Edenton Town Council
Regular Meeting
Tuesday, October 13th, 2026
6:00 p.m.

Meeting will be held in the Council Chambers, 504 S. Broad Street.
Remote Video Access Available via
https://us02web.zoom.us/j/2524822155?pwd=T0NFUEJ0MXlnV3B2UFA1S0R0aj gzUT09
Meeting ID: 252 482 2155 Passcode: 458434
Dial in Option: 301-715-8592 (Meeting ID & Password same)

AGENDA

I. **Call Meeting to Order**: Mayor W. Hackney High Jr.

II. **Pledge of Allegiance**

III. **Invocation**: Mayor Pro Tem Elton Bond

IV. **Approval of Minutes**: The Regular Meeting of September 8th, 2026; Special & Committee Meeting of September 28th ,2026 ; and Special Meeting of October 8th,2026.

V. **Public Comment**: Public Comments are limited to 3 minutes per speaker

VI. **Public Hearing**:

A. Case TA 26-01 – Historic District Standards Text Amendment
   1. Presentation of Staff Reports
   2. Public Hearing: please limit comments to 3 minutes
   3. Town Council Questions/Answers & Deliberation
   4. Council Consideration of Text Amendment

B. CRZ 26-05 – Conditional Rezoning, Johnston Street/N. Oakum Street
   1. Presentation of Staff Reports
   2. Public Hearing: please limit comments to 3 minutes
   3. Town Council Questions/Answers & Deliberation
   4. Council Consideration of Text Amendment

VII. **Committee Meeting**

A. **Administration Committee**

   1. IRS Increase Mileage Rate for 2026

B. **Finance Committee**

   1. Unit Assistance List (UAL) FY25 Update Presentation

VIII. **New Business**

A. Jackson Dairy – Minor Modification / Amended Final Plat – Dewayne Whealton

B. Special Presentation – Mainstreet Edenton – Ches Chesson

IX. **Town Manager's Report**

X. **Items Considered Timely and Important**

XI. **Adjournment**

Edenton Town Council Minutes
September 8, 2026
Regular Meeting

The Edenton Town Council met in a Regular Meeting on Monday, September 8, 2026, at 6:00 p.m. in the Council Chambers. The following members were present: Mayor Hackney High, Councilman Samuel Dixon, Councilman and Patrick Sellers, Councilman Craig Miller, Councilman Elton Bond, Councilman Bob Turner, and Councilman Aaron Coston.

Mayor Hackney High called the meeting to order.

Pledge of Allegiance

Invocation: Mayor Pro Tem Elton Bond

Approval of Minutes: The Regular Meeting of August 11th, 2026; and Special Meeting(s) of August 4th & August 24th, 2026.

Councilman Elton Bond made a motion to approve the minutes as presented and Aaron Coston seconded the motion. The motion carried unanimously.

Public Comment:

Pat Grother inquired about the trees that were located on E. Queen (300 and 400 block) that were taken down and asked if the trees will be replaced.

Town Manager Corey Gooden responded the trees will be replanted.

Pat Grother inquired on what type of trees will be replanted.

Pat Grother also inquired about the location of the monitoring wells.

Town Manager Corey Gooden responded the trees will be looked into and an update will be provided along with the locations of the monitoring wells as he states he needs to find the last assessment to answer that question.

Beth Taylor thanked the Town Council and Mayor Hackney High for the proclamation that was presented to her: August 10, 2026 Beth Skinner Day, Beth expressed her appreciation for the recognition of her 27 years of coordinating Edenton's July 4th celebrations as her goal was to reach the 250th celebration. Beth and Virginia Wood started this event 27 years ago and 75 people attended and for the 250th celebration 1000 people attended the celebration.

Mayor Hackney High thanked Beth for all she has done for the community.

Karen Murry inquired about the status of several ongoing projects including the Court Street housing and the parking project, Hotel Hinton, The Swain Auditorium property transfer and the resident access to online electric usage data.

Town Manager Corey Gooden responded

- Court Street, utility work is nearing completion; paving will follow,

- Housing and parking structure construction remain delayed pending state funding decisions.
- Hotel Hinton, Town had a meeting with SAGA, they are still shopping financing on the project. The Town is still moving forward with Hotel Hinton and should have an update soon as they are waiting until the owner gets back into the country.
- Swain Auditorium transfer discussions with Chowan County are progressing. The senior center will remain.
- Electric meters installation is nearing completion; customer login information will be distributed when the system is fully operational.

Hal Murray Requested:

- An accounting of Harbor Town grant expenditures and encumbered funds.
- Information regarding repairs completed on the breakwater.

Town Manager Corey Gooden asks Hal Murray could clarify what was meant on the dollar amount paid from Harbortown to the Town of Edenton or paid the town of Edenton to Harbortown.

Hal Murray stated he would like to know exchange from Harbortown grant to the Town of Edenton.

Mayor Hackney High confirms exchange allocated and or paid to the Town of Edenton.

Hal Murray stated that there was a flurry of activity on the waterfront and wanted to know if this money was spent on the breakwater.

Town Manager Corey Gooden stated the repairs identified as a result of the concrete piling repairs with the inspections there and it was found that there were locations that needed replacement where they rusted. One of the five locations were repaired which is included in this (BIG) grant funding and the remaining four to be repaired will be part of this (BIG) grant we are going after.

Hal Murray inquired on the new grant that is included in the agenda will be monies used for the breakwater.

Town Manager Corey Gooden stated that the Town of Edenton will provide details on the grant expenditure.

Mike Ricci & Diana Robertson

- Addressed public safety concerns following a shooting incident on West Freemason Street on August 22, 2026.
- Requested additional prevention measures and surveillance resources.

Mayor Hackney High stated we express your concern and reaffirmed its commitment to supporting public safety and police department needs. We acknowledge the challenges associated with obtaining witness cooperation in criminal investigations.

Wayne Caskey

- He spoke about educational issues and school policy concerns.

Mayor Hackney High stated that public education administration is outside the authority of the Town Council.

Board & Commission Interviews

Assistant Town Manager Dewayne Whealton stated The Town Council is conducting interviews with applicants interested in serving on the Board of Adjustment. There are currently two (2) regular member vacancies available for appointment. Interviews will include John Gilliam Wood, Anne Marie Sparks and Hal Murray.

John Gilliam Wood – 201 N Granville St. He spoke about his career; he states he has a Bachelor of Science degree in Agricultural Business Management from NC state and he currently serves as a principal business analyst on the portfolio management team with the technology and innovation of division for a company called "Care Core Solutions". I was recently selected to serve on the board of the Coupola House Association. He is a long time Edenton resident and understands the importance of balancing individual property rights with long -term character and interest if the town.

Councilman Craig Miller states that it seems like you are following your mothers' footsteps as she was quite active in the community.

Anne Marie Sparks – 126 E. Gale. She is a new resident of Edenton and she was born and raised in NY and then moved to NJ where they raised their family. She has a Bachelor's of Science in elementary education along with experience in having her own business. She states she might not have the history background that most of the long-term residents have but I am smart and I learn things quickly. I am also on the board on the Arts Council.

Councilman Samuel Dixon states the Town of Edenton appreciates your interest.

Hal Murray – 112 W. Queen Street, he attends the Town Council meetings, Preservation Commission meetings along with attending board of adjustment meetings. I am engaged and aware of what is going on. He is on the Chowan County Senior Center Advisory Board.

Councilman Craig Miller inquires on what role do you play on the Advisory Board at the Senior Center.

Hal Murray states our role is to be the liaison for the members and the staff to ensure that fitness, computer or recreational equipment is used safely, maintained properly and meets the community needs.

Mayor Hackney High thanks all for their interest in the "Board of Adjustment"

Mayor Hackney High no action on this next item, just an update. He asks if Councilman Elton Bond has any objections to Town Manager Corey Gooden giving an update.

Councilman Elton Bond is in agreement of Town Manager Corey Gooden giving the update on the potential land acquisition for the future electric department.

Utilities Committee Update

Town Manager Corey Gooden discussed the potential electric department land acquisition for the future electric department operations to include, as we are still navigating through a P & S agreement.

- Extension of Hubley Drive.
- Buffering and landscaping plans for neighboring residential areas.
- Traffic access considerations.
- Long-term development timeline.
- Potential legal restrictions to preserve buffers an access point.

Mayor Hackney High stated that this presentation is to continue for the Council to study. My question is Can the Town of Edenton imposed conditions on itself with the land would be binding and run with the land, if we decided to move forward with the neighborhood that there would be legal assurances that there would be no driveway on Hertford Road and that these buffers would be in place. This is important to him and he knows that this would be important to Councilman Elton Bond and Councilman Aaron Coston.

Mayor Hackney High Does the Council have anything to add, as there will be no action tonight.

Councilman Elton Bond and Councilman Samuel Dixon would like to walk around the property.

Town Manager Corey Gooden agrees that walking the property would be great.

Councilman Aaron Coston inquires what is the time frame on the Electric Department build.

Town Manager Corey Gooden responds that this would be after we finish the Fire Department renovations, 3-5 years would be the goal. We would like to have everything in place where we could at least have some storage sooner than the actual building to allow us to free up the spaces at the rear of the Fire station and the electric department and get that back to a street scape residential area. We may go ahead and move forward with some of the electric outfits that are part of this purchase agreement, as we want this keep the interest moving.

No action was taken.

New Business

Proclamation for Constitution Week

Mayor Hackney High presented a proclamation declaring September 17-23, 2026 as Constitution Week in the Town of Edenton. Representatives (Bonnie Henn and Caroline Butler) of the daughters of the America Revolution accepted the proclamation.

Board & Commission Appointments

Mayor Hackney High we have two vacancies on the board of adjustment and we have three citizens who have applied and are interested in being named to the Board of Adjustment. If any one council members has a preferred candidate, I open up a motion in favor of that particular candidate, and if there is a second, we will hold a vote on that and proceed down the line until we have two appointments.

Councilman Patrick Sellers inquires does the board consist of 4 members and 2 alternates.

Assistant Town Manager Dewayne Wheaton, yes that is correct.

Councilman Patrick Sellers inquires who is stepping off the board.

Assistant Town Manager Dewayne Wheaton states Frankie Edmonson and John Sams'.

Councilman Patrick Sellers do the alternates fill in when the members can't attend and also do, they stay as an alternate when there is an opening on the board or do, they move up to full membership.

Assistant Town Manager Dewayne Wheaton, states that the alternates will fill in when members can't attend, and they move up to full membership when a member leaves the board.

Councilman Craig Miller made a motion to appoint Hal Murray seconded by Councilman Elton Bond. The motion failed by a vote 2-4.

Mayor Hackney High opens the floor to any other motions for council members.

Councilman Aaron Coston made a motion to elect John Gillman Wood as a board member on the Board of Adjustment and Councilman Bob Turner seconded the motion. The motion carried unanimously.

Anne Marie Sparks

Councilman Samuel Dixon made a motion to elect Anne Marie Sparks as being a member of the on the Board of Adjustment and Aaron Coston Councilman seconded the motion. The motion carried by 4-2.

Councilman Samuel Dixon Thanks the two for applying and honoring the town.

Mayor Hackney High congratulates both and states that the Town staff will be in touch about the requirements of the job. Thanks, them and it is an honor to have people like you to do this work.

Councilman Elton Bond inquires if the Town can elect Hal Murry as an alternate.

Assistant Town Manager states if Council wishes to elect an alternate that would be fine.

Councilman Elton Bond makes a motion to elect Hal Murray as an alternate for the Board of Adjustment and Councilman Craig Miller seconded the motion. The motion carried unanimously.

Mayor Hackney High congratulates Hal Murry.

Mayor Hackney High we will need to take action on the "Boating Infrastructure Grant" BIG

Assistant Town Manager Dewayne Wheaton states the Town of Edenton is applying for funding through the NC Division of Coastal Management's Boating Infrastructure Grant (BIG) Program for repairs and improvements to the Edenton Harbor breakwater and transient boating facilities.

Assistant Town Manager Dewayne Wheaton states the grant was broken down into Tier one and Tier two. Tier one is keeping it under a threshold amount and to keep it under $300,000. The engineer's estimate is $296,400 and this funding would be for rehabilitation of the breakwater. The proposed resolution authorizes the Town of Edenton to apply and administer the grant, commits to the required local match, and acknowledges the Town's responsibility to operate and maintain the improvements for their required useful life.

Town Manager Corey Gooden this grant is 75/25 match and tier two would be beyond $300,000 in repairs and that would trigger additional federal relief and that would delay us and that is why we went with tier one. Mr. Murray inquired about the four additional repairs and the breakwaters, bundling these two grants would keep us under the dollar amount. The Town Manager recommends Council approve the resolution as presented.

Councilman Bob Turner inquires if this dollar amount work for what we need.

Town Manager Corey Gooden yes as we have accurate updates on pricing as a result of the initial breakwater repairs.

Councilman Patrick Sellers stated forecasting future questions from the public can be dangerous, but he thinks the residents are curious why would we use this funding as opposed to the Harbortown funding we initially received.

Town Manager Corey Gooden responds that this additional funding as opposed to Harbortown has the flexibility that is needed for additional repairs, as we didn't have everything we needed identified and believed the repairs initially from Harbortown would have covered the project. This "Boating Infrastructure Grant" BIG is what we needed to move forward with these bigger repairs.

Mayor Hackney High stated Harbortown grant and the work that has been done helped us investigate additional repairs that we did not know about.

Town Manager Corey Gooden yes and Harbortown only allowed a certain amount because initial repairs were already priced, in addition to what was spent for all 19 of those repairs plus the ones we were able to squeeze some additional funding.

Councilman Bob Turner asked about the wave control that has gone bad for us.

The Town Manager Corey Gooden there were sections replaced and additional damages to the same original structures that will also need replacement. More additional corrections made to the original repairs as well as repairs to the one's that were not broken six years ago.

Mayor Hackney High states based on your knowledge of the breakwater; it is your recommendation that we do sign the resolution authorizing the ultimate goal with trying to get this grant.

The Town Manager Corey Gooden confirms that is correct. We do not know what the announcement date is and when we will commit these funds so it gives us some time to look at the 25% match. We have the opportunity to have conversations with USDA partners and other agencies like Golden Leaf and different groups out there to see if we can continue to minimize the amount we need to spend. The application was due at the end of August and would be very surprised if we find out before the end of this year. It would be great if it was Q1, 2027 just from a timing standpoint and we would still bring it back to Council to accept the grant.

Councilman Bob Turner states we would have to front this grant.

The Town Manager Corey Gooden yes, it would be a reimbursement.

Mayor Hackney High states that there will be more detail before we accept this grant and inquires if that is correct.

Town Manager Corey Gooden, yes that is correct.

Councilman Aaron Coston made a motion to approve and Councilman Bob Turner seconded the motion. The motion carried unanimously.

Assistant Town Manager Dewayne Wheaton states The Town of Edenton received proposals for engineering and design services for the Filbert's Creek Restoration Project, funded through a $115,000 RCCP Phase 3 award. Following a qualifications-based review, staff recommends selecting The Wooten Company as the most qualified firm and authorizing staff to negotiate a contract in accordance with applicable RCCP and procurement requirements. A request of an extension until March 29 2027 to have all this work completed. The Town Manager recommends Council approve the recommendation as presented.

Assistant Town Manager Dewayne Wheaton states this is 100% covered in grant funding.

Mayor Hackney High states that this would address drainage issues we have on that side of town, is that correct.

Assistant Town Manager Dewayne Wheaton yes it would include Granville Street from Hicks to Virginia Road establishing a greenway looking at reconstructing the weir to control the water flow and levels upstream to prevent flash flooding and manage stormwater during major storms. We have over 95% construction documents ready to go and we can go after phase 4 funding which can allow us to implement this and that gets our plan in place as it is an extending grant as long as the state government funds it. This greenway would also be a local connection point for other greenways in our town.

Town Manager Corey Gooden. Phase one is the gatekeeper for phase two and phase two is the gatekeeper to phase three, so the pool of candidates gets smaller as you work your way through these first kinds of levels, Assistant Town Manager Dewayne Wheaton is now working on this Phase three (RCCP) this means that we've already done this twice with the prerequisites to get us here. I know that Susan Ingalls and the Mayor's task force has been a big push for this for five-plus years now, if not longer. We've seen success in the first two grant applications. We're very optimistic about this one. It gives us a lot more details on what the next steps are for phase four. Or we back up and revisit our phase two applications at another site and go after phase three if not being successful here, which would be, again, engineering.

Mayor Hackney High Entertain a motion to select The Wooten Company as the firm to negotiate a contract in accordance with the applicable procurement requirements.

Councilman Patrick Sellers made a motion to approve and Councilman Aaron Coston seconded the motion. The motion carried unanimously.

Town Manager's Report

Public Comment - There was a total of 5 public comments received at the August 11th 2026 Full Council meeting.

1. JD Grant – Had a total of 4 items – (1) Requested that the public be informed before trees are removed and questioned whether some trees were scheduled for removal; (2) Reported that the internet and cable providers have not consistently reseeded and covered with straw after completing work at local businesses; (3) Inquired whether excess asphalt from parking lot repaving could be used to repair potholes in the upper parking lot; and (4) Inquired if the budget is finalized. For the tree removal, the Town has done a large operational push for maintenance with the Tree Trimming crew, this was done to get the vast majority of trees back on regular maintenance. What this has assisted with is that we have identified locations with questionable life remaining and have even used drone imagery to affirm. Due to safety and liability, these are

quickly addressed. With these and other's the two still used signage at these locations. Second, we have had intense meetings with the Fiber installers to remedy the seeding and other concerns from their installations. For Paving repairs, we will do a full assessment once we open the North Lot for use, there are repairs needed but we need to be strategic to avoid wasteful repairs. Lastly, the budget is finalized as of August 11th 2026.

2. Pat Grother – Has a total of 4 items – (1) Town website doesn't have the EPC packets; (2) Asked that EPC members perform site visit as part of the application process; (3) asked about tree removal at 400 E. Queen Street; and (4) Spoke about the Martinique project and Colony Park monitoring wells. First, I have asked Sue to get the Council, EPC, Planning Board, and Board of Adjustments agenda and packets up before the meeting date, Dewayne and I will work with her on that; We have always asked for some, if not all, of the EPC to do site visit however if these isn't done, Staff do visit each site to make sure they are able to share with the group; For the trees on E. Queen the crape myrtles were a miscommunication between Town Hall, the Electric Dept, and the customer, these will be replanted correctly. However, the Cypress was a safety concern with the home and the electric and so it was removed;
3. Steve Karl – There were a total of (4) items. Thanked CJ for working with him on the tree concerns; Shared event details for the August 17th meeting with the MTF & CEEG; Clarified a statement from a previous meeting, explaining that he had referred to the Martinique, not the Winfield; and requested speed limit change to 15 mph on E queen. Thank you for working with Staff on the Tree removal concerns, and for sharing the information on the presentation at the library. We plan to have the CEEG in October to share this information with residents and Council; I am working with PD to get data on the speeds on E. Queen, that is needed before we can make any type of recommendation.
4. Hal Murray – Had three total items (1) He Spoke on the funding support for the Mainstreet and requested more transparency. (2) He also stated since this is paid from the electric ENTERPRISE fund that customers are being overcharged to cover this cost; He also questioned the Board Members that include, the Mayor, Councilman Dixon, and myself. The Mainstreet Board are working on a bi-annual update for the general public, this will be available soon and the staff will present in October – this indicates the transparency you're asking for. As far as the overcharging of customers and questionable board members participation. (1) The businesses main street works to keep here or recruit here pay higher rates electric base rates and energy rates than residents, if it was not for these business – residents would pay more of what business help fight. Since I started, we have had electric wholesale increase every year, the only way to spread these increases not to residents is to grow customer counts – or we can simple pass this to customers without growth. This amount in funding does compare to utmost1/3 of a single month's utility wholesale bill. As for the board members concern, each of us are in place on this board to help from poor fund management from occurring, our fiduciary responsibility doesn't stop with just the town; I would be more worried if there weren't town representatives on this board.
5. Wayne Caskey – Mr. Caskey spoke to Council regarding concerns he had previously shared with local churches. He read portions of a letter concerning his religious views and observations about leadership in the community. Mr. Caskey, thank you for these kind words.

Items Considered Timely and Important

Mayor Hackney High congratulated Patrick Sellers on new born son and congratulations his family.

Councilman Bob Turner inquired when the bridge is done will we be able to get natural gas.

Town Manager Corey Gooden discussions are still going on and we have not heard back from the original request, I need to find out "DOT" list of vendors overlap the Piedmont natural gases for vendors to see if there is some similarity there.

Mayor Hackney High what is the timeline.

Town Manager Corey Gooden two to three years.

Councilman Patrick Seller also inquired what Karen Murry (resident) asked about the Hinton Hotel, I think we are overdue for an update as I think we are getting to the point where we are going to have to act on our citizens behalf and if they can't make it work, they are leaving us with very few options

Councilman Samuel Dixon states he would like to add on to that statement that he knows they are thinking about bringing back another project instead of completing one on that very road we approved. I look back on how many projects we approved since the last 20 years. Countless hours are wasted.

Councilman Aaron Coston what is going on with Beachwood.

Assistant Town Manager Dewayne Wheaton we are considering a new application for an expansion beyond what the original approval was for the apartments and waiting for that application, we have an opportunity here in the end of September to have someone come into town and hopefully have a representative from SAGA inside to meet with them as it relates to this project. We also spoke about Hinton.

Mayor Hackney High we need to get them on the next agenda or if not have a report from Dewayne Wheaton on what is happening in the next few weeks.

Councilman Aaron Coston we were told that they secured funding for Hotel Hinton.

Town Manager Corey Gooden we are working with two buckets; Beachwood considering a new application for expansion beyond what was originally approval was for the apartments and Hotel Hinton as they are shopping financing.

Councilman Aaron Coston when does the contract run out.

Town Manager Corey Gooden stated we granted a 6-month extension and that was on top of what they already had.

Mayor Hackney High we do not know what other boutique hotels are doing in different towns, why can't we get funded for these projects.

Town Manager Corey Gooden

Councilman Samuel Dixon people apply to do a project and then they continually come back time after time with something different. Staff and council put a lot of time into projects that come forward and they are not getting done in a timely fashion.

Councilman Craig Miller October is the time that we should hear from Downtown preservation

Town Manager Corey Gooden construction plans were submitted for Hotel Hinton, they are in the hands of inspection and being reviewed, this takes quite a bit of time on a project this large. It is out of our hands.

Councilman Craig Miller another inquired if the Chowan County made a commitment for the Carlie C's IGA. Grocery Store.

Town Manager Corey Gooden not yet, we should have a draft from their legal at some point, however, we have shared the incentive between the town and the grocer for their legal review.

Councilman Craig Miller the Town of Edenton workers are working hard early in the morning, blowing off the streets and watering the flowers, keeping our town neat and clean. We need to let the town workers know they are doing a great job.

Mayor Hackney High I need a motion to go into closed session Per NCGS 143-318.11(a)(5) - To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease.

Councilman Aaron Coston made a motion to approve and Councilman Bob Turner seconded the motion. The motion carried unanimously.

There being no further business, Mayor Hackney High declared the meeting adjourned.

Edenton Town Council Minutes
September 28, 2026
Special Meeting

The Edenton Town Council met in Special Meeting on Monday, September 28, 2026, at 6:00 p.m. in the Council Chambers. The following members were present: Mayor Hackney High, Councilman Samuel Dixon, Councilman Craig Miller, Councilman Patrick Sellers, Councilman Elton Bond, Councilman Bob Turner, and Councilman Aaron Coston

Mayor Hackney High called the meeting to order at the appointed hour.

Special Recognition

Mayor Hackney High introduced Scott McGuire, who will begin serving as the Town's new Fire Chief on October 7, 2026. Mr. McGuire briefly addressed Council and public expressing appreciation for the opportunity to serve the Town of Edenton and stating that he looks froward to meeting staff, elected officials and residents.

Easement Request -304 Court Street/115 E. King Street

Town Manager Corey Gooden presented a request from the North Carolina Department of Administration for the maintenance and access easements associated with the property located at 115 East King Street, commonly known as the Jailers House and Historic Jail. The easements will allow for maintenance, repairs and future preservation activities related to the property. Discussions included the intended educational and interpretive use of the facility as a part of the historic courthouse complex and the location of the proposed easements.

