TOWN OF FLETCHER

PRESTON BLAKELY
MAYOR

MARK E. BIBERDORF
TOWN MANAGER

COUNCIL MEMBERS:
JIM PLAYER
TREVOR C. LANCE
KEITH REED
AMBER MCKINNEY

Town Council Regular Meeting
December 8, 2025 at 6:00 PM

Call the meeting to order at: 6:00 PM

Moment of Silence:

Pledge of Allegiance:

Public Comments:

"We will strive to uphold each citizen's First Amendment right to free speech. We will ensure a level of civility and decorum. We ask that all speakers be respectful and adhere to the three-minute time limit. Council is not expected to debate/discuss issues during public comment."

Approval of minutes - corrections, additions or deletions

1) Agenda Review Meeting November 3, 2025
2) Regular Meeting November 10, 2025

Council Updates

Consent Agenda

3) Tax refunds/releases
4) Setting Public Hearing | Conditional Zoning District – Fletcher Village Bakery (25-01-CZD) –Tyler Morrow, Planning & Zoning Director
5) Approval of Resolution R-25-11 to donate surplus property to the Henderson County Sheriff's office.
6) Approval of revisions to grant guidelines for Stormwater Off-of-Right-of-Way Grant Program.

Discussion Items

7) Selection of applicant(s) to fill two at large vacancies on the Planning Board.

8) Presentation from Fletcher Youth Baseball.
9) Budget process for Fiscal Year 2026-2027 - Mark Biberdorf, Town Manager

Town Manager Report

Department Reports

10) November Reports
11) Closed Session per NCGS 143-318 (6) "Personnel Matters"

Adjourn

Upcoming Events

Agenda Review Meeting January 5. 2026 at 6:00 pm
Regular Meeting January 8, 2026 at 4:00 pm
Agenda Review Meeting February 2 at 6:00 pm

"This Institution is an equal opportunity provider."

Town of Fletcher
Town Council Agenda Review Meeting
Minutes
November 3, 2025

Call the meeting to order at: 6:00 PM
Those who were in attendance are as follows:

Mayor Pro-Tem Trevor Lance
Councilmember Jim Player
Councilmember Keith Reed
Councilmember Amber McKinney
Town Manager Mark Biberdorf
Public Works Director Jabbo Pressley
Police Chief Dan Terry

Mayor Preston Blakely did not attend this meeting.

Moment of Silence:

No comments were made at this time.

Pledge of Allegiance:

No comments were made at this time.

Public Comments:

Joe Black of 85 Howard Gap Road, Fletcher, NC, did magic tricks for everyone.

Approval of minutes - corrections, additions or deletions

Agenda Review Meeting October 6, 2025

Regular Meeting October 13, 2025

Special Call Meeting October 29, 2025

No comments were made at this time.

Council Updates

No comments were made at this time.

Consent Agenda

Tax releases/refunds

Approval of Budget Amendment # 1 to the FEMA project grant ordinance.

Approval of Resolution R-25-09 to appoint Susan Heafner Deputy Finance Officer

Approval of Resolution R-25-10 to appoint Susan Heafner Tax Collector.

Town Manager Mark Biberdorf went over the items on the Consent Agenda.

Discussion Followed:

Discussion Items

Proposed street resurfacing projects for 2026 - Mark Biberdorf, Town Manager and Jabbo Pressley, Public Works Director

Public Works Director Jabbo Pressley went over the proposed streets for paving in the spring. The streets are Meadow Pathway Drive and Meadow Walk Court in Livingston Farms and Stafford Court in Stafford Hills. McGill Associates will be at the December meeting to go over a cost estimate for the paving project.

Discussion Followed:

Presentation of plan for extension of Cane Creek Greenway - Ben Cathey, McGill Associates

Ben Cathey of McGill Associates will be here next week to go over the plan for extending the Cane Creek Greenway.

Instructions for update to the five-year capital improvement plan - Mark Biberdorf, Town Manager

Town Manager Mark Biberdorf went over the Capital Improvement plan for FY 2026-2027 to FY 2030-2021. He has asked all department heads to have their items to him by no later than November 26th. .06 cents of our tax levy goes to Capital Improvement Projects. He stated that he hopes to come back in December with a proposed project list.

Discussion Followed:

Town Manager Report

The last of the debris removal "brush piles with stumps" (which had been turned over to the state by the county) is not being cleaned up and in order to move forward with this, public works will be renting the necessary equipment to clean the rest of this up. It has been estimated to cost about $4,700 to remove the remaining stumps etc. This could be taken out of their operating budget without a budget amendment being necessary. We started taking our

brush to a place that is less expensive than the transfer station. ($5.00 less)

We have received our first application for the stormwater improvement grant. It is from a resident on Wilkie Way, and we have had some back and forth on this for some additional details. He worked on getting quotes from several different contractors on this. I just got the latest additional information on this and a sketch plan. Our committee will get together and then this could be put on the agenda for next week for a recommendation to council.

There was a protest in front of town hall last Saturday and the police dept was contacted about this. They protested in the grassy area and the protest was about anti-fascism. They protested from 3:00 to 5:00 with no major incidents.

The Halloween crawl was on October 25 at Bill Moore Community Park from noon to 2:00 pm with a excellent turnout.

The Veterans salute was held this past Saturday at the Fern Leaf Wilderness campus off of Old Hendersonville Road. They had about 50 people attend.

Department Reports

October Reports

Closed Session per NCGS 143.318.11 (3) Attorney Client Privilege

Mayor Pro-Tem Trevor Lance asked for a motion to go into Closed Session.

Councilmember Keith Reed motioned to go into closed session and it was seconded by Councilmember Jim Player

Motion all in favor.

Went into Closed Session at: 6:29 pm
Came out of Closed Session at: 6:50 pm

Adjourn
Mayor Pro-Tem Trevor Lance asked for a motion to adjourn

Councilmember Jim Player motioned to adjourn and it was seconded by Councilmember Amber McKinney

Motion all in favor.

Adjourned at: 6:55 pm

Upcoming Events

Fall Food Pantry October 27, to November 15, 2025
Regular Meeting November 13, 2025
Agenda Review Meeting December 1, 2025, at 6:00 pm
Christmas in the Park December 6, 2025 12:00 to 2:00 pm
Regular Meeting December 8, 2025 at 6:00 pm

Approved.

_____ _____

Date Signed

Town of Fletcher
Town Council Regular Meeting
Minutes
November 10, 2025

Call the meeting to order at: 6:00 PM

Those who were in attendance are as follows:

Mayor Pro-TemTrevor Lance
Councilmember Amber Mckinney
Councilmember Keith Reed
Town Manager Mark Biberdorf.

Mayor Preston Blakely did not attend this meeting.
Councilmember Jim Player did not attend this meeting.

Moment of Silence:

Mayor Pro-Tem Trevor Lance led the group in a moment of silence.

Pledge of Allegiance:

Mayor Pro-Tem Trevor Lance led the group in the Pledge of Allegiance.

Public Comments:

No comments were made at this time.

Approval of minutes - corrections, additions or deletions

Agenda Review Meeting October 6, 2025

Regular Meeting October 13, 2025

Special Call Meeting October 29, 2025

Mayor Pro-Tem Trevor Lance asked were there any additions, corrections or deletions to the minutes as presented and if not do I have a motion to approve the minutes.

Councilmember Amber McKinney motioned to approve the minutes, and it was seconded by Councilmember Keith Reed.

Motion all in favor.

Council Updates

No comments were made at this time.

Consent Agenda

Tax releases/refunds

Approval of Budget Amendment # 1 to the FEMA project grant ordinance.

Approval of Resolution R-25-09 to appoint Susan Heafner Deputy Finance Officer

Approval of Resolution R-25-10 to appoint Susan Heafner Tax Collector.

Mayor Pro-Tem Trevor Lance asked for a motion to approve the consent agenda.

Councilmember Keith Reed motioned to approve the consent agenda and it was seconded by Councilmember Amber McKinney.

Motion all in favor.

Discussion Items

Presentation of plan for extension of Cane Creek Greenway - Ben Cathey, McGill Associates

Ben Cathey of McGill Associates went over the options for extending the Cane Creek Greenway.

Discussion Followed:

It has been recommended to complete section 3 (parking lot at Rockwell Drive to US-25) and section 4 (loop connector to section 3) and if the bids come in lower than expected, to possibly do section 1 (Fernleaf section to Railroad Bridge) as well.

Since Mayor Blakely and Councilmember Jim Player are absent from this meeting, Mayor Pro-Tem Trevor Lance has suggested that we bring this back at the December meeting so that they can have some input on this matter.

Instructions for update to the five-year capital improvement plan - Mark Biberdorf, Town Manager

Town Manager Mark Biberdorf stated that last week he went over all the instructions for the CIP update. The submissions from department heads will be due by November 26th. If council has any projects that you are interested in, please let me know. Jim did ask for the potential of additional lighting on the other ball fields in the park.

Discussion Followed:

Approval of grant submission from the Stormwater Off-Right-of-Way Grant Program - Mark Biberdorf, Town Manager

Town Manager Mark Biberdorf stated we received our first grant application from a homeowner at 96 Wilkie Way. The lowest bid for this project was $6,110. This will increase if there is additional tree removal. Our advisory panel met on Thursday of last week to discuss this (myself, Public Works Director Jabbo Pressley and Mayor Pro-Tem Trevor Lance). We went over this and are comfortable with it. If this approved the town pays 90% and the homeowner pays the other 10%, which is part of the agreement.

Mayor Pro-Tem Trevor Lance asked for a motion to approve the submission of the grant for 96 Wilkie Way.

Councilmember Keith Reed motioned to approve the grant and it was seconded by Councilmember Amber McKinney.

Motion all in favor.

Town Manager Report

On the debris removal in town, we were still trying to get the state and the contractor to remove the stumps. We were not making any progress, and we had public works get an estimate to get this completed. They were able to get this completed, and it cost less than originally estimated. (original $4,700) I don't have that exact figure at the moment.

I emailed you all recently, and I wanted our Planning & Zoning Director, Tyler Morrow, to spend some time with each of you to hear your perspective on development in town.

The Fire Chief reached out to Tyler Morrow on regulations for gated communities. If we might want to consider our own ordinance to regulate that. How is access allowed and battery backup etc.

Department Reports

October Reports

Adjourn

Mayor Pro-Tem Trevor Lance asked for a motion to adjourn

Councilmember Keith Reed motioned to adjourn, and it was seconded by Councilmember Amber McKinney.

Motion all in favor.

Adjourned at: 6:45 pm

Upcoming Events

Fall Food Pantry October 27, to November 15, 2025
Agenda Review Meeting December 1, 2025, at 6:00 pm
Christmas in the Park December 6, 2025 12:00 to 2:00 pm
Regular Meeting December 8, 2025, at 6:00 pm

Approved.

_____ _____

Date Signed

TOWN OF FLETCHER
Tax Collectors Office
300 Old Cane Creek Road
Fletcher, NC 28732

2025 PENDING TAX RELEASES & REFUNDS

Report Month	Year Adj	Rel #	Refnd #	Taxpayer	Reason for Release/Refund	Billed Tax Amount	Real Value	Personal Value	REID or Abst #	HC BOC Approv
Dec-25	2025	15		K & D RESTAURANT INC	BUSINESS SOLD < 1/1/25. ASSETS BILLED UNDER NEW OWNER.	$ 175.03		56,827	2986907	11/3/2025
	2025	16		SCARLATA ENTRPRISES INC	BUSINESS CLOSED. ASSETS LISTED UNDER NEW OWNER.	$ 310.63		100,855	3092768	11/3/2025
	2025	17		TORRES, SHAMO	MOBILE HOME SOLD 11/22/24. LISTED UNDER NEW OWNER.	$ 86.86		28,200	260832	11/3/2025
	2025	18		WHITE OAKS VETERINARY HOSPITAL PC	BUSINESS SOLD < 1/1/25. ASSETS BILLED UNDER NEW OWNER.	$ 264.81		85,978	3070921	11/3/2025
					TOTAL DECEMBER RELEASES/REFUNDS	**$ 837.33**				

MEMORANDUM

TO: Mayor and Town Council

FROM: Tyler Morrow, Planning & Zoning Director

COPY TO: Mark Biberdorf, Town Manager

DATE: 11/25/2025

SUBJECT: Setting Public Hearing | Conditional Zoning District – Fletcher Village Bakery (25-01-CZD) –Tyler Morrow, Planning & Zoning Director

Background:

The Town of Fletcher has received an application for a Conditional Zoning District (CZD) from David Workman of Workman and Salloum Properties, LLC.The applicant is requesting to rezone the subject property located at 28 Cane Creek Road (PINs 9653-81-0279 and 9653-71-9324) from R-2 Medium Density Residential District to NBD-CZD (Neighborhood Business District – Conditional Zoning District) to allow for the development of an approximately 8,050-square-foot bakery. The subject property consists of approximately 1.64 acres.

Recommendation:

Town Council should set January 12th, 2026, as the date for public hearing for the Fletcher Village Bakery project.

Attachments:

1. Fletcher Village Bakery Agenda Review Packet

TOWN OF FLETCHER
PLANNING DEPARTMENT
AGENDA ITEM COVER SHEET

Meeting Type: Town Council (Agenda Review)	Meeting Date: December 1st, 2025
Title of Item: Conditional Zoning District–Fletcher Village Bakery (25-01-CZD)–*Tyler Morrow– Planning & Zoning Director*	

SUGGESTED MOTION:

I move Town Council set January 12th, 2026, as the date for public hearing for the Fletcher Village Bakery project.

Attachments:	1. Staff Report 2. Preliminary Site Plan and Rendering Package 3. Proposed Zoning Map 4. Heart of Fletcher Map 5. Application 6. Deed

TOWN OF FLETCHER

PRESTON BLAKELY
MAYOR

MARK E. BIBERDORF
TOWN MANAGER

COUNCIL MEMBERS:
TREVOR LANCE
JIM PLAYER
KEITH REED
AMBER MCKINNEY

Conditional Rezoning
Fletcher Village Bakery
(25-01-CZD)

Planning Department Staff Report
Tyler Morrow, Planning and Zoning Director

Project Summary 2
Existing Zoning & Land Use Map and Description 3
Site Images 4
Land Use Plan Consistency: 6
Site Plan Summary: 6
Proposed Conditions: 7
Heart of Fletcher Design Review: 7

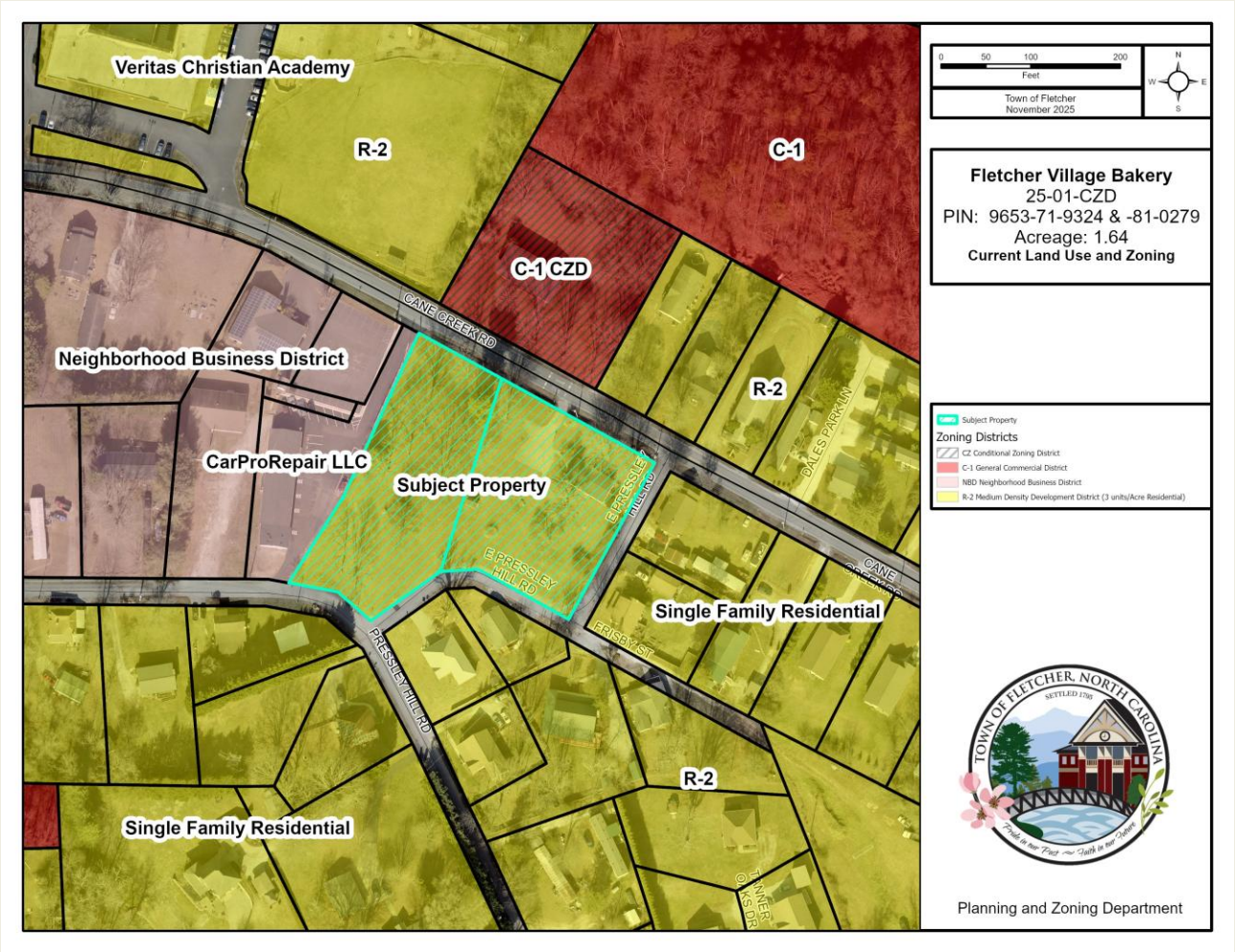
Project Summary

SITE VICINITY MAP

- **Project Name & Case #:**
  - Fletcher Village Bakery
  - 25-01-CZD
- **Applicant:**
  - David Workman, Manager of Workman and Salloum Properties, LLC
- **Property Owners:**
  - Lynda L Tweed (PIN: 9653719324)
  - Terry L Tweed (PIN: 9653719324)
  - Amber Alyce Babb Honeycutt (PIN: 9653810279)
  - Parker Kale Babb (PIN: 9653810279)
- **Property Address:**
  - 28 Cane Creek Road
- **Project Acreage:**
  - 1.64 Acres
- **Project overview**
  - 6,821 (GFA) Bakery (150 seats)

- **Parcel Identification (PIN):**
  - 9653-71-9324
  - 9653-81-0279
- **Current Parcel Zoning:**
  - R-2, Medium Density Development District
- **Requested Zoning:**
  - NBD-CZD, Neighborhood Business District Conditional Zoning District.
- **Land Use Plan Designation:**
  - Residential-Single Family Detached (PIN 9653810279)
  - Not in use (PIN 9653719324)
- **Requested Uses:**
  - Restaurant
- **Heart of Fletcher Overlay Designation:**
  - Town Center Neighborhood Business

Existing Zoning & Land Use Map and Description



The subject property is a vacant site made up of two parcels. It is currently zoned R-2, which begins a pattern of this zoning category continuing eastward toward Old Cane Creek Road. This pocket of R-2 extends along Pressley Hill Road and is primarily made up of a single-family neighborhood situated between US 25, Old Cane Creek Road, and Cane Creek Road.

