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
January 12, 2026 at 6:00 PM

Call the meeting to order at: 4:00 PM

1) Budget Workshop on this past year accomplishments and emerging issues FY 2026-2027 Budget.

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

2) Agenda Review Meeting December 1, 2025
3) Regular Meeting December 8, 2025

Council Updates

Consent Agenda

4) Approval of Resolution R-26-01 to sell surplus property at public auction.
5) Setting a Public Hearing Date — Town Code Text Amendment – Entry Gates (25-04-CTA) – Tyler Morrow– Planning & Zoning Director
6) Tax refunds/releases

Discussion Items

7) Presentation of the year-end audit report for FY 2024/2025 — Carol Avery, Lowdermilk Church & Co

8) Public Hearing — Conditional Zoning District – Fletcher Village Bakery (25-01-CZD) – Tyler Morrow, Planning & Zoning Director
9) Presentation of the recommended five-year capital improvement plan for FY 2026/2027 through FY 2030/2031 - Mark Biberdorf, Town Manager

Town Manager Report

Department Reports

10) December Reports

Adjourn

Upcoming Events

LGCCA January 20, 2025 at 3:00 pm
Paint with Love class January 23, 2025
Father Daughter Dance February 7, 2025
Regular Meeting February 9, 2025, at 6:00 pm
Easter Egg Hunt March 28th

"This Institution is an equal opportunity provider."

Town of Fletcher
Town Council Agenda Review Meeting
Minutes
December 1, 2025

Call the meeting to order at: 6:00 PM

Those who were in attendance are as follows:

Mayor Preston Blakely
Mayor Pro-Tem Trevor Lance
Councilmember Jim Player
Councilmember Keith Reed
Councilmember Amber McKinney
Planning & Zoning Director Tyler Morrow
Police Chief Dan Terry
Town Manager Mark Biberdorf

Moment of Silence:

No comments were made at this time.

Pledge of Allegiance:

No comments were made at this time.

Public Comments:

No comments were made at this time.

Approval of minutes - corrections, additions or deletions

Agenda Review Meeting November 3, 2025

Regular Meeting November 11, 2025

No comments were made at this time.

Council Updates

Mayor Blakely commented on the basketball game with Veritas and the Fletcher police department. He stated that it was well done.

Consent Agenda

Tax refunds/releases

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

Discussion Items

Discussion and review of applicants to select an individual to fill at large vacancy on the Planning Board.

The candidate(s) for the at-large vacancies each introduced themselves to the council and stated why they would like to serve on the planning & zoning board.

The candidates are as follows:
Julia Fogel
Jacob Compher
Michael Tancredi

Phillip Jones did not attend this meeting.

Discussion Followed:

Two candidates will be selected at the regular meeting next week.

Presentation from Fletcher Youth Baseball.

Mayor Blakely stated that Fletcher Youth Baseball will be here next week to do their presentation.

Donation of surplus property to the Henderson County Sheriff's Office with Resolution R-25-11.

Police Chief Dan Terry spoke on his request that the town donate the 2018 Harley Electra Glide motorcycle to the Henderson County Sheriff's Department.

Council is agreeable to this and this item will go on the Consent Agenda for approval at the regular meeting.

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

Ben Cathey of McGill Associates gave a brief overview from last month on the Cane Creek Greenway extension. His recommendation is to work on sections 3 and 4 at this time and if the bids come in really well, possibly add section 1 as well as a bid alternate.

Discussion Followed:

This item will be moved to the consent agenda for approval next week.

Proposed street resurfacing projects for 2026 and cost estimate - Ben Cathey, McGill Associates

Ben Cathey of McGill Associates is recommending Meadow Pathway Drive, Meadow Walk Court & Stafford Court for paving this budget year. He stated that Meadow Pathway Drive may need more additional work than originally projected and, due to the cost, we may need to move Stafford Court to next year for paving.

Discussion Followed:

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

Town Manager Mark Biberdorf went over a suggested timeline of the upcoming budget process for next fiscal year. The CIP items have just been submitted to me as the deadline was last Wednesday and I will be going over those. By January, we will be presenting these and giving you a list of recommended items with a new five-year plan. He asked council to check their calendars for the suggested dates that he has on the timeline in the packet.

Revisions to grant guidelines for Stormwater Off-of-Right-of-Way Grant Program - Mark Biberdorf

Town Manager Mark Biberdorf went over some recommended changes to the stormwater grant program that was recently implemented. He stated that he ran them by Ben Cathey of McGill Associates, and he had a couple of things that he recommended be changed.

Discussion Followed:

Council agrees to move this item to the Consent Agenda for approval next week.

Town Manager Report

The filing period for elections (as we tried to get it moved to July by switching to the plurality method) is currently noon on December 1 until noon on December 19.

The Christmas in the Park event is this Saturday from 11:00 am to 2:00 pm. We will have carriage rides, santa and a vendor market.

Councilmember Jim Player mentioned the upcoming public hearing in January and his concerns about the traffic on Pressley Hill Road. He stated that he would prefer that an exit from the proposed business not be coming out onto Pressley Hill Road. Those roads are small and very narrow and the residents do not need the extra traffic there either.

Department Reports

November Reports

Closed Session per NCGS 143-318 (6) "Personnel Matters"

Note: held at regular meeting.

Adjourn

Mayor Blakely asked for a motion to adjourn.

Councilmember Jim Player motioned to adjourn, and it was seconded by Councilmember Keith Reed.

Motion all in favor.

Adjourned at: 6:52 pm

Upcoming Events

Christmas in the Park December 6, 2025 12:00 to 2:00 pm
Regular Meeting December 8, 2025, at 6:00 pm
Agenda Review Meeting January 5. 2026 at 6:00 pm
Regular Meeting January 8, 2026 at 6:00 pm

Approved.

_____ _____

Date Signed

Town of Fletcher
Town Council Regular Meeting
Minutes
December 8, 2025

Call the meeting to order at: 6:00 PM

Those who were in attendance are as follows:

Mayor Preston Blakely
Mayor Pro-Tem Trevor Lance
Councilmember Keith Reed
Councilmember Amber McKinney
Councilmember Jim Player
Town Manager Mark Biberdorf

Moment of Silence:

Mayor Blakely led the group in a moment of silence

Pledge of Allegiance:

Mayor Blakely 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 November 3, 2025

Regular Meeting November 10, 2025

Mayor Blakely asked if there were any corrections or deletions to the minutes and, if not, can I have a motion to approve the minutes as presented?

Mayor Pro-Tem Trevor Lance motioned to approve the minutes and it was seconded by Councilmember Keith Reed.

Motion all in favor.

Council Updates

Mayor Blakely commented on the Christmas in the Park event that was held on Saturday and how wonderful it was.

Consent Agenda

Tax refunds/releases

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

Approval of Resolution R-25-11 to donate surplus property to the Henderson County Sheriff's office.

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

Mayor Blakely asked for a motion to approve the consent agenda.

Councilmember Jim Player motioned to approve the consent agenda, and it was seconded by Councilmember Amber McKinney.

Motion all in favor.

Discussion Items

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

Mayor Blakely handed out the ballots and asked council to vote for two individuals to fill the at-large vacancies on the planning board.

Candidates are as follows:
Julia Fogel
Jacob Compher
Phillp Jones
Michael Tancredi

The candidates selected were: Julia Fogel and Jacob Compher.

Mayor Blakely asked for a motion to approve the selected candidates.

Councilmember Keith Reed motioned to approve the candidates, and it was seconded by Councilmember Jim Player.

Motion all in favor.

Presentation from Fletcher Youth Baseball.

Erik Webber and Brandon Olsen gave a presentation on Fletcher youth baseball and their accomplishments for the past year.

Discussion Followed:

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

Town Manager Mark Bibedorf went over the proposed budget schedule for the 2026-2027 fiscal year and asked council if this schedule would work for them.

Discussion Followed:

Council agrees to the budget schedule for the upcoming year.

Town Manager Report

Reminder about the municipal election filing period opening as we tried to move that to July, but that did not go through the senate. So filing started at noon on December 1 and will run through noon on December 19. If you want, at any point, we can make a connect call for reminders about the election.

The council is OK with a connect call for the election. Reminder the primary is not for municipal elections as we switched to the plurality method.

The last thing was just a reminder of the Christmas in the park event, which was this past Saturday.

Department Reports

November Reports

Closed Session per NCGS 143-318 (6) "Personnel Matters"

Mayor Blakely asked for a motion to go into Closed Session.

Mayor Pro-Tem Trevor Lance motioned to go into closed session and it was seconded by Councilmember Jim Player

Motion all in favor.

Went into Closed Session at: 6:43 pm

Came out of Closed Session at: 7:55 pm

Adjourn

Mayor Blakely asked for a motion to adjourn

Mayor Pro-Tem Trevor Lance motioned to adjourn and it was seconded by Councilmember Amber McKinney.

Motion all in favor.

Adjourned at: 7:59 pm

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

Approved.

Date

Signed

RESOLUTION
R-26-01
Resolution Declaring Surplus and Authorizing the Electronic
Auction of Surplus Personal Property

WHEREAS, North Carolina General Statues, Section 160A-270, provides that town council may adopt a resolution authorizing an appropriate city official to dispose of surplus property at Public Auction.

WHEREAS, as a result the Town of Fletcher has (1) 2010 Ford Expedition, (1) 2018 Dodge Charger, (1) Accuturn tire balancer, (1) Scag turf tiger, (1) Wacker packer, (1) Grayco Line Lazer II series 5900, (2) **new** Hewlett Packard CB4 36A Toner cartridges which are surplus property and are no longer required for service.

WHEREAS, the Fletcher Town Council desires to dispose of the surplus property through Public Auction.

NOW THEREFORE BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF FLETCHER, NORTH CAROLINA THAT:

The Town Manager is hereby authorized to sell the surplus property described below by electronic auction beginning on 2/09/26 at www.auctionsinternational.com, as per the terms and conditions in accordance with North Carolina G.S. 160A-270. The Town Manager or his designee is directed to publish at least once and not less than ten (10) days before the date of auction, a copy of this Resolution or a notice summarizing its content as required by North Carolina General Statute 160A-270.

2010 Ford Expedition	VIN# 1FMJU1G51AEA63575
2018 Dodge Charger	VIN# 2C3CDXKT1JH167762
Accuturn Tire Balancer	Model ACCU3602 1PH
Scag Turf Tiger	Model STT52V-27CH
Wacker Packer	Model BS60y
Grayco line Lazer II	Series 5900
2 new Hewlett Packard Toner CB4 36A cartridges	

The Fletcher Town Council declares the property as surplus and authorizes this property sold at Public Auction on an “as is where is” basis.

Adopted and approved this the 12th day of January 2026

_____
Mayor Preston Blakley

ATTEST:

_____
Christine Thompson MMC, NCCMC
Town Clerk

MEMORANDUM

TO: Mayor and Town Council

FROM: Tyler Morrow, Planning & Zoning Director

COPY TO: Mark Biberdorf, Town Manager
Dan Terry, Police Chief
Robert Griffin, Fire Chief

DATE: 12/23/2025

SUBJECT: Setting a Public Hearing Date — Town Code Text Amendment – Entry Gates (25-04-CTA) – Tyler Morrow– Planning & Zoning Director

Background:
The proposed amendment to the Town's Code is intended to establish clear standards for entry gates serving subdivisions and other communities, including multifamily and RV developments. This need was brought to staff's attention by Chief Robert Griffin, who noted that the Fletcher Fire Department has experienced challenges accessing gated developments.

Recommendation:
I move Town Council set February 9th, 2026, as the date for public hearing for the entry gate text amendment.

Attachments:
1. Agenda Item- Entry Gates TC AR
2. Entry Gates Planning Board Staff Report
3. Ordinance Language Changes- Chapter 96- Entry Gate
4. Entry Gate Diagram
5. Ordinance- Chapter 96 Entry Gates

TOWN OF FLETCHER
PLANNING DEPARTMENT
AGENDA ITEM COVER SHEET

Meeting Type: Town Council (Agenda Review)	Meeting Date: January 5th, 2026

Title of Item:
Town Code Text Amendment – Entry Gates (25-04-CTA) – *Tyler Morrow– Planning & Zoning Director*

SUGGESTED MOTION:

I move Town Council set February 9th, 2026, as the date for public hearing for the entry gate text amendment

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Attachments:	1. Staff Report 2. Proposed Text Changes 3. Entry Gate Diagram 4. Draft Ordinance

TOWN OF FLETCHER

PRESTON BLAKELY
MAYOR

MARK E. BIBERDORF
TOWN MANAGER

COUNCIL MEMBERS:
TREVOR LANCE
JIM PLAYER
KEITH REED
AMBER MCKINNEY

Town Code Text Amendment
Entry Gates (Chapter 96)
(25-04-CTA)

Planning Department Staff Report
Tyler Morrow, Planning and Zoning Director

Amendment Summary 2
Communities with Existing Gates 3
Communities with Existing Gates 4
The Groves at Town Center 5
Seasons at Cane Creek 6
The Village at Windstone 7
Rutledge Lake RV Park 8
Land Use Plan Consistency: 9
Additional Information 9

Amendment Summary

The proposed amendment to the Town's Code is intended to establish clear standards for entry gates serving subdivisions and other communities, including multifamily and RV developments. This need was brought to staff's attention by Chief Robert Griffin, who noted that the Fletcher Fire Department has experienced challenges accessing gated developments when gates lack a backup power source or a siren-activated opener. Regulations of this type are common in other jurisdictions. In fact, many of the proposed changes are based on Henderson County's existing entry gate standards. Chief Griffin emphasized the importance of aligning our ordinance with a code already used locally so that first responders including EMS personnel who work throughout the County operates under consistent, familiar requirements. The final version of the ordinance presented to you reflects the outcome of discussions among Planning and Zoning staff, Town Administration, the Fletcher Police Department, and the Fletcher Fire Department.

Because the Town Code and Land Development Code are largely silent on gate regulations, this ordinance establishes an almost entirely new regulatory framework. While most of the language is newly introduced, the following sections represent the key provisions that warrant the most attention and review. However, the ordinance revisions in their entirety are included in your packet.

- **§ 96-02. Design** – This section outlines the required design standards for new gates. All new gated entrances must provide sufficient space to allow at least three vehicles to queue between the gate and the public roadway, preventing traffic from backing up into public streets while drivers enter their access codes. The section also requires a designated turnaround area so that any vehicle denied access can safely exit back onto the public road without obstruction.

- **§ 96-06. Access for Emergency and Law Enforcement Vehicles** – This section authorizes the Fletcher Fire Department and Fletcher Police Department to approve or deny access-control devices proposed for gated communities. These devices must allow immediate, unobstructed entry for emergency responders. In most cases, the device would be siren-activated, however in certain circumstances codes can also be permitted. A demonstration video showing how siren-activated gate access systems operate can be found here.

- **§ 96-05. Retrofitting of Existing Gates** – This section requires existing gated communities to retrofit their access control device to meet the new standards within six months of the ordinance's adoption. To date, staff has identified four communities with existing gates. Chief Griffin and the Fire Department have already begun inspections and outreach with these communities to explain the proposed amendments and discuss their potential impacts. Additional details and photos of each community's gates are provided later in this report.
    - The Groves at Town Center
    - The Seasons at Cane Creek
    - The Village of Windstone
    - Rutledge Lake RV Park

Communities with Existing Gates

The Groves at Town Center

The Seasons at Cane Creek

Communities with Existing Gates

The Village at Windstone

Rutledge Lake RV Park

The Groves at Town Center

This site photo shows the gate in its current configuration. The existing layout provides more than the required three-car stacking capacity.

This photo shows the siren-activated access control device currently installed on the gate. This gate appears to be in compliance with the proposed access control device requirements.

Seasons at Cane Creek

This site photo shows the gate in its current configuration. The existing layout provides more than the required three-car stacking capacity.

This photo shows the siren-activated access control device currently installed on the gate. This gate appears to be in compliance with the proposed access control device requirements.

The Village at Windstone

This site photo shows the gate in its current configuration. The existing layout provides more than the required three-car stacking capacity.

This photo shows the sign indicating the siren-activated access control device currently used on the gate. This gate appears to be in compliance with the proposed access control device requirements.

Rutledge Lake RV Park

This site photo show the gate in its current configuration. The sites current layout allows for more than the minimum 3 car stack.

Based on the signage, the control device, and information provided by both the Police and Fire Departments, there does not appear to be a siren-activated access control device in use at this location. Chief Terry indicated that his officers are familiar with a manual override for the gate system.

Land Use Plan Consistency:

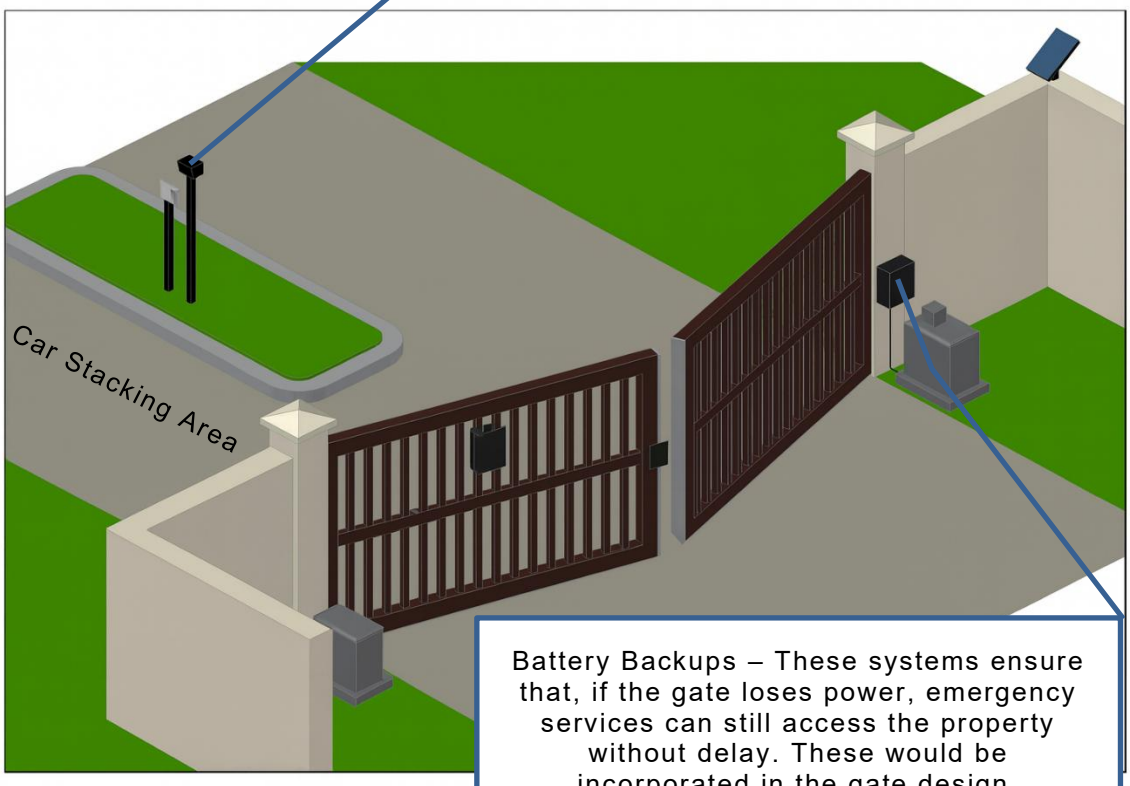
The proposed development is consistent with the Land Use Plan's 9th goal "To develop a safe and efficient means of transportation that will provide ease of movement throughout the town."

The proposed amendment will enable emergency service providers to access gated communities more safely and efficiently, improving response times and overall ease of movement within these areas.

Additional Information

Example Siren Activated Access Control Device.

According to online pricing, the ability to add a Siren Activated Access Control Device to a gate costs approximately $200 to $1,100 dollars.



Additions ~~**Deletions**~~

§ Chapter 96: Entry Gates

§ 96-01. Definitions

The following terms are defined for purposes of this Chapter:

1. Access Control Device - Equipment and/or machinery that opens and closes an entry gate.
2. Entry Gate - A movable partition for controlling access and egress.
3. Vehicle - Any motor vehicle which is allowed to use the public roadways in North Carolina, but not including vehicles which include trailers or semi-trailers.

§ 96-02. Design

A. All subdivision or community entry gates constructed after the adoption of this ordinance shall be set back a sufficient distance from the public road or street to allow a minimum stacking capacity of three (3) vehicles outside of the public travel lanes.
B. All entry gates installed after the adoption of this ordinance shall provide an additional setback between the access-control device and the gate to allow any vehicle denied access to safely turn around and re-enter the public street without obstruction
C. The approach and departure areas on both sides of a gated entrance shall provide adequate setbacks and proper alignment to ensure free, unobstructed access for emergency vehicles through the entrance.

§ 96-03. Size of Entry Gate Area

Entry gates shall have sufficient minimum gate widths and openings to allow safe passage of all vehicles. Overhead barriers or obstructions shall provide a minimum 13 feet 6 inches of vertical clearance at their lowest point.

§ 96-04. Inspection and Approval of Plans

All plans for entry gates for which construction is not complete as of the adoption hereof shall be subject to inspection by the Fletcher Fire Chief and/or Fletcher Police Department for compliance with the provisions. Once such plans are approved, the entry gate shall be constructed in compliance with such plans.

§ 96-05. Retrofitting of Existing Gates

All entry gates for which construction is complete as of the adoption hereof shall be retrofitted in such manner as to be in compliance with the Access Control Device requirements of this chapter within 6 months of the date of adoption hereof.

