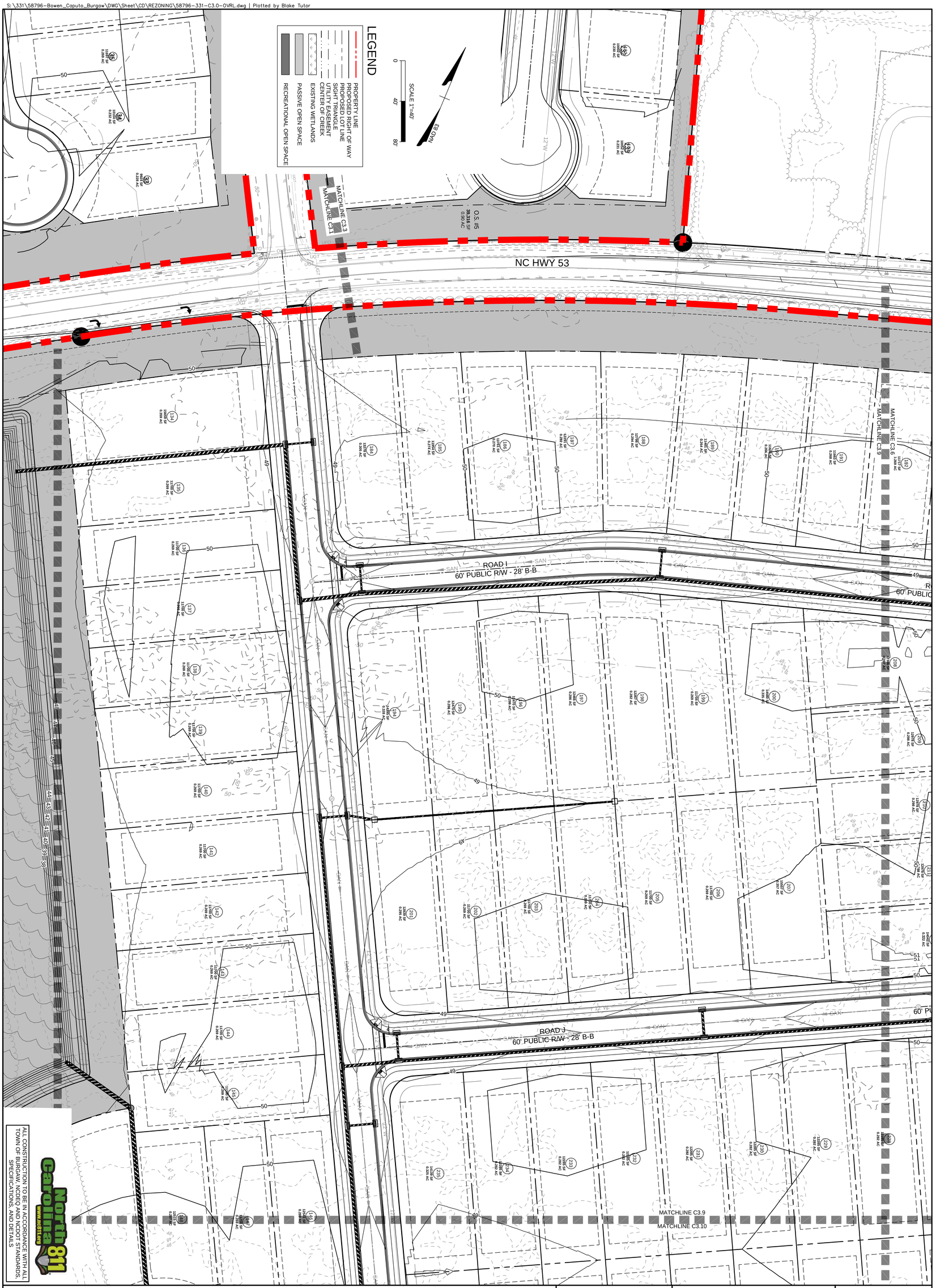

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WELDON VILLAGE - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

DETAILED GRADING AND DRAINAGE PLAN - SHEET 9 OF 19

SHEET NO.	JOB NO.	SCALE	CHECKED BY	DESIGNED BY	DRAWN BY	DATE
C3.9	58796	1" = 40'	J. WALL	331	331	4/12/2024

DATE	REVISION DESCRIPTION
04/12/2024	REVISIONS PER NEIGHBORHOOD MEETINGS
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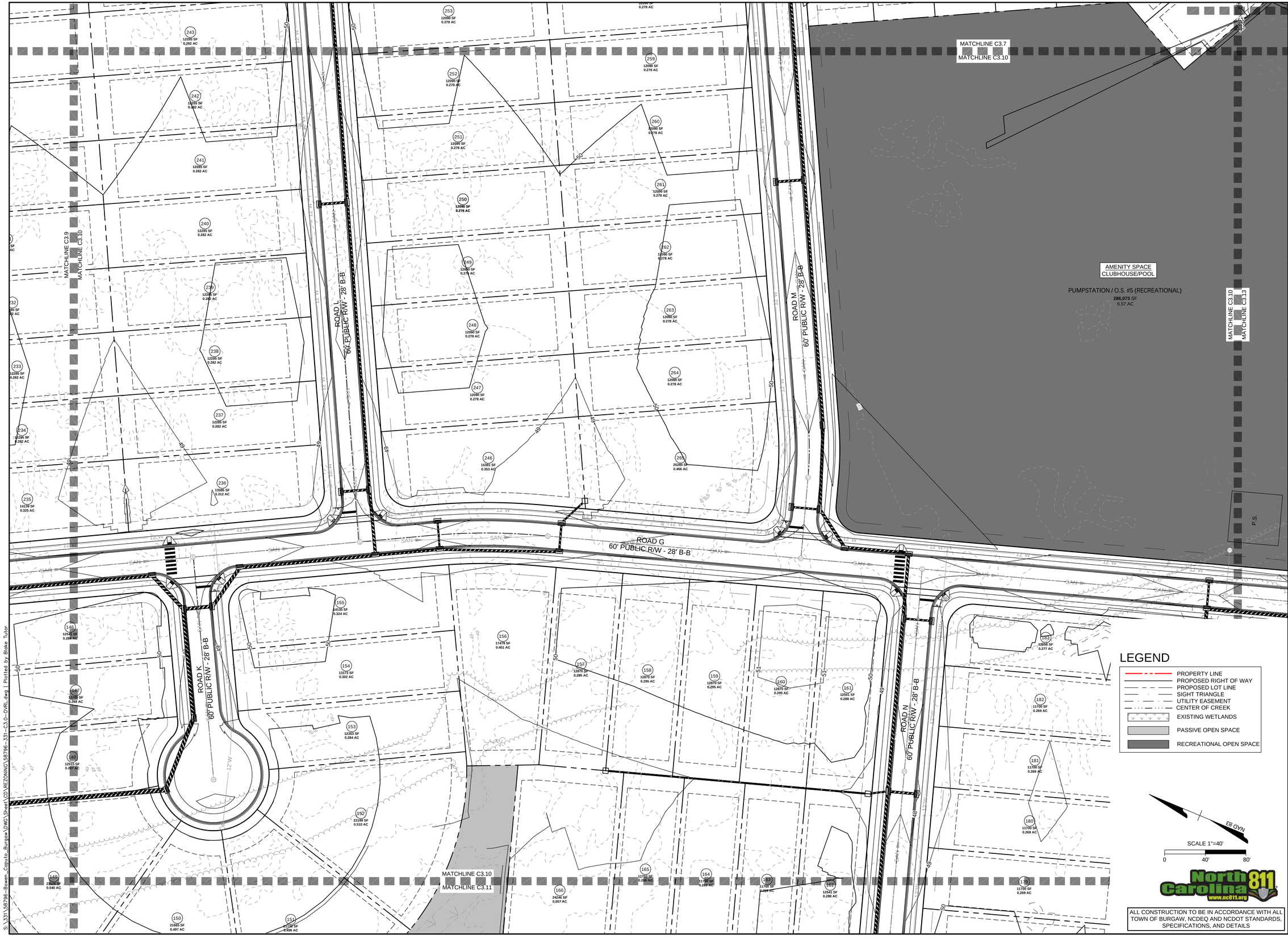

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05/9/2024	REVISIONS PER TRC COMMENTS

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DRAWN BY: 331
DESIGNED BY: 331
CHECKED BY: J. WALL
SCALE: 1" = 40'

TIMMONS GROUP

NORTH CAROLINA LICENSE NO. C-1652

WELDON VILLAGE - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

DETAILED GRADING AND DRAINAGE PLAN - SHEET 10 OF 19

JOB NO. 58796

SHEET NO. C3.10

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MATCHLINE C3.10
MATCHLINE C3.11

MATCHLINE C3.12
MATCHLINE C3.11

MATCHLINE C3.11
MATCHLINE C3.11

O.S. #3
800,515 SF
18.38 AC

O.S. #4
228,876 SF
5.33 AC

ROAD O
60' PUBLIC R/W - 28' B-B

ROAD N
60' PUBLIC R/W - 28' B-B

149 21855 SF 0.540 AC
150 21665 SF 0.497 AC
151 21738 SF 0.499 AC
166 24246 SF 0.557 AC
165 11703 SF 0.269 AC
164 11700 SF 0.269 AC
163 11700 SF 0.269 AC
162 12541 SF 0.288 AC
178 11700 SF 0.269 AC
177 11700 SF 0.269 AC
176 11700 SF 0.269 AC
175 11700 SF 0.269 AC
174 11700 SF 0.269 AC
173 11700 SF 0.269 AC
172 11700 SF 0.269 AC
167 20525 SF 0.471 AC
168 12193 SF 0.279 AC
169 14602 SF 0.335 AC
170 14700 SF 0.337 AC
171 15791 SF 0.363 AC

SCM
SCM

20' LANDSCAPE BUFFER
(EXISTING VEGETATION)

LEGEND

- PROPERTY LINE
- PROPOSED RIGHT OF WAY
- PROPOSED LOT LINE
- SIGHT TRIANGLE
- UTILITY EASEMENT
- CENTER OF CREEK
- EXISTING WETLANDS
- PASSIVE OPEN SPACE
- RECREATIONAL OPEN SPACE

NAD 83

SCALE 1"=40'
0 40' 80'

ALL CONSTRUCTION TO BE IN ACCORDANCE WITH ALL TOWN OF BURGAW, NCDEQ AND NCDOT STANDARDS, SPECIFICATIONS, AND DETAILS

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05/9/2024	REVISIONS PER TRC COMMENTS

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DATE 4/12/2024
DRAWN BY 331
DESIGNED BY 331
CHECKED BY J. WALL
SCALE 1" = 40'

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NORTH CAROLINA LICENSE NO. C-1652

WELDON VILLAGE - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

DETAILED GRADING AND DRAINAGE PLAN - SHEET 11 OF 19

JOB NO. 58796
SHEET NO. C3.11

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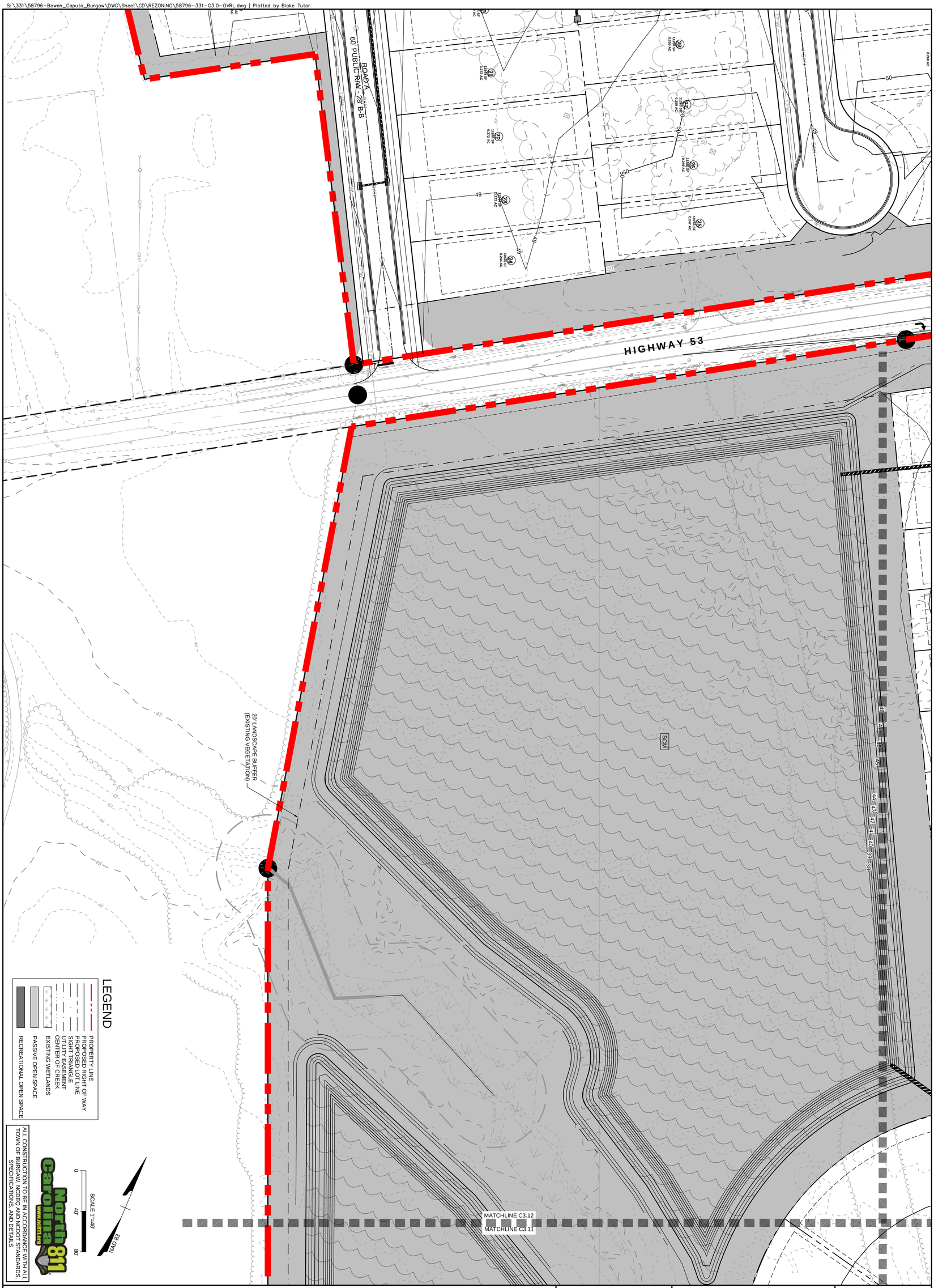

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WELDON VILLAGE - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

DETAILED GRADING AND DRAINAGE PLAN - SHEET 12 OF 19

SHEET NO.	JOB NO.	SCALE	CHECKED BY	DESIGNED BY	DRAWN BY	DATE
C3.12	58796	1" = 40'	J. WALL	331	331	4/12/2024

DATE	REVISION DESCRIPTION
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05/9/2024	REVISIONS PER TRC COMMENTS

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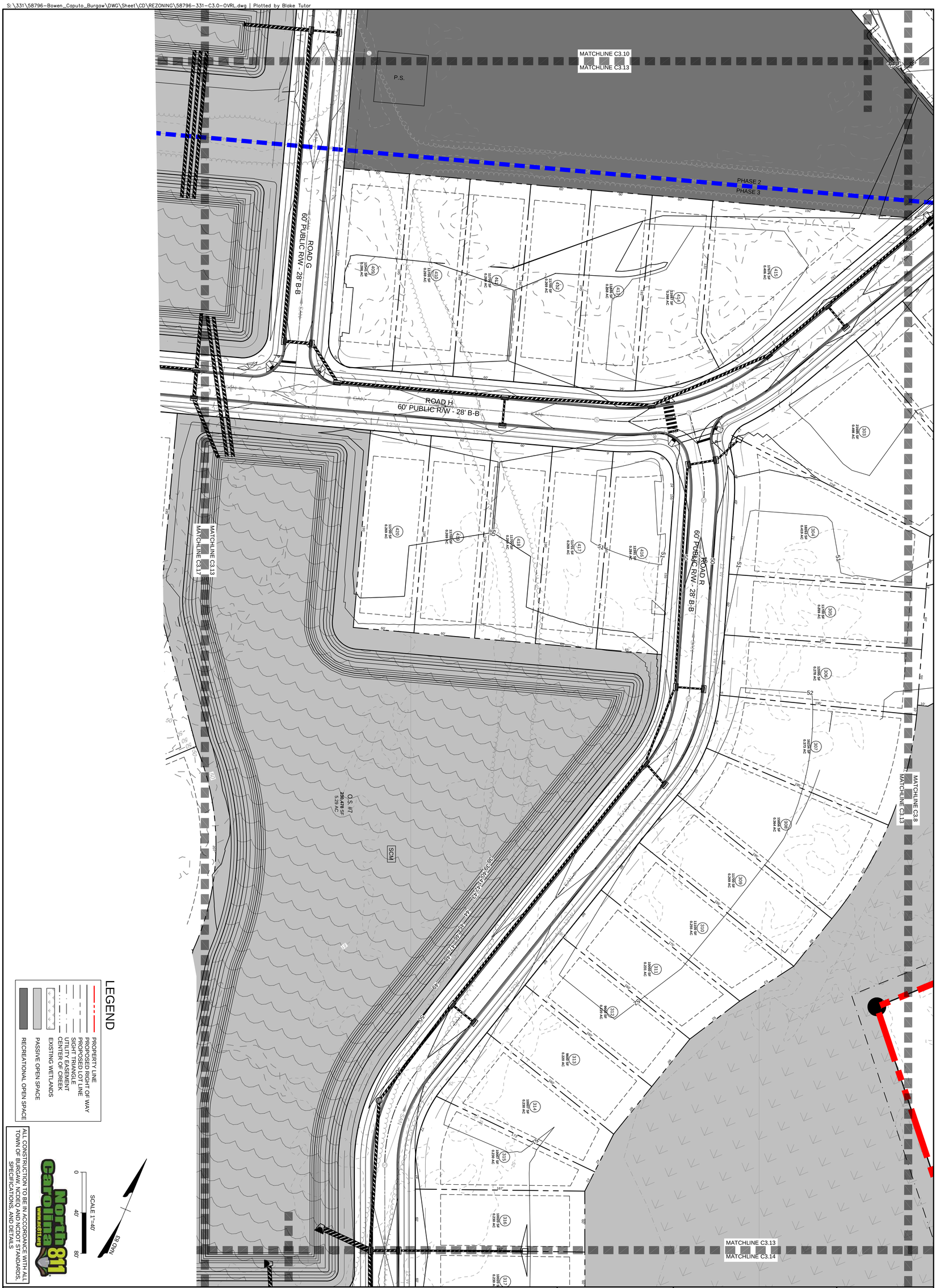
MATCHLINE C3.10
MATCHLINE C3.13
P.S.
PHASE 2
PHASE 3
ROAD G
60' PUBLIC R/W - 28' B-B
ROAD H
60' PUBLIC R/W - 28' B-B
ROAD R
60' PUBLIC R/W - 28' B-B
MATCHLINE C3.13
MATCHLINE C3.17
MATCHLINE C3.8
MATCHLINE C3.13
MATCHLINE C3.13
MATCHLINE C3.14
O.S. #7
220,478 SF
5.29 AC
SCM
SWMH RIM=68.00
SWMH INV=58.00
SWMH INV=57.00
SWMH INV=56.00
SWMH INV=55.00
SWMH INV=54.00
SWMH INV=53.00
SWMH INV=52.00
SWMH INV=51.00
SWMH INV=50.00
SWMH INV=49.00
SWMH INV=48.00
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SWMH INV=3.00
SWMH INV=2.00
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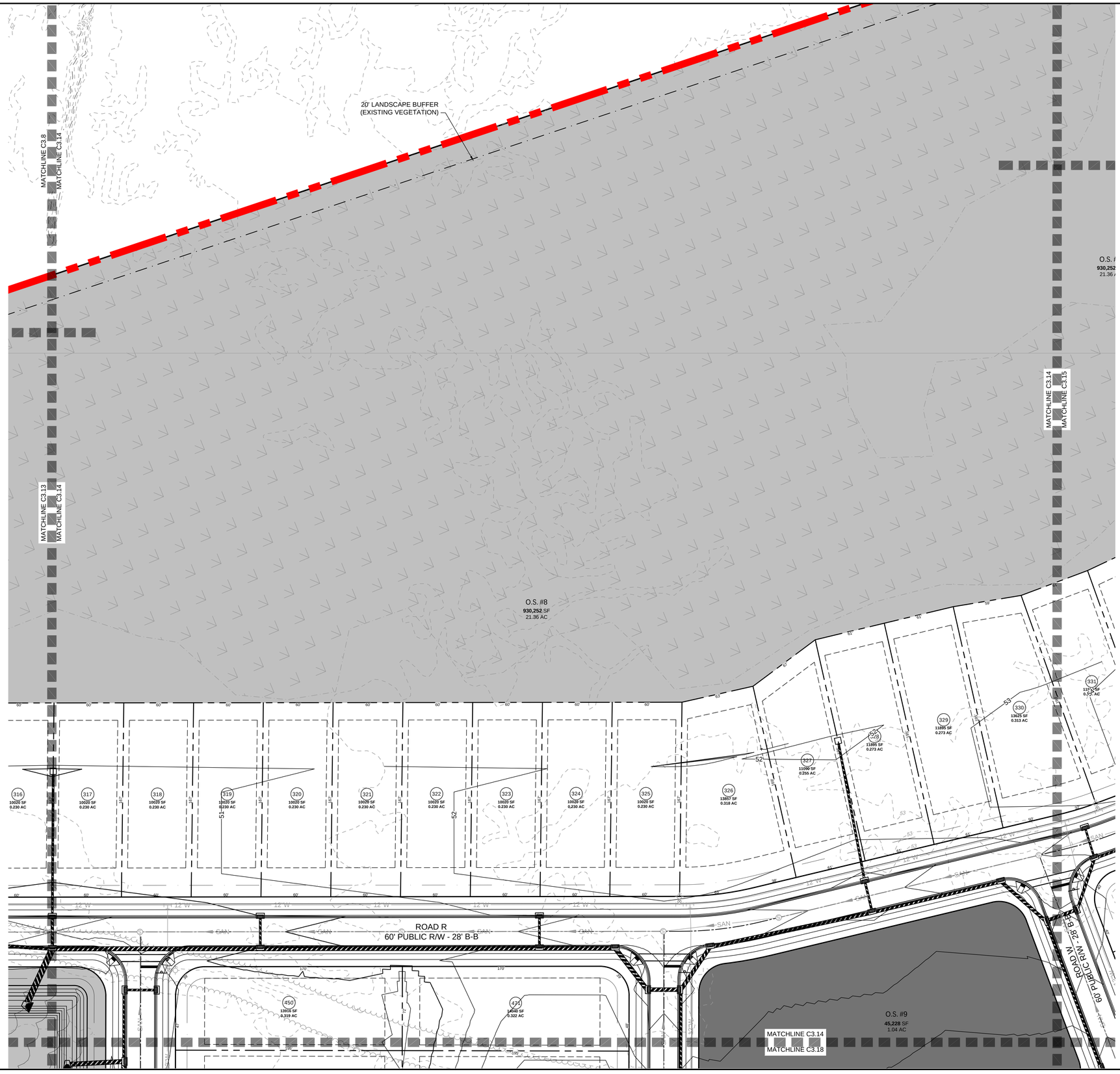
SWMH INV=-20.00
SWMH



LEGEND

- PROPERTY LINE
- PROPOSED RIGHT OF WAY
- PROPOSED LOT LINE
- SIGHT TRIANGLE
- UTILITY EASEMENT
- CENTER OF CREEK
- EXISTING WETLANDS
- PASSIVE OPEN SPACE
- RECREATIONAL OPEN SPACE

NAD 83

SCALE 1"=40'

0 40' 80'

ALL CONSTRUCTION TO BE IN ACCORDANCE WITH ALL TOWN OF BURGAW, NCDEQ AND NCDOT STANDARDS, SPECIFICATIONS, AND DETAILS

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REVISIONS PER NEIGHBORHOOD MEETINGS	04/12/2024
REVISIONS PER TRC COMMENTS	05/9/2024

PROGRESS DRAWINGS - DO NOT USE FOR CONSTRUCTION

DATE: 4/12/2024
DRAWN BY: 331
DESIGNED BY: 331
CHECKED BY: J. WALL
SCALE: 1" = 40'

TIMMONS GROUP

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WELDON VILLAGE - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

DETAILED GRADING AND DRAINAGE PLAN - SHEET 14 OF 19

JOB NO. 58796

SHEET NO. C3.14

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MATCHLINE C3.16
MATCHLINE C3.15

MATCHLINE C3.14
MATCHLINE C3.15

O.S. #8
930,252 SF
21.36 AC

20' LANDSCAPE BUFFER
(EXISTING VEGETATION)

ROAD R
60' PUBLIC R/W - 28' B-B

ROAD M
60' PUBLIC R/W - 28' B-B

330 13625 SF 0.313 AC
331 11700 SF 0.269 AC
332 11743 SF 0.270 AC
333 11895 SF 0.273 AC
334 11895 SF 0.273 AC
335 11895 SF 0.273 AC
336 11895 SF 0.273 AC
337 11895 SF 0.273 AC
338 13862 SF 0.318 AC
339 11700 SF 0.269 AC
340 12675 SF 0.291 AC
341 12675 SF 0.291 AC
342 12675 SF 0.291 AC
343 14749 SF 0.339 AC
344 12543 SF 0.288 AC
345 11700 SF 0.269 AC
346 11700 SF 0.269 AC
347 11700 SF 0.269 AC
348 11718 SF 0.269 AC
350 14749 SF 0.339 AC
351 11606 SF 0.266 AC
352 31397 SF 0.721 AC
353 28976 SF 0.665 AC

LEGEND

- PROPERTY LINE
- PROPOSED RIGHT OF WAY
- PROPOSED LOT LINE
- SIGHT TRIANGLE
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- PASSIVE OPEN SPACE
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NAD 83

SCALE 1"=40'
0 40' 80'

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DATE 4/12/2024
DRAWN BY 331
DESIGNED BY 331
CHECKED BY J. WALL
SCALE 1" = 40'

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WELDON VILLAGE - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

DETAILED GRADING AND DRAINAGE PLAN - SHEET 15 OF 19

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SHEET NO. C3.15

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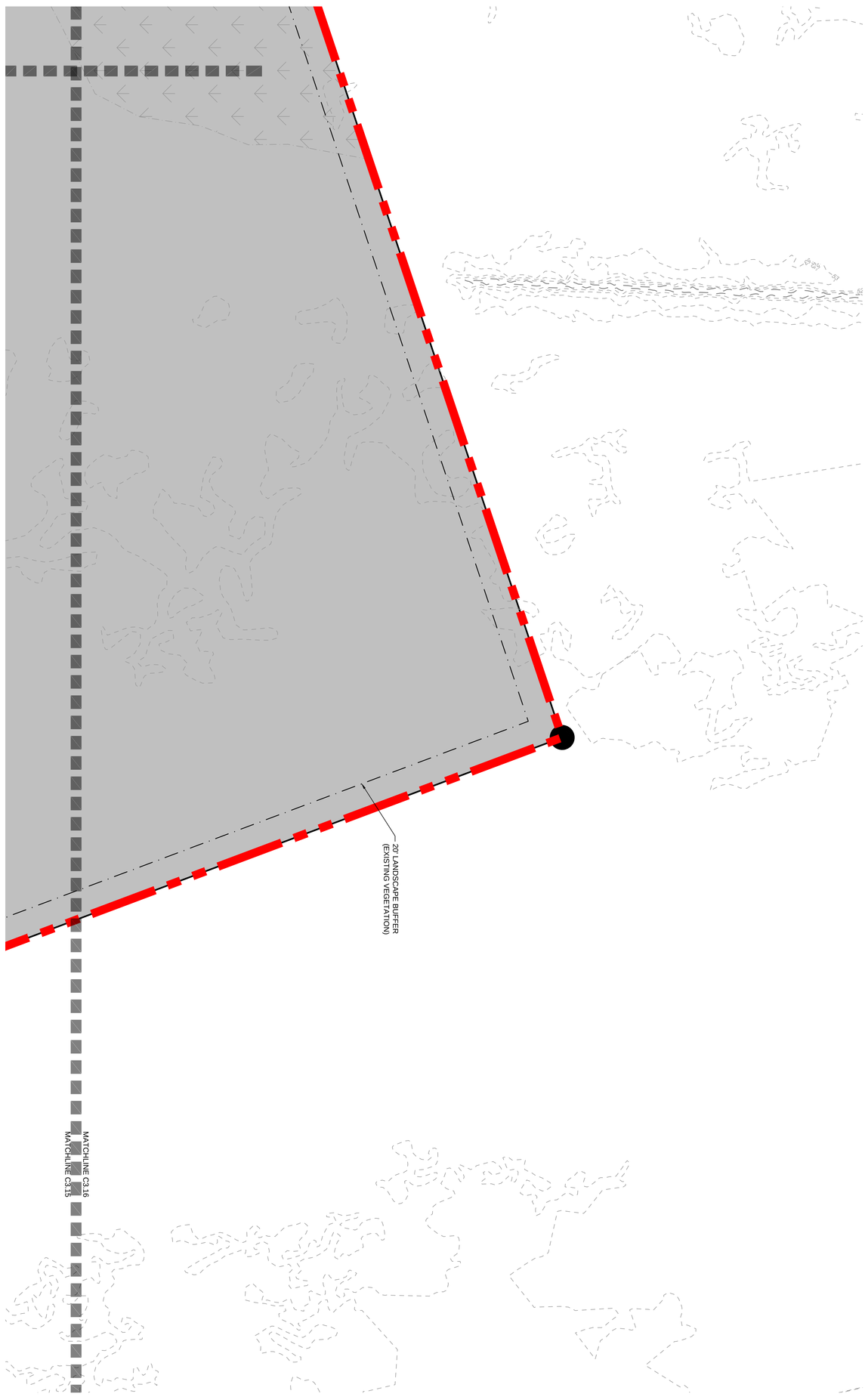

LEGEND

- PROPERTY LINE
- PROPOSED RIGHT OF WAY
- PROPOSED LOT LINE
- SIGHT TRIANGLE
- UTILITY EASEMENT
- CENTER OF CREEK
- EXISTING WETLANDS
- PASSIVE OPEN SPACE
- RECREATIONAL OPEN SPACE

ALL CONSTRUCTION TO BE IN ACCORDANCE WITH ALL TOWN OF BURGAW, NCDEQ AND NCDOT STANDARDS, SPECIFICATIONS, AND DETAILS

SCALE 1"=40'
0
40'
80'

NORTH

TIMMONS GROUP

NORTH CAROLINA LICENSE NO. C-1652

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PROGRESS DRAWINGS - DO NOT USE FOR CONSTRUCTION - CONDITIONAL REZONING

WELDON VILLAGE - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

DETAILED GRADING AND DRAINAGE PLAN - SHEET 16 OF 19

DATE	REVISION DESCRIPTION
04/12/2024	REVISIONS PER NEIGHBORHOOD MEETINGS
05/9/2024	REVISIONS PER TRC COMMENTS

SHEET NO.	JOB NO.	SCALE	CHECKED BY	DESIGNED BY	DRAWN BY	DATE
C3.16	58796	1" = 40'	J. WALL	331	331	4/12/2024

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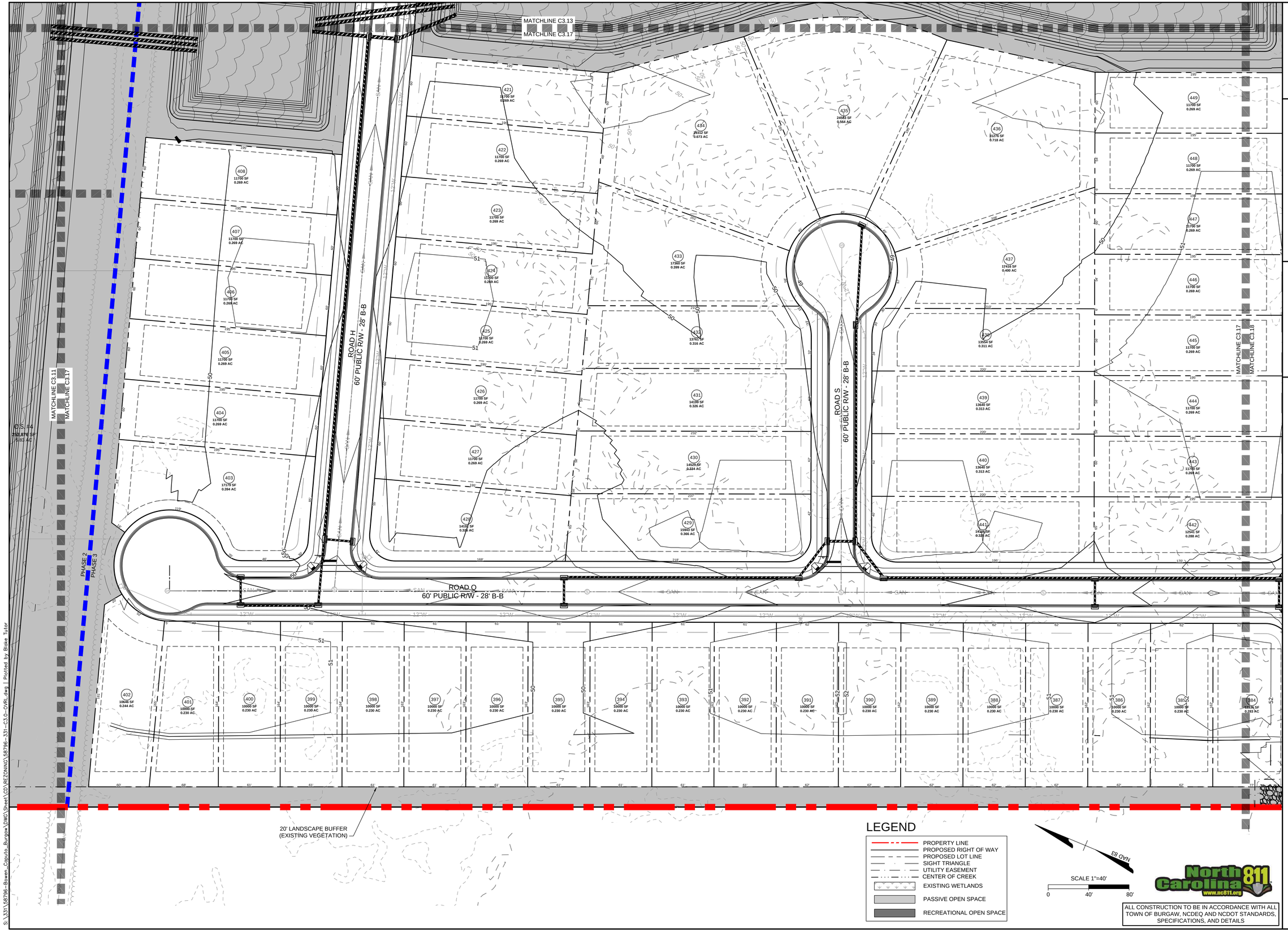

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05/9/2024	REVISIONS PER TRC COMMENTS

PROGRESS DRAWINGS - DO NOT USE FOR CONSTRUCTION

DATE: 4/12/2024
DRAWN BY: 331
DESIGNED BY: 331
CHECKED BY: J. WALL
SCALE: 1" = 40'

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WELDON VILLAGE - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

DETAILED GRADING AND DRAINAGE PLAN - SHEET 17 OF 19

JOB NO. 58796

SHEET NO. C3.17

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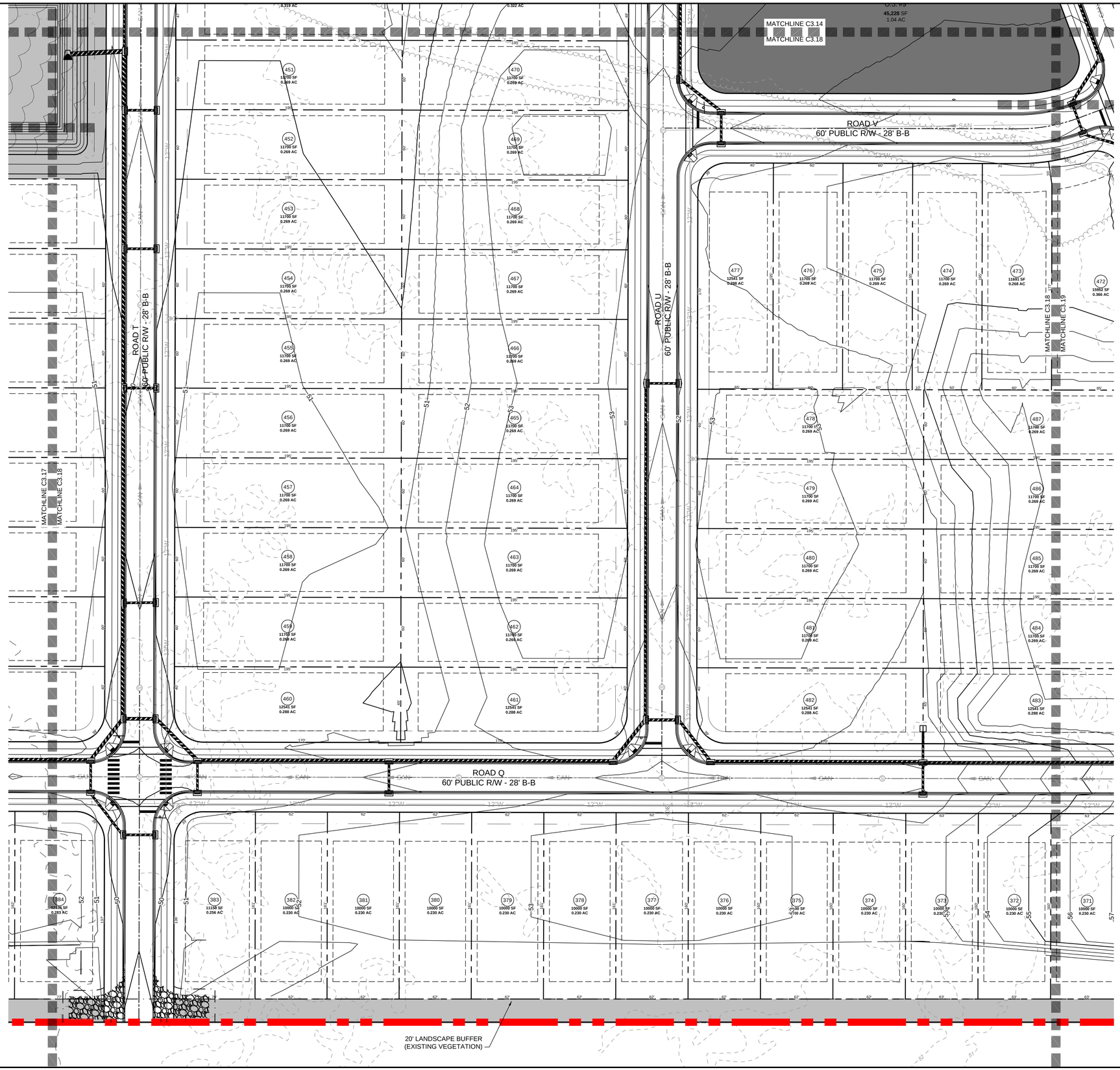

LEGEND

- PROPERTY LINE
- PROPOSED RIGHT OF WAY
- PROPOSED LOT LINE
- SIGHT TRIANGLE
- UTILITY EASEMENT
- CENTER OF CREEK
- EXISTING WETLANDS
- PASSIVE OPEN SPACE
- RECREATIONAL OPEN SPACE

NAD 83

SCALE 1"=40'

0 40' 80'

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05/9/2024	REVISIONS PER TRC COMMENTS

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DATE 4/12/2024
DRAWN BY 331
DESIGNED BY 331
CHECKED BY J. WALL
SCALE 1" = 40'

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WELDON VILLAGE - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

DETAILED GRADING AND DRAINAGE PLAN - SHEET 18 OF 19

JOB NO. 58796

SHEET NO. C3.18

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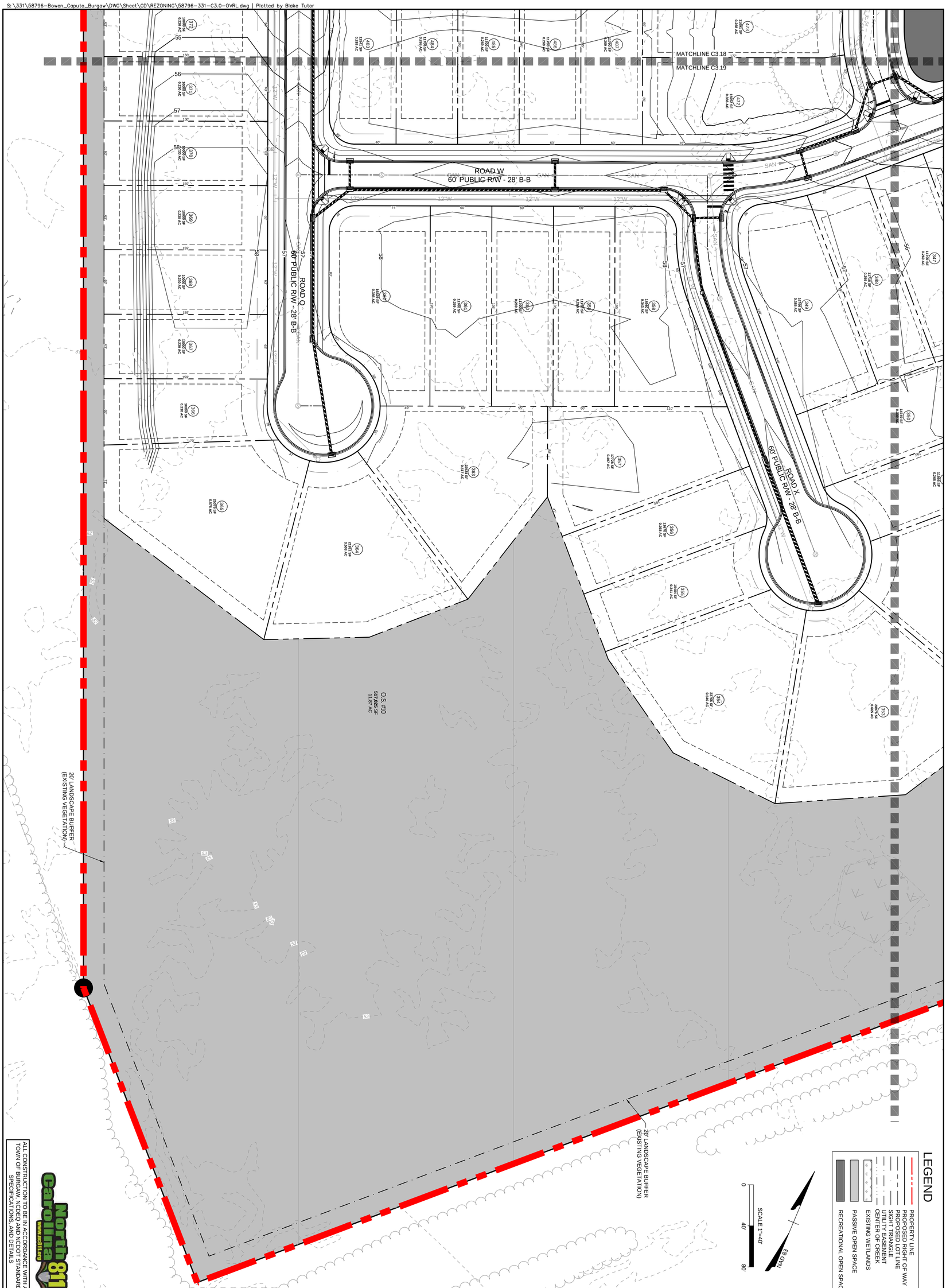

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WELDON VILLAGE - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

DETAILED GRADING AND DRAINAGE PLAN - SHEET 19 OF 19

SHEET NO.	JOB NO.	SCALE	CHECKED BY	DESIGNED BY	DRAWN BY	DATE
C3.19	58796	1" = 40'	J. WALL	331	331	4/12/2024

DATE	REVISION DESCRIPTION
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05/9/2024	REVISIONS PER TRC COMMENTS

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EXISTING WETLANDS

FLOOD ZONE 0.2% ANNUAL CHANCE FLOOD HAZARD

FLOOD ZONE AE

PHASE 1

PHASE 2

PHASE 3

SCM

MATCHLINE C4.1
MATCHLINE C4.2
MATCHLINE C4.3
MATCHLINE C4.4
MATCHLINE C4.5
MATCHLINE C4.6
MATCHLINE C4.7
MATCHLINE C4.8
MATCHLINE C4.9
MATCHLINE C4.10
MATCHLINE C4.11
MATCHLINE C4.12
MATCHLINE C4.13
MATCHLINE C4.14
MATCHLINE C4.15
MATCHLINE C4.16
MATCHLINE C4.17
MATCHLINE C4.18
MATCHLINE C4.19

TREE LEGEND

= SPECIMEN TREE
= DENOTES TREE TO BE REMOVED
= DENOTES TREE DBH

- AMERICAN ELM
- AMERICAN HOLLY
- AMERICAN HORNBEAM
- BLACK CHERRY
- BLACK WILLOW
- BLACKGUM
- BOXELDER
- COMMON SWEETLEAF
- EASTERN REDCEDAR
- FLOWERING DOGWOOD
- LAUREL OAK
- LOBLOLLY PINE
- LONGLEAF PINE
- NORTHERN RED OAK
- POND PINE
- POSSUMHAW
- POST OAK
- RED MAPLE
- SLIPPERY ELM
- SOUTHERN MAGNOLIA
- SWAMP BAY
- SWAMP CHESTNUT OAK
- SWAMP TITI
- SWAMP TUPELO
- SWEETBAY
- SWEETGUM
- TULIPTREE
- WATER OAK
- WAX MYRTLE
- WHITE MULBERRY
- WHITE OAK
- WILLOW OAK

NAD 83

SCALE 1"=250'

0 250' 500'

ALL CONSTRUCTION TO BE IN ACCORDANCE WITH ALL TOWN OF BURGAW, NCDEQ AND NCDOT STANDARDS, SPECIFICATIONS, AND DETAILS

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05/9/2024	REVISIONS PER TRC COMMENTS

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DATE 4/12/2024
DRAWN BY 331
DESIGNED BY 331
CHECKED BY J. WALL
SCALE 1" = 250'

TIMMONS GROUP

NORTH CAROLINA LICENSE NO. C-1652

WELDON VILLAGE - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

OVERALL TREE INVENTORY PLAN

JOB NO. 58796
SHEET NO. C4.0

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MATCHLINE C4.2
MATCHLINE C4.1

ROAD B
60' PRIVATE R/W - 28' B-B

ROAD A
60' PRIVATE R/W - 28' B-B

ROAD D
60' PRIVATE R/W - 28' B-B

O.S. #1 (RECREATIONAL)
102,628 SF
2.36 AC

O.S. #2
60,137 SF
1.38 AC

HIGHWAY 53

MATCHLINE C4.3
MATCHLINE C4.1

TREE LEGEND

= SPECIMEN TREE
= DENOTES TREE TO BE REMOVED
= DENOTES TREE DBH

AMERICAN ELM	POST OAK
AMERICAN HOLLY	RED MAPLE
AMERICAN HORNBEAM	SLIPPERY ELM
BLACK CHERRY	SOUTHERN MAGNOLIA
BLACK WILLOW	SWAMP BAY
BLACKGUM	SWAMP CHESTNUT OAK
BOXELDER	SWAMP TITI
COMMON SWEETLEAF	SWAMP TUPELO
EASTERN REDCEDAR	SWEETBAY
FLOWERING DOGWOOD	SWEETGUM
LAUREL OAK	TULIPTREE
LOBLOLLY PINE	WATER OAK
LONGLEAF PINE	WAX MYRTLE
NORTHERN RED OAK	WHITE MULBERRY
POND PINE	WHITE OAK
POSSUMHAW	WILLOW OAK

NAD 83

SCALE 1"=40'
0 40' 80'

ALL CONSTRUCTION TO BE IN ACCORDANCE WITH ALL TOWN OF BURGAW, NCDEQ AND NCDOT STANDARDS, SPECIFICATIONS, AND DETAILS

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05/9/2024	REVISIONS PER TRC COMMENTS

PROGRESS DRAWINGS - DO NOT USE FOR CONSTRUCTION

DATE: 4/12/2024
DRAWN BY: 331
DESIGNED BY: 331
CHECKED BY: J. WALL
SCALE: 1" = 40'

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WELDON VILLAGE - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

DETAILED TREE INVENTORY PLAN - SHEET 1 OF 19

JOB NO. 58796
SHEET NO. C4.1

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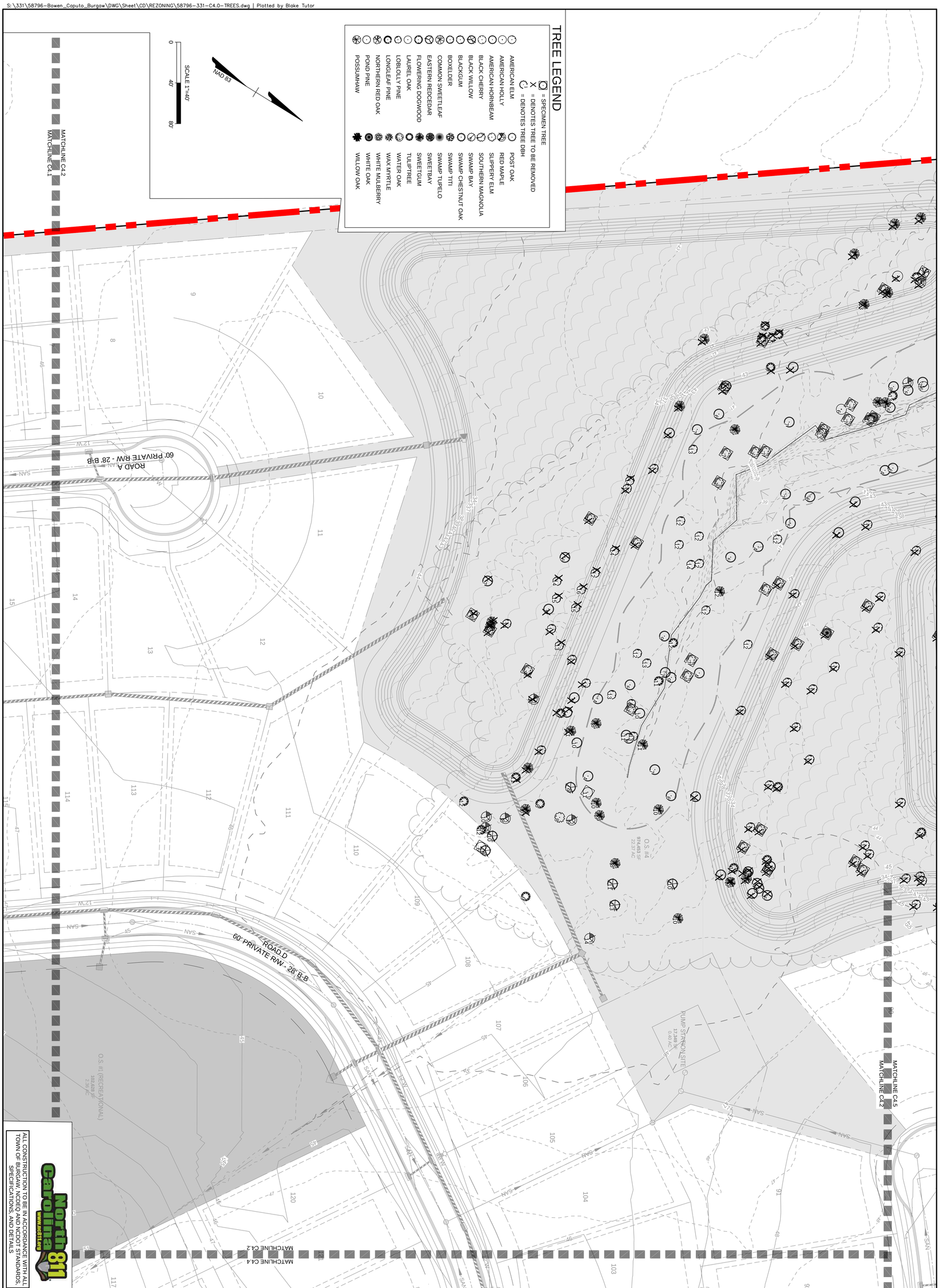

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WELDON VILLAGE - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

DETAILED TREE INVENTORY PLAN - SHEET 2 OF 19

JOB NO.	SHEET NO.	SCALE	CHECKED BY	DESIGNED BY	DRAWN BY	DATE
58796	C4.2	1" = 40'	J. WALL	331	331	4/12/2024

DATE	REVISION DESCRIPTION
04/12/2024	REVISIONS PER NEIGHBORHOOD MEETINGS
05/9/2024	REVISIONS PER TRC COMMENTS

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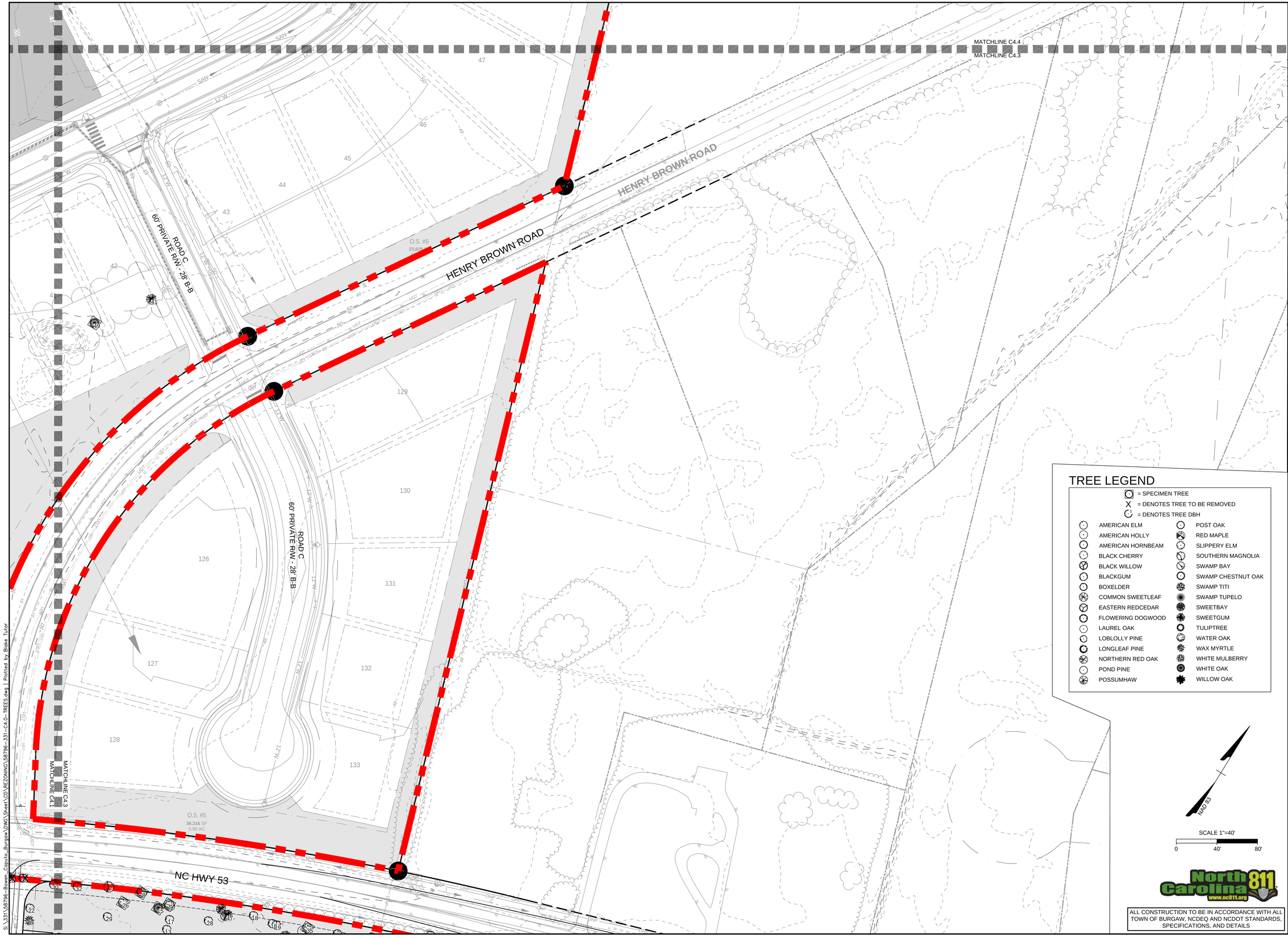

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04/12/2024	REVISIONS PER NEIGHBORHOOD MEETINGS
05/9/2024	REVISIONS PER TRC COMMENTS

DATE 4/12/2024
DRAWN BY 331
DESIGNED BY 331
CHECKED BY J. WALL
SCALE 1" = 40'

PROGRESS DRAWINGS - DO NOT USE FOR CONSTRUCTION

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TIMMONS GROUP

WELDON VILLAGE - CONDITIONAL REZONING

NORTH CAROLINA LICENSE NO. C-1652

TOWN OF BURGAW, NORTH CAROLINA

DETAILED TREE INVENTORY PLAN - SHEET 3 OF 19

JOB NO. 58796

SHEET NO. C4.3

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TREE LEGEND

= SPECIMEN TREE
= DENOTES TREE TO BE REMOVED
= DENOTES TREE DBH

AMERICAN ELM	POST OAK
AMERICAN HOLLY	RED MAPLE
AMERICAN HORNBEAM	SLIPPERY ELM
BLACK CHERRY	SOUTHERN MAGNOLIA
BLACK WILLOW	SWAMP BAY
BLACKGUM	SWAMP CHESTNUT OAK
BOXELDER	SWAMP TITI
COMMON SWEETLEAF	SWAMP TUPELO
EASTERN REDCEDAR	SWEETBAY
FLOWERING DOGWOOD	SWEETGUM
LAUREL OAK	TULIPTREE
LOBLOLLY PINE	WATER OAK
LONGLEAF PINE	WAX MYRTLE
NORTHERN RED OAK	WHITE MULBERRY
POND PINE	WHITE OAK
POSSUMHAW	WILLOW OAK

ALL CONSTRUCTION TO BE IN ACCORDANCE WITH ALL TOWN OF BURGAW, NCDEQ AND NCDOT STANDARDS, SPECIFICATIONS, AND DETAILS

NAD 83

SCALE 1"=40'
0
40'
80'

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WELDON VILLAGE - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

DETAILED TREE INVENTORY PLAN - SHEET 4 OF 19

SHEET NO.	JOB NO.	SCALE	CHECKED BY	DESIGNED BY	DRAWN BY	DATE
C4.4	58796	1" = 40'	J. WALL	331	331	4/12/2024

DATE	REVISION DESCRIPTION
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05/9/2024	REVISIONS PER TRC COMMENTS

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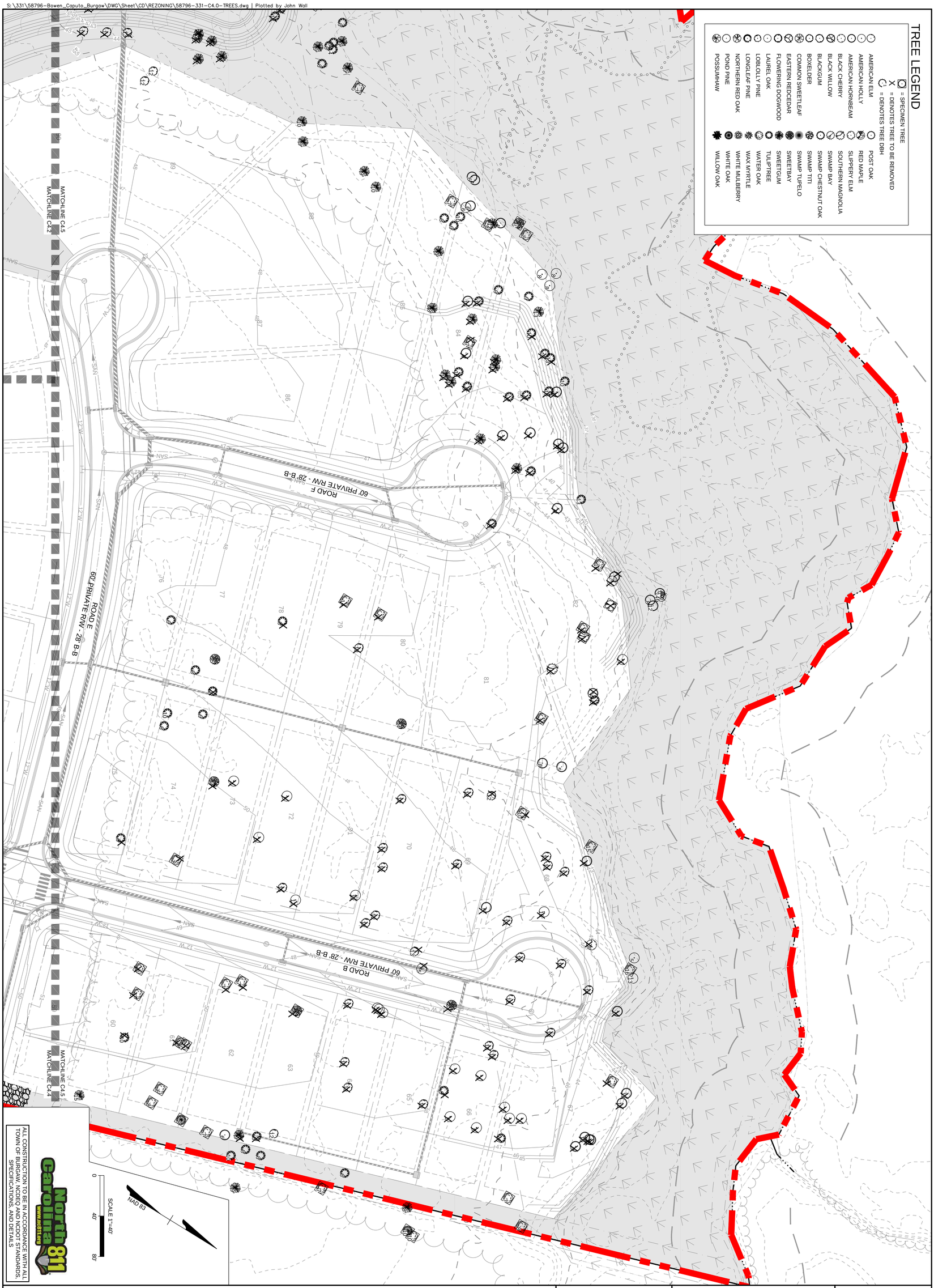

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WELDON VILLAGE - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

DETAILED TREE INVENTORY PLAN - SHEET 5 OF 19

SHEET NO.	JOB NO.	SCALE	CHECKED BY	DESIGNED BY	DRAWN BY	DATE
C4.5	58796	1" = 40'	J. WALL	331	331	4/12/2024

DATE	REVISION DESCRIPTION
04/12/2024	REVISIONS PER NEIGHBORHOOD MEETINGS
05/9/2024	REVISIONS PER TRC COMMENTS

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PROGRESS DRAWINGS - DO NOT USE FOR CONSTRUCTION - CONDITIONAL REZONING

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DATE	REVISION DESCRIPTION
04/12/2024	REVISIONS PER NEIGHBORHOOD MEETINGS
05/9/2024	REVISIONS PER TRC COMMENTS

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DATE 4/12/2024
DRAWN BY 331
DESIGNED BY 331
CHECKED BY J. WALL
SCALE 1" = 40'

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NORTH CAROLINA LICENSE NO. C-1652

WELDON VILLAGE - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

DETAILED TREE INVENTORY PLAN - SHEET 6 OF 19

JOB NO. 58796
SHEET NO. C4.6

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MATCHLINE C4.6
MATCHLINE C4.7

MATCHLINE C4.6
MATCHLINE C4.9

NC HWY 53

ROAD H
60' PRIVATE R/W - 28' B-B

ROAD I
60' PRIVATE R/W - 28' B-B

ROAD J
60' PRIVATE R/W - 28' B-B

P.O.S. #2 (RECREATIONAL)
24,581 SF
0.56 AC

TREE LEGEND

= SPECIMEN TREE
X = DENOTES TREE TO BE REMOVED
= DENOTES TREE DBH

AMERICAN ELM	POST OAK
AMERICAN HOLLY	RED MAPLE
AMERICAN HORNBEAM	SLIPPERY ELM
BLACK CHERRY	SOUTHERN MAGNOLIA
BLACK WILLOW	SWAMP BAY
BLACKGUM	SWAMP CHESTNUT OAK
BOXELDER	SWAMP TITI
COMMON SWEETLEAF	SWAMP TUPELO
EASTERN REDCEDAR	SWEETBAY
FLOWERING DOGWOOD	SWEETGUM
LAUREL OAK	TULIPTREE
LOBLOLLY PINE	WATER OAK
LONGLEAF PINE	WAX MYRTLE
NORTHERN RED OAK	WHITE MULBERRY
POND PINE	WHITE OAK
POSSUMHAW	WILLOW OAK

NAD 83

SCALE 1"=40'
0 40' 80'

ALL CONSTRUCTION TO BE IN ACCORDANCE WITH ALL TOWN OF BURGAW, NCDEQ AND NCDOT STANDARDS, SPECIFICATIONS, AND DETAILS

S:\331\58796-Bowen_Coputo_Burgaw\DWG\Sheet\CD\REZONING\58796-331-C4.0-TREES.dwg | Plotted by John Woll

TREE LEGEND

= SPECIMEN TREE
= DENOTES TREE TO BE REMOVED
= DENOTES TREE DBH

AMERICAN ELM	POST OAK
AMERICAN HOLLY	RED MAPLE
AMERICAN HORNBEAM	SLIPPERY ELM
BLACK CHERRY	SOUTHERN MAGNOLIA
BLACK WILLOW	SWAMP BAY
BLACKGUM	SWAMP CHESTNUT OAK
BOXELDER	SWAMP TITI
COMMON SWEETLEAF	SWAMP TUPELO
EASTERN REDCEDAR	SWEETBAY
FLOWERING DOGWOOD	SWEETGUM
LAUREL OAK	TULIPTREE
LOBLOLLY PINE	WATER OAK
LONGLEAF PINE	WAX MYRTLE
NORTHERN RED OAK	WHITE MULBERRY
POND PINE	WHITE OAK
POSSUMHAW	WILLOW OAK

MATCHLINE C4.6
MATCHLINE C4.7

MATCHLINE C4.7
MATCHLINE C4.8

ROAD H
60' PRIVATE R/W - 28' B-B

ROAD L
60' PRIVATE R/W - 28' B-B

ROAD M
60' PRIVATE R/W - 28' B-B

MATCHLINE C4.7
MATCHLINE C4.10

SCALE 1"=40'
0 40' 80'

NAD 83

ALL CONSTRUCTION TO BE IN ACCORDANCE WITH ALL TOWN OF BURGAW, NCDEQ AND NCDOT STANDARDS, SPECIFICATIONS, AND DETAILS

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05/9/2024	REVISIONS PER TRC COMMENTS

PROGRESS DRAWINGS - DO NOT USE FOR CONSTRUCTION

DATE 4/12/2024
DRAWN BY 331
DESIGNED BY 331
CHECKED BY J. WALL
SCALE 1" = 40'

TIMMONS GROUP

NORTH CAROLINA LICENSE NO. C-1652

WELDON VILLAGE - CONDITIONAL REZONING

DETAILED TREE INVENTORY PLAN - SHEET 7 OF 19

TOWN OF BURGAW, NORTH CAROLINA

JOB NO. 58796
SHEET NO. C4.7

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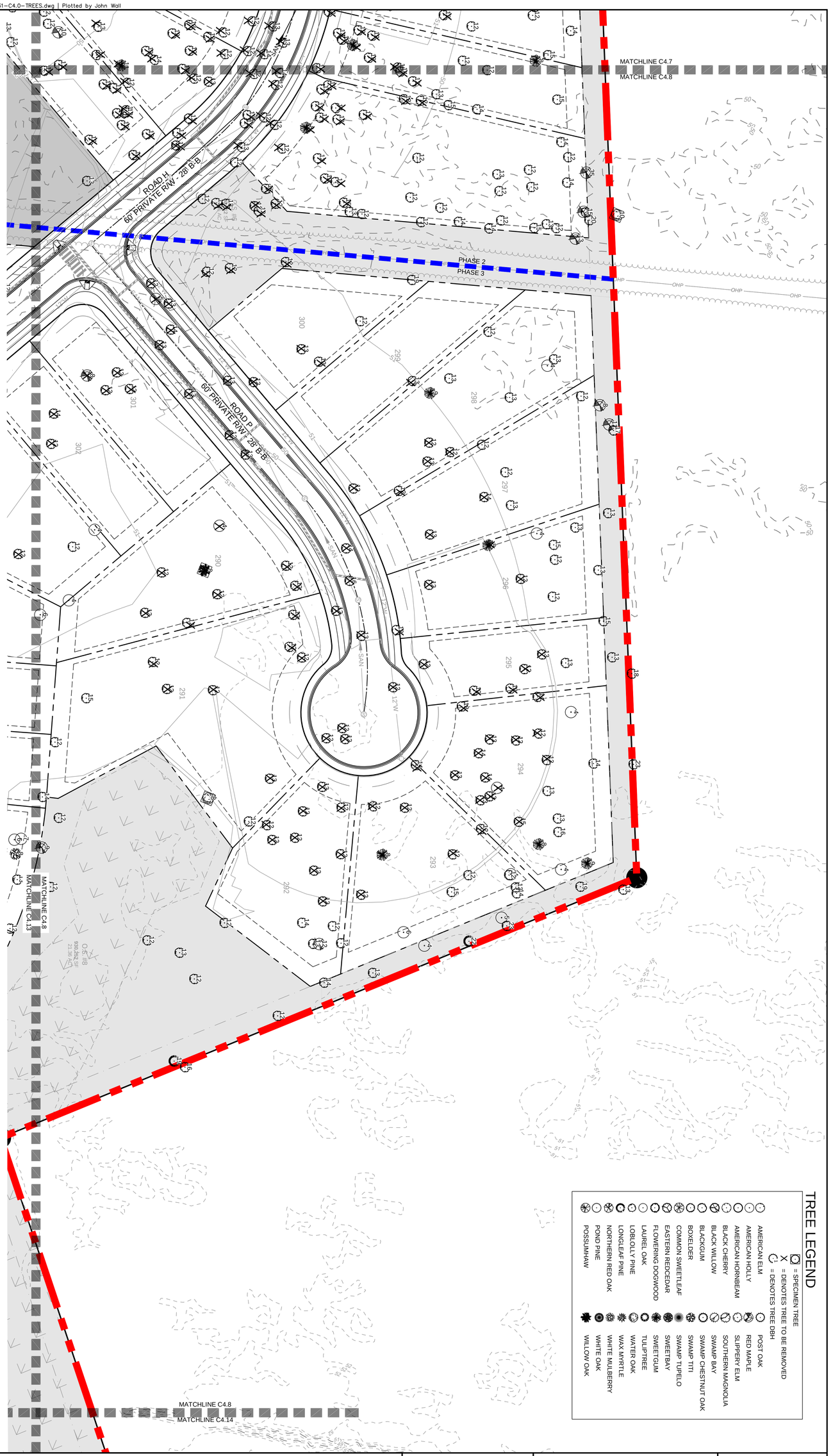