To the west are properties zoned Neighborhood Business District. This NBD node was created in recent years to establish a commercial area between the existing R-2 zoning and the C-1 zoning located along US 25. If the subject property is rezoned, the NBD node would be expanded to include it, but would not extend across E. Pressley Hill Road or Pressley Hill Road.

Across the street a property is zoned C-1 CZD to permit an office-based use focused on the wholesale internet sale of church products. Although approved, this office use was never established.

Site Images

This site photo shows the vacant lots as they exist today. The property contains several mature trees that would likely need to be removed if the site is developed according to the proposed plans.

The house that previously stood at 28 Cane Creek Road has already been removed.

This picture shows the existing street frontage of the lot along Cane Creek Road.

A drainage ditch currently runs along the front of the property and would be replaced with a sidewalk if the project is approved.

This photo shows the existing mechanic shop that is currently in operation directly to the west. The proposed development would share a property line with this commercial use.

This photo shows the subject property as viewed from E. Pressley Hill Road, which is maintained by the Town. The property fronts three streets.

In the distance, two outbuildings can be seen. These outbuildings are the only structures remaining on the site today.

Land Use Plan Consistency:

The proposed development is consistent with the Land Use Plan's 8th goal by "providing for adequate expansion of commercial areas in designated commercial hubs rather than in continuous strips along major thoroughfares."

The proposed development would extend commercial uses further onto Cane Creek Road without adding additional commercial strain on US 25.

Site Plan Summary:

Building:

Gross Floor Area

- *Main Building- 6,821 SF*
- *Out Building- 256 SF*

Building Design

The building takes up over 50% of the build to line of the lot fronting on Cane Creek Road. The street facing façade along Cane Creek far exceeds the 40% transparency requirement by providing 68.8%.

- *The project meets the design requirements for developments in NBD per Article 5 of the LDC.*

Height

- *Main Building-1 story- 24' 4"*
- *Out Building- 15' 1"*

Proposed to have 150 seats including both inside and outside spaces.

Transportation:

Transportation

- *The site plan shows two access points onto the subject property.*
- *One access will be off of Cane Creek Road (NCDOT maintained), and the other will be off E. Pressley Hill Road (Town maintained).*

Sidewalks

- *Sidewalks are provided along most of the property boundary edge as shown on the plans. This sidewalk will provide the important pedestrian infrastructure needed with a neighborhood scale business. The applicant will be requesting a fee in lieu of remaining frontage sidewalk from the Planning Board in the future (not part of this review process).*

Bike Parking

- *The development is providing 10 bike spaces making it multi-modal friendly.*

Parking:

Parking: Restaurant, 1 per 4 seats

- *Total required- 56*
- *Total provided- 81*
  - *55 Impervious*
  - *26 Pervious*

Landscaping:

Landscaping provided for the site:

- *Street trees*
- *Interior parking lot landscaping*
- *All landscaping species will be chosen from the town's approved list.*

Proposed Conditions:

Developer:

- None

Town Staff:

- None

Heart of Fletcher Design Review:

The Town of Fletcher establishes the Heart of Fletcher Overlay (HOF-O) in an effort to encourage new development in the central area, or heart, of Fletcher. The guidelines of this Overlay are intended to prevent suburban-style development while still allowing for creativity and flexibility in creating urban, pedestrian-oriented design opportunities in and around the town's center. The Fletcher Planning Board is granted special authority (as per Section 14.1 of the code) to review and approve all development applications within the HOF-O (excluding single family and duplex residential construction as permitted). The Planning Board may attach reasonable conditions and recommendations (as per Section 15.14 of this code) to assure that the proposed development meets the spirit and intent of the Heart of Fletcher Overlay.

The Town Center Neighborhood Business Precinct is designed to accommodate a range of uses in pedestrian-scaled buildings in close proximity to Fletcher's neighborhoods. This precinct is scaled to provide basic services within a 5-10 minute walk of neighborhoods. Individual buildings in this precinct are encouraged to be multi-story with uses mixed vertically, street-level commercial and upper-level office and residential. Higher densities of residential development are also encouraged. The Town Center Neighborhood Business Precinct encourages vitality of the public realm and promotes safe, efficient thoroughfare access for all forms of transportation.

This project meets the goals of this designation falling within the desired 0-60' setback from Cane Creek Road. The building also takes up over 50% of the build to line of the lot fronting on Cane Creek Road. The street facing façade along Cane Creek far exceeds the 40% transparency requirement by providing 68.8%. Neighborhood-oriented Commercial is a recommended land use.

The project also meets the design requirements for developments in NBD per Article 5 of the LDC.

CONCEPTUAL DEVELOPMENT PLAN
FOR
CONDITIONAL ZONING APPROVAL
FLETCHER VILLAGE BAKERY
28 CANE CREEK ROAD
FLETCHER, NC 28732

DEVELOPMENT DATA BLOCK

OWNER (9324)	LYNDA L TWEED, TERRY L TWEED 557 LANNING RD HENDERSONVILLE, NC 28792
OWNER (0279)	AMBER ALYCE BABB HONEYCUTT 102 ARBOR DRIVE ELON, NC 27244 PARKER KALE BABB 1929 PINEHURST RD SNELLVILLE, GA 30078
DEVELOPER:	WORKMAN AND SALLOUM PROPERTIES, LLC 60 PARK AVENUE NORTH ASHEVILLE, NC 28801
LANDSCAPE ARCHITECT:	WADE TRIM, INC R. DANIEL HYATT, PLA, ASLA 53 N. MARKET STREET SUITE 200 ASHEVILLE, NC 28801
PROJECT ENGINEER:	WADE TRIM, INC ARIEL REGNIER, PE 53 N. MARKET STREET SUITE 200 ASHEVILLE, NC 28801
PROJECT LOCATION:	TOWN OF FLETCHER
COUNTY:	HENDERSON COUNTY
PROJECT ADDRESS:	28 CANE CREEK ROAD FLETCHER, NC 28732
PIN & PROPERTY SIZE:	9653-81-0279/0.81 AC 9653-71-9324/0.83 AC TOTAL: 1.64 AC
EXISTING ZONING:	R-2 (HOF-O)
PROPOSED CONDITIONAL ZONING:	NBD-CZ
BUILDING SETBACKS (F/S/R):	0' / 0' / 0'

	ALLOWED	PROPOSED
MAX BUILDING HEIGHT:	3 STORIES	24'-4"
MAX BUILDING FOOTPRINT:	16,000 SF	8,100 SF

PROPOSED USE:	COMMERCIAL, RESTAURANT
PROPOSED BUILDING SIZE:	150 SEATS
PARKING	
REQUIRED:	1 SPACE / 4 SEATS = 37 SPACE
MAX ALLOWED (IMPERVIOUS):	1.5 X REQUIRED = 56 SPACES
PROPOSED:	55 IMPERVIOUS 26 PERVIOUS 81 SPACES TOTAL
PROPOSED IMPERVIOUS AREA:	35,600 SF (0.82 AC)
LIMITS OF DISTURBANCE:	68,564 SF (1.57 AC)
SIDEWALK FEE-IN-LIEU "5' WIDE SIDEWALK"	E. PRESSLEY HILL RD - 113' PRESSLEY HILL RD - 104' 217 LF (1,085 SF)

KEY MAP
NOT TO SCALE

VICINITY MAP
SCALE: 1"=200'

SHEET INDEX

SHEET #	SHEET TITLE	REV #
C0.0	COVER SHEET	
C0.1	LEGEND SHEET	
C0.2	EXISTING CONDITIONS & DEMOLITION PLAN	
C1.0	CONCEPTUAL SITE PLAN	
C2.0	CONCEPTUAL GRADING PLAN	
C3.0	PRE AND POST DRAINAGE AREA MAPS	
C5.0	CONCEPTUAL UTILITY PLAN	
C6.0	CONCEPTUAL LANDSCAPE PLAN	

REV#	DATE	DESCRIPTION	BY

SUBMITTED FOR CZ APPROVAL: 10-29-2025

WADE TRIM
Wade Trim, Inc.
53 N. Market Street, Suite 200
Asheville, NC 28801
828.255.1197 | www.wadetrim.com
Corporate License Number: F-1063

SEAL

ISSUED FOR:	DATE:	BY:
CZ APPROVAL	10/29/25	ALR

JOB NO.
WOS2001.01A

SHEET
C0.0

FLETCHER VILLAGE BAKERY

© Wade Trim Group, Inc.

PROJECT MANAGER:
CAD DESIGNER:

DEVELOPMENT DATA BLOCK

OWNER (9324):	LYNDA L TWEED, TERRY L TWEED 557 LANNING RD HENDERSONVILLE, NC 28792
OWNER (0279):	AMBER ALYCE BABB HONEYCUTT 102 ARBOR DRIVE ELON, NC 27244 PARKER KALE BABB 1929 PINEHURST RD SHELLVILLE, GA 31079
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PROPOSED CONDITIONAL ZONING:	NBD-CZ
BUILDING SETBACKS (F/S/R):	0' / 0' / 0'

	ALLOWED	PROPOSED
MAX BUILDING HEIGHT:	3 STORIES	24'-4"
MAX BUILDING FOOTPRINT:	16,000 SF	8,160 SF

PROPOSED USE:	COMMERCIAL, RESTAURANT
PROPOSED BUILDING SIZE:	150 SEATS

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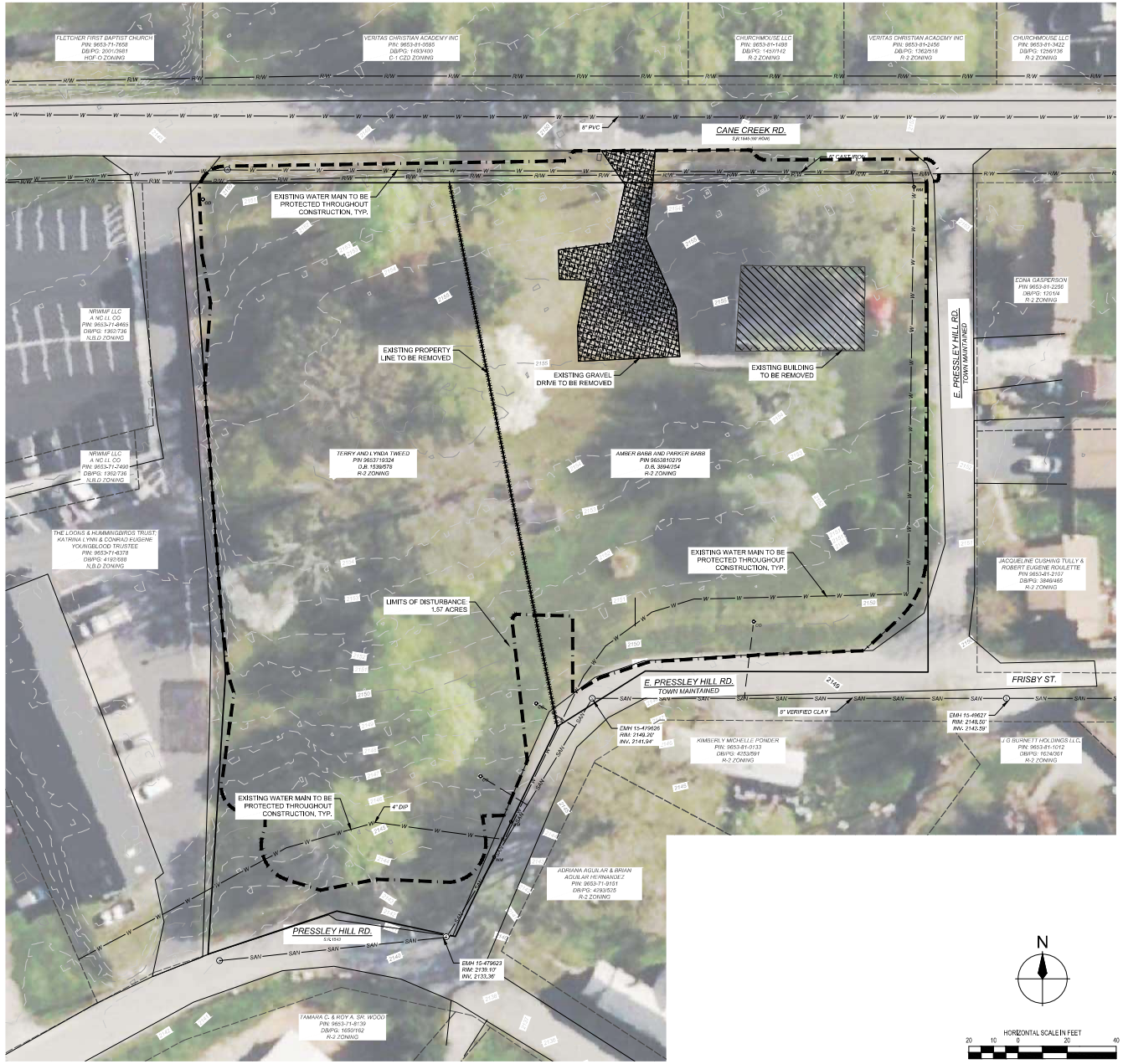
SIDEWALK FEE-IN-LIEU "5' WIDE SIDEWALK"	E. PRESSLEY HILL RD - 113' PRESSLEY HILL RD - 104' 217 LF (1,085 SF)

EXISTING CONDITIONS NOTES:

1. EXISTING TOPOGRAPHIC INFORMATION AS SHOWN WAS OBTAINED FROM PUBLICLY AVAILABLE LIDAR AND GIS DATA. AN EXISTING SURVEY DATED MAY 9, 2001 WAS REFERENCED FOR CONSISTENCY WITH GIS INFORMATION.
2. PUBLIC WATER AND SEWER ARE AVAILABLE AROUND THE SITE. DATA FOR EXISTING WATER MAIN AND SANITARY SEWER MAIN LOCATIONS WERE PROVIDED BY THE HENDERSONVILLE WATER DEPARTMENT AND MSD.
3. ANY LAND DISTURBANCE LOCATED WITHIN THE TOWN RIGHT OF WAY WILL REQUIRE AN ENCROACHMENT PERMIT DURING FINAL SITE PLAN REVIEW.
4. COMBINATION OF LOTS TO OCCUR DURING FINAL SITE PLAN APPROVAL.



Know what's **below.**
Call before you dig.