Historic Site Manager Laura Rogers provided additional information regarding plans for the property, explaining that the long-term goal is to use the jail and jailer's house as an interpretive educational resource that complements the historic Chowan County Courthouse and helps tell the judicial history of Edenton.

Councilman Elton Bond inquires on if we are going to renovate the jail.

Town Manager Corey Gooden stated that the maintenance and restoration cost would become the responsibility to the State of North Carolina.

Councilman Samuel Dixon and Councilman Craig Miller compliments Laura Rogers for her work and dedication.

Councilman Samuel Dixon made a motion to approve the easement request for building maintenance, cleanup and roofing work and Councilman Aaron Coston seconded the motion. The motion carried unanimously.

Budget Amendment- North Carolina Department of Commerce Lighting Grant

Town Manager Corey Gooden explains that the budget amendment is to recognize a total of $850,000 for the Town of Edenton. The grant was awarded from the Rural Downtown Economic Development (RDED) through the North Carolina Department of Commerce Rural Infrastructure Authority to support the

Downtown Edenton Lighting Upfit Project. The Town Manager recommends to approve the amendment as presented.

Mayor Hackney High stated the North Carolina Department of Commerce Lighting grant has been approved and this is to accept the formal budget amendment to recognize the incoming funds.

Councilman Craig Miller made a motion to approve the budget amendment to recognize the incoming funds of $850,000 for the North Carolina Department of Commerce lighting grant and Councilman Bob Turner second the motion. The motion carried unanimously.

Budget Amendment-North Carolina Office of State Budget & Management (OSBM) Fire Department Engineering & Design Grant

Town Manager Corey Gooden stated the Town of Edenton received grant funding of $125,000 as part of the 2026 North Carolina State Budgeting process from the North Carolina Office of State Budget and management (OSBM) for the engineering and design of Edenton's New Fire Station located at 115 W. Hicks Street.

Mayor Hackney High states that this amendment is to recognize $125,000 as incoming funds.

Councilman Samuel Dixon states can we let the public know that this is incoming funds and not outgoing funds and want to make that clear for the record.

Town Manager Corey Gooden stated that is correct it is incoming funds for the record.

Councilman Elton Bond made a motion to approve the budget amendment and Councilman Aaron Coston second the motion. The motion carried unanimously.

Authorization to Solicit Engineering and Architectural Services

Town Manager Corey Gooden is requesting (RFP) for engineering and architectural services associated with the proposed Fire Station project. The design work could begin in early 2027 with a projected time line of approximately three years before occupancy. The proposed design includes consideration of future expansion opportunities and coordination with Chowan County regarding emergency services needed.

Councilman Aaron Coston made a motion to approve the Town of Edenton to move forward with the solicitation of firms to make a recommendation for the selection of a firm for the future project and Councilman Craig Miller second the motion. The motion carried unanimously.

COMMITTEE MEETINGS

Administrative Committee

IRS increased Mileage Rate for 2026

Councilman Craig Miller reported that IRS mileage rate is .76 per mile and the request is to increase the employee's mileage reimbursement from .70 per mile to .76 per mile to align with the IRS current rate. The rates apply when an employee use of their personal vehicles for work travel.

Mayor Hackney High stated recommendations will be considered at a future regular meeting.

No action was taken during this meeting.

Finance Committee Report – Unit Assistance List (UAL) Update

Councilman Samuel Dixon turned the presentation over to Town Manager Corey Gooden.

Town Manager Corey Gooden presented information regarding the Town's Fiscal Year 2025 Unit Assistance List (UAL) classification issued by the local Government Commission (LGC). He explained the classification was primarily related to unrestricted fund balance calculations and the timing of the reimbursements for grants, sales tax revenues, and other receivables. The Town received notice of the classifications on September 2, 2026, making its second consecutive year of UAL designation.

The requirements associated with the (UAL) designation, include the assignment of an LGC coaching team, review of financing contracts exceeding specificized thresholds, mandatory fiscal training, and analysis of fund balance outstanding reimbursements, accounts receivable and restricted funds.

Town Manager explained that significant reimbursements associated with grants and special projects had not been received by the audit cutoff date, creating the appearance of reduced unrestricted fund balance. Subsequent reimbursements and revenues received after June 30 materially improve the Town's financial position. When Town Manager Corey Gooden met with the LGC representative, discussions included opportunities to recognize certain post-year-end revenues differently in future audits and to potentially pursue amended audits if warranted. The LGC representative was impressed with the Town of Edenton's ability to leverage available resources to support significant capital investment projects.

He updated Council on the receipt of previously outstanding revenues including sales tax, utility taxes, property taxes and reimbursement funds, resulting in improved financial metrics. He also explained that smaller municipalities often incur project expenses while awaiting reimbursement from state and federal grant programs. Additionally, he discussed ongoing efforts to improve enterprise fund performance, including electrical utility rate adjustments and monitoring of airport-related project reimbursements.

Councilman Aaron Coston inquired whether any contracts that have been denied.

Town Manager Corey Gooden stated that no contract requiring LGC approval have been denied.

Mayor Hackney High inquired whether updates can continue to be provided to Council as reimbursements progress.

Town Manager Corey Gooden agreed to keep Town Council updated.

No formal action was taken during this discussion.

There being no further business, the meeting was adjourned.

Edenton Town Council Minutes
October 8, 2026
Special Meeting

The Edenton Town Council met in a Special Meeting on Thursday, October 8, 2026, at 6:00 p.m. in the Council Chambers. The following members were present: Mayor Hackney High, Councilman Elton Bond, Councilman Patrick Sellers, Councilman Craig Miller, and Councilman Bob Turner. Councilman Aaron Coston and Councilman Samuel Dixon were not present.

Mayor Hackney High called the meeting to order.

Community Development Block Grant Neighborhood Revitalization

Mayor Hackney High opened the meeting up for public comments on the Town of Edenton's application for Community Development Block Grant Neighborhood Revitalization. There were no public comments.

Assistant Town Manager Dewayne Wheaton we have received applications for the Community Development Block Grant Neighborhood Revitalization program we have been advertising to the Town of Edenton Residents to apply and we have Mark Webb, Project Manager from Insight Consulting Group, LLC to answer any questions.

Councilman Bob Turner inquired will it take a few months to finalized pool of applicants.

Mark Webb Project Manager Insight Consulting Group, LLC stated the deadline is October 13, 2026. We have applicants that have applied.

Assistant Town Manager Dewayne Wheaton we have 6 applicants presently, one of these applicants is outside the town limits.

Councilman Craig Miller inquired how did the Edenton residents know about this Community Development Block Grant Neighborhood Revitalization Grant.

Assistant Town Manager Dewayne Wheaton stated we had a public hearing on April 14, 2026 for the program amendment and we offered applications in the Town Hall lobby along with advertising inserts in our May 2026 utility billing mail out.

Councilman Patrick Sellers inquired how do you select applicants.

Assistant Town Manager Dewayne we form a committee meeting to grade applications.

Mayor Hackney High inquired to Councilman Patrick Seller is he would like to be on that committee.

Councilman Patrick Sellers stated that he would like to be on that committee.

Mayor Hackney High I would like to appoint Councilman Patrick Sellers to be on the committee with Town Manger Corey Gooden and Assistant Town Manager Dewayne Wheaton.

Councilman Craig Miller inquired how do you prioritize the applications.

Mark Webb Project Manager Insight Consulting Group, LLC state some applicants can't move forward as they might fall out of the pool due to not having all the criteria.

Assistant Town Manager Dewayne Wheaton we have 6 applicants presently, one of these applicants is outside the town limits.

Resolution-Town of Edenton Application for Community Development Block Grant Neighborhood Revitalization (CDBG-NR) application to the North Carolina Department of Commerce to support improvements benefiting primary low-and moderate-income residents. This budget includes 1 million for housing rehabilitation, 3.5 million for public facilities and improvements-including streets, parks and playgrounds, pedestrian improvements and other eligible improvements and $500,000 for program administration.

Mayor Hackney High asks to adopt a resolution authorizing submission of the application and authorizing the Town Manager Corey Gooden to execute documents related to the grant administration.

Councilman Elton Bond made a motion to approve the resolution for the Town of Edenton application for Community development Block Grant- Neighborhood Revitalization funding and Councilman Craig Miller seconded the motion. The motion carried unanimously.

There being no further business, Mayor Hackney High declared the meeting adjourned.

TOWN OF EDENTON
PLANNING DEPARTMENT
P.O. Box 300, Edenton, NC 27932
400 S. Broad Street, Edenton, NC 27932
PHONE 252-482-5618 FAX 252-482-5697

LEGAL NOTICE

The Town of Edenton Town Council will hold a public meeting on Tuesday, October 13, 2026 at 6:00 p.m. in Town Council Chambers to review and consider the following:

-Case No. TA 26-01: A text amendment to the Edenton Historic Design Standards amending section 2.4.3 under Standards to Paint and Color and Section 2.2.7. Standards for Masonry to allow painting of unpainted brick in the historic district.

The application, maps, and Zoom meeting call-in information are available for review at the Edenton Planning Office located at 400 South Broad Street.

Dewayne Whealton
Assistant Town Manager/Planner
Town of Edenton

THE DAILY ADVANCE
September 30, 2026
October 7, 2026

Please bill to:
Town of Edenton Account # 100354

2.2 Standards for Masonry

2.2.1. Identify, retain, and preserve historic masonry surfaces and details that contribute to the character of the building and the significance of the district as a whole, including walls, foundations, roofing materials, chimneys, cornices, quoins, steps, buttresses, piers, columns, lintels, arches, and sills.

For more information, see the Standards for Paint and Color.

2.2.2. Protect and maintain historic masonry surfaces and details through a program of regular maintenance and using accepted preservation methods. Clean masonry surfaces and details using the gentlest means possible.

2.2.3. Maintain a sound paint film on previously painted masonry surfaces and details.

2.2.4. Repair mortar joints on historic masonry surfaces by removing deteriorated mortar using hand tools. Introduce new mortar that duplicates the original in strength, color, texture, and composition. Create mortar joints that replicate the joint width and profile of the existing history masonry. It is not appropriate to use caulk, Portland cement, or other mortars that are harder than the historic mortar and do not allow the masonry to expand.

2.2.5. If historic masonry units or details must be replaced due to deterioration, replace only the deteriorated unit or detail. Replace surfaces and details in-kind matching the original in material, size, shape, design, scale, color, and texture.

2.2.6. If a masonry unit or detail is missing, replace it based on physical or documentary evidence only if the feature to be replaced coexisted with the features currently on the building. Replacement units or details should match the original in material, size, shape, design, scale, color, and texture.

2.2.7. It is inappropriate to apply paint or other coatings—including whitewashing, limewashing, parging, or German schmear—to masonry surfaces or details unless there is physical or documentary evidence of their existence.

2.2.8. The application of waterproof coatings to masonry surfaces and details should be limited to locations where repointing does not effectively solve water infiltration. Coatings should only be applied when reviewed and endorsed by the SHPO.

2.2.9. It is inappropriate to apply new masonry details and features to a historic building or site without documentary evidence of their existence, as doing so would create a false sense of history.

2.4 Standards for Paint and Color

2.4.1. Identify, retain, and preserve historically painted building surfaces and details with a sound paint film.

2.4.2. Protect and maintain historically painted building surfaces and details through a program of regular maintenance and using accepted preservation methods.

2.4.3. It is inappropriate to apply paint or other coatings to previously unpainted brick, stone, copper, bronze, or concrete surfaces and details.

2.4.4. When repainting, follow best practices for mitigating or removing lead-based paint.

The staff of the Edenton Planning Department can review and approve changes to paint colors administratively.

See the Standards for Masonry for information regarding the application of whitewashing, limewashing, German Schmeer, or waterproofing agents to masonry buildings.

2.4.5. Remove damaged or deteriorated paint on wood, metal, or masonry surfaces down to the next sound paint layer using the gentlest method possible, typically hand scraping and hand sanding, prior to repainting.

2.4.6. It is inappropriate to use destructive paint removal methods such as sandblasting, water blasting, power washing, or propane and butane torches on historic buildings or their surfaces.

2.4.7. It is inappropriate to remove paint on wooden surfaces to achieve a natural wood finish with staining unless the surface was originally stained.

2.4.8. It is inappropriate to replace historic wood siding with new wood to accomplish a smooth finish. If wood siding is damaged beyond repair, replace only the damaged portion and match the pattern and profile of existing siding as closely as possible.

2.4.9. Select colors appropriate to the architectural style and character of the district when planning a painting project.

TOWN OF EDENTON
TOWN COUNCIL
STAFF REPORT

Meeting Date: August 10, 2026 (EPC)
September 7, 2026 (Planning)
October 13, 2026 (Town Council)
Case No.: TA 26-01

Request: Text Amendment to the Edenton Historic District Standards amending Section 2.2.7 – Standards for Masonry and Section 2.4.3 – Standards for Paint and Color to permit the painting of historically unpainted brick and other compatible masonry finishes upon approval of a Certificate of Appropriateness (COA).

I. REQUEST

The Town of Edenton has initiated a text amendment to the Edenton Historic District Standards to revise the standards governing masonry treatments and paint.

The proposed amendment would authorize the Edenton Preservation Commission (EPC) to approve, through the Certificate of Appropriateness process, the painting of historically unpainted brick and the application of other compatible masonry finishes, including breathable mineral-based coatings and stains, when determined appropriate for the specific building and consistent with the character of the Historic District.

II. PURPOSE OF THE AMENDMENT

The purpose of the proposed amendment is to provide additional flexibility in the treatment of historic masonry while preserving the Commission's authority to review exterior alterations.

The amendment is intended to:

- Provide property owners with additional preservation treatment options.
- Allow the Commission to evaluate requests on a case-by-case basis.
- Recognize that some masonry conditions may warrant protective or aesthetic treatments.
- Expand the range of acceptable treatments beyond conventional paint.
- Maintain the Certificate of Appropriateness review process for all proposed masonry finishes.

III. EXISTING STANDARDS

Section 2.2.7 – Standards for Masonry

The current Standards emphasize retaining and preserving original masonry and generally discourage painting historically unpainted brick because it permanently alters the appearance of the masonry and may affect its long-term performance.

Section 2.4.3 – Standards for Paint and Color

The current Standards generally discourage painting historically unpainted masonry and encourage preservation of original brick finishes whenever possible.

IV. PROPOSED AMENDMENT

Section 2.2.7 – Standards for Masonry

Amend the Standards to read substantially as follows:

Historically unpainted brick and masonry may be treated with paint or other compatible masonry finishes upon approval of a Certificate of Appropriateness by the Edenton Preservation Commission.

Alternative masonry treatments may include, but are not limited to:

- Traditional limewash;
- Mineral silicate coatings;
- Mineral-based breathable masonry coatings;
- Masonry stains;
- Other breathable finishes demonstrated to be compatible with historic masonry.

In reviewing applications, the Commission shall consider:

- the architectural significance of the structure;
- the condition of the masonry;
- the proposed treatment's compatibility with historic materials;
- the visual compatibility with surrounding historic properties;
- the reversibility and long-term maintenance of the treatment;
- whether the treatment would obscure or damage significant architectural features; and
- any other factors relevant to preserving the character of the Historic District.

Section 2.4.3 – Standards for Paint and Color

Amend the Standards to provide:

Painting previously unpainted brick or applying other compatible masonry finishes may be approved through the Certificate of Appropriateness process when the Edenton Preservation Commission determines that the proposed treatment is compatible with the architectural character of the building and the Historic District.

Appropriate treatments may include traditional paint, limewash, mineral silicate coatings, breathable masonry coatings, masonry stains, or other preservation treatments approved by the Commission.

V. ANALYSIS

The proposed amendment does not authorize the unrestricted painting of masonry throughout the Historic District.

Rather, each application would continue to require:

- a Certificate of Appropriateness;
- review by the Edenton Preservation Commission at a public meeting;
- evaluation under the Historic District Standards; and
- findings that the proposed treatment is compatible with the historic character of the property and surrounding district.

The amendment expands the range of treatment options available to the Commission while preserving its discretion to approve or deny each request based upon the individual circumstances of the property.

VI. CONSISTENCY WITH THE COMPREHENSIVE PLAN

The proposed amendment is generally consistent with the goals of the Town's Comprehensive Land Use Plan by:

- encouraging continued investment in historic properties;
- maintaining design review within the Historic District;
- preserving the authority of the Preservation Commission;
- providing flexibility in rehabilitation methods while maintaining compatibility with the district.

VII. REVIEW CONSIDERATIONS

When evaluating the proposed amendment, the Commission should consider whether it:

- furthers the purposes of the Historic Preservation Ordinance;
- maintains the integrity and character of the Historic District;
- provides clear standards for applicants and the Commission;
- appropriately balances preservation objectives with property owner flexibility.

VIII. STAFF COMMENTS

Benefits

- Expands preservation treatment options available to property owners.
- Allows case-by-case review rather than an absolute restriction.
- Maintains EPC oversight through the Certificate of Appropriateness process.
- Recognizes advances in breathable masonry coatings and preservation materials.
- Provides flexibility where masonry deterioration, prior repairs, or aesthetic considerations may justify treatment.

Considerations

Historically unpainted brick has traditionally been preserved in its natural state because paint and other coatings can alter the appearance of historic masonry and may require ongoing maintenance.

The Secretary of the Interior's Standards for the Treatment of Historic Properties generally recommend retaining historically unpainted masonry and caution against painting sound historic brick except where appropriate to preserve deteriorated surfaces or where historically painted finishes already exist. The Commission should consider whether the proposed amendment reflects the Town's preservation objectives while acknowledging nationally recognized preservation practices.

IX. STAFF RECOMMENDATION

Should the Town Council determine that the proposed amendment is consistent with the purposes of the Historic Preservation Ordinance and promotes the preservation of the Town's historic resources while providing appropriate flexibility, staff recommends approval.

EDENTON PLANNING & COMMUNITY DEVELOPMENT
P.O. Box 300, Edenton, NC 27932
400 South Broad Street, Edenton, NC 27932
PHONE 252-482-2155 FAX 252-482-7377

September 22, 2026

Dear Property Owner:

You are hereby advised that the Edenton Town Council will hold a public hearing on **Tuesday, October 13, 2026 at 6:00 p.m. in Town Council Chambers located at 504 South Broad Street.**

The purpose of the meeting is to consider the following applications.

Case No. CRZ 26-05: An application for a conditional rezoning from Dwayne Long, for property located at 1001 Johnston Street, 1003 Johnston Street, 1005 Johnston Street, and 1205 N. Oakum Street from R-5, Residential to IW, Industrial Warehouse (PIN 780516838635, 780516838760, 780516838794, and 780516839896)

You are receiving this letter because one of the applications listed above is concerning property adjacent to or within one hundred feet of property owned by you.

The applications and maps are available for review at the Edenton Planning Office located at 400 South Broad Street. If you have any questions regarding this matter, please call me at (252) 482-2155 or e-mail me at dewayne.whealton@edenton.nc.gov.

Sincerely,

Dewayne Whealton

Dewayne Whealton
Assistant Town Manager/Planner
Town of Edenton

TOWN OF EDENTON
PLANNING DEPARTMENT
P.O. Box 300, Edenton, NC 27932
400 S. Broad Street, Edenton, NC 27932
PHONE 252-482-5618 FAX 252-482-5697

LEGAL NOTICE

The Town of Edenton Town Council will hold a public meeting on Tuesday, October 13, 2026 at 6:00 p.m. in Town Council Chambers to review and consider the following:

Case No. CRZ 26-05: An application for a conditional rezoning from Dwayne Long, for property located at 1001 Johnston Street, 1003 Johnston Street, 1005 Johnston Street, and 1205 N. Oakum Street from R-5, Residential to IW, Industrial Warehouse (PIN 780516838635, 780516838760, 780516838794, and 780516839896)

The application, maps, and Zoom meeting call-in information are available for review at the Edenton Planning Office located at 400 South Broad Street.

Dewayne Whealton
Assistant Town Manager/Planner
Town of Edenton

THE DAILY ADVANCE
September 30, 2026
October 7, 2026

Please bill to:
Town of Edenton Account # 100354

FOR PLANNING DEPARTMENT USE ONLY:
Rezoning Request No.: CRZ 26-04
Date Application Received: 8-26-26
Fee Paid: $300.00
Date of Planning Board Meeting to consider request: 9-14-26

CONDITIONAL REZONING APPLICATION

Town of Edenton, North Carolina

OWNERSHIP INFORMATION:

Applicant: Dwayne Long Phone No.: [redacted]

Email Address: [redacted]

Applicant's Address: 842 Chambers Ferry Rd. Edenton, NC 27932

Property Owner: Dwayne Long Phone No.: [redacted]

Email Address: Same as above

Owner's Address: ↓

Tax Parcel No.: 7805168386 35, 7805168387 60, 7805168387 94, 7805168398 96

ZONING REQUEST:

Existing Zoning: R-S, Residential Requested Zoning: IW

If the requested zoning is to a Conditional Use District, explain in detail (if known) the proposed uses.

PROPERTY INFORMATION:

Size (sq. ft. or acres): 0.14 a, 0.14 a, 0.14 a, 0.15 a Street Frontage: 80' On Kum St, 150' Johnston St, 117.5' Third St.

Location of Property: North Edenton

Is the property located in the Historic District? ____ Yes X No

Current Land Use of Property: Automotive shop

Current Land Uses on abutting properties: Residential / industrial

Statement of the Nature of the Proposed Use: Expansion to become machine shop

Legal Description (Metes & Bounds Description and survey or map):

Describe the development commitments you are willing to make as part of this Conditional Rezoning. These may include limitations on permitted uses, building size, hours of operation, buffering, landscaping, outdoor storage, lighting, access, parking, phasing, or other site-specific commitments. Planning staff may recommend additional conditions during the review process. Any conditions incorporated into the Conditional Rezoning must be approved by the Town Council and consented to in writing by the applicant.
Attach additional sheets if necessary.

A conceptual site plan shall be submitted with this application.

The site plan shall include, at a minimum:

- ☐ Property boundaries
- ☐ Existing and proposed structures
- ☐ Building setbacks
- ☐ Parking areas
- ☐ Driveways and internal circulation
- ☐ Access points
- ☐ Sidewalks (if applicable)
- ☐ Outdoor storage areas
- ☐ Loading areas
- ☐ Landscaping
- ☐ Buffer yards

☐ Lighting locations
☐ Stormwater facilities
☐ Utilities
☐ Adjacent streets
☐ Adjacent zoning and land uses
☐ North arrow and scale

Site Plan Attached:
☒ Yes
☐ No

Provide a detailed description of the proposed development.

Include:
- Proposed use(s)
- Proposed buildings and improvements
- Estimated square footage
- Number of phases (if applicable)
- Proposed completion schedule
- Description of compatibility with surrounding properties
- Explanation of how the proposal is consistent with the Comprehensive Plan

Automotive shop expansion for metal fabrication
One Phase
Already an existing use

APPLICANT: [redacted]

6-24-24
Date

State of North Carolina
Chowan County

I, Jessica Marie Slades, a Notary Public for Chowan County, North Carolina, do hereby certify that Brian L. Lore personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal, the 24 day of August 2024

[redacted]
Notary Public

(Official Seal) JESSICA MARIE SLADES
NOTARY PUBLIC
Chowan County
North Carolina
My Commission Expires December 4th 2030

My Commission Expires: 12/4, 2030

ADJOINING PROPERTY OWNERS
(WITHIN 100 FEET OF PROPOSED USE)

NAME	CURRENT MAILING ADDRESS	TAX PIN #
1. Eddie Stallings	502 W. Holly Ave Stering, VA 20164	7805168377756 7805168388801
2. Carlos Cruz	1006 N. Broad St. Edenton, NC 27932	7805168388845
3. Dianne Whitfield	7410 Finns Lane Lanham, MD 20706	7805168388878
4. Michael Silverio	34 Hemlock St. North Andover, MA	7805168377557
5. Tonya Capehart	922 N. Broad St. Edenton, NC 27932	7805168366677
6. Tanya Lamo Scott Lamo	120 Mother Vineyard Rd. Manteo, NC 27954	7805169309954
UPS 7. Socar Realty Company Inc.	Attn: Corp Real Estate Dept. 55 Glenlake Parkway, NE Atlanta, GA 30328	7805169327677
8. Coogan Assets, LLC	212 S. Broad St., Apt B Edenton, NC 27932	7805169333439
9. Edenton Boatworks	140 Midway Drive Edenton, NC 27932	7805168399924
10.		
11.		
12.		