TREE LEGEND

= SPECIMEN TREE
= DENOTES TREE TO BE REMOVED
= DENOTES TREE DBH

AMERICAN ELM
AMERICAN HOLLY
AMERICAN HORNBEAM
BLACK CHERRY
BLACK WILLOW
BLACKGUM
BOXELDER
COMMON SWEETLEAF
EASTERN REDCEDAR
FLOWERING DOGWOOD
LAUREL OAK
LOBLOLLY PINE
LONGLEAF PINE
NORTHERN RED OAK
POND PINE
POSSUMHAW
POST OAK
RED MAPLE
SLIPPERY ELM
SOUTHERN MAGNOLIA
SWAMP BAY
SWAMP CHESTNUT OAK
SWAMP TITI
SWAMP TUPELO
SWEETBAY
SWEETGUM
TULIPTREE
WATER OAK
WAX MYRTLE
WHITE MULBERRY
WHITE OAK
WILLOW OAK

ALL CONSTRUCTION TO BE IN ACCORDANCE WITH ALL TOWN OF BURGAW, NCDEQ AND NCDOT STANDARDS, SPECIFICATIONS, AND DETAILS

SCALE 1"=40'
0
40'
80'

TIMMONS GROUP

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WELDON VILLAGE - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

DETAILED TREE INVENTORY PLAN - SHEET 8 OF 19

SHEET NO.	JOB NO.	SCALE	CHECKED BY	DESIGNED BY	DRAWN BY	DATE
C4.8	58796	1" = 40'	J. WALL	331	331	4/12/2024

DATE	REVISION DESCRIPTION
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05/9/2024	REVISIONS PER TRC COMMENTS

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WELDON VILLAGE - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

DETAILED TREE INVENTORY PLAN - SHEET 9 OF 19

JOB NO.	SHEET NO.	SCALE	CHECKED BY	DESIGNED BY	DRAWN BY	DATE
58796	C4.9	1" = 40'	J. WALL	331	331	4/12/2024

DATE	REVISION DESCRIPTION
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05/9/2024	REVISIONS PER TRC COMMENTS

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PROGRESS DRAWINGS - DO NOT USE FOR CONSTRUCTION

TREE LEGEND

= SPECIMEN TREE
= DENOTES TREE TO BE REMOVED
= DENOTES TREE DBH

AMERICAN ELM	POST OAK
AMERICAN HOLLY	RED MAPLE
AMERICAN HORNBEAM	SLIPPERY ELM
BLACK CHERRY	SOUTHERN MAGNOLIA
BLACK WILLOW	SWAMP BAY
BLACKGUM	SWAMP CHESTNUT OAK
BOXELDER	SWAMP TITI
COMMON SWEETLEAF	SWAMP TUPELO
EASTERN REDCEDAR	SWEETBAY
FLOWERING DOGWOOD	SWEETGUM
LAUREL OAK	TULIPTREE
LOBLOLLY PINE	WATER OAK
LONGLEAF PINE	WAX MYRTLE
NORTHERN RED OAK	WHITE MULBERRY
POND PINE	WHITE OAK
POSSUMHAW	WILLOW OAK

NAD 83

SCALE 1"=40'

0 40' 80'

MATCHLINE C4.9
MATCHLINE C4.10
MATCHLINE C4.7
MATCHLINE C4.10
MATCHLINE C4.10
MATCHLINE C4.13
MATCHLINE C4.10
MATCHLINE C4.11

ROAD L
60' PRIVATE R/W - 28' B-B

ROAD M
60' PRIVATE R/W - 28' B-B

ROAD G
60' PRIVATE R/W - 28' B-B

ROAD K
60' PRIVATE R/W - 28' B-B

ROAD N
60' PRIVATE R/W - 28' B-B

PUMPSTATION / O.S. #5 (RECREATIONAL)
286,073 SF
6.57 AC

ALL CONSTRUCTION TO BE IN ACCORDANCE WITH ALL TOWN OF BURGAW, NCDEQ AND NCDOT STANDARDS, SPECIFICATIONS, AND DETAILS

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REVISION DESCRIPTION	DATE
REVISIONS PER NEIGHBORHOOD MEETINGS	04/12/2024
REVISIONS PER TRC COMMENTS	05/9/2024

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DATE 4/12/2024
DRAWN BY 331
DESIGNED BY 331
CHECKED BY J. WALL
SCALE 1" = 40'

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NORTH CAROLINA LICENSE NO. C-1652

WELDON VILLAGE - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

DETAILED TREE INVENTORY PLAN - SHEET 10 OF 19

JOB NO. 58796
SHEET NO. C4.10

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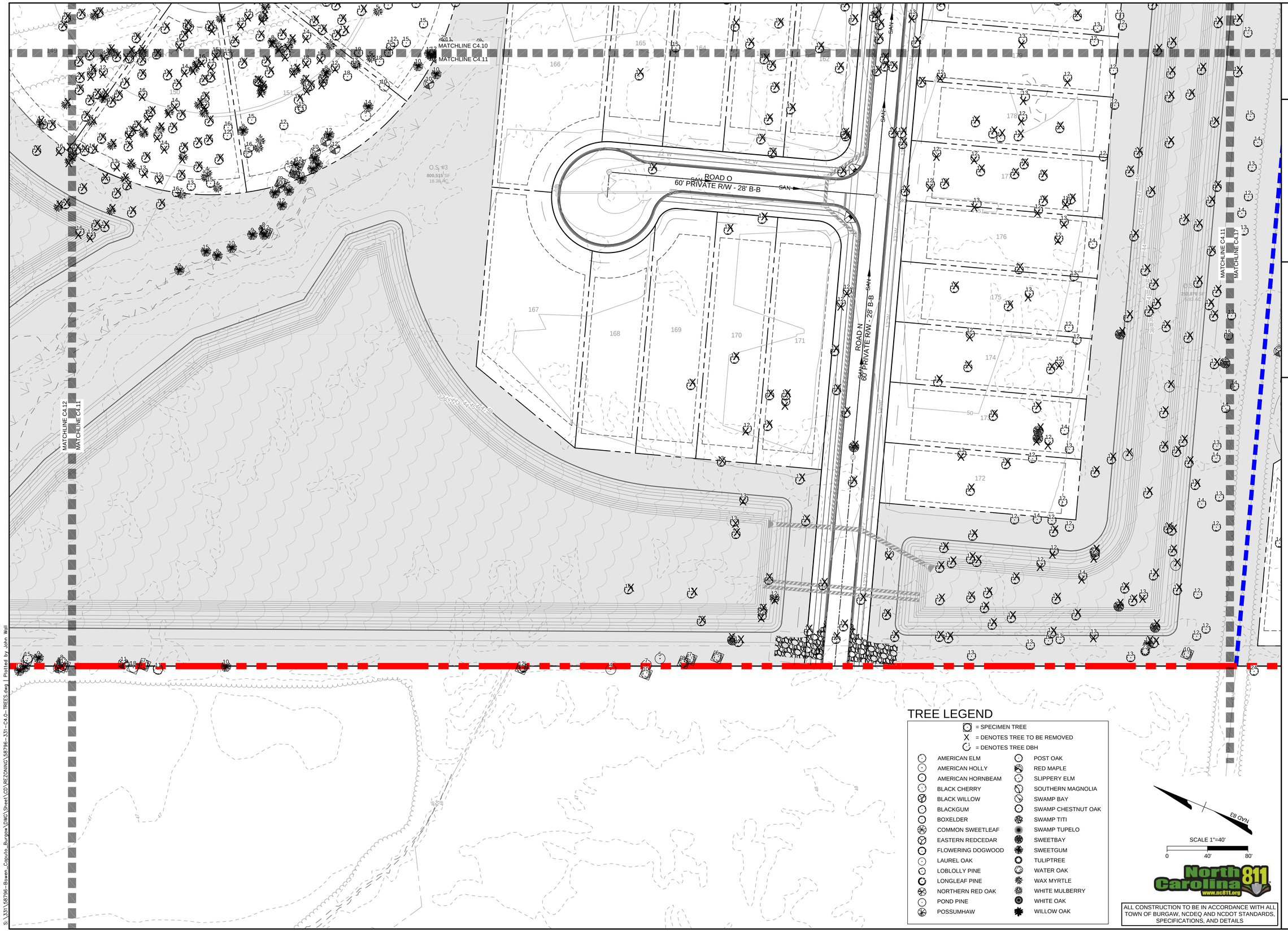

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DATE 4/12/2024
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DESIGNED BY 331
CHECKED BY J. WALL
SCALE 1" = 40'

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WELDON VILLAGE - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

DETAILED TREE INVENTORY PLAN - SHEET 11 OF 19

JOB NO. 58796
SHEET NO. C4.11

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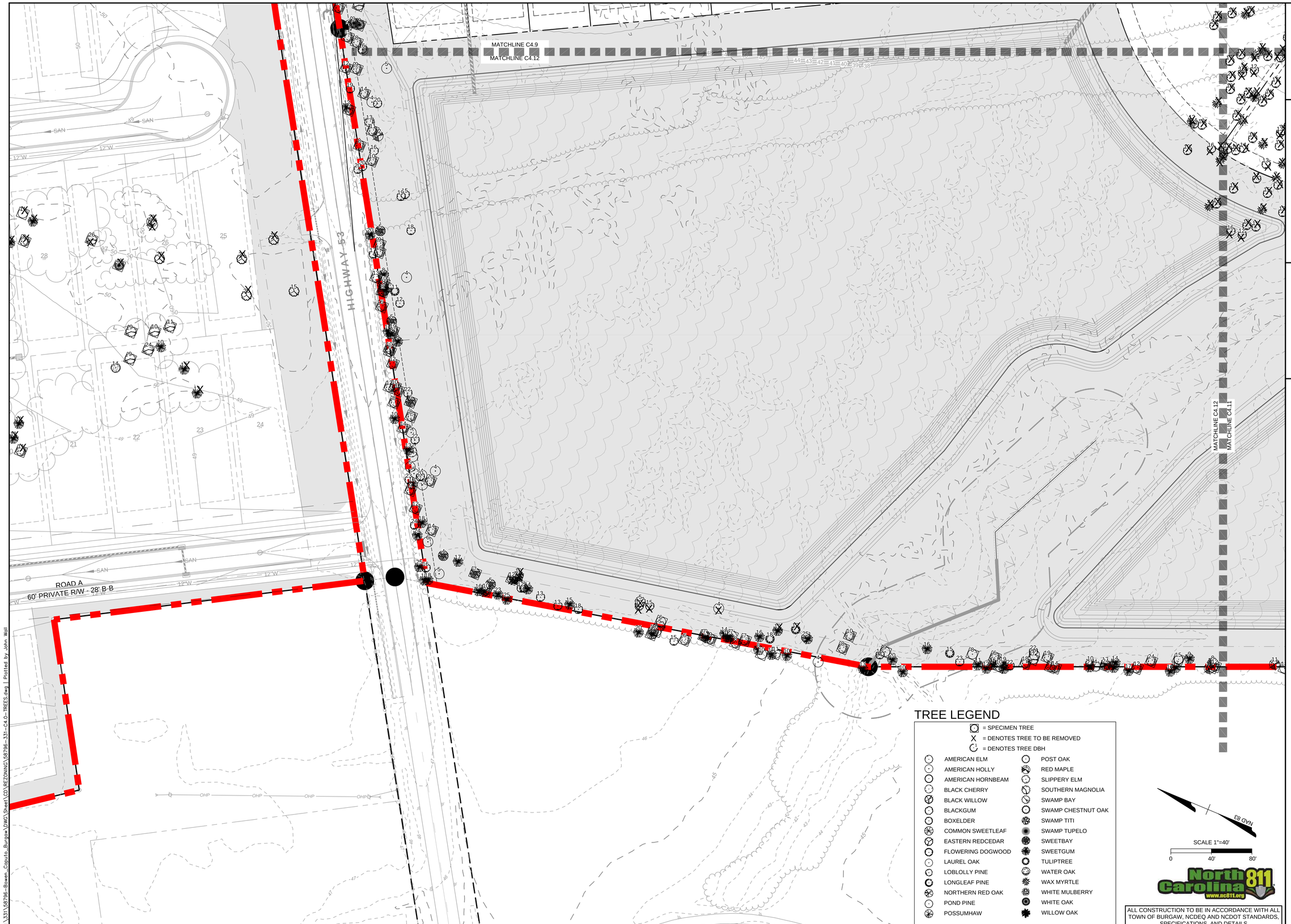

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DATE: 4/12/2024
DRAWN BY: 331
DESIGNED BY: 331
CHECKED BY: J. WALL
SCALE: 1" = 40'

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WELDON VILLAGE - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

DETAILED TREE INVENTORY PLAN - SHEET 12 OF 19

JOB NO. 58796

SHEET NO. C4.12

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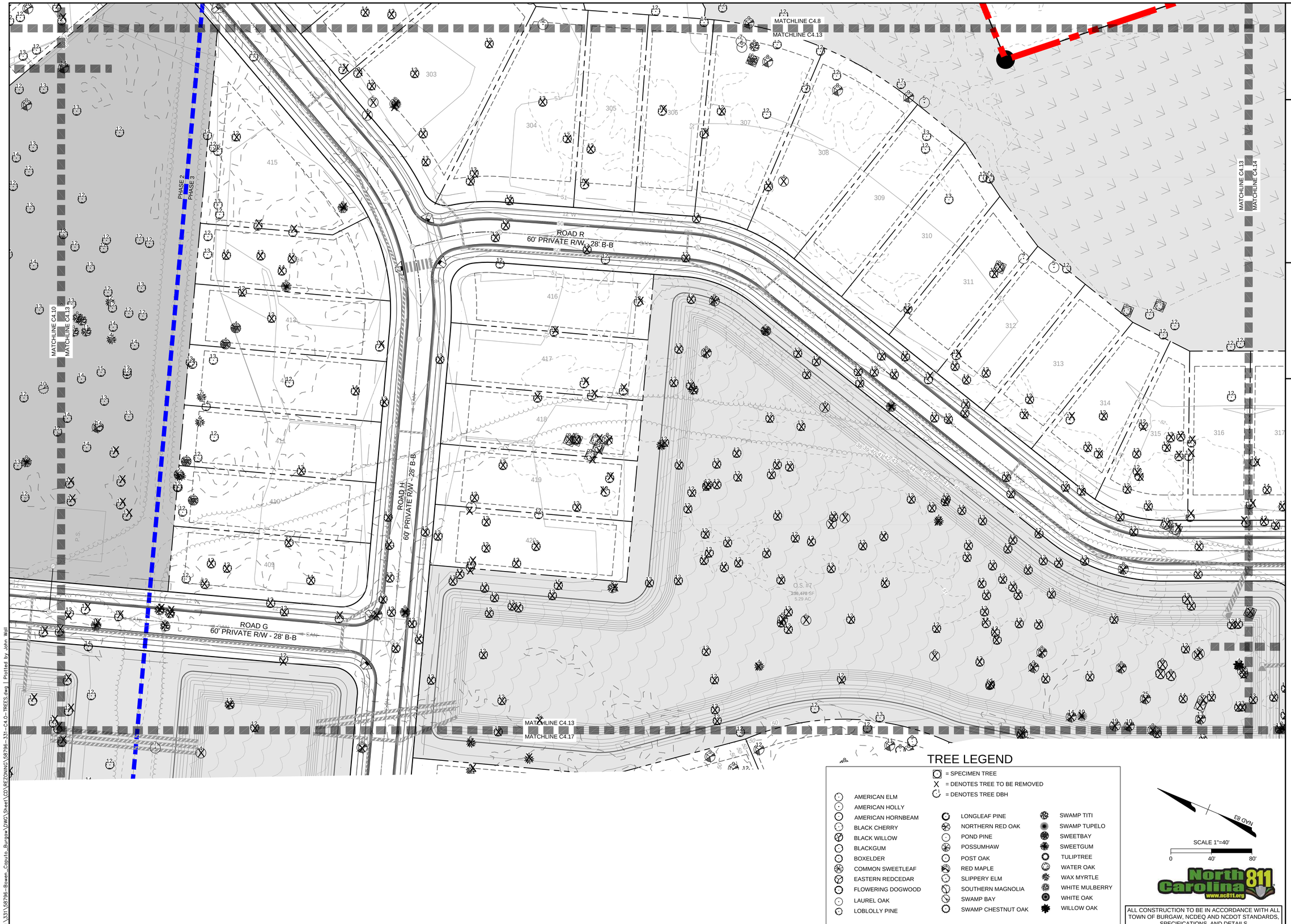

TREE LEGEND

= SPECIMEN TREE
X = DENOTES TREE TO BE REMOVED
= DENOTES TREE DBH

- AMERICAN ELM
- AMERICAN HOLLY
- AMERICAN HORNBEAM
- BLACK CHERRY
- BLACK WILLOW
- BLACKGUM
- BOXELDER
- COMMON SWEETLEAF
- EASTERN REDCEDAR
- FLOWERING DOGWOOD
- LAUREL OAK
- LOBLOLLY PINE
- LONGLEAF PINE
- NORTHERN RED OAK
- POND PINE
- POSSUMHAW
- POST OAK
- RED MAPLE
- SLIPPERY ELM
- SOUTHERN MAGNOLIA
- SWAMP BAY
- SWAMP CHESTNUT OAK
- SWAMP TITI
- SWAMP TUPELO
- SWEETBAY
- SWEETGUM
- TULIPTREE
- WATER OAK
- WAX MYRTLE
- WHITE MULBERRY
- WHITE OAK
- WILLOW OAK

NAD 83

SCALE 1"=40'

0 40' 80'

North Carolina 811 www.nc811.org

ALL CONSTRUCTION TO BE IN ACCORDANCE WITH ALL TOWN OF BURGAW, NCDEQ AND NCDOT STANDARDS, SPECIFICATIONS, AND DETAILS

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DESIGNED BY 331
CHECKED BY J. WALL
SCALE 1" = 40'

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WELDON VILLAGE - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

DETAILED TREE INVENTORY PLAN - SHEET 13 OF 19

JOB NO. 58796
SHEET NO. C4.13

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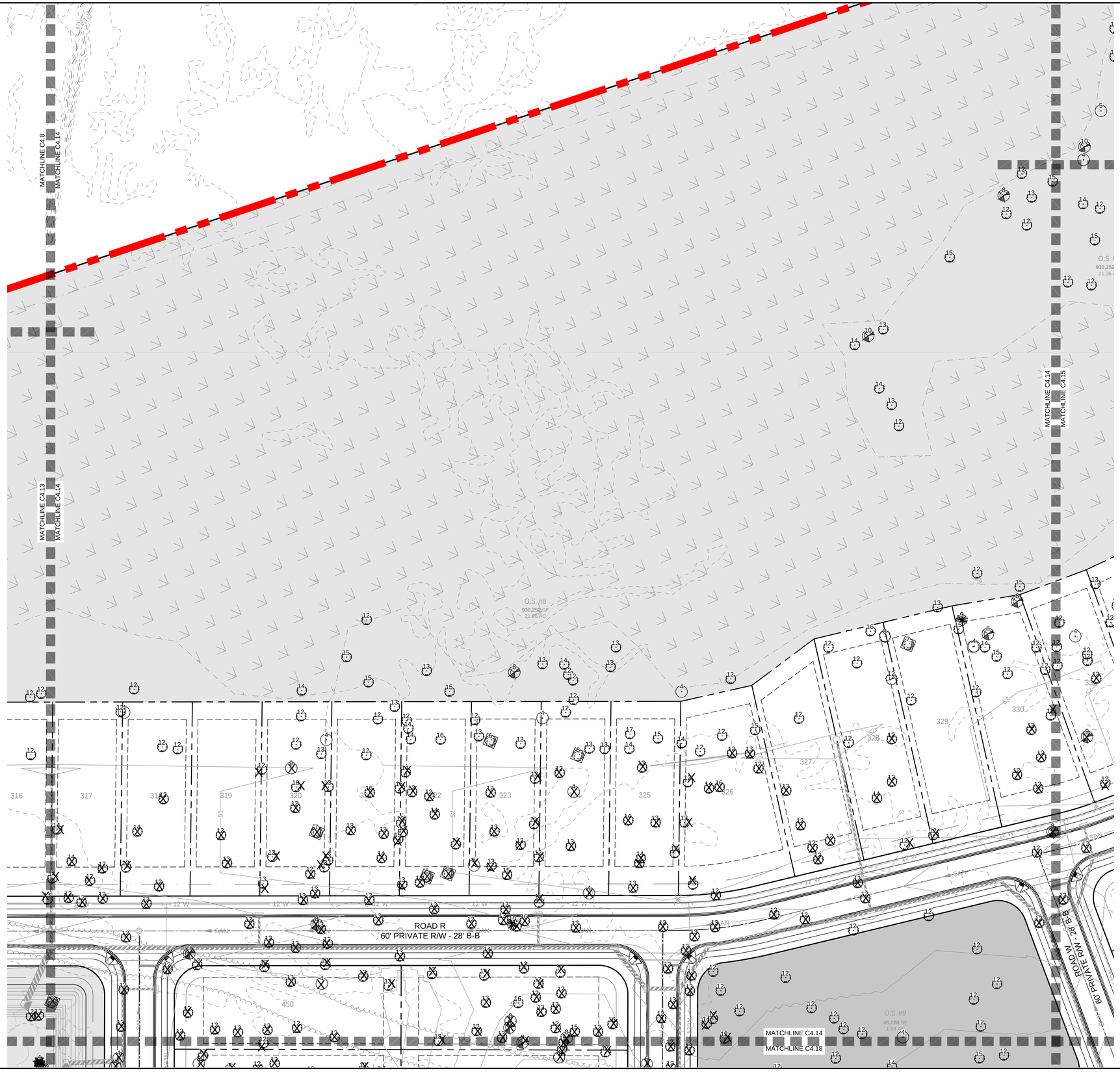

TREE LEGEND

= SPECIMEN TREE
X = DENOTES TREE TO BE REMOVED
= DENOTES TREE DBH

AMERICAN ELM	POST OAK
AMERICAN HOLLY	RED MAPLE
AMERICAN HORNBEAM	SLIPPERY ELM
BLACK CHERRY	SOUTHERN MAGNOLIA
BLACK WILLOW	SWAMP BAY
BLACKGUM	SWAMP CHESTNUT OAK
BOXELDER	SWAMP TITI
COMMON SWEETLEAF	SWAMP TUPELO
EASTERN REDCEDAR	SWEETBAY
FLOWERING DOGWOOD	SWEETGUM
LAUREL OAK	TULIPTREE
LOBLOLLY PINE	WATER OAK
LONGLEAF PINE	WAX MYRTLE
NORTHERN RED OAK	WHITE MULBERRY
POND PINE	WHITE OAK
POSSUMHAW	WILLOW OAK

NAD 83

SCALE 1"=40'
0 40' 80'

ALL CONSTRUCTION TO BE IN ACCORDANCE WITH ALL TOWN OF BURGAW, NCDEQ AND NCDOT STANDARDS, SPECIFICATIONS, AND DETAILS

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DRAWN BY 331
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SCALE 1" = 40'

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NORTH CAROLINA LICENSE NO. C-1652

WELDON VILLAGE - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

DETAILED TREE INVENTORY PLAN - SHEET 14 OF 19

JOB NO. 58796
SHEET NO. C4.14

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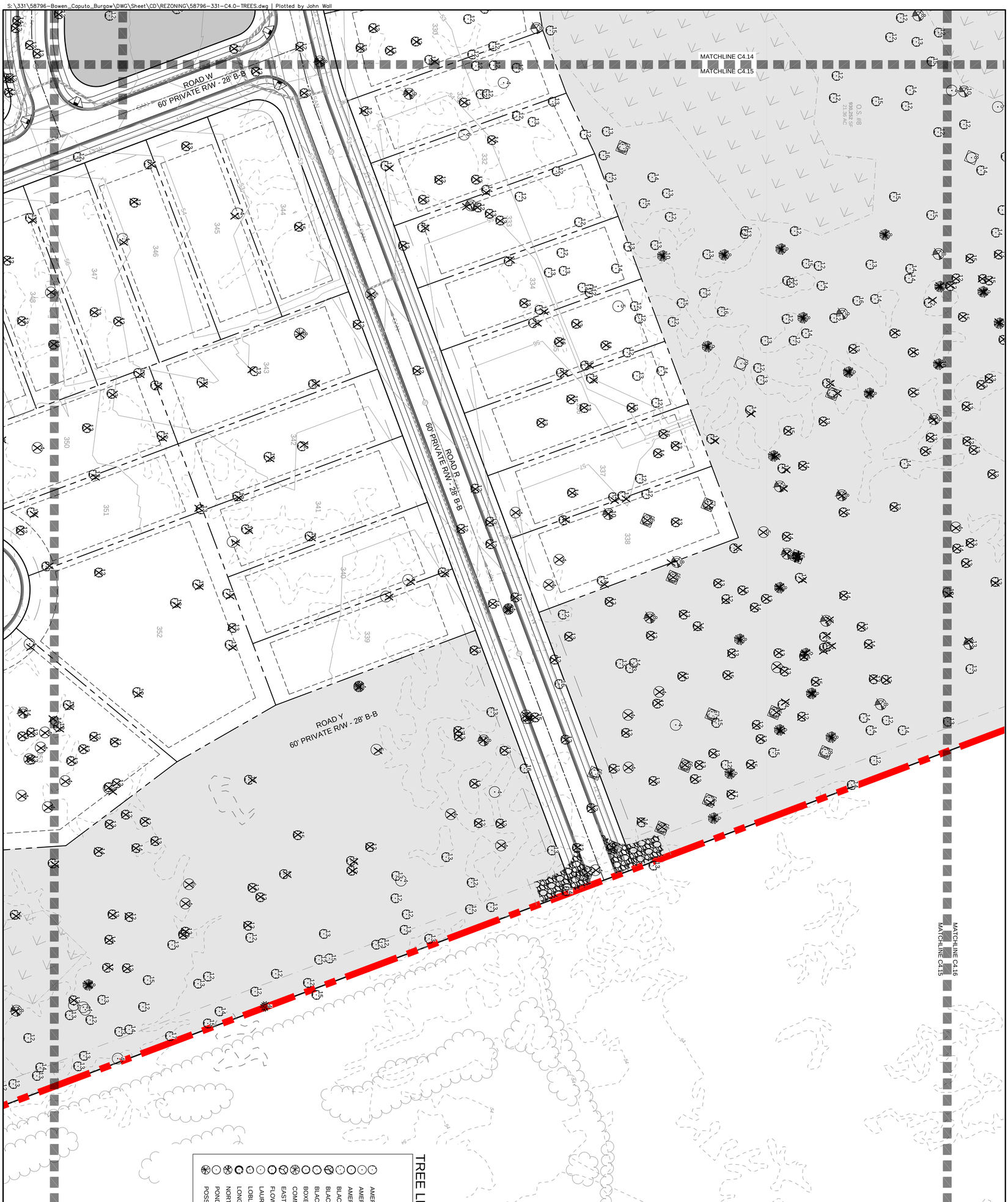

TREE LEGEND

- = SPECIMEN TREE
- X = DENOTES TREE TO BE REMOVED
- = DENOTES TREE DBH

POST OAK	WILLOW OAK
RED MAPLE	WHITE OAK
SLIPPERY ELM	WAX MYRTLE
SOUTHERN MAGNOLIA	WATER OAK
SWAMP BAY	WHITE MULBERRY
SWAMP CHESTNUT OAK	SWEETGUM
SWAMP TITI	TULIPTREE
SWAMP TUPELO	LOBLOLLY PINE
SWEETBAY	LAUREL OAK
EASTERN REDCEDAR	FLOWERING DOGWOOD
COMMON SWEETLEAF	LONGLEAF PINE
BOXELDER	NORTHERN RED OAK
BLACKGUM	POND PINE
BLACK WILLOW	POSSUMHAW
AMERICAN HORNBEAM	
BLACK CHERRY	
AMERICAN HOLLY	
AMERICAN ELM	

ALL CONSTRUCTION TO BE IN ACCORDANCE WITH ALL TOWN OF BURGAW, NCDEQ AND NCDOT STANDARDS, SPECIFICATIONS, AND DETAILS

0 40' 80'
SCALE 1"=40'

NAD 83

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05/9/2024	REVISIONS PER TRC COMMENTS

WELDON VILLAGE - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

DETAILED TREE INVENTORY PLAN - SHEET 15 OF 19

SHEET NO.	JOB NO.	SCALE	CHECKED BY	DESIGNED BY	DRAWN BY	DATE
C4.15	58796	1" = 40'	J. WALL	331	331	4/12/2024

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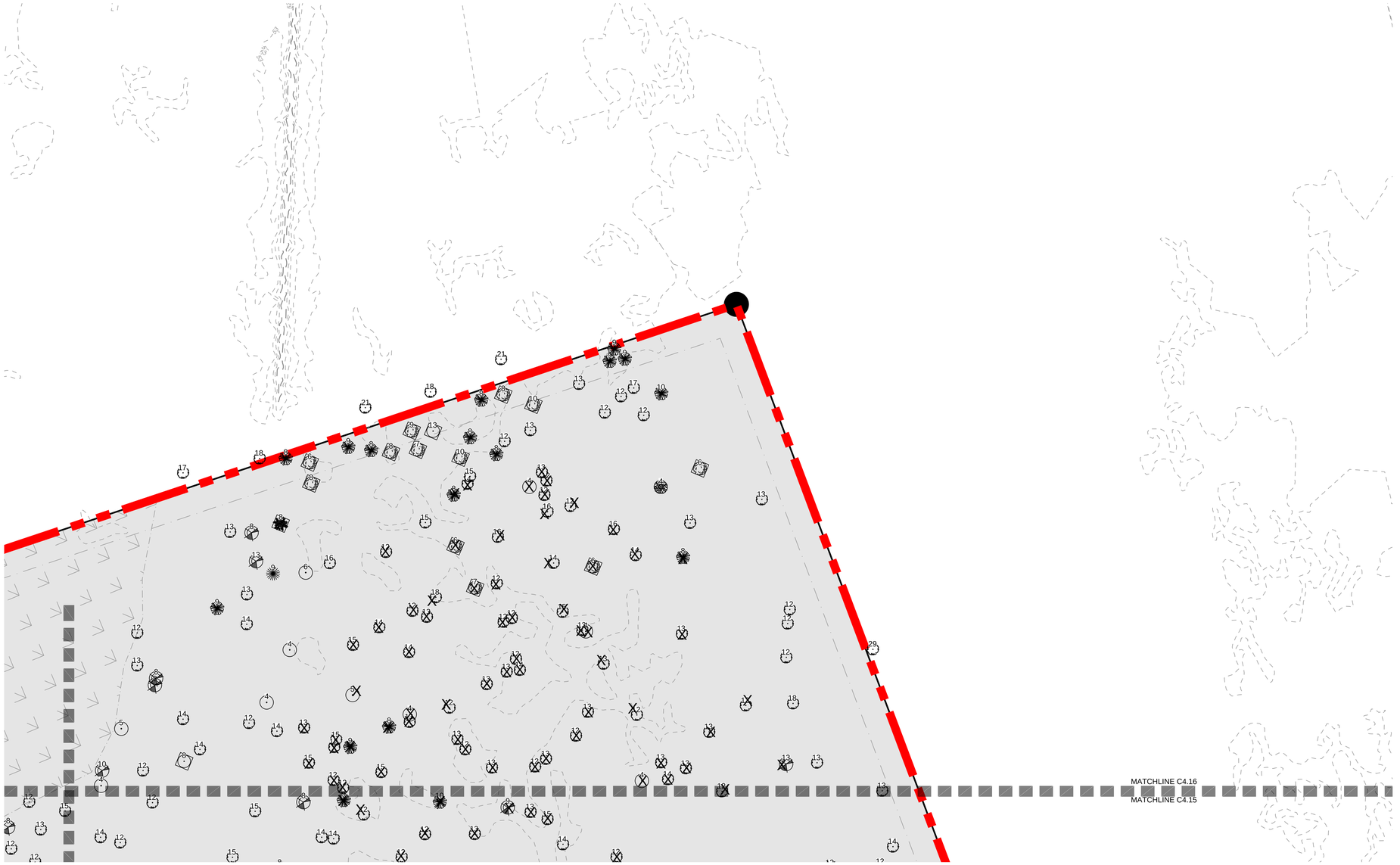

TREE LEGEND

= SPECIMEN TREE
= DENOTES TREE TO BE REMOVED
= DENOTES TREE DBH

AMERICAN ELM	POST OAK
AMERICAN HOLLY	RED MAPLE
AMERICAN HORNBEAM	SLIPPERY ELM
BLACK CHERRY	SOUTHERN MAGNOLIA
BLACK WILLOW	SWAMP BAY
BLACKGUM	SWAMP CHESTNUT OAK
BOXELDER	SWAMP TITI
COMMON SWEETLEAF	SWAMP TUPELO
EASTERN REDCEDAR	SWEETBAY
FLOWERING DOGWOOD	SWEETGUM
LAUREL OAK	TULIPTREE
LOBLOLLY PINE	WATER OAK
LONGLEAF PINE	WAX MYRTLE
NORTHERN RED OAK	WHITE MULBERRY
POND PINE	WHITE OAK
POSSUMHAW	WILLOW OAK

NAD 83

SCALE 1"=40'

0 40' 80'

ALL CONSTRUCTION TO BE IN ACCORDANCE WITH ALL TOWN OF BURGAW, NCDEQ AND NCDOT STANDARDS, SPECIFICATIONS, AND DETAILS

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DATE 4/12/2024
DRAWN BY 331
DESIGNED BY 331
CHECKED BY J. WALL
SCALE 1" = 40'

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WELDON VILLAGE - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

DETAILED TREE INVENTORY PLAN - SHEET 16 OF 19

JOB NO. 58796
SHEET NO. C4.16

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MATCHLINE C4.13
MATCHLINE C4.17

MATCHLINE C4.11
MATCHLINE C4.17

ROAD H
60' PRIVATE R/W - 28' B-B

ROAD S
60' PRIVATE R/W - 28' B-B

ROAD Q
60' PRIVATE R/W - 28' B-B

PHASE 2
PHASE 3

MATCHLINE C4.17
MATCHLINE C4.13

TREE LEGEND

- AMERICAN ELM
- AMERICAN HOLLY
- AMERICAN HORNBEAM
- BLACK CHERRY
- BLACK WILLOW
- BLACKGUM
- BOXELDER
- COMMON SWEETLEAF
- EASTERN REDCEDAR
- FLOWERING DOGWOOD
- LAUREL OAK
- LOBLOLLY PINE
- LONGLEAF PINE
- NORTHERN RED OAK
- POND PINE
- POSSUMHAW
- POST OAK
- RED MAPLE
- SLIPPERY ELM
- SOUTHERN MAGNOLIA
- SWAMP BAY
- SWAMP CHESTNUT OAK
- SWAMP TITI
- SWAMP TUPELO
- SWEETBAY
- SWEETGUM
- TULIPTREE
- WATER OAK
- WAX MYRTLE
- WHITE MULBERRY
- WHITE OAK
- WILLOW OAK

= SPECIMEN TREE
X = DENOTES TREE TO BE REMOVED
= DENOTES TREE DBH

NAD 83

SCALE 1"=40'
0 40' 80'

ALL CONSTRUCTION TO BE IN ACCORDANCE WITH ALL TOWN OF BURGAW, NCDEQ AND NCDOT STANDARDS, SPECIFICATIONS, AND DETAILS

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SCALE 1" = 40'

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WELDON VILLAGE - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

DETAILED TREE INVENTORY PLAN - SHEET 17 OF 19

JOB NO. 58796
SHEET NO. C4.17

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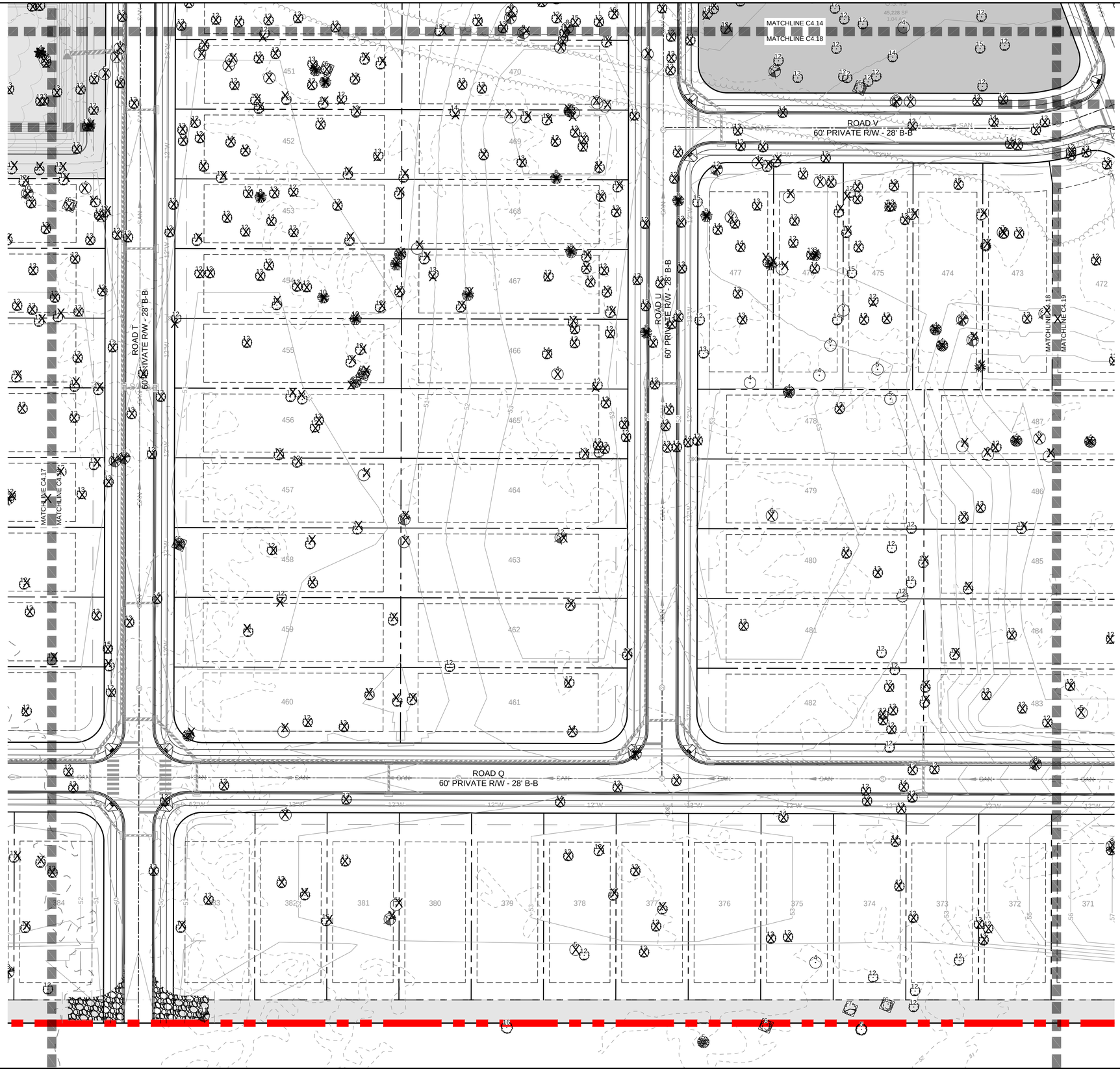

TREE LEGEND

= SPECIMEN TREE
X = DENOTES TREE TO BE REMOVED
= DENOTES TREE DBH

AMERICAN ELM	POST OAK
AMERICAN HOLLY	RED MAPLE
AMERICAN HORNBEAM	SLIPPERY ELM
BLACK CHERRY	SOUTHERN MAGNOLIA
BLACK WILLOW	SWAMP BAY
BLACKGUM	SWAMP CHESTNUT OAK
BOXELDER	SWAMP TITI
COMMON SWEETLEAF	SWAMP TUPELO
EASTERN REDCEDAR	SWEETBAY
FLOWERING DOGWOOD	SWEETGUM
LAUREL OAK	TULIPTREE
LOBLOLLY PINE	WATER OAK
LONGLEAF PINE	WAX MYRTLE
NORTHERN RED OAK	WHITE MULBERRY
POND PINE	WHITE OAK
POSSUMHAW	WILLOW OAK

NAD 83

SCALE 1"=40'

0 40' 80'

ALL CONSTRUCTION TO BE IN ACCORDANCE WITH ALL TOWN OF BURGAW, NCDEQ AND NCDOT STANDARDS, SPECIFICATIONS, AND DETAILS

PROGRESS DRAWINGS - DO NOT USE FOR CONSTRUCTION - CONDITIONAL REZONING

THIS DRAWING PREPARED AT THE
WILMINGTON OFFICE
430 EASTWOOD ROAD | WILMINGTON, NC 28403
TEL 910.746.1140 www.timmons.com

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DATE	REVISION DESCRIPTION
04/12/2024	REVISIONS PER NEIGHBORHOOD MEETINGS
05/9/2024	REVISIONS PER TRC COMMENTS

PROGRESS DRAWINGS - DO NOT USE FOR CONSTRUCTION

DATE 4/12/2024
DRAWN BY 331
DESIGNED BY 331
CHECKED BY J. WALL
SCALE 1" = 40'

TIMMONS GROUP

NORTH CAROLINA LICENSE NO. C-1652

WELDON VILLAGE - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

DETAILED TREE INVENTORY PLAN - SHEET 18 OF 19

JOB NO. 58796
SHEET NO. C4.18

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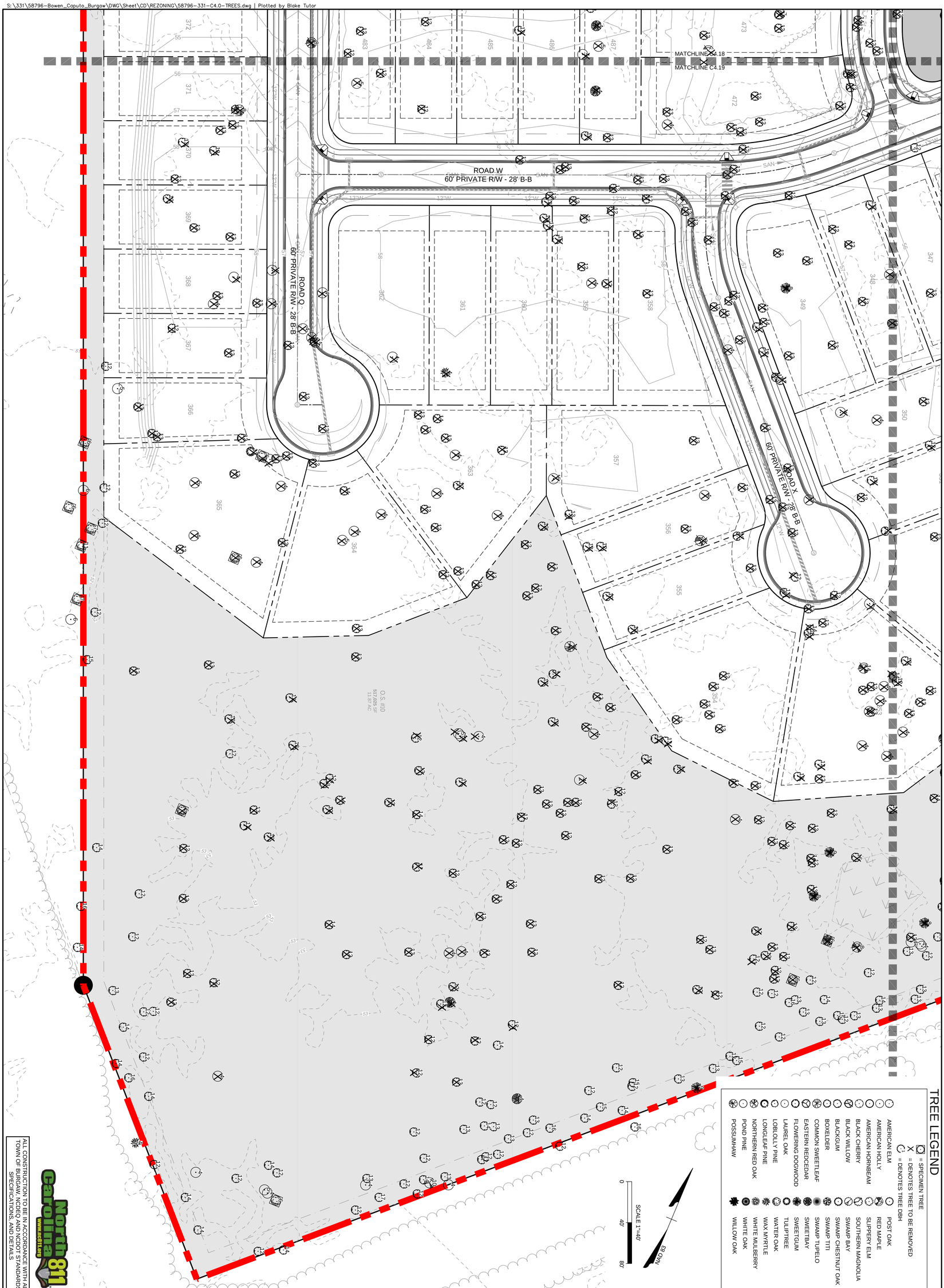
S:_\31_\58796-Bowen_Coputo_Burgaw\DWG\Sheet\CD REZONING\58796-331-C4.0-TREES.dwg | Plotted by John Wolf



TREE LEGEND

= SPECIMEN TREE
X = DENOTES TREE TO BE REMOVED
= DENOTES TREE DBH

AMERICAN ELM
AMERICAN HOLLY
AMERICAN HORNBEAM
BLACK CHERRY
BLACK WILLOW
BLACKGUM
BOXELDER
COMMON SWEETLEAF
EASTERN REDCEDAR
FLOWERING DOGWOOD
LAUREL OAK
LOBLOLLY PINE
LONGLEAF PINE
NORTHERN RED OAK
POND PINE
POSSUMHAW
POST OAK
RED MAPLE
SLIPPERY ELM
SOUTHERN MAGNOLIA
SWAMP BAY
SWAMP CHESTNUT OAK
SWAMP TITI
SWAMP TUPELO
SWEETBAY
SWEETGUM
TULIPTREE
WATER OAK
WAX MYRTLE
WHITE MULBERRY
WHITE OAK
WILLOW OAK

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North Carolina 811 www.nc811.org

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430 EASTWOOD ROAD | WILMINGTON, NC 28403
TEL 910.746.1140 www.timmons.com

PROGRESS DRAWINGS - DO NOT USE FOR CONSTRUCTION - CONDITIONAL REZONING

WELDON VILLAGE - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

DETAILED TREE INVENTORY PLAN - SHEET 19 OF 19

SHEET NO.	JOB NO.	SCALE	CHECKED BY	DESIGNED BY	DRAWN BY	DATE
C4.19	58796	1" = 40'	J. WALL	331	331	4/12/2024

DATE	REVISION DESCRIPTION
04/12/2024	REVISIONS PER NEIGHBORHOOD MEETINGS
05/9/2024	REVISIONS PER TRC COMMENTS

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REGULATED TREE TOTALS

	COMMON NAME	SIGNIFICANT	SIGNIFICANT DBH
ACNE	BOXELDER	1	14
ACRU	RED MAPLE	168	1688
CACA	AMERICAN HORNBEAM	104	633
COFL	FLOWERING DOGWOOD	1	5
CYRA	SWAMP TITI	29	253
ILDE	POSSUMHAW	1	4
ILOP	AMERICAN HOLLY	298	1430
JUVI	EASTERN REDCEDAR	7	131
LIST	SWEETGUM	292	3455
LITU	TULIPTREE	89	963
MAGR	SOUTHERN MAGNOLIA	16	72
MAVI	SWEETBAY	51	219
MOAL	WHITE MULBERRY	2	20
MOCE	WAX MYRTLE	91	470
NYBI	SWAMP TUPELO	9	74
NYSY	BLACKGUM	35	375
PEPA	SWAMP BAY	6	59
PIPA	LONGLEAF PINE	2	41
PISE	POND PINE	1	15
PITA	LOBLOLLY PINE	3472	45690
PRSE	BLACK CHERRY	7	72
QUAL	WHITE OAK	0	0
QULA	LAUREL OAK	0	0
QUMI	SWAMP CHESTNUT OAK	0	0
QUNI	WATER OAK	0	0
QUPH	WILLOW OAK	1	4
QURU	NORTHERN RED OAK	0	0
QUST	POST OAK	0	0
SANI	BLACK WILLOW	6	62
SYTI	COMMON SWEETLEAF	2	27
ULAM	AMERICAN ELM	1	10
ULRU	SLIPPERY ELM	1	8
	TOTAL	**4693**	**55794**

SPECIMEN TREE TOTALS

	COMMON NAME	SIGNIFICANT	SIGNIFICANT DBH
ACNE	BOXELDER	0	0
ACRU	RED MAPLE	0	0
CACA	AMERICAN HORNBEAM	0	0
COFL	FLOWERING DOGWOOD	0	0
CYRA	SWAMP TITI	0	0
ILDE	POSSUMHAW	0	0
ILOP	AMERICAN HOLLY	0	0
JUVI	EASTERN REDCEDAR	0	0
LIST	SWEETGUM	0	0
LITU	TULIPTREE	0	0
MAGR	SOUTHERN MAGNOLIA	20	202
MAVI	SWEETBAY	10	66
MOAL	WHITE MULBERRY	0	0
MOCE	WAX MYRTLE	0	0
NYBI	SWAMP TUPELO	0	0
NYSY	BLACKGUM	0	0
PEPA	SWAMP BAY	0	0
PIPA	LONGLEAF PINE	0	0
PISE	POND PINE	0	0
PITA	LOBLOLLY PINE	0	0
PRSE	BLACK CHERRY	0	0
QUAL	WHITE OAK	12	203
QULA	LAUREL OAK	17	154
QUMI	SWAMP CHESTNUT OAK	30	273
QUNI	WATER OAK	214	2031
QUPH	WILLOW OAK	4	30
QURU	NORTHERN RED OAK	5	103
QUST	POST OAK	1	15
SANI	BLACK WILLOW	0	0
SYTI	COMMON SWEETLEAF	0	0
ULAM	AMERICAN ELM	0	0
ULRU	SLIPPERY ELM	0	0
	TOTAL	**313**	**3077**

REGULATED PRESERVED

	COMMON NAME	PRESERVED	SIGNIFICANT DBH PRESERVED
ACNE	BOXELDER	1	14
ACRU	RED MAPLE	71	738
CACA	AMERICAN HORNBEAM	53	342
COFL	FLOWERING DOGWOOD	1	5
CYRA	SWAMP TITI	13	107
ILDE	POSSUMHAW	0	0
ILOP	AMERICAN HOLLY	107	532
JUVI	EASTERN REDCEDAR	1	15
LIST	SWEETGUM	164	1972
LITU	TULIPTREE	41	440
MAGR	SOUTHERN MAGNOLIA	14	62
MAVI	SWEETBAY	21	91
MOAL	WHITE MULBERRY	1	12
MOCE	WAX MYRTLE	29	160
NYBI	SWAMP TUPELO	4	33
NYSY	BLACKGUM	18	218
PEPA	SWAMP BAY	5	51
PIPA	LONGLEAF PINE	2	41
PISE	POND PINE	0	0
PITA	LOBLOLLY PINE	973	13251
PRSE	BLACK CHERRY	4	48
QUAL	WHITE OAK	0	0
QULA	LAUREL OAK	0	0
QUMI	SWAMP CHESTNUT OAK	0	0
QUNI	WATER OAK	1	13
QUPH	WILLOW OAK	0	0
QURU	NORTHERN RED OAK	0	0
QUST	POST OAK	0	0
SANI	BLACK WILLOW	6	62
SYTI	COMMON SWEETLEAF	0	0
ULAM	AMERICAN ELM	1	10
ULRU	SLIPPERY ELM	1	8
	TOTAL	**1532**	**18225**

SPECIMEN PRESERVED

	COMMON NAME	PRESERVED	SIGNIFICANT DBH PRESERVED
ACNE	BOXELDER	0	0
ACRU	RED MAPLE	0	0
CACA	AMERICAN HORNBEAM	0	0
COFL	FLOWERING DOGWOOD	0	0
CYRA	SWAMP TITI	0	0
ILDE	POSSUMHAW	0	0
ILOP	AMERICAN HOLLY	0	0
JUVI	EASTERN REDCEDAR	0	0
LIST	SWEETGUM	0	0
LITU	TULIPTREE	0	0
MAGR	SOUTHERN MAGNOLIA	15	146
MAVI	SWEETBAY	5	36
MOAL	WHITE MULBERRY	0	0
MOCE	WAX MYRTLE	0	0
NYBI	SWAMP TUPELO	0	0
NYSY	BLACKGUM	0	0
PEPA	SWAMP BAY	0	0
PIPA	LONGLEAF PINE	0	0
PISE	POND PINE	0	0
PITA	LOBLOLLY PINE	0	0
PRSE	BLACK CHERRY	0	0
QUAL	WHITE OAK	10	149
QULA	LAUREL OAK	15	135
QUMI	SWAMP CHESTNUT OAK	19	173
QUNI	WATER OAK	138	1381
QUPH	WILLOW OAK	1	8
QURU	NORTHERN RED OAK	2	47
QUST	POST OAK	1	15
SANI	BLACK WILLOW	0	0
SYTI	COMMON SWEETLEAF	0	0
ULAM	AMERICAN ELM	0	0
ULRU	SLIPPERY ELM	0	0
	TOTAL	**206**	**2090**

SPECIMEN MITIGATION REQUIREMENTS

	COMMON NAME	SIGNIFICANT REMOVED	SIGNIFICANT DBH	MITIGATION PERCENTAGE	REPLACEMENT DBH REQUIRED
ACNE	BOXELDER	0	0	200	0
ACRU	RED MAPLE	0	0	200	0
CACA	AMERICAN HORNBEAM	0	0	200	0
COFL	FLOWERING DOGWOOD	0	0	200	0
CYRA	SWAMP TITI	0	0	200	0
ILDE	POSSUMHAW	0	0	200	0
ILOP	AMERICAN HOLLY	0	0	200	0
JUVI	EASTERN REDCEDAR	0	0	200	0
LIST	SWEETGUM	0	0	200	0
LITU	TULIPTREE	0	0	200	0
MAGR	SOUTHERN MAGNOLIA	5	56	200	112
MAVI	SWEETBAY	5	30	200	60
MOAL	WHITE MULBERRY	0	0	200	0
MOCE	WAX MYRTLE	0	0	200	0
NYBI	SWAMP TUPELO	0	0	200	0
NYSY	BLACKGUM	0	0	200	0
PEPA	SWAMP BAY	0	0	200	0
PIPA	LONGLEAF PINE	0	0	200	0
PISE	POND PINE	0	0	200	0
PITA	LOBLOLLY PINE	0	0	200	0
PRSE	BLACK CHERRY	0	0	200	0
QUAL	WHITE OAK	2	54	200	108
QULA	LAUREL OAK	2	19	200	38
QUMI	SWAMP CHESTNUT OAK	11	100	200	200
QUNI	WATER OAK	75	637	200	1274
QUPH	WILLOW OAK	3	22	200	44
QURU	NORTHERN RED OAK	3	56	200	112
QUST	POST OAK	0	0	200	0
SANI	BLACK WILLOW	0	0	200	0
SYTI	COMMON SWEETLEAF	0	0	200	0
ULAM	AMERICAN ELM	0	0	200	0
ULRU	SLIPPERY ELM	0	0	200	0
	TOTAL	**106**	**974**		
				TOTAL REPLACEMENT DBH	1948
				TOTAL TREES REQUIRED AT 2 CALIPER INCHES	974

REGULATED MITIGATION REQUIREMENTS

	COMMON NAME	SIGNIFICANT REMOVED	SIGNIFICANT DBH	MITIGATION PERCENTAGE	REPLACEMENT TREES REQUIRED
ACNE	BOXELDER	0	0	100	0
ACRU	RED MAPLE	97	950	100	97
CACA	AMERICAN HORNBEAM	51	291	100	51
COFL	FLOWERING DOGWOOD	0	0	100	0
CYRA	SWAMP TITI	16	146	100	16
ILDE	POSSUMHAW	1	4	100	1
ILOP	AMERICAN HOLLY	191	898	100	191
JUVI	EASTERN REDCEDAR	6	116	100	6
LIST	SWEETGUM	128	1483	100	128
LITU	TULIPTREE	48	523	100	48
MAGR	SOUTHERN MAGNOLIA	2	10	100	2
MAVI	SWEETBAY	30	128	100	30
MOAL	WHITE MULBERRY	1	8	100	1
MOCE	WAX MYRTLE	62	310	100	62
NYBI	SWAMP TUPELO	5	41	100	5
NYSY	BLACKGUM	17	157	100	17
PEPA	SWAMP BAY	1	8	100	1
PIPA	LONGLEAF PINE	0	0	100	0
PISE	POND PINE	1	15	100	1
PITA	LOBLOLLY PINE	2499	32439	100	2499
PRSE	BLACK CHERRY	3	24	100	3
QUAL	WHITE OAK	0	0	100	0
QULA	LAUREL OAK	0	0	100	0
QUMI	SWAMP CHESTNUT OAK	0	0	100	0
QUNI	WATER OAK	0	0	100	0
QUPH	WILLOW OAK	1	4	100	1
QURU	NORTHERN RED OAK	0	0	100	0
QUST	POST OAK	0	0	100	0
SANI	BLACK WILLOW	0	0	100	0
SYTI	COMMON SWEETLEAF	2	27	100	2
ULAM	AMERICAN ELM	0	0	100	0
ULRU	SLIPPERY ELM	0	0	100	0
	TOTAL	**3162**			
				TOTAL REPLACEMENT TREES (MIN. 2 CALIPER INCHES)	3162

ALL CONSTRUCTION TO BE IN ACCORDANCE WITH ALL TOWN OF BURGAW, NCDEQ AND NCDOT STANDARDS, SPECIFICATIONS, AND DETAILS

PROGRESS DRAWINGS - DO NOT USE FOR CONSTRUCTION - CONDITIONAL REZONING

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TEL 910.746.1140 www.timmons.com

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05/9/2024	REVISIONS PER TRC COMMENTS

PROGRESS DRAWINGS - DO NOT USE FOR CONSTRUCTION

DATE 4/12/2024
DRAWN BY 331
DESIGNED BY 331
CHECKED BY J. WALL
SCALE NONE

TIMMONS GROUP

NORTH CAROLINA LICENSE NO. C-1652

WELDON VILLAGE - CONDITIONAL REZONING

TOWN OF BURGAW, NORTH CAROLINA

TREE TABLES

JOB NO. 58796

SHEET NO. C4.20

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S:\331\58796-Bowen_Caputo_Burgaw\DWG\Sheet\CD\REZONING\58796-331-C4.0-TREES.dwg | Plotted by John Wall

STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

ROY COOPER
GOVERNOR

J. ERIC BOYETTE
SECRETARY

January 17, 2024

Jeff Hochanadel
Timmons Group
5410 Trinity Road, Suite 102
Raleigh, NC 27607

RE: Approval of the Traffic Impact Analysis (TIA) associated with the proposed **Bowen Caputo** in Burgaw, NC.

The NCDOT and Town of Burgaw staffs have reviewed the Bowen Caputo TIA dated January 10, 2024. This development consists of:

- Parcel 1 - 126 dwelling units: Single-Family Dwelling Units (LUC 210)
- Parcel 2 - 8 dwelling units: Single-Family Dwelling Units (LUC 210)
- Parcel 3 - 398 dwelling units: Single-Family Dwelling Units (LUC 210)
    - Build Year: 2028

Based on review of the analysis provided in the TIA report, the following improvements are required by the developer. See below the intersections and access types that were studied in the TIA:

NC 53 and SR 1120 (Malpass Corner Road) (stop-controlled intersection)
- No improvements are required.

SR 1343 (Henry Brown Road) and SR 1216 (Piney Woods Road) (stop-controlled intersection)
- No improvements are required.

SR 1343 (Henry Brown Road) and Site Access 1/Site Access 2 (proposed stop-controlled intersection)
- Construct site access (eastbound and westbound approaches) with one ingress lane and one egress lane.
- Provide an internal protected stem of 50 feet measured from the right-of-way for eastbound and westbound approaches.
- Provide stop-control for eastbound and westbound approaches.

Mailing Address:
NC DEPARTMENT OF TRANSPORTATION
DIVISION OF HIGHWAYS | DIVISION 3 | DISTRICT 1
295-A WILMINGTON HIGHWAY
JACKSONVILLE, NC 28540

Telephone: (910 467-0500
Customer Service: 1-877-368-4968

Website: www.ncdot.gov

Location
295-A WILMINGTON HIGHWAY
JACKSONVILLE, NC 28540

NC 53 and Site Access 3 (proposed stop-controlled intersection)

- Construct site access (southbound approach) with one ingress lane and one egress lane.
- Provide an internal protected stem of 50 feet measured from the right-of-way.
- Provide stop-control for southbound approach.

NC 53 and SR 1343 (Henry Brown Road)/Site Access 4 (stop-controlled intersection)

- Construct site access (northbound approach) with one ingress lane and one egress lane.
- Provide an internal protected stem of 100 feet measured from the right-of-way.
- Provide stop-control for northbound approach.
- Construct an eastbound right turn lane on NC 53 with 100 feet of storage, appropriate deceleration, and taper.

NC 53 and Site Access 5 (proposed stop-controlled intersection)

- Construct site access (northbound approach) with one ingress lane and one egress lane.
- Provide an internal protected stem of 75 feet measured from the right-of-way.
- Provide stop-control for northbound approach.
- Construct a westbound left turn lane on NC 53 with 100 feet of storage, appropriate deceleration, and taper.

If changes are made to the proposed site driveways, land uses, land use intensity, or other study parameters, or if the build year studied in the report has passed, a revised Traffic Impact Analysis will be required for review by NCDOT. Any such changes will null and void this TIA approval.

The applicant is required to obtain all applicable Pender County and NCDOT permits for access to the road network. A copy of this TIA approval shall be included with any NCDOT driveway permit application. All applicable NCDOT and Pender County technical standards and policies shall apply.

Please contact me at 910-467-0500 with any questions regarding this approval.

Sincerely,

DocuSigned by:
Kirsten Spirakis
BA41E7372F904EC...

Kirsten Spirakis, PE
District Engineer
Division 3, District 1

Mailing Address:
NC DEPARTMENT OF TRANSPORTATION
DIVISION OF HIGHWAYS | DIVISION 3 | DISTRICT 1
295-A WILMINGTON HIGHWAY
JACKSONVILLE, NC 28540

Telephone: (910 467-0500
Customer Service: 1-877-368-4968

Website: www.ncdot.gov

Location
295-A WILMINGTON HIGHWAY
JACKSONVILLE, NC 28540

ec: Tanya M. Sokolik-Porch, Assistant District Engineer, NCDOT
Stonewall Mathis, PE, Division Traffic Engineer, NCDOT
Krupa Koilada, Senior Assistant Traffic Engineer, NCDOT
Bryce Cox, Assistant Traffic Engineer, NCDOT
Gilbert Combs, Planning Director, Town of Burgaw
Daniel Adams, Director, Planning & Community Development, Pender County
Justin Brantley, Senior Planner, Pender County
Taylor Davis, Current Planner, Pender County

Mailing Address:
NC DEPARTMENT OF TRANSPORTATION
DIVISION OF HIGHWAYS | DIVISION 3 | DISTRICT 1
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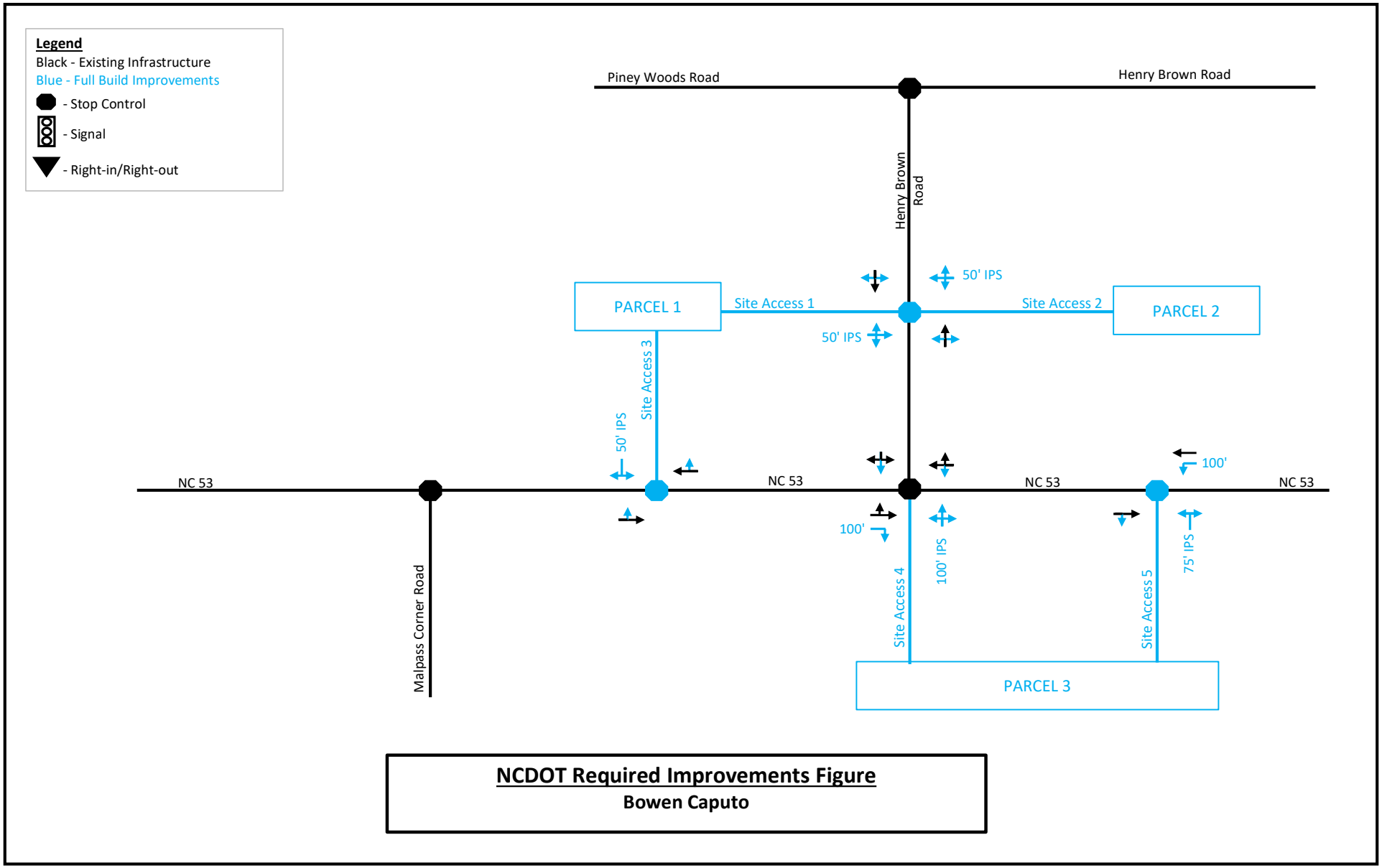
JACKSONVILLE, NC 28540

Telephone: (910 467-0500
Customer Service: 1-877-368-4968

Website: www.ncdot.gov

Location
295-A WILMINGTON HIGHWAY
JACKSONVILLE, NC 28540



NCDOT Required Improvements Figure
Bowen Caputo

TIMMONS GROUP

5410 Trinity Road
Suite 102
Raleigh, NC 27607

P 919.866.4951
F 919.859.5663
www.timmons.com

October 30, 2023

North Carolina State Preservation Office
Attn: Renee Gledhill-Earley
109 East Jones Street
Raleigh, NC 27601

Re: Cultural Resources Review Request
Bowen Caputo Tract
(Approx. 287.4 acres)
2630 NC Hwy-53
Burgaw, Pender County, NC 28425

Dear Ms. Gledhill-Earley,

On behalf of D.R. Horton, Timmons Group conducted a desktop cultural resources review for the Bowen Caputo Tract site (the Site). Additionally, an onsite investigation for potential historic resources was conducted by Timmons Group Senior Environmental Scientists Amanda Johnson and Nick Tudor, Environmental Scientists Morgan Gilbert and Kate Hefner, and Environmental Technician Emory Quillian on May 23-25, 2023, which consisted of walking transects through the Site. The proposed Bowen Caputo Tract project consists of a proposed mixed multi- and single-family residential development with associated amenities, including roadway and utility improvements and stormwater control measures. This consultation is being completed as part of preliminary site investigation and due diligence, and the anticipated need for a U.S. Army Corps of Engineers 404 permit. No other federal involvement is anticipated for this project.

The Site is approximately 287.4 acres, located in Burgaw, North Carolina within Pender County and is composed of mixed hardwood-pine forest, planted mature pine forest, secondary growth forests, early successional pine forests, agricultural fields, a maintained utility corridor, and one private residence (Appendix A). Available historical aerials show the northern portion of the Site was used for agricultural purposes since at least 1955. There is a private residence with multiple buildings located in the northern portion of the Site, along NC Hwy-53 that is visible on available historical aerials starting in 1955. The southern portion of the Site has been cleared in sections over the years for silvicultural purposes. The Site is bound by private residences, forested areas, and agricultural fields to the north, by Henry Brown Road, private residences, agricultural fields, and forested areas to the east, by forested areas to the south, and by forested areas, private residences, and agricultural fields to the west.

