Call to Order.

Pledge of Allegiance to the Flag.

Invocation.

Approval of the Minutes from the Board’s Regular Meeting and Closed Session of March 6, 2017.

Recognition of Special Guests.

Public Comments.


Appointments.

Departmental Reports.


Other Items of Business.

Manager’s Report.

Attorneys’ Report. Approval of the K-64 Memorandum of Understanding (MOU).

Adjournment.

**PERSONS WITH DISABILITIES:** Individuals needing assistance should contact the County Clerk at 828-465-8990 within a reasonable time prior to the meeting. Access to the 1924 Courthouse for individuals with disabilities is at the south side (“A” Street). The elevator is located at the north end of the building. Participation in public meetings is without regard to race, creed, religion, national origin, sex, age, color, or disability.

**CALENDAR:** The April Board of Commissioners Meetings will take place on Monday, April 3, 2017, at 9:30 a.m., and Monday, April 17, 2017, at 7:00 p.m. in the 1924 Courthouse.
MEMORANDUM

TO: Catawba County Board of Commissioners

FROM: Chris Timberlake, Senior Planner

DATE: March 20, 2017

IN RE: Unified Development Ordinance Text Amendments

REQUEST

Staff requests, and the Planning Board recommends, the Board of Commissioners hold a public hearing to receive citizen comments and approve the proposed text amendments to the Unified Development Ordinance discussed below.

REVIEW/BACKGROUND

In an effort to meet the Board of Commissioners’ goal to, “continuously monitor county regulations to ensure they support orderly growth and business development,” staff has identified proposed amendments for consideration.

Amendment 1   Right-of-Way Requirements

Modify regulations within the UDO relative to right-of-way subject to NCDOT 50’ standards.

The UDO currently requires 45’ right-of-way for newly created lots/subdivisions. NCDOT requires varying widths of right-of-way within subdivisions and other developments.

Justification

This amendment enables UDO regulations to be current with NCDOT regulations and puts roads in better position to be taken over by NCDOT in the future for maintenance purposes.

Amendment 2   Residential Design Criteria

The North Carolina General Assembly Session Law 2015-86 (Senate Bill 25) effective as of June 19, 2015 limits local governments’ use of zoning to impose design standards (i.e. exterior material, color, and architectural styling) on residential construction. Sections 44-614 Dwelling, 2 family – duplex and 44-433 Mountain Protection currently require residential design criteria.

Justification

Be consistent with state law.
**Amendment 3  Setbacks within Rural Preservation-Overlay and External Roads**

Remove the Rural Preservation-Overlay (RP-O) requiring a 100’ front setback along South NC 16 Highway so that the front setback requirement will be that of the underlying zoning district (i.e. 30’). Also amend the 80’ front setback along external roads so that the front setback requirement will be that of the rest of the R-40 district (i.e. 30’).

**Justification**

NCDOT is acquiring right-of-way along South NC 16 Highway in preparation for road widening to 4-lanes. Much of the areas along Highway 16 will be limited access (fenced) reducing future development along the highway. However, future development around existing intersections is anticipated and the 100’ setback will limit development potential. The 80’ front setback is only imposed on lots zoned R-40 (low density) that have frontage on a NCDOT state-maintained road. In an effort to streamline regulations, it’s reasonable to consider a common front setback for all R-40 zoned properties.

**Amendment 4  Mixed Use Corridor-Overlay Standards**

Modify subsections of 44-430 Mixed Use Corridor-Overlay to include:

1. Allow multi-family development by right in the Mixed Use Corridor-Overlay;
2. Remove language that requires all sides of a principal building to include at least one customer entrance.
3. Require side and rear of building facades visible from rights-of-way to provide at least one architectural element listed for building fronts.
4. Require service entrances and loading areas to be screened from a public street to the extent practical.
5. Clarify that alleys do not have to meet NCDOT design requirements (none exist).
6. Allow major subdivision (residential) development within the MUC-O.

**Justification**

The proposed MUC-O amendments furthers the Board of Commissioner’s goal as stated above.

**Staff Recommendation**

Staff recommends amendments to the Unified Development Ordinance as summarized above and detailed in the attachments which propose underlined text as additions to the Code and strikethroughs as deletions.
Planning Board Public Hearing

The Planning Board held a public hearing on February 27, 2017 to consider the proposed amendments. No one from the public attended the meeting. The Planning Board agreed that aligning the right-of-way requirements with NCDOT standards would provide a better opportunity for roads to be taken over for maintenance by NCDOT in the future. One board member suggested additional right-of-way requirements where existing public access occurs through family subdivisions. They also recognized the residential design standard modifications are in response to State legislation. The board agreed the Rural Preservation-Overlay and external road setbacks are not necessarily preserving rural corridors and larger lot sizes, existing homes, and increased vehicular traffic are factors that encourage structures to be built at increased distances from the right-of-way. Lastly, the board agreed that the modifications to the Mixed Use Corridor-Overlay regulations were reasonable for future development in those corridors and commercial nodes.

Planning Board Recommendation

The Planning Board voted 8 – 0 to favorably recommend the Board of Commissioners amend the Unified Development Ordinance based on the proposed modified text with the addition of the following requirement for family subdivisions:

- If an existing publicly dedicated road crosses entirely through the property being subdivided, an NCDOT approved right-of-way width is required to be extended entirely through the subject property along the path of the existing public road.
Unified Development Ordinance Amendments
March 2017

BOC GOAL - Continuously monitor county regulations to ensure they support orderly growth and business development.
Required Right-of-Way for Subdivisions to be Current with NCDOT Regulations
Multiple Sections of the UDO

- The UDO currently requires 45' right-of-way for newly created lots/subdivisions.
- NCDOT requires 50' right-of-way within subdivisions.
- To provide NCDOT opportunity to take over maintenance of roads in the future, it is important to align with their requirements.
S.L. 2015-86 (S.B. 25) limits local government use of zoning to impose design standards (i.e. exterior material, color, and architectural styling) on residential construction.
S.L. 2015-86 (S.B. 25) limits local government use of zoning to impose design standards (i.e. exterior material, color, and architectural styling) on residential construction.
NCDOT is acquiring right-of-way along South NC 16 Highway in preparation for road widening to 4-lanes.

Much of the areas along Highway 16 will be limited access (fenced) reducing future development along the highway.

Future development around existing intersections is anticipated and the 100’ setback will limit development potential.

The 80’ front setback is only imposed on lots zoned R-40 (low density) that have frontage on a NCDOT state-maintained road.

In an effort to streamline regulations and provide greater use of the available land area, eliminate the RP-O and external road setbacks.
Removal of RP-O (Rural Preservation Overlay and Exterior Road Setbacks Multiple Sections)
Removal of R-40 External Road Setbacks
UDO Table 44-404-1, Notes

Front setback would be 30’, same as majority of other residential districts.

R-40 External Road 1ac.
Mixed Use Corridor-Overlay (MUC-O) Modifications
Multiple Subsections (44-430)
Mixed Use Corridor-Overlay (MUC-O) Modifications
Multiple Subsections (44-430)

Allow stand-alone multi-family development projects within the MUC-O.

Remove language that requires all sides of a principal building facing a public street to include at least one (1) customer entrance(*).
Mixed Use Corridor-Overlay (MUC-O) Modifications
Multiple Subsections (44-430)

Require side/rear building facades facing a street to include similar architectural elements (1) listed for building fronts.

- canopy/portico
- roof overhang
- recess/projection
- raised cornice parapet
- real/false windows
- architectural details

Provide that alleys do not have to meet NCDOT design requirements (there are none).
Amend requirement for service entrances (*) having to be completely screened from public streets and adjacent less intensive uses.

Allow major subdivision (residential) development within the MUC-O.
The Planning Board held a public hearing on February 27, 2017 to consider the proposed amendments.

No one from the public attended the meeting.

The Board agreed on the following:

- **Aligning right-of-way requirements with NCDOT standards** provides a better opportunity for roads to be taken over for maintenance by NCDOT in the future.

- One board member suggested additional right-of-way requirements where existing public access occurs through land to be subdivided as a family subdivision.

- **Modifications to residential design standards** are in keeping with State legislation.

- **Eliminating the Rural Preservation-Overlay and external road setbacks** because they are not necessarily preserving rural corridors, rather larger lot sizes, existing homes, and increased vehicular traffic are factors that encourage structures to be built at increased distances from the right-of-way.

- **Modifications to the Mixed Use Corridor-Overlay regulations** are reasonable for future development in those corridors and commercial nodes.
The Planning Board voted 8 – 0 to favorably recommend the Board of Commissioners amend the Unified Development Ordinance based on the proposed modified text (strikethroughs and underlined insertions) with the addition of the following requirement for family subdivisions:

If an existing publicly dedicated road crosses entirely through the property being subdivided, an NCDOT approved right-of-way width is required to be extended entirely through the subject property along the path of the existing public road.
Example
Family Subdivision Right-of-Way – Existing Public Road
Sec. 44-318. Zoning authorization permit.
   (b) Criteria.
      (6) A legal lot created and recorded after March 18, 1996 must have a minimum 45-foot right-of-way connecting to a state-maintained road. A legal lot created and recorded after Effective Date of Amendment must have an NCDOT approved right-of-way connecting to a state-maintained road. An exception to this requirement is lots created for an estate settlement or lots exempt from subdivision regulations in accordance with Sec. 44-341(a), which must have a minimum 15-foot access easement as required in Subsection (5) above.