REV#	DATE	DESCRIPTION	BY

WADE TRIM
53 N. Market Street, Suite 200
Asheville, NC 28801
828.252.8201
Corporate License Number: F-0063
www.wadetrim.com

WORKMAN AND SALLOUM PROPERTIES LLC.
60 PARK AVENUE NORTH
ASHEVILLE, NC 28801
EXISTING CONDITIONS & DEMOLITION PLAN
FOR
FLETCHER VILLAGE BAKERY

ISSUED FOR:	DATE:	BY:
CZ APPROVAL	10/28/25	ALR

JOB NO. WOS2001.01A

SHEET C0.2

FLETCHER VILLAGE BAKERY

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PROJECT MANAGER:
CAD STANDARDS: W:_ARCHIVE\2001\WOS2001\01A\CAD\CONDITIONS\C0.2 11x17.DWG TUE, PM, 07 OCT 2025 - 4:08p

DEVELOPMENT DATA BLOCK

OWNER (9324)	LYNDA L TWEED, TERRY L TWEED 557 LANNING RD HENDERSONVILLE, NC 28792
OWNER (0279)	AMBER ALYCE BABB HONEYCUTT 102 ARBOR DRIVE ELON, NC 27244 PARKER KALE BABB 1929 PINEHURST RD SNELLVILLE, GA 30078
DEVELOPER:	WORKMAN AND SALLOUM PROPERTIES, LLC 60 PARK AVENUE NORTH ASHEVILLE, NC 28801
LANDSCAPE ARCHITECT:	WADE TRIM, INC R. DANIEL HYATT, PLA, ASLA 53 N. MARKET STREET SUITE 200 ASHEVILLE, NC 28801
PROJECT ENGINEER:	WADE TRIM, INC ARIEL REGNER, PE 53 N. MARKET STREET SUITE 200 ASHEVILLE, NC 28801
PROJECT LOCATION:	TOWN OF FLETCHER
COUNTY:	HENDERSON COUNTY
PROJECT ADDRESS:	28 CANE CREEK ROAD FLETCHER, NC 28732
PIN & PROPERTY SIZE:	9653-81-0279 0.81 AC 9653-71-6624 0.83 AC TOTAL 1.64 AC
EXISTING ZONING:	R-2 (HOF-O)
PROPOSED CONDITIONAL ZONING:	NBD-CZ
BUILDING SETBACKS (F/S/R):	0'/ 3'/ 0'

	ALLOWED	PROPOSED
MAX BUILDING HEIGHT:	3 STORIES	24'-4"
MAX BUILDING FOOTPRINT:	16,000 SF	8,100 SF

PROPOSED USE:	COMMERCIAL, RESTAURANT
PROPOSED BUILDING SIZE:	150 SEATS

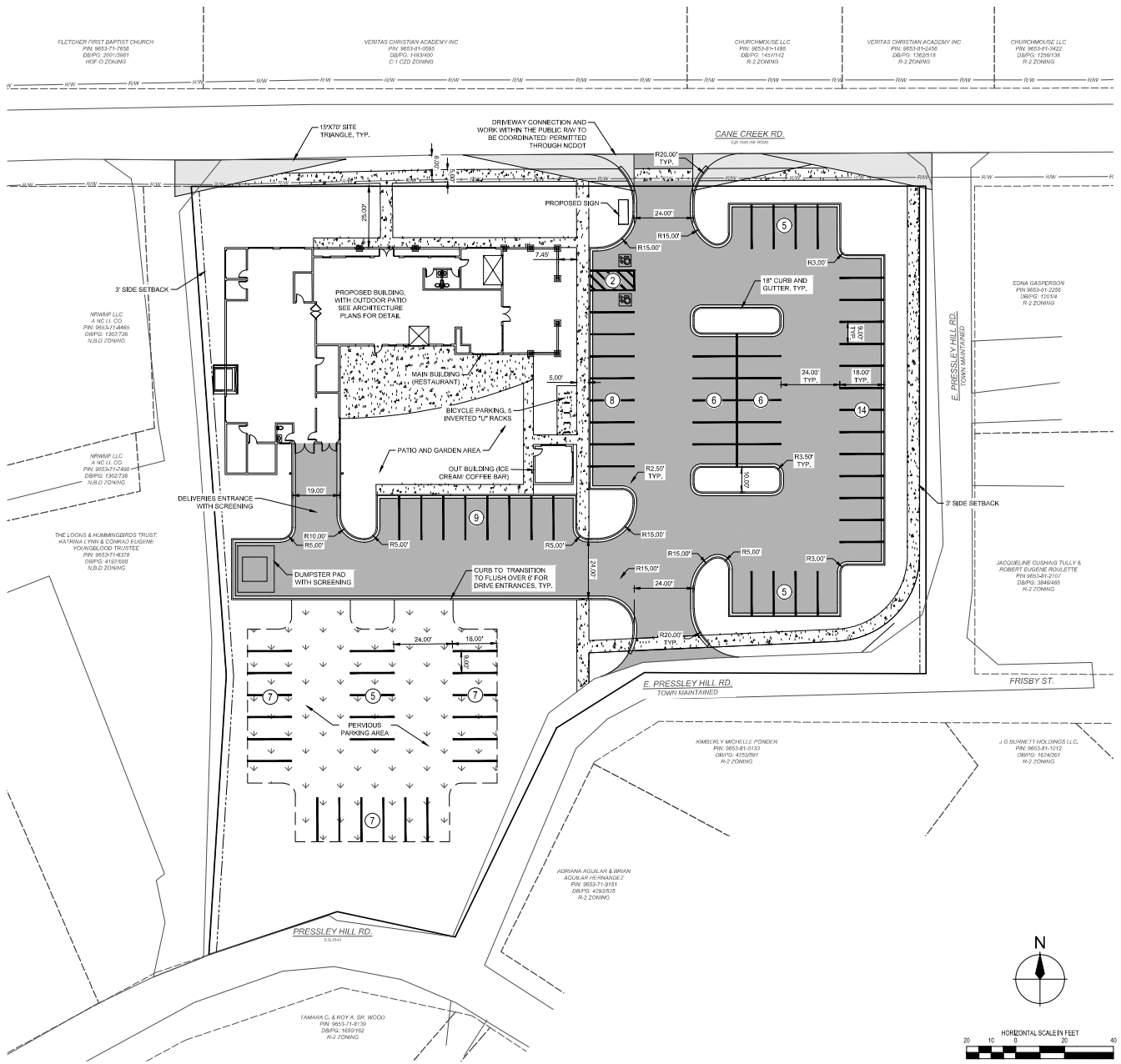
PARKING
REQUIRED: 1 SPACE / 4 SEATS = 37 SPACE
MAX ALLOWED (IMPERVIOUS): 1.5 X REQUIRED = 56 SPACES
PROPOSED: 55 IMPERVIOUS
26 PERVIOUS
81 SPACES TOTAL

PROPOSED IMPERVIOUS AREA:	35,600 SF (0.82 AC)
LIMITS OF DISTURBANCE:	68,564 SF (1.57 AC)
SIDEWALK FEE-IN-LIEU "5' WIDE SIDEWALK"	E. PRESSLEY HILL RD - 113' PRESSLEY HILL RD - 104' 217 LF (1,085 SF)

PROPOSED CONDITIONS NOTES:

1. PROPOSED BUILDING LOCATED WITHIN 0'-60' OF BUILD-TO-LINE, AND ABUT A MINIMUM OF 50% OF LOT WIDTH.
2. RESTAURANT TO PROPOSE 150 SEATS (80 INSIDE, 70 OUTSIDE)
3. PROPOSED PERVIOUS AREA PARKING TO CONSIST OF PERMITTED PERVIOUS MARKING MATERIALS/ SYSTEMS, INCLUDING BUT NOT LIMITED TO PERVIOUS PAVERS, GRASS BLOCK, OR GRASS WITH STRUCTURAL SUPPORT.
4. ALL IMPROVEMENTS TO BE COMPLETED IN ONE PHASE.
5. PROPOSED SIGNAGE WILL GO THROUGH SEPARATE REVIEW AT FINAL SITE PLAN IF PROJECT IS APPROVED FOR CONDITIONAL ZONING.
6. LIGHTING PLAN TO BE IN ACCORDANCE WITH THE LAND DEVELOPMENT CODE, AND WILL BE REQUIRED AT FINAL SITE PLAN REVIEW.
7. PROPOSED ARCHITECTURAL BUILDING
   MAIN BUILDING
   GROSS FLOOR AREA - 6,821 SF
   FOOTPRINT - 7,843 SF
   HEIGHT - 24'-4"

   OUT BUILDING
   GROSS FLOOR AREA - 256 SF
   FOOTPRINT - 264 SF
   HEIGHT - 15'-1"
8. ALL LANDSCAPING, FENCING, SIGNS, ETC WILL BE LOCATED OUTSIDE OF THE SIGHT TRIANGLES.



811 Know what's below. Call before you dig.

REV#	DATE	DESCRIPTION	BY

WADE TRIM
53 N. Market Street, Suite 200
Asheville, NC 28801
828.252.8000
Corporate License Number: F-0163
www.wadetrim.com

WORKMAN AND SALLOUM PROPERTIES LLC.
60 PARK AVENUE NORTH
ASHEVILLE, NC 28801
PRE AND POST DRAINAGE AREA MAPS
FOR
FLETCHER VILLAGE BAKERY

ISSUED FOR:	DATE:	BY:
CZ APPROVAL	10/28/23	ALR

JOB NO. WOS2001.01A

SHEET C1.0

FLETCHER VILLAGE BAKERY

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PROJECT MANAGER:
CAD STANDARDS: W:_ARCHIVE\BIDTOOLS\BIM\CAD\CONFIG\CONFIG\2015\1.10\CONFIG\15-AIA-PLANS-1.0.0.CFG

DEVELOPMENT DATA BLOCK

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PROPOSED CONDITIONAL ZONING:	NBD-CZ
BUILDING SETBACKS (F/S/R):	0' / 3' / 7'

	ALLOWED	PROPOSED
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SIDEWALK FEE-IN-LIEU "5' WIDE SIDEWALK"	E. PRESSLEY HILL RD - 113' PRESSLEY HILL RD - 104' 217 LF (1,085 SF)

LANDSCAPE NOTES:

1. STREET TREES PER 40 LF ROAD.
2. STREET TREE SPECIES WILL BE FROM THE APPROVED LANDSCAPE TREES LIST.
3. PARKING LOT LANDSCAPING CALCULATIONS PROVIDED BELOW, NO PARKING SPACE IS MORE THAN 50' FROM THE BASE OF A LARGE CANOPY TREE.
4. UPON RECEIPT OF SURVEY, AN EVALUATION OF EXISTING VEGETATION TO POTENTIALLY BE SAVED WILL BE COMPLETED.

LANDSCAPE CALCULATIONS:

PROPERTY LINE BUFFER: N/A

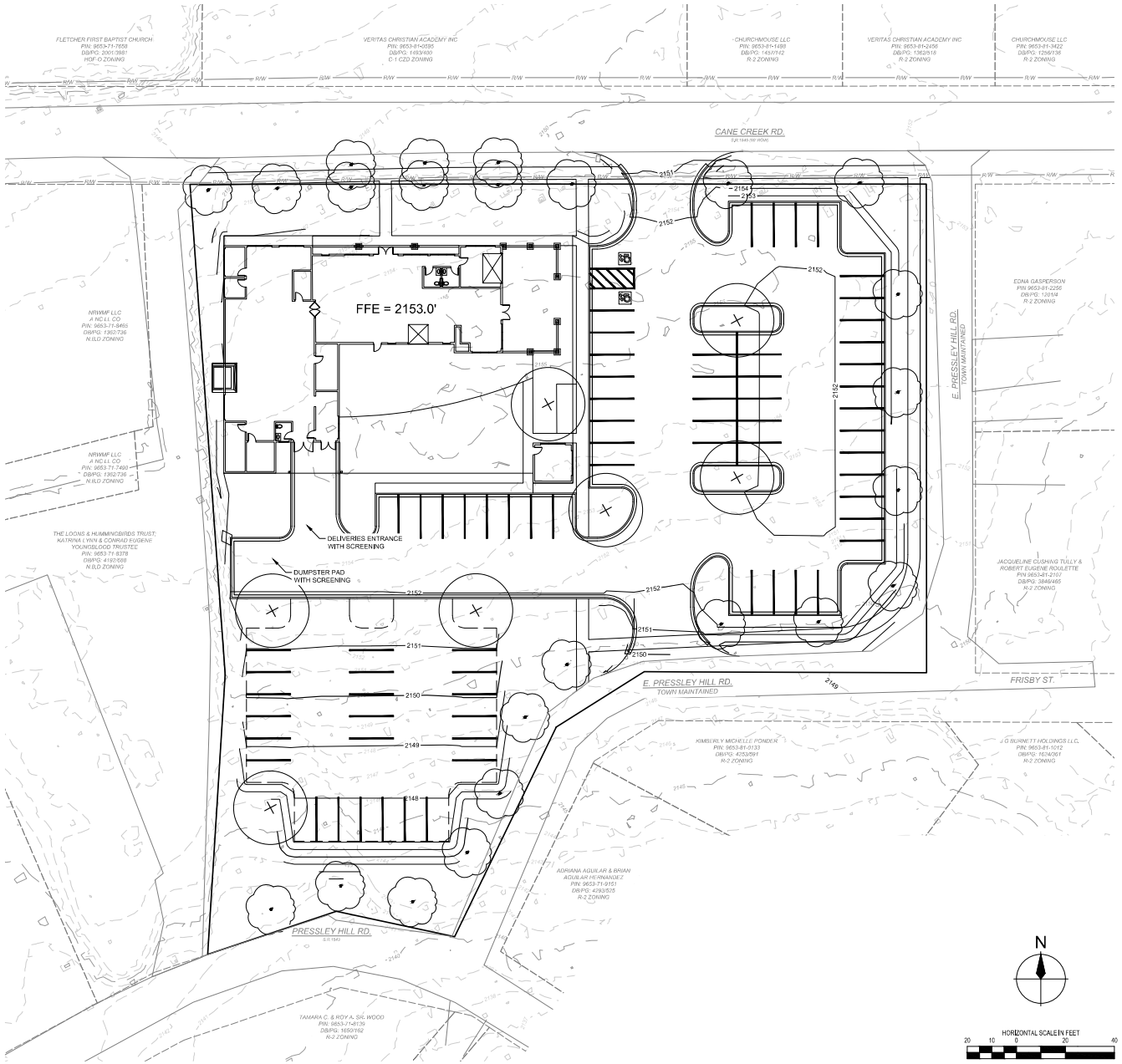
STREET TREES:
1 LARGE TREE PER 40LF OF PROPERTY ABUTTING A STREET
SMALL TREE CAN BE SUBSTITUTED IF OVERHEAD UTILITIES LINES ARE PRESENT

300 LF (CANE CREEK RD. W/ OHU)
7.5 SMALL TREES REQUIRED
- 8 SMALL TREES PROVIDED

452 LF (E. PRESSLEY HILL RD. W/ & W/O OHU)
11.3 LARGE/SMALL TREES REQUIRED
- 12 LARGE/SMALL TREES PROVIDED

105 LF (PRESSLEY HILL RD. W/O OHU)
2.6 LARGE TREES REQUIRED
- 3 LARGE TREES PROVIDED

PARKING LOT LANDSCAPING:
- ONE LARGE CANOPY TREE WITHIN 50' OF ANY PARKING SPACE
- PARKING LOT LANDSCAPE AREAS MINIMUM OF 300 SF
- MINIMUM WIDTH OF 7'
- PLANTED OR MULCHED, NO BARE GROUND



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53 N. Market Street, Suite 200
Asheville, NC 28801
828.252.8700
Corporate License Number: F-0163
www.wadetrim.com

WORKMAN AND SALLOUM PROPERTIES LLC.
60 PARK AVENUE NORTH
ASHEVILLE, NC 28801
CONCEPTUAL LANDSCAPE PLAN
FOR
FLETCHER VILLAGE BAKERY

ISSUED FOR:	DATE:	BY:
CZ APPROVAL	10/28/25	ALR

JOB NO. WOS2001.01A

SHEET C6.0

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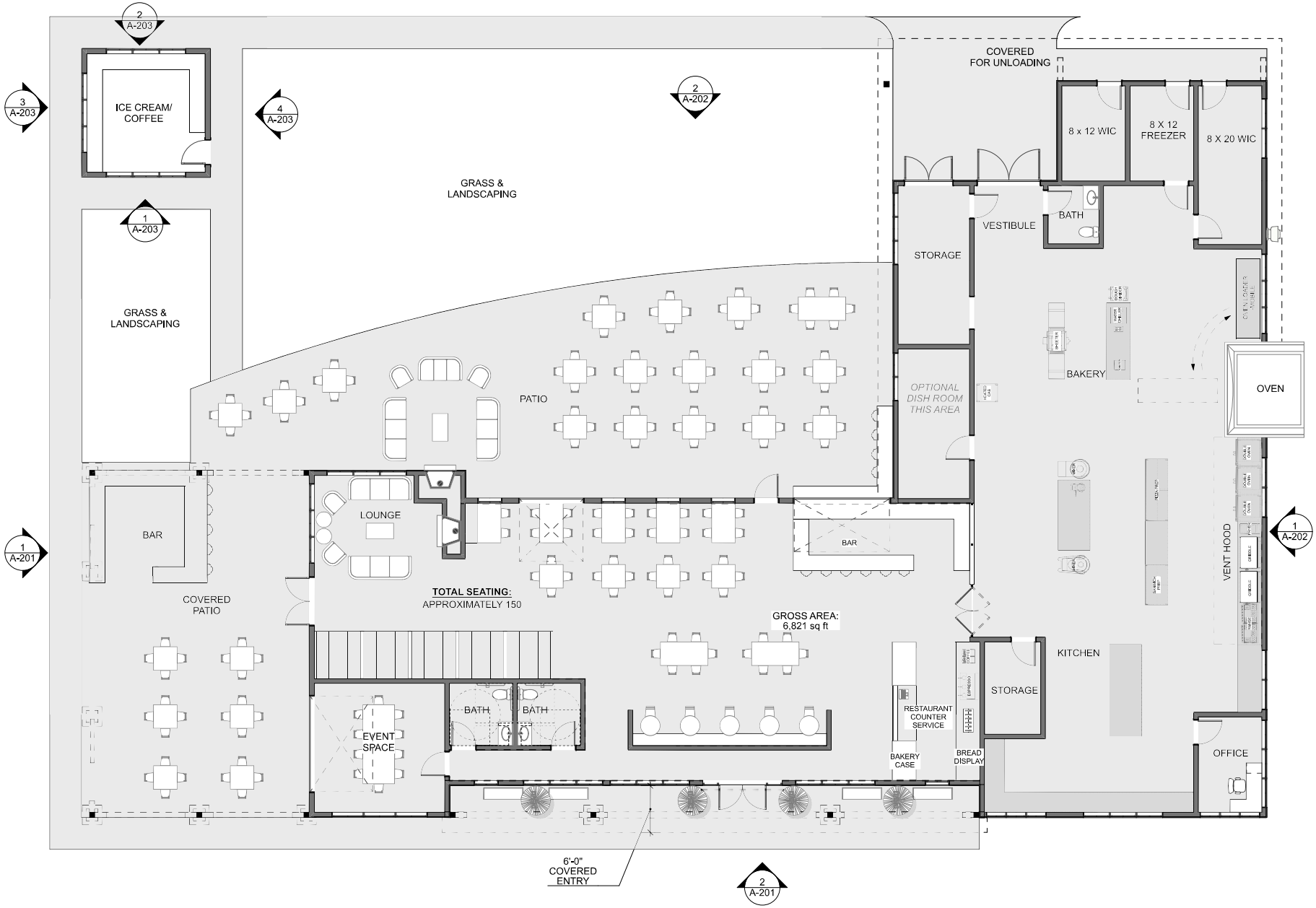
FLETCHER VILLAGE BAKERY

