

MINUTES FOR BOARD OF ALDERMEN MEETING

July 11, 2023

6:00 PM

The following elected officials were present: Mayor Coleman, Alderwoman Morrow, Alderman Milton, Alderman Cearley, and Alderman Withers. Alderman Martin was absent.

The following Staff members were present: Maria Stroupe, Town Manager; Brian Finnegan, Development Services Director; Robbie Walls, Police Chief; Sarah Ballard, Town Clerk; Lanny Smith, Electric Director; Dustin Haney, Assistant Fire Chief; Jonathan Newton, Finance Director; Bill Trudnak, Public Works Director; David Lingafelt, Code Enforcement Officer; Tom Hunn, Town Attorney; Nick Daniello, Parks and Rec Director; and Sonny Gibson, Electric Supervisor.

Mayor Coleman called the meeting to order at 6:00pm.

Mayor Coleman opened with the Invocation and the Pledge of Allegiance to the Flag.

Approval of Agenda:

Alderman Withers made a motion to approve the agenda with three additions, seconded by Alderwoman Morrow and carried unanimously.

Approval of Minutes:

Alderman Milton motioned to approve the minutes from the June 13th regular meeting, seconded by Alderman Cearley and it was carried unanimously.

Recognition of Citizens:

The Mayor opened the floor to the Recognition of Citizens.

Mike Fields of 1333 Philadelphia Church Road thanked the Town Staff for their hard work at the July 4th festivities.

Curtis Wilson of 438 S. Gaston Street prayed over the Board of Alderman meeting.

Consent Agenda:

Item 5A Budget Amendment- Façade Grant Award

This budget amendment was made in June, but Mr. Scruggs did not submit his receipts for the reimbursement, so the funds were not expended. Now that FY2023 has ended and FY2024 has begun, the budget amendment has to be done for this fiscal year. Four Façade Grants have been awarded to Jerry Scruggs for façade improvements to 107 E. Trade St., 109 E. Trade St., 111 E. Trade St., and 113 E. Trade St. for a total of \$15,000.00, as follows:

107 E. Trade St. - \$3,750.00

109 E. Trade St. - \$3,750.00

111 E. Trade St. - \$4,500.00

113 E. Trade St. - \$3,000.00

Attached is a budget amendment to appropriate funds to make the Façade Grant awards, as at the time of budget preparation for the current fiscal year, there were no known awards being considered (Exhibit 5A-1).

Item 5B Budget Amendment-PD Calendar Proceeds

Each year the Police Department has a calendar made that generates a small amount of revenue for the department to use for items not in the original budget. This year the proceeds total \$3500. Attached is a budget amendment to accept the revenue and appropriate the funds to be expended. This year the department is planning to purchase challenge coins for a community initiative and lights to be placed on the officer's uniforms for additional safety (Exhibit 5B-1).

Item 5C Budget Amendment-K9 Medical Costs

K9 Clever was seen by veterinary professionals recently for four broken canine teeth. It has been determined that he will need surgery to repair these four teeth. This is a common issue in military and police K9's due to the nature of their training and work. Attached is a budget amendment to cover the costs of the anticipated procedure, as this information was not available during budget preparation (Exhibit 5C-1).

Alderwoman Morrow made a motion to approve all three items on the consent agenda, seconded by Alderman Cearley and carried unanimously.

Public Hearings:

No public hearings at this time.

Old Business:

There was no old business at this time.

New Business:

Item 8A Gastonia Honey Hunters/Momentum Group Presentation

Representatives from the Momentum Group will be making a presentation on activities surrounding the Gastonia Honey Hunters, as well as CaroMont Park and the FUSE District.

No one from the organization was able to attend the meeting.

Item 8B Special Event Request-Dallas Minister's Association Back to School Drive

The Dallas Minister's Association has submitted a Special Events Application to hold a Back-to-School Drive on August 7, 2023, in conjunction with the Dallas Police Department's Back-to-School event. The event would run from 5:00 pm to 8:00 pm at Cloninger Park. Area churches will be distributing clothing for back to school, snowcones, and will be accompanied by music; all of which will be open to the general public.

There are no road closures being requested. They are requesting use of electrical power for amplified sound (Exhibit 8B, 1-5).

The Town Manager presented the item to the Board.

Alderman Withers made a motion to approve the event, seconded by Alderwoman Morrow and carried unanimously.

Item 8C Special Event Request-Dallas High School Reunion

Mr. Ray Hoyle has submitted a Special Event Request to use the Dennis Franklin Gym for a reunion of all grades of Dallas High School in mid- to late- September. The event would include a Sock Hop dance with potentially a DJ. Estimated attendance is 75-100. It is noted that there were 352 in attendance at the last event in 1998. Mr. Hoyle also noted that although there were no food vendors in 1998, there could possibly be a food truck. They are still in the early planning stages and do not have all of their plans set yet. On the application, the event time is listed as potentially 6:00 pm to 10:00 pm, but they are also considering holding a free throw contest earlier in the day. At this time, there is no time frame for the potential daytime event. Upon submitting the application, Mr. Hoyle was informed that the Gym floor has to be torn out and replaced. This needs to be accomplished prior to the beginning of basketball season. We will be putting the project out for bids and the timing will be contingent on the chosen contractor's schedule. Mr. Hoyle understands that the floor replacement is critical for safety reasons prior to holding the Town's basketball program and the timing may interfere with the potential event (Exhibit 8C, 1-7).

