

**AMENDED AGENDA
REGULAR MEETING
CITY COUNCIL, CITY OF ASHEBORO
THURSDAY, MARCH 5, 2026, 6:00PM**

1. Call to Order
2. Silent Prayer and Pledge of Allegiance
3. Administration of the oath of office for Councilmember Camden Young Mills.
4. Award presentation by the Daughters of the American Revolution.
5. Approval of a resolution appointing Patrick Archibald with Teague Campbell Law as interim city attorney.
6. Approval of an employment agreement appointing Tom Carruthers as city attorney effective April 6, 2026.
7. Public Comment Period
8. Consent Agenda:
 - (a) Approval of the meeting minutes for the regular city council meeting held on February 5, 2026.
 - (b) Approval of the minutes and general account of the closed session held during the regular city council meeting on February 5, 2026.
 - (c) Approval of a resolution sealing the general account of the closed session held on February 5, 2026.
 - (d) Approval of the meeting minutes for the special city council meeting held on February 16, 2026.
 - (e) Approval of the meeting minutes for the special city council meeting held on February 17, 2026.
 - (f) Acknowledgement of the receipt of the meeting minutes for the Asheboro ABC Board meeting held on January 6, 2026.

(g) Approval of the Community Development Division's request to schedule for the city council meeting on April 9, 2026, and to advertise, a legislative hearing on a zoning map amendment application seeking to apply initial zoning, R10 (CZ) Medium-Density Conditional Zoning for a Residential Planned Unit Development, on property located on the north side of Crestview Church Road between 319 and 381 Crestview Church Road, and 603 and 659 Crestview Church Road, identified by Randolph County Parcel Identification Numbers 7659842547 and 7659858407.

(h) Acknowledgement of the receipt of the monthly report detailing major subdivisions administratively approved. *(There have been none approved.)*

(i) Approval of a temporary street closure on West Walker Avenue between Albermarle Road and South Park Street from 6:00 a.m. to 4:00 p.m. for a Regional Track Meet hosted by Asheboro High School.

(j) Authorization to advertise a public hearing to consider adoption of system development fees at the April 9, 2026, city council meeting.

9. Chief Building Inspector Eddie Garner will present the annual building inspections department report.
10. Code Enforcement Officer II Chuck Garner will present the annual report on code enforcement office activities.
11. Community Development Director John Evans will present the initial testimony pertaining to the land use cases listed below.

(a) Legislative Hearing (Case No. RZ-26-03): Application to rezone property located north of the northern termination of Oakland Avenue (Randolph County Parcel Identification Number 7751693581) from R15 Low-Density Single-Family Residential to OA6 (CZ) Office-Apartment Conditional Zoning for a Congregate Living Facility.

(b) Quasi-Judicial Hearing (Case No. SUP-26-01): An application for a Special Use Permit for property located at 727 Jaeco Caudill Drive totaling approximately 9.5 acres and more specifically identified by Randolph County Parcel Identification Number 7740511663, to authorize a new land use classified as "Signs, Off Premise Billboard & Poster Panel, etc."

12. City Engineer Michael Leonard, P.E. will request council action on two annexation petitions.
 - (a) Petition requesting the satellite annexation of approximately 83.488 acres of land (Randolph County Parcel Identification Numbers 7659858407 and 7659842547) owned by Candi Land Campground, LLC along Crestview Church Road.
 - (i) Resolution directing the city clerk to investigate the annexation petition.
 - (ii) Resolution setting the date of the public hearing on the question of annexation.
 - (b) Petition requesting the satellite annexation of approximately 37,991 square feet of land (Randolph County Parcel Identification Number 7659640413) owned by Phillip Wayne Leonard and Brittany Paige Leonard at 3505 US Highway 220 Business South.
 - (i) Resolution directing the City Clerk to investigate the annexation petition.
 - (ii) Resolution setting the date of the public hearing on the question of annexation.
13. Finance Director Debbie Reaves will request approval of a General Fund budget amendment to allocate funds for expenditures not anticipated with the adoption of the FY 2025-2026 budget.
14. Assistant City Manager Trevor Nuttall will present the following items
 - (a) An overview of the anticipated Comprehensive Planning process and a request for authorization to request qualifications from firms capable and interested in leading that effort.
 - (b) A resolution authorizing the creation of a small business incentive grant program.
15. Items not on the agenda and upcoming events.
16. Adjournment.

RESOLUTION APPOINTING INTERIM CITY ATTORNEY

WHEREAS, NC General Statute §160A-173 requires the council appoint a City Attorney to serve at its pleasure and to be its legal advisor; and

WHEREAS, the City of Asheboro City Council finds Patrick H. Archibald is qualified to serve as interim City Attorney until such time as the council appoints a new City Attorney.

NOW, THEREFORE, BE IT RESOLVED by the City of Asheboro City Council, effective March 1st 2026:

1. Pursuant to NC General Statute §160A-173 Patrick H. Archibald is hereby appointed as interim City Attorney for the City of Asheboro.
2. As interim City Attorney Patrick H. Archibald is authorized and empowered to act on behalf of the City when directed to do so by City Council.

Adopted this the 5th day of March, 2026

W. Joseph Trogdon, Jr., Mayor

ATTEST:

Holly H. Doerr, City Clerk

RESOLUTION NUMBER _____

CITY COUNCIL OF THE CITY OF ASHEBORO, NORTH CAROLINA

**Resolution Sealing the General Account of a
Closed Session Held on February 5, 2026**

WHEREAS, Section 143-318.10(e) of the North Carolina General Statutes provides, in pertinent part, that the “minutes or an account of a closed session conducted in compliance with G.S. 143-318.11 may be withheld from public inspection so long as public inspection would frustrate the purpose of a closed session;” and

WHEREAS, pursuant to Subsections (a)(4), (a)(5), and (a)(6) of Section 143-318.11 of the North Carolina General Statutes, the city council, upon unanimous adoption of a properly made and seconded motion, went into closed session on February 5, 2026, to discuss a business expansion/location issue, to give city staff instructions about negotiable property acquisition terms, and to consider the qualifications of candidates to serve as the next city attorney; and

WHEREAS, the purposes for going into closed session on February 5, 2026, would be frustrated if the general account of the closed session were to be made available for public inspection at this time.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Asheboro that the general account of the closed session held on February 5, 2026, is hereby sealed and will remain sealed so long as public inspection of this record would frustrate one or more of the purposes for going into closed session; and

BE IT FURTHER RESOLVED by the City Council of the City of Asheboro that the city manager is hereby authorized to act as the council’s agent with the authority to unseal the record, in whole or in part, when one or more of the purposes for going into closed session would no longer be frustrated by making an identified section of the record available for public inspection or when the unsealing of the record is otherwise required by law.

**[The remainder of this page has been intentionally left blank.
The signature line and the attestation are on the next page.]**

This Resolution was adopted by the Asheboro City Council in open session during a regular meeting on March 5, 2026.

W. Joseph Trogdon, Jr., Mayor

ATTEST:

Holly H. Doerr, CMC, NCCMC, City Clerk

MEETING DATE: TUESDAY, FEBRUARY 17, 2026

MEETING TIME: 5:00 PM

LOCATION: ASHEBORO POLICE DEPARTMENT
NORTH DISTRICT STATION
1453 N. FAYETTEVILLE STREET
ASHEBORO, NORTH CAROLINA 27203

At 5:00 p.m. on Tuesday, February 17, 2026, the Asheboro City Council will convene for a special meeting in the training room at the Asheboro Police Department North District Station, 1453 N. Fayetteville Street, Asheboro, North Carolina 27203. The following topics will be on the meeting agenda:

1. Discussion of legal authority to institute system development fees;
2. Review of analysis prepared by the city's consulting engineers to determine the maximum permissible fee under the law; and
3. Council directions to city staff as to the next steps, specifically including without limitation guidance concerning the provision of public notice of the engineering and financial analysis, the solicitation of public comments, and scheduling a public hearing on the question of enacting a system development fee ordinance.

All interested persons are invited to attend the special meeting of the Asheboro City Council on February 17, 2026. The issuance date for this special meeting notice is February 6, 2026.

/s/ W. Joseph Trogdon, Jr.
 W. Joseph Trogdon, Jr., Mayor City of
 Asheboro, North Carolina

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**SPECIAL MEETING MINUTES
ASHEBORO CITY COUNCIL
ASHEBORO POLICE DEPARTMENT, NORTH DISTRICT STATION
1453 N. FAYETTEVILLE STREET, ASHEBORO, NORTH CAROLINA
TUESDAY, FEBRUARY 17, 2026
5:00 P.M.**

This being the time and place for a special meeting of the Asheboro City Council, a meeting was held with the following elected officials and city management team members present:

William J. Trogon, Jr.	) – Mayor Presiding
Edward J. Burks	)
Phillip R. Cheek	)
Kelly L. Heath	) – Councilmembers Present
Camden Y. Mills	)
Mary Joan M. Pugh	)
Phillip W. Skeen	)
Charles A. Swiers	)

Donald E. Duncan, Jr., City Manager
Trevor L. Nuttall, Assistant City Manager
Deborah P. Reaves, Finance Director
Michael D. Rhoney, PE, Water Resources Director
Jeffrey C. Sugg, City Attorney

In addition to the above-listed city staff, members of the leadership team also were present.

1. Call to Order

Mayor Trogon called the meeting to order for the transaction of business, and business was transacted as follows.

2. Motion to Appoint Acting Secretary in Absence of City Clerk

Councilmember Pugh moved, and Councilmember Burks seconded the motion to appoint Trevor Nuttall as acting secretary. Councilmembers Burks, Cheek, Heath, Mills, Pugh Skeen, and Swiers voted aye. There were no dissenting votes.

3. Discussion of Legal Authority to Institute System Development Fees and Review of Analysis Prepared by the City’s Consulting Engineers

Water Resources Director Michael Rhoney provided an overview on system development fees in North Carolina and how such fees can help to provide the necessary capital to improve utility systems as growth occurs. The process to establish Systems Development Fees involves an evaluation of future needs. Mr. Rhoney informed the board that in 2025 staff had been directed to commission a Systems Development Fee analysis and that the engineering firm, Freese and Nichols, had been engaged to complete the study. The general purpose of the fees is to ensure that new development contributes to the cost of expanding water and sewer infrastructure instead of relying on existing rate payers.

After completing opening remarks, Mr. Rhoney introduced Dan LaMontagne, Senior Project Manager at Freese and Nichols, who introduced himself and described his professional experience, including his credentials as a Professional Engineer and former role as the County Manager in Chatham County. Mr. LaMontagne used a slide show presentation to summarize the findings of the analysis the firm completed.

NCGS 162A, Article 8 establishes the statutory authority to assess Systems Development Fees and stipulates how eligible governments can deploy them. In response to a question, Mr. LaMontagne shared that the statute identifies how the maximum amount is to be determined, the planning horizon, and when updated analysis must be completed, among other requirements.

The City of Asheboro's adopted Water and Wastewater Capital Improvement Plan (CIP) identifies a combined financial liability of more than \$148 million over a 13-year time-period. The Freese and Nichols analysis assessed the CIP's projects and determined that a Systems Development Water Fee per service unit of \$720.65 is justified; a Wastewater Fee of \$9,179 per service unit is justified. The City Council is not required to set the fee at the justified or maximum allowable level and Mr. LaMantagne's presentation outlined the fees of several comparable jurisdictions in North Carolina that elected to establish fees below the maximum allowable level. In addition, Systems Development Fees can be phased in over time; the Town of Liberty has chosen to implement the fees over a period of several years. Mr. LaMantagne closed his presentation by displaying a chart illustrating the typical well and septic construction and permitting costs to serve a 3 bedroom / 2 bath home in Randolph County, which ranges between \$21,500-\$26,500 based on information provided by the county's Environmental Health Department.

After some board deliberation and questions, City Manager Duncan shared that the staff is planning to present the report's findings and the city's challenges securing the necessary revenue to fund its Capital Improvement Plan to the Triad Real Estate and Building Industry Coalition (TREBIC) next month. In addition, under the statute, prior to considering adoption of Systems Development Fees, the engineering analysis must have been published to the city website along with a mechanism for written comments to be received. The general consensus of the Board was to publish the analysis, as directed by state law, noting that it will be vital to communicate with the public about how Systems Development Fees can play a vital role in generating new and necessary revenue for the Water and Sewer Fund.

Prior to calling for a motion to adjourn, Mayor Trogon thanked the staff in attendance for the work their departments completed in helping the city respond to and recover from the recent winter storms. Councilmember Heath moved, and Councilmember Burks, seconded the motion to adjourn the meeting. Councilmembers Burks, Cheek, Heath, Mills, Pugh, Skeen, and Swiers voted aye. There were no dissenting votes.

There being no further business, the meeting was adjourned at 6:18 p.m.

Trevor L. Nuttall, Acting Secretary

William J. Trogon, Jr., Mayor

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Minutes of the meeting of the Asheboro Alcoholic Beverage Control Board held on January 6, 2026

The Asheboro ABC Board met on Tuesday, January 6, 2026, at 5:30 PM, in the Board office, 700 South Fayetteville Street, Asheboro, NC. Present at the meeting were Chairman Steve Knight, Board Member Bob Morrison, Board Member Curtis Shipley, General Manager Amy Welch (GM). A quorum being present, the Chair called the meeting to order for the transaction of business and business transacted as follows:

The Chair inquired as to any known conflict of interest, appearance of a conflict of interest, or objections concerning agenda items before the Board; after Board member(s) voiced having no conflict, and there being no objection, the agenda was adopted.

Board Minutes from the regular December 2, 2025, meeting were reviewed and approved by the Board.

Steve Knight and the GM reviewed Board finances and reported all finances remain consistent (sales and expenses).

Grant fund applications are due at the next meeting scheduled for February 3, 2026.

The Board heard reports from the General Manager concerning the following issues:

1. Asheboro ABC sales statistics comparing:
 - o December 2026 sales with the previous month indicate:
 - An overall +42.4% change (all sales and tax collections)
 - o December 2026 sales with sales from the same month last year indicate:
 - Retail Sales -4.5%
 - Mixed Beverage Sales +3.1%
 - Sales Tax Collections: -4.5%
 - Overall Collections: -3.76%
 - o December 2026 bottle sales with bottle sales from the same month last year indicate:
 - Retail Bottle Sales: -6.4%
 - Mixed Beverage Bottle Sales: +14.6%
 - Overall Bottle Sales% -5.3%

The next regular Asheboro ABC Board meeting will be held Tuesday, February 3, 2026, at 5:30 p.m.

There being no further business, the meeting was adjourned.

Prepared by Amy Welch, GM, and Approved by the Board Amy Welch 2/3/2026
GM

Stephen R Knight
Bob Morrison

2/16/20

CITY OF
ASHEBORO
NORTH CAROLINA

APPLICATION FOR PARADE PERMIT

In accordance with the Asheboro City Code, Section 97.04, application is hereby made for a parade permit. This permit must be received fourteen (14) days prior to the day of the parade.

Contact Name: Wes Berrier - AHS Athletic Director

Address: 1221 S. Park St Asheboro, NC 27203

Phone: 336-457-9346 E-mail: wberrier@asheboro.k12.nc.us

Organization: AHS Track - AHS Athletics - NCHSAA 6A Central Regional

Address: 1221 S. Park St. Asheboro, NC 27203

Phone: 336-625-6185

Date of Parade: 5-9-26 Start Time: 6:00am End Time: 4:00pm

Number of Persons: 1,000 Athletes & Pedestrians Number of Vehicles: 20 school activity buses

Streets Involved: Requesting Walker Ave closed between Albemarle & Park St

Special officials and/or guests: _____

Insurance Company & Policy Number: Asheboro City Schools/NCHSAA

Any additional Information: We will have volunteers to help activity buses in and out. This again is for the 6A NCHSAA Central Regional Track Meet Championships

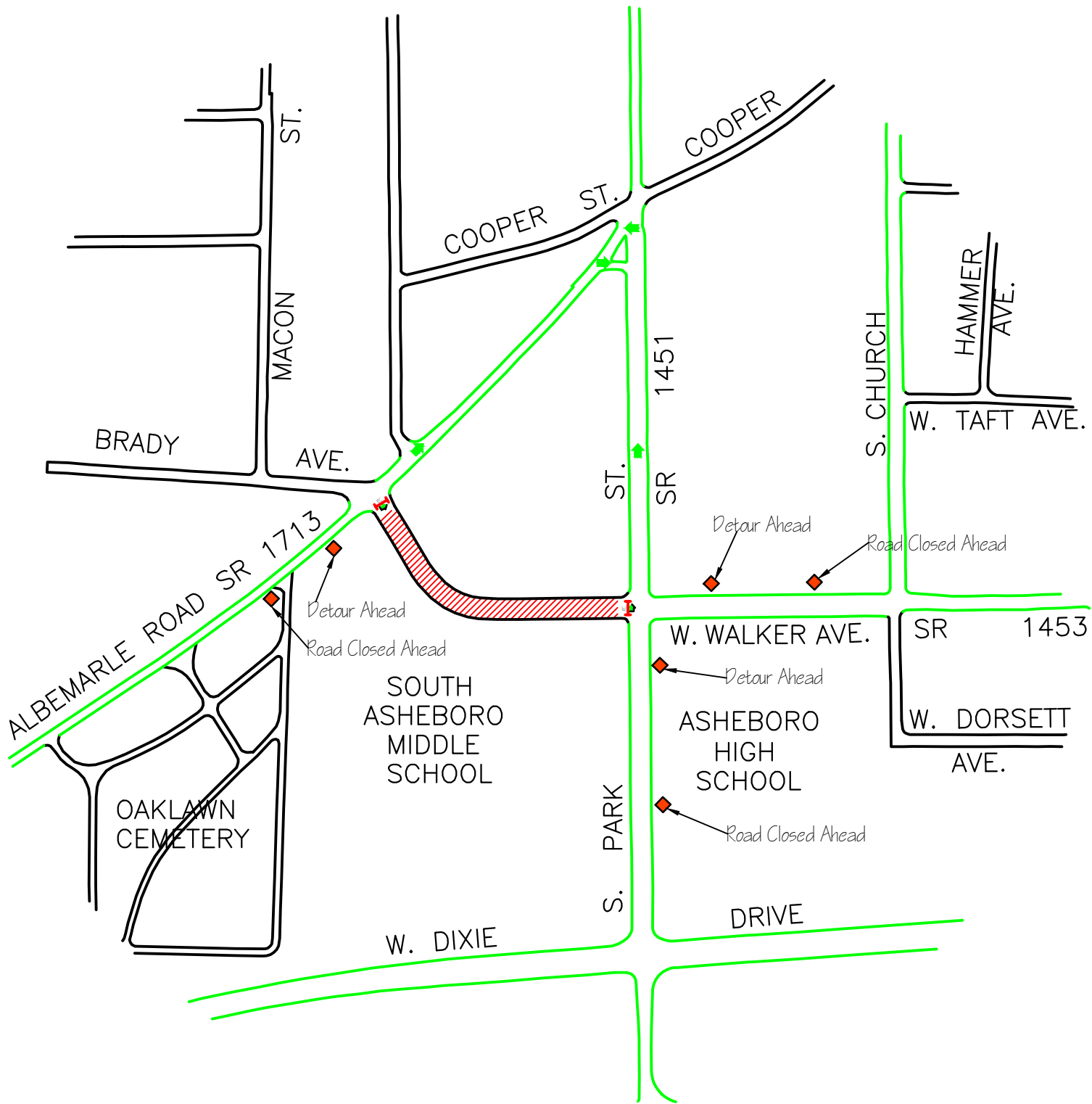
The undersigned agrees to hold the City of Asheboro and its officers, employees and agents free and harmless from and against any and all claims, losses, damages and settlements arising out of or relating to this parade. The undersigned agrees to investigate and provide defense for and defend any such claims at his/her sole expense and agrees to bear all other costs and expenses related thereto, even if the claims are groundless or false.

Signature of Authorized Representative: Wes Berrier

Internal Use Only

Police Department Recommendation: _____

City of Asheboro Approval By: _____ Date: _____



ASHEBORO HIGH SCHOOL TRACK MEET



Dear Mayor and Members of the City Council,

It is with great pleasure that we present the Annual Building Report highlighting the significant progress and achievements within our city's construction sector over the past year.

As expected, 2025 proved to be a successful and busy year for our city's building inspections department. Building permits issued in 2025 were 1772 with total fees amounting to \$486,162.42 compared to 2024 the total permits issued were 2617 and fees were \$520,038.59. The fees collected in 2025 were slightly lower due to the decrease in Residential and Commercial permits. The total single family dwelling units we permitted totaled 129 compared to 85 in 2024. The total valuations are reflected in this report as project cost and for 2025 the total valuations that were collected on the applications were \$77,969,344.00 for new and alterations for commercial property and \$27,078,479.00 for new and alterations to residential property which totals \$105,047,823.00. All measures suggest that the city's interest in promoting building and public safety through the administration of state building codes are being achieved.

The dedication and hard work of our team have led to the successful completion of several major projects. Notable accomplishments include:

- Completion of Fast Pace Urgent Care, Starbucks, Jersey Mikes, Dollar General, Novant Asheboro Pain and Ortho, Indoor Soccer training Facility on S Fayetteville Street, the renovation of the Balfour Masonic Temple on Sunset Ave and Randolph Farm, Food and Family Education center.
- The ongoing projects include South Asheboro Middle School, Randolph Packing additions and alterations, Memorial Apartments, The Bank Hotel, Chase Bank, 44-unit townhome development on Golda Ave and the Indoor Soccer Training Facility at the YMCA just to name a few.
- Planned projects are several housing developments that consist of nearly 2000 single family residences and commercial alterations to Walmart and Food Lion.

Our city's construction and development projects have increased our inspections in the last 2 years with total inspections for 2025 being 3,631 while 2024 totals were 3,697.

In line with this growth, we are also in the process of training two employees to prepare them for the anticipated expansion our city looks forward to. It is my priority to equip new staff with the necessary skills and knowledge to effectively contribute to our ongoing and future projects. We have added laptops for our vehicles to be more efficient and to record inspection results, send inspection reports and any violations that we encounter. Justin Gerringer, our new building inspector, and Tiffany Sheppard, our permit technician, have been a great addition to our department and provided exceptional customer service to our citizens. Nathan Laughlin has been



promoted to Building Inspector II after successfully obtaining all Level II certifications in building, electrical, plumbing, and mechanical trades and now is working on his level 3 certificates. I am very proud of our team's accomplishments and the professional service we provide to the city of Asheboro and look forward to providing our citizens with quality and consistent inspections in a timely manner that the state requires.

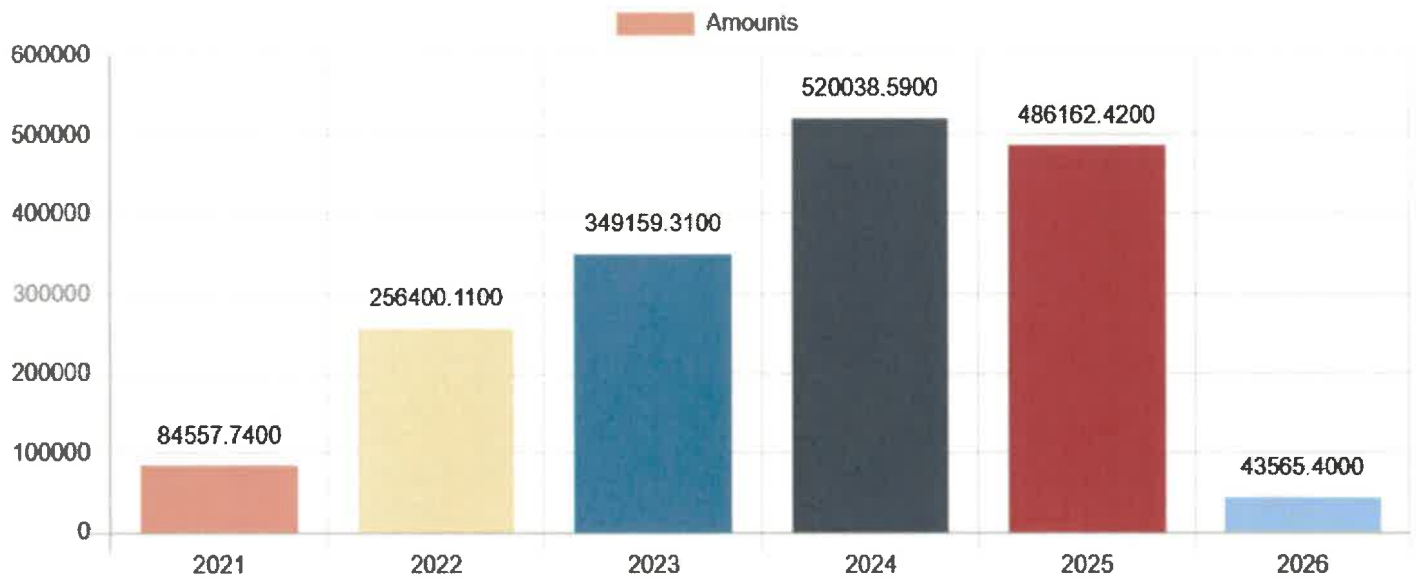
We are dedicated to sustainable growth and innovation in our city's building sector. Thank you for your ongoing support in making Asheboro a great place to be.