Instructions for filing a Rezoning Application

1. A petitioner for a zoning change must complete this application in full. This application will not be processed unless all information requested is provided.

2. The completed application shall be accompanied by the $300.00 filing fee, plus $1.00 per notified property owner and any additional information as needed by the Planning Director, Building Inspector, and Town Officials.

3. The applicant, or his duly authorized agent, shall submit to the Planning & Inspections Office, the required number of copies of the petition with a list of all adjoining property owners within 100 feet of the proposed special use, with the current mailing address of each adjacent property owner and one (1) set stamped addressed envelopes of all those to whom notice of public hearing must be sent (adjacent property owners within 100 feet).

4. Completed applications must be filed with the Planning & Inspections Office located at 400 South Broad Street no later than 5:00 p.m. thirty (30) days prior to the Planning Board meeting. The Planning Board meets on the 1st Monday of the month on an as needed basis.

5. An accurate map drawn to scale indicating the location of the property in relation to existing roads, and abutting properties shall be submitted with this application. The map shall clearly indicate the location of existing structures or land uses on the property in relation to all property lines.

6. The application must be signed by the applicant and/or owner, or by authorized agent of the property in question.

7. Public meetings are held on the 1st Monday of the Month at 6:00 p.m. in the Town Council Meeting Room located at 500 South Broad Street. The Planning Board shall make a recommendation to the Town Council on all rezonings. The Town Council meets on the 2nd Tuesday of the Month at 6:00 p.m. in the Town Council Meeting Room and is the approving authority for all rezonings.

Any application submitted by someone other than the property owner must be accompanied by a notarized statement indicating that the property owner is aware of the proposed rezoning.

FOR ADDITIONAL INFORMATION
CALL THE PLANNING & INSPECTIONS OFFICE
(252) 482-2155

Filed: 11/15/2023 02:10:14 PM
Lynn C. Gilliard, Register of Deeds
Chowan County, NC
Revenue Tax: $0.00
Land Transfer Tax: $0.00

Book 576 PAGE 94 (2)

426449

PIN: # 7805-16-83-9896 Verified by Chowan County on the 15 day of November, 2023.
by CHE

Prepared by and return to: ***Dixon & Thompson Law, PLLC, 117 W. Eden Street, Edenton, NC 27932***
This document was prepared by Samuel B. Dixon, a licensed North Carolina attorney, without title search, closing or tax advice. Delinquent taxes if any, to be paid by the closing attorney to the County Tax Collector upon disbursement of closing proceeds.

Description for the Index: *Pt. Lot 87 North Edenton (1205 North Oakum Street)*

NORTH CAROLINA GENERAL WARRANTY DEED

NO TITLE SEARCH REQUESTED OR PERFORMED

THIS DEED made this 6th day of November, 2023 by and between

GRANTOR	GRANTEE
SUE SMITH STEVENS (fka Sue Anderson Smith), *unmarried*	**DWAYNE A. LONG, a married man** **842 Chambers Ferry Road** **Edenton, NC 27932**

Enter in appropriate block for each party: name, address, and, if appropriate, character of entity, e.g. corporation or partnership

The designation Grantor 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.

WITNESSETH, that the Grantor, for a valuable consideration paid by the Grantee, the receipt of which is hereby acknowledged, has and by these presents does grant, bargain, sell and convey unto the Grantee in fee simple, all that certain lot or parcel of land situated in the **Town of Edenton**, First Township, Chowan County, North Carolina and more particularly described as follows:

The lot in North Edenton **designated as #87** beginning at an iron post 150 feet northeastwardly from Third Street; thence along Johnston Street 22 feet to Oakum Street; thence Northwardly along Oakum Street 23 feet to an alley; thence Southwestwardly along said alley 222 feet to a stake 150 feet from Third Street; thence Southeastwardly parallel with Third Street 117 ½ feet to the place of beginning. Being the same property conveyed to R.L. Woodard and wife, Thelma C. Woodard by deed dated December 6, 1947, and duly recorded in Book 7 at page 230 of the Office of Register of Deeds for Chowan County, reference to which deed is hereby made for further description and chain of title. **LESS AND EXCEPT THE FOLLOWING:** BEGINNING at an iron rod set at a point marking the intersection of the Eastern right-of-way of a 15-foot alley with the Western right-of-way of North Oakum Street, said iron rod also being located South 33 deg. 41 min. 30 sec. West 253.88 feet from a fire hydrant, and running from said beginning point thus established and along the Western right-of-way of North Oakum Street, South 21 deg. 39 min. 25 sec. West 153.38 feet to a set iron rod; thence along other

lands owned by Sue Smith Stevens, North 37 deg. 54 min. 55 sec. West 77.68 feet to a set iron rod in the Eastern right-of-way of a 15-foot alley; thence along the Eastern right-of-way of said alley, North 52 deg. 05 min. 05 sec. East 132.05 min. East 132.26 feet to the point and place of beginning, containing 5,137 sq. feet by coordinates according to a plat of survey prepared by Mark D. Pruden, PLS #L-3065, dated 10/18/21, entitled "Survey for John Lawrence Sellers" and recorded in **Plat Cabinet 3, Slide 3F**, reference to which plat is hereby made for a more particular description.

Pursuant to NCGS §105-317.2, the property herein described does not include the primary residence of the grantor.

The property hereinabove described was acquired by Grantor by deed recorded in Book 246, Page 948, Chowan County Registry.

TO HAVE AND TO HOLD the aforesaid lots or parcels of land and all privileges and appurtenances thereto belonging to the Grantee in fee simple.

And the Grantor covenants with the Grantee, that Grantor is seized of the premises in fee simple, has the right to convey the same in fee simple, that title is marketable and free and clear of all encumbrances, and that Grantor will warrant and defend the title against the lawful claims of all persons whomsoever.

Title to the property hereinabove described is subject to the following exceptions:

- Ad valorem taxes for Chowan County for 2023 and subsequent years.
- Rights of way for easements, streets, highways and public utilities.

IN WITNESS WHEREOF, the Grantors have hereunto set their hands and seals, or if corporate, has caused this instrument to be signed in its corporate name by its duly authorized officers and its seal to be hereunto affixed by authority of its Board of Directors, the day and year first above written.

[redacted] (SEAL)
Sue Smith Stevens (formerly known as Sue Anderson Smith)

SEAL STAMP: LENORA P. WILLIAMS NOTARY PUBLIC CUMBERLAND COUNTY NORTH CAROLINA

STATE OF NORTH CAROLINA - COUNTY OF Cumberland

I Lenora A. Williams, a Notary Public of the County and State aforesaid, certify that **SUE SMITH STEVENS (formerly known as Sue Anderson Smith)**, personally appeared before me this day and acknowledged the execution of the foregoing instrument.

Witness my hand and official stamp or seal, this 10 day of November, 2023.

My commission expires: 03/27/2027 [redacted]
Notary Public

Dixonthompsonfile: N220935

Filed 11/09/2021 03:59:27 PM
Lynn C. Gilliard, Register of Deeds
Chowan County, NC

Book 3 PAGE 3F (1)
121066

Survey For
John Lawrence Sellers
1207 North Oakum Street
Edenton, Chowan County
North Carolina

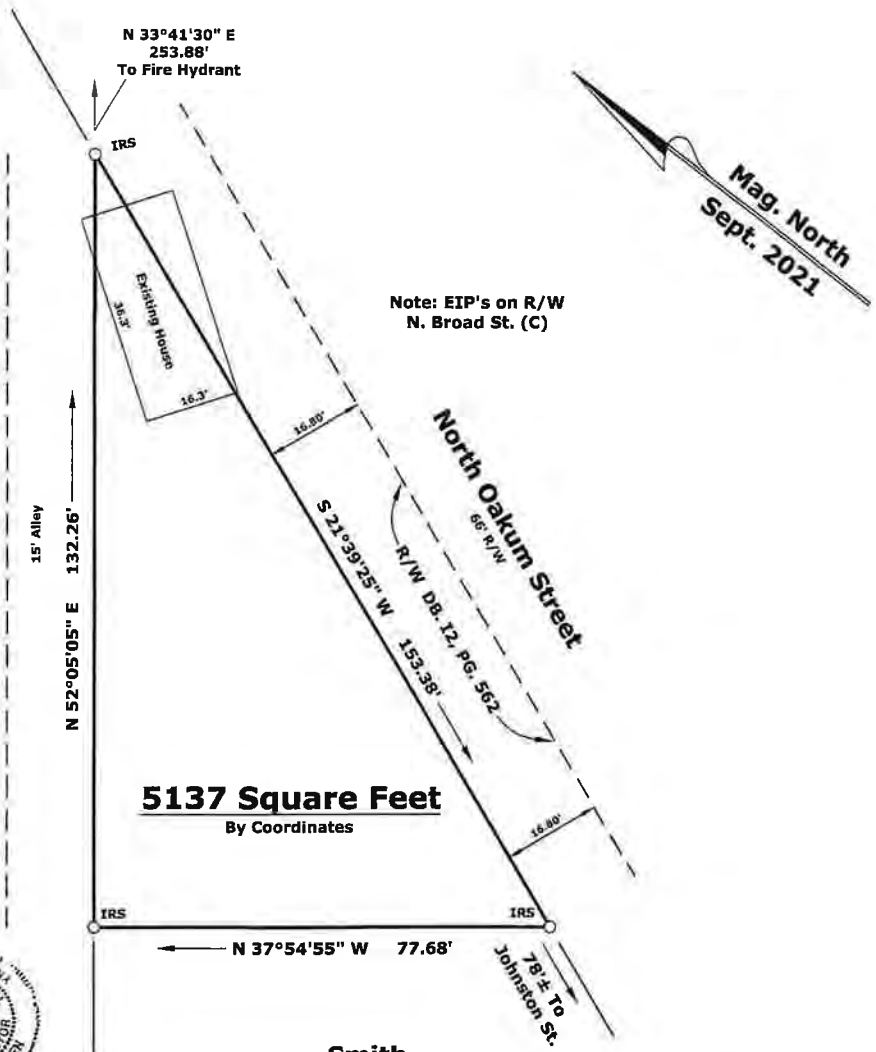
Reference: Deed Book 246, Page 948

Scale 1 Inch = 15 Feet **September 1 & 2, 2021**

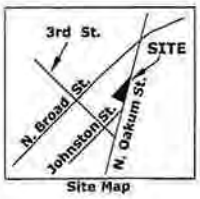
15' 0' 15' 30' 45'

Albemarle Land Surveying Inc. C-3972
Mark D. Pruden, PLS L-3065
146 Oak Grove Road, Edenton, NC 27932

This Survey Creates A Subdivision In A County Or Town Regulated By A Subdivision Ordinance.
NCGS 47-30 (f)(11)



MINIMUM BUILDING
SET BACK REQUIREMENTS
FRONT =25'
REAR = 40'
SIDES = 15'



Site Map

NORTH CAROLINA PROFESSIONAL SEAL L-3065 LAND SURVEYOR MARK D. PRUDEN

STATE OF NORTH CAROLINA - CHOWAN COUNTY
I, MARK D. PRUDEN, CERTIFY THAT THIS MAP WAS DRAWN BY ME OR UNDER MY SUPERVISION FROM AN ACTUAL SURVEY BY ME OR UNDER MY SUPERVISION DEED DESCRIPTON RECORDED IN DEED BOOK 246 PAGE 948 MAP BOOK _____
PAGE _____ PLAT CABINET _____ SLIDE _____
THAT THE ERROR OF CLOSURE AS CALCULATED BY LATITUDES AND
DEPARTURES IS 1: 5,450
THAT THE BOUNDARIES NOT SURVEYED ARE SHOWN AS BROKEN LINES PLOTTED FROM INFORMATION FOUND IN DEED BOOK _____
PAGE ___ MAP BOOK ___ PAGE ___ PLAT CABINET ___ SLIDE ___
THAT THIS MAP WAS PREPARED IN ACCORDANCE WITH G S 47-30 AS AMENDED. WITNESS MY HAND AND SEAL THIS 18 DAY OF October 2021

Mark D. Pruden
Surveyor L-3065 Reg. No.

LEGEND
EIP = EXISTING IRON PIPE
IRS = IRON ROD SET
(C) = CONTROL
R/W = RIGHT OF WAY

CERTIFICATE OF OWNERSHIP AND DEDICATION
I (WE) HEREBY CERTIFY THAT I AM (WE ARE) THE OWNER(S) OF THE PROPERTY HOWN AND DESCRIBED HEREON AND THAT I (WE) HEREBY ADOPT THIS PLAN OF SUBDIVISION WITH MY (OUR) FREE CONSENT, ESTABLISH THE MINIMUM BUILDING LINES, AND DEDICATE ALL STREETS, ALLEYS, WALKS, PARKS, AND OTHER OPEN SPACES TO PUBLIC OR PRIVATE USE AS NOTED. FURTHER, I (WE) CERTIFY THAT THE LAND AS SHOWN HEREON IS WITHIN THE SUBDIVISION REGULATIONS JURISDICTION OF THE COUNTY COMMISSIONERS OF CHOWAN COUNTY.

10/28/2021 Date Billie Smith Stalvey Owner
_____ Date _____ Owner

CERTIFICATE OF APPROVAL
I HEREBY CERTIFY THAT THE MINOR SUBDIVISION SHOWN ON THIS PLAT DOES NOT INVOLVE THE CREATION OF NEW PUBLIC STREETS OR ANY CHANGE IN EXISTING PUBLIC STREETS, THAT THE SUBDIVISION SHOWN IS IN ALL RESPECTS IN COMPLIANCE WITH CHAPTER 21 OF THE EDENTON TOWN CODE, AND THAT THEREFOR THIS PLAT HAS BEEN APPROVED BY THE LAND USE ADMINISTRATOR, SUBJECT TO ITS BEING RECORDED IN THE CHOWAN COUNTY REGISTRY WITHIN SIXTY DAYS OF THE DATE BELOW.

11/8/21 DATE
Elizabeth Allen Bryant LAND USE ADMINISTRATOR

REVIEW OFFICER CERTIFICATE

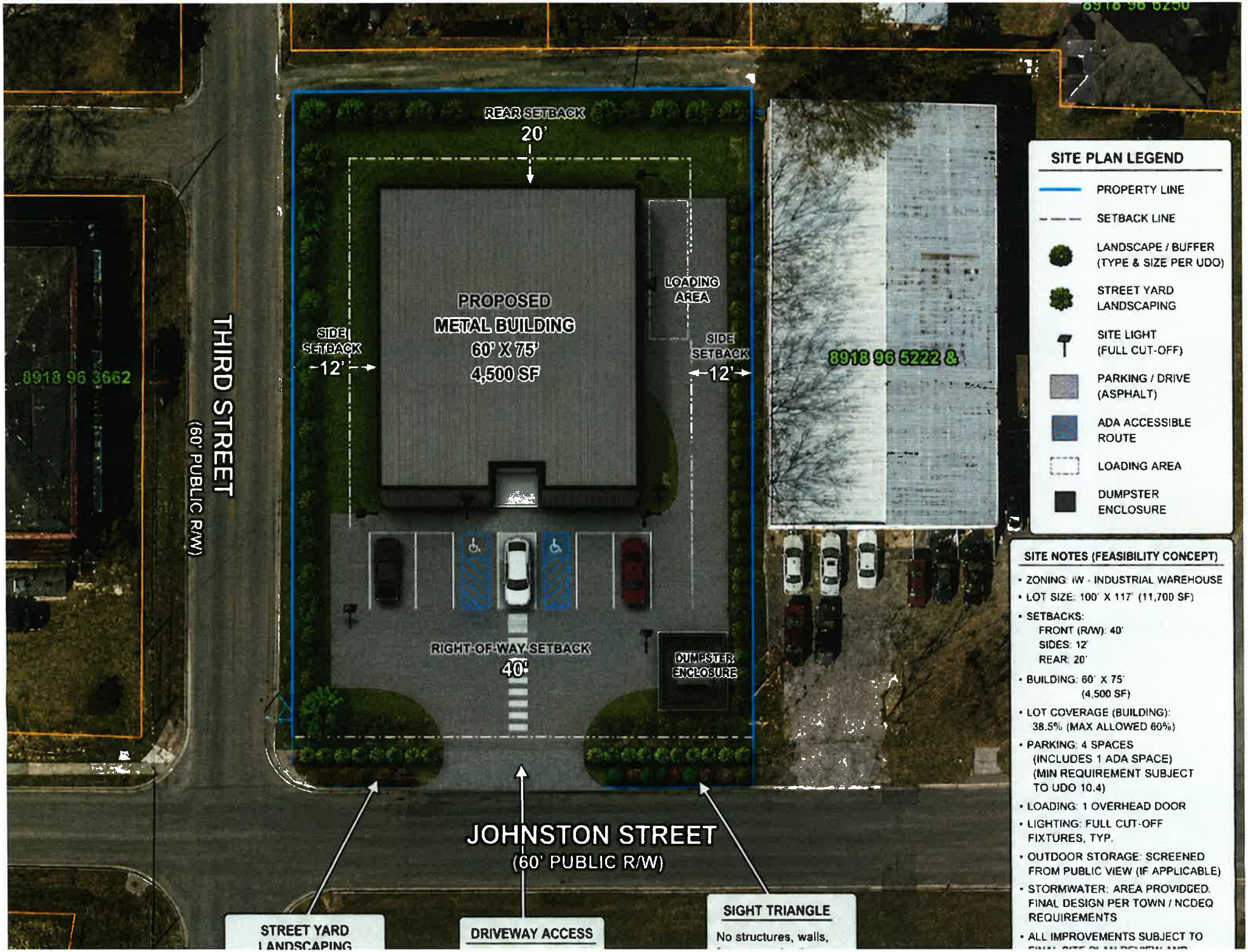
STATE OF NORTH CAROLINA
COUNTY OF CHOWAN
I, Chris Elsbree, REVIEW OFFICER OF CHOWAN COUNTY, CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

Chris Elsbree REVIEW OFFICER
11/8/2021 DATE

PIN: 7805-16-93-0954 one

Plat Cabinet 3, Slide 3F

1003 Johnston St
Edenton, North Carolina
Google Street View
Jul 2023 See more dates
Share
Johnston St
Google Maps


REAR SETBACK
20'
PROPOSED
METAL BUILDING
60' X 75'
4,500 SF
LOADING AREA
SIDE SETBACK
12'
SIDE SETBACK
12'
RIGHT-OF-WAY SETBACK
40'
DUMPSTER ENCLOSURE
THIRD STREET
(60' PUBLIC R/W)
JOHNSTON STREET
(60' PUBLIC R/W)
8918 96 3662
8918 96 5222 &
STREET YARD LANDSCAPING
DRIVEWAY ACCESS
SIGHT TRIANGLE
No structures, walls,
SITE PLAN LEGEND
PROPERTY LINE
SETBACK LINE
LANDSCAPE / BUFFER (TYPE & SIZE PER UDO)
STREET YARD LANDSCAPING
SITE LIGHT (FULL CUT-OFF)
PARKING / DRIVE (ASPHALT)
ADA ACCESSIBLE ROUTE
LOADING AREA
DUMPSTER ENCLOSURE
SITE NOTES (FEASIBILITY CONCEPT)
• ZONING: IW - INDUSTRIAL WAREHOUSE
• LOT SIZE: 100' X 117' (11,700 SF)
• SETBACKS:
FRONT (R/W): 40'
SIDES: 12'
REAR: 20'
• BUILDING: 60' X 75'
(4,500 SF)
• LOT COVERAGE (BUILDING):
38.5% (MAX ALLOWED 60%)
• PARKING: 4 SPACES
(INCLUDES 1 ADA SPACE)
(MIN REQUIREMENT SUBJECT TO UDO 10.4)
• LOADING: 1 OVERHEAD DOOR
• LIGHTING: FULL CUT-OFF FIXTURES, TYP.
• OUTDOOR STORAGE: SCREENED FROM PUBLIC VIEW (IF APPLICABLE)
• STORMWATER: AREA PROVIDED. FINAL DESIGN PER TOWN / NCDEQ REQUIREMENTS
• ALL IMPROVEMENTS SUBJECT TO

THIRD ST

See this road Map of North Edenton in Plat Book #2 Page 43.