A search of the North Carolina Natural Heritage Preservation Office's database and online GIS services (HPOWEB) revealed six historical resources as occurring within a 1-mile radius of the proposed project's limits (Appendix B). Of those six, two historical resources were listed within the Site's boundaries, three within the immediate vicinity of the Site's boundaries, and one approximately 0.27-miles north. Of the six historic places, four are Survey Only (SO), one is a Study Listed and Determined Eligible Historic District (SLDOEHD), and one is a Determined Eligible, Gone (DOED) site. While not yet deemed eligible for listing on the National Register of Historic Places (NRHP), Survey Only sites can be deemed eligible in the future.

Upon further review, according to the attached Historic Architectural Resources Survey Report for R-3302, three of the SO listings are mis-mapped on HPOWEB, Tate E. Bowen House (PD0080), Stuart Van Bowen House (PD0081), and John Wright Bowen House (PD0082). This letter will address these features per their location in the aforementioned Survey Report. The HPOWEB listed this outside of our project boundaries. The Tate E. Bowen House (PD0080) was listed by HPOWEB as being within the project boundaries, however, according to the R-3302 Report, it is located outside of our project boundaries to the east.

To determine if additional documented historic resources exist within the Site, Circa – Cultural Resources Management, LLC performed an archival search for the Site and a 1-mile radius of the Site at the North Carolina State Historic Preservation Office (SHPO) Office of State Archaeology (OSA) archives in July 2023 and September 2023. The search identified 11 archaeological resources within 1 mile of the project area and six architectural resources within a one-half-mile radius of the project area boundaries (Appendix C). Architectural resources were consistent with those identified above, and no archaeological resources were identified within or in the immediate vicinity of the project site. Further, all archaeological resources except one 31PD8, were recommended as requiring no further work, which NCSHPO concurred with. 31PD8 is a site identified by W.B. Wells in 1969 as containing projectile points. No recommendation for eligibility was made, and it is located 0.17-miles north of the Site.

Resources On-Site

The SLDOEHD listing, the Stoney Run Historic District (PD0256) is located in the northern portion of the Site, along NC Hwy-53. It was Study Listed (SL) in 1998 by Ed Turberg and then Determined Eligible (DOE) in 2003 by Edwards Pittmann Environmental, Inc. The district was noted as including three houses, the John Wright Bowen House (PD0082), the Stuart Vann Bowen house (PD0081), and the Tate E. Bowen house (PD0080).

Based on the aforementioned Historic Architectural Resources Survey Report for R-3302, the SO listing on-site is the circa 1914 Stuart Van Bowen House (PD0081). During Site investigation, PD0081 was observed to be a private residence with approximately two outbuildings in the northern portion of the Site, off of NC Hwy-53 Additionally, a dilapidated brick building was identified in the northeastern portion of the Site, adjacent to Henry Brown Road. All structures identified within the Site are likely over 50-years old.

Resources Off-Site

The other three sites that are identified within the immediate vicinity of the Site's boundaries include two SO listings, the Tate E. Bowen House (PD0080) and the John Wright Bowen House (PD0082), and the DOED listing, A. Lee Bowen House (PD0257). Since PD0257 is gone, the proposed project will have no effect on the resource. Additionally, since PD0080 and PD0082 are located outside the project boundaries and were recommended eligible under Criterion C, architecture, it is anticipated the project will have no effect on these resources. The James Collins House (PD0083) is a SO site located approximately 0.27-miles north of the project site. Due to distance and the presence of mature forested areas between the project and PD0083, the proposed project will have no effect on PD0083. Further, these historic resources are not located within or in the immediate vicinity of wetlands and non-wetland waters and therefore would be located outside of the APE for the purposes of Section 404 permitting.

This project will likely require a Clean Water Act Section 404 Nationwide Permit and agency to agency consultation between the USACE and SHPO is anticipated. The areas of potential effect (APEs) for historic and cultural resources for the Section 404 permit will consist of impact locations to wetlands and non-wetland waters and areas immediately adjacent to impact

locations. Wetland impacts will be avoided as much as practicable, and the nearest wetland to these resources is 0.1-miles south of the historic district boundaries. Based on the absence of proximity of historic resources to wetlands and non-wetland waters and the conditions of structures within the Site, within the limits of Section 404 compliance for Section 106, it is the opinion of Timmons Group that the proposed project will not adversely affect any known or potential historical resources. If the proposed project will involve federal and/or state funding, a more in-depth Cultural Resources Assessment may be required.

We are requesting a project review to determine if additional information will be required for the SHPO to make an effect determination in anticipation of a future Section 404 Nationwide Permit. Please review the enclosed documents supporting our findings and contact Kate Hefner at (919) 866-4953 or kate.hefner@timmons.com with any questions, concerns, or requests for additional information.

Sincerely,
Timmons Group

Kate Hefner, WPIT, ISA-CA
Environmental Scientist II

Lauren Norris-Heflin, PWS
Environmental Project Manager

ENCLOSED

Appendix A Vicinity Map
Pender County Parcel Maps
Field Sketch of Wetlands

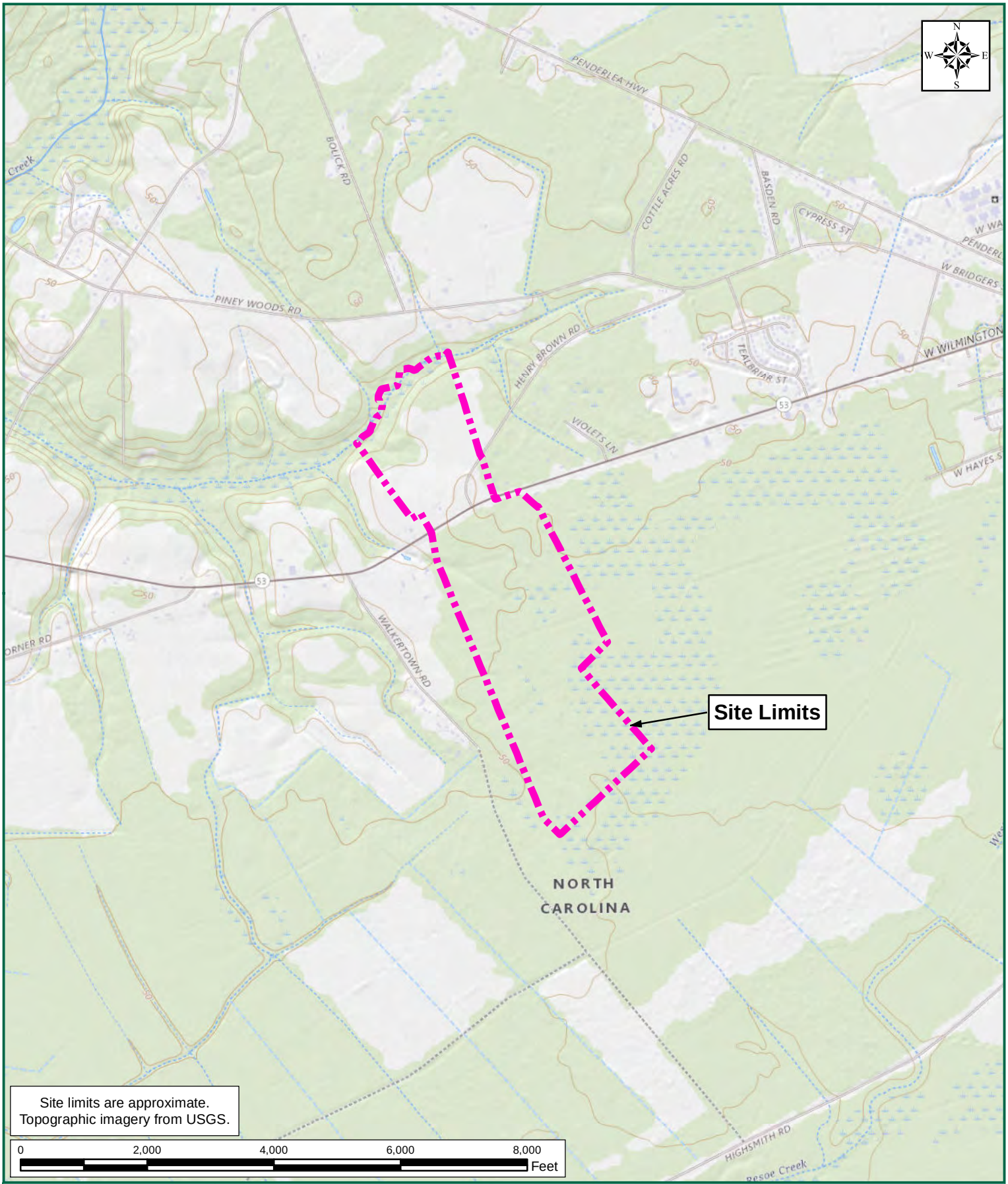
Appendix B HPOWEB Map & Resources List
Office of State Archaeology Correspondence

Appendix C Circa – Cultural Resource Management, LLC – Bowen Caputo Archival Search Report

Appendix D Photo Log

APPENDIX A

Path: Y:\805\58796 - Bowen Caputo Tract\GIS\99999-JD-VIC.mxd



BOWEN CAPUTO TRACT
PENDER COUNTY, NORTH CAROLINA
FIGURE 1: VICINITY MAP

TIMMONS GROUP
YOUR VISION ACHIEVED THROUGH OURS.

TIMMONS GROUP JOB NUMBER:*58796*
PROJECT STUDY LIMITS: *287.4 ACRES*
LATITUDE: *34.540491*
LONGITUDE: *-77.964268*

U.S.G.S. QUADRANGLE(S):*BURGAW*
DATE(S):*2022*
WATERSHED(S):*NORTHEAST CAPE FEAR (CAPE FEAR RIVER BASIN)*
HYDROLOGIC UNIT CODE(S):*03030007*

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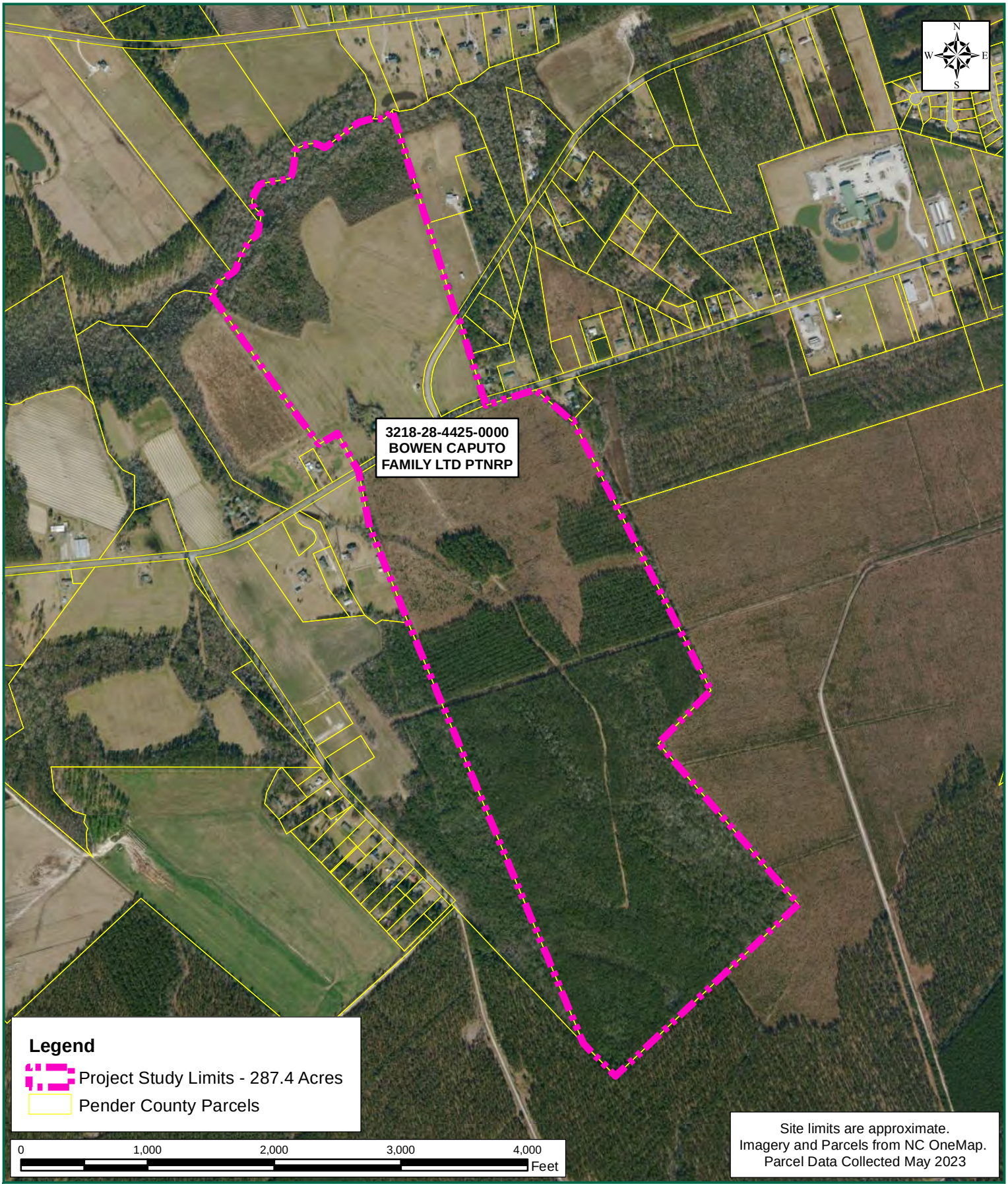
Path: Y:\805\58796 - Bowen Caputo Tract\GIS\99999-JD-PARCEL.mxd



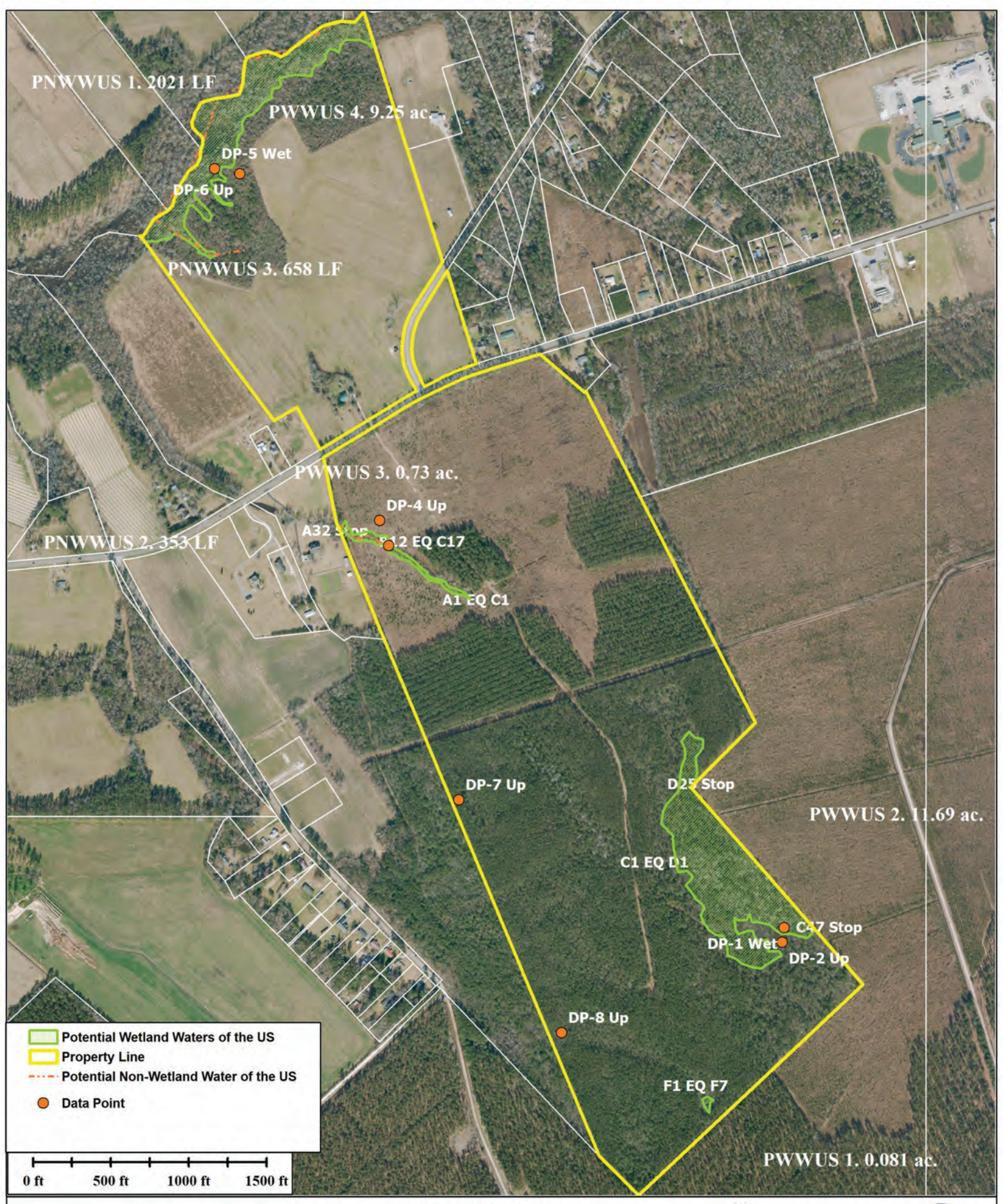
BOWEN CAPUTO TRACT
PENDER COUNTY, NORTH CAROLINA
FIGURE 2: PARCEL MAP

TIMMONS GROUP
YOUR VISION ACHIEVED THROUGH OURS.

TIMMONS GROUP JOB NUMBER: *58796*
PROJECT STUDY LIMITS: *287.4 ACRES*
LATITUDE: *34.540491*
LONGITUDE: *-77.964268*

U.S.G.S. QUADRANGLE(S): *BURGAW*
DATE(S): *2022*
WATERSHED(S): *NORTHEAST CAPE FEAR (CAPE FEAR RIVER BASIN)*
HYDROLOGIC UNIT CODE(S): *03030007*

These plans and associated documents are the exclusive property of TIMMONS GROUP and may not be reproduced in whole or in part and shall not be used for any purpose whatsoever, inclusive, but not limited to construction, bidding, and/or construction staking without the express written consent of TIMMONS GROUP.



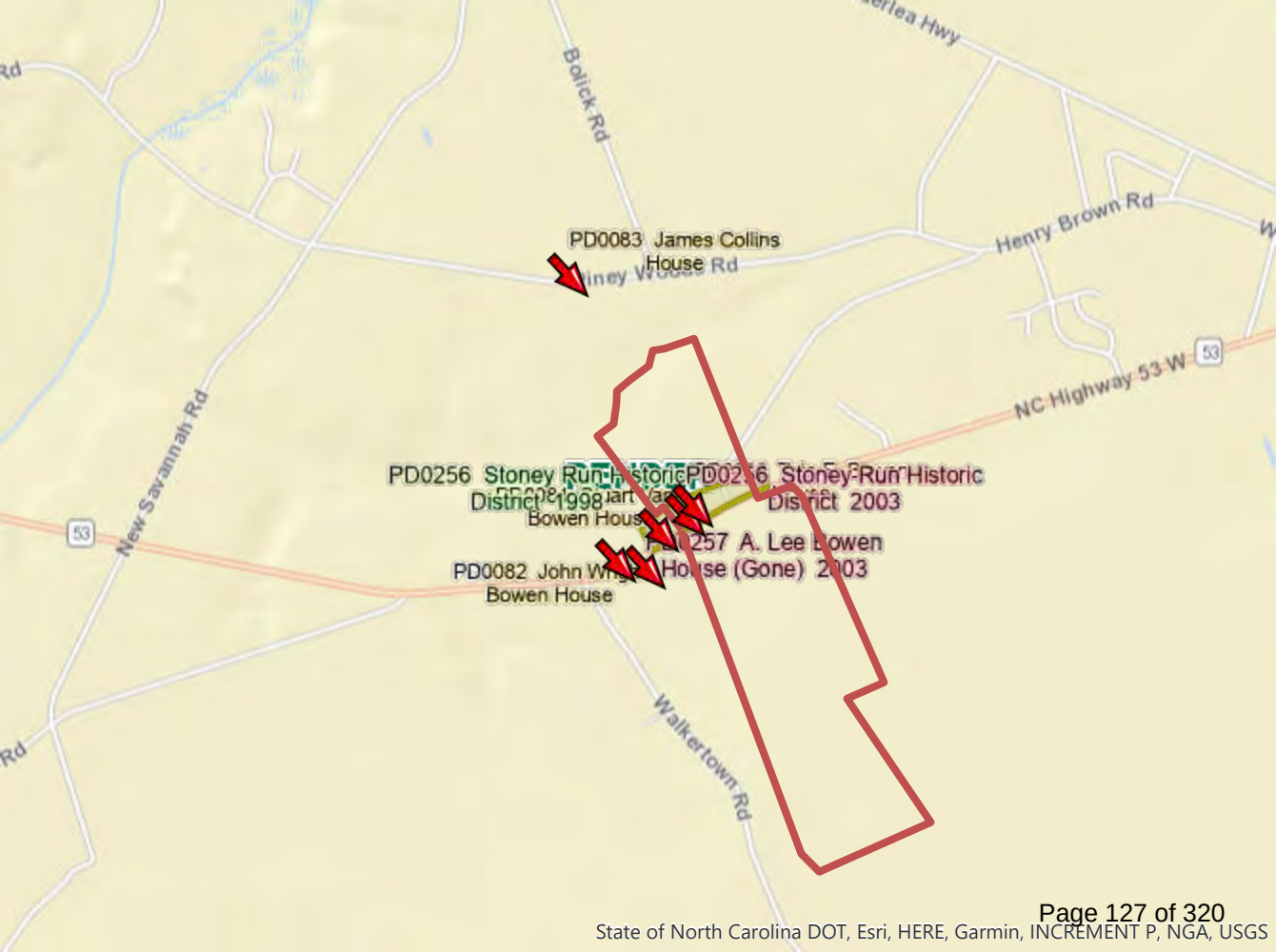
Map Source: 2020 NC Statewide Orthoimagery

All lines are approximate and should be used for planning purposes only.

Field Sketch of Wetlands
Bowen Caputo
Burgaw, Pender Co., N.C.
08/10/2023 023-127.01

N

APPENDIX B



State of North Carolina DOT, Esri, HERE, Garmin, INCREMENT P, NGA, USGS

OBJECTID	Id	Site ID	Status	Local Statu	HD status	Site Name	Descriptior	Notes	Internal	Year NR	Year SL	Year DOE	Year Landn	Year Surve	NR nomina	DOE Repor	County	Quad Nam	Township	Density	Location	Photo Link	Spatial Acc	Latitude	Longitude	Year Surve	x	y
118994	0	PD0257	DOED	None	None	A. Lee Bowen House (Gone)						2003					Pender	Burgaw	Burgaw	L	South side NC 53 Burgaw vicinity			34.53922	-77.9685		-8679412	4101439
118995	0	PD0256	SLDOEHD	None	None	Stoney Run Historic District					1998	2003					Pender	Burgaw	Burgaw	L	N & S sds NC 53, 0.2 mi W of Burg			34.54117	-77.9667		-8679213	4101702
131030	0	PD0083	SO	None	None	James Collins House											Pender	Burgaw	Burgaw	L	N side SR 1216, 0.23 m W jct 1341			34.55007	-77.9719		-8679798	4102905
131031	0	PD0082	SO	None	None	John Wright Bowen House											Pender	Burgaw	Burgaw	L	N side NC 53, 0.21 mi W jct NC 13			34.53944	-77.9698		-8679557	4101469
131032	0	PD0081	SO	None	None	Stuart Vann Bowen House											Pender	Burgaw	Burgaw	L	N side NC 53, 0.2 mi W jct NC 134			34.54059	-77.9679		-8679344	4101624
134226	0	PD0080	SO	None	None	Tate E. Bowen House											Pender	Burgaw	Burgaw	L	North side NC 53, 0.1 mi W jct SR			34.54151	-77.9663		-8679173	4101748

APPENDIX C

Circa~ Cultural Resource Management, LLC.
453 McLaws Circle, Suite 3
Williamsburg, Virginia 23185
(757) 220-5023

Bowen Caputo Archival Search Report
September 26, 2023

Circa~ performed an archival search for the Bowen Caputo project area at the North Carolina State Historic Preservation Office (NCSHPO) archives in Raleigh, North Carolina. This research was completed to determine if historic resources exist within the project area boundaries. The search identified 11 archaeological resources within one mile and six architectural resources within a one-half-mile radius of the project area boundaries (Figures 1 through 4). Of the resources identified, no archaeological and two architectural resources (31PD0080 and 31PD0256) are located within the project area boundaries. These resources are described below.

Archaeological Sites

Outside the Project Area

Site 31PD8
Site 31PD8 is the Sanderson Farm, identified by W. B. Wells in February 1969. He noted that the site was situated just west of the intersection of Route 1341 and Route 1216 in a cultivated field on high ground above a small unnamed tributary of Horse Branch Creek. Informants had noted that they recovered projectile points from the site. Wells did not make any recommendation as to the site's eligibility for listing on the National Register of Historic Places, and according to the site form, no further survey work has occurred on the site.

Site 31PD311
Site 31PD311 is a 20th-century domestic site identified by Louis Berger and Associates, Inc. (LBA) in February 2006. They noted that the site was situated approximately 45 feet above mean sea level (AMSL) in a fallow field on an upland flat. The site measured between 5,001 and 10,000 square meters. They further noted that the site encompassed the main house, two barns, and several sheds. LBA reported five positive shovel tests that contained construction hardware, nails, window glass fragments, glass fragments, and ceramic sherds. LBA recommended no further work on the site, and the NCSHPO concurred.

Site 31PD312
Site 31PD312 is an 18th- and 19th-century domestic site identified by LBA in February 2006. They noted that the site was approximately 45 feet AMSL in a fallow field on an upland flat. The site measured between 101 and 600 square meters. They further noted that the site encompassed the main house. LBA stated three positive shovel tests contained nine artifacts, including creamware sherds, pearlware sherds, whiteware sherds, and nails. LBA recommended no further work on the site, and the NCSHPO concurred.

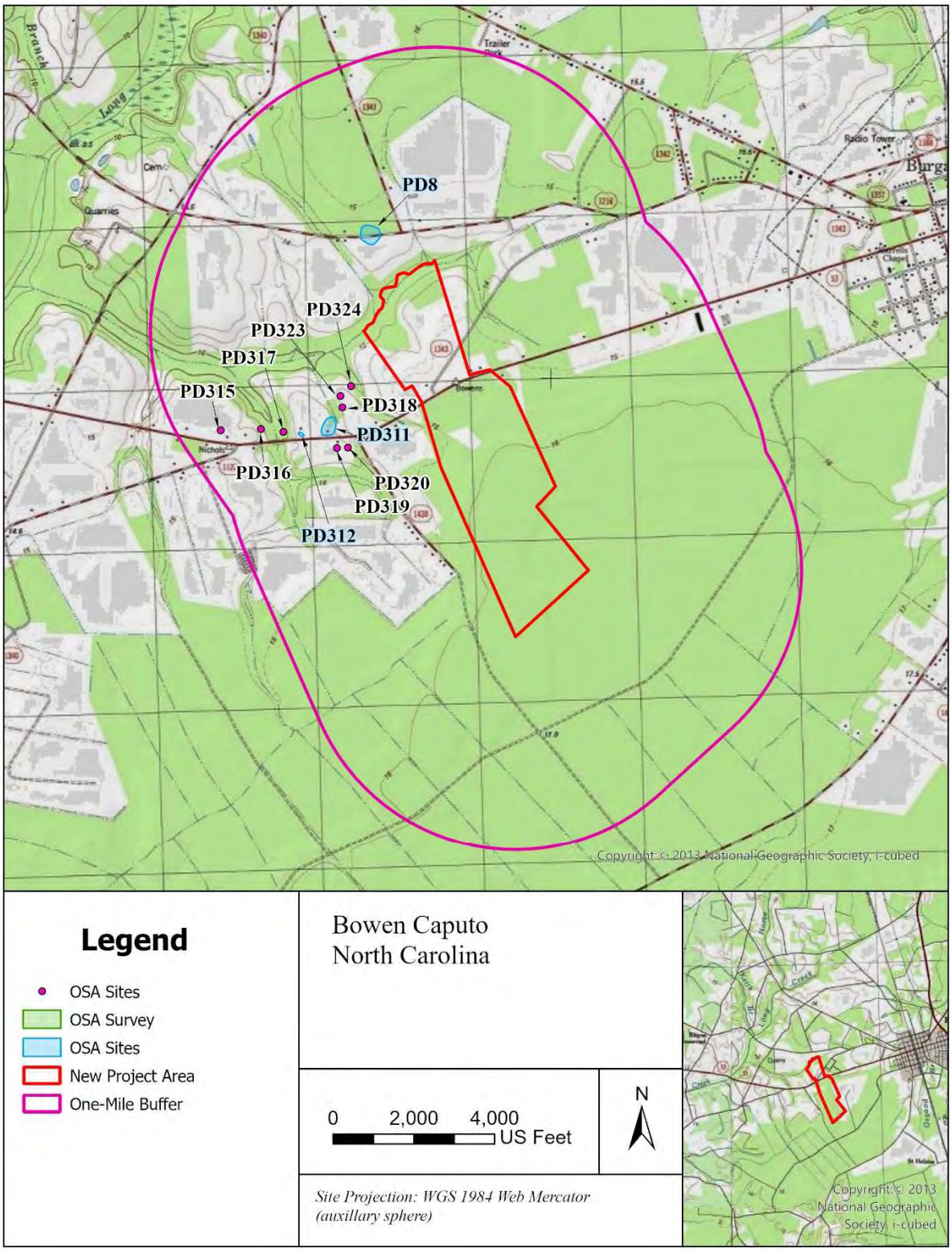


Figure 1. NCSHPO map showing the location of previously identified archaeological sites.

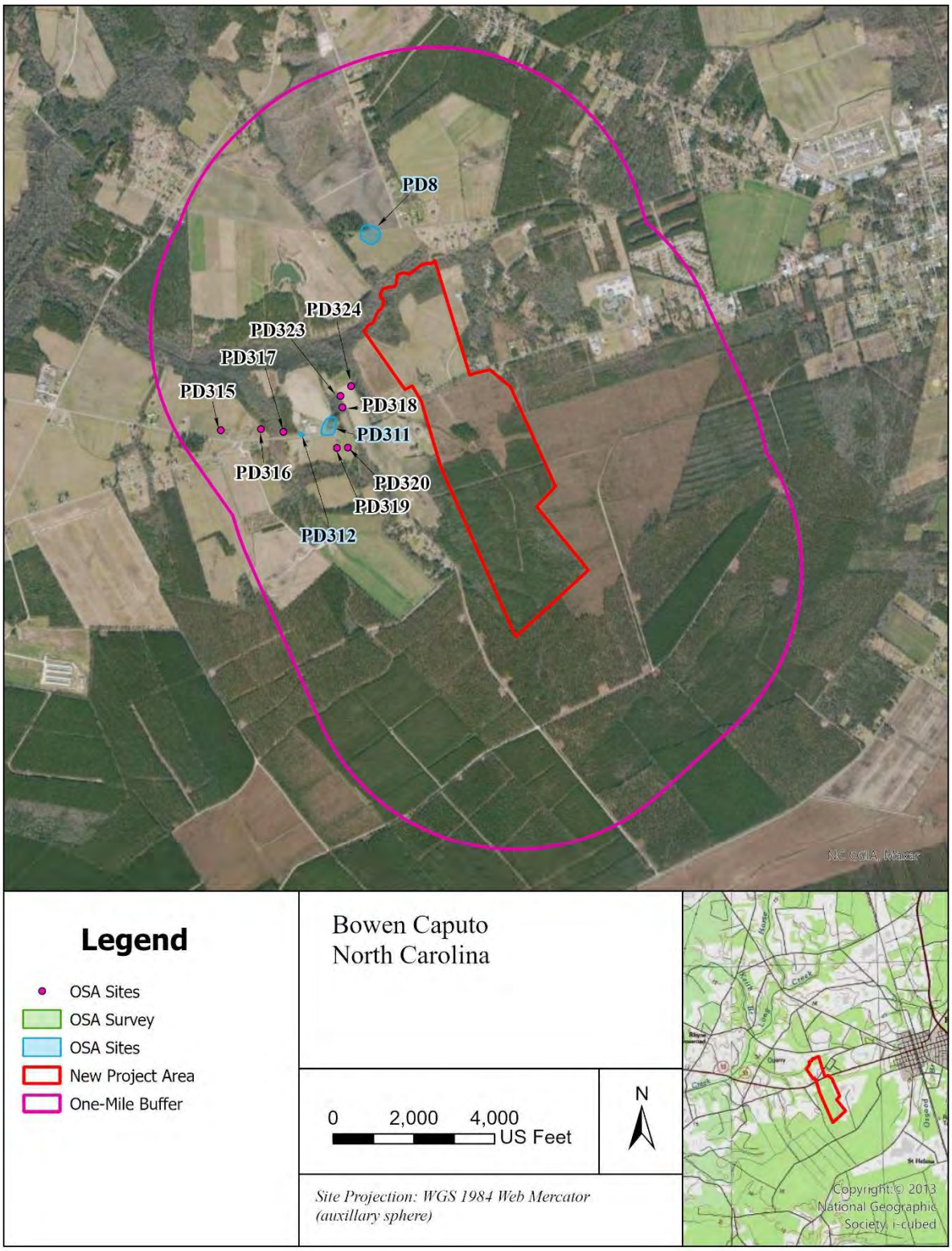


Figure 2. Aerial view of NCSHPO map showing the location of previously identified archaeological sites.

Site 31PD315
Site 31PD315 is a historic isolated find site identified by LBA in February 2006. They noted that the site was situated approximately 42 feet AMSL in a cultivated field approximately 300 feet northwest of the intersection of Route 1120 and Route 53. They further noted they found one glass fragment. LBA recommended no further work on the site, and the NCSHPO concurred.

Site 31PD316
Site 31PD316 is an Early Woodland subperiod isolated find site identified by LBA in February 2006. They noted that the site was approximately 42 feet AMSL, approximately 800 feet east of the intersection of Route 1120 and Route 53. They further noted they found one sand-tempered sherd. LBA recommended no further work on the site, and the NCSHPO concurred.

Site 31PD317
Site 31PD317 is a historic isolated find site identified by LBA in February 2006. They noted that the site was approximately 42 feet AMSL in a cultivated field approximately 1,000 feet east of the intersection of Route 1120 and Route 53. They further noted they found one nail. LBA recommended no further work on the site, and the NCSHPO concurred.

Site 31PD318
Site 31PD318 is a Native American site identified by LBA in February 2006. They noted that the site was situated approximately 42 feet AMSL in a cultivated field approximately 500 feet northwest of the intersection of Route 53 and Route 1430. They further noted they found four chert flakes. LBA recommended no further work on the site, and the NCSHPO concurred.

Site 31PD319
Site 31PD319 is a historic isolated find site identified by LBA in February 2006. They noted that the site was situated approximately 42 feet AMSL in a cultivated field approximately 400 feet southwest of the intersection of Route 1430 and Route 53. They further noted they found one whiteware sherd. LBA recommended no further work on the site, and the NCSHPO concurred.

Site 31PD320
Site 31PD320 is a 19th- and 20th-century isolated find site identified by LBA in February 2006. They noted that the site, approximately 42 feet AMSL, was 400 feet southwest of the intersection of Route 1430 and Route 53. They further noted they found one stoneware sherd. LBA recommended no further work on the site, and the NCSHPO concurred.

Site 31PD323
Site 31PD323 is a Native American isolated find site identified by LBA in February 2006. They noted that the site was situated approximately 42 feet AMSL in a cultivated field approximately 800 feet northwest of the intersection of Route 1430 and Route 53. They further noted they found one rhyolite biface reduction flake. LBA recommended no further work on the site, and the NCSHPO concurred.

Site 31PD324
Site 31PD324 is an 18th- and 19th-century isolated find site identified by LBA in February 2006. They noted that the site was situated approximately 42 feet AMSL in a cultivated field

approximately 1,000 feet north of the intersection of Route 1430 and Route 53. They further noted they found one pearlware sherd. LBA recommended no further work on the site, and the NCSHPO concurred.

Architectural Resources

Within The Project Area

31PD0080
Site 31PD0080 is the circa 1915 Tate E. Bowen House identified by Ed Turberg in 1998. He noted that the house was part of the Stoney Run Historic District. He recommended that the house was eligible for listing on the National Register of Historic Places as a contributing element of the district. Edwards Pittman Environmental, Inc. re-surveyed the site in 2003. They agreed that the house was eligible for listing on the National Register of Historic Places as a contributing element of the district, and the NCSHPO concurred.

31PD0256
Site 31PD0256 is the Stoney Run Historic District identified by Ed Turberg in 1998. He noted that the district encompasses an intact example of late 19th- and early 20th-century rural domestic architecture. He included three houses (the John Wright Bowen house, the Stuart Vann Bowen house, and the Tate E. Bowen house) in the district. He recommended that the district was eligible for listing on the National Register of Historic Places under Criterion C for architecture. In 2003, Edwards Pittman Environmental, Inc. re-surveyed the site. They noted the three original houses in the district. They included a fourth house, the A. Lee Bowen house, noting that it was not surveyed in 1998 but was built by a member of the extended Bowen family and retained architectural integrity to be included. They agreed that the district was eligible for listing on the National Register of Historic Places, and the NCSHPO concurred.

Outside The Project Area

31PD0081
Site 31PD0081 is the circa 1914 Stuart Vann Bowen House. identified by Ed Turberg in 1998. He noted that the house was part of the Stoney Run Historic District. He recommended that the house was eligible for listing on the National Register of Historic Places as a contributing element of the district. Edwards Pittman Environmental, Inc. re-surveyed the site in 2003. They agreed that the house was eligible for listing on the National Register of Historic Places as a contributing element of the district, and the NCSHPO concurred.

Figure 3. NCSHPO online archives architectural resources map showing the project area and a half-mile buffer.

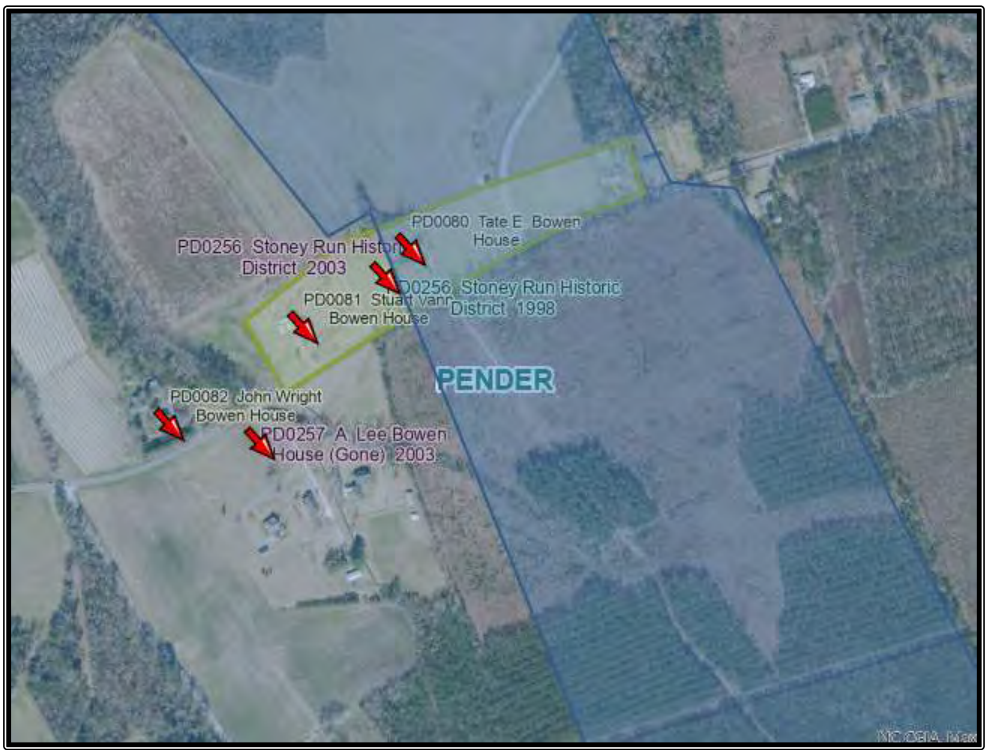


Figure 4. Detail of NCSHPO online archives architectural map showing project area and architectural resources within proximity.

31PD0082
Site 31PD0082 is the circa 1884 John Wright Bowen House identified by Ed Turberg in 1998. He noted that the house was part of the Stoney Run Historic District. He recommended that the house was eligible for listing on the National Register of Historic Places as a contributing element of the district. Edwards Pittman Environmental, Inc. re-surveyed the site in 2003. They agreed that the house was eligible for listing on the National Register of Historic Places as a contributing element of the district, and the NCSHPO concurred.

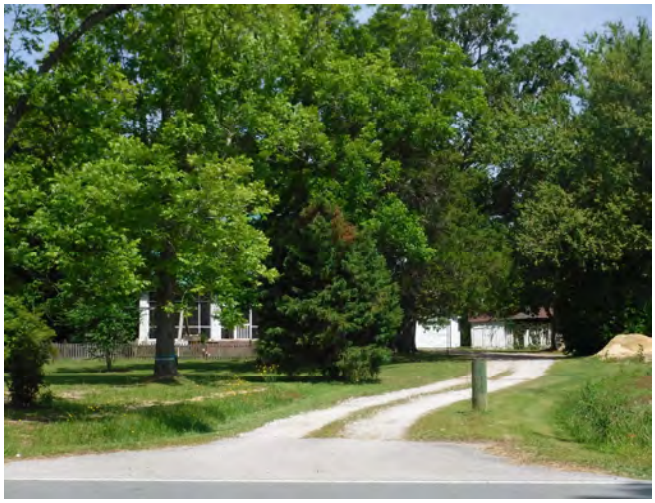
31PD0083
Site 31POD0083 is the circa 1880s James Collins House identified by Ed Turberg in January 1997. He noted that the house was a two-story, vernacular-style house. He recommended that the site was not eligible for listing on the National Register of Historic Places. Edwards Pittman Environmental, Inc. re-surveyed the site in 2003. They agreed that the site was not eligible for listing on the National Register of Historic Places, and the NCSHPO concurred.

31PD0257
Site 31PD0257 is the circa 1925 A. Lee Bowen House identified by Edwards Pittman Environmental, Inc. in 2003. They noted that the house was not surveyed in 1998 but was built by a member of the extended Bowen family and retained architectural integrity to be included in the Stoney Run Historic District. They recommended that the site was eligible for listing on the National Register of Historic Places as a contributing element of the historic district, and the NCSHPO concurred. Since then, the property has been moved from its original location and completely renovated. In January 2006, the NCSHPO determined that the site was no longer eligible for listing on the National Register of Historic Places either as an individual resource or as a contributing resource of the Stoney Run Historic District.

APPENDIX D

Bowen Caputo Tract – SHPO Memo

North-facing view of the Stuart Vann Bowen House (PD0081) located in the northern portion of the Site, off of NC-53.



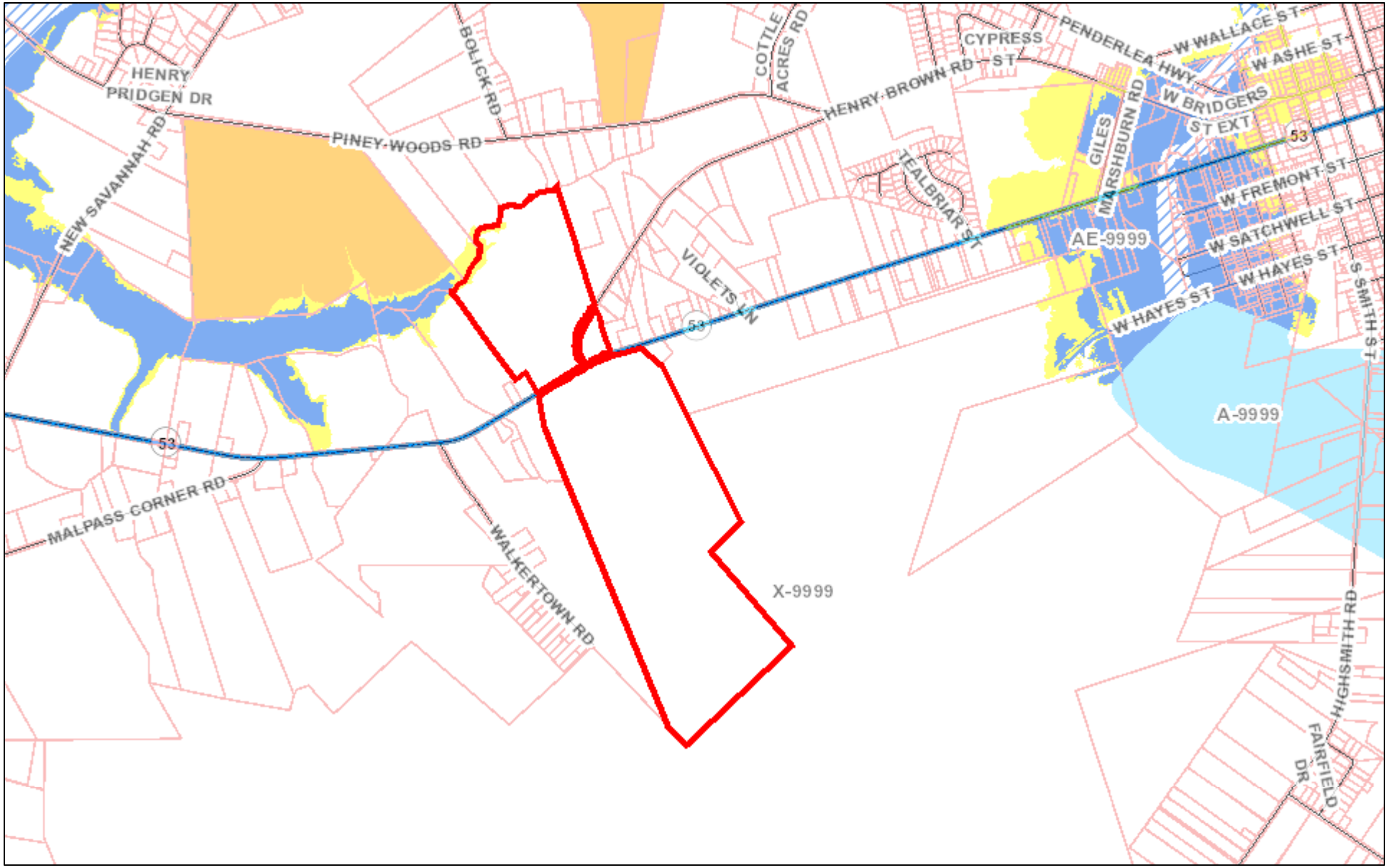
North-facing view of the Stuart Vann Bowen House (PD0081) located in the northern portion of the Site, off of NC-53.

North-facing view of abandoned brick structure in the northern portion of the Site.

Representative photo of agricultural fields located in the northern portion of the Site.

Representative photo of mixed hardwood and pine forested areas within the northern and southern portions of the Site.

Representative photo of early successional pine forests within the southern portion of the Site.



PIN: 3218-28-4425-0000
Owner: BOWEN CAPUTO FAMILY LTD PTNRP
P O BOX 486
BURGAW, NC 28425
Deed Ref: /

Property Address: 2630 NC HY 53 W
Description: B/S HWY 53 2 MI W/BURGAW

Sale Price:
Sale Date:
Plat: 00240112
Account No: 593866
Township: BURGAW
Subdivision:
Tax Codes: G01 F21 R40 S64

Acres: 285.11
Land Value:
Building Value:
Total value:
Deferred Value:
Exempt Amount: EXEM_AMT
PCL Class: R
Heated Sq Feet: 2160

Pender County

1:22,601
0 0.15 0.3 0.6 mi
0 0.275 0.55 1.1 km
1 inch = 1,883 feet

TIMMONS GROUP
YOUR VISION ACHIEVED THROUGH OURS.

Summary of Discussion From the Neighborhood Meeting			
Project:	Bowen Caputo	**Meeting Date:**	4/1/2024
Applicant:	DR Horton	**Place/ Room:**	Hankins Memorial Park - Burgaw
Contact Information:	Timmons Group - john.wall@timmons.com	**Time:**	6:00 p.m.

Summary of questions/ comments and responses from the neighborhood meeting:

Questions/ Concern #1: Timeline of houses.

Applicant Response:

Questions/ Concern #2: Water/Flooding on neighboring parcels.

Applicant Response:

Questions/ Concern #3: How will water/sewer be provided?

Applicant Response:

Questions/ Concern #4: Runoff adjacent to lots 47-58.

Applicant Response:

Questions/ Concern #5: Fire department, Police response time, Impact to school system.

Applicant Response:

Questions/ Concern #6: Speed limit on NC-53 in front of site.

Applicant Response:

TIMMONS GROUP
YOUR VISION ACHIEVED THROUGH OURS.

Summary of Discussion From the Neighborhood Meeting			
Project:	Bowen Caputo	**Meeting Date:**	4/1/2024
Applicant:	DR Horton	**Place/ Room:**	Hankins Memorial Park - Burgaw
Contact Information:	Timmons Group - john.wall@timmons.com	**Time:**	6:00 p.m.

Summary of questions/ comments and responses from the neighborhood meeting:

Questions/ Concern #7: Neighbors are concerned about high density and its relation to light pollution, overloading fire/ems/schools/grocery stores, and traffic concerns.

Applicant Response:

Questions/ Concern #8: Neighbors do not want to be annexed into the city limits.

Applicant Response:

Questions/ Concern #9: Flooding on adjacent properties and especially on NC-53 to the west of our site where a stream and pond exist.

Applicant Response:

Questions/ Concern #10: Quality control for the subcontractors that will be working on site.

Applicant Response:

Questions/ Concern #11: They are worried that our subdivision will destroy the history of that part of Town.

Applicant Response:

Questions/ Concern #12: We were specifically asked to not name the site "Stoney Run" since an adjacent property goes by the name "Stoney Run Farm".

Applicant Response:

4/1

Name	Email / Phone	
Donald R. Hutham	mowdoc1957@aol.com	910-520-4774
Amy Jones	dixiejonez@yahoo.com	910-233-3625
Jonathan Jones	jonesjonathand@yahoo.com	910 547-6416
Jessica Bowen	Jesbowen1961@gmail.com	910 470 8382
Katie Thomas	katie.t88@yahoo.com	910-259-5798
Sandy Blake	blakesandra@bellsouth.net	910-604-2289
O. H. Hilburn	margiehilburn@att.net	910-259-0462
[illegible]	[illegible]@gmail.com	910-262-8185

TIMMONS GROUP
YOUR VISION ACHIEVED THROUGH OURS.

Summary of Discussion From the Neighborhood Meeting			
Project:	Bowen Caputo	**Meeting Date:**	4/10/2024
Applicant:	DR Horton	**Place/ Room:**	Hankins Memorial Park - Burgaw
Contact Information:	Timmons Group - john.wall@timmons.com	**Time:**	4:00 p.m.

Summary of questions/ comments and responses from the neighborhood meeting:

Questions/ Concern #1: Concerns about the amount of trees within the 20' buffer.

Applicant Response:

Questions/ Concern #2: Concerns on the Wetlands / Total Wetlands.

Applicant Response:

Questions/ Concern #3: Henry Brown Road Drainage and Flooding.

Applicant Response:

Questions/ Concern #4: Flooding over Hwy 53.

Applicant Response:

Questions/ Concern #5: Teal Brier Dumping Stormwater.

Applicant Response:

Questions/ Concern #6: Affect on animals / Endangered Species (Woodpecker)

Applicant Response:

TIMMONS GROUP
YOUR VISION ACHIEVED THROUGH OURS.

Summary of Discussion From the Neighborhood Meeting			
Project:	Bowen Caputo	**Meeting Date:**	4/10/2024
Applicant:	DR Horton	**Place/ Room:**	Hankins Memorial Park - Burgaw
Contact Information:	Timmons Group - john.wall@timmons.com	**Time:**	4:00 p.m.

Summary of questions/ comments and responses from the neighborhood meeting:

Questions/ Concern #7: State law on the Rezoning of Agricultural Land.

Applicant Response:

Questions/ Concern #8: Concerns with the limited amount of neighbors notified.

Applicant Response:

Questions/ Concern #9: Cost of Water / Sewer if annexed into town.

Applicant Response:

Questions/ Concern #10: Traffic Concerns. Asked to provide TIA.

Applicant Response:

Questions/ Concern #11: Impact on Schools / Number of Children.

Applicant Response:

Questions/ Concern #12: Will roads be built to NCDOT or Town Standards.

Applicant Response:

TIMMONS GROUP
YOUR VISION ACHIEVED THROUGH OURS.

Summary of Discussion From the Neighborhood Meeting			
Project:	Bowen Caputo	**Meeting Date:**	4/10/2024
Applicant:	DR Horton	**Place/ Room:**	Hankins Memorial Park - Burgaw
Contact Information:	Timmons Group - john.wall@timmons.com	**Time:**	4:00 p.m.

Summary of questions/ comments and responses from the neighborhood meeting:

Questions/ Concern #13: Why did the developer think 500+ houses would be okay?

Applicant Response:

Questions/ Concern #14: Houses being built on uncured conc. Slab / Cheap siding blowing off.

Applicant Response:

Questions/ Concern #15: Price point and Size.

Applicant Response:

Questions/ Concern #16: The repsonsiblity of the developer with flooding occurs.

Applicant Response:

Questions/ Concern #17: Impact on Schools / Number of Children

Applicant Response:

Questions/ Concern #18: Will there be an HOA?

Applicant Response:

TIMMONS GROUP
YOUR VISION ACHIEVED THROUGH OURS.

Summary of Discussion From the Neighborhood Meeting			
Project:	Bowen Caputo	**Meeting Date:**	4/10/2024
Applicant:	DR Horton	**Place/ Room:**	Hankins Memorial Park - Burgaw
Contact Information:	Timmons Group - john.wall@timmons.com	**Time:**	4:00 p.m.

Summary of questions/ comments and responses from the neighborhood meeting:

Questions/ Concern #19: Seasonal high of property / Geotech Report.

Applicant Response:

Questions/ Concern #20: If private, where will children wait for buses?

Applicant Response:

Questions/ Concern #21: Excessive number of units.

Applicant Response:

Questions/ Concern #22: D.R. Horton bad reviews. Want Quality over Quanity

Applicant Response:

Questions/ Concern #23: Do not want change.

Applicant Response:

Questions/ Concern #24: Local builder at meeting denied from building homes.

Applicant Response:

TIMMONS GROUP
YOUR VISION ACHIEVED THROUGH OURS.

Summary of Discussion From the Neighborhood Meeting			
Project:	Bowen Caputo	**Meeting Date:**	4/10/2024
Applicant:	DR Horton	**Place/ Room:**	Hankins Memorial Park - Burgaw
Contact Information:	Timmons Group - john.wall@timmons.com	**Time:**	4:00 p.m.

Summary of questions/ comments and responses from the neighborhood meeting:

Questions/ Concern #25: Drainage after impervious in development.

Applicant Response:

Questions/ Concern #26: Taxing after development.

Applicant Response:

Questions/ Concern #27: Concerns of houses being built on bad land / Perc Test

Applicant Response:

Questions/ Concern #28: Traffic on Henry Brown Rd.

Applicant Response:

Questions/ Concern #29: Does not fit in the Community.

Applicant Response:

Questions/ Concern #30: Paying taxes for the increase of children in schools.

Applicant Response:

TIMMONS GROUP
YOUR VISION ACHIEVED THROUGH OURS.

Summary of Discussion From the Neighborhood Meeting			
Project:	Bowen Caputo	**Meeting Date:**	4/10/2024
Applicant:	DR Horton	**Place/ Room:**	Hankins Memorial Park - Burgaw
Contact Information:	Timmons Group - john.wall@timmons.com	**Time:**	4:00 p.m.

Summary of questions/ comments and responses from the neighborhood meeting:

Questions/ Concern #31: Who is in charge for deciding modifications to setbacks / Lot specifications?

Applicant Response:

Questions/ Concern #32: Could the number of lots be lowered?

Applicant Response:

Questions/ Concern #33: Improve appearance, size of buffers for adjacent property owners.

Applicant Response:

Questions/ Concern #34: Look at flooding affect from Hurricane Florence via Aerial Imagery.

Applicant Response:

SIGN IN

4/10

NO.	NAME	PHONE	EMAIL
01	Dorothy Williamson		
02	DEBIE COLLINS		
03	Amy Jones		
04	MIKE RAAB		
05	Karen Harding		
06	Katie Thomas		
07	Richard Thomas		
08	Irene Baker		
09	Bill Baker		
10	Pamela Albert		
11	Jessica Dawson		
12	Thomas Brown		
13	Buron Lanier		
14	Sara Lanier		
15	Anthony Lee		
16	Teresa Bennett		
17	Pam Edwards		
18	Mike Blackburn		
19	Kim Blackburn		
20	Kimberley Ramsey		
21	Mike Taylor		
22	Alicia Taylor		
23			
24			
25			

Electronically Transmitted

U.S. ARMY CORPS OF ENGINEERS

WILMINGTON DISTRICT

Action Id. **SAW-2023-01637** County: **Pender** U.S.G.S. Quad: **NC-Burgaw**

NOTIFICATION OF JURISDICTIONAL DETERMINATION

Requestor: **Bowen Caputo Family Limited Partnership c/o**
Address: **PO Box 486**
Burgaw, NC 28425
E-mail: **whriddick@drhorton.com**

Size (acres) **284.65**
Nearest Waterway **Long Creek**
USGS HUC **03030007**

Nearest Town **Burgaw**
River Basin **Cape Fear**
Coordinates Latitude: **34.540553**
Longitude: **-77.964459**

Location description: **2630 NC Hwy 53 W in Burgaw, NC. Pender County Parcel ID: 3218-28-4425-000.**

Indicate Which of the Following Apply:

A. Preliminary Determination

☒ There appear to be **waters, including wetlands** on the above described project area/property, that may be subject to Section 404 of the Clean Water Act (CWA)(33 USC § 1344) and/or Section 10 of the Rivers and Harbors Act (RHA) (33 USC § 403). The **waters, including wetlands** have been delineated, and the delineation has been verified by the Corps to be sufficiently accurate and reliable. The approximate boundaries of these waters are shown on the enclosed delineation map dated **8/10/2023**. Therefore this preliminary jurisdiction determination may be used in the permit evaluation process, including determining compensatory mitigation. For purposes of computation of impacts, compensatory mitigation requirements, and other resource protection measures, a permit decision made on the basis of a preliminary JD will treat all waters and wetlands that would be affected in any way by the permitted activity on the site as if they are jurisdictional waters of the U.S. This preliminary determination is not an appealable action under the Regulatory Program Administrative Appeal Process (Reference 33 CFR Part 331). However, you may request an approved JD, which is an appealable action, by contacting the Corps district for further instruction.

☐ There appear to be **waters, including wetlands** on the above described project area/property, that may be subject to Section 404 of the Clean Water Act (CWA)(33 USC § 1344) and/or Section 10 of the Rivers and Harbors Act (RHA) (33 USC § 403). However, since the **waters, including wetlands** have not been properly delineated, this preliminary jurisdiction determination may not be used in the permit evaluation process. Without a verified wetland delineation, this preliminary determination is merely an effective presumption of CWA/RHA jurisdiction over all of the **waters, including wetlands** at the project area, which is not sufficiently accurate and reliable to support an enforceable permit decision. We recommend that you have the **waters, including wetlands** on your project area/property delineated. As the Corps may not be able to accomplish this wetland delineation in a timely manner, you may wish to obtain a consultant to conduct a delineation that can be verified by the Corps.

B. Approved Determination

☐ There are Navigable Waters of the United States within the above described project area/property subject to the permit requirements of Section 10 of the Rivers and Harbors Act (RHA) (33 USC § 403) and Section 404 of the Clean Water Act (CWA)(33 USC § 1344). Unless there is a change in law or our published regulations, this determination may be relied upon for a period not to exceed five years from the date of this notification.

☐ There are **waters, including wetlands**on the above described project area/property subject to the permit requirements of Section 404 of the Clean Water Act (CWA) (33 USC § 1344). Unless there is a change in the law or our published regulations, this determination may be relied upon for a period not to exceed five years from the date of this notification.

☐We recommend you have the **waters, including wetlands** on your project area/property delineated. As the Corps may not be able to accomplish this wetland delineation in a timely manner, you may wish to obtain a consultant to conduct a delineation that can be verified by the Corps.

☐The **waters, including wetlands** on your project area/property have been delineated and the delineation has been verified by the Corps. The approximate boundaries of these waters are shown on the enclosed delineation map dated **DATE**. We strongly

suggest you have this delineation surveyed. Upon completion, this survey should be reviewed and verified by the Corps. Once verified, this survey will provide an accurate depiction of all areas subject to CWA jurisdiction on your property which, provided there is no change in the law or our published regulations, may be relied upon for a period not to exceed five years.

☐ The **waters, including wetlands** have been delineated and surveyed and are accurately depicted on the plat signed by the Corps Regulatory Official identified below on **DATE**. Unless there is a change in the law or our published regulations, this determination may be relied upon for a period not to exceed five years from the date of this notification.

☐ There are no waters of the U.S., to include wetlands, present on the above described project area/property which are subject to the permit requirements of Section 404 of the Clean Water Act (33 USC 1344). Unless there is a change in the law or our published regulations, this determination may be relied upon for a period not to exceed five years from the date of this notification.

☒ The property is located in one of the 20 Coastal Counties subject to regulation under the Coastal Area Management Act (CAMA). You should contact the Division of Coastal Management in **in Wilmington, NC, at (910) 796-7215** to determine their requirements.

Placement of dredged or fill material within waters of the US, including wetlands, without a Department of the Army permit may constitute a violation of Section 301 of the Clean Water Act (33 USC § 1311). Placement of dredged or fill material, construction or placement of structures, or work within navigable waters of the United States without a Department of the Army permit may constitute a violation of Sections 9 and/or 10 of the Rivers and Harbors Act (33 USC § 401 and/or 403). If you have any questions regarding this determination and/or the Corps regulatory program, please contact **David Moose at (910) 251-4810 or David.e.moose@usace.army.mil**.

C. Basis For Determination: Basis For Determination: See the preliminary jurisdictional determination form dated 08/24/2023.

D. Remarks: *Field verification completed on 8/23/2023.*

E. Attention USDA Program Participants

This delineation/determination has been conducted to identify the limits of Corps' Clean Water Act jurisdiction for the particular site identified in this request. The delineation/determination may not be valid for the wetland conservation provisions of the Food Security Act of 1985. If you or your tenant are USDA Program participants, or anticipate participation in USDA programs, you should request a certified wetland determination from the local office of the Natural Resources Conservation Service, prior to starting work.

F. Appeals Information **(This information applies only to approved jurisdictional determinations as indicated in B. above)**

If you object to this determination, you may request an administrative appeal under Corps regulations at 33 CFR Part 331. Enclosed you will find a Notification of Appeal Process (NAP) fact sheet and Request for Appeal (RFA) form. If you request to appeal this determination you must submit a completed RFA form to the following address:

US Army Corps of Engineers
South Atlantic Division
Attn: Mr. Philip A. Shannin
Administrative Appeal Review Officer
60 Forsyth Street SW, Floor M9
Atlanta, Georgia 30303-8803
Phone: (404) 562-5136
AND
PHILIP.A.SHANNIN@USACE.ARMY.MIL

In order for an RFA to be accepted by the Corps, the Corps must determine that it is complete, that it meets the criteria for appeal under 33 CFR part 331.5, and that it has been received by the Division Office within 60 days of the date of the NAP. Should you decide to submit an RFA form, it must be received at the above address by **Not applicable**.
It is not necessary to submit an RFA form to the Division Office if you do not object to the determination in this correspondence.

SAW-2023-01637

David Moose

Digitally signed by David Moose
Date: 2023.08.24 14:50:50 -04'00'

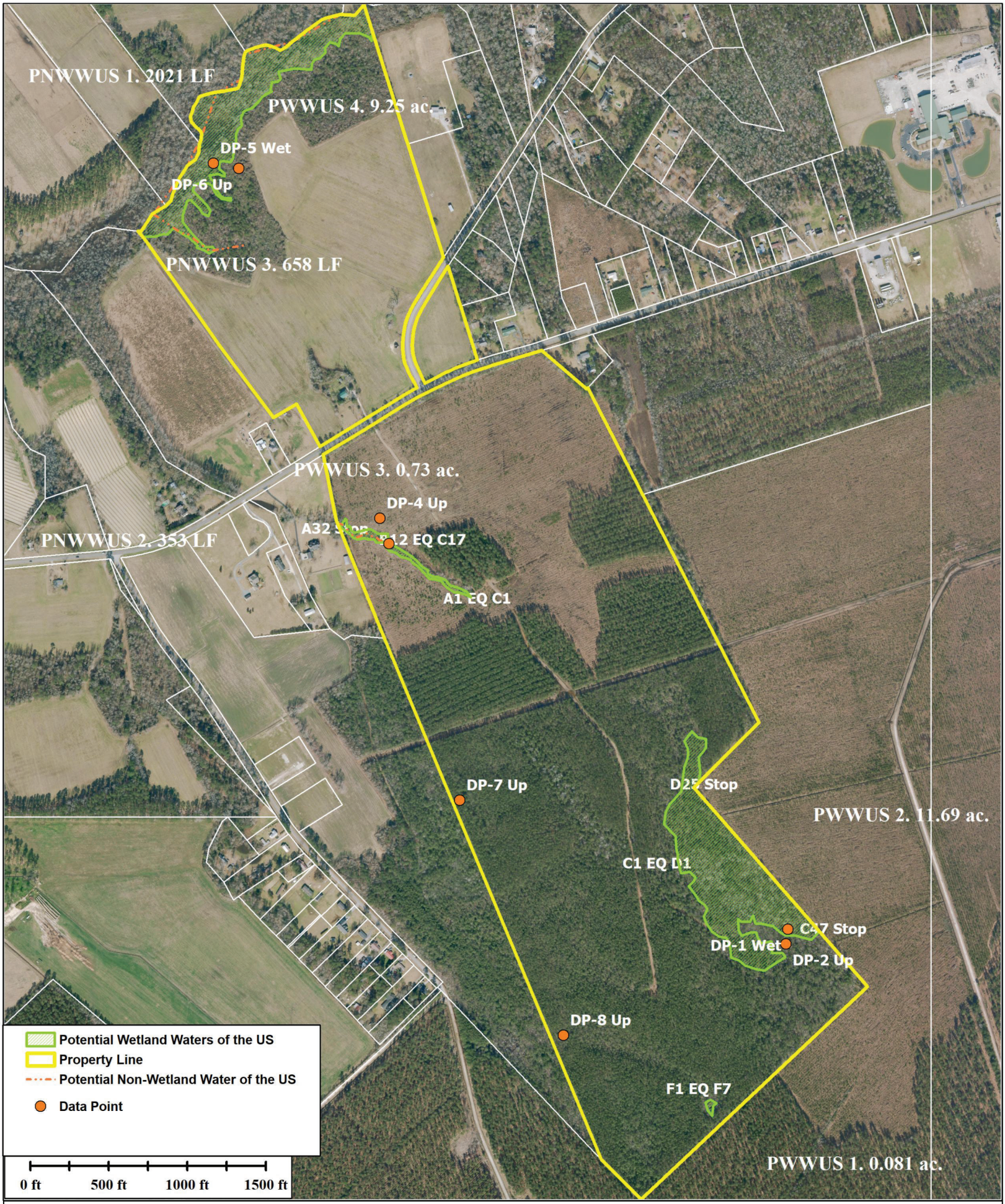
Corps Regulatory Official: _____

Date of JD: **08/24/2023** Expiration Date of JD: **Not applicable**

The Wilmington District is committed to providing the highest level of support to the public. To help us ensure we continue to do so, please complete our Customer Satisfaction Survey, located online at https://regulatory.ops.usace.army.mil/customer-service-survey/.

Copy Furnished:

SEGI: David Scibetta



Map Source: 2020 NC Statewide Orthoimagery

All lines are approximate and should be used for planning purposes only.

Field Sketch of Wetlands
Bowen Caputo
Burgaw, Pender Co., N.C.
08/10/2023 023-127.01

N

NOTIFICATION OF ADMINISTRATIVE APPEAL OPTIONS AND PROCESS AND REQUEST FOR APPEAL

Applicant: **Bowen Caputo Family Limited Partnership c/o,**	File Number: **SAW-2023-01637**	Date: **08/24/2023**

Attached is:		See Section below
☐	INITIAL PROFFERED PERMIT (Standard Permit or Letter of permission)	A
☐	PROFFERED PERMIT (Standard Permit or Letter of permission)	B
☐	PERMIT DENIAL WITHOUT PREJUDICE	C
☐	PERMIT DENIAL WITH PREJUDICE	D
☐	APPROVED JURISDICTIONAL DETERMINATION	E
☒	PRELIMINARY JURISDICTIONAL DETERMINATION	F

SECTION I

The following identifies your rights and options regarding an administrative appeal of the above decision. Additional information may be found at https://www.usace.army.mil/Missions/Civil-Works/Regulatory-Program-and-Permits/appeals/ or Corps regulations at 33 CFR Part 331.

A: INITIAL PROFFERED PERMIT: You may accept or object to the permit

- ACCEPT: If you received a Standard Permit, you may sign the permit document and return it to the district engineer for final authorization. If you received a Letter of Permission (LOP), you may accept the LOP and your work is authorized. Your signature on the Standard Permit or acceptance of the LOP means that you accept the permit in its entirety, and waive all rights to appeal the permit, including its terms and conditions, and approved jurisdictional determinations associated with the permit.

- OBJECT: If you object to the permit (Standard or LOP) because of certain terms and conditions therein, you may request that the permit be modified accordingly. You must complete Section II of this form and return the form to the district engineer. Upon receipt of your letter, the district engineer will evaluate your objections and may: (a) modify the permit to address all of your concerns, (b) modify the permit to address some of your objections, or (c) not modify the permit having determined that the permit should be issued as previously written. After evaluating your objections, the district engineer will send you a proffered permit for your reconsideration, as indicated in Section B below.

B: PROFFERED PERMIT: You may accept or appeal the permit

- ACCEPT: If you received a Standard Permit, you may sign the permit document and return it to the district engineer for final authorization. If you received a Letter of Permission (LOP), you may accept the LOP and your work is authorized. Your signature on the Standard Permit or acceptance of the LOP means that you accept the permit in its entirety, and waive all rights to appeal the permit, including its terms and conditions, and approved jurisdictional determinations associated with the permit.