Respectfully,

Eddie Garner

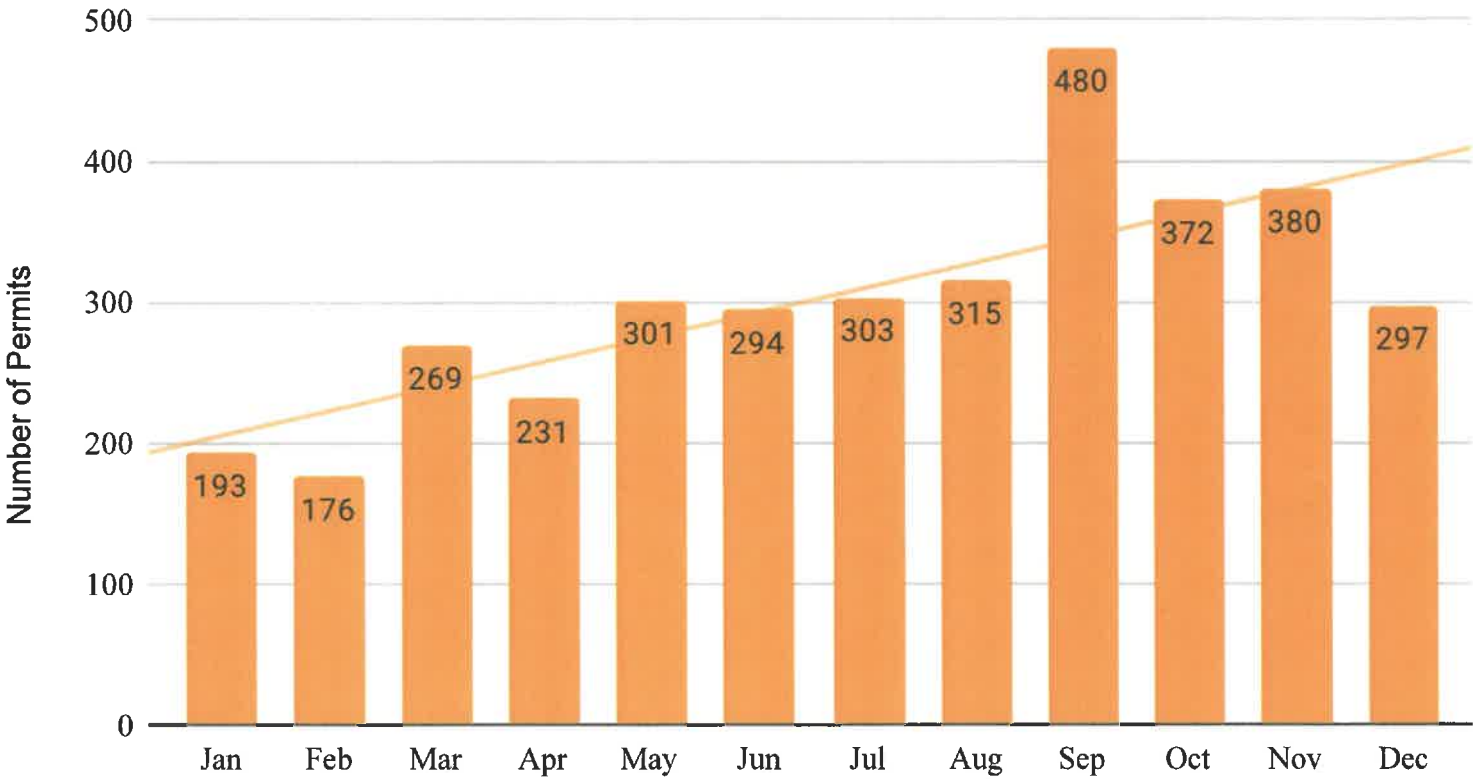
Chief Building Inspector

Total Payment Amounts

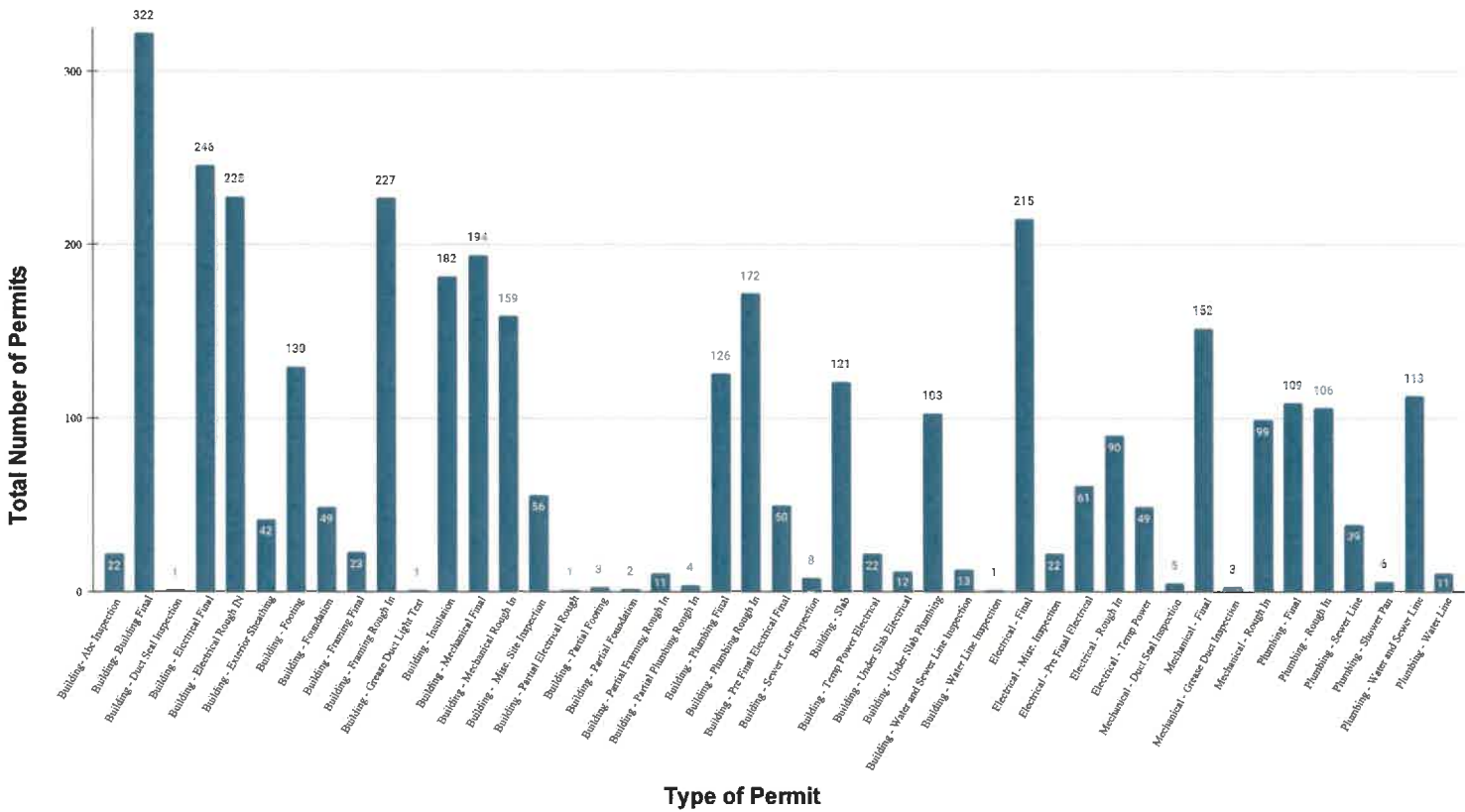


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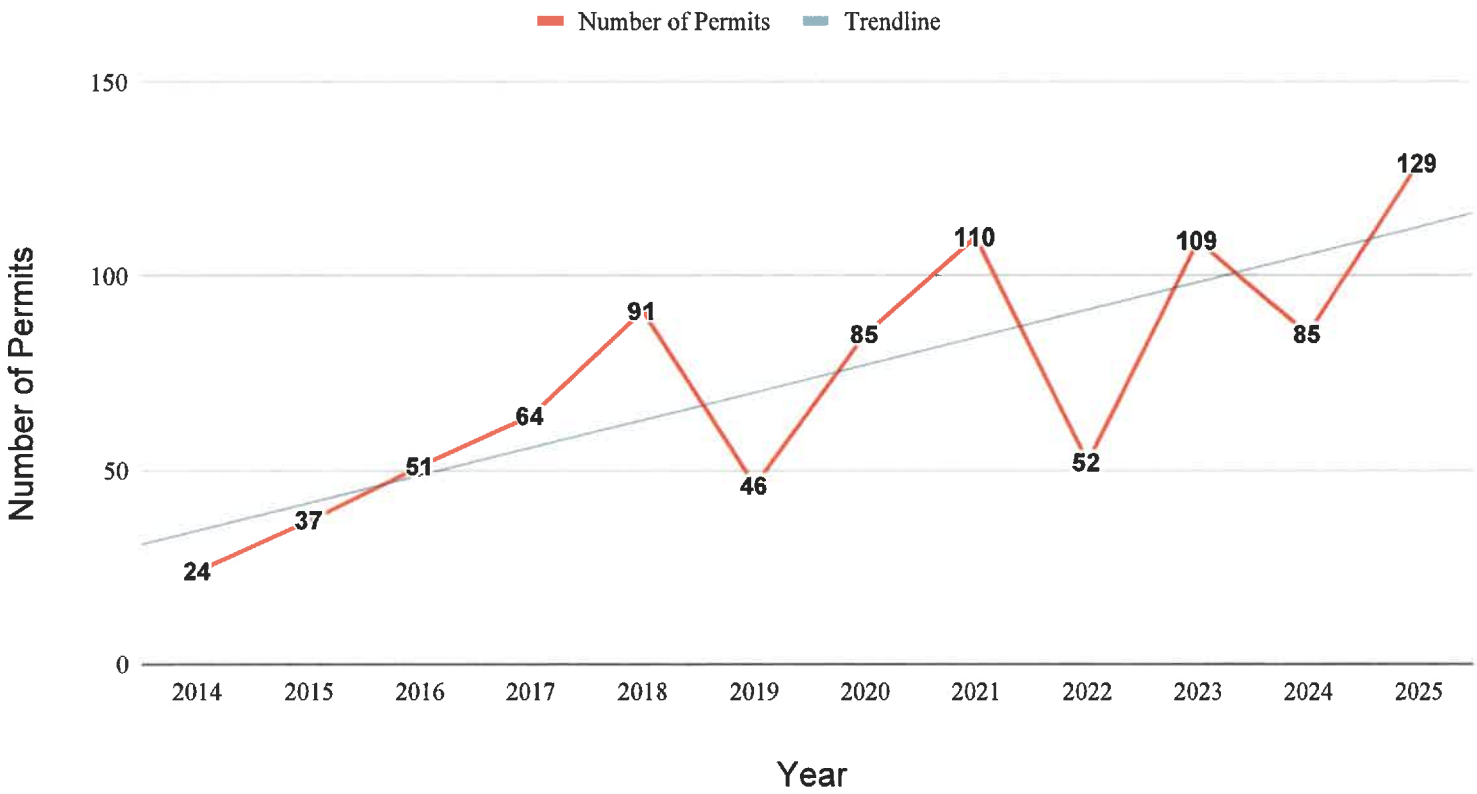
Permit Totals by Month



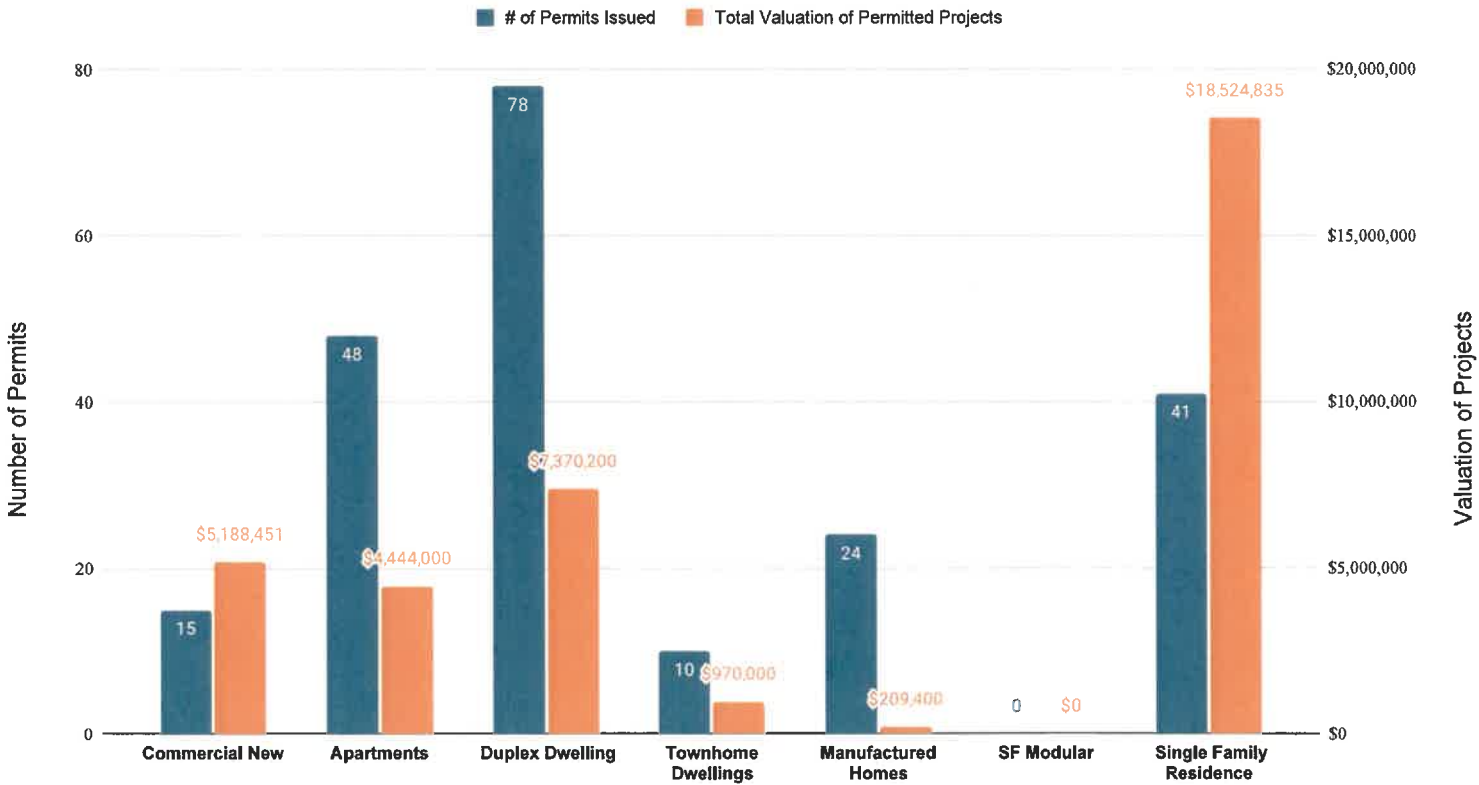
Annual Permit Totals by Type of Permit (2025)



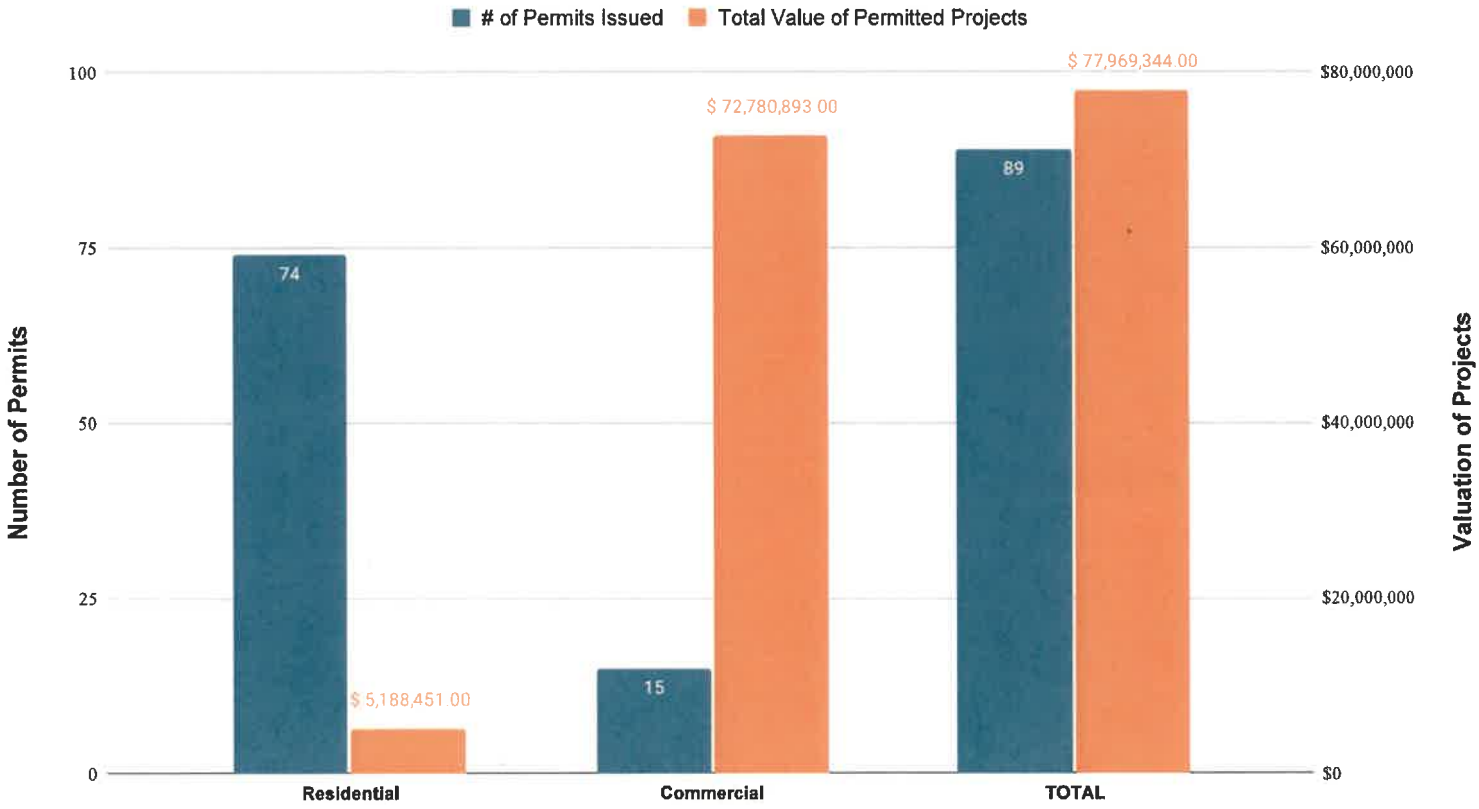
New Dwelling Units During Past 10 Years



New Construction Permits and Project Valuations



Additions and Alterations



CITY OF AsHEBOIZO

COMMUNITY DEVELOPMENT DIVISION

Permit Summary Report Inspection Type

Inspection Date 01/01/2025 TO 12/31/2025

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Row	Total
Building - ABC Inspection	4	2	3	0	2	2	4				0	2	22	
Building - Building Final	12	21	28	28	37	28	18	19	49	22	31	29	322	
Building - Duct Seal Inspection	0	0	0	0	0		0	0	0	0	0	0		
Building - Electrical Final	9	11	28	12	25	11	19	19	26	18	39	29	246	
Building - Electrical Rough In	9	3	8	13	15	5	21	16	47	43	34	14	228	
Building - Exterior Sheathing	0	2	2	0	5	0	3		21	6	2	0	42	
Building - Footing	6	15	7	7	17	15	20	17	6	9	10		130	
Building - Foundation	5		8	2	5	2	3	6	8	3	6	0	49	
Building - Framing Final	0	2	2	5	0		5	0		0	2	5	23	
Building - Framing Rough In	22	9	14	17	5	4	16	10	35	39	30	26	227	
Building - Grease Duct Light Test	0	0	0	0		0	0	0	0	0	0	0		
Building - Insulation	9	8	13	15	6	8	10	0	37	36	23	17	182	
Building - Mechanical Final	5	10	9	21	15	21	18	19	26	19	13	18	194	
Building - Mechanical Rough In	1	9	5	3	21	9	7	11	27	24	24	18	159	
Building - Misc. Site Inspection	3	3	4	5	5	4	7	5	11	2	3	4	56	
Building - Partial Electrical Rough	1	0	0	0	0	0	0	0	0	0	0	0		
Building - Partial Footing	1	0	0	0	0	0	0	0		0		0	3	
Building - Partial Foundation	0	2	0	0	0	0	0	0	0	0	0	0	2	
Building - Partial Framing Rough In	0	0	0	0	3	2	0	0	2	0	4	0	11	
Building - Partial Plumbing Rough In	0	0	0	0	0	0	0	4	0	0	0	0	4	
Building - Plumbing Final	0	4	4	6	2	9		11	15	6	43	25	126	
Building - Plumbing Rough In	4	4	9	7	13	8	9	7	37	31	26	17	172	
Building - Pre Final Electrical Final	0	0	2	0	0	0	6	3	6	2	9	22	50	
Building - Sewer Line Inspection	0	0	0	0	0	2		3	0		0		8	
Building - Slab	3	9	9	5	9	35	18	12	6	11	2	2	121	
Building - Sprinkler Rough In		0	0	0	0	0	0	0	0	0	0	0		
Building - Temp Power Electrical		1	2	0		4	3		4	2		2	22	
Building - Under Slab Electrical		2	2	2	1	0	0	0	0		2		12	
Building - Under Slab Plumbing	2	2	2	0	12	29	22	8	12	8	1	5	103	

Building - Water and Sewer Line Inspection	0	0		0	0		0	3	3		4	0	13
Building - Water Line Inspection	0	0	0	0	0	0	0		0	0	0	0	
Electrical - Final	14	11	28	11	22	31	16	18	20	16	15	13	215
Electrical - Misc. Inspection	0	0		5	3	6	3	3	0		0	0	22
Electrical - Pre Final Electrical	5	7	3	8	5	4	5	5	3	4	11		61
Electrical - Rough In	12	7	14	3	12	2	10	5	7	10	4	4	90
Electrical - Temp Power	5	3	7	5	2	10	6	4	2	0		4	49
Mechanical - Duct Seal Inspection	0	0		0	0	0	2		0		0	0	5
Mechanical - Final	21	6	9	9	12	23	4	19	18	12	10	9	152
Mechanical - Grease Duct Inspection	0	0		0	0	0	0	0	0	2	0	0	3
Mechanical - Rough In	8	4	8	8	9	2	10	12	19	13	4	2	99
Plumbing - Final	13	6	8	16	9	6	16	14	5	7	3	6	109
Plumbing - Rough In	12	10	8	6	9	5	12	6	22	5	6	5	106
Plumbing - Sewer Line	2		7	8	9	0	5	0	0	3	2	2	39
Plumbing - Shower Pan	0	0		0	0	0	0	0	0	0	2	3	6
Plumbing - Water and Sewer Line	2		11	3	6	4	2	51		12	11	9	113
Plumbing - Water Line		0	0		3	0	1	0	2		1	1	11
Totals:	194	178	271	231	302	294	307	315	483	377	382	297	3631



RZ-26-03

Request to rezone property located north of the northern termination of Oakland Avenue (Randolph County Parcel Identification Number 7751693581) from R15 Low-Density Single-Family Residential to OA6 (CZ) Office-Apartment Conditional Zoning for a Congregate Living Facility

1. Request	
Applicant: Pierced Ministries & Rehab Services, Inc.	Property Owner: Stevens, Margaret Alexander (Kaufmann, Julia Alexander) - Additional Owners
Zoning Existing: R15 Proposed: OA6 (CZ) History: None	
Required Notice Mailed Notice by Applicant: 1-23-26 Mailed Notice by Staff: 2-18-26 Published Notice: 2-19-26 & 2-26-26 Posted Notice: 2-10-26	

2. Site Information	
Location	North of Termination of Oakland Avenue
PIN	7751693581
Size	24.18 acres +/-
Jurisdiction	ETJ
Current Land Use	Undeveloped
Overlay Districts	N/A
Infrastructure	City water along Oakland Ave, roughly 200 ft south of the property; City sewer crosses the property
Transportation Street Classification: Local Street Maintenance: State Maintained (Maintenance ends roughly 200 ft south of property) Other Notes: None	
Surrounding Land Use North: Undeveloped Residential South: Residential East: Undeveloped Residential West: Railroad/Undeveloped Residential	

3. Staff Analysis
1) OA6 Statement of Intent: <i>The OA6 District is intended to produce moderate intensity office and residential development to serve adjacent residential areas and to provide a transition from residential to commercial uses. Land designated OA6 shall normally be located with access to a minor thoroughfare or higher classification street with access to local residential streets discouraged.</i> 2) Congregate Living Facility Definition: <i>Any building, buildings, section of a building, or distinct part of a dwelling unit, home for the aged or other place, whether operated for profit or not, which undertakes through its ownership or management to provide to individuals, for a period exceeding twenty-four hours, housing, food services, and one or more personal care services.</i>

For purposes of this definition "Personal Care Services," means services, in addition to housing and food service which include, but are not limited to, personal assistance with bathing, dressing, ambulation, supervision of self-administered medication, transportation, emotional security, and other related service. Furthermore, personal care services are deemed to include on-site ancillary services to mentor and provide personal support and improve life skills of residents, including but not limited to, job training, homemaking skills, personal budgeting, parenting, personal counseling and GED programs. Personal care services do not include nursing or medical treatment. Such facilities shall contain congregate kitchen, dining and living areas only, with separate sleeping rooms. Further, such facilities shall not be used for those persons in need of a structured environment, as it is defined herein. For purposes of this Ordinance, Congregate Living Facilities shall not be deemed to include boarding/rooming houses; fraternities/sororities; monasteries; convents; hotels/motels; professional recovery facilities; or nursing, convalescent and extended care facilities. A congregate living facility is synonymous with a family care home as defined by NCGS § 168, Article 3.

- 3) Congregate Living Facility is permitted via a Special Use Permit or Conditional Zoning in the OA6 district.
- 4) Annexation is required for connection to city water and sewer.
- 5) The site plan indicates there are three dormitories, two multi-purpose facilities, an office, a kitchen, and seven single-family dwellings intended for staff proposed on the site, with one single-family dwelling proposed on a separate parcel of land to be subdivided.
- 6) The NCDOT maintenance of Oakland Avenue ends before reaching the property. Condition (E) requires a paved road built to NCDOT standards be built between where NCDOT maintenance currently ends and the subject property, and that the property owner maintain the roadway unless the roadway becomes publicly maintained.
- 7) Condition (G), regarding allowable building materials, is based on discussion with the applicant regarding proposed building materials, and would permit the use of any code permitted material on the dwellings.
- 8) The applicant shows a 50' perimeter buffer around the property.
- 9) Staff confirmed with the NC Department of Health and Human Services that the proposed use does not require licensing if certain requirements are met. In discussions with staff, the applicant has indicated that the proposed use will fit the criteria for facilities not requiring NCDHHS licensing, as indicated on the attached information.

4. Modifications to Ordinance Regulations

- 1) (+) A 50' buffer is proposed around the perimeter of the site, with the exception of required access and utilities. Discussions with the applicant have indicated that existing vegetation is proposed to remain in this area. Typically, the ordinance only requires a 20' Type B buffer (consisting of trees/shrubs) or 10' Type B screen (consisting of evergreen trees and evergreen hedge and/or fence).
- 2) (-) Typically, the zoning ordinance prohibits vinyl siding (except for trim, smaller accessory structures) for land uses other than single-family dwellings in the OA6 zoning district. The applicant has indicated that vinyl siding may be used on the dwellings and dorms, and staff proposes a condition that will allow that.
- 3) (-) Typically, all required parking, including access, maneuvering, and parking spaces, must be paved. The latest site plan, received on March 3, 2026 show paved parking only in a portion

of the property at the time the final phase is developed. Staff has proposed a condition that requires paved parking, including access, parking spaces, and maneuvering areas, as each phase develops. An additional condition proposed by staff requires the right-of-way of Oakland Avenue be paved and built to NCDOT standards up to the property, before a certificate of occupancy is issued for any portion of Phase 1. The applicant has indicated a willingness to staff to accept these conditions.

5. Summary of Proposed Zoning Conditions (subject to change prior to final report)

- (A) The use approved use shall be a Congregate Living Facility.
- (B) All parties involved in this request, including the owner, successors, heirs, and assigns, agree to the conditions and approved site plan. Prior to the issuance of a Zoning Compliance Permit, the owner shall provide city staff with written acceptance of any zoning district conditions discussed and accepted during the public hearing.
- (C) Evidence shall be submitted to the City prior to issuance of a Certificate of Zoning Compliance that applicable requirements and standards of the Division of Facility Services of the Department of Human Resources of the State of North Carolina have been and shall continue to be met.
- (D) Landscaping and preservation of existing vegetation shall be installed or retained consistent with the details and specifications shown on the site plan and as modified by these conditions. At a minimum, plantings consistent with a 50' wide buffer using existing natural vegetation or a Type "C" buffer or screen shall be present along the perimeter of the property.
- (E) Prior to issuance of a certificate of occupancy, the roadway within the platted but unbuilt right-of-way of Oakland Avenue shall be built in accordance with NCDOT's latest manual for roadway design, and such roadway shall be maintained by the property owner unless and until the roadway is accepted for public maintenance.
- (F) Within the property, drives and parking area shall be constructed, paved, and maintained in a manner acceptable to city departments for emergency response and operations. All parking required by Table 6-1 of the zoning ordinance within the zoning lot, including access, maneuvering area and parking spaces, shall be paved. Final plans shall include provisions for ADA accessible parking.
- (G) Building materials shall be consistent with the requirements of Section 6.11(D)(3) with the following exceptions:
 - (1) The seven detached dwellings depicted on the site plan shall be allowed to be constructed of any Building Code allowed materials.
 - (2) The exclusion of vinyl siding as a permitted building material in Section 6.11(D)(3)(a)(i) shall not apply to the three dorm buildings located on the site plan.
- (H) The Performance Standards established in Chapter 6 for commercial uses shall be met by the proposed facility. Pole mounted and/or wall mounted outdoor lighting shall comply with city ordinances and information on such lighting shall be provided to staff for review and approval prior to installation of this outdoor lighting.
- (I) The applicant may provide additional, non-required parking in compliance with Chapter 6 and outside of any required setbacks or buffer/screening/landscaping areas. Should the number of non-required spaces be more or less than what is shown on the approved site plan, such a change shall not be deemed a modification and may be reviewed by city staff for inclusion in the file without further review by the city council.

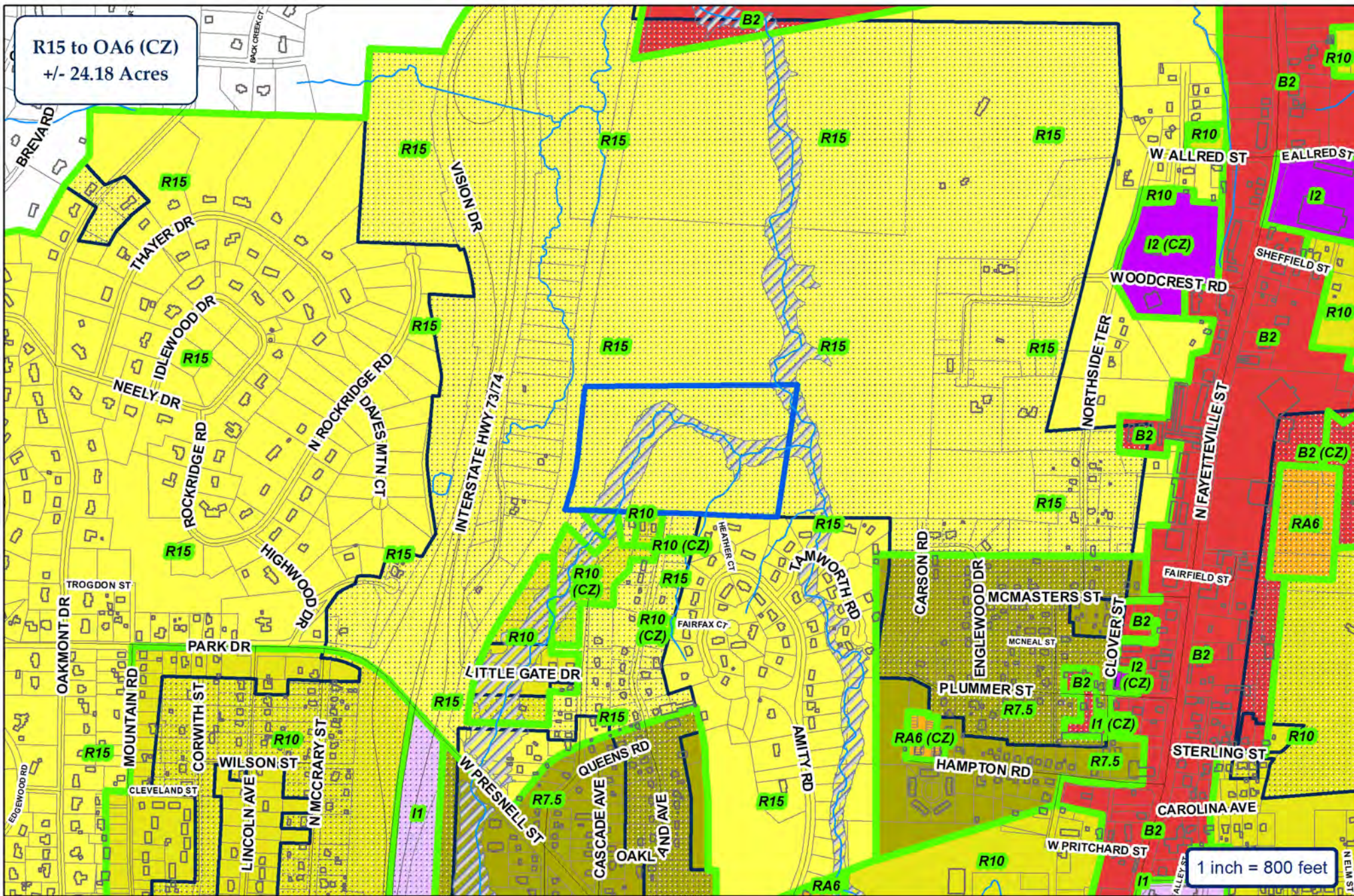
- (J) Mail delivery shall be provided on the final site plan, subject to postal service and/or NCDOT requirements. Any changes to the site plan necessary to comply with requirements for mail delivery will not be considered a modification of the Conditional Zoning district requiring Council action.
- (K) Prior to the issuance of a zoning compliance permit, the applicant shall submit a revised site plan including the following:
- (1) Information regarding the number of residents, employees in the largest shift, and facility vehicles.
 - (2) Paving information as required by zoning ordinance
 - (3) Labeling of the approved zoning district.
 - (4) Building elevations complying with ordinance requirements compliant with OA6 standards unless otherwise conditioned.
 - (5) Compliance with all applicable zoning regulations and conditions, as well as the applicable permit fee.
- (L) Prior to the issuance of a Zoning Compliance Permit for the proposed land use, the applicant shall submit documentation showing the following:
- (1) Approval from NC Department of Transportation, if required by NCDOT.
 - (2) Approval from NC Department of Environmental Quality, as required by NCDEQ.
 - (3) Plans detailing solid waste disposal shall be approved prior to the issuance of a zoning compliance permit.
 - (4) Construction plans concerning water, including provisions for fire hydrants determined to be required by Asheboro Fire and Rescue, and sanitary sewage that complies with city policies, shall be submitted. Surveying and permitting of any required public utility lines and the associated easements that may be necessary shall be the responsibility of the property owner.
 - (5) A final site plan demonstrating compliance with the conditional zoning district, and applicable fees.
- (M) The owner(s) of the Zoning Lot shall properly execute and deliver to the Zoning Administrator for recordation in the office of the Randolph County Register of Deeds a Memorandum of Land Use Restrictions prepared by the City Attorney for the purpose of placing notice of the conditions attached to this Conditional Zoning in the chain of title for the Zoning Lot.

6. Land Development Plan Consistency and Reasonableness	
Proposed Land Use Map	Urban Residential
Growth Strategy Map	Secondary Growth
Small Area Map	Northeast
LDP Goals/Policies Supporting Request (3)	
• Checklist Item 1: Rezoning is compliant with the Proposed Land Use Map. • Checklist Item 12: Property is located outside of the watershed area, or the rezoning request will not impose a significant, negative environmental impact. • 2.1.5 The City will ensure development regulations provide appropriate transitional land uses, such as office and institutional, between high-intensity industrial/commercial and low-intensity residential uses.	
LDP Goals/Policies Not Supporting Request (3)	

- Checklist Item 3: The property on which the rezoning district is proposed fits the description of the Zoning Ordinance Statement of Intent for the OA6 district.
- Checklist Item 6: Existing infrastructure is adequate to support the desired zone. (water, sewer, roads)
- Checklist Item 13: Property is within Special Hazard Flood Area

7. Staff Recommendation and City Council Action Items	
Staff Recommendation	Staff recommends approval, attaching the conditions as summarized.
Planning Board Recommendation	The Planning Board continued this item during its February 4, 2026 meeting. During the Planning Board's Monday, March 2, 2026 regular meeting, the Planning Board recommended approval of the request with the consistency statement below.
Planning Board Plan Consistency and Reasonableness Statement	The Land Development Plan map designates this property for urban residential use, and a request for a congregate living facility is consistent with that designation. While the property does not have access to a minor thoroughfare or higher classification street, the proposed use may be less intense than other uses classified as "urban residential", such as multifamily development, that could be built on a parcel of this size, making the zoning map reasonable given the size and physical conditions of the property. With the proposed conditions and additional buffering, the request provides additional protection for neighboring properties beyond typical ordinance requirements and allows a reasonable use of the property for the property owner, along with the benefit to the public through enhanced infrastructure necessary to serve the development.
City Council Action Items	1) Adopt Plan Consistency and Reasonableness Statement 2) a) Approve or deny zoning map amendment RZ-26-03; rezone to OA6 (CZ) Conditional Zoning District to allow a Congregate Living Facility. b) Attach zoning conditions as summarized or with modification.

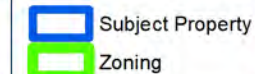
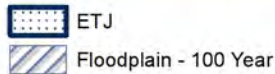
R15 to OA6 (CZ)
+/- 24.18 Acres



City of Asheboro Planning & Zoning Department

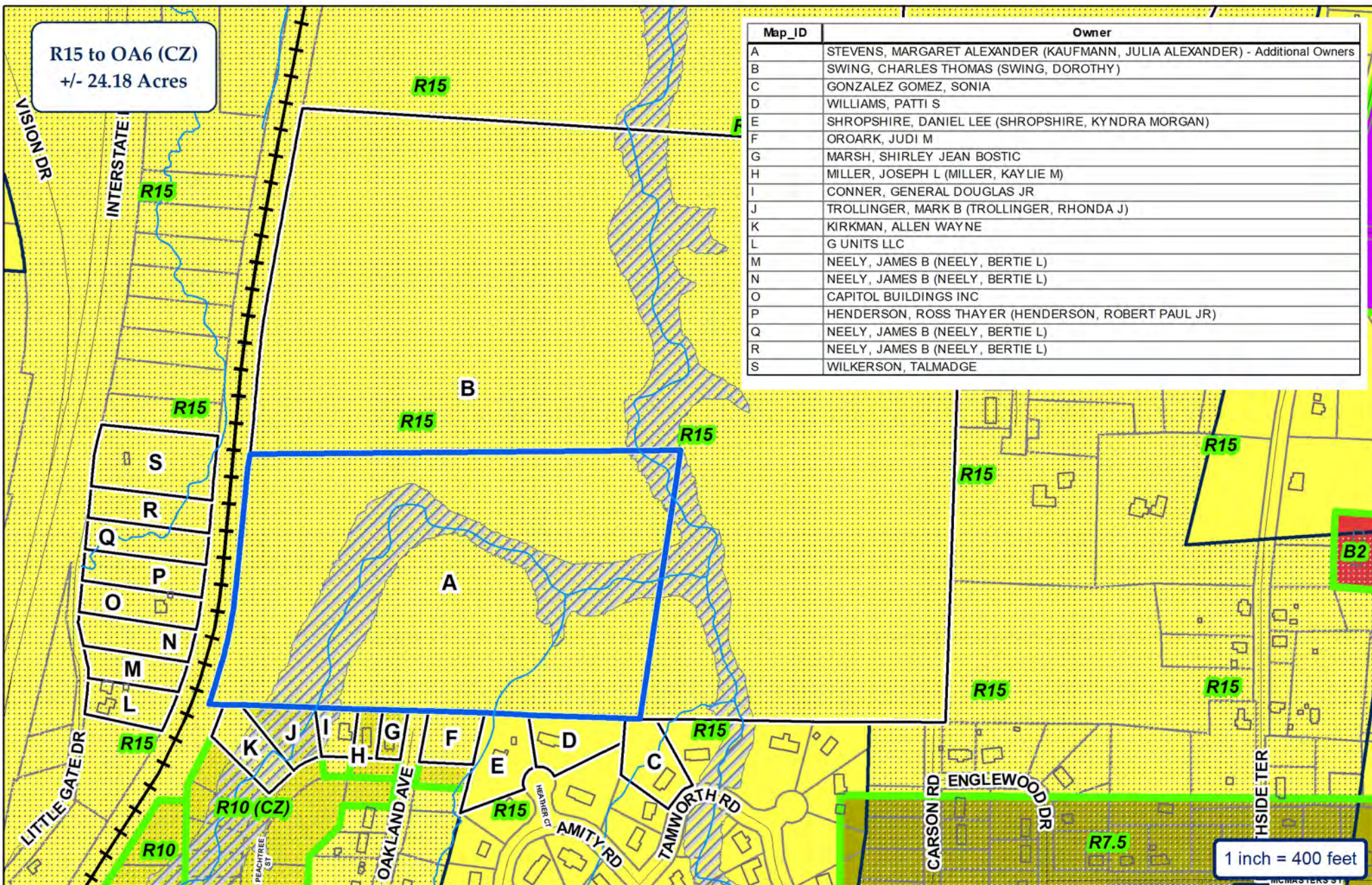
Rezoning Case: RZ-26-03

Parcels: 7751693581



R15 to OA6 (CZ)
+/- 24.18 Acres

Map_ID	Owner
A	STEVENS, MARGARET ALEXANDER (KAUFMANN, JULIA ALEXANDER) - Additional Owners
B	SWING, CHARLES THOMAS (SWING, DOROTHY)
C	GONZALEZ GOMEZ, SONIA
D	WILLIAMS, PATTI S
E	SHROPSHIRE, DANIEL LEE (SHROPSHIRE, KYNDRA MORGAN)
F	OROARK, JUDI M
G	MARSH, SHIRLEY JEAN BOSTIC
H	MILLER, JOSEPH L (MILLER, KAYLIE M)
I	CONNER, GENERAL DOUGLAS JR
J	TROLLINGER, MARK B (TROLLINGER, RHONDA J)
K	KIRKMAN, ALLEN WAYNE
L	G UNITS LLC
M	NEELY, JAMES B (NEELY, BERTIE L)
N	NEELY, JAMES B (NEELY, BERTIE L)
O	CAPITOL BUILDINGS INC
P	HENDERSON, ROSS THAYER (HENDERSON, ROBERT PAUL JR)
Q	NEELY, JAMES B (NEELY, BERTIE L)
R	NEELY, JAMES B (NEELY, BERTIE L)
S	WILKERSON, TALMADGE



City of Asheboro Planning & Zoning Department

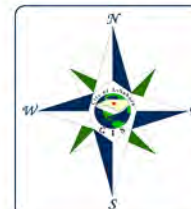
Rezoning Case: RZ-26-03

Parcels: 7751693581

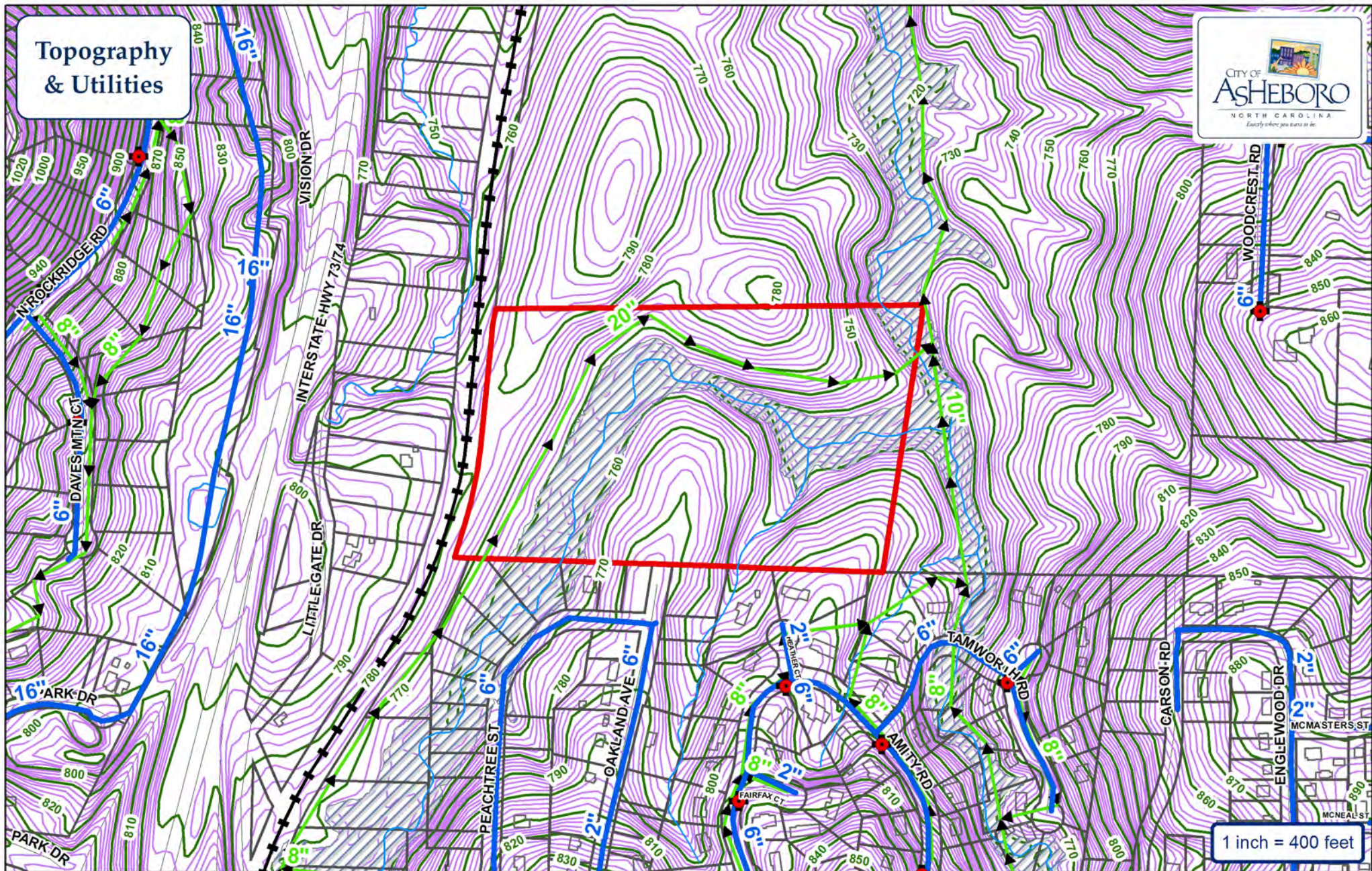


ETJ
Floodplain - 100 Year

Subject Property
Adjoining Properties
City Zoning



Topography & Utilities



1 inch = 400 feet

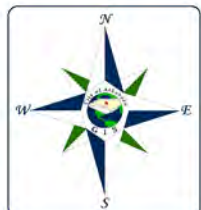
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|--|------------|--|--------------|
| | Water Main | | Fire Hydrant |
| | Sewer Main | | Pump Station |
| | Force Main | | Watershed |

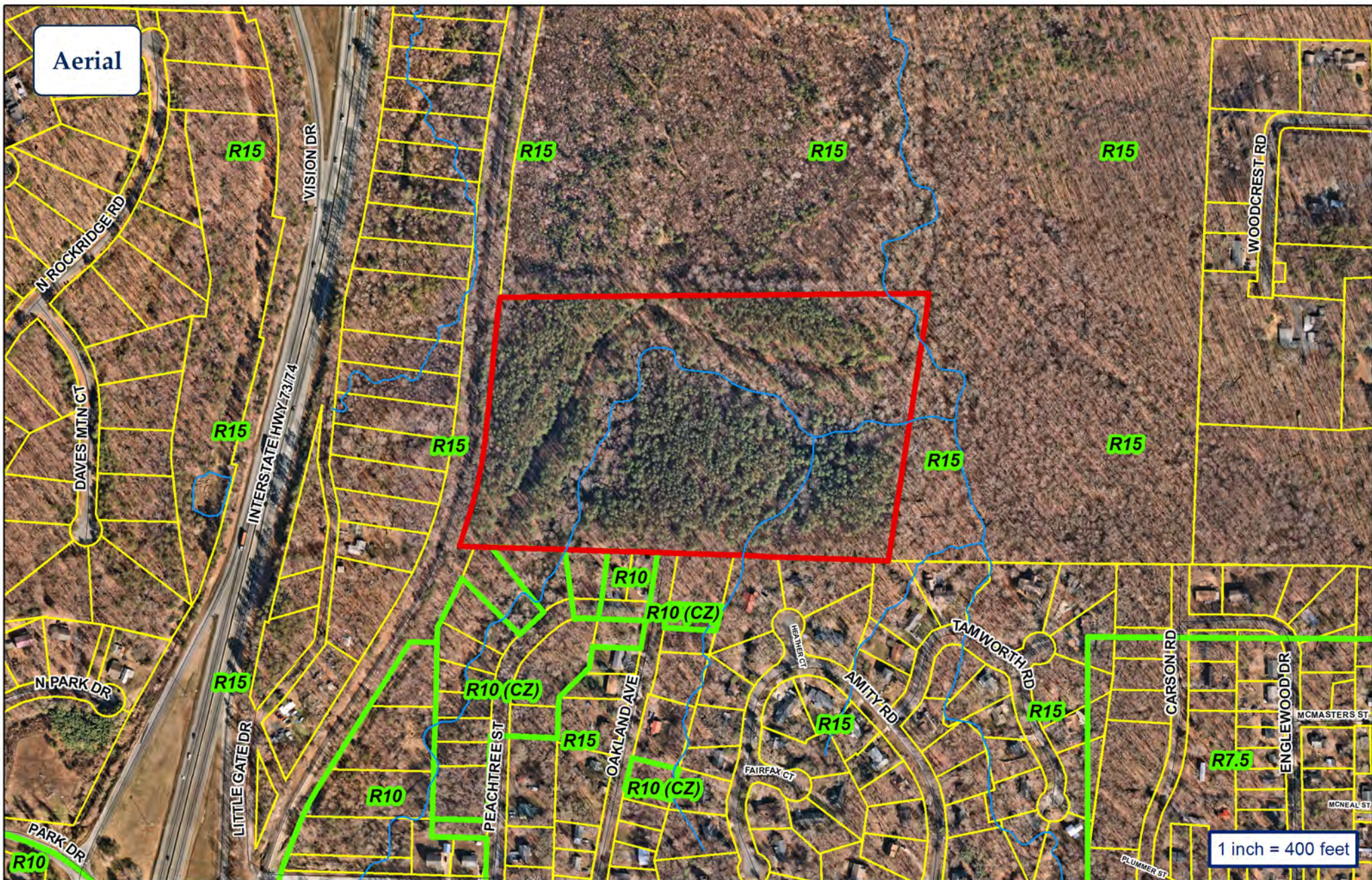
City of Asheboro Planning & Zoning Department

Rezoning Case: RZ-26-03

Parcels: 7751693581

Subject Property

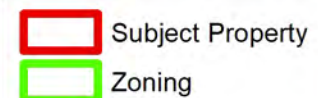




City of Asheboro Planning & Zoning Department

Rezoning Case: RZ-26-03

Parcels: 7751693581





PRELIMINARY PLANS NOT FOR CONSTRUCTION

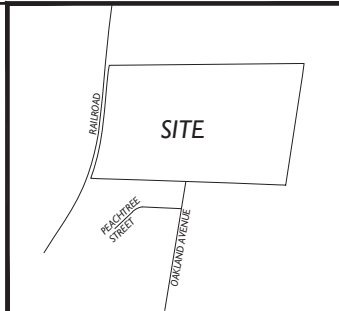
SEA

Summey Engineering Associates, PLLC
 Engineering - Consulting - Surveying
 70 Beech
 Asheville, NC 28204
 Phone: 704.255.2222
 Fax: 704.255.2222
 Email: info@summeyeng.com
 NC Professional Engineering Firm License No. F-25386

No.	Date	Description

COLORED CONCEPTUAL PLAN
PIERCE MINISTRIES
 OAKDALE AVENUE
 ASHEBORO - RANDOLPH COUNTY - NORTH CAROLINA

Scale:	AS NOTED
Date:	JUN. 2026
Drawn By:	PLC
Checked By:	PHS
Job No.:	E-10071

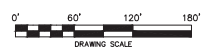


SITE NOTES:

1. PROPERTY INFORMATION
OWNERS: MARGARET STEVENS ALEXANDER & JULIA KAUFMANN ALEXANDER
PIN NUMBERS: 7751693581
AREA OF SITE: 24.18 ACRES
EXISTING ZONING: R1S
EXISTING LAND USE: VACANT
SITE ADDRESS: OAKLAND AVENUE ASHEBORO, NC 27205
OWNER ADDRESSES: 842 NEELY ROAD ASHEBORO, NC 27205
2. THE PROJECT IS LOCATED WITHIN THE CITY OF ASHEBORO
3. PARCEL BOUNDARIES, TOPOGRAPHIC DATA, ARE FROM INCOME MAPS AND CITY OF ASHEBORO GIS
4. PROPOSED USE: CONGREGATE LIVING
5. PARKING REQUIRED: 1 SPACE PER 5 RESIDENCE IN DORMS + 1 SPACE PER EMPLOYEE ON STAFF + 1 SPACE PER FACILITY VEHICLE
6. SETBACKS: 50 FT MIN. PER CZ SITE PLAN
7. DISTURBED AREA: TBD SF (TBD ACRES)
8. HANDICAP SPACES SHALL BE INSTALLED PER ADA REQUIREMENTS.
9. MAXIMUM SEPARATION BETWEEN SANITARY SEWER CLEANOUTS SHALL BE 50'.
10. OBTAIN ALL APPLICABLE PERMIT APPROVALS PRIOR TO ANY CONSTRUCTION.
11. CONFIRM UTILITY TIE INS WITH ARCHITECTURAL DESIGN PRIOR TO CONSTRUCTION.
12. WATER AND SEWER UTILITY TIE IN LOCATIONS ARE SHOWN ON THIS PLAN FOR REFERENCE ONLY.
13. MAX. OCCUPANCY LOADS: 75 PERSONS FOR PERIODIC EVENTS.

DRAWING LEGEND

- PROPERTY LINE
- ADJOINING PROPERTY LINE
- EXISTING SANITARY SEWER MANHOLE
- EXISTING SANITARY SEWER LINE
- PROPOSED SANITARY SEWER LINE
- PROPOSED SANITARY SEWER MANHOLE
- EXISTING WATER LINE
- EXISTING WATER VALVE
- EXISTING FIRE HYDRANT
- PROPOSED WATER LINE
- 100 YEAR FLOOD PLAIN
- EXISTING STORM PIPE



PRELIMINARY PLANS NOT FOR CONSTRUCTION

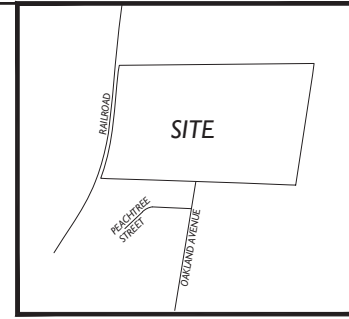
SKETCH PLAN PHASE I
PIERCED MINISTRIES

OAKDALE AVENUE
ASHEBORO - RANDOLPH COUNTY - NORTH CAROLINA

Scale:	Drawn By:	Checked By:	Job No.:
Sheet No.			



Survey Engineering Associates, PLLC
Engineering - Consulting - Surveying
10 Bow Tie
Asheboro NC 27205
Phone: 336.292.2022
Fax: 336.292.2022
Email: info@sea-nc.com
NC Professional Engineering Firm License No. F-53585



- SITE NOTES:**
1. PROPERTY INFORMATION
OWNERS: MARGARET STEVENS ALEXANDER & JULIA KAUFMANN ALEXANDER
PH NUMBERS: 7751693581
AREA OF SITE: 24.18 ACRES
EXISTING ZONING: R15
EXISTING LAND USE: VACANT
SITE ADDRESS: OAKLAND AVENUE ASHEBORO, NC 27205
OWNER ADDRESSES: 842 NEELY ROAD ASHEBORO, NC 27205
 2. THE PROJECT IS LOCATED WITHIN THE CITY OF ASHEBORO
 3. PARCEL BOUNDARIES, TOPOGRAPHIC DATA, ARE FROM INCOME MAPS AND CITY OF ASHEBORO GIS
 4. PROPOSED USE: CONGREGATE LIVING
 5. PARKING REQUIRED: 1 SPACE PER 5 RESIDENCE IN DORMS + 1 SPACE PER EMPLOYEE ON STAFF + 1 SPACE PER FACILITY VEHICLE
PHASE 2 DORM: 12 RESIDENTS + 15 RESIDENTS + 15 RESIDENTS
42 / 5 = 9 SPACES + 1 STAFF + 1 FACILITY VEHICLE (11 REQ'D)
 6. SPACES PROVIDED: 12
OWNER DWELLING AND STAFF RESIDENCE NOT INCLUDED IN CALCULATIONS
 7. SETBACKS: 50 FT MIN. PER CZ SITE PLAN
 8. DISTURBED AREA: TBD SF (TBD ACRES)
 9. HANDICAP SPACES SHALL BE INSTALLED PER ADA REQUIREMENTS.
 10. MAXIMUM SEPARATION BETWEEN SANITARY SEWER CLEANOUTS SHALL BE 50'.
 11. OBTAIN ALL APPLICABLE PERMIT APPROVALS PRIOR TO ANY CONSTRUCTION.
 12. CONFIRM UTILITY THE INS WITH ARCHITECTURAL DESIGN PRIOR TO CONSTRUCTION.
 13. WATER AND SEWER UTILITY TIE IN LOCATIONS ARE SHOWN ON THIS PLAN FOR REFERENCE ONLY.
 14. MAX. OCCUPANCY LOADS: 75 PERSONS FOR PERIODIC EVENTS.

DRAWING LEGEND

---	PROPERTY LINE
---	ADJOINING PROPERTY LINE
---	EXISTING SANITARY SEWER MANHOLE
---	EXISTING SANITARY SEWER LINE
---	PROPOSED SANITARY SEWER LINE
---	PROPOSED SANITARY SEWER MANHOLE
---	EXISTING WATER LINE
---	EXISTING WATER VALVE
---	EXISTING FIRE HYDRANT
---	PROPOSED WATER LINE
---	100 YEAR FLOOD PLAIN
---	EXISTING STORM PIPE

Scale: 0' 60' 120' 180'

DRAWING SCALE

PRELIMINARY PLANS NOT FOR CONSTRUCTION

SKETCH PLAN PHASE 2

PIERCED MINISTRIES

OAKDALE AVENUE
ASHEBORO - RANDOLPH COUNTY - NORTH CAROLINA

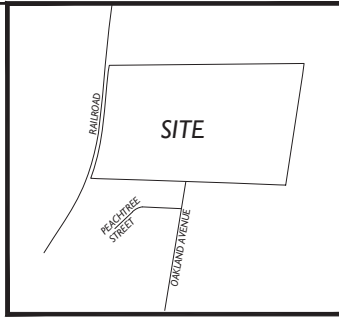
SEA

Summey Engineering Associates, PLLC

Engineering - Consulting - Surveying

70 Beech
Asheboro NC 27205
Phone: 771-222-2222
Fax: 771-222-2222
Email: info@summey-engineering.com
NC Professional Engineering Firm License No. F-53585

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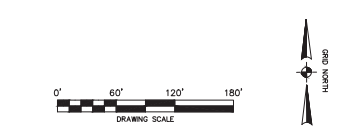
VICINITY MAP
N.T.S.

SITE NOTES:

1. PROPERTY INFORMATION
OWNER: MARGARET STEVENS ALEXANDER & JULIA KAUFMANN ALEXANDER
PIN NUMBERS: 7751693561
AREA OF SITE: 24.18 ACRES
EXISTING ZONING: R15
EXISTING LAND USE: VACANT
SITE ADDRESS: OAKLAND AVENUE ASHEBORO, NC 27205
OWNER ADDRESSES: 842 NEELY ROAD ASHEBORO, NC 27205
2. THE PROJECT IS LOCATED WITHIN THE CITY OF ASHEBORO
3. PARCEL BOUNDARIES, TOPOGRAPHIC DATA, ARE FROM NCHM MAPS AND CITY OF ASHEBORO GIS
4. PROPOSED USE: CONGREGATE LIVING
5. PARKING REQUIRED: 1 SPACE PER 5 RESIDENCE IN DORMS + 1 SPACE PER EMPLOYEE ON STAFF + 1 SPACE PER FACILITY VEHICLE
PHASE 3 DORM: 12 RESIDENTS + 15 RESIDENTS + 15 RESIDENTS
42 / 5 = 9 SPACES + 1 STAFF + 1 FACILITY VEHICLE (11 REQ'D)
6. SPACES PROVIDED: 12
OWNER DWELLING AND STAFF RESIDENCE NOT INCLUDED IN CALCULATIONS
7. SETBACKS: 50 FT MIN. PER C2 SITE PLAN
8. DISTURBED AREA: TBD SF (TBD ACRES)
9. HANDICAP SPACES SHALL BE INSTALLED PER ADA REQUIREMENTS.
10. MAXIMUM SEPARATION BETWEEN SANITARY SEWER CLEANOUTS SHALL BE 50'.
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DRAWING LEGEND

- PROPERTY LINE
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- EXISTING SANITARY SEWER MANHOLE
- PROPOSED SANITARY SEWER LINE
- PROPOSED SANITARY SEWER MANHOLE
- EXISTING WATER LINE
- EXISTING WATER VALVE
- EXISTING FIRE HYDRANT
- PROPOSED WATER LINE
- 100 YEAR FLOOD PLAIN
- EXISTING STORM PIPE



PRELIMINARY PLANS NOT FOR CONSTRUCTION

SKETCH PLAN PHASE 3
PIERCED MINISTRIES

OAKDALE AVENUE
ASHEBORO - RANDOLPH COUNTY - NORTH CAROLINA

Scale:
Drawn By:
Checked By:
Job No:

SEA
Survey Engineering Associates, PLLC
Engineering - Consulting - Surveying
10 Bow Tie
Asheboro NC 27205
Phone: 703.222.4422
Email: info@sea-engineering.com
NC Professional Engineering Firm License No. 75356



Staff Note: The applicant sent this file labeled as “Dorm Building Style.”



Staff Note: The applicant sent this file labeled as “Multi Purpose Building Style.”

John Evans

From: Rising, Clarice <Clarice.Rising@dhhs.nc.gov>
Sent: Tuesday, February 24, 2026 3:57 PM
To: Silvia, Stacy; John Evans
Cc: Boone, Wendy; Sulfridge, Robin; Justin Luck
Subject: RE: [External Sender] [External] Question on Licensure for Congregate Living facility in Asheboro: Pierced Ministries

Thanks, Stacy. I think you covered everything well.

Clarice Rising, MSW, LCSW
Western Branch Manager
[Division of Health Service Regulation](#), Mental Health Licensure & Certification Section
[NC Department of Health and Human Services](#)

Mobile: (336) 247-5469
Fax: (919) 715-8078
Clarice.Rising@dhhs.nc.gov

1915 Health Services Way
Raleigh, NC 27607
2718 Mail Service Center
Raleigh, NC 27699-2718

NCDHHS provides essential services to improve the health, safety and well-being of all North Carolinians. Learn more about [NCDHHS initiatives and priorities](#).

[Twitter](#) | [Facebook](#) | [Instagram](#) | [YouTube](#) | [LinkedIn](#)

From: Silvia, Stacy <stacy.silvia@dhhs.nc.gov>
Sent: Tuesday, February 24, 2026 2:08 PM
To: 'John Evans' <jevans@ci.asheboro.nc.us>
Cc: Rising, Clarice <Clarice.Rising@dhhs.nc.gov>; Boone, Wendy <wendy.boone@dhhs.nc.gov>; Sulfridge, Robin <robin.sulfridge@dhhs.nc.gov>; Justin Luck <jluck@ci.asheboro.nc.us>
Subject: RE: [External] Question on Licensure for Congregate Living facility in Asheboro: Pierced Ministries

I will let others jump in, but;

Per **NCGS 122C-22**, certain facilities are **excluded from licensure**. Specifically, twenty-four-hour nonprofit facilities established for the purpose of providing shelter and supporting recovery from alcohol or other drug addiction through a 12-step, self-help, peer role-modeling, and self-governance approach are not required to be licensed by NCDHHS.

However, the exclusion applies only when the program operates strictly within that peer-run recovery model.

If the facility provides treatment, care, supervision, habilitation, rehabilitation, or specialized therapeutic or programmatic services intended to assist individuals in maintaining their current level of functioning

or in achieving progress in developmental, behavioral, or clinical skill areas, the program would meet the definition of a facility subject to licensure under **G.S. 122C** and the applicable **10A NCAC 27G** rules.

Based on the information provided, the determining factor is the nature of the services actually delivered:

- **Not licensed** if the program functions solely as:
 - Recovery housing / sober living
 - Peer support and self-governance
 - 12-step or similar mutual-help model
 - General life-skills support that is informal and non-therapeutic
- **Licensure required** if the program includes:
 - Clinical or therapeutic services
 - Structured treatment, counseling, or rehabilitation services
 - Habilitation or developmental skill training delivered as a formal program
 - Services provided by licensed or credentialed professionals
 - Any service meeting a defined MH/SA/DD service category under 10A NCAC 27G

If the program is a peer-run sober living/recovery residence operating within the NCGS 122C-22 exclusion, licensure is not required. If the scope of services expands beyond that model, the provider would need to apply for appropriate licensure.

Stacy Silvia, CPM

Licensure & Training Team Leader

[Division of Health Service Regulation, Mental Health Licensure & Certification Section](#)

[NC Department of Health and Human Services](#)

Mobile: [919-812-2116](tel:919-812-2116)

Fax: [919-715-8078](tel:919-715-8078)

Stacy.Silvia@dhhs.nc.gov

1915 Health Services Way

Raleigh, NC 27607

2718 Mail Service Center

Raleigh, NC 27699-2718

NCDHHS provides essential services to improve the health, safety and well-being of all North Carolinians. Learn more about [NCDHHS initiatives and priorities](#).

[Twitter](#) [YouTube](#)

From: John Evans <jevans@ci.asheboro.nc.us>

Sent: Tuesday, February 24, 2026 11:18 AM

To: Silvia, Stacy <stacy.silvia@dhhs.nc.gov>

Cc: Rising, Clarice <Clarice.Rising@dhhs.nc.gov>; Boone, Wendy <wendy.boone@dhhs.nc.gov>; Sulfridge, Robin <robin.sulfridge@dhhs.nc.gov>; Justin Luck <jluck@ci.asheboro.nc.us>

Subject: [External] Question on Licensure for Congregate Living facility in Asheboro: Pierced Ministries

Some people who received this message don't often get email from jevans@ci.asheboro.nc.us. [Learn why this is important](#)

CAUTION: External email. Do not click links or open attachments unless verified. Report suspicious emails with the Report Message button located on your Outlook menu bar on the Home tab.

Hello Stacy:

We have a facility that is proposing to construct a congregate living facility in Asheboro, called Pierced Ministries. This is proposed on the north side of Oakland Avenue on currently undeveloped property.

From the information you provided me on a similar previous request, these were not required to be licensed by NCDHHS, if they met NCGS 122C-22. The application and site plan indicates that the facility “provides a sober living environment for people who are seeking recovery from addictions.” The application indicates that the use would include three dormitories for women, with staff living on-site. It mentions services provided including teaching job skills, parenting skills, and financial skills. My reading of this is very similar to another facility we have in Asheboro (Keaton’s Place), which I understand did not require licensure. Another description of the program is below, and I’ve attached the application, site plan, and information from the Secretary of State’s office on the non-profit.

[Pierced Ministries Drug Rehab | About Us](#)

In discussing this with the applicant, we asked if he was licensed by NCDHHS, but he indicated that he is not because NCDHHS doesn’t require licensure. Our understanding is also that the applicant operates a facility in other jurisdictions. But I want to make sure everyone is of the same understanding. **From your standpoint, do these require licensing from NCDHHS?**

This will be going to our Planning Board on March 2 and City Council March 5, so any information that you can provide is appreciated!

Thank you!

John

John L. Evans, AICP, CZO
Community Development Director
City of Asheboro
146 North Church Street
Asheboro, NC 27203
336-626-1201 Ext. 2325 (phone)
336-626-1218 (fax)

<http://www.asheboronc.gov> | *Note: Development-related fees will change effective January 1, 2025.*

APPLICANT INFORMATION

Pierced Minister +
Applicant Rehab Services, Inc. Applicant's Phone # 336-307-3899
Applicant's Address 6116 Muddy Creek Rd.
Archdale, NC 27263
Applicant email address [REDACTED]

PROPERTY INFORMATION

Property Owner's Name Stevens, Margaret Alexander
Kaufman, Julia Alexander
Location of Property Oakland Avenue (End) Property Size (sq. or s.f.) 24.11
Randolph County Property Identification Number (PIN#) 7751693581
Current Zoning District R15 Requested Zoning District Conditional O16
Date Property Title Acquired 12/23/2020 Deed Book 002733 Page 01469
Subdivision _____ Section _____ Lot # _____
Plat Book _____ Page _____

CONDITIONAL ZONING DISTRICT INFORMATION (Attach additional sheets if necessary)

1. Application is hereby made to the City of Asheboro for a Conditional Zoning District for the following purpose:

The land is currently zoned R15. We would like to
be able to build multiple structures to accommodate
a sober living environment.

2. In what manner will the proposed amendment carry out the intent of the Land Development Plan?

Provide housing in an area that is designated by the City of Asheboro that is, by the proposed land use map, for high density residential purposes. Will be clustered outside the flood zone and will maintain natural buffers.

For questions (3) and (4), if either of these questions apply, please state a reason. If you believe these do not apply, please check "does not apply".

3. Are there alleged errors in this Ordinance that would be corrected by the proposed amendment? If so, give a detailed explanation of such error and detailed reasons how the proposed amendment will correct the errors.

Does not apply ☒

4. What are the changed or changing conditions, if any, in the jurisdiction of the City of Asheboro generally, which would make the proposed amendment reasonably necessary to the promotion of public health, safety, and general welfare?

See attached

Does not apply ☐

5. Are there any other circumstances, factors, or reasons that the applicant offers in support of the proposed amendment?

See attached

Question 4.

Asheboro is an area that has been hard hit with people struggling with addictions and the issues related to them. For over 18 years, we have been providing a long-term, sober living environment for people who are seeking recovery from addictions. As a result, we work with individuals, over a long period of time, to help them address the issues that have led to addictions, which have resulted in harmful life styles. In addition, they learn new skills that they can use to become sober, productive members of their families and society. One aspect of this is helping the families to come back together to address the harm that has been done to them and to learn to live together as healthy families. Job skills are an extremely vital part of the recovery process so that when persons complete, they are able to obtain viable and legal employment. We are active in working through court cases and probation/parole. They learn how to parent, work, develop financial skills, prepare to move back into society, and become healthy individuals. Because we are not a homeless ministry, we do not have people coming and going in a transient fashion. This land will be developed as a campus for women.

Some of the benefits to Asheboro include reducing the number of people who are in and out of the court/jail system, burdens are lightened on the medical emergency services, and fewer people are seeking detox. As they learn to live sober lives, they become productive citizens that return back to society. Another benefit is that children are returned to their parents, which means that less children are in the DSS system. These are substantial societal benefits with lasting results.

Question 5.

We do not allow registered sex offenders to be in our program. We also do not allow people who have violent criminal backgrounds. And we are not a homeless camp.

When persons complete and begin their transition process, they must seek full-time employment. This will be a benefit to the businesses in Asheboro as they will be able to hire people for their open job opportunities.

Our schedule provides for people to stay busy during the day with classes, work responsibilities within the ministry, learning life skills, and working on the campus. Each residential building will be staffed 24 hours a day, plus there will be security cameras in all major areas. In addition, the executive directors will be living onsite.



Quasi-Judicial Hearing (Case No. SUP-26-01): An application for a Special Use Permit for property located at 727 Jaeco Caudill Drive totaling approximately 9.5 acres +/- and more specifically identified by Randolph County Parcel Identification Number 7740511663, to authorize a new land use classified as "Signs, Off premise Billboard & Poster Panel, etc."

Staff Report

SPECIAL USE PERMIT STAFF REPORT

SUP Case No. **SUP-26-01**

3/5/2026

General Information

Applicant Jaeco General Contracting, LLC

Address 727 Jaeco Caudill Drive

City Asheboro NC 27203

Phone 336-633-1025

Location 727 Jaeco Caudill Drive (at intersection of NC 49 South)

Requested Action Special Use Permit for Billboard

Existing Zone I2

Existing Land Use Manufacturing, Processing, and Assembly

Size 9.51 acres +/-

Pin # 7740511663

Applicants Reason as stated on application

Request to install a 10' x 30' Digital LED Billboard sign on the Northwest Corner of our property. Sign to be a maximum of 60 ft tall from grade to top

Surrounding Land Use

North Industrial/Single-Family Residential **East** Industrial

South Single-Family Residential **West** Undeveloped

Zoning History The existing structure was built in 2006 according to tax records. Council approved a billboard at this location in February, 2025 (Case No. SUP-24-02).

Growth Strategy Map Primary Growth

Proposed LDP Map Industrial

Legal Description

The property of Jaeco General Contracting, located at 727 Jaeco Caudill Drive, identified by Randolph County Parcel Identification Number 7740511663 and totaling approximately 9.51 acres +/-.

Analysis

1. The request is for a Billboard, classified by the zoning ordinance as "Signs, Off premise Billboard & Poster Panel, etc." The existing and principal land use of the property is "manufacturing, processing, and assembly."
2. The site plan and billboard profile presented and approved by Council indicated a proposed billboard with an LED display and 30 feet above lot (ground) grade. Following approval of the previous Special Use Permit (SUP 24-02), the applicant presented a plan proposing a billboard with additional height and measured from the grade of the nearest adjacent roadway (NC Hwy. 49 South). The ordinance allows for measurement of the sign height to be taken from either the grade of the lot, or the grade of the crown of the closest roadway, with a maximum allowable height of 35 feet above road grade as proposed with this application. Based on this proposed change, a new Special Use Permit is required.
3. The property is surrounded primarily by industrially zoned parcels, with some residential uses in the area.
4. NC 49 South is a state-maintained major thoroughfare. Jaeco Caudill Drive is a state-maintained road. The property is approximately 600 feet northeast of the interchange of US 64 Bypass.
5. Billboards are also subject to review and approval by NCDOT.
6. Billboards have certain locational and separation requirements described in Section 5.05(19) below. Staff has determined that these requirements have been met.
7. Permitting of the billboard is exclusive of permitting for other signs allowed in the I2 district that are subject to general ordinance requirements.

LDP Conformity Issues

One key LDP policy related to signs is: 3.2.3 The City will require signs that blend harmoniously with the surrounding streetscape and other architectural elements of a site, such as requiring monument style signs that match building architecture, landscaping around signs, and unified sign plans for large-scale developments.

SPECIAL USE PERMIT STAFF REPORT

SUP Case No. SUP-26-01

Page 2

Staff Comments

NOTE: If any Special Use is discontinued for a period of 180 days;or the permit is not initiated within 180 days;or replaced by a use otherwise permitted in the zoning district, it shall be deemed abandoned and the Special Use Permit shall be null and void and of no effect.

Suggested Conditions

Draft conditions as of February 25, 2026:

- (A) In addition to any use permitted by right in the I2 zoning district, the use approved shall be one off-premises billboard, classified as "Signs, Off premise Billboard & Poster Panel, etc." and consistent with the approved plan and the requirements of Section 5.05(19).
- (B) Electronic changeable copy shall operate on a five second minimum delay.
- (C) Maximum brightness levels shall not exceed 5,000 nits during daylight hours and shall not exceed 500 nits between dusk and dawn, as measured from the sign face.
- (D) Prior to the issuance of a zoning compliance permit, the Final Decision Document authorizing the Special Use Permit must be approved by the City Council.
- (E) The zoning compliance permit shall be issued in coordination with NC Department of Transportation permitting requirements for Outdoor Advertising.

SPECIAL USE PERMIT STAFF REPORT

SUP No. SUP-26-01

Page 3

For Special Use Permit Hearings:

The following tests shall be found in favor of the applicant by the City Council.

1. That the use will not materially endanger the public health or safety if located where proposed and developed according to the plan as submitted and approved.
2. That the use meets all required conditions and specifications of the Asheboro Zoning Ordinance.
3. That the use will not substantially injure the value of adjoining or abutting property, or that the use is a public necessity, and,
4. That the location and character of the use if developed according to the plan as submitted and approved will be in harmony with the area in which it is to be located and in general conformity with the plan of development of Asheboro and its environs.

SUP Requirements

Section 5.05(19) Signs, Off Premise.

Off premise signs may be permitted in I1, I2, and I3 Districts in accordance with Chapter 7: Sign Regulations, provided the following additional regulations are met.

- (1) Off premise signs may only be located along existing major thoroughfares or freeways as identified by the adopted Asheboro Thoroughfare Plan.
- (2) The zoning district shall have at least 1,000 linear feet frontage along the major thoroughfare or freeway in question.
- (3) Off premise sign structures shall be located a minimum of 1,000 linear feet apart as measured along the center line of the major thoroughfare or freeway. Only one off premise sign structure may occur every 1,000 linear feet.
- (4) Off premise signs shall not exceed thirty-five (35) feet in height.
- (5) Off premise signs shall be rectangular in shape and no part of the advertising face or copy shall extend or protrude beyond the outer limits of the rectangle.
- (6) No portion of the off premise sign supporting structure shall be visible above the rectangular sign face.
- (7) Off premise signs shall be limited to freestanding ground signs, only.
- (8) No additional signs shall be permitted on any part of the supporting structure or bracing of an off premise sign.
- (9) A billboard sign face area shall not exceed three-hundred (300) square feet in size.
- (10) Off premise signs may only be single-faced, double-faced (back to back) or multi-faced provided that:
 - (a) The total sign faces in any one direction do not exceed size requirements set forth in (9) above.
 - (b) There is a definite distinction (such as a border or trim) between the individual sign faces to separate advertising copy.
 - (c) The backs of back-to-back/double-faced signs are not separated by more than thirty six (36) inches.
 - (d) Double-faced or multi-faced signs when constructed in the form of a "V" when viewed from above or below, shall not exceed an angle (as measured at the apex) greater than forty-five (45) degrees.
 - (e) Double-faced or multi-faced signs shall be structurally tied together to be considered as one structure.
 - (f) Multi-faced signs shall not have more than two (2) sign faces per structure.
- (11) Landscaping and screening shall be provided subject to the approval of the Planning Department. No undue undercutting of existing vegetation shall be permitted.
- (12) No billboard shall be permitted within 100 linear feet of any residential district (R40, R15, R10, R7.5, and RA6).
- (13) Off premise signs as provided for under Chapter 7 shall not be required to comply with the provisions set forth in this Section.
- (14) Off premise signs must comply with regulations established by the N. C. Board of Transportation. However, the State or city requirement that is more stringent or restrictive shall apply. It is the responsibility of the sign owner to insure compliance with State and city regulations.
- (15) An application for a Special Use Permit as required under this Section shall be accompanied by plans showing the following information:
 - (a) Location of the proposed billboard, including setback from public right-of-way.
 - (b) Location of any existing buildings or structures within 100 feet of the proposed billboard.
 - (c) Location of proposed billboard in relation to any residential district (R40, R15, R10, R7.5 and RA6) to enable a determination of compliance with this Section.
 - (d) Size of the proposed billboard including the number of sign faces and their dimensions, as well as the proposed height of said billboard.
 - (e) Proposed method of landscaping and screening.
 - (f) Proposed removal of any existing vegetation.
 - (g) Type of construction material and method of construction.

PROPOSED SIGN

FOR

JAECO PRECISION INC.