Sec. 44-345. Family subdivisions.
   (a) A family subdivision plat approval is initiated by filing an application for final plat approval with the planning director.
   (b) Completeness review. See Sec. 44-303.
   (c) A family subdivision plat is administratively reviewed and approved by the planning director. The planning director shall have up to 10 working days to review the family subdivision plat and determine if it meets the requirements for approval of a family subdivision in accordance with the following:
      (1) The application and plat indicate that it qualifies as a family subdivision as defined in this Article;
      (2) The applicant must sign an affidavit attesting to the linear or sibling relationship that qualifies the applicant for the family subdivision;
      (3) Where right-of-way is less than the NCDOT approved required 45-foot width, additional right-of-way has been dedicated; and
      (4) If an existing publicly dedicated road crosses entirely through the property being subdivided, an NCDOT approved right-of-way width is required to be extended entirely through the subject property along the path of the existing public road; and
      (45) The right-of-way, as shown on the submitted plat, is located where a road can feasibly be built.
   (d) A family subdivision plat may be amended by filing and obtaining approval of a new application for family subdivision plat approval.
Sec. 44-517. Street connectivity.

Purpose: In general, interconnected developments provide for improved traffic flow, safety, reduce overall traffic congestion, provides access within and between adjoining developments and may be required by the County approving authority, while cul-de-sacs are generally discouraged by the County.

(a) External connectivity. Multiple accesses into a development may be required to provide additional ingress and egress. In determining whether to require multiple accesses, the County approving authority shall look at the following:

(1) The overall number of lots served by the street system;
(2) The proposed street system pattern;
(3) The configuration and natural features of the tract of land;
(4) The amount of road frontage available; and
(5) The classification of NCDOT roads.

(b) Internal connectivity. Internal connectivity is needed for convenient access, circulation, traffic control and safety.

(1) Street segment. The maximum length of a street segment cannot exceed 1000 feet unless interconnectivity can be achieved by exceeding the maximum, or topography, drainage, natural water features surrounding development patterns dictate otherwise, as determined by the subdivision review board.

(2) Projecting streets.
   a. Parcels must be arranged to allow for the opening of future streets and further development.
b. Where adjoining areas are subdivided, proposed development must connect to adjoining stub outs or existing streets, subject to Subsection d. below. The following applies:

1. The streets in the proposed development must align with the existing adjoining streets.
2. A reciprocal agreement must be provided indicating the road maintenance responsibilities for each subdivision using the interconnected road network. The agreement shall remain in force until NCDOT accepts maintenance responsibilities of the road(s).
3. The road used for interconnectivity between the adjoining subdivisions should be for purposes of a secondary access and not be used as the primary entrance to the subdivision.

c. Where adjoining areas are not subdivided, the arrangement of streets in the development must provide for the projection of streets stubbing to adjoining un-subdivided areas, subject to Subsection d. below. Where stub out roads are required to be extended to the adjoining property line, the stub out must be:

1. Dedicated with a continuous minimum NCDOT approved 45° ROW right-of-way to the property line in addition to ROW right-of-way for the turn-around (cul-de-sac preferred or hammerhead); and
2. Constructed to NCDOT standards including an improved turn-around which must qualify for inclusion into the NCDOT maintenance system.

d. Continuation of an existing street or projection of a new street is not required where it would cause a street to project into a floodplain, topography constraints, other natural features or where other limitations or factors would prohibit the practical connectivity as determined by the County approving authority subdivision review board.
Table 44-341-1. Plat classifications and required approvals.

<table>
<thead>
<tr>
<th>Classification</th>
<th>Description</th>
<th>Preliminary Plat Required</th>
<th>Final Plat Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>Major Subdivision</td>
<td>• New roads, built to NCDOT standards, are required with rights-of-way dedication;</td>
<td>√</td>
<td>√</td>
</tr>
<tr>
<td></td>
<td>• Existing right-of-way dedicated on or after October 1, 1975 but road not built to NCDOT standards; or</td>
<td>√</td>
<td>√</td>
</tr>
<tr>
<td></td>
<td>• The subdivision does not meet the definition of a family or minor subdivision as defined in this Table.</td>
<td>√</td>
<td>√</td>
</tr>
<tr>
<td></td>
<td>• Subdivisions of 200 or more lots must be approved as a Planned Development (Sec. 44-443)</td>
<td>√</td>
<td>√</td>
</tr>
<tr>
<td>Minor Subdivision</td>
<td>• Creation of not more than 3 new lots after March 18, 1996 that front along an existing state-maintained road. One of the 3 new lots includes the residual/original parcel leaving a maximum of 2 additional lots; or</td>
<td>√</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Creation of not more than 3 new lots after March 18, 1996 that front along a minimum 45-foot dedicated right-of-way that was platted and recorded before October 1, 1975 (NCGS 136-102.6) and is constructed to standards which will allow NCDOT to maintain (paved, dirt or gravel). One of the 3 new lots includes the residual/original parcel leaving a maximum of 2 additional lots; or</td>
<td>√</td>
<td></td>
</tr>
<tr>
<td>Classification</td>
<td>Description</td>
<td>Preliminary Plat Required</td>
<td>Final Plat Required</td>
</tr>
<tr>
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</tr>
<tr>
<td></td>
<td>• Creation of not more than 3 new lots after March 18, 1996 that front along an existing non state-maintained road which is built to North Carolina Department of Transportation NCDOT standards as verified by the NCDOT or a North Carolina registered professional engineer (PE). One of the 3 new lots includes the residual/original parcel leaving a maximum of 2 additional lots.</td>
<td></td>
<td>√</td>
</tr>
<tr>
<td>Family Subdivision</td>
<td>• Creation of not more than 3 new lots after March 18, 1996 for lineal family or sibling members. One of the 3 new lots includes the residual/original parcel leaving a maximum of 2 lots for other lineal or sibling family members where a newly dedicated unimproved 45° NCDOT approved right-of-way ROW is required.</td>
<td></td>
<td>√</td>
</tr>
</tbody>
</table>
Table 44-516-1. Road classification and construction standards - residential and nonresidential.

<table>
<thead>
<tr>
<th>Proposed Subdivision/Development Type</th>
<th>Right-of-way Standards</th>
<th>Construction Standards Required by Developer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Estate settlement</td>
<td>See note (1)</td>
<td>None</td>
</tr>
<tr>
<td>Family subdivision</td>
<td>45 feet wide NCDOT standards</td>
<td>None</td>
</tr>
<tr>
<td>Minor subdivision along a 45-foot dedicated right-of-way that had been recorded before October 1, 1975, and is not constructed to standards which will allow NCDOT to maintain.</td>
<td>NCDOT standards (minimum 45 feet)</td>
<td>Roads must be designed and constructed, including paving, to NCDOT standards from the development to a state-maintained road.</td>
</tr>
<tr>
<td>Minor subdivision along a 45-foot dedicated right-of-way that had been recorded before October 1, 1975 and is constructed to standards which will allow NCDOT to maintain (dirt or gravel).</td>
<td>NCDOT standards (minimum 45 feet)</td>
<td>None</td>
</tr>
<tr>
<td>Minor subdivision along a 45 foot dedicated right-of-way that had been recorded on or after October 1, 1975 and where the road construction is verified to meet NCDOT standards. (note: where road not built to NCDOT standards is a major subdivision)</td>
<td>NCDOT standards (minimum 45 feet)</td>
<td>None</td>
</tr>
<tr>
<td>Proposed Subdivision/Development Type</td>
<td>Right-of-way Standards</td>
<td>Construction Standards Required by Developer</td>
</tr>
<tr>
<td>--------------------------------------</td>
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<td>-----------------------------------------------</td>
</tr>
<tr>
<td>Major subdivision</td>
<td>NCDOT standards</td>
<td>Roads must be design and constructed, including paving, to NCDOT standards from the development to a state-maintained road.</td>
</tr>
<tr>
<td></td>
<td>(minimum 45 feet)</td>
<td></td>
</tr>
<tr>
<td>Subdivision with private roads</td>
<td>NCDOT standards</td>
<td>Minimum NCDOT classification and construction standards.</td>
</tr>
<tr>
<td>(see Subsection (d) above)</td>
<td>(minimum 45 feet)</td>
<td></td>
</tr>
<tr>
<td>Nonresidential and multi-family</td>
<td>NCDOT standards</td>
<td>Roads must be paved to NCDOT standards from the development, including entire road frontage of property, to a state-maintained road.</td>
</tr>
<tr>
<td>development (when not approved as a</td>
<td>(minimum 45 feet)</td>
<td></td>
</tr>
<tr>
<td>subdivision)</td>
<td>(2)</td>
<td></td>
</tr>
</tbody>
</table>
Residential Design Criteria

Sec. 44-433. Mountain Protection (MP-O).

(g) Residential designs standards. The following design standards and recommendations apply to all new residential development in the MP-O in order to maintain the natural, rural aesthetic characteristics of the area:

1. Structures should be designed to conform to and be built into the natural terrain and not be located at the crest of a ridge. Different types of foundations, such as pier and beam, step or slab are encouraged to limit excavation and filling.