- APPEAL: If you choose to decline the proffered permit (Standard or LOP) because of certain terms and conditions therein, you may appeal the declined permit under the Corps of Engineers Administrative Appeal Process by completing Section II of this form and sending the form to the division engineer. This form must be received by the division engineer within 60 days of the date of this notice.

C. PERMIT DENIAL WITHOUT PREJUDICE: Not appealable
You received a permit denial without prejudice because a required Federal, state, and/or local authorization and/or certification has been denied for activities which also require a Department of the Army permit before final action has been taken on the Army permit application. The permit denial without prejudice is not appealable. There is no prejudice to the right of the applicant to reinstate processing of the Army permit application if subsequent approval is received from the appropriate Federal, state, and/or local agency on a previously denied authorization and/or certification.

D: PERMIT DENIAL WITH PREJUDICE: You may appeal the permit denial
You may appeal the denial of a permit under the Corps of Engineers Administrative Appeal Process by completing Section II of this form and sending the form to the division engineer. This form must be received by the division engineer within 60 days of the date of this notice.

E: APPROVED JURISDICTIONAL DETERMINATION: You may accept or appeal the approved JD or provide new information for reconsideration

- ACCEPT: You do not need to notify the Corps to accept an approved JD. Failure to notify the Corps within 60 days of the date of this notice means that you accept the approved JD in its entirety and waive all rights to appeal the approved JD.

- APPEAL: If you disagree with the approved JD, you may appeal the approved JD under the Corps of Engineers Administrative Appeal Process by completing Section II of this form and sending the form to the division engineer. This form must be received by the division engineer within 60 days of the date of this notice.

- RECONSIDERATION: You may request that the district engineer reconsider the approved JD by submitting new information or data to the district engineer within 60 days of the date of this notice. The district will determine whether the information submitted qualifies as new information or data that justifies reconsideration of the approved JD. A reconsideration request does not initiate the appeal process. You may submit a request for appeal to the division engineer to preserve your appeal rights while the district is determining whether the submitted information qualifies for a reconsideration.

F: PRELIMINARY JURISDICTIONAL DETERMINATION: Not appealable

You do not need to respond to the Corps regarding the preliminary JD. The Preliminary JD is not appealable. If you wish, you may request an approved JD (which may be appealed), by contacting the Corps district for further instruction. Also, you may provide new information for further consideration by the Corps to reevaluate the JD.

POINT OF CONTACT FOR QUESTIONS OR INFORMATION:

If you have questions regarding this decision you may contact: District Engineer, Wilmington Regulatory Division Attn: David Moose Wilmington Regulatory Office U.S Army Corps of Engineers 69 Darlington Avenue Wilmington, North Carolina 28403	If you have questions regarding the appeal process, or to submit your request for appeal, you may contact: Philip Shannin Regulatory Appeals Review Officer South Atlantic Division 60 Forsyth St SW, Floor M9 Atlanta, Georgia 30303-8803 Philip.A.Shannin2@usace.army.mil 404-562-5136

SECTION II – REQUEST FOR APPEAL or OBJECTIONS TO AN INITIAL PROFFERED PERMIT

REASONS FOR APPEAL OR OBJECTIONS: (Describe your reasons for appealing the decision or your objections to an initial proffered permit in clear concise statements. Use additional pages as necessary. You may attach additional information to this form to clarify where your reasons or objections are addressed in the administrative record.)

ADDITIONAL INFORMATION: The appeal is limited to a review of the administrative record, the Corps memorandum for the record of the appeal conference or meeting, and any supplemental information that the review officer has determined is needed to clarify the administrative record. Neither the appellant nor the Corps may add new information or analyses to the record. However, you may provide additional information to clarify the location of information that is already in the administrative record.

RIGHT OF ENTRY: Your signature below grants the right of entry to Corps of Engineers personnel, and any government consultants, to conduct investigations of the project site during the course of the appeal process. You will be provided a 15-day notice of any site investigation and will have the opportunity to participate in all site investigations.

_____ Signature of appellant or agent.	Date:
Email address of appellant and/or agent:	Telephone number:

PRELIMINARY JURISDICTIONAL DETERMINATION (PJD) FORM

BACKGROUND INFORMATION

A. REPORT COMPLETION DATE FOR PJD: 08/24/2023

B. NAME AND ADDRESS OF PERSON REQUESTING PJD: Bowen Caputo Family Limited Partnership c/o, PO Box 486, Burgaw, NC 28425

C. DISTRICT OFFICE, FILE NAME, AND NUMBER: Wilmington District, 2630 N.C. Hwy 53 W / Burgaw / Pender, SAW-2023-01637

D. PROJECT LOCATION(S) AND BACKGROUND INFORMATION: 2630 NC Hwy 53 W in Burgaw, NC. Pender County Parcel ID: 3218-28-4425-000.

(USE THE TABLE BELOW TO DOCUMENT MULTIPLE AQUATIC RESOURCES AND/OR AQUATIC RESOURCES AT DIFFERENT SITES)

State: NC County: Pender City: Burgaw
Center coordinates of site (lat/long in degree decimal format): Latitude: 34.540553 Longitude: -77.964459

Universal Transverse Mercator:

Name of nearest waterbody: Long Creek

E. REVIEW PERFORMED FOR SITE EVALUATION (CHECK ALL THAT APPLY):

☐Office (Desk) Determination. Date:

☒Field Determination. Date(s):08/23/2023

TABLE OF AQUATIC RESOURCES IN REVIEW AREA WHICH "MAY BE" SUBJECT TO REGULATORY JURISDICTION

Site Number	Latitude (decimal degrees)	Longitude (decimal degrees)	Estimated amount of aquatic resources in review area (acreage and linear feet, if applicable	Type of aquatic resources (i.e., wetland vs. non-wetland waters)	Geographic authority to which the aquatic resource "may be" subject (i.e., Section 404 or Section 10/404)
PWWUS 1	34.528984	77.958815	0.08 ac.	Wetland	Section 404
PWWUS 2	34.532786	77.958301	11.69 ac.	Wetland	Section 404
PWWUS 3	34.538977	77.965767	0.73 ac.	Wetland	Section 404
PWWUS 4	34.545993	77.968803	9.25 ac.	Wetland	Section 404
PNWWUS 1	34.546281	77.969263	2021 LF	Non-wetland water	Section 404
PNWWUS 2	34.539022	77.966024	353 LF	Non-wetland water	Section 404
PNWWUS 3	34.544092	77.968827	658 LF	Non-wetland water	Section 404

1. The Corps of Engineers believes that there may be jurisdictional aquatic resources in the review area, and the requestor of this PJD is hereby advised of his or her option to request and obtain an approved JD (AJD) for that review area based on an informed decision after having discussed the various types of JDs and their characteristics and circumstances when they may be appropriate.
2. In any circumstance where a permit applicant obtains an individual permit, or a Nationwide General Permit (NWP) or other general permit verification requiring "pre- construction notification" (PCN), or requests verification for a non-reporting NWP or other general permit, and the permit applicant has not requested an AJD for the activity, the permit applicant is hereby made aware that: (1) the permit applicant has elected to seek a permit authorization based on a PJD, which does not make an official determination of jurisdictional aquatic resources; (2) the applicant has the option to request an AJD before accepting the terms and conditions of the permit authorization, and that basing a permit authorization on an AJD could possibly result in less compensatory mitigation being required or different special conditions; (3) the applicant has the right to request an individual permit rather than accepting the terms and conditions of the NWP or other general permit authorization; (4) the applicant can accept a permit authorization and thereby agree to comply with all the terms and conditions of that permit, including whatever mitigation requirements the Corps has determined to be necessary; (5) undertaking any activity in reliance upon the subject permit authorization without requesting an AJD constitutes the applicant's acceptance of the use of the PJD; (6) accepting a permit authorization (e.g., signing a proffered individual permit) or undertaking any activity in reliance on any form of Corps permit authorization based on a PJD constitutes agreement that all aquatic resources in the review area affected in any way by that activity will be treated as jurisdictional, and waives any challenge to such jurisdiction in any administrative or judicial compliance or enforcement action, or in any administrative appeal or in any Federal court; and (7) whether the applicant elects to use either an AJD or a PJD, the JD will be processed as soon as practicable. Further, an AJD, a proffered individual permit (and all terms and conditions contained therein), or individual permit denial can be administratively appealed pursuant to 33 C.F.R. Part 331. If, during an administrative appeal, it becomes appropriate to make an official determination whether geographic jurisdiction exists over aquatic resources in the review area, or to provide an official delineation of jurisdictional aquatic resources in the review area, the Corps will provide an AJD to accomplish that result, as soon as is practicable. This PJD finds that there *"may be"* waters of the U.S. and/or that there *"may be"* navigable waters of the U.S. on the subject review area, and identifies all aquatic features in the review area that could be affected by the proposed activity, based on the following information:

SUPPORTING DATA. Data reviewed for PJD (check all that apply)

Checked items should be included in subject file. Appropriately reference sources below where indicated for all checked items:

☒ Maps, plans, plots or plat submitted by or on behalf of the PJD requestor: Field Sketch Map: Field Sketch of Wetlands

☒ Data sheets prepared/submitted by or on behalf of the PJD requestor.

☒ Office concurs with data sheets/delineation report.

☐ Office does not concur with data sheets/delineation report. Rationale:

☐ Data sheets prepared by the Corps:

☐ Corps navigable waters' study:

☐ U.S. Geological Survey Hydrologic Atlas:

☐ USGS NHD data.

☐ USGS 8 and 12 digit HUC maps.

☒ U.S. Geological Survey map(s). Cite scale & quad name: 1:24k Burgaw

☒ Natural Resources Conservation Service Soil Survey. Citation: Soil Survey of Pender County

☐ National wetlands inventory map(s). Cite name:

☐ State/local wetland inventory map(s):

☐ FEMA/FIRM maps:

☐ 100-year Floodplain Elevation is: (National Geodetic Vertical Datum of 1929)

☒ Photographs: ☒ Aerial (Name & Date): 2020 NC CGIA Othoimagery

or ☐ Other (Name & Date):

☐ Previous determination(s). File no. and date of response letter:

☐ Other information (please specify):

IMPORTANT NOTE: The information recorded on this form has not necessarily been verified by the Corps and should not be relied upon for later jurisdictional determinations.

David Moose

Digitally signed by David Moose
Date: 2023.08.24 14:51:07 -04'00'

Signature and date of Regulatory staff member completing PJD
8/24/2023

Signature and date of person requesting PJD (REQUIRED, unless obtaining the signature is impracticable)[1]

[1] Districts may establish timeframes for requester to return signed PJD forms. If the requester does not respond within the established time frame, the district may presume concurrence and no additional follow up is necessary prior to finalizing an action.

Agenda Item 1 Request: To rezone PIN 3229-60-0564-0000 from RA, Rural Agricultural to R-20 Residential Conditional Zoning for a 487-lot single-family residential subdivision.	Hearing Date: 06.18.2024

The Board of Commissioners Consistency Statement
(To be read into the record as a motion, seconded and voted upon)

___ Approval – this request is consistent with the goals and policies of the following plan(s) adopted by the Town of Burgaw:

( ) Burgaw 2030: Town of Burgaw Comprehensive Land Use Plan
( ) Other: _____

The Board of Commissioners considers its approval to be reasonable and in the public interest because: (Please provide reasons which can be found in the staff report)

The proposal promotes the development and preservation of quality housing that is affordable across the full spectrum of household incomes and meets the needs and preferences of Burgaw's households.

___ Rejected – this request is not consistent with the goals and policies of the following plan(s) adopted by the Town of Burgaw:

( ) Burgaw 2030: Town of Burgaw Comprehensive Land Use Plan
( ) Other: _____

The Board of Commissioners considers its rejection to be reasonable and in the public interest because:

The proposal is inconsistent with the Future Land Use Map adopted by the Town. Therefore, The Board of Commissioners recommends rejection of this request.

Comments:

This report reflects the recommendation of the Town of Burgaw Board of Commissioners, this the 18th day of June 2024.

Attest:

_____
Mayor

TIMMONS GROUP
YOUR VISION ACHIEVED THROUGH OURS.

Summary of Discussion From the Neighborhood Meeting			
Project:	Bowen Caputo	**Meeting Date:**	4/1/2024
Applicant:	DR Horton	**Place/ Room:**	Hankins Memorial Park - Burgaw
Contact Information:	Timmons Group - john.wall@timmons.com	**Time:**	6:00 p.m.

Summary of questions/ comments and responses from the neighborhood meeting:

Questions/ Concern #1: Timeline of houses.

Applicant Response: 2 years for Phase 1 and last Phase 4-5 years. Depends on permitting and market.

Questions/ Concern #2: Water/Flooding on neighboring parcels.

Applicant Response: There are no proposed impacts to the FEMA floodplain or floodway. The storm water infrastructure is designed to handle a once in every 25 years 24-hour storm event. The Low Impact Design will preserve natural areas and mitigate the impact of storm water runoff.

Questions/ Concern #3: How will water/sewer be provided?

Applicant Response: Offsite extensions. Water is currently being looked and decided on for best solution. Sewer will be forcemained to existing wet well and pump station #1 located at 300 E. Wallace Street.

Questions/ Concern #4: Runoff adjacent to lots 47-58.

Applicant Response: We will propose a drainage ditch to divert any rear yard drainage away from the adjacent properties and into the NCDOT R/W instead.

Questions/ Concern #5: Fire department, Police response time, Impact to school system.

Applicant Response: These are valid concerns with any growth of a Town. The property taxes for the proposed development will go towards these services to support the new demand.

Questions/ Concern #6: Speed limit on NC-53 in front of site.

Applicant Response: We do not have current plans to apply for a reduction in speed limit but are happy to make the request.

TIMMONS GROUP
YOUR VISION ACHIEVED THROUGH OURS.

Summary of Discussion From the Neighborhood Meeting			
Project:	Bowen Caputo	**Meeting Date:**	4/1/2024
Applicant:	DR Horton	**Place/ Room:**	Hankins Memorial Park - Burgaw
Contact Information:	Timmons Group - john.wall@timmons.com	**Time:**	6:00 p.m.

Summary of questions/ comments and responses from the neighborhood meeting:

Questions/ Concern #7:	Neighbors are concerned about high density and its relation to light pollution, overloading fire/ems/schools/grocery stores, and traffic concerns.
Applicant Response:	We have an approved Traffic Impact Analysis (TIA) and turn lane improvements are shown on plan. The proposed community is less than 2 dwelling units per acre and is preserving significant amounts of open space to provide a nature friendly subdivision, with large areas of contiguous forested habitats.
Questions/ Concern #8:	Neighbors do not want to be annexed into the city limits.
Applicant Response:	This property being annexed will not affect surrounding property owners.
Questions/ Concern #9:	Flooding on adjacent properties and especially on NC-53 to the west of our site where a stream and pond exist.
Applicant Response:	There are no proposed impacts to the FEMA floodplain or floodway. The storm water infrastructure is designed to handle a once in every 25 years 24-hour storm event. The Low Impact Design will preserve natural areas and mitigate the impact of storm water runoff.
Questions/ Concern #10:	Quality control for the subcontractors that will be working on site.
Applicant Response:	Our Wilmington division works hard to make sure that all contractors and subcontractors that we hire are high quality. That is ongoing process for us to assess the quality of vendors we hire and reassess if we feel that our expectation for quality is not being met.
Questions/ Concern #11:	They are worried that our subdivision will destroy the history of that part of Town.
Applicant Response:	The project is in compliance with Section 106 of the National Historic Preservation Act. The USACE did not see any issues due to the distance from the wetland to the Stoney Run Historic District. The properties in this land are intended to remain rural in nature.
Questions/ Concern #12:	We were specifically asked to not name the site "Stoney Run" since an adjacent property goes by the name "Stoney Run Farm".
Applicant Response:	Acknowledged.

TIMMONS GROUP
YOUR VISION ACHIEVED THROUGH OURS.

Summary of Discussion From the Neighborhood Meeting			
Project:	Bowen Caputo	**Meeting Date:**	4/10/2024
Applicant:	DR Horton	**Place/ Room:**	Hankins Memorial Park - Burgaw
Contact Information:	Timmons Group - john.wall@timmons.com	**Time:**	4:00 p.m.

Summary of questions/ comments and responses from the neighborhood meeting:

Questions/ Concern #1:	Concerns about the amount of trees within the 20' buffer.
Applicant Response:	This is a nature friendly subdivision, with large areas of contiguous forested habitats. Trees will be maintained in the buffer and will be replanted and supplemented where needed.
Questions/ Concern #2:	Concerns on the Wetlands / Total Wetlands.
Applicant Response:	This is a nature friendly subdivision, with large areas of contiguous forested habitats. The wetland delineation was confirmed by the US Army Corps of Engineers on 8/24/2023, with a total of 21.75 acres of wetlands. The proposed impacts to the wetlands are 0.0810 acres. This totals to 0.4% of wetlands on site.
Questions/ Concern #3:	Henry Brown Road Drainage and Flooding.
Applicant Response:	There are no proposed impacts to the FEMA floodplain or floodway. The storm water infrastructure is designed to handle a once in every 25 years 24-hour storm event. The Low Impact Design will preserve natural areas and mitigate the impact of storm water runoff.
Questions/ Concern #4:	Flooding over Hwy 53.
Applicant Response:	There are no proposed impacts to the FEMA floodplain or floodway. The storm water infrastructure is designed to handle a once in every 25 years 24-hour storm event. The Low Impact Design will preserve natural areas and mitigate the impact of storm water runoff.
Questions/ Concern #5:	Teal Brier Dumping Stormwater.
Applicant Response:	Acknowledged.
Questions/ Concern #6:	Affect on animals / Endangered Species (Woodpecker)
Applicant Response:	Timmons Group completed a Threatened & Endangered Species Report and determined the project will have no effect on the Red Cockaded Woodpecker species (RCW) because RCW nesting and roosting pine trees are typically found in open stands with little or no hardwood mid-story and few or no overstory hardwoods. There are no habitats like this on site. RCWs will abandon otherwise suitable nesting/roosting areas when the mid-story approaches cavity height; therefore, midstory height should generally be less than 12 feet. The US Fish and Wildlife Service (USFWS) concurred with TImmons Group determinations on 11/29/23.

TIMMONS GROUP
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Summary of Discussion From the Neighborhood Meeting			
Project:	Bowen Caputo	**Meeting Date:**	4/10/2024
Applicant:	DR Horton	**Place/ Room:**	Hankins Memorial Park - Burgaw
Contact Information:	Timmons Group - john.wall@timmons.com	**Time:**	4:00 p.m.

Summary of questions/ comments and responses from the neighborhood meeting:

Questions/ Concern #7: State law on the Rezoning of Agricultural Land.

Applicant Response: This protects farms from being involuntarily rezoned. A voluntary rezoning request is permitted by state law. A county or town can't rezone agricultural land without the owner's permission.

Questions/ Concern #8: Concerns with the limited amount of neighbors notified.

Applicant Response: The Neighbors within the 500' of the properties were notified Per UDO Section 4.1.1 (B). The list was also confirmed with Gilbert Combs prior to sending letters out.

Questions/ Concern #9: Cost of Water / Sewer if annexed into town.

Applicant Response: The rates will be provided and controlled by the Town.

Questions/ Concern #10: Traffic Concerns. Asked to provide TIA.

Applicant Response: The (TIA) Traffic Impact Analysis was approved by the NCDOT on January 17, 2023. This was included in the Submittal package.

Questions/ Concern #11: Impact on Schools / Number of Children.

Applicant Response: School districts have their own calculations based on proposed developments in their district regarding the anticipated number of children.

Questions/ Concern #12: Will roads be built to NCDOT or Town Standards.

Applicant Response: The roads were designed to both NCDOT standards & Town Standards.

TIMMONS GROUP
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Summary of Discussion From the Neighborhood Meeting			
Project:	Bowen Caputo	**Meeting Date:**	4/10/2024
Applicant:	DR Horton	**Place/ Room:**	Hankins Memorial Park - Burgaw
Contact Information:	Timmons Group - john.wall@timmons.com	**Time:**	4:00 p.m.

Summary of questions/ comments and responses from the neighborhood meeting:

Questions/ Concern #13: Why did the developer think 500+ houses would be okay?

Applicant Response: The property is over 280 acres, the proposed development is less than 2 dwelling units per acre. While a significant number of units, there are significant infrastructure costs for building a neighborhood. More units work to keep the home prices reasonable.

Questions/ Concern #14: Houses being built on uncured conc. Slab / Cheap siding blowing off.

Applicant Response: Our homes are built in accordance with building code and are reviewed by our construction managers and external inspectors to verify that the home building process has followed building code requirements.

Questions/ Concern #15: Price point and Size.

Applicant Response: Home prices will be market rate at the time of sale. The homes we plan to build in this neighborhood vary in size from 1,500-2,500 square feet. A neighborhood with similar homes is called Sidbury Station which is on Sidbury Road in New Hanover County. The prices for homes in that neighborhood may not be a close representation of the market price for homes in this proposed neighborhood.

Questions/ Concern #16: The responsibility of the developer with flooding occurs.

Applicant Response: There are no proposed impacts to the FEMA floodplain or floodway. The storm water infrastructure is designed to handle a once in every 25 years 24-hour storm event. The Low Impact Design will preserve natural areas and mitigate the impact of storm water runoff.

Questions/ Concern #17: Impact on Schools / Number of Children

Applicant Response: School districts have their own calculations based on proposed developments in their district regarding the anticipated number of children.

Questions/ Concern #18: Will there be an HOA?

Applicant Response: Yes.

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Summary of Discussion From the Neighborhood Meeting			
Project:	Bowen Caputo	**Meeting Date:**	4/10/2024
Applicant:	DR Horton	**Place/ Room:**	Hankins Memorial Park - Burgaw
Contact Information:	Timmons Group - john.wall@timmons.com	**Time:**	4:00 p.m.

Summary of questions/ comments and responses from the neighborhood meeting:

Questions/ Concern #19: Seasonal high of property / Geotech Report.

Applicant Response: There are no proposed impacts to the FEMA floodplain or floodway. The storm water infrastructure is designed to handle a once in every 25 years 24-hour storm event. The Low Impact Design will preserve natural areas and mitigate the impact of storm water runoff.

Questions/ Concern #20: If private, where will children wait for buses?

Applicant Response: We will work with the school system, NCDOT and the Town for safe bus stop locations for the neighborhood.

Questions/ Concern #21: Excessive number of units.

Applicant Response: Understand your concern. The property is over 280 acres, the proposed development is less than 2 dwelling units per acre. While a significant number of units, there are significant infrastructure costs for building a neighborhood. More units work to keep the home prices reasonable.

Questions/ Concern #22: D.R. Horton bad reviews. Want Quality over Quantity

Applicant Response: We are always striving to get better QA/QC in our home building process to make sure that home buyers are happy with their purchase. We send out surveys to homeowners after they have purchased and moved into their home to assure that they are pleased with the quality. We also have a very successful warranty team to make sure all homeowners are taken care of if issues arise.

Questions/ Concern #23: Do not want change.

Applicant Response: Acknowledged.

Questions/ Concern #24: Local builder at meeting denied from building homes.

Applicant Response: Acknowledged.

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Summary of Discussion From the Neighborhood Meeting			
Project:	Bowen Caputo	**Meeting Date:**	4/10/2024
Applicant:	DR Horton	**Place/ Room:**	Hankins Memorial Park - Burgaw
Contact Information:	Timmons Group - john.wall@timmons.com	**Time:**	4:00 p.m.

Summary of questions/ comments and responses from the neighborhood meeting:

Questions/ Concern #25: Drainage after impervious in development.

Applicant Response: There are no proposed impacts to the FEMA floodplain or floodway. The storm water infrastructure is designed to handle a once in every 25 years 24-hour storm event. The Low Impact Design will preserve natural areas and mitigate the impact of storm water runoff.

Questions/ Concern #26: Taxing after development.

Applicant Response: Taxes for adjacent property owners will not change. If this property is annexed into the Town, residents would pay both county and town taxes.

Questions/ Concern #27: Concerns of houses being built on bad land / Perc Test

Applicant Response: The Geotech report has been done and during construction a professional geotechnical engineer shall be on site for compaction testing & results.

Questions/ Concern #28: Traffic on Henry Brown Rd.

Applicant Response: Acknowledged. The (TIA) Traffic Impact Analysis was approved by the NCDOT on January 17, 2024. This was included in the Submittal package.

Questions/ Concern #29: Does not fit in the Community.

Applicant Response: The project is in compliance with Section 106 of the National Historic Preservation Act. The USACE did not see any issues due to the distance from the wetland to the Stoney Run Historic District. The properties in this land are intended to remain rural in nature.

Questions/ Concern #30: Paying taxes for the increase of children in schools.

Applicant Response: The property taxes for the proposed development will go towards these services to support the new demand.

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Summary of Discussion From the Neighborhood Meeting			
Project:	Bowen Caputo	**Meeting Date:**	4/10/2024
Applicant:	DR Horton	**Place/ Room:**	Hankins Memorial Park - Burgaw
Contact Information:	Timmons Group - john.wall@timmons.com	**Time:**	4:00 p.m.

Summary of questions/ comments and responses from the neighborhood meeting:

Questions/ Concern #31:	Who is in charge for deciding modifications to setbacks / Lot specifications?
Applicant Response:	For conditional rezoning, we request the modifications and work with the towns board to come to an agreement.
Questions/ Concern #32:	Could the number of lots be lowered?
Applicant Response:	The applicant/Developer is looking into options.
Questions/ Concern #33:	Improve appearance, size of buffers for adjacent property owners.
Applicant Response:	This is a nature friendly subdivision, with large areas of contiguous forested habitats. Trees will be maintained in the 20' buffer and will be replanted and supplemented where needed.
Questions/ Concern #34:	Look at flooding affect from Hurricane Florence via Aerial Imagery.
Applicant Response:	There are no proposed impacts to the FEMA floodplain or floodway. The storm water infrastructure is designed to handle a once in every 25 years 24-hour storm event. The Low Impact Design will preserve natural areas and mitigate the impact of storm water runoff.

RESOLUTION 2024-16

ADOPTING A STATEMENT OF CONSISTENCY REGARDING AN AMENDMENT OF THE OFFICIAL ZONING MAP OF THE TOWN OF BURGAW REQUESTED BY ELIZABETH SHELTON OF D.R. HORTON INC. TO REZONE PROPERTY LOCATED AT 2630 NC HWY 53 W (PARCEL IDENTIFICATION NUMBER 3218-28-4425-0000) FROM RA RURAL AGRICULTURAL TO R-20 (CZ), RESIDENTIAL CONDITIONAL DISTRICT ZONING FOR A 487-LOT, SINGLE-FAMILY RESIDENTIAL SUBDIVISION.

WHEREAS, the Applicant, Elizabeth Shelton of D.R. Horton Inc, has requested the Town amend the Official Zoning Map of the Town of Burgaw to rezone property located at 2630 NC HWY 53 W (Parcel Identification Number 3218-28-4425-0000.) RA Rural Agricultural to R-20 (CZ), Residential Conditional District Zoning for a 487-lot, single-family residential subdivision; and

WHEREAS, Planning Staff has reviewed the proposed rezoning for consistency with the Town of Burgaw 2030 Comprehensive Land Use Plan and has presented those findings to the Town of Burgaw Planning Board and the Town of Burgaw Board of Commissioners; and

WHEREAS, the Town of Burgaw Planning Board, at their April 18, 2024, meeting, voted to continue the applicant's proposal with a vote of 5-2; and

WHEREAS, the Town of Burgaw Planning Board, at their May 16, 2024, meeting, after the applicant resubmitted with a reduction in lots from 531 to 487 single family detached lots, recommended denial in the Draft Comprehensive Plan Consistency Statement to the Board of Commissioners with a vote of 4-2; and

WHEREAS, the Town of Burgaw Board of Commissioners examined the Staff Report and Draft Comprehensive Plan Consistency Statement at their June 18, 2024, meeting and found the proposed rezoning [is / is not] consistent with the Town of Burgaw 2030 Comprehensive Land Use Plan Future Land Use Classification Map, [is / is not] reasonable, and [is / is not] in the public interest.

NOW THEREFORE BE IT RESOLVED BY THE TOWN OF BURGAW BOARD OF COMMISSIONERS THAT the proposed rezoning [is / is not] consistent with the Future Land Use Map and [does / does not] conflict with the Town of Burgaw 2030 Comprehensive Plan. Therefore, The Town of Burgaw Board of Commissioners [approves / denies] this request.

Land Use Map adopted by the Town

Adopted this 18th day of June 2024.

Attest: _____ Signed: _____

Kristin J. Wells, Town Clerk G. Olivia Dawson, Mayor

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ORDINANCE 2024-15

A MAP AMENDMENT OF THE OFFICIAL ZONING MAP OF THE TOWN OF BURGAW REQUESTED BY ELIZABETH SHELTON OF D.R. HORTON INC. TO REZONE PROPERTY LOCATED AT 2630 NC HWY 53 W (PARCEL IDENTIFICATION NUMBER 3218-28-4425-0000) FROM RA RURAL AGRICULTURAL TO R-20 (CZ), RESIDENTIAL CONDITIONAL DISTRICT ZONING FOR A 487-LOT, SINGLE-FAMILY RESIDENTIAL SUBDIVISION.

WHEREAS, the Applicant, Elizabeth Shelton of D.R. Horton Inc, has requested the Town amend the Official Zoning Map of the Town of Burgaw to rezone property located at 2630 NC HWY 53 W (Parcel Identification Number 3218-28-4425-0000.) RA Rural Agricultural to R-20 (CZ), Residential Conditional District Zoning for a 487-lot, single-family residential subdivision; and

WHEREAS, Planning Staff has reviewed the proposed rezoning for consistency with the Town of Burgaw 2030 Comprehensive Land Use Plan and has presented those findings to the Town of Burgaw Planning Board and the Town of Burgaw Board of Commissioners; and

WHEREAS, the Town of Burgaw Planning Board, at their April 18, 2024, meeting, voted to continue the applicant's proposal with a vote of 5-2; and

WHEREAS, the Town of Burgaw Planning Board, at their May 16, 2024, meeting, after the applicant resubmitted with a reduction in lots from 531 to 487 single family detached lots, recommended denial in the Draft Comprehensive Plan Consistency Statement to the Board of Commissioners with a vote of 4-2; and

WHEREAS, the Town of Burgaw Board of Commissioners examined the Staff Report and Draft Comprehensive Plan Consistency Statement at their June 18, 2024, meeting and found the proposed rezoning [is / is not] consistent with the Town of Burgaw 2030 Comprehensive Land Use Plan Future Land Use Classification Map, [is / is not] reasonable, and [is / is not] in the public interest.

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NOW THEREFORE BE IT ORDAINED:

SECTION 1. The Official Zoning Maps of the Town of Burgaw are hereby amended by removing the hereinafter described tract of land from the present RA, Rural Agricultural District and putting it in R-20 (CZ), Residential Conditional Zoning District, said tract being more particularly described as follows:

A certain tract or parcel of land lying and being in the Town of Burgaw, Pender County, North Carolina and being that tract "A" as described in book Book 1542, at Page 47 and plat recorded in Map Book 34 at Page 144 records of the Pender County Register and being more particularly described as follows:

Parcel "A" :

COMMENCING AT A POINT, SAID POINT BEING A P.K. NATO, SET IN THE APPROXIMATE CENTERLINE OF NORTH CAROLINA HIGHWAY 53 WEST, A 60-FOOT PUBLIC RIGHT-OF-WAY, BEING APPROXIMATELY 753± FEET SOUTHEAST ALONG THE CENTERLINE OF NORTH CAROLINA HIGHWAY 53 WEST FROM ITS INTERSECTION WITH THE CENTERLINE OF HENRY BROWN ROAD (STATE ROAD 1343), A 60-FOOT PUBLIC RIGHT-OF WAY; THENCE FROM SAID **POINT-OF-COMMENCEMENT,** PROCEEDING NORTH 29°50'23" WEST, 30.01 FEET TO A ⅝" IRON ROD SET ON THE NORTHERN RIGHT-OF-WAY LINE OF NORTH CAROLINA HIGHWAY 53 WEST, A 60-FOOT PUBLIC RIGHT-OF-WAY AND BEING THE COMMON BOUNDARY CORNER OF THE SAID PARCEL "A" AND THE LANDS OF THE PROPERTY OF WILLIAM HENRY BLAKE, WITH SAID DEED RECORDED IN DEED BOOK 503, AT PAGE 94 IN THE PENDER COUNTY REGISTRARS OF DEED OFFICE AND ALSO BEING THE SAID **POINT-OF-BEGINNING;** THENCE FROM SAID **POINT-OF-BEGINNING**, PROCEEDING ALONG THE LANDS OF THE AFORESAID WILLIAM HENRY BLAKE, NORTH 29°50'23" WEST, A DISTANCE OF 308.87 FEET TO A CONCRETE MONUMENT FOUND; THENCE, TURNING AND CONTINUING ALONG THE LANDS OF WILLIAM HENRY BLAKE, SOUTH 58°52'37" WEST, A DISTANCE OF 170.02 FEET TO A 2" IRON ROD FOUND; THENCE TURNING AND, CONTINUING ALONG THE LANDS OF WILLIAM HENRY BLAKE, NORTH 36°22'46" WEST, A DISTANCE OF 1356.82 FEET TO A CONCRETE MONUMENT FOUND;

THENCE CONTINUING ON THE SAME LINE AND COURSE, NORTH 36°22'46" WEST, DISTANCE OF 110.31 FEET, TO A CONCRETE MONUMENT FOUND DAMAGED AND 0.47 FEET RIGHT OF THE SAID BOUNDARY LINE; THENCE CONTINUING ON THE SAME LINE AND COURSE, NORTH 36°22'46" WEST, DISTANCE OF 8.68 FEET TO A MEANDER LINE FOLLOWED ALONG THE STONEY BRANCH RUN; THENCE TURNING AND CONTINUING ALONG THE STONEY BRANCH RUN, SAID STONEY BRANCH RUN BEING THE PROPERTY LINE OF THE PARCEL, WITH THE FOLLOWING BEARING AND DISTANCES BEING THE MEANDER LINE AS SURVEYED :

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North 86°17'15" East, A Distance Of 7.49 Feet To A Point; Thence, North 60°32'04" East, A Distance Of 53.64 Feet, To A Point; Thence, North 35°46'09" East, A Distance Of 54.43 Feet To A Point; Thence, North 01°04'14" West, A Distance Of 36.41 Feet To A Point; Thence, North 03°58'20" East, A Distance Of 23.31 Feet To A Point; Thence, North 82°02'16" East, A Distance Of 52.78 Feet To A Point; Thence, North 62°40'22" East, A Distance Of 26.37 Feet To A Point; Thence, North 50°39'46" East, A Distance Of 67.72 Feet To A Point; Thence, North 29°44'19" East, A Distance Of 62.94 Feet To A Point; Thence, North 27°35'12" East, A Distance Of 41.57 Feet To A Point; Thence, North 21°03'42" East, A Distance Of 42.89 Feet To A Point; Thence, North 26°35'53" East, A Distance Of 53.38 Feet To A Point; Thence, North 34°44'04" East, A Distance Of 33.30 Feet To A Point; Thence, North 37°30'43" East, A Distance Of 54.31 Feet To A Point; Thence, South 85°44'47" East, A Distance Of 24.35 Feet To A Point; Thence, North 41°20'17" East, A Distance Of 46.30 Feet To A Point; Thence, North 02°35'39" East, A Distance Of 34.97 Feet To A Point; Thence, North 00°59'29" East, A Distance Of 52.10 Feet To A Point; Thence, North 19°21'46" East, A Distance Of 42.82 Feet To A Point; Thence, North 19°46'14" West, A Distance Of 39.51 Feet To A Point; Thence, North 38°03'52" West, A Distance Of 24.34 Feet To A Point; Thence, North 33°58'31" West, A Distance Of 52.91 Feet To A Point; Thence, North 71°33'19" East, A Distance Of 29.22 Feet To A Point; Thence, North 49°33'41" East, A Distance Of 22.82 Feet To A Point; Thence, North 72°30'52" West, A Distance Of 24.05 Feet To A Point; Thence, North 65°39'16" West, A Distance Of 41.79 Feet To A Point; Thence, North 30°36'04" East, A Distance Of 39.51 Feet To A Point; Thence, North 22°13'23" East, A Distance Of 66.46 Feet To A Point; Thence, North 57°43'50" East, A Distance Of 61.86 Feet To A Point; Thence, South 67°41'33" East, A Distance Of 33.92 Feet To A Point; Thence, North 79°16'54" East, A Distance Of 69.33 Feet To A Point; Thence, South 75°34'55" East, A Distance Of 37.52 Feet To A Point; Thence, South 88°22'13" East, A Distance Of 16.25 Feet To A Point; Thence, North 04°58'22" West, A Distance Of 33.41 Feet To A Point; Thence, North 11°09'51" West, A Distance Of 51.05 Feet To A Point; Thence, North 03°46'03" East, A Distance Of 60.29 Feet To A Point; Thence, North 15°57'25" East, A Distance Of 90.26 Feet To A Point; Thence, North 44°41'32" East, A Distance Of 50.90 Feet To A Point; Thence, North 74°13'34" East, A Distance Of 53.29 Feet To A Point; Thence, North 46°40'40" East, A Distance Of 33.67 Feet To A Point; Thence, North 84°13'10" East, A Distance Of 24.01 Feet To A Point; Thence, North 86°42'46" East, A Distance Of 34.11 Feet To A Point; Thence, South 61°07'19" East, A Distance Of 26.29 Feet To A Point; Thence, North 75°24'36" East, A Distance Of 4.88 Feet To A Point; Thence, North 48°35'38" East, A Distance Of 25.74 Feet To A Point; Thence, South 66°05'18" East, A Distance Of 31.56 Feet To A Point; Thence, South 89°34'24" East, A Distance Of 46.22 Feet To A Point; Thence, South 54°31'26" East, A Distance Of 58.05 Feet To A Point; Thence, North 88°21'15" East, A Distance Of 30.92 Feet To A Point; Thence, North 68°18'14" East, A Distance Of 64.32 Feet To A Point; Thence, North 26°17'34" East, A Distance Of 41.78 Feet To A Point; Thence, North 11°09'43" West, A Distance Of 29.10 Feet To A Point; Thence, North 39°16'24" East, A Distance Of 43.65 Feet To A Point; Thence, North 40°58'01" East, A

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Distance Of 42.33 Feet To A Point; Thence, North 68°01'34" East, A Distance Of 37.41 Feet To A Point; Thence, North 51°34'56" East, A Distance Of 21.04 Feet To A Point; Thence, North 45°56'14" East, A Distance Of 44.59 Feet To A Point; Thence, North 61°34'59" East, A Distance Of 21.11 Feet To A Point; Thence, South 84°12'16" East, A Distance Of 26.51 Feet To A Point; Thence, North 23°22'02" East, A Distance Of 25.48 Feet To A Point; Thence, North 85°53'55" East, A Distance Of 43.14 Feet To A Point; Thence, South 43°24'17" East, A Distance Of 22.80 Feet To A Point; Thence, South 84°03'24" East, A Distance Of 33.02 Feet To A Point; Thence, North 64°43'39" East, A Distance Of 25.11 Feet To A Point; Thence, North 60°33'02" East, A Distance Of 43.30 Feet To A Point; Thence, North 35°28'25" East, A Distance Of 43.61 Feet To A Point; Thence, North 51°12'57" East, A Distance Of 11.51 Feet To A Point; Thence Departing The Meander Line Of Stoney Branch Run, And Turning And Proceeding South 18°03'41" East, A Distance Of 224.94 Feet, Along The Boundary Line Of Parcel "A", As Surveyed To A ½" Iron Rod; Thence Continuing Along Said Course And Line, South 18°03'41" East, A Distance Of 1459.52 Feet, To A ⅝" Iron Rod Found Bent And Reset On The Northern Right-Of-Way Line Of Henry Brown Road (State Road-1453), A 60-Foot Public Right-Of-Way; Thence Turning And Proceeding Along The Northern Right-Of-Way Line Of Henry Brown Road South 32°53'04" West A Distance Of 345.04 Feet To A ⅝" Iron Rod Set; Thence Continuing Along The Northern Right-Of-Way Line Of Henry Brown Road Following A Curve To The Left, Composed Of The Following Parts: A Radius Of 470.79 Feet, A Central Angle Of 62°11'27", A Tangent Length Of 283.95 Feet, A Chord Bearing Of South 01°47'10" West, A Chord Length Of 486.29 Feet, And An Arc Length Of 511.01 Feet, To A ⅝" Iron Rod Found; Thence Continuing Along The Northern Right-Of-Way Line Of Henry Brown Road, South 29°10'00" East A Distance Of 65.13 Feet To Its Intersection With The Northern Right-Of-Way Line Of North Carolina Highway 53 West, To A ⅝" Iron Rod Found; Thence Turning And Proceeding Along The Northern Right-Of-Way Line Of North Carolina Highway 53 West Along A Curve To The Left, Composed Of The Following: A Radius Of 3,022.12 Feet, A Central Angle Of 03°26'48", A Tangent Length Of 90.92 Feet, A Chord Bearing Of South 60°05'09" West, And A Chord Distance Of 181.76 Feet, And An Arc Length Of 181.79 Feet To A ⅝" Iron Rod Found; Thence Continuing Along The Northern Right-Of-Way Line Of North Carolina Highway 53 West, South 58°22'50" West, A Distance Of 542.35 Feet To A ⅝" Iron Rod Set, The Said **Point-Of-Beginning.**

The Above-Described Parcel "A" Contains: 3,263,905 Square Feet/ And Or 74.9289 Acres.

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A certain tract or parcel of land lying and being in the Town of Burgaw, Pender County, North Carolina and being that tract "B" as described in book Book 1542, at Page 47 and plat recorded in Map Book 34 at Page 144 records of the Pender County Register and being more particularly described as follows:

Parcel "B" :

COMMENCING AT A POINT, SAID POINT BEING A P.K. NAIL, FOUND IN THE APPROXIMATE CENTERLINE OF HENRY BROWN ROAD (STATE ROAD 1343), BEING A 60-FOOT PUBLIC RIGHT-OF-WAY, AND BEING APPROXIMATELY 895± FEET NORTHEAST ALONG THE CENTERLINE OF HENRY BROWN ROAD FROM ITS INTERSECTION WITH THE CENTERLINE OF NORTH CAROLINA HIGHWAY 53 WEST, A 60-FOOT PUBLIC RIGHT-OF-WAY; THENCE PROCEEDING SOUTH18°04'17" EAST, A DISTANCE OF 39.15 FEET TO A ¾" IRON ROD FOUND ON THE SOUTHERN RIGHT-OF-WAY LINE OF THE SAID HENRY BROWN ROAD, AND BEING THE COMMON CORNER SHARED WITH THE LANDS OF ROY KOLLEN, WITH SAID DEED RECORDED IN DEED BOOK 4711, AT PAGE 689, AND BEING THE SAID **POINT-OF-BEGINNING**; THENCE, FROM SAID **POINT-OF-BEGINNING**, CONTINUING SOUTH 18°04'17" EAST, ALONG THE AFORESAID LANDS OF ROY KOLLEN, A DISTANCE OF 227.39 FEET TO A ¾" IRON ROD FOUND:

THENCE CONTINUING ALONG THE SAME COURSE AND LINE, SOUTH 18°04'17" EAST, ALONG THE LANDS OF JONATHAN D. AND AMY T. JONES, SAID DEED RECORDED IN DEED BOOK 4628, AT PAGE 2869, 389.18 FEET, TO A ⅝" IRON ROD SET ON THE NORTHERN RIGHT-OF-WAY LINE OF NORTH CAROLINA HIGHWAY 53 WEST, A 60-FOOT PUBLIC RIGHT-OF-WAY;THENCE TURNING AND FOLLOWING THE NORTHERN RIGHT-OF-WAY LINE OF NORTH CAROLINA HIGHWAY 53 WEST, ALONG A CURVE TO THE LEFT, COMPOSED OF THE FOLLOWING PARTS: A RADIUS OF 3,022.12 FEET, A CENTRAL ANGLE OF 06°53'07", A TANGENT LENGTH OF 181.80 FEET, A CHORD BEARING OF SOUTH 66°23'50" WEST, A CHORD LENGTH OF 362.94 FEET, AND AN ARC LENGTH OF 363.16 FEET TO AN EXISTING ⅝" IRON ROD FOUND AT ITS INTERSECTION WITH THE EASTERN RIGHT-OF-WAY OF THE SAID HENRY BROWN ROAD; THENCE TURNING, AND PROCEEDING ALONG THE EASTERN RIGHT-OF-WAY LINE OF HENRY BROWN ROAD, NORTH 29°23'21" WEST, A DISTANCE OF 67.13 FEET, TO AN EXISTING ⅝" IRON ROD; THENCE, CONTINUING ALONG THE EASTERN RIGHT EASTERN RIGHT-OF-WAY OF THE SAID HENRY BROWN ROAD ALONG A CURVE TO THE RIGHT, COMPOSED OF THE FOLLOWING PARTS: A RADIUS OF 410.79 FEET, A CENTRAL ANGLE OF 62°11'27", A TANGENT LENGTH OF 247.76 FEET, A CHORD BEARING OF NORTH 01°48'12" EAST, A CHORD LENGTH OF 424.31 FEET, AND AN ARC LENGTH OF 445.88 FEET TO A ⅝" IRON ROD SET; THENCE CONTINUING ALONG THE AFORESAID RIGHT-OF-WAY OF THE SAID HENRY BROWN ROAD, NORTH 32°53'04" EAST, A DISTANCE OF 296.37 FEET, TO A ¾" IRON ROD FOUND, THE SAID **POINT-OF-BEGINNING**.

The above-described Parcel "B" contains: 175,645 Square Feet/ and or 4.0322 Acres.

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SECTION 2. The following rules, regulations, and conditions shall apply to the property described in this ordinance:

1. The use and development of the subject property shall comply with all regulations and requirements imposed by the Town of Burgaw Unified Development Ordinance and any other applicable federal, state, or local law, ordinance, or regulation, as well as any condition stated below. In the event of a conflict, the more stringent requirement or higher standard shall apply.
2. Approval of this conditional district rezoning does not constitute technical approval of the site plan. Final approval by the Technical Review Committee and the issuance of all required permits must occur prior to releasing the project to the Building Inspections Department.
3. If, for any reason, any condition for approval is found to be illegal or invalid, or if the applicant should fail to accept any condition following approval, the approval of the site plan for the district shall be null and void, and no effect and proceedings shall be instituted to rezoning the property to its previous zoning classification.
4. The use and development of the subject property shall be in substantial compliance with the site plan as submitted and accepted by the Board of Commissioners on 6/18/2024.
5. The streets shall be constructed to NCDOT minimum standards and Town of Burgaw standards and should be turned over to the Town and made public.
6. A 50ft buffer shall be required along NC Highway 53 W (Section 10.24.C).
7. Sidewalks shall be required on both sides of the street in the public right-of-way and shall be constructed to a minimum width of five feet and shall consist of a minimum thickness of four inches of concrete and a minimum thickness of six inches at driveway crossings (Section 10.25.B).
8. All cul-de-sacs shall meet the requirements of Section 10.21.L.
9. All utilities shall be located within the proposed street rights-of-way.
10. The side yard setbacks of the proposal will be set at 7.5 feet.

SECTION 3. The Town Clerk and the Planning Director are hereby authorized and directed under the supervision of the Town Manager to change the Zoning Maps on file in the office of the Town Clerk and the Planning Department, to conform with this ordinance.

SECTION 4. That any person violating the provisions of this ordinance, including the approved site plan, shall be subject to the penalties set forth in the Town of Burgaw Unified Development Ordinance.

SECTION 5. Any prior rezoning related to this property that are in conflict with this ordinance is hereby repealed to the extent of such conflict.

DRAFT

SECTION 6. If any section, subsection, paragraph, sentence, clause, phrase, or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed severable and such holding shall not affect the validity of the remaining portions hereof.

SECTION 7. That this ordinance shall be effective upon its adoption by the Board of Commissioners, and the Town's receipt of written acceptance by the Applicant of all conditions adopted by the Town.

Adopted this 18th day of June 2024.

_____
G. Olivia Dawson, Mayor

Attest:

_____
Kristin J. Wells, Town Clerk

APPROVED AS TO FORM:

_____
Town Attorney

DRAFT

TOWN OF BURGAW

Annual Operating Budget

FISCAL YEAR 2024-2025

BURGAW, NC
Good Town Year Round

Town of Burgaw

Fiscal Year 2024-2025

Annual Budget Message

and

Operating Budget Ordinance

Mayor
G. Olivia Dawson

Mayor Pro Tem
James R. Malloy

Town Commissioners
Jan L. Dawson
William E. George, III
Michael D. Pearsall
William G. Rivenbark

Town Manager
James H. Gantt

Assistant Town Manager
Jim T. Hock

Finance Officer
Wendy W. Pope

Town Clerk
Kristin J. Wells

Town of Burgaw

Fiscal Year 2024-2025

TABLE OF CONTENTS

MISSION & VISION STATEMENT **1**

BUDGET GUIDE **2**

BUDGET MESSAGE **6**

ANNUAL BUDGET ORDINANCE **19**

BUDGET SNAPSHOT **24**

GENERAL FUND EXPENDITURES

GENERAL FUND OVERVIEW 27
GOVERNING BODY (4100) 28
ADMINISTRATION (4200) 29
INFORMATION TECHNOLOGY (4300) 30
INCUBATOR KITCHEN (5010) 31
TOWN FACILITIES & GROUNDS (5050) 32
POLICE DEPARTMENT (5100) 33
FIRE DEPARTMENT (5300) 34
PLANNING (5400) 35
INSPECTIONS (5500) 36
POWELL BILL (5600) 37
STREETS & LANDSCAPING (5700) 38
SANITATION (5800) 39
NON-DEPARTMENTAL (6000) 40
PARKS, RECREATION & TOURISM (6200) 41
BEAUTIFICATION (6300) 42
GARAGE (6800) 43

WATER & SEWER ENTERPRISE FUND EXPENDITURES

WATER & SEWER ENTERPRISE FUND OVERVIEW 45
NON-DEPARTMENTAL (8000) 46
WATER (8140) 47
SEWER (8200) 48
TRANSMISSION LINE (8210) 49

STORMWATER MANAGEMENT UTILITY ENTERPRISE FUND EXPENDITURES

STORMWATER MANAGEMENT UTILITY (5801) 51
STORMWATER MANAGEMENT UTILITY ORDINANCE 52

SPECIAL FUNDS REVENUES & EXPENDITURES

OSBM DIRECTED GRANT FUND 54
PARKS, RECREATION & TOURISM CAPITAL RESERVE FUND 55
POLICE COMMUNITY INVOLVEMENT FUND 56
SYSTEM DEVELOPMENT FUND 57

FEE SCHEDULE **58**

EMPLOYEE POSITION & PAY CLASSIFICATION PLAN **72**

CAPITAL IMPROVEMENT PLAN (CIP) **76**

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Town of Burgaw

Fiscal Year 2024-2025

MISSION STATEMENT

Through our every action, provide exceptional public safety, economic opportunity, and quality public services, in a fiscally responsible manner, to meet and exceed the needs of our residents, visitors, and business community, while maintaining our unique quality and character.

VISION STATEMENT

Burgaw strives to be an active, vibrant, inclusive, and engaged community, focusing on planned and structured growth, sustaining quality healthcare, supporting educational institutions, encouraging employment opportunities, all while maintaining a safe, pedestrian friendly town for our diverse population.

Budget Guide
FY 2024-25

The purpose of the *Budget Guide* is to introduce readers to the budget process and assist readers in understanding the information in the budget document. The budget serves as an operations guide, financial plan, communications device, policy document, and a resource for information about the Town of Burgaw. The *Budget Guide* will briefly describe the sections contained within the budget document while explaining how to read charts and graphs and interpret numbers.

The Budget Document

The Town of Burgaw's budget document consists of nine (9) major sections: Budget Message, Budget Ordinance, Budget Snapshot, General Fund Summary, Enterprise Fund Summary, Special Funds Summary, Fee Schedule, Capital Improvement Plan (CIP), and Employee Pay & Classification.

The budget for each fund consists of individual line items that represent specific expenditures and revenues. Examples of line-item expenditures include salaries, insurance, maintenance and repair, supplies, capital outlay, and debt service. Examples of line-item revenues include property tax revenues, sales tax revenues, grants, and fees. Line items are the most detailed way to list budgeted expenditure and revenue information.

Budget Message

The Budget Message is a letter from the Town Manager to the Board of Commissioners that provides an overview of the upcoming fiscal year budget and how it fits with the Commissioner's priorities. The message includes issues facing the development of the budget, significant budgetary items and trends, and the budgetary effect on short and long-term plans.

Budget Ordinance

The Budget Ordinance is a document required by statute that sets the spending limits for the upcoming budget period (July 1 to June 30) when adopted by the Board of Commissioners and the approved Fee Schedule.

Budget Snapshot

The Budget Snapshot gives a quick overview of the General Fund and the Water/Sewer Enterprise Fund and depicts what an average citizen would pay the Town for its services.

General Fund Summary

The General Fund accounts for most Town operations such as general government, public safety, and transportation. Here you will find a breakdown of each of the sixteen (16) department/division's expenditure budget. This is a decrease from last fiscal year due to consolidating all buildings into one department. It also includes adding the Beautification Department.

Water & Sewer Enterprise Fund Summary

The Water & Sewer Fund is an enterprise fund. Customers pay fees for water consumption and sewer usage to cover the cost of water treatment and distribution and wastewater collection and treatment. This fund includes four (4) divisions containing information similar to the department sections in the General Fund.

Stormwater Management Utility Enterprise Fund Summary

The Stormwater Management Utility Fund is an enterprise fund. Customers pay fees based on the amount of impervious surface on their property to fund the operation, maintenance, and improvements to the town's stormwater management systems.

Special Funds Summary

The Town's other funds include the Downtown Revitalization Capital Reserve Fund; Police Community Involvement Fund; Parks, Recreation & Tourism Capital Reserve Fund; System Development Fund; OSBM Directed Grant Fund; and Disaster Recovery Fund. Each fund accounts for revenues and expenditures associated with a special function or area.

Fee Schedule

The Fee Schedule contains a list of all the fees the Town charges for its services. This includes development fees, water & sewer rates, solid waste fees, and other various fees.

Capital Improvement Plan (CIP)

The Burgaw Capital Improvement Plan (CIP) represents a multiyear forecast of the Town's capital needs.

Pay & Classification Schedule

This section contains a list of all the full-time employee positions for the Town with a minimum and maximum salary range.

How to Read the Budget Document

The budget document contains an abundance of diverse and valuable information. With all the information and numbers, wading through the document and deciphering what everything means can be difficult for any reader. This section is meant to assist the reader's understanding of presented data and show how the reader can connect the data with other supporting information.

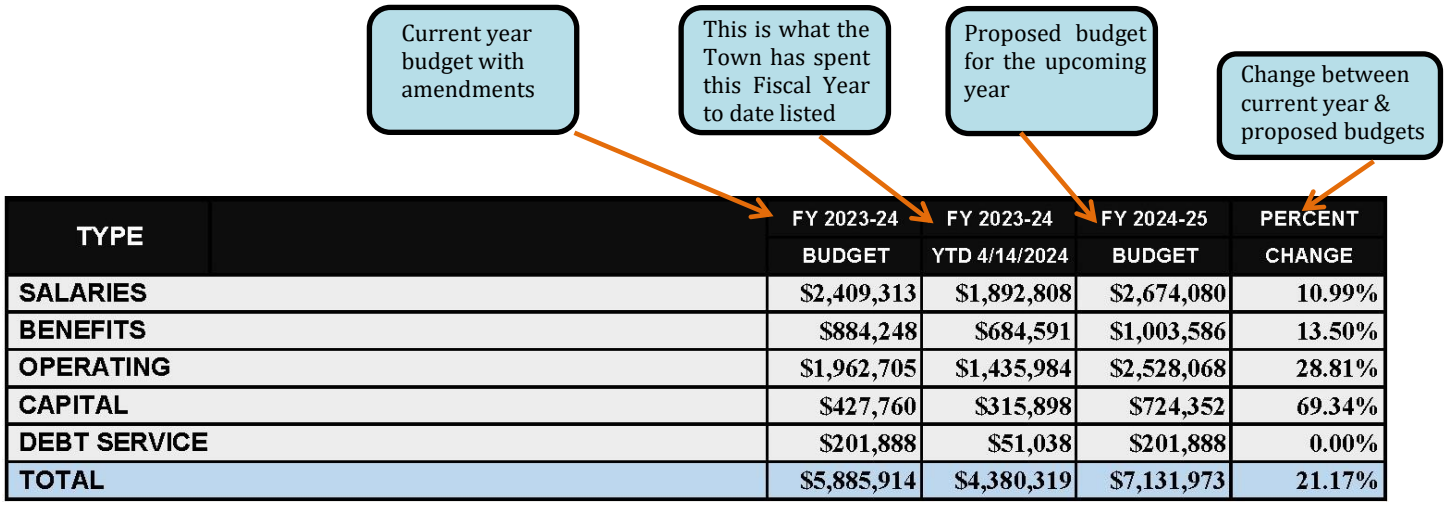
Sections of the budget are identified in the top right corner of each page. These headings identify the subject, fund, department, or division being discussed and assist the reader in locating the information for which they are looking. Within each section, bold and underlined headings identify major topics related to that section. Under these headings, the reader may find written information as well as information presented in table or chart form. The document highlights other important terms and categories by identifying them in bold or italic.

Under the General Fund and the Water & Sewer Fund, the reader will find the individual departments and divisions sections. This document places an emphasis on the Town's departments and divisions because these sections represent the operational plans for those responsible for directly providing services to citizens.

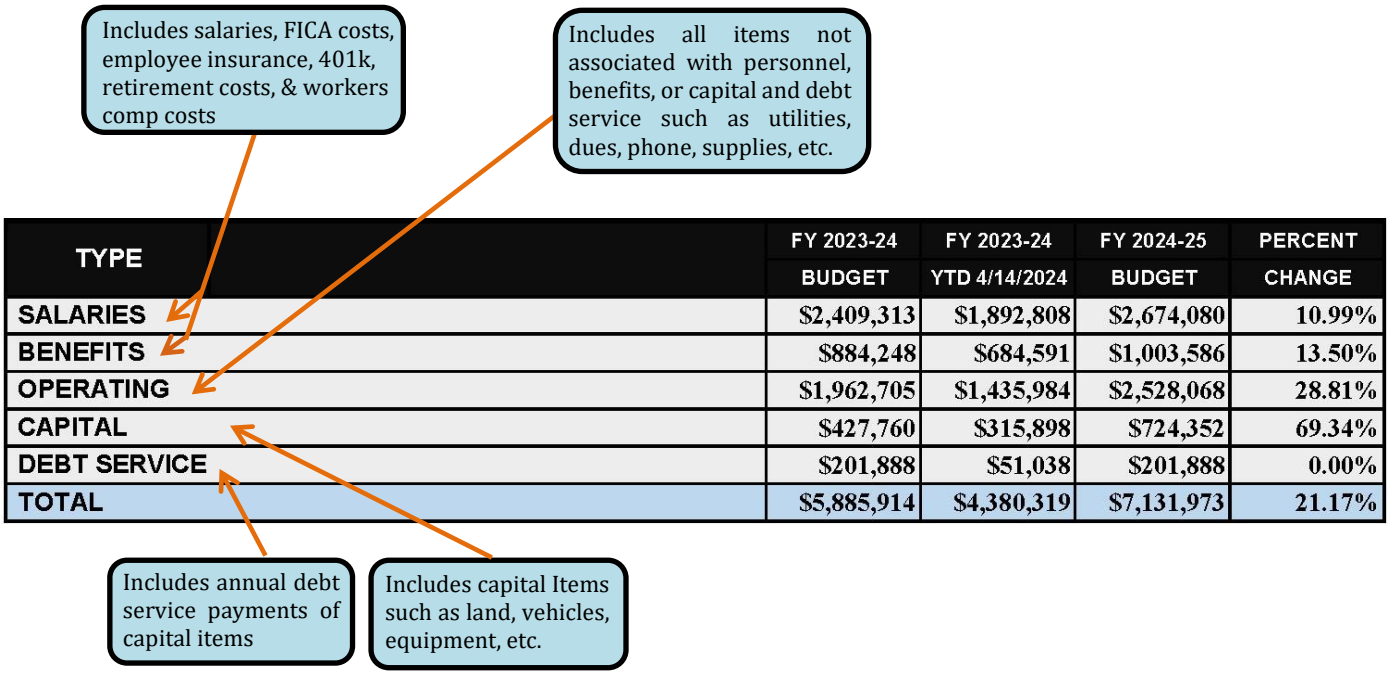
Interpreting Tables & Charts

The budget document uses tables and charts to summarize information through numbers. The tables and charts allow readers to easily compare funds and departments as well as identify trends. Most sections contain tables and charts like the ones below. The diagrams identify the major characteristics of each table and chart and explain what information the reader can find.

Department Expenditure Summary Tables



TYPE	FY 2023-24 BUDGET	FY 2023-24 YTD 4/14/2024	FY 2024-25 BUDGET	PERCENT CHANGE
SALARIES	$2,409,313	$1,892,808	$2,674,080	10.99%
BENEFITS	$884,248	$684,591	$1,003,586	13.50%
OPERATING	$1,962,705	$1,435,984	$2,528,068	28.81%
CAPITAL	$427,760	$315,898	$724,352	69.34%
DEBT SERVICE	$201,888	$51,038	$201,888	0.00%
TOTAL	$5,885,914	$4,380,319	$7,131,973	21.17%



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TOTAL	$5,885,914	$4,380,319	$7,131,973	21.17%

Budget Message
FY 2024-25

Town of Burgaw, North Carolina
FY 2024 – 2025 Annual Budget

Budget Message

June 3, 2024

The Honorable G. Olivia Dawson, Mayor
Members of the Burgaw Board of Commissioners

Dear Mayor Dawson and Board of Commissioners:

In accordance with the Local Government Budget and Fiscal Control Act and NC General Statute 159-11, the proposed Annual Budget for Fiscal Year beginning July 1, 2024 and ending June 30, 2025 is balanced and hereby submitted for your consideration.

Multiple factors influence the annual budget process, including the condition of the national, state, and local economies and the needs identified in our community by elected officials, staff, advisory boards, and citizens. Burgaw will continue to strive to provide outstanding services by looking for opportunities for improvement. Taking into account the external effects of the economy and the needs identified for our community, this year's proposed budget represents a significant amount of careful consideration and study in order for the Town to meet its obligations, fulfill its goals, and remain fiscally healthy.

Strategic Goals	
	High Performing Government: We will maintain a commitment to and support an adequate and well-trained staff to serve the current and future needs of the community, to cooperate regionally and with other local governments and, where appropriate, share ideas and resources, and to conduct the business of the Town with complete transparency and integrity.
	Healthy & Engaged Community: We will promote the overall well-being of our residents and visitors with welcoming public spaces and high-quality recreational facilities and cultural activities that fulfill a range of our community's needs and to work with advisory boards as a means to encourage citizen participation.
	Environmental Leadership & Responsible Development: We will be good stewards of the natural environment through planned stormwater and floodplain management efforts and by planning our built environment in a way that respects and preserves natural resources and the small-town character of our community.
	Economic Vitality: We will employ sound fiscal management practices to ensure the long-term financial viability of the Town by building partnerships to create a supportive environment for our current businesses, and form relationships that foster new and continued economic opportunities in Burgaw.
	Safe Community & Reliable Infrastructure: We will provide a safe, dynamic, and attractive community for people of all ages, and continue to address the changing demographic composition of the Town, we will ensure safe neighborhoods through proactive, professional, and engaged public safety services, and we will provide safe drinking water and quality treatment of wastewater through maintenance and expansion of the current systems.

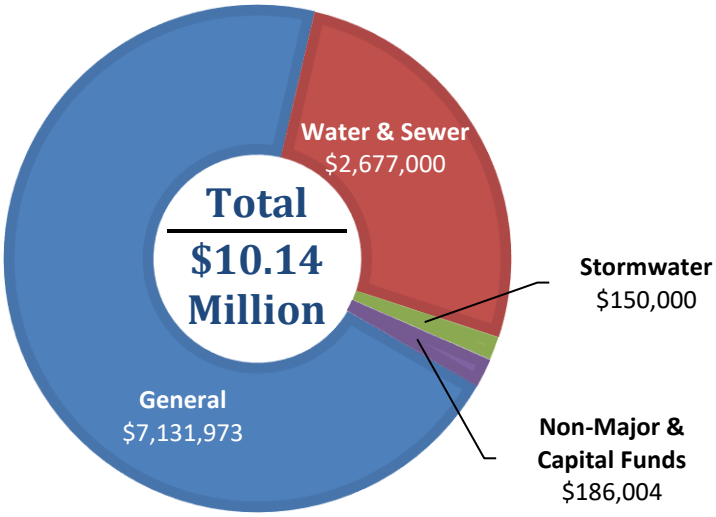
In preparing the Fiscal Year 2024-2025 (FY 2024-25) Budget, town staff followed guidance from the Board of Commissioners and the goals set below to develop a proactive budget that will balance improving current Town programs and services with development of new programs and projects.

These goals provide the foundation upon which the budget is built. Over the course of numerous budget meetings, following many hours of staff research and development, this budget was examined in detail and each expenditure and revenue item considered relative to the long-term goals, mission, and vision of this community.

Recommended Budget

The FY 2024-25 Recommended Budget totals $10,144,977 for all Town operations, capital improvements, and debt service requirements. This is $1,237,249 (13.89%) more than the FY 2023-24 Amended Budget as of June 1, 2024. Following the Board of Commissioner's direction, the budget is balanced with the tax rate at $0.58, an increase of $0.06 from the current tax rate and a change in water and sewer rates. This budget does not include any increase in the stormwater management utility rates or solid waste fees. The budget does include a fund balance appropriation to allow for additional capital projects.

TOWN EXPENDITURES BY FUND



FY 2024-25 Budget Highlights

Property Tax Rate
$0.58 per $100 valuation
Property tax rate is $.06 more than FY 2023-24

Waste & Recycling Fees

1 Roll Cart/1 Recycle Roll Cart	$22.00
2 Roll Carts/1 Recycle Roll Cart	$39.35
Dumpster Services	See Fee Schedule

Stormwater Fees

Residential	$2.50
Commercial, Institutional, Industrial, Multi-family	$2.50 / ERU

Water Rates

Usage (gallons)	In Town	Out of Town
0 – 2,000	$11.56	$23.12
2,001 – 3,000	$0.00579	$0.01158
3,001 – 9,000	$0.00708	$0.01417
9,001 – 20,000	$0.00728	$0.01456
20,000 +	$0.00741	$0.01481

Sewer Rates

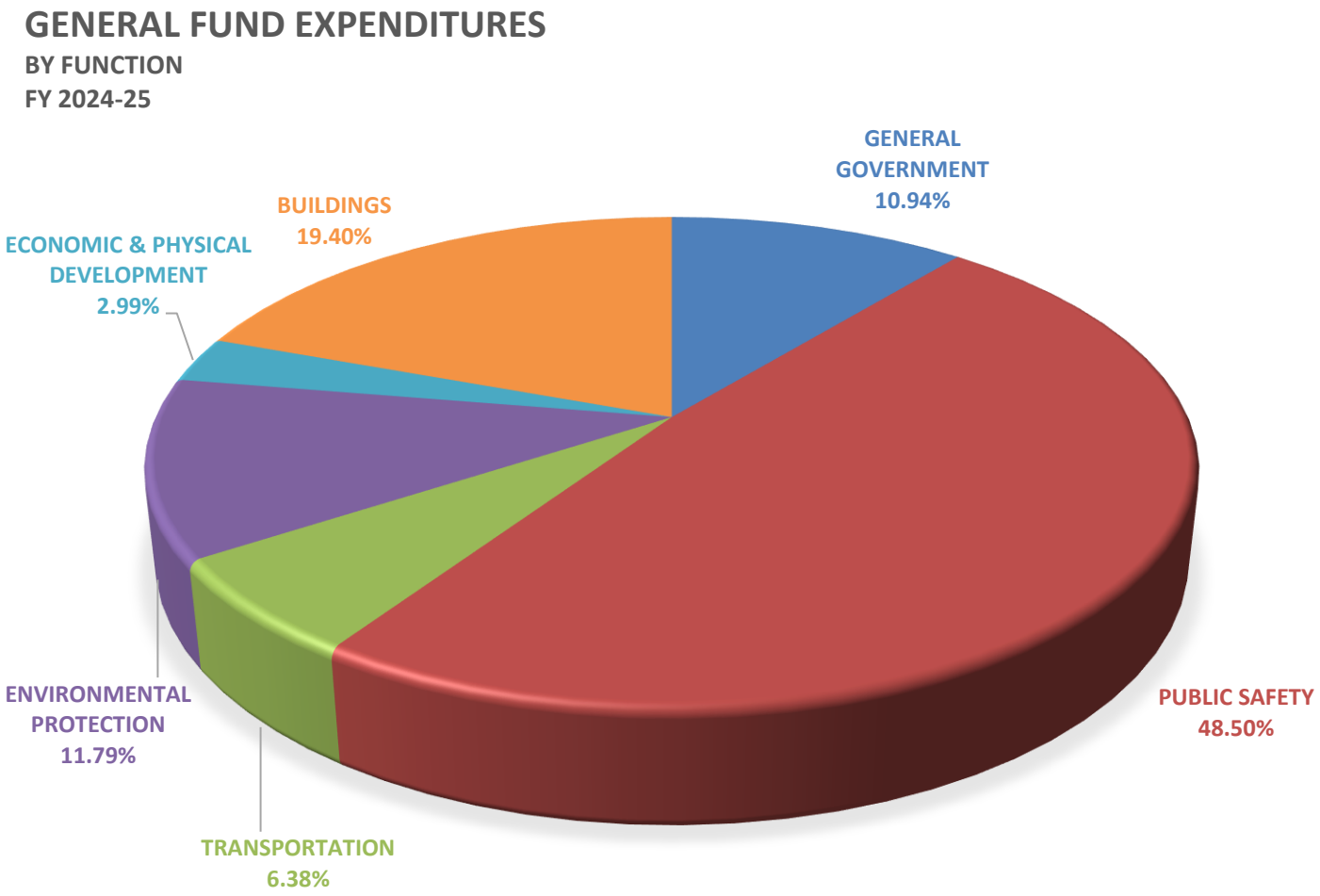
Usage (gallons)	In Town	Out of Town
0 – 2,000	$23.05	$46.10
2,001 +	$0.01379	$0.02758

General Fund

The General Fund accounts for resources not required legally or by sound financial management to be accounted for in another fund. Typically, the General Fund includes services that cannot be operated as a business enterprise and rely on tax dollars as their primary source of revenue. The FY 2024-25 Recommended Budget for the General Fund totals $7,131,973, which is a 21.17 percent increase over the FY 2023-24 Amended Budget of $5,885,914 as of June 1, 2024.