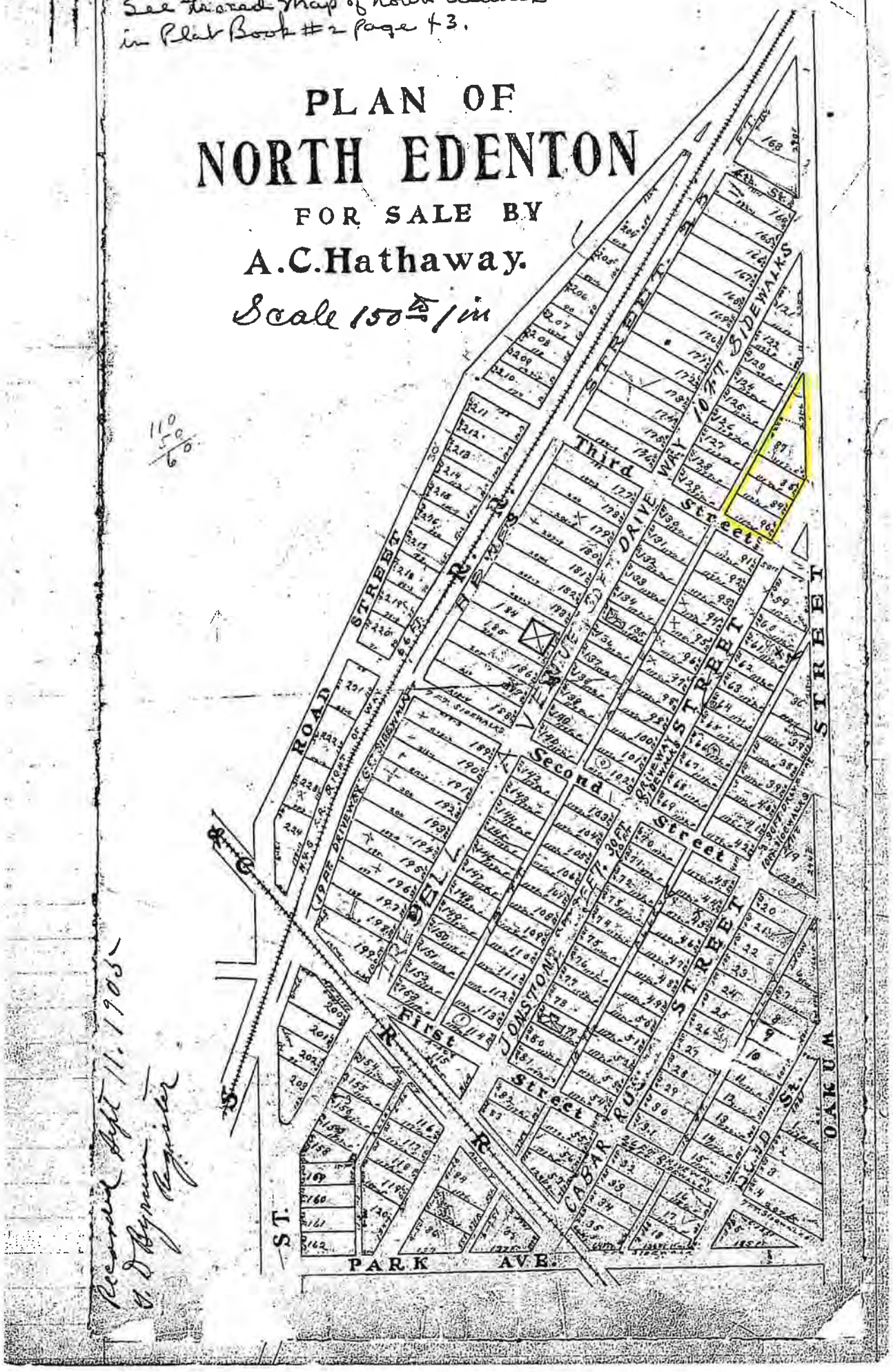
BOOK 2 Pg 568

PLAN OF NORTH EDENTON

FOR SALE BY

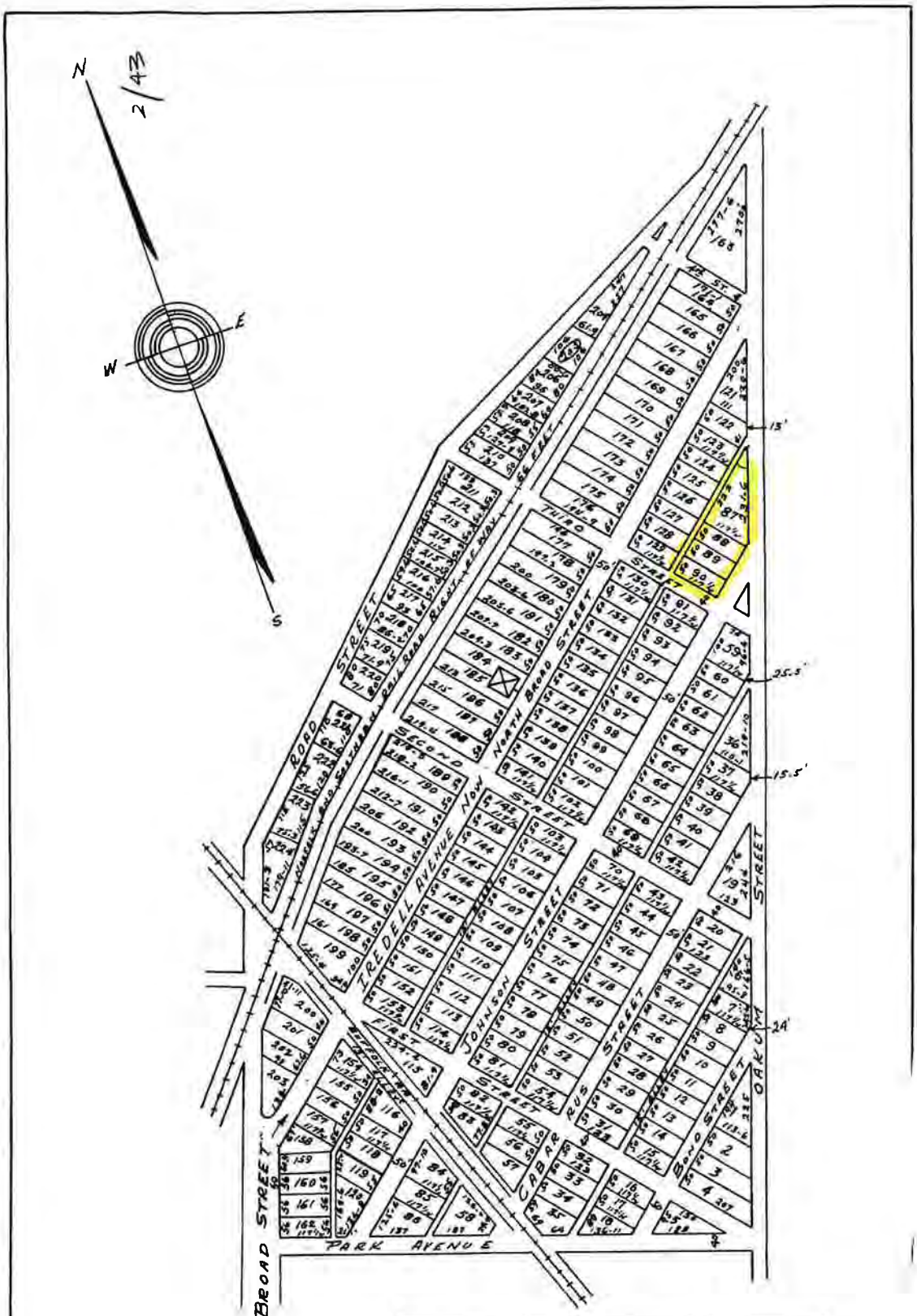
A.C. Hathaway.

Scale 150 ft / in



Received Sept 11, 1905

C. D. Bynum Engineer



PLAT OF
NORTH EDENTON
SITUATED IN
CHOWAN COUNTY
NORTH CAROLINA
SCALE: 1 INCH = 150 FEET — JUNE 8, 1956
REDRAWN FROM OLD PLAT RECORDED AND
FILED IN REGISTER OF DEEDS OFFICE BOOK
I No 2. PAGE 565 — DATED: SEPT. 11, 1905
RE DRAWN BY: L. Lake Morgan SURVEYOR

NORTH CAROLINA

43

NORTH CAROLINA

CHOWAN COUNTY

Before the undersigned, Asst. Clerk Superior Court in and for the State and County aforesaid, personally appeared this day W. Leslie Morgan, who, being by me duly sworn, deposes and says that he is a licensed surveyor and that the attached plat dated the 8h day of June, 1956 was prepared by him from Plat recorded in the office of the Register of Deeds of Chowan County, North Carolina in Plat Book I, No. 2 at page 565, said plat being dated September 11, 1905. Therefore, let the instrument, with this Certificate be registered.

[redacted]

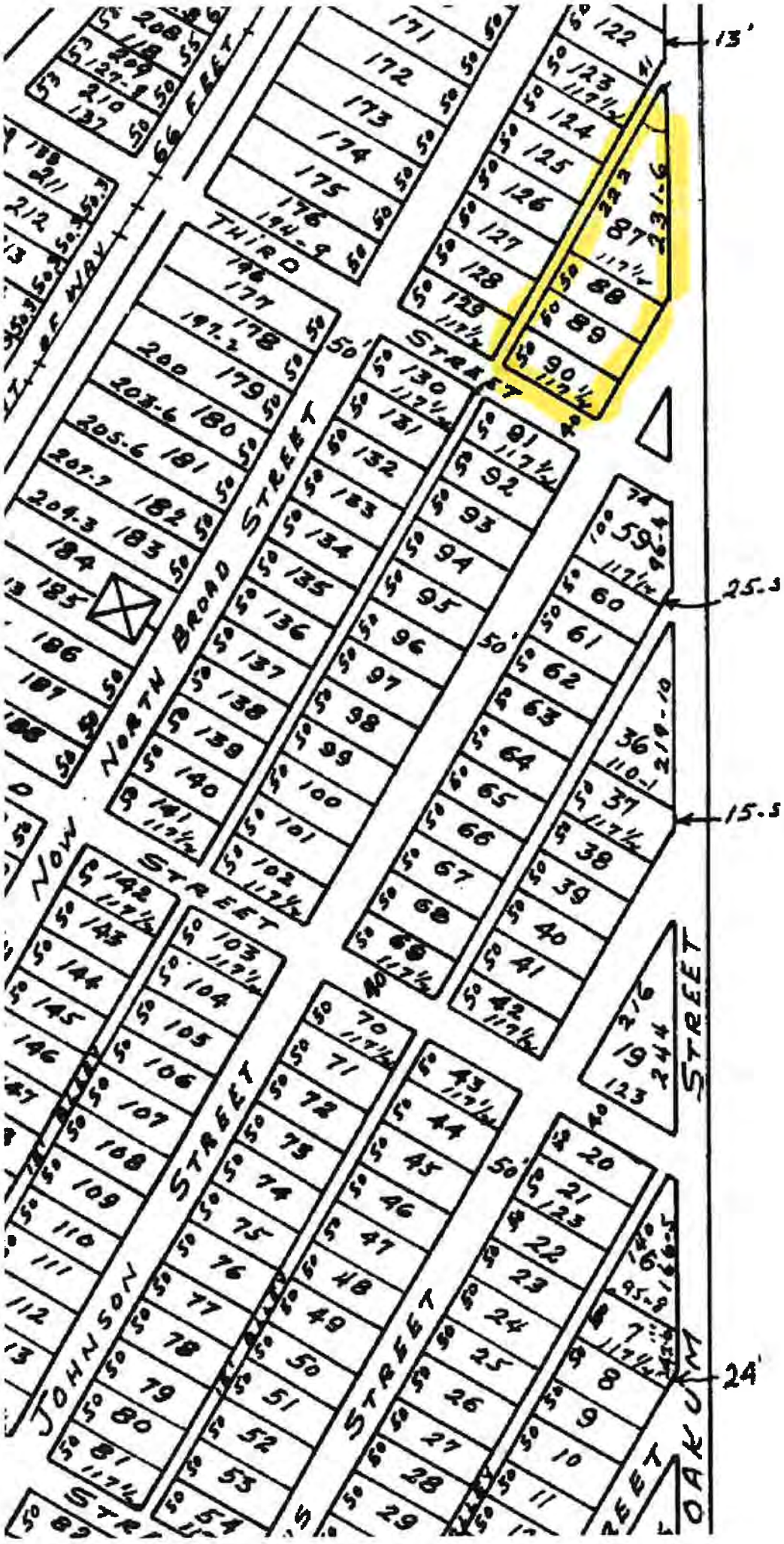
SWORN to and subscribed before me this 2d day of July, 1956.

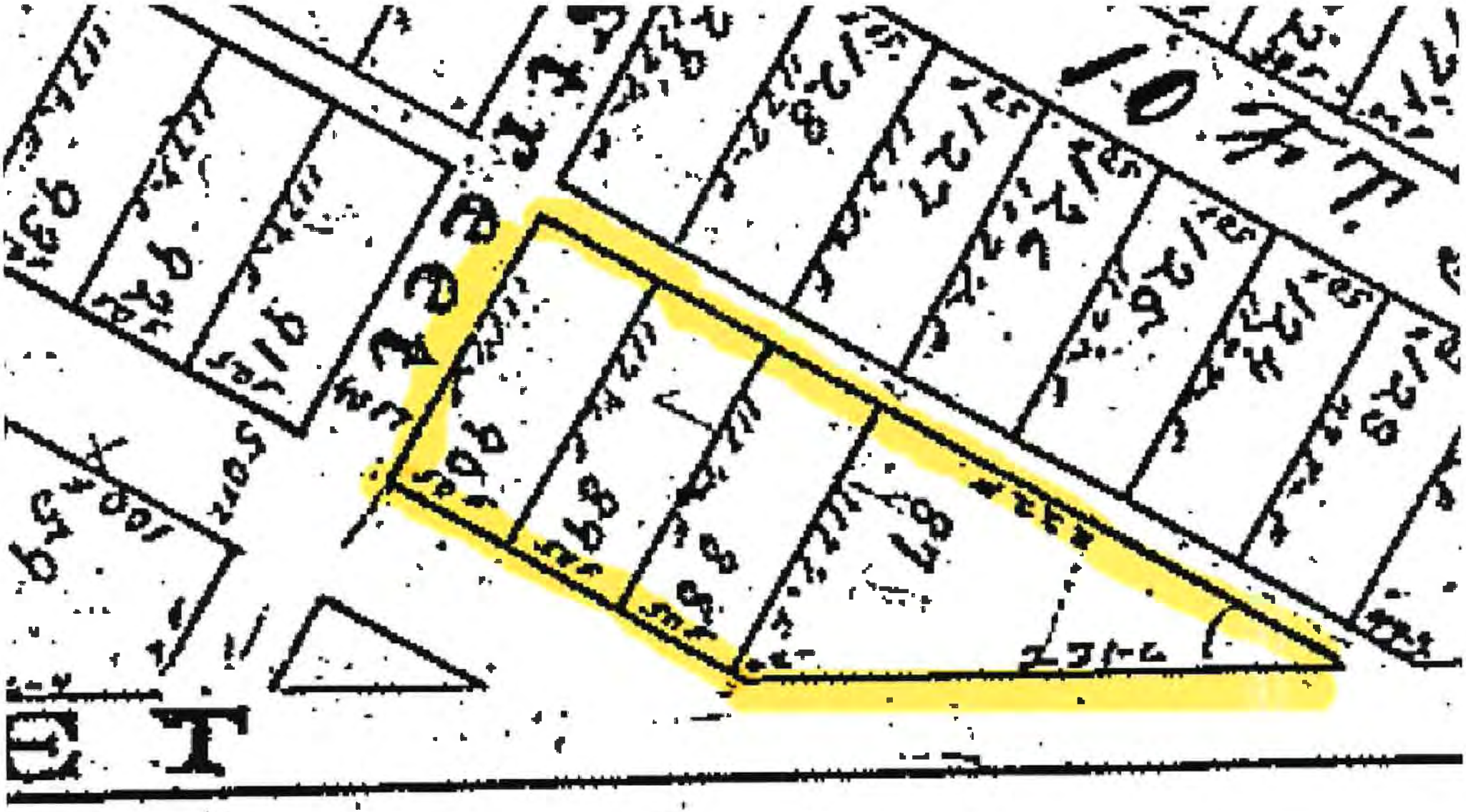
[redacted]

ASST. CLERK SUPERIOR COURT

Filed & Recorded July 2d 1956
M. L. Bunch Reg. of Deeds.
By: Bertha B. Bunch asst.

Third
Second
Street
DRIVE
WAY
STREET
OAKUM
JOHNSTON
Street
Street
Street


66 FEET
THIRD STREET
NORTH BROAD STREET
NOW STREET
JOHNSON STREET
STREET
STREET
STREET
OAKLAND
13'
25.3
15.3
24'
50'
50'
50'
50'



STAFF REPORT

To: Edenton Town Council
Date: October 13, 2026
Case: **C**RZ 26-05
Prepared By: Dewayne Whealton, Assistant Town Manager

GENERAL INFORMATION

Applicant: Dwayne Long
842 Chambers Ferry Road
Edenton, NC 27932

Property Owner: Dwayne Long
842 Chambers Ferry Road
Edenton, NC 27932

Requested Action: Rezoning from R-5 Residential to IW, Industrial Warehouse

Tax PIN #s: 78051683635, 780516838760, 780516838794, 780516839896
Location: 1001 Johnston Street, 1003 Johnston Street, 1005 Johnston Street, 1205 N. Oakum Street
Size: 0.14, 0.14, 0.14. 0.15 (0.57 acres).
Zoning: R-5 Residential
Existing Land Use: Existing Automotive Shop (planned expansion)
Surrounding Land Use & Zoning:

North- Developed, R-5, Single-family.
South- Developed R-5, Single-family and IW, Industrial Warehouse
East- Developed IW, Industrial Warehouse
West- Developed, R-5, Single-family.

Existing Zoning & Land Use Classification:

The R-5 Residential District is a higher-density residential zoning district. Under the 2018 Edenton-Chowan Land Use Plan, R-5 is identified as a zoning district compatible with the Medium/High Density Residential classification, together with R-14 and R-10.

Medium/High Density Residential

The Medium/High Density Residential classification occupies about 20 percent of the Town's planning jurisdiction and delineates lands where the predominant land use is higher-density single-family residential and multifamily development, as well as supporting public and institutional land uses. Medium density generally ranges from approximately three to seven dwelling units per acre, while high density generally ranges from approximately eight to 12 dwelling units per acre.

The Town zoning districts identified as compatible with the Medium/High Density Residential classification are R-14, R-10, and R-5. These districts allow approximately three to eight units per acre for single-family dwellings and 9 to 12 units per acre for multifamily dwellings. Public water and sewer service, or an approved private wastewater treatment system, and streets capable of accommodating higher traffic volumes are necessary to support these residential densities.

Existing Land Use Classification: "Medium/High Density Residential"

Proposed Zoning & Land Use Classification:
IW, Industrial Warehouse

The IW, Industrial Warehouse zoning district is the zoning district identified by the 2018 Edenton-Chowan Land Use Plan as compatible with the Industrial Future Land Use classification. The Industrial classification is intended to accommodate industrial and manufacturing establishments, as well as more intensive commercial uses and service businesses that support industrial land uses.

The Industrial classification occupies around ten percent of the Town's planning jurisdiction and is located primarily north of downtown and in areas around the airport. Public water and sewer service is needed to support the land uses typical of this classification.

Streets with the capacity to accommodate higher traffic volumes are necessary to support the intensity of development expected within the Industrial classification.

The Industrial classification is compatible with the IW (Industrial Warehouse) zoning district. The IW district does not have a minimum lot size standard; therefore, development intensity will vary. The Land Use Plan generally anticipates an average intensity of one industrial use per three acres, with lot coverage restricted to 60 percent and building heights limited to 50 feet.

The proposed IW zoning would permit a broader range of industrial, warehousing, service, and related uses than the existing R-5 district. Because residentially zoned and developed properties adjoin portions of the site, compatibility considerations such as buffering, screening, noise, lighting, traffic, and site design should be addressed through the applicable provisions of the Unified Development Ordinance as development or expansion occurs.

Proposed Land Use Classification: "Industrial"

Future Land Use Map Classification: Plans, Goals, and Objectives

- The 2018 Edenton-Chowan Land Use Plan explains that the Future Land Use Map depicts generalized patterns of projected land use and is intended to guide, rather than regulate, the use of individual parcels. For purposes of evaluating the requested IW zoning, the Plan's Industrial classification provides the applicable policy framework and identifies IW as the corresponding Town zoning district.

- The Industrial classification identifies land intended for industrial and manufacturing establishments. More intensive commercial uses, as well as service and businesses that support industrial land uses, are also appropriate within this classification.

- Public water and sewer service is needed to support the land uses typical of the Industrial classification, and streets with the capacity to accommodate higher traffic volumes are necessary to support the anticipated intensity of development.

- The Industrial classification is compatible with the IW (Industrial Warehouse) zoning district.

- The IW district does not have a minimum lot size standard. The Land Use Plan generally anticipates an average intensity of one industrial use per three acres.

- Lot coverage in the IW district is restricted to 60 percent and building heights are limited to 50 feet under the development characteristics summarized in the Land Use Plan.

- The requested rezoning would transition the subject properties from a residential zoning classification to an industrial zoning classification. The relationship of the site to adjoining R-5 residential properties should therefore be considered, with applicable UDO standards used to address potential impacts associated with future industrial development or expansion.

Zoning History: None on record.
Applicable Regulations: Unified Development Ordinance: Article XX, Amendments; Article IX, Zoning Districts and Zoning Map; Article XII, Density and Dimensional Regulations

SPECIAL INFORMATION

Public Utilities: Property within the Town Corporate Limits, municipal water and sewer services are available.
Public Services: The property is located within the Town Corporate Limits, protection services provided by Edenton Police Department.
Transportation: The subject properties has approximately 80' of road frontage along Oakum Street, 150' along Johnston Street, and 117' along Third Street
Physical Characteristics: Three undeveloped parcels and an existing automotive shop.

ANALYSIS

The request is to rezone the aforementioned parcels from R-5, Residential to IW, Industrial Warehouse. The applicant seeks the rezoning to allow the existing automotive shop to expand across the four subject parcels. The existing R-5 zoning is a residential classification and does not provide the same range of industrial and automotive-related development opportunities available in the IW district.

The subject properties are located at the transition between existing R-5 residential development and IW-zoned property. IW zoning exists immediately to the east and to the south of portions of the subject site, while R-5 residential zoning and single-family development remain to the north, west, and portions of the south. The requested rezoning would therefore extend an existing IW zoning pattern rather than establish an isolated industrial district, but compatibility with adjoining residential properties remains an important consideration.

The Future Land Use Map contained within the 2018 Edenton-Chowan Land Use Plan depicts generalized patterns of anticipated future land use. It is not intended to be used for site-specific land planning or as a regulatory zoning map. The Plan states that the map illustrates a typical pattern of use for a general area rather than the specific use of an individual parcel.

The proposed IW zoning is directly associated with the Industrial classification in the Land Use Plan. The Plan identifies IW as the Town zoning district compatible with Industrial-designated areas and describes those areas as appropriate for industrial and manufacturing establishments, more intensive commercial uses, and businesses that support industrial land uses.

The rezoning would represent a change from the residential policy framework associated with R-5 and Medium/High Density Residential to a conditional IW framework associated with the Industrial classification. The request should therefore be evaluated as a site-specific legislative zoning decision, with particular consideration given to the existing automotive repair use, the adjoining IW zoning pattern, the limited geographic extent of the request, and the proximity of established residential properties.

If approved as a conditional zoning district, the subject properties would not be available for the full range of uses otherwise allowed in the general IW district. Development would be limited to the uses, site plan, development narrative, and conditions specifically approved as part of CRZ 26-05, together with all other applicable requirements of the Town of Edenton Unified Development Ordinance.

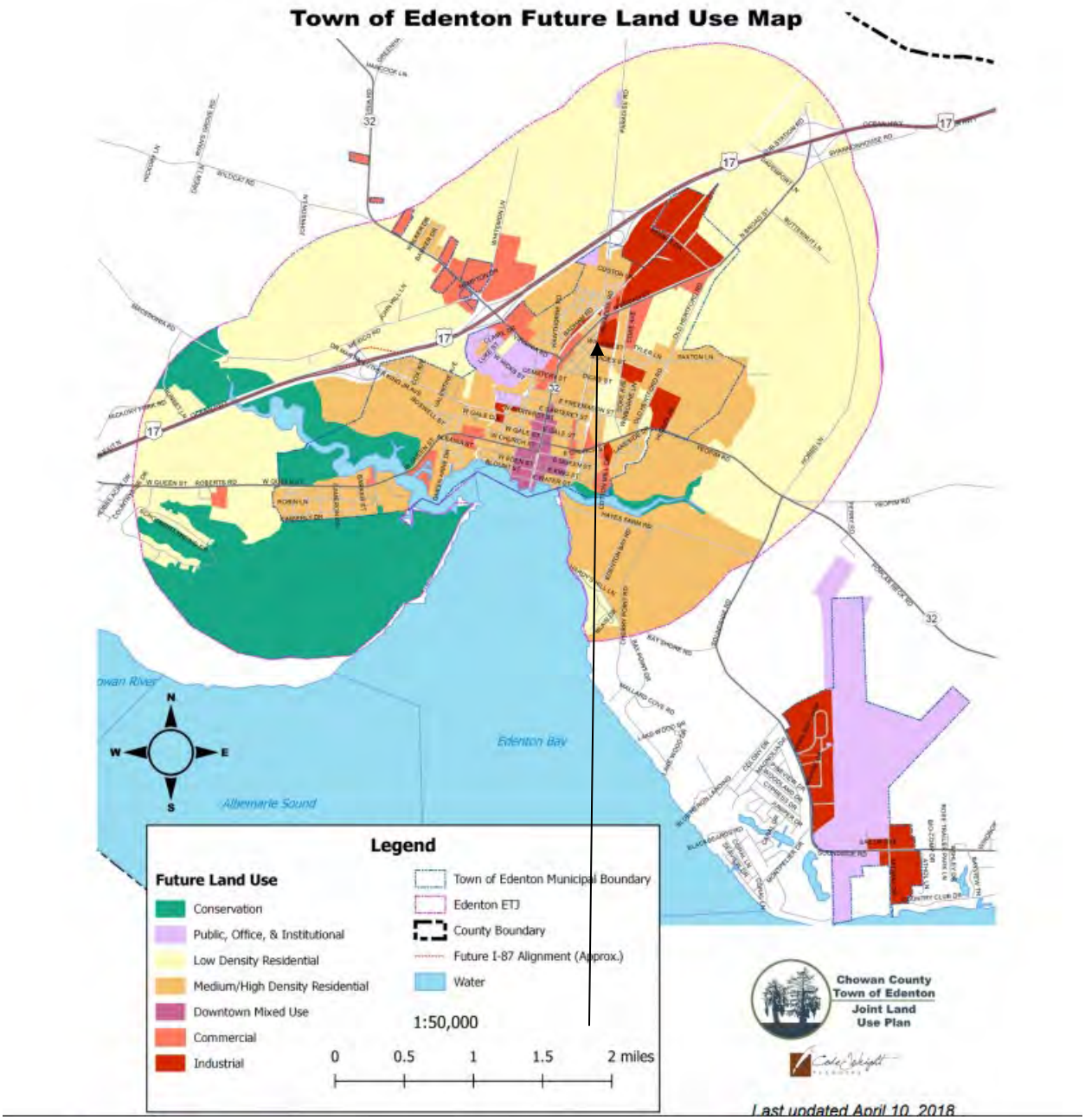
If granted the rezoning request, the property owners will ***continue*** to have to comply with ***all*** of the regulations included within the Town of Edenton's Unified Development Ordinance.

Under the 2018 Edenton-Chowan Land Use Plan, R-5 corresponds to the Medium/High Density Residential classification, while IW corresponds to the Industrial classification. The Future Land Use Map is a generalized policy guide and should be considered together with the existing zoning pattern and surrounding land uses when evaluating the requested amendment.

Current Zoning Map

Current Aerial Map

Future Land Use Map



The Future Land Use Map designates the parcels at 1001 Johnston Street, 1003 Johnston Street, 1005 Johnston Street, 1205 N. Oakum Streetas Medium/High Density Residential.

Under the 2018 Edenton-Chowan Land Use Plan, R-5 corresponds to the Medium/High Density Residential classification, while IW corresponds to the Industrial classification. The Future Land Use Map is a generalized policy guide and should be considered together with the existing zoning pattern and surrounding land uses when evaluating the requested amendment.

CONDITIONS OF APPROVAL

If the conditional rezoning is approved, staff recommends that the following site-specific conditions be incorporated into the zoning approval. The final conditions shall be accepted in writing by the applicant/property owner before final Town Council action:

1. Permitted Use and Geographic Limit. The conditional IW district shall be limited to the existing automotive repair/mechanic establishment and its approved expansion, together with customary accessory uses shown on the approved site plan and development narrative. The expansion shall be limited to the four subject parcels identified in CRZ 26-05: 1001 Johnston Street, 1003 Johnston Street, 1005 Johnston Street, and 1205 N. Oakum Street. No expansion of the automotive use onto additional property and no establishment of another principal IW use shall occur without approval of an amendment to the conditional zoning.

2. Approved Plans. Development and expansion of the site shall substantially conform to the conceptual site plan and development narrative approved as part of CRZ 26-05. Any material change to the approved site layout, principal use, access, buffering, screening, outdoor storage areas, or other condition of approval shall be reviewed in accordance with the Town of Edenton Unified Development Ordinance and, when required, shall be processed as an amendment to the conditional zoning.

3. Screening and Outdoor Storage. All outdoor storage areas, including the storage of parts, tires, equipment, materials, dumpsters, and vehicles awaiting repair, shall be located in the areas shown on the approved site plan and screened from adjoining residentially zoned or residentially used property with an opaque fence, landscaping, or a combination of screening methods meeting the Unified Development Ordinance.

4. Vehicles and Salvage Activity. Junked, abandoned, or inoperable vehicles that are not actively associated with the repair operations of the business shall not be stored on the property. Vehicles awaiting repair shall be kept within designated parking or screened storage areas. The property shall not be used as a salvage yard, junkyard, vehicle dismantling yard, or similar operation.

5. Integrated Development Site. Prior to issuance of permits for the proposed expansion, the applicant shall demonstrate that the four parcels can function as one integrated development site in compliance with the Unified Development Ordinance, Building Code, fire separation requirements, access requirements, and other applicable permitting standards. Any internal lot line that prevents compliance shall be removed by an approved and recorded recombination plat before the affected permit is issued.

6. Written Consent; Binding Effect. The applicant/property owner shall execute a written acknowledgment and consent to the approved conditions. All conditions approved with CRZ 26-05 shall run with the land and shall be binding upon the property owner and all successors and assigns. All development shall also comply with all other applicable requirements of the Town of Edenton Unified Development Ordinance and other applicable codes and regulations.

The conditions are intended to permit a controlled expansion of the existing automotive repair business while limiting the geographic extent and range of industrial uses and reducing potential impacts on adjoining residential properties.

In considering the request, staff finds that the conditions provide a direct relationship between the proposed expansion and the site-specific impacts that may reasonably result from industrial zoning at the edge of an established residential area.

RECOMMENDATION

Staff has determined that the application from Dwayne Long for a Conditional Zoning Map Amendment from R-5 Residential to IW, Industrial Warehouse is complete. The 2018 Edenton-Chowan Land Use Plan identifies R-5 as compatible with the Medium/High Density Residential classification and IW as compatible with the Industrial classification. The Future Land Use Map is a generalized policy guide and is not intended for parcel-specific regulatory use. Staff finds that CRZ 26-05, as conditioned, is reasonable and in the public interest because it recognizes an existing automotive repair use, allows a defined and controlled expansion limited to the four subject parcels, is located adjacent to existing IW zoning to the east and south of portions of the site, restricts the property from being opened to unrelated principal IW uses, and requires screening and controls on outdoor storage and vehicle accumulation to reduce potential impacts on adjoining residential properties. Staff therefore recommends approval of CRZ 26-05 subject to the stated conditions, the applicant/property owner's written consent to those conditions, and all applicable requirements of the Town of Edenton Unified Development Ordinance.

*SOME NOTES on PROCEDURE from Article XX, *Amendments,* Section 20.4:

> (c) Plan Consistency. When conducting a review of proposed zoning text or map amendments pursuant to this section, the Planning Board shall advise and comment on whether the proposed action is consistent with any comprehensive plan that has been adopted and any other officially adopted plan that is applicable. The Planning Board shall provide a written recommendation to the Town Council that addresses plan consistency and other matters as Town of Edenton Unified Development Ordinance, 9/14/2021 20-3 deemed appropriate by the Planning Board, but a comment by the Planning Board that a proposed amendment is inconsistent with the comprehensive plan shall not preclude consideration or approval of the proposed amendment by the Town Council. If a zoning map amendment qualifies as a "large-scale rezoning" under NCGS 160D-602(b), the Planning Board statement describing plan consistency may address the overall rezoning and describe how the analysis and policies in the relevant adopted plans were considered in the recommendations made.

STAFF MEMORANDUM

To: Mayor and Town Council
From: Dewayne Whealton, Assistant Town Manager
Date: October 13, 2026
Subject: Jackson Dairy – Minor Modification / Development Phasing and Amended Final Plat

Background

The Town has received a Development Phasing Plan and Amended Final Plat for Jackson Dairy, located at 515 E. Church Street. The property contains approximately **9.82 acres**, is zoned **R-5**, and the approved subdivision contains 31 lots plus residual property.

The proposed amended plat establishes the following development phases:

- **Development Phase 1:** Lots 1–10 and the Cottage Homes
- **Development Phase 2:** Lots 11–29

The amended plat also proposes to abandon Cottage Homes Lot CH-4 and revise Cottage Homes Lots CH-2, CH-3, CH-5, CH-6, and CH-7.

Portions of the proposed Phase 1 have already been developed.

Staff Review

Staff has reviewed the proposed changes as a minor modification to the previously approved development. The proposed phasing is intended to clarify the sequencing of the remaining development and does not constitute a new subdivision proposal.

The amended plat continues to identify the approved streets, open space, access easements, Town access and utility easements, and other development features associated with the subdivision.

Because Town Council was the original permit-issuing authority, the minor modification is being presented to Council for approval. The proposed phasing has also been forwarded to the Public Works Director for review to ensure that the phasing does not adversely affect existing or remaining infrastructure requirements.

All conditions and requirements associated with the original Jackson Dairy approval would remain in effect unless specifically modified by Council's action.

Staff Recommendation

Subject to confirmation from Public Works that there are no outstanding infrastructure concerns associated with the proposed phasing, staff recommends approval of the minor modification and Development Phasing Plan and Amended Final Plat as submitted.

Suggested Motion

Motion to approve the minor modification to the previously approved Jackson Dairy development in accordance with the Development Phasing Plan and Amended Final Plat prepared by Timmons Group, establishing Development Phase 1 as Lots 1–10 and the Cottage Homes and Development Phase 2 as

Lots 11–29, including the Cottage Home lot revisions shown on the amended plat, with all conditions and requirements of the original approval remaining in effect unless expressly modified by this approval.

SITE DATA:

1. OWNER/DEVELOPER:
   DOWN EAST PRESERVATION CONSTRUCTION AND DESIGN LLC
   JAMES DAWSON TYLER, III
   205 W. CHURCH STREET
   EDENTON, NC 27932
   252.484.5681

2. PROPERTY INFORMATION:
   ADDRESS: 515 E. CHURCH STREET
   PIN: 7804089958O9
   SITE AREA: 9.82 AC (427,450 SF)
   ZONED: R-5
   D.B. 555, PG. 915

3. TOTAL NUMBER OF LOTS: 31 PLUS RESIDUAL PROPERTY
   MINIMUM LOT SIZE: 5,000 SF

4. ALL DISTANCES SHOWN ARE HORIZONTAL GROUND DISTANCES.

5. THE PROPERTY IS LOCATED IN FLOOD ZONE "X", AS SHOWN ON FLOOD MAP PANELS 3720780400K & 3720780500K, DATED DECEMBER 21, 2018 AND SUBJECT TO CHANGE BY FEMA.

6. THERE ARE NO N.G.S. MONUMENTS WITHIN 2,000' OF THE SITE.

7. ALL CORNERS SHOWN AS SET IRON ROD WILL BE SET PRIOR TO THE SALE OF THE FIRST INDIVIDUAL LOT. (G.S. 39-32.2)

8. THE PURPOSE OF THIS PLAT IS TO ABANDON "COTTAGE HOMES" LOT CH-4 AND REVISE "COTTAGE HOMES" LOTS CH-2, CH-3, CH-5, CH-6, & CH-7.

LOT AREAS:

LOT 1:	6900 SF
LOT 2:	5267 SF
LOT 3:	5008 SF
LOT 4:	5008 SF
LOT 5:	5088 SF
LOT 6:	5068 SF
LOT 7:	5000 SF
LOT 8:	5243 SF
LOT 9:	5122 SF
LOT 10:	7347 SF
LOT 11:	5046 SF
LOT 12:	5000 SF
LOT 13:	5000 SF
LOT 14:	5015 SF
LOT 15:	5022 SF
LOT 16:	5004 SF
LOT 17:	5000 SF
LOT 18:	5000 SF
LOT 19:	6480 SF
LOT 20:	5000 SF
LOT 21:	5000 SF
LOT 22:	5000 SF
LOT 23:	5000 SF
LOT 24:	5000 SF
LOT 25:	5000 SF
LOT 26:	5000 SF
LOT 27:	5000 SF
LOT 28:	5000 SF
LOT 29:	5003 SF
COTTAGE LOTS:	20081 SF
OPEN SPACE A:	141450 SF
OPEN SPACE B:	22463 SF
RIGHT OF WAY:	38263 SF
FUTURE DEVELOPMENT A:	25124 SF
FUTURE DEVELOPMENT B:	27350 SF
ACCESS EASEMENT 1:	8090 SF
ABANDONED R/R R/W:	18182 SF

CERTIFICATE OF APPROVAL

I HEREBY CERTIFY THAT ALL STREETS SHOWN ON THIS PLAT ARE WITHIN THE TOWN OF EDENTON'S PLANNING JURISDICTION, ALL STREETS AND OTHER IMPROVEMENTS SHOWN ON THIS PLAT HAVE BEEN INSTALLED OR COMPLETED OR THAT THEIR INSTALLATION OR COMPLETION (WITHIN TWELVE MONTHS AFTER THE DATE BELOW) HAS BEEN ASSURED BY THE POSTING OF A PERFORMANCE BOND OR OTHER SUFFICIENT SURETY, AND THAT THE SUBDIVISION SHOWN ON THIS PLAT IS IN ALL RESPECTS IN COMPLIANCE WITH CHAPTER 21 OF THE EDENTON TOWN CODE, AND THEREFORE THIS PLAT HAS BEEN APPROVED BY THE EDENTON LAND USE ADMINISTRATOR, SUBJECT TO ITS BEING RECORDED IN THE CHOWAN COUNTY REGISTRY WITHIN SIXTY DAYS OF THE DATE BELOW.

_____ _____
DATE LAND USE ADMINISTRATOR

CERTIFICATE OF OWNERSHIP AND DEDICATION

I HEREBY CERTIFY THAT I AM THE OWNER OF THE PROPERTY DESCRIBED HEREON, WHICH PROPERTY IS LOCATED WITHIN THE SUBDIVISION REGULATION JURISDICTION OF THE TOWN OF EDENTON, THAT I HEREBY FREELY ADOPT THIS PLAN OF SUBDIVISION AND DEDICATE TO PUBLIC USE ALL AREAS SHOWN ON THIS PLAT AS STREETS, ALLEYS, WALKS, PARKS, OPEN SPACE, AND EASEMENTS, EXCEPT THOSE SPECIFICALLY INDICATED AS PRIVATE, AND THAT I WILL MAINTAIN ALL SUCH AREAS UNTIL THE OFFER OF DEDICATION IS ACCEPTED BY THE APPROPRIATE PUBLIC AUTHORITY. ALL PROPERTY SHOWN ON THIS PLAT AS DEDICATED FOR A PUBLIC USE SHALL BE DEEMED TO BE DEDICATED FOR ANY OTHER PUBLIC USE AUTHORIZED BY LAW WHEN SUCH OTHER USE IS APPROVED BY THE EDENTON TOWN COUNCIL IN THE PUBLIC INTEREST.

_____ _____
DATE OWNER

I, _____, A NOTARY PUBLIC OF

_____ COUNTY,

NORTH CAROLINA, DO HEREBY CERTIFY THAT _____

_____

PERSONALLY APPEARED BEFORE ME THIS DATE AND ACKNOWLEDGED THE DUE EXECUTION OF THE FOREGOING CERTIFICATE.

WITNESS MY HAND AND OFFICIAL SEAL THIS _____ DAY OF _____, 20_____

_____
NOTARY PUBLIC
MY COMMISSION EXPIRES _____

CERTIFICATE OF IMPROVEMENTS

IF THE REQUIRED IMPROVEMENTS ARE COMPLETED PRIOR TO THE SUBMISSION OF THE FINAL PLAT, THE FOLLOWING CERTIFICATE SHALL BE LETTERED ON THE PLAT ABOVE THE SIGNATURE OF THE TOWN ENGINEER:

"KNOW ALL MEN BY THESE PRESENT, THAT I HEREBY CERTIFY THAT ON THIS, THE

_____ DAY OF _____, 2023, ALL OF THE IMPROVEMENTS AS REQUIRED BY THE EDENTON SUBDIVISION REGULATIONS HAVE BEEN INSTALLED BY THE DEVELOPER IN AN APPROVED MANNER."

IF THE REQUIRED IMPROVEMENTS ARE NOT COMPLETED PRIOR TO THE SUBMISSION OF THE FINAL PLAT, THE FOLLOWING CERTIFICATE SHALL BE LETTERED ON THE PLAT ABOVE THE SIGNATURE OF THE CITY MANAGER:

"KNOW ALL MEN BY THESE PRESENTS, THAT I HEREBY CERTIFY PERFORMANCE

GUARANTEES SUFFICIENT TO SECURE THE AMOUNT OF $_____ HAS BEEN POSTED WITH THE TOWN OF EDENTON BY THE DEVELOPER, THEREBY GUARANTEEING THAT ALL IMPROVEMENTS REQUIRED BY THE EDENTON SUBDIVISION REGULATIONS SHALL BE CONSTRUCTED. SUCH IMPROVEMENTS SHALL BE COMPLETED WITHIN

_____ DAYS FROM THE DATE OF THIS STATEMENT."

_____ _____
DATE TOWN MANAGER

SEE SHEETS 2 & 3 OF 3 FOR MAPS

I, JASON A. MIZELLE, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION; DEED DESCRIPTION RECORDED IN DEED BOOK 555, PAGE 915; THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN THE REFERENCES SHOWN HEREON; THAT THE RATIO OF PRECISION AS CALCULATED IS 1:10,000+; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED.

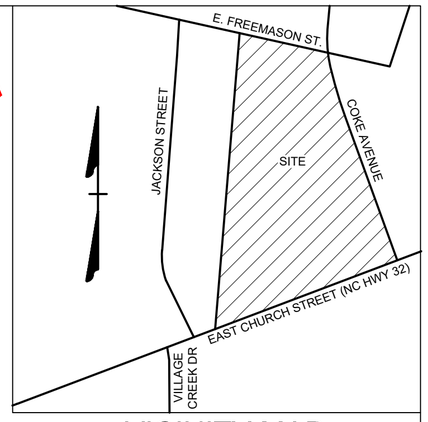
F(11) A. THAT THE SURVEY CREATES A SUBDIVISION OF LAND WITHIN THE AREA OF A COUNTY OR MUNICIPALITY THAT HAS AN ORDINANCE THAT REGULATES PARCELS OF LAND.

NORTH CAROLINA PROFESSIONAL SEAL L-4917 LAND SURVEYOR JASON A. MIZELLE

PRELIMINARY ONLY NOT FOR CONSTRUCTION

WITNESS MY ORIGINAL SIGNATURE, REGISTRATION NUMBER AND SEAL THIS 1ST DAY OF MARCH, 2024.

_____
JASON A. MIZELLE, PLS L-4917



VICINITY MAP
(NOT TO SCALE)

FLOOD DAMAGE PREVENTION CERTIFICATE OF APPROVAL FOR RECORDING

I CERTIFY THAT THE PLAT SHOWN HEREON COMPLIES WITH THE TOWN OF EDENTON FLOOD DAMAGE PREVENTION ORDINANCE REQUIREMENTS AND IS APPROVED BY EDENTON FOR RECORDING IN THE REGISTER OF DEEDS OFFICE.

_____ _____
DATE LAND USE ADMINISTRATOR

CAMA CONSISTENCY CERTIFICATE
I HEREBY CERTIFY THAT THIS SUBDIVISION CONFORMS TO THE STANDARDS OF THE NORTH

CAROLINA COASTAL AREA MANAGEMENT ACT OF 1974 AND IS _____ / IS NOT _____ LOCATED WITHIN ANY AREA OF ENVIRONMENTAL CONCERN.

_____ _____
DATE LOCAL PERMIT OFFICER

OFFER OF DEDICATION

TOWN COUNCIL APPROVED OFFER OF DEDICATION BY RESOLUTION ADOPTED AT MEETING

ON _____, 2023.

_____ _____
DATE TOWN CLERK

NORTH CAROLINA, CHOWAN COUNTY

I, _____ REVIEW OFFICER OF CHOWAN COUNTY, CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

_____ _____
REVIEW OFFICER DATE

LOTS IN DEVELOPMENT PHASE 1: 1 - 10 & COTTAGE HOMES

LOTS IN DEVELOPMENT PHASE 2: 11 - 29

DEVELOPMENT PHASING PLAN AND AMENDED FINAL PLAT FOR

JACKSON DAIRY

SHEET 1 OF 3
BEING PROPERTY DESCRIBED IN AMENDED FINAL PLAT FOR JACKSON DAIRY, P.C. 3, SLD. 14H
TOWN OF EDENTON CHOWAN COUNTY NORTH CAROLINA

TIMMONS GROUP
1805 West City Drive, Unit E, Elizabeth City, NC 27909
TEL 252.621.5030 www.timmons.com
North Carolina License Number C-1652

SCALE:	FILE NO:	DATE OF SURVEY:	DRAFTED:	DATE:	CHECKED:
1"=60'	51463	FEBRUARY 22, 2024	JHS	SEPTEMBER XX, 2026	JAM

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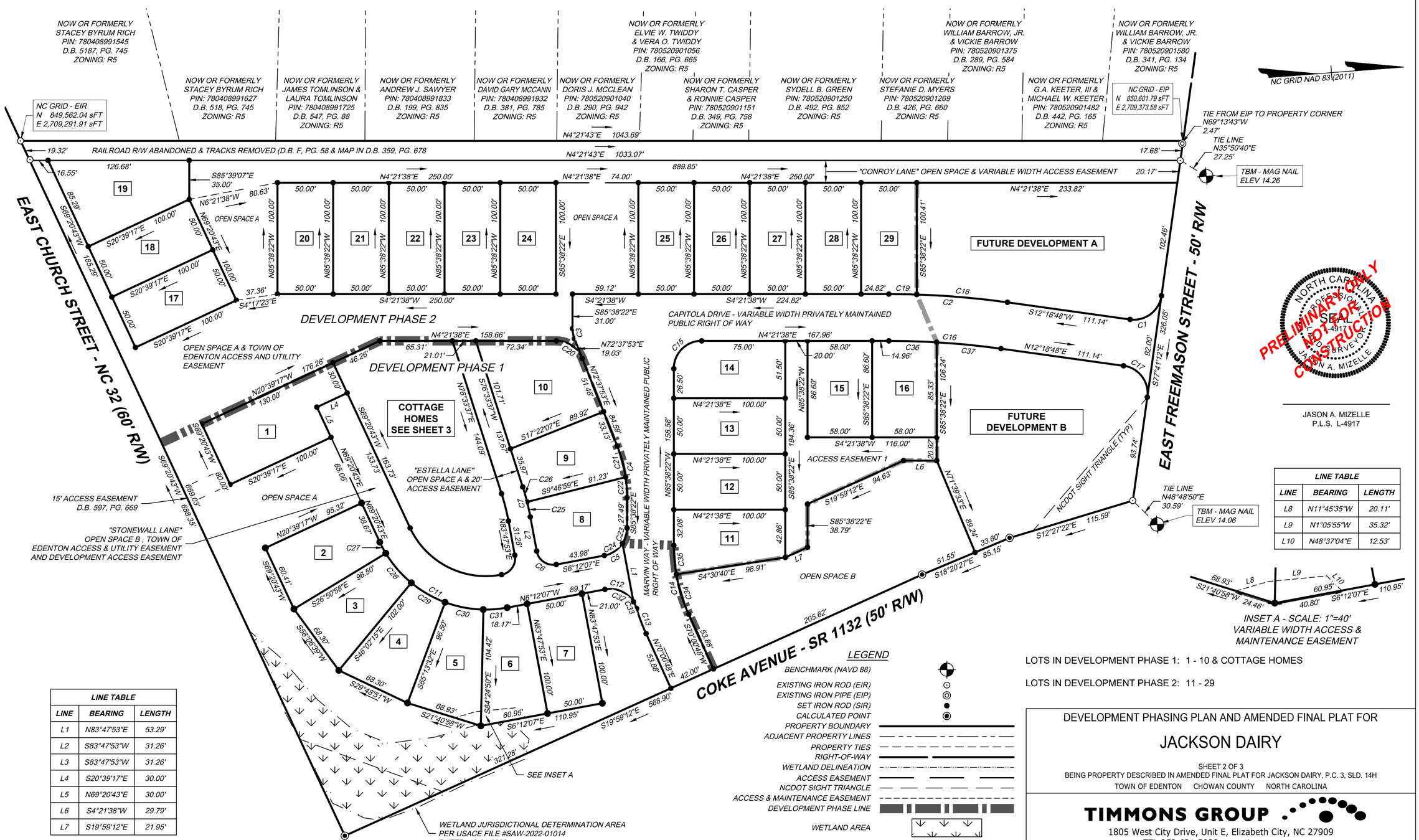
CURVE TABLE						
CURVE	RADIUS	LENGTH	TANGENT	DELTA	CHORD BEARING	CHORD
C1	25.00'	39.27'	25.00'	90°00'05"	S32°41'14"E	35.36'
C2	770.00'	106.88'	53.53'	7°57'10"	S8°20'13"W	106.79'
C3	24.50'	9.29'	4.70'	21°43'45"	N83°29'45"E	9.24'
C4	125.00'	47.41'	23.99'	21°43'45"	N83°29'45"E	47.12'
C5	25.00'	34.66'	20.77'	79°26'15"	S45°55'15"E	31.95'
C6	15.00'	23.56'	15.00'	90°00'00"	S38°47'53"W	21.21'
C7	220.00'	27.79'	13.91'	7°14'16"	S80°10'45"W	27.77'
C8	200.00'	25.26'	12.65'	7°14'16"	N80°10'45"E	25.25'
C9	15.00'	23.50'	14.93'	89°44'55"	S51°19'40"E	21.17'
C10	75.00'	99.22'	58.38'	75°47'56"	S31°26'45"W	92.14'