727 JAECO CAUDILL DRIVE.
RANDOLPH COUNTY - ASHEBORO - NORTH CAROLINA

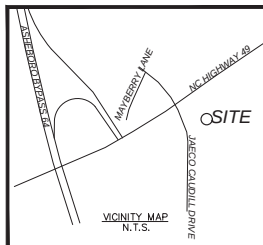
PROJECT NO.: E-7284

NOVEMBER 2023



Summey Engineering Associates, PLLC
Engineering - Surveying - Consulting

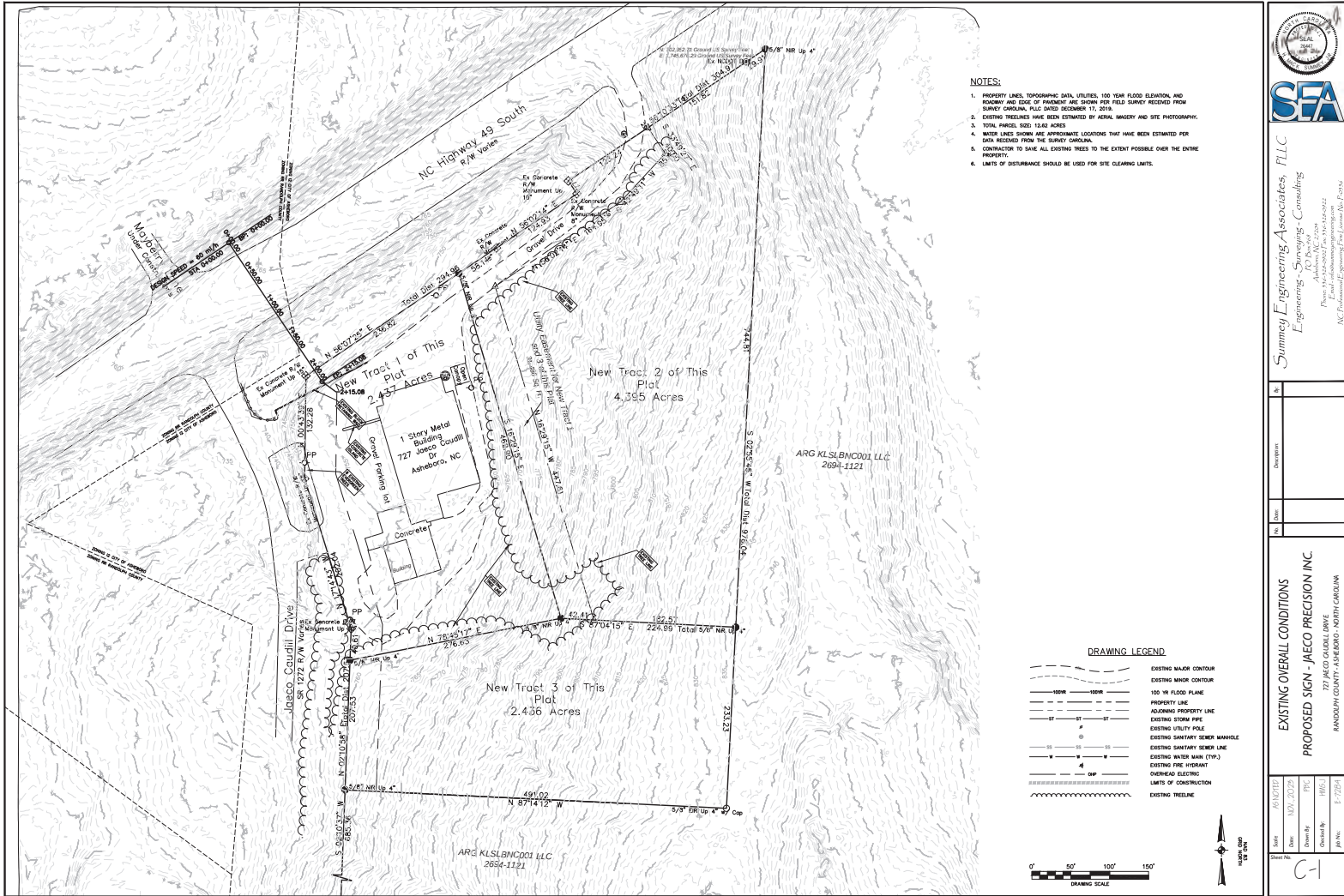
P.O. Box 968
Asheboro, NC 27204
ph: (336) 528-0902 fax: (336) 528-0922
email: info@summeyengineering.com



#	SHEET INDEX
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C-0	COVER SHEET
C-1	EXISTING CONDITIONS AND DEMO
C-2	SPECIAL USE PERMIT SHEET
C-3	SIGN DETAILS
PP-4	PLAN AND PROFILE

JAECO PRECISION
ASHEBORO, NC



NOTES:

1. PROPERTY LINES, TOPOGRAPHIC DATA, UTILITIES, 100 YEAR FLOOD ELEVATION, AND BOUNDARY AND EDEGE OF PARCELS ARE SHOWN FOR FIELD SURVEY RECEIVED FROM SURVEY CAROLINA, PLLC DATED DECEMBER 11, 2019.
2. EXISTING TREELINES HAVE BEEN ESTIMATED BY AERIAL IMAGERY AND SITE PHOTOGRAPHY.
3. TOTAL PARCEL SIZE: 13.62 ACRES
4. BENCH LINES SHOWN ARE APPROXIMATE LOCATIONS THAT HAVE BEEN ESTIMATED FOR DATA RECEIVED FROM THE SURVEY CAROLINA.
5. CONTRACTOR TO SAVE ALL EXISTING TREES TO THE EXTENT POSSIBLE OVER THE ENTIRE PROPERTY.
6. LIMITS OF DISTURBANCE SHOULD BE USED FOR SITE CLEARING LIMITS.

DRAWING LEGEND

- | | |
|-----|---------------------------------|
| --- | EXISTING MAJOR CONTOUR |
| --- | EXISTING MINOR CONTOUR |
| --- | 100 YEAR FLOOD PLANE |
| --- | PROPERTY LINE |
| --- | ADJACENT PROPERTY LINE |
| --- | EXISTING STORM PIPE |
| --- | EXISTING UTILITY POLE |
| --- | EXISTING SANITARY SEWER MANHOLE |
| --- | EXISTING SANITARY SEWER LINE |
| --- | EXISTING WATER MAIN (TYP.) |
| --- | EXISTING FIRE HYDRANT |
| --- | OVERHEAD ELECTRIC |
| --- | LIMITS OF CONSTRUCTION |
| --- | EXISTING TREELINE |



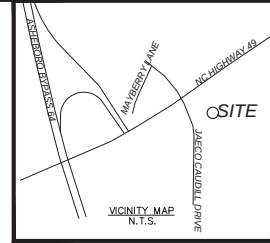
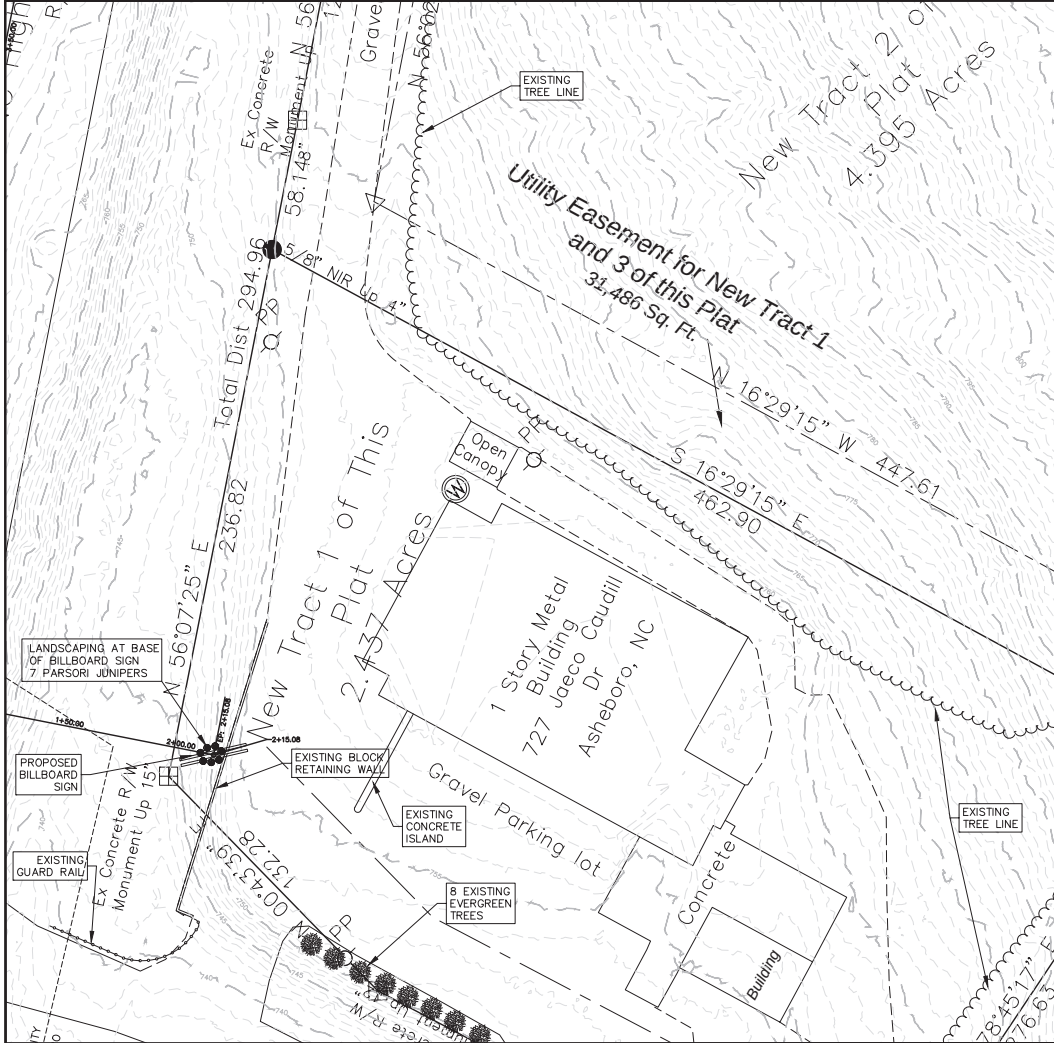


Summey Engineering Associates, PLLC
Engineering - Surveying - Consulting
2000 S. 10th Street
Asheboro, NC 27804
Phone: 704-291-1121
Email: info@summeyeng.com
NC Professional Engineering and Surveying License No. 10000

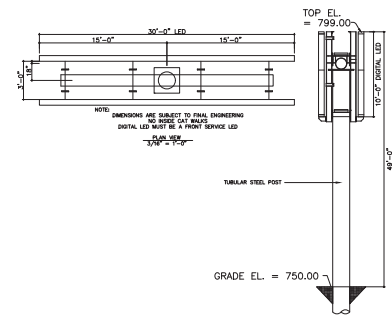
EXISTING OVERALL CONDITIONS
PROPOSED SIGN - JACO PRECISION INC.
177 JACO DRIVE, SUITE 100
RANDOLPH COUNTY, ASHEBORO, NORTH CAROLINA

Date:	12/01/2019
Drawn By:	PLC
Checked By:	PLC
Job No.:	1901

Sheet No. **C-1**



SITE NOTES:
1. PROPERTY INFORMATION
OWNER: JACO GENERAL CONTRACTING LLC
OWNER P/N NUMBER: 774001683
EXISTING ZONING: 15-70 (C2)
EXISTING LAND USE: MACHINE SHOP
SITE ADDRESS: 727 JACO CAUDILL DRIVE ASHEBORO, NC
OWNER ADDRESS: 2101 MOUNTAIN LABEL LANE ASHEBORO, NC
THE PROJECT IS LOCATED WITHIN THE CITY OF ASHEBORO



NOTE:
NO UNDUE UNDERCUTTING OF EXISTING VEGETATION SHALL BE PERMITTED.

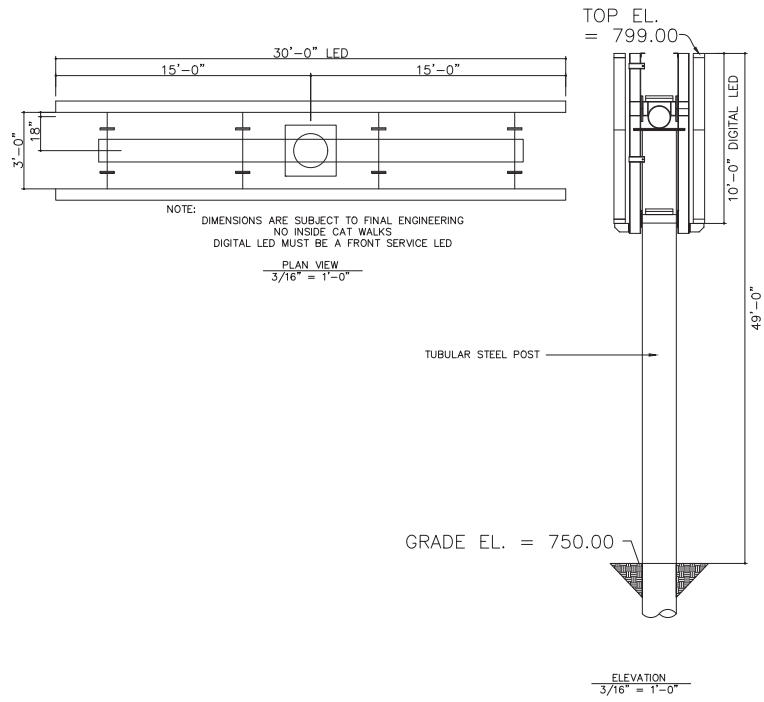
DRAWING LEGEND	
	PROPERTY LINE
	ADJOINING PROPERTY LINE
	EXISTING TREELINE
	PROPOSED TREELINE
	SETBACK LINES
	EXISTING SANITARY SEWER MANHOLE
	PROPOSED SANITARY SEWER LINE
	EXISTING SANITARY SEWER LINE
	PROPOSED SANITARY SEWER MANHOLE
	EXISTING WATER LINE
	EXISTING WATER VALVE
	EXISTING FIRE HYDRANT
	PROPOSED WATER LINE
	100' YEAR FLOOD PLAIN
	EXISTING STORM PIPE



Summy Engineering Associates, PLLC
Engineering - Surveying - Consulting
177 JACO CAUDILL DRIVE
ASHEBORO, NC 27804
Phone: 704-293-0422
Email: info@summyengineering.com
NC Professional Engineering Firm License No. 10000

SPECIAL USE PERMIT
PROPOSED SIGN - JACO PRECISION INC.
177 JACO CAUDILL DRIVE
ASHEBORO, NC 27804
RANDOLPH COUNTY - ASHEBORO, NORTH CAROLINA

Drawn By: JAC/MLP
Date: NOV. 2023
Checked By: JAC/MLP
Date: NOV. 2023
Scale: AS SHOWN
Sheet No.: C-2



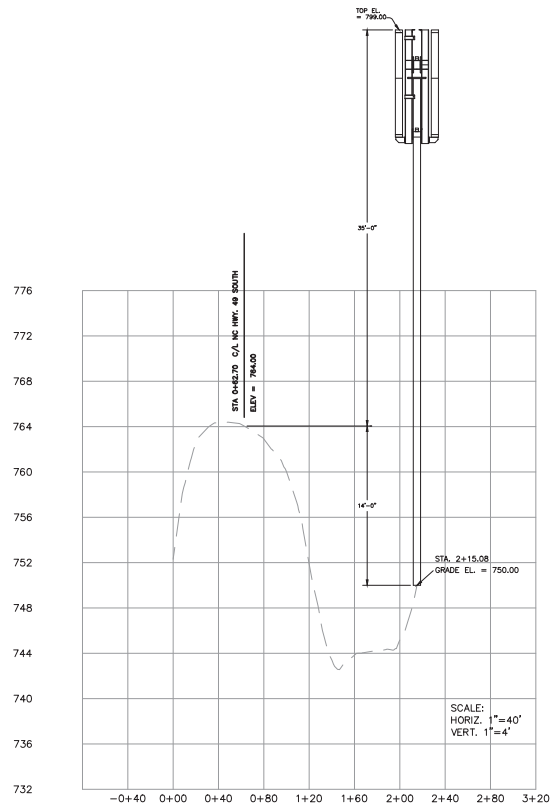
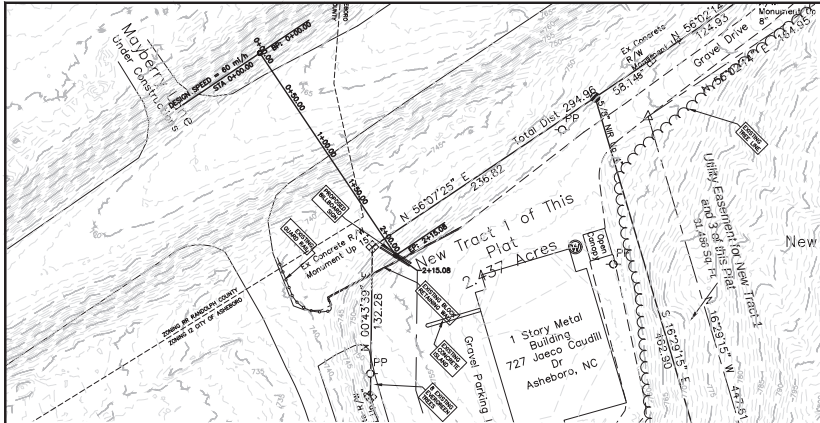
Summey Engineering Associates, PLLC
Engineering - Surveying - Consulting
1000 S. Salisbury Blvd.
Asheboro, NC 27203
Phone: 703-222-0000
Fax: 703-222-0001
www.summeyengineering.com
NC Professional Engineering Firm License No. E-00000

NO.	DESCRIPTION	DATE

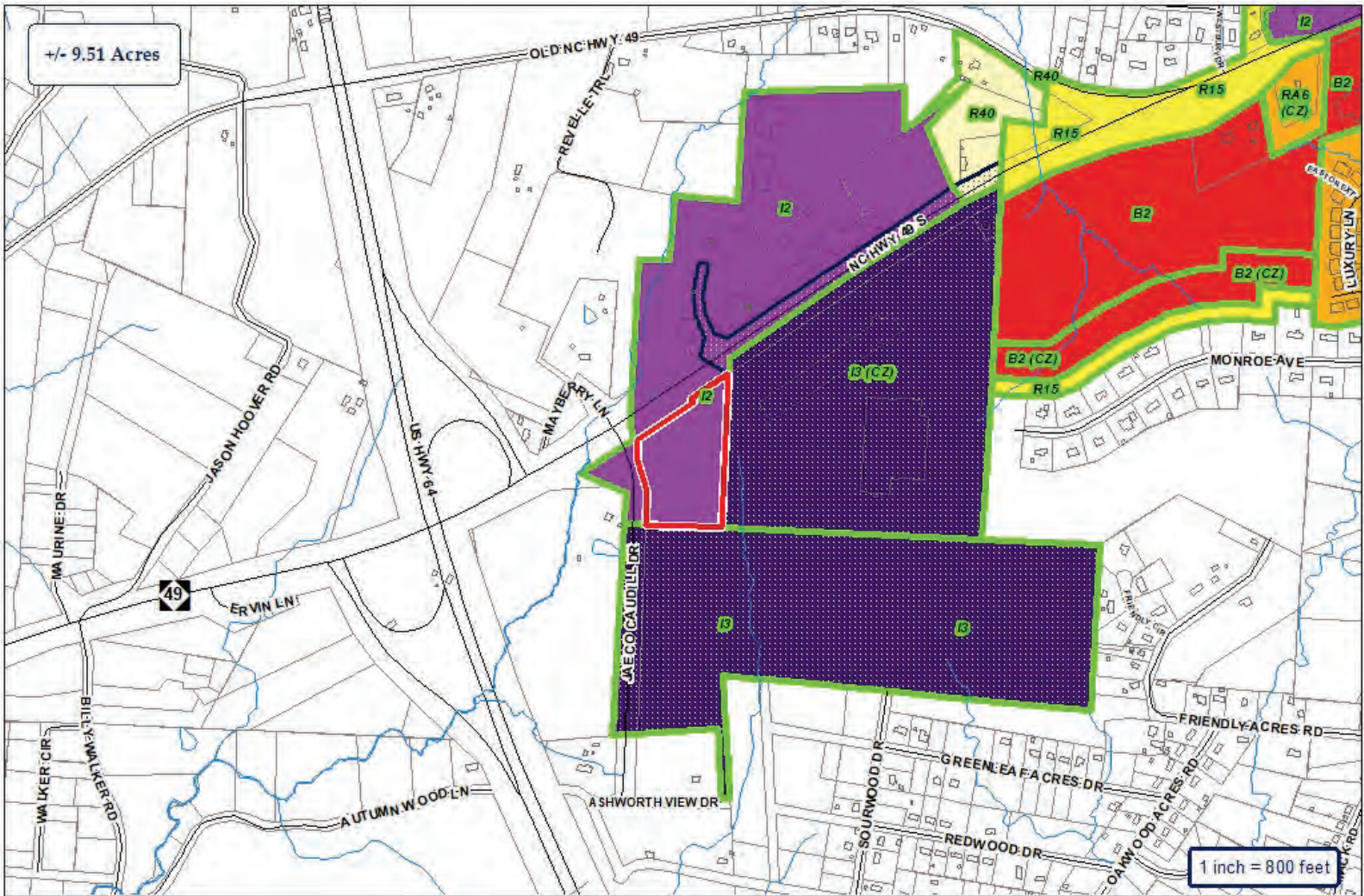
SIGN DETAILS
PROPOSED SIGN - JACO PRECISION INC.
177 JACO DRIVE, SUITE 100
RANDOLPH COUNTY, ASHEBORO, NORTH CAROLINA

DATE	PROJECT	DATE	BY
10/11/2024	10/11/2024	10/11/2024	10/11/2024

C-3



	
Summey Engineering Associates, PLLC Engineering - Surveying - Consulting 1000 S. 10th Street Asheville, NC 28804 Phone: 704-255-1234 Email: info@summeyengineering.com NC Professional Engineering Firm License No. E-00000	
PLAN AND PROFILE PROPOSED SIGN - JAECO PRECISION INC. 1710 JOECO CAUDILL BLVD RANDEPH COUNTY, ASHEBORO, NORTH CAROLINA	
Date: 05/11/2022 Drawn By: JEC Checked By: JEC Job No.: E-00000	Sheet No.: PP-4



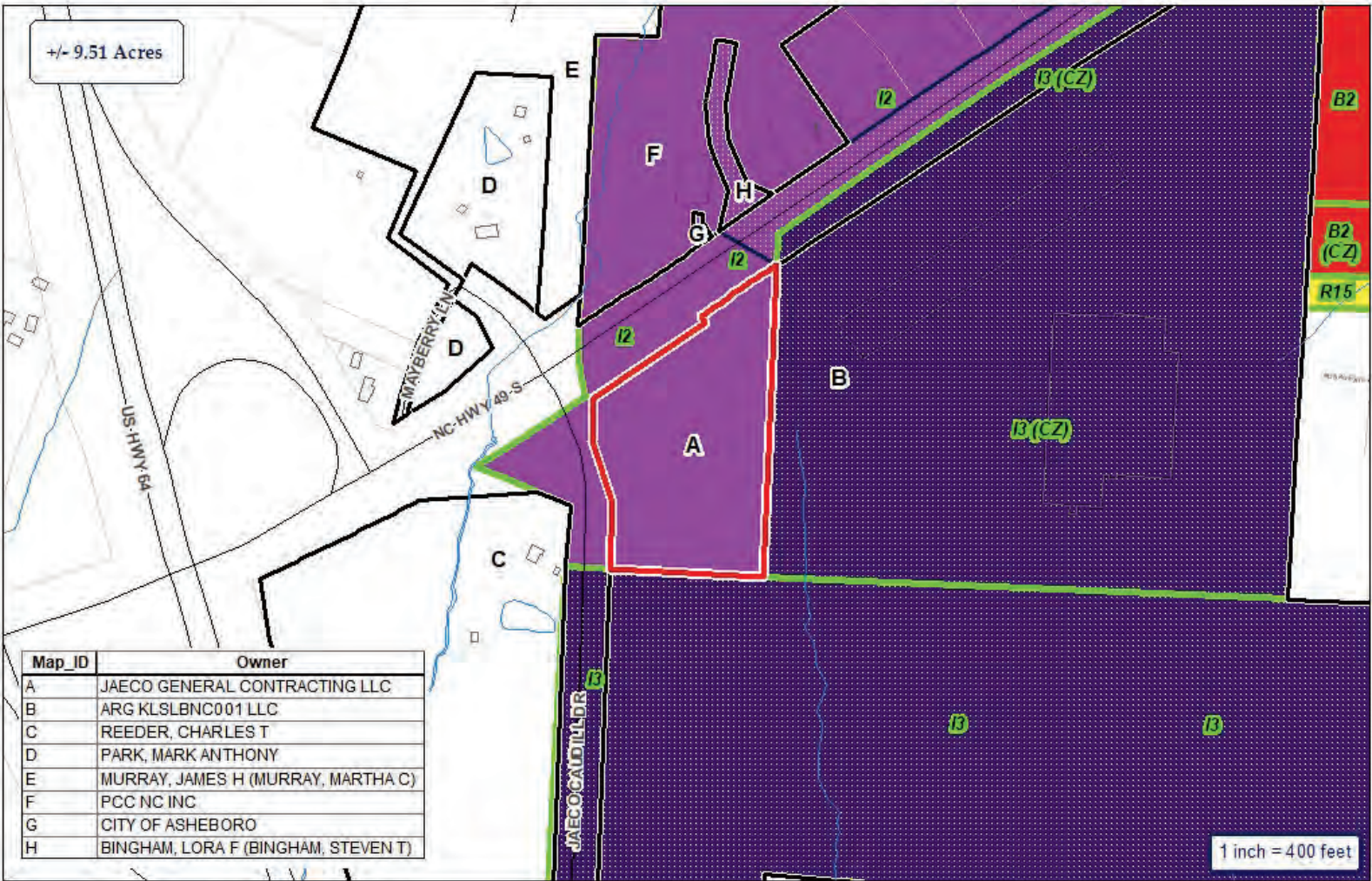
City of Asheboro Planning & Zoning Department

Special Use Permit: SUP-26-01

Parcels: 7740511663



+/- 9.51 Acres

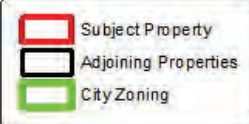


Map_ID	Owner
A	JAECO GENERAL CONTRACTING LLC
B	ARG KLSLBNC001 LLC
C	REEDER, CHARLES T
D	PARK, MARK ANTHONY
E	MURRAY, JAMES H (MURRAY, MARTHA C)
F	PCC NC INC
G	CITY OF ASHEBORO
H	BINGHAM, LORA F (BINGHAM, STEVEN T)