2. It is recommended that dominant exterior building colors should be chosen to blend in with the natural surroundings and should not stand out when seen through wooded areas. All shades of white or cream are prohibited discouraged from being used as the primary exterior color on any structure.

3. It is recommended that exterior building materials shall primarily consist of natural elements such as stone, logs, wood shingles, wood lapped siding, vertical board and batten or rough textured stucco. It is also recommended that roofing materials must blend in harmoniously with the natural tree canopy.

4. Exterior lighting on individual lots must be muted, fully shielded and directed to avoid illuminating entire structures, creating glare on the night sky, and attracting attention to particular areas for reasons other than security.

5. The maximum permitted height of structures is 30 feet above the average finished grade elevation adjacent to the structure. The average finished grade elevation is calculated by summing the height of the structure at the point of the highest adjacent grade and at the point of the lowest adjacent grade and dividing by 2.

6. Disturbance of natural vegetation around any building footprint is limited to 30 feet, unless practical reasons necessitate additional clearing, such as for a septic tank drainfield. This separation allows for a defensible space for minimizing the risk of wildfire damage to the structure.

7. The use of fire “smart” vegetation species and techniques, as identified by the state forest service, is encouraged for use in the residential landscape to minimize the vulnerability of the structure to fire.
Sec. 44-614.  Dwelling, 2 family - duplex.

(a)  **It is recommended that a** duplex must be designed to resemble a single-family home having:

1. Building facades containing setback relief utilizing a variety of roof designs and shapes;
2. Metal, when used, incorporated as part of an architecturally designed scheme; and
3. Garage fronts de-emphasized and not be the most prominent architectural feature of the house.

(b) Driveways serving front loaded garages should be shared to reduce driveway cuts. Other driveways servicing garages must have side or rear access.

(c) If garages are not provided, 2 parking spaces per unit are required. Parking areas must be paved but are not required to be lined. The parking area perimeter does not have to be buffered or landscaped.
Sec. 44-435. **Rural Preservation Overlay (RP-O). Reserved**

**Purpose:** The purpose of the Rural Preservation Overlay is to balance residential development with the rural qualities of a corridor. Specifically, the goals of the rural preservation overlay are to:

- Preserve scenic vistas;
- Limit the number of driveways along the corridor;
- Provide a rural visual corridor with homes setback from the roadway;
- Protect resource areas along the corridor through a cluster subdivision design; and
- Preserve rural character for potential scenic byway roadways.

(a) **Plan consistency.** This section implements the land use recommendations of the Startown Small Area Plan.

(b) **Setback requirement.**

(1) All structures within a new residential subdivision (family, minor and major) and new non-residential development must be located outside a 100-foot setback abutting one of the streets set out in (8) below.

(2) In lieu of the 100-foot setback, one of the following must be provided for new residential subdivisions located in the RP-O:

   a. If 500 feet of road frontage is available, a 50-foot setback containing a 30-foot wide berm with accompanying landscaping along all existing external road frontage; or

   b. If 500 feet of road frontage is available, a 50-foot setback containing a 30-foot wide landscaped strip containing a solid landscaped screen along all existing external road frontage. The landscaped strip would contain a combination of trees, shrubs and ground cover (grass, mulch, etc.), either in a straight line or offset, to cover a 30-foot wide area.

(3) For existing vacant lots of record fronting one of the streets set out in (8) below, the 100-foot setback requirement for principal structures, must be met if land area is available that can accommodate the house, septic system and well or non-residential structure(s). If the required setback cannot be achieved, then the average setback of the surrounding housing units or non-residential development should be utilized in order to obtain uniformity; however, in no case can the minimum front yard setback be less than 30 feet or the minimum setback for the corresponding non-residential district. Existing vacant lots of record on internal subdivision roads within the RP-O must meet a minimum 30-foot front setback. Appeals to the setback requirement can be made to the Board of Adjustment in accordance with Sec. 44-202.

(4) Additions to non-conforming principal structures within the RP-O are permitted provided they do not extend beyond the front building line.
(5) Non-enclosed additions (decks, porches, patios, etc.) to principal structures are allowed to extend into the front setback based on the average setback of the surrounding principal structures within 1,320 feet (1/4 mile) measured along both sides and directions of the street frontage.

(6) In no case can the minimum front setback be less than 30 feet.

(7) For existing lots of record which have a permitted principal structure, accessory structures are permitted provided they do not extend beyond the front building line of the principal structure.

(8) The setback provisions of this Section apply to both sides of the following roads:
   a. Blackburn Bridge Road (SR 2021);
   b. NC Hwy. 16 South from the planning jurisdiction of the City of Newton to and including the intersection of NC Hwy. 16 South Bypass and existing NC Hwy. 16 South at Tower Road (SR 1895).
   c. Intersection of NC Hwy. 16 South Bypass and existing NC Hwy. 16 South at Tower Road (SR 1895) along the bypass to the Lincoln County Line.
<table>
<thead>
<tr>
<th>Table 44-404-1. Dimensional standards.</th>
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<tbody>
<tr>
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<tr>
<td>----------------------------------------</td>
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<tr>
<td>Rural Conservation (RCon)</td>
</tr>
<tr>
<td>Residential (R-80)</td>
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<tr>
<td>Residential (R-40)</td>
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<tr>
<td>Residential (R-30)</td>
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<td>Residential (R-20)</td>
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<td>Residential (R-15)</td>
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<td>Residential (R-12)</td>
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<tr>
<td>Residential (R-10)</td>
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<tr>
<td>Residential (R-7)</td>
</tr>
<tr>
<td>Office- Institutional (O-I)</td>
</tr>
<tr>
<td>Rural Commercial (RC)</td>
</tr>
<tr>
<td>Highway Commercial (HC)</td>
</tr>
<tr>
<td>Light Industrial (LI)</td>
</tr>
</tbody>
</table>
Notes:

(1) Applies to the lot line or lot edge that abuts an internal subdivision road.
(2) Applies to the lot line or lot edge that abuts an existing external road(s).

a. For existing lots of record which are vacant prior to the effective date of the UDO (February 6, 2007), the 80-foot setback requirement for principal structures and additions identified in (b) below must be met if land area is available that can accommodate the house, septic system and well. If the required setback cannot be achieved, then the average setback of the surrounding housing units should be utilized in order to obtain uniformity; however, in no case can the minimum yard setback be less than 30 feet. Appeals to the setback requirement can be made to the Board of Adjustment in accordance with Sec. 44-202.

b. Additions to non-conforming principal structures along external roads are permitted provided they do not extend beyond the front building line.

c. Additions to principal structures are allowed to extend into the front setback based on the average setback of the surrounding principal structures within 1,320 feet (1/4 mile) measured along both sides and directions of the street frontage.

d. In no case can the minimum front yard setback be less than 30 feet.

e. For existing lots of record which have a permitted principal structure, accessory structures are permitted provided they do not extend beyond the front building line of the principal structure.

f. In lieu of the 80-foot setback for new lots created after the effective date of the UDO (February 6, 2007) one of the following must be provided:

1. If 500 feet of road frontage is available, a 40-foot setback containing a 30-foot wide berm with accompanying landscaping along all existing external road frontage; or

2. If 500 feet of road frontage is available, a 40-foot setback containing a 30-foot wide landscaped strip containing a solid landscaped screen along all existing external road frontage. The landscaped strip would contain a combination of trees, shrubs and ground cover (grass, mulch, etc.), either in a straight line or off-set, to cover a 30 foot wide area.
Churches/synagogues and places of worship, that apply for and qualify for tax exempt status with the County, may have a maximum height of 70 feet. In addition, steeples and belfries, which project above the total height of the structure, are allowed to have additional height, equal to that of the worship structure.

Lots on the turning circles of cul-de-sacs may have a minimum 75 feet of lot width.

A setback of 20 feet is allowed along one (1) internal street front for corner lots within residential subdivisions.
Amendment 4  
Mixed Use Corridor-Overlay

Sec. 44-430.07. Building design standards/site standards.

(f) Building entrances.

(1) The main customer entrance for a building must face public or private streets.

(2) All sides of a principal building that directly face an abutting public street must include at least one customer entrance.

(3) Customer entrances must include at least 3 of the following features below:
- canopies or porticos;
- roof overhangs;
- recesses/projections;
- arcades;
- raised corniced parapets over the door;
- peaked roof forms;
- arches;
- outdoor patios;
- display windows;
- architectural details such as tile work and moldings which are integrated into the building structure and design; or
- integral planters or wing walls that incorporate landscaped areas and/or places for sitting.

(2) The side and rear of buildings, visible from the right-of-way, must include at least 1 of the above features listed in (1) above.

(4) Service entrances for shipping and receiving must not be visible from a public street.

Sec. 44-430.09. Driveway connection/access management.

(h) Street design. All streets, with exception of alleys, must be designed and paved to meet NCDOT standards. Streets can be designated as either public or private. Neighborhood streets must be designed for a maximum 30 mph speed limit.
Sec. 44-430.11. Buffering and screening.

(e) *Maintenance area screening.* All loading and service areas must be screened to the extent practical from view of all streets and adjoining properties of less intensive use with a buffer meeting the requirements of Sec. 44-523(f). If the loading area abuts the perimeter buffering, the loading area is not required to be screened.