CURVE TABLE						
CURVE	RADIUS	LENGTH	TANGENT	DELTA	CHORD BEARING	CHORD
C11	105.00'	138.45'	81.37'	75°32'51"	N31°34'18"E	128.63'
C12	25.00'	36.38'	22.27'	83°23'04"	N35°29'24"E	33.26'
C13	192.00'	24.02'	12.03'	7°10'08"	N73°35'52"E	24.01'
C14	150.00'	63.74'	32.36'	24°20'50"	S82°11'13"W	63.26'
C15	25.00'	39.27'	25.00'	90°00'00"	N40°38'22"W	35.36'
C16	728.00'	101.05'	50.61'	7°57'10"	N8°20'13"E	100.97'
C17	25.00'	39.27'	25.00'	89°59'59"	N57°18'48"E	35.36'
C18	770.00'	81.70'	40.89'	6°04'45"	S9°16'26"W	81.66'
C19	770.00'	25.18'	12.59'	1°52'25"	S5°17'51"W	25.18'
C20	25.00'	29.79'	16.95'	68°16'15"	S38°29'45"W	28.06'

CURVE TABLE						
CURVE	RADIUS	LENGTH	TANGENT	DELTA	CHORD BEARING	CHORD
C21	125.00'	29.02'	14.58'	13°18'12"	N79°16'59"E	28.96'
C22	125.00'	18.38'	9.21'	8°25'33"	S89°51'09"E	18.37'
C23	25.00'	14.45'	7.43'	33°07'25"	S69°04'40"E	14.25'
C24	25.00'	20.21'	10.69'	46°18'50"	S29°21'32"E	19.66'
C25	220.00'	13.75'	6.88'	3°34'52"	S82°00'27"W	13.75'
C26	220.00'	14.04'	7.02'	3°39'24"	S78°23'19"W	14.04'
C27	105.00'	11.35'	5.68'	6°11'41"	N66°14'53"E	11.35'
C28	105.00'	35.16'	17.75'	19°11'17"	N53°33'23"E	35.00'
C29	105.00'	35.16'	17.75'	19°11'17"	N34°22'06"E	35.00'
C30	105.00'	35.16'	17.75'	19°11'17"	N15°10'49"E	35.00'

CURVE TABLE						
CURVE	RADIUS	LENGTH	TANGENT	DELTA	CHORD BEARING	CHORD
C31	105.00'	21.60'	10.84'	11°47'18"	N0°18'29"W	21.57'
C32	25.00'	29.59'	16.80'	67°48'46"	N27°42'16"E	27.89'
C33	25.00'	6.79'	3.42'	15°34'18"	N69°23'48"E	6.77'
C34	150.00'	37.57'	18.88'	14°21'00"	N77°11'18"E	37.47'
C35	150.00'	26.17'	13.12'	9°59'50"	N89°21'43"E	26.14'
C36	728.00'	43.07'	21.54'	3°23'22"	S6°03'19"W	43.06'
C37	728.00'	57.98'	29.01'	4°33'48"	S10°01'54"W	57.97'



LINE TABLE		
LINE	BEARING	LENGTH
L1	N83°47'53"E	53.29'
L2	S83°47'53"W	31.26'
L3	S83°47'53"W	31.26'
L4	S20°39'17"E	30.00'
L5	N69°20'43"E	30.00'
L6	S4°21'38"W	29.79'
L7	S19°59'12"E	21.95'

LINE TABLE		
LINE	BEARING	LENGTH
L8	N11°45'35"W	20.11'
L9	N1°05'55"W	35.32'
L10	N48°37'04"E	12.53'

INSET A - SCALE: 1"=40'
VARIABLE WIDTH ACCESS & MAINTENANCE EASEMENT

LEGEND

- BENCHMARK (NAVD 88)
- EXISTING IRON ROD (EIR)
- EXISTING IRON PIPE (EIP)
- SET IRON ROD (SIR)
- CALCULATED POINT
- PROPERTY BOUNDARY
- ADJACENT PROPERTY LINES
- PROPERTY TIES
- RIGHT-OF-WAY
- WETLAND DELINEATION
- ACCESS EASEMENT
- NCDOT SIGHT TRIANGLE
- ACCESS & MAINTENANCE EASEMENT
- DEVELOPMENT PHASE LINE
- WETLAND AREA

SCALE 1"=60'
0 60' 120'

LOTS IN DEVELOPMENT PHASE 1: 1 - 10 & COTTAGE HOMES

LOTS IN DEVELOPMENT PHASE 2: 11 - 29

PRELIMINARY - NOT FOR CONSTRUCTION

NORTH CAROLINA PROFESSIONAL SEAL L-4917 LAND SURVEYOR JASON A. MIZELLE

JASON A. MIZELLE
P.L.S. L-4917

DEVELOPMENT PHASING PLAN AND AMENDED FINAL PLAT FOR

JACKSON DAIRY

SHEET 2 OF 3
BEING PROPERTY DESCRIBED IN AMENDED FINAL PLAT FOR JACKSON DAIRY, P.C. 3, SLD. 14H
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North Carolina License Number C-1652

SCALE:	FILE NO:	DATE OF SURVEY:	DRAFTED:	DATE:	CHECKED:
1"=60'	51463	FEBRUARY 22, 2024	JHS	SEPTEMBER XX, 2026	JAM

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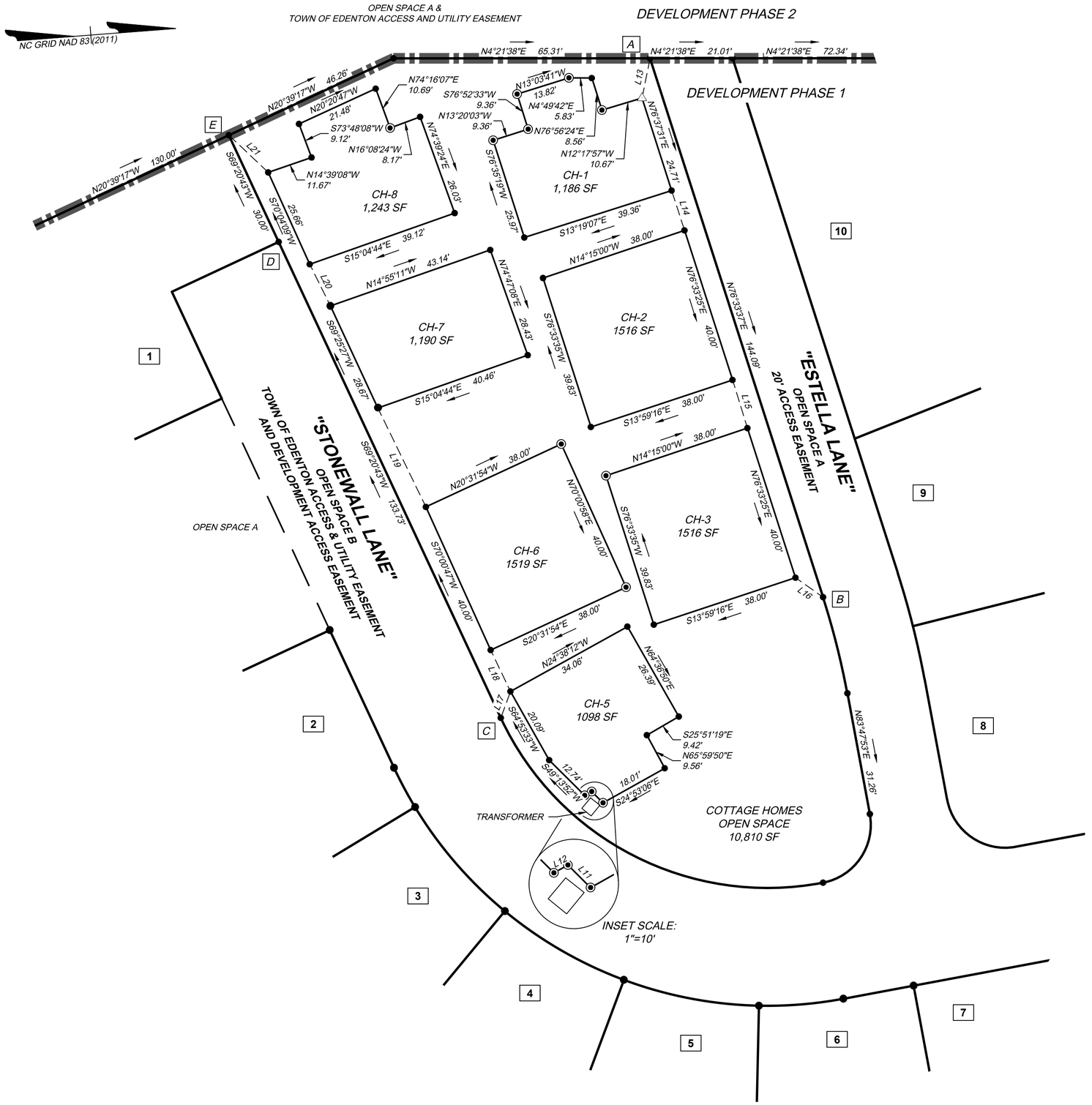

CURVE TABLE						
CURVE	RADIUS	LENGTH	TANGENT	DELTA	CHORD BEARING	CHORD
C8	200.00'	25.26'	12.65'	7°14'16"	N80°10'45"E	25.25'
C9	15.00'	23.50'	14.93'	89°44'55"	S51°19'40"E	21.17'
C10	75.00'	99.22'	58.38'	75°47'56"	S31°26'45"W	92.14'

LINE TABLE		
LINE	BEARING	LENGTH
L11	S49°13'52"W	4.07'
L12	S24°53'06"E	2.04'
L13	S74°13'20"E	10.33'
L14	N76°22'51"E	10.67'
L15	N77°11'15"E	12.83'
L16	N39°36'23"E	8.60'
L17	N65°37'13"W	7.16'
L18	S68°51'18"W	11.68'
L19	S68°27'29"W	28.00'
L20	S67°58'15"W	11.83'
L21	S47°44'03"W	13.80'

NORTH CAROLINA PROFESSIONAL SEAL L-4917 LAND SURVEYOR JASON A. MIZELLE

PRELIMINARY ONLY NOT FOR CONSTRUCTION

JASON A. MIZELLE
P.L.S. L-4917

LEGEND

- SET IRON ROD (SIR)
- MAGNETIC NAIL
- CALCULATED POINT
- PROPERTY BOUNDARY
- ADJACENT PROPERTY LINES
- PROPERTY TIES
- RIGHT-OF-WAY
- ACCESS EASEMENT
- DEVELOPMENT PHASE LINE

SCALE 1"=60'

0 60' 120'

LOTS IN DEVELOPMENT PHASE 1: 1 - 10 & COTTAGE HOMES

LOTS IN DEVELOPMENT PHASE 2: 11 - 29

DEVELOPMENT PHASING PLAN AND AMENDED FINAL PLAT FOR

JACKSON DAIRY

SHEET 3 OF 3
BEING PROPERTY DESCRIBED IN AMENDED FINAL PLAT FOR JACKSON DAIRY, P.C. 3, SLD. 14H
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1"=60'	51463	FEBRUARY 22, 2024	JHS	SEPTEMBER XX, 2026	JAM

SEE SHEET 1 OF 3 FOR NOTES AND CERTIFICATES
SEE SHEET 2 FOR NC GRID COORDINATES

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EDENTON POLICE DEPARTMENT

MONTHLY ACTIVITY REPORT

September 2026 · Compared with September 2025

WARRANTS, TICKETS & WARNINGS

Category	2025	2026	% Change
Warrants / Subpoenas Received	49	53	8.2%
Warrants / Subpoenas Served	51	54	5.9%
Town Tickets Issued	3	5	66.7%
Town Ticket Revenue	$320	$250	(21.9%)
Warning Tickets	67	83	23.9%

CALLS ANSWERED AND / OR INVESTIGATED

Call Type	2025	2026	% Change	Call Type	2025	2026	% Change
Alarms	49	34	(30.6%)	Business Checks	—	151	
Escorts	7	14	100.0%	Homes Checked	—	2	
Fire Assist	5	19	280.0%	Assist Motorist	31	27	(12.9%)
Rescue Assist	23	29	26.1%	Public Intoxication	—	1	
Misc. Calls	1,002	1,760	75.6%	Auto Accidents	12	14	16.7%
Domestic Calls	21	5	(76.2%)	Approx. Accident Damage	$56,100	$40,200	(28.3%)
Cases Opened (see below)	23	16	(30.4%)	Personal Injuries	4	3	(25.0%)
TOTAL CALLS	1,150	2,056	78.8%	*Total excludes cases opened, accident damage, and personal injuries.*			

BREAKDOWN OF CASES OPENED FOR INVESTIGATION

Offense	2025	2026	% Change	Offense	2025	2026	% Change
B&E / B&E&L	—	1		Larceny from Motor Vehicle	—	—	—
Drug Cases	2	1	(50.0%)	Domestic Assaults	—	1	
Larceny	2	—	(100.0%)	Motor Vehicle Theft	—	—	—
Unauthorized Use of MV	—	—	—	Injury to Property	4	1	(75.0%)
Misc. Cases	8	3	(62.5%)	Other Weapon Violation	—	1	
Assaults	—	—	—	Assault with Gun	—	—	—
Vandalism	—	—	—	Concealed Weapon	—	4	
Arson	—	—	—	Murder / Attempt	—	—	—
Trespassing	—	—	—	Robbery	—	—	—
Shoplifting	2	1	(50.0%)	Resist Arrest	—	1	
Fraud / Counterfeit	3	1	(66.7%)	Sex Offenses	2	—	(100.0%)
Embezzlement	—	—	—	Forgery / Uttering	—	1	
TOTAL CASES ASSIGNED	23	16	(30.4%)	**OPEN CASES TO DATE**	23	12	(47.8%)
TOTAL CASES CLEARED	25	21	(16.0%)				

ARRESTS & TRAFFIC CITATIONS

Category	2025	2026	% Change	Category	2025	2026	% Change
Arrests	8	8	—	**Traffic Citations**	27	47	74.1%

NARRATIVE

Not all citations and warning tickets have synced due to issues within the BRAZOS software.

Submitted by *Admin. SGT Russell Michael*

% Change = (2026 − 2025) ÷ 2025. Blank = no 2025 baseline.

EDENTON POLICE DEPARTMENT

YEARLY REPORT 2015 to date

Year to Date Totals

Warrants	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Warrants/Subpoenas Received	863	784	795	548	629	858	551	827	710	735	478
Warrants/Subpoenas Served	768	687	756	752	558	774	517	768	644	657	398
Town Tickets Issued	311	152	53	103	16	27	94	68	47	37	57
Total Town Ticket Revenue	$11,585	$3,870	$1,910	$3,435	$530	$1,190	$1,750	$1,280	$1,375	$1,160	$1,985
Warning Tickets	414	522	462	553	247	386	695	838	848	1,037	953

Calls Answered and/or Investigated

	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Alarms	448	472	472	464	404	406	387	408	230	496	234
Escorts	1,184	1,305	1,305	920	319	440	154	171	77	186	117
Fire Assist	93	110	110	84	92	73	140	82	159	85	147
Rescue Assist	671	688	688	618	243	142	82	0	0	279	270
Misc Calls	4,387	4,490	4,490	3,770	3,321	2,739	3,609	4,940	3,372	10,544	11,741
Domestic Calls	326	273	273	202	211	260	427	269	234	253	127
Cases Open see below	541	448	448	400	397	347	280	302	199	252	153
Total Calls	10,790	11,475	9,417	7,038	5,321	4,708	5,471	6,542	4,072	11,843	14,124

	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Business Checks	46	26	25	23	11	26	9	0	2	121	954
Homes Checked	2,698	3,273	1,150	225	36	16	7	49	58	4	12
Assist Motorist	733	627	686	570	537	629	458	444	331	486	276
Public Drunks	25	36	27	11	12	16	7	0	1	0	5
Auto Accidents	179	175	191	151	135	156	167	179	115	153	76
Appx Damage Acc	$698,169	$456,445	$485,440	$262,950	$241,083	$489,030	$426,580	$409,571	$377,830	$454,620	$184,610
Personal Injuries	32	40	33	18	61	23	36	45	19	24	12

Breakdown of Cases Opened for Investigation

	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
B/E or B/E/L	59	36	36	34	27	26	16	19	9	37	7
Drug Cases	18	38	32	35	21	35	34	11	14	37	22
Larceny	76	57	72	67	56	30	65	49	36	22	9
Unauthorized Use MV	2	1	0	0	1	1	2	0	1	1	0
Misc Cases(not in other cat)	95	106	116	78	87	95	98	98	61	49	25
Assaults	25	25	28	30	23	26	14	32	16	12	8
Vandalism	53	19	4	18	11	0	3	0	0	0	0
Arson	1	0	0	0	0	0	0	0	0	1	1
Trespassing	7	6	10	8	5	3	4	10	12	1	2
Shoplifting	0	0	0	0	0	0	1	0	9	17	5
Fraud/Counterfiet	32	28	21	17	17	15	10	11	16	15	9
Embezzlement	4	3	3	3	46	4	1	8	2	2	0

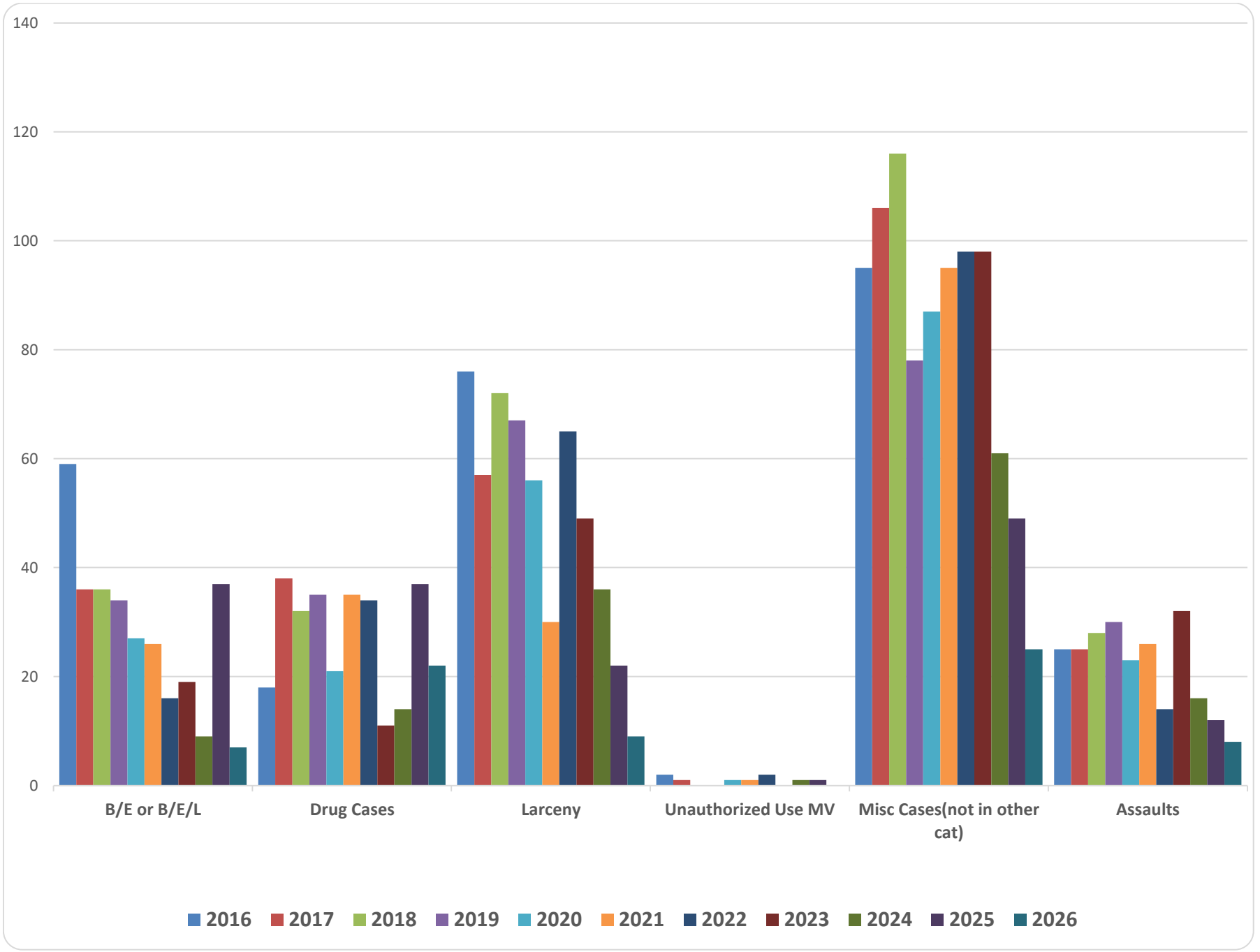
	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Larceny from M/V	26	21	35	9	15	8	2	0	2	0	0
Domestic Assaults	27	21	17	19	14	18	7	10	8	9	7
Motor Vehicle Theft	4	3	8	4	5	2	2	1	2	3	2
Injury to Prop	51	34	55	37	53	41	35	33	15	29	12
Weapon Violation	22	18	12	11	15	13	11	24	6	4	10
Assault with Gun	15	11	7	2	10	9	4	6	1	1	0
Concealed Weapon	7	7	3	0	4	5	3	17	10	13	19
Murder/Attempt	1	1	0	2	0	1	1	1	2	1	0
Robbery	5	0	4	3	2	2	0	3	0	3	0
Resist Arrest	4	0	0	9	9	1	1	4	8	1	5
Sex Offenses	5	4	6	1	7	12	4	7	3	6	4
Forgery/Uttering	2	2	1	0	4	1	2	0	0	0	3

Total Cases Assinged	541	441	322	387	432	348	320	344	137	250	173
Total Cases Cleared									143	340	313

Open Cases								191		115	74

	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Arrests	300	310	273	220	173	240	115	139	71	152	86

