

**Town of Montreat  
Open Space Conservation Committee  
Meeting Agenda  
May 11, 2021 - 3:30 p.m.  
Zoom Software**

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- I. Call to Order**
  - Welcome
  - Moment of Silence
- II. Agenda Discussion and Adoption**
- III. Approval of November 19, 2018 Meeting Minutes**
- IV. Public Comment**
- V. Administrator's Reports**
- VI. Old Business**
- VII. New Business**
  - A. Election of Chair**
  - B. Election of Vice-Chair**
  - C. Election of Secretary**
  - D. Other Topics**
- VIII. Announcements**
- IX. Public Comment**
- X. Adjournment**

**Town of Montreat  
Open Space Conservation Committee  
Meeting Minutes  
November 19, 2018 – 2:30 p.m.  
Town Services Building**

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Board Members Present: Commissioner Tom Widmer  
Bill Scheu  
Philip Arnold

Board Members Absent: Mary Nell Todd

Town staff present: Angie Murphy, Town Clerk  
Alex Carmichael, Town Administrator

Commissioner Tom Widmer welcomed those in attendance and held a brief moment of silence.

Philip Arnold moved to adopt the agenda as presented. Bill Scheu seconded and the motion carried 3/0.

Bill Scheu suggested some slight corrections to the June 5, 2018 minutes. Bill Scheu moved to approve minute as amended. Philip Arnold seconded and the motion carried 3/0.

Under Old Business, Town Administrator Alex Carmichael reminded the Committee of the undeveloped property on West Virginia Terrace owned by Sue Biddle and several family members of her same age. Mr. Carmichael suggested Biddle et al. to see if any neighbors were interested in acquiring the property. Mrs. Biddle offered to give the property away and the Broadfoot's accepted. Mr. Carmichael advised that a quit-claim deed was filed last week.

The Committee then went on to review the checklist for reviewing applications. Bill Scheu suggested adding a title search document and a survey and striking everything else. Philip Arnold moved to approve the checklist with the two changes above. Bill Scheu seconded and the motion carried 3/0.

Under New Business, Commissioner Tom Widmer and Philip Arnold reviewed the two different funds for Open Spaces Conservation. Philip Arnold stated that 200 acres called Rocky Knob were purchased by a group of Montreators in the Southern Appalachia Conservatory. Several other properties were purchased as well. Montreat Cottagers Association will keep parallel organization to raise monies. Montreat Cottagers Association has a \$25,000 CD at Black Mountain Savings Bank.

There was no Public Comment at this time.

There was no further new business to discuss.

Philip Arnold moved to adjourn the meeting at 3:30 p.m. Bill Scheu seconded and the motion carried 3/0.

**Town of Montreat  
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Bill Scheu, Chair

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Angie Murphy, Town Clerk

DRAFT



Town of Montreat  
 Open Space Conservation Program  
 In House Working Application

Date \_\_\_\_\_

Initial Contact \_\_\_\_\_

Name of Donor: Include names of all owners of interest:

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Address of Donor:

Montreat:

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Other:

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Telephone Numbers:

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Email Address :

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**Contact Information (if different)**

Name, address and daytime telephone number of contact person if multiple owners or if different from donor: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Site Data:** Location of property to be donated:

Street Address: \_\_\_\_\_

**Description: Note property acreage, current usage, natural resource values, unique features, vegetative cover, proximity to existing conserved lands, location relative to water and sewer service areas, and access to trails.**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*If you need assistance in locating this information, please do not hesitate to contact a member of the Open Space Committee or a staff member at the Town of Montreat.*

Tax Property Identification Number: \_\_\_\_\_

Deed Book and Page Numbers: \_\_\_\_\_

Plat Reference: \_\_\_\_\_

Other location information: \_\_\_\_\_

\_\_\_\_\_

**Is there a boundary survey for your property?** Yes \_\_\_ \_ No \_\_\_

**Is your property adjacent to land that is already protected?** Yes \_\_\_ \_ No \_\_\_

**List all liens (including mortgages) and easements of record or other encumbrances:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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**Intent and Purpose of Donor: Acceptable future use or restrictions:**

- Passive recreational uses such as public access to trails or waters
- Fish and wildlife habitat conservation
- Water quality protection conservation (i.e. stream buffers)
- Scenic viewscape conservation
- Natural resource conservation
- Other similar land conservation purpose (please explain below)

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**What future uses of the property do you wish to reserve if a conservation project is done?  
(include number and size of structures):**

**Manner of conveyance contemplated:**

- Deed of Gift
- Other (e.g. • Conservation Easement)

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**Please describe any time limitations on the completion of this project or other information the  
Town of Montreat should be aware of:**

Value:

Current appraised Buncombe County tax value of property: \$ \_\_\_\_\_

(Note: Tax value is for administrative use; it has no effect on the value for purposes of determining a charitable contribution or tax credit. You will need to consult with your tax advisor about obtaining an appraisal of the property to support any tax credit or deduction you may wish to take.)

As part of the application process, the Town may use or may need access to the documents listed below. If available, please provide copies of the following documents with this application:

- Property title search;
- Copy of a survey of the property to be donated.

I hereby certify that all information attached to this application is true and accurate to the best of my knowledge. I also certify that the donor listed possesses clear title to the land described, with any lien or mortgage declared.

I agree to provide, when available, additional documentation as needed and authorize the officers/ employees/agents of the Town of Montreat and the Montreat Open Space Conservation Committee to enter the described property for further processing of the application.

Signature of Donor: \_\_\_\_\_

Thank you for taking the time to complete this questionnaire.  
We look forward to talking with you!

Please return by mail, email, or fax to:

Town of Montreat  
 Open Space Conservation Program  
 P.O. Box 423  
 Montreat, NC 28757  
 Telephone: (828) 669-8002  
 Fax: (828) 669-3810  
 info@townofmontreat.org