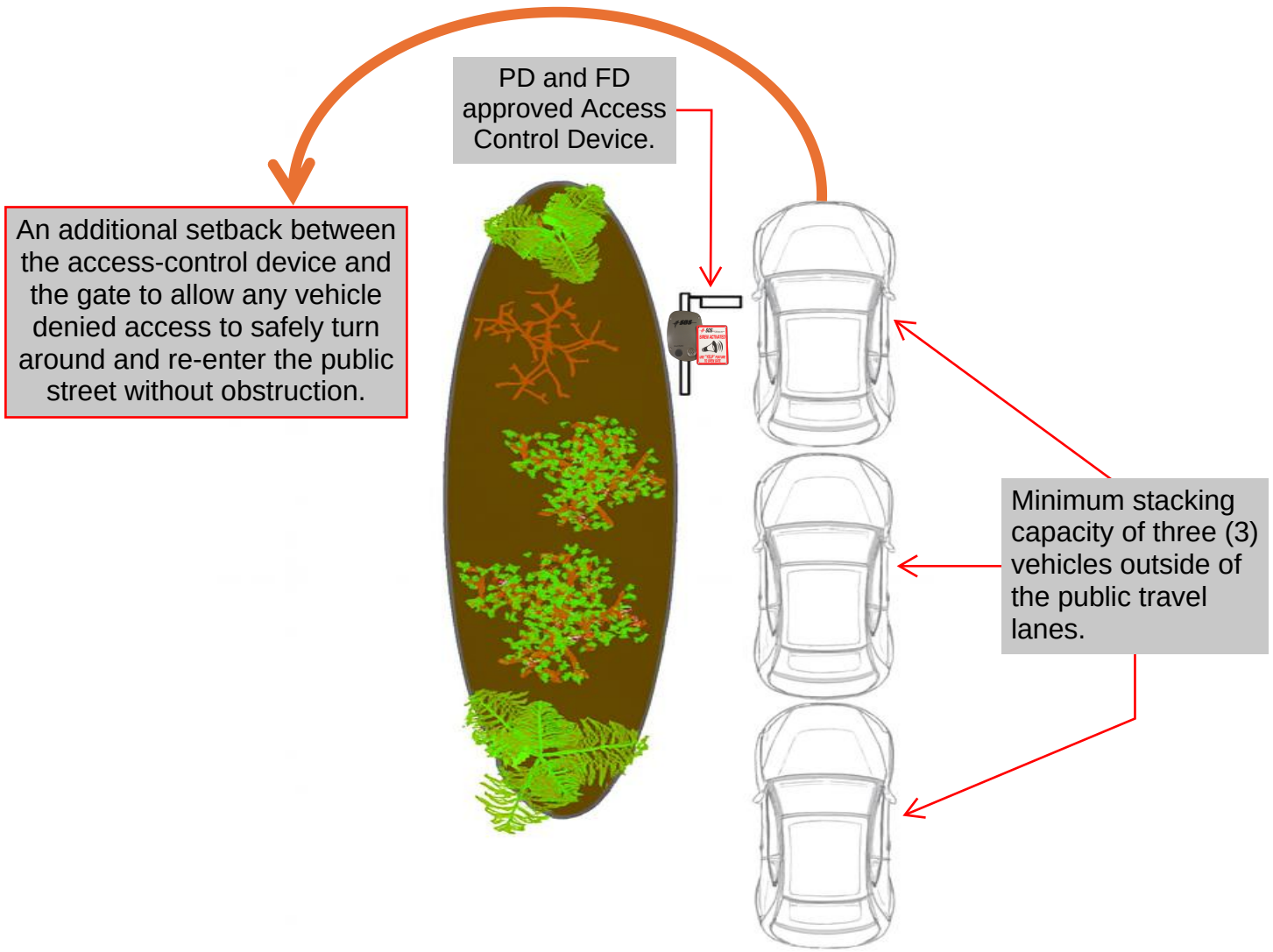
§ 96-06. Access for Emergency and Law Enforcement Vehicles

The developer and homeowners' association shall provide unfettered access to all private streets by emergency and law enforcement vehicles. Access procedures must ensure immediate access through the entry gates for emergency and law enforcement vehicles responding to emergencies. This may be done by an access control device approved by the Fletcher Fire Department or Fletcher Police Department. The developer and homeowners' association shall provide and annually update documentation necessary to provide this access to the Fletcher Fire Department and Police Department that proposed entry gates and access procedures meet all Town standards for access by emergency and law enforcement vehicles. If the homeowners' association fails to maintain reliable access for the provision of emergency or other public services, the Fletcher Fire Department or Fletcher Police Department may enter the gated residential development and open, disable or remove any gate or device which is a barrier to access, at the sole expense of the homeowners' association. The declaration of covenants, conditions and restrictions and any other relevant documents of the homeowners' association shall include a statement to this effect.

§ 96-07. Access for Town and State Employees and Public Utility Companies

The developer and homeowners' association shall guarantee reasonable access to all private streets by Town of Fletcher, Fletcher Fire Department and State of North Carolina employees operating within the scope of their official duties, and to all public utility companies to the gated residential development to perform zoning, inspections and other governmental regulatory activities, and to all public utility companies or to perform installation and maintenance activities of public utility infrastructure. A statement to this effect shall be filed with the Fletcher Fire Department and appear on the final plat of all new development.

§ 96-02. Design Diagram



The approach and departure areas on both sides of a gated entrance shall provide adequate setbacks and proper alignment to ensure free, unobstructed access for emergency vehicles through the entrance.

Ordinance #___-_____

AN ORDINANCE OF THE TOWN OF FLETCHER TOWN COUNCIL TO AMEND THE TOWN OF FLETCHER TOWN CODE, BY ADDING CHAPTER 96 ENTRY GATES TO CREATE ENTRY GATE STANDARDS FOR GATED SUBDIVISIONS AND COMMUNITIES IN THE TOWN OF FLETCHER.

WHEREAS, the proposed amendment is intended to establish minimum standards for all gated subdivisions and communities to ensure safer and more efficient access for residents and public safety personnel.; and

NOW, THEREFORE, BE IT ORDAINED by the Town Council of the Town of Fletcher, North Carolina that Chapter 96 Entry Gates of the Town Code for the Town of Fletcher be amended as follows:

§ Chapter 96: Entry Gates

§ 96-01. Definitions

The following terms are defined for purposes of this Chapter:

1. Access Control Device - Equipment and/or machinery that opens and closes an entry gate.
2. Entry Gate - A movable partition for controlling access and egress.
3. Vehicle - Any motor vehicle which is allowed to use the public roadways in North Carolina, but not including vehicles which include trailers or semi-trailers.

§ 96-02. Design

A. All subdivision or community entry gates constructed after the adoption of this ordinance shall be set back a sufficient distance from the public road or street to allow a minimum stacking capacity of three (3) vehicles outside of the public travel lanes.
B. All entry gates installed after the adoption of this ordinance shall provide an additional setback between the access-control device and the gate to allow any vehicle denied access to safely turn around and re-enter the public street without obstruction
C. The approach and departure areas on both sides of a gated entrance shall provide adequate setbacks and proper alignment to ensure free, unobstructed access for emergency vehicles through the entrance.

§ 96-03. Size of Entry Gate Area

Entry gates shall have sufficient minimum gate widths and openings to allow safe passage of all vehicles. Overhead barriers or obstructions shall provide a minimum 13 feet 6 inches of vertical clearance at their lowest point.

§ 96-04. Inspection and Approval of Plans

All plans for entry gates for which construction is not complete as of the adoption hereof shall be subject to inspection by the Fletcher Fire Chief and/or Fletcher Police Department for compliance with the provisions. Once such plans are approved, the entry gate shall be constructed in compliance with such plans.

§ 96-05. Retrofitting of Existing Gates

All entry gates for which construction is complete as of the adoption hereof shall be retrofitted in such manner as to be in compliance with the Access Control Device requirements of this chapter within 6 months of the date of adoption hereof.

§ 96-06. Access for Emergency and Law Enforcement Vehicles

The developer and homeowners' association shall provide unfettered access to all private streets by emergency and law enforcement vehicles. Access procedures must ensure immediate access through the entry gates for emergency and law enforcement vehicles responding to emergencies. This may be done by an access control device approved by the Fletcher Fire Department or Fletcher Police Department. The developer and homeowners' association shall provide and annually update documentation necessary to provide this access to the Fletcher Fire Department and Police Department that proposed entry gates and access procedures meet all Town standards for access by emergency and law enforcement vehicles. If the homeowners' association fails to maintain reliable access for the provision of emergency or other public services, the Fletcher Fire Department or Fletcher Police Department may enter the gated residential development and open, disable or remove any gate or device which is a barrier to access, at the sole expense of the homeowners' association. The declaration of covenants, conditions and restrictions and any other relevant documents of the homeowners' association shall include a statement to this effect.

§ 96-07. Access for Town and State Employees and Public Utility Companies

The developer and homeowners' association shall guarantee reasonable access to all private streets by Town of Fletcher, Fletcher Fire Department and State of North Carolina employees operating within the scope of their official duties, and to all public utility companies to the gated residential development to perform zoning, inspections and other governmental regulatory activities, and to all public utility companies or to perform installation and maintenance activities of public utility infrastructure. A statement to this effect shall be filed with the Fletcher Fire Department and appear on the final plat of all new development.

Adopted by the Town Council of the Town of Fletcher, North Carolina on this 9th day of February 2026.

Attest: _____ Preston Blakely, Mayor

_____
Christine Thompson, Town Clerk

TOWN OF FLETCHER
Tax Collectors Office

2025 TAX YEAR PENDING RELEASES & REFUNDS

Report Month	Year Adj	Rel #	Refnd #	Taxpayer	Reason for Release/Refund	Released Tax Amt	Adj Real Value	Adj Pers Value	REID or Abst #	HC BOC Approv
Jan-26	2025	19	-	VERED TRANSPORTATION LLC	PER LISTING FORM, PROPERTY SOLD/ MOVED FROM HEND CO	$ 58.52		$ (19,000)	3100276	12/1/2025
					TOTAL JANUARY RELEASES/REFUNDS	**$ 58.52**				

MEMORANDUM

TO:

FROM:

COPY TO:

DATE:

SUBJECT: Presentation of the year-end audit report for FY 2024/2025 — Carol Avery, Lowdermilk Church & Co

Background:

Recommendation:

Attachments:
None

MEMORANDUM

TO: Mayor and Town Council

FROM: Tyler Morrow, Planning & Zoning Director

COPY TO:

DATE: 12/23/2025

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

Background:
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:
Suggested motions for approval and denial are included in the packet. These motions include reasonableness and Land Use Plan consistency statements.

Attachments:
1. Agenda Item- Fletcher Village Bakery TC PH
2. Fletcher Village Bakery Staff Report
3. Fletcher Village Bakery Site Plan and Renderings Package
4. Fletcher Village Bakery Proposed Zoning Map
5. Fletcher Village Bakery Heart of Fletcher Overlay Map
6. Ordinance-Conditional Zoning District – Fletcher Village Bakery
7. CZD Application-Fletcher Village Bakery

TOWN OF FLETCHER
PLANNING DEPARTMENT
AGENDA ITEM COVER SHEET

Meeting Type: Town Council (Public Hearing)	Meeting Date: January 12th, 2026

Title of Item:
Conditional Zoning District–Fletcher Village Bakery (25-01-CZD)–Tyler Morrow– Planning & Zoning Director

SUGGESTED MOTION:

Approval:

I move Town Council **adopt** an ordinance amending the official zoning map of the Town of Fletcher changing the zoning designation of the subject property from R-2 Medium Density Development District to NBD-CZD, Neighborhood Business Conditional Zoning District, for the construction of a bakery based on the master site plan and list of conditions submitted by and agreed to by the applicant, [dated 12-22-25] and presented at this meeting and subject to the following:

1. The development shall be consistent with the site plan, including the list of applicable conditions contained therein, and the following permitted uses

Permitted Uses:
1. Restaurant

2. The petition is found to be consistent with the Town of Fletcher Land Use Plan based on the information from the staff analysis and the public hearing, and because:

The petition provides an expansion of commercial into a designated commercial hub rather than a continuous strip along a major thoroughfare.

Denial:

I move Town Council **deny** an ordinance amending the official zoning map of the Town of Fletcher changing the zoning designation of the subject property from R-2 Medium Density Development District to NBD-CZD, Neighborhood Business Conditional Zoning District based on the following:

1. The petition is found to be consistent with the Town of Fletcher Land Use Plan based on the information from the staff analysis and the public hearing, and because:

The petition provides an expansion of commercial into a designated commercial hub rather than a continuous strip along a major thoroughfare.

2. We do not find this petition to be reasonable and in the public interest based on the information from the staff analysis, public hearing and because:

1. The proposed development does not do enough to ensure compatibility with the surrounding single family neighborhood due to these reasons _____ and is therefore incompatible.

3. Furthermore, we find this petition to be reasonable and in the public interest based on the information from the staff analysis, public hearing and because: 1. The proposed development adds a neighborhood styled business within walking proximity to single family residential. 2. The proposed development would provide an additional neighborhood meeting space for Fletcher residents away from US 25. **[DISCUSS & VOTE]**	**[DISCUSS & VOTE]**

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

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

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Existing Zoning & Land Use Map and Description 3
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Land Use Plan Consistency: 6
Site Plan Summary: 6
Proposed Conditions: 7
Heart of Fletcher Design Overview: 7
Planning Board Summary and Recommendation: 8

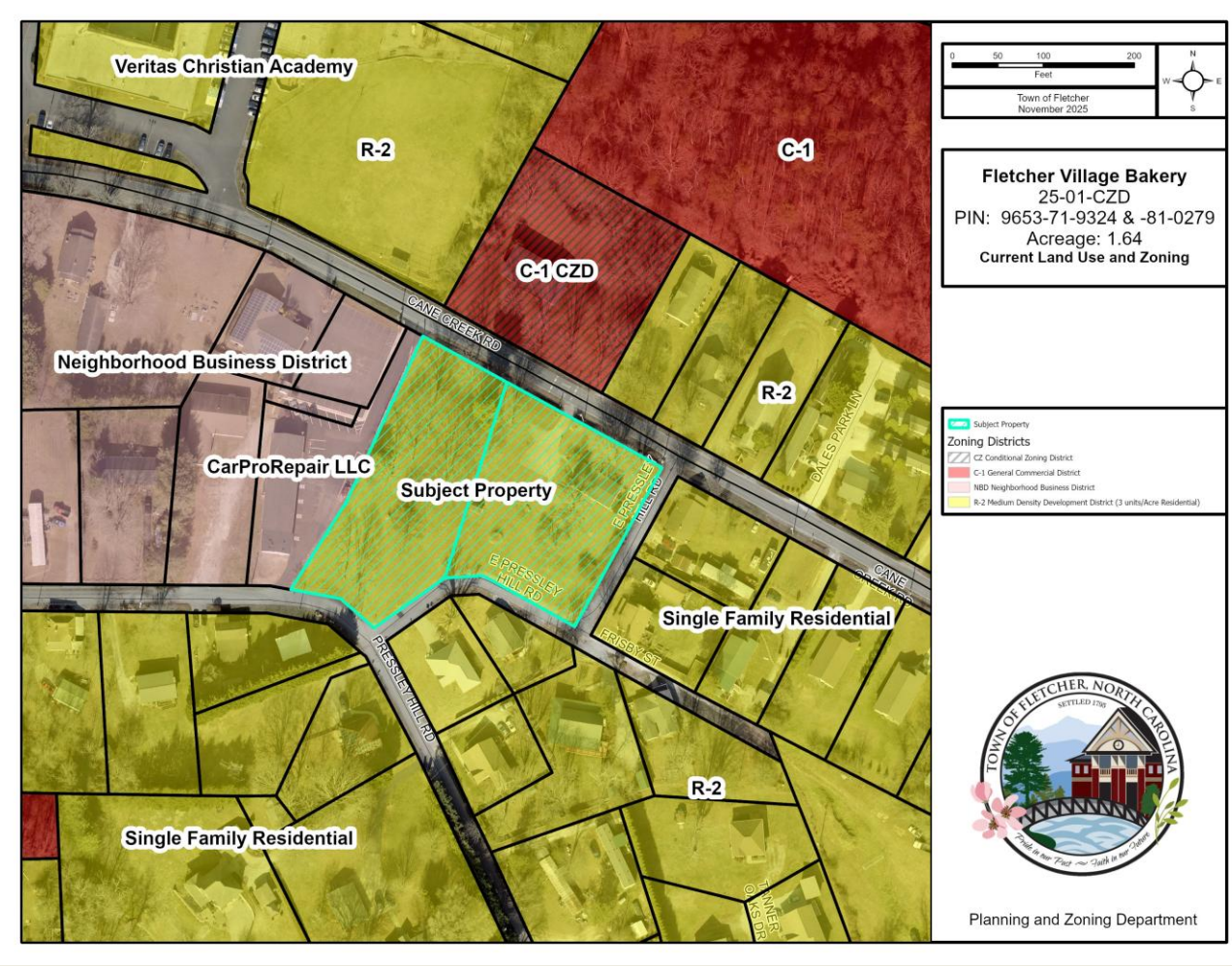
Project Summary

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 and should likely be rezoned back to its original zoning district.

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 the primary access from Cane Creek Road, with emergency access for Fire and EMS provided from E. Pressley Hill Road.
- The secondary access on E. Pressley Hill Road was converted to a gated emergency access in response to concerns raised during the Planning Board meeting.

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).

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

Planning Board:

- None

Heart of Fletcher Design Overview:

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 reviewed and approved this development application assuring that the proposed development met 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.

Planning Board Summary and Recommendation:

The Planning Board voted 5-0 to recommend approval of this petition.

OVERVIEW OF BOARD DISCUSSION FROM MEETING MINUTES

Mr. Workman (Developer) stated that the property provides an opportunity to create a very family-friendly environment, including green spaces and garden areas. He noted that the Cane Creek Road property offers ample parking and green space, along with easy access off Hendersonville Road, which is a major thoroughfare that experiences heavy traffic and can be difficult to enter and exit. He added that he has historically served fresh, local food, using as many local producers and farmers as possible. As an example, he purchases approximately 150 to 200 dozen eggs per week from a farmer in Marshall. He stated that he has supported local producers since 2005.

Mr. Workman explained that, unfortunately, the property was not rezoned prior to him entering into a contract to purchase it. He is requesting that the Board consider granting a Conditional Zoning to Neighborhood Business District (NBD) for his restaurant, which he believes would help fill a need, as Fletcher is somewhat underserved in family-oriented restaurants.

Mike Franklin asked whether Mr. Workman anticipates his business growing at the Cane Creek Road location.

Mr. Workman responded that he is unable to install an oven at his current location. All bread is currently baked at the Brevard location and transported to the Flat Rock and Fletcher locations. He stated that adding wood-fired pizzas to the Fletcher menu would be a significant draw for customers, as has been demonstrated at his Brevard and Flat Rock locations.

Mike Franklin asked about the proposed operational hours.

Mr. Workman stated that the restaurant would open at 7:00 a.m., seven days a week. He expects to remain open until 8:00 p.m. for dinner Wednesday through Sunday, with the possibility of offering dinner seven days a week depending on demand. He added that once a bread oven is installed, it must be kept hot on a daily basis.

Public Comments:

Robert Roullette, 62 East Pressley Hill Road, stated that he is concerned about how close the parking lot would be to nearby homes. He requested a landscape buffer to mitigate headlights shining into living rooms. He noted that traffic on East Pressley Hill Road is constant, as many drivers use it as a shortcut to avoid the intersection of Hendersonville Road and Cane Creek Road. His concerns include the proximity of the parking lot and increased traffic. He asked whether a traffic study could be requested to determine existing traffic volumes and whether locating an exit at that location would be appropriate.

Kimberly Ponder, 36 East Pressley Hill Road, stated that she would like to see the proposed access onto East Pressley Hill Road removed from the site development plan. She noted that the proposed egress is directly across the street from her home.

Shawn Thompson, 186 Pressley Hill Road, stated that he is one of many neighbors present who would be affected by the proposal. He expressed concern about light pollution from street lighting and vehicle headlights until 8:00 p.m. He also opposed access onto East Pressley Hill Road, noting that it is a very narrow roadway. He added that there is an existing stormwater runoff issue at the end of Pressley Hill Road. He stated that lighting would be an issue without adequate buffering and expressed concern about noise from dumpsters being emptied early in the morning, similar to what occurs at Goodwill and the Post Office. He also voiced concern about additional traffic on Cane Creek Road, noting that the road already experiences significant traffic from Veritas Academy. He stated that the traffic issues referenced on St. John Road could ultimately spill into this residential neighborhood.

Glen Weber, 17 Tanner Oaks Drive, asked how close the ingress and egress would be to the property boundary. Chairman Clayton advised that Cane Creek Road is maintained by NCDOT, and therefore NCDOT would determine and approve the driveway location.