Table 44-430.05-1. Prohibited principal uses in MUC-O District.
The following list of prohibited principal uses are applicable to the MUC-O district with exception of the land areas in the Highway Commercial (HC) nodes along Hwy. 16 South as referenced in Sec. 44-430.02(b)(2). The Highway 16 South nodes allow all permitted uses listed in Table 44-403-1 under the HC category.

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<td>Pawnshop</td>
</tr>
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<td>Farm supplies</td>
<td>Roadside stand, commercial</td>
</tr>
<tr>
<td>Batting cage (outdoor)</td>
<td>Greenhouse, commercial</td>
<td>Sanitarium and mental institution</td>
</tr>
<tr>
<td>Boardinghouse, rooming house</td>
<td>Industrial supplies and equipment</td>
<td><strong>Minor subdivision of land for non-family, single-family residential uses</strong></td>
</tr>
<tr>
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<td>Lumber and building materials sales</td>
<td>Wholesale distribution</td>
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<td>Campgrounds</td>
<td>Manufactured/modular home sales</td>
<td>Wood waste grinding operations (industrial)</td>
</tr>
<tr>
<td>Cemetery, human public</td>
<td>Miniature golf (outdoor)</td>
<td>Zoo</td>
</tr>
<tr>
<td>Cemetery, pet</td>
<td>Movie theater (drive-in)</td>
<td></td>
</tr>
<tr>
<td>Circus, carnival and fair (permanent)</td>
<td>Municipal garage</td>
<td></td>
</tr>
</tbody>
</table>

(Ord. No. 2008-01, 1/22/2008; Ord. No. 2008-17, 10/20/08)
Ordinance No. 2017-

BE IT ORDAINED that the Catawba County Code of Ordinances, Unified Development Ordinance, is hereby amended to read as follows:

Sec. 44-318.  Zoning authorization permit.
   (b)  Criteria.

   (6)  A legal lot created and recorded after March 18, 1996 must have a minimum 45-foot right-of-way connecting to a state-maintained road. A legal lot created and recorded after March 20, 2017 must have an NCDOT approved right-of-way connecting to a state-maintained road. An exception to this requirement is lots created for an estate settlement or lots exempt from subdivision regulations in accordance with Sec. 44-341(a), which must have a minimum 15-foot access easement as required in Subsection (5) above.

Sec. 44-345.  Family subdivisions.
   (a)  A family subdivision plat approval is initiated by filing an application for final plat approval with the planning director.
   (b)  Completeness review. See Sec. 44-303.
   (c)  A family subdivision plat is administratively reviewed and approved by the planning director. The planning director shall have up to 10 working days to review the family subdivision plat and determine if it meets the requirements for approval of a family subdivision in accordance with the following:

   (1)  The application and plat indicate that it qualifies as a family subdivision as defined in this Article;

   (2)  The applicant must sign an affidavit attesting to the linear or sibling relationship that qualifies the applicant for the family subdivision;

   (3)  Where right-of-way is less than the NCDOT approved width, additional right-of-way has been dedicated;

   (4)  If an existing publicly dedicated road crosses entirely through the property being subdivided, an NCDOT approved right-of-way width is required to be extended entirely through the subject property along the path of the existing public road; and

   (5)  The right-of-way, as shown on the submitted plat, is located where a road can feasibly be built.

   (d)  A family subdivision plat may be amended by filing and obtaining approval of a new application for family subdivision plat approval.
Recording. If an approved family subdivision plat is not recorded in the register of deeds office, within 60 days of approval, the plat expires and a new plat must be submitted.

Sec. 44-406. Access.

(b) A legal lot created and recorded after March 18, 1996 must have a minimum 45-foot right-of-way to a State-maintained road. A legal lot created and recorded after March 20, 2017 must have an NCDOT approved right-of-way connecting to a State-maintained road. In non-family subdivision situations, the road must be constructed to NCDOT standards.

Sec. 44-517. Street connectivity.

Purpose: In general, interconnected developments provide for improved traffic flow, safety, reduce overall traffic congestion, provides access within and between adjoining developments and may be required by the County approving authority, while cul-de-sacs are generally discouraged by the County.

(a) External connectivity. Multiple accesses into a development may be required to provide additional ingress and egress. In determining whether to require multiple accesses, the County approving authority shall look at the following:

(1) The overall number of lots served by the street system;
(2) The proposed street system pattern;
(3) The configuration and natural features of the tract of land;
(4) The amount of road frontage available; and
(5) The classification of NCDOT roads.

(b) Internal connectivity. Internal connectivity is needed for convenient access, circulation, traffic control and safety.

(1) Street segment. The maximum length of a street segment cannot exceed 1000 feet unless interconnectivity can be achieved by exceeding the maximum, or topography, drainage, natural water features surrounding development patterns dictate otherwise, as determined by the County approving authority.

(2) Projecting streets.
   a. Parcels must be arranged to allow for the opening of future streets and further development.
   b. Where adjoining areas are subdivided, proposed development must connect to adjoining stub outs or existing streets, subject to Subsection d. below. The following applies:
1. The streets in the proposed development must align with the existing adjoining streets.

2. A reciprocal agreement must be provided indicating the road maintenance responsibilities for each subdivision using the interconnected road network. The agreement shall remain in force until NCDOT accepts maintenance responsibilities of the road(s).

3. The road used for interconnectivity between the adjoining subdivisions should be for purposes of a secondary access and not be used as the primary entrance to the subdivision.

c. Where adjoining areas are not subdivided, the arrangement of streets in the development must provide for the projection of streets stubbing to adjoining un-subdivided areas, subject to Subsection d. below. Where stub out roads are required to be extended to the adjoining property line, the stub out must be:

1. Dedicated with a continuous minimum NCDOT approved right-of-way to the property line in addition to right-of-way for the turn-around (cul-de-sac preferred or hammerhead); and

2. Constructed to NCDOT standards including an improved turn-around which must qualify for inclusion into the NCDOT maintenance system.

d. Continuation of an existing street or projection of a new street is not required where it would cause a street to project into a floodplain, topography constraints, other natural features or where other limitations or factors would prohibit the practical connectivity as determined by the County approving authority.
Table 44-341-1. Plat classifications and required approvals.

<table>
<thead>
<tr>
<th>Classification</th>
<th>Description</th>
<th>Preliminary Plat Required</th>
<th>Final Plat Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>Major Subdivision</td>
<td>• New roads, built to NCDOT standards, are required with rights-of-way dedication;</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td></td>
<td>• Existing right-of-way dedicated on or after October 1, 1975 but road not built to NCDOT standards; or</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td></td>
<td>• The subdivision does not meet the definition of a family or minor subdivision as defined in this Table.</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td></td>
<td>• Subdivisions of 200 or more lots must be approved as a Planned Development (Sec. 44-443)</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Minor Subdivision</td>
<td>• Creation of not more than 3 new lots after March 18, 1996 that front along an existing state-maintained road. One of the 3 new lots includes the residual/original parcel leaving a maximum of 2 additional lots; or</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td></td>
<td>• Creation of not more than 3 new lots after March 18, 1996 that front along a minimum 45-foot dedicated right-of-way that was platted and recorded before October 1, 1975 (NCGS 136-102.6) and is constructed to standards which will allow NCDOT to maintain (paved, dirt or gravel). One of the 3 new lots includes the residual/original parcel leaving a maximum of 2 additional lots; or</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Classification</td>
<td>Description</td>
<td>Preliminary Plat Required</td>
<td>Final Plat Required</td>
</tr>
<tr>
<td>----------------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td>---------------------------</td>
<td>---------------------</td>
</tr>
<tr>
<td></td>
<td>• Creation of not more than 3 new lots after March 18, 1996 that front along an existing non state-maintained road which is built to NCDOT standards as verified by the NCDOT or a North Carolina registered professional engineer (PE). One of the 3 new lots includes the residual/original parcel leaving a maximum of 2 additional lots.</td>
<td>√</td>
<td></td>
</tr>
<tr>
<td>Family Subdivision</td>
<td>• Creation of not more than 3 new lots after March 18, 1996 for lineal family or sibling members. One of the 3 new lots includes the residual/original parcel leaving a maximum of 2 lots for other lineal or sibling family members where a newly dedicated unimproved NCDOT approved right-of-way is required.</td>
<td>√</td>
<td></td>
</tr>
</tbody>
</table>
Table 44-516-1. Road classification and construction standards - residential and nonresidential.