PROJECT MANAGER:
CAD STANDARDS: W:_MASTER SETTINGS_CAD STANDARDS_LANDSCAPE ARCHITECTURE_LATEST_2020_TEMPLATES_2020_ALR.dwg



MAIN LEVEL FLOOR PLAN 1 A-101

SCALE: 3/16" = 1'-0"

BCA
207 COXE AVE, SUITE 12, ASHEVILLE, NC
(T) 828.230.7732 WWW.BCAVL.COM

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FOR REVIEW

NOT FOR CONSTRUCTION

PROJECT NAME:

FLETCHER VILLAGE BAKERY

28 CANE CREEK RD
FLETCHER, NC 28732

OWNER:

WORKMAN AND SALLOUM PROPERTIES LLC

MARK	DATE	ISSUE

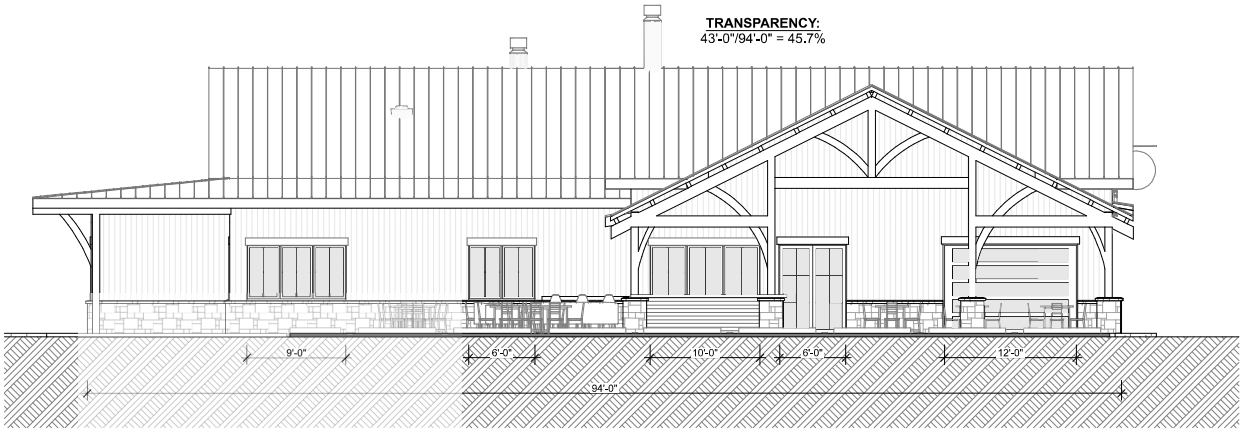
PROJECT NO: *#Pln*
MODEL FILE:
DRAWN BY: *BCA*
CHK'D BY:

SHEET TITLE

MAIN LEVEL FLOOR PLAN

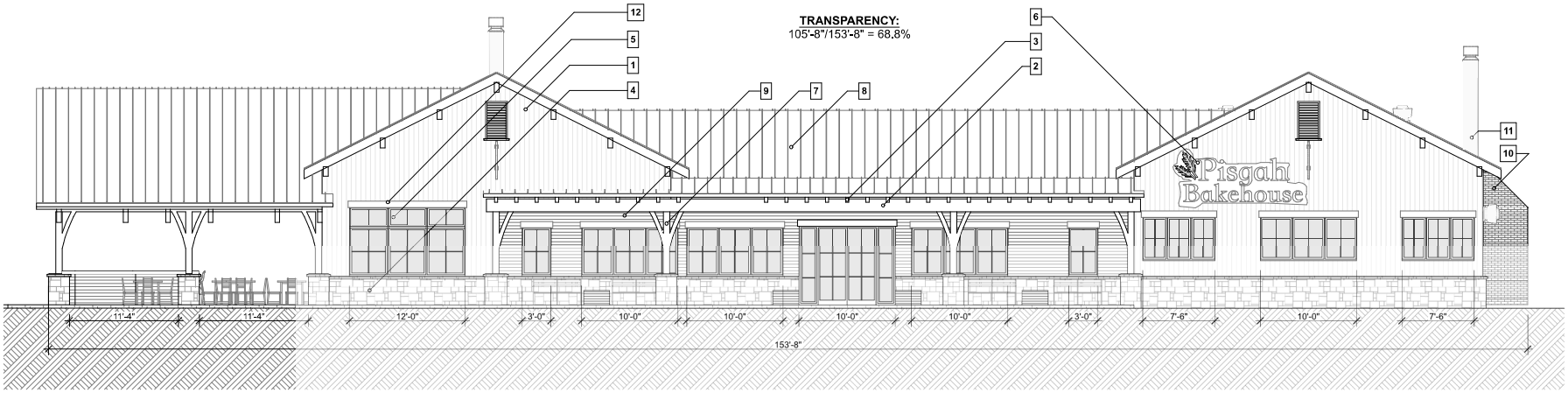
DATE: 11/12/25 © 2025

A-101



EAST ELEVATION 1 A-201
SCALE: 3/16" = 1'-0"

ELEVATION LEGEND	
1	VERTICAL WOOD SIDING.
2	TIMBERS WITH DARK STAIN. COORDINATE W/ STONE & SIDING SELECTIONS
3	RAFTER TAILS STAINED TO MATCH TIMBERS
4	STONE VENEER WITH CUT STONE CAP. COLOR TO BE DETERMINED.
5	ALUMINUM CLAD CASEMENT, FIXED, AND AWNING WINDOWS, BLACK CLADDING.
6	SIGNS PER TOWN ORDINANCES
7	8X8 TIMBER COLUMN ON STONE PEDESTAL.
8	STANDING SEAM METAL ROOF. DARK IN COLOR
9	HORIZONTAL WOOD SIDING.
10	BRICK WOOD FIRED OVEN.
11	CHIMNEY PIPE
12	WOOD LINTELS TO MATCH TIMBERS



NORTH ELEVATION 2 A-201
SCALE: 3/16" = 1'-0"

NOTE:

DIMENSIONS, DETAILS, AND MATERIALS CONTINGENT ON FINAL CONSTRUCTION DRAWINGS.

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FOR REVIEW
NOT FOR CONSTRUCTION

PROJECT NAME:

FLETCHER VILLAGE BAKERY
28 CANE CREEK RD
FLETCHER, NC 28732

OWNER:

WORKMAN AND SALLOUM PROPERTIES LLC

MARK	DATE	ISSUE

PROJECT NO: *#Pin*
MODEL FILE:
DRAWN BY: *BCA*
CHK'D BY:

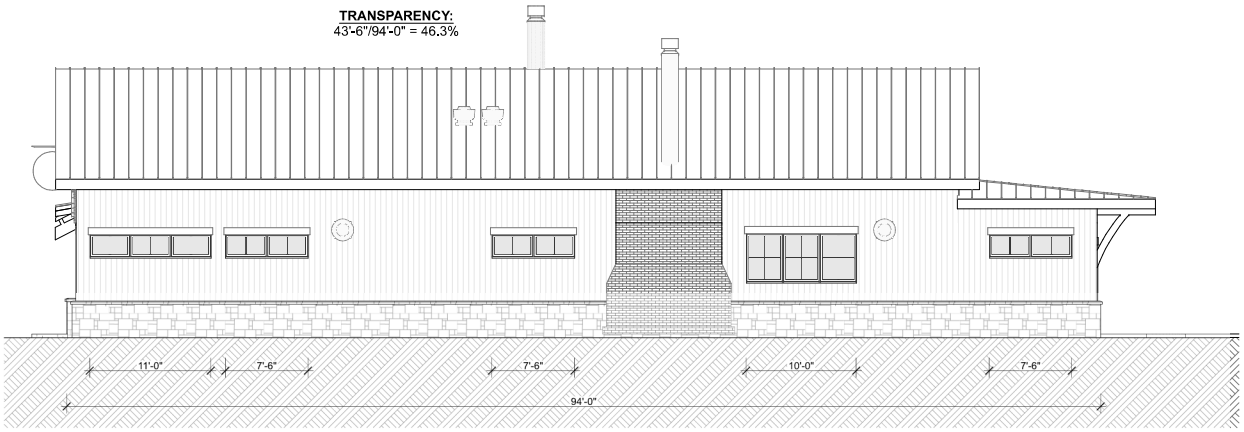
SHEET TITLE

NORTH & EAST ELEVATIONS

DATE: 11/12/25 *© 2025*

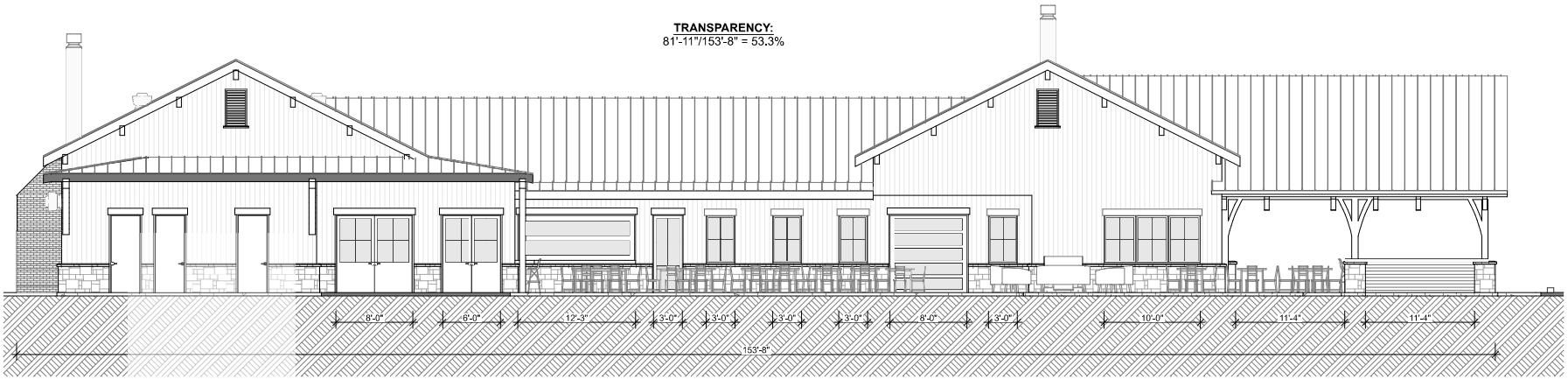
A-201

TRANSPARENCY:
43'-6"/94'-0" = 46.3%



WEST ELEVATION 1 A-202
SCALE: 3/16" = 1'-0"

TRANSPARENCY:
81'-11"/153'-8" = 53.3%



SOUTH ELEVATION 2 A-202
SCALE: 3/16" = 1'-0"

NOTE:

DIMENSIONS, DETAILS, AND MATERIALS CONTINGENT ON FINAL CONSTRUCTION DRAWINGS.

ELEVATION LEGEND

1. VERTICAL WOOD SIDING.
2. TIMBERS WITH DARK STAIN. COORDINATE W/ STONE & SIDING SELECTIONS
3. RAFTER TAILS STAINED TO MATCH TIMBERS
4. STONE VENEER WITH CUT STONE CAP. COLOR TO BE DETERMINED.
5. ALUMINUM CLAD CASEMENT, FIXED, AND AWNING WINDOWS, BLACK CLADDING.
6. SIGNS PER TOWN ORDINANCES
7. 8X8 TIMBER COLUMN ON STONE PEDESTAL.
8. STANDING SEAM METAL ROOF. DARK IN COLOR
9. HORIZONTAL WOOD SIDING.
10. BRICK WOOD FIRED OVEN.
11. CHIMNEY PIPE
12. WOOD LINTELS TO MATCH TIMBERS

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FOR REVIEW
NOT FOR CONSTRUCTION

PROJECT NAME:

FLETCHER VILLAGE BAKERY
28 CANE CREEK RD
FLETCHER, NC 28732

OWNER:

WORKMAN AND SALLOUM PROPERTIES LLC

MARK	DATE	ISSUE

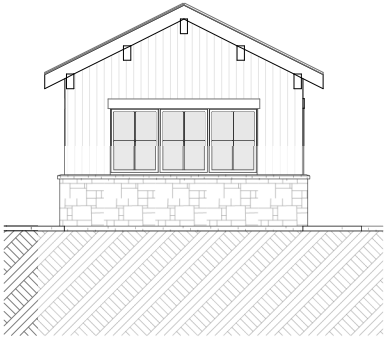
PROJECT NO: *#Pln*
MODEL FILE:
DRAWN BY: *BCA*
CHK'D BY:

SHEET TITLE

SOUTH & WEST ELEVATIONS

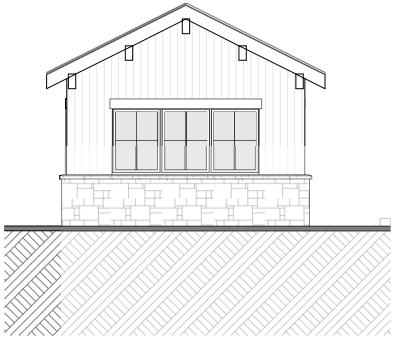
DATE: 11/12/25 © 2025

A-202



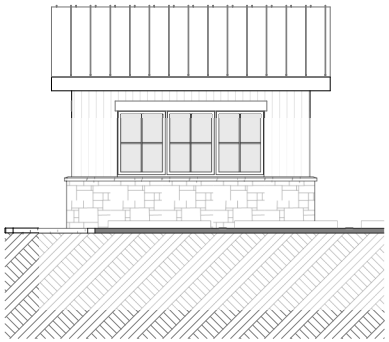
NORTH ELEVATION - OUTBUILDING (1 / A-203)

SCALE: 1/4" = 1'-0"



SOUTH ELEVATION - OUTBUILDING (2 / A-203)

SCALE: 1/4" = 1'-0"



EAST ELEVATION - OUTBUILDING (3 / A-203)

SCALE: 1/4" = 1'-0"

WEST ELEVATION - OUTBUILDING (4 / A-203)

SCALE: 1/4" = 1'-0"

NOTE:

DIMENSIONS, DETAILS, AND MATERIALS CONTINGENT ON FINAL CONSTRUCTION DRAWINGS.

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11. CHIMNEY PIPE
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FOR REVIEW

NOT FOR CONSTRUCTION

PROJECT NAME:

FLETCHER VILLAGE BAKERY

28 CANE CREEK RD
FLETCHER, NC 28732

OWNER:

WORKMAN AND SALLOUM PROPERTIES LLC

MARK	DATE	ISSUE

PROJECT NO: *#Pln*
MODEL FILE:
DRAWN BY: *BCA*
CHK'D BY:

SHEET TITLE

OUTBUILDING ELEVATIONS

DATE: 11/12/25

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A-203

NORTH ELEVATION - COLOR 1 A-204
SCALE: 3/32" = 1'-0"

WEST ELEVATION - COLOR 2 A-204
SCALE: 3/32" = 1'-0"

SOUTH ELEVATION - COLOR 3 A-204
SCALE: 3/32" = 1'-0"

EAST ELEVATION - COLOR 4 A-204
SCALE: 3/32" = 1'-0"

NORTH OUTBUILDING ELEVATION - COLOR 5 A-204
SCALE: 1/8" = 1'-0"

WEST OUTBUILDING ELEVATION - COLOR 6 A-204
SCALE: 1/8" = 1'-0"

SOUTH OUTBUILDING ELEVATION - COLOR 7 A-204
SCALE: 1/8" = 1'-0"

EAST OUTBUILDING ELEVATION - COLOR 8 A-204
SCALE: 1/8" = 1'-0"

NOTE:

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FOR REVIEW

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28 CANE CREEK RD
FLETCHER, NC 28732

OWNER:

WORKMAN AND SALLOUM PROPERTIES LLC

MARK	DATE	ISSUE

PROJECT NO: *#Pln*
MODEL FILE:
DRAWN BY: *BCA*
CHK'D BY:

SHEET TITLE

COLOR ELEVATIONS

DATE: 11/12/25 *© 2025*

A-204

VIEW FROM NORTHEAST

VIEW FROM NORTH

VIEW FROM EAST

VIEW FROM SOUTH

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28 CANE CREEK RD
FLETCHER, NC 28732

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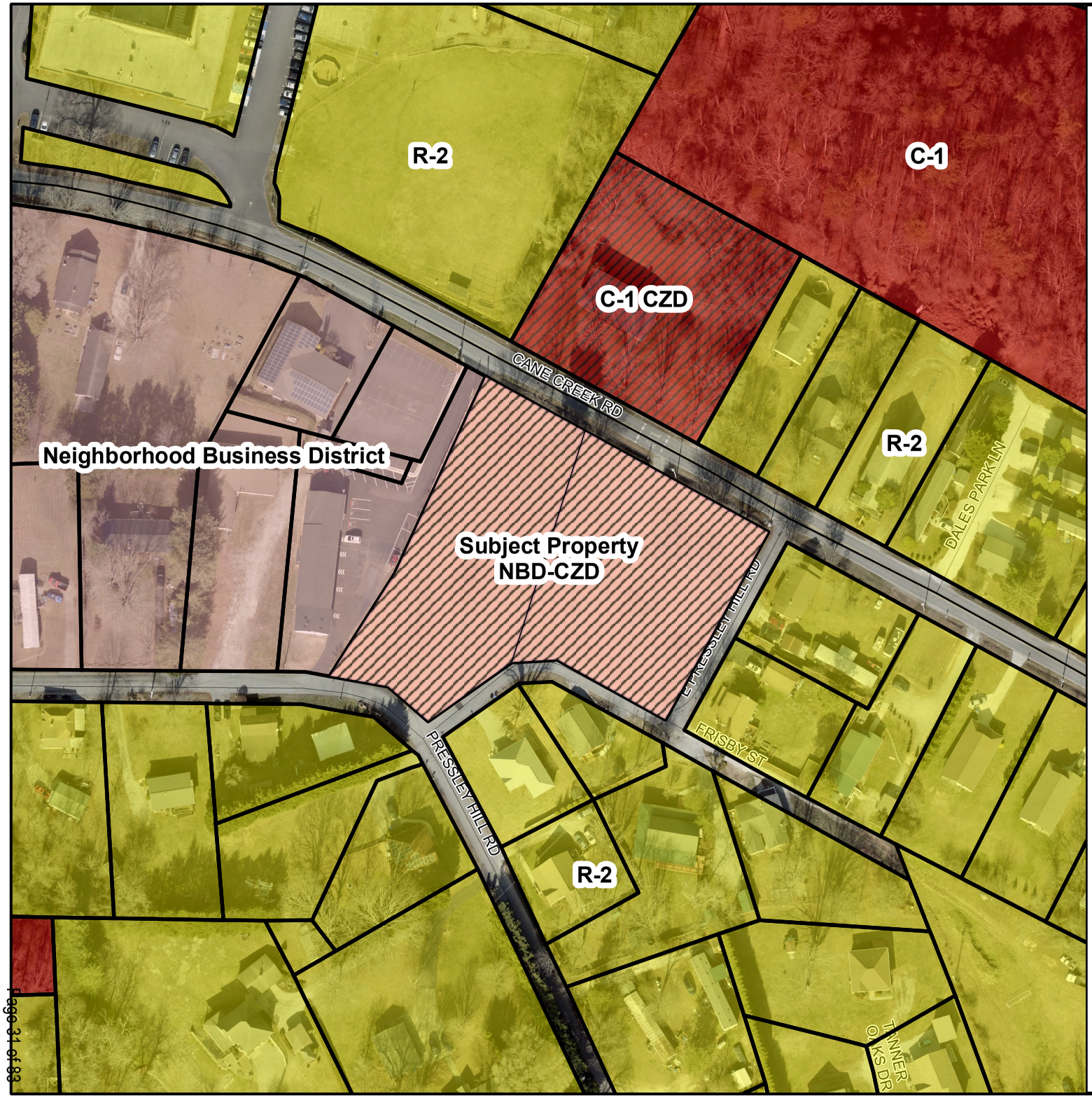
PROJECT NO: *#Pln*
MODEL FILE:
DRAWN BY: *BCA*
CHK'D BY:

SHEET TITLE

RENDERINGS

DATE: 11/12/25 © 2025

A-205



0 50 100 200
Feet

Town of Fletcher
November 2025

N
W E
S

Fletcher Village Bakery
25-01-CZD
PIN: 9653-71-9324 & -81-0279
Acreage: 1.64
Proposed Zoning (NBD-CZD)

Subject Property

Zoning Districts

- CZ Conditional Zoning District
- C-1 General Commercial District
- NBD Neighborhood Business District
- R-2 Medium Density Development District (3 units/Acre Residential)

Planning and Zoning Department

0 50 100 200
Feet

Town of Fletcher
November 2025

N
W E
S

Fletcher Village Bakery
25-01-CZD
PIN: 9653-71-9324 & -81-0279
Acreage: 1.64
Heart of Fletcher Overlay

Subject Property
Heart of Fletcher Districts
Heart of Fletcher Overlay Districts Boundary
Town Center Business
Town Center Housing East
Town Center Neighborhood Business

Planning and Zoning Department

Town of Fletcher

Planning and Zoning
300 Old Cane Creek Road, NC 28732
(828) 687-3985 Fax (828)687-7133

Conditional Zoning
Application Number _____

Name of Project: Fletcher Village Bakery

Address/Location of Property: 28 Cane Creek Rd, Fletcher, NC 28732

PIN# 9653-81-0279 & 9653-71-9324 PID# 99699

Type of Development:
☐ Residential ☒ Commercial ☐ Other

Current Zoning: R-2 (HOF-O) Proposed Zoning: NBD-CZ

List requested/proposed uses:
Town Center Neighborhood Business Overlay; Bakery / Restaurant

Total Acreage 1.64 Proposed Building Sq. Ft. 8,050 SF Dwelling Units 0

Workman and Salloum Properties LLC.	David Workman
Name of Agent	**Name of Petitioner(s)**
60 Park Avenue	60 Park Avenue
Agent's Address	Address of Petitioner(s)
Asheville, NC 28801	Asheville, NC 28801
City, State, Zip	City, State, Zip
828-702-2108	828-702-2108
Telephone Number	Telephone Number
Refer to Owner's Affidavit (x2)	
Signature of Property Owner if other than Petitioner	Signature

If an AGENT is filing the petition, you must have a signed Owner's Affidavit attached to the petition.
If you have any questions about filling out this application, please contact the Planning and Zoning Department at (828) 687-3985.

Received by Tyler Morrow Date 10-29-2025

LIMITED LIABILITY COMPANY ANNUAL REPORT

1/6/2022

NAME OF LIMITED LIABILITY COMPANY: Workman and Salloum Properties L.L.C.

SECRETARY OF STATE ID NUMBER: 2237781 STATE OF FORMATION: NC

REPORT FOR THE CALENDAR YEAR: 2025

Filing Office Use Only
E - Filed Annual Report
2237781
CA202502002242
1/20/2025 09:23

☐ Changes

SECTION A: REGISTERED AGENT'S INFORMATION

1. NAME OF REGISTERED AGENT: Workman, David

2. SIGNATURE OF THE NEW REGISTERED AGENT: _____

SIGNATURE CONSTITUTES CONSENT TO THE APPOINTMENT

3. REGISTERED AGENT OFFICE STREET ADDRESS **& COUNTY**

60 Park Ave N
Asheville, NC 28801 Buncombe County

4. REGISTERED AGENT OFFICE MAILING ADDRESS

60 Park Ave N
Asheville, NC 28801

SECTION B: PRINCIPAL OFFICE INFORMATION

1. DESCRIPTION OF NATURE OF BUSINESS: Real Estate

2. PRINCIPAL OFFICE PHONE NUMBER: (828) 702-2108 x_

3. PRINCIPAL OFFICE EMAIL: Privacy Redaction

4. PRINCIPAL OFFICE STREET ADDRESS

60 Park Ave N
Asheville, NC 28801

5. PRINCIPAL OFFICE MAILING ADDRESS

60 Park Ave N
Asheville, NC 28801

6. Select one of the following if applicable. (Optional see instructions)

☐ The company is a veteran-owned small business

☐ The company is a service-disabled veteran-owned small business

SECTION C: COMPANY OFFICIALS (Enter additional company officials in Section E.)

NAME:	Miriam Yvonne Salloum	David George Workman	
TITLE:	Manager	Manager	
ADDRESS:			
	60 Park Ave N	60 Park Ave N	
	Asheville, NC 28801	ASHEVILLE, NC 28801	

SECTION D: CERTIFICATION OF ANNUAL REPORT. Section D must be completed in its entirety by a person/business entity.

Miriam Yvonne Salloum — SIGNATURE

1/20/2025 — DATE

Form must be signed by a Company Official listed under Section C of This form.

Miriam Yvonne Salloum — Print or Type Name of Company Official

Manager — Print or Type Title of Company Official

This Annual Report has been filed electronically.

MAIL TO: Secretary of State, Business Registration Division, Post Office Box 29525, Raleigh, NC 27626-0525

Owner's Affidavit

I (we) the undersigned do hereby give permission to (agent's name or organization) David Workman (of Workman and Salloum Properties LLC.) to file petition (application) for property(s) located at 99999 Cane Creek Road (no address assigned) with PIN (or PID)# 9653-81-0279 on this affidavit for the purpose of requesting a Special Use Permit or Conditional Zoning from the Town Council of the Town of Fletcher, NC. I further understand that my signature is consent to all conditions and/or stipulations that may be imposed or adopted by such Town Council as part of the petition approval.

1. Owner's Name (Please Print) Amber Babb Honeycutt
   Owner's Signature Signed by: Amber Babb Honeycutt A91EDCD3F02E42A... Date 10/21/2025
2. Owner's Name (Please Print) Craig Honeycutt
3. Owner's Signature Signed by: Craig Honeycutt 0031A4825663451... Date 10/21/2025
4. Owner's Name (Please Print) Parker Kale Babb
5. Owner's Signature Signed by: Parker Kale Babb 7C8AE3928B714CD... Date 10/21/2025
6. Owner's Name (Please Print) Mei Sze Babb
   Owner's Signature DocuSigned by: Mei Sze Babb A80B4361C37947C... Date 10/21/2025

Agent's (Contact) Information

Name: David Workman Address: 60 Park Ave. N, Asheville NC 28801
Workman and Salloum Properties LLC
Phone Number: 828-702-2108 Fax Number: N/A WorkmanBaker@gmail.com

Owner's Affidavit

I (we) the undersigned do hereby give permission to (agent's name or organization) David Workman (of Workman and Salloum Properties LLC.) to file petition (application) for property(s) located at Property west of 28 Cane Creek Rd, Fletcher, NC 28732 (no address assigned) with PIN (or PID)# 9653-71-9324 on this affidavit for the purpose of requesting a Special Use Permit or Conditional Zoning from the Town Council of the Town of Fletcher, NC. I further understand that my signature is consent to all conditions and/or stipulations that may be imposed or adopted by such Town Council as part of the petition approval.

1. Owner's Name (Please Print) Lynda L. Tweed
2. Owner's Signature Signed by: Lynda L. Tweed 4AB1C04AF87B48F... Date 10/21/2025
3. Owner's Name (Please Print) Terry L. Tweed
4. Owner's Signature Signed by: Terry L. Tweed A44BF04E2DDB436... Date 10/21/2025
5. Owner's Name (Please Print) _____

   Owner's Signature _____ Date _____
6. Owner's Name (Please Print) _____

   Owner's Signature _____ Date _____

Agent's (Contact) Information

Name: David Workman Address: 60 Park Ave. N, Asheville NC 28801
Workman and Salloum Properties LLC
Phone Number: 828-702-2108 Fax Number: N/A WorkmanBaker@gmail.com

FLETCHER POLICE DEPARTMENT

TEAMWORK - PROFESSIONALISM - DEDICATION

DANIEL D. TERRY
CHIEF

November 18, 2025

To: Manager Biberdorf
From: Chief Terry
Ref: PD-M1 (motorcycle)

Manager Biberdorf,

I propose we donate the department's motorcycle to the Henderson County Sheriff's Office. Though we had hopes of identifying and training an officer to utilize the motorcycle as part of their duty, for various reasons this has not come to fruition. The sheriff's office has an active motor unit, and the motorcycle will get used there.

The motorcycle, a 2018 Harley Davidson Electra Glide FLHTP, VIN 1HD1FMC15JB619115, has approximately 6,000 miles. As of June 2025, the Kelly Blue Book showed a possible value of $14,750.

Rather than having the bike sitting idle and not being used, I suggest getting it to an agency that will benefit from it. The original plan was to work on getting a "side by side" ATV in exchange for the motorcycle. With the recent donation of the department's "side by side" from the Asheville Police Foundation, this need no longer exists.

I believe donating the bike to the sheriff's office is appropriate for the following reasons:

- They have an active motor unit
- Henderson County recently donated one of the sheriff's office's trucks to us to be used as our animal enforcement vehicle. At the time, the tax value of that vehicle was $12,320.
- The sheriff's office provides dispatching services to us for no cost.
- Members of the HCSO's Criminal Investigations Division often assist us with cell phone searches as they possess the training and equipment. This too, is at no cost.
- The Evidence Custodian from HCSO collects our confiscated pills from the lobby pill box and various pill take-back events and disposes of those pills on our behalf.

I think it would be appropriate to reinforce the partnership we have with the sheriff's office. Please let me know if you would like to discuss further.

Respectfully,

D. Terry

300 OLD CANE CREEK ROAD, FLETCHER NC 28732
PHONE (828) 687-7922 – FAX (828) 654-8046
Email: d.terry@fletchernc.org

R-25-11

A Resolution authorizing the donation of Surplus Property
To the Henderson County Sheriff's Office

WHEREAS, North Carolina General Statutes, Section 160A-280, provides that a city may donate to another governmental unit within the United States, a sister city or a non-profit organization any personal property, including supplies, materials and equipment that the governing board deems to be surplus.

WHEREAS, as a result the Town of Fletcher Police Department has surplus property that is obsolete and is no longer required for service. Said property is as follows:

2018 Harley Davidson Electra Glide FLHTP
VIN 1HD1FMC15JB619115

WHEREAS, the Henderson County Sheriff's Office has an active motor unit and the motorcycle will get used there.

WHEREAS, the Henderson County Sheriff's office will greatly benefit from having this motorcycle as it is being underutilized here.

WHEREAS, the Fletcher Town Council desires to donate this equipment to the Henderson County Sheriff's Office to reinforce the relationship we have with the sheriff's office.

NOW THEREFORE, BE IT RESOLVED that the Fletcher Town Council declares said property as surplus and authorizes this property to be donated to Henderson County Sheriff's Office.

Adopted and approved this the 8th day of December 2025.

_____
Mayor Preston Blakely

ATTEST:

_____
Christine Thompson, MMC NCCMC
Town Clerk

MEMORANDUM

TO: Mayor & Council

FROM: Mark Biberdorf, Town Manager

COPY TO: Heather Taylor, Assistant Town Manager
Jabbo Pressley, Public Works Director

DATE: 11/24/2025

SUBJECT: Approval of revisions to grant guidelines for Stormwater Off-of-Right-of-Way Grant Program.

Background:
The Town has recently started implementing a new grant program to assist private property owners with improving stormwater drainage issues on their property. We had anticipated that there would be amendments to the grant guidelines as this program was administered. One issue we would like to address is adding language that would include, after conducting the initial site visit, that the property owner hires a civil engineer to design the necessary improvements. The attached revisions to the grant guidelines address this issue.

Recommendation:
It is recommended that Council approve the revisions to the grant guidelines that are included in the packet.

Attachments:
1. Stormwater Off-Right-of-Way Assistance Grant Summary Revised on Dec. 8 2025
2. Stormwater Off-Right-of-Way Grant Assistance Program Revised on Dec. 8 2025

Stormwater Off-Right-of-Way Assistance Grant Summary

The Town of Fletcher will provide grants for stormwater off-right-of-way improvements for property owners to address stormwater issues. Stormwater off-right-of-way refers to stormwater runoff or drainage that occurs outside of public street rights-of-way, typically on private property. Assistance will be offered through this program to:

- Provide public stormwater funds to private citizens in efforts to address stormwater impacts on their residential property that have degraded a stormwater conveyance or may pose a threat to a dwelling where public stormwater is involved.
- Allow citizens to undertake approved stormwater improvement projects, with 90% of the eligible costs funded through the program up to a specified maximum.

Approval Process

- Contact the Town of Fletcher to schedule an onsite evaluation of the stormwater issue. The onsite evaluation may include a requirement to hire an engineer to design any potential improvements.
- The storm water team will review the issue and recommend an action for the Advisory Panel (AP) to debate and vote on.
- Once the AP decision is rendered, it is up to the participant to decide which program option they wish to pursue.