	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Traffic Citations	543	263	336	320	538	338	291	436	356	456	415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B/E or B/E/L
Drug Cases
Larceny
Unauthorized Use MV
Misc Cases(not in other cat)
Assaults
2016
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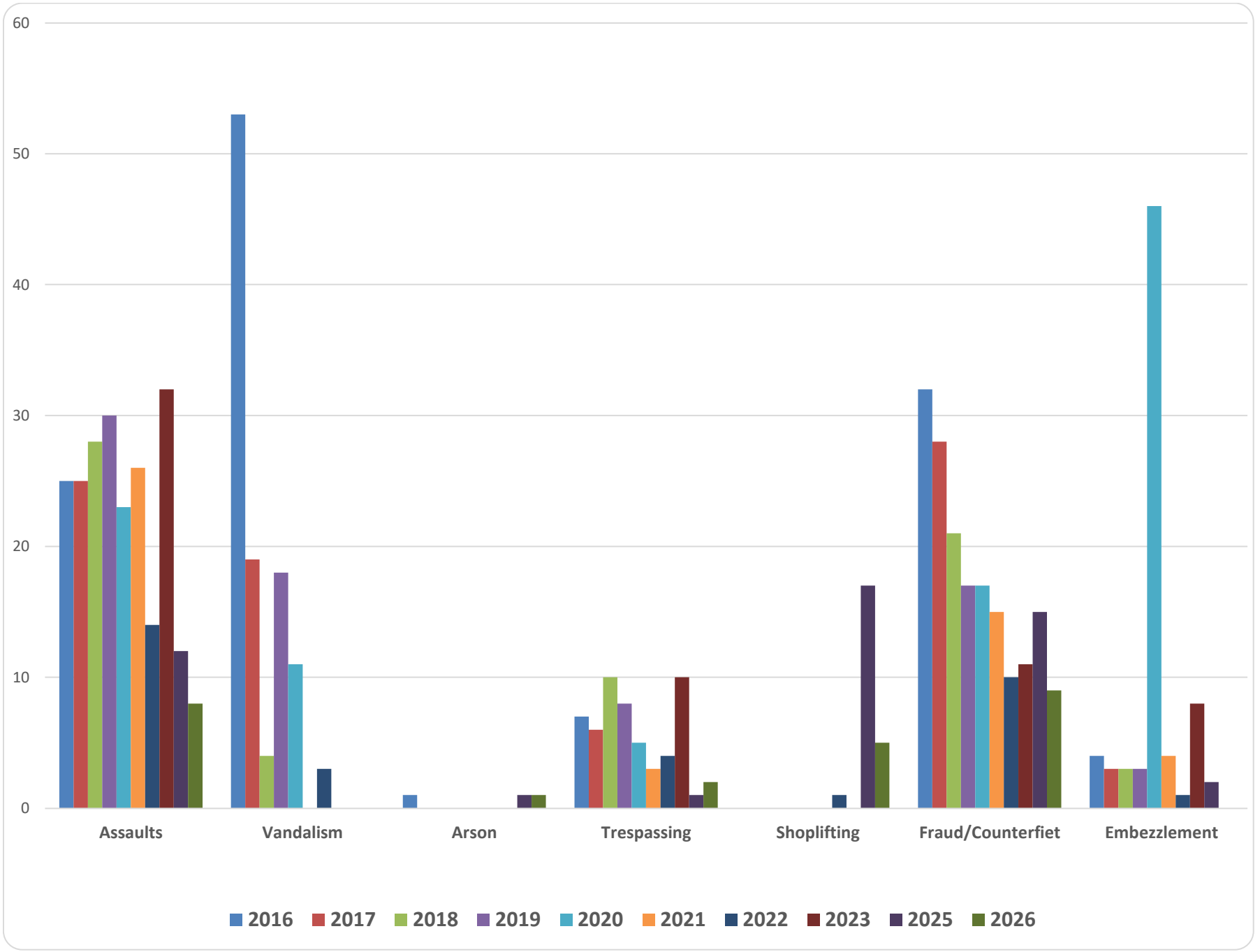
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Assaults
Vandalism
Arson
Trespassing
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Fraud/Counterfiet
Embezzlement
2016
2017
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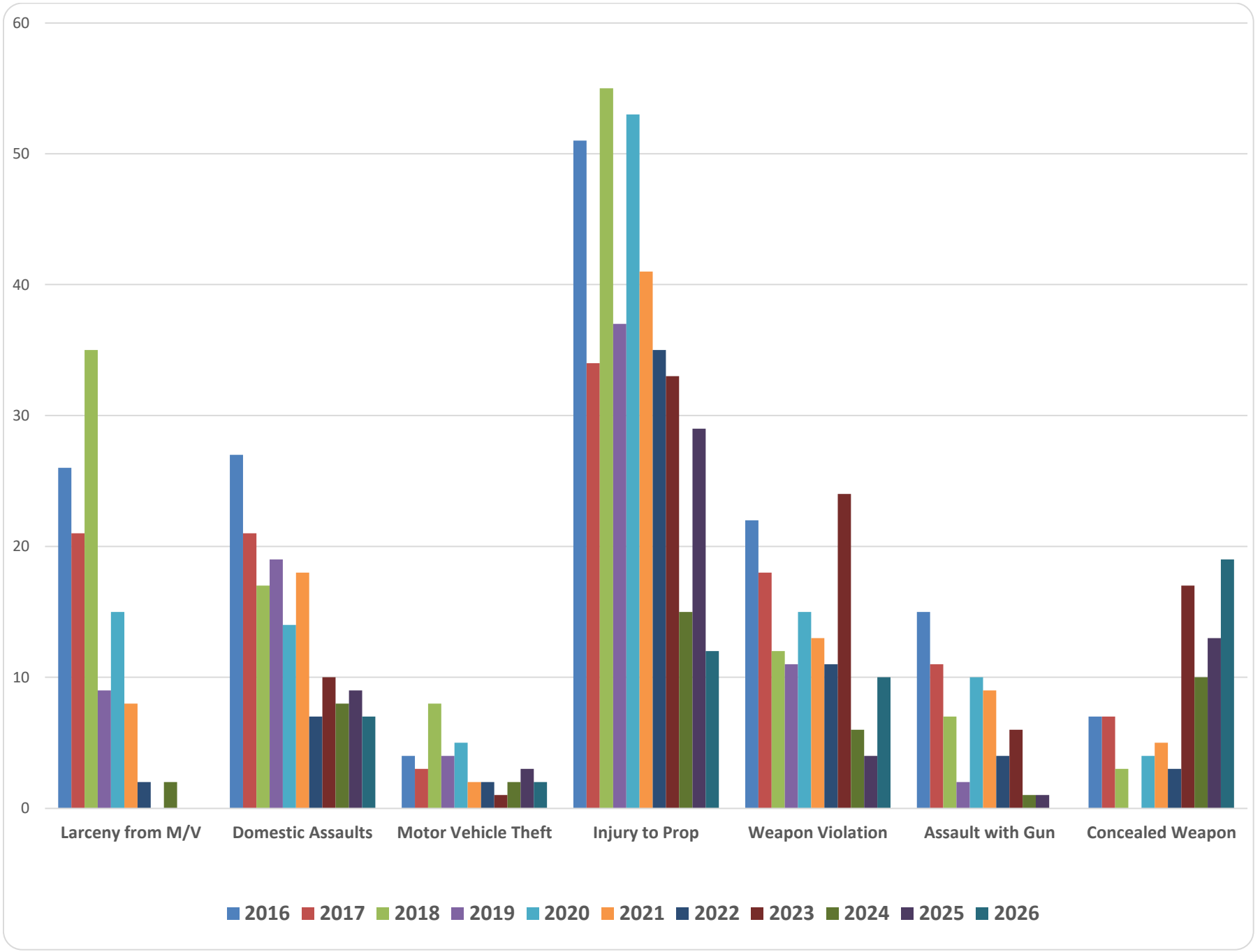
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Larceny from M/V
Domestic Assaults
Motor Vehicle Theft
Injury to Prop
Weapon Violation
Assault with Gun
Concealed Weapon
2016
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2018
2019
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2021
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2023
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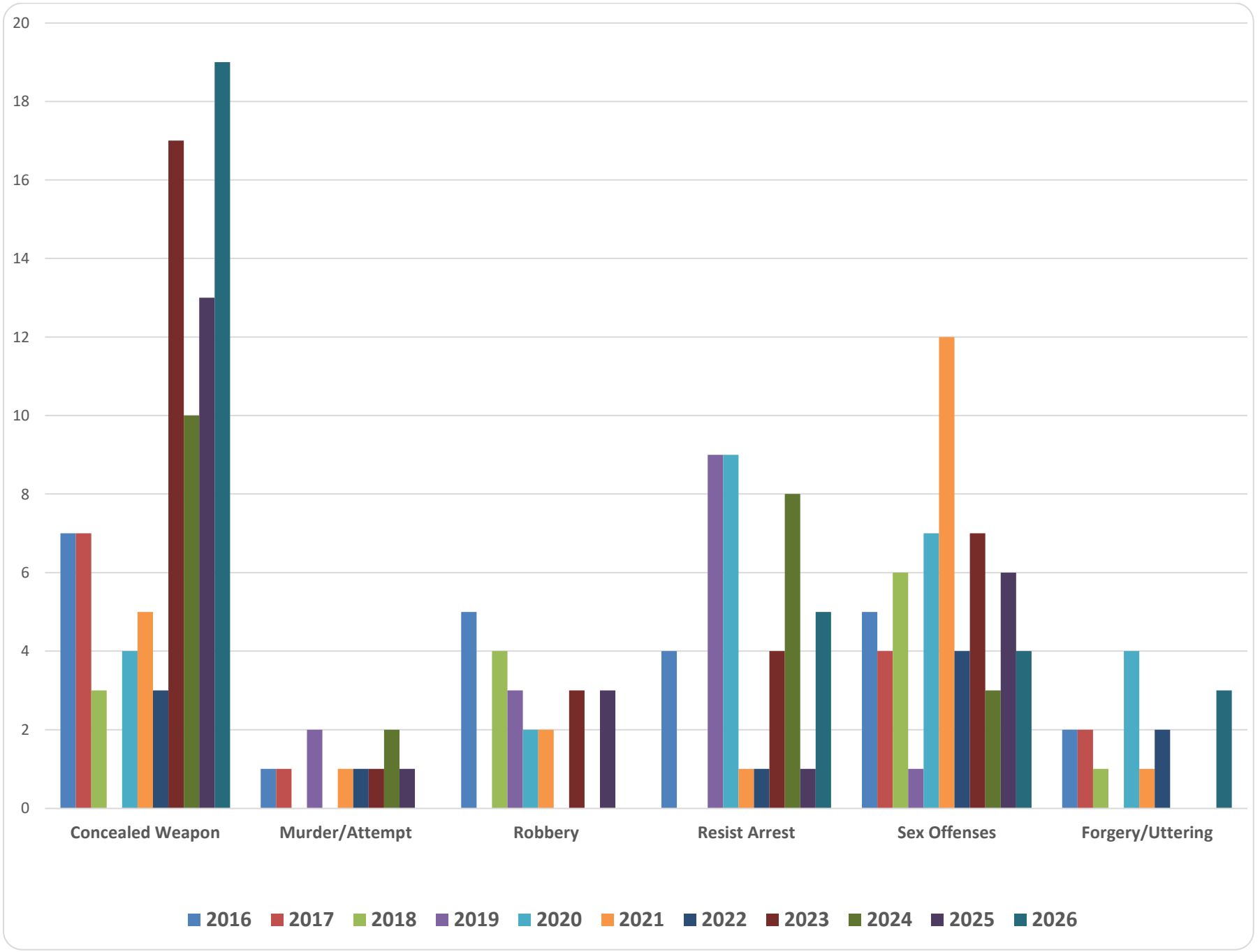
2025
2026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Concealed Weapon
Murder/Attempt
Robbery
Resist Arrest
Sex Offenses
Forgery/Uttering
2016
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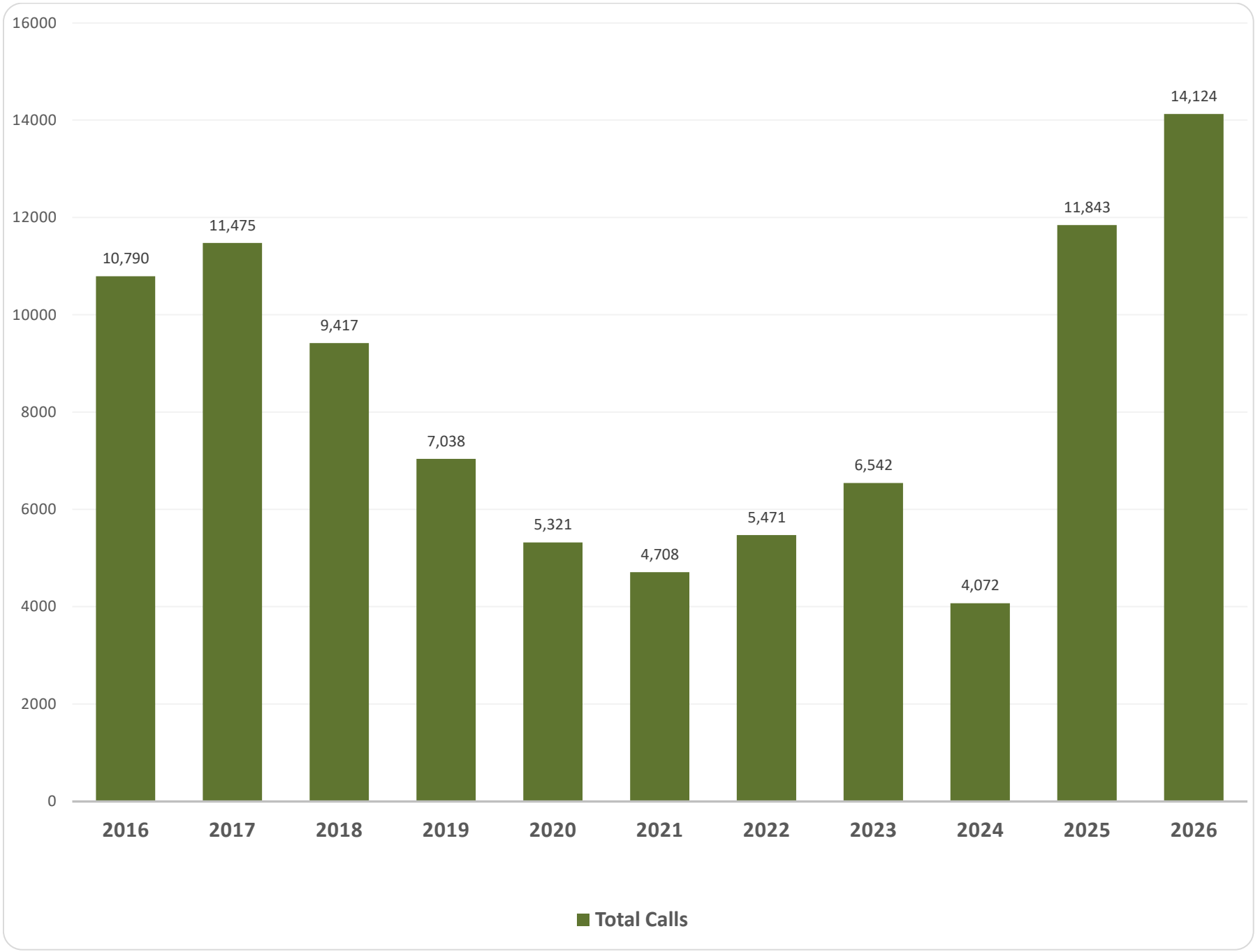
2023
2024
2025
2026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12000
10000
8000
6000
4000
2000
0
10,790
11,475
9,417
7,038
5,321
4,708
5,471
6,542
4,072
11,843
14,124
2016
2017
2018
2019
2020
2021
2022
2023
2024
2025
2026
Total Calls

EDENTON FIRE DEPARTMENT

MONTHLY REPORT – SEPTEMBER 26

Emergency Response Statistics

Total Calls for Service: 47

Response Area	Calls	Percentage
Town of Edenton	26	48.1%
County	28	51.9%
Total	54	**100%**

Call Type Breakdown

Incident Type	Number
Alarm Activations	20
Vehicle Accidents	9
Structure Fires	1
Automatic Crash Notifications	4
Lift Assists	6
Assist EMS	2
Unconscious Person	1
Gas Leaks	1
Investigations	1
Good Intent Calls	2
Lightning Strike	0
Vehicle Fire	2
CPR	0
Controlled Burn	0
Cancelled En Route	4
Total	54

Training Review

NIMS 300/400

1 Members

Objectives

Describe how the National Incident Management System Command and Management component supports the management of expanding incidents. Describe the Incident/Event Management process for supervisors and expanding incidents as prescribed by the ICS. Implement the Incident Management process on a simulated Type 3 incident. Develop an Incident Action Plan for a simulated incident.

Chowan County Fair Public Outreach and Education

16 Members

Members conducted fire prevention and safety education throughout the week at the Chowan County Fair, reaching an audience of more than 20,000 attendees. Members shared practical safety tips, answered questions, and engaged with families to promote fire safety in the community.

Hazardous Materials (Emergency Response Guide)

16 Members

Sixteen members completed a three-hour emergency response guidebook class. The training focused on using the guidebook to identify hazardous materials and determine initial safety and response actions.

Fire Service History

14 Members

Members attended an hour and half review of the department's history and customs. The session reinforced the traditions and practices that have shaped the department.

Training Summary

Training	Members
NIMS 300/400	1
Chowan County Fair (Prevention)	16
Hazardous Materials (ERG Review)	16
Fire Service History	14
SARTOPO	13
Fire Officer Executive Development	2

Properties Inspected / Reviewed

- **Provalus**
- **Capital Pizza Tavern**
- **Barons Pub**

Community Outreach

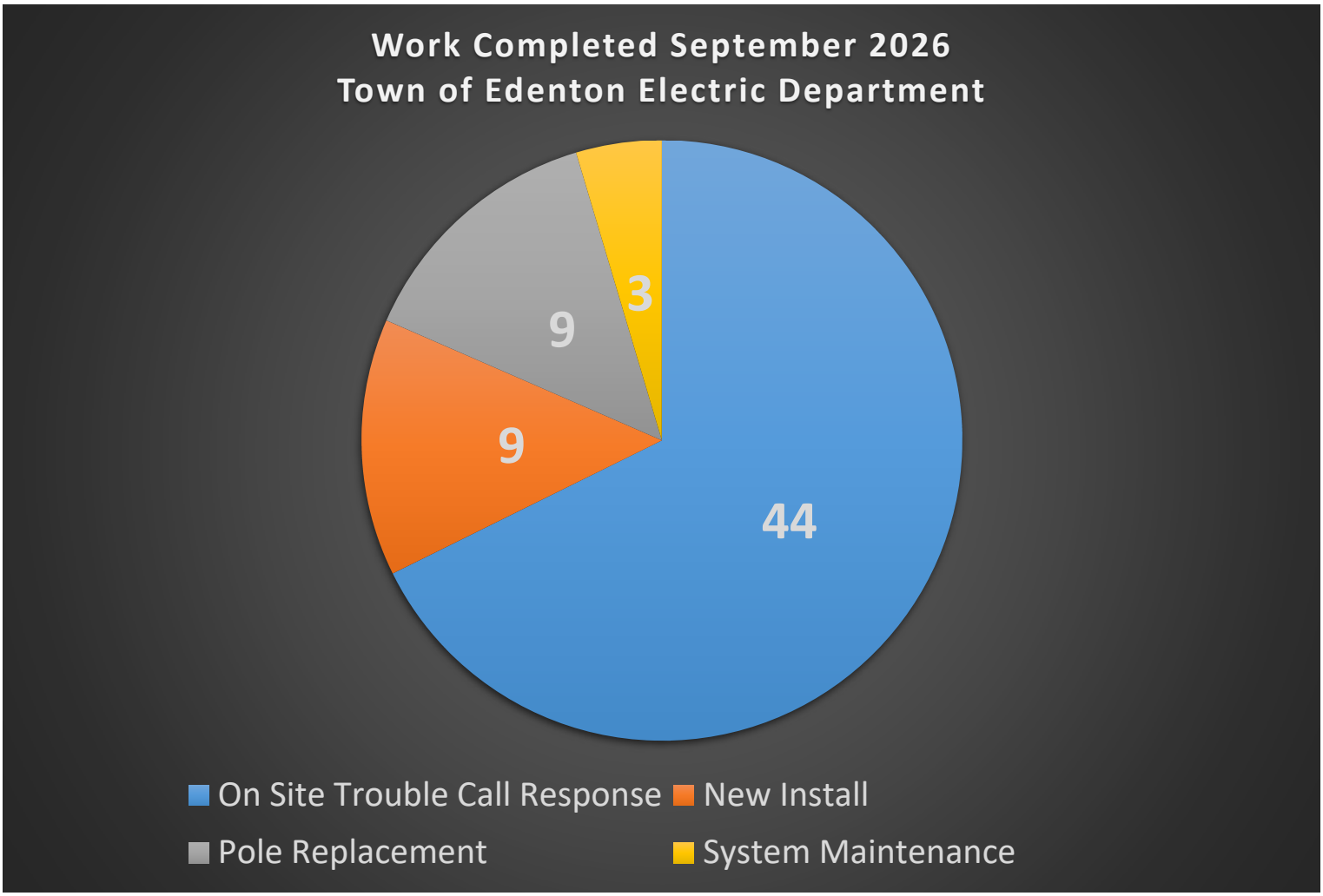
Events Attended

- **Chowan County Fair**
- **Special Council Meeting**
- **Storytime at the Library**
- **Fire Extinguisher Courses**
- **Career Day DF Walker School**
- **9/11 Memorial Events**

September 2026 At a Glance

Category	August Activity
Total Emergency Calls	**54**
Town Calls	26
County Calls	28
Training Sessions Highlighted	6
Commercial Properties Inspected/Reviewed	3
Community Events	6

WorkFlowTitle	Count of WorkFlowReportID
On Site Trouble Call Response	44
New Install	9
Pole Replacement	9
System Maintenance	3



Town of Edenton
Department of Public Works

Monthly Report
September 2026

Landscaping Department

Routine cutting and trimming beginning preparations for summer

- Mowed, edged and trimmed: the downtown area, the Barker House, the Cannon Strip, Hayes Farm walking paths and beach areas, West Queen Street, Dr. Martin Luther King Avenue, East Church Street, Paradise Road, Old Hertford Road, New Fire Department and the pistol range.
- Blew off the sidewalks downtown, both parking lots at Colonial Park, and EVM park
- Blew off sidewalks on North Oakum, both parking lots on Eden Street and new courthouse
- Mowed, trimmed and edge around Police Department and Courthouse
- Trimmed weeds and edged around U-turn
- Cut and trimmed all Parks, the wetlands, rights-of-way and ditches
- Cut and trimmed the African-American Cemetery
- Watered all 69 baskets and 16 flower beds when needed

Landscaping Improvements and Care

- Removed a few hanging baskets and brackets
- Cut and trimmed the parking lot on Eden Street and big ditch beside Public Work Shop
- Trimmed and cut all parks
- Cleaned out boxes downtown of summer annuals and prepped them for fall planting
- Cut old Chowan Veneer lot and behind Toning Mill using bush hog
- Fertilized and treated baskets, flower beds, U-Turn and Barker House with insecticide trimmed for overgrowth
- Cut limb and removed debris that fell out of pecan tree at 313 North Granville, and 300 South Mosley
- Sprayed weed preventer around the playground fences at Colonial Park, mulch at Griffith Park and Dr Martin Luther King Park, the entrance of Oak Hill tree bed and the back and around the house next to the Police Department
- Sprayed weed preventer around Public Work Building and new Fire Department Station and West Queen Street, sidewalks downtown, and around the Chamber building
- Cut weeds off the sides of the breakwater
- Prepared Courthouse Greens for Art Council event; Cut and trimmed area
- Trimmed Pecan tree in front at 205 East Water for sidewalk clearance
- Trimmed Crape Myrtle at the corner of East Church and Jackson, West King Street and 103 West Queen, for sight clearance
- Removed litter from on/off ramps
- Cleaned storm drains

Water Department

Performed plant checks or samples of the following

- TSR samples
- Samples of c12 and pH
- Hardness testing

- Take Bac-T Samples
- Effluents samples
- Collected upstream and downstream samples

Plant Maintenance and Services

- Clean plants and wells daily
- Assist with leak report including meter checks, door hangers and speaking with customers
- Flush hydrants for water quality purposes and again for Chlorine per DEQ
- Checked meters and verify any issues in field
- Checked and analyze graphs on SCADA for both plants checking for changes in trends, overall run time on pumps
- Record discharged gallons for both water plants
- Weekly flushing MRT sites for chlorine residuals
- Meter drive by reads and rereads
- Completed water shut offs/ turn ons
- Changed out chlorine cylinders
- Submit MORS and DMR's to DEQ
- Adjusted valves at Beaver Hill for vessel regeneration
- Work with Master Meter Tech (repeater issues, reprogramming meters, replacing antennas/encoders, metal box change outs and backflow installations needed)
- Collected and sent off lead and copper samples
- Painted vessels at Freemason with white paint
- Filled brine tanks at both Water treatment plants
- Pressure tested hydrants for the hospital
- Pressure wash Freemason and Beaver Hill raw water tanks and groundwater storage tank
- Checked for closed valves in Cotton Mill neighborhood
- Clean and maintain water plants and chlorine rooms
- Meet with Derickia regarding meter software issues
- Meet with Contractors to troubleshoot Boswell Street well fault
- Acquired quotes for HDPE pipe repairs in Bever Hill
- Updated and completed Utility Cloud work orders
- Completed Lead and Copper sampling; Mailing 19 letters to homeowners per DEQ requirements
- Mowed and trimming weeds at all well, and tower sites
- Hauled dirt and leveled out at Frog Crossing well site
- Removed litter and debris from well sites and water towers

Waste Water Department

- Take daily pH samples
- Read effluent and influent meters
- Monthly samples sent to Waypoint Analytical
- Repair and install spray heads
- Monthly NDMR reports
- Weekly service on headworks FOG removal and grit removal
- Set up daily irrigation schedules
- Daily Utility Cloud work orders
- Pressure washed rotary cutters
- Work with Headworks and Or-Tech for shaft repair