<table>
<thead>
<tr>
<th>Proposed Subdivision/ Development Type</th>
<th>Right-of-way Standards</th>
<th>Construction Standards Required by Developer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Estate settlement</td>
<td>See note [1]</td>
<td>None</td>
</tr>
<tr>
<td>Family subdivision</td>
<td>NCDOT standards</td>
<td>None</td>
</tr>
<tr>
<td><strong>Minor subdivision</strong> along a 45-foot dedicated right-of-way that had been recorded before October 1, 1975, and is not constructed to standards which will allow NCDOT to maintain.</td>
<td>NCDOT standards (minimum 45 feet)</td>
<td>Roads must be designed and constructed, including paving, to NCDOT standards from the development to a state-maintained road.</td>
</tr>
<tr>
<td><strong>Minor subdivision</strong> along a 45-foot dedicated right-of-way that had been recorded before October 1, 1975 and is constructed to standards which will allow NCDOT to maintain (dirt or gravel).</td>
<td>NCDOT standards (minimum 45 feet)</td>
<td>None</td>
</tr>
<tr>
<td><strong>Minor subdivision</strong> along a 45 foot dedicated right-of-way that had been recorded on or after October 1, 1975 and where the road construction is verified to meet NCDOT standards. (note: where road not built to NCDOT standards is a major subdivision)</td>
<td>NCDOT standards (minimum 45 feet)</td>
<td>None</td>
</tr>
<tr>
<td><strong>Major subdivision</strong></td>
<td>NCDOT standards</td>
<td>Roads must be design and constructed, including paving, to NCDOT standards from the development to a state-maintained road.</td>
</tr>
<tr>
<td><strong>Subdivision with private roads</strong></td>
<td>NCDOT standards</td>
<td>Minimum NCDOT classification and construction standards.</td>
</tr>
<tr>
<td>(see Subsection (d) above)</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Nonresidential and multi-family development (when not approved as a subdivision)</strong></td>
<td>NCDOT standards [2]</td>
<td>Roads must be paved to NCDOT standards from the development, including entire road frontage of property, to a state-maintained road.</td>
</tr>
</tbody>
</table>
### Table 44-404-1. Dimensional standards.

<table>
<thead>
<tr>
<th>Density (maximum dwelling units per acre)</th>
<th>Floor Area Ratio (maximum)</th>
<th>Lot Size (minimum, square feet)</th>
<th>Lot Width (minimum, feet)</th>
<th>Front Setback (minimum, feet)</th>
<th>Side Setback (minimum, feet)</th>
<th>Rear Setback (minimum, feet)</th>
<th>Height (maximum, feet)</th>
<th>Gross leasable area (GLA) max. per development, square feet</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rural Conservation (RCon)</td>
<td>0.2</td>
<td>-</td>
<td>217,800 (acres)</td>
<td>250</td>
<td>100</td>
<td>30</td>
<td>50</td>
<td>45</td>
</tr>
<tr>
<td>Residential (R-80)</td>
<td>0.5</td>
<td>-</td>
<td>Single family-80,000</td>
<td>150&lt;sup&gt;(2)&lt;/sup&gt;</td>
<td>30</td>
<td>15</td>
<td>30</td>
<td>45</td>
</tr>
<tr>
<td>Residential (R-40)</td>
<td>1.0</td>
<td>-</td>
<td>Single family-40,000</td>
<td>100&lt;sup&gt;(2)&lt;/sup&gt;</td>
<td>30</td>
<td>15</td>
<td>30</td>
<td>45</td>
</tr>
<tr>
<td>Residential (R-30)</td>
<td>1.5</td>
<td>-</td>
<td>Single family – 30,000</td>
<td>75</td>
<td>30</td>
<td>20&lt;sup&gt;(3)&lt;/sup&gt;</td>
<td>15</td>
<td>30</td>
</tr>
<tr>
<td>Residential (R-20)</td>
<td>2.0</td>
<td>-</td>
<td>Single family – 20,000 or 15,000 with public water and/or sewer</td>
<td>75</td>
<td>30</td>
<td>20&lt;sup&gt;(3)&lt;/sup&gt;</td>
<td>15</td>
<td>30</td>
</tr>
<tr>
<td>Residential (R-15)</td>
<td>3.0</td>
<td>-</td>
<td>Single family - 15,000</td>
<td>75</td>
<td>30</td>
<td>20&lt;sup&gt;(3)&lt;/sup&gt;</td>
<td>15</td>
<td>30</td>
</tr>
<tr>
<td>Residential (R-12)</td>
<td>3.6</td>
<td>-</td>
<td>Single family – 12,000</td>
<td>75</td>
<td>20</td>
<td>10</td>
<td>20</td>
<td>45</td>
</tr>
<tr>
<td>Residential (R-10)</td>
<td>4.4</td>
<td>-</td>
<td>Single family – 10,000</td>
<td>60</td>
<td>20</td>
<td>10</td>
<td>20</td>
<td>45</td>
</tr>
<tr>
<td>Residential</td>
<td>6.2</td>
<td>-</td>
<td>Single family - 7,000</td>
<td>60</td>
<td>20</td>
<td>10</td>
<td>20</td>
<td>45</td>
</tr>
</tbody>
</table>
### Notes:

1. Churches/synagogues and places of worship, that apply for and qualify for tax exempt status with the County, may have a maximum height of 70 feet. In addition, steeples and belfries, which project above the total height of the structure, are allowed to have additional height, equal to that of the worship structure.

2. Lots on the turning circles of cul-de-sacs may have a minimum 75 feet of lot width.

3. A setback of 20 feet is allowed along one (1) internal street front for corner lots within residential subdivisions.
Sec. 44-430.07. Building design standards/site standards.

(f) Building entrances.

(1) Customer entrances must include at least 3 of the features below:
   ♦ canopies or porticos;
   ♦ roof overhangs;
   ♦ recesses/projections;
   ♦ arcades;
   ♦ raised corniced parapets over the door;
   ♦ peaked roof forms;
   ♦ arches;
   ♦ outdoor patios;
   ♦ display windows;
   ♦ architectural details such as tile work and moldings which are integrated into the building structure and design; or
   ♦ integral planters or wing walls that incorporate landscaped areas and/or places for sitting.

(2) The side and rear of buildings, visible from the right-of-way, must include at least 1 of the above features listed in (1) above.

Sec. 44-430.09. Driveway connection/access management.

(h) Street design. All streets, with exception of alleys, must be designed and paved to meet NCDOT standards. Streets can be designated as either public or private. Neighborhood streets must be designed for a maximum 30 mph speed limit.

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| Circus, carnival and fair (permanent) | Municipal garage | |

(Ord. No. 2008-01, 1/22/2008; Ord. No. 2008-17, 10/20/08)

This 20\textsuperscript{th} day of March, 2017

C. Randall Isenhower, Chair

Catawba County Board of Commissioners
APPOINTMENTS

DAN HUNSUCKER (Upcoming) Dangerous Dog Appellate Board

02/02/17

Carl Luckadoo  Does not wish reappt
Butch Williams  Eligible for a 3rd term

3-year terms

Commissioner Hunsucker recommends the reappointment of Butch Williams for a third term on the Dangerous Dog Appellate Board. This term will expire February 2, 2020.
MEMORANDUM

To: Catawba County Board of Commissioners
From: Bob Miracle, Chief Financial Officer
Date: March 20, 2017
Subject: Approval of Audit Contract

Request
Staff recommends the approval of an audit contract between Catawba County and Martin Starnes & Associates for auditing services for Fiscal Year 2016-17.

Background
North Carolina General Statute 159-34 requires that local governments have their financial accounts audited each fiscal year and submit a copy of the audit to the Local Government Commission. In response to the general statute, staff recommends retaining the services of Martin Starnes & Associates to conduct the audit of the County’s financial records for the fiscal year ending June 30, 2017.

Review
Martin Starnes & Associates has extensive experience auditing North Carolina local governments and has been the auditor for Catawba County since 2001. The proposed fee for Fiscal Year 2016-17 is $52,000, an increase of $3,500 over the prior fiscal year services. This increase is a reflection of additional requirements the firm has been asked to do on behalf of the State Auditor’s office. (The Office of the State Auditor, which relies upon the local auditor to test eligibility for three DSS programs, determines the attributes tested, risk assessed, and sample size. Per State Auditor direction, sample sizes for those three programs, which are major to Catawba County, will grow at minimum from sixty files to ninety-three files. This change significantly increases the hours necessary to complete the compliance audit.)

As part of the engagement, Martin Starnes & Associates shall audit all statements and disclosures required by generally accepted accounting principles (GAAP) and additional required legal statements and disclosures of all funds and/or divisions of the County. After completing the audit, the firm will submit to the Board a written report of audit and furnish the required number of copies of the audit report as soon as practical after the close of the accounting period. Martin Starnes & Associates will communicate timely and directly to the Board on matters related to the financial statement audit that are, in the auditor’s professional judgment, significant and relevant to the responsibilities of those charged with governance in overseeing the financial reporting process.
Recommendation
Staff recommends approval of the contract between the County and Martin Starnes & Associates in the amount of $52,000 for auditing services for Fiscal Year 2016-17.

Attachments: Audit Contract and Engagement Letter
CONTRACT TO AUDIT ACCOUNTS

Of ____________________________  Catawba County, NC
Primary Governmental Unit

N/A

Discretely Presented Component Unit (DPCU) if applicable

On this __________ day of __________, 2017,
Auditor: _______________________________________ Auditor Mailing Address: __________________________
__________________________________________________________________ Hereinafter referred to as The Auditor
and ______________________________________ (Governing Board(s)) of___________________________________
and _____________________________________ : hereinafter referred to as the Governmental Unit(s), agree as follows:
(Discretely Presented Component Unit)

1. The Auditor shall audit all statements and disclosures required by generally accepted accounting principles (GAAP) and additional required legal statements and disclosures of all funds and/or divisions of the Governmental Unit(s) for the period beginning _________________, _________, and ending ___________________, _________. The non-major combining, and individual fund statements and schedules shall be subjected to the auditing procedures applied in the audit of the basic financial statements and an opinion will be rendered in relation to (as applicable) the governmental activities, the business-type activities, the aggregate DPCUs, each major governmental and enterprise fund, and the aggregate remaining fund information (non-major government and enterprise funds, the internal service fund type, and the fiduciary fund types).