General Fund Expenditures

As Burgaw continues to grow, the new growth brings about increasing demands on Town services. To keep pace with this demand and provide new services, the Town must provide necessary resources in the budget. These resources include personnel, supplies, equipment, and investment in facilities and infrastructure. The Town of Burgaw is dedicated to sound financial management and diligently evaluates all expenditures to maintain a responsible budget and demonstrate good stewardship of public funds. The Town's sixteen (16) General Fund departments and divisions can be grouped into six (6) primary function areas. Nearly one-half of every dollar spent in the General Fund goes toward public safety, which includes police, fire, and inspections.



Comparing the FY 2024-25 Budget to the FY 2023-24 Amended Budget reveals an increase of 21.17 percent. Higher operating and personnel costs are the primary drivers for the increase in expenditures. This fiscal year, capital investment has seen the largest percentage increase compared to the previous fiscal year. Investing in capital items and infrastructure is crucial as it enhances the long-term growth and sustainability of our community, ensuring that we have the necessary resources and facilities to support future development and improve the quality of life for all residents.

Alongside the significant increase in capital investment, personnel costs continue to rise. This fiscal year's budget includes the addition of two new full-time positions: an Information Technology Manager and a Building Inspector.

The addition of a full-time Information Technology Manager is crucial as it ensures that the town's technological infrastructure remains secure, efficient, and up-to-date. This role will support all departments by providing necessary IT services and solutions, ultimately enhancing the town's operational capabilities and service delivery to residents.

The full-time Building Inspector position is equally important, as it will help maintain and improve the quality and safety of the town's construction projects. By ensuring that buildings meet all relevant codes and standards, the Building Inspector will contribute to the safety and well-being of the community, fostering a secure and orderly environment for both current and future residents.

Investing in these positions not only supports the town's growth and development but also ensures that Burgaw continues to provide high-quality services to its citizens.

GENERAL FUND EXPENDITURE DETAILS				
DEPARTMENT	FY 2023-24 BUDGET	FY 2023-24 YTD 4/14/2024	FY 2024-25 BUDGET	PERCENT CHANGE
Governing Body (4100)	$105,269	$76,466	$103,149	-2.01%
Administration (4200)	$302,928	$244,002	$320,667	5.86%
Information Technology (4300)	$0	$0	$141,981	0.00%
Incubator Kitchen (5010)	$22,435	$15,671	$22,748	1.40%
Town Facilities & Grounds (5050)	$415,686	$266,738	$642,449	54.55%
Police (5100)	$1,912,259	$1,496,750	$2,051,380	7.28%
Fire (5300)	$990,714	$784,999	$1,131,761	14.24%
Planning (5400)	$189,593	$120,665	$213,574	12.65%
Inspections (5500)	$219,196	$146,609	$275,677	25.77%
Powell Bill (5600)	$163,161	$162,318	$144,352	-11.53%
Streets & Landscaping (5700)	$377,155	$257,703	$310,479	-17.68%
Sanitation (5800)	$419,439	$266,260	$840,999	100.51%
Non-Departmental (6000)	$323,826	$206,575	$288,935	-10.77%
Parks, Recreation & Tourism (6200)	$333,524	$267,676	$576,567	72.87%
Beautification (6300)	$41,000	$20,532	$18,000	-56.10%
Cemetery (6400)	$31,470	$26,152	$0	-100.00%
Garage (6800)	$38,259	$21,203	$49,254	28.74%
TOTAL GENERAL FUND EXPENDITURES:	**$5,885,914**	**$4,380,319**	**$7,131,973**	**21.17%**

GENERAL FUND EXPENDITURES BY TYPE				
TYPE	FY 2023-24 BUDGET	FY 2023-24 YTD 4/14/2024	FY 2024-25 BUDGET	PERCENT CHANGE
SALARIES	$2,409,313	$1,892,808	$2,674,080	10.99%
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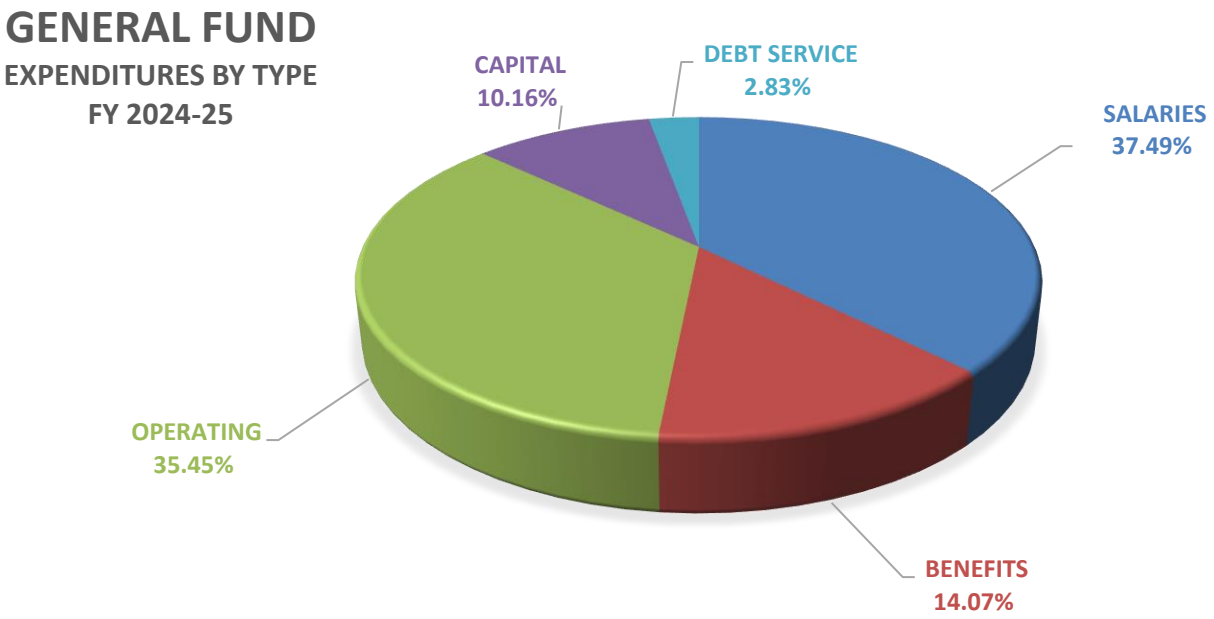


General Fund Capital Highlights

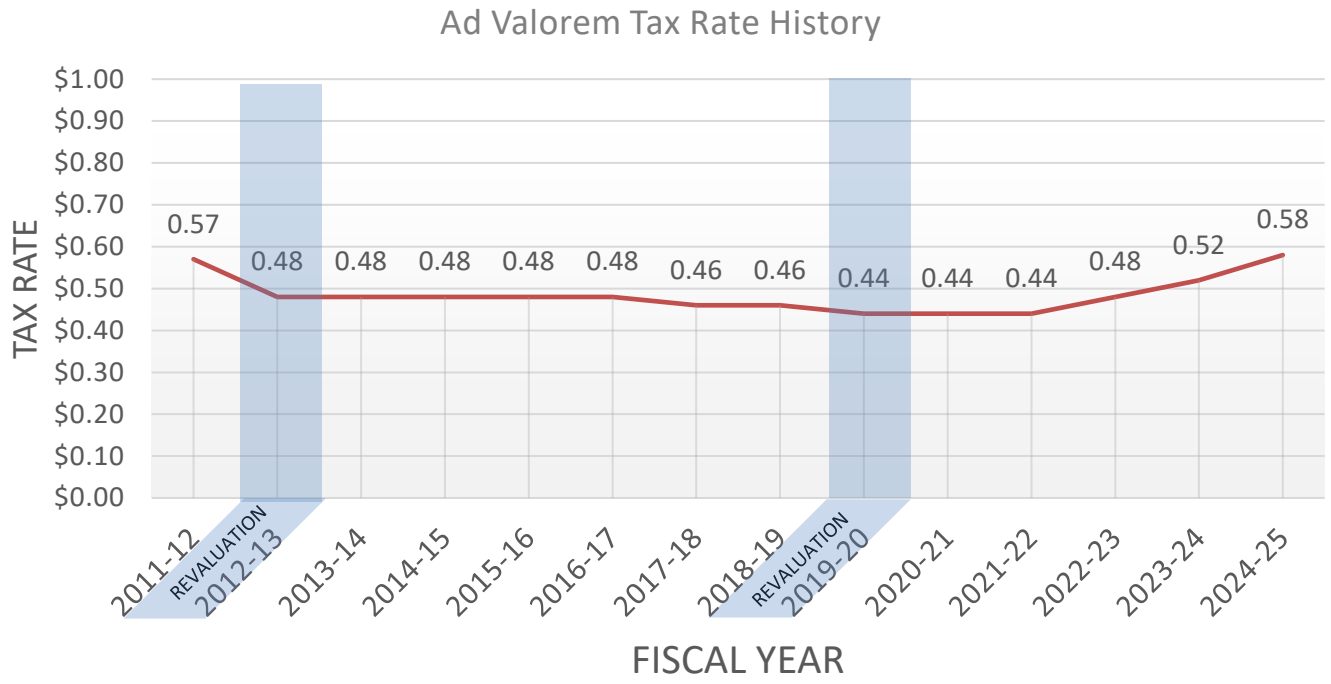
The Town is committed to maintaining exceptional services for the community through continued investment in infrastructure and other capital needs for FY 2024-25. To achieve this, the Town will persist in allocating resources towards these critical areas. The Board of Commissioners has reviewed and updated their 10-year Capital Improvement Plan (CIP), emphasizing the importance of strategic planning and management of capital projects over time. During the CIP development and budget meetings, the Board allocated 10.16% of the General Fund Budget to capital expenditures. Additional details about these projects can be found in the Capital Improvement Plan section of the budget document.

General Fund Revenues

The Town of Burgaw continues to experience growth in its primary revenue sources – ad valorem taxes and sales tax. Population growth, steady development, and increasing property values have naturally contributed to a growing tax base that helps Burgaw retain a modest tax rate while providing exceptional services. The FY 2024-25 tax base for Burgaw is projected to bring $2.25 million in revenue with each penny on the tax rate equivalent to $38,800 in revenue. Overall, the FY 2024-25 Budget reflects a 14.8 percent increase in revenues when compared to the FY 2023-24 Amended Budget.

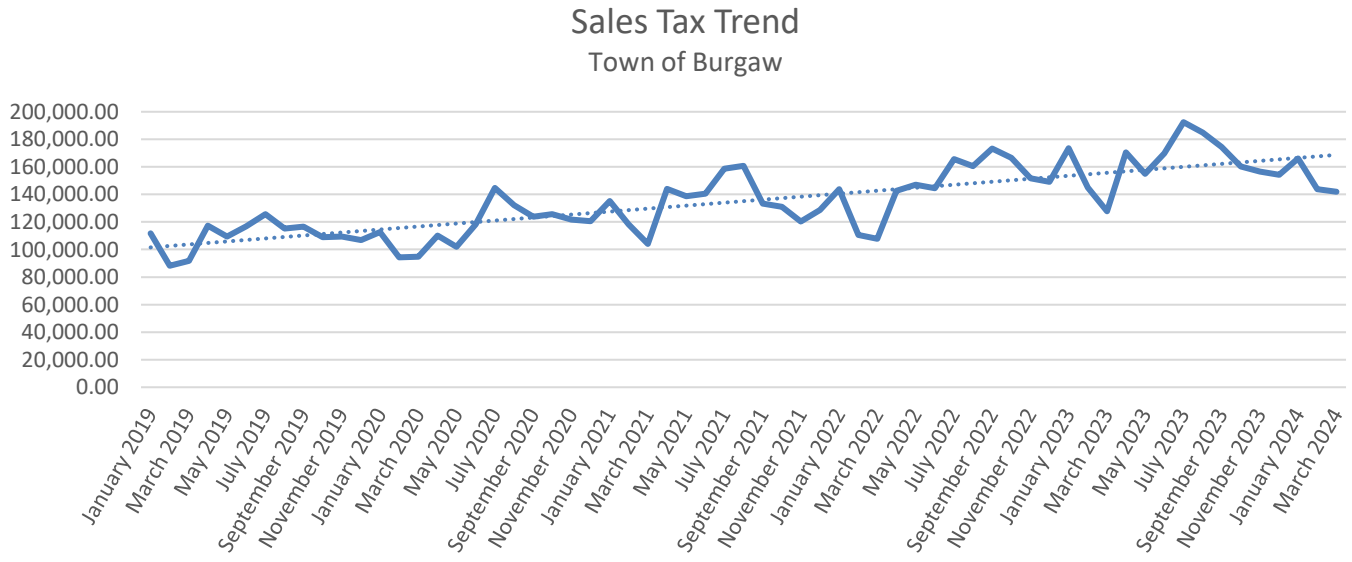
Ad Valorem Tax

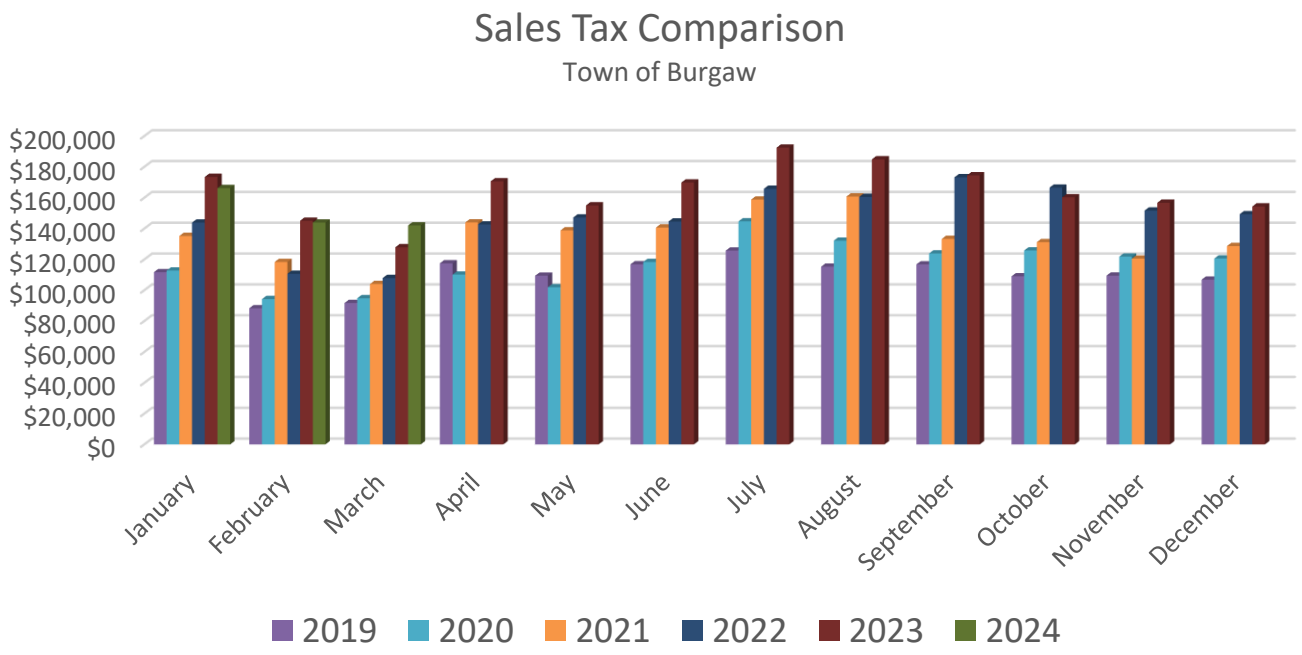
Property taxes represent almost thirty-two percent (31.91%) of General Fund revenues. For FY 2024-25, the ad valorem tax base is an estimated $388 million, which will generate $2.25 million in property tax revenue with a tax rate of **$0.58 per $100 valuation** at a ninety-eight percent (98%) collection rate. This represents an increase in ad valorem revenue of $204,000 (9.97%).



Local Option Sales Tax

Sales tax represents the Town's second largest revenue source in the General Fund at $1.65 million (23.16%). The State of North Carolina collects sales tax and distributes it to the local units. Sales tax revenues are distributed on a modified proportional population basis (Option 4) in Pender County. Sales tax revenues have increased the past several years as the economy rebounded from the pandemic and with the natural growth in Pender County. The impacts of inflation and other economic pressures have tempered sales tax projections for the coming year. The Town, however, has continued to see a positive trend during FY 2023-24 with sales tax revenues up about seven (6.94) percent over the previous year through the March collections. The FY 2024-25 sales tax estimates reflect this positive trend with a more modest growth rate of two percent over the current end-of-year projections.





Utility Sales Tax

The sale of electricity, piped natural gas, video services, and telecommunications are subject to the general sales tax rate. The State distributes a portion of the tax proceeds to cities and towns. This revenue, part of unrestricted intergovernmental revenues, will generate an estimated $246,025 for FY 2024-25. The Town is projecting a four (4) percent increase over last year.

Powell Bill Street Allocation

These funds represent appropriations by the State for restricted use in maintaining, repairing, constructing, reconstructing, or widening any public street or thoroughfare within the town limits. Bridges, drainage improvements, curb and gutter, and other necessary appurtenances are approved uses of these funds. The State uses a formula whereby local street miles represent one quarter of the distribution and population, the remaining 75 percent. These funds represent $132,909 in the FY 2024-25 Budget, about the same as last year's allocation.

Solid Waste, Recycling, & Yard Waste Fees

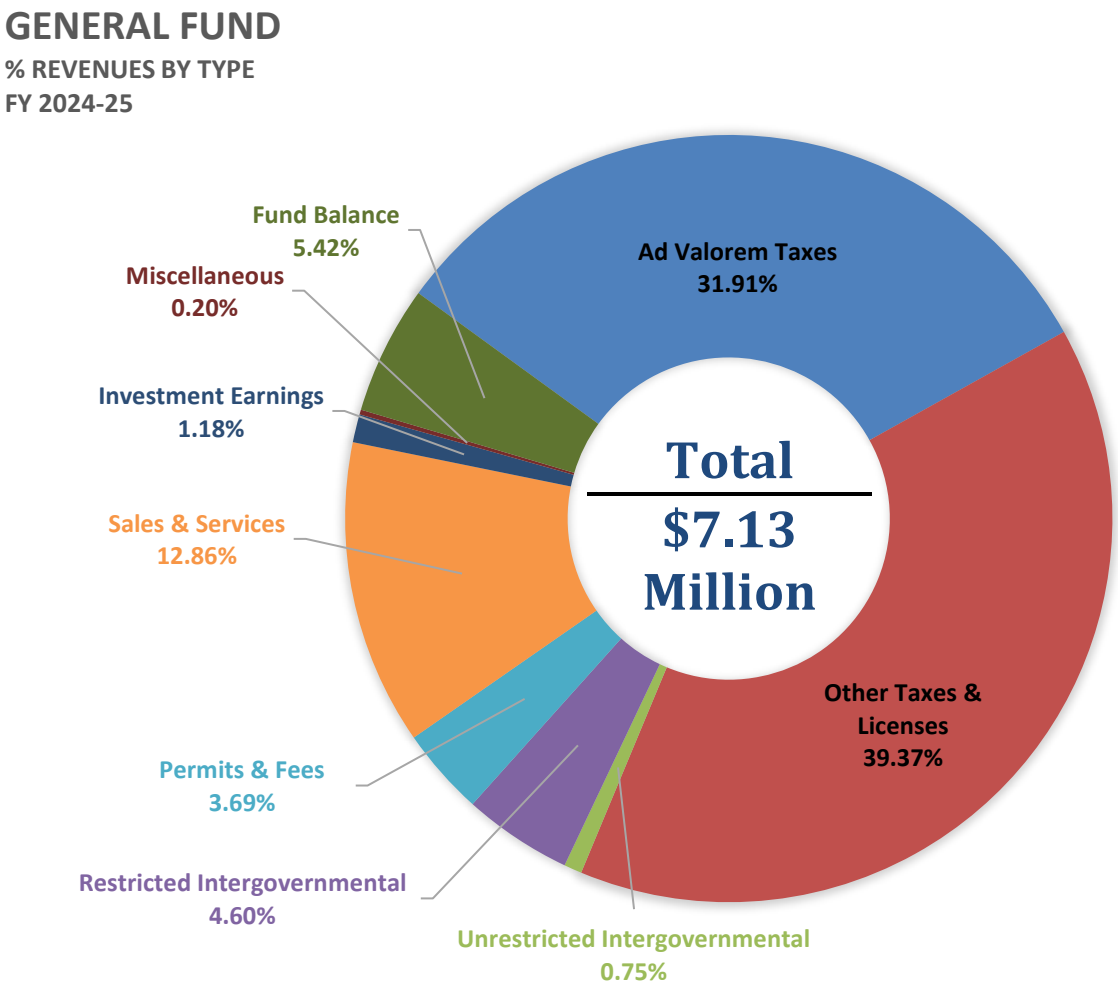
The Town conducts its own yard waste and white goods collection with no additional fee. The Town has a new Solid Waste and Recycling contract for FY 2024-25. Wall Recycling was selected to become the town's contractor. The solid waste and recycling fees offset the Town's contract cost. In previous years, the town only handled roll-out carts in conjunction with the contractor. This fiscal year, the town has decided to manage all dumpster services as well. This will allow for better control and continuity within the community relating to solid waste and recycling. The town will not increase any of its prior solid waste fees. The town has established a fee schedule for the dumpster services. Solid waste and recycling fees will generate estimated revenues of $855,000 in FY 2024-25.

Fund Balance Appropriation

Fund Balance is, simply explained, the amount of assets in excess of liabilities in a given fund. These funds enable the Town to meet financial obligations without interruptions due to cash flow, generate investment income, eliminate the need for short-term borrowing, and provide a reserve of funds to respond to emergencies or opportunities. From time to time, the Town will use money from the fund

balance to cover one-time expenses such as specific capital items. Occasionally, the Town will use money from fund balance to cover one-time expenses, such as specific capital items. The Town evaluates any decision to use fund balance carefully and often plans the use in advance to ensure adherence to the Town's fund balance policy. The FY 2024-25 Recommended Budget includes a fund balance allocation of $386,443, including $200,000 for the west side expansion of the Osgood Canal Trail; $100,000 for sidewalk replacement; $75,000 for electrical upgrades for power panels and outlets in the downtown area; and $11,443 carried over from FY 2023-24 Powell Bill Revenues.

General Fund Revenues by Source	
Source	**FY 2024-25**
Ad Valorem Taxes	$2,276,000
Other Taxes & Licenses	$2,808,001
Unrestricted Intergovernmental	$53,820
Restricted Intergovernmental	$327,909
Permits & Fees	$263,300
Sales & Services	$917,500
Investment Earnings	$84,500
Miscellaneous	$14,500
Other Financing Sources	$3,200
Fund Balance Appropriation	$386,443
Total	**$7,131,973**



Enterprise Funds

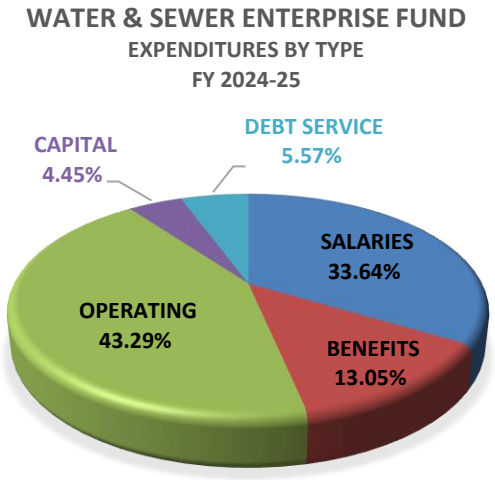
The Town of Burgaw operates two (2) major funds as enterprises – the Water & Sewer Fund and the Stormwater Management Utility Fund. Enterprise funds provide governmental services that can operate similar to a business and are self-sustaining with user rates generating revenues to cover expenditures.

Water & Sewer Fund

The Water and Sewer Fund comprises all revenues and expenditures that result from the Town's water and sewer utility operations. Customer charges and fees generate enough revenue to support the fund completely. The FY 2024-25 Recommended Budget for the Water and Sewer Fund totals $2,677,000, a 5.35 percent decrease from the FY 2023-24 Budget Amended Budget of $2,828,315 as of June 1, 2024.

Water & Sewer Fund Expenditures

The FY 2024-25 Water and Sewer Fund Budget reflects a decrease of 5.35 percent from last year's budgeted amount. This is due to an appropriation from the fund's reserves to complete the public works expansion project. If you remove this appropriation and capital expenditure, the FY 2024-25 budget increased by 9.12 percent. This is predominantly due to increased treatment costs, operating expenses, personnel costs, and planned capital expenditure. There is no reserves appropriation included with this budget.



WATER & SEWER FUND EXPENDITURES BY TYPE				
TYPE	FY 2023-24 BUDGET	FY 2023-24 YTD 4/14/2024	FY 2024-25 BUDGET	PERCENT CHANGE
SALARIES	$806,099	$569,803	$900,628	11.73%
BENEFITS	$304,939	$210,307	$349,251	14.53%
OPERATING	$1,130,682	$779,217	$1,158,949	2.50%
CAPITAL	$437,376	$500,705	$119,000	-72.79%
DEBT SERVICE	$149,218	$0	$149,172	-0.03%
TOTAL	$2,828,315	$2,060,032	$2,677,000	-5.35%

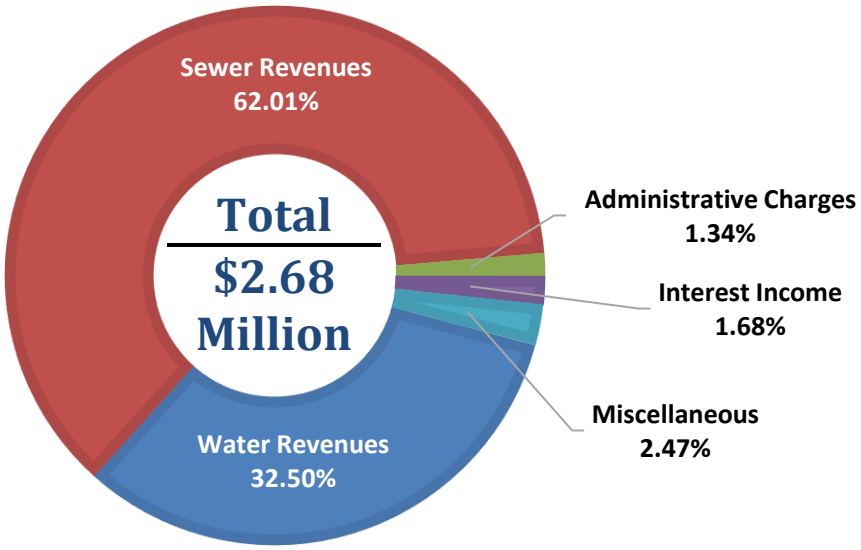
WATER & SEWER ENTERPRISE FUND EXPENDITURE DETAILS				
DEPARTMENT	FY 2023-24 BUDGET	FY 2023-24 YTD 4/14/2024	FY 2024-25 BUDGET	PERCENT CHANGE
Non-Departmental (8000)	$1,940,090	$1,458,803	$1,742,957	-10.16%
Water (8140)	$215,445	$146,718	$227,540	5.61%
Sewer (8200)	$120,615	$78,459	$128,500	6.54%
Transmission Line (8210)	$552,165	$376,052	$578,004	4.68%
TOTAL W/S ENTERPRISE FUND EXPENDITURES:	$2,828,315	$2,060,032	$2,677,000	-5.35%

Water & Sewer Fund Revenues

The FY 2024-25 Recommended Budget includes $2,530,000 in revenues from water and sewer charges which is an increase of 10.72 percent over last year's budget. Other revenues in this fund account for $147,000 and no appropriation.

Water & Sewer Fund Revenues by Source	
Source	**FY 2024-25**
Water Revenues	$870,000
Sewer Revenues	$1,660,000
Administrative Charges	$36,000
Interest Income	$45,000
Miscellaneous	$66,000
Appropriation	$0
Total	**$2,677,000**

WATER & SEWER ENTERPRISE FUND
% REVENUES BY TYPE
FY 2024-25



Water & Sewer Rates

The budget does recommend an increase in water and sewer rates this fiscal year due to the increase in costs for sewer treatment and other operating expenses. With contractual costs increasing for the treatment of our sewer and to keep our entire system properly maintained, we must annually review water and sewer rates. Water and sewer rates remain double for customers outside the town limits.

Water & Sewer Rates FY 2024-25			
Water Rates	Usage (gallons)	In Town	Out of Town
	0 – 2,000	$11.56	$23.12
	2,001 – 3,000	$0.00579	$0.01158
	3,001 – 9,000	$0.00708	$0.01417
	9,001 – 20,000	$0.00728	$0.01456
	20,000 +	$0.00741	$0.01481
Sewer Rates	Usage (gallons)	In Town	Out of Town
	0 – 2,000	$23.05	$46.10
	2,001 +	$0.01379	$0.02758

Stormwater Management Utility

During FY 2021-22 Strategic Budget Retreat, the Board of Commissioners discussed the creation of a Stormwater Management Utility. The purpose of this utility is to generate an additional revenue source for the operation, maintenance, and improvement of the town's stormwater collection system. This dedicated revenue source is more equitable than property tax and places less burden on the general fund. It is used to support the long-term planning efforts to control stormwater runoff and mitigate flooding potentials.

Stormwater Management Utility Rates

The stormwater fee structure uses impervious surface area based on equivalent residential units (ERU). The Town of Burgaw uses an average ERU of 2,400 square feet of impervious surfaces such as rooftops, driveways, sidewalks, and parking lots per property. All single-family residential are billed at the flat ERU rate. All commercial, industrial, institutional, and multi-family properties are billed per ERU. The structure of the Stormwater Management Utility is set forth by ordinance located in Chapter 36, Article VIII of the Town of Burgaw Code of Ordinances. The FY 2024-25 Recommended Budget does not include any changes to the stormwater fee.

Stormwater Management Utility Rates FY 2024-25	
Residential	$2.50
Commercial, Industrial, Institutional, and Multi-family	$2.50 / ERU

Fund Balance

The North Carolina Local Government Commission recommends that local governments maintain a minimum unassigned fund balance of no less than eight percent of expenditures. The Town of Burgaw has adopted a formal fund balance policy establishing a goal of maintaining a fund balance for the General Fund of at least twenty-five percent (25%) of expenditures. The Town of Burgaw's estimated non-committed or non-restricted fund balance as of June 30, 2024, is $3,554,991 or 49.85 percent of FY 2024-25 expenditures. The recommended budget does include use of fund balance to cover some capital costs. The Town does not use reserves for operating costs and carefully evaluates the use of fund balance for unanticipated opportunities and capital expenses. The use of $386,443 in FY 2024-25 will ensure the available fund balance remains above 25 percent.

The North Carolina Local Government Commission does not have a specific recommendation regarding how much fund balance or retained earnings a local government enterprise operation should maintain. The Town does not have a defined goal for fund balance or unrestricted net position for either enterprise funds. The Town seeks to ensure both funds are financially stable and contain healthy reserves. The Town of Burgaw's estimated net position as of June 30, 2024, for the Water & Sewer Fund is $2,668,429. The FY 2024-25 Recommended Budget does not include an appropriation in the Water & Sewer Fund.

In summary, the Recommended Budget is a balanced budget in accordance with state statutes, and it attempts to address the priorities set by the Town of Burgaw Board of Commissioners for the 2024-2025 Fiscal Year. While it is typically difficult to fund all the requests of each department or external agencies, the budget team did an excellent job in preparation of this budget to include as many requests as possible and ensure alignment with the Board's strategic goals. The Town is benefiting from growth, and it is in a solid financial position going into FY 2024-25. The FY 2024-25 Recommended Budget is fiscally strong and addresses the top priority needs of the Town. The Town's prudent financial practices and conservative budgeting approach have positioned it to continue delivering high-level services for Burgaw citizens. This budget reflects our commitment to maintaining and improving our community and positioning Burgaw to be financially sound in the future.

Respectfully submitted,

James H. Gantt
Town Manager

Budget Ordinance
FY 2024-25

Town of Burgaw, North Carolina
FY 2024 – 2025 Annual Budget
Budget Ordinance

BE IT ORDAINED by the Board of Commissioners of the Town of Burgaw, North Carolina that the following anticipated fund revenues and departmental expenditures, together with certain fees and schedules, and with certain restrictions and authorizations, are hereby appropriated and approved for the operation of the Town government and its activities for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

Section 1: General Fund

General Fund Revenues	
Ad Valorem Taxes	$2,276,000
Other Taxes and Licenses	$2,808,001
Unrestricted Intergovernmental Revenues	$53,820
Restricted Intergovernmental Revenues	$327,909
Permits and Fees	$263,300
Sales and Services	$917,500
Investment Earnings	$84,500
Miscellaneous Revenues	$14,500
Other Financing Sources	$0
Fund Balance Appropriation	$386,443
Total Revenues	**$7,131,973**

General Fund Expenditures	
Governing Body	$103,149
Administration	$320,667
Information Technology	$141,981
Incubator Kitchen	$22,748
Town Facilities & Grounds	$642,449
Police Department	$2,051,380
Fire Department	$1,131,761
Planning	$213,574
Inspections	$275,677
Powell Bill	$144,352
Streets & Landscaping	$310,479
Sanitation	$840,999
Non-Departmental	$288,935
Parks, Recreation & Tourism	$576,567
Beautification	$18,000
Cemetery (Consolidated with Town Facilities & Grounds)	$0
Garage	$49,254
Total Expenditures	**$7,131,973**

Section 2: Water & Sewer Utility Enterprise Fund	
Water / Sewer Revenues	
Water Revenues	$870,000
Sewer Revenues	$1,660,000
Administrative Charges	$36,000
Interest Income	$45,000
Miscellaneous	$66,000
Total Revenues	**$2,677,000**
Water / Sewer Expenditures	
Non-Departmental	$1,742,957
Water	$227,540
Sewer	$128,500
Transmission Line	$578,004
Total Expenditures	**$2,677,000**

Section 3: Stormwater Management Utility Enterprise Fund	
Stormwater Management Revenues	
Stormwater Utility Fee	$150,000
Total Revenues	**$150,000**
Stormwater Management Expenditures	
Stormwater Utility Operations	$150,000
Total Expenditures	**$150,000**

Section 4: Downtown Revitalization Capital Reserve Fund	
Downtown Revitalization Revenues	
Miscellaneous Revenues	$0
Total Revenues	**$0**
Downtown Revitalization Expenditures	
Reserved for Future Expenditures	$0
Total Expenditures	**$0**

Section 5: Police Community Involvement Fund	
Police Community Involvement Revenues	
Contributions	$8,500
Total Revenues	**$8,500**
Police Community Involvement Expenditures	
Cram the Cruiser	$2,500
Community Events	$1,000
R U OK	$1,000
Shop with a Cop	$4,000
Total Expenditures	**$8,500**

Section 6: Parks, Recreation & Tourism Capital Reserve Fund	
Parks, Recreation & Tourism Capital Reserve Fund Revenues	
Park Fee in Lieu of Revenues	$0
Miscellaneous Revenues	$5,000
Total Revenues	**$5,000**
Parks, Recreation & Tourism Capital Reserve Fund Expenditures	
Fund Balance	$5,000
Total Expenditures	**$5,000**

Section 7: OSBM Directed Grant Fund	
OSBM Directed Grant Fund Revenues	
State Appropriation Funds	$142,504
Total Revenues	**$142,504**
System Development Expenditures	
Capital Expenditures	$142,504
Total Expenditures	**$142,504**

Section 8: System Development Fund	
System Development Revenues	
System Development Fee – Water	$10,000
System Development Fee – Sewer	$20,000
Total Revenues	**$30,000**
System Development Expenditures	
Reserved for Future Expenditures	$30,000
Total Expenditures	**$30,000**

Section 9: Disaster Recovery Fund	
Disaster Recovery Revenues	
FEMA Reimbursement	$0
Total Revenues	**$0**
Disaster Recovery Expenditures	
Fund Balance	$0
Total Expenditures	**$0**

Section 10: Levy of Taxes

There is hereby levied a tax at the rate of fifty-eight cents ($0.58) per one hundred dollars ($100) valuation of property as listed for taxes as of January 1, 2024, for the purpose of raising the revenue listed Ad Valorem Taxes 2024-2025 in Section 1: General Fund of this ordinance. This rate is based on a valuation of property for purposes of taxation of $298,949,378 and an estimated rate of collection of 98%. Also included in this rate is a valuation of $90,028,000 for purposes of taxation of motor vehicles with a collection rate of 99% by the North Carolina Vehicle Tax System.

Section 11: Fees & Charges

There is hereby established, for Fiscal Year 2024-2025, various fees and charges as contained in the Fee Schedule attached to this document. All mileage reimbursements for the use of personal vehicles shall be the same as the allowable IRS rate in effect on the date of travel. All Meals and Incidentals shall follow the rate set by the US GSA for the travel location.

Section 12: Special Authorization of the Budget Officer

a. The Budget Officer shall be authorized to reallocate fund appropriations among the various objects of expenditure as he deems necessary, provided such reallocations do not increase or decrease the total budget for any fund.

b. Transfer amounts between departments of the same fund.

c. In an emergency situation, the Budget Officer in consultation with the Mayor or Mayor Pro Tem may expend funds from any source. The Board will be notified as soon as possible of the expenditure.

d. Reallocate and reclassify Town positions and expenditures as necessary in order to more effectively address budget and service level issues.

e. Re-appropriate funds from Contingency or Reserve funds.

f. Carry-over in the appropriations for the fiscal year any previously approved purchase order and accompanying budget authority.

g. The Budget Officer shall be authorized to receive and allocate funds under the American Rescue Plan (ARP).

Section 13: Employee Pay and Classification

Cost of Living Adjustment (COLA) for all Town employees shall be 2% and shall begin the first payroll in the new fiscal year. It is hereby established, for Fiscal Year 2024-25, the job classifications and pay ranges as contained in this document.

The Town Manager is hereby authorized to grant merit increases to Town employees, when earned, per Town policies.

Section 14: Use of the Budget and the Budget Ordinance

This Ordinance and the budget document shall be the basis for the financial plan of the Town of Burgaw for Fiscal Year 2024-2025. The Budget Officer shall administer the Annual Operating Budget and shall ensure the operating staff and officials are provided with guidance and sufficient details to implement their appropriate portion of the budget.

Section 15: Distribution

Copies of this ordinance shall be furnished to the Budget Officer, the Town Clerk, and the Finance Officer of the Town of Burgaw so that they may keep this ordinance on file for their direction and disbursement of funds.

Adopted this 18th day of June, 2024.

Attest:

G. Olivia Dawson, Mayor

Kristin Wells, Town Clerk

Budget Snapshot
FY 2024-25

Budget Snapshot

What Will I Pay?

Property Taxes

This table shows the real estate tax one would pay based upon the assessed value of their property.

To calculate your actual Town tax, multiply the total assessed value of your property by 0.0058. This will show what you pay for the General Fund services that the Town provides.

Assessed Property Value	Annual Bill at $.52 Tax Rate
$95,000	$551
$125,000	$725
$150,000	$870
$190,000	$1,102
$200,000	$1,160
$250,000	$1,450
$300,000	$1,740
$400,000	$2,320
$500,000	$2,900
$600,000	$3,480

Utility Rates

The following table shows the current residential water and sewer rates and their effect upon a residential customer using 3,000 gallons per month.

Utility Service Bill (Monthly)	
Water	$17.35
Sewer	$36.84
Stormwater	$2.50
Garbage	$22.00
Total Based on 3000 gallons per month	$78.69

Estimated Annual Costs	
Water/Sewer/Stormwater /Garbage Fees (based on 3,000 gal/month water usage)	$944
Town of Burgaw Property Tax (if property valued at $150,000)	$870
TOTAL ESTIMATED ANNUAL COST	$1,814
Average Cost Per Day for Water/Sewer/Garbage/Taxes	$4.97

This table combines the cost of Town of Burgaw property taxes and the cost of water, sewer and garbage, to show the total amount a resident of Burgaw would possibly pay in a year for based on a property valued at $150,000 and utility fees for 3,000 gallons usage per month. For $4.97 per day, our average utility customer living in an average home, receives clean potable water, efficient wastewater treatment, 24/7 police protection, 24/7 fire protection, building inspections, stormwater management, planning, zoning, code enforcement, parks, recreational events, streetlights, street maintenance, leaf & limb removal, and a host of other services. Our goal is to continue to deliver high-quality services at a reasonable price to all who make Burgaw their home.

General Fund Summary

FY 2024-25

GENERAL FUND EXPENDITURE DETAILS

DEPARTMENT	FY 2023-24 BUDGET	FY 2023-24 YTD 4/14/2024	FY 2024-25 BUDGET	PERCENT CHANGE
Governing Body (4100)	$105,269	$76,466	$103,149	-2.01%
Administration (4200)	$302,928	$244,002	$320,667	5.86%
Information Technology (4300)	$0	$0	$141,981	0.00%
Incubator Kitchen (5010)	$22,435	$15,671	$22,748	1.40%
Town Facilities & Grounds (5050)	$415,686	$266,738	$642,449	54.55%
Police (5100)	$1,912,259	$1,496,750	$2,051,380	7.28%
Fire (5300)	$990,714	$784,999	$1,131,761	14.24%
Planning (5400)	$189,593	$120,665	$213,574	12.65%
Inspections (5500)	$219,196	$146,609	$275,677	25.77%
Powell Bill (5600)	$163,161	$162,318	$144,352	-11.53%
Streets & Landscaping (5700)	$377,155	$257,703	$310,479	-17.68%
Sanitation (5800)	$419,439	$266,260	$840,999	100.51%
Non-Departmental (6000)	$323,826	$206,575	$288,935	-10.77%
Parks, Recreation & Tourism (6200)	$333,524	$267,676	$576,567	72.87%
Beautification (6300)	$41,000	$20,532	$18,000	-56.10%
Cemetery (6400)	$31,470	$26,152	$0	-100.00%
Garage (6800)	$38,259	$21,203	$49,254	28.74%
TOTAL GENERAL FUND EXPENDITURES:	**$5,885,914**	**$4,380,319**	**$7,131,973**	**21.17%**

GENERAL FUND EXPENDITURE DETAILS
GOVERNING BODY

LINE ITEM #	LINE ITEM DETAILS	FY 2023-24 BUDGET	FY 2023-24 YTD 4/14/2024	FY 2024-25 BUDGET	PERCENT CHANGE
10-4100-00-010	BOARD SALARIES	$29,400	$25,300	$29,400	0.00%
SUBTOTAL SALARIES		**$29,400**	**$25,300**	**$29,400**	**0.00%**
10-4100-00-050	FICA EXPENSE	$2,249	$1,936	$2,249	0.00%
SUBTOTAL BENEFITS		**$2,249**	**$1,936**	**$2,249**	**0.00%**
10-4100-00-100	TRAVEL & TRAINING	$0	$0	$5,000	0.00%
10-4100-00-330	DEPARTMENT SUPPLIES	$0	$0	$500	0.00%
10-4100-00-451	ELECTIONS	$5,000	$0	$0	-100.00%
10-4100-00-456	PROF SERVICES - ATTORNEY	$30,915	$20,021	$30,000	-2.96%
10-4100-00-500	COMMUNITY DEVELOPMENT	$30,500	$20,600	$31,600	3.61%
10-4100-00-530	DUES & SUBSCRIPTIONS	$0	$0	$1,700	0.00%
10-4100-00-570	MISCELLANEOUS	$7,205	$8,610	$2,700	-62.53%
SUBTOTAL OPERATING		**$73,620**	**$49,231**	**$71,500**	**-2.88%**
TOTAL		**$105,269**	**$76,466**	**$103,149**	**-2.01%**

GENERAL FUND EXPENDITURE DETAILS
ADMINISTRATION

LINE ITEM #	LINE ITEM DETAILS	FY 2023-24 BUDGET	FY 2023-24 YTD 4/14/2024	FY 2024-25 BUDGET	PERCENT CHANGE
10-4200-00-020	SALARIES & WAGES	$202,403	$168,605	$212,344	4.91%
SUBTOTAL SALARIES		**$202,403**	**$168,605**	**$212,344**	**4.91%**
10-4200-00-050	FICA EXPENSE	$15,484	$11,940	$16,244	4.91%
10-4200-00-060	GROUP INSURANCE	$20,283	$16,463	$20,852	2.81%
10-4200-00-070	RETIREMENT EXPENSE	$26,009	$21,728	$28,879	11.03%
10-4200-00-075	401K EXPENSE	$10,120	$8,353	$10,617	4.91%
SUBTOTAL BENEFITS		**$71,896**	**$58,484**	**$76,593**	**6.53%**
10-4200-00-100	TRAVEL & TRAINING	$6,540	$2,417	$6,740	3.06%
10-4200-00-110	TELEPHONE	$3,480	$2,637	$3,300	-5.17%
10-4200-00-330	DEPARTMENT SUPPLIES	$6,000	$3,819	$6,000	0.00%
10-4200-00-450	CONTRACT SERVICES	$3,000	$3,407	$5,400	80.00%
10-4200-00-455	COPIER	$2,244	$2,187	$2,700	20.32%
10-4200-00-530	DUES & SUBSCRIPTIONS	$1,565	$2,096	$1,790	14.38%
10-4200-00-540	CASUALTY INSURANCE & BONDS	$5,800	$350	$5,800	0.00%
SUBTOTAL OPERATING		**$28,629**	**$16,913**	**$31,730**	**10.83%**
10-4200-00-740	CAPITAL OUTLAY	$0	$0	$0	0.00%
SUBTOTAL CAPITAL OUTLAY		**$0**	**$0**	**$0**	**0.00%**
TOTAL		**$302,928**	**$244,002**	**$320,667**	**5.86%**

GENERAL FUND EXPENDITURE DETAILS
INFORMATION TECHNOLOGY

LINE ITEM #	LINE ITEM DETAILS	FY 2023-24 BUDGET	FY 2023-24 YTD 4/14/2024	FY 2024-25 BUDGET	PERCENT CHANGE
10-4300-00-020	SALARIES & WAGES	$0	$0	$40,800	0.00%
SUBTOTAL SALARIES		**$0**	**$0**	**$40,800**	**0.00%**
10-4300-00-050	FICA EXPENSE	$0	$0	$3,121	0.00%
10-4300-00-060	GROUP INSURANCE	$0	$0	$4,057	0.00%
10-4300-00-070	RETIREMENT EXPENSE	$0	$0	$5,549	0.00%
10-4300-00-075	401K EXPENSE	$0	$0	$2,040	0.00%
SUBTOTAL BENEFITS		**$0**	**$0**	**$14,767**	**0.00%**
10-4300-00-100	TRAVEL & TRAINING	$0	$0	$1,400	0.00%
10-4300-00-110	TELEPHONE	$0	$0	$2,940	0.00%
10-4300-00-330	DEPARTMENT SUPPLIES	$0	$0	$9,312	0.00%
10-4300-00-450	CONTRACT SERVICES	$0	$0	$67,147	0.00%
10-4300-00-455	COPIER	$0	$0	$0	0.00%
10-4300-00-530	DUES & SUBSCRIPTIONS	$0	$0	$0	0.00%
10-4300-00-540	LEASE	$0	$0	$5,616	0.00%
SUBTOTAL OPERATING		**$0**	**$0**	**$86,415**	**0.00%**
10-4300-00-740	CAPITAL OUTLAY	$0	$0	$0	0.00%
SUBTOTAL CAPITAL OUTLAY		**$0**	**$0**	**$0**	**0.00%**
TOTAL		**$0**	**$0**	**$141,981**	**0.00%**

GENERAL FUND EXPENDITURE DETAILS
INCUBATOR KITCHEN

LINE ITEM #	LINE ITEM DETAILS	FY 2023-24 BUDGET	FY 2023-24 YTD 4/14/2024	FY 2024-25 BUDGET	PERCENT CHANGE
10-5010-80-130	UTILITIES	$6,180	$4,622	$6,180	0.00%
10-5010-80-150	M&R BLDGS & GROUNDS	$500	$0	$500	0.00%
10-5010-80-160	M&R EQUIPMENT	$6,351	$5,702	$5,200	-18.12%
10-5010-80-330	SUPPLIES	$1,120	$434	$1,120	0.00%
10-5010-80-450	CONTRACTED SERVICES	$5,784	$963	$6,012	3.94%
10-5010-80-452	JANITORIAL	$2,500	$3,950	$3,736	49.45%
SUBTOTAL OPERATING		**$22,435**	**$15,671**	**$22,748**	**1.40%**

TOTAL	**$22,435**	**$15,671**	**$22,748**	**1.40%**

GENERAL FUND EXPENDITURE DETAILS
TOWN FACILITIES & GROUNDS

LINE ITEM #	LINE ITEM DETAILS	FY 2023-24 BUDGET	FY 2023-24 YTD 4/14/2024	FY 2024-25 BUDGET	PERCENT CHANGE
10-5050-80-020	SALARIES & WAGES	$27,350	$71,542	$169,995	521.55%
SUBTOTAL SALARIES		**$27,350**	**$71,542**	**$169,995**	**521.55%**
10-5050-80-050	FICA EXPENSE	$2,092	$5,467	$13,005	521.64%
10-5050-80-060	GROUP INSURANCE	$4,057	$12,631	$29,193	619.58%
10-5050-80-070	RETIREMENT EXPENSE	$3,514	$8,469	$23,119	557.92%
10-5050-80-075	401K EXPENSE	$1,368	$3,296	$8,500	521.33%
SUBTOTAL BENEFITS		**$11,031**	**$29,862**	**$73,817**	**569.18%**
10-5050-80-100	TRAVEL & TRAINING	$0	-$12	$1,000	0.00%
10-5050-80-110	TELEPHONE	$1,456	$249	$1,020	-29.95%
10-5050-80-130	UTILITIES	$41,580	$24,160	$32,820	-21.07%
10-5050-80-150	M&R BLDGS & GROUNDS	$31,250	$10,737	$40,000	28.00%
10-5050-80-160	M&R EQUIPMENT	$3,250	$1,006	$4,200	29.23%
10-5050-80-170	M&R VEHICLES	$250	$666	$250	0.00%
10-5050-80-320	FUEL	$0	$911	$2,000	0.00%
10-5050-80-330	SUPPLIES	$9,260	$14,533	$9,710	4.86%
10-5050-80-360	UNIFORMS	$1,000	$1,105	$1,000	0.00%
10-5050-80-450	CONTRACT SERVICES	$4,925	$6,542	$4,595	-6.70%
10-5050-80-452	CONTRACT SERVICES - JANITORIAL	$13,510	$9,571	$18,810	39.23%
10-5050-80-453	CONTRACT SERVICES - LANDSCAPING	$54,834	$48,772	$71,150	29.76%
10-5050-80-540	LEASE PAYMENTS	$4,800	$2,184	$8,892	85.25%
SUBTOTAL OPERATING		**$166,115**	**$120,425**	**$195,447**	**17.66%**
10-5050-80-740	CAPITAL OUTLAY	$98,000	$44,909	$90,000	-8.16%
SUBTOTAL CAPITAL OUTLAY		**$98,000**	**$44,909**	**$90,000**	**-8.16%**
10-5050-80-990	INTEREST EXPENSE	$38,190	$0	$38,190.00	0.00%
10-5050-80-992	INSTALLMENT PURCHASE	$75,000	$0	$75,000.00	0.00%
SUBTOTAL DEBT SERVICE		**$113,190**	**$0**	**$113,190.00**	**0.00%**
TOTAL		**$415,686**	**$266,738**	**$642,449**	**54.55%**

GENERAL FUND EXPENDITURE DETAILS
POLICE DEPARTMENT

LINE ITEM #	LINE ITEM DETAILS	FY 2023-24 BUDGET	FY 2023-24 YTD 4/14/2024	FY 2024-25 BUDGET	PERCENT CHANGE
10-5100-10-020	SALARIES & WAGES	$1,038,557	$850,821	$1,088,439	4.80%
10-5100-10-022	SEPARATION ALLOWANCE	$0	$0	$0	0.00%
10-5100-10-030	AUXILARY POLICE PAY	$3,000	$0	$3,000	0.00%
10-5100-10-040	OVERTIME & HOLIDAY PAY	$42,000	$39,627	$42,000	0.00%
SUBTOTAL SALARIES		**$1,083,557**	**$890,448**	**$1,133,439**	**4.60%**
10-5100-10-050	FICA EXPENSE	$82,892	$67,090	$86,708	4.60%
10-5100-10-060	GROUP INSURANCE	$134,385	$103,635	$138,146	2.80%
10-5100-10-070	RETIREMENT EXPENSE	$152,359	$125,019	$170,696	12.04%
10-5100-10-075	401K EXPENSE	$54,028	$44,289	$56,522	4.62%
SUBTOTAL BENEFITS		**$423,664**	**$340,034**	**$452,073**	**6.71%**
10-5100-10-100	TRAVEL & TRAINING	$3,615	$588	$5,615	55.33%
10-5100-10-110	TELEPHONE	$11,520	$9,433	$13,980	21.35%
10-5100-10-160	M & R EQUIPMENT	$2,500	$982	$2,500	0.00%
10-5100-10-170	M & R VEHICLES	$19,040	$15,241	$19,540	2.63%
10-5100-10-300	INSURANCE	$42,837	$40,512	$51,568	20.38%
10-5100-10-320	FUEL	$67,200	$42,075	$67,200	0.00%
10-5100-10-330	DEPARTMENT SUPPLIES	$17,200	$6,825	$24,800	44.19%
10-5100-10-331	CANINE	$1,750	$863	$1,750	0.00%
10-5100-10-360	UNIFORMS	$13,002	$3,326	$14,624	0.00%
10-5100-10-450	CONTRACT SERVICES	$13,845	$5,580	$14,132	5.63%
10-5100-10-451	SCHOOL RESOURCE OFFICER - START UP	$0	$3,848	$0	0.00%
10-5100-10-455	COPIER	$2,516	$2,049	$2,640	-100.00%
10-5100-10-530	DUES & SUBSCRIPTIONS	$440	$0	$580	500.00%
10-5100-10-540	LEASE ARRANGEMENT	$141,373	$97,644	$113,939	-99.59%
10-5100-10-600	POLICE HEALTH/WELLNESS	$9,000	$0	$9,000	1165.99%
SUBTOTAL OPERATING		**$345,838**	**$228,967**	**$341,868**	**-1.15%**
10-5100-10-740	CAPITAL OUTLAY	$59,200	$37,301	$124,000	109.46%
SUBTOTAL CAPITAL OUTLAY		**$59,200**	**$37,301**	**$124,000**	**109.46%**
TOTAL		**$1,912,259**	**$1,496,750**	**$2,051,380**	**7.28%**

GENERAL FUND EXPENDITURE DETAILS
FIRE DEPARTMENT

LINE ITEM #	LINE ITEM DETAILS	FY 2023-24 BUDGET	FY 2023-24 YTD 4/14/2024	FY 2024-25 BUDGET	PERCENT CHANGE
10-5300-10-020	SALARIES & WAGES	$415,496	$268,102	$435,894.70	4.91%
10-5300-10-021	WAGES-TEMP EMPLOYEES	$55,133	$56,675	$80,240.00	45.54%
10-5300-10-023	VOLUNTEER FIREMEN	$33,000	$34,005	$33,000.00	0.00%
10-5300-10-040	OVERTIME & HOLIDAY PAY	$15,000	$42,235	$20,000.00	33.33%
SUBTOTAL SALARIES		**$518,629**	**$401,016**	**$569,134.70**	**9.74%**
10-5300-10-050	FICA EXPENSE	$39,675	$30,171	$43,538.80	9.74%
10-5300-10-060	GROUP INSURANCE	$57,310	$41,884	$66,727.95	16.43%
10-5300-10-070	RETIREMENT EXPENSE	$55,319	$41,676	$62,001.68	12.08%
10-5300-10-075	401K EXPENSE	$21,525	$16,175	$22,794.74	5.90%
SUBTOTAL BENEFITS		**$173,829**	**$129,906**	**$195,063.17**	**12.22%**
10-5300-10-100	TRAVEL & TRAINING	$11,125	$5,754	$24,925.00	124.04%
10-5300-10-110	TELEPHONE	$3,060	$2,160	$4,080.00	33.33%
10-5300-10-160	M & R EQUIPMENT	$9,535	$4,418	$10,485.00	9.96%
10-5300-10-170	M & R VEHICLES	$38,084	$83,891	$46,780.00	22.83%
10-5300-10-260	ADVERTISING	$1,500	$1,705	$2,000.00	33.33%
10-5300-10-300	INSURANCE	$30,686	$24,958	$35,942.45	17.13%
10-5300-10-320	FUEL	$22,500	$11,950	$22,500.00	0.00%
10-5300-10-330	DEPARTMENT SUPPLIES	$31,175	$16,496	$24,375.00	-21.81%
10-5300-10-340	FIREMEN'S EXPENSE	$2,000	$1,847	$2,000.00	0.00%
10-5300-10-360	UNIFORMS	$9,000	$8,161	$9,000.00	0.00%
10-5300-10-450	CONTRACTED SERVICES	$20,620	$6,655	$20,976.00	1.73%
10-5300-10-530	DUES & SUBSCRIPTIONS	$15,255	$5,274	$19,445.00	27.47%
10-5300-10-540	LEASE ARRANGEMENT PMTS	$8,352	$4,489	$21,516.00	157.61%
SUBTOTAL OPERATING		**$202,892**	**$177,758**	**$244,024.45**	**20.27%**
10-5300-10-740	CAPITAL OUTLAY	$30,825	$25,280	$59,000.00	91.40%
SUBTOTAL CAPITAL OUTLAY		**$30,825**	**$25,280**	**$59,000.00**	**91.40%**
10-5300-10-990	INTEREST EXPENSE	$807	$807	$545.00	-32.47%
10-5300-10-992	INSTALLMENT PURCHASE	$63,732	$50,232	$63,994.00	0.41%
SUBTOTAL DEBT SERVICE		**$64,539**	**$51,038**	**$64,539.00**	**0.00%**
TOTAL		**$990,714**	**$784,999**	**$1,131,761**	**14.24%**

GENERAL FUND EXPENDITURE DETAILS
PLANNING

LINE ITEM #	LINE ITEM DETAILS	FY 2023-24 BUDGET	FY 2023-24 YTD 4/14/2024	FY 2024-25 BUDGET	PERCENT CHANGE
10-5400-40-010	PLANNING BOARD SALARIES	$2,520	$1,500	$2,520	0.00%
10-5400-40-020	SALARIES & WAGES	$119,706	$78,146	$133,760	11.74%
SUBTOTAL SALARIES		**$122,226**	**$79,646**	**$136,280**	**11.50%**
10-5400-40-050	FICA EXPENSE	$9,350	$6,049	$10,425	11.50%
10-5400-40-060	GROUP INSURANCE	$12,170	$9,349	$16,682	37.07%
10-5400-40-070	RETIREMENT EXPENSE	$12,812	$10,010	$18,191	41.99%
10-5400-40-075	401K EXPENSE	$4,985	$3,901	$6,688	34.16%
SUBTOTAL BENEFITS		**$39,317**	**$29,309**	**$51,987**	**32.22%**
10-5400-40-100	TRAVEL & TRAINING	$2,210	$2,029	$2,485	12.44%
10-5400-40-110	TELEPHONE	$600	$376	$1,200	100.00%
10-5400-40-115	POSTAGE	$1,000	$225	$1,000	0.00%
10-5400-40-160	M & R EQUIPMENT	$100	$0	$100	0.00%
10-5400-40-170	M&R VEHICLE	$200	$0	$200	0.00%
10-5400-40-260	ADVERTISING	$500	$0	$1,600	220.00%
10-5400-40-320	FUEL	$600	$225	$600	0.00%
10-5400-40-330	DEPARTMENT SUPPLIES	$1,500	$918	$1,500	0.00%
10-5400-40-340	PLANNING BOARD TRAINING & SUPPLIES	$0	$0	$300	0.00%
10-5400-40-450	CONTRACT SERVICES	$5,000	$1,604	$0	-100.00%
10-5400-40-454	NUISANCE ABATEMENT	$500	$0	$0	-100.00%
10-5400-40-455	COPIER	$2,280	$2,666	$4,505	97.58%
10-5400-40-458	PROFESSIONAL SERVICES-ENGINEER	$0	$0	$0	0.00%
10-5400-40-530	DUES & SUBSCRIPTIONS	$1,195	$1,121	$945	-20.92%
10-5400-40-540	LEASE ARRANGEMENT	$3,365	$2,546	$3,372	0.21%
10-5400-40-570	FAÇADE GRANT PROGRAM	$9,000	$0	$7,500	-16.67%
SUBTOTAL OPERATING		**$28,050**	**$11,710**	**$25,307**	**-9.78%**
10-5400-40-740	CAPITAL OUTLAY	$0	$0	$0	0.00%
SUBTOTAL CAPITAL OUTLAY		**$0**	**$0**	**$0**	**0.00%**
TOTAL		**$189,593**	**$120,665**	**$213,574**	**12.65%**

GENERAL FUND EXPENDITURE DETAILS
INSPECTIONS

LINE ITEM #	LINE ITEM DETAILS	FY 2023-24 BUDGET	FY 2023-24 YTD 4/14/2024	FY 2024-25 BUDGET	PERCENT CHANGE
10-5500-10-020	SALARIES & WAGES	$151,411	$102,798	$180,291	19.07%
SUBTOTAL SALARIES		**$151,411**	**$102,798**	**$180,291**	**19.07%**
10-5500-10-050	FICA EXPENSE	$11,583	$7,941	$13,792	19.07%
10-5500-10-060	GROUP INSURANCE	$12,170	$9,675	$16,682	37.07%
10-5500-10-070	RETIREMENT EXPENSE	$19,456	$12,294	$24,520	26.03%
10-5500-10-075	401K EXPENSE	$7,571	$4,757	$9,015	19.07%
SUBTOTAL BENEFITS		**$50,780**	**$34,667**	**$64,008**	**26.05%**
10-5500-10-100	TRAVEL & TRAINING	$3,585	$1,300	$3,710	3.49%
10-5500-10-110	TELEPHONE	$1,920	$1,532	$2,460	28.13%
10-5500-10-160	M & R EQUIPMENT	$400	$0	$400	0.00%
10-5500-10-170	M & R VEHICLES	$500	$59	$100	-80.00%
10-5500-10-320	FUEL	$1,100	$166	$1,500	36.36%
10-5500-10-330	DEPARTMENT SUPPLIES	$650	$389	$4,650	615.38%
10-5500-10-360	UNIFORMS	$550	$463	$950	72.73%
10-5500-10-450	CONTRACT SERVICES	$4,200	$3,587	$4,200	0.00%
10-5500-10-454	NUISANCE ABATEMENT	$2,500	$0	$0	-100.00%
10-5500-10-455	COPIER	$1,200	$1,473	$2,291	90.95%
10-5500-10-530	DUES & SUBSCRIPTIONS	$400	$175	$400	0.00%
10-5500-10-540	LEASE PAYMENTS	$0	$0	$10,716	0.00%
SUBTOTAL OPERATING		**$17,005**	**$9,143**	**$31,377**	**84.52%**
10-5500-10-740	CAPITAL OUTLAY	$0	$0	$0	0.00%
SUBTOTAL CAPITAL OUTLAY		**$0**	**$0**	**$0**	**0.00%**
TOTAL		**$219,196**	**$146,609**	**$275,677**	**25.77%**

GENERAL FUND EXPENDITURE DETAILS
POWELL BILL

LINE ITEM #	LINE ITEM DETAILS	FY 2023-24 BUDGET	FY 2023-24 YTD 4/14/2024	FY 2024-25 BUDGET	PERCENT CHANGE
10-5600-20-450	CONTRACT SERVICE	$0	$0	$0	0.00%
10-5600-20-453	PROFESSIONAL SERVICES	$3,000	$0	$3,000	0.00%
SUBTOTAL OPERATING		**$3,000**	**$0**	**$3,000**	**0.00%**
10-5600-20-730	SIDEWALK REPAIR & CONSTRUCTION	$0	$0	$0	0.00%
10-5600-20-740	STREET PAVING	$160,161	$162,318	$141,352	-11.74%
SUBTOTAL CAPITAL OUTLAY		**$160,161**	**$162,318**	**$141,352**	**-11.74%**
TOTAL		**$163,161**	**$162,318**	**$144,352**	**-11.53%**

GENERAL FUND EXPENDITURE DETAILS
STREETS & LANDSCAPING

LINE ITEM #	LINE ITEM DETAILS	FY 2023-24 BUDGET	FY 2023-24 YTD 4/14/2024	FY 2024-25 BUDGET	PERCENT CHANGE
10-5700-20-020	SALARIES & WAGES	$137,869	$49,985	$49,357	-64.20%
10-5700-20-040	OVERTIME	$0	$2,149	$0	0.00%
SUBTOTAL SALARIES		**$137,869**	**$52,134**	**$49,357**	**-64.20%**
10-5700-20-050	FICA EXPENSE	$10,547	$3,953	$3,776	-64.20%
10-5700-20-060	GROUP INSURANCE	$28,396	$10,681	$8,341	-70.63%
10-5700-20-070	RETIREMENT EXPENSE	$17,716	$6,665	$6,713	-62.11%
10-5700-20-075	401K EXPENSE	$6,893	$2,587	$2,468	-64.20%
SUBTOTAL BENEFITS		**$63,552**	**$23,886**	**$21,297**	**-66.49%**
10-5700-20-130	UTILITIES	$67,660	$63,106	$89,400	32.13%
10-5700-20-160	M & R EQUIPMENT	$6,093	$701	$2,200	-63.89%
10-5700-20-170	M & R VEHICLES	$1,300	$370	$1,600	23.08%
10-5700-20-320	FUEL	$6,720	$5,172	$5,760	-14.29%
10-5700-20-330	DEPARTMENT SUPPLIES	$32,504	$20,808	$30,651	-5.70%
10-5700-20-360	UNIFORMS	$3,544	$2,411	$0	-100.00%
10-5700-20-450	CONTRACT SERVICES	$15,250	$47,365	$2,750	-81.97%
10-5700-20-457	CONTRACT SERVICES - TREE TRIMMING	$6,000	$2,000	$6,000	0.00%
10-5700-20-540	LEASE ARRANGEMENT	$2,664	$6,150	$1,464	-45.05%
SUBTOTAL OPERATING		**$141,734**	**$148,083**	**$139,825**	**-1.35%**
10-5700-20-740	CAPITAL OUTLAY	$34,000	$33,600	$100,000	194.12%
SUBTOTAL CAPITAL OUTLAY		**$34,000**	**$33,600**	**$100,000**	**194.12%**
TOTAL		**$377,155**	**$257,703**	**$310,479**	**-17.68%**

GENERAL FUND EXPENDITURE DETAILS
SANITATION

LINE ITEM #	LINE ITEM DETAILS	FY 2023-24 BUDGET	FY 2023-24 YTD 4/14/2024	FY 2024-25 BUDGET	PERCENT CHANGE
10-5800-30-160	M & R EQUIPMENT	$600	$563	$600	0.00%
10-5800-30-170	M & R VEHICLES	$3,950	$3,669	$3,950	0.00%
10-5800-30-210	EQUIPMENT RENTAL	$1,500	$0	$1,500	0.00%
10-5800-30-320	FUEL	$15,790	$7,716	$15,790	0.00%
10-5800-30-330	DEPARTMENT SUPPLIES	$600	-$33	$0	-100.00%
10-5800-30-450	CONTRACT SERVICE	$372,840	$254,345	$795,000	113.23%
SUBTOTAL OPERATING		**$395,280**	**$266,260**	**$816,840**	**106.65%**
10-5800-30-740	CAPITAL OUTLAY	$0	$0	$0	0.00%
SUBTOTAL CAPITAL OUTLAY		**$0**	**$0**	**$0**	**0.00%**
10-5800-30-990	INTEREST EXPENSE	$2,261	$0	$1,544	-31.70%
10-5800-30-992	PRINCIPAL PMT	$21,898	$0	$22,614	3.27%
SUBTOTAL DEBT SERVICE		**$24,159**	**$0**	**$24,159**	**0.00%**
TOTAL		**$419,439**	**$266,260**	**$840,999**	**100.51%**

GENERAL FUND EXPENDITURE DETAILS
NON-DEPARTMENTAL

LINE ITEM #	LINE ITEM DETAILS	FY 2023-24 BUDGET	FY 2023-24 YTD 4/14/2024	FY 2024-25 BUDGET	PERCENT CHANGE
10-6000-00-020	FILM PAYROLL - REIMBURSE BY FILM REV	$0	$0	$0	0.00%
10-6000-00-110	TELEPHONE	$7,470	$5,506	$7,470	0.00%
10-6000-00-115	POSTAGE	$1,000	$790	$1,200	20.00%
10-6000-00-160	R&M EQUIPMENT	$200	$0	$200	0.00%
10-6000-00-170	M&R VEHICLE	$250	$0	$1,500	
10-6000-00-180	OPTION 4 REDISTRIBUTION	$84,000	$17,762	$84,000	0.00%
10-6000-00-200	UNEMPLOYMENT	$2,500	$0	$2,500	0.00%
10-6000-00-260	ADVERTISING	$2,650	$395	$2,650	0.00%
10-6000-00-320	FUEL	$0	$0	$400	
10-6000-00-450	CONTRACT SERVICES	$2,244	$1,706	$4,744	111.41%
10-6000-00-453	PROFESSIONAL SERVICES	$10,050	$370	$11,550	14.93%
10-6000-00-455	CONTRACT SERVICES - COPIER	$3,610	$3,368	$5,410	49.86%
10-6000-00-458	CONTRACT SERV - TAX COLLECTIONS	$60,000	$0	$60,000	0.00%
10-6000-00-459	CONTRACT SERV - IT	$65,128	$110,149	$0	-100.00%
10-6000-00-460	PROPERTY,LIABILITY & WC INSURANCE	$61,383	$54,559	$70,218	14.39%
10-6000-00-530	DUES & SUBCRIPTIONS	$5,555	$5,464	$5,555	0.00%
10-6000-00-540	LEASE PAYMENTS	$5,616	$4,203	$8,688	
10-6000-00-570	MISCELLANEOUS	$2,170	$2,304	$7,850	261.75%
10-6000-00-590	RESERVE	$0	$0	$0	0.00%
10-6000-00-595	MERIT PAY	$10,000	$0	$15,000	50.00%
SUBTOTAL OPERATING		**$323,826**	**$206,575**	**$288,935**	**-10.77%**

TOTAL	**$323,826**	**$206,575**	**$288,935**	**-10.77%**

GENERAL FUND EXPENDITURE DETAILS
PARKS, RECREATION & TOURISM

LINE ITEM #	LINE ITEM DETAILS	FY 2023-24 BUDGET	FY 2023-24 YTD 4/14/2024	FY 2024-25 BUDGET	PERCENT CHANGE
10-6200-80-020	SALARIES & WAGES	$111,328	$84,428	$117,698	5.72%
10-6200-80-040	OVERTIME	$7,800	$6,246	$7,800	0.00%
SUBTOTAL SALARIES		**$119,128**	**$90,674**	**$125,498**	**5.35%**
10-6200-80-050	FICA EXPENSE	$9,113	$6,682	$9,601	5.35%
10-6200-80-060	GROUP INSURANCE	$16,226	$12,846	$16,682	2.81%
10-6200-80-070	RETIREMENT EXPENSE	$15,308	$11,652	$17,068	11.50%
10-6200-80-075	401K EXPENSE	$5,956	$4,513	$6,275	5.35%
SUBTOTAL BENEFITS		**$46,603**	**$35,693**	**$49,625**	**6.48%**
10-6200-80-100	TRAVEL & TRAINING	$2,100	$1,890	$3,660	74.29%
10-6200-80-110	TELEPHONE	$1,511	$735	$1,500	-0.73%
10-6200-80-115	POSTAGE	$1,800	$178	$1,800	0.00%
10-6200-80-130	UTILITIES	$4,200	$1,883	$3,840	-8.57%
10-6200-80-150	BLDGS & GROUNDS	$22,275	$18,035	$39,686	78.16%
10-6200-80-160	M & R EQUIPMENT	$5,400	$5,194	$7,000	29.63%
10-6200-80-170	M & R VEHICLES	$250	$0	$250	0.00%
10-6200-80-260	ADVERTISING	$2,200	$600	$1,000	-54.55%
10-6200-80-320	FUEL	$1,000	$1,013	$1,000	0.00%
10-6200-80-330	DEPARTMENT SUPPLIES	$2,681	$1,927	$3,681	37.30%
10-6200-80-340	PARKS & REC BOARD	$500	$743	$500	0.00%
10-6200-80-360	UNIFORMS	$800	$1,082	$800	0.00%
10-6200-80-450	PARKS & REC PROGRAMS	$65,350	$51,885	$73,300	12.17%
10-6200-80-452	CONTRACT SERVICES	$34,185	$31,800	$42,410	24.06%
10-6200-80-500	CHRISTMAS EVENTS	$4,000	$5,925	$7,000	75.00%
10-6200-80-530	DUES & SUBSCRIPTIONS	$3,655	$3,722	$3,505	-4.10%
10-6200-80-540	LEASE ARRANGEMENT	$3,312	$2,205	$10,512	217.39%
SUBTOTAL OPERATING		**$155,219**	**$128,820**	**$201,444**	**29.78%**
10-6200-80-740	CAPITAL OUTLAY	$12,574	$12,490	$200,000	1490.58%
SUBTOTAL CAPITAL OUTLAY		**$12,574**	**$12,490**	**$200,000**	**1490.58%**
TOTAL		**$333,524**	**$267,676**	**$576,567**	**72.87%**

GENERAL FUND EXPENDITURE DETAILS
BEAUTIFICATION

LINE ITEM #	LINE ITEM DETAILS	FY 2023-24 BUDGET	FY 2023-24 YTD 4/14/2024	FY 2024-25 BUDGET	PERCENT CHANGE
10-6300-00-150	M & R BUILDINGS & GROUNDS	$0	$0	$0	0.00%
10-6300-00-330	DEPARTMENT SUPPLIES	$8,000	$20,532	$8,000	0.00%
10-6300-00-450	CONTRACT SERVICE	$0	$0	$0	0.00%
SUBTOTAL OPERATING		**$8,000**	**$20,532**	**$8,000**	**0.00%**
10-6300-00-740	CAPITAL OUTLAY	$33,000	$0	$10,000	-69.70%
SUBTOTAL CAPITAL OUTLAY		**$33,000**	**$0**	**$10,000**	**-69.70%**
TOTAL		**$41,000**	**$20,532**	**$18,000**	**-56.10%**

GENERAL FUND EXPENDITURE DETAILS
GARAGE

LINE ITEM #	LINE ITEM DETAILS	FY 2023-24 BUDGET	FY 2023-24 YTD 4/14/2024	FY 2024-25 BUDGET	PERCENT CHANGE
10-6800-00-020	SALARIES & WAGES	$17,340	$10,644	$27,540	58.82%
10-6800-00-040	OVERTIME & HOLIDAY PAY	$0	$0	$0	0.00%
SUBTOTAL SALARIES		**$17,340**	**$10,644**	**$27,540**	**58.82%**
10-6800-00-050	FICA EXPENSE	$1,327	$814	$2,107	58.76%
10-6800-00-060	GROUP INSURANCE	$0	$0	$0	0.00%
10-6800-00-070	RETIREMENT EXPENSE	$0	$0	$0	0.00%
10-6800-00-075	401K EXPENSE	$0	$0	$0	0.00%
SUBTOTAL BENEFITS		**$1,327**	**$814**	**$2,107**	**58.76%**
10-6800-00-130	UTILITIES	$4,140	$3,107	$4,140	0.00%
10-6800-00-150	M & R BUILDINGS & GROUNDS	$1,000	$1,132	$1,000	0.00%
10-6800-00-160	M & R EQUIPMENT	$1,250	$246	$1,250	0.00%
10-6800-00-170	M & R VEHICLES	$800	$311	$800	0.00%
10-6800-00-320	FUEL	$6,250	$1,756	$6,250	0.00%
10-6800-00-330	DEPARTMENT SUPPLIES	$4,000	$1,902	$4,000	0.00%
10-6800-00-360	UNIFORMS	$862	$628	$877	1.74%
10-6800-00-450	CONTRACT SERVICES	$1,290	$662	$1,290	0.00%
SUBTOTAL OPERATING		**$19,592**	**$9,744**	**$19,607**	**0.08%**
10-6800-00-740	CAPITAL OUTLAY	$0	$0	$0	0.00%
SUBTOTAL CAPITAL OUTLAY		**$0**	**$0**	**$0**	**0.00%**
TOTAL		**$38,259**	**$21,203**	**$49,254**	**28.74%**

Water & Sewer Enterprise Fund Summary

FY 2024-25

WATER & SEWER ENTERPRISE FUND EXPENDITURE DETAILS				
DEPARTMENT	FY 2023-24 BUDGET	FY 2023-24 YTD 4/14/2024	FY 2024-25 BUDGET	PERCENT CHANGE
Non-Departmental (8000)	$1,940,090	$1,458,803	$1,742,957	-10.16%
Water (8140)	$215,445	$146,718	$227,540	5.61%
Sewer (8200)	$120,615	$78,459	$128,500	6.54%
Transmission Line (8210)	$552,165	$376,052	$578,004	4.68%
TOTAL W/S ENTERPRISE FUND EXPENDITURES:	**$2,828,315**	**$2,060,032**	**$2,677,000**	**-5.35%**

ENTERPRISE FUND EXPENDITURE DETAILS
NON-DEPARTMENTAL

LINE ITEM #	LINE ITEM DETAILS	FY 2023-24 BUDGET	FY 2023-24 YTD 4/14/2024	FY 2024-25 BUDGET	PERCENT CHANGE
30-8000-91-020	SALARIES	$790,699	$567,285	$880,228	11.32%
30-8000-91-025	MERIT	$10,000	$0	$15,000	50.00%
30-8000-91-040	OVERTIME	$5,400	$2,517	$5,400	0.00%
SUBTOTAL SALARIES		**$806,099**	**$569,803**	**$900,628**	**11.73%**
30-8000-91-050	FICA EXPENSE	$60,902	$41,846	$67,751	11.25%
30-8000-91-060	GROUP INSURANCE	$101,933	$69,144	$116,774	14.56%
30-8000-91-070	RETIREMENT EXPENSE	$102,299	$71,588	$120,445	17.74%
30-8000-91-075	401K EXPENSE	$39,805	$27,729	$44,281	11.25%
SUBTOTAL BENEFITS		**$304,939**	**$210,307**	**$349,251**	**14.53%**
30-8000-91-100	TRAVEL & TRAINING	$8,049	$1,246	$7,224	-10.25%
30-8000-91-110	TELEPHONE	$8,316	$6,303	$9,468	13.85%
30-8000-91-115	POSTAGE	$500	$0	$500	0.00%
30-8000-91-130	UTILITIES	$4,560	$4,635	$7,260	59.21%
30-8000-91-150	M&R BUILDS & GRDS	$2,912	$4,363	$1,000	-65.65%
30-8000-91-160	M & R EQUIPMENT	$0	$0	$0	0.00%
30-8000-91-170	M & R VEHICLES	$3,000	$1,644	$3,500	16.67%
30-8000-91-210	EQUIPMENT RENTAL	$0	$0	$0	0.00%
30-8000-91-260	ADVERTISING	$2,000	$0	$2,000	0.00%
30-8000-91-320	FUEL	$16,800	$11,417	$16,800	0.00%
30-8000-91-330	SUPPLIES	$2,500	$624	$2,700	8.00%
30-8000-91-360	UNIFORMS	$5,172	$3,989	$5,172	0.00%
30-8000-91-450	CONTRACT SERVICES	$11,100	$8,564	$11,700	5.41%
30-8000-91-452	CONTRACT SERVICES JANITORIAL	$300	$300	$1,200	300.00%
30-8000-91-453	PROFESSIONAL SERVICES	$11,700	$4,650	$9,000	-23.08%
30-8000-91-455	COPIER	$1,620	$1,437	$2,100	29.63%
30-8000-91-459	CONTRACT SERVICES - IT	$86,973	$95,300	$85,929	-1.20%
30-8000-91-460	INSURANCE	$67,130	$56,613	$77,585	15.57%
30-8000-91-530	DUES & SUBSCRIPTIONS	$881	$491	$895	1.59%
30-8000-91-540	LEASE ARRANGEMENTS	$53,700	$16,935	$57,223	6.56%
30-8000-91-570	MISCELLANOUS	$3,850	$6,826	$3,850	0.00%
30-8000-91-571	CREDIT CARD FEES	$4,800	$3,607	$4,800	0.00%
30-8000-91-590	RESERVE ACCOUNT	$0	$0	$0	0.00%
SUBTOTAL OPERATING		**$295,863**	**$228,943**	**$309,906**	**4.75%**
30-8000-91-740	CAPITAL OUTLAY	$383,971	$449,750	$34,000	-91.15%
SUBTOTAL CAPITAL OUTLAY		**$383,971**	**$449,750**	**$34,000**	**-91.15%**
30-8000-91-940	INSTALLMENT PAYMENTS	$103,320	$0	$104,320	0.97%
30-8000-91-990	INTEREST EXPENSE	$45,898	$0	$44,853	-2.28%
SUBTOTAL DEBT SERVICE		**$149,218**	**$0**	**$149,172**	**-0.03%**
TOTAL		**$1,940,090**	**$1,458,803**	**$1,742,957**	**-10.16%**

ENTERPRISE FUND EXPENDITURE DETAILS
WATER DEPARTMENT

LINE ITEM #	LINE ITEM DETAILS	FY 2023-24 BUDGET	FY 2023-24 YTD 4/14/2024	FY 2024-25 BUDGET	PERCENT CHANGE
30-8140-91-130	UTILITIES	$25,765	$21,710	$30,600	18.77%
30-8140-91-150	M&R BUILDS & GRDS	$4,013	$129	$3,500	-12.77%
30-8140-91-160	M & R EQUIPMENT	$8,890	$1,600	$7,000	-21.26%
30-8140-91-320	FUEL	$525	$596	$525	0.00%
30-8140-91-330	SUPPLIES	$93,780	$52,691	$78,643	-16.14%
30-8140-91-450	CONTRACT SERVICES	$57,472	$47,526	$57,272	-0.35%
SUBTOTAL OPERATING		**$190,445**	**$124,253**	**$177,540**	**-6.78%**
30-8140-91-740	CAPITAL OUTLAY	$25,000	$22,465	$50,000	100.00%
SUBTOTAL CAPITAL OUTLAY		**$25,000**	**$22,465**	**$50,000**	**100.00%**
TOTAL		**$215,445**	**$146,718**	**$227,540**	**5.61%**

ENTERPRISE FUND EXPENDITURE DETAILS
SEWER DEPARTMENT

LINE ITEM #	LINE ITEM DETAILS	FY 2023-24 BUDGET	FY 2023-24 YTD 4/14/2024	FY 2024-25 BUDGET	PERCENT CHANGE
30-8200-91-130	UTILITIES	$21,180	$15,706	$21,180	0.00%
30-8200-91-150	M&R BUILDS & GRDS	$2,513	$745	$2,000	-20.40%
30-8200-91-160	M & R EQUIPMENT	$5,300	$1,074	$9,300	75.47%
30-8200-91-320	FUEL	$1,350	$367	$1,350	0.00%
30-8200-91-330	SUPPLIES	$23,848	$9,180	$25,150	5.46%
30-8200-91-450	CONTRACT SERVICES	$38,020	$11,898	$34,520	-9.21%
30-8200-91-458	PROFESSIONAL SERVICES - ENGINEERING	$0	$11,000	$0	0.00%
SUBTOTAL OPERATING		**$92,210**	**$49,969**	**$93,500**	**1.40%**
30-8200-91-740	CAPITAL OUTLAY	$28,405	$28,490	$35,000	23.22%
SUBTOTAL CAPITAL OUTLAY		**$28,405**	**$28,490**	**$35,000**	**23.22%**
TOTAL		**$120,615**	**$78,459**	**$128,500**	**6.54%**

ENTERPRISE FUND EXPENDITURE DETAILS
TRANSMISSION LINE

LINE ITEM #	LINE ITEM DETAILS	FY 2023-24 BUDGET	FY 2023-24 YTD 4/14/2024	FY 2024-25 BUDGET	PERCENT CHANGE
30-8210-91-130	UTILITIES	$44,520	$33,543	$44,940	0.94%
30-8210-91-135	TREATMENT CHARGES	$469,560	$327,371	$492,960	4.98%
30-8210-91-150	M&R BUILDS & GRDS	$3,000	$1,043	$3,000	0.00%
30-8210-91-160	M & R EQUIPMENT	$3,800	$1,012	$3,500	-7.89%
30-8210-91-320	FUEL	$450	$0	$450	0.00%
30-8210-91-330	SUPPLIES	$10,535	$6,207	$10,734	1.89%
30-8210-91-450	CONTRACT SERVICES	$20,300	$6,875	$22,420	10.44%
SUBTOTAL OPERATING		**$552,165**	**$376,052**	**$578,004**	**4.68%**
30-8210-91-740	CAPITAL OUTLAY	$0	$0	$0	0.00%
SUBTOTAL CAPITAL OUTLAY		**$0**	**$0**	**$0**	**0.00%**
TOTAL		**$552,165**	**$376,052**	**$578,004**	**4.68%**

Stormwater Management Utility Enterprise Fund Summary

FY 2024-25

STORMWATER ENTERPRISE FUND EXPENDITURE DETAILS
STORMWATER MANAGEMENT UTILITY

DEPARTMENT	FY 2023-24 BUDGET	FY 2023-24 YTD 4/14/2024	FY 2024-25 BUDGET	PERCENT CHANGE
Stormwater Management Utility (5801)	$150,000	$100,771	$150,000	0.00%
TOTAL STORMWATER ENTERPRISE FUND EXPENDITURES	**$150,000**	**$100,771**	**$150,000**	**0.00%**

STORMWATER ENTERPRISE FUND EXPENDITURE DETAILS
STORMWATER MANAGEMENT UTILITY

LINE ITEM #	LINE ITEM DETAILS	FY 2023-24 BUDGET	FY 2023-24 YTD 4/14/2024	FY 2024-25 BUDGET	PERCENT CHANGE
33-5801-30-020	SALARIES	$65,224	$52,418	$45,184	-30.72%
33-5801-30-040	OVERTIME	$2,700	$1,097	$2,700	0.00%
SUBTOTAL SALARIES		**$67,924**	**$53,515**	**$47,884**	**-29.50%**
33-5801-30-050	FICA EXPENSE	$5,196	$4,036	$3,663	-29.50%
33-5801-30-060	GROUP INSURANCE	$8,113	$9,869	$8,341	2.81%
33-5801-30-070	RETIREMENT EXPENSE	$8,728	$6,877	$6,153	-29.50%
33-5801-30-075	401K EXPENSE	$3,396	$2,676	$2,394	-29.50%
SUBTOTAL BENEFITS		**$25,433**	**$23,458**	**$20,551**	**-19.19%**
33-5801-30-100	TRAVEL & TRAINING	$660	$190	$660	0.00%
33-5801-30-160	M & R EQUIPMENT	$7,200	$1,896	$7,200	0.00%
33-5801-30-170	M & R VEHICLES	$500	$0	$500	0.00%
33-5801-30-210	EQUIPMENT RENTAL	$0	$0	$0	0.00%
33-5801-30-320	FUEL	$2,600	$492	$2,600	0.00%
33-5801-30-330	SUPPLIES	$5,350	$2,265	$5,550	3.74%
33-5801-30-360	UNIFORMS	$862	$657	$877	1.74%
33-5801-30-450	CONTRACT SERVICES	$1,000	$71	$1,000	0.00%
33-5801-30-453	PROFESSIONAL SERVICES	$25,490	$7,749	$49,184	92.95%
33-5801-30-460	INSURANCE	$5,181	$4,627	$6,194	19.55%
33-5801-30-540	LEASE ARRANGEMENTS	$7,800	$5,850	$7,800	0.00%
SUBTOTAL OPERATING		**$56,643**	**$23,798**	**$81,565**	**44.00%**
33-5801-30-740	CAPITAL OUTLAY	$0	$0	$0	0.00%
SUBTOTAL CAPITAL OUTLAY		**$0**	**$0**	**$0**	**0.00%**
TOTAL		**$150,000**	**$100,771**	**$150,000**	**0.00%**

Special Funds Summary

FY 2024-25

OSBM DIRECTED GRANT FUND

LINE ITEM DETAILS	FY 2024-25 BUDGET
REVENUES	
STATE APPROPRIATION FUNDS	$142,504
TOTAL REVENUES	**$142,504**

LINE ITEM DETAILS	FY 2024-25 BUDGET
EXPENDITURES	
CAPITAL EXPENDITURES	$142,504
TOTAL EXPENDITURES	**$142,504**

PARKS, RECREATION & TOURISM CAPITAL RESERVE FUND

LINE ITEM DETAILS	FY 2024-25 BUDGET
REVENUES	
PARK FEE IN LIEU OF REVENUES	$0
MISCELLANEOUS REVENUES	$5,000
TOTAL REVENUES	**$5,000**

LINE ITEM DETAILS	FY 2024-25 BUDGET
EXPENDITURES	
MISCELLANEOUS CAPITAL EXPENDITURES	$5,000
TOTAL EXPENDITURES	**$5,000**

POLICE COMMUNITY INVOLVEMENT FUND

LINE ITEM DETAILS	FY 2024-25 BUDGET
REVENUES	
CONTRIBUTIONS	$8,500
TOTAL REVENUES	**$8,500**

LINE ITEM DETAILS	FY 2024-25 BUDGET
EXPENDITURES	
CRAM THE CRUISER	$2,500
COMMUNITY EVENTS	$1,000
R U OK	$1,000
SHOP WITH A COP	$4,000
TOTAL EXPENDITURES	**$8,500**

SYSTEM DEVELOPMENT FUND

LINE ITEM DETAILS	FY 2024-25 BUDGET
REVENUES	
SYSTEM DEVELOPMENT FEE - WATER	$10,000
SYSTEM DEVELOPMENT FEE - SEWER	$20,000
TOTAL REVENUES	**$30,000**

LINE ITEM DETAILS	FY 2024-25 BUDGET
EXPENDITURES	
CAPITAL RESERVE	$30,000
TOTAL EXPENDITURES	**$30,000**

Fee Schedule

FY 2024-25

SCHEDULE OF FEES

TOWN OF BURGAW

109 NORTH WALKER STREET

FISCAL YEAR 2024-2025

ADMINISTRATIVE

Copies - black & white	$	0.05	each
Copies - color	$	0.15	each
Flash Drive	$	2.50	each
Credit Card fee (all payments other than utilities)		3%	of fee charged

UTILITIES

Residential Utility Credit Check	$	5.00	
Residential Utility Deposit **	$ 0	- $150	Based on utility credit history
	$	300.00	Without verifiable identification
Commercial Utility Deposit (Based on average estimated monthly usage)			
0 - 3000 gallons	$	140.00	
3,001-9,000 gallons	$	280.00	
9,001-25,000 gallons	$	775.00	
25,001-50,000 gallons	$	1,350.00	
50,001-100,000 gallons	$	2,650.00	
100,000 + gallons	$	2,750.00	minimum
Master Meter Deposit	$	150.00	per unit in Multi-Family complexes
Temporary Connect	$	30.00	seven consecutive days of temporary use
Administrative Fee	$	35.00	charge for non-payment of utility account
Return Check Fee	$	25.00	

*after two consecutively returned checks, the account will be marked as CASH ONLY

**account will be reevaluated after 12-months of good payment history

Water Rates			
Inside City Limits:			
0 - 2000 gallons	$	11.56	
2,001-3,000 gallons	$	0.00579	per gallon
3,001-9,000 gallons	$	0.00708	per gallon
9,001-20,000 gallons	$	0.00728	per gallon
20,000 + gallons	$	0.00741	per gallon
Outside City Limits:			
0 - 2000 gallons	$	23.12	
2,001-3,000 gallons	$	0.01158	per gallon
3,001-9,000 gallons	$	0.01417	per gallon
9,001-20,000 gallons	$	0.01456	per gallon
20,000 + gallons	$	0.01481	per gallon
Sewer Rates			
Inside City Limits:			
0 - 2000 gallons	$	23.05	
2,001 + gallons	$	0.01379	per gallon
Outside City Limits:			
0 - 2000 gallons	$	46.10	
2,001 + gallons	$	0.02758	per gallon

Meter Lock cut fee	$	35.00	to replace damaged meter lock
Unauthorized use of water/sewer system	up to $1,000 per day plus $75 administrative fee & applicable water consumption charges		
Resident requested meter testing	$	200.00	

Solid Waste *third party contracted with Wall Recycling, LLC*

Residential	$	22.00	includes one roll cart & one recycling roll cart
Commercial	$	39.35	includes two roll carts & one recycling roll cart

*commercial/business customers are required to maintain, at least, two garbage roll carts & one recycling roll cart (unless commercial dumpster onsite)

additional garbage cart	$	17.35	each
additional recycle cart	$	4.65	each

Dumpster Service

2 CUBIC YARD (MSW)	MONTHLY COST PER UNIT
1XWEEK	$143.75
2XWEEK	$243.75
3XWEEK	$343.75

4 CUBIC YARD (MSW)	MONTHLY COST PER UNIT
1XWEEK	$168.75
2XWEEK	$268.75
3XWEEK	$368.75
4XWEEK	$468.75
5XWEEK	$568.75

6 CUBIC YARD (MSW)	MONTHLY COST PER UNIT
1XWEEK	$212.50
2XWEEK	$325.00
3XWEEK	$437.50
4XWEEK	$550.00
5XWEEK	$662.50

8 CUBIC YARD (MSW)	MONTHLY COST PER UNIT
1XWEEK	$250.00
2XWEEK	$418.75
3XWEEK	$575.00
4XWEEK	$731.25
5XWEEK	$887.50

8 CUBIC YARD (OCC)	MONTHLY COST PER UNIT
1XWEEK	$187.50
2XWEEK	$375.00

ADDITIONAL FEES	
EXTRA DUMPSTER PICK-UP	$112.50
LOCK BAR	$15.00

Storm Water Management Utility Fee

Residential	$	2.50	flat rate
Commercial/Industrial/Institutional/Multi-family	$	2.50	per ERU

*ERU calculated as 2,400 sq ft of impervious surface

Public Works

Excessive Vegetative/Construction/Demolition debris pickup for Town Residents;
Illegal dumping of debris; House/Rental/Apartment clean-out.

Grapple Truck fee		$ 150.00	per hour
Public Works Employees	(minimum of two)	$ 150.00	per hour
Administrative Fee		25%	of total

*All hourly charges shall be pro-rated and a minimum of 1 hour shall be charged for all services, unless otherwise stated, pursuant to this fee schedule.
All associated fees shall be invoiced by the town and must be paid prior to collection.

Damage to Town Property

Negligent damages, repeat sewer blockages that violate the sewer ordinance Section 2 2.1 (a)(2), or digging without calling 811, will incur charges for repair according to the following hourly rates:

Employee time	Double Overtime + 25%
Equipment and Vehicles	$ 150.00 per hour
Materials reimbursed per incident	
Administrative Fee	25% of Total - minimum one hour

Connection to Town Water and/or Sewer

	Inside City Limits		Outside City Limits	
Residential	Water	Sewer	Water	Sewer
3/4"	$ 950	N/A	$ 1,900	N/A
1"	$ 1,100	N/A	$ 2,200	N/A
Turbo 2"	$ 1,900	N/A	$ 3,800	N/A
Compound 2"	$ 1,900	N/A	$ 3,800	N/A
4"	N/A	$ 650	N/A	$ 1,300

Connection to Town Water and/or Sewer, continued

	Inside City Limits		Outside City Limits	
Commercial	Water	Sewer	Water	Sewer
3/4"	$ 1,450	N/A	$ 2,900	N/A
1"	$ 1,600	N/A	$ 3,200	N/A
Turbo 2"	$ 2,400	N/A	$ 4,800	N/A
Compound 2"	$ 2,400	N/A	$ 4,800	N/A
4"	N/A	$ 650	N/A	$ 1,300

Additional Connection Fee:	$ 1,800.00	3/4" bore (standard)
if bore required	+$45 per ft	2" bore
*subject to open cut fee	+$65 per ft	4" bore

**taps that require disturbance to Town and/or NCDOT infrastructure or right-of-way will be calculated on a case-by-case basis by the Public Works Director.
Charges for such taps shall include the cost of materials, equipment, and asphalt repair.

Meter Purchase (installed):	meter only	meter, setter, box
3/4"	$ 325	$ 665
1"	$ 435	$ 1,030
2"	$ 1,300	$ 2,700
3"	$ 2,400	

6"	$ 4,320		
8"	$ 5,160		
Irrigation Meter Connection:	$ 300.00	connection from existing service 3/4"	
	$ 500.00	connection from main line 3/4"	

Bulk Water Purchase

Hydrant Meter Rental:		
Administrative Fee	$ 50.00	
Daily Rental Rate	$ 20.00	
Monthly Rental Rate	$ 400.00	
Bulk Water Rate	$ 0.01417	per gallon
Violation for misuse	$ 250.00	per day per violation
Replacement Costs:		
Hydrant Meter	$ 1,500.00	
RPZ Backflow	$ 1,350.00	
"S" Tube	$ 300.00	
Gate Valve	$ 300.00	
Hydrant Wrench	$ 100.00	
Tank Filling:		
Administrative Fee	$ 15.00	per filling
Filling Station Rate	$ 25.00	per 1,000 gallons

*administrative fee must be paid prior to each tank filling

*rate will not be pro-rated if less than 1,000 gallons are purchased

Fats, Oils & Grease (FOG) Violations

If residence or food handling facility is source of sanitary sewer blockage or overflow, a fine of not less than $500 and not more than $10,000 will be assessed, plus remediation costs. Additional fees may be imposed by the State of North Carolina.

Fines of Various annual infractions of FOG enforcement

Minor Violations	1st Offense	2nd Offense	3rd Offense	4th Offense and Up
Failure to submit records	Warning	$ 100.00	$ 200.00	$ 500.00
Inspection hindrance	Warning	$ 100.00	$ 200.00	$ 500.00
Failure to maintain on-site records	Warning	$ 100.00	$ 200.00	$ 500.00
Moderate Violations	1st Offense	2nd Offense	3rd Offense	4th Offense and Up
Failure to maintain interceptor in proper working order	$ 500.00	$ 750.00	$ 1,000.00	$ 2,500.00
Failure to clean interceptor as required	$ 250.00	$ 350.00	$ 500.00	$ 1,000.00
Major Violations				
Source of sewer blockage			$ 500.00	
Source of sewer overflow (minimum)			$ 1,000.00	
Falsification of Records			$ 1,000.00	

Pretreatment Permit Fees

Pretreatment permit fees are for recovery of the Town's expense in reviewing the Pretreatment Permit application, initial inspection of the facility and the issuance of the pretreatment permit, if one is required.

Pretreatment Permit Fee Schedule		
Significant Industrial User (SIU) Permit	$400.00	
SIU Permit Renewal	$400.00	
Non-Significant Industrial User Permit	$600.00	
NON-SIU Permit Renewal	$600.00	
Permit Modification	$100.00	
General Fee Schedule		
Grab sample & Composite Sample	Direct Cost Recovery	
*current contract laboratory pricing for each SIU based on IUP effluent limits and monitoring requirements, Part I, Section F		
Inspection fee (subsequent to permitting or Renewal)	$50.00	
Automatic charge for Notice of Violation	$75.00	
Charge for Public Notice	$25.00	admin fee
	plus direct cost recovery of fees to publish	
Authorization to construct	$100.00	

** In the event that any IUP is modified or renewed during the fiscal year, contract laboratory pricing may be adjusted to correspond to any changes in the final approved IUP. In the event that any new IUP is issued during the fiscal year, the industry is subject to the same cost recovery requirements based on contract lab pricing to be obtained at the time of permit issuance.

Cemetery

Burial Fee per space	$ 300.00	in town resident
	$ 600.00	out of town resident
Marker deposit	$ 300.00	if marker is currently in place
	$ 500.00	if marker needs to be placed

Filming

Low impact	$ 500.00	
Medium Impact	$ 1,200.00	
High Impact	$ 2,000.00	
Additional daily fee associated with filming at public property or building such as Town park, Old Jail, Depot, Community House, or EMS	$ 1,250.00	
Officer vehicle for film/movie	$ 50.00	per day per vehicle
Patrol Officer	$ 45.00	per hour
Fire apparatus for film/movie	$ 200.00	per day per vehicle
Fire personnel to attend apparatus (min 4 FF)	$ 45.00	per hour

Parks, Recreation & Tourism

Facilities Rentals

Burgaw Historic Train Depot Rental

Banquet Room:

Private/Commercial		
Monday-Thursday**	$ 75.00	per hour (2 hour minimum)
Monday – Thursday Cleaning Fee	$ 150.00	(non-refundable)

Monday - Thursday (8am - 12am)	$	600.00	per day (Conference room included)
Friday-Sunday (8am – 12am)	$	950.00	per day (Conference room included)
Security Deposit	$	250.00	(refundable)
Public/Non-Profit*			
Monday-Thursday**	$	50.00	per hour (2 hour minimum)
Monday – Thursday Cleaning Fee	$	150.00	(non-refundable)
Monday - Thursday (8am - 12am)	$	300.00	per day (Conference room included)
Friday-Sunday (8am – 12am)	$	550.00	per day (Conference room included)
Security Deposit	$	250.00	(refundable)
Incubator Kitchen Rental	$	200.00	(Permitted catering only)

*Non-profits must show proof of 501c(3) tax exempt status. All discounted events must contribute to the purpose and/or mission of the organization.

** Weekday hourly rental plus cleaning fee not to exceed weekend per day rate.

Conference Room:			
Monday – Thursday	$	35.00	per hour (2 hour minimum)
Monday – Thursday Cleaning fee	$	50.00	(non-refundable)
Dock Area:			
Monday – Sunday	$	150.00	per day
Cleaning Deposit	$	50.00	(non-refundable)
Reserving the day before an event for decorating:			
Monday - Sunday (if available)	$	40.00	per hour

Burgaw Incubator Kitchen Rental:

Kitchen Application Fee	$	25.00	
Kitchen Orientation Fee	$	30.00	
Cleaning & Security Deposit	$	150.00	(refundable)
Food Truck Membership Fee	$	100.00	month (Food Truck operators only)
Membership Fee	$	25.00	month (Non-Food Truck users only)

*Membership Fee is only to be charged when approved tenant does not use the kitchen for a minimum of 2 hours per month.

Kitchen Rental Fees:			
Prime Time (7am to 10 pm)	$	25.00	hour
Off-Hours (10pm to 7 am)	$	20.00	hour
Overnight Storage	$	100.00	month
Fresh Water Pumping (Food Trucks)	$	25.00	month
Late Fee (Failure to leave facility at scheduled time)	$	10.00	each occurrence
Failure to Appear (Tenant charged hourly rate for time reserved)			**no charge if 24 hour notice provided

Community House Rental:

Full Weekday 8a – 12a (Monday-Thursday)	$	125.00	per day
Weekday (Monday-Thursday)	$	20.00	per hour (3 hour minimum)
Full Weekend day 8a – 12a (Friday-Sunday)	$	175.00	per day
Weekend (Friday-Sunday)	$	25.00	per hour (3 hour minimum)
Security Deposit	$	150.00	(refundable)
Cleaning Fee	$	50.00	(non-refundable)

Burgaw Town Parks

Park reservation application must be filed with Parks, Recreation & Tourism department no less than three (3) days prior to scheduled event.
Payment must be made on day the reservation is made. Reservation fees are non-refundable.
Every effort will be made to schedule an alternate date should a cancellation be necessary.
In case of inclement weather, the renter has two business days to call and schedule an alternate date.
All Park reservations have a three (3) hour minimum.
Applicant's driver's license will be required as proof of residency.

	Town Resident	Non-resident
Hankins Park Reservation Fee	$ 15.00 per hour	$ 25.00 per hour
Rotary Park Reservation Fee	$ 10.00 per hour	$ 20.00 per hour
Harrell Park Reservation Fee	$ 10.00 per hour	$ 15.00 per hour

Food Truck Permit

Annual Permit	$ 250.00

Stage Rental Fee

Full day (Monday – Sunday)	$ 150.00
Set-up and Take-down fee	$ 100.00
Security Deposit (refundable)	$ 100.00

~~Fitness Class~~

~~*Annual membership required to participate in fitness classes.~~	
~~Non-Residents~~	~~$ 100.00~~
~~Residents~~	~~$ 75.00~~
~~Seniors (55 & older)~~	~~$ 50.00~~
~~*Drop-in rate offered, but does not guarantee a spot in the class.~~	
~~Drop-in rate~~	~~$ 5.00~~
~~6-week class~~	~~$ 30.00~~

Planning & Zoning

Annexation

Voluntary Annexation (up to 100 acres)	$ 500.00
Voluntary Annexation (greater than 100 acres)	$ 1,000.00

Zoning

All fees shall be collected at the time of filing the request.

Zoning Compliance Permit/Site Plan Review Fees:	
First and Second submittal	*Direct Cost recovery of Professional Engineer Review*
Third submittal	*Twice the original charge of review*
New Residential Construction	$100.00 + $20 per 1000 sf
Residential Additions	$ 50.00 + $20 per 1000 sf
Commercial Construction, Industrial, Institutional, Multi-Family Townhomes/Condominiums	$200.00 + $30 per 1000 sf
Home Occupations, accessory structure, signs, change of use, fence	$ 30.00
Zoning Certification/Verification Letter	$ 50.00

Flood Development Permit	$ 50.00		
Application for Special Use Permit			
Not requiring technical review:			
Existing structure and no construction	$ 300.00 *		
New construction non-residential	$ 400.00 *		
Requiring technical review:			
Existing structure and no construction	$ 350.00 *		
New construction non-residential	$ 500.00 *		
Planned Unit Developments (Professional Engineering Review, if needed --Direct Cost Recovery)			
Fewer than 100 lots or dwelling units	$ 500.00 *		
	*plus $10 per acre for first 100 acres; $5 thereafter		
100-500 lots or dwelling units	$ 750.00 *		
	*plus $10 per acre for first 100 acres; $5 thereafter		
Over 500 lots or dwelling units	$ 1,000.00 *		
	*plus $10 per acre for first 100 acres; $5 thereafter		
Appeal to Board of Adjustment	$ 250.00 *		
Application for Variance	$ 250.00 *		
Application for Rezoning	$ 350.00 *		
Application for Conditional Zoning (CZ)			
< 3 acre Residential	$ 400.00 *		
> 3 acre Residential	$ 500.00 *		
< 3 acre Commercial	$ 500.00 *		
> 3 acre Commercial	$ 650.00 *		
* plus an additional fee of $7 per property owner that is legally required to be notified of public hearing.			
Application for Administrative Amendment to CZ District	$ 50.00		
Petition for Text Change Amendment	$ 200.00		
Subdivision Review (Professional Engineering Review, if needed --Direct Cost Recovery)			
Exempt Plat Review	$ 50.00		
Recombination	$ 50.00		
Minor Subdivision	$ 100.00		
Major Subdivision			
Concept/Sketch	$ 100.00		
Preliminary plat	$ 200.00 + $10/lot		
Final plat	$ 100.00 + $10/lot		
Plat Review Deposit	$ 20.00 (hold for 15 days)		
Recordation	Direct Cost Recovery		
Landscaping Verification	$ 60.00	$150.00 >40,000 sq ft	
Parking Lot Inspections	$1.50/space	$150.00 >40,000 sq ft	
Parking Lot Plan Review	$ 75.00	$150.00 >40,000 sq ft	
Flood Determination Letter	$ 30.00		
Zoning Determination or Compliance Letter	$ 50.00		
Petition for Street/Alley Closing	$ 125.00 **		
Petition for Street/Alley Name Change	$ 125.00 **		
** plus an additional fee of $7 per property owner abutting subject road or alley.			
Tree Removal Permit			
Up to 1 acre:	$ 25.00		
1 - 5 acres:	$ 50.00		

5 - 10 acres:	$ 100.00	
Greater than 10 acres:	$ 150.00	
No fee for permits where no removal is proposed.		
Tree Mitigation Fee		
Regulated Tree	$ 100.00	
Specimen Tree	$ 350.00	
Ordinance and Map Copies (printed, unbound)		
Unified Development Ordinance	$ 25.00	
Zoning or Other Map (17" x 22" or larger)	$ 25.00	
Land Use Plan	$ 25.00	

Building Inspections

Permits are required on all construction when costs exceed $500.00, unless the construction is exempt under NC General Statute.
Any person who commences any work on a building, structure, electrical, gas, mechanical, or plumbing system before obtaining the necessary permits may be subject to a penalty of up to 100 percent of the usual permit fee and/or a fine of $100.00.

Building fees shall be calculated on the basis of a realistic estimate of the construction cost of a building using the latest IBC Valuation Data compiled by the International Building Code for commercial and residential construction or by a turn-key contract price (all inclusive).

Building Permit		
$500 - $1000	$ 75.00	
$1,001 - $3,000	$ 85.00	
$3,001 - $6,000	$ 100.00	
$6,001 - $10,000	$ 130.00	
$10,001 - $15,000	$ 150.00	
$15,001 - $25,000	$ 180.00	
$25,001 - $50,000	$ 200.00	
$50,001 and over	$ 200.00	plus $6.00 per thousand dollars in cost
Manufactured housing permits		
Set-up and foundations		
Single wide home	$ 150.00	
Double wide home	$ 200.00	
Triple wide home	$ 250.00	
Modular Home	$ 60.00	per sq. ft use for valuation
Electrical	$ 100.00	
Plumbing	$ 100.00	
Mechanical	$ 100.00	
Marriage wall inspection required		
Mechanical Permit		
New Electric, gas or oil – 1st unit	$ 100.00	
Additional units	$ 60.00	
Change-out, no duct work	$ 80.00	
Change-out, with duct work	$ 100.00	
Gas line pressure test	$ 55.00	first + 5 each additional

Hood canopies – cooking areas	$	100.00	
Walk-in coolers	$	80.00	
Plumbing Permit			
Residential and Commercial			
0 - 12 fixtures	$	100.00	
>12	$	125.00	
Full Bathroom addition	$	50.00	
Kitchen sink/washer hook-up	$	50.00	
Water service connection	$	30.00	
Sewer service connection	$	30.00	
Electrical Permit			
Residential (New construction)			
200 amp service	$	100.00	
201-400 amp service	$	125.00	
401 amp and over	$	130.00	plus $ 0.30 per amp
Temporary pole	$	30.00	
Verification	$	50.00	
Commercial (New construction)			
200-amp service	$	125.00	
201–400-amp service	$	150.00	
401 amp and over	$	150.00	plus $ 0.40 per amp
Temporary pole	$	30.00	
Verification	$	50.00	
Commercial (Service Upgrade)			
200-amp service	$	75.00	
201–400-amp service	$	100.00	
401 amp and over	$	100.00	plus $ 0.40 per amp
Inspection for existing service	$	100.00	
Wiring (No service charge)			
1-12 outlets	$	40.00	
more than 12 outlets	$	60.00	
Swimming Pool Permit			
Residential and Commercial			
Pool inspection barriers	$	50.00	
Insulation Permit			
Inspection Fee	$	30.00	
Multi-unit dwellings	$	30.00	each
Miscellaneous			
Demolition	$	70.00	
Re-inspection fee	$	30.00	for second failed inspection
Failure to obtain Final Inspection	$	100.00	

(A final inspection must be requested upon completion of work)

Minimum building permit	$	40.00
Minimum electrical permit	$	40.00
Minimum plumbing permit	$	40.00

Expiration of Permits

After obtaining the appropriate permits, the person in possession of the permits has 6 months to begin work as it is listed on the permit. If the person has not commenced construction in that period of time, the permit shall expire. The person will then need to purchase another permit and pay the corresponding fees. The permit will also expire if construction is suspended or abandoned for a period of 12 months or more after commencement of the initial construction.

System Development Fee

	water	sewer
per gallon charge	$ 4.89	$ 10.00

One (1) ERU is based on 360 gal per day

WATER AND SEWER SYSTEM DEVELOPMENT FEE SCHEDULE

USE	UNIT	ERU	Water Fee	Sewer Fee
Single Family Residential	Dwelling	1.00	$ 1,760.80	$ 3,600.00
Multifamily Dwelling (3 bedroom)	Dwelling	1.00	$ 1,760.80	$ 3,600.00
Multifamily Dwelling (2 bedroom)	Dwelling	0.85	$ 1,496.68	$ 3,060.00
Multifamily Dwelling (1 bedroom)	Dwelling	0.70	$ 1,232.56	$ 2,520.00
Barber & Beauty shops	Chairs	0.12	$ 211.30	$ 432.00
Churches, theaters & assembly halls	Seats	0.01	$ 17.61	$ 36.00
Coin operated laundry	Washers	0.80	$ 1,408.64	$ 2,880.00
Convenience Stores	Toilets	0.57	$ 1,003.66	$ 2,052.00
Correctional institutions	Inmates	0.22	$ 387.38	$ 792.00
Day Care Center	Persons	0.03	$ 52.82	$ 108.00
Factories	Employees	0.05	$ 88.04	$ 180.00
Fast Food	Seats	0.10	$ 176.08	$ 360.00
Hospitals	Beds	1.25	$ 2,201.00	$ 4,500.00
Hotel/Motel without kitchen	Rooms	0.35	$ 616.28	$ 1,260.00
Nursing home with laundry	Residents	0.40	$ 704.32	$ 1,440.00
Nursing home with out laundry	Residents	0.22	$ 387.38	$ 792.00
Offices, warehouses	per 1000 sq ft	0.05	$ 88.04	$ 180.00
Restaurants - 12 hours or less/day	Seats	0.02	$ 35.22	$ 72.00
Restaurants - 12 hours or more/day	Seats	0.05	$ 88.04	$ 180.00
Schools	Students	0.03	$ 52.82	$ 108.00
Shopping centers/stores	per 1000 sq ft	0.30	$ 528.24	$ 1,080.00

Law Enforcement

Report copy- black & white	$	0.05 each

Impound Storage Fee	$	10.00	per day
Vehicle Unlocks (exceptions for emergency)	$	10.00	per unlock
Officer Vehicle for Escort of Oversized Equipment	$	30.00	per hour (2 hour minimum)
Bow Hunting Permit Fee	$	25.00	
Contract Officer (movie/escort/security)	$	45.00	per hour
Violation of ordinance within Chapter 32-Traffic & Vehicles	$	50.00	civil penalty

Fire Marshal

In order to preserve and protect public health and safety, and to satisfy the requirements of North Carolina General Statute 160A-424, the Town of Burgaw will be conducting Fire Prevention inspections and construction plan review on all commercial buildings within the town limits and, it's ETJ, on an annual basis.

The purpose of these periodic inspections is to identify activities and conditions in buildings, structures and on premises that pose dangers of fire, explosion or related hazards.

Fire prevention, inspections and permits:

New Business and Multi-Family Permit and Inspection ~~(Plan review)~~

~~Up to 5,000 square feet~~	~~$ 25.00~~
~~5,001 to 10,000 square feet~~	~~$ 50.00~~
~~10,001 to 25,000 square feet~~	~~$ 75.00~~
~~25,001 and over~~	~~$ 100.00~~
Plan Review and Additions	$50.00 + $0.06 sq ft
Additions, Upfit & Shell	$50.00 + $0.06 sq ft
Compressed Gas	$ 75.00
Hazardous Materials Install, Repair, Abandon Plan Review	$50.00 + $0.06 sq ft
Industrial Ovens - Install	$ 75.00
Any other special function requiring fire inspection or approval	$ 50.00
ALE Inspection	$ 50.00
Fireworks	$ 200.00

All commercial and multi-family properties will be permitted and inspected during the plan review and construction phases to verify compliance with the NC Fire Code.

Fire Suppression and Notification System Permit and Inspection

Sprinkler System	$100 + $0.04 sq ft
Sprinkler Upfit	$ 100.00
Sprinkler Inspection (Alteration No Permit)	$ 50.00
Fire Alarm / Notification System	$50.00 + $0.02 sq ft
Fire Alarm Upfit	$ 50.00
Fire Alarm Inspection (Alteration No Permit)	$ 50.00
Other Suppression System	$100 + $0.04 sq ft
Standpipe System Install/Modify	$ 75.00
Hood System and fixed fire suppression testing	$100.00 + $0.02 sq ft
Tanks, Pumps, Backflow Preventers and Piping	$ 100.00
Above Ceiling Inspection	$ 50.00

Spray Booth, Rooms Dip Operations	$	100.00	
Gate Installation (Plan review & Inspection)	$	100.00	

A permit and inspection is required before any fire suppression and/or notification system is installed, removed, or altered.

Special/Hazardous Use Permit			
Temporary kiosk or display	$	10.00	
Special Assembly	$	30.00	
Cooking Event	$	30.00	
All tents meeting the permit requirements under Chapter 24 of the North Carolina Fire Code (>400sqft)	$	25.00	
Any Other Required Use Permit Defined in the NC Fire Code	$	30.00	

Flammable/Combustible Liquid Storage Tanks (Above and Below Ground)			
Installation	$	100.00	per tank
Removal	$	75.00	per tank
Pipe Inspection and Pressure Test	$	50.00	

Inspections			
Annual Inspection	No-charge		
Foster Home Inspection	No-charge		
Day Care Inspection	No-charge		
ABC Inspection	$	75.00	

Re-Inspection for Non-Compliance			
Re-inspection fee	$	75.00	
~~1st Re-inspection~~	~~$~~	~~30.00~~	
~~2nd Re-inspection~~	~~$~~	~~75.00~~	
~~3rd Re-inspection~~	~~$~~	~~150.00~~	~~and referral to Town Attorney~~

Other Fire Charges			
Unauthorized Burning	$	100.00	
Key holder's Failure to Respond on Fire Alarm	$	100.00	
Hazardous Event Standby	$	50.00	per hour
i.e. Pyrotechnics, Open Burning, etc.			
After Hours Inspections			
Any inspection on Holiday, Weekend or after 4pm on normal working day	$	50.00	
Fire Code Violation			
First time offence (non-life safety)	$	100.00	per day
Second time offence (non-life safety)	$	250.00	per day
Third time offence (non-life safety)	$	300.00	per day
Life Safety offence	$	250.00	per day
Parking or Obstruction of a Fire Lane	$	100.00	
Occupying a Building without C/O or CC	$	250.00	per day

Life Safety Code Violations

(Violation of any of the following code requirements renders a citation action)

1. **Overcrowding** - $100.00 per persion – Occupancy of a building in excess of the posted occupant load as defined in Section 1004 of the NC Fire Code.
2. **Blocked Exit** - $200.00 per day – Any obstruction in the required width of a means of egress. (A means of egress is the continuous and unobstructed path of vertical and horizontal egress travel from any point in a building or structure to a public way, consisting of three separate and distinct parts: the exit access, the exit, and the exit discharge.)
3. **Spraying Operation Not Complying to Code** - $100.00 per day – Spraying flammable or combustible finishes without a properly installed spray booth or approved spraying area.
4. **Fire Alarm System Inspection/Maintenance** - $100.00 per day – Failure to have the required annual maintenance test conducted of the fire alarm system(s), all deficiencies corrected, and to have required documentation of test(s) available to the fire code official on site.
5. **Fire Suppression System Inspection/Maintenance** - $100.00 per day – Failure to have the required annual maintenance test conducted of all the fire suppression system(s), all deficiencies corrected, and to have required documentation of test(s) available to the fire code official on site.
6. **Unauthorized Storage** - $100.00 per day – The storage of flammable, combustible or hazardous liquids or materials improperly stored and/or without a permit.
7. **Emergency Lighting Inspection/Maintenance** - $50.00 per day – Failure to provide documentation and/or to conduct the required emergency lighting tests set forth in Section 604.6 of the NC Fire Code.
8. **Fire Extinguisher Inspection/Maintenance** - $50.00 per day – Failure to properly maintain and service required portable fire extinguishers.
9. **Use of Non-Approved Heating Appliances** - $50.00 per day – The use of non-listed heating appliances and/or use in an unapproved manner or location.

Employee Position & Pay Classification Plan

FY 2024-25

Approved Positions

Fiscal Year 2024-25

Administration	FY 2023-24		FY 2024-25	
	Full-Time	Part-Time	Full-Time	Part-Time
Assistant Town Manager	-	1	-	1
Human Resources Director / Deputy Town Clerk	1	-	1	-
Town Clerk	1	-	1	-
Town Manager	1	-	1	-
DEPARTMENT TOTALS	**3**	**1**	**3**	**1**

Facilities & Grounds	FY 2023-24		FY 2024-25	
	Full-Time	Part-Time	Full-Time	Part-Time
Facilities & Grounds Director	1	-	1	-
Facilities & Grounds Maintenance Worker	3	2	3	2
DEPARTMENT TOTALS	**4**	**2**	**4**	**2**

Finance	FY 2023-24		FY 2024-25	
	Full-Time	Part-Time	Full-Time	Part-Time
Accounting Technician II	1	-	1	-
Deputy Finance Officer	1	-	1	-
Finance Officer	1	-	1	-
Utility Billing Technician/Customer Service Representative	1	-	1	-
DEPARTMENT TOTALS	**4**	**0**	**4**	**0**

Fire Department	FY 2023-24		FY 2024-25	
	Full-Time	Part-Time	Full-Time	Part-Time
Fire Chief	1	-	1	-
Fire Marshal	1	-	1	-
Firefighter / Apparatus Operator*	6	12	6	12
Mechanic	-	1	-	1
DEPARTMENT TOTALS	**8**	**13**	**8**	**13**

Information Technology	FY 2023-24		FY 2024-25	
	Full-Time	Part-Time	Full-Time	Part-Time
Information Technology Manager	1	-	1	-
DEPARTMENT TOTALS	**1**	**0**	**1**	**0**

Inspections	FY 2023-24		FY 2024-25	
	Full-Time	Part-Time	Full-Time	Part-Time
Building Code Administrator	1	-	1	-
Building Inspector	-	1	1	1
DEPARTMENT TOTALS	**1**	**1**	**2**	**1**

Parks, Recreation & Tourism	FY 2023-24		FY 2024-25	
	Full-Time	Part-Time	Full-Time	Part-Time
Parks, Recreation & Tourism Director	1	-	1	-
Recreation Coordinator	1	-	1	-
DEPARTMENT TOTALS	**2**	**0**	**2**	**0**

Planning	FY 2023-24		FY 2024-25	
	Full-Time	Part-Time	Full-Time	Part-Time
Community Development Coordinator	1	-	1	-
Planning Director	1	-	1	-
DEPARTMENT TOTALS	**2**	**0**	**2**	**0**

Approved Positions

Fiscal Year 2024-25

Police Department	FY 2023-24		FY 2024-25	
	Full-Time	Part-Time	Full-Time	Part-Time
Assistant Police Chief	1	-	1	-
Corporal	1	-	1	-
Corporal - Crime Diversion Officer	1	-	1	-
Detective	1	-	1	-
Detective Sergeant	1	-	1	-
Patrol Officer / K-9 Officer (1)*	8	4	8	4
Patrol Sergeant	1	-	1	-
Police Administrative Assistant	1	-	1	-
Police Chief	1	-	1	-
School Resource Officer	2	-	2	-
DEPARTMENT TOTALS	**18**	**4**	**18**	**4**
Public Works	**FY 2023-24**		**FY 2024-25**	
	Full-Time	**Part-Time**	**Full-Time**	**Part-Time**
Assistant Public Works Director	1	-	1	-
Equipment Operator	2	1	2	1
Mechanic	-	1	-	1
Public Works Administrative Assistant	1	-	1	-
Public Works Director	1	-	1	-
Streets & Drainage Superintendent	1	-	1	-
Utility Technician	1	-	1	-
Water & Sewer Maintenance Worker	2	-	2	-
Water & Sewer Superintendent	1	-	1	-
DEPARTMENT TOTALS	**10**	**2**	**10**	**2**
TOTAL APPROVED POSITIONS	**53**	**23**	**54**	**23**

* PART-TIME NUMBER MAY BE ADJUSTED THROUGHOUT THE YEAR TO MEET SERVICE LEVEL REQUIREMENTS

PAY CLASSIFICATION PLAN

Fiscal Year 2024-25

Grade	Classification	FLSA Non-Exempt/Exempt	Minimum Yearly	Maximum Yearly
12	Facilities & Grounds Maintenance Worker	NE	$34,498	$48,297
13	Water & Sewer Maintenance Worker	NE	$36,447	$51,026
14	Recreation Coordinator	NE	$39,597	$55,436
15	Firefighter	NE	$40,416	$56,583
	Mechanic			
	Community Development Coordinator			
	Police Administrative Assistant			
	Public Works Administrative Assistant			
	Utility Billing Technician/Customer Service Representative			
16	Equipment Operator	NE	$42,909	$60,072
17	Accounting Technician II	NE	$44,131	$61,784
	Firefighter / Apparatus Operator			
	Firefighter / Apparatus Operator			
	Streets & Drainage Superintendent			
	Utility Technician			
18	Building Inspector	NE	$46,435	$65,009
	Water & Sewer Superintendent			
20	Patrol Officer	NE	$50,301	$70,421
	Patrol Officer / K-9 Officer			
	Patrol Officer / School Resource Officer			
21	Deputy Finance Officer	E	$50,512	$70,716
22	Assistant Public Works Director	NE	$51,894	$72,652
	Fire Marshal			
	Corporal			
	Corporal - Crime Diversion Officer			
	Detective			
24	Detective Sergeant	NE	$54,512	$76,316
	Patrol Sergeant			
25	Human Resources Director/Deputy Town Clerk	E	$57,228	$80,119
26	Assistant Police Chief	E	$59,845	$83,783
	Facilities & Grounds Director			
	Parks, Recreation & Tourism Director			
	Planning Director			
	Town Clerk			
28	Building Code Administrator	E	$68,307	$97,748
	Fire Chief			
	Information Technology Manager			
	Public Works Director			
29	Finance Officer	E	$70,740	$99,035
31	Police Chief	E	$77,051	$107,871
34	Assistant Town Manager	E	$93,678	$131,149
36	Town Manager	E	$106,974	$149,763

Effective: 7/1/2024

Capital Improvement Plan (CIP)

FY 2024-25

Town of Burgaw
Capital Improvement Plan
Table of Contents

Section 1: Capital Improvement Plan Overview 3

Relationship to the Annual Operating Budget 3

CIP Project Elements 3

Capital Revenue Sources 4

The CIP Process 5

Section 2: Capital Improvement Project by Element 6

General Public Improvements Element Projects 7

Continuous Projects 7

FY 2024-25 7

FY 2025-26 8

FY 2026-27 11

Parks, Recreation, & Cultural Resources Element Projects 13

FY 2024-25 13

FY 2025-26 14

FY 2026-27 15

FY 2027-28 16

FY 2028-29 17

FY 2029-30 18

Public Safety Element Projects 19

Continuous 19

FY 2024-25 20

FY 2025-26 22

FY 2026-27 24

FY 2027-28 24

FY 2028-29 26

FY 2029-30 26

FY 2030-31 27

FY 2031-32 28

FY 2032-33 28

FY 2033-34 29

Public Utilities Element Projects 30

Continuous 30

FY 2024-25 32

FY 2025-26 33
FY 2026-27 34
FY 2027-28 35
FY 2028-29 36
FY 2029-30 37
Stormwater Element Projects 38
Continuous 38
FY 2024-25 39
FY 2025-26 39
Technology Element Projects 40
Continuous 40
FY 2025-26 41
FY 2026-27 42
Transportation Element Projects 43
Continuous Projects 43
FY 2024-25 44
FY 2025-26 45
FY 2026-27 46

Section 1: Capital Improvement Plan Overview

The Town of Burgaw Capital Improvement Plan (CIP) is a strategic document designed to guide the town's investment in infrastructure projects over a ten-year period of time. It serves as a comprehensive roadmap outlining the town's priorities, objectives, and proposed projects for enhancing and maintaining essential public facilities and services. The CIP reflects the town's long-term vision for sustainable development, economic growth, and community resilience. By systematically identifying capital needs, prioritizing projects, and allocating resources, the plan aims to ensure efficient and effective utilization of public funds while meeting the evolving needs of residents and businesses. Through collaboration with stakeholders, data-driven analysis, and community engagement, the Town of Burgaw CIP lays the foundation for strategic decision-making and investment in critical infrastructure to support the town's continued prosperity and well-being.

The CIP, spanning multiple years, outlines major capital expenditures, including land acquisition, construction or substantial renovation of public facilities, development of new transportation infrastructure, expansion or significant renovation of water, wastewater, or stormwater infrastructure, and procurement of capital equipment to support operations. Eligible projects must have an asset value exceeding $5,000 and a useful life surpassing 2 years.

Staff identifies new projects by aligning with the Board of Commissioners' long-term priorities, submitting formal requests through the CIP process. These requests entail project descriptions, explanations of goal alignment, estimated project costs, recurring costs post-completion, alternative solutions analysis, and statements on the impact on services/programs if unfunded. Once approved by the Board of Commissioners, the CIP becomes a town policy statement on the necessity, priority, timing, and funding of future capital projects. However, it remains subject to changes based on evolving needs, financing opportunities, emergencies, or Board directives.

The CIP, a component of the Town's budget and financial planning, accomplishes five (5) major objectives:

1. Rational and intelligent planning for repairing, replacing, and acquiring capital items essential for providing high-quality services to Burgaw residents.
2. Fiscal planning by forecasting capital demands alongside future revenues and expenditures.
3. Improved coordination, evaluation, and planning of projects to meet community needs.
4. Serving as a guide to decision-making for the Board of Commissioners, Town Manager, and staff, alongside the annual budget and other financial plans.
5. Offering a systematic and comprehensive analysis of capital needs, enhancing the likelihood of rational budgetary decisions by identifying, prioritizing, and aligning improvements with the Town's projected fiscal resources.

Relationship to the Annual Operating Budget

Certain CIP projects receive funding from annual operating funds like the General Fund, the Water and Sewer Enterprise Fund, and the Stormwater Management Utility Enterprise Fund. In such instances, the CIP and the Annual Operating Budget are intricately connected, as the authorization of CIP projects occurs through the adoption of the Annual Operating Budget. Projects funded via debt financing also influence the operating budget due to continuous debt service expenses. Additionally, completed CIP projects may directly affect the operating budget, demanding ongoing expenses for staff and other operational costs.

CIP Project Elements

The CIP is structured into seven (7) functional categories, referred to as "elements," to facilitate the grouping of projects with similar components.

1. **General Public Improvements Element:** Supports the construction and major maintenance of general government and public safety facilities and infrastructure. This element also includes selected economic development projects.
2. **Parks, Recreation, and Cultural Resources Element:** Funds capital maintenance and renovations of town park facilities, greenways, and cultural sites. Projects can include structural repairs, mechanical repairs, or pavement repair and resurfacing. This element also funds land acquisition and long-term studies.
3. **Public Safety Element:** Allocates funds for acquiring capital equipment to facilitate the operations of the Town's two (2) public safety departments, namely Fire and Police. Public safety facilities are considered within the General Public Improvements Element.
4. **Public Utilities Element:** Allocates funds for the construction and enhancement of water and sewer infrastructure. This encompasses main additions and replacements, pump station additions, major maintenance of infrastructure, and the acquisition of equipment essential for system maintenance.
5. **Stormwater Element:** Allocates funds for projects aimed at managing and mitigating the effects of stormwater runoff. This includes structural improvements, Stormwater Control Measure (SCM) construction, major maintenance of infrastructure, and equipment necessary for such maintenance and improvements.
6. **Technology Element:** Provides funding for projects related to the enhancement and maintenance of the Town's technological infrastructure. This includes investments in communication systems, information technology, and other technological advancements aimed at improving municipal operations and services.
7. **Transportation Element:** Allocates funds for the construction of new roadways, enhancements to existing roadways, parking facility creation and maintenance, and long-term studies. Also, provides funding for sidewalks and pedestrian facilities expansion and maintenance that are not a part of the Osgood Canal Urban Trail and Greenway System.

Capital Revenue Sources

Funding for capital projects can be classified into two broad types: cash, or pay-as-you-go, and debt-financing. Cash funds come from sources such as tax revenue, development related fees, program fees, state revenue, and interest earnings. For debt financing, the Town may use a range of debt mechanisms, including general obligation bonds, revenue bonds, and bank loans. Some revenue sources, such as General Fund transfers, can be applied to any project, while other sources such as facility fees and certain user fees, may only be spent on eligible projects. Major funding sources for the CIP are described below:

General Fund: General Fund revenue, such as ad valorem taxes, sales taxes, utility taxes, and other similar revenues are used to fund Town operations and may be used to fund capital projects such as facility improvements, transportation system improvements, and other similar projects. Compared to other sources, General Fund resources are a flexible revenue source without restrictions on their use.

Enterprise Funds: Enterprise funds, such as the water/sewer fund and the stormwater management utility fund, collect user fees as part of their operations, then invest a portion of that revenue into capital projects. The Town uses these funds only for corresponding enterprise projects. For instance, the stormwater fund only pays for projects related to the stormwater system, and not for projects related to water/sewer or any General Fund related project.

Water/Sewer System Development Fees (SDF): These fees are charged, to developers of land within the Town of Burgaw to pay the costs of a new facility or the expansion of capacity of an existing facility that is necessitated by and attributable to the new development. If no capital improvements are planned for construction within 5 years, or the costs are otherwise paid for through other means, unit may use the SDF proceeds to make debt service payments on past water or wastewater capital projects. Revenue from these fees is restricted to being used for capital improvements to the water/sewer system or to fund payment of debt service for improvements to these systems.

Debt Financing: For debt financing, the Town uses several types of debt mechanisms, including general obligation bonds, revenue bonds, and traditional lease-purchase or installment financing. The mechanism selected varies depending on the level of funding needed, the term of the need, and current debt market conditions. General obligation bonds are approved by voters and are backed by the Town's taxing authority to repay the bonds. Revenue bonds pledge the revenue generated by specific enterprise (water/sewer) charges.

Recreation Subdivision Fee-in-Lieu of Dedication: These fees are charged, based upon a Board of Commissioners-approved Development Fee Schedule, to developers of land within the Town of Burgaw and its Extraterritorial Jurisdiction (ETJ). Revenue from these fees is restricted to be used for park and recreation system expansion/improvements or to fund payment of related debt service.

Reserve from Prior Years: As capital projects are completed, any unspent budgeted amounts accumulate into capital reserves, which are available to fund future projects. Capital reserves can also build up when the Town collects revenue in excess of the amount budgeted for development fees described above.

The CIP Process

The Capital Improvement Plan (CIP) process for the Town of Burgaw is a structured and comprehensive approach aimed at identifying, prioritizing, and implementing infrastructure projects essential for the town's growth and development. Here's an overview of the CIP process:

1. **Needs Assessment:** The process begins with a thorough assessment of the town's infrastructure needs. This involves evaluating existing facilities, identifying deficiencies, and understanding future demands. Data collection, site visits, and input from various stakeholders help in this assessment.
2. **Project Identification:** Once the needs are assessed, potential projects are identified to address those needs. These projects may include improvements to roads, utilities, parks, public buildings, and other essential facilities. The identification process considers factors such as community input, technical feasibility, and alignment with the town's goals.
3. **Prioritization:** After identifying projects, they are prioritized based on various criteria. Factors considered during prioritization may include urgency, impact on public safety, economic benefits, environmental sustainability, and alignment with the town's strategic objectives. Prioritization ensures that limited resources are allocated to projects that provide the greatest benefit to the community.
4. **Financial Planning:** Once projects are prioritized, a financial plan is developed to fund these projects. This may involve exploring different funding sources such as grants, bonds, impact fees, local taxes, or other revenue streams. Financial planning ensures that the town can afford to implement the prioritized projects within the allocated budget.
5. **Adoption and Implementation:** After thorough review and consideration, the finalized CIP is adopted by the Town Council or relevant governing body. Implementation of projects begins according to the prioritized schedule outlined in the plan. Project implementation involves coordination with various departments, agencies, contractors, and stakeholders to ensure successful execution.
6. **Monitoring and Evaluation:** The CIP is a dynamic document that requires regular monitoring and evaluation. Progress on projects is tracked, and performance indicators are monitored to assess the effectiveness of project implementation. Monitoring helps in identifying any issues or delays and making necessary adjustments to ensure the successful completion of projects.

For each project, staff in the requesting department complete a CIP project request form and compile supporting documentation. Following an evaluation of current projects and needs, new projects are proposed to the 10-year plan. Using these proposals alongside pre-existing projects, the budget team complies the list in preparation for the Board of Commissioners Annual Retreat in February. The Mayor and Board of Commissioners Members will

discuss and rank each item or project. While the staff focuses on technical factors, the Mayor and Board of Commissioners rank the projects while keeping in mind how well they addressed each of the five strategic goals:

1. **High Performing Government** – We will maintain a commitment to and support an adequate and well-trained staff to serve the current and future needs of the community, to cooperate regionally and with other local governments and, where appropriate, share ideas and resources, and to conduct the business of the Town with complete transparency and integrity.
2. **Healthy & Engaged Community** – We will promote the overall well-being of our residents and visitors with welcoming public spaces and high-quality recreational facilities and cultural activities that fulfill a range of our community's needs and to work with advisory boards as a means to encourage citizen participation.
3. **Environmental Leadership & Responsible Development** – We will be good stewards of the natural environment through planned stormwater and floodplain management efforts and by planning our built environment in a way that respects and preserves natural resources and the small-town character of our community.
4. **Economic Vitality** – We will employ sound fiscal management practices to ensure the long-term financial viability of the Town by building partnerships to create a supportive environment for our current businesses, and form relationships that foster new and continued economic opportunities in Burgaw.
5. **Safe Community & Reliable Infrastructure** – We will provide a safe, dynamic, and attractive community for people of all ages, and continue to address the changing demographic composition of the Town, we will ensure safe neighborhoods through proactive, professional, and engaged public safety services, and we will provide safe drinking water and quality treatment of wastewater through maintenance and expansion of the current systems.

The ranked responses from the Mayor and Board of Commissioners members for each proposal are averaged to create a project prioritization order. This order reveals which projects the Mayor and Board of Commissioners determine are most critical to achieving the Town's strategic goals and, accordingly, have the most pressing need for immediate funding.

Following Board of Commissioners input and approval, the CIP is used as a basis for budgeting in the coming fiscal year and in formulating financial forecasts prepared as part of the budget process. Public input is solicited through two public hearings held during the budget process. Overall, the CIP process for the Town of Burgaw is a collaborative and iterative process that aims to address infrastructure needs, enhance community well-being, and support the town's long-term growth and development.

Section 2: Capital Improvement Project by Element

This section serves as a comprehensive guide outlining the various projects planned for infrastructure enhancement, development, and maintenance within the town. By organizing projects into distinct elements, such as transportation, utilities, parks, and facilities, stakeholders gain a clear understanding of the scope and focus of each initiative. Through this structured approach, the Town of Burgaw aims to efficiently allocate resources, prioritize initiatives, and address critical infrastructure needs to support the continued growth and prosperity of the community. This section serves as a roadmap for strategic investment and development, ensuring that capital projects align with the town's long-term vision and goals.

General Public Improvements Element Projects

Welcome to the heart of Burgaw's Capital Improvement Plan, where community prosperity and safety converge through strategic investments in public infrastructure and facilities. This section is dedicated to advancing the construction and substantial maintenance of essential government structures, public safety facilities, and pivotal economic development projects. As Burgaw continues to evolve and flourish, these initiatives serve as the bedrock of our commitment to fostering a thriving and resilient community.

At the core of our endeavors lies a steadfast dedication to enhancing the quality of life for all residents while ensuring the utmost safety and security across our town. Through meticulous planning and diligent execution, we endeavor to create spaces and systems that empower growth, prosperity, and well-being.

In this section, you will discover a comprehensive array of projects meticulously designed to elevate Burgaw's infrastructure and bolster its economic vitality. From the construction of critical government buildings to the revitalization of public safety facilities, each project embodies our unwavering commitment to progress and excellence.

Moreover, we recognize the pivotal role of economic development in shaping Burgaw's future trajectory. Therefore, alongside essential public infrastructure projects, we have curated selected initiatives aimed at fostering economic growth, nurturing entrepreneurship, and cultivating a vibrant business ecosystem.

As you explore the General Public Improvements Element Projects in the Town of Burgaw CIP, we invite you to envision a future where robust infrastructure, thriving businesses, and safe communities converge to create a haven of opportunity and prosperity for all who call Burgaw home. Together, let us embark on a journey of transformation, resilience, and shared prosperity as we build a brighter tomorrow for generations to come.

CIP Item	Department	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	Future Years	Total Capital Cost
Beautification Committee Annual Capital Projects	Beautification	$10,000	$10,000	$10,000	$10,000	$10,000	$50,000	**$100,000**
Comprehensive Land Use Plan Update	Planning	$0	$125,000	$0	$0	$0	$0	**$125,000**
Fence Addition - Public Works	Facilities & Grounds	0	20000	0	0	0	0	**20,000**
Forklift	Public Works	15000	0	0	0	0	0	**15,000**
MADVAC Mini Sweeper	Facilities & Grounds	0	65000	0	0	0	0	**65,000**
Old Jail Renovation	Facilities & Grounds	0	50000	50000	0	0	0	**100,000**
Police Department Facility Expansion	Police	0	2,000,000	0	0	0	0	**2,000,000**
Public Works Equipment Storage Shed	Public Works	0	0	40000	0	0	0	**40,000**
Shop Equipment Updates	Public Works	0	20,000	0	0	0	0	**20,000**
Side by Side UTV	Facilities & Grounds	15,000	0	0	0	0	0	**15,000**
Storage Building Construction	Facilities & Grounds	0	80,000	0	0	0	0	**80,000**
Town Clock	Beautification	0	10000	0	0	0	0	**10,000**
Train Depot Railing Replacement	Facilities & Grounds	0	25000	0	0	0	0	**25,000**
Train Depot Roof Restoration	Facilities & Grounds	0	0	0	0	0	0	**0**
Unified Development Ordinance Rewrite	Planning	0	0	100,000	0	0	0	**100,000**
Element Total		**$40,000**	**$2,405,000**	**$200,000**	**$10,000**	**$10,000**	**$50,000**	**$2,715,000**

Continuous Projects

Beautification Committee Annual Capital Projects — $10,000

Department: Beautification
Project Type: Multiple
Strategic Goal(s): Healthy & Engaged Community
Funding Source(s): General Fund

Outlines initiatives aimed at enhancing the aesthetic appeal and overall attractiveness of the community's public spaces. This includes projects such as landscaping enhancements, installation of public art, renovation of parks and recreational areas, and improvements to streetscapes and green spaces. The annual allocation of funds towards these projects underscores the municipality's commitment to fostering a vibrant and visually pleasing environment for residents and visitors alike, contributing to quality of life and civic pride.

FY 2024-25

Forklift — $15,000

Department: Public Works
Project Type: Addition/Acquisition
Strategic Goal(s): High Performing Government
Funding Source(s): General Fund/Water & Sewer Fund

The acquisition of a forklift will play a crucial role in efficiently unloading and loading trucks, facilitating deliveries, and organizing materials within the warehouse and garage spaces. By investing in this equipment, Burgaw aims to optimize its storage capacity, enhance workflow efficiency, and improve overall operational effectiveness. With improved capabilities for handling and maneuvering heavy loads, the forklift will enable the town to utilize warehouse shelf space more efficiently, thereby ensuring better organization and accessibility of materials. This initiative reflects Burgaw's commitment to enhancing its infrastructure and logistical capabilities to better serve the needs of the community.

Side-by-Side UTV — $15,000

Department: Facilities & Grounds
Project Type: Addition/Acquisition
Strategic Goal(s): Healthy & Engaged Community
Funding Source(s): General Fund

This versatile vehicle is intended to enhance the department's efficiency and productivity in maintaining and managing various municipal properties and grounds. With its off-road capabilities and cargo capacity, the UTV will enable staff to access hard-to-reach areas, transport equipment and supplies, and perform a wide range of tasks related to landscaping, maintenance, and upkeep. By investing in this equipment, Burgaw aims to optimize its operations, streamline workflow, and ensure the effective stewardship of public spaces for the benefit of residents and visitors alike.

FY 2025-26

Comprehensive Land Use Plan — $125,000

Department: Planning
Project Type: Regulatory Requirement
Strategic Goal(s): High Performing Government
Funding Source(s): General Fund

Update to the Comprehensive Land Use Plan, which will replace the town's existing 2030 Land Use Plan. This update is essential to ensure that Burgaw's land use policies and strategies align with current and future community needs, goals, and trends. By revising the plan, Burgaw aims to address emerging issues, capitalize on opportunities for growth and development, and guide land use decisions in a manner that promotes sustainability, equity, and quality of life for residents. The updated Comprehensive Land Use Plan will incorporate extensive community input, data analysis, and best practices in urban planning to create a forward-thinking framework for land use management. It will provide a roadmap for responsible growth, preservation of natural resources, and enhancement of economic vitality, while also fostering a vibrant and resilient community for generations to come. Through this initiative, Burgaw underscores its commitment to proactive and visionary planning, ensuring that the town remains a desirable place to live, work, and thrive in the years ahead.

MADVAC Mini Sweeper — $65,000

Department: Facilities & Grounds
Project Type: Addition/Acquisition
Strategic Goal(s): Healthy & Engaged Community
Funding Source(s): General Fund

This specialized street sweeper is intended to enhance the town's maintenance efforts by efficiently removing debris, litter, and other unsightly materials from public spaces. By investing in this equipment, Burgaw aims to improve the cleanliness and overall appearance of its streets, sidewalks, and other communal areas, thus contributing to a more inviting and aesthetically pleasing environment for residents and visitors alike. This project aligns with the town's commitment to enhancing the quality of life and ensuring the well-being of its community members.

Old Jail Renovation – Lead Paint Remediation — $50,000

Multi-year

Department: Facilities & Grounds
Strategic Goal(s): Healthy & Engaged Community
Project Type: Replacement/Repair
Funding Source(s): General Fund / Grants / Fund Raising

The Mayor and administration have inquired about the feasibility of opening up the old jail for public viewing and tours. Although the old jail is structurally sound, issues such as lead paint and the poor condition of the windows resulting in water infiltration need to be addressed before public access can be permitted. A quote has been obtained for remediation of the paint, including encapsulating non-flaking paint to preserve the original color scheme. This undertaking will be lengthy and costly, but it is essential for achieving our goal. Several contractors have been consulted, but none are willing to begin work until the lead remediation process is completed. The plan is to address the remediation in FY2024-25, followed by window replacement and the creation of period-appropriate bunk staging and amenities like sinks and tubs in FY2025-26 to reflect small-town jail life. Please note that these estimates are subject to change.

Fence Addition – Public Works — $20,000

Department: Facilities & Grounds
Public Works
Strategic Goal(s): High Performing Government
Project Type: Expansion/Improvement
Funding Source(s): General Fund/Water & Sewer Fund

An expansion of the fence line at the Public Works property will facilitate two primary objectives: Firstly, the expanded fence will create additional storage space, addressing the growing demand for storing equipment, materials, and supplies. Secondly, the extended fence line will provide the necessary space for the construction of a new storage building, further enhancing the town's storage capabilities. This initiative is crucial to support Burgaw's operational needs and to accommodate the ongoing growth and development within the community. By expanding the fence line, the town will efficiently utilize available land resources, optimize storage capacity, and ensure better organization of public works materials and equipment. Ultimately, this project aligns with Burgaw's commitment to enhancing infrastructure and operational efficiency to better serve its residents.

Train Depot Roof Restoration — $TBD

Department: Facilities & Grounds
Strategic Goal(s): Safe Community & Reliable Infrastructure
Project Type: Replacement/Repair
Funding Source(s): General Fund

This initiative aims to address existing issues with the depot's roof, ensuring its structural integrity and preserving the historical significance of this iconic landmark. Roof remediation is essential to prevent water damage, deterioration, and potential hazards to the interior of the depot. By investing in this project, Burgaw demonstrates its commitment to the preservation of its cultural heritage and the maintenance of important community assets. The remediation process may involve repairs, replacement of damaged materials, or reinforcement to strengthen the roof's structure. Regardless of the specific approach, the goal is to ensure that the Historic Train Depot remains a safe and functional space for public use and enjoyment for generations to come. Overall, this project underscores Burgaw's dedication to the preservation of its historic sites and reflects its commitment to maintaining a vibrant and culturally rich community.

Police Department Facility Expansion — $2,000,000

Department: Police
Strategic Goal(s): Safe Community & Reliable Infrastructure
High Performing Government
Project Type: Expansion/Improvement
Funding Source(s): General Fund/Debt Service/USDA Facilities Program

The Police Department Expansion Project has been on the Capital Improvement Plan (CIP) for the past four (4) years. The evidence room area needs to be enlarged and updated to current law enforcement standards. The project would increase the secure area footprint with a separate area to store firearms, money, and narcotics, away from other evidence. Also, it would create a processing room to bag and document the evidence prior to placing it in secure pass-through temporary lockers. On the other side of the temp lockers would be the Evidence Custodians

processing area to accept and store all evidence accordingly. A separate air handling system would be needed to correct our current situation of narcotics smells in offices and other areas of the building. Interviews and Interrogations are an important part of the judicial process. Currently we have one room that is utilized as an interview room for suspected offenders, an interview of victims, a report room for citizens, and a temporary office for mutual aid departments. Our intentions are to separate those functions. We will still need a secure area to interview and hold suspected offenders during the arrest process. There is also a need for a separate room, a "Soft Interview" room to obtain information from victims. This is particularly important during the investigation of sexual assaults and juvenile as victim cases. The addition of a mutual aid office leads me to the next section. Space is always at a premium when dealing with municipal government. As the police department has grown in recent years, we have only increased the footprint by 2 small offices. This occurred during the Fire Department expansion a few years ago. During this time of growth, we have gone from eleven (11) full-time employees to our current staffing of eighteen (18) full-time officers. As we continue to grow with new and specialized positions, we are in great need of more offices. As for the mutual aid office space mentioned above, we try to utilize outside law enforcement agencies, such as state and federal agencies, to supplement our investigations and cases. It is important to provide a secure area for them to operate when in town. Currently, we house a portion of our records in the equipment supply room. The remainder of the records are at the wastewater treatment plant, due to lack of space. Some records have been damaged or destroyed due to water damage at the WWTP facility. We want the records to be stored in a separate and secure room and all together to minimize the need to go and locate records off site. Also, there is a great need to have a separate supply and equipment storage area. This area is to secure our armory and items associated with our firearms, civil disturbance gear, uniforms and other gear, processing equipment, cleaning supplies and toiletries, and holiday décor. The Police Department has a "kitchen area" that has a refrigerator, sink, counter microwave, top and bottom cabinets, and two (2) upright storage cabinets. During the expansion project, we would like the addition of a break room for officers to be able to cook and eat meals. Currently, they eat at their desks, which is also the department workspace and where narcotics and other evidence is processed. We are also requesting to add a conference room and locker room. The conference room would be for shift briefing, meeting, training, and any other need for more than three (3) people to meet. As for the locker room, we would utilize it for change of uniforms, storm response, and a sleeping area during inclement weather call-ins.

Town Clock — $10,000

Department: Beautification
Project Type: Addition/Acquisition
Strategic Goal(s): Healthy & Engaged Community
Funding Source(s): General Fund / Donations

The acquisition and installation of a town clock on the Courthouse Square. This initiative aims to enhance the aesthetic appeal and functionality of the town center while serving as a landmark feature for residents and visitors alike. The installation of a town clock not only adds character to the urban landscape but also provides a practical benefit by aiding in timekeeping and serving as a focal point for community gatherings and events. This project underscores the town's commitment to revitalizing public spaces and promoting civic pride.

Train Depot Railing Replacement — $25,000

Department: Facilities & Grounds
Project Type: Replacement/Repair
Strategic Goal(s): Safe Community & Reliable Infrastructure
Funding Source(s): General Fund

A recommendation is being made to replace the existing wooden rail barricade system, measuring 2" x 2" along the bottom of the depot platform, with either cable or square aluminum tubing. Both options would provide a significantly stronger barrier, thereby addressing the issue of rails breaking due to individuals resting their feet on them. This change would not only enhance safety but also reduce the considerable liability currently associated with the wooden rail system.

Shop Equipment Updates — $20,000

Department: Public Works
Strategic Goal(s): High Performing Government

Project Type: Replacement/Repair **Funding Source(s):** General Fund

Update shop equipment, specifically focusing on upgrading the lift, tire machine, and balancer to enhance the productivity of the mechanic. This initiative aims to modernize the equipment used in the town's maintenance operations, ensuring efficient and reliable servicing of vehicles and equipment. Of particular importance is the replacement of the lift, which has exceeded its operational lifespan and has experienced several issues in the past. Upgrading the lift will address safety concerns and improve workflow efficiency in the shop. While the tire machine and balancer upgrades are also necessary for optimizing the mechanic's productivity, the lift is identified as the priority due to its critical role in vehicle maintenance. These upgrades are essential investments in Burgaw's infrastructure and operational capabilities, aligning with the town's commitment to providing high-quality services to its residents. By proactively addressing equipment needs, Burgaw ensures the continued effectiveness and reliability of its maintenance operations for years to come.

Storage Building Construction — $80,000

Department: Facilities & Grounds, Parks, Recreation & Tourism **Strategic Goal(s):** Healthy & Engaged Community, Safe Community & Reliable Infrastructure
Project Type: Expansion/Improvement **Funding Source(s):** General Fund

The construction of a 30′ x 30′ steel storage building to address several pressing needs within the town. Primarily, this facility aims to expand Burgaw's storage capacity, providing adequate space for equipment and materials storage. Additionally, it will enhance operational efficiency by enabling the relocation of equipment outside of public works facilities and providing dedicated space for equipment maintenance and repairs. Discussions with the Public Works Director have highlighted shared needs, emphasizing the necessity to expand the fence line behind the public works warehouse to accommodate the new storage facility. Given the existing demand for storage and the town's ongoing growth, the erection of this storage building will better position Burgaw to meet current and future storage needs effectively. Taking proactive steps now will ensure that the town remains well-prepared to support its operations and serve the community efficiently.

FY 2026-27

Old Jail Renovation – Window Replacement — $50,000

Multi-year

Department: Facilities & Grounds **Strategic Goal(s):** Healthy & Engaged Community
Project Type: Replacement/Repair **Funding Source(s):** General Fund / Grants / Fund Raising

The Mayor and administration have inquired about the feasibility of opening up the old jail for public viewing and tours. Although the old jail is structurally sound, issues such as lead paint and the poor condition of the windows resulting in water infiltration need to be addressed before public access can be permitted. A quote has been obtained for remediation of the paint, including encapsulating non-flaking paint to preserve the original color scheme. This undertaking will be lengthy and costly, but it is essential for achieving our goal. Several contractors have been consulted, but none are willing to begin work until the lead remediation process is completed. The plan is to address the remediation in FY2024-25, followed by window replacement and the creation of period-appropriate bunk staging and amenities like sinks and tubs in FY2025-26 to reflect small-town jail life. Please note that these estimates are subject to change.

Unified Development Ordinance (UDO) Rewrite — $100,000

Department: Planning **Strategic Goal(s):** High Performing Government

Project Type: Regulatory Requirement **Funding Source(s):** General Fund

This initiative involves revising and updating the existing regulations governing land use, zoning, and development within the town. By undertaking this comprehensive rewrite, Burgaw aims to modernize its development regulations, align them with current planning practices, and address emerging community needs and priorities. The revised UDO will provide a clear and consistent framework for managing growth, promoting sustainable development, and preserving the character of Burgaw's built environment. This project reflects the town's commitment to effective land use management and responsible planning for the future.

Public Works Equipment Storage Shed **$40,000**

Department: Public Works **Strategic Goal(s):** High Performing Government
Project Type: Addition/Acquisition **Funding Source(s):** General Fund/Water & Sewer Fund

Constructing an equipment storage shed aimed at safeguarding valuable equipment from weather-related deterioration. This shed will provide essential protection for the growing fleet of Public Works vehicles and equipment, ensuring their longevity and reducing maintenance costs associated with exposure to the elements. The proposed lean-to style building, approximately sixty feet long and thirty feet wide, will be strategically positioned along the east side of the public works fence. This location optimizes space utilization while offering convenient access for equipment storage and retrieval. By investing in this storage shed, Burgaw demonstrates its commitment to responsible asset management and infrastructure maintenance. Protecting equipment from weather damage not only prolongs its lifespan but also enhances operational efficiency by reducing downtime for repairs and replacements. Overall, this project aligns with Burgaw's goal of ensuring the longevity and reliability of its municipal assets for the benefit of the community.

Parks, Recreation, & Cultural Resources Element Projects

Step into a world where green spaces come alive, cultural heritage thrives, and recreational opportunities abound. Welcome to the Parks, Recreation, & Cultural Resources Element Projects, where we are committed to nurturing vibrant community spaces that enrich the lives of our residents and visitors alike.

In this section, we embark on a journey to preserve and enhance the soul of Burgaw, investing in the maintenance, renovation, and expansion of our cherished parks, greenways, and cultural sites. With a deep-rooted commitment to preserving our natural heritage and fostering a sense of community pride, these projects represent a pivotal aspect of our town's evolution.

From structural repairs to mechanical upgrades and pavement resurfacing, each project is meticulously crafted to ensure the longevity and vitality of our recreational amenities. As we strive to create inclusive spaces that cater to the diverse needs and interests of our community, we prioritize accessibility, sustainability, and excellence in every endeavor.

Furthermore, through strategic land acquisition and long-term studies, we lay the groundwork for future growth and innovation, envisioning a landscape where parks and cultural resources serve as catalysts for social cohesion, economic prosperity, and environmental stewardship.

As you delve into the Parks, Recreation, & Cultural Resources Element Projects, we invite you to join us in celebrating the beauty of Burgaw's natural landscapes, the richness of its cultural heritage, and the boundless opportunities for recreation and rejuvenation. Together, let us cultivate a legacy of wellness, connectivity, and cultural vitality that will endure for generations to come.

CIP Item	Department	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	Future Years	Total Capital Cost
Shade Structure at W Ross Harrell Memorial Park	Parks, Recreation & Tourism	0	8000	0	0	0	0	8,000
Land Acquisition	Parks, Recreation & Tourism	0	0	0	0	0	0	0
LED Lighting for Tennis Courts	Parks, Recreation & Tourism	0	0	0	12000	0	0	12,000
Electrical Upgrades for Courthouse Square / Christmas Lights	Facilities & Grounds	$75,000	$0	$0	$0	$0	$0	$75,000
Repaving of Osgood Canal Greenway	Public Works	0	10,000	10000	10000	10000	0	40,000
Splash Pad	Parks, Recreation & Tourism	0	0	0	0	100,000	0	100,000
Recreation Center	Parks, Recreation & Tourism	0	0	0	0	0	3000000	3,000,000
Pickleball Court	Parks, Recreation & Tourism	0	0	0	30000	0	0	30,000
Resurface Tennis Courts	Parks, Recreation & Tourism	0	40000	0	0	0	0	40,000
Gazebo Replacement at W Ross Harrell Memorial Park	Parks, Recreation & Tourism	$0	$0	$0	$0	$0	$20,000	$20,000
Dog Park	Parks, Recreation & Tourism	$0	$0	$30,000	$0	$0	$0	$30,000
Dees Park Pavilion	Facilities & Grounds	$0	$0	$0	$0	$0	$0	$0
West Side Expansion of the Osgood Urban Trail and Greenway	Parks, Recreation & Tourism	200000	0	0	0	0	0	200,000
Element Total		**$275,000**	**$58,000**	**$40,000**	**$52,000**	**$110,000**	**$3,020,000**	**$3,555,000**

FY 2024-25

Electrical Upgrades for Courthouse Square & Christmas Lights — $75,000

Department: Facilities & Grounds
Strategic Goal(s): Safe Community & Reliable Infrastructure
Project Type: Replacement/Repair
Funding Source(s): General Fund

Proposal for performing electrical upgrades in the downtown area, focusing on the Courthouse Square power poles and receptacles as well as Christmas lights receptacles. This initiative aims to enhance safety, functionality, and aesthetics by modernizing and improving the electrical infrastructure in key public spaces. The electrical upgrades will involve inspecting, repairing, and potentially replacing power poles and receptacles in Courthouse Square to ensure reliable power supply for various events and activities. Additionally, upgrading the Christmas lights receptacles will enhance the decorative lighting installations during the holiday season, contributing to the festive

atmosphere of downtown Burgaw. By investing in these electrical upgrades, Burgaw demonstrates its commitment to maintaining and improving the infrastructure necessary to support community events, enhance public spaces, and promote economic vitality in the downtown area. This project aligns with the town's vision for creating a welcoming and vibrant environment that fosters community engagement and enjoyment for residents and visitors alike.

West Side Expansion of Osgood Canal Urban Trail & Greenway — $200,000

Department: Parks, Recreation & Tourism
Strategic Goal(s): Healthy & Engaged Community
Project Type: Expansion/Improvement
Funding Source(s): General Fund

Due to additional requirements mandated by the North Carolina Stormwater Program, the Parks, Recreation, and Tourism Department is requesting additional funding to cover the expense of design, engineering, survey, permitting, and construction administration of West Side Trail. The original budget for PARTF did not cover these expenses and would be a massive detriment to the overall project budget if not allocated. The Town is currently obligated under contract with the North Carolina Parks Division to provide the stated recreation amenities of West Side Trail. The Parks, Recreation, and Tourism Department believes it is vital to fulfill our obligation to the State and the residents of Burgaw, who voted and advocated for multiple years to have this project built.

FY 2025-26

Dees Park Pavilion — $TBD

Department: Facilities & Grounds
Strategic Goal(s): Healthy & Engaged Community
Project Type: Addition/Acquisition
Funding Source(s): General Fund/Grants

The development and construction of the Dees Park Pavilion, a landmark addition to the Historic Downtown area. This project will be designed to enhance community engagement and outdoor leisure, with a focus on providing essential amenities for residents and visitors alike. The Dees Park Pavilion will feature a picnic area, thoughtfully integrated into the downtown landscape to complement the vibrant array of local restaurants. This inviting space will offer a setting for individuals and families to enjoy outside dining, fostering a sense of connection and enjoyment within the downtown community. In addition to its picnic area, the Dees Park Pavilion will include public restrooms strategically positioned to provide convenient access for downtown patrons. These facilities will serve as a vital amenity, offering essential comfort and accessibility while shopping, dining, or attending events in the downtown area. Whether exploring the bustling streets or participating in community gatherings, visitors can rely on the Dees Park Pavilion to provide a welcoming and convenient retreat in the heart of Burgaw's Historic Downtown. The development and construction of the Dees Park Pavilion underscore Burgaw's commitment to enhancing the downtown experience and fostering community engagement. Through thoughtful planning and execution, this project will contribute to the continued revitalization and prosperity of Burgaw's Historic Downtown area, ensuring a vibrant and inviting environment for generations to come.

Repaving of Osgood Canal Greenway — $10,000

Rotary Park to Johnson Park — Multi-Year

Department: Public Works
Strategic Goal(s): Healthy & Engaged Community
Project Type: Replacement/Repair
Funding Source(s): General Fund

Repaving project for the Osgood Canal Urban Trail & Greenway, originally installed in 2010/2011. Over the years, the Osgood Canal Urban Trail & Greenway has served as a beloved pathway for residents and visitors, offering a scenic route for walking, jogging, and cycling. However, as with any well-loved infrastructure, wear and tear have become evident, prompting the need for maintenance and improvements. The repaving project, completed in phases, will address various safety concerns to ensure that the walking trail remains free of any trip hazards, cracks, roots, or other potential safety hazards. By resurfacing the trail, we aim to enhance the overall experience for users

while prioritizing their safety and well-being. This initiative aligns with our commitment to providing accessible and well-maintained outdoor spaces that promote active lifestyles and community engagement. The repaved Osgood Canal Urban Trail & Greenway will continue to serve as a vital asset for recreation, transportation, and leisure, enriching the quality of life for residents of Burgaw and beyond.

Resurface Tennis Courts — $40,000

Department: Parks, Recreation & Tourism
Strategic Goal(s): Healthy & Engaged Community
Project Type: Replacement/Repair
Funding Source(s): General Fund

Resurfacing of the tennis courts at the W. Ross Harrell Memorial Park will ensure they meet the national standards for safety and athletic performance set by the United States Tennis Association. Resurfacing is recommended every 4-8 years to maintain the quality and integrity of the courts. Currently, the tennis courts are showing signs of wear and tear, including stress cracks and small holes, indicating the need for refurbishment. By investing in the resurfacing of the tennis courts, Burgaw aims to prolong the lifespan of this recreational facility, providing residents with a safe and enjoyable environment for playing tennis. This project aligns with the town's commitment to maintaining high-quality recreational amenities and promoting an active and healthy lifestyle within the community.

Shade Structures at W. Ross Harrell Memorial Park — $8,000

Department: Parks, Recreation & Tourism
Strategic Goal(s): Healthy & Engaged Community
Project Type: Addition/Acquisition
Funding Source(s): General Fund

Proposal to install two cantilever umbrella shade structures at W. Ross Harrell Memorial Park. These shade structures are designed to provide much-needed protection from the sun in areas with high exposure. The installation of shade structures aligns with recommendations from the National Recreation and Park Association, which emphasizes the importance of providing shade to protect park visitors from harmful UV rays. Exposure to prolonged sunlight can lead to heat-related illnesses and increase the risk of skin cancer. By installing shade structures, Burgaw aims to create a safer and more comfortable environment for park users, encouraging them to spend more time outdoors while minimizing the potential health risks associated with sun exposure. Furthermore, shade structures promote inclusivity and accessibility by ensuring that all members of the community, regardless of age or sensitivity to sunlight, can enjoy the park's amenities. Overall, this project reflects Burgaw's commitment to promoting health, wellness, and community engagement through the enhancement of its public spaces.

FY 2026-27

Repaving of Osgood Canal Greenway — $10,000

Fremont St to Wilmington St — Multi-Year

Department: Public Works
Strategic Goal(s): Healthy & Engaged Community
Project Type: Replacement/Repair
Funding Source(s): General Fund

Repaving project for the Osgood Canal Urban Trail & Greenway, originally installed in 2010/2011. Over the years, the Osgood Canal Urban Trail & Greenway has served as a beloved pathway for residents and visitors, offering a scenic route for walking, jogging, and cycling. However, as with any well-loved infrastructure, wear and tear have become evident, prompting the need for maintenance and improvements. The repaving project, completed in phases, will address various safety concerns to ensure that the walking trail remains free of any trip hazards, cracks, roots, or other potential safety hazards. By resurfacing the trail, we aim to enhance the overall experience for users while prioritizing their safety and well-being. This initiative aligns with our commitment to providing accessible and well-maintained outdoor spaces that promote active lifestyles and community engagement. The repaved Osgood Canal Urban Trail & Greenway will continue to serve as a vital asset for recreation, transportation, and leisure, enriching the quality of life for residents of Burgaw and beyond.

Dog Park — $30,000

Department: Parks, Recreation & Tourism
Strategic Goal(s): Healthy & Engaged Community
Project Type: Addition/Acquisition
Funding Source(s): General Fund

Proposal for the design and development of a dog park, in accordance with the Parks and Recreation Master Plan. This initiative aims to fulfill the community's growing demand for dedicated spaces where residents can safely and responsibly exercise and socialize their canine companions. The design and development of the dog park will involve careful consideration of various factors, including suitable location, amenities, and landscaping to create an inviting and functional space for both dogs and their owners. This project aligns with the town's commitment to enhancing recreational opportunities and promoting a healthy and active lifestyle among its residents. By providing a designated area for dog recreation, Burgaw seeks to foster a sense of community, strengthen social connections, and improve the overall quality of life for its residents and their furry friends. Additionally, the dog park will contribute to the beautification of public spaces and serve as a valuable asset for attracting visitors and potential new residents to the area.

FY 2027-28

Repaving of Osgood Canal Greenway — $10,000

Wilmington St to Jacksonville Hwy — Multi-Year

Department: Public Works
Strategic Goal(s): Healthy & Engaged Community
Project Type: Replacement/Repair
Funding Source(s): General Fund

Repaving project for the Osgood Canal Urban Trail & Greenway, originally installed in 2010/2011. Over the years, the Osgood Canal Urban Trail & Greenway has served as a beloved pathway for residents and visitors, offering a scenic route for walking, jogging, and cycling. However, as with any well-loved infrastructure, wear and tear have become evident, prompting the need for maintenance and improvements. The repaving project, completed in phases, will address various safety concerns to ensure that the walking trail remains free of any trip hazards, cracks, roots, or other potential safety hazards. By resurfacing the trail, we aim to enhance the overall experience for users while prioritizing their safety and well-being. This initiative aligns with our commitment to providing accessible and well-maintained outdoor spaces that promote active lifestyles and community engagement. The repaved Osgood Canal Urban Trail & Greenway will continue to serve as a vital asset for recreation, transportation, and leisure, enriching the quality of life for residents of Burgaw and beyond.

Land Acquisition — $TBD

Department: Parks, Recreation & Tourism
Strategic Goal(s): Healthy & Engaged Community
Project Type: Addition/Acquisition
Funding Source(s): General Fund

Land acquisition to expand the park system and accommodate new amenities requested by residents and visitors. Currently, there are no available Town-owned properties suitable for developing new facilities or parks. Without acquiring new land, the Parks Department is unable to implement the desired features outlined in the Parks and Recreation Master Plan as requested by the community. By purchasing additional land, Burgaw aims to enhance its park system, address the growing recreational needs of its residents, and improve overall quality of life. This initiative reflects the town's commitment to providing accessible and diverse outdoor spaces that promote health, wellness, and community engagement. Acquiring new property will enable Burgaw to fulfill its long-term vision for the development and expansion of its parks, ensuring that they remain vibrant, inclusive, and well-equipped to meet the evolving needs of the community for generations to come. No cost is available at this time.

LED Lighting at Tennis Courts — $12,000

Department: Parks, Recreation & Tourism **Strategic Goal(s):** Healthy & Engaged Community
Project Type: Replacement/Repair **Funding Source(s):** General Fund

This project includes the replacement of existing lighting at the tennis courts with energy-efficient LED lighting, which will improve overall illumination and reduce glare around the playing surface. LED lighting not only enhances visibility for players but also offers significant energy savings compared to traditional bulbs. By switching to LED, Burgaw aims to lower energy consumption and operating costs associated with maintaining the tennis court lighting. Additionally, LED technology offers long-lasting performance, reducing the need for frequent maintenance and replacement of bulbs. Overall, this project aligns with Burgaw's commitment to sustainability and providing high-quality recreational facilities for its residents. Upgrading to LED lighting at the tennis courts will enhance player experience, promote energy efficiency, and contribute to the town's efforts to reduce its environmental footprint.

Pickleball Court — $30,000

Department: Parks, Recreation & Tourism **Strategic Goal(s):** Healthy & Engaged Community
Project Type: Addition/Acquisition **Funding Source(s):** General Fund

Proposes to install a new pickleball court at W. Ross Harrell Memorial Park in response to resident requests and the growing popularity of the sport. Pickleball, a fast-growing activity, has been identified as a desired addition to the town's recreational offerings through the Parks and Recreation Master Plan. With sufficient space available at the park, there is an opportunity to accommodate one pickleball court to meet current demand. However, should the need for additional courts arise in the future, the Town may need to explore options for acquiring additional land to accommodate further expansion. By introducing a pickleball court at W. Ross Harrell Memorial Park, Burgaw aims to enhance recreational opportunities for residents of all ages and abilities. This project reflects the town's commitment to providing diverse and inclusive recreational amenities that promote active and healthy lifestyles within the community.

FY 2028-29

Repaving of Osgood Canal Greenway — $10,000

Jacksonville Hwy to Wallace St — Multi-Year

Department: Public Works **Strategic Goal(s):** Healthy & Engaged Community
Project Type: Replacement/Repair **Funding Source(s):** General Fund

Repaving project for the Osgood Canal Urban Trail & Greenway, originally installed in 2010/2011. Over the years, the Osgood Canal Urban Trail & Greenway has served as a beloved pathway for residents and visitors, offering a scenic route for walking, jogging, and cycling. However, as with any well-loved infrastructure, wear and tear have become evident, prompting the need for maintenance and improvements. The repaving project, completed in phases, will address various safety concerns to ensure that the walking trail remains free of any trip hazards, cracks, roots, or other potential safety hazards. By resurfacing the trail, we aim to enhance the overall experience for users while prioritizing their safety and well-being. This initiative aligns with our commitment to providing accessible and well-maintained outdoor spaces that promote active lifestyles and community engagement. The repaved Osgood Canal Urban Trail & Greenway will continue to serve as a vital asset for recreation, transportation, and leisure, enriching the quality of life for residents of Burgaw and beyond.

Splash Pad — $100,000

Department: Parks, Recreation & Tourism **Strategic Goal(s):** Healthy & Engaged Community
Project Type: Addition/Acquisition **Funding Source(s):** General Fund

Construction of a splash pad, fulfilling a longstanding request outlined in the Parks and Recreation Master Plan over the past 10-12 years. Recognizing the importance of providing recreational amenities for families and younger

children, the Parks, Recreation & Tourism Department is seeking to address this need by introducing a splash pad to the town. Due to space constraints, the construction of a splash pad would necessitate the purchase of additional properties to accommodate the facility. This investment reflects Burgaw's commitment to enhancing the quality of life for its residents and fostering a sense of community by providing inclusive recreational opportunities. The introduction of a splash pad will not only offer a safe and enjoyable water play experience for children but also serve as a gathering place for families to socialize and connect. This project aligns with the town's vision for creating vibrant and family-friendly public spaces that promote health, wellness, and community engagement.

FY 2029-30

Gazebo at W. Ross Harrell Memorial Park — $20,000

Department: Parks, Recreation & Tourism
Strategic Goal(s): Healthy & Engaged Community
Project Type: Replacement/Repair
Funding Source(s): General Fund

Replace the current wood structure with a new metal pavilion at W. Ross Harrell Memorial Park. The Parks Department has identified the need for this upgrade due to the ongoing maintenance issues with the existing gazebo, which has required multiple repairs over the years. Transitioning to a metal pavilion will reduce upkeep and maintenance costs associated with the structure, providing a more durable and long-lasting solution. Additionally, the new pavilion will be larger in size and available for rent, offering opportunities for revenue generation. By investing in this project, Burgaw aims to improve the quality and functionality of its park facilities, providing residents and visitors with enhanced amenities for gatherings, events, and recreation. This initiative reflects the town's commitment to maintaining and enhancing its public spaces to meet the evolving needs of the community.

Recreation Center — $3,000,000

Department: Parks, Recreation & Tourism
Strategic Goal(s): Healthy & Engaged Community
Project Type: Addition/Acquisition
Funding Source(s): General Fund

Proposal to construct a recreation center in response to longstanding requests outlined in the Parks and Recreation Master Plan over the past 10-12 years. Recognizing the importance of providing recreational facilities for families and younger children, the Parks, Recreation & Tourism Department is seeking to address this need by establishing a dedicated space for indoor activities and programming. The construction of a recreation center will offer a wide range of benefits to residents, including access to fitness facilities, indoor sports courts, meeting rooms, and programming for all ages. This initiative aligns with Burgaw's commitment to promoting health, wellness, and community engagement by providing inclusive recreational opportunities. By investing in the construction of a recreation center, Burgaw aims to create a vibrant hub for residents to gather, socialize, and participate in recreational activities year-round. This project reflects the town's dedication to enhancing the quality of life for its residents and ensuring that all members of the community have access to diverse and enriching recreational amenities.

Public Safety Element Projects

In the pursuit of safeguarding our community and ensuring the well-being of our residents, the Town of Burgaw prioritizes the enhancement of its public safety infrastructure and services. Welcome to the Public Safety Element Projects, a cornerstone of our commitment to maintaining a secure and resilient environment for all.

Within this section of the Burgaw CIP, we allocate resources towards acquiring essential capital equipment that bolsters the operations of our esteemed public safety departments: the Fire and Police departments. Recognizing the critical role these departments play in preserving law and order, protecting lives and property, and responding to emergencies with efficiency and professionalism, we spare no effort in providing them with the tools they need to excel in their mission.

From state-of-the-art firefighting apparatus to cutting-edge law enforcement technology, each project is meticulously designed to optimize the capabilities of our public safety personnel and enhance their ability to serve and protect the community. As we invest in the latest equipment and resources, we empower our firefighters and police officers to confront emerging challenges, adapt to evolving threats, and uphold the highest standards of safety and security.

While public safety facilities are addressed within the General Public Improvements Element, this section remains dedicated to the procurement of capital equipment that directly supports the operational effectiveness and readiness of our public safety departments. Through prudent investment and strategic planning, we strive to ensure that Burgaw remains a place where residents can live, work, and thrive in a safe and secure environment.

Join us in our unwavering commitment to public safety, as we continue to forge ahead in our mission to protect and serve the vibrant community of Burgaw. Together, let us build a future where safety is paramount, resilience is ingrained, and peace of mind is assured for all.

CIP Item	Department	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	Future Years	Total Capital Cost
Active Shooter Vests Replacement	Police	$0	$0	$0	$20,000	$0	$0	**$20,000**
K9 Program	Police	$0	$20,000	$0	$0	$0	$0	**$20,000**
Aerial Apparatus Replacement	Fire	$0	$0	$0	$0	$0	$2,000,000	**$2,000,000**
Engine Replacement	Fire	$0	$0	$0	$0	$0	$0	**$0**
Large Diameter Hose (LDH) Replacement	Fire	$10,000	$10,000	$10,000	$10,000	$0	$0	**$40,000**
Body Worn Cameras Replacement	Police	$25,000	$0	$0	$25,000	$0	$50,000	**$100,000**
Radio Headsets for Engine 15	Fire	$14,000	$0	$0	$0	$0	$0	**$14,000**
Patrol Vehicle Upfits	Police	$54,000	$54,000	$54,000	$54,000	$54,000	$270,000	**$540,000**
Duty Taser Replacement	Police	$0	$0	$40,000	$0	$0	$0	**$40,000**
Brush Truck Replacement	Fire	$0	$0	$0	$0	$0	$0	**$0**
Duty Shotgun Replacement	Police	$0	$15,000	$0	$0	$0	$0	**$15,000**
Fire Extinguisher Training Prop	Fire	$15,000	$0	$0	$0	$0	$0	**$15,000**
Squad 15 Apparatus Replacement	Fire	$0	$0	$0	$1,000,000	$0	$0	**$1,000,000**
Firefighter Personal Protection Equipment	Fire	$25,000	$25,000	$25,000	$25,000	$25,000	$125,000	**$250,000**
Forcible Entry Door Prop for Training	Fire	$7,500	$0	$0	$0	$0	$0	**$7,500**
Second Station / Training Facility	Fire	$0	$0	$0	$0	$0	$2,500,000	**$2,500,000**
Duty Rifle Replacement	Police	$0	$0	$0	$0	$0	$25,000	**$25,000**
Gear Lockers	Fire	$0	$0	$0	$0	$0	$0	**$0**
Public Safety Radio Replacement	Fire/Police	$32,500	$32,500	$32,500	$32,500	$32,500	$32,500	**$195,000**
Duty Handgun Replacement	Police	$25,000	$0	$0	$0	$0	$0	**$25,000**
Element Total		**$208,000**	**$156,500**	**$161,500**	**$1,166,500**	**$111,500**	**$5,002,500**	**$6,806,500**

Continuous

Patrol Vehicle Upfits

$54,000
Annual

Department: Police
Project Type: Addition/Acquisition
Strategic Goal(s): Safe Community & Reliable Infrastructure
Funding Source(s): General Fund

The vehicle replacement initiative for the Police Department, which operates under an established vehicle replacement plan through Enterprise Leasing. On average, the department replaces three patrol vehicles per budget year. While the vehicles are leased, the equipment and upfit are purchased separately. A standard upfit includes essential equipment such as lights, sirens, consoles, prisoner partitions, computer mounts, vehicle camera systems, radar, citation printers, secured rifle and shotgun storage, wiring, and installation. Whenever possible, the department repurposes items from surplus vehicles to maximize efficiency and minimize costs. This vehicle replacement project ensures that the Police Department maintains a modern and reliable fleet, equipped with the

necessary tools to carry out law enforcement duties effectively and safely. By adhering to a consistent replacement schedule and investing in high-quality equipment, Burgaw demonstrates its commitment to public safety and law enforcement excellence.

Firefighter Personal Protection Equipment — $25,000

Annual

Department: Fire
Strategic Goal(s): Safe Community & Reliable Infrastructure
Project Type: Replacement/Repair
Funding Source(s): General Fund

The replacement of firefighter personal protective equipment, also known as turnout gear. According to NFPA 1971 standards, front line structural firefighting ensembles should be replaced every ten years to ensure optimal safety and performance for firefighters. In the past, Burgaw has made efforts to meet this standard and has generally succeeded in replacing turnout gear within the recommended timeframe. However, with the addition of new employees or volunteers, there is a need to purchase larger quantities of gear to maintain adequate stock levels. By investing in the replacement of firefighter turnout gear, Burgaw demonstrates its commitment to prioritizing the safety and well-being of its firefighters. This initiative ensures that personnel are equipped with reliable and up-to-date protective gear, enabling them to effectively respond to emergencies and safeguard the community.

FY 2024-25

Body Worn Camera Replacement — $25,000

Department: Police
Strategic Goal(s): High Performing Government
Project Type: Replacement/Repair
Funding Source(s): General Fund

The replacement of Body Worn Cameras (BWC) utilized by the Police Department. While the recommended rotation for replacement is every three years, Burgaw has extended the rotation to four years through upkeep and routine maintenance. These cameras play a vital role in law enforcement operations, being utilized by every officer throughout their 12-hour shift. The replacement of BWCs ensures the department has access to the most up-to-date technology and features, ensuring the dependability of active cameras. The BWC program enables administration to monitor officer and citizen interactions, serving as the primary tool for investigating complaints or concerns involving an officer. Since the implementation of BWCs in 2016, they have been instrumental in debunking numerous fraudulent claims of officer misconduct or excessive force, providing valuable evidence to support officers' actions. Motorola, the vendor for BWCs, offers a lease program allowing law enforcement agencies to purchase cameras over time. This five-year program covers warranty and all maintenance, with cameras replaced during the third year to ensure up-to-date technology throughout the contract period. The cost of the lease can be divided among the years, providing a manageable financial arrangement for the department. Overall, the replacement of BWCs through this lease program demonstrates Burgaw's commitment to enhancing transparency, accountability, and quality control over officer interactions and processes.

Duty Handgun Replacement — $25,000

Department: Police
Strategic Goal(s): Safe Community & Reliable Infrastructure
Project Type: Replacement/Repair
Funding Source(s): General Fund

The replacement of duty handguns utilized by the Police Department. While duty handguns are essential pieces of equipment, it's hoped they will never have to be used. However, to ensure the safety of both citizens and officers, it's crucial that they remain in constant good working order. Traditionally, duty handguns have been replaced on a ten-year schedule, but Burgaw has extended this timeframe in recent years due to the handguns holding up well. However, issues with some firearms have arisen, particularly with bent or stretched springs, necessitating replacement of faulty items by the department's armorer. Given these developments, the recommendation is to move to a new pistol platform that incorporates a red dot optical sight in conjunction with iron sights. This modern

approach enhances target acquisition and improves accuracy, crucial factors in situations requiring the discharge of a firearm. The replacement of duty handguns will include the pistol, red dot optic, mounted light, and holster. New holsters will be necessary to accommodate the optic and light attachments, ensuring officers can carry their firearms safely and effectively while taking advantage of the latest technology to enhance accuracy and performance.

Forcible Entry Door Prop for Training — $7,500

Department:	Fire	**Strategic Goal(s):**	Safe Community & Reliable Infrastructure
Project Type:	Addition/Acquisition	**Funding Source(s):**	General Fund

The acquisition of a forcible entry prop for the Fire Department. This training prop will provide hands-on training opportunities for department members and crews to practice forcible entry techniques into structures. By investing in this training prop, Burgaw aims to enhance the skills and preparedness of its firefighters in responding to emergencies involving locked or secured buildings. The hands-on training provided by the prop will allow firefighters to develop proficiency in various forcible entry methods, ensuring they can quickly and effectively gain access to buildings when needed. Overall, this initiative reflects Burgaw's commitment to providing its fire department with the resources and training necessary to safeguard the community and respond to emergencies with professionalism and expertise.

Large Diameter Hose (LDH) Replacement — $10,000

Multi-year

Department:	Fire	**Strategic Goal(s):**	Safe Community & Reliable Infrastructure
Project Type:	Replacement/Repair	**Funding Source(s):**	General Fund

Proposal for the replacement of Large Diameter Hose (LDH) utilized by the Fire Department. Currently, the department is using LDH manufactured in the 1990s, which lacks industry-standard coupling locks. The absence of coupling locks on the current LDH poses a safety risk, as couplings could disconnect during operations, potentially causing serious injury to firefighters and others nearby. Therefore, replacing the outdated LDH with newer hoses equipped with industry-standard coupling locks is essential to ensure the safety and effectiveness of firefighting operations. By investing in the replacement of LDH, Burgaw demonstrates its commitment to providing its fire department with modern and reliable equipment, enhancing safety measures for firefighters and improving the department's ability to respond to emergencies efficiently and effectively.

Radio Headsets for Engine 15 — $14,000

Department:	Fire	**Strategic Goal(s):**	Safe Community & Reliable Infrastructure
Project Type:	Addition/Acquisition	**Funding Source(s):**	General Fund

Purchase radio headsets for Engine 15 of the Fire Department. These headsets, utilized in conjunction with the mobile radio, provide crucial hearing protection for firefighters during emergency responses. In addition to offering hearing protection, the radio headsets facilitate easier communication inside the cab of the apparatus. This improved communication capability helps keep crews calmer during responses, enhancing overall effectiveness and safety. While this type of device has been a staple in the fire service for over 30 years, budget constraints prevented their inclusion at the time of Engine 15's purchase. However, by investing in these radio headsets now, Burgaw demonstrates its commitment to providing its firefighters with the necessary equipment to perform their duties safely and efficiently during emergency situations.

Public Safety Radio Replacement — $32,500

Multi-year

Department:	Fire Police	**Strategic Goal(s):**	Safe Community & Reliable Infrastructure
Project Type:	Replacement/Repair	**Funding Source(s):**	General Fund/Pender County Program

This initiative is prompted by a technology change and aligns with Pender County's radio replacement project. Upgrading the radios ensures that both departments have access to modern, reliable communication equipment, facilitating seamless coordination during emergency response operations. By synchronizing with the county's initiative, Burgaw enhances interoperability with neighboring jurisdictions, fostering efficient collaboration in times of crisis. This project underscores the town's commitment to equipping its public safety personnel with the tools necessary to effectively serve and protect the community.

FY 2025-26

Duty Shotgun Replacement — $15,000

Department: Police
Strategic Goal(s): Safe Community & Reliable Infrastructure
Project Type: Replacement/Repair
Funding Source(s): General Fund

Proposal for the replacement of duty shotguns utilized by the Police Department. As per standard operating procedures, law enforcement weapons are typically replaced on a ten-year rotation. Currently, the Police Department's duty shotguns are not experiencing any issues. Police Administration will continue to monitor the condition of the equipment and extend the replacement timeframe as deemed appropriate. This proactive approach ensures that resources are allocated efficiently, with replacements made only when necessary to maintain optimal performance and safety standards for officers. By prioritizing equipment maintenance and monitoring, Burgaw demonstrates its commitment to ensuring the effectiveness and safety of its law enforcement personnel.

Public Safety Radio Replacement — $32,500

Multi-year

Department: Fire, Police
Strategic Goal(s): Safe Community & Reliable Infrastructure
Project Type: Replacement/Repair
Funding Source(s): General Fund/Pender County Program

This initiative is prompted by a technology change and aligns with Pender County's radio replacement project. Upgrading the radios ensures that both departments have access to modern, reliable communication equipment, facilitating seamless coordination during emergency response operations. By synchronizing with the county's initiative, Burgaw enhances interoperability with neighboring jurisdictions, fostering efficient collaboration in times of crisis. This project underscores the town's commitment to equipping its public safety personnel with the tools necessary to effectively serve and protect the community.

Gear Lockers — $TBD

Department: Fire
Strategic Goal(s): Safe Community & Reliable Infrastructure
Project Type: Replacement/Repair
Funding Source(s): General Fund

Proposal to purchase gear lockers for the Fire Department, aimed at updating the gear storage area to improve ventilation and accommodate the needs of the department's growing roster. Currently, the lack of adequate storage space poses challenges in properly storing gear for all department members. By investing in new gear lockers, Burgaw aims to address these challenges and bring the station up to modern standards. The addition of movable storage units, along with wall-mounted units, will maximize space utilization and provide sufficient storage for all members' gear. This enhancement not only improves organization and accessibility but also allows for better ventilation of gear, which is essential for maintaining firefighter safety and health. Overall, the purchase of gear lockers demonstrates Burgaw's commitment to providing its fire department with the necessary infrastructure and resources to operate efficiently and effectively, ensuring the safety and well-being of both firefighters and the community they serve.

Fire Extinguisher Training Prop — $15,000

Department: Fire
Project Type: Addition/Acquisition
Strategic Goal(s): Safe Community & Reliable Infrastructure
Funding Source(s): General Fund

The purchase of a Bullseye Digital Fire Extinguisher Training System. This system offers a realistic simulation of fire extinguisher training, similar to that of a burn pan, but with several innovative features. The training system includes a BullEye Panel, a setup kit with a Setup Remote, user manual, power supply cables, and transport cases for both the panel and extinguisher. It utilizes a 5lb Dry Chem Laser Extinguisher and incorporates lasers to simulate the discharge of actual extinguishers, without the mess or hassle of cleanup. One unique aspect of this system is its versatility. It can be utilized indoors, unlike traditional burn pans, making it suitable for a variety of settings, including community events, schools, workplaces, and festivals. The system's portability allows for easy transportation and setup, requiring only one instructor to run trainees through the program. Moreover, the system enhances realism by incorporating sensors that detect trainees' actions. The flames will only subside and be extinguished if the trainee uses the proper P.A.S.S technique, reinforcing proper fire extinguisher usage. The system's lightweight extinguisher (5lb) makes it suitable for teaching individuals of all ages, including children and older adults. Additionally, there's an option to use realistic weight extinguishers weighing 10lbs and 15lbs, further enhancing the training experience. Overall, the Bullseye Digital Fire Extinguisher Training System Basic enables the Fire Department to offer comprehensive fire extinguisher safety classes both internally and out in the community, contributing to fire prevention efforts and promoting public safety.

K9 Program — $20,000

Department: Police
Project Type: Other
Strategic Goal(s): Safe Community & Reliable Infrastructure
Funding Source(s): General Fund

With the upcoming retirement of the current K9, there arises the need to replace this vital member of the police force. The new K9 will undergo specialized training to fulfill its duties in areas such as narcotics detection, search and rescue, and apprehension assistance. This project ensures that the police department maintains its capacity to effectively carry out law enforcement tasks, including K9-assisted operations, thereby contributing to public safety and community well-being in Burgaw.

Large Diameter Hose (LDH) Replacement — $10,000

Multi-year

Department: Fire
Project Type: Replacement/Repair
Strategic Goal(s): Safe Community & Reliable Infrastructure
Funding Source(s): General Fund

Proposal for the replacement of Large Diameter Hose (LDH) utilized by the Fire Department. Currently, the department is using LDH manufactured in the 1990s, which lacks industry-standard coupling locks. The absence of coupling locks on the current LDH poses a safety risk, as couplings could disconnect during operations, potentially causing serious injury to firefighters and others nearby. Therefore, replacing the outdated LDH with newer hoses equipped with industry-standard coupling locks is essential to ensure the safety and effectiveness of firefighting operations. By investing in the replacement of LDH, Burgaw demonstrates its commitment to providing its fire department with modern and reliable equipment, enhancing safety measures for firefighters and improving the department's ability to respond to emergencies efficiently and effectively.

FY 2026-27

Duty Taser Replacement — $40,000

Department: Police
Project Type: Replacement/Repair
Strategic Goal(s): Safe Community & Reliable Infrastructure
Funding Source(s): General Fund

The replacement of duty Tasers utilized by the Police Department. Tasers are essential tools for law enforcement officers, offering a non-lethal method to subdue individuals while minimizing harm to both officers and the public. As existing Tasers age, their reliability may diminish, potentially impacting officer effectiveness and public safety. Therefore, replacing Tasers is essential to ensure the Police Department is equipped with the latest technology and safety features. Upgrading to newer models allows for the deployment of advanced features, improved safety mechanisms, and compatibility with evolving law enforcement standards. By investing in the replacement of duty Tasers, Burgaw demonstrates its commitment to providing its officers with the necessary equipment to perform their duties safely and effectively, while also prioritizing the safety and well-being of the community.

Public Safety Radio Replacement — $32,500

Multi-year

Department: Fire, Police
Project Type: Replacement/Repair
Strategic Goal(s): Safe Community & Reliable Infrastructure
Funding Source(s): General Fund/Pender County Program

This initiative is prompted by a technology change and aligns with Pender County's radio replacement project. Upgrading the radios ensures that both departments have access to modern, reliable communication equipment, facilitating seamless coordination during emergency response operations. By synchronizing with the county's initiative, Burgaw enhances interoperability with neighboring jurisdictions, fostering efficient collaboration in times of crisis. This project underscores the town's commitment to equipping its public safety personnel with the tools necessary to effectively serve and protect the community.

Large Diameter Hose (LDH) Replacement — $10,000

Multi-year

Department: Fire
Project Type: Replacement/Repair
Strategic Goal(s): Safe Community & Reliable Infrastructure
Funding Source(s): General Fund

Proposal for the replacement of Large Diameter Hose (LDH) utilized by the Fire Department. Currently, the department is using LDH manufactured in the 1990s, which lacks industry-standard coupling locks. The absence of coupling locks on the current LDH poses a safety risk, as couplings could disconnect during operations, potentially causing serious injury to firefighters and others nearby. Therefore, replacing the outdated LDH with newer hoses equipped with industry-standard coupling locks is essential to ensure the safety and effectiveness of firefighting operations. By investing in the replacement of LDH, Burgaw demonstrates its commitment to providing its fire department with modern and reliable equipment, enhancing safety measures for firefighters and improving the department's ability to respond to emergencies efficiently and effectively.

FY 2027-28

Active Shooter Vests Replacement — $20,000

Department: Police
Project Type: Replacement/Repair
Strategic Goal(s): Safe Community & Reliable Infrastructure
Funding Source(s): General Fund

The replacement of Active Shooter Vests utilized by the Police Department. These vests, also known as rifle ballistic plating, play a critical role in providing protection for officers during high-risk situations such as active shooter incidents. The manufacturer's warranty typically dictates the shelf life of these vests, with our original vests having a 10-year warranty and recent additions only having a 5-year warranty. As the warranty period expires, the effectiveness and reliability of the vests may diminish, necessitating their replacement to ensure officers are

adequately protected. By investing in the replacement of Active Shooter Vests, Burgaw demonstrates its commitment to the safety and well-being of its law enforcement officers. This initiative ensures that officers are equipped with up-to-date protective gear, enabling them to effectively respond to and mitigate the risks associated with active shooter situations.

Public Safety Radio Replacement

$32,500
Multi-year

Department:	Fire Police	**Strategic Goal(s):**	Safe Community & Reliable Infrastructure
Project Type:	Replacement/Repair	**Funding Source(s):**	General Fund/Pender County Program

This initiative is prompted by a technology change and aligns with Pender County's radio replacement project. Upgrading the radios ensures that both departments have access to modern, reliable communication equipment, facilitating seamless coordination during emergency response operations. By synchronizing with the county's initiative, Burgaw enhances interoperability with neighboring jurisdictions, fostering efficient collaboration in times of crisis. This project underscores the town's commitment to equipping its public safety personnel with the tools necessary to effectively serve and protect the community.

Body Worn Camera Replacement

$25,000

Department:	Police	**Strategic Goal(s):**	High Performing Government
Project Type:	Replacement/Repair	**Funding Source(s):**	General Fund

The replacement of Body Worn Cameras (BWC) utilized by the Police Department. While the recommended rotation for replacement is every three years, Burgaw has extended the rotation to four years through upkeep and routine maintenance. These cameras play a vital role in law enforcement operations, being utilized by every officer throughout their 12-hour shift. The replacement of BWCs ensures the department has access to the most up-to-date technology and features, ensuring the dependability of active cameras. The BWC program enables administration to monitor officer and citizen interactions, serving as the primary tool for investigating complaints or concerns involving an officer. Since the implementation of BWCs in 2016, they have been instrumental in debunking numerous fraudulent claims of officer misconduct or excessive force, providing valuable evidence to support officers' actions. Motorola, the vendor for BWCs, offers a lease program allowing law enforcement agencies to purchase cameras over time. This five-year program covers warranty and all maintenance, with cameras replaced during the third year to ensure up-to-date technology throughout the contract period. The cost of the lease can be divided among the years, providing a manageable financial arrangement for the department. Overall, the replacement of BWCs through this lease program demonstrates Burgaw's commitment to enhancing transparency, accountability, and quality control over officer interactions and processes.

Large Diameter Hose (LDH) Replacement

$10,000
Multi-year

Department:	Fire	**Strategic Goal(s):**	Safe Community & Reliable Infrastructure
Project Type:	Replacement/Repair	**Funding Source(s):**	General Fund

Proposal for the replacement of Large Diameter Hose (LDH) utilized by the Fire Department. Currently, the department is using LDH manufactured in the 1990s, which lacks industry-standard coupling locks. The absence of coupling locks on the current LDH poses a safety risk, as couplings could disconnect during operations, potentially causing serious injury to firefighters and others nearby. Therefore, replacing the outdated LDH with newer hoses equipped with industry-standard coupling locks is essential to ensure the safety and effectiveness of firefighting operations. By investing in the replacement of LDH, Burgaw demonstrates its commitment to providing its fire department with modern and reliable equipment, enhancing safety measures for firefighters and improving the department's ability to respond to emergencies efficiently and effectively.

Squad 15 Replacement — $738,000

Department: Fire
Strategic Goal(s): Safe Community & Reliable Infrastructure
Project Type: Replacement/Repair
Funding Source(s): General Fund

The replacement of Squad 15 utilized by the Fire Department. Squad 15, a 2001 Pierce Dash, has surpassed the recommended lifespan outlined by NFPA 1901, which advises engines to be moved to reserve at the 15-year mark and replaced at the 20-year mark. Despite this recommendation, Burgaw does not have the need for reserve apparatus, leading to an extension of the life cycle of its trucks to the 20-year limit. Over the years, the Town has allocated a significant amount of funds towards repairs for Squad 15, with this year being no exception. As the apparatus ages, it becomes increasingly burdensome financially due to the higher frequency of repairs and maintenance required. Squad 15 plays a critical role in responding to motor vehicle collisions, automatic aid incidents, and serving as the second due for structural responses within the Town and District. Therefore, replacing Squad 15 is essential to ensure the Fire Department is equipped with reliable and efficient apparatus that can effectively respond to emergencies and safeguard the community.

FY 2028-29

Public Safety Radio Replacement — $32,500

Multi-year

Department: Fire, Police
Strategic Goal(s): Safe Community & Reliable Infrastructure
Project Type: Replacement/Repair
Funding Source(s): General Fund/Pender County Program

This initiative is prompted by a technology change and aligns with Pender County's radio replacement project. Upgrading the radios ensures that both departments have access to modern, reliable communication equipment, facilitating seamless coordination during emergency response operations. By synchronizing with the county's initiative, Burgaw enhances interoperability with neighboring jurisdictions, fostering efficient collaboration in times of crisis. This project underscores the town's commitment to equipping its public safety personnel with the tools necessary to effectively serve and protect the community.

FY 2029-30

Aerial Apparatus Replacement — $2,000,000

Department: Fire
Strategic Goal(s): Safe Community & Reliable Infrastructure
Project Type: Replacement/Repair
Funding Source(s): General Fund

The replacement of Aerial Apparatus utilized by the Fire Department. Ladder 15, a 2006 Pierce Dash, has exceeded the recommended lifespan outlined by NFPA 1901, which advises apparatus to be moved to reserve at the 15-year mark and replaced at the 20-year mark. While typically, reserve apparatus would be utilized, Burgaw's current setup does not require them, leading to the extension of the life cycle of its trucks to the 20-year limit. However, over the years, the Town has invested a significant amount of funds in repairs for Ladder 15, with this year being no exception. As the apparatus ages, maintenance costs become less predictable, impacting the financial resources of the department. Given the potential growth projected in Burgaw, it is essential to have an aerial device that enables elevated fire attack and potential rescue. Therefore, the replacement of the Aerial Apparatus has been prioritized, with the timeline being moved up due to the vehicle's age and historical issues. Additionally, some in-house apparatus restructuring will also be conducted to ensure the efficient deployment of resources. This initiative ensures that the Fire Department is equipped with reliable and modern apparatus to effectively respond to emergencies and protect the community.

Public Safety Radio Replacement

$32,500
Multi-year

Department:	Fire Police	**Strategic Goal(s):**	Safe Community & Reliable Infrastructure
Project Type:	Replacement/Repair	**Funding Source(s):**	General Fund/Pender County Program

This initiative is prompted by a technology change and aligns with Pender County's radio replacement project. Upgrading the radios ensures that both departments have access to modern, reliable communication equipment, facilitating seamless coordination during emergency response operations. By synchronizing with the county's initiative, Burgaw enhances interoperability with neighboring jurisdictions, fostering efficient collaboration in times of crisis. This project underscores the town's commitment to equipping its public safety personnel with the tools necessary to effectively serve and protect the community.

Duty Rifle Replacement

$25,000

Department:	Police	**Strategic Goal(s):**	Safe Community & Reliable Infrastructure
Project Type:	Replacement/Repair	**Funding Source(s):**	General Fund

The replacement of duty rifles utilized by the Police Department. Typically, law enforcement agencies adhere to a ten-year rotation for replacing weapons. However, as we have not reached this mark and are not currently experiencing any issues with the current equipment, Police Administration plans to extend this timeframe. Once we reach the ten-year mark, if there are no issues with the current rifles, Police Administration will extend the replacement cycle accordingly. This approach ensures that resources are allocated efficiently, with replacements being made only when necessary to maintain optimal performance and safety standards for officers.

FY 2030-31

Body Worn Camera Replacement

$25,000

Department:	Police	**Strategic Goal(s):**	High Performing Government
Project Type:	Replacement/Repair	**Funding Source(s):**	General Fund

The replacement of Body Worn Cameras (BWC) utilized by the Police Department. While the recommended rotation for replacement is every three years, Burgaw has extended the rotation to four years through upkeep and routine maintenance. These cameras play a vital role in law enforcement operations, being utilized by every officer throughout their 12-hour shift. The replacement of BWCs ensures the department has access to the most up-to-date technology and features, ensuring the dependability of active cameras. The BWC program enables administration to monitor officer and citizen interactions, serving as the primary tool for investigating complaints or concerns involving an officer. Since the implementation of BWCs in 2016, they have been instrumental in debunking numerous fraudulent claims of officer misconduct or excessive force, providing valuable evidence to support officers' actions. Motorola, the vendor for BWCs, offers a lease program allowing law enforcement agencies to purchase cameras over time. This five-year program covers warranty and all maintenance, with cameras replaced during the third year to ensure up-to-date technology throughout the contract period. The cost of the lease can be divided among the years, providing a manageable financial arrangement for the department. Overall, the replacement of BWCs through this lease program demonstrates Burgaw's commitment to enhancing transparency, accountability, and quality control over officer interactions and processes.

Brush Truck Replacement — $TBD

Department: Fire
Project Type: Replacement/Repair
Strategic Goal(s): Safe Community & Reliable Infrastructure
Funding Source(s): General Fund

The replacement of the Brush Truck utilized by the Fire Department. The current brush truck, a 2005 model, is due for replacement to ensure the department's fleet remains up to date with current technology and standards. In addition to its primary role in combating brush fires, the brush truck is also utilized to respond to some medical calls, further emphasizing its importance in the department's operations. By replacing the current brush truck, Burgaw aims to continue upgrading its fleet on a rotation basis, ensuring that firefighters are equipped with reliable and modern apparatus to effectively respond to emergencies and safeguard the community. This initiative reflects the town's commitment to maintaining a high level of service and readiness within its fire department.

FY 2031-32

Second Station / Training Facility — $2,500,000

Department: Fire
Project Type: Addition/Acquisition
Strategic Goal(s): Safe Community & Reliable Infrastructure
Funding Source(s): General Fund

Proposes the design and construction of a Second Fire Station and Training Facility to address current response time challenges and enhance training opportunities for the Fire Department. Presently, response times for second due companies can take 12-14 minutes, leading to delays in emergency assistance. By strategically locating a second fire station, Burgaw aims to significantly reduce response times, ensuring quicker arrival of apparatus to incident scenes. This not only enhances service within the Pender Central Fire District but also positively impacts the town's ISO rating. In addition to improving emergency response capabilities, the proposed training facility will provide a centralized location for comprehensive and hands-on training for fire department personnel and volunteers. Currently, the need to travel 20 miles for training results in increased operational costs, such as overtime payments and out-of-district apparatus usage. The proposed location for the Second Fire Station and Training Facility is New Savannah Rd and NC Hwy 53, strategically chosen to optimize coverage and accessibility within the community. By investing in these facilities, Burgaw demonstrates its commitment to enhancing public safety, operational efficiency, and professional development opportunities for its fire department personnel.

FY 2032-33

Engine Replacement — $TBD

Department: Fire
Project Type: Replacement/Repair
Strategic Goal(s): Safe Community & Reliable Infrastructure
Funding Source(s): General Fund

The replacement of a Fire Engine utilized by the Fire Department. This initiative marks the beginning of a proactive approach to replacing apparatus, departing from the historical practice of retaining vehicles until they begin deteriorating due to age. By recognizing the replacement process now, Burgaw aims to ensure that its fire department remains equipped with modern and reliable apparatus. This proactive approach not only enhances operational efficiency but also prioritizes firefighter safety and the department's ability to effectively respond to emergencies. Overall, the Fire Engine Replacement project reflects Burgaw's commitment to maintaining a high level of service and readiness within its fire department, ensuring the safety and well-being of the community.

FY 2033-34

Body Worn Camera Replacement — $25,000

Department: Police
Project Type: Replacement/Repair
Strategic Goal(s): High Performing Government
Funding Source(s): General Fund

The replacement of Body Worn Cameras (BWC) utilized by the Police Department. While the recommended rotation for replacement is every three years, Burgaw has extended the rotation to four years through upkeep and routine maintenance. These cameras play a vital role in law enforcement operations, being utilized by every officer throughout their 12-hour shift. The replacement of BWCs ensures the department has access to the most up-to-date technology and features, ensuring the dependability of active cameras. The BWC program enables administration to monitor officer and citizen interactions, serving as the primary tool for investigating complaints or concerns involving an officer. Since the implementation of BWCs in 2016, they have been instrumental in debunking numerous fraudulent claims of officer misconduct or excessive force, providing valuable evidence to support officers' actions. Motorola, the vendor for BWCs, offers a lease program allowing law enforcement agencies to purchase cameras over time. This five-year program covers warranty and all maintenance, with cameras replaced during the third year to ensure up-to-date technology throughout the contract period. The cost of the lease can be divided among the years, providing a manageable financial arrangement for the department. Overall, the replacement of BWCs through this lease program demonstrates Burgaw's commitment to enhancing transparency, accountability, and quality control over officer interactions and processes.

Public Utilities Element Projects

Welcome to the Public Utilities Element Projects section of the Burgaw Capital Improvement Plan, where we prioritize the construction, enhancement, and maintenance of our vital water and sewer infrastructure. In our commitment to providing essential services to our community, we recognize the indispensable role that robust and reliable utilities play in supporting public health, economic vitality, and overall quality of life.

Within this section, we allocate funds strategically to address key aspects of our water and sewer systems. From the installation of new mains and the replacement of aging infrastructure to the addition of pump stations and major maintenance initiatives, each project is meticulously planned to ensure the continued functionality and resilience of our utility networks.

With a focus on long-term sustainability and efficiency, our investments in water and sewer infrastructure aim to meet the evolving needs of our growing community while adhering to the highest standards of environmental stewardship. By leveraging advanced technologies, innovative solutions, and best practices in utility management, we strive to optimize the performance of our systems and enhance the reliability of essential services for all residents and businesses.

Moreover, this section also encompasses the acquisition of equipment essential for system maintenance, ensuring that our dedicated teams have the tools and resources they need to respond promptly to maintenance issues, minimize disruptions, and uphold the integrity of our utility infrastructure.

As we embark on these critical projects, we remain steadfast in our commitment to delivering safe, reliable, and sustainable water and sewer services to the residents and businesses of Burgaw. Together, let us lay the groundwork for a future where our utility systems serve as pillars of community resilience, prosperity, and well-being.

CIP Item	Department	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	Future Years	Total Capital Cost
Insertion Valves	Public Works	$25,000	$25,000	$25,000	$25,000	$25,000	$125,000	**$250,000**
Install Bypass Valves at Lift Stations	Public Works	$25,000	$25,000	$0	$0	$0	$0	**$50,000**
Equipment Trailer	Public Works	$0	$20,000	$0	$0	$0	$0	**$20,000**
New Pump Station & Force Main on West Side of Town for Growth	Public Works	$0	$0	$0	$0	$0	$0	**$0**
New Well & Water Tower	Public Works	$0	$0	$0	$0	$0	$0	**$0**
Replace Aging Fire Hydrants	Public Works	$25,000	$25,000	$25,000	$25,000	$25,000	$125,000	**$250,000**
Replace Lift Station and Well Generators	Public Works	$0	$0	$0	$50,000	$50,000	$50,000	**$150,000**
Replace Sewer Vac	Public Works	$0	$0	$0	$0	$250,000	$0	**$250,000**
Replace Mini Excavator	Public Works	$0	$0	$0	$70,000	$0	$0	**$70,000**
Replace Pumps and Motors at Wells	Public Works	$0	$0	$0	$50,000	$50,000	$50,000	**$150,000**
SCADA Upgrades	Public Works	$0	$15,000	$15,000	$15,000	$15,000	$75,000	**$135,000**
Water & Sewer Master Plan	Administration	$180,000	$0	$0	$0	$0	$0	**$180,000**
Downtown Water Tower Maintenance / Branding	Beautification	$0	$150,000	$0	$0	$0	$0	**$150,000**
Sewer Manhole Rehab I&I	Public Works	$10,000	$10,000	$10,000	$10,000	$10,000	$50,000	**$100,000**
Ground Penetrating Radar	Public Works	$19,000	$0	$0	$0	$0	$0	**$19,000**
Element Total		**$284,000**	**$270,000**	**$75,000**	**$245,000**	**$425,000**	**$475,000**	**$1,774,000**

Continuous

Sewer Manhole Rehab – Inflow & Infiltration (I&I)

$10,000
Annually

Department: Public Works
Project Type: Replacement/Repair
Strategic Goal(s): Safe Community & Reliable Infrastructure
Funding Source(s): Water & Sewer Fund

This project addresses critical issues identified by Public Works in various areas of Burgaw. These areas, including West Bridgers Street and Penderlea Highway, Cypress Street, Pine Street, Basden Road, and North Smith Street, require attention to mitigate significant inflow and infiltration problems. Inflow & Infiltration (I&I) occurs when water seeps into sewer pipes through holes, cracks, joint failures, and faulty connections, or flows into sewer systems via roof drains, downspouts, foundation drains, storm drains, and maintenance hole covers. This excess water decreases sewer system efficiency and can lead to sanitary sewer overflows (SSO), impacting the effectiveness of wastewater treatment facilities, pump stations, and lift stations. The project aims to rehabilitate sewer manholes and address

infiltration and inflow issues to prevent future problems and maintain the integrity of the sewer system. This initiative is crucial for ensuring the proper functioning of wastewater infrastructure, reducing the risk of environmental contamination, and avoiding costly repairs and potential sanitary sewer overflows in the future.

Insertion Valves

$25,000
Annually

Department: Public Works
Project Type: Expansion/Improvement
Strategic Goal(s): Safe Community & Reliable Infrastructure
Funding Source(s): Water & Sewer Fund

This project is an ongoing initiative aimed at improving the quality of water service for residents in Burgaw while minimizing disruptions during maintenance and emergencies. Insertion valves are strategically placed to isolate hydrants and water lines, allowing for targeted maintenance or repairs without the need for widespread water shut-offs. With approximately 75% of hydrants lacking valves, the project focuses on installing insertion valves to address this deficiency. By isolating hydrants and lines, the town can effectively manage maintenance activities and respond swiftly to emergencies without inconveniencing large numbers of residents. The project budget of $25,000 allows for the installation of approximately three insertion valves per year. Additionally, there is consideration for purchasing equipment to perform these installations in-house, which would involve an initial investment of around $60,000 along with training costs. Ultimately, the Insertion Valves project aims to enhance water system resilience, minimize service disruptions, and improve the overall reliability of water distribution infrastructure in Burgaw.

Replace Aging Fire Hydrants

$25,000
Annually

Department: Public Works
Project Type: Replacement/Repair
Strategic Goal(s): Safe Community & Reliable Infrastructure
Funding Source(s): Water & Sewer Fund

This project is an ongoing initiative aimed at upgrading and maintaining Burgaw's water infrastructure to ensure reliable fire protection and water distribution. Each year, 5-10 aging hydrants are replaced with modern 5 1/4" hydrants, which offer improved gallons per minute (GPM) flow rates. Collaborating closely with the Fire Department, the Public Works Department identifies and prioritizes hydrants in need of replacement based on factors such as age, condition, and functionality. Many of the existing hydrants, some dating back to the 1940s and 1950s, are replaced to mitigate the risk of failure and ensure adequate water supply in the event of a fire emergency. This project is essential for maintaining the town's infrastructure up to modern standards, enhancing fire protection capabilities, and safeguarding the community's safety. Additionally, it complements efforts to install insertion valves, enabling more efficient maintenance and emergency response procedures for the water distribution system. Through consistent replacement of aging hydrants, Burgaw demonstrates its commitment to preserving and enhancing critical infrastructure for the benefit of residents and businesses.

SCADA Upgrades

$15,000
Annually

Department: Public Works
Project Type: Expansion/Improvement
Strategic Goal(s): Safe Community & Reliable Infrastructure
Funding Source(s): Water & Sewer Fund

The SCADA (Supervisory Control and Data Acquisition) Upgrades project is essential for maintaining the functionality and efficiency of Burgaw's water and sewer systems, serving as the backbone of these critical infrastructure networks. SCADA technology provides real-time monitoring and control capabilities, allowing operators to remotely supervise and manage various components such as wells, pumps, and lift stations. Upgrading the SCADA system ensures that Burgaw has access to up-to-date information on the performance of its water and sewer infrastructure, including data on water usage, system pressures, and equipment status. This information enables timely decision-making and proactive responses to potential issues, minimizing downtime and optimizing

system reliability. In addition to maintenance updates, the SCADA upgrades include the implementation of new features and functionalities to enhance productivity and effectiveness. These enhancements may include improved data visualization tools, advanced analytics capabilities, and integration with other systems to streamline operations and improve overall system performance. By investing in SCADA upgrades, Burgaw demonstrates its commitment to leveraging technology to maintain high standards of service delivery, ensure regulatory compliance, and safeguard public health and safety. These upgrades play a vital role in supporting the town's water and sewer infrastructure, contributing to the well-being and quality of life of its residents and businesses.

FY 2024-25

Ground Penetrating Radar — $19,000

Department: Public Works
Project Type: Addition/Acquisition
Strategic Goal(s): Safe Community & Reliable Infrastructure
Funding Source(s): Water & Sewer Fund

The purchase of a ground penetrating radar (GPR) system is crucial for enhancing the accuracy and efficiency of utility line locating efforts within the Town of Burgaw. This advanced technology enables the detection and mapping of underground infrastructure such as water and sewer lines, as well as other buried utilities that may not be accurately documented in existing records or GIS databases. The primary objective of acquiring the GPR system is to support NC811 locating activities, which aim to prevent accidental damage to utility lines during excavation and construction projects. By utilizing GPR technology, the town can more effectively identify the precise locations of buried utilities, thereby reducing the risk of costly and potentially dangerous incidents caused by accidental line strikes. Furthermore, the GPR system will be instrumental in updating and maintaining the town's GIS database by providing accurate and detailed information about the location and condition of underground infrastructure. This is particularly important for older utility lines that may be poorly documented or have limited historical records, as the GPR technology can help verify and supplement existing data. Overall, the investment in a ground penetrating radar system demonstrates Burgaw's commitment to proactive utility management, public safety, and infrastructure resilience. By enhancing the accuracy of utility line locating efforts and improving data quality, the town can better protect its underground assets, minimize disruptions to utility services, and ensure the long-term reliability of its infrastructure network.

Water & Sewer System Master Plan — $180,000

Department: Administration
Project Type: Other
Strategic Goal(s): Safe Community & Reliable Infrastructure
Funding Source(s): State Appropriation

This project includes the development of a Water & Sewer System Master Plan, aimed at strategically assessing and planning for the future expansion and improvement of the town's utility infrastructure. This comprehensive plan will identify areas requiring upgrades, extensions, or enhancements to the water and sewer system lines, ensuring alignment with current and future community needs. By undertaking this initiative, Burgaw seeks to address growing demand, improve system efficiency, and plan for sustainable growth and development. The master plan will provide valuable insights into infrastructure requirements, prioritize projects, and guide investment decisions to optimize resource allocation and minimize operational challenges. Through this proactive approach to infrastructure planning, Burgaw reaffirms its commitment to providing reliable and efficient water and sewer services to residents and businesses. The master plan will serve as a roadmap for future development, fostering community well-being and supporting long-term economic vitality.

Install Bypass Valves at Lift Stations

$25,000
Multi-year

Department: Public Works
Project Type: Expansion/Improvement
Strategic Goal(s): Safe Community & Reliable Infrastructure
Funding Source(s): Water & Sewer Fund

The installation of bypass valves at lift stations is a critical infrastructure upgrade aimed at ensuring operational resilience and minimizing disruptions to wastewater management systems in the Town of Burgaw. These bypass valves serve as essential contingency measures in the event of total pump failures at lift stations, allowing for the diversion of wastewater flow and preventing potential sewage backups or overflows. Without these bypass valves, the alternative solution of laying hoses along streets for significant distances would not only be impractical but also pose logistical challenges and safety concerns. Such temporary measures could lead to street closures or partial closures, causing inconvenience to residents and potentially impacting traffic flow. By proactively installing bypass valves at lift stations, Burgaw aims to enhance the reliability and efficiency of its wastewater management infrastructure. This preventative measure mitigates the risk of service disruptions and helps safeguard public health and environmental integrity by ensuring the continuous and uninterrupted conveyance of sewage from lift stations to treatment facilities. The identified lift stations for bypass valve installation, including Bus Garage, Tealbriar, and Industrial, are prioritized based on their criticality to the overall wastewater system and the potential impact of pump failures on surrounding areas. Through this infrastructure investment, Burgaw demonstrates its commitment to proactive asset management and the sustainable provision of essential municipal services to its residents and businesses.

FY 2025-26

Install Bypass Valves at Lift Stations

$25,000
Multi-year

Department: Public Works
Project Type: Expansion/Improvement
Strategic Goal(s): Safe Community & Reliable Infrastructure
Funding Source(s): Water & Sewer Fund

The installation of bypass valves at lift stations is a critical infrastructure upgrade aimed at ensuring operational resilience and minimizing disruptions to wastewater management systems in the Town of Burgaw. These bypass valves serve as essential contingency measures in the event of total pump failures at lift stations, allowing for the diversion of wastewater flow and preventing potential sewage backups or overflows. Without these bypass valves, the alternative solution of laying hoses along streets for significant distances would not only be impractical but also pose logistical challenges and safety concerns. Such temporary measures could lead to street closures or partial closures, causing inconvenience to residents and potentially impacting traffic flow. By proactively installing bypass valves at lift stations, Burgaw aims to enhance the reliability and efficiency of its wastewater management infrastructure. This preventative measure mitigates the risk of service disruptions and helps safeguard public health and environmental integrity by ensuring the continuous and uninterrupted conveyance of sewage from lift stations to treatment facilities. The identified lift stations for bypass valve installation, including Bus Garage, Tealbriar, and Industrial, are prioritized based on their criticality to the overall wastewater system and the potential impact of pump failures on surrounding areas. Through this infrastructure investment, Burgaw demonstrates its commitment to proactive asset management and the sustainable provision of essential municipal services to its residents and businesses.

Downtown Water Tower Maintenance & Branding — $150,000

Department:	Beautification Public Works	**Strategic Goal(s):**	Safe Community & Reliable Infrastructure
Project Type:	Replacement/Repair	**Funding Source(s):**	Water & Sewer Fund

This initiative involves comprehensive maintenance tasks such as the removal of lead paint, repainting, and branding the tower with the town logo. By addressing these maintenance needs, the town aims to ensure the structural integrity of the water tower while also enhancing its aesthetic appeal and visibility within the community. This project underscores the town's commitment to infrastructure maintenance and beautification efforts, contributing to the overall well-being and pride of Burgaw residents.

Equipment Trailer – Addition — $20,000

Department:	Public Works	**Strategic Goal(s):**	High Performing Government
Project Type:	Addition/Acquisition	**Funding Source(s):**	General Fund / Water & Sewer Fund

The purchase of a 15-ton equipment trailer designed for hauling larger machinery and equipment. This acquisition is essential to support various municipal operations, including public works, utilities, and infrastructure maintenance projects. With the capacity to transport heavy equipment, such as excavators, loaders, and utility vehicles, the equipment trailer enhances the town's logistical capabilities and operational efficiency. It enables the efficient mobilization of machinery to job sites, reducing downtime and streamlining project timelines. The 15-ton equipment trailer provides versatility and flexibility in transporting oversized equipment, ensuring that the town's workforce has the necessary resources to execute tasks effectively. By investing in this critical infrastructure asset, Burgaw underscores its commitment to supporting municipal operations and maintaining essential services for the community.

FY 2026-27

New Well & Water Tower — $TBD

Department:	Public Works	**Strategic Goal(s):**	Safe Community & Reliable Infrastructure Economic Vitality
Project Type:	Addition/Acquisition	**Funding Source(s):**	Water & Sewer Fund

This project includes the design and construction of a new well and water tower infrastructure. This initiative aims to support the town's growth and future planning efforts by ensuring adequate water supply and pressure for current and future residents. The new well and water tower will play a crucial role in maintaining stable water pressure and chlorine levels, particularly in areas experiencing increased demand due to population growth. With water pressure currently declining in certain parts of town, the addition of this infrastructure will address existing deficiencies and accommodate future needs. By investing in this project, Burgaw demonstrates its commitment to providing reliable water services to its residents while proactively planning for future growth. The initiative aligns with broader efforts to develop a comprehensive water and sewer master plan, ensuring efficient and sustainable management of essential utilities for the community's benefit.

FY 2027-28

Replace Lift Station and Well Generators — $50,000

Department: Public Works
Project Type: Replacement/Repair
Strategic Goal(s): Safe Community & Reliable Infrastructure
Funding Source(s): Water & Sewer Fund

This project involves the replacement of lift station and well generators, aimed at upgrading aging equipment to ensure continued reliability of essential infrastructure. The current generators, installed between 2005 and 2006, are exhibiting signs of wear and malfunction, such as leaking head gaskets and decreased power output. By replacing these generators, Burgaw seeks to mitigate repair costs associated with aging equipment and enhance the efficiency and effectiveness of lift stations and well operations. Upgrading to modern generators will address current performance issues and provide a more dependable power source for critical infrastructure components. This investment reflects the town's commitment to maintaining and improving essential utilities, ensuring reliable service delivery to residents and businesses. By proactively addressing equipment obsolescence, Burgaw aims to safeguard the integrity of its water and sewer systems, promoting community well-being and long-term sustainability.

Replace Mini Excavator — $70,000

Department: Public Works
Project Type: Replacement/Repair
Strategic Goal(s): Safe Community & Reliable Infrastructure
Funding Source(s): General Fund / Water & Sewer Fund

As a vital piece of equipment extensively used for various maintenance tasks, the current excavator has accumulated significant operating hours and is nearing the end of its service life. This replacement project aims to ensure continued operational efficiency by upgrading to a newer model with enhanced capabilities. Despite being well-maintained, the aging excavator warrants replacement to mitigate the risk of unexpected breakdowns and maintain productivity levels. Additionally, exploring options for a trade-in allows the town to optimize financial resources and invest in a more reliable and technologically advanced excavator to support ongoing infrastructure and maintenance needs.

Replace Pumps and Motors at Wells — $50,000

Multi-year

Department: Public Works
Project Type: Replacement/Repair
Strategic Goal(s): Safe Community & Reliable Infrastructure
Funding Source(s): Water & Sewer Fund

This project includes the replacement of pumps and motors at wells, a critical initiative aimed at maintaining the reliability and efficiency of the town's water supply infrastructure. With aging equipment dating back to the 70s and 80s, the need for upgrading pumps and motors is essential to ensure continued operational effectiveness. By investing in the replacement of pumps and motors, Burgaw proactively addresses potential issues associated with aging equipment, reducing the risk of unexpected failures and minimizing repair costs down the road. As the town's primary resource for water supply, maintaining the functionality and performance of wells is paramount to meeting the needs of residents and businesses. This initiative underscores Burgaw's commitment to safeguarding its water resources and ensuring the provision of high-quality water services to the community. By modernizing well equipment, Burgaw strengthens its infrastructure resilience, enhances system reliability, and upholds its responsibility to deliver safe and reliable water to its constituents.

FY 2028-29

New Pump Station & Force Main on West Side of Town for Growth — $TBD

Department: Public Works
Strategic Goal(s): Safe Community & Reliable Infrastructure; Economic Vitality
Project Type: Addition/Acquisition
Funding Source(s): Water & Sewer Fund

This project, dependent on the Water & Sewer System Master Plan, includes the construction of a new pump station and force main on the west side of town to accommodate and sustain growth in that area. With ongoing housing developments and projected growth, the need for sewer infrastructure on the west side is paramount. This project aims to address the increasing demand for sewer services and support the expansion of residential areas on the west side of town. By constructing a new pump station and force main, Burgaw proactively prepares for future development and ensures adequate infrastructure to meet the needs of residents and businesses. The initiative aligns with Burgaw's strategic vision for responsible growth and infrastructure development. By investing in this project, the town demonstrates its commitment to fostering sustainable development, enhancing quality of life, and supporting economic prosperity for its community members.

Replace Pumps and Motors at Wells — $50,000

Multi-year

Department: Public Works
Strategic Goal(s): Safe Community & Reliable Infrastructure
Project Type: Replacement/Repair
Funding Source(s): Water & Sewer Fund

This project includes the replacement of pumps and motors at wells, a critical initiative aimed at maintaining the reliability and efficiency of the town's water supply infrastructure. With aging equipment dating back to the 70s and 80s, the need for upgrading pumps and motors is essential to ensure continued operational effectiveness. By investing in the replacement of pumps and motors, Burgaw proactively addresses potential issues associated with aging equipment, reducing the risk of unexpected failures and minimizing repair costs down the road. As the town's primary resource for water supply, maintaining the functionality and performance of wells is paramount to meeting the needs of residents and businesses. This initiative underscores Burgaw's commitment to safeguarding its water resources and ensuring the provision of high-quality water services to the community. By modernizing well equipment, Burgaw strengthens its infrastructure resilience, enhances system reliability, and upholds its responsibility to deliver safe and reliable water to its constituents.

Replace Sewer Vac — $250,000

Department: Public Works
Strategic Goal(s): Safe Community & Reliable Infrastructure
Project Type: Replacement/Repair
Funding Source(s): Water & Sewer Fund

This project includes the replacement of the sewer vac, which is essential due to its age and extensive use within the fleet. The current model, a 2013 unit, serves as one of the most utilized pieces of equipment, utilized not only for sewer maintenance but also for excavation around pipes during repair works. Given the wear and tear accumulated over the years and the projected increase in repair costs, replacing the sewer vac is deemed necessary. The proposed replacement aims to enhance operational efficiency and effectiveness by opting for a truck-mounted unit, offering improved mobility and versatility compared to the existing trailer-mounted configuration. This investment underscores Burgaw's commitment to maintaining reliable infrastructure and optimizing public works operations. By upgrading to a newer model, the town ensures continued support for sewer maintenance and repair activities, ultimately contributing to the overall functionality and sustainability of its utility services.

FY 2029-30

Replace Pumps and Motors at Wells

$50,000
Multi-year

Department:	Public Works	**Strategic Goal(s):**	Safe Community & Reliable Infrastructure
Project Type:	Replacement/Repair	**Funding Source(s):**	Water & Sewer Fund

This project includes the replacement of pumps and motors at wells, a critical initiative aimed at maintaining the reliability and efficiency of the town's water supply infrastructure. With aging equipment dating back to the 70s and 80s, the need for upgrading pumps and motors is essential to ensure continued operational effectiveness. By investing in the replacement of pumps and motors, Burgaw proactively addresses potential issues associated with aging equipment, reducing the risk of unexpected failures and minimizing repair costs down the road. As the town's primary resource for water supply, maintaining the functionality and performance of wells is paramount to meeting the needs of residents and businesses. This initiative underscores Burgaw's commitment to safeguarding its water resources and ensuring the provision of high-quality water services to the community. By modernizing well equipment, Burgaw strengthens its infrastructure resilience, enhances system reliability, and upholds its responsibility to deliver safe and reliable water to its constituents.

Stormwater Element Projects

Welcome to the Stormwater Element Projects section of the Burgaw Capital Improvement Plan, where we prioritize initiatives aimed at managing and mitigating the impacts of stormwater runoff within our community. Recognizing the importance of effective stormwater management in safeguarding public safety, protecting property, and preserving the health of our natural environment, we allocate funds strategically to address key challenges and enhance the resilience of our stormwater infrastructure.

In this section, our focus extends to a range of projects designed to improve stormwater management practices, including structural improvements, the construction of Stormwater Control Measures (SCMs), major maintenance of existing infrastructure, and the acquisition of essential equipment for ongoing maintenance and improvements. By investing in these critical initiatives, we aim to minimize the risks associated with stormwater runoff, such as flooding, erosion, and water quality degradation, while promoting sustainable and environmentally responsible approaches to water management.

Our commitment to effective stormwater management extends beyond mere infrastructure investments. We also prioritize community engagement, education, and outreach efforts to raise awareness about the importance of responsible stormwater practices and empower residents and businesses to play an active role in mitigating stormwater impacts.

As we navigate the challenges posed by increasing urbanization, climate variability, and changing regulatory requirements, we remain dedicated to implementing innovative solutions and best practices in stormwater management. By working collaboratively with stakeholders, leveraging cutting-edge technologies, and adopting a holistic approach to stormwater planning and implementation, we strive to build a more resilient and sustainable community for generations to come.

Together, let us embark on a journey toward enhanced stormwater resilience, where proactive investments, informed decision-making, and community-wide cooperation pave the way for a safer, healthier, and more resilient Burgaw.

A More Detailed CIP will be developed after the completion of the Stormwater Master Plan.

CIP Item	Department	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	Future Years	Total Capital Cost
Stormwater Master Plan	Administration	$400,000	$0	$0	$0	$0	$0	**$400,000**
Storm Drainage Improvements	Public Works	$25,000	$25,000	$25,000	$25,000	$25,000	$125,000	**$250,000**
Street Sweeper Replacement	Public Works	$0	$250,000	$0	$0	$0	$0	**$250,000**
Element Total		**$425,000**	**$275,000**	**$25,000**	**$25,000**	**$25,000**	**$125,000**	**$900,000**

Continuous

Storm Drainage Improvements

$25,000
Annual

Department: Public Works
Project Type: Multiple
Strategic Goal(s): Environmental Leadership & Responsible Development
Funding Source(s): Stormwater Fund

Annual Storm Drainage Improvements aimed at enhancing the town's drainage infrastructure and mitigating potential flooding risks. These improvements involve various initiatives such as clearing debris from drainage channels, repairing or replacing deteriorated drainage pipes, upgrading stormwater management systems, and implementing erosion control measures. They address urgent repair needs in critical areas such as the Industrial Park, Dudley Street, and Middle School lift stations, which are located in flood-prone areas. Additionally, enhancements are planned for other areas including North Walker, East Hayes, West Satchwell, and West Ashe. These improvement projects do not require approval or permits from the Corps of Engineers, streamlining the process for implementation. By investing in regular storm drainage improvements, Burgaw aims to minimize the impact of heavy rainfall events, reduce the risk of localized flooding, and ensure the continued functionality and resilience of its drainage infrastructure. This proactive approach helps safeguard the community's property, infrastructure, and overall well-being from the adverse effects of stormwater runoff.

FY 2024-25

Stormwater Master Plan — $400,000

Department: Administration
Project Type: Other
Strategic Goal(s): Environmental Leadership & Responsible Development
Funding Source(s): Grant Funded

The completion of a comprehensive stormwater masterplan for the town. The last plan was finalized in 2015, predating the significant impacts of Hurricane Florence. In light of the new data and insights gathered since Hurricane Florence, there is a critical need to update and refine the stormwater masterplan to better address current challenges and vulnerabilities. The updated plan will incorporate valuable lessons learned from the storm event and take into account new information regarding flood risks, drainage issues, and infrastructure needs. By completing the stormwater masterplan, Burgaw aims to enhance its resilience to future storm events, minimize flood risks, and improve stormwater management practices throughout the town. This proactive approach to planning will help ensure the town's infrastructure is better equipped to withstand and mitigate the impacts of severe weather events, ultimately safeguarding the well-being and prosperity of its residents and businesses.

FY 2025-26

Street Sweeper – Replacement — $250,000

Department: Public Works
Project Type: Replacement/Repair
Strategic Goal(s): Environmental Leadership & Responsible Development
Safe Community & Reliable Infrastructure
Funding Source(s): Stormwater Fund

The replacement of the Street Sweeper, which is currently 17 years old and showing signs of age. In addition to maintaining the cleanliness and appearance of the town's roads and public spaces, the new street sweeper will also contribute to storm drainage benefits and overall aesthetics. Regular street sweeping not only removes debris, sediment, and pollutants from road surfaces but also enhances the overall aesthetics of the town. Clean streets create a more visually appealing environment for residents and visitors, contributing to a positive perception of the community. By investing in a new street sweeper, Burgaw aims to ensure that its streets remain clean and well-maintained, enhancing the overall aesthetics of the town. This not only improves the quality of life for residents and visitors but also promotes economic development and tourism by creating an attractive and inviting atmosphere. Additionally, a well-maintained streetscape reflects positively on the town's commitment to cleanliness, sustainability, and community pride. Therefore, replacing the street sweeper aligns with Burgaw's efforts to enhance both the functionality and appearance of its public infrastructure.

Technology Element Projects

Welcome to the Technology Element Projects section of the Burgaw Capital Improvement Plan, where we prioritize initiatives aimed at enhancing and maintaining the technological infrastructure that underpins the operations and services of our municipality. In an increasingly interconnected and digitally driven world, investing in technology is essential to ensure the efficiency, reliability, and effectiveness of municipal operations while enhancing the overall quality of life for our residents.

This section of the Capital Improvement Plan focuses on allocating funds for projects related to communication systems, information technology, and other technological advancements that contribute to the improvement of municipal operations and services. From upgrading communication networks to implementing state-of-the-art software solutions, our goal is to leverage technology to streamline processes, enhance data management capabilities, and deliver services more efficiently to our community.

By investing in technology, we aim to address key challenges facing our municipality, including the need for enhanced connectivity, cybersecurity, and digital accessibility. Through strategic investments in technological infrastructure, we seek to modernize our systems, improve service delivery, and foster innovation across all facets of municipal governance.

Moreover, the Technology Element Projects section emphasizes the importance of ongoing maintenance and upgrades to ensure the reliability and longevity of our technological infrastructure. By proactively addressing maintenance needs and investing in regular upgrades, we can mitigate the risk of system failures, minimize downtime, and optimize the performance of our technological assets.

As we navigate the rapidly evolving landscape of technology, we remain committed to staying at the forefront of innovation and adopting best practices to meet the evolving needs of our community. Through collaboration, strategic planning, and prudent investment, we will continue to harness the power of technology to build a more connected, efficient, and responsive municipality for the benefit of all residents.

Together, let us embrace the opportunities that technology affords us, as we strive to create a smarter, more resilient, and future-ready Town of Burgaw.

More Technology Projects will be added due to the change in the structure of the town's IT Department.

CIP Item	Department	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	Future Years	Total Capital Cost
Information Technology Systems Maintenance	Information Technology	$20,000	$20,000	$20,000	$20,000	$20,000	$100,000	**$200,000**
Town-Wide Camera System	Information Technology	$0	$0	$0	$0	$0	$0	**$0**
Phone System Replacement	Information Technology	$0	$0	$50,000	$0	$0	$0	**$50,000**
Fire Department Mobile Data Computers	Fire	$0	$20,000	$0	$0	$0	$0	**$20,000**
Police Department Computer Replacement	Police	$20,000	$20,000	$20,000	$20,000	$20,000	$100,000	**$200,000**
Server Replacement	Information Technology	$0	$0	$15,000	$0	$0	$0	**$15,000**
Element Total		**$40,000**	**$60,000**	**$105,000**	**$40,000**	**$40,000**	**$200,000**	**$485,000**

Continuous

Information Technology Systems Maintenance — $20,000

Annual

Department: Information Technology
Project Type: Multiple
Strategic Goal(s): High Performing Government
Funding Source(s): General Fund/Water & Sewer Fund

Annual Information Technology (IT) upgrades aimed at enhancing the town's technological infrastructure and capabilities. These upgrades encompass a range of components, including switches, cameras, access control systems, access points, wireless bridges, and networking equipment. By regularly updating and maintaining these IT components, Burgaw ensures the reliability, security, and efficiency of its digital infrastructure. Additionally, the CIP allocates funds for general repairs and increased technology adoption, allowing Burgaw to stay current with technological advancements and best practices in IT management. By investing in annual IT upgrades, Burgaw demonstrates its commitment to leveraging technology to improve service delivery, enhance public safety, and streamline municipal operations for the benefit of its residents and community stakeholders.

Police Department Computer Replacement — $20,000

Annual

Department: Police
Project Type: Replacement/Repair
Strategic Goal(s): High Performing Government
Funding Source(s): General Fund

This project entails the scheduled replacement of various computers and servers essential for the operations of the Police Department. Specifically, the project aims to replace thirteen semi-rugged patrol computers, five administration/office laptops, one Patrol Room computer, one Watchguard camera system computer, one Watchguard Server, and one Police Pak Server. While patrol and administration computers were previously replaced using COVID funds in 2020-2021, the replacement schedule needs to be reinitiated to keep pace with advancements in technology and address any hardware issues that may have arisen since the last replacement. The estimated cost for semi-rugged patrol computers is approximately $3,500 each, while other computers are estimated at $3,000 each. However, the costs for servers are currently unknown and will need to be determined as part of the project planning process. This project underscores the town's commitment to ensuring that its law enforcement personnel have access to reliable and up-to-date technology to support their crucial duties effectively.

FY 2025-26

Fire Department Mobile Data Computers — $20,000

Department: Fire
Project Type: Addition/Acquisition
Strategic Goal(s): High Performing Government
Funding Source(s): General Fund

The purchase and installation of Mobile Data Computers (MDTs) in the fire trucks, transitioning from iPads to full MDTs in the four main apparatus. This upgrade aims to enhance connectivity and efficiency by providing constant access to Computer-Aided Dispatch (CAD) systems. Unlike iPads, MDTs offer robust connectivity and reliability, especially in remote areas of the district and neighboring districts. Additionally, the project includes the installation of CradlePoints within the apparatus to improve internet connectivity, particularly in the far edges of the district. This enhancement ensures seamless communication and data exchange, enabling firefighters to access critical information and respond effectively to emergencies. By investing in MDTs, Burgaw demonstrates its commitment to leveraging technology to improve emergency response capabilities and ensure the safety and well-being of its residents and surrounding communities.

Town-Wide Camera System — $TBD

Department: Information Technology
Project Type: Addition/Acquisition
Strategic Goal(s): Safe Community & Reliable Infrastructure
Funding Source(s): General Fund

The implementation of a town-wide surveillance camera system, starting with the addition of cameras to intersections and roadways. This initiative aims to enhance public safety, monitor traffic conditions, and deter crime across the town. By strategically placing surveillance cameras in key locations, Burgaw aims to improve situational awareness, facilitate emergency response efforts, and enhance overall security for residents and visitors. The project will begin with a phased approach, starting small and gradually expanding the surveillance network over time. This incremental growth allows Burgaw to assess the effectiveness of the system, address specific needs, and adapt to evolving security challenges. By investing in a town-wide surveillance camera system, Burgaw demonstrates its commitment to leveraging technology to create a safer and more secure environment for its community members.

FY 2026-27

Phone System Replacement — $50,000

Department: Information Technology
Project Type: Replacement/Repair
Strategic Goal(s): High Performing Government
Funding Source(s): General Fund/Water & Sewer Fund

A project for Phone System Replacement, focusing on upgrading the existing Voice over Internet Protocol (VoIP) phone system installed around 2017. Modernizing the phone system is crucial to ensure reliable communication capabilities for town employees, residents, and stakeholders. By replacing the current system, Burgaw aims to leverage advancements in telecommunications technology to enhance call quality, functionality, and overall efficiency. This project underscores Burgaw's commitment to maintaining up-to-date infrastructure and providing effective communication channels to support its operations and serve the community effectively.

Server Replacement — $15,000

Department: Information Technology
Project Type: Replacement/Repair
Strategic Goal(s): High Performing Government
Funding Source(s): General Fund

Server replacement as a critical component of its ongoing infrastructure upgrades. Servers play a fundamental role in supporting the town's IT operations, including data storage, network management, and application hosting. As technology evolves and data demands increase, upgrading servers is essential to ensure optimal performance, reliability, and security. By investing in server replacement, Burgaw aims to enhance the efficiency and resilience of its IT infrastructure, thereby improving service delivery, safeguarding sensitive information, and meeting the evolving needs of its residents and stakeholders. This strategic investment underscores Burgaw's commitment to modernizing its technological capabilities and maintaining high standards of reliability and performance in its IT systems.

Transportation Element Projects

Welcome to the Transportation Element Projects section of the Burgaw Capital Improvement Plan, where we prioritize initiatives aimed at enhancing mobility, safety, and connectivity within our community. This section allocates funds for a range of projects focused on improving roadways, parking facilities, sidewalks, and pedestrian facilities to accommodate the evolving needs of our residents and visitors.

As our community continues to grow and develop, it is essential to invest in transportation infrastructure that supports safe and efficient travel for all modes of transportation. Whether by car, foot, or bicycle, ensuring access to well-maintained roadways, ample parking, and pedestrian-friendly facilities is vital to fostering a vibrant and accessible urban environment.

The projects outlined in this section encompass a variety of initiatives, including the construction of new roadways to accommodate growth, enhancements to existing roadways to improve traffic flow and safety, and the creation and maintenance of parking facilities to meet the needs of residents, businesses, and visitors alike.

Furthermore, this section of the Capital Improvement Plan allocates funding for the expansion and maintenance of sidewalks and pedestrian facilities outside of the Osgood Canal Urban Trail and Greenway System. By investing in pedestrian infrastructure, we aim to promote walking as a safe and convenient mode of transportation, enhance public health, and create more walkable neighborhoods.

In addition to specific infrastructure projects, the Transportation Element also provides funding for long-term transportation studies to inform future planning and decision-making. These studies help us anticipate and address emerging transportation challenges, identify opportunities for improvement, and ensure that our transportation investments align with the long-term vision and goals of our community.

Through strategic planning, collaboration with stakeholders, and prudent investment of resources, we are committed to building a transportation network that enhances accessibility, fosters economic vitality, and promotes sustainable growth and development in the Town of Burgaw.

Together, let us work towards a future where safe, efficient, and multimodal transportation options are accessible to all residents, ensuring that Burgaw remains a vibrant and connected community for generations to come.

CIP Item	Department	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	Future Years	Total Capital Cost
Streetscape Improvements Downtown	Beautification	$0	$0	$0	$0	$0	$0	**$0**
Wilmington Street / US Hwy 117 Bypass Multi-use Path	Administration	$200,000	$0	$0	$0	$0	$0	**$200,000**
Pavement Condition Study	Administration	$0	$0	$0	$0	$0	$0	**$0**
Pavement Management	Public Works	$120,000	$120,000	$120,000	$120,000	$120,000	$600,000	**$1,200,000**
Asphalt Roller	Public Works	$0	$30,000	$0	$0	$0	$0	**$30,000**
Downtown Parking	Administration	$0	$0	$0	$0	$0	$0	**$0**
Sidewalk Improvements	Public Works	$100,000	$20,000	$20,000	$20,000	$20,000	$100,000	**$280,000**
Courthouse Ave Masterplan Implementation	Administration	$0	$0	$0	$0	$0	$0	**$0**
Element Total		**$420,000**	**$170,000**	**$140,000**	**$140,000**	**$140,000**	**$700,000**	**$1,710,000**

Continuous Projects

Pavement Management

$120,000
Annual

Department: Public Works
Project Type: Multiple
Strategic Goal(s): Safe Community & Reliable Infrastructure
Funding Source(s): General Fund

The annual Pavement Management Program for the Town of Burgaw focuses on maintaining and improving the condition of its streets and highways. With 18.57 miles of town-owned streets, this program plays a crucial role in preserving infrastructure quality and ensuring safe and efficient transportation for residents and visitors. The program includes activities such as resurfacing, crack sealing, pothole repair, and pavement markings to extend the lifespan of roadways and enhance driving conditions. By implementing regular maintenance and rehabilitation measures, Burgaw aims to minimize deterioration, reduce long-term repair costs, and uphold the overall quality and reliability of its road network. The Powell Bill program provides an annual funding allocation from the state, based on public centerline miles of road accepted and maintained by the Town. However, current and future resurfacing costs continue to exceed Powell Bill allocations, requiring additional General Fund revenues to be allocated.

Sidewalk Improvements — $20,000 Annually

Department: Public Works
Project Type: Multiple
Strategic Goal(s): Safe Community & Reliable Infrastructure
Funding Source(s): General Fund

The annual sidewalk improvements project aims to enhance pedestrian safety and accessibility throughout the town of Burgaw. This initiative involves repairing, upgrading, and expanding existing sidewalks to ensure they meet current standards and accommodate the needs of residents and visitors. By addressing issues such as cracks, uneven surfaces, and insufficient widths, the town aims to create a more walkable environment that promotes active transportation and community connectivity. These improvements contribute to enhancing the overall quality of life in Burgaw by providing safe and accessible pathways for pedestrians of all ages and abilities.

FY 2024-25

Sidewalk Improvements — $80,000

Department: Public Works
Project Type: Multiple
Strategic Goal(s): Safe Community & Reliable Infrastructure
Funding Source(s): General Fund

In addition to the annual sidewalk improvements project the town is investing an additional $80,000 to enhance pedestrian safety and accessibility throughout the town of Burgaw. This initiative involves repairing, replacing, and upgrading existing sidewalks along Wright St and Courthouse Ave to ensure they meet current standards and accommodate the needs of residents and visitors. These improvements contribute to enhancing the overall quality of life in Burgaw by providing safe and accessible pathways for pedestrians of all ages and abilities.

Downtown Parking — $TBD

Department: Administration
Project Type: Multiple
Strategic Goal(s): Healthy & Engaged Community
Economic Vitality
Funding Source(s): General Fund

A strategic initiative to study and collaborate with private and other governmental entities to create additional parking spaces for the Downtown District. Recognizing the importance of adequate parking in supporting local businesses and enhancing the vibrancy of the downtown area, this project aims to address parking challenges and meet the growing needs of residents, visitors, and businesses. Through partnerships with private property owners, other government entities, and relevant stakeholders, Burgaw seeks to explore innovative solutions for expanding parking capacity in the downtown area. This may involve repurposing underutilized spaces, implementing shared parking agreements, or constructing new parking facilities in strategic locations. By conducting thorough studies and fostering collaboration, Burgaw aims to develop sustainable parking solutions that enhance accessibility, promote economic vitality, and contribute to the overall revitalization of the Downtown District. This initiative underscores the town's commitment to supporting local businesses, improving the visitor experience, and fostering a thriving community environment.

Wilmington Street & US Highway 117 Bypass Multi-use Path — $200,000

Department: Administration
Project Type: Expansion/Improvement
Strategic Goal(s): Healthy & Engaged Community
Funding Source(s): Grant Funds/General Fund

The Wilmington Street & US Highway 117 Bypass Multi-use Path project aims to enhance pedestrian and cyclist safety and connectivity in Burgaw. This initiative involves the installation of an 8-foot-wide Multi-use Path (MUP) along the US Highway 117 Bypass from S Walker St to NC Hwy 53. Additionally, the project includes converting the parking area on the north side of E Wilmington St into a Multi-use Path from N Walker St to the US Highway 117 Bypass. This conversion will create a continuous and accessible pathway for pedestrians and cyclists, improving access to key areas and promoting alternative modes of transportation. By implementing this project, Burgaw aims

to create a safer and more pedestrian-friendly environment, encourage active transportation, and enhance connectivity between neighborhoods, businesses, and recreational areas. The Wilmington Street & US Highway 117 Bypass Multi-use Path project aligns with the town's goals of promoting sustainability, community health, and quality of life for residents and visitors.

FY 2025-26

Asphalt Roller — $30,000

Department: Public Works
Project Type: Replacement/Repair
Strategic Goal(s): Safe Community & Reliable Infrastructure
Funding Source(s): General Fund

The current roller, a 1999 model, has served its purpose but is now exhibiting signs of significant wear and tear due to prolonged use. To ensure continued efficiency in road maintenance and construction projects, the town aims to replace it with a newer model that offers improved performance and durability. Considering the heavier workload required for ongoing projects, the town is exploring options for a roller with enhanced capacity to facilitate smoother and more effective asphalt compaction. This replacement project underscores the town's commitment to maintaining high standards of infrastructure quality and operational efficiency in its road maintenance efforts.

Pavement Condition Study — $TBD

Department: Administration
Project Type: Other
Strategic Goal(s): Safe Community & Reliable Infrastructure
Funding Source(s): General Fund

The pavement study will include an assessment of both the pavement surface and the roadway base beneath the asphalt. This comprehensive evaluation aims to understand the overall condition and structural integrity of the town's streets and highways. Engineers and planners will utilize methods such as core sampling, ground-penetrating radar, and visual inspections to identify any signs of deterioration, settlement, or structural weaknesses in both the pavement surface and the underlying base. By evaluating the roadway base as part of the pavement study, Burgaw aims to develop targeted strategies to address any underlying issues that may affect the long-term performance of the pavement. This proactive approach underscores the town's commitment to maintaining a safe, resilient, and high-quality transportation network for its community members.

Streetscape Improvements — $TBD

Department: Beautification
Project Type: Replacement/Repair
Strategic Goal(s): Healthy & Engaged Community
Funding Source(s): General Fund/Grants

This initiative aims to enhance the aesthetic appeal, functionality, and pedestrian experience of the downtown area. It involves a comprehensive revitalization effort to upgrade sidewalks, lighting, landscaping, street furniture, and other elements of the streetscape. By improving the streetscape, Burgaw seeks to create a more inviting and vibrant downtown environment that attracts residents, visitors, and businesses. The project may include features such as decorative paving, street trees, benches, bike racks, public art installations, and wayfinding signage to enhance walkability and encourage foot traffic. Through thoughtful design and community input, the Streetscape Improvements project aims to preserve the historic character of Downtown Burgaw while modernizing its infrastructure and amenities. This initiative underscores the town's commitment to promoting economic development, fostering community pride, and creating a welcoming downtown destination for all.

FY 2026-27

Courthouse Avenue Master Plan Implementation

$TBD
Multi-Year

Department:	Administration	**Strategic Goal(s):**	Healthy & Engaged Community
Project Type:	Multiple	**Funding Source(s):**	General Fund/Grants

This project focuses on executing the strategic vision outlined in the master plan for Courthouse Avenue, a key thoroughfare in the town center. The Courthouse Avenue Master Plan aims to enhance the functionality, aesthetics, and overall experience of Courthouse Avenue for residents, visitors, and businesses. It may involve various improvements such as streetscape enhancements, pedestrian safety measures, landscaping, lighting upgrades, and infrastructure improvements. By implementing the master plan, Burgaw seeks to create a more vibrant, pedestrian-friendly, and economically prosperous corridor along Courthouse Avenue. The project aligns with the town's goals of revitalizing the downtown area, supporting local businesses, and fostering community engagement. Through collaborative efforts and community input, the Implementation of the Courthouse Avenue Master Plan aims to realize the long-term vision for Courthouse Avenue, contributing to the town's overall growth, development, and quality of life.

Town of Burgaw
ITEM REPORT

Item: 13BI

DATE OF MEETING: June 18, 2024 **DEPARTMENT OF ORIGIN:** Administration	**DATE SUBMITTED:** 06/12/2024 **SUBMITTED BY:** Kristin Wells, Town Clerk
AGENDA ITEM DESCRIPTION: Acceptance of the Certificate of Sufficiency from the Town Clerk	
SUMMARY STATEMENT: The Town Clerk recieved a petition to annex on May 9, 2024 from Pender County regarding the property of the proposed Pender County Law Enforcement Center (PIN 3219-87-6937-0000). Attached is the petition, as well as the Certificate of Sufficiency provided by the Town Clerk.	
STAFF RECOMMENDATION AND REQUESTED ACTION:	
FINANCIAL IMPACT INCLUDING FUNDING SOURCE:	
FINANCE DIRECTOR COMMENTS:	
ATTACHMENTS (IF ANY): Annexation Cert Signed, Annexation petition packet	

CERTIFICATE OF SUFFICIENCY

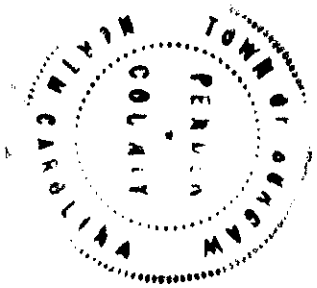
To: The Board of Commissioners of the Town of Burgaw, North Carolina

Re: Pender County Petition for Voluntary Annexation
(PIN 3219-87-6937-0000)
(Pender County Law Enforcement Center Project)

I, Kristin J. Wells, Town Clerk, do hereby certify that I have investigated the attached petition and have found as a fact that said petition contains an adequate property description of the area proposed for annexation and is signed by all owners of real property lying in the area described therein, in accordance with G. S. 160A-31.

In witness whereof, I have hereunto set my hand and affixed the seal of the Town of Burgaw, this 18th day of June, 2024.

(SEAL)



Kristin J. Wells, Town Clerk

Town of Burgaw – Planning Department

PETITION FOR VOLUNTARY ANNEXATION - Noncontiguous

109 N. Walker St. • Burgaw, NC • 28425 • 910.663.3452

State of North Carolina
Pender County

Fee: $1,000.00

DATE: 4/11/2024

To the Honorable Mayor and Board of Commissioners of the Town of Burgaw, Pender County, North Carolina:

1. We, the undersigned owners of real property believe that the area described in paragraph 2 below meets the requirements of G.S. 160A-58.1 and respectfully request that the area be annexed to the Town of Burgaw.
2. The area to be annexed is contiguous to the Town of Burgaw and the boundaries of such territory are as follows:

(*A legally accepted description of the property must be inserted here, after it has been approved by a consulting engineer of the Town*)

WHEREFORE, your petitioner(s) respectfully requests that the aforementioned property be annexed by the Town of Burgaw, North Carolina.

IN WITNESS WHEREOF, your petitioner(s) has caused this instrument to be executed on the 11th day of April, 20 24.

PETITIONER(S)

(This petition must be signed by the owners of each parcel proposed for annexation; attach additional sheets, if necessary)

PROPERTY OWNER'S NAME (Type or Print)	ADDRESS	PROPERTY OWNER(S) SIGNATURE
Pender County	805 Walker St Burgaw, NC 28425	

(NOTE: If the property is owned by a corporation or entity other than a private individual, a responsible corporate officer must sign as petitioner with an attestation by a second corporate officer and the corporate seal affixed. In addition, the execution of the petition must be notarized.)

Accuracy of Legal Description Approved: _____

ALEXIS STANFIELD NOTARY PUBLIC NEW HANOVER COUNTY, NC

Rev. 20230804

Notary Name: Alexis Stanfield Signature: Alexis Stanfield

Doc No: 20057171
Recorded: 12/11/2019 10:48:52 AM
Fee Amt: $26.00 Page 1 of 4
Excise Tax: $0.00
Pender County North Carolina
Sharon Lear Willoughby, Register of Deeds
BK 4699 PG 1680 - 1683 (4)

Prepared By: Attorney General's Office / Property Control Section (without benefit of title examination)
P.O. Box 629, Raleigh, North Carolina 27602
SPO File No.: 71-CU (Property Disposition) / DOJ File No.: PC-19-00165

After Recording Return to: GRANTEE, Attn: County Manager, PO Box 5, Burgaw, NC 28425

Excise Tax: $ 0.00 (exempt) PIN: part of 3219-86-9643-0000

STATE OF NORTH CAROLINA

NON-WARRANTY DEED

COUNTY OF PENDER

THIS NON-WARRANTY DEED ("Deed"), made as of the date set forth in the notary acknowledgement below, by the STATE OF NORTH CAROLINA (including its agency the State Highway and Public Works Commission), a body politic and corporate, hereinafter referred to as "Grantor", to the COUNTY OF PENDER, a body politic of the State of North Carolina and the BOARD OF COUNTY COMMISSIONERS FOR PENDER COUNTY, NORTH CAROLINA, hereinafter referred to as "Grantee";

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

WITNESSETH:

THAT, WHEREAS, the General Assembly of North Carolina enacted Session Law 2019-137 (the "Act"), pursuant to which Grantor was directed to convey that certain parcel or tract of land described in the Act to Grantee; and

WHEREAS, in furtherance of said express legislative intent, the North Carolina Department of Public Safety, Division of Adult Correction and Juvenile Justice has authorized the execution of this instrument.

NOW, THEREFORE, in consideration of the sum of ONE DOLLAR ($1.00) and other good and valuable consideration, the receipt of which is hereby acknowledged, Grantor has bargained and sold and by these presents does hereby bargain, sell and convey unto Grantee its successors and assigns, in fee simple determinable, subject to the reversionary interest reserved

by Grantor herein, all of that certain tract or parcel of land lying and being in Burgaw Township, Pender County, North Carolina, and more particularly described as follows:

BEGINNING at a found PK nail in the center of Old Savannah Road, said point being the southeast corner of the property of Jeremy Bryan Batts (D.B. 4540, Pg. 214) and the northeast corner of the property herein described; thence with the center of said Old Savannah Road the following courses:

S 35°04'59" E, 356.90 feet to a point;
S 40°44'44" E, 153.66 feet to a point;
S 43°47'35" E, 919.20 feet to a point;
S 44°51'27" E, 151.61 feet to a point;
S 51°20'38" E, 128.30 feet to a PK Nail set;

thence leaving said Old Savannah Road and with a new line through the property of the Pender County Correctional Center (D.B. 244, Pg. 452), S 69°34'12" W, 1181.54 feet to an iron pin set; thence S 42°31'45" W, 339.68 feet to an iron pin set; thence S 78°52'12" W, 362.36 feet to an iron pin set; thence S 56°45'56" W, 748.71 feet to an iron pin set; thence S 72°39'01" W, 139.78 feet to an iron pin set; thence N 47°31'10" W, 214.67 feet to an iron pin set; thence N 08°29'51" W, 2064.45 feet to an iron pin set in the center of Bay Branch, said point being on the southerly property line of Samuel J. Hope (D.B. 4026, Pg. 201); thence generally with Bay Branch and said Samuel J. Hope property (property line follows center of Bay Branch) N 61°51'33" E, 523.32 feet to a point; thence continuing with branch, N 81°25'00" E, 74.64 feet to a point, thence continuing with said branch S 89°58'55" E, 1231.45 feet to the POINT AND PLACE OF BEGINNING; containing 100.00 acres, more or less, and being identified as "New Tract 'A'" on a survey prepared by SEPI Engineering & Construction (Job No. SE18.158), dated March 25, 2019, captioned "PROJECT EXEMPT SUBDIVISION PLAT FOR PENDER COUNTY CORRECTIONAL CENTER" and "SHEET TITLE SUBDIVISION OF TAX PARCEL 3219-86-9643-0000" and recorded in Plat Book 64, Page 144, Pender County Registry, reference to which plat being hereby made for a more particular description of same (the "Property").

The Property is a portion of the land acquired by Grantor, by and through its agency, the State Highway and Public Works Commission, in a deed from R.G. Johnson and wife, Louise W. Johnson, dated February 2, 1943, recorded in the Office of the Pender County Register of Deeds in Book 244 at Page 452. See also deed from County of Pender to Grantor, by and through its agency, the State Highway and Public Works Commission, dated September 8, 1937, recorded in Book 211, Page 279, Pender County Registry.

TOGETHER WITH an easement for ingress, egress and access over and upon the lands of the Grantor situated between the southern boundary of the Property and the northerly right-of-way boundary of the Penderlea Highway. Grantor shall determine the location and width of said easement. Grantee, at its sole cost and expense, shall be responsible for the development, construction and maintenance of said access easement; except to the extent Grantor shares in the use of any portion of the easement, and, in such event, Grantor and Grantee shall apportion the responsibility and cost of maintaining the access easement by written agreement.

Pursuant to the Act, the Property is conveyed to Grantee for so long as it is utilized by Grantee as a jail and law enforcement center; provided that nothing herein shall preclude Grantee from conveying a security interest in the Property for the purpose of financing or refinancing the development, construction, renovation, repair and maintenance of the Property and improvements located thereon. If the Property ceases to be used by Grantee for a jail and law enforcement center, excluding periods when the Property or any portion thereof is subject to development, reconstruction, renovation or repair, then all interests granted herein shall automatically revert to Grantor, without any further action by Grantor or Grantee, restoring fee simple absolute title in the Property to Grantor. In such event, Grantee shall, at its sole cost and expense, remove all of its personal property from the Property and, if Grantor so directs, Grantee shall, at its sole cost and expense, restore the Property to the condition existing at the date of this Deed, and/or restore and repair the Property and any improvements and fixtures located thereon to such other condition satisfactory to Grantor. The restoration and repair of the Property may include, in Grantor's discretion, the demolition of buildings, the removal of debris, site grading and the remediation of hazardous substances.

TO HAVE AND TO HOLD the Property and all privileges and appurtenances thereunto belonging to Grantee, its successors and assigns, subject to the possibility of reverter reserved herein.

Grantor makes no warranty, express or implied, as to title to the Property.

The Property and any improvements situated thereon are conveyed by Grantor "as is" "where is" without any representations or warranties of any kind from Grantor, including, without limitation, any express or implied warranties of merchantability, fitness or habitability or any representations or warranties concerning the location of boundary lines and compliance with zoning ordinances, environmental laws or health, safety and building codes.

The Property does not include the primary residence of Grantor.

[remainder of page intentionally left blank - signatures on following page]

IN TESTIMONY WHEREOF, the State of North Carolina has caused this instrument to be executed in its name by ROY COOPER, Governor, attested by ELAINE F. MARSHALL, Secretary of State, and the Great Seal of the State of North Carolina hereunto affixed, by virtue of the power and authority aforesaid, all as of the date set forth in the notary acknowledgment below.

STATE OF NORTH CAROLINA

By: Roy Cooper
Governor

ATTEST:

Elaine F. Marshall
Secretary of State

APPROVED AS TO FORM:
JOSHUA H. STEIN, Attorney General

By: [signature]
Special Deputy Attorney General

STATE OF NORTH CAROLINA

COUNTY OF WAKE

I, Jennell Baughman, a Notary Public for Johnston County, North Carolina, do certify that ELAINE F. MARSHALL, Secretary of State of the State of North Carolina, personally came before me this day and acknowledged that she is Secretary of State of the State of North Carolina, and that by authority duly given and as the act of the State, the foregoing instrument was signed in its name by ROY COOPER, Governor of the State of North Carolina, sealed with the Great Seal of the State of North Carolina, and attested by herself as Secretary of State.

IN WITNESS WHEREOF, I have hereunto set my hand and Notarial Seal, this the 1st day of November, 2019.

Jennell Baughman
Notary Public
Print Name: Jennell Baughman

My commission expires: 11.21.2021

JENNELL BAUGHMAN
Notary Public
Johnston County
State of North Carolina
My Commission Expires 11.21.2021

Pender County, NC

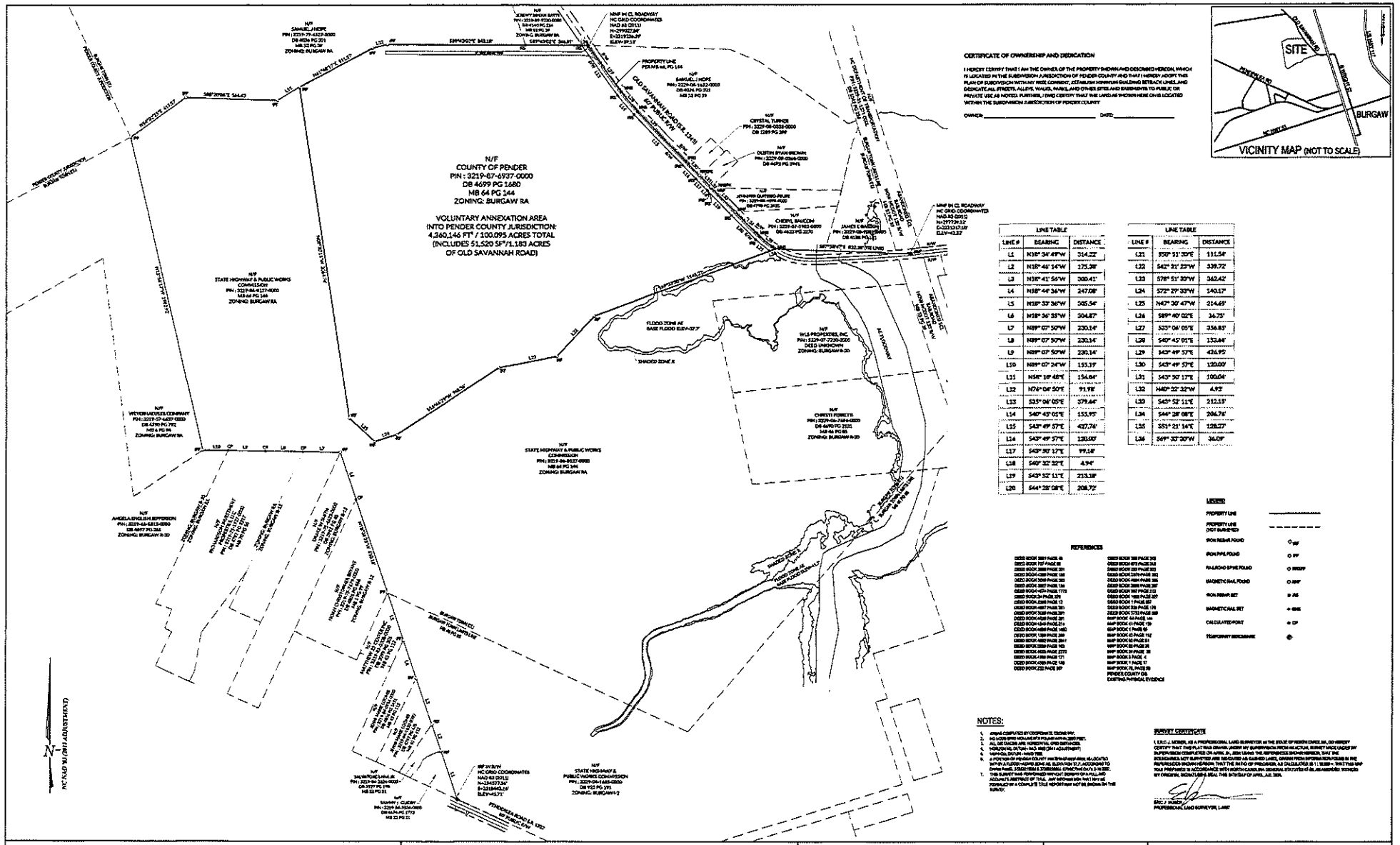
Voluntary Annexation of Town of Burgaw PIN #3219-87-6937-0000

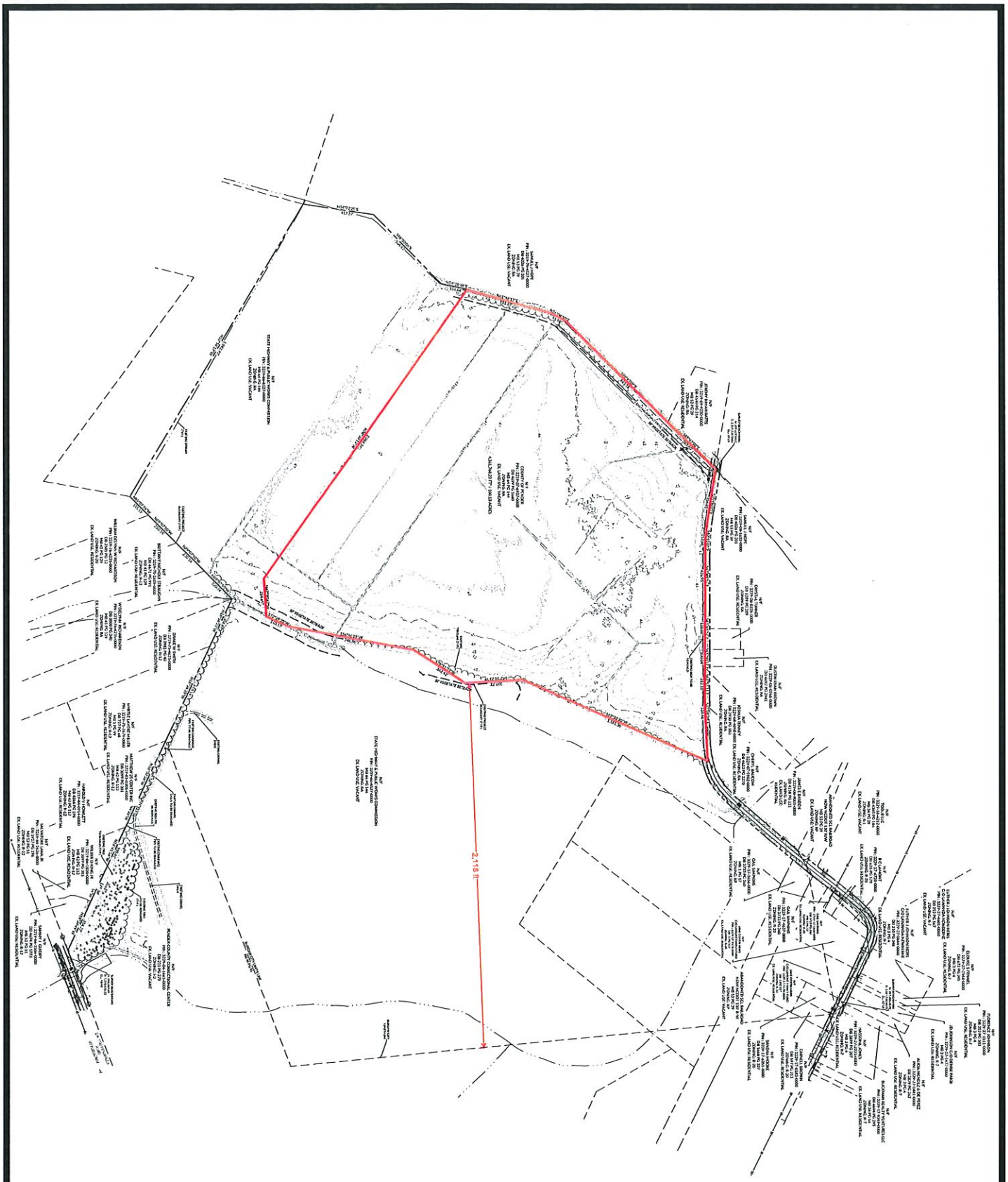
Metes & Bounds Legal Description

All that Tract or Parcel of land situated in Pender County, North Carolina, being Pender County

PIN #3219-87-6937-0000, and also being the tract described in Deed Book 4699, Page 1680, and shown as "New Tract 'A'" in Map Book 64, Page 144 of the Pender County Register of Deeds and being more particularly described in Bearings and Distances in U.S. survey feet as follows:

Commencing at an Magnetic Nail in the intersection of Old Savannah Road (S.R. 1345) and the Abandoned SCL Railroad shown in Map Book 53, Page 39, said nail being located S87°58'47"E 832.18 feet from another Magnetic Nail in the centerline of Old Savannah Road, the **POINT OF BEGINNING**, and said beginning point having NC Grid Coordinates N: 297768.458' E: 2320385.429'; thence from said **POINT OF BEGINNING** S69°33'30"W 36.09 feet to a Set Iron Rebar in the Southwestern Right-of-Way of said Old Savannah Road; thence S69°33'30"W 1145.27 feet to an Iron Rebar; thence S42°31'23"W 339.72 feet to an Iron Rebar; thence S78°51'33"W 362.42 feet to an Iron Rebar; thence S56°46'29"W 748.36 feet to a Point; thence S72°29'33"W 140.17 feet to an Iron Rebar; thence N47°30'47"W 214.65 feet to an Iron Rebar; thence N08°30'15"W 2064.74 feet to an Iron Rebar; thence N61°48'24"E 511.26 feet to an Iron Pipe; thence N76°04'06"E 91.98 feet to an Iron Pipe; thence S89°43'02"E 843.18 feet to a Set Iron Rebar; thence S89°43'02"E 346.81 feet to a Set Iron Rebar; thence S89°40'02"E 36.75 feet to a Set Magnetic Nail in the center of Old Savannah Road; thence continuing along said road centerline S35°06'37"E 356.85 feet to a Set Magnetic Nail; thence S40°45'01"E 153.66 feet to a Set Magnetic Nail; thence S43°49'57"E 426.95 feet to a Set Magnetic Nail; thence S43°49'57"E 120.00 feet to a Railroad Spike; thence S43°50'17"E 100.04 feet to a Railroad Spike; thence S40°32'32"E 4.93 feet to a Set Magnetic Nail; thence S43°52'11"E 212.15 feet to a Magnetic Nail; thence S44°28'08"E 206.76 feet to a Set Magnetic Nail; thence S51°21'14"E 128.27 feet to a Magnetic Nail; which is the **POINT OF BEGINNING**, having an area of 4,360,146 Square Feet, 100.095 Acres, according to a map prepared by WithersRavenel, Dated April 24, 2024.


N/F
COUNTY OF PENDER
PIN : 3219-67-6937-0000
DB 4699 PG 1680
MB 64 PG 144
ZONING: BURGAW RA
VOLUNTARY ANNEXATION AREA
INTO PENDER COUNTY JURISDICTION:
4,360,146 FT² / 100.095 ACRES TOTAL
(INCLUDES 51,520 SF/1.183 ACRES
OF OLD SAVANNAH ROAD)
N/F
STATE HIGHWAY & PUBLIC WORKS COMMISSION
PIN : 3219-66-4137-0000
MB 64 PG 144
ZONING: BURGAW RA
N/F
STATE HIGHWAY & PUBLIC WORKS COMMISSION
PIN : 3219-86-9527-0000
MB 64 PG 144
ZONING: BURGAW RA
N/F
STATE HIGHWAY & PUBLIC WORKS COMMISSION
PIN : 3219-94-1685-0000
DB 952 PG 391
ZONING: BURGAW I-2
N/F
W.S.S PROPERTIES, INC.
PIN : 3229-07-7220-0000
DEED UNKNOWN
ZONING: BURGAW R-20
N/F
CHRISTI FORESTS
PIN : 3229-08-7569-0000
DB 4690 PG 2121
MB 66 PG 85
ZONING: BURGAW R-20
N/F
WESTERN HOUSES COMPANY
PIN : 3219-57-4457-0000
DB 4390 PG 792
MB 6 PG 94
ZONING: BURGAW RA
N/F
ANGELA ENGLISH JEFFERSON
PIN : 3219-46-8315-0000
DB 4677 PG 266
ZONING: BURGAW R-20
N/F
SAMUEL J HOPE
PIN : 3229-08-1652-0000
DB 4624 PG 354
MB 53 PG 39
N/F
SAMUEL J HOPE
PIN : 3219-66-3526-0000
DB 3577 PG 176
MB 53 PG 31
N/F
JAMES E BARDEN
PIN : 3229-08-9981-0000
DB 4138 PG 121
N/F
JENNIFER QUITERIO-FELIPE
PIN : 3229-08-1994-0000
DB 4749 PG 3432
N/F
CHERYL BRACKIN
PIN : 3229-07-3902-0000
DB 4622 PG 2270
N/F
CRYSTAL TURNER
PIN : 3229-08-0338-0000
DB 1289 PG 389
N/F
DUSTIN RYAN BRENNAN
PIN : 3229-08-0366-0000
DB 4693 PG 2941
N/F
JEREMY SHEAN SMITH
PIN : 3219-89-9726-0000
DB 4549 PG 324
MB 65 PG 34
ZONING: BURGAW RA
N/F
SHANEY CLOSEY
PIN : 3229-84-9504-0000
DB 4634 PG 2719
MB 32 PG 51
N/F
JOHN BUNCH SR
ZONING: BURGAW R-12
N/F
JOHN BUNCH SR
ZONING: BURGAW R-12
N/F
RICHLAND CEMETERY



WithersRavenel
Engineers | Planners | Surveyors

PENDER COUNTY LEC

PENDER COUNTY, NORTH CAROLINA
OLD SAVANNAH ROAD BURGAW, NC

WITHERSRAVENEL
NC CORPORATE
LICENSE #: F-1479

PRELIMINARY
NOT APPROVED FOR
CONSTRUCTION

MOSELEYARCHITECTS

6210 ARDREY KELL ROAD, THE HUB AT WAVERLY, SUITE 425 CHARLOTTE, NC 28277
PHONE (704) 540-3755 FAX (704) 540-3754
MOSELEYARCHITECTS.COM

OVERALL EXISTING CONDITIONS
C1.00

Parcel to be Annexed:

3219-87-6937-0000
County of Pender
P.o. Box 5
Burgaw, Nc 28425

Adjacent Parcels:

3219-89-3230-0000
Jeremy Batts
1635 Old Savannah Rd. S
Burgaw, Nc 28425

3219-79-0000
Samuel Hope
350 Malpass Farm Ln.
Clinton, Nc 28328

3219-86-8127-0000
State Highway & Public Works
906 Penderlea Hwy
Burgaw, Nc 28425

3229-08-0328-0000
Crystal Turner
1386 Old Savannah Rd. S
Burgaw, Nc 28425

3229-08-0268-0000
Dustin Brown
1366 Old Savannah Rd. S
Burgaw, Nc 28425

Development Program for Annexation Request
Town of Burgaw, North Carolina

NAME OF ANNEXATION:
DATE:

1. Is this/will this be a gated community? NO

2. Current Assessed Value of Area

Land Value: Gifted from State

Residential Value: $0

Commercial Value: $0

Total Value: Deeded Law Enforcement only

Residential Units 0

Commercial Buildings 0

Proposed Development

Residential Units by Year of Development

Year 1 6

Year 2 0

Year 3 0

Year 4 0

Year 5 0

Commercial Buildings by Year of Development

Year 1 0

Year 2 2

Year 3 0

Year 4 0

Year 5 3?

Town of Burgaw

109 N. Walker Street, Burgaw, NC 28425
Phone: (910) 259-2151, Fax: (910)259-6644, email: mail@burgawnc.gov

Olivia Dawson
Mayor

James Malloy
Mayor Pro Tem

Commissioners:
Jan Dawson
Bill George
Michael Pearsall
William Rivenbark

James H. Gantt
Town Manager

Kristin J. Wells
Town Clerk

Zachary S. Rivenbark
Town Attorney

April 11th, 2024

Julie Wilson
WithersRavenel
Wilmington, NC

RE: Will Serve Letter
Pender County LEC Site

Dear Ms. Wilson,

The Town of Burgaw will provide water and sewer services for the Pender County LEC site on SR1345 Old Savannah Road in Burgaw, North Carolina. Please use this letter as an appropriate *will serve letter* as needed.

Sincerely,

Alan Moore
Public Works Director
rmoore@burgawnc.gov

James Gantt
Town Manager
jgantt@burgawnc.gov

RESOLUTION 2024-17
RESOLUTION SETTING A PUBLIC HEARING FOR THE ANNEXATION PETITION RECEIVED BY PENDER COUNTY

WHEREAS, a petition requesting annexation from Pender County (PIN 3219-87-6937-0000) was received on May 9, 2024 by the Town of Burgaw; and

WHEREAS, G.S. 160A-58.2 provides that the sufficiency of the petition shall be investigated by the Town Clerk before further annexation proceedings may take place; and

WHEREAS, the Town of Burgaw Town Clerk has investigated said petition and has provided the Certificate of Sufficiency to the Board of Commissioners;

NOW, THEREFORE, BE IT RESOLVED by the Town of Burgaw Board of Commissioners that:

The Town Clerk is hereby directed to advertise for the Annexation Public Hearing for said petition to be held at the Town of Burgaw Board of Commissioners regular meeting scheduled for July 9, 2024.

Adopted this the 18th day of June 2024.

Signed: _____
G. Olivia Dawson, Mayor

Attest: _____
Kristin J. Wells, Town Clerk

DRAFT