Category 1 Determination ($30,000)

- A threat to a dwelling is posed but is not imminent
- The Town will pay 90% of the cost or up to $30,000 for a Category 1 Determination

Category 2 Determination ($10,000)

- There is no threat to dwellings or loss of life; Basic conveyance improvements
- The Town will pay 90% of the cost or up to $10,000 for a Category 2 Determination

The approved participant acts as the project manager, conducting all necessary tasks (bids, coordination, material usage, quality control, etc. with bids, at least three licensed & insured contractor quotes) required to see the project through from start to finish. Grant funds shall be payable upon submittal of contractor invoices approved for payment. Upon completion of the project, receipts for the project are submitted to the finance department and a reimbursement check is issued to the contractor.

For questions or to schedule an onsite evaluation please call the Town of Fletcher at (828)687-3985.

STORMWATER OFF-RIGHT-OF-WAY ASSISTANCE PROGRAM
Approved October 13, 2025

Background:

The Town of Fletcher's level of service related to storm drainage meets the minimum basic requirements of the State of North Carolina. The Town maintains drainage facilities within Town-system street rights-of-way. The Town does not typically plan for improvements to existing street drains, and the Town does not maintain or improve drainage facilities on private property.

In 2025, the Town of Fletcher Council initiated a storm drainage incentive grant program to assist with the cost of making drainage improvements on private property that also benefit the public. The following information will help property owners apply for an incentive grant.

Application Process:

1. Applicant(s) shall review the drainage situation with the Town of Fletcher Staff.

   Contact: Mr. Mark Biberdorf, Town Manager
   Town of Fletcher
   300 Old Cane Creek Road
   Fletcher, NC 28732
   Telephone: (828)687-3985

2. To be eligible for a grant, the proposed project must meet the following criteria:
   a. The residential property must be located within the town limits of Fletcher, North Carolina.
   b. It must include a demonstrable public benefit meaning that it helps to convey stormwater that contains runoff from the public right of way or public property.
   c. The applicant shall be in good standing with Town taxes and/or fees.

3. Applicant(s) shall submit a completed grant application including the following:
   a. A description of the problem and the proposed treatment.

b. Cost proposal(s) submitted by appropriate contractors. At least three NC licensed/insured contractor quotes are recommended before final approval of award.
c. Statement describing how expenses shall be shared.
d. Photos of existing conditions annotated with notes for the proposed improvements.
e. A sketch of the proposed improvements.

4. A notification letter will be sent to the applicant(s) identifying if the request has been granted, granted with restrictions, or denied.
5. An agreement between the Town and the property owner(s) must be signed before any grant-eligible work commences. Any work that is performed without an agreement in place will not be covered by the grant program.
6. It is the applicant's responsibility to ensure that construction is completed in substantial conformance with the grant proposal; the Town will provide spot inspections of construction activity.
7. The Town will pay its portion of the grant payment directly to the contractor after a completed copy of the contractors' invoice has been submitted. The Town reserves the right to withhold payment for work found to be not in substantial conformance with the grant proposal. All requests for payment must be submitted by the end of the fiscal year (July-June) in which the grant was awarded.

Evaluation of Grant Requests:

1. Grant requests received and reviewed on a bi-monthly basis shall be evaluated competitively and awarded by Town Council based on established priorities and subject to available funds.
2. Grants of up to $5,000 may be awarded by the Town Manager. Grants in excess of $5,000 may be awarded only by Town Council approval.
3. Improvements will also be reviewed for conformance with best engineering practices, Town zoning, ordinances and land-use requirements before the application is approved.

Legal Background:

The North Carolina Supreme Court formally adopted the common law doctrine known as the "rule of reasonable use" with respect to surface water drainage in 1977. The rule of reasonable use allows each landowner to make reasonable use of his/her land even though by doing so, he/she alters in some way the flow of surface water, thereby harming other landowners. Liability is incurred only when the harmful use is found to be unreasonable and causes substantial damage. The questions of what is unreasonable and what constitutes substantial damage are dependent upon the circumstances of each situation and can be specified only through litigation.

The State Court has ruled on several cases to establish the following general principles that are applicable to drainage throughout North Carolina:

1. Every property owner has the right to develop his property to the extent allowed by local ordinances (zoning and subdivision ordinances).

2. Development results in more runoff at a higher velocity. Downstream property owners are obligated to accommodate the increased runoff (except for diversions).

3. Municipalities are not obligated to address storm drainage on private property.

4. If a Town has accepted streets with insufficient drainage facilities, the Town must use reasonable diligence to keep the drains in good repair, but the Town is not obligated to upgrade them.

5. If a Town annexes an area with drainage problems, the Town is required to provide the same level of service to that area as is provided Town wide. The Town is not obligated to correct existing problems in a newly annexed area.

STATE OF NORTH CAROLINA AGREEMENT

COUNTY OF HENDERSON/ TOWN OF FLETCHER

THIS AGREEMENT, is made and entered into this _____ day of _____20____, by and between the Town of Fletcher, a municipal corporation of Henderson County, North Carolina, hereinafter referred to as the TOWN, party of the first part, and _____, of Henderson County, North Carolina, hereinafter referred to as the RECIPIENT, party of the second part.

WITNESSETH THAT:

WHEREAS, the Common Law Doctrine known as the "rule of reasonable use" which has been formally adopted by the North Carolina Supreme Court with respect to surface water drainage allows reasonable alteration of the flow of storm water runoff which may cause harm to properties; and

WHEREAS, there are locations throughout the Town of Fletcher where the altered flow of public storm water runoff through private property interferes with the safety, comfort, welfare, and/or convenience of property owners or the general public; and

WHEREAS, the Town does not have the power of eminent domain with respect to storm water runoff, and in most cases does not have legal authority to make drainage improvements on private property; and

WHEREAS, the Town is willing to award grants to promote the improvement of drainage facilities on private property in accordance with the Stormwater Off-Right-of-Way Assistance Grant;

NOW, THEREFORE, in consideration of the promises and mutual covenants herein contained, the parties agree as follows:

1. The Recipient agrees to utilize the grant funds via direct payment to their contractor to fulfill the project described in the Stormwater Off-Right-of-Way Assistance Grant Application, attached hereto as Exhibit "A", and to utilize said funds solely for fulfillment of identified storm drainage improvements.

2. The Recipient agrees to maintain the subject drainage way after project completion at no cost or liability to the Town. Further, the Recipient acknowledges that the Town is not, at this time, responsible for surface water runoff or for the maintenance of drainage ways across private property.

3. The Recipient agrees to abide and conform all drainage improvement construction undertaken pursuant to this agreement to all applicable laws of the United States, the State

of North Carolina, Henderson County, and those applicable provisions of the ordinances of the Town directly or indirectly related to the subject matter of this agreement.

AGREEMENT

page 2

4. The amount of the grant shall be $ _____ or 90% of actual grant-eligible expenses, whichever is less. Grant funds shall be payable upon submittal of contractor invoices, approved for payment, provided said project meets with the Town's approval and is completed in substantial conformance with those provisions specified in the Stormwater Off-Right-of-Way Assistance Grant, Exhibit "A".

5. The Recipient agrees to complete the project and submit approved invoices as soon as is practical after the work is completed and by the end of the fiscal year (July-June) in which the grant was awarded.

6. Technical assistance provided by the Town will be advisory only. The Town will not be a party to negotiations between the Recipient and any contractor or designer employed by the Recipient. The Recipient agrees to hold the Town harmless for any design considerations, defects in workmanship, or from any liability, damages, or other costs relative to this project. This includes during and as a result of construction.

7. This agreement may be terminated and the Town may withhold grant monies upon the Recipient's breach of or failure to perform any of the terms of this agreement including those provisions in Exhibits "A". The Town shall give the Recipient 10 days notice in writing of termination for any cause.

IN WITNESS THEREOF, the parties hereto have caused this agreement to be signed by their proper officials upon the day and year first written above.

_____
Town of Fletcher

_____
Grant Recipient

_____
Town Clerk/Seal

STORMWATER OFF-RIGHT-OF-WAY ASSISTANCE PROGRAM
Exhibit A

Property Location _____

_____

Nature of Problem _____

_____

_____

_____

_____

Proposed Treatment _____

_____

_____

_____

_____

Total Estimated Cost (Please attach itemized estimates) $_____

Expenses shall be shared in the following manner:

____ A single participant shall incur all expenses.

____ Expenses shall be divided equally among all participants.

____ Expenses shall be prorated according to street frontage.

____ Expenses shall be prorated according to property length.

____ Other (please describe) _____

We the undersigned hereby apply for a Stormwater Off-Right-Of-Way Assistance Grant from the Town of Fletcher. By signing this form, we acknowledge the following;

- The proposed storm drainage improvement is being made under control of private property owners. The subject drainage way is neither owned nor controlled by the Town, and at this time is not part of a Town-maintained drainage system.
- Upon completion of the project, property owners shall continue to maintain the drainage facilities located on their respective properties. Maintenance includes but is not limited to: using reasonable diligence to keep pipes and ditches free of obstructions and uncontrolled vegetation; removal of litter and debris; repair of erosion or structural failure.
- We have read the standard agreement and agree to abide by its terms.
- We agree to pay our respective share of the project to be determined prior to the awarding of the grant.

_____	_____	_____
Applicant(s) Printed Name	Applicant(s) Signature	Date
_____	_____	_____
Applicant(s) Printed Name	Applicant(s) Signature	Date
_____	_____	_____
Applicant(s) Printed Name	Applicant(s) Signature	Date

MEMORANDUM

TO:

FROM:

COPY TO:

DATE:

SUBJECT: Selection of applicant(s) to fill two at large vacancies on the Planning Board.

Background:

Recommendation:

Attachments:

1. Planning Board applicaitons 11-18-25

RECEIVED
5-23-25

Application for Appointed Boards/Commissions/Committees
Fletcher Town Council

The Town of Fletcher Town Council believes that all citizens should have the opportunity to participate in governmental decisions. One way of participating is by serving as a citizen member of one of the Town's various boards. If you wish to be considered for an appointment to a board, please complete the information below and return it to the Town Clerk at 300 Old Cane Creek Road, NC 28732. For more information you may contact Town Hall at (828) 687-3985.

Name: Phillip Jones

Home Address: 67 Caitlin Heights Ct, Fletcher

My residence is located with the Town of Fletcher city limits: (Yes) No (circle one)

How long have you lived in Fletcher: Since Aug 2022

E-mail Address: Realtor.PhilJones@gmail.com

Home Phone: N/A Work Phone: 828-820-4171

Occupation: Business Owner Years in Position: 20 years

It is the Town Council's goal to maintain a balance of membership on its Boards/Commissions or Committees based on race, gender and voting district residency.

Voting District 4 Male ✓ Female_____
Race: White ✓ Black_____ Hispanic_____ Native American_____
Other_____

Have you been convicted on any formal charge of professional misconduct, criminal misdemeanor or a felony in any jurisdiction?

Yes_____ No_✓_ If yes please explain disposition.

Board(s) / Committee(s) Interested In: (Please list in order of preference)

1. Planning Board

2.

3.

What do you feel are your qualifications for serving on the board requested?

Concerned / Involved Citizen

Extensive background in Real Estate & Business

I understand this application is public record and I certify that the facts contained in this application are true and correct to the best of my knowledge. I authorize and consent to the background checks and to the investigation and verification of all statements contained herein as deemed appropriate. I further authorize all information concerning my qualifications to be investigated and release all parties from all liability for any damages that may result from this investigation. I understand and agree that any misstatement may be cause for my removal from Board/Commission/Committee. I understand regular attendance to any Board/Commission/Committee meeting is important and accordingly, I further understand that if my attendance is less than the standards established for any body that this is cause for removal. Lacking any written standards for attendance by any Board/Commission/Committee it is expected that I will attend at least 75% of all meetings during any one calendar year to maintain my seat on any

Board/Commission/Committee to which I may be appointed. This form will remain on file in the Office of the Town Clerk and requests for updates will be sought prior in any consideration for re-appointment (or future appointment) to any Board/Commission/Committee.

Signature: _____ **Date:** 5/23/25

Office Use Only:

Date Received: 5-23-25

10011190
paid 12/26/24
$280.00

Date Forwarded to Council: _____

RECEIVED 11-3-25

Application for Appointed Boards/Commissions/Committees
Fletcher Town Council

The Town of Fletcher Town Council believes that all citizens should have the opportunity to participate in governmental decisions. One way of participating is by serving as a citizen member of one of the Town's various boards. If you wish to be considered for an appointment to a board, please complete the information below and return it to the Town Clerk at 300 Old Cane Creek Road, NC 28732. For more information you may contact Town Hall at (828) 687-3985.

Name: Julia P. Fogel

Home Address: 49 Overton Pl. Fletcher NC 28732

My residence is located with the Town of Fletcher city limits: Yes No (circle one)

How long have you lived in Fletcher: 49+ Years

E-mail Address: juliapricefogel@gmail.com

Home Phone: (828) 768-5857 Work Phone: same

Occupation: Business owner/Office Mgt Years in Position: 18 years

It is the Town Council's goal to maintain a balance of membership on its Boards/Commissions or Committees based on race, gender and voting district residency.

Voting District 2 Male____ Female X

Race: White X Black____ Hispanic____ Native American____

Other____

Have you been convicted on any formal charge of professional misconduct, criminal misdemeanor or a felony in any jurisdiction?

Yes _____ No __X__ If yes please explain disposition.

Board(s) / Committee(s) Interested In: (Please list in order of preference)

1. Planning and Zoning Board of Adjustment

2._____

3._____

What do you feel are your qualifications for serving on the board requested?

My foremost qualification is my deep and lifelong commitment to Fletcher. Having grown up here, I possess a unique historical understanding of the town's character and growth trajectory. I am specifically interested in contributing to the thoughtful development of the Town Center, ensuring new growth enhances our community identity and economic vitality.

I understand this application is public record and I certify that the facts contained in this applications are true and correct to the best of my knowledge. I authorize and consent to the background checks and to the investigation and verification of all statements contained herein as deemed appropriate. I further authorize all information concerning my qualifications to be investigation and release all parties from all liability for any damages that may result from this investigation. I understand and agree that any misstatement may be cause for my removal from Board/Commission/Committee. I understand regular attendance to any Board/Commission/Committee meeting is important and accordingly, I further understand that if my attendance is less than the standards established for anybody that this is cause for removal. Lacking any written standards for attendance by any Board/Commission/Committee it is expected that I will attend at least 75% of all meetings during any one calendar year to maintain my seat on any

Board/Commission/Committee to which I may be appointed. This form will remain on file in the Office of the Town Clerk and requests for updates will be sought prior in any consideration for re-appointment (or future appointment) to any Board/Commission/Committee.

Signature: Julia P. Fogel **Date:** November 3, 2025

Office Use Only:

100 109 22
Taxes Current 2024
2025 due and payable

Date Received: 11-3-25

Date Forwarded to Council:_____

RECEIVED
10-6-25

Application for Appointed Boards/Commissions/Committees
Fletcher Town Council

The Town of Fletcher Town Council believes that all citizens should have the opportunity to participate in governmental decisions. One way of participating is by serving as a citizen member of one of the Town's various boards. If you wish to be considered for an appointment to a board, please complete the information below and return it to the Town Clerk at 300 Old Cane Creek Road, NC 28732. For more information you may contact Town Hall at (828) 687-3985.

Name: Jacob Compher

Home Address: 23 Oak Court
My residence is located with the Town of Fletcher city limits: Yes No (circle one)

E-mail Address: mr.jcompher@gmail.com

Home Phone: 828.329.7277 Work Phone: 828.378.7794

Occupation: Planner Years in Position: 7

It is the Town Council's goal to maintain a balance of membership on its Boards/Commissions or Committees based on race, gender and voting district residency.

Voting District 3 Male X Female

Race: White X Black Hispanic Native American
Other

Have you been convicted on any formal charge of professional misconduct, criminal misdemeanor or a felony in any jurisdiction?

Yes X No_____ If yes please explain disposition.

I struggled with drug and alcohol addiction during my teenage years. Unfortunately, this resulted in possession of a controlled substance (marijuana)/paraphenalia and underage consumption/possession of alcohol convictions in 2008 and 2010 where I am orginally from in Currituck and Dare County, NC.

Board(s) / Committee(s) Interested In: (Please list in order of preference)

1. Planning Board/Zoning Board of Adjustment

2.

3.

What do you feel are your qualifications for serving on the board requested?

I have worked with and presented to similar boards across multiple jurisdictions as a planner. I am currently a Regional Planner with Land of Sky Regional Council. I am a Certified Zoning Official (CZO), Certified Floodplain Manager (CFM), and received my Master in Public Administration (MPA) in 2017. I have been serving the public since then. I would be honored to use my planning expertise to ensure the area I call "home" develops in compliance with current regulations and community ideals.

I understand this application is public record and I certify that the facts contained in this application are true and correct to the best of my knowledge. I authorize and consent to the background checks and to the investigation and verification of all statements contained herein as deemed appropriate. I further authorize all information concerning my qualifications to be investigated and release all parties from all liability for any damages that may result from this investigation. I understand and agree that any misstatement may be cause for my removal from Board/Commission/Committee. I understand regular attendance to any Board/Commission/Committee meeting is important and accordingly, I further understand that if my attendance is less than the standards established for any body that this is cause for removal. Lacking any written standards for attendance by any Board/Commission/Committee it is expected that I will attend at least 75% of all meetings during any one calendar year to maintain my seat on any

Board/Commission/Committee to which I may be appointed. This form will remain on file in the Office of the Town Clerk and requests for updates will be sought prior in any consideration for re-appointment (or future appointment) to any Board/Commission/Committee.