2. At a minimum, the Auditor shall conduct his/her audit and render his/her report in accordance with generally accepted auditing standards. The Auditor shall perform the audit in accordance with Government Auditing Standards if required by the State Single Audit Implementation Act, as codified in G.S. 159-34. If required by OMB Uniform Administration Requirements, Cost Principles, and Audit Requirements for Federal Awards, (Uniform Guidance) and the State Single Audit Implementation Act, the Auditor shall perform a Single Audit. This audit and all associated audit documentation may be subject to review by Federal and State agencies in accordance with Federal and State laws, including the staffs of the Office of State Auditor (OSA) and the Local Government Commission (LGC). If the audit and auditor communication are found in this review to be substandard, the results of the review may be forwarded to the North Carolina State Board of CPA Examiners (NC CPA Board).

County and Multi-County Health Departments: The Office of State Auditor will designate certain programs that have eligibility requirements to be considered major programs in accordance with OMB Uniform Guidance for the State of North Carolina. The LGC will notify the auditor and the County and Multi-Health Department of these programs. A County or a Multi-County Health Department may be selected to audit any of these programs as major.

3. If an entity is determined to be a component of another government as defined by the group audit standards - the entity’s auditor will make a good faith effort to comply in a timely manner with the requests of the group auditor in accordance with AU-6 §600.41 - §600.42.

4. This contract contemplates an unqualified opinion being rendered. The audit shall include such tests of the accounting records and such other auditing procedures as are considered by the Auditor to be necessary in the circumstances. Any limitations or restrictions in scope which would lead to a qualification should be fully explained in an attachment to this contract.

5. If this audit engagement is subject to the standards for audit as defined in Government Auditing Standards, 2011 revisions, issued by the Comptroller General of the United States, then by accepting this engagement, the Auditor warrants that he has met the requirements for a peer review and continuing education as specified in Government
Auditing Standards. The Auditor agrees to provide a copy of their most recent peer review report regardless of the date of the prior peer review report to the Governmental Unit and the Secretary of the LGC prior to the execution of the audit contract (See Item 22). If the audit firm received a peer review rating other than pass, the Auditor shall not contract with the Governmental Unit without first contacting the Secretary of the LGC for a peer review analysis that may result in additional contractual requirements.

If the audit engagement is not subject to Government Accounting Standards or if financial statements are not prepared in accordance with GAAP and fail to include all disclosures required by GAAP, the Auditor shall provide an explanation as to why in an attachment.

6. It is agreed that time is of the essence in this contract. All audits are to be performed and the report of audit submitted to the State and Local Government Finance Division (SLGFD) within four months of fiscal year end. Audit report is due on: ______________, ___________. If it becomes necessary to amend this due date or the audit fee, an amended contract along with a written explanation of the delay must be submitted to the secretary of the LGC for approval.

7. It is agreed that generally accepted auditing standards include a review of the Governmental Unit’s systems of internal control and accounting as same relate to accountability of funds and adherence to budget and law requirements applicable thereto; that the Auditor will make a written report, which may or may not be a part of the written report of audit, to the Governing Board setting forth his findings, together with his recommendations for improvement. That written report must include all matters defined as “significant deficiencies and material weaknesses” in AU-C 265 of the AICPA Professional Standards (Clarified). The Auditor shall file a copy of that report with the Secretary of the LGC.

8. All local government and public authority contracts for audit or audit-related work require the approval of the Secretary of the LGC. This includes annual or special audits, agreed upon procedures related to internal controls, bookkeeping or other assistance necessary to prepare the Governmental Unit’s records for audit, financial statement preparation, any finance-related investigations, or any other audit-related work in the State of North Carolina. Invoices for services rendered under these contracts shall not be paid by the Governmental Unit until the invoice has been approved by the Secretary of the LGC. (This also includes any progress billings.) [G.S. 159-34 and 115C-447] All invoices for Audit work must be submitted by email in PDF format to the Secretary of the LGC for approval. The invoices must be sent via upload through the current portal address: http://nctreasurer.slgfd.leapfile.net Subject line should read “Invoice – [Unit Name]. The PDF invoice marked ‘approved’ with approval date will be returned by email to the Auditor to present to the Governmental Unit for payment. Approval is not required on contracts and invoices for system improvements and similar services of a non-auditing nature.

9. In consideration of the satisfactory performance of the provisions of this contract, the Primary Governmental Unit shall pay to the Auditor, upon approval by the Secretary of the LGC, the fee, which includes any cost the Auditor may incur from work paper or peer reviews or any other quality assurance program required by third parties (Federal and State grantor and oversight agencies or other organizations) as required under the Federal and State Single Audit Acts. (Note: Fees listed on signature pages.)

10. If the Governmental Unit has outstanding revenue bonds, the Auditor shall include documentation either in the notes to the audited financial statements or as a separate report submitted to the SLGFD along with the audit report, a calculation demonstrating compliance with the revenue bond rate covenant. Additionally, the Auditor should be aware that any other bond compliance statements or additional reports required in the authorizing bond documents need to be submitted to the SLGFD simultaneously with the Governmental Unit's audited financial statements unless otherwise specified in the bond documents.
11. After completing the audit, the Auditor shall submit to the Governing Board a written report of audit. This report shall include, but not be limited to, the following information: (a) Management’s Discussion and Analysis, (b) the financial statements and notes of the Governmental Unit and all of its component units prepared in accordance with GAAP, (c) supplementary information requested by the client or required for full disclosure under the law, and (d) the Auditor’s opinion on the material presented. The Auditor shall furnish the required number of copies of the report of audit to the Governing Board as soon as practical after the close of the accounting period.

12. If the audit firm is required by the NC CPA Board or the Secretary of the LGC to have a pre-issuance review of their audit work, there must be a statement added to the engagement letter specifying the pre-issuance review including a statement that the Governmental Unit will not be billed for the pre-issuance review. The pre-issuance review must be performed prior to the completed audit being submitted to the LGC. The pre-issuance report must accompany the audit report upon submission to the LGC.

13. The Auditor shall electronically submit the report of audit to the LGC as a text-based PDF file when (or prior to) submitting the invoice for services rendered. The report of audit, as filed with the Secretary of the LGC, becomes a matter of public record for inspection, review and copy in the offices of the SLGFD by any interested parties. Any subsequent revisions to these reports must be sent to the Secretary of the LGC. These audited financial statements, excluding the Auditors’ opinion, may be used in the preparation of official statements for debt offerings, by municipal bond rating services to fulfill secondary market disclosure requirements of the Securities and Exchange Commission and other lawful purposes of the Governmental Unit without subsequent consent of the Auditor. If it is determined by the LGC that corrections need to be made to the Governmental Unit’s financial statements, they should be provided within three days of notification unless another time frame is agreed to by the LGC.

If the OSA designates certain programs to be audited as major programs, as discussed in item #2, a turnaround document and a representation letter addressed to the OSA shall be submitted to the LGC.

The LGC’s process for submitting contracts, audit reports and invoices is subject to change. Auditors should use the submission process in effect at the time of submission. The most current instructions will be found on our website: https://www.nctreasurer.com/slg/Pages/Audit-Forms-and-Resources.aspx

14. Should circumstances disclosed by the audit call for a more detailed investigation by the Auditor than necessary under ordinary circumstances, the Auditor shall inform the Governing Board in writing of the need for such additional investigation and the additional compensation required therefore. Upon approval by the Secretary of the LGC, this contract may be varied or changed to include the increased time and/or compensation as may be agreed upon by the Governing Board and the Auditor.

15. If an approved contract needs to be varied or changed for any reason, the change must be made in writing, on the amended LGC-205 contract form and pre-audited if the change includes a change in audit fee. This amended contract needs to be completed in full, including a written explanation of the change, signed and dated by all original parties to the contract, and then must be submitted through the audit contract portal to the Secretary of the LGC for approval. The portal address to upload your amended contract is http://nctreasurer.slgfd.leapfile.net

No change shall be effective unless approved by the Secretary of the LGC, the Governing Board, and the Auditor.

16. A copy of the engagement letter, issued by the Auditor and signed by both the Auditor and the Governmental Unit should be attached to the contract, and by reference here becomes part of the contract. In case of conflict between the terms of the engagement letter and the terms of this contract, the terms of this contract will control. Engagement letter terms that conflict with the contract are deemed to be void unless the conflicting terms of this contract are specifically deleted in Item #25 of this contract. Engagement letters containing indemnification clauses will not be approved by the LGC.
17. Special provisions should be limited. Please list any special provisions in an attachment.

18. A separate contract should not be made for each division to be audited or report to be submitted. If a DPCU is subject to the audit requirements detailed in the Local Government Budget and Fiscal Control Act and a separate audit report is issued, a separate audit contract is required. If a separate report is not to be issued and the DPCU is included in the primary government audit, the DPCU must be named along with the parent government on this audit contract. Signatures from the DPCU Board chairman and finance officer also must be included on this contract.

19. The contract must be executed, pre-audited, physically signed by all parties including Governmental Unit and Auditor signatures and submitted in PDF format to the Secretary of the LGC. The current portal address to upload your contractual documents is http://nctreasurer.slfd.leapfile.net. Electronic signatures are not accepted at this time. Included with this contract are instructions to submit contracts and invoices for approval as of 1RYHPEHU. These instructions are subject to change. Please check the NC Treasurer’s web site at https://www.nctreasurer.com/sl/Pages/Audit-Forms-and-Resources.aspx for the most recent instructions.