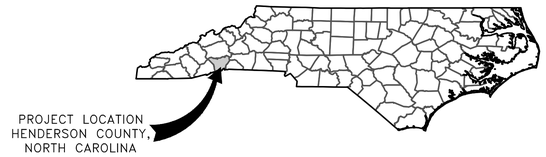
DEVELOPMENT DATA BLOCK

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:	9653-81-02790.81 AC 9653-71-93240.83 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:	68,554 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)

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



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
CZ APPROVAL	11/12/25	ALR
CZ APPROVAL	12/22/25	ALR

JOB NO.
WOS2001.01A

SHEET
C0.0

FLETCHER VILLAGE BAKERY

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PROJECT MANAGER:
C:\PW_WORKWADE_TRIM_ARE\DANERADY7027188\RT-DCS-WOS2001.01A.DWG PLOTTED 11/13/2025 7:36 PM BY REGNIER, ARIEL

EXISTING CONDITIONS LEGEND

LINE WORK

- BOUNDARY
- RIGHT OF WAY — R/W
- BUILDING SETBACK
- BUILDING
- CURB & GUTTER
- EDGE OF GRAVEL
- CHAIN LINK FENCE
- ORNAMENTAL FENCE
- WOOD FENCE
- FIELD LINE — F — F
- GUARD RAIL
- TOP OF BANK
- DITCH CENTERLINE
- FLOOD PLAIN LINE — FLP
- SHORE OR EDGE OF WATER
- WETLAND
- RETAINING/SCREEN WALL
- RAILROAD TRACKS
- EDGE OF WOODS
- EDGE OF BRUSH
- EDGE OF HEDGE ROW
- TREE ROW
- MAJOR CONTOUR — 100
- MINOR CONTOUR — 101

HATCHING

- HMA SURFACE
- CONCRETE SURFACE
- AGGREGATE SURFACE
- BRICK PAVERS

TOPOGRAPHIC FEATURES

- SPOT ELEVATION + 100.59
- FOUND IRON ROD IR
- SET IRON PIPE IP
- GOVERNMENT CORNER
- BENCHMARK BM
- GPS MONUMENT MON
- PK NAIL PK
- FOUND T IRON IRON
- FOUND PINCHED IRON PI
- FOUND SPIKE SPK
- TRAVERSE POINT
- RIGHT-OF-WAY MARKER RW
- UNDERGROUND MARKER M
- SOIL BORING SB
- AC UNIT AC
- ANTENNA
- BASKETBALL POST BP
- BILL BOARD SIGN BASE SGNB
- CAMERA TOWER
- FILL PORT
- FLAG POLE FP
- FOUNTAIN
- GAS PUMP
- LIGHT POLE BASE (NO LAMP)
- MAIL BOX MB
- MONITORING WELL MWELL
- NEWSPAPER BOX NB
- OIL WELL OW
- PIER PIER
- PILING PL
- PARKING METER PM
- ROUND POST OR BOLLARD P
- SQUARE POST P
- ROCK ROCK
- SATELLITE DISH
- SIGN POST S
- TRAFFIC LIGHT SIGNAL
- WOOD STAKE WS
- VOLLEY BALL POLE VP
- TETHER BALL POLE TP
- SWING SET
- CLIMBING BARS
- MERRY-GO-ROUND
- STRAIGHT SLIDE
- SPIRAL SLIDE
- EVERGREEN TREE OR BUSH
- DECIDUOUS TREE OR BUSH
- STUMP

UTILITIES LINE WORK

- WATER MAIN (UP TO 24") — W — W
- WATER MAIN (24" AND UP)
- SANITARY SEWER MAIN (UP TO 24") — SAN
- SANITARY SEWER MAIN (24" AND UP)
- SANITARY SEWER FORCE MAIN — FM
- STORM SEWER LINE (UP TO 24") — ST — ST
- STORM SEWER LINE (24" AND UP)
- OVERHEAD ELECTRIC — OH-E
- UNDERGROUND ELECTRIC — UG-E
- GAS MAIN OR SERVICE — G — G
- UNDERGROUND TELEPHONE — UG-T
- OVERHEAD TELEPHONE — OH-T
- FIBER OPTICS — FO
- OIL PIPE LINE — OIL

UTILITIES SYMBOLS

- FIRE HYDRANT
- WATER VALVE IN BOX
- DOMESTIC WATER SHUT OFF OR WSO
- SPRINKLER HEAD SH
- SPRINKLER JUNCTION BOX JB
- POST INDICATOR VALVE
- GATE VALVE & WELL
- METER PIT MP
- WATER METER WM
- WATER FAUCET WF
- SANITARY SEWER MANHOLE S
- SANITARY SEWER CLEAN OUT CO
- SANITARY PUMP STATION PS
- SANITARY SEWER VENT SV
- SANITARY SEWER SEPTIC TANK
- STORM CATCH BASIN CB
- STORM CURB INLET CI
- STORM MANHOLE ST
- DOWNSPOUT SDS
- STORM SEWER CLEAN OUT CO
- STORM SEWER END SECTION
- STORM SEWER HEADWALL
- ELECTRIC METER EM
- ELECTRIC MANHOLE E
- UTILITY MANHOLE U
- POWER PEDESTAL PP
- ELECTRIC HAND HOLE HH
- TRANSFORMER BOX E
- POWER POLE
- UTILITY POLE
- POWER & LIGHT POLE
- TELEPHONE, POWER & L.P.
- POWER & TELEPHONE POLE
- GUY ANCHOR GA
- GUY POLE GP
- DEADMAN ANCHOR DA
- FLOOD LIGHT
- DECORATIVE LIGHT POLE
- LIGHT POLE
- METAL LIGHT POLE
- GAS METER GM
- GAS MANHOLE G
- TELEPHONE PEDESTAL TP
- TELEPHONE POLE

PROPOSED LEGEND

SITE LINE WORK

- CANOPY LIMITS
- BUILDING LINE
- CURB AND GUTTER
- STRAIGHT CURB
- BUILDING SETBACK
- RIGHT OF WAY LINE — R/W
- BLOCKADE
- CHAIN LINK FENCE
- ORNAMENTAL FENCE
- WOOD FENCE
- GUARD RAIL
- THICKENED EDGE CONCRETE
- STOP BAR
- CURB & GUTTER REMOVAL
- STRAIGHT CURB REMOVAL
- PROPERTY LINE REMOVAL
- UTILITY REMOVAL/ABANDON
- SAWCUT FULL, FULL DPETH
- TEMPORARY SILT FENCE
- MAJOR CONTOUR — 100
- MINOR CONTOUR — 101
- DRAINAGE SWALE
- TOP OF BANK
- LIMITS OF DISTURBANCE/ PROJECT LIMITS

UTILITY LINE WORK

- WATER MAIN (UP TO 24") — W — W
- WATER MAIN (24" AND UP)
- SANITARY SEWER MAIN (UP TO 24") — SAN — SAN
- SANITARY SEWER MAIN (24" AND UP)
- SANITARY SEWER FORCE MAIN — FM — FM
- STORM SEWER LINE (UP TO 24") — ST — ST
- STORM SEWER LINE (24" AND UP)
- OVERHEAD ELECTRIC — OH-E
- UNDERGROUND ELECTRIC — UG-E
- GAS MAIN OR SERVICE — G — G
- UNDERGROUND TELEPHONE — UG-T
- OVERHEAD TELEPHONE — OH-T

SITE SYMBOLS

- REMOVAL ITEM — REM- XXX
- RELOCATE ITEM — REL- XXX
- ADJUST STRUCTURE — ADJ- XXX
- ABANDON ITEM — ABN
- RECONSTRUCT STRUCTURE — REC- XXX
- DECIDUOUS TREE/BUSH REMOVAL
- EVERGREEN TREE/BUSH REMOVAL
- STUMP REMOVAL
- FILTER BERM OR CHECK DAM
- TEMPORARY INLET PROTECTION
- EROSION CONTROL KEY (TEMPORARY) — ## T
- EROSION CONTROL KEY (PERMANENT) — ## P
- SOIL TYPE — XxX
- PARKING COUNT — 5
- TRAFFIC FLOW ARROW
- SIGN AND SIGN POST — S
- BOLLARD — P
- ACCESSIBLE SYMBOL
- DETECTACBLE WARNING SURFACE
- CURB ELEVATION WHERE: T = TOP OF CURB G = GUTTER OR PVMT. — 100.50 T 100.00 G
- THICKENED EDGE WALK ELEV. WHERE: T = TOP OF WALK P = PAVEMENT — 100.50 T 100.00 P
- SPOT ELEV. — 100.00 XXX

WHERE XXX IS ONE OF THE FOLLOWING:

TOP OF CONCRETE ELEV.	TOC
FINISH GRADE ELEV.	FG
DOOR ELEV.	DOOR
RIM ELEV.	RIM
BACK OF CURB ELEV.	BOC
GUTTER ELEV.	GUT
MATCH EXISTING ELEV.	MATCH
TOP OF PAVEMENT ELEV.	T/P
TOP OF WALL ELEV.	TOW
BOTTOM OF WALL ELEV.	BOW
TOP OF BANK ELEV.	TOB
TOE OF SLOPE ELEV.	TOE
FIINISH FLOOR ELEV.	FFE
ADJUST RIM ELEV.	ADJUST

- DRAINAGE FLOW
- DRAINAGE SLOPE — 1.0%
- FINISH GRADE SLOPE — 4:1
- HIGH POINT — H.P.
- GRADE BREAK — G.B.

UTILITY SYMBOLS

- FIRE HYDRANT
- WATER VALVE IN BOX
- DOMESTIC WATER SHUT OFF — WSO
- FIRE DEPARTMENT CONNECTION
- BACK FLOW PREVENTER
- POST INDICATOR VALVE
- GATE VALVE & WELL
- METER PIT — MP
- SANITARY SEWER MANHOLE (UP TO 6' DIA.) — S
- SANITARY SEWER MANHOLE (60" DIA. AND UP)
- SANITARY SEWER CLEAN OUT — CO
- SANITARY PUMP STATION — PS
- STORM CATCH BASIN (UP TO 60" DIA.) — CB
- STORM CURB INLET — CI
- STORM MANHOLE (UP TO 60" DIA.) — ST
- STORM MANHOLE/CATCH BASIN (60" DIA. AND UP)
- DOWNSPOUT — DS
- STORM SEWER END SECTION
- STORM SEWER CLEAN OUT — CO
- TRANSFORMER BOX — E
- POWER POLE
- ELECTRIC METER — EM
- ELECTRIC MANHOLE — E
- POWER PEDISTAL — PP
- DECORATIVE LIGHT POLE
- SINGLE LIGHT POLE
- PARKING LOT LIGHT POLE
- GAS METER — GM
- TELEPHONE PEDISTAL — TP

HATCHING

- CONSTRUCTION ENTRANCE
- STAGING/STOCK PILE AREA
- HMA SURFACE
- HEAVY DUTY HMA SURFACE
- CONCRETE SURFACE
- HEAVY DUTY CONCRETE SURFACE
- DECORATIVE CONCRETE SURFACE
- AGGREGATE SURFACE
- PAINTED ISLAND
- BUILDING REMOVAL
- BITUMINOUS SURFACE REMOVAL
- CONCRETE SURFACE REMOVAL
- AGGREGATE SURFACE REMOVAL
- WOODED AREA REMOVAL
- PRIMARY CONSERVATION AREA

LANDSCAPE HATCH

- PERENNIALS-1
- PERENNIALS-2
- GROUND COVER-1
- GROUND COVER-2
- SEED MIX-1
- SEED MIX-2
- MULCH
- ROCK
- LAWN

STANDARD ABBREVIATION

ABAN	ABANDON	CMP	CORRUGATED METAL PIPE	FFE	FINISHED FLOOR ELEVATION	LF	LINEAL FEET	Q	RATE OF FLOW	TW	TOP OF WALK
ALI	ALIGNMENT	CO	CLEAN OUT	FG	FINISHED GRADE	LP	LOW POINT	R	RADIUS	U/G	UNDERGROUND
APPD	APPROVED	CONC	CONCRETE	FO	FIBER OPTIC	MATCH	MATCH EXISTING	REF	REFERENCE	UE	UNDERGROUND ELECTRIC
APPROX	APPROXIMATE	CS	COMBINED SEWER	FOC	FACE OF CURB	MAX	MAXIMUM	ROW	RIGHT OF WAY	UTIL	UTILITY
HMA	HOT MIX ASHPALT	CW	COLD WATER	FW	FIRE WATER	MIN	MINIMUM	RCP	REINFORCED CONCRETE PIPE	VC	VERTICAL CURVE
B	BOTTOM	DA	DRAINAGE AREA	GB	GRADE BREAK	MDF	MAIN DISTRIBUTION FRAME	RR	RAILROAD	VERT	VERTICAL
B-B	BACK TO BACK	DEMO	DEMOLITION	GDR	GUARD RAIL	N	NORTHING	SAN	SANITARY SEWER	W	WATER
BDRY	BOUNDARY	DI	DUCTILE IRON	GPM	GALLONS PER MINUTE	NG	NATURAL GAS	ST	STORM SEWER	WT	WADE TRIM
BF	BARRIER FREE	DS	DOWNSPOUT	GUT	GUTTER	NTS	NOT TO SCALE	SW	SIDEWALK		
BIT	BITUMINOUS	DW	DOMESTIC WATER	GV	GATE VALVE	OH	OVERHEAD	T	TOP		
BLDG	BUILDING	DWG	DRAWING	HDPE	HIGH DENSITY POLYETHYLENE	PG	PLAN GRADE	T/C	TOP OF CURB		
BM	BENCHMARK	E	EASTING	HP	HIGH POINT	PH	PHASE	T/B	TOP OF BANK		
BO	BY OTHERS	E-E	EDGE TO EDGE	HOR	HORIZONTAL	PI	POINT OF INTERSECTION	TOC	TOP OF CONCRETE		
BOC	BACK OF CURB	EL	ELEVATION	HYD	HYDRANT	PIV	POST INDICATOR VALVE	TOE	TOE OF SLOPE		
BOW	FINISH GRADE AT BOTTOM OF WALL	EOP	EDGE OF PAVEMENT	INT	INTERSECTION	℄	PROPERTY LINE	TOF	TOP OF FLANGE		
CB	CATCH BASIN	ESMT	EASEMENT	INV	INVERT	PRV	PRESSURE REDUCING VALVE	TOW	TOP OF WALL		
℄	CENTERLINE	EXC	EXCAVATE	IW	INDUSTRIAL WASTE	PVI	POINT OF VERTICAL INTERSECTION	T/P	TOP OF PAVEMENT		

PROJECT MANAGER:
C:\PW_WORKMADE_TRM_ARES\MERGED\170719BIGHT-CLS-WOS2001.01A.DWG PLOTTED 12/23/2025 12:47 PM BY REGINER, ARIEL

REV#	DATE	DESCRIPTION	BY

WADE TRIM
55 N. Market Street, Suite 200
Asheville, NC 28801
828.255.1197
Corporate License Number - F-1063
www.wadetrim.com

WORKMAN AND SALLOUM PROPERTIES LLC.
60 PARK AVENUE NORTH
ASHEVILLE, NC 28801
LEGEND SHEET
FOR
FLETCHER VILLAGE BAKERY

ISSUED FOR:	DATE:	BY:
CZ APPROVAL	10/29/25	ALR
CZ APPROVAL	11/12/25	ALR
CZ APPROVAL	12/22/25	ALR

JOB NO.
WOS2001.01A

SHEET
C0.1

FLETCHER VILLAGE BAKERY

© Wade Trim Group, Inc.

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:	9653-81-02790.81 AC 9653-71-93240.83 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: MAX ALLOWED (IMPERVIOUS): PROPOSED:	 1 SPACE / 4 SEATS = 37 SPACE 1.5 X REQUIRED = 56 SPACES 55 IMPERVIOUS 26 PERVIOUS 81 SPACES TOTAL
PROPOSED IMPERVIOUS AREA:	35,600 SF (0.82 AC)
LIMITS OF DISTURBANCE:	68,554 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)

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.

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

PROJECT MANAGER:
C:\PW_WORKVAULT_TBM_ARE\ARE0170718\SHT\VSB\WOS2001.01A.DWG 11/13/2025 2:37 PM BY REGNIER, ARIEL

REV#	DATE	DESCRIPTION	BY

WADE TRIM
53 N. Market Street, Suite 200
Asheville, NC 28801
828.255.1102
Corporate License Number: F-1063
www.wadetrim.com

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

FLETCHER VILLAGE BAKERY

ISSUED FOR:	DATE:	BY:
CZ APPROVAL	10/29/25	ALR
CZ APPROVAL	11/12/25	ALR
CZ APPROVAL	12/22/25	ALR

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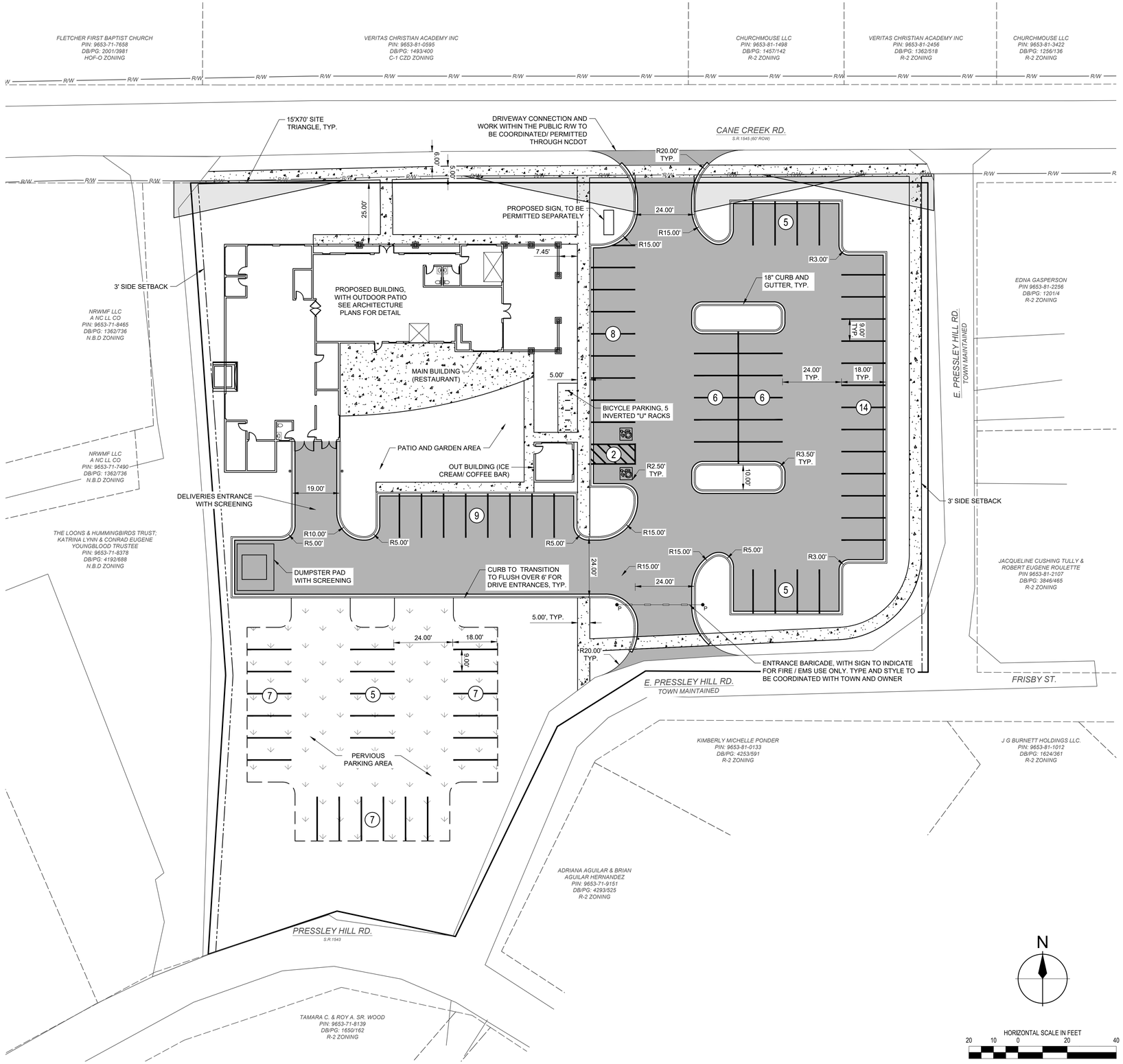
PROPOSED CONDITIONS NOTES:

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.



Know what's below. Call before you dig.

PROJECT MANAGER:
C:\DW_WORKMAN\C-TRM ARE\DWERS\01\01SHT-CLP-WOS2001.DWG PLOTTED 12/23/2025 12:47 PM BY REGNIER, ARIEL

REV#	DATE	DESCRIPTION	BY

WADE TRIM
53 N. Market Street, Suite 200
Asheville, NC 28801
828.255.1197
Corporate License Number: F-1063
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:
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FLETCHER VILLAGE BAKERY

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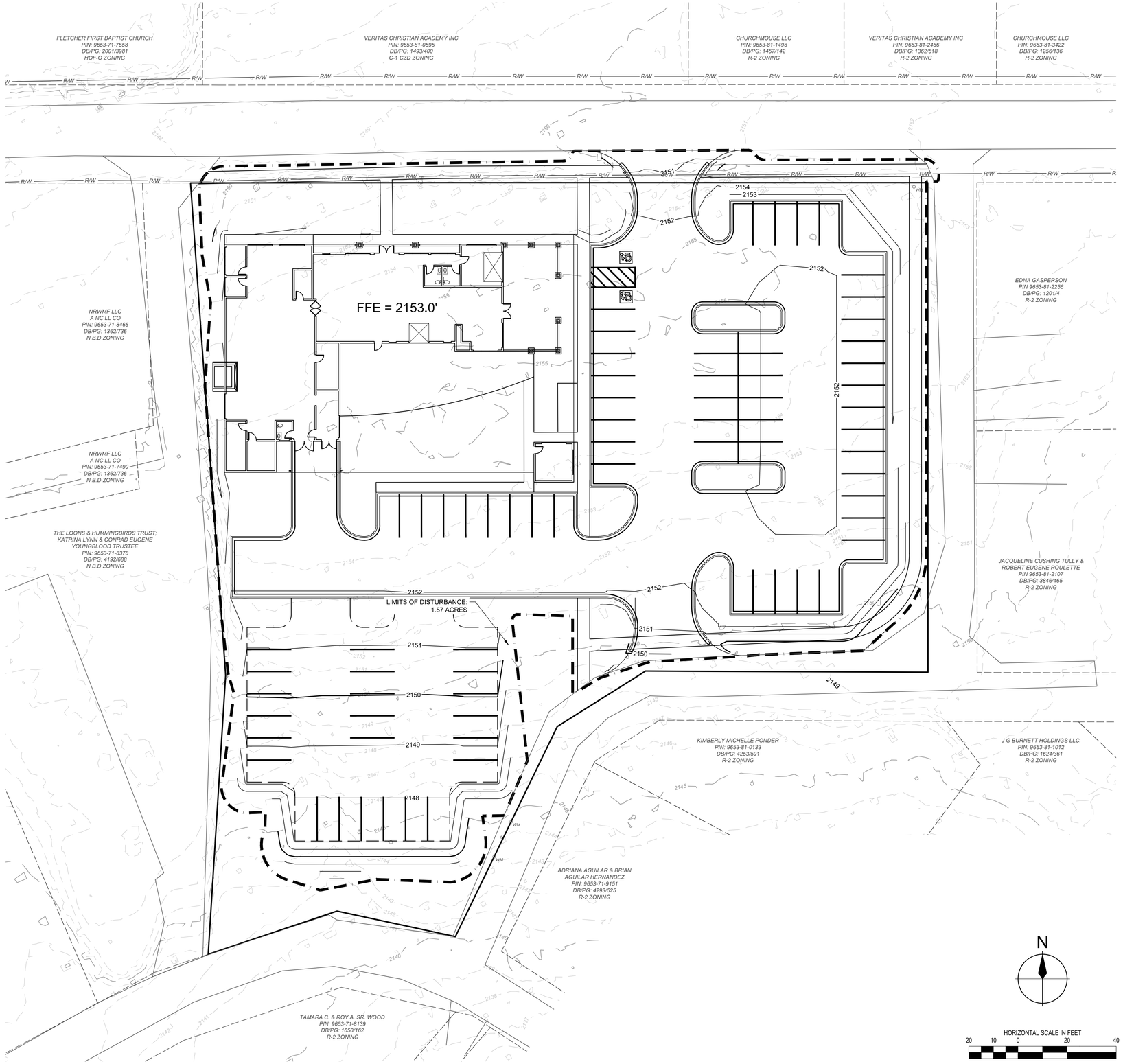
GRADING NOTES:

1. MAX SLOPE 3:1
2. ROOF DRAINS TO BE COLLECTED AND DIRECTED INTO PROPOSED STORMWATER MANAGEMENT SYSTEM.
3. SITE TO GRADE TO BALANCE



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

PROJECT MANAGER:
C:\PW_WORKWAVE-TRIM_ABE\DMER\D7\7185\ST-GSP-WOS2001.01A.DWG PLOTTED 11/13/2025 7:50 PM BY REGNIER, ARIEL

REV#	DATE	DESCRIPTION	BY

WADE TRIM
53 N. Market Street, Suite 200
Asheville, NC 28801
828.255.1192
C-2780 | Firm License Number: F-1063
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

FLETCHER VILLAGE BAKERY

ISSUED FOR:	DATE:	BY:
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CZ APPROVAL	11/12/25	ALR
CZ APPROVAL	12/22/25	ALR

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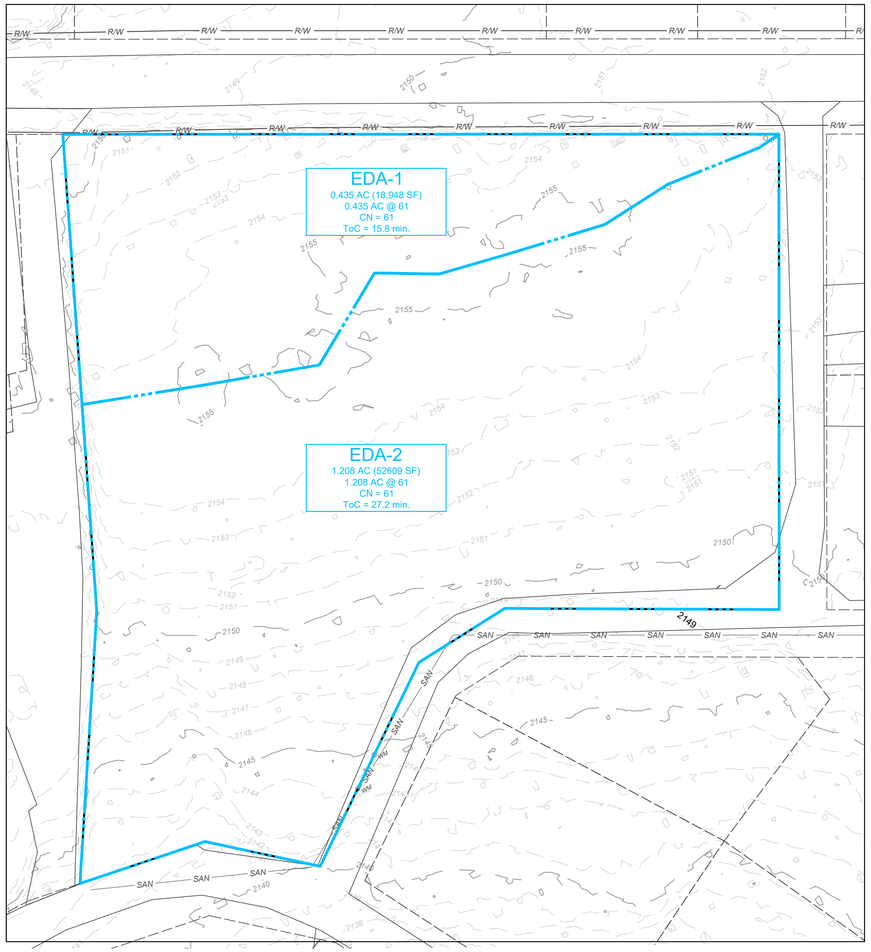
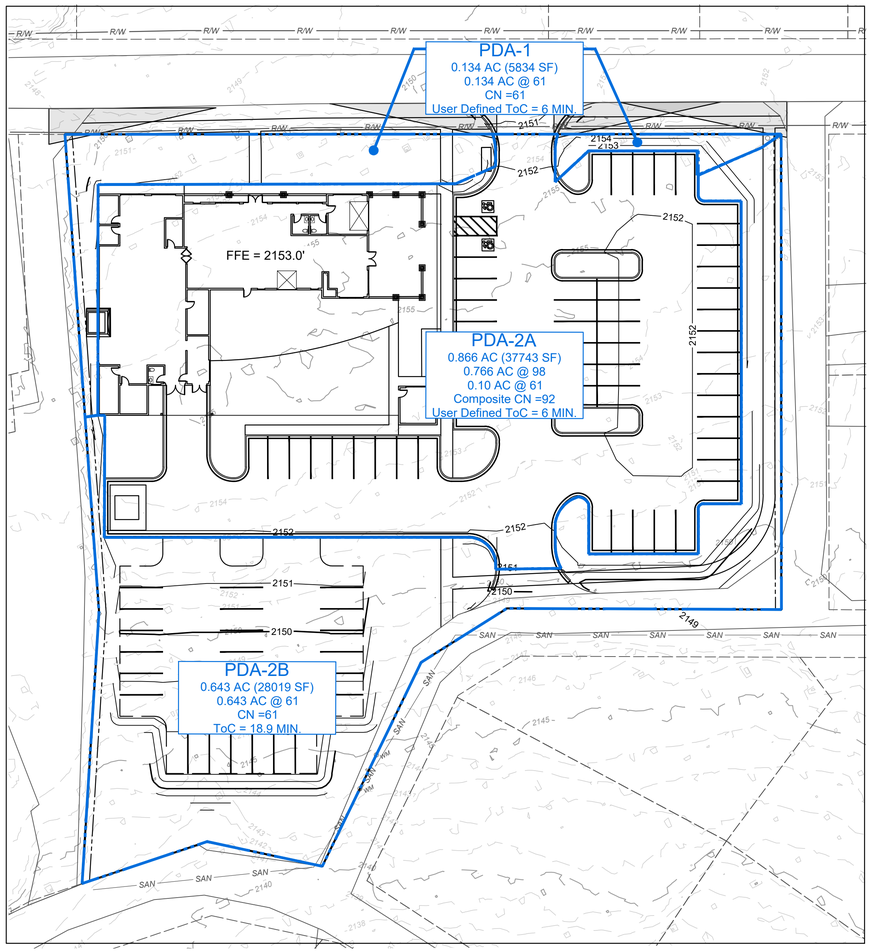
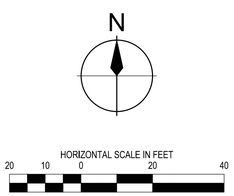


EXISTING DRAINAGE AREA MAP
SCALE: 1"=30'



PROPOSED DRAINAGE AREA MAP
SCALE: 1"=30'



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WADE TRIM
53 N. Market Street, Suite 200
Asheville, NC 28801
828.255.1102
Corporate License Number: F-1063
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

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SHEET C3.0

FLETCHER VILLAGE BAKERY

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PROJECT MANAGER:
C:\PW_WORKING\US_TRIM_ABE\D40\E39379718\BIM\T-CSP-WOS2001.01A.DWG PLOTTED 11/13/2025 7:27 PM BY REGNIER, ABEL

DEVELOPMENT DATA BLOCK

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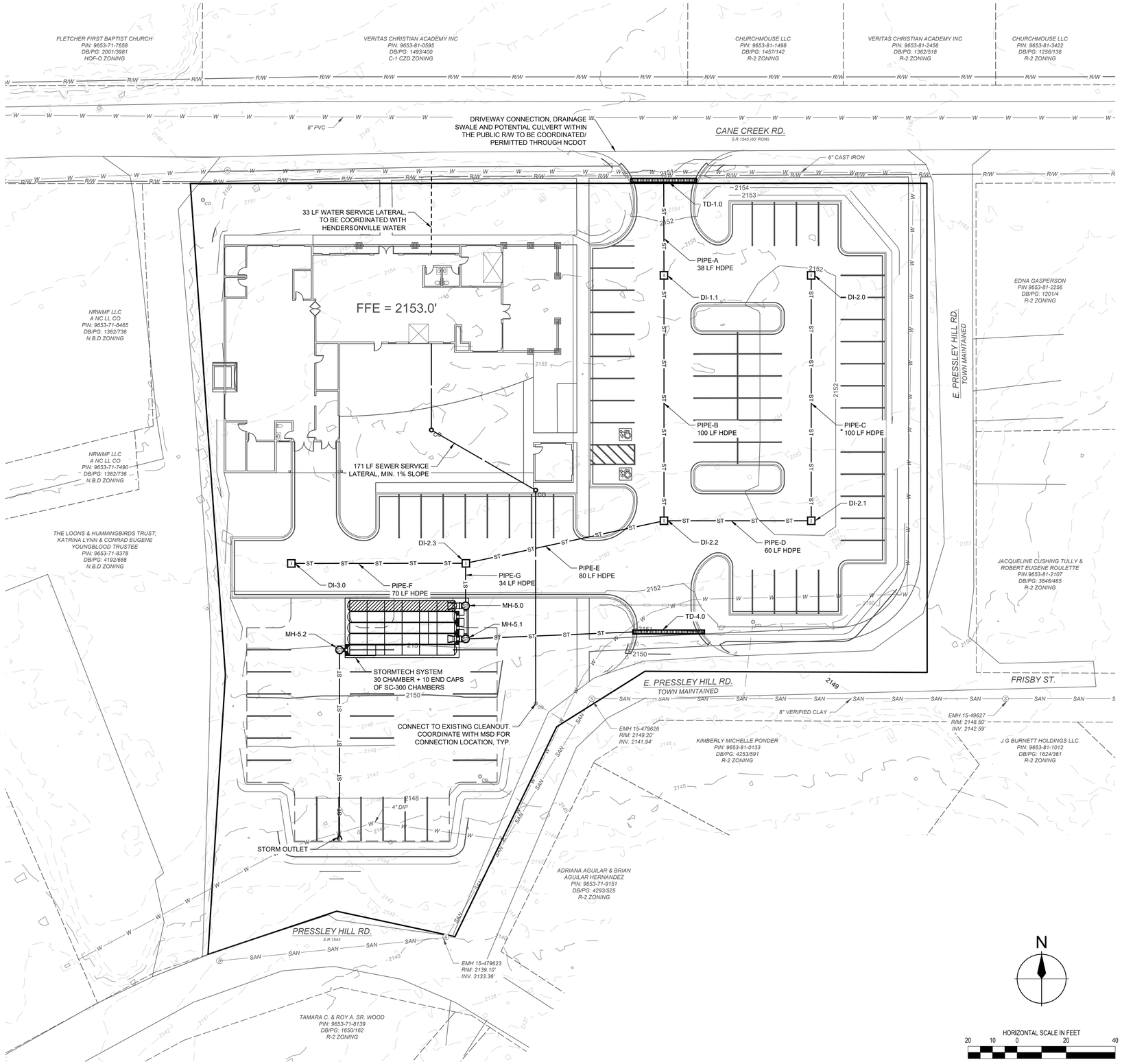
UTILITY NOTES:

1. STORMWATER MANAGEMENT SYSTEM DESIGNED TO MAINTAIN PRE AND POST DESIGN STORMWATER RUNOFF FOR THE 1 YEAR, 24 HR STORM EVENT.
2. SANITARY SEWER SERVICE LATERAL TO CONNECT TO EXISTING SEWER CLEANOUT SERVICING THE PROPERTY.
3. WATER SERVICE LATERAL TO CONNECT TO EXISTING WATER MAIN ALONG CANE CREEK ROAD.
4. ALL SERVICE LATERAL LOCATIONS TO BE VERIFIED WITH RELEVANT AUTHORITIES HAVING JURISDICTION.



Know what's below. Call before you dig.

PROJECT MANAGER:
C:\PW_WORKINGUSE-TRIM_ABE\CAD\REV2\170719\SHT-CS3P-WOS2000\01A.DWG 8.5 PLOTTED: 12/22/2025 1:10 PM BY: REGNIER, ARIEL

REV#	DATE	DESCRIPTION	BY

WADE TRIM
53 N. Market Street, Suite 200
Asheville, NC 28801
828.255.1102
North Carolina License Number: F-1063
www.wadetrim.com

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

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FLETCHER VILLAGE BAKERY

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LANDSCAPE NOTES:

1. STREET TREES PER 40 LF ROAD.
2. STREET TREES LOCATED ALONG CANE CREEK RD MUST BE DESIGNED IN ACCORDANCE TO NCDOT PLANTING GUIDELINES FOR PLANTS WITHIN R/W, MUST BE FROM THE APPROVED NCDOT SPECIES LIST, AND MUST CONFORM TO THE NC NATIVE PLANTS ACT S318V2.
3. STREET TREE SPECIES WILL BE FROM THE APPROVED LANDSCAPE TREES LIST.
4. PARKING LOT LANDSCAPING CALCULATIONS PROVIDED BELOW. NO PARKING SPACE IS MORE THAN 50' FROM THE BASE OF A LARGE CANOPY TREE.
5. UPON RECEIPT OF SURVEY, AN EVALUATION OF EXISTING VEGETATION TO POTENTIALLY BE SAVED WILL BE COMPLETED.

LANDSCAPE CALCULATIONS:

PROPERTY LINE BUFFER: N/A

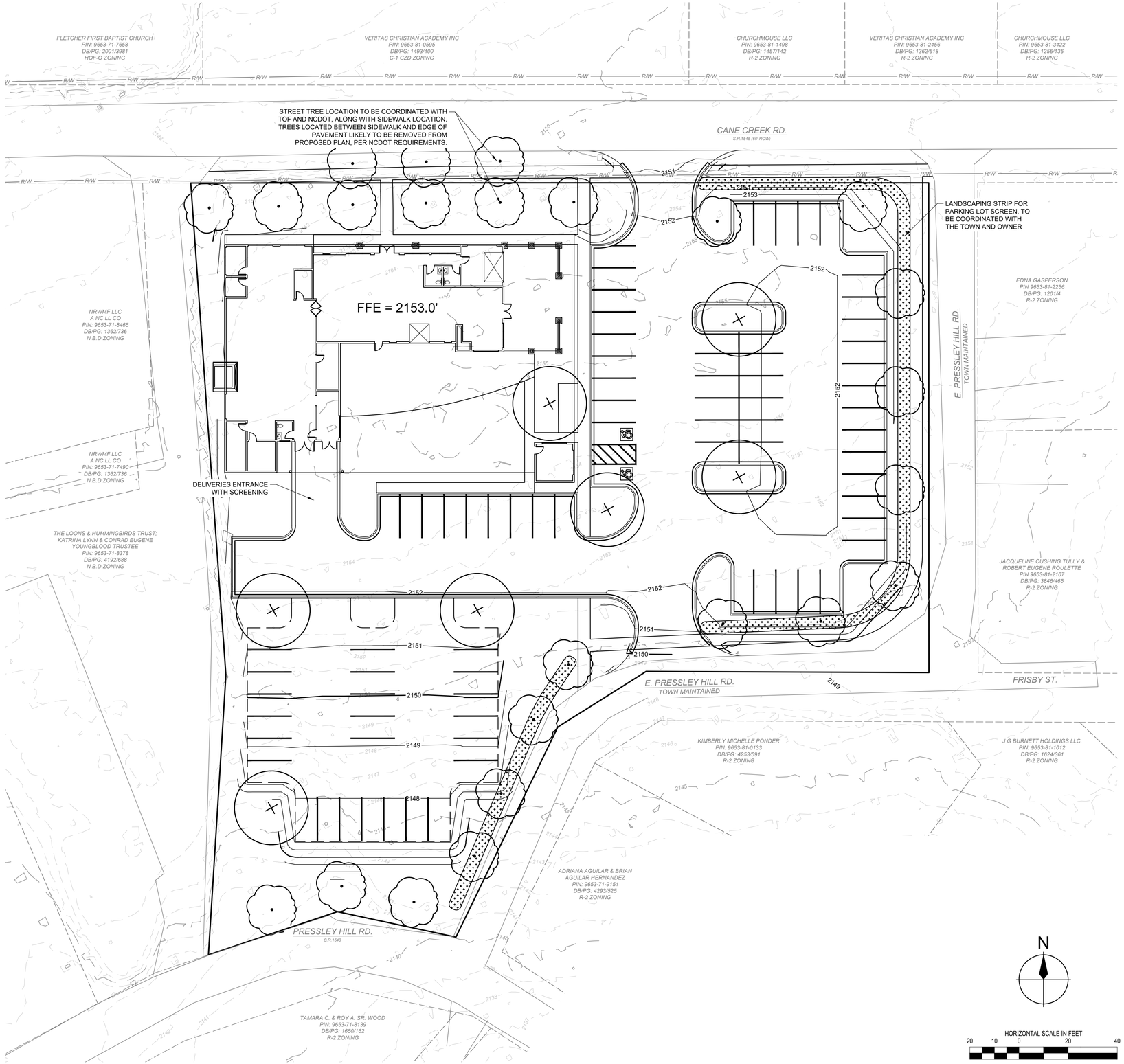
STREET TREES:
1 LARGE TREE PER 40LF OF PROPERTY ABUTTING A STREET
SMALL TREE CAN BE SUBSTITUTED IF OVERHEAD UTILITIES LINES ARE PRESENT

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



Know what's below. Call before you dig.

PROJECT MANAGER:
C:\PW_WORKWADE-TRIM_ABEGNERE\20170158\ST-LP-WOS2001.01A.DWG PLOTTED 12/23/2025 1:12:48 PM BY REGNER, ARIEL

REV#	DATE	DESCRIPTION	BY

WADE TRIM
53 N. Market Street, Suite 200
Asheville, NC 28801
828.255.1102
Corporate License Number: F-1063
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CONCEPTUAL LANDSCAPE PLAN
FOR
FLETCHER VILLAGE BAKERY

FLETCHER VILLAGE BAKERY

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C6.0

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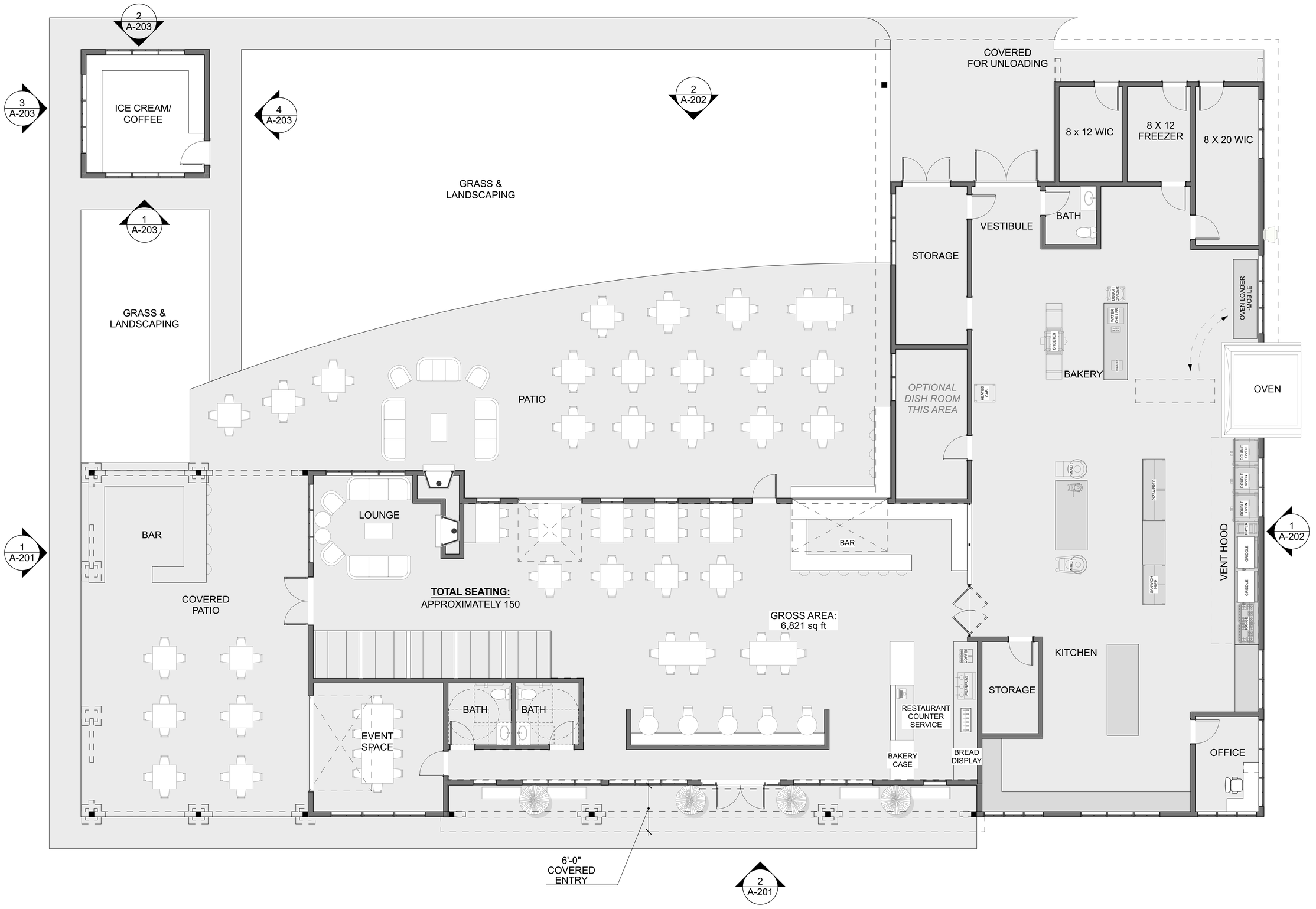

MAIN LEVEL FLOOR PLAN
SCALE: 3/16" = 1'-0"
1
A-101

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

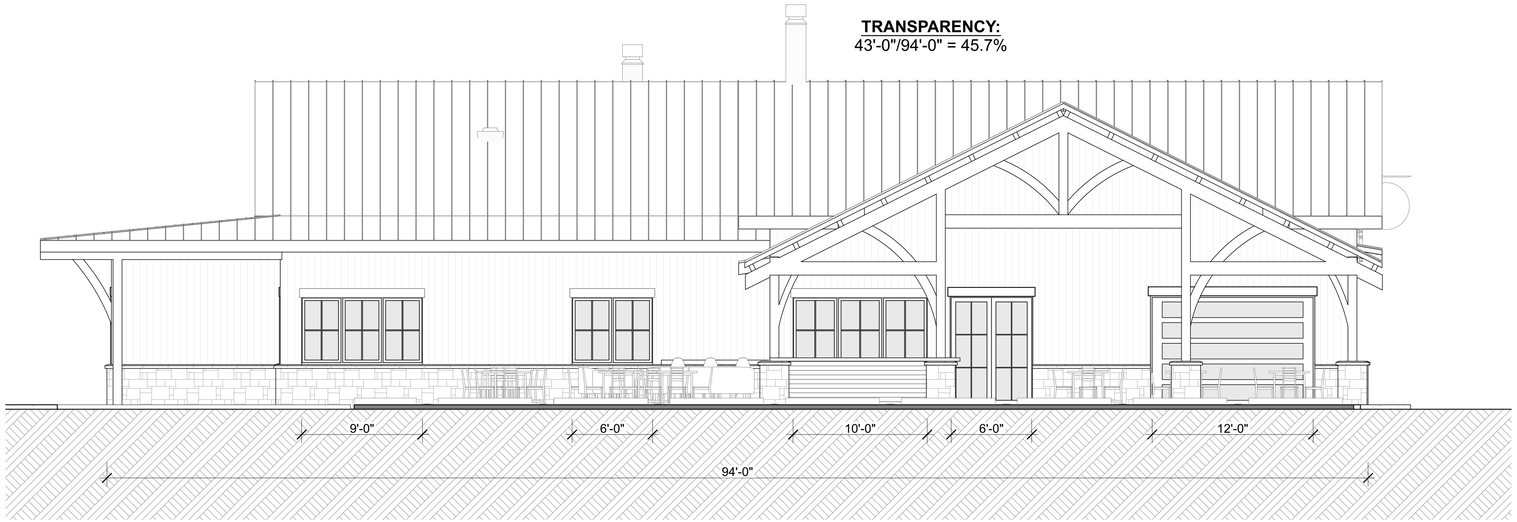
PROJECT NO:	*#Pln*
MODEL FILE:	
DRAWN BY:	*BCA*
CHK'D BY:	

SHEET TITLE

MAIN LEVEL FLOOR PLAN

DATE: 11/12/25 ***© 2025***

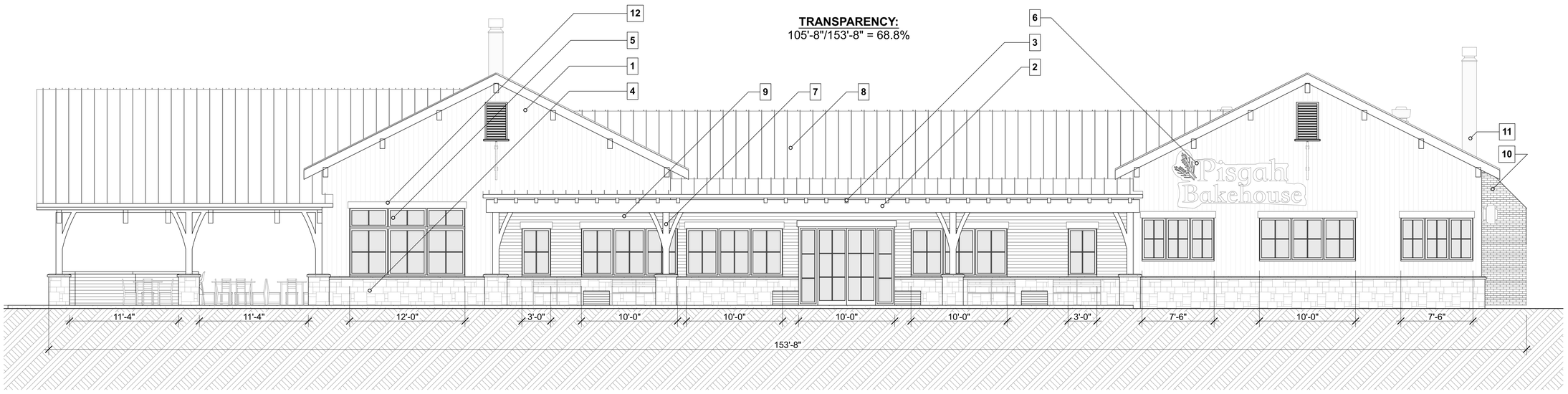
A-101



EAST ELEVATION

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

1
A-201



NORTH ELEVATION

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

2
A-201

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.
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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

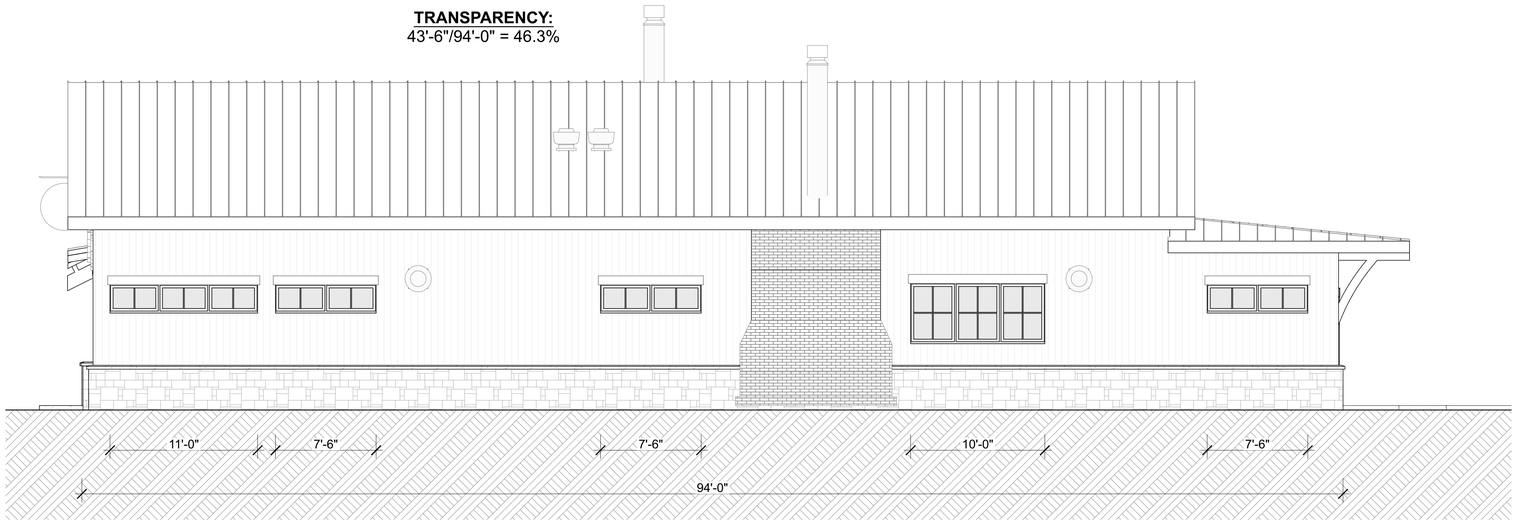
NORTH & EAST ELEVATIONS

DATE: 11/12/25

© 2025

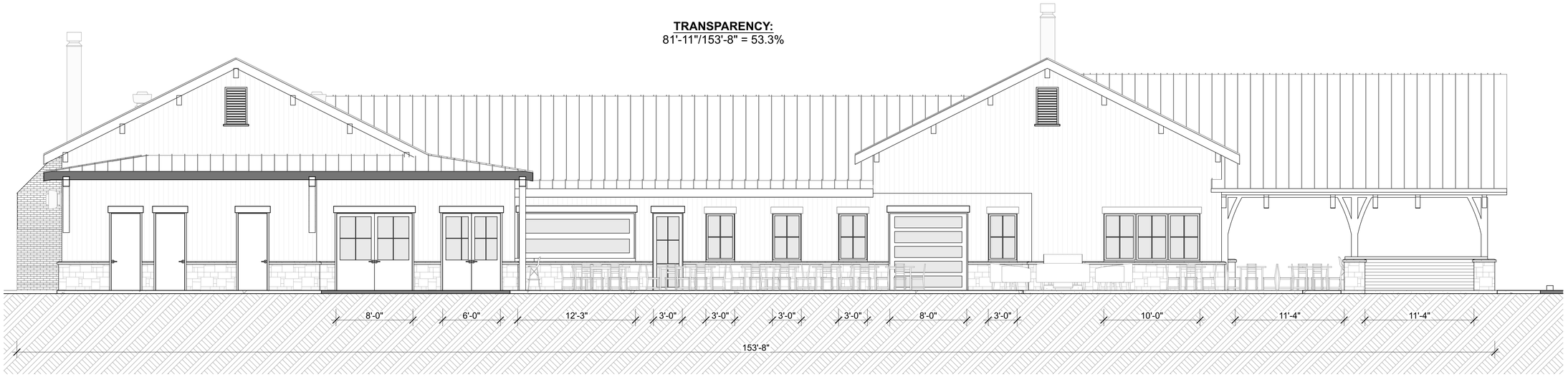
A-201

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



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

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



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

ELEVATION LEGEND

1. VERTICAL WOOD SIDING.
2. TIMBERS WITH DARK STAIN. COORDINATE W/ STONE & SIDING SELECTIONS
3. RAFTER TAILS STAINED TO MATCH TIMBERS
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11. CHIMNEY PIPE
12. WOOD LINTELS TO MATCH TIMBERS

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

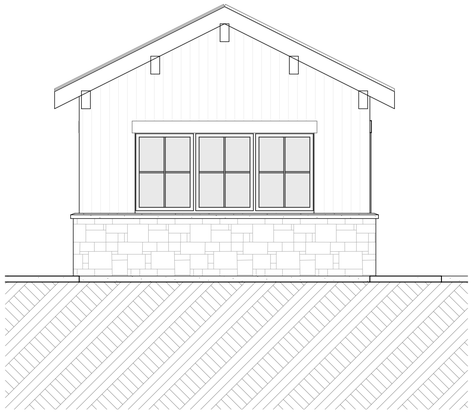
PROJECT NO: *#Pln*
MODEL FILE:
DRAWN BY: *BCA*
CHK'D BY:

SHEET TITLE

SOUTH & WEST ELEVATIONS

DATE: 11/12/25 ***© 2025***

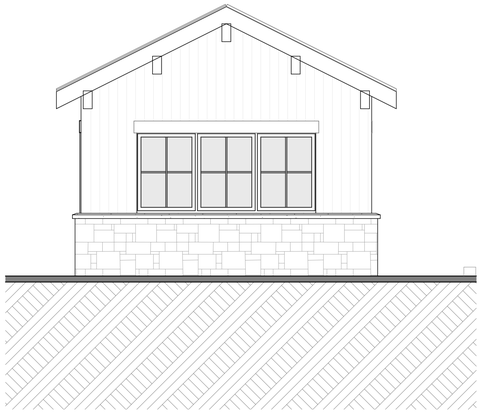
A-202



NORTH ELEVATION - OUTBUILDING

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

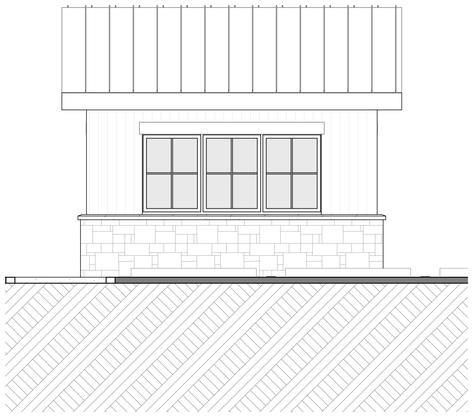
1 A-203



SOUTH ELEVATION - OUTBUILDING

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

2 A-203



EAST ELEVATION - OUTBUILDING

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

3 A-203

WEST ELEVATION - OUTBUILDING

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

4 A-203

NOTE:

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ELEVATION LEGEND

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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 ***© 2025***

A-203

VIEW FROM NORTHEAST

VIEW FROM NORTH

VIEW FROM EAST

VIEW FROM SOUTH

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FLETCHER VILLAGE BAKERY

28 CANE CREEK RD
FLETCHER, NC 28732

OWNER:

WORKMAN AND SALLOUM PROPERTIES LLC

MARK	DATE	ISSUE

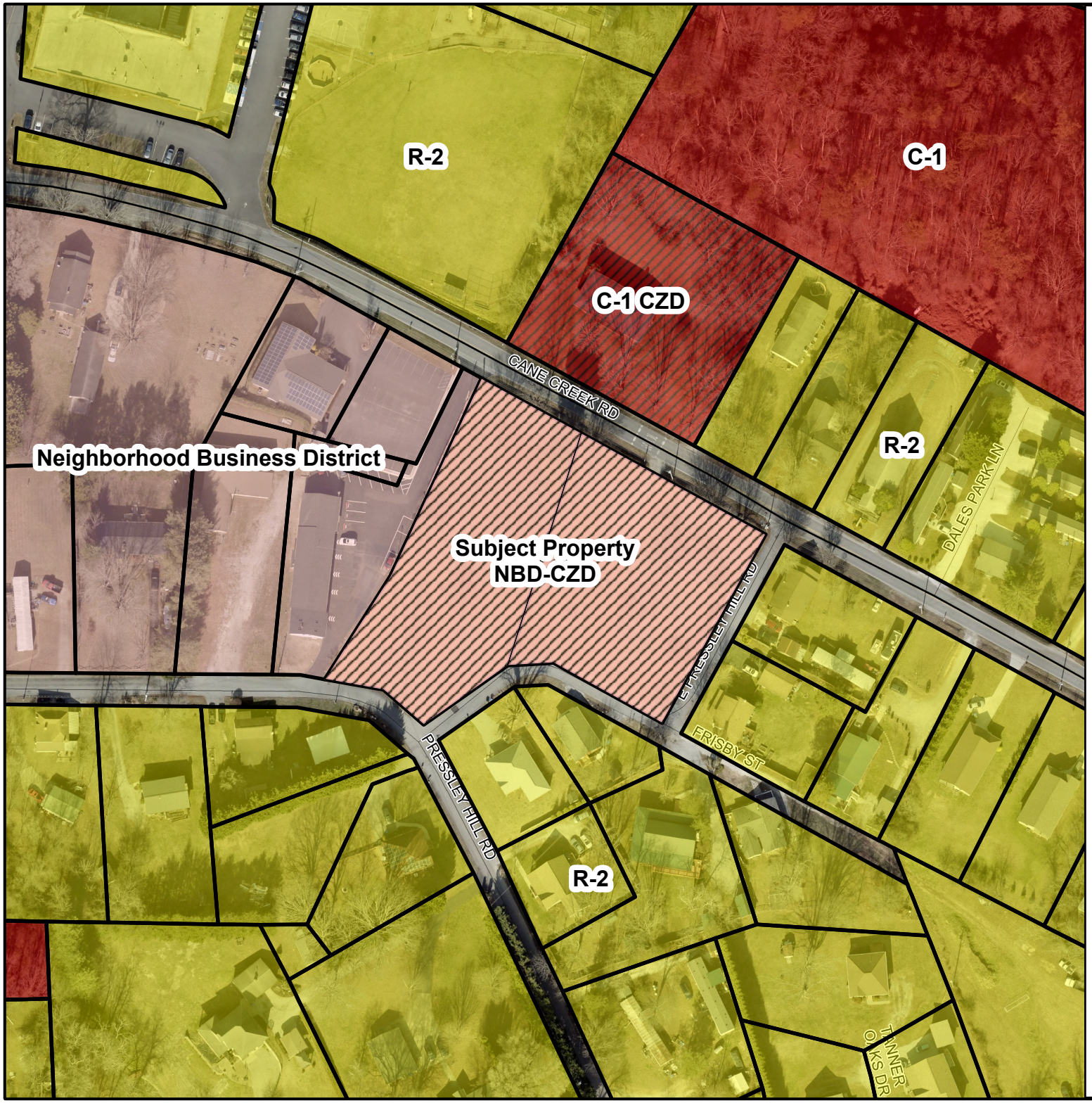
PROJECT NO:	*#Pln*
MODEL FILE:	
DRAWN BY:	*BCA*
CHK'D BY:	

SHEET TITLE

RENDERINGS

DATE: 11/12/25 ***© 2025***

A-205



0 50 100 200
Feet

N
W E
S

Town of Fletcher
November 2025

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

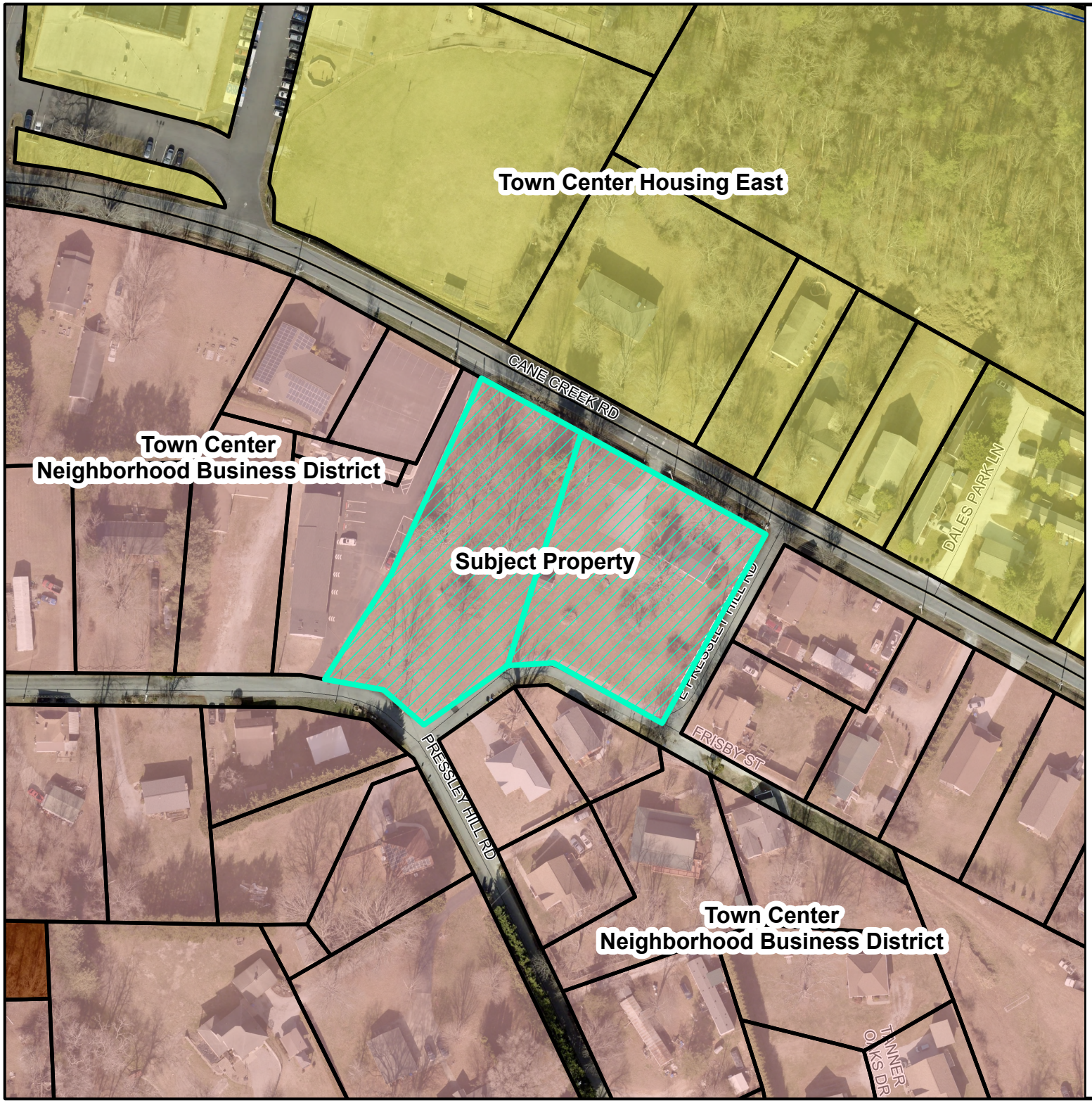
Subject Property

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)

TOWN OF FLETCHER, NORTH CAROLINA
SETTLED 1793
Pride in our Past ~ Faith in our Future

Planning and Zoning Department



0 50 100 200
Feet

N
W E
S

Town of Fletcher
November 2025

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

TOWN OF FLETCHER, NORTH CAROLINA
SETTLED 1793
Pride in our Past ~ Faith in our Future

Planning and Zoning Department

Ordinance #___-____

AN ORDINANCE OF THE TOWN OF FLETCHER TOWN COUNCIL TO AMEND THE OFFICIAL ZONING MAP OF THE TOWN OF FLETCHER FOR PARCELS POSSESSING PIN NUMBERS: 9653-71-9324 AND 9653-81-0279 BY CHANGING THE ZONING DESIGNATION FROM R-2 MEDIUM DENSITY DEVELOPMENT DISTRICT TO NBD-CZD, NEIGHBORHOOD BUSINESS CONDITIONAL ZONING DISTRICT

IN RE: Parcel Numbers: 9653-71-9324 and 9653-81-0279
Address: 28 Cane Creek Road
Project: Fletcher Village Bakery (File # 25-01-CZD)

WHEREAS, the Town is in receipt of a Conditional Rezoning application from applicant, David Workman, Manager of Workman and Salloum Properties, LLC, and property owners, Lynda L Tweed, Terry L Tweed, Amber Alyce Babb Honeycutt, and Parker Kale Babb for the construction of bakery and out building on approximately 1.64 acres, and

WHEREAS, the Planning Board took up this application at its regular meeting on November 25th, 2025; voting 5-0 to recommend Town Council approve an ordinance amending the official zoning map of the Town of Fletcher, and

WHEREAS, Town Council took up this application at its regular meeting on January 12th, 2026, and

NOW, THEREFORE, BE IT ORDAINED by the Town Council of the Town of Fletcher, North Carolina:

1. Pursuant to Article XV of the Land Development Code of the Town of Fletcher, North Carolina, the Zoning Map is hereby amended by changing the zoning designation of the following: Parcel Numbers: 9653-71-9324 and 9653-81-0279, changing the zoning designation from R-2 Medium Density District To NBD-CZD, Neighborhood Business Conditional Zoning District.

2. Development of the parcel pursuant to this Ordinance is subject to the following.

    a. Development shall comply with the master site plan submitted by the applicant dated December 22, 2025, including any conditions listed therein.

    b. Permitted uses shall include:
        i Restaurant

    c. Additional conditions that shall be satisfied prior to final site plan approval include:
        i

3. Except where modified by the terms of this Ordinance, development of the parcel(s) shall occur in accordance with the final site plan requirements of Article XVI of the Land Development Code of the Town of Fletcher, North Carolina.

4. Except where explicit relief is granted by the terms of this Ordinance, the development of the parcel(s) shall occur in accordance with all applicable standards within local ordinances and policies.

This ordinance shall be not be effective until the list of use(s) and conditions, established herein, is consented to in writing by the applicant and all owners of the subject property. Upon such written consent, this ordinance shall be effective retroactive to the date of its adoption.

Adopted this 12th day of January 2026.

Attest: _____
Preston Blakely, Mayor, Town of Fletcher

_____
Christine Thompson, Town Clerk

With their signatures below, the undersigned applicant(s) and property owner(s) consent to and agree to all conditions imposed pursuant to the terms of this Ordinance.

IN RE: Parcel Numbers: 9653-71-9324 and 9653-81-0279
Address: 28 Cane Creek Road
Project: Fletcher Village Bakery (File # 25-01-CZD)

Property Owner: Lynda L Tweed (PIN: 9653719324)

Signature:_____

Printed Name:_____

Date:_____

Applicant/Developer: David Workman, Manager of Workman and Salloum Properties, LLC

Signature:_____

Printed Name:_____

Title: Manager

Date:_____

Property Owner: Terry L Tweed (PIN: 9653719324)

Signature:_____

Printed Name:_____

Date:_____

Property Owner: Amber Alyce Babb Honeycutt (PIN: 9653810279)

Signature:_____

Printed Name:_____

Date:_____

Property Owner: Parker Kale Babb (PIN: 9653810279)

Signature:_____

Printed Name:_____

Date:_____

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]
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 Mowan 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

Docusign Envelope ID: 92B86008-8561-4931-8DEB-01BFD86711E0

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

Docusign Envelope ID: 92B86008-8561-4931-8DEB-01BFD86711E0

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

MEMORANDUM

TO: Mayor & Council

FROM: Mark Biberdorf, Town Manager

COPY TO: Heather Taylor, Assistant Town Manager

DATE: 12/31/2025

SUBJECT: Presentation of the recommended five-year capital improvement plan for FY 2026/2027 through FY 2030/2031 - Mark Biberdorf, Town Manager

Background:
A recommended list of projects for the new five-year capital improvement plan (CIP) will be presented to Council for their approval. The new plan covers the period of Fiscal Year 2026-2027 through Fiscal Year 2030-2031.

Recommendation:
It is recommended that Council adopt the attached plan.

Attachments:
1. Memo to Council - Recommended Five Year CIP FY 2027-2031. 12.30.25.doc
2. List of Projects Submitted for 5 Year CIP. FY27-FY31
3. Copy of Copy of Summary Table of Approved Projects. FY 27-31

MEMORANDUM

TO: Mayor and Town Council

FROM: Mark E. Biberdorf, Town Manager MEB

COPY TO: Heather Taylor, Assistant Town Manager

DATE: December 30, 2025

SUBJECT: Recommended Five Year Capital Improvement Plan (CIP) for FY 2027-2031

As previously shared with Council staff has gone through a process of developing new projects for our upcoming five-year capital improvement plan (CIP). Department Heads have submitted those projects to me, and I have reviewed them and developed a draft CIP for your consideration.

Attached for Council's review are two tables. The first is a list of all the projects that were submitted for consideration. The second table is the recommended list of projects that I have prepared for your review and approval. I will go over the list of recommended projects at the Agenda Review meeting and provide additional background.

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

MEB/meb

Attachments

Project	FY 2026-2027	FY 2027-2028	FY 2028-2029	FY 2029-2030	FY 2030-2031	Total
Police Vehicles – 3 Per Year	175,000	184,000	193,000	203,000	213,000	968,000
Garbage Truck	450,000					450,000
Motor for Backup Generator at Town Hall		150,000				150,000
Long Arm Mower Attachment for Tractor					46,000	46,000
Drainage Repair at Public Works					35,000	35,000
Tag-a-Long Equipment Trailer				38,000		38,000
Public Works Director Vehicle			85,000			85,000
Painting 1st Floor of Town Hall	45,000					45,000
Painting 2nd Floor of Town Hall		55,000				55,000
Painting 3rd Floor of Town Hall & Stairwells			61,000			61,000
New Shelter at Bill Moore Community Park				194,500		194,500
Staff Vehicle			75,000			75,000
Utility Tractor	60,000					60,000
Plumbing Sewer Line Replacement at BMCP	45,000					45,000
Ballfield Lights for Fields 1-4 at BMCP					650,000	650,000
Pavement of Greenways			315,200			315,200
Total Requests	775,000	389,000	729,200	435,500	944,000	3,272,700

Project	FY 2026-2027	FY 2027-2028	FY 2028-2029	FY 2029-2030	FY 2030-2031	Total
Police Motor Vehicle Replacement	$ 175,000	$ 184,000	$ 193,000	$ 203,000	$ 213,000	**$ 968,000**
Garbage Truck	$ 450,000					**$ 450,000**
Motor for Generator at Town Hall		$ 150,000				**$ 150,000**
Long Arm Mower Attachment for Tractor			$ 46,000			**$ 46,000**
Drainage Repair at Public Works		$ 35,000				**$ 35,000**
Tag-a-Long Equipment Trailer				$ 38,000		**$ 38,000**
Public Works Director Vehicle			$ 85,000			**$ 85,000**
Painting 1st Floor of Town Hall	$ 45,000					**$ 45,000**
Painting 2nd Floor of Town Hall		$ 55,000				**$ 55,000**
Painting 3rd Floor of TH & Stairwells			$ 61,000			**$ 61,000**
New Shelter at Bill Moore Community Park		$ 194,500				**$ 194,500**
Parks & Rec. Staff Vehicle			$ 75,000			**$ 75,000**
Parks & Rec. Utility Tractor	$ 60,000					**$ 60,000**
Sewer Line Replacement at BMCP	$ 45,000					**$ 45,000**
Pavement of Greenways at BMCP					$ 315,200	**$ 315,200**
	$ 775,000	**$ 618,500**	**$ 460,000**	**$ 241,000**	**$ 528,200**	**$ 2,622,700**

Public Works Department
Monthly Report
December 2025

Brush Pick Up

Public Works collected 131 brush orders which produced 336 Cyds of brush.
Public Works collected 75 leaf work orders which produced 42 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.

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Vehicles

Maintenance was performed on 11 police cars, 6 Public Works Vehicles and 3 P&R vehicles.

Sanitation

For the month of December, Public Works collected 181.88 tons of garbage for a daily average of 7.91 tons.

Parks & Rec

Public Works removed 4 dangerous trees that had broken and fell into each other near the foot bridge over Cane Creek.
Public Works has installed lights in the green building. Public Works has had a new entrance door installed into the green building.

Fletcher Parks and Recreation Department
Monthly Report – December 2025

Programs & Events

Christmas in the Park

On December 6th, Fletcher Parks and Recreation hosted our annual Christmas in the Park event, which saw a great turnout from the community. The park was filled with holiday spirit as families enjoyed a wide variety of festive activities.

The event featured 25 vendors, live Christmas music performed by the Lewendahl Band, and pictures with Santa. Children enjoyed a fun kids' zone that included inflatables and Christmas-themed craft activities. The Fletcher Fire Department joined us as well, hosting s'mores for the kids, which was a big hit.

Guests also enjoyed horse-and-carriage rides through the park, adding a special and memorable holiday touch to the evening.

Overall, Christmas in the Park was a successful and joyful event that brought the community together to celebrate the season.

Letters to Santa

Letters to Santa were offered from December 1st through December 15th. A total of 91 letters were written, and Santa replied to each one. We did receive 10 letters without a return address, which unfortunately could not be mailed back.

Other Events

We hosted the **Veritas Christian Academy 5K fundraiser**, which supported the senior class in their fundraising efforts for their upcoming senior trip to Italy.

Facilities & Maintenance

Bill Moore Community Park & Kate's Park

Our maintenance team continues their daily work to ensure both parks remain clean, safe, and welcoming for visitors.

Throughout the winter months, **Aaron and the maintenance team** will focus on several improvement projects to enhance the overall park experience. Projects completed in December include:

1. Cleaned and removed debris from clogged concession and shelter gutters and downspouts
2. Pruned bushes and trees
3. Mulched trees
4. Cleaned drainage grates
5. Replaced missing bolts on playground equipment
6. Cleaned dugouts
7. Painted and replaced rotten wood on dugouts
8. Painted wooden barriers
9. Installed Christmas lights at the park entrance
10. Hung Christmas lights on the Town Hall fence
11. Painted parking spaces
12. Assisted Public Works with the removal of three dead trees in the park

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- December 2025

- There was no regular Planning Board meeting in December due to the absence of action items.
- Staff continued day-to-day operations, including the issuance of permits, responding to development inquiries, and addressing zoning, solid waste, and junked-vehicle complaints.
- Tyler and Mark met with representatives from Retail Strategies to receive an update and status report related to the Town Center project.
- Both new Planning Board members (Jacob and Julia) appointed by Council in December visited Town Hall to meet with Tyler and discuss current projects and those anticipated in the near future. Both members were enthusiastic about beginning their service, and staff is excited to welcome them to the Board.
- Staff continued monitoring properties with substantially damaged structures resulting from Hurricane Helene.
- Staff received two applications by the January Planning Board meeting deadline. Barring unforeseen delays, both items are scheduled for review at the January Planning Board meeting. These are administrative items that will be approved or denied by the Planning Board and will not require Council action.
    - **165 Cane Creek Road** – The property owner proposes to construct an additional 9,000-square-foot flex warehouse building alongside the existing structure. The site is located within the Heart of Fletcher Zoning Overlay, requiring Planning Board review of the building design. This parcel is the only M-1-zoned property within the Overlay. The applicant is also requesting a fee-in-lieu of sidewalks due to site topography and the absence of adjacent sidewalks.
    - **Burney Mountain Subdivision** – Windsor Built Homes is seeking approval of a major subdivision on Burney Mountain Road, just north of Charlie's on the Creek. The proposal includes 21 single-family homes on 13.11 acres, resulting in a density of approximately 1.6 units per acre. The R-1A zoning district allows a maximum density of 2 units per acre.

300 Old Cane Creek Road, Fletcher, NC 28732
(828) 687-3985 (828) 687-7133 fax
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Administration Monthly Report
Heather Taylor, Assistant Town Manager
December 2025

Assistant Town Manager:

Hurricane Helene/FEMA Park Recovery

- Received feedback from FEMA regarding our last project reimbursement request for the greenway bridge/streambank project. Followed up with engineering firm since they will need to assist with some of the follow-up information.

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).

Purchasing for FY 25/26

- Assisted the Police Department with the purchase of the new equipment needed to outfit the new police vehicles purchased earlier this year.

Finance:

2025 Property Taxes- As of the end of December, over 84% of the levy has been collected. This percentage will increase as we continue through the first week of the calendar year and into early January.

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

FY 24/25 Financial Statements & Audit

- The audit/financial statements were approved by the LGC on December 4.
- Carol Avery will be at the January 12 Council meeting to present the audit.

Budget 26/27- Department heads were presented with the upcoming budget calendar, and they can now begin to think about their upcoming budget requests.

Human Resource:

Employment

- Accounting and Customer Service Specialist – This position was posted on December 3, and it closed on December 31. Received over 30 applications, and interviews are scheduled in early January.

Wellness

- Over 45 hours were logged during December in the employee gym.
- Coordinated the "12 Days of Christmas" for employees, beginning December 8. Employees seemed happy with the various activities planned.

FLETCHER POLICE DEPARTMENT
TEAMWORK - PROFESSIONALISM - DEDICATION

DANIEL D. TERRY
CHIEF

MEMORANDUM

To: Mark Biberdorf, Town Manager

From: Chief D. Terry

Date: January 5, 2025

Re: December 2025 Monthly Report

Training & Professional Development:

- Officer McCarson completed the week-long Filed Training Officer (FTO) class and will now be utilized as a department trainer for new personnel.
- Sergeant Beddingfield and Officer Interlicchia attended the Intoxilyzer re-certification class which allows them to continue to perform the breath test on suspected DWI offenders.
- Detective Beauchamp attended a 40-hour First Line Supervision Course.
- Detective Gonzalez attended a 2-day red dot optics course, as the department begins a review of red dot technology to determine its feasibility for the department's assigned firearms and related firearm program.
- Sergeant Diaz attended the first annual Interview & Interrogation Summit.

We had a total of 462 calls for service for the month of December. This does not include 1601 extra security checks. Sixty-one incident reports were filed. Twenty-seven of these incidents required some type of investigative follow-up to be conducted. Forty-one citations were issued for a total of 52 charges. Eleven auto accidents were reported and 15 arrests were made.

Activities of interest for the month of December include:

- As 2025 ended, we have collected data on various activities and information pertinent to department operations. This data is reviewed and compared to prior years as a means of monitoring the effectiveness of our operations and looking for additional ideas for improvement. Some of the recorded data can be reviewed in the pages below.
- The department welcomed its newest officer to the police department. Officer Justin Quinto graduated from the BLET program at AB-Tech and was sworn in with the Fletcher Police Department. We welcome him to the team. With this addition, the department has achieved full staffing.

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

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- The department's 4th Annual No Shave November fundraiser concluded with Spokes of Hope being presented with a check for $6635, to be used towards their continued commitment to hurricane relief in Western North Carolina.
- The Plug Vape Shop on Brian Blvd. was broken into overnight when three individuals broke out a front window, entered, and stole a few thousand dollars' worth of product. One suspect has been identified and is a 15-year-old juvenile. A petition with the Department of Juvenile Justice was completed against the suspect. The investigation related to the other two offenders is ongoing.
- Checks were stolen from the locked mailbox of a local business. Envelopes from the stolen mail were recovered at a nearby gas station. The envelopes were processed for fingerprints and an identification made. This individual has prior arrests for similar incidents, including larceny and check fraud. The suspect's method was to steal checks from the box of businesses and then forge said checks. The suspect was charged with Damage to Property, Misdemeanor Larceny, Felony Larceny of Checks, and Felony Conspiracy.
- A trailer with a generator and some tools was stolen off of Fletcher Commercial Drive. The trailer was later located inside Buncombe County. Through investigation and video evidence from Flock cameras and business surveillance a vehicle was identified followed by a suspect. This suspect later confessed and was charged with two counts of Felony Larceny.
- A trailer was stolen from Underwood Road. By use of the Flock camera system the trailer was found to have been observed in South Carolina being pulled by a distinct looking red truck. The trailer was located and recovered in South Carolina. Investigation revealed the person in possession of the trailer had just purchased said trailer form another individual.

Additional investigation connected the offender with the sale of the stolen trailer and the red truck that pulled the trailer. The offender was charged with Felony Larceny.

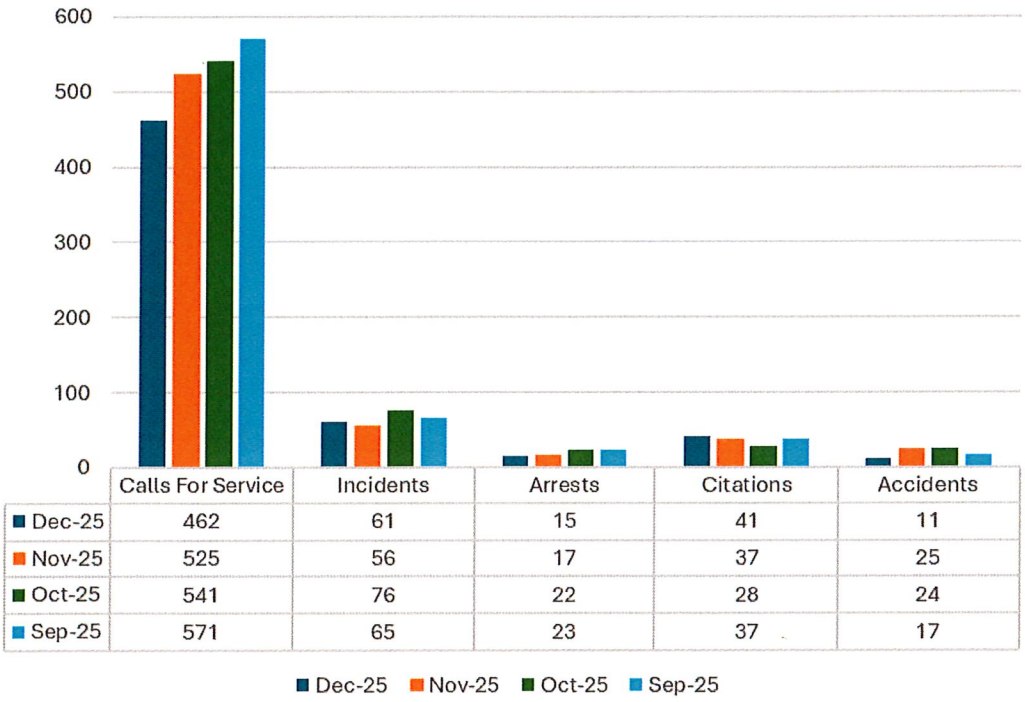
- Community engagement activities for the month of December include the conclusion of our No Shave November fundraiser at Hunter Automotive Group, where officers were offered free shaves sponsored by Hunter Automotive and Three Hounds Barbershop. A meeting was held between the police department, Town Management, ALE (Alcohol Law Enforcement) and the ownership of the Super 8 Motel, where discussion and agreement was made on reducing incidents of crime and disorder at the Super 8 Motel and the potential consequences of not taking corrective action to reduce inappropriate events. The department participated in Christmas at the Park, attended a LAP (Lethality Assessment Program) refresher with Safelight, and performed as members of the Henderson County Honor Guard for the funeral of a member of the Henderson County Sheriff's Office. Members of the department also attended the recent Basic Law Enforcement Training graduation at AB-Tech, and a boy scout tour of the police department was provided. The department attended the Henderson County Investigator's Meeting, the Henderson County Crisis Negotiator's Training, and hosted the DSS Multi-Disciplinary Team Meeting.

Respectfully Submitted,

Chief Dan Terry

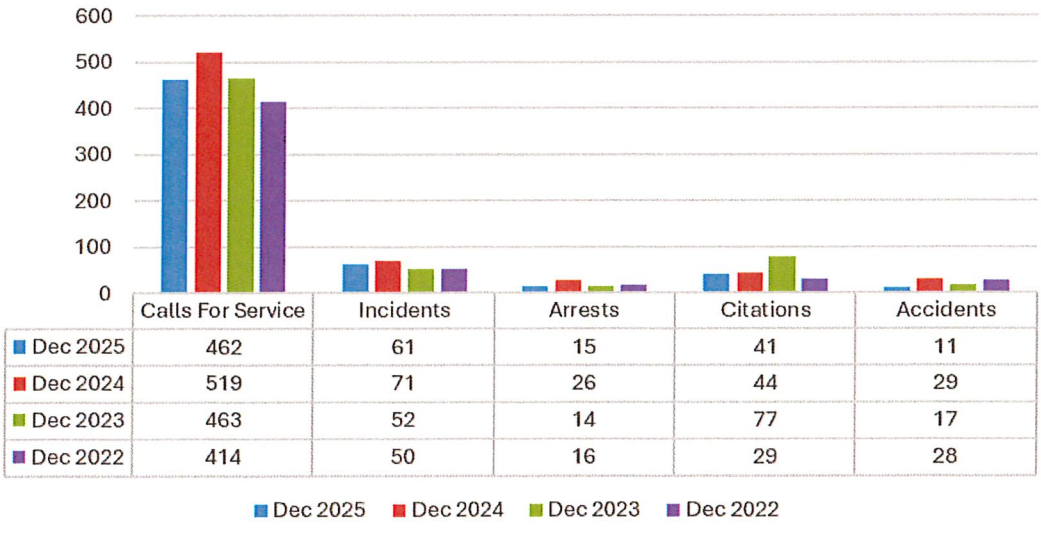
300 OLD CANE CREEK ROAD, FLETCHER NC 28732
PHONE (828) 687-7922 – FAX (828) 654-8046
Email: d.terry@fletchernc.org

Fletcher Police Department - December - 2025
Monthly Comparison



	Calls For Service	Incidents	Arrests	Citations	Accidents
Dec-25	462	61	15	41	11
Nov-25	525	56	17	37	25
Oct-25	541	76	22	28	24
Sep-25	571	65	23	37	17

Fletcher Police Department - December - 2025
Yearly Comparison



	Calls For Service	Incidents	Arrests	Citations	Accidents
Dec 2025	462	61	15	41	11
Dec 2024	519	71	26	44	29
Dec 2023	463	52	14	77	17
Dec 2022	414	50	16	29	28

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DECEMBER 2025 STATISTICS

OFFENSE	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	29
TOTAL CASES ASSIGNED	3	22
CITIZEN ASSIGNMENT LETTERS SENT	11	113

56 % Clearance rate for December 2025

63% Year-To-Date

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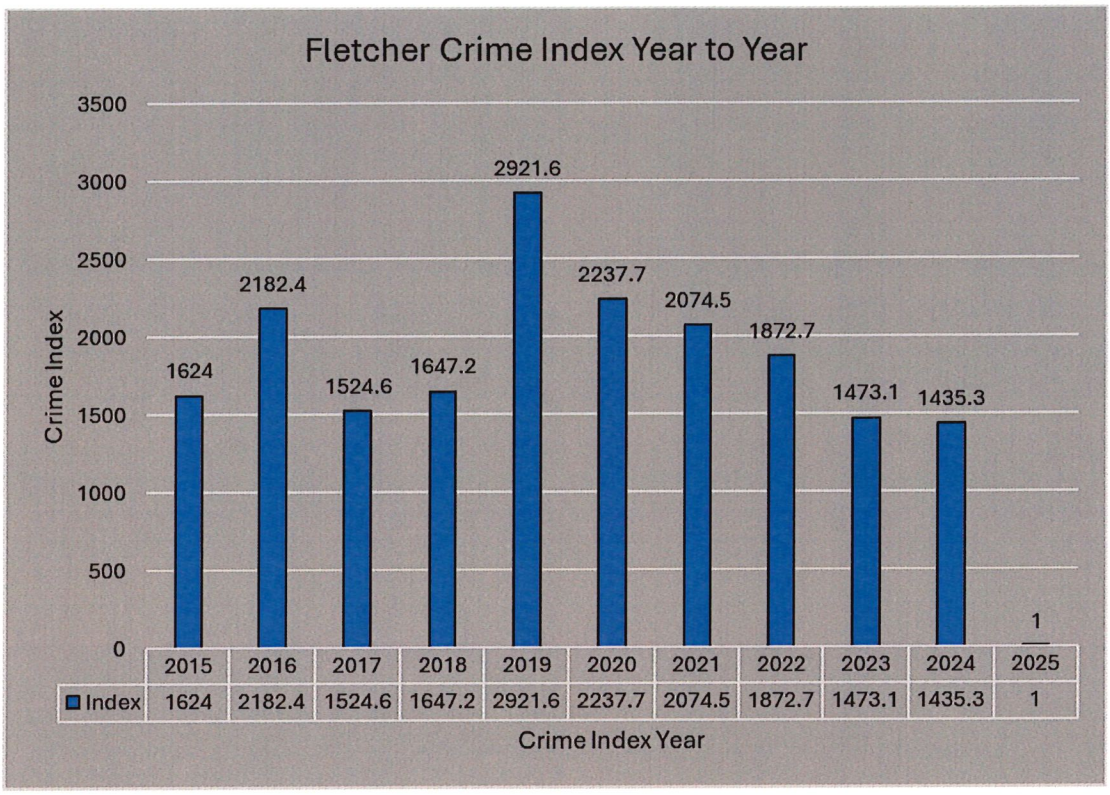

Comments: The Crime Index is based upon 100,000 residents. It would be expected if the Town of Fletcher had 100,000 residents, we could expect, in 2024, 1435 of them to have been victimized. This does not include all crime, but the top seven crimes as recorded by the FBI and SBI. The crime rate continues to trend downward. The 2024 crime rate is the lowest rate going back to 2008, which was the earliest year records could be found. 2025 numbers will not be available until at least July 2026.

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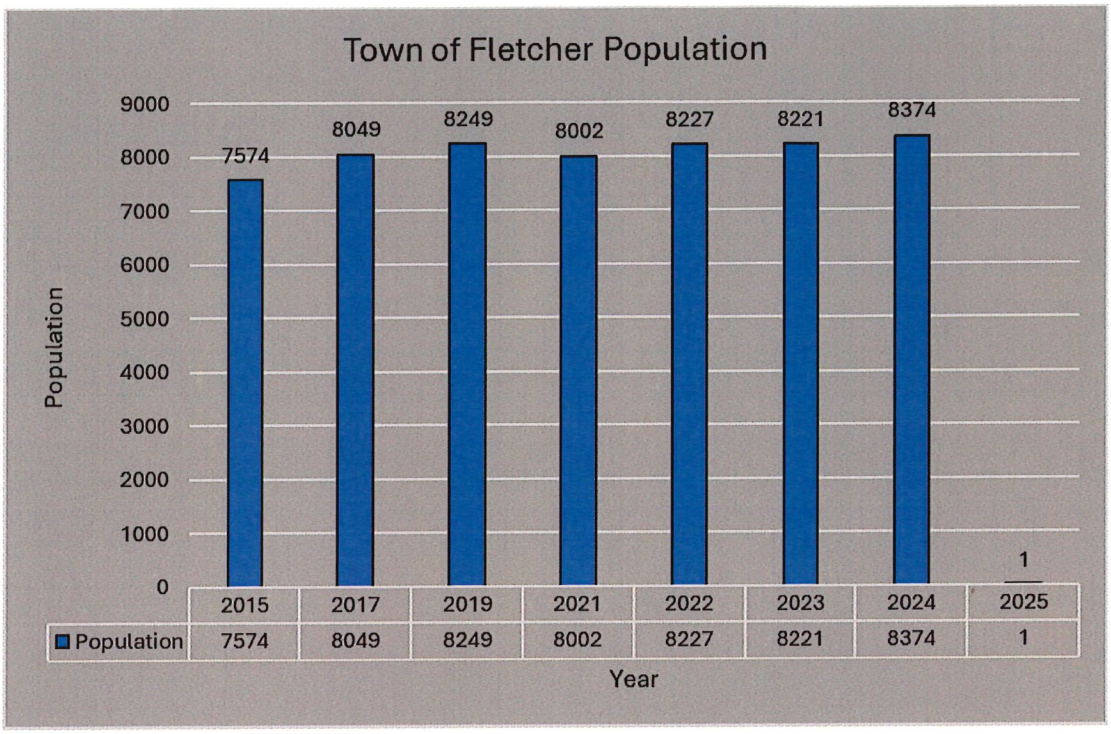

Comments: The population numbers were retrieved from the Office of State Budget and Management. Population has traditionally been one method of determining staffing needs in police agencies. Population alone however is not a reliable means of determining staffing as each community is unique with its specific expectations and problems. 2025 population numbers will not be updated until July 2026.

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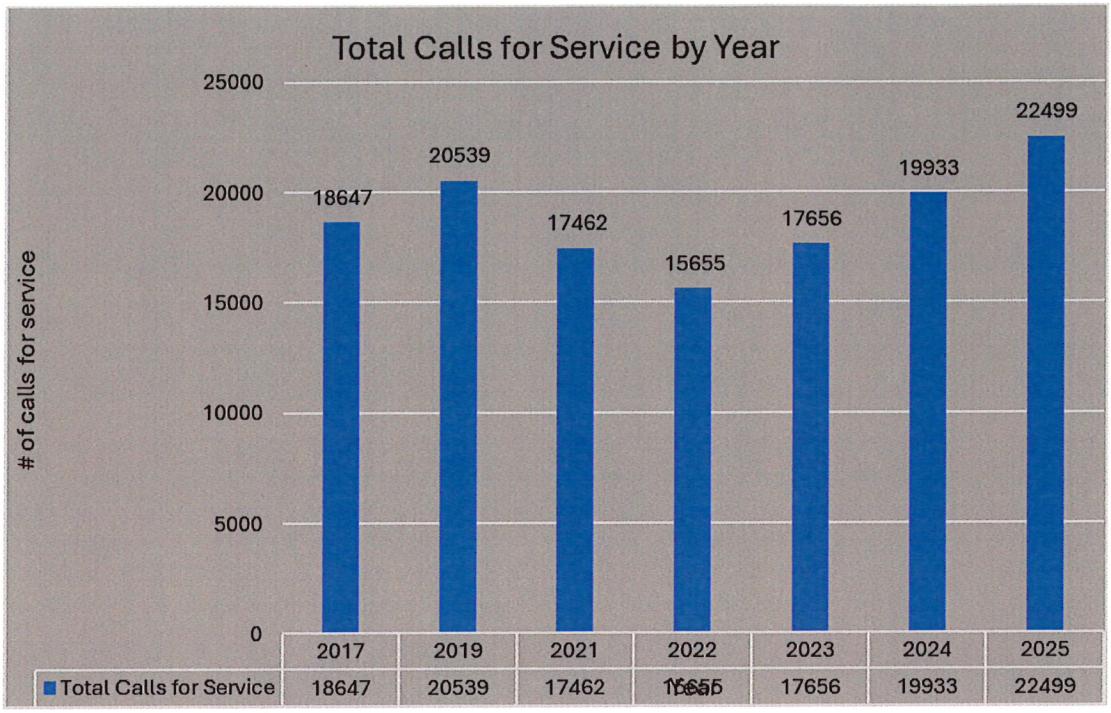
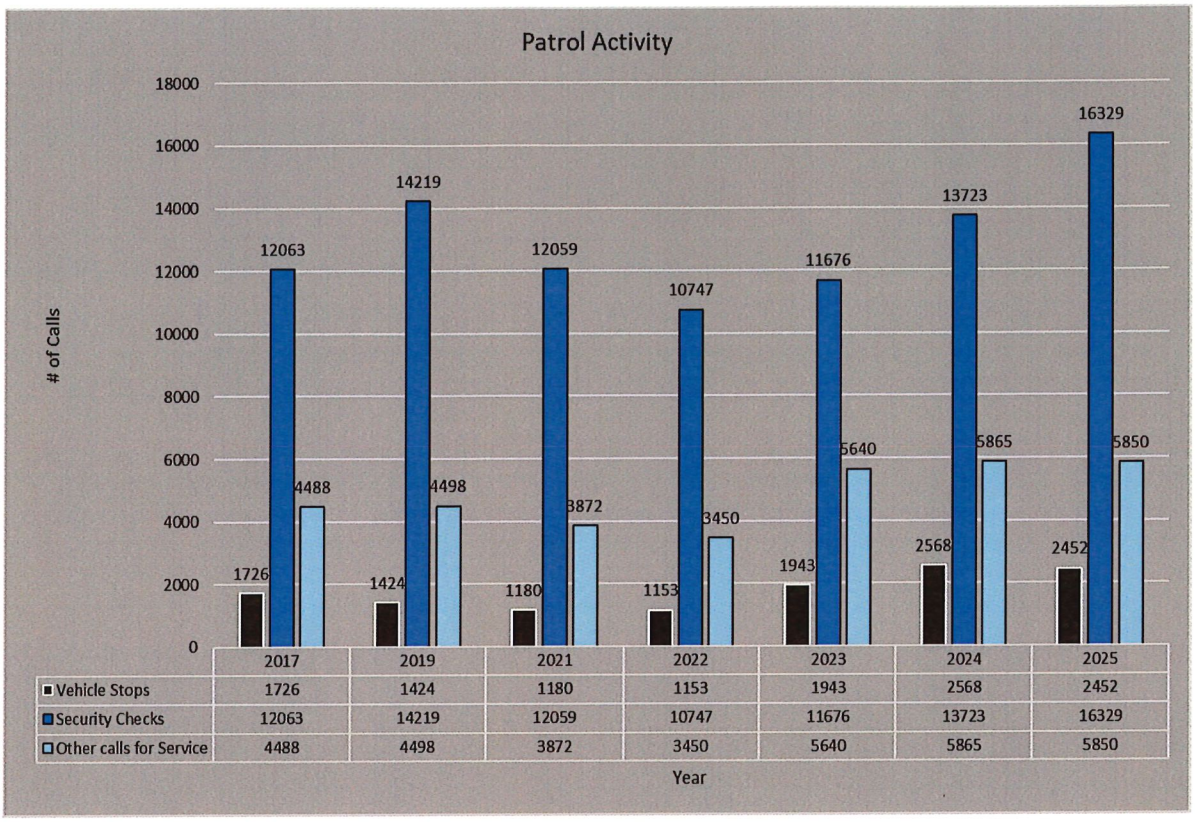


Comments: This table depicts the total number of calls for service from years 2017 through 2025 (9 years). The following table breaks down these calls for service between 911 calls and officer's self-initiated activity.

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



Comments: The light blue bar reflects actual 911 calls for service. Calls for service have remained consistent in the last three years after a significant increase. With predicted population growth, housing construction, new businesses, and displacement of police-community problems from other areas, an increase in calls for service is also expected soon. This should be monitored moving forward as it may reflect changing attitudes and community expectations. The dark blue bar is self-initiated neighborhood patrols, and the black bar is self-initiated vehicle stops.

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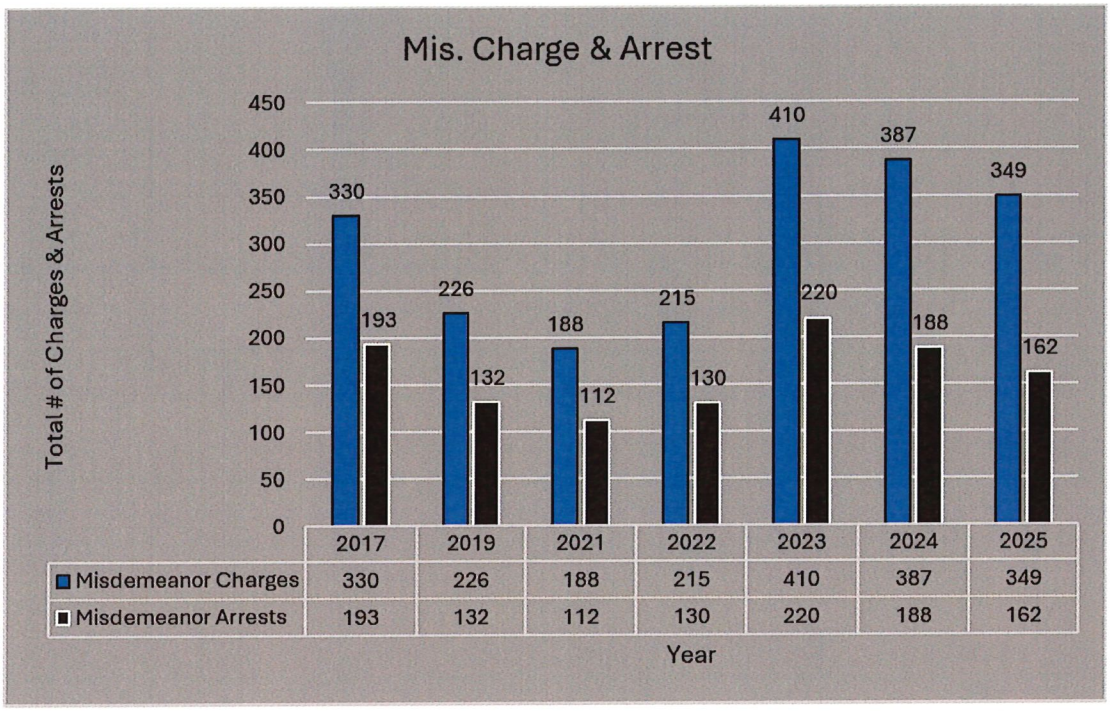

Comments: There is a slight decrease in misdemeanor arrests in the last two years, however the last three years has shown a significant increase in arrests from the years prior.

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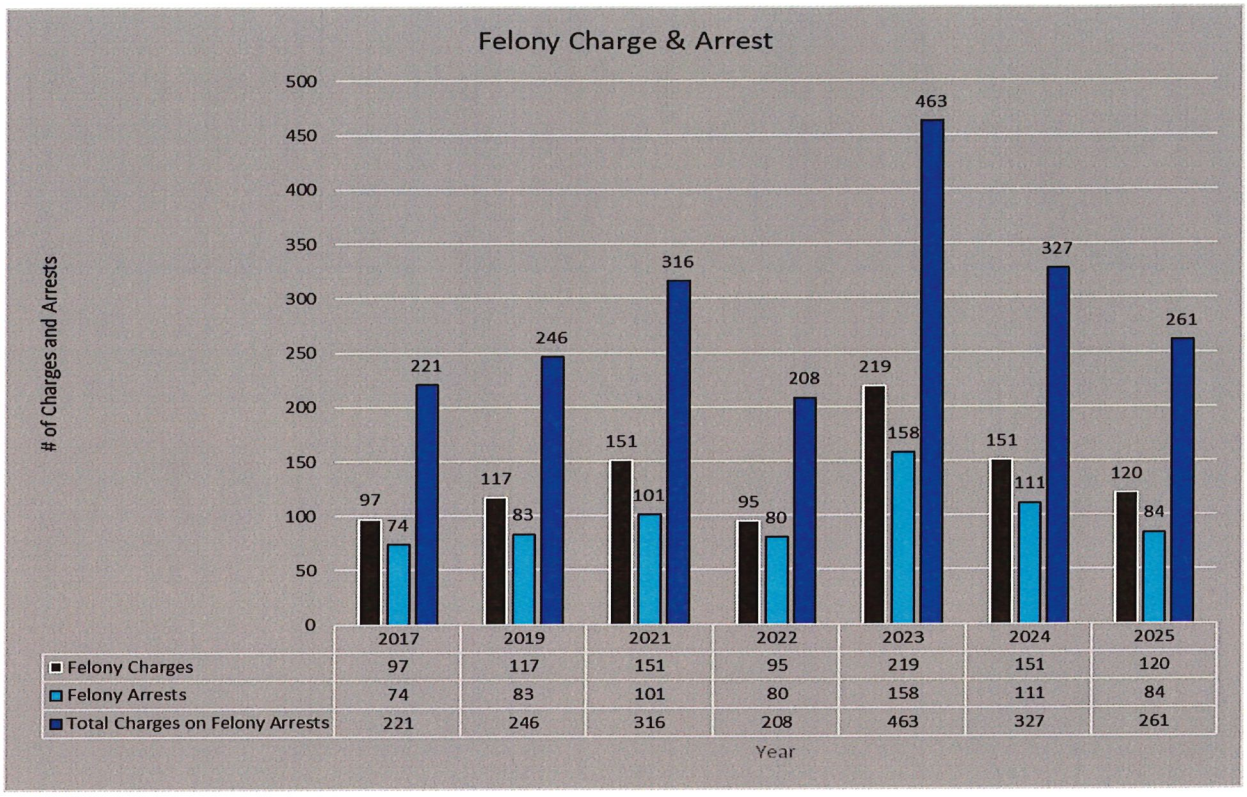

Comments: The light blue bar depicts the number of felony arrests made. The black bar indicates the total amount of felony charges connected to those arrests. The dark blue bar is the total amount of charges both felony and misdemeanor connected to the felony arrests. Misdemeanor only arrests are not included in this graph. After a two-year spike in felony arrests, this year's number of felony arrests decreased to a level more consistent with previous years.

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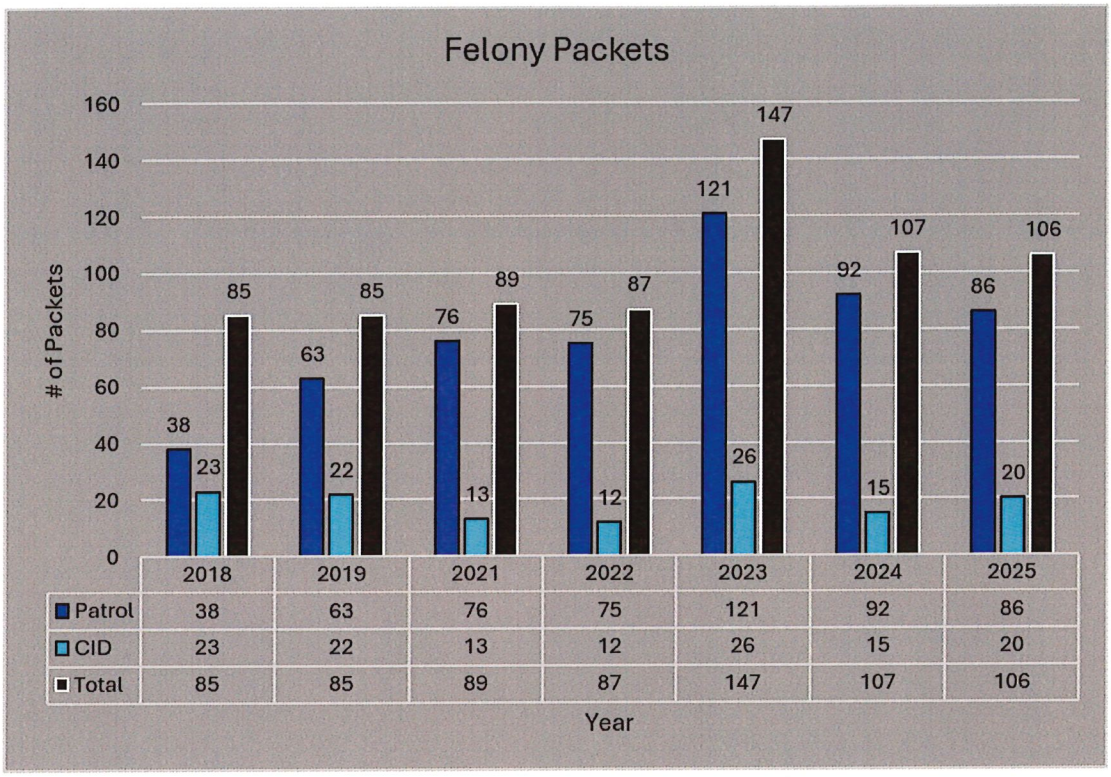

Comments: This graph depicts the number of felony packets completed by division (CID vs. Patrol). Felony arrests require more man hours to process than misdemeanor arrests. There is more investigative follow up, evidence processing, time in court, and the D.A.'s office requires a felony packet be completed. Each felony packet takes about 1.5 hours to complete. It should be noted that the number of felony packets doesn't equal the number of felony arrests as depicted in the previous chart. Multiple felony arrests for the same offender could be included on a single felony packet, multiple offenders from a single arrest would require multiple felony packets, and some packets may be completed in 2025 for arrests occurring in 2024.

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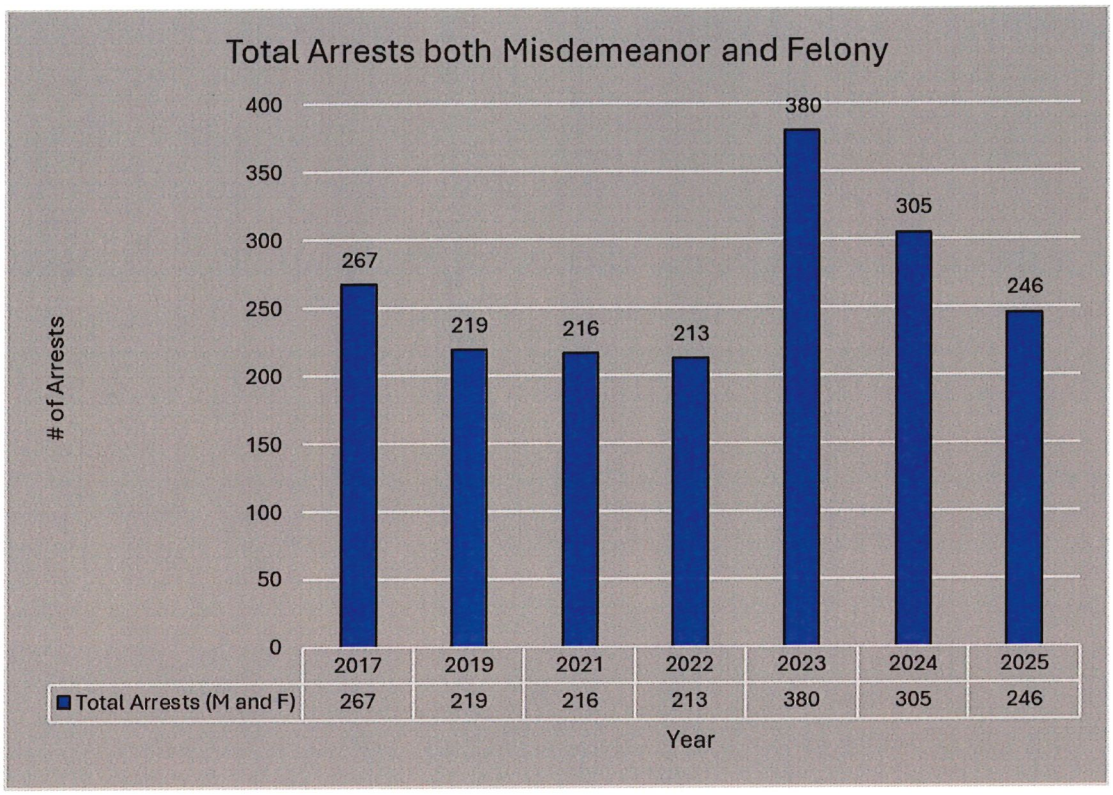

Comments: Consistent with the last graph on felony arrests, this year's total arrests, including both misdemeanors and felonies, declined after the two-year spike in 2023-2024. The rate of arrests remains higher than previous years 2019-2022.

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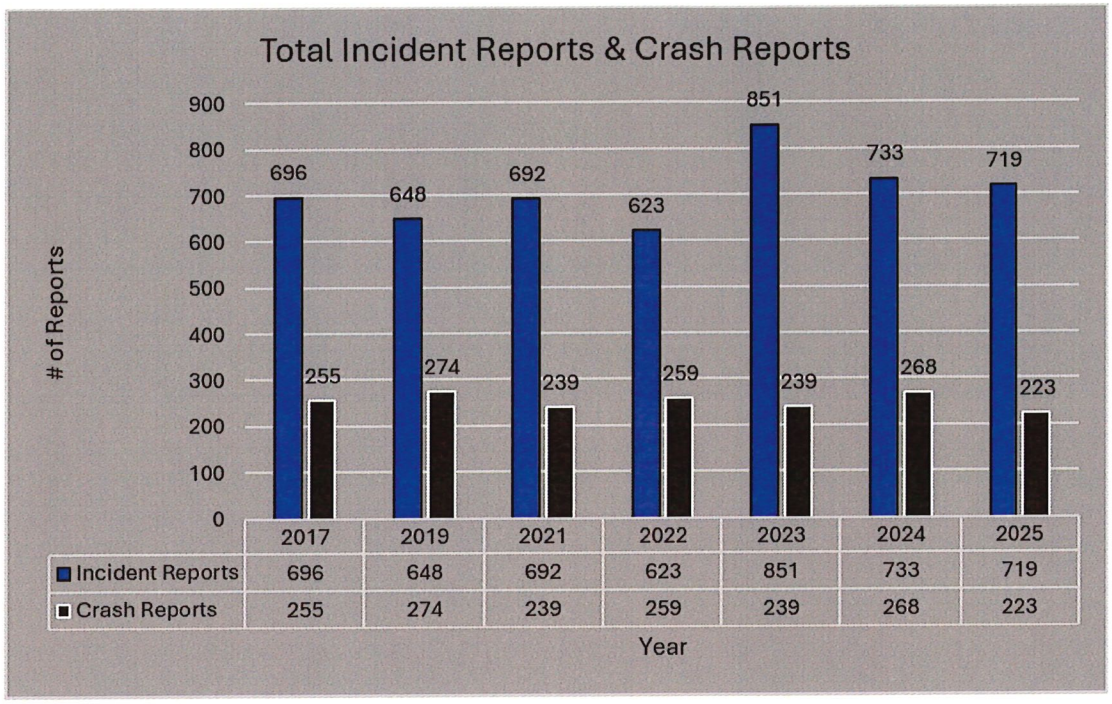

Comments: This table reflects the total number of written reports completed, including incident and accident reports. The number of incident reports remained fairly consistent in previous years until 2023 when a significant increase was observed. They have since decreased but remain higher than pre-2023 rates. The recent decline in reports may correlate with the decline in arrests previously reported in prior graphs.

Crash reports have declined and the number of crash reports taken this year is the lowest in the last 9 years.

300 OLD CANE CREEK ROAD, FLETCHER NC 28732
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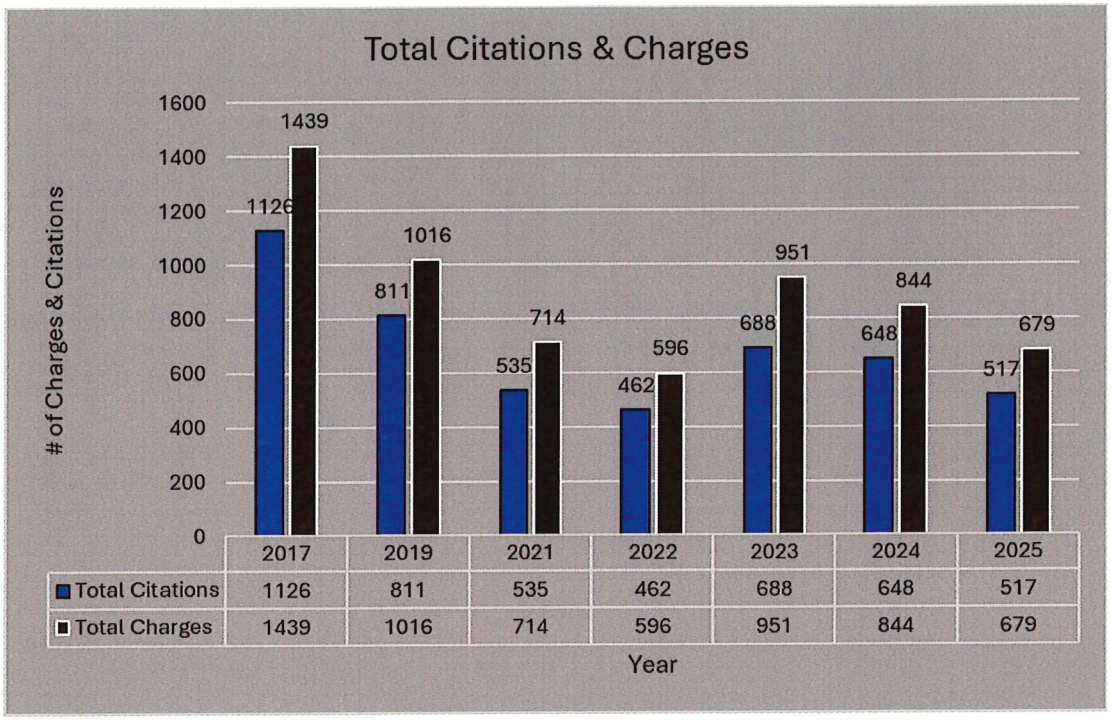

Comments: There was a decrease in traffic citations for 2025. This decrease remains consistent with the previously reported data on other self-initiated activities, such as misdemeanor and felony arrests.

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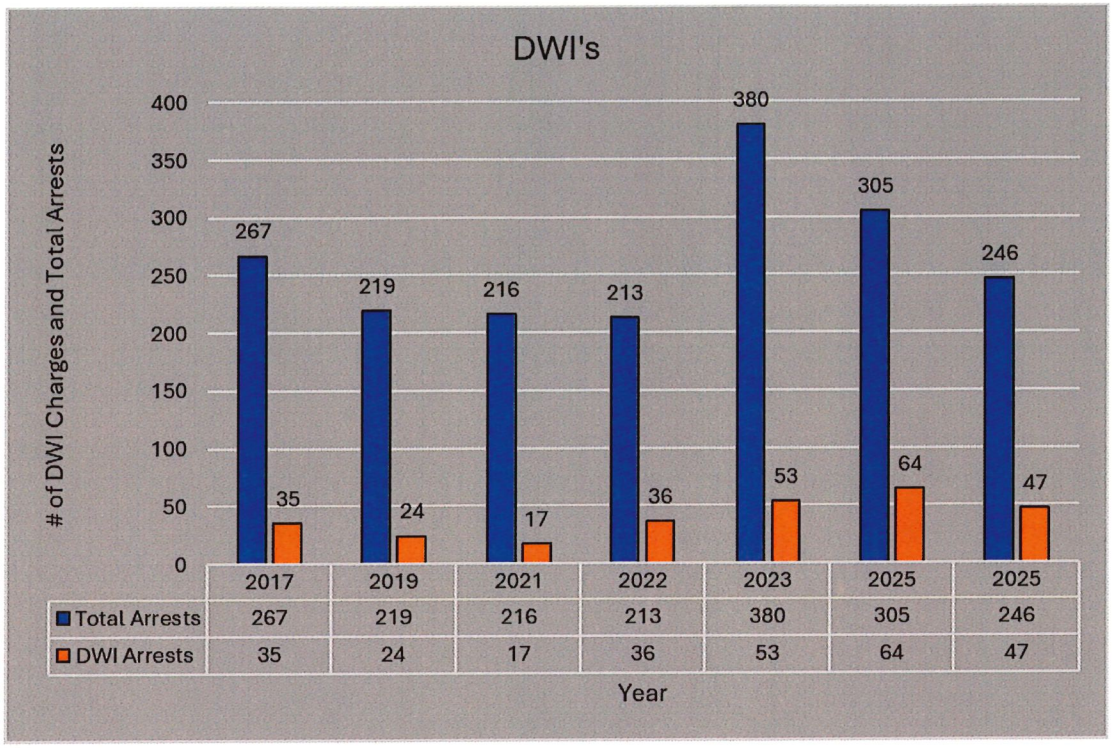
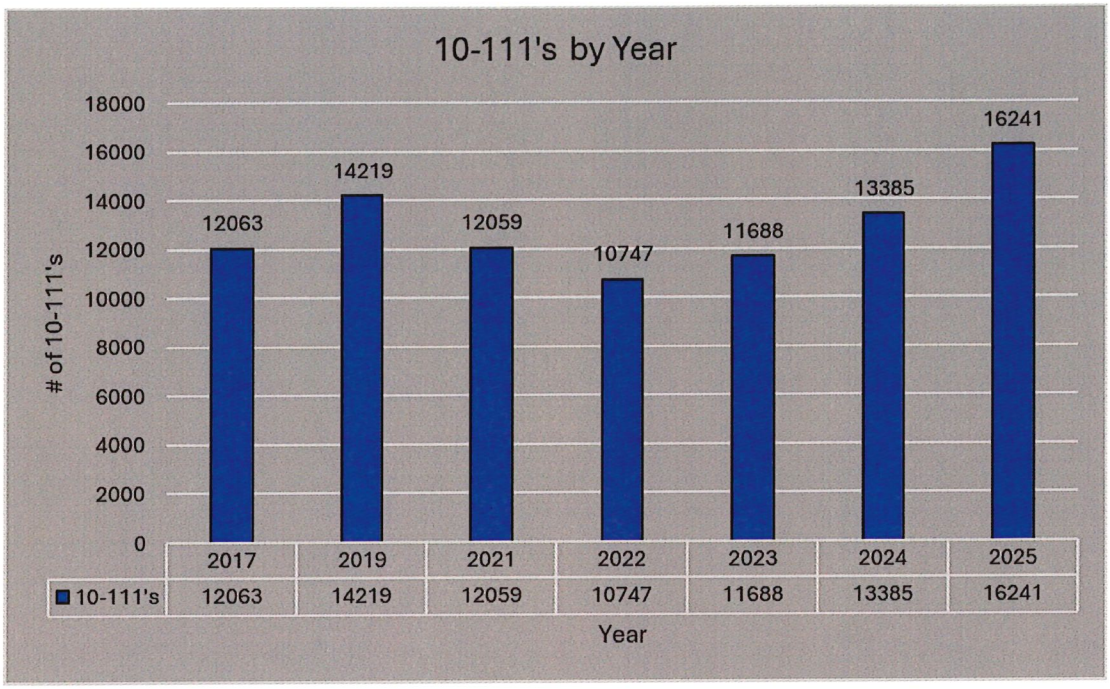


Comments: This graph demonstrates the number of DWI arrests made. DWI enforcement continues to be a priority and remain significantly higher than pre-2023 rates.

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



Comments: 10-111's are extra patrols. Officers typically log extra patrols when they initiate a patrol of a specific location, such as a business or residential community, i.e. Livingston Farms, Industrial Park, Bill Moore Park. This ensures officers are patrolling the neighborhoods and businesses. This can affect a residents sense of safety and reduce their fear of crime and also provides opportunity for officers to detect or deter crime.

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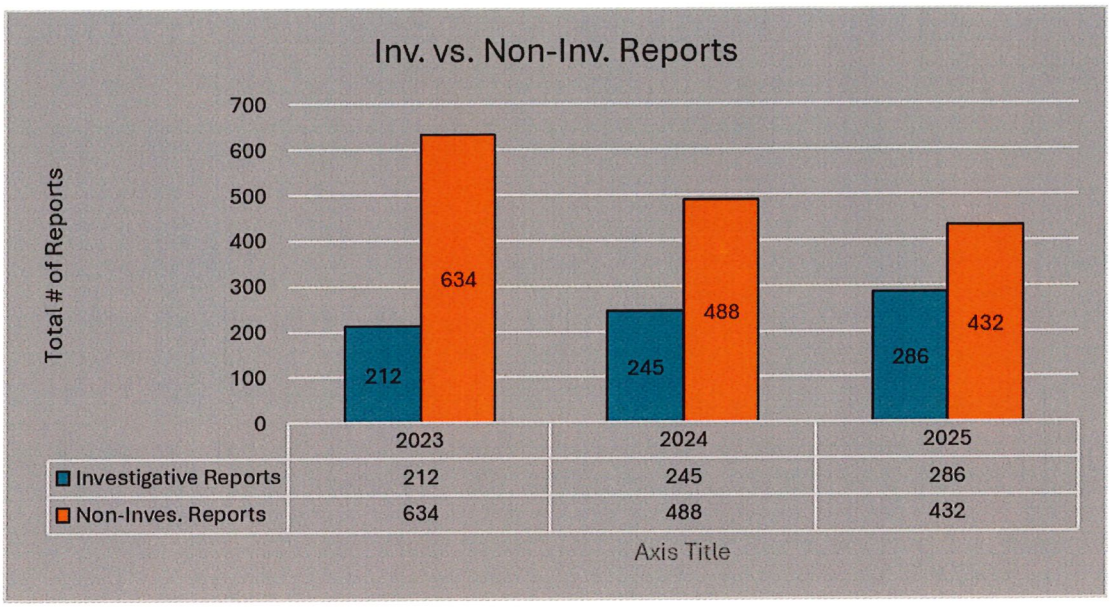

Comments: This graph reflects the difference in incident reports. The orange bar reflects those reports taken that do not require additional follow-up. That could be a simple arrest made or a report of crime with no leads to follow. The blue bar reflects cases that require additional investigation and manhours. The complexity of cases, to include financial crimes, such as identity thefts and scams, has been increasing in recent years. These types of cases require more investigation. This might be one possible reason for the observed decrease in officer's self-initiated activity.

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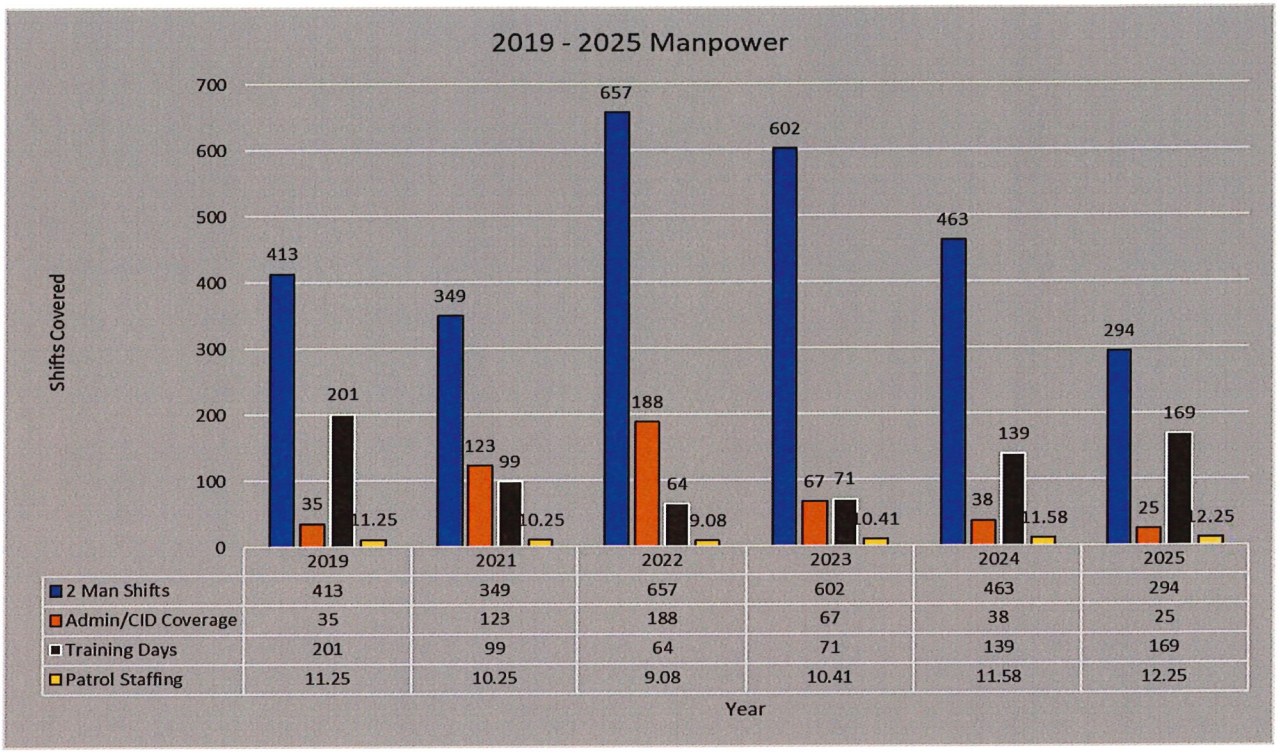

Comments: The department's goal is to maintain three officers working per shift. There are 730 shifts per year (365 x 2). The blue bar depicts shifts with only two officers working. The orange bar reflects the number of shifts where a member of the administration or a detective had to fill in so two officers were working. The black bar reflects the number of training shifts per year. As the need for admin. or CID to fill in for patrol goes up, the amount of training available to officers goes down. Shifts with three officers and training days are increasing. The increase in training, along with the increase in more complex and time-consuming investigations as depicted on the previous graph, might correlate with the decrease in officer's self-initiated activity.

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