Signature: JC **Date:** 10/3/25

Office Use Only:

Date Received: 10/6/25

Date Forwarded to Council:_____

RECEIVED 11-14-25

Application for Appointed Boards/Commissions/Committees
Fletcher Town Council

The Town of Fletcher Town Council believes that all citizens should have the opportunity to participate in governmental decisions. One way of participating is by serving as a citizen member of one of the Town's various boards. If you wish to be considered for an appointment to a board, please complete the information below and return it to the Town Clerk at 300 Old Cane Creek Road, NC 28732. For more information you may contact Town Hall at (828) 687-3985.

Name: MICHAEL TANCREDI

Home Address: 50 POTEAT STREET, FLETCHER, NC 28732

My residence is located with the Town of Fletcher city limits: Yes No (circle one)

How long have you lived in Fletcher: 2+ years

E-mail Address: mtancredi185@gmail.com

Home Phone: 908 216 3828 Work Phone: _____

Occupation: Project Manager at architecture firm Years in Position: 10

It is the Town Council's goal to maintain a balance of membership on its Boards/Commissions or Committees based on race, gender and voting district residency.

Voting District Heart of Fletcher Male ✓ Female_____

Race: White ✓ Black_____ Hispanic_____ Native American_____

Other_____

Have you been convicted on any formal charge of professional misconduct, criminal misdemeanor or a felony in any jurisdiction?

Yes_____ No_✓_____ If yes please explain disposition.

Board(s) / Committee(s) Interested In: (Please list in order of preference)

1. At Large Planning Board seat

2.

3.

What do you feel are your qualifications for serving on the board requested?

I have been working in architecture, planning, and development for the past 15 years, managing projects from early design through, approvals, permits and construction. I regularly work with individual residential clients, larger developers, planning staff, engineers, and town boards, and understand how to read code, apply it fairly, and make practical decisions.

I own a home in the "Heart of Fletcher" where my family and I live full time.I'm collaborative, I communicate well with people who may have different views, and I want to help the Town plan for the future in a positive and thoughtful way

I understand this application is public record and I certify that the facts contained in this application are true and correct to the best of my knowledge. I authorize and consent to the background checks and to the investigation and verification of all statements contained herein as deemed appropriate. I further authorize all information concerning my qualifications to be investigated and release all parties from all liability for any damages that may result from this investigation. I understand and agree that any misstatement may be cause for my removal from Board/Commission/Committee. I understand regular attendance to any Board/Commission/Committee meeting is important and accordingly, I further understand that if my attendance is less than the standards established for any body that this is cause for removal. Lacking any written standards for attendance by any Board/Commission/Committee it is expected that I will attend at least 75% of all meetings during any one calendar year to maintain my seat on any

Board/Commission/Committee to which I may be appointed. This form will remain on file in the Office of the Town Clerk and requests for updates will be sought prior in any consideration for re-appointment (or future appointment) to any Board/Commission/Committee.

Signature:_____ **Date:** 11/08/2025

Office Use Only:

10009114
paid 11/12/25
taxes

Date Received: 11-14-25

Date Forwarded to Council:_____

Fletcher Youth Baseball and Softball Program

2025 Spring and Fall Seasons

Presentation for Fletcher Town Council
December, 2025

Table of Contents

Organization Background and History 1

Benefits of Youth Sports Programs 2

Current Board Membership 3

Sponsors 4

2025 Overview 5

End of Year Survey 6

Survey Responses 7

Organization Background & History

Fletcher Recreation Park, Inc was incorporated on February 17, 1990, by Fletcher residents Bob Davy, Hugh Clark, Bill Moore, Roy Whitaker, William Bagwell, Clarence Johnson, and James Auston. The organization was established as a non-profit corporation with a mission centered on community recreation and youth development.

The stated purposes of the corporation include:

(a) To plan, promote, develop, and operate non-profit recreation activities and recreational facilities in the Town of Fletcher and its immediate vicinity; to provide recreational opportunities primarily for youth and older adults; and to offer healthy and challenging physical fitness opportunities promoting health and recreation for the citizens of Fletcher.

(b) To receive gifts, devises, and bequests of real and personal property in support of the organization's mission.

(c) To buy, hold, maintain, acquire, sell, exchange, lease, and mortgage real and personal property, as well as to erect and maintain buildings, houses, or structures necessary to fulfill the organization's objectives.

While the original founding purposes are broad, the organization has been solely focused on providing the Youth Baseball and Softball program for many years.

Benefits of Youth Sports Programs

Fletcher Youth Baseball & Softball provides a program where Fletcher residents learn the value of good sportsmanship, teamwork, and fair play. Our program strives to inspire young athletes with skills that enrich their lives and build a strong foundation for the future as they grow into their roles in the world.

Benefits for Participants

- Improved physical health and fitness
- Development of teamwork and cooperation
- Strengthened self-esteem and confidence
- Learning discipline, responsibility, and goal-setting
- Building friendships and social skills
- Reduced stress through structured, enjoyable activity

Benefits for Families

- Opportunities for positive family engagement
- Strengthened parent–child relationships through shared goals and experiences
- Increased community connection with other families
- Safe, supportive environments for children to grow and develop

Benefits for the Community

- Fosters community pride and involvement
- Provides healthy activities for youth, reducing risk of negative behaviors
- Encourages volunteerism and civic participation
- Supports local facilities, parks, and recreation growth
- Builds long-term community engagement and cohesion

Current Board Membership

President: Erik Weber

VP: Megan Penland

Treasurer: Brandon Olsen

Secretary: Laura Stevens

Program Commissioners:

Jared Bellmund

Ethan Pressley

Megan McFalls

Kady Bishop

Austin Ownbey

Tim McFalls

Cari Weber

Nadine Stevens

Sponsors

Tanger Outlets
BamBam Cattle Farms
Fernleaf
Bella Vita Dental Designs
A-American Electric
Mainetti
King's Auto Sales
Auction House Food Hall
Mills River Family Dental
Miles RV Center
Archer-Wright JV
Southern Roots Realty
Fireside Golf Range
Asheville Tourists
GB Shoes
Felder Construction

Dick's Sporting Goods
Riverpoint Builders
RHR Builders
Hunter Subaru
Sheetz
Albea Orthodontics
Rinehart Racing
Baker Roofing
Quality Home Consultants
Prescott Auto
Ceramic Pro of Asheville
Sports Cellar
Pepsi of Asheville
Williams Family Dentistry
ALLCHOICE Insurance
Fletcher's Fun Toys

Hendersonville Honeycrisps
Arden Psychological Services, PLLC
Blue Ridge Septic Solutions

2025 Season Overview

Spring 2025 Season

Registration dates: **1/1/25 – 3/20/25**

Number of players: **387**

Number of teams: **34**

Ages served: **4 - 16**

Games Played: **243**

Fall 2025 Season

Registration dates: **5/22/25 – 8/3/25**

Number of players: **260**

Number of teams: **22**

Ages served: **4 - 16**

Games Played: **132**

End of Year Survey

Survey released: **10/20/25**

Number of responses: **59**

At the conclusion of our fall season the board conducted an end of year survey to gather information from our families about their experience and how we can improve.

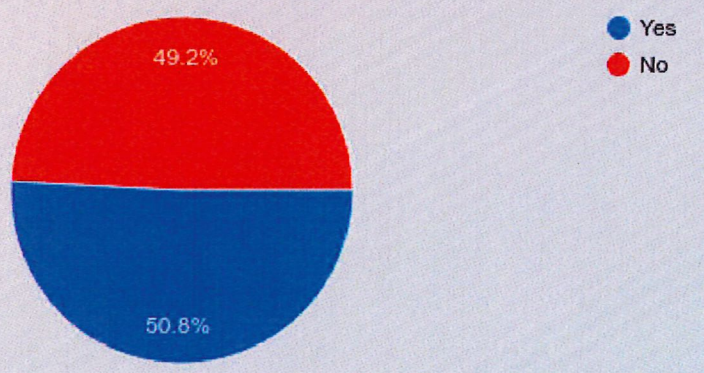
We included both broad prompts, and a few targeted questions based on anecdotal reports and complaints board members had received throughout the year.

In the following slides we provide responses we believe will be useful for council as they relate to our park facilities and decisions that come before you from time to time.

Survey Responses

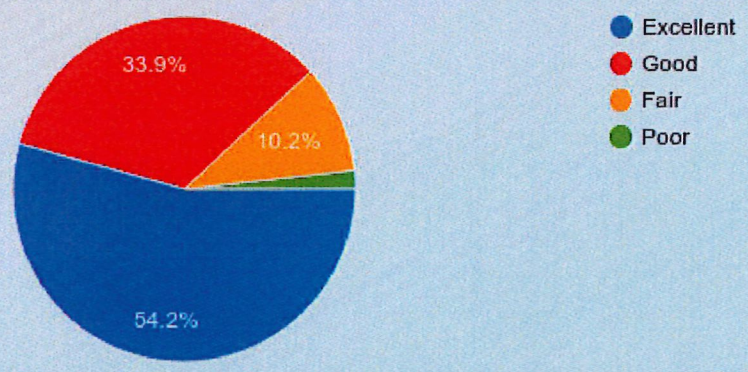
Are you a Fletcher resident?

59 responses



Overall, how would you rate your family's experience this season?

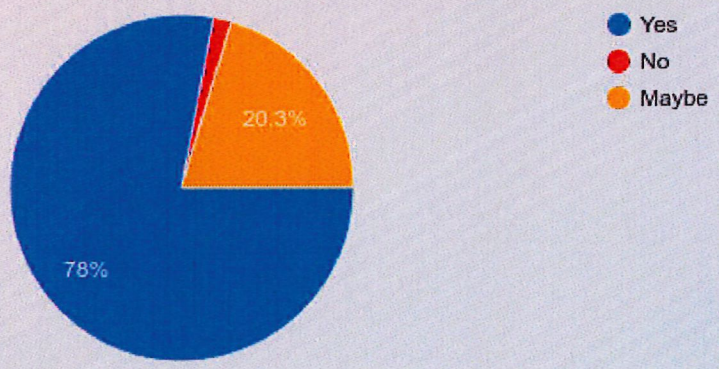
59 responses



Survey Responses

Would you recommend this program to other families?

59 responses



If you were dissatisfied with concessions, what improvements would you suggest?

Put out an RFP for other vendors to apply. The current vendor is not very friendly, the hot food is always cold, the nacho cheese is too spicy for even some adults to eat, and he has young children, under 13/14, working the counter who are responsible for handling cash and credit card transactions independently. Rotating food trucks could be an option. It could bring in income for local businesses/food trucks and increase community connections.

More variety, they really only have hot dogs and nachos. Other concession stands provide several affordable choices for feeding a family multiple nights per week

I would like the concessions to be open more. Or every game, if possible

high prices, not open all the time, selling expired product

To actually be open on game days

More variety and open more hours

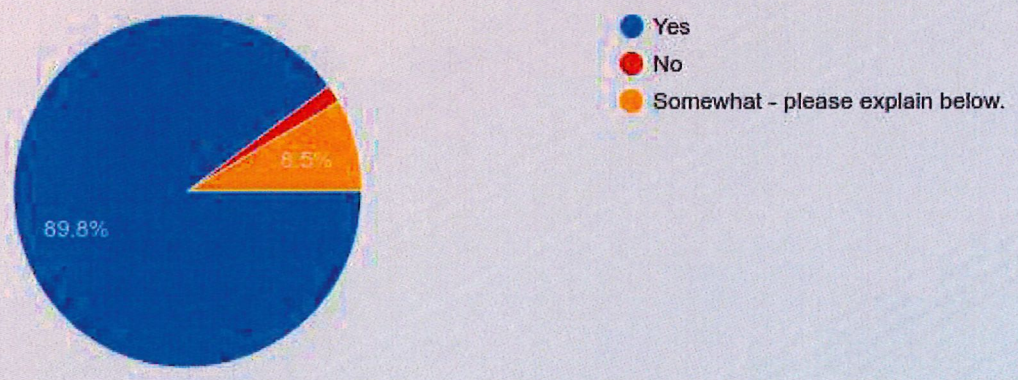
They were almost never open

Process cost too much

Survey Responses

Were the facilities at Bill Moore Community Park (fields, restrooms, parking, etc.) adequate for your needs?

59 responses



If you answered 'Somewhat,' please elaborate.

8 responses

CONCESSION STAND IS FAR AWAY FROM GAME WHEN NO GAMES ARE BEING PLAYED ON FIELDS CLOSER

N/A

Parking was an absolute nightmare. The spaces are so tight when the lot is full and there is not nearly enough parking around the baseball fields.

The women's restroom smells like urine bad

The bathrooms are very dark. Typically smell. There is a poor paper towel system that contributes to pieces falling over the floor, wasting paper towels and creating a mess.

Sun was constantly in the kids' eyes, we only played field 1; Games often during other events so parking could be difficult

N/a

1 more portajohn maybe. When all the teams were playing, players were waiting alot on the one john.

Survey Responses

What changes or improvements would you most like to see in future seasons?

More parking near the baseball fields as well as a restroom for the fields.

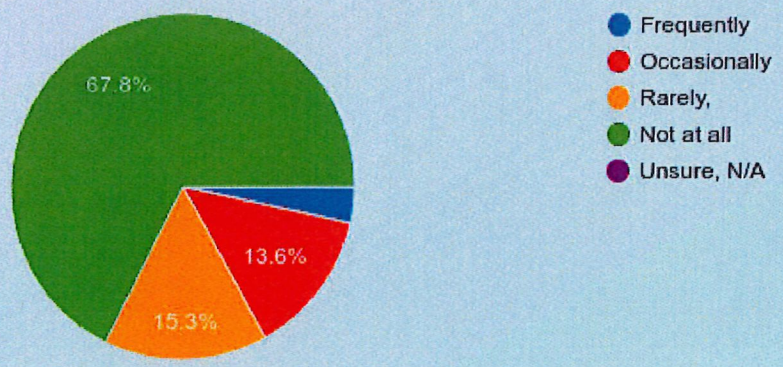
Field 1 home is pointed towards the sunset in the fall, difficult to see

Please somehow make scores known to the fans - consider using an app for teams that's running while the games are playing. In the past 4 years we've never seen the score boards working

Because this was our inaugural fall season, we were interested to discover whether or not a request for adding lighting to additional fields would be reasonable and prudent.

How often did limited daylight or early sunsets affect your child's games or practices?

59 responses



MEMORANDUM

TO: Mayor & Council

FROM: Mark Biberdorf, Town Manager

COPY TO: Heather Taylor, Assistant Town Manager

DATE: 11/21/2025

SUBJECT: Budget process for Fiscal Year 2026-2027 - Mark Biberdorf, Town Manager

Background:
Attached for Council's review is a memo and draft schedule for the upcoming Fiscal Year 2026-2027 budget process.

Recommendation:
It is recommended that Council review and approve the attached budget schedule.

Attachments:
1. Memo to Council - Draft budget schedule and process for FY 26-27
2. Draft budget schedule for FY 26-27.

MEMORANDUM

TO: Mayor and Town Council

FROM: Mark E. Biberdorf, Town Manager MEB

COPY TO: Heather Taylor, Assistant Town Manager

DATE: November 21, 2025

SUBJECT: Budget Process for FY 2026-2027

It is time to start working on the budget process for the upcoming fiscal year. Staff will be prepared at the January meeting to provide an overview of past year accomplishments and ongoing projects. Department heads will also be given an opportunity to present on any big picture issues for the upcoming budget year.

Also attached for Council's review is a proposed timeline for development of the FY 2026-2027 budget. Please review the schedule and let me know your thoughts on the process and dates.

If you should have any questions, please do not hesitate to let me know.

MEB/meb

Attachment

Timeline for FY 2026-2027 Budget Process

Time Period	Action
December 2025	Identification of emerging budget issues. This can be issues such as new services, capital requests, or proposed revenue enhancements.
January 1 – 31, 2026	Department heads make brief presentations to Council at the January 12 regular meeting (4:00 p.m.) regarding past year accomplishments and issues for the upcoming year. **Deadline of February 20, 2026 to submit budget requests.**
February 2026	Administration review and clarification of departmental requests.
March 24, 2026 8:30 a.m. – 3:00 p.m.	Budget workshop and presentation of departmental requests to Town Council at a special called meeting.
March – April 2026	Draft of balanced budget formulated by Administration.
May 7, 2026 8:00 a.m. breakfast 9:00 a.m. budget presentation	Budget retreat with Town Council. All day retreat to present Manager's recommended budget. One-on-one meetings then set with department heads to review preliminary recommendations.
June 8, 2026	Public hearing on recommended budget and possible adoption of budget.

Fletcher Parks and Recreation Department
Monthly Report – November 2025

Programs & Events

Veteran Salute Breakfast

This year's Veteran Salute Breakfast was hosted at Fernleaf Community Charter School in partnership with the Quilts of Valor Foundation. Eight local veterans were honored with handmade quilts, and their families were invited to attend the dedication ceremony. Following the presentation, guests enjoyed a catered breakfast provided by Fernleaf. We had over 50 attendees, and the event received overwhelmingly positive feedback, especially regarding the beautiful venue views and excellent food.

Fall Yoga

The Fall Yoga session concluded on November 20th. Winter Yoga, taught by Lindsay Fox, will begin on January 8th.

Other Events

1. We collaborated with Asheville Green Works to plant 33 trees throughout the park and distributed an additional 250 trees to community members.
2. We hosted the Henderson County Toy Run on November 19th at Bill Moore Community Park, which welcomed 516 motorcycles and raised $19,557 to help provide a better Christmas for children in our community.