20. The contract is not valid until it is approved by the LGC Secretary. The staff of the LGC shall notify the Governmental Unit and Auditor of contract approval by email. The audit should not be started before the contract is approved.

21. There are no other agreements between the parties hereto and no other agreements relative hereto that shall be enforceable unless entered into in accordance with the procedure set out herein and approved by the Secretary of the LGC.

22. E-Verify. Auditor shall comply with the requirements of NCGS Chapter 64 Article 2. Further, if Auditor utilizes any subcontractor(s), Auditor shall require such subcontractor(s) to comply with the requirements of NCGS Chapter 64, Article 2.

23. Contractor hereby certifies that Contractor, and all subcontractors, are not on the Iran Final Divestment List (“List”) created by the North Carolina State Treasurer pursuant to N.C.G.S. 147-86.58. Contractor shall not utilize any subcontractor that is identified on the List.

25. All of the above paragraphs are understood and shall apply to this contract, except the following numbered paragraphs shall be deleted: (See Item 16 for clarification).

SIGNATURE PAGES FOLLOW
Contract to Audit Accounts (cont.)

Primary Governmental Unit: N/A

Discretely Presented Component Units (DPCU) if applicable

Catawba County, NC

- FEES

Year-end bookkeeping assistance – [For audits subject to Government Auditing Standards, this is limited to bookkeeping services permitted by revised Independence Standards]

Audit $52,000

Preparation of the annual financial Statements Prepared by client

Prior to submission of the completed audited financial report, applicable compliance reports and amended contract (if required) the Auditor may submit invoices for approval for services rendered, not to exceed 75% of the total of the stated fees above. If the current contracted fee is not fixed in total, invoices for services rendered may be approved for up to 75% of the prior year audit fee.

The 75% cap for interim invoice approval for this audit contract is $39,000

** NA if there is to be no interim billing

Communication regarding audit contract requests for modification or official approvals will be sent to the email addresses provided in the spaces below.

Audit Firm Signature:
Martin Starnes & Associates, CPAs, P.A.

By Amber Y. McGinnis, Senior Audit Manager

Authorized Audit firm representative name: Type or print name

Signature of authorized audit firm representative

Date February 7, 2017

Email Address of Audit Firm

Primary Government Finance Officer:
By Bob Miracle, Chief Financial Officer

Primary Governmental Unit Finance Officer: Type or print name

Pre-audit Certificate: Required by G.S. 159-28 (a)
This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act. Additionally, the following date is the date this audit contract was approved by the governing body.

By C. Randall Isenhower, Chair

Primary Government Finance Officer Signature

(Pre-audit Certificate must be dated.)

bmiracle@catawbacountync.gov

Date Approved Audit Contract - G.S. 159-34(a)
** This page to only be completed by Discretely Presented Component Units **

<table>
<thead>
<tr>
<th>FEES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year-end bookkeeping assistance – [For audits subject to Government Auditing Standards, this is limited to bookkeeping services permitted by revised Independence Standards]</td>
</tr>
</tbody>
</table>

Audit

|  
|---------------------------------|
| Preparation of the annual financial Statements | N/A |
| Prior to submission of the completed audited financial report, applicable compliance reports and amended contract (if required) the Auditor may submit invoices for approval for services rendered, not to exceed 75% of the total of the stated fees above. If the current contracted fee is not fixed in total, invoices for services rendered may be approved for up to 75% of the prior year audit fee. |  
| The 75% cap for interim invoice approval for this audit contract is $ | N/A |

** NA if there is to be no interim billing**

|  
|---------------------------------|
| Communication regarding audit contract requests for modification or official approvals will be sent to the email addresses provided in the spaces below. |  
| DPCU Governmental Unit Signatures: |  
| Name of Discreetly Presented Component Unit | N/A |
| By | N/A |
| DPCU Board Chairperson: Type or print name and title | N/A |
| Signature of Chairperson of DPCU governing board |  
| Date | N/A |

|  
|---------------------------------|
| DPCU Finance Officer: |  
| Type or print name | N/A |
| DPCU Finance Officer Signature |  
| Date | N/A |

|  
|---------------------------------|
| Chair of Audit Committee - Type or print name | N/A |
| Signature of Audit Committee Chairperson | N/A |
| Date | N/A |

** If Governmental Unit has no audit committee, mark this section "N/A"**

|  
|---------------------------------|
| PRE-AUDIT CERTIFICATE: Required by G.S. 159-28 (a) |  
| This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act. Additionally, the following date is the date this audit contract was approved by the governing body. |  
| By | N/A |

|  
|---------------------------------|
| DPCU Finance Officer Signature |  
| Date | N/A |

|  
|---------------------------------|
| Date DPCU Governing Body Approved Audit Contract - G.S. 159-34(a ) | N/A |
Steps to Completing the Audit Contract

1. Complete the Header Information – NEW: If a DPCU is subject to the audit requirements as detailed in the Local Government Budget and Fiscal Control Act and a separate audit report is issued, a separate audit contract is required. If a separate report is not issued for the DPCU and is to be included in the Primary Government’s audit, the DPCU must be named with the parent government on this Audit contract. The Board chairman of the DPCU also must sign the Audit contract.

2. Item No. 1 – Complete the period covered by the audit

3. Item No. 6 – Fill in the audit due date. For Governmental Unit(s), the contract due date can be no later than 4 months after the end of the fiscal year, even though amended contracts may not be required until a later date.

4. Item No. 8 – If the process for invoice approval instructions changed, the Auditor should make sure he and his administrative staff are familiar with the current process. Instructions for each process can be found at the following link. https://www.nctreasurer.com/slg/Pages/Audit-Forms-and-Resources.aspx

5. Item No. 9 – NEW: Please note that the fee section has been moved to the signature pages, Pages 5 & 6.

6. Item No. 16 – NEW: It is now expected that an engagement letter will be attached to the contract. Has the engagement letter been attached to the contract submitted to the SLGFD?
   
   a. Do the terms and fees specified in the engagement letter agree with the Audit contract? “In case of conflict between the terms of the engagement letter and the terms of this contract, the terms of this contract will control.”

   b. Does the engagement letter contain an indemnification clause? The audit contract will not be approved if there is an indemnification clause – refer to LGC Memo # 986.

7. Complete the fee section for BOTH the Primary Government and the DPCU (if applicable) on the signature pages, please note:

   - The cap on interim payments is 75% of the current audit fee for services rendered if the contracted fee amount is a fixed amount. If any part of the fee is variable, interim payments are limited to 75% of the prior year’s total audit fee. If the contract fee is partially variable, we will compare the authorized interim payment on the contract to 75% of last year’s actual approved total audit fee amount according to our records. There is a report of audit fees paid by each governmental unit on our web site: https://www.nctreasurer.com/slg/Pages/Non-Audit-Services-and-Audit-Fees.aspx - Auditors and Audit Fees.

   Please call or email Darrus Cofield at 919-814-4299 darrus.cofield@nctreasurer.com if you have any questions about the fees on this list.

   - For variable fees for services, are the hourly rates or other rates clearly stated in detail? If issued separately in an addendum, has the separate page been acknowledged in writing by the Governmental Unit?
For fees for services that are a combination of fixed and variable fees, are the services to be provided for the fixed portion of the fee clearly stated? Are the hourly rates or other rates clearly stated for the variable portion of the fee? (Note: See previous bullet point regarding variable fees.)

- If there is to be no interim billing, please indicate N/A instead of leaving the line blank.

8. Signature Area – There are now 2 Signature Pages: one for the Primary Government and one for the DPCU. Send the page(s) that are applicable to your Unit of Government. Make sure all signatures have been obtained, and properly dated. **The contract must be approved by Governing Boards pursuant to G.S. 159-34(a).**

NEW - If this contract includes auditing a DPCU that is a Public Authority under the Local Government Budget and Fiscal Control Act it must be named in this Audit contract and the Board chairperson of the DPCU **must also sign** the Audit contract in the area indicated. If the DPCU has a separate Audit, a separate Audit contract is required for the DPCU.

9. Please place the date the Unit’s Governing Board **and the DPCU’s governing Board (if applicable)** approved the audit contract in the space provided.

   a. Please make sure that you provide email addresses for the audit firm and finance officer as these will be used to communicate official approval of the contract.

   b. Has the pre-audit certificate for the Primary Government (and the DPCU if applicable) been signed and dated by the appropriate party?

   c. Has the name and title of the Mayor or Chairperson of the Unit’s Governing Board and the DPCU’s Chairperson (if applicable) been typed or printed on the contract and has he/she signed in the correct area directly under the Auditor’s signature?

10. If the Auditor is performing an audit under the yellow book or single audit rules, has year-end bookkeeping assistance been limited to those areas permitted under the revised GAO Independence Standards? Although not required, we encourage Governmental Units and Auditors to disclose the nature of these services in the contract or an engagement letter. Fees for these services should be shown in the space indicated on the applicable signature page(s) of the contract.

11. Has the most recently issued peer review report for the audit firm been included with the contract? This is required if the audit firm has received a new peer review report that has not yet been forwarded to us. The audit firm is only required to send the most current Peer Review report to us once – not multiple times.

12. After all the signatures have been obtained and the contract is complete, please convert the contract and all other supporting documentation to be submitted for approval into a PDF file. Peer Review Reports should be submitted in a separate PDF file. These documents should be submitted using the most current submission process which can be obtained at the NC Treasurer’s web site – [https://www.nctreasurer.com/slgs/Pages/Audit-Forms-and-Resources.aspx](https://www.nctreasurer.com/slgs/Pages/Audit-Forms-and-Resources.aspx).

13. **NEW:** If an audit is unable to be completed by the due date, an Amended Contract should be completed and signed by the unit and auditor, using the new “Amended LGC-205” form (Rev. 2015). The written explanation for the delay is now included on the contract itself to complete, and must be signed by the original parties to the contract.
SYSTEM REVIEW REPORT

To the Partners of Martin Starnes & Associates, CPAs, P.A. and the Peer Review Committee of the North Carolina Association of Certified Public Accountants

We have reviewed the system of quality control for the accounting and auditing practice of Martin Starnes & Associates, CPAs, P.A. (the firm) in effect for the year ended December 31, 2014. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. As a part of our peer review, we considered reviews by regulatory entities, if applicable, in determining the nature and extent of our procedures. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm’s compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at www.aicpa.org/prsummary.

As required by the standards, engagements selected for review included engagements performed under Government Auditing Standards and audits of employee benefit plans.

In our opinion, the system of quality control for the accounting and auditing practice of Martin Starnes & Associates, CPAs, P.A. in effect for the year ended December 31, 2014, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of pass, pass with deficiency(ies) or fail. Martin Starnes & Associates, CPAs, P.A. has received a peer review rating of pass.

Koonce, Wooten & Haywood, LLP

May 21, 2015
MEMORANDUM

TO: Catawba County Board of Commissioners

FROM: Mick Berry, County Manager

DATE: March 20, 2017

RE: K-64 Memorandum of Understanding

Request:
Staff requests the Board of Commissioners approve the Memorandum of Understanding with the partners (Catawba County Schools, Catawba County Chamber of Commerce, Catawba County Economic Development Corporation, Catawba Valley Community College, Hickory Public Schools, and Newton-Conover City Schools) of the K-64 economic development education initiative and authorize Chair Isenhower to execute the agreement.

Background:
On January 17, 2017, the Board of Commissioners adopted resolution 2017-03, titled Resolution Supporting the Concept of K-64 and Creation of an Operating Board, which established K-64 and its governance structure, mission and committed county revenues as an initial funding catalyst. The K-64 partners have held a series of meetings to further define each entities’ responsibilities which are reflected in the attached Memorandum of Understanding.

Analysis:
In the last three weeks each of the partner have approved the MOU and a public signing event is tentatively planned to generate public awareness and interest.

Recommendation:
Staff recommends the Board of Commissioners approve the Memorandum of Understanding with the partners (Catawba County Schools, Catawba County Chamber of Commerce, Catawba County Economic Development Corporation, Catawba Valley Community College, Hickory Public Schools, and Newton-Conover City Schools) of the K-64 economic development education initiative and authorize Chair Isenhower to execute the agreement.
MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding, by and between Catawba County, Catawba County Schools, Catawba County Chamber of Commerce, Catawba County Economic Development Corporation, Catawba Valley Community College, Hickory Public Schools, and Newton-Conover City Schools (hereinafter “Participating Partners”) is effective this ___ day of ________________, 2017.

Purpose

In response to the Participating Partners’ belief in actively engaging students of all ages in preparing for viable and sustainable careers throughout their lifetimes, a bold, talent building strategy called K-64 was created. K-64 is about engaging with students from kindergarten to age 64 and beyond focusing on lifelong learning and career development.

The success of K-64 is directly tied to the long term commitment of the Participating Partners. Overseen by the K-64 Board, initial outcomes will be refined and various pilot programs established so concepts can be tested and proven prior to broad County-wide implementation.

The Catawba County Board of Commissioners, the three school systems and CVCC are each committing significant dollars as start-up capital for this 21st century education initiative. Everyone recognizes all Participating Partners, business, industry and the community will have to work together to ensure continued progress and effective change.

Funding

County funding for the initial two years of K-64 is possible due to the County’s practice of holding debt service funding constant as existing debt obligations are paid off and reserving any excess funds to finance future construction projects. Funding beyond the initial two-year commitment will need to be evaluated subject to factors including K-64 impacts, the County’s financial position, and school construction needs. Funding for K-64 shall be separate from and not reduce funding for local current expense or annual capital needs for the three school systems and CVCC, as benchmarked against the total funding for all combined in the County’s Fiscal Year 2016/17 budget, barring any major unforeseen change in the County’s financial position that would require it to reevaluate all funding.

Participating Partners understand the initial County funding is not sufficient to sustain K-64 and recognize funds from Participating Partners, business, industry, the community as well as non-profits are necessary for continued success.

All K-64 dedicated funding, initial and future, shall be distributed through the Catawba Valley Community College Foundation, Inc. and appropriated in accordance with the annual budget adopted by the K-64 Board. All such funds will be deposited into a restricted account, which prohibits any distribution of funds except for purposes of K-64 as appropriated by the K-64 Board. The K-64 Executive Director, with oversight from the CVCC President and CVCC Chief Financial Officer, shall be responsible for administering the budget consistent with the K-64 Board’s direction and providing a financial accountability report at each K-64 board meeting. The level of detail required in the report shall be up to the K-64 Board. Funds raised or grants obtained by individual schools, systems, or foundations are not required to be distributed through the CVCC.
Foundation. However, these funds can be sent to the CVCC Foundation if doing so benefits K-64 initiatives and it is consistent with funding requirements tied to the dollars.

Each Participating Partner agrees to share the financial accountability report, along with board meeting minutes, and any other relevant material with its respective governing board on a regular, but not less than quarterly, basis.

Funding shall only be distributed to a Participating Partner so long as it is abiding by this MOU and continuing good faith support of K-64.

**Staff**

The K-64 Executive Director shall be hired by the K-64 Board. The ED, as well as any other employees that may be hired, shall be accountable to the K-64 Board to implement its vision and follow its direction but will be managed day to day by the President of CVCC. Any employees of K-64 will be employees of CVCC.

**Expectations of Participation**

For each Participating Partner, its CEO and respective appointed board members are responsible for keeping their respective board regularly updated regarding K-64 progress by means of financial accountability reports, minutes and any additional ways deemed appropriate by the Participating Partner. Each Participating Partner agrees to abide by this MOU and the K-64 bylaws.

**Continued Support**

Continuity, consistency and sustainability are fundamental to K-64’s success. It is critical that leadership changes within Participating Partners do not diminish or stop progress that is made.

The success of K-64 is tied to all Participating Partners continued active support. As such Participating Partners agree, to the extent allowed by law, they shall not withdraw from K-64. Should an unforeseen event occur necessitating a Participating Partners withdrawal, it agrees to provide written notice to all other Participating Partners (via certified mail, return receipt requested) at least 90 days and no later than December 31 of the fiscal year ending June 30 in which the need to withdraw arises.

Should a Participating Partner withdraw it understands and agrees it shall not be entitled to a return of funding contribution already made and must pay funds that have already been committed to K-64. Any funds distributed less than 365 days from the withdrawal date shall be returned to K-64 and the K-64 Board shall distribute as it deems appropriate.

**Notices**

Any notice sent required by this MOU shall be addressed as follows:

Catawba County
County Manager
Post Office Box 389
Newton, NC 28653
Catawba County Chamber of Commerce
President
1055 Southgate Corporate Park SW
Hickory, NC 28602

Catawba County Economic Development Corp
President
1960-B 13th Avenue Drive SE
Hickory, NC 28602

Catawba County Schools
Superintendent
10 East 25th Street
Newton, NC 28658

Catawba Valley Community College
President
2550 US Hwy 70 SE
Hickory, NC 28602-8302

Hickory Public Schools
Superintendent
432 4th Avenue SW
Hickory, NC 28602

Newton-Conover Schools
Superintendent
605 N. Ashe Avenue
Newton, NC 28658

IN WITNESS WHEREOF, the parties hereunto have set their hands on the day and year above first written.

_________________________________________
Mick Berry, County Manager
Catawba County

_________________________________________
C. Randall Isenhower, Board Chair
Catawba County Board of Commissioners
Lindsay Keisler, Senior Vice President, Interim President
Catawba County Chamber of Commerce

__________________________________________
Darrell Johnson, Chair
Catawba County Chamber of Commerce Board

__________________________________________
Scott L. Millar, President
Catawba County Economic Development Corporation

__________________________________________
Dan Timmerman, Chair
Catawba County Economic Development Corporation Board

__________________________________________
Dr. Matthew Stover, Superintendent
Catawba County Schools

__________________________________________
David Brittain, Chair
Catawba County Schools Board

__________________________________________
Dr. Garrett D. Hinshaw, President
Catawba Valley Community College

__________________________________________
Charles R. Preston, Chair
Catawba Valley Community College Board of Trustees

__________________________________________
Dr. Robbie Adell, Superintendent
Hickory Public Schools

__________________________________________
Reginald Hamilton, Chair
Hickory Public Schools Board
Dr. David Stegall, Superintendent
Newton-Conover City Schools

Jeanne Jarrett, Chair
Newton-Conover City Schools Board