

REQUEST FOR BOARD ACTION

HENDERSON COUNTY BOARD OF COMMISSIONERS

MEETING DATE: September 6, 2005

SUBJECT: Improvement Guarantee for Shuey Knolls

ATTACHMENTS:

1. Application for Improvement Guarantee
2. Draft Performance Guarantee Agreement
3. Cost Estimates

SUMMARY OF REQUEST:

Henderson County Habitat for Humanity, owner of the project, submitted an application for an improvement guarantee for Shuey Knolls major subdivision. Shuey Knolls is a 103-lot major subdivision located off of U.S. Hwy 64 (Chimney Rock Road). Shuey Knolls was conditionally approved by the Planning Board on July 15, 2003. The attached improvement guarantee application is proposed to cover grading, road construction, water system improvements, drainage, erosion control and road shoulder stabilization.

According to Sections 170-38 and 170-39 of the Henderson County Subdivision Ordinance, where the required improvements have not been completed or in lieu of completing all of the required improvements in order to submit a Final Plat and also prior to Final Plat approval, the developer may post a performance guarantee for the improvements. Section 170-38 of the Henderson County Subdivision Ordinance also states that the installation of the improvements must be completed within two years of the date of approval of the improvement guarantee. The developer intends to post with the County an irrevocable letter of credit in the amount of at least \$194,400.00 to cover the cost of the improvements (\$155,520.00) as well as the required twenty-five percent (25%) contingency (\$38,880.00). The proposed completion date for the improvements is June 1, 2007.

A draft Performance Guarantee Agreement is attached for the Board's consideration. If the application is approved, the developer must submit an irrevocable letter of credit in accordance with the terms of the Agreement. Once the County receives a letter of credit in proper form, the relevant parties must execute the Agreement.

COUNTY MANAGER'S RECOMMENDATION/BOARD ACTION REQUESTED:

I recommend that the Board approve the improvement guarantee application for Shuey Knolls, subject to the developer submitting to Henderson County an irrevocable letter of credit in accordance with the terms of the draft Performance Guarantee Agreement.

Henderson County
APPLICATION FOR IMPROVEMENT GUARANTEES

Name of Subdivision Shuey Knolls

Name of Owner HENDERSON COUNTY HABITAT FOR HUMANITY

Address 1111 KEITH ST. HVILLE NC 28792

Phone: 828 694 0340

Agent JACK HOUTMAN Phone: 828 692 6196 ^{606 4112} ~~cell~~

Date of Preliminary Plan Approval by Planning Board JULY 16, 2003

Significant Conditions Imposed: SOIL EROSION & SEDIMENTATION CONTROL

Type of improvement requested:

Cash on Deposit (Certified Check)

Bank Escrow Account

Irrevocable Letter of Credit
MLC per SH on 8/24/05

Surety Performance Bond

Trust Agreement

TO BE DETERMINED

Name of bank or bonding company _____

Amount of guarantee (including 25% overhead) \$ 194,400

Projected completion date June 1, 2007 *per Jack Houtman on 8/30/05 MLC*
~~August 2, 2007~~

Are cost estimates attached (with quantities and unit costs)? yes no

Have engineering and design work been completed?
 complete partially complete incomplete

I have read and understand all requirements stated in Article V of the Henderson County Subdivision Ordinance regarding subdivision improvement guarantees.

Jack A. Houtman V.P.
Owner's Signature

8/23/05
Date

Submitted By _____

Date _____

Received By MLC
Fee paid \$250.00

Date 8/23/05
8/23/05

STATE OF NORTH CAROLINA

PERFORMANCE GUARANTEE AGREEMENT

COUNTY OF HENDERSON

THIS AGREEMENT made and entered into this _____ day of _____, 200_, by and between Henderson County Habitat for Humanity, hereinafter referred to as "Developer," and the Henderson County Board of Commissioners, hereinafter referred to as "Board;"

WITNESSETH:

WHEREAS, the Developer are attempting to secure approval of one or more Final Plats for a major subdivision known as Shuey Knolls, hereinafter referred to as the "Project," located in Henderson County, North Carolina; and

WHEREAS, Henderson County Planning Board conditionally approved the Combined Master Plan and Development Plan for Shuey Knolls, under Chapter 170 of the Henderson County Code, which is entitled Subdivision of Land, and;

WHEREAS, Chapter 170 requires the completion of certain improvements prior to Final Plat approval, however Sections 170-38 and 170-39 allow the Board of Commissioners to permit the Developer to post an irrevocable letter of credit with Henderson County to guarantee the completion of said required improvements; and

WHEREAS, the Developer has requested that the Board of Commissioners approve the posting of an irrevocable letter of credit to guarantee and secure the completion of said improvements in lieu of completion of all improvements prior to said approval;

IT IS THEREFORE AGREED as follows:

1. The Developer will, on or before June 1, 2007, complete as required the following improvements to serve all lots in the Project: grading, road construction, water system improvements, drainage, erosion control and road shoulder stabilization as required by the Henderson County Subdivision Ordinance, as shown on the Development Plan for the Project conditionally approved by the Planning Board on July 15, 2003, and as shown on the attached cost estimates prepared by Laughter, Austin and Associates, PA (dated November 23, 2004).
2. The Developer will post with Henderson County an irrevocable letter of credit guaranteeing completion of said improvements by the required date. Said letter of credit must be issued by a bank licensed to do business in North Carolina, in the amount of at least \$194,400.00 (the "Improvement Guarantee"), payable to Henderson County, and having an expiration date not earlier than 60 days after the completion date stated in Paragraph 1, above.

3. In the event that the required improvements are completed as required, the letter of credit will be released. In the event that the improvements are not completed as required, then the Developer shall be in breach of this Agreement and the Improvement Guarantee and the County shall call the letter of credit and use the funds to complete the required improvements.
4. At such time as the County Attorney has reviewed and approved this Agreement and this Agreement is fully executed, and a letter credit in the proper form is posted, then the Board will allow the Final Plat(s) for the Project to be approved by the Subdivision Administrator, provided that all requirements of Chapter 170 of the Henderson County Code are met.
5. The County Manager shall have the authority to approve the release of portions of the Improvement Guarantee as work progresses, provided the amount remaining under the Improvement Guarantee meets or exceeds 125% of the cost of the remaining improvements. The County Manager has the discretion to require the Developer to provide, at the Developer's expense, an independent verification of the remaining work.

IN WITNESS WHEREOF, the Board has, by appropriate action, caused this Agreement to be reviewed for approval by the County Attorney and executed by its Chairman or other authorized member and attested by the Clerk, and the Developer has caused this Agreement to be properly executed, this the ____ day of _____, 200_.

APPROVED AS TO FORM:

County Attorney

HENDERSON COUNTY BOARD OF COMMISSIONERS

BY: _____
William L. Moyer, Chairman

ATTESTED BY:

[OFFICIAL SEAL]

Elizabeth W. Corn, Clerk to the Board

DEVELOPER:
Henderson County Habitat for Humanity

BY: _____

**STATE OF NORTH CAROLINA
COUNTY OF HENDERSON**

I, _____, Notary Public for said County and State, certify that Elizabeth W. Corn personally came before me this day and acknowledged that she is the Clerk to the Board of Commissioners of Henderson County, a municipal corporation and that by authority duly given and as the act of the corporation, the foregoing instrument was signed in its name by the Chairman of the Board of Commissioners, sealed with its corporate seal, and attested by her as its Clerk.

THIS the ____ day of _____, 200_.

Notary Public

My Commission Expires: _____

[NOTARIAL SEAL]

STATE OF _____
COUNTY OF _____

I, _____, Notary Public for said State and County certify that _____ personally came before me this day and acknowledged the due execution of the foregoing instrument on behalf of the company.

THIS the ____ day of _____, 200_.

Notary Public

My Commission Expires: _____

[NOTARIAL SEAL]

phase one 1800.xls					
LAA Job No. 04-262			Nov 23, 2004		
Project: SHUEY KNOLLS PHASE ONE					
Jack A. Houtman 692-6196					
HABITAT FOR HUMANITIES					
Post Office Box 2564 111 KEITH ST					
Hendersonville, N.C. 28793-2564 28792					
Prepared by Laughter, Austin and Associates, PA 828 692-9089					
ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL
Grading, Drainage, Paving, Water Main Extension, and Restoration					
1	Grading	LF	1,800	\$ 25.00	\$ 45,000.00
2	Silt Fence	LF	1,500	\$ 2.75	\$ 4,125.00
3	Erosion Control	LS	1	\$ 3,500.00	\$ 3,500.00
4	6" Aggregate Base Course	SY	3,800	\$ 7.50	\$ 28,500.00
5	2" Bitum. Surface Course (I-2)	SY	3,600	\$ 4.00	\$ 14,400.00
6	Seed & Mulch	SY	4,500	\$ 0.35	\$ 1,575.00
7	Precast Concrete Drop Inlet Box & Grate	EA	2	\$ 750.00	\$ 1,500.00
8	15" Driveway Pipe	LF	300	\$ 12.00	\$ 3,600.00
9	18" Culvert Pipe	LF	240	\$ 18.00	\$ 4,320.00
10	No.67 Bedding Material	TNS	800	\$ 9.00	\$ 7,200.00
11	Water Main				
12	6" Diameter C900 PVC	LF	1800	\$ 14.00	\$ 25,200.00
13	Valves	EA	8	\$ 650.00	\$ 5,200.00
14	Fire Hydrant Assembly	EA	3	\$ 1,800.00	\$ 5,400.00
15	Service Lateral Type K with Standard tap	LF	300	\$ 20.00	\$ 6,000.00
	Sub_total				\$ 155,520.00
	PLUS 25 PER CENT				\$ 38,880.00
	TOTAL ESTIMATE				\$ 194,400.00