Facilities & Maintenance

Bill Moore Community Park & Kate's Park

Our maintenance team continues their daily work to keep both parks clean, safe, and welcoming for visitors.
Throughout the winter months, Aaron and the team will focus on several improvement projects to enhance the overall park experience.

TOWN OF FLETCHER

PRESTON BLAKELY
MAYOR

MARK E. BIBERDORF
TOWN MANAGER

COUNCIL MEMBERS:
TREVOR LANCE
JIM PLAYER
KEITH REED
AMBER MCKINNEY

Planning & Zoning Department Monthly Update- November 2025

- The regular Planning Board meeting was held on November 25. The Board reviewed and recommended approval of a conditional rezoning for the Fletcher Village Bakery project. This project is located within the Heart of Fletcher Overlay District. The Board also reviewed and approved the bakery's design in accordance with the requirements for Town Center Neighborhood Business.

- Staff continued the day-to-day issuance of permits, responded to development inquiries, and addressed various complaints related to zoning, solid waste, and junked vehicles.

- Parks and Recreation, Planning, and Public Works staff attended an illicit discharge training provided by Mary Rodderick from Land of Sky. The training covered the MS4 permit process and how to identify and report potential illicit discharges into stormwater drains.

- Planning staff met with our contact from the Land of Sky mapping division to discuss bringing more mapping work in-house. Tyler created a new mapping template for the Town using layers from Henderson County, the State of North Carolina, and Land of Sky.

- Monitoring continued for properties with substantially damaged structures resulting from Hurricane Helene.

- Tyler attended a four-day floodplain management training at the Cabarrus County EMS Headquarters for NFIP communities. The training provided the knowledge needed to successfully administer a floodplain management program in accordance with FEMA requirements, ensuring Town residents can continue to receive discounted flood insurance premiums.

- Staff met with the property owner of 165 Cane Creek Road regarding his interest in adding a 9,000 square foot flex warehouse space in addition to the existing building. The new structure will be reviewed by staff through the site plan approval process.

- Staff also participated in a meeting about the NC Flood Resiliency Blueprint to learn more about ongoing work within the French Broad River Basin. The Blueprint, led by the North Carolina Department of Environmental Quality, is a statewide initiative that helps communities identify and implement strategies to build long-term flood resilience. The first partners meeting included an overview of the program, recent progress in the Basin, and opportunities for participation in the process.

300 Old Cane Creek Road, Fletcher, NC 28732
(828) 687-3985 (828) 687-7133 fax
www.fletchernc.org

Public Works Department
Monthly Report
October 2025

Brush Pick Up

Public Works collected 226 brush orders which produced 368 Cyds of brush.
Public Works collected 175 leaf work orders which produced 73 Cyds of leaves.
All brush and leaves are now disposed of at the Garbage Pal facility off of Old Hendersonville Hwy @48.00 per ton.
.

Vehicles

Maintenance was performed on 14 police cars, 4 Public Works Vehicles and 4 P&R vehicles.

Sanitation

For the month of June, Public Works collected 170.94 tons of garbage for a daily average of 8.55 tons.

Parks & Rec

Public Works repaired the drainage issue on the walking trail when you first enter the park.
Public Works is in the process of installing lights in the green building. We will hardwire these lights in, and they will be powered by a generator. Public Works has secured this area by rebuilding a wall that had failed.

Streets

Public Works and McGill's Associates have determined the spring paving list for approval.
Public Works removed all existing stumps that FEMA had not removed.

Town Facilities

Public Works has had Trane out for several repairs to the heating and cooling system.

Administration Monthly Report
Heather Taylor, Assistant Town Manager
November 2025

Assistant Town Manager:

Hurricane Helene/FEMA Park Recovery

- Submitted the final reimbursement request to FEMA for the Greenway Bridge/Streambank project.

Website/Facebook

- Continuing to update the Town's website with current information.
- Posting regularly to the Town's Facebook page (a couple of times per week).
- Added all the 2026 board meetings to the Town website.

Purchasing for FY 25/26

- Assisted the Public Works Department with the purchase of new summer Highway 25 banners.

Finance:

2025 Property Taxes- As of the end of November, over 56% of the levy has been collected. This percentage will continue to increase through the early winter months.

Business Registration Revenue- Susan continues to work on collecting outstanding business registrations.

FY 24/25 Financial Statements & Audit

- The audit/financial statements and data input worksheet were uploaded to the LGC.
- We are awaiting approval; once received, the audit will be presented at a future Council meeting.

GASB 75 Valuation- Prepared and submitted information for the updated actuarial valuation (OPEB) required for FY 25/26 GASB 75 compliance.

Human Resource:

Employment

- Accounting and Customer Service Specialist – Began work on the job advertisement for the vacant administration position created by Susan's promotion to Senior Accountant. Goal is to post in early December.

Wellness

- Over 37 hours were logged during November in the employee gym.
- Hosted Candy's "Thank You for Your Service" lunch on November 7.
- Planned the "12 Days of Christmas" for employees, beginning December 8.

FLETCHER POLICE DEPARTMENT
TEAMWORK - PROFESSIONALISM - DEDICATION

DANIEL D. TERRY
CHIEF

MEMORANDUM

To: Mark Biberdorf, Town Manager

From: Chief D. Terry

Date: December 5, 2025

Re: November 2025 Monthly Report

Training & Professional Development:

- Officer McCarson completed a week-long Crisis Intervention Team training that enhances officer's abilities and resources in dealing with those suffering from mental illness.
- Detective Gonzalez attended the 40-hour Use of Force Decision Making Course.
- Sergeant Kilby attended a four-day Reid Interview & Interrogation Course
- Sergeant Beddingfield and Wolfe attended a three-day STOPS (Strategies and Tactics of Patrol Stops) instructor course. They then provided a 4-hour block of instruction to all officers and detectives.

We had a total of 525 calls for service for the month of November. This does not include 1397 extra security checks. Fifty-six incident reports were filed. Twenty-four of these incidents required some type of investigative follow-up to be conducted. Thirty-seven citations were issued for a total of 50 charges. Twenty-five auto accidents were reported and 17 arrests were made.

Activities of interest for the month of November include:

- Sergeant Michael Elizondo was awarded the Advanced Certificate from the North Carolina Department of Justice. The Advanced Certificate is awarded to officers who meet the combined requirements of years of law enforcement service, formal education, and training hours.
- During the First Citizens shred and pill take back event in October the department collected 14.25 pounds of medication equivalent to 10,687 pills.
- The department assisted North Carolina ALE (Alcohol Law Enforcement) with an undercover operation followed by a search warrant at the Discount Vape store. Several items believed to be illegal were confiscated to be sent to the lab for further analysis. The investigation continues.
- Officers made a traffic stop for speeding. It was determined the underage driver had consumed alcohol. A search of the vehicle located 340 grams of marijuana, some inside a vacuum sealed bag and in various packages. A significant amount of currency was also

300 OLD CANE CREEK ROAD, FLETCHER NC 28732
PHONE (828) 687-7922 – FAX (828) 654-8046
Email: d.terry@fletchernc.org

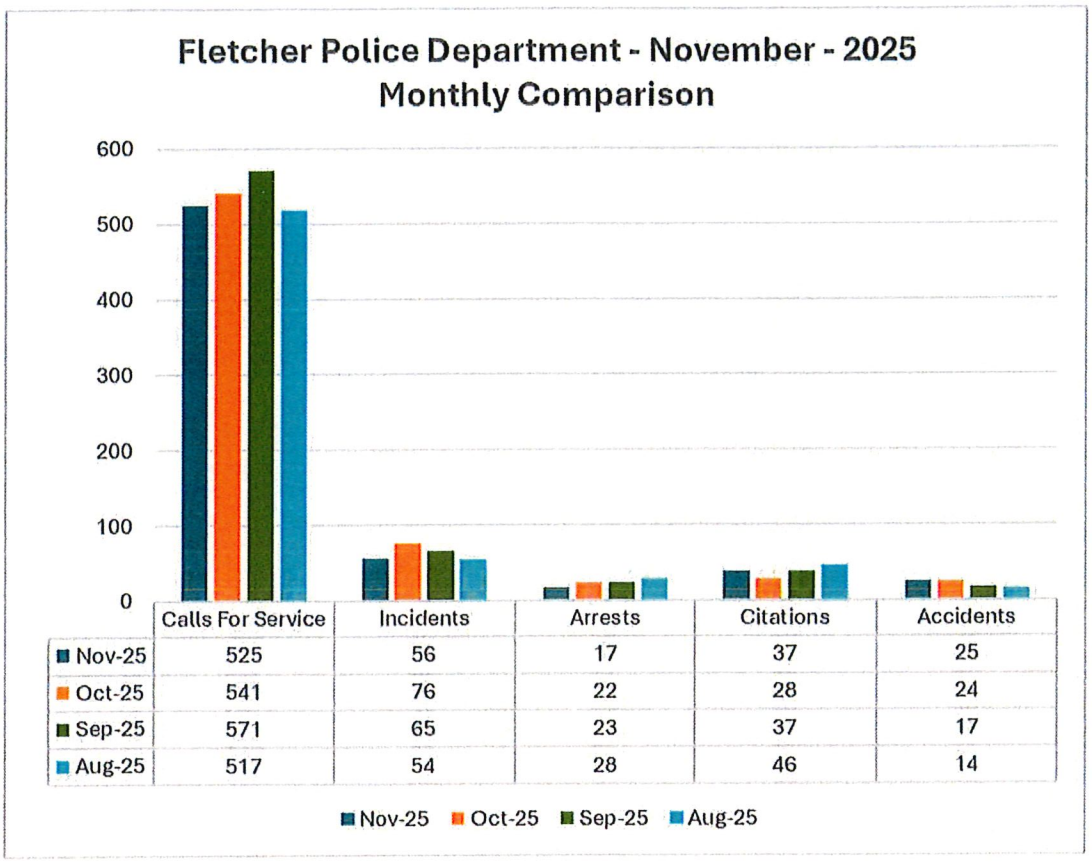
found. The driver was arrested and charged with Driving after Consuming, being under 21, Felony Possession of Marijuana, Possession with the Intent to Manufacture, Sell, or Distribute Marijuana, Maintaining a Vehicle for Use, Storage, or the Sale of Controlled Substances, and Possession of Drug Paraphernalia.

- After several thefts from vehicles inside the Southchase community in October, officers checked the surrounding area locating what appeared to be a homeless camp inside the brick building at 4600 Hendersonville Rd. Officers made periodic checks of the building noting it appeared someone was staying there but not finding them present. A call from Fernleaf Charter School was later received reference to the same building and a homeless person was found inside the building in possession of a firearm. He was arrested and charged with Possession of a Firearm by Felon, Littering 10-500 pounds, Trespassing, and Possession of Drug Paraphernalia.
- A truck stored inside the town's green building was stolen. Later, members of the Henderson County Sheriff's Office responded to a domestic in their jurisdiction noting a Town of Fletcher truck at the scene. They initiated an investigation determining the truck was stolen and notified the police department who took over the investigation. The suspect was subsequently charged with Breaking and Entering, Larceny of a Motor Vehicle, Felony Larceny, and Financial Card Theft.
- Community engagement activities for the month of November include the participation at Wilson Art's 2-day Safety Fair, the Annual Henderson County Toy Run that staged and began at Fletcher Park, and the fundraising basketball game between the police department and Veritas Christian Academy. Members of the police department participated as members of the Honor Guard in the Celebration of Life for David McMurray, a previous member of the State Highway Patrol and Henderson County Sheriff's Office. Meetings were held with the Blue Ridge Community College Dean of Public Safety and administrators from Love & Respect, a not-for-profit organization based in Hendersonville. A tour of their facilities was also received. The very first graduation from the Henderson County Adult Drug Court Program was attended.

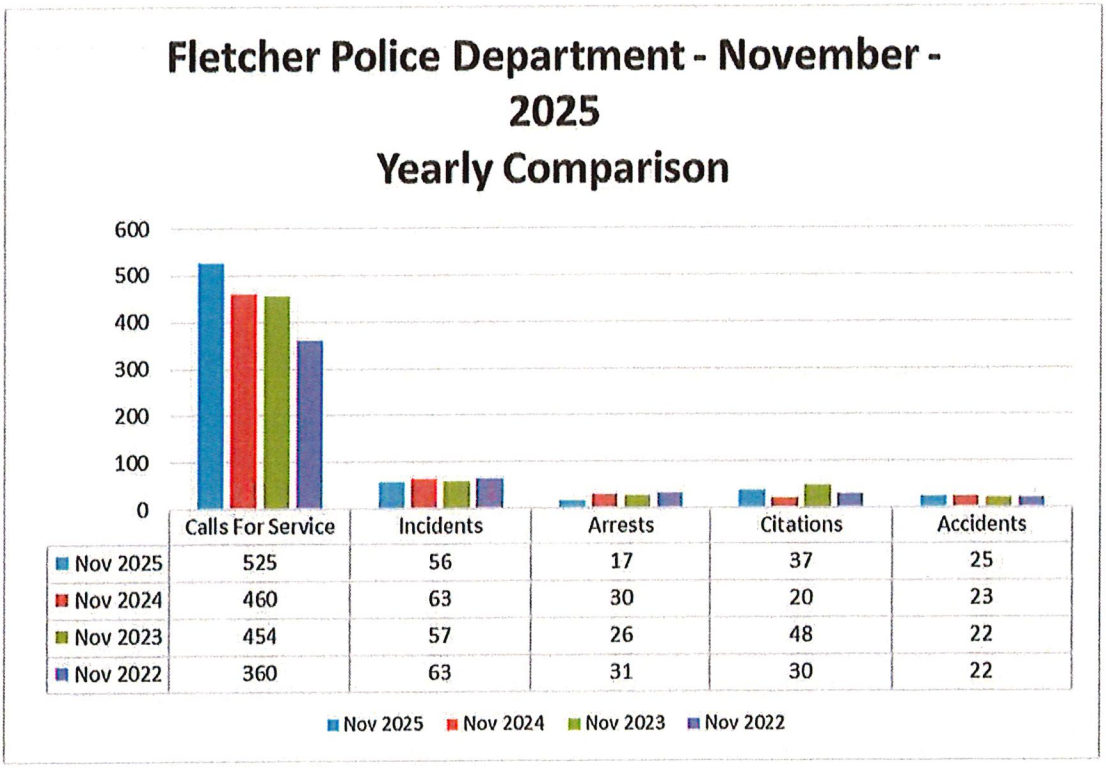
Respectfully Submitted,

Chief Dan Terry

300 OLD CANE CREEK ROAD, FLETCHER NC 28732
PHONE (828) 687-7922 – FAX (828) 654-8046
Email: d.terry@fletchernc.org



	Calls For Service	Incidents	Arrests	Citations	Accidents
Nov-25	525	56	17	37	25
Oct-25	541	76	22	28	24
Sep-25	571	65	23	37	17
Aug-25	517	54	28	46	14



	Calls For Service	Incidents	Arrests	Citations	Accidents
Nov 2025	525	56	17	37	25
Nov 2024	460	63	30	20	23
Nov 2023	454	57	26	48	22
Nov 2022	360	63	31	30	22

300 OLD CANE CREEK ROAD, FLETCHER NC 28732
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Email: d.terry@fletchernc.org

FLETCHER POLICE DEPARTMENT
CRIMINAL INV DIVISION
NOVEMBER 2025 STATISTICS

OFFENSE	MONTHLY ACTIVITY 2025					CUMULATIVE 2025				
	ASSIGNED	CLEARED w/ ARREST	EXCEPTIONALLY CLEARED	ADMINISTRATIVELY CLEARED	UNFOUNDED	OPEN PENDING	CLEARED BY ARREST	EXCEPTIONALLY CLEARED	ADMINISTRATIVELY CLOSED	UNFOUNDED
ARSON										
ASSAULT/BATTERY							1			
B&E (COMMERCIAL)	1					1	7			
B&E (RESIDENTIAL)						1			1	
B&E (TO MOTOR VEHICLE)						3	2	1	3	
CHILD ABUSE (PHYSICAL/NEGLECT)	1				1				2	5
CRIMINAL DAMAGE										
CRIMINAL TRESPASS										
DEATH INVESTIGATIONS						2				4
DOMESTIC VIOLENCE										
DRUG INVESTIGATIONS							3			
ELDER ABUSE-FINANCIAL							2			1
ELDER ABUSE-PHYSICAL	1			1	1				3	3
FINANCIAL CRIMES/ID THEFT				2		2	2		9	
HARASSMENT/INTIMIDATION		1					1			
HOMICIDE										
LARCENY						1	1	1		
MISSING PERSON (ADULT)										
MISSING PERSON (JUVENILE)										
MOTOR VEHICLE THEFT/UUMV	1	1				1	1		1	1
ROBBERY										
SEX OFFENSE	1			1		1	2	1	3	
SUICIDE/ATTEMPTED										
OTHER			1					1	1	
TOTAL	5	2	1	4	2	12	22	4	23	14
LAST MONTH	11	0	1	3	4					
YEAR-TO-DATE										

Department of Social Services		2025 YTD
TOTAL CASES REVIEWED	3	26
TOTAL CASES ASSIGNED	2	19

CITIZEN ASSIGNMENT LETTERS SENT 11 102

56 % Clearance rate for November 2025

63% Year-To-Date Clearance