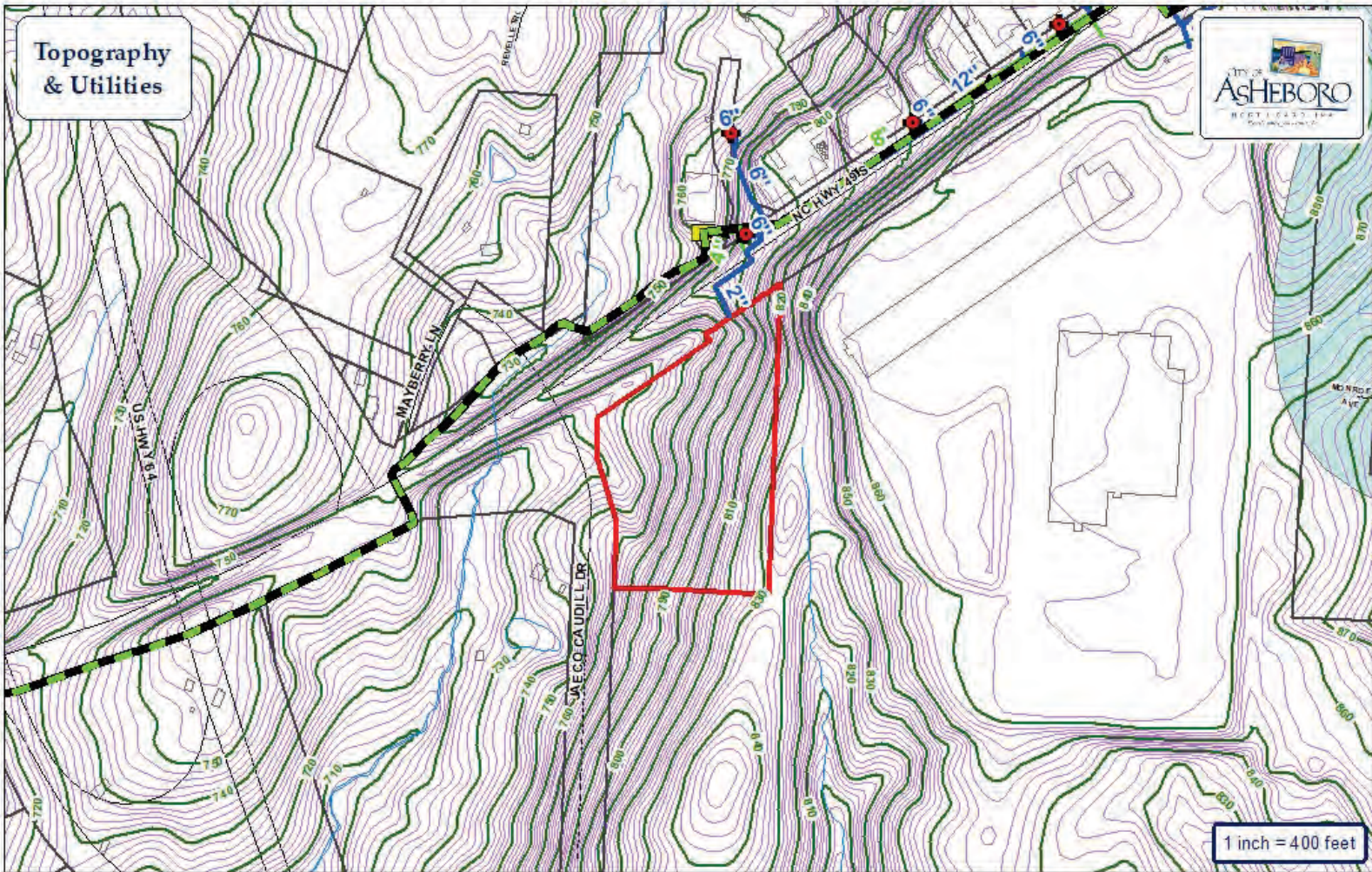
City of Asheboro Planning & Zoning Department

Special Use Permit: SUP-26-01

Parcels: 7740511663



Topography & Utilities



1 inch = 400 feet

- | | | | |
|--|------------|--|--------------|
| | Water Main | | Fire Hydrant |
| | Sewer Main | | Pump Station |
| | Force Main | | Watershed |

City of Asheboro Planning & Zoning Department

Special Use Permit: SUP-26-01

Parcels: 7740511663

Subject Property



Aerial



City of Asheboro Planning & Zoning Department

Special Use Permit: SUP-26-01

Parcels: 7740511663



 Subject Property





Application for Special Use Permit

APPLICATION FEE

A \$350 filing fee is required for any Special Use Permit application for property less than 2 acres. A filing fee of \$500 is required for permit applications for 2 to 10 acres, and a filing fee of \$750 + \$15/acre will be required for permit applications for over 10 acres.

APPLICATION INSTRUCTIONS:

The Special Use permitting process can be complex. It is strongly recommended that the applicant speak with Planning and Zoning Department staff prior to submitting the application and paying the filing fee. Contact staff at (336) 626-1201 ext. 2392 to ensure application requirements are satisfied.

REQUIRED APPLICATION CONTENTS

- 1) A legal description/deed reference of such land.
- 2) Two (2) draft copies of a site plan drawn to scale that has will be reviewed by staff for conformity with zoning ordinance requirements, with revisions due as noted below. Once the final draft is submitted by the site plan cutoff date, staff will also require six (6) copies of the site plan to be submitted. See pages 3 and 4 for required site plan information.
- 3) In addition to staff's notification of the request to adjoining property owners, it is recommended that the applicant also notify adjoining property owners of the request. A template of the notification is in this application and staff can assist the applicant with creating the list of property owners to be notified of the request.

APPLICATION DEADLINES AND MEETING DATES

The application is to be filed with the Zoning Administrator by 5:00 pm on the day which is at least 55 days prior to the City Council meeting at which the request will be considered. No changes may be made to any site plan fifteen (15) days prior to a City Council hearing. At no time shall the city council hear more than five (5) cases per month. If five applications have been received prior to the cut-off date, the request will be heard the following month. Site plans must conform to the ordinance by the site plan cutoff date. No revisions to site plans can be accepted after 15 days prior to the scheduled City Council meeting. Failure to submit a conforming site plan by the cutoff date will result in the case being delayed.

<i>Application Deadline</i>	<i>Site Plan Cutoff</i>	<i>City Council Meeting</i>
December 12, 2025	January 21, 2026	Thursday, February 5, 2026
January 9, 2026	February 18, 2026	Thursday, March 5, 2026
February 13, 2026	March 25, 2026	Thursday, April 9, 2026
March 13, 2026	April 22, 2026	Thursday, May 7, 2026
April 10, 2026	May 20, 2026	Thursday, June 4, 2026
May 15, 2026	June 24, 2026	Thursday, July 9, 2026
June 12, 2026	July 22, 2026	Thursday, August 6, 2026
July 17, 2026	August 26, 2026	Thursday, September 10, 2026
August 14, 2026	September 23, 2026	Thursday, October 8, 2026
September 11, 2026	October 21, 2026	Thursday, November 5, 2026
October 16, 2026	November 25, 2026	Thursday, December 10, 2026
*November, 2026: Confirm application deadline with staff	*Confirm site plan deadline with staff.	*January, 2027: Confirm meeting date with staff

***January, 2026 Council meeting date is not set by Council until December, 2025.**

APPLICANT INFORMATION

Applicant Jaeco General Contracting, LLC Applicant's Phone # 336-633-1025

Applicant's Address 727 Jaeco Caudill Drive
Asheboro, NC 27205

Applicant email address eric@jaecoprecision.com

PROPERTY INFORMATION

Property Owner's Name Jaeco General Contracting, LLC

Location of Property 727 Jaeco Caudill Dr Asheboro Property Size (ac. or s.f.) 9.5 Ac

Randolph County Property Identification Number(s) (PIN#) 7740511663

Current Zoning District I2/CZ I2

Date Property Title Acquired 12-21-2004 Deed Book 2366 Page 284

Subdivision N/A Section _____ Lot # _____

Plat Book _____ Page _____

SPECIAL USE PERMIT INFORMATION

Application is hereby made to the City of Asheboro for a Special Use Permit for the following purpose:

Request to install a 10' x 30' Digital LED Bill Board Sign on the Northwest

Corner of our Property. Sign to be a maximum of 60 ft tall from grade to top of sign.

SPECIAL USE PERMIT REQUIRED SITE PLAN INFORMATION

The application for a Special Use Permit shall include a site plan, which must be drawn to scale, with supporting information and text that specifies the actual use or uses intended for the Zoning Lot and any rules, regulations, and conditions that, in addition to all predetermined Ordinance requirements, will govern the development and use of the Zoning Lot. The following information must be provided, if applicable. In addition to sections of the zoning ordinance referenced below, there may be other provisions listed in Table 5-1 (Table of Permitted Uses) and Section 5.05. The checklist below is intended for general reference, however, there may be other provisions that apply to the specific request.

- 1) The actual shape, location, dimensions, and total acreage of the Zoning Lot; its zoning classification; the general location of the Zoning Lot in relation to major streets, railroads, and/or waterways; a north arrow; and, if the Zoning Lot is not of record, sufficient data to locate the lot on the ground;
- 2) All existing rights-of-way, easements, and reservations;
- 3) In addition to providing the shape, size, and location of any structure(s) already located on the Zoning Lot, the site plan must show the shape, size, and location of all structures to be erected, altered, or moved on the Zoning Lot;
- 4) Building elevations of all exterior facades at a minimum scale of 1/8" = 1'; (Section 6.11)
- 5) The existing and intended use(s) of the Zoning Lot, specifically including the number of residential units and the total square footage of any nonresidential development;
- 6) The location and size of all yards, buffers, screening, and landscaping, including by way of illustration and not limitation front yard and parking lot landscaping, required by the Ordinance's predetermined standards for the general zoning classification applicable to the Zoning Lot or as otherwise proposed by the applicant (Section 6.06);
- 7) All existing and proposed points of access to public streets;
- 8) Proposed phasing, if any;
- 9) The location and type of screening used to screen mechanical equipment (Section 6.07);
- 10) The location, access to, and screening of a central solid waste area (Section 6.08);
- 11) Traffic, parking, and circulation plans, specifically including the location and dimensions of off-street parking areas and loading spaces;
- 12) The grade separation of structure(s) and parking areas (Section 6.13);
- 13) The paving material for parking areas (Section 6.13);
- 14) Curb cuts;
- 15) The compliance of the proposed development with the Ordinance's predetermined sign regulations (Chapter 7);

- 16) The level of compliance of the land use(s) proposed for the Zoning Lot with the Ordinance's predetermined performance standards for the general zoning classification assigned to the Zoning Lot, including by way of illustration and not limitation performance standards pertaining to light, noise, and vibration (Chapter 6);
- 17) If applicable, the location of any flood zones;
- 18) The location of existing and proposed storm drainage patterns and facilities intended to serve the proposed development;
- 19) If applicable, the location of the watershed and information pertaining to compliance with Watershed Regulations (Chapter 10);
- 20) When required by the Ordinance's predetermined specifications, sidewalks (Section 6.12); and
- 21) Information addressing the applicable permitting requirements of other local governmental agencies as well as federal and state agencies, including by way of illustration and not limitation, the North Carolina Department of Transportation and the North Carolina Department of Environmental Quality.

APPLICATION SIGNATURES

It is understood by the undersigned that while this application will be carefully reviewed and considered, the burden of proving the need for a Special Use Permit rests with the applicant.

No application for a Special Use Permit will be advertised for public hearing until the Planning and Zoning Department has received the required materials. If all required materials are not received prior to the specified deadlines, this will result in delays in the case being heard.

If any Special Use Permit is discontinued for a period of 12 months; or the permit is not initiated within 12 months; or replaced by a use otherwise permitted in the zoning district, it shall be deemed abandoned and the Special Use Permit shall be null and void and of no effect.

Applicant Signature

x *Eric Zambett*

*Printed Name of Authorized Signatory (if
different from Applicant)*

*Position/Relationship of Authorized
Signatory to Applicant*

Owner Signature (if different than Applicant)

Owner Address

727 Jaeco Caudill Dr

Asheboro, NC 27205

Telephone Number

336-633-1025

*Printed Name of Authorized Signatory (if
different from Owner)*

*Position/Relationship of Authorized
Signatory to Owner*

STAFF USE

Received by: _____ **Date:** _____ **Case Number:** _____

SPECIAL USE PERMIT PROCEDURE INFORMATION

The granting of a Special Use Permit is a quasi-judicial process requiring sworn testimony. The testimony given should be directed at providing evidence that supports the application. Such evidence shall address the following four items. Failure to address these items will result in the delay or denial of your request.

- 1) That the use will not materially endanger the public health or safety if located where proposed and developed according to the plan as submitted and approved.
- 2) That the use meets all required conditions and specifications.
- 3) That the use will not substantially injure the value of adjoining or abutting property, or that the use is a public necessity, and
- 4) That the location and character of the use, if developed according to the plan as submitted and approved, will be in harmony with the area in which it is to be located and in general conformity with the plan of development of Asheboro and its environs.

The City Council shall make these general findings based upon substantial evidence contained in the proceedings. It shall be the responsibility of the applicant to present evidence in the form of testimony, exhibits, documents, models, plans, and the like to support the application for approval of a Special Use Permit.

I have read and received a copy of the above information regarding the testimony and the evidence required at the public hearing for the Special Use Permit for which I have made an application. I understand my responsibilities in this matter. I have also received the opinion of the North Carolina Bar Association regarding legal representation in quasi-judicial proceedings.

Applicant ^x Em Zuck

Date 1-7-2025

Received by staff: _____

**CITY OF ASHEBORO
NOTICE OF SPECIAL USE PERMIT HEARING**

This is to notify you that I (we), Jaeco General Contracting, LLC
have filed an application with the City of Asheboro for a Special Use Permit for the
property located 727 Jaeco Caudill Road Asheboro NC
for the purpose of Installing a 10'x30' Digital LED Billboard that is a maximum 60 ft tall
from grade at base of pole to top of sign.

On Thursday, _____, 2026 at 6:00 pm the City Council will hold a
public hearing on the Special Use Permit request. The meeting will be held in the City
Council Chambers, 146 North Church Street, Asheboro, NC. The Council, after
considering the information/testimony presented during the public hearing and reviewing
the report of the Planning and Zoning Department, will take action on the application.
Such action may include approval of the request, denial of the request, or approval of a
modified version of the request on the basis of the Council's determination that such
action is reasonably necessary to promote the public health, safety, or general welfare
and to achieve the purposes of the adopted Land Development Plan. The meeting is
open to the public and your participation is encouraged. If you have any questions,
please contact the Planning and Zoning Department at 336-626-1201 Ext. 2392. In
addition, you may contact me (or my representative Mack Summey, Jr., PE at
336-328-0902 or 336-633-1025 .



✓ Excise Tax: NTC

Recording: Time, Book and Page

NORTH CAROLINA QUITCLAIM DEED

This instrument prepared by
and mail to:

✓ Richard D. Hall, Jr.
5 Ashton Square
Greensboro, NC 27408

**IMPORTANT: THIS INSTRUMENT WAS
PREPARED WITHOUT TITLE EXAMINATION.**

Brief description for index: 1201 NC Hwy 49 South, Asheboro, NC

THIS QUITCLAIM DEED, made this 31st day of July, 2013, by and between Grantors and Grantee. The description of Grantors and Grantee, as used herein, shall include said parties, their heirs, successors, and assigns, and shall include singular, plural, masculine, feminine, or neuter as required by context. Grantors and Grantee are identified as follows:

Grantors: Jeffrey T. Callicutt
Eric T. Lambeth
PO Box 726
Asheboro, NC 27204-0726

Grantees: Jaeco General Contracting, LLC

Transfer of Ownership: Grantors, in consideration of the sum of TEN DOLLARS (\$10.00) in hand paid to the Grantors, and other good and valuable consideration, the receipt of which is hereby acknowledged, has remised and released and by these presents do remise, release, and forever quitclaim unto the Grantee, and their heirs and assigns, all right, title, claim, and interest of the said Grantors in and to a certain tract or parcel of land lying and being situate in Cedar Grove Township, Randolph County, North Carolina and more particularly described as follows:



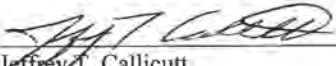
Property:

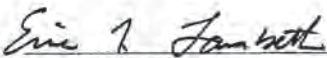
See ATTACHMENT A – Description attached hereto and incorporated herein by reference.

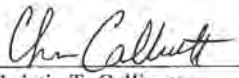
TO HAVE AND TO HOLD with all privileges and appurtenances thereunto belonging to or in anywise thereto appertaining, unto the said Grantee, its heirs and assigns forever as tenants in common in fee simple forever.

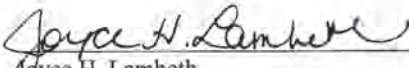
Signature: Grantors has duly executed the foregoing instrument, as of the day and year first written above.

Grantors:

 (SEAL)
Jeffrey T. Callicutt

 (SEAL)
Eric T. Lambeth

 (SEAL)
Christie T. Callicutt

 (SEAL)
Joyce H. Lambeth



STATE OF NORTH CAROLINA
RANDOLPH COUNTY

The undersigned, a Notary Public of the County and State aforesaid, hereby certifies that Jeffrey T. Callicutt, Eric T. Lambeth, Christie T. Callicutt & Joyce H. Lambeth personally appeared before me this day and, being first duly sworn, stated that they executed the foregoing instrument for the purposes therein expressed.

Witness my hand and official stamp or seal, this the 31st day of July, 2013.

James P. Upton
Notary Public

My Commission Expires: 4-3-2015





ATTACHMENT A
Description for
Eric T. Lambeth & Jeff T. Callicutt

Cedar Grove Township, Randolph County, North Carolina:

BEGINNING at a pile of stone and an iron stake in the B. F. Bingham line; thence North 85 degrees West 625 feet old pine corner and iron stake in the Superior Stone Company line; North 8 degrees East along said line 190 feet to an iron rod; thence North 64 degrees West with said line 308 feet to a pile of stones and Iron stake in south side of Highway No. 49; thence along the southeast right-of-way of said Highway No. 49, North 58 degrees East 1135 feet to a stake and stones by a solid rock, being 56 feet beyond a highway marker; thence South 5 degrees West with B. F. Bingham marked line 985 feet to a pile of stones and iron pipe in an old road, the place of the BEGINNING, containing 12 acres, more or less. The plat of the above land was prepared by L. Clarence Cagle in October, 1960. Reference to which is hereby made.

For back reference see deed recorded in Book 1869, Page 2557 of the Randolph County Registry.

RESOLUTION NUMBER _____

CITY COUNCIL OF THE CITY OF ASHEBORO, NORTH CAROLINA

**RESOLUTION DIRECTING THE CITY CLERK TO
INVESTIGATE AN ANNEXATION PETITION SUBMITTED BY
CANDI LAND CAMPGROUND, LLC**

WHEREAS, Candi Land Campground, LLC, a North Carolina limited liability company, (the “Petitioner”) has submitted a petition requesting the annexation into Asheboro of approximately 83.488 acres of the limited liability company’s land located along Crestview Church Road; and

WHEREAS, the proposed annexation area includes territory identified by Randolph County Parcel Identification Numbers 7659842547 and 7659858407, and this territory is not contiguous to Asheboro’s primary city limits; and

WHEREAS, Section 160A-58.2 of the North Carolina General Statutes provides that the sufficiency of such a petition shall be investigated by the city clerk before further annexation proceedings take place; and

WHEREAS, the Asheboro City Council has decided to proceed with the statutorily prescribed voluntary annexation process.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Asheboro that the city clerk is hereby directed to investigate the sufficiency of the above-described petition and to certify to the council the results of her investigation.

This Resolution was adopted by the Asheboro City Council in open session during a regular meeting on March 5, 2026.

W. Joseph Trogon, Jr., Mayor

ATTEST:

Holly H. Doerr, CMC, NCCMC, City Clerk

CERTIFICATE OF SUFFICIENCY

(Petition Requesting the Annexation of Land Owned by Candi Land Campground, LLC)

TO: The City Council of the City of Asheboro, North Carolina

I, Holly H. Doerr, am the City Clerk for the City of Asheboro. I hereby certify that, with the assistance of staff members in various city departments, I have investigated the annexation petition submitted by Candi Land Campground, LLC, a North Carolina limited liability company, (the “Petitioner”). I further certify that the following paragraphs accurately state the information obtained during the course of my investigation of the annexation petition.

The Petitioner has requested annexation into Asheboro of approximately 83.488 acres of the limited liability company’s land that is located along Crestview Church Road. The proposed annexation area contains territory identified by Randolph County Parcel Identification Numbers 7659842547 and 7659858407. This territory is not contiguous to the primary corporate limits of the City of Asheboro.

Based on my investigation, I have concluded that all of the owners of the real property for which annexation has been requested have signed the prescribed petition. The petition appears to be sufficient to satisfy the provisions of Section 160A-58.1 of the North Carolina General Statutes.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the City of Asheboro to make this certification effective as of March 5, 2026.

(CITY SEAL)

Holly H. Doerr, CMC, NCCMC, City Clerk

RESOLUTION NUMBER _____

CITY COUNCIL OF THE CITY OF ASHEBORO, NORTH CAROLINA

RESOLUTION SETTING THE DATE FOR A PUBLIC HEARING
ON THE QUESTION OF ANNEXING LAND OWNED BY
CANDI LAND CAMPGROUND, LLC

WHEREAS, Candi Land Campground, LLC, a North Carolina limited liability company, (the “Petitioner”) has submitted a petition requesting the annexation into Asheboro of approximately 83.488 acres of the limited liability company’s land that is located along Crestview Church Road and is identified by Randolph County Parcel Identification Numbers 7659842547 and 7659858407; and

WHEREAS, the proposed annexation area is not contiguous to the primary corporate limits of the City of Asheboro; and

WHEREAS, pursuant to a previously adopted resolution, the city clerk has investigated the sufficiency of the annexation petition; and

WHEREAS, the city clerk has certified the sufficiency of the petition for proceeding with setting the date for a public hearing on the question of the requested annexation in accordance with Section 160A-58.2 of the North Carolina General Statutes.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Asheboro as stated in the next three sections of this Resolution.

Section 1. A public hearing on the question of annexing the non-contiguous territory described herein will be held in the council chamber on the second floor of Asheboro City Hall, 146 N. Church Street, Asheboro, North Carolina 27203 during a regular meeting of the Asheboro City Council that will begin at 6:00 p.m. on April 9, 2026; and

Section 2. The territory proposed for annexation is described by metes and bounds in the following italicized text.

Cedar Grove Township, Randolph County, North Carolina:

BEGINNING at a 60d nail at the base of a 1-inch existing iron pipe up two inches at a point located by means of the North Carolina Coordinate System at the coordinates of North 696,308.15 Ground US Survey Feet and East 1,757,806.88 Ground US Survey Feet (NAD 83 (2011)), this Beginning point is on the proposed Asheboro

satellite city limits line at the northwest corner of the Annexation Area (the “Annexation Area” is the entirety of the territory for which annexation was requested when Candi Land Campground, LLC submitted an annexation petition listing the requested annexation area as two parcels of land identified by Randolph County Parcel Identification Numbers 7659842547 and 7659858407 that are owned by the limited liability company and described in a deed recorded in the Office of the Register of Deeds for Randolph County, North Carolina (the “Randolph County Registry”) in Book of Record 2912, Page 1009 (the property is shown on plats of survey recorded in Plat Book 165, Page 84, Randolph County Registry and in Plat Book 184, Page 7, Randolph County Registry)); thence, departing from the described Beginning point, following the proposed Asheboro satellite city limits line South 85 degrees 47 minutes 48 seconds East 1099.29 feet along the boundary line between the Annexation Area and the Sherri Lynn Tedder property described in Book of Record 2677, Page 1262, Randolph County Registry (the Tedder property is shown as Tract 1 in Plat Book 178, Page 35, Randolph County Registry) to a 60d nail set at the base of a 1 and 1/2-inch existing iron pipe up two inches; thence continuing along the proposed Asheboro satellite city limits line and the northern boundary of the Annexation Area by running the next two bearings and distances along the Richard N. Chandler property described in Book of Record 2006, Page 216, Randolph County Registry: South 88 degrees 20 minutes 07 seconds East 603.80 feet to a 2-inch existing iron pipe up two inches; thence South 89 degrees 10 minutes 26 seconds East 57.29 feet to a 2 and 1/2-inch existing iron pipe up eight inches; thence departing from the northern boundary of the Annexation Area and continuing to follow the proposed Asheboro satellite city limits line South 02 degrees 10 minutes 46 seconds West 139.62 feet along the Janice G.R. Solarez property described in Book of Record 2732, Page 657, Randolph County Registry (shown as Lot 1 in Plat Book 67, Page 72, Randolph County Registry) to a 2-inch existing iron pipe up thirty-six inches; thence continuing along the proposed Asheboro satellite city limits line by running the next three bearings and distances with the Eutha Small McPherson and Tammie McPherson Smith property described in Book of Record 2895, Page 1207, Randolph County Registry (shown in Plat Book 66, Page 62, Randolph County Registry): South 01 degree 58 minutes 10 seconds West 178.76 feet to a 1-inch existing iron pipe up fourteen inches; thence South 01 degree 57 minutes 05 seconds West 312.02 feet to a 1-inch existing iron pipe up four inches; thence South 01 degree 52 minutes 22 seconds West 274.83 feet to an existing axle up six inches; thence continuing along the proposed Asheboro satellite city limits line by running the next two bearings and distances with the Eutha Small McPherson and Tammie McPherson Smith property described in Book of Record 2895, Page 1207, Randolph County Registry (shown in Plat Book 58, Page 13, Randolph County Registry): South 01 degree 55 minutes 03 seconds West 116.30 feet to an existing axle flush with the ground; thence South 24 degrees 12 minutes 14 seconds West 222.32 feet to a 60d nail set at the base of a 1 and 1/4-inch existing iron pipe up four inches; thence continuing along the proposed Asheboro satellite city limits line by running the next two bearings and distances along the Felix Santos and Angie Janeth Santos property described in Book of Record 2412, Page 584, Randolph County Registry:

South 23 degrees 49 minutes 35 seconds West 236.75 feet to a 60d nail set at the base of a 5/8-inch existing iron rod up two inches; thence South 57 degrees 25 minutes 44 seconds East 180.62 feet to 5/8-inch new iron rod flush with the ground in the western margin of the 60-foot public right-of-way for Crestview Church Road (North Carolina Secondary Road 2820); thence South 26 degrees 37 minutes 00 seconds West 440.95 feet along the western margin of the public right-of-way for Crestview Church Road and the proposed Asheboro satellite city limits line to a 60d nail set at the base of a 1 and 1/2-inch existing iron rod up forty-two inches; thence departing from the western margin of the public right-of-way for Crestview Church Road and continuing to follow the proposed Asheboro satellite city limits line North 87 degrees 25 minutes 00 seconds West 509.50 feet along the Galaxy N. Routh and McCoy C. Routh property described in Book of Record 2843, Page 727, Randolph County Registry (shown in Plat Book 12, Page 62, Randolph County Registry) to a 1 and 1/2-inch existing iron rod up thirty-six inches; thence continuing to follow the proposed Asheboro satellite city limits line by running the next two bearings and distances along the Grady C. Garner and Audrey Garner property described in Book of Record 1734, Page 969, Randolph County Registry (shown in Plat Book 12, Page 62, Randolph County Registry): North 87 degrees 16 minutes 10 seconds West 104.88 feet to a 5/8-inch existing iron rod up four inches (this point is located by means of the North Carolina Coordinate System at the coordinates of North 694,305.85 Ground US Survey Feet and East 1,758,674.78 Ground US Survey Feet (NAD 83 (2011)); thence South 02 degrees 32 minutes 09 seconds West 59.85 to a 1-inch existing iron pipe up six inches; thence continuing to follow the proposed Asheboro satellite city limits line by running the next three bearings and distances along the Darrell T. Johnson and Brenda K. Johnson property described in Book of Record 991, Page 374, Randolph County Registry (shown in Plat Book 12, Page 62, Randolph County Registry): South 03 degrees 21 minutes 33 seconds West 219.85 feet to an existing iron rod; thence South 02 degrees 36 minutes 36 seconds West 6.56 feet to an existing iron rod; thence South 02 degrees 36 minutes 36 seconds West 220.25 feet to an existing iron rod; thence continuing to follow the proposed Asheboro satellite city limits line by running the next two bearings and distances with the Jackie L. Cranford and Bobbie Y. Cranford property described in Book of Record 2725, Page 2449, Randolph County Registry: North 82 degrees 29 minutes 30 seconds West 199.70 feet to an existing iron rod; thence South 02 degrees 42 minutes 12 seconds West 199.39 feet to an existing iron rod in the northern margin of the public right-of-way for Crestview Church Road; thence continuing to follow the proposed Asheboro satellite city limits line by following the southern boundary of the Annexation Area North 80 degrees 43 minutes 21 seconds West 474.67 feet along the northern margin of the public right-of-way for Crestview Church Road to an existing iron rod; thence departing from the northern margin of the public right-of-way for Crestview Church Road, but continuing to follow the proposed Asheboro satellite city limits line, by running the next two bearings and distances along the Oscar Ortiz Pinedo and Maria Fernandez Garcia property described in Book of Record 2021, Page 1694, Randolph County Registry (shown as Lot 40 in Plat Book 102, Page 82, Randolph County Registry): North 09 degrees 51 minutes 01 second East 327.56 feet to an existing iron

rod; thence North 79 degrees 50 minutes 38 seconds West 100.55 feet to an existing iron rod; thence continuing to follow the proposed Asheboro satellite city limits line by proceeding North 80 degrees 14 minutes 33 seconds West 49.24 feet along the Candi Land Campground, LLC property described as Tract 3 in Book of Record 2912, Page 1009, Randolph County Registry (shown as Lot 41 in Plat Book 102, Page 82, Randolph County Registry) to an existing iron rod within the existing 60-foot right-of-way for the Carolina Power & Light Transmission Line shown in Plat Book 179, Page 37, Randolph County Registry; thence following the proposed Asheboro satellite city limits line the next five bearings and distances by running with the western boundary of the Annexation Area: North 01 degree 52 minutes 59 seconds West 690.77 feet along the RER Holdings, LLC property described in Book of Record 1748, Page 49, Randolph County Registry (the property is shown as Lot 2 in Plat Book 39, Page 65, Randolph County Registry) to an existing iron rod in the southern margin of the platted, but unopened, 60-foot public right-of-way for Oakhurst Road; thence North 01 degree 52 minutes 59 seconds West 65.17 feet across the referenced unopened public right-of-way for Oakhurst Road to an existing iron rod in the northern margin of the platted, but unopened, public right-of-way for Oakhurst Road; thence North 01 degree 53 minutes 42 seconds West 648.09 feet along the BWM Investments, LLC property described as Tract 4 in Book of Record 2933, Page 53, Randolph County Registry (shown as Lot 4 in Plat Book 30, Page 65, Randolph County Registry) to a 1/2-inch existing iron rod down two inches; thence North 01 degree 49 minutes 03 seconds West 20.05 feet along the CW Warrior, LLC property described in Book of Record 2839, Page 827, Randolph County Registry (shown as Tract 1 in Plat Book 179, Page 37, Randolph County Registry) to a 1/2-inch existing iron rod flush with the ground; thence North 01 degree 54 minutes 52 seconds West 833.04 feet with the previously described CW Warrior, LLC property to the point and place of BEGINNING, and containing a total of 83.488 acres, more or less, to be annexed.

The above-stated legal description is in accordance with a plat of survey drawn under the supervision of Dan W. Tanner, II, Professional Land Surveyor with License Number L-4787. The plat of survey is titled "Annexation Map For: Stanley Martin Homes, LLC On the Property of: Candi Land Campground, LLC" and is identified as Job #: 18488.

Section 3. Notice of the public hearing scheduled pursuant to this Resolution shall be published in *The Courier-Tribune*, which is a newspaper having general circulation in the City of Asheboro, at least ten (10) days prior to the date of the public hearing.

**[The remainder of this page has been intentionally left blank.
The signature line and the attestation are on the next page.]**

This Resolution was adopted in open session during a regular meeting of the Asheboro City Council on March 5, 2026.

W. Joseph Trogdon, Jr., Mayor

ATTEST:

Holly H. Doerr, CMC, NCCMC, City Clerk

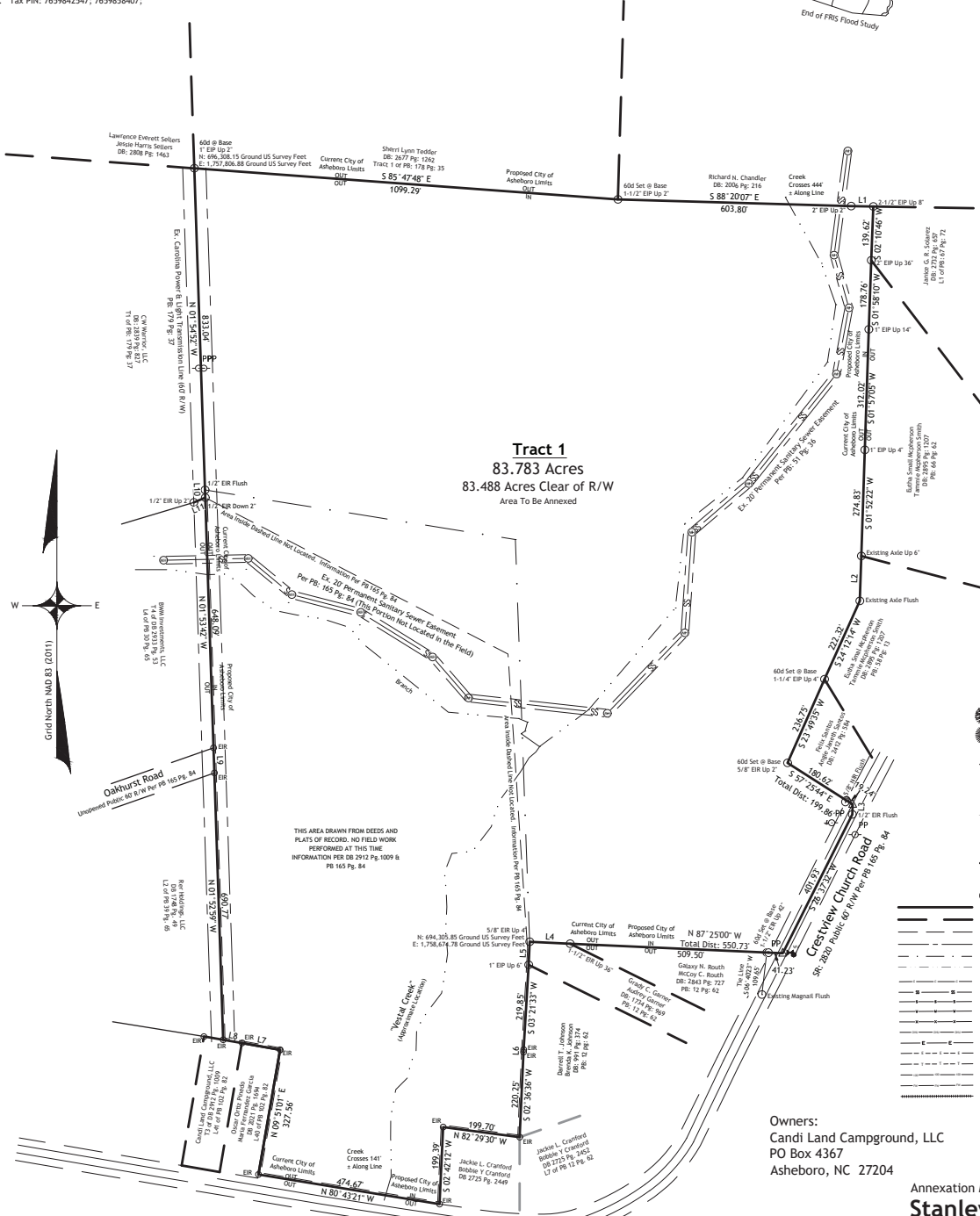
Notes:

- This project is not located within a special flood hazard area per NCFRIS. Map #: 37107659001. Effective Date: 1/2/2008
- Area calculated by coordinate geometry.
- All lines surveyed by Survey Carolina, PLLC are indicated by bold lines. All lines not surveyed by Survey Carolina, PLLC are indicated by dashed lines.
- No attempt was made by this survey to locate all underground utilities nor any other easements that would be revealed by a title search.
- Tax PIN: 7659842547; 7659858407;

STATE OF NORTH CAROLINA

I, _____ Review Officer of Randolph County, certify that the map or plat to which this certification is affixed meets all statutory requirements for recording.

Date _____ Review Officer _____



Location Map
(Not to Scale)

Date Annexation Ordinance _____

Adopted by the Asheboro City Council: _____

Annexation Ordinance Effective Date: _____

Annexation Data:
83.488 Acres in Tract
12,859 Sq. Ft. in Public R/W

- Hardwood Tree
- Evergreen Tree
- Stone
- R/W - Right of Way Monument
- RRS - Railroad Spike
- NIR - New Iron Rod
- NIP - New Iron Pipe
- NCGS Monument
- EN - Existing Nail
- ER - Existing Iron Rod
- EIP - Existing Iron Pipe
- Existing Concrete Monument
- Bench Mark
- Computed Point / Point Not Set
- Well
- Property Line
- Computed Property Line
- Right of Way Line
- Easement Line
- Tie Lines
- Setback Lines
- Gas Line
- Sanitary Sewer Line
- Storm Sewer Line
- Water Line
- Fence
- Overhead Utility Line
- Overhead Power Line
- Underground Electric Line
- Underground Comm. Line
- 100 Year Flood Hazard Line
- Floodway
- C/L Railroad
- Catch Basin
- Yard Inlet
- Storm Sewer Manhole
- Junction Box
- Drop Inlet
- Irrigation Control Valve
- Back Flow Preventer
- Water Valve
- Water Meter
- Fire Dept. Connection
- Fire Hydrant
- Utility Pole
- Telephone Pedestal
- Telephone Pole
- Transformer
- Communications Manhole
- SS - Sanitary Sewer
- SS Manhole
- SS Cleanout
- U/G Power Box
- PP
- Power Pole
- Light Pole
- Guy Pole
- Gas Valve
- Guy Wire
- Gas Manhole
- Gas Meter
- Electric Meter
- Electric Manhole
- ± 2.00 Spot Elevation

Owners:
Candi Land Campground, LLC
PO Box 4367
Asheboro, NC 27204

I, Dan W Tanner II, Professional Land Surveyor, certify:

In accordance with NC General Statute 47-30(f)11c.1. That the survey is of an existing parcel or parcels of land or one or more existing easements and does not create a new street or change an existing street. For the purpose of this subsection, an "existing parcel" or "existing easement" is an area of land described in a single, legal description or legally recorded subdivision that has been or may be legally conveyed to a new owner by deed in its existing configuration.

I, Dan W Tanner II, certify that this plat was drawn under my supervision from an actual survey made under my supervision (deed description recorded in:

Book 2912, page 1009;

that the boundaries not surveyed are clearly indicated as drawn from information found in Book See, page Notes; that the ratio of precision or positional accuracy as calculated is 1:10000+, that this plat was prepared in accordance with G.S. 47-30 as amended. Witness my original signature, license number and seal this the 9th day of January, A.D., 2026.

Dan W Tanner II

Professional Land Surveyor

L-4787



LINE	BEARING	DISTANCE
L1	S 89° 10' 26" E	57.29
L2	S 01° 55' 03" W	116.30
L3	S 01° 56' 16" W	26.07
L4	N 87° 16' 10" W	104.88
L5	S 02° 32' 09" W	59.85
L6	S 02° 36' 36" W	6.56
L7	N 79° 50' 38" W	100.55
L8	N 80° 14' 33" W	49.24
L9	N 01° 52' 39" W	65.17
L10	N 01° 49' 03" W	20.05
L11	S 67° 02' 41" W	32.19

- I, Dan W Tanner II, certify that this map was drawn under my supervision from an actual GPS/GNSS survey made under my supervision and the following information was used to perform the survey:
- (1) Class of survey: Class A
 - (2) Positional accuracy: ±0.10'
 - (3) Type of GNSS field procedure: Real-Time Kinematic Networks
 - (4) Dates of survey: December 8, 2023
 - (5) Datum/Epoch: NAD83(2011) / 2010.00
 - (6) Published/Fixed-control use: North Carolina Real Time Network
 - (7) Geoid model: Geoid 12A
 - (8) Combined grid factor(s): 0.99986805
 - (9) GPS/GNSS Scale Point: N694,437.74 E:1,799,315.60 Z:811.31
 - (10) Units: US Survey Feet

Annexation Map For:

Stanley Martin Homes, LLC

On the Property of:

Candi Land Campground, LLC

Cedar Grove Township Randolph County
North Carolina January 9, 2026

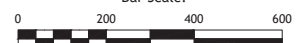
Deed Book:2912 Pg:1009

Plat Book:165 Pg:84

Plat Book:184 Pg:7

Scale: 1" = 200 US Survey Feet

Bar Scale:



SURVEY CAROLINA, PLLC

154 S. Fayetteville St, Suite B, Asheboro, NC 27203

Phone Number: 336 625-8000

Email: mail@surveycarolina.com

Firm #: P-1110

Dan W Tanner II L-4787

© 2026 Survey Carolina, PLLC

Drawn By: JER Checked By: DWT Job #: 18488

RESOLUTION NUMBER _____

CITY COUNCIL OF THE CITY OF ASHEBORO, NORTH CAROLINA

**RESOLUTION DIRECTING THE CITY CLERK TO
INVESTIGATE AN ANNEXATION PETITION SUBMITTED BY
PHILLIP WAYNE LEONARD AND BRITTANY PAIGE LEONARD**

WHEREAS, Phillip Wayne Leonard and Brittany Paige Leonard (the “Petitioners”) have submitted a petition requesting the annexation into Asheboro of approximately 37,991 square feet of their land at 3505 United States Highway 220 Business South; and

WHEREAS, the proposed annexation area includes territory identified by Randolph County Parcel Identification Number 7659640413, and this territory is not contiguous to Asheboro’s primary city limits; and

WHEREAS, Section 160A-58.2 of the North Carolina General Statutes provides that the sufficiency of such a petition shall be investigated by the city clerk before further annexation proceedings take place; and

WHEREAS, the Asheboro City Council has decided to proceed with the statutorily prescribed voluntary annexation process.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Asheboro that the city clerk is hereby directed to investigate the sufficiency of the above-described petition and to certify to the council the results of her investigation.

This Resolution was adopted by the Asheboro City Council in open session during a regular meeting on March 5, 2026.

W. Joseph Trogon, Jr., Mayor

ATTEST:

Holly H. Doerr, CMC, NCCMC, City Clerk

CERTIFICATE OF SUFFICIENCY

(Petition Requesting the Annexation of Land Owned by Phillip Wayne Leonard and Brittany Paige Leonard)

TO: The City Council of the City of Asheboro, North Carolina

I, Holly H. Doerr, am the City Clerk for the City of Asheboro. I hereby certify that, with the assistance of staff members in various city departments, I have investigated the annexation petition submitted by Phillip Wayne Leonard and Brittany Paige Leonard (the “Petitioners”). I further certify that the following paragraphs accurately state the information obtained during the course of my investigation of the annexation petition.

The Petitioners have requested annexation into Asheboro of approximately 37,991 square feet of their land at 3505 United States Highway 220 Business South. The proposed annexation area contains territory identified by Randolph County Parcel Identification Number 7659640413. This territory is not contiguous to the primary corporate limits of the City of Asheboro.

Based on my investigation, I have concluded that all of the owners of the real property for which annexation has been requested have signed the prescribed petition. The petition appears to be sufficient to satisfy the provisions of Section 160A-58.1 of the North Carolina General Statutes.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the City of Asheboro to make this certification effective as of March 5, 2026.

(CITY SEAL)

Holly H. Doerr, CMC, NCCMC, City Clerk

RESOLUTION NUMBER _____

CITY COUNCIL OF THE CITY OF ASHEBORO, NORTH CAROLINA

**RESOLUTION SETTING THE DATE FOR A PUBLIC HEARING
ON THE QUESTION OF ANNEXING LAND OWNED BY PHILLIP
WAYNE LEONARD AND BRITTANY PAIGE LEONARD**

WHEREAS, Phillip Wayne Leonard and Brittany Paige Leonard (the “Petitioners”) have submitted a petition requesting the annexation into Asheboro of approximately 37,991 square feet of their land that is identified by Randolph County Parcel Identification Number 7659640413 and is located at 3505 United States Highway 220 Business South; and

WHEREAS, the proposed annexation area is not contiguous to the primary corporate limits of the City of Asheboro; and

WHEREAS, pursuant to a previously adopted resolution, the city clerk has investigated the sufficiency of the annexation petition; and

WHEREAS, the city clerk has certified the sufficiency of the petition for proceeding with setting the date for a public hearing on the question of the requested annexation in accordance with Section 160A-58.2 of the North Carolina General Statutes.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Asheboro as stated in the next three sections of this Resolution.

Section 1. A public hearing on the question of annexing the non-contiguous territory described herein will be held in the council chamber on the second floor of Asheboro City Hall, 146 N. Church Street, Asheboro, North Carolina 27203 during a regular meeting of the Asheboro City Council that will begin at 6:00 p.m. on April 9, 2026; and

Section 2. The territory proposed for annexation is described by metes and bounds in the following italicized text.

Cedar Grove Township, Randolph County, North Carolina:

BEGINNING on the proposed Asheboro satellite city limits line at a 5/8-inch new iron rod flush with the ground in the eastern margin of the 100-foot public right-of-way for United States Highway 220 Business South, this Beginning point is located by means of the North Carolina Coordinate System at the coordinates of North 694,592.19

Ground US Survey Feet and East 1,755,918.20 Ground US Survey Feet (NAD 83 (2011)) (the described Beginning point is at the northwest corner of the “Annexation Area” owned by Phillip Wayne Leonard and Brittany Paige Leonard and identified in their annexation petition with references to Randolph County Parcel Identification Number 7659640413 and the deed by which they acquired title recorded in the Office of the Register of Deeds for Randolph County, North Carolina (the “Randolph County Registry”) in Book of Record 2933, Page 1182 (the Leonard property is shown as Lot 106 in Plat Book 1, Page 343, Randolph County Registry)); thence, departing from the described Beginning point, following the proposed Asheboro satellite city limits line South 80 degrees 13 minutes 48 seconds East 380.62 feet along the boundary line between the Annexation Area and the Martin Ayllon and Concepcion Velazquez Trujillo property described in Book of Record 2805, Page 82, Randolph County Registry (this property is shown as Lot 107 in Plat Book 1, Page 343, Randolph County Registry) to a 60d nail set at the base of a 1 and 1/2-inch existing iron pipe flush with the ground, this point at the northeast corner of the Annexation Area is located by means of the North Carolina Coordinate System at the coordinates of North 694,527.60 Ground US Survey Feet and East 1,756,293.30 Ground US Survey Feet (NAD 83 (2011)); thence continuing along the proposed Asheboro satellite city limits line and departing from the northern boundary of the Annexation Area to proceed along the eastern boundary of the Annexation Area the following bearing and distance: South 09 degrees 58 minutes 01 second West 99.96 feet along the RER Holdings, LLC property described in Book of Record 1917, Page 1299, Randolph County Registry to an existing axle up two inches at the southeast corner of the Annexation Area; thence departing from the eastern boundary of the Annexation Area and running North 80 degrees 14 minutes 10 seconds West 379.37 feet along the Enrique Carbajal Benitez property described in Book of Record 1920, Page 614, Randolph County Registry (this property is shown as Lot 105 in Plat Book 1, Page 343, Randolph County Registry) to a computed point/point not set in the eastern margin of the public right-of-way for United States Highway 220 Business South; thence departing from the southern boundary of the Annexation Area and continuing to follow the proposed Asheboro satellite city limits line by proceeding along the eastern margin of the public right-of-way for United States Highway 220 Business South, which serves as the western boundary of the Annexation Area, North 09 degrees 15 minutes 00 seconds East 100.00 feet to the point and place of BEGINNING, and containing a total of 37,991 square feet, more or less, to be annexed.

The above-stated legal description is in accordance with a plat of survey drawn under the supervision of Dan W. Tanner, II, Professional Land Surveyor with License Number L-4787. The plat of survey is titled “Annexation Survey For: Phillip Wayne Leonard & Brittany Paige Leonard” and is identified as Job #: 18570.

Section 3. Notice of the public hearing scheduled pursuant to this Resolution shall be published in *The Courier-Tribune*, which is a newspaper having

general circulation in the City of Asheboro, at least ten (10) days prior to the date of the public hearing.

This Resolution was adopted in open session during a regular meeting of the Asheboro City Council on March 5, 2026.

W. Joseph Trogdon, Jr., Mayor

ATTEST:

Holly H. Doerr, CMC, NCCMC, City Clerk

Notes:

1. This project is not located within a special flood hazard area per NCFRIS.
2. Map #: 37107659003 Effective Date: 1/2/2008
3. Area calculated by coordinate geometry.
4. All lines surveyed by Survey Carolina, PLLC are indicated by bold lines. All lines not surveyed by Survey Carolina, PLLC are indicated by dashed lines.
5. No attempt was made by this survey to locate all underground utilities nor any other easements that would be revealed by a title search.
6. Plat Reference
PB: 1
PG: 343
Tax PIN: 7659640413

Date Annexation Ordinance

Adopted by the Asheboro City Council: _____

Annexation Ordinance Effective Date: _____

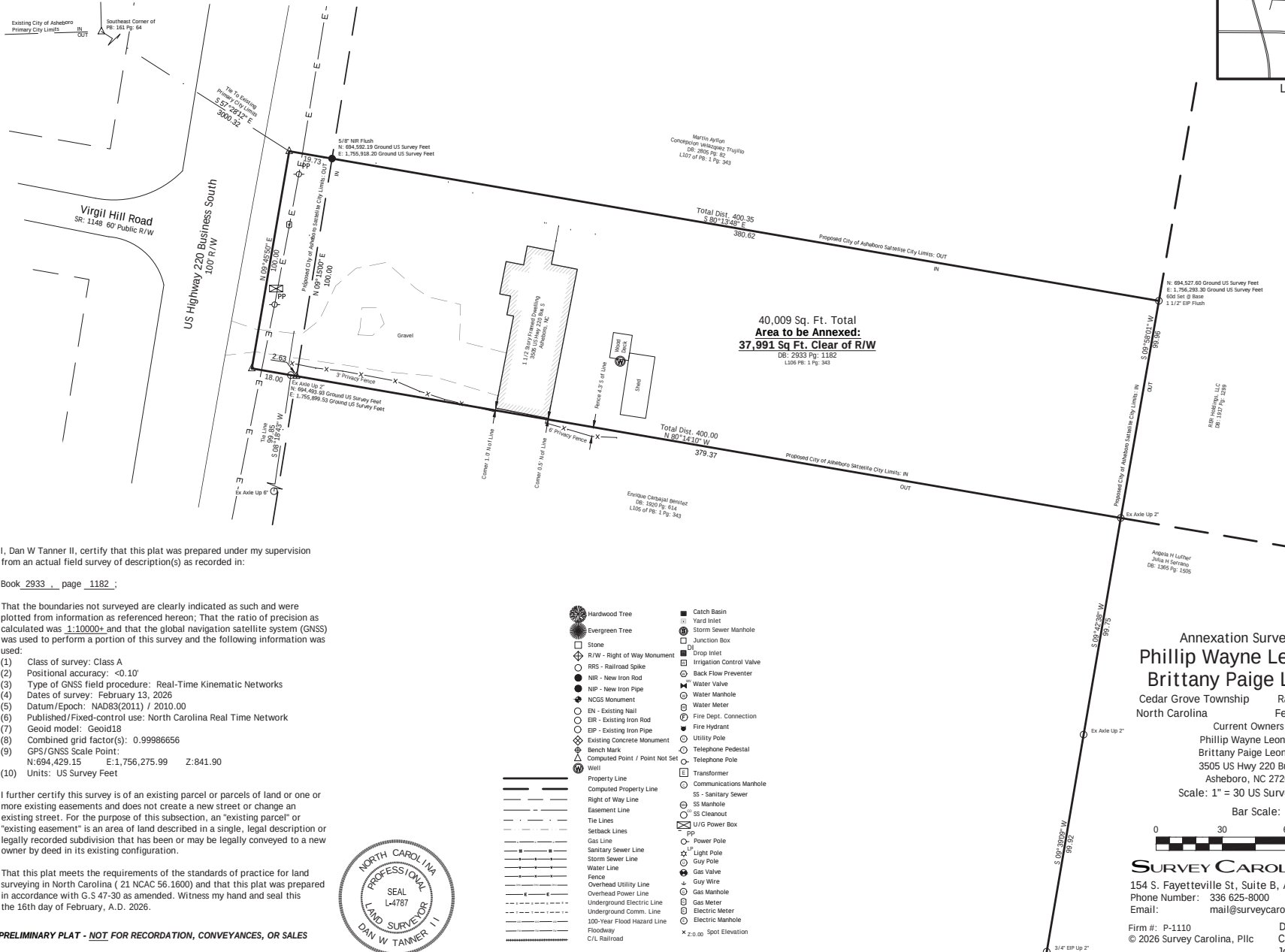
STATE OF NORTH CAROLINA

I, _____ Review Officer of Randolph County,
certify that the map or plat to which this certification is affixed
meets all statutory requirements for recording.

Date _____ Review Officer _____



Location Map
(Not to Scale)



I, Dan W Tanner II, certify that this plat was prepared under my supervision
from an actual field survey of description(s) as recorded in:

Book 2933 , page 1182 :

That the boundaries not surveyed are clearly indicated as such and were
plotted from information as referenced hereon; That the ratio of precision as
calculated was 1:10000+ and that the global navigation satellite system (GNSS)
was used to perform a portion of this survey and the following information was
used:

- (1) Class of survey: Class A
- (2) Positional accuracy: <0.10'
- (3) Type of GNSS field procedure: Real-Time Kinematic Networks
- (4) Dates of survey: February 13, 2026
- (5) Datum/Epoch: NAD83(2011) / 2010.00
- (6) Published/Fixed-control use: North Carolina Real Time Network
- (7) Geoid model: Geoid18
- (8) Combined grid factor(s): 0.99986656
- (9) GPS/GNSS Scale Point:
N:694,429.15 E:1,756,275.99 Z:841.90
- (10) Units: US Survey Feet

I further certify this survey is of an existing parcel or parcels of land or one or
more existing easements and does not create a new street or change an
existing street. For the purpose of this subsection, an "existing parcel" or
"existing easement" is an area of land described in a single, legal description or
legally recorded subdivision that has been or may be legally conveyed to a new
owner by deed in its existing configuration.

That this plat meets the requirements of the standards of practice for land
surveying in North Carolina (21 NCAC 56.1600) and that this plat was prepared
in accordance with G.S 47-30 as amended. Witness my hand and seal this
the 16th day of February, A.D. 2026.



PRELIMINARY PLAT - NOT FOR RECORDATION, CONVEYANCES, OR SALES

Professional Land Surveyor

L-4787

**City of Asheboro
Finance Office**

To: Donald E. Duncan Jr., City Manager
From: Debbie Reaves, Finance Director *DR*
Date: February 26, 2026
Re: General Fund Budget Amendment March 2026

Attached is a proposed Ordinance to Amend the General Fund for the March 2026 Council Meeting.

The attached ordinance takes care of a few budget issues we have been watching / discussing this fiscal year in addition to a few more that cannot wait until the traditional year end reallocation of funds among departments. 66.58% of the fiscal operating year is completed and the budgets I am trying to fix with this amendment are more than 81% spent.

- 1) Move funds from the Unallocated salaries line item that is in the human resources budget to help with salary and benefit changes that are approved but were not anticipated at the time of budget preparation.
 - a) Intern salaries
 - b) Creation of the new position of grant writer
 - c) Adjustment of salaries associated with Mayor / City Council membership changes
 - d) Fleet Maintenance department need based on budget to actual differences.
- 2) Move funds from Public Works Operations building maintenance line item to Fleet maintenance building maintenance to pay for the temporary installation of AC in the Fleet Maintenance bay during the summer hours.
- 3) Move funds from unencumbered planning and zoning department budget funds approved by ACM Trevor Nuttall and allocation of fund balance to cover the unanticipated budgetary needs for a) municipal election costs b) council transition expenses, c) unanticipated tax refund to the owners of Asheboro Mall associated with refunds spanning back 3 years, and 4) increased costs for parts and gas in Fleet Maintenance Department.

While I am requesting an allocation of fund balance at this moment, I am hopeful that I will be able to offset the fund balance allocation for these items in the fiscal year end budget "clean up" amendment I will do at the June 2026 meeting.

ORDINANCE TO AMEND
THE GENERAL FUND
FY 2025-2026

WHEREAS The City Council of the City of Asheboro desires to amend the budget as required by law to adjust for changes in expenditures in comparison to the current fiscal year adopted budget, and;

WHEREAS the City Council of the City of Asheboro wants to be in compliance with all generally accepted accounting principles, and;

THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ASHEBORO, NORTH CAROLINA:

That the following revenue line item be decreased:

<u>Account #</u>	<u>Description</u>	<u>Increase / (Decrease)</u>
10-000-399.0000	FUND BALANCE ALLOCATION	\$466,541

That the following Expense line item be increased / (decreased):

<u>Account #</u>	<u>Description</u>	<u>Increase / (Decrease)</u>
10-410-502.0000	SALARIES AND WAGES	1,500
10-420-502.0000	SALARIES AND WAGES	20,493
10-420-502.1000	SALARIES AND WAGES-INTERNS	21,335
10-420-507.0002	FRINGE-FICA	3,160
10-420-507.0004	FRINGE-INSURANCE	5,500
10-420-507.0005	FRINGE-RETIREMENT	1,909
10-555-502.0000	SALARIES AND WAGES	46,103
10-590-506.0000	UNALLOCATED PAY PLAN CHANGES	(100,000)
10-555-515.0000	MAINTENANCE AND REPAIR - BLDG	20,000
10-550-515.0000	MAINTENANCE AND REPAIR - BLDG	(20,000)
10-410-514.0000	TRAVEL, SCHOOLS AND CONFERENCES	12,500
10-410-547.0000	ELECTIONS	20,000
10-440-555.0000	TAX REFUNDS	64,041
10-490-551.0000	SPECIAL PROJECTS	(50,000)
10-490-556.0000	NUISANCE ABATEMENT	(50,000)
10-550-534.0002	TRAFFIC DIV SUPPLIES-MATERIAL	(10,000)
10-555-518.0000	VEHICLE PARTS-INVENTORY	200,000
10-555-532.0000	GAS, OIL AND TIRES-INVENTORY	280,000
	TOTAL EXPENDITURES	\$466,541

ORDINANCE TO AMEND
THE GENERAL FUND
FY 2025-2026

Adopted the 5th day of March 2026

W. Joseph Trogdon Jr., Mayor

ATTEST:

Holly H. Doerr, CMC, NCCMC, City Clerk



MARCH 6, 2026
REQUEST FOR QUALIFICATIONS
COMPREHENSIVE PLAN

1. INTRODUCTION

The City of Asheboro (CITY) is soliciting qualifications from experienced qualified firms (FIRM) interested in leading the development of a Comprehensive Plan to guide the city's long-range physical, economic, and social development. The plan should offer both policy recommendations and implementation strategies to manage growth, preserve community character, and enhance quality of life through the year 2040. The plan should be structured to reflect Asheboro's identity and goals while drawing upon best practices from other successful comprehensive plans made by similar municipalities in North Carolina.

The CITY will conduct a Qualification-Based Selection process to identify the most qualified FIRM or team. The selected FIRM will demonstrate proven experience in municipal comprehensive planning, strategic visioning, community engagement, land use modeling, infrastructure coordination, and the development of policy intended to implement plan recommendations.

To be considered, **responses to this RFO must be received by 2:00 p.m. (EDT) on Thursday, April 2, 2026.** Refer to Section 4 – Proposal Requirements for additional details.

2. BACKGROUND

The CITY completed a Strategic Plan in 2007, Comprehensive Transportation Plan in 2014, last updated its Land Development plan in 2015, and developed a systemwide Recreation Plan in 2021; since then, the community has changed dramatically. The city's location with the Piedmont Triad region and the development of several Megasites in recent years means growth is inevitable. The CITY intends for this Comprehensive Plan to guide the CITY through the year 2040 by providing a vision and policy framework addressing, at minimum, the following: land use and growth, housing, transportation, public safety, water and wastewater infrastructure, recreation, economic development, cultural and natural resources and downtown revitalization.

3. SCOPE OF SERVICES

The scope of services listed below is not intended to be a comprehensive list of what the FIRM will provide. It is expected that the FIRM's proposals will provide more specific recommendations for approaches, tasks and deliverables based on their experience and expertise from past work on comprehensive plan projects. The final scope of services will be developed in collaboration with the selected FIRM but the scope, at minimum, will include the following:

- A. **Data Collection and Evaluation:** The FIRM will collect local, regional and national data, including demographic, land use, infrastructure, housing, and economic data to evaluate existing conditions.
- B. **Community Engagement and Visioning:** An effective and authentic participation by residents, stakeholders, and community organizations will be critical to the success of this initiative. The FIRM is expected to formulate and execute an innovative and robust public engagement strategy.
- C. **Land Development Plan Review and Update:** The FIRM will produce a new future land use and growth strategy map and corresponding land development goals and objectives
- D. **Housing Analysis.** Recognizing the importance of an adequate and safe housing supply for all income levels, the FIRM will assist the CITY with striking the right balance between workforce and market rate dwelling units
- E. **Transportation Plan Execution:** The FIRM will develop guiding principles that will lead to successful implementation of the Comprehensive Transportation Plan currently under development with the North Carolina Department of Transportation.
- F. **Public Safety:** Preparing for the future means planning for adequate police and fire protection. The FIRM will assist the CITY with identifying future provisions for public safety.
- G. **Water and Wastewater Infrastructure.** The FIRM will help the CITY to develop strategies necessary to ensure infrastructure keeps pace with existing and future development patterns.
- H. **Recreation Plan Review.** The FIRM will advise the CITY regarding necessary revisions to the 2021 Recreation Plan.
- I. **Economic Development Assessment.** Today's economic environment is continuously evolving. The FIRM will provide the CITY with an evaluation of its economic development strategies and policies to position it for success.
- J. **Cultural and Natural Resources.** The CITY possesses unique community and environmental assets, including but not limited to the North Carolina Zoo, that must be protected and leveraged. The FIRM will provide strategies to maximize the value of all exceptional resources.

- K. **Downtown Revitalization.** Asheboro is a “Main Street Community” committed to preserving historic downtown character while fostering economic development and community engagement. The FIRM will support these ongoing efforts through consultation with Downtown Asheboro, Inc.
- L. **Implementation Framework.** The FIRM will craft a guide to direct CITY actions and ensure accountability
- M. **Decision-Making:** The FIRM will provide facilitatory and technical support; the CITY will render all final decisions in preparation and adoption of the Comprehensive Plan.

4. PROPOSAL REQUIREMENTS

Please submit a file with no more than twenty 8-1/2”x11”- size pages in response to this RFQ. An electronic document of the Proposal in pdf format is the only allowable format. Please email the Proposal or provide an FTP link via email to retrieve the Proposal (for documents over 10 MB) to: Assistant City Manager Trevor Nuttall | tnuttall@ci.asheboro.nc.us. Upon receipt, an email response will be provided.

To be considered responsive to this RFQ, a submittal will identify and address each of the following items:

- A. the proposed project manager and project team along with experience and qualifications relevant to the scope items listed in Section 3 above.
- B. similar projects performed within the past 10 years by your FIRM and/or project team.
- C. an achievable schedule for work to be done.
- D. the FIRM's workload and how this project would fit within its existing work.
- E. a complete list of subcontractors, if any, and their anticipated role in this project.
- F. a detailed narrative statement of the FIRM's perception of the project requirements, outlining any unique features or conditions that appear to need special attention that the FIRM and proposed project team may be particularly well qualified to address.
- G. a work plan that breaks the project down into tasks, shows the number of hours each team member is projected to spend in accomplishing those tasks, charts the tasks in terms of overall project timeline, and addresses the ability of the FIRM to furnish the necessary services.
- H. when your FIRM or project team can begin services.

5. SELECTION CRITERIA

All FIRMs who submit responsive letters of interest will be considered. In selecting a FIRM/team, the selection committee will take into consideration qualification information including such factors as:

25% - FIRM’s experience, knowledge, familiarity and past performance with work described herein.

25% - The experience of the FIRM’s staff proposed to perform the type of work required.

30% - Understanding of project goals and approach

20% - Proposed engagement strategy

The CITY intends to select a FIRM on a qualifications basis within four weeks of receiving the

responses to this RFQ and expects to complete final scoping and contract negotiation in April 2026. The CITY is not responsible for any costs incurred in connection with responding to this RFQ and is not responsible for any failure of delivery of one or more required documents.

The CITY will negotiate a contract for professional services with the FIRM deemed in the sole and exclusive judgment of the CITY to be the FIRM best qualified for this project that can enter into a contract with terms and conditions acceptable to the CITY.

The CITY reserves the right to reject any and all responses to this RFQ and to waive irregularities in any statement of qualifications. All submittals will become the property of the CITY. FIRMS are hereby notified that contact with CITY staff or officials other than the Assistant City Manager for the purpose of submitting questions or seeking clarification of the RFQ materials is prohibited and may be grounds for disqualification from consideration. Any questions or requests for clarification must be received in writing for a response.

6. OWNER'S RESPONSIBILITIES

The CITY shall provide or perform the following items:

- A. Access to and reproduction of all pertinent records maintained by the CITY;
- B. General direction with regard to fundamental project objectives;
- C. Assistance in identifying potential stakeholders and coordination with internal departments.
- D. Support for scheduling and hosting engagement events

7. QUESTIONS

Email all questions regarding this RFQ to Assistant City Manager Trevor Nuttall at tnuttall@ci.asheboro.nc.us

RESOLUTION NO. _____

CITY COUNCIL OF THE CITY OF ASHEBORO, NORTH CAROLINA
RESOLUTION AUTHORIZING THE CREATION OF A SMALL BUISINESS
INCENTIVE GRANT PROGRAM

WHEREAS, the City of Asheboro recognizes that small businesses are vital to the economic health, tax base, employment opportunities, and overall quality of the City; and

WHEREAS, the City is authorized to make appropriations for economic development purposes under Chapter 158 of the North Carolina General Statutes; and

WHEREAS, the City Council finds that targeted financial assistance to eligible businesses will increase the City's population, taxable property, employment, industrial output, or business prospects and will stimulate private investment, encourage job creation, support downtown and commercial corridor vitality, and enhance the public welfare; and

WHEREAS, the City Council desires to establish a Small Business Incentive Grant Program to provide financial assistance to qualifying businesses subject to defined eligibility criteria and funding limits.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Asheboro as follows:

Section 1. There is hereby established the City of Asheboro Small Business Incentive Grant Program ("Program") for the purpose of providing financial assistance to eligible small businesses located within the City. The Program shall consist of the Local Jobs Creation Incentive and the Building Reuse/Renovation Incentive, as further describe below, and any other incentive programs as the City may established from time to time.

Section 2. The Program is intended to:

- a. Increase the population, taxable property, employment, industrial output, and business prospects of the city;

- b. Support the establishment or expansion of small businesses;
- c. Encourage private capital investment within the City;
- d. Promote job creation;
- e. Enhance commercial districts, including downtown and designated growth areas; and
- f. Advance the City's economic development goals.

Section 3. The Program will operate substantially as described in the packet attached to this Resolution as EXHIBIT 1. Council approves the descriptions of the incentive program, incentive eligibility, and related applications included in the packet.

Section 4. The Program shall operate subject to available appropriations and may be modified, suspended, or discontinued by future Council action.

Section 5. This Resolution shall become effective upon adoption.

This Resolution was adopted by the Asheboro City Council in open session during a regular meeting held on _____, 2026.

W. Joseph Trogon, Jr., Mayor

ATTEST:

Holly H. Doerr, CMC, NCCMC, City Clerk

EXHIBIT 1

[Insert Incentive Program Packet]



Small Business Investment Incentive Program

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SMALL BUSINESS INVESTMENT INCENTIVES PROGRAM

At the City of Asheboro, we believe that small businesses are the cornerstone of our community. Small businesses help strengthen our economy and what our city has to offer its citizens, enriching the lives of business owners and residents alike. We also understand that small business owners face many challenges getting their businesses off the ground. The City desires to increase the population, taxable property, employment, and business prospects of the City as well as encourage new and expanded business within the City.

The City has created incentive programs for this purpose which are intended for those businesses who are unable to access assistance from other programs. These programs are available for small business owners investing in Asheboro. Please note that awards are subject to availability of funds AND contingent upon an appropriation by City Council for the project.

Applicants are encouraged to apply for any program to which you may qualify. Applications will be evaluated as they are received and evaluated based on program requirements and the City's best interest. Funding decisions will be made by the City Council in consultation with the Asheboro Redevelopment Commission

Available Programs

1) Local Jobs Creation Incentive– \$2,000 per net new eligible job, up to 15 jobs

Employers that commit to creating and maintaining at least five new permanent positions within the city with competitive wages (at or above 90% of the Randolph County annual average) may be eligible to receive up to \$2,000 per verified new full-time job. This program is intended to increase employment and the business environment of the City.

2) Building Reuse/Renovation Incentive– 50/50 match, up to \$25,000

Property owners, or tenants with the owner's permission, that commit to permanently improving certain commercial or industrial buildings within Asheboro may be eligible to receive reimbursement of up to 50% eligible costs up to a maximum of \$25,000. This program is intended to increase the taxable property and improve the business environment of the City.

Application Process

The City expects that the entire application process (from initial consultation through executed incentive agreement) will take approximately 120 days.

1. Pre-Application Consultation (recommended)

- **Before** applying for any available program, the City recommends that the applicant consult with the Chamber of Commerce, Downtown Asheboro Inc., and Randolph County Economic Development Corporation. This will ensure that the investment being contemplated generally aligns with the purpose of the program.

2. Fill out and Submit Application

- Interested parties should review information about each incentive program to ensure understanding of eligibilities, restrictions, and terms.
- Completed Applications should be submitted to Nate Marsh, City of Asheboro Grants Writer and program liaison at nmarsh@ci.asheboro.nc.us.

3. Application Review

- The Redevelopment Commission will review applications and consult with the Chamber of Commerce, Downtown Asheboro Inc., and Randolph County Economic Development Corporation as needed.
- The Redevelopment Commission will prepare a recommendation to the City Council as to funding. This recommendation will be based on:
 - i. Alignment with program purpose
 - ii. Readiness to perform
 - iii. Community impact

4. City Council Hearing and Decision

- Upon the Redevelopment Commissions recommendation, the City Council will hold a public hearing and determine whether to approve the incentive award.
- Applicants are encouraged to attend the public hearing and Council meeting.

5. Incentive Agreement

- If the City Council approves the award, the City will execute an Agreement with the applicant
- This agreement will outline the period of performance and all the requirements necessary for the applicant to receive the award.

6. Closeout and Incentive Award

- Following completion of the incentive program requirements or at the end of the period of performance, the applicant may submit evidence of satisfaction of requirements to the City and requests disbursement of funds.
- The City will confirm the activities meet the conditions of the incentive and will arrange for disbursement of the funds.

LOCAL JOBS CREATION INCENTIVE

Overview

The City of Asheboro has created the Local Jobs Creation Incentive to provide up to \$2000 per eligible job to support the development of an economic environment that attracts or encourages new investment, creates new jobs and encourage business owners to create new opportunities for employment in the City.

Applicants with the following categories of business are specifically encouraged to apply:

Advanced Manufacturing
Professional Services
Data Processing
Wholesale Trade
Retail

Medical
Non-Franchise Restaurants
Technology Companies
Grocers
Medical

Applications are reviewed on an ongoing basis. Awards are based on the availability of funds and meeting the programs requirements. Jobs created prior to approval of an application are not eligible for this program.

The Incentive

Business located, or that intend to locate, within Asheboro and that intend to create at least 5 full-time jobs over the following 18 months may receive up to \$2000 per eligible job, up to \$30,000.

The program is performance-based: no incentive payments will be issued until the new jobs exist and are documented.

For the purposes of this incentive program, full-time employment means one person working at least 30 hours per week, receiving pay at 90% or above the Randolph County annual average, whose wages are subject to tax withholding, and who is employed in a permanent position. Applicants must commit to creating and maintain the newly created jobs for at least 6 consecutive months.

Businesses relocating from within Randolph County, but outside Asheboro, may only be eligible for the creation of new jobs.

Eligible Applicants

Business located, or that intend to locate, within Asheboro and that intend to create at least 5 full-time jobs over the following 18 months

Program Requirements

- Remain in good standing on taxes, licenses, utility payments, and code requirements
- If an existing business, establish a baseline employment number using the most recent Quarterly Tax and Wage Report (Form NCUI 101)
- Create 5 new full-time jobs within 18 months from the date of the incentive agreement.
- Maintain baseline employment plus the new, full-time jobs concurrently for at least 6 consecutive months.
 - o The number of new jobs will be verified by reviewing two consecutive quarterly NCUI 101 reports.

Period of Performance

- Applicants will have 18 months to establish eligible jobs and have them filled for a period of at least 6 months.
- At the end of the period of performance, the applicant may request an incentive payment for each of the created jobs. The City will then verify that the jobs were created and maintained in accordance with the incentive agreement.
- If fewer than 100% of the anticipated new full-time jobs have been filled for 6 months by the end of the allotted time, the business may request an extension to the period of performance or may seek payment for any eligible jobs, provided at least 5 jobs were created. For example, if an applicant expected to create 10 jobs but created only 5 during the performance period the applicant could request payment for those 5 jobs.

CITY OF ASHEBORO BUILDING REUSE/RENOVATION INCENTIVE

Overview

The City of Asheboro has established the building reuse/renovation incentive program to offer an incentive that stimulates investment, encourages property and business owners to make improvements to their building(s), and supports a vibrant commercial and industrial sector. Improvement of buildings within Asheboro promotes economic growth by attracting and retaining residents and businesses, creating jobs, and reducing the deterioration of properties and thereby increasing property values.

Applications are reviewed on an ongoing basis. Awards are based on the availability of funds and meeting the programs requirements. Work done prior to approval of an application is not eligible for reimbursement.

Projects that improve a property's appearance and lead to occupancy or increased building utilization will be prioritized as will applicants who are not otherwise eligible for assistance from other programs.

The Incentive

The City will reimburse up to 50% of eligible expenses (up to \$25,000) for eligible project costs following project completion. Only work completed after the award of an incentive will be eligible for reimbursement.

Reimbursement for eligible project costs will occur only after improvements are completed, eligible costs are incurred and paid for by the applicant, and all required code inspections have been completed permitting occupancy of the improved space.

Eligible Properties

Properties within Asheboro's city limits that 1) have been vacant for at least three months, or 2) are occupied but underutilized. The City may give preference to projects proposing to improve vacant eligible properties.

Applicant must be the legal owner or authorized by the legal owner and be in good financial standing with the city and county (no back taxes, utility fees, or civil penalties).

Eligible Activities

Eligible costs include, but are not limited to:

- Window and door replacement
- Repairs to facades visible from public streets

- Site work that improves aesthetics or functionality, including fencing, landscaping, and paving
- Demolition of blighted buildings/structures
 - Demolition incentive payments are issued upon completion of demolition and site stabilization.
- Roof repairs, HVAC, plumbing, accessibility modifications, electrical systems, and other building code compliance
- Fire suppression improvements

Note: projects within the Downtown Historic District must comply with relevant historic preservation goals.

Ineligible Uses and Expenses

The following are **ineligible** uses: short-term rentals, religious organizations, not-for-profits/civic organizations, discriminatory organizations, political activities, and adult businesses.

Funds **cannot** be used for:

- building purchase
- design or engineering costs
- permit fees
- surveys
- legal fees
- machinery & equipment
- cranes
- security
- telephone or computer hardware and software
- solar panels
- business signage
- purely cosmetic changes such as painting
- to remedy existing violations of law

Period of Performance

Applicants will have 18 months from the date of the incentive agreement to complete the building improvements and request reimbursement for eligible costs. The City will then verify that the project was completed in accordance with the incentive agreement and properly permitted and inspected.

Applicants may request an extension to the period of performance prior to its expiration

SMALL BUSINESS INCENTIVE PRE-APPLICATION

Completed Pre-Applications should be submitted to Nate Marsh, City of Asheboro Grants Writer and program liaison at nmasrsh@ci.asheboro.nc.us.

Applicants will be contacted following review and consultation with program partners.

The City of Asheboro offers the following incentive programs:

1) Local Jobs Creation Incentive– \$2,000 per net new full-time job, up to 15 jobs

Employers located within the City that commit to creating and maintaining at least five new permanent positions with competitive wages (90% or above the Randolph County annual average) within the City may be eligible to receive up to \$2,000 per verified new full-time job. This program is intended to increase employment and the business environment of the City.

2) Building Reuse/Renovation Incentive– 50/50 match, up to \$25,000

Property owners, or tenants with the owner's permission, that commit to permanently improving certain commercial or industrial buildings within Asheboro may be eligible to receive reimbursement of up to 50% eligible costs up to a maximum of \$25,000. This program is intended to increase the taxable property and business environment of the City.

Please indicate which incentive program(s) you would like to apply to and fill in the basic information about your project below:

☐ Local Jobs Creation Incentive

☐ Building Reuse/Renovation Incentive

Business/Project Name: _____

Business/ Project Address: _____

Please provide a brief description of the project:

Applicant Name: _____

Property Owner Name (if different from Applicant): _____

Mailing Address (if different from above): _____

Email: _____ **Phone:** _____

Parcel/Tax ID: _____ **Federal Tax ID number:** _____

Applicant Signature: _____ **Date:** _____

Property Owner Signature (if applicable): _____ **Date:** _____

LOCAL JOBS CREATION INCENTIVE APPLICATION

Completed Applications should be submitted to Nate Marsh, City of Asheboro Grants Writer and program liaison at nmasrsh@ci.asheboro.nc.us. Applicants will be contacted following review and consultation with program partners.

Business/Project Name: _____

Business/ Project Address: _____

Business Category: _____

Baseline Employment Numbers (if existing business): _____

Please attach your most recent NCUI 101 report (redact SSNs).

Total Number of Jobs to be Created: _____

For Randolph County businesses proposing to relocate, only net new jobs may be counted.

Expected category of worker of new employees: _____

Expected wage of new employees:

Expected time by when jobs will be created and filled: _____

Real/Personal Property Investment Amount: _____

I certify that all information included with the application is true and correct and agree to adhere to any conditions stated herein in addition to all city ordinances and the laws of the State of North Carolina regarding this work.

Signature

Date

BUILDING REUSE/ RENOVATION INCENTIVE APPLICATION

Completed Applications should be submitted to Nate Marsh, City of Asheboro Grants Writer and program liaison at nmasrsh@ci.asheboro.nc.us. Applicants will be contacted following review and consultation with program partners.

Address of Project: _____

Business Name: _____

Business Owner's Name: _____

Property Owner's Name (if different from above): _____

Telephone Number: _____ **Email:** _____

Briefly describe proposed improvements and building use: _____

Please attach drawing or sketch/renderings of proposed renovations, specifically identifying building material changes for each detail of the building (if applicable), along with photos of the areas of the building to be renovated.

Note: Projects within the Downtown Historic District must follow relevant historic preservation requirements.

Estimate Total Amount of Project: _____

Provide a copy of any detailed quotes or estimates for the project and any contractor's contact information.

Estimated date of Project Completion: _____

Reimbursement Amount Request: _____

I certify that all information included with the application is true and correct and agree to adhere to any conditions stated herein in addition to all city ordinances and the laws of the State of North Carolina regarding this work.

Signature of Applicant

Date

Signature of Property Owner (if different)

Date