- Mowed grass in fields 19-25, 35-28
- Repaired leaks in zones 1 , 3 , 4 , 9 ,29 , 34
- Removed weeds from concrete barriers in field zones 18-26/ 37-33
- Repair 1in PVC chlorine feed line
- Repair headworks reweld shaft and auger
- Trimmed weeds around monitoring wells and along ditches on Hickory Fork Road and Macedonia Road
- Mowed grass
- Removed yard debris throughout town and from storm drains
- Spray weed preventer around Sprayfield fence lines and valve boxes
- Remove litter on Hickory Fork and Macedonia Road
- Clean and sanitize shop and vehicles
- Clean tractors and mowers

Water/Sewer Department

Water services

- Completed water shut on/off
- Completed various utility locates throughout town and Highway 32
- Changed out meter boxes and meters
- Installed backflows
- Placed door hangers for leak report
- Check meters for leaks
- Raised meter box at 117 West Gale Street and 804 Cabarrus Street
- Repaired leak at 220 Winborne Lane, 112 West Church Street, and 113 West Water Street
- Installed new meter lid 213 East Eden Street
- Relocated and located meters at various addresses for contractor

Sewer services

- Checked all lift stations and wet wells throughout town
- Cleaned basket main lift station
- Pumped out and cleaned wet wells
- Inspected and cleaned manholes
- Rod and cleaned sewer mains
- Cleared sewer back up at 110 West Freemason Street
- Rod and
- Cleaned out 304 N Granville St
- Camera sewer on Morris Circle for EnviroTech
- Used camera to locate sewer service at 800 Dr Martin Luther King Avenue
- Installed new sewer tap at 226 Dr Martin Luther King Avenue

Continued Water and Sewer

- Installed new water and sewer tap at 209 West Church Street
- Replaced service line 115 N Oakum St
- Pump out grease at Sprayfield
- Assisted Whitehurst with mini excavator to pull up fencing around new parking lot
- Preformed High-priority line inspections
- Reset VFD for pump 1 at main lift station

- Pulled and inspected pump 1 and 2 at main lift station
- Installed new sump pump at main lift station
- Replaced pump 2 at Peanut Drive
- Pulled pump
- Cleaned out check valved for pump 2 at main lift station
- Measured manhole depths for contractor
- Met with Muller Representative
- Aided EnviroTech with mandrel test on new sewer main in Morris Circle
- Aided EnviroTech with water shut on/off to repair damaged water lines on Morris Circle
- Supervised Piedmont boring Company spot digs
- Repaired plumbing in small airport lift station
- Aided EnviroTech with moving waterlines for new sewer mains and lateral construction
- Sent new water and sewer plans to contractor for estimates
- Clear debris off hung float at airport lift station
- Installed new relay and flush container on ozone machine at main lift station
- Painted hydrants; Including Paradise Road /Peanut Drive new water line
- Removed fallen tree limb on North Granville Street
- Mowed grass and trimmed weeds around old treatment plant, fire hydrants, manholes and lift stations
- Blew off downtown
- Attended pre con meeting for Martinique house

The Street Department

- Clean storm drains grates and drain boxes throughout town
- Clean catch basins throughout town
- Daily Sweep Zones
- Cleaned and rod boxes and pipe by Church Street and Broad Street
- Filled potholes and utility cuts in areas around town
- Mowed ditches with side mount mower
- Trimmed weeds around signs throughout town
- Installed and fix various signs throughout town
- Closed off South Broad Street for utility work
- Fixed sinkholes on Old Hertford Road, Mosley Street
- Replaced “No Trucks” signs on Jackson Street
- Removed “No Parking” signs on Court Street
- Placed 11 signs in Hayes Plantation
- Installed post and put up sign at Cotton Mill
- Dug out Ditch at Cotton Mill
- Repaired door at new Fire Department Station
- Fixed drain pipe at 315 North Granville Street
- Washed boat dock at park
- Sprayed weed preventer on ditch at East Freemason, Virginia Road and around a house on West Gale Street
- Dug out ditch at Cotton Mill
- Took out curb and gutter to form up for concrete on Vann Street, Blount Street and Broad Street
- Poured concrete and filled in edges with dirt on Vann Street, Blount Street and Broad Street

- Dug and form driveway apron on East Gale Street
- Removed concrete sidewalk and replace on East King Street
- Spray right of ways with weed preventer
- Assist Electric Department with cutting down a tree
- Removed debris from water by cannons
- Trimmed trees and remove debris
- Assisted with removal of yard debris piles
- Removed litter from overpasses, and edges of road
- Installed new door closure at Town Hall

The Sanitation Department

Continue with weekly trash schedule

- Solid waste route pickup East side on Mondays and West on Fridays
- Emptied dumpsters for contract customers Tuesdays and Thursdays
- Collected Recycling
- Checked and emptied trash cans downtown
- Delivered trash carts to new customers or existing customer
- Picked up yard debris throughout town
- Leaf truck picked up grass and leaf piles at various locations
- Cleaned transfer station and Public Work yard
- Delivered Dumpster to commercial customer

Public Works hosted a NC DEACS Local Government Recycling Meeting

Asset Tag	Asset Description	Operator Complaint	Notes	Total Labor Hours	Total Parts Price
Airport-21	2006 Chevy Cobalt	replace multifunction switch	R&R multifunction switch and took back to airport	2	$ 13.49
Airport-E.69	John Deere 6603 Tractor	charge a/c till we can bring to shop	charge a/c till we can bring to shop	1.5	$ 107.94
Airport-E.69	John Deere 6603 Tractor	inspect and repair after unauthorized use	inspected, cleaned radiator and condensor, pulled front tire and replaced tube	2	$ 35.00
Airport-E.72	Bush hog batwing mower	inspect and repair after unauthorized use	found chain guards damaged, dispatched cherrys for welding repair. tightened right side stump jumper	3	$ 100.00
Electric-136	2023 GMC 4x4 truck		pm completed oil change tire rotation	2	$ 34.73
Electric-139	Cat Mini Ex 305		no pm needed checked fluids	0.5	$ -
Electric-180	2024 Chevy 2500 4x4 Service Truck		no pm needed checked fluids checked tire pressure	1	$ -
Electric-180	2024 Chevy 2500 4x4 Service Truck		ncsi	0.5	$ 13.65
Electric-181	2025 Freightliner M2106 Terex Pole Set		no pm needed checked oil checked tire pressure checked fluids	1	$ -
Electric-181	2025 Freightliner M2106 Terex Pole Set		ncsi complete	0.5	$ 13.65
Electric-215	5075 John Deere		no pm needed oil was 1/2 quart low topped oil off blew out radiator and coolers checked fluids	1	$ 3.62
Electric-27	2007 Ford Ranger		pm completed replaced all 4 tpms sensors noticed sway bar links were missing bushings replaced sway bar links replaced 2 tires checked a/c found high side valve core leaking remove and replaced both valve cores and did recharge	5.5	$ 396.01
Electric-34	1999 Chevrolet C-7500		no pm needed checked fluids topped off washer fluid noticed couple lights out on back of truck remove and replaced	1	$ 19.92
Electric-6105	6105 John Deere with long reach Almo	was told blade come off replaced nut and bolt and re installed blade	was told blade come off replaced nut and bolt and re installed blade	0.5	$ 63.00
Electric-6105	6105 John Deere with long reach Almo	running hot with alarms	blew out radiator, oil coolers and screens	2	$ -
Electric-6105	6105 John Deere with long reach Almo	alarms came back with operator	checked codes: 1761.17 - Level sensor of the DEF tank, checked DEF gauge and found almost empty, went and got container of DEF fluid and put in tank and checked for alarms or lights or code and all is ok with code inactive	2	$ 18.97
Garage-35	2008 Chevrolet k 3500 4x4		no pm needed checked fluids check tire pressure	1	$ -
Garage-35	2008 Chevrolet k 3500 4x4		ncsi	0.5	$ 13.65
General Garage Maint 2000	General Maint.	tuesday clean up	tuesday clean up	3	$ -
General Garage Maint 2000	General Maint.	had to direct traffic for electric department	had to direct traffic for electric department	1.5	$ -
General Garage Maint 2000	General Maint.	organize filters	organize filters	0.5	$ -
General Garage Maint 2000	General Maint.	road call, stuck tractor and batwing at sprayfield	provide near God tier logic, experience, and operator skills to successfully extract extremely sunk tractor without damage. Mission accomplished	4	$ -
General Garage Maint 2000	General Maint.	Tuesday clean up	Tuesday clean up	3	$ -
General Garage Maint 2000	General Maint.	lift not working	checked batteries found bottom battery had no power and charged for 2.5 hrs next day checked for power had none R&R bottom battery	3	$ -
General Garage Maint 2000	General Maint.	swept up bay 2 and 3	swept up bay 2 and 3	0.5	$ -
General Garage Maint 2000	General Maint.	tuesday clean up	tuesday clean up	2	$ -
General Garage Maint 2000	General Maint.	replace batteries on lift #4	r&r batteries in lift #4	1.7	$ 259.66
General Garage Maint 2000	General Maint.	Tuesday clean up	Tuesday clean up	2	$ -
General Garage Maint 2000	General Maint.	replace fittings on hydro ex wand	replace fittings on hydro ex wand	0.5	$ 50.00
Landscape-32	2009 Chevrolet colorado	came in with no air coming from vents did some diag found out blower motor was shot remove and replaced blower motor	came in with no air coming from vents did some diag found out blower motor was shot remove and replaced blower motor	2.5	$ 66.19
Landscape-E.097	John Deere 6X4 Gator	came in clutch came loose reinstalled belt and chain and put locktite on bolt that hold clutch on went on road test checked out fine.	came in clutch came loose reinstalled belt and chain and put locktite on bolt that hold clutch on went on road test checked out fine.	1.5	$ -
Landscape-E.097	John Deere 6X4 Gator	put tank in back of it.	put tank in back of it.	0.5	$ -
Landscape-E.127	Hustler side discharge ROW		pm completed replaced blades greased fittings saw had small oil leak replaced o ring on oil drain cut grass with it no leaks were present.	1.2	$ 20.20
Landscape-E.198	Hustler side discharge 2018		came in with broken tensioner pulley bad spindle and a seized clutch replaced with new and replaced frayed deck belt	4	$ 1,191.93
Landscape-E.201	Hustler rear Discharge 2019	plugged leaking tire	plugged leaking tire	0.5	$ -
Landscape-E.201	Hustler rear Discharge 2019		pm completed replaced belt greased fittings replaced blades	2.5	$ 163.20
Landscape-E.203	Hustler side discharge 35 hp		pm completed oil changed replaced blades greased fittings	1.5	$ 68.62
Landscape-E.205	Hustler 38 hp 60in Super Z Hyperdrive	removed front tires to go get them foam filled	removed front tires to go get them foam filled	0.5	$ -
Landscape-E.2099	saws and weedeaters	had to replace weed eater head had to cut old one off replaced with new.	had to replace weed eater head had to cut old one off replaced with new.	0.5	$ 28.00
Landscape-E.2099	saws and weedeaters	chainsaw came in said it was making a squealing noise while it was running took it apart clutch was burnt up and so was oil pump and brake spring removed and replaced the clutch assembly oil pump and brake spring	chainsaw came in said it was making a squealing noise while it was running took it apart clutch was burnt up and so was oil pump and brake spring removed and replaced the clutch assembly oil pump and brake spring	3.2	$ 148.82
Landscape-E.2099	saws and weedeaters	had 2 weedeaters to work on one needed new head remove and replace other weedeater had a issues running ran it ran fine looked at fuel fuel checked ok checked air filters they were new replaced spark plug ran good after that.	had 2 weedeaters to work on one needed new head remove and replace other weedeater had a issues running ran it ran fine looked at fuel fuel checked ok checked air filters they were new replaced spark plug ran good after that.	1.5	$ 37.00
Planning-173	2016 Ford F-150 4x4		no pm needed saw had checked engine light sent code to mike he told me to clear code tpms light was on replaced all 4 sensors. checked tire pressure checked fluids	2	$ 83.96
Police-33	2003 Ford Ranger		pm completed replaced broken license plate light lense	2	$ 48.04

Asset Tag	Asset Description	Operator Complaint	Notes	Total Labor Hours	Total Parts Price
Police-41	2019 Dodge Charger Black	noise while driving	road test, checked tires for wear (ok), found forward engine shield missing bolts and flopping, installed bolts and road test (no issue),	1	$ -
Police-42	Club Car Carry All 1700	Police Chief picked me and went to pd to get side by side to put on wheels and tires and sounds like starter went out tapped starter wouldn't start so came back to shop.	Police Chief picked me and went to pd to get side by side to put on wheels and tires and sounds like starter went out tapped starter wouldn't start so came back to shop.	0.5	$ -
Police-42	Club Car Carry All 1700	road call no start	checked and verified no start (clicks), checked battery voltage (7.1v), jumped with service truck and chief drove to shop and I took chief back to PD	1.5	$ -
Police-42	Club Car Carry All 1700	road call to diagnose no start issue, install battery disconnect,	road call to diagnose no start issue, found battery voltage was 7.1v, jump started and brought to shop, install battery disconnect and bracket,	2	$ 117.97
Police-48	2018 Ford Explorer		pm completed needed all 4 tpms sensors replaced removed and replaced needed belt removed and replaced had checked engine light had codes for torque convertor was told not to mess with it checked tire pressure checked fluids	3.5	$ 125.10
Police-48	2018 Ford Explorer		ncsi	0.5	$ 13.65
Police-67	2019 Ford Explorer		pm completed noticed tire light was on got scanner and saw it needed 2 tpms sensors removed and replaced	2.5	$ 77.99
Police-67	2019 Ford Explorer		ncsi complete	0.5	$ 13.65
Police-71	2014 Ford Taurus		pm completed tire rotation balanced front tires checked tire pressure checked fluids	2	$ 34.01
Police-71	2014 Ford Taurus		ncsi	0.5	$ 13.65
Police-81	2019 Ford Explorer	came in with leaking tire leak too close to side wall reported to aj told me to removed and replace both front tires noticed belt was cracked removed and replaced had issues with no power from 12v charging port read diagram saw had a fuse for it noticed fuse was blown removed and replaced now has power to it	came in with leaking tire leak too close to side wall reported to aj told me to removed and replace both front tires noticed belt was cracked removed and replaced had issues with no power from 12v charging port read diagram saw had a fuse for it noticed fuse was blown removed and replaced now has power to it	4.5	$ 295.97
Police-81	2019 Ford Explorer	Need 3 outlet power port installed	installed outlet	3	$ 25.00
Public Works-302	2023 Chevy 1500 White		pm completed oil changed tire rotation balanced front tires checked fluids	1.5	$ 34.73
Public Works-302	2023 Chevy 1500 White		ncsi	0.5	$ 13.65
Solid Waste-102	2014 Trash Truck	hydraulic hose leaking in rear	found loose fitting and tightened	1	$ -
Solid Waste-102	2014 Trash Truck	Check brakes, operator states brakes not holding	Perform tug test (Pass), parked on incline (no movement), checked adjustment on wheels, L/F 1/2 tight 1/2 loose, R/F 1/2 tight 1/2 loose, R/R 1 tight 1/2 loose, L/R 1 tight 1/2 loose, reported findings to mike and put back into service	1.5	$ -
Solid Waste-105B	MAC TRAILER 2017		pm completed greased fittings checked tire pressure adjusted brakes.	3.5	$ 6.00
Solid Waste-105-D	East Walking Floor Trailer	flat repair	R&R L/R/I tire	3	$ 269.38
Solid Waste-106	2017 Freightliner/ Heil trash truck	had to pickup 106 from cherry's	had to pickup 106 from cherry's	1	$ -
Solid Waste-106	2017 Freightliner/ Heil trash truck	check cable operation for leak by	pulled cable and marked side of hopper and turned PTO on for 1.2 hrs checking to see if hydraulic pressure was leaking by the valve, pulled cable again and was in same place with no leak by	1.5	$ 100.00
Solid Waste-106	2017 Freightliner/ Heil trash truck	sight glass leaking hydraulic fluid	r&r sight glass 3(3 times), r&r L/T/I light	3	$ 75.87
Solid Waste-106	2017 Freightliner/ Heil trash truck		pm completed checked fluids blew radiator out checked tire pressure greased fittings was told to replaced hydro oil sight glass and seal for tailgate removed and replaced saw it need some fabrication work to seal track so we took it to cherry's replaced gasket on light	7	$ 387.72
Solid Waste-132	2023 International CV515	install mudflap	pick up mudflap and install	1	$ 23.24
Solid Waste-175	2023 Peterbuilt/New Way Cobra	replace rear seal	replace rear seal	3	$ 268.00
Solid Waste-175	2023 Peterbuilt/New Way Cobra	power steering reservoir leaking	washed engine compartment L/S	0.7	$ -
Solid Waste-207	2008 Chevy K1500		no pm needed noticed oil dipstick tube was broke removed and replaced checked fluids	1.2	$ 27.15
Solid Waste-207	2008 Chevy K1500		ncsi	0.5	$ 13.65
Solid Waste-E.121	John Deere 310k Backhoe	got called out said tire was low on air topped air off	got called out said tire was low on air topped air off	0.5	$ -
Solid Waste-E.121	John Deere 310k Backhoe	goes into neutral while driving	test drive found goes into neutral in 2&4 gears, diagnosed solenoids Y4&Y5 found Y4 bad and ordered part, R&R Y4 solenoid, removed cylinders from clamshell on bucket to be repaired,	7.5	$ 415.00
Solid Waste-E.121	John Deere 310k Backhoe	foam filled tires 2 times	foam filled tires 2 times	2.5	$ 222.20
Solid Waste-E.6T-590	1988 case bulldozer MC 1150E	replace batteries	remove, order, pickup and install batteries	3	$ 258.06
Solid Waste-E.6T-590	1988 case bulldozer MC 1150E	road call, no crank	found ground cable disconnected, reconnected, verify repair, diag hydro leak	1	$ -
Street-109	1997 Chevy Kodiak	no start	jump started from starter to get in shop, cleaned all terminals and starts normally,	2	$ -
Street-109	1997 Chevy Kodiak		no pm needed checked fluids	1	$ -
Street-109	1997 Chevy Kodiak		ncsi	0.5	$ 13.65
Street-112	1998 International 4700		ncsi completed	1	$ 13.65
Street-114	1999 International		pm complete oil changed checked tire pressure and fluids thought tie rod joints were loose had scott come to verify he says its fine doesn't have no up and down play while steering.	2.2	$ 97.54
Street-116	1995 Ford Dump Truck	replace up/down cable,	would not start check batteries found 1 bad and replaced, R&R up/down cable and adjusted, filled with hydraulic fluid	5	$ 102.08
Street-122	2022 Leaf Truck Isuzu NPR	road call boom inop,	found hydro pump coupling failed, stowed boom, brought back to shop. Assigned repair to another tech	1	$ -

Asset Tag	Asset Description	Operator Complaint	Notes	Total Labor Hours	Total Parts Price
Street-122	2022 Leaf Truck Isuzu NPR	leaf truck no vacuum	found love joy sheared, went and got parts and replaced	2.5	$ 50.00
Street-122	2022 Leaf Truck Isuzu NPR		no pm needed checked fluids greased arm noticed front right tire was wore badly on inside so replaced tire mount and balanced checked belts	2	$ 243.13
Street-134	2012 Supreme Trolley	A/C hose replacement from fill port to compressor	A/C hose replacement from fill port to compressor	7	$ 77.02
Street-134	2012 Supreme Trolley	repair a/c front	went looking for fittings or a/c clamps and repaired hose,	5	$ 395.64
Street-703	2012 Ford F-250 4x4		no pm needed topped oil off checked fluids checked tire pressure.	1	$ 3.55
Street-E.118	Klift King Fork Lift	replaced dead battery	mike picked up battery from dixie was told to install it in forklift.	1	$ 135.00
Street-E.98	John Deere 2355 (part of E.44)	install hydraulic pump on E.44,	install hydraulic pump on E.44,	4	$ 532.71
Street-E.98	John Deere 2355 (part of E.44)	road call tire had got punctured in sidewall put air in it and limped it back to the shop	road call tire had got punctured in sidewall put air in it and limped it back to the shop	0.5	$ -
Street-E.98	John Deere 2355 (part of E.44)	tire flat	Pulled tire and changed tube, reinstall	4	$ 71.00
Streets-211	310K John Deere	check for squeal	preforming diag for squeal, replacing belt and idler, parts ordered. diag not finished	4	$ -
Streets-808	2004 International (VAC)		no pm needed checked tire pressure checked fluids.	1	$ -
Town Manager-101	2021 GMC 1500	check for sunroof leak	pull headliner, cleared drains, leak check sunroof, checked drain area in cowl panel as well	1.5	$ -
Waste Water-172	2022 Chevy 1500 4x4 Crew Cab		pm completed checked fluids checked tire pressure	2	$ 34.73
Waste Water-172	2022 Chevy 1500 4x4 Crew Cab		ncsi	0.5	$ 13.65
Waste Water-213	5045E John Deere		pm completed	1.5	$ 44.75
Waste Water-214	5075E John Deere	flat repair on batwing	found valve stem pulled out of tube, tried to locate tube, R&R tire and took to spray field and put on batwing	4.5	$ 16.29
Waste Water-214	5075E John Deere		pm completed wrong filter on oil change list had to go to quality equipment to pick up correct filter	2	$ 59.20
Waste Water-E.098	John Deere 8500 Gator		pm completed noticed hour meter fell under dash put it back in no issues found	2	$ 18.24
Waste Water-E.202	Hustler Side Discharge 2023		pm completed replaced blades blew out cooler said deck was cutting uneven so i saw tire that was low on air topped air off saw it had leak plugged it no leaks present then adjusted deck to make it cut even.	2	$ 58.71
Waste Water-E.45	kubota L4701		no pm needed	0.5	$ -
Waste Water-E.76	hustler super Z	had to get mower deck replated and re painted it replaced blades greased fittings	had to get mower deck replated and re painted it replaced blades greased fittings replaced wing bolts	3	$ 727.50
Waste Water-E.76	hustler super Z	transport mower to spray field	transport mower to spray field	1	$ -
Waster Water-E.066	Detroit 160 KM Generator Waff Landing	battery was old and dead remove and replaced	battery was old and dead remove and replaced	1	$ 130.70
Water & Sewer Maint.-310	2010 Ford F-350	Check AC inop	Found charge level low, recharged and checked with UV found dryer leaking. Replaced dryer, evac and recharged ok. road test found AC went inop after truck hot at idle. Diag found PCM not supplying ground to relay. Inputs tested ok. Failed PCM. Replaced 2 heater hoses	12	$ 165.48
Water & Sewer Maint.-310	2010 Ford F-350	parts here for previous diag	Replaced PCM, parameter reset, reprogrammed keys. road test and retest passed, replaced wipers	3	$ 635.00
Water & Sewer Maint.-310	2010 Ford F-350		pm completed had brake noise greased slide pins and found brake pad was missing a clip replaced clips on front brakes replaced o2 sensors. replaced two tires. replaced lug nut. also replaced all of the cab mounts.	21.5	$ 1,223.29
Water & Sewer Maint.-310	2010 Ford F-350		ncsi	0.5	$ 13.65
Water Sewer Maint.-78	2011 Ford Ranger		no pm needed checked fluids checked tire pressures	1	$ -
Water Sewer Maint.-78	2011 Ford Ranger		ncsi	0.5	$ 13.65
Water Treatment-177	2023 Chevy 1500 White 4x4 Crew cab		no pm needed checked oil was full light brown checked tire pressure topped off washer fluid.	1	$ -
Water Treatment-177	2023 Chevy 1500 White 4x4 Crew cab		ncsi	0.5	$ 13.65
Water Treatment-179	2023 Chevy 1500 Crew Cab 4x4		pm completed oil changed checked fluids checked tire pressure	2	$ 34.73
Water Treatment-179	2023 Chevy 1500 Crew Cab 4x4		ncsi	0.5	$ 13.65
Water Treatment-189	2026 Chevy 1500 4x4		pm completed oil changed checked tire pressure	1.5	$ 34.65
		Scott out 8 days, Myles out 3	**Totals**	**249.7**	**$ 10,817.38**