The Town Manager presented the item to the Board.

After much discussion between the Board, Staff, and Mr. Hoyle, the Board decided to put this item on hold until the floor repair is situated.

Item 8D Shepherd's Way Annexation Petition

Spencer McNab of BGE, Inc., on behalf of Gaston Area Lutheran Fund, Inc., property owner, submitted a voluntary annexation petition on 6/12/2023. The petition is for voluntary contiguous annexation of a 3.09-acre portion of Gaston County Parcel #214259 into the Town of Dallas in order to develop the entire property for single family residential. This application was submitted, along with rezoning petition Z-2023-02, requesting the Residential R-5 Zoning District. This entire 18.61-acre parcel is highlighted for new residential development in the 2030 Future Land Use Plan. In order to move forward with the request, the Board of Aldermen must direct Staff to investigate the sufficiency of the petition to determine if it meets the standards of 160A-31. This is the first step in the process and does not obligate the Town to annex the property at this point (Exhibit 8D, 1-7).

The Development Services Director presented the item to the Board. The Board asked Staff to investigate the sufficiency of the petition and bring back the results so a public hearing can be set.

Alderman Withers made a motion to approve the investigation, seconded by Alderman Milton and carried unanimously.

Item 8E Special Event Request-Dallas Small Business Association

Several months ago, some of the businesses located around the Court Square area have come together as Dallas Small Business Association. They have submitted a special event request to hold a Dallas Back to School Block Party on Thursday, August 24th from 6:00 – 8:30 pm in the 100 block of N. Holland St. with an estimated attendance of 1500. The purposed of the event is to promote school spirit and serve as a pep rally for North Gaston High School, whose first home football game is August 25th. They plan on having food vendors, the high school band, a sound system, and stage. They are requesting street closure from 4:00 pm until 10:00pm to include set up and clean up. Also, they are requesting 20 trash cans, security by Dallas Police, and use of electrical hookups (Exhibit 8E, 1-7).

The Town Manager presented the item to the Board.

Alderwoman Morrow made a motion to approve the event, seconded by Alderman Cearley and carried unanimously.

Item 8F Ridge Street Inspection

The Development Services Director presented the item to the Board.

After inspection of both properties, 422 and 425 S. Ridge St, the Development Services Director and the Code Enforcement officer will proceed with the minimal housing procedures for these properties.

Item 8G Pedestrian Traffic on Trade Street

Alderman Milton brought the topic of the busy traffic through the middle of downtown to the Board for discussion. After discussion between the Board and Staff, the Board asked Staff to speak to the downtown business owners about talking to their patrons concerning using the crosswalk and the public parking lot at the corner of Trade and Gaston Street's, for safety reasons.

Manager Report:

The Town Manager gave information to the Board concerning up-coming events.

Alderman Cearley made a motion to adjourn, seconded by Alderwoman Morrow and carried unanimously (6:50).

Rick Coleman, Mayor

Sarah Hamrick Ballard, Town Clerk

Town of Dallas
Budget Amendment

Date: July 11, 2023

Action: Economic Development Fund Amendment

Purpose: To Appropriate Funds to Award Façade Grants to 107, 109, 111, and 113 E. Trade St.

Number: ED-001

Fund	Dept	Line Item	Item Description	Original Amount	Amended Amount	Difference
33	3999	0000	Fund Balance	\$0	\$15,000	\$15,000
33	8500	7900	Façade Grants	\$0	\$15,000	\$15,000

Approval Signature
(Town Manager)

Town of Dallas
Budget Amendment

Date: July 11, 2023

Action: General Fund Amendment

Purpose: To Accept and Appropriate PD Calendar Proceeds Revenue

Number: PD-001

Fund	Dept	Line Item	Item Description	Original Amount	Amended Amount	Difference
10	3500	0000	Miscellaneous	\$5,000	\$8,500	\$3,500
10	5100	3300	Departmental Supplies	\$13,000	\$14,500	\$1,500
10	5100	3600	Uniforms	\$19,125	\$21,125	\$2,000

Approval Signature
(Town Manager)

Town of Dallas
Budget Amendment

Date: July 11, 2023

Action: General Fund Amendment

Purpose: To Appropriate Funds to Cover Medical Expenses for K9 Clever

Number: PD-002

Fund	Dept	Line Item	Item Description	Original Amount	Amended Amount	Difference
10	3999	0000	Fund Balance Appropriated	\$474,213	\$480,213	\$6,000
10	5100	3315	K9 Supplies	\$6,950	\$12,950	\$6,000

Approval Signature
(Town Manager)



Special Events/ Activities Application

Town of Dallas
210 North Holland Street
Dallas, NC 28034-1625
(704) 922-3176
Fax: (704) 922-4701

The purpose of this application is to provide information about your event or activity in order for the Town of Dallas to best assist you. Refer to the Special Events Policy and Town of Dallas Fee Schedule for all Special Events requirements. Applicants are responsible for providing complete and accurate information on the application. The applicant is responsible for notifying the Town of Dallas of any changes. **A COMPLETE application must be submitted by no later than the first Tuesday of the month for consideration at the next Board of Aldermen meeting. Events must be approved at least 14 days in advance of the event.**
INCOMPLETE APPLICATIONS WILL BE RETURNED.

APPLICATION INFORMATION

Name of Event:	Back to School Drive		
Facility Requested:	Cloninger Park		
Applicant Name:	Cameron Bryson		
Organization:	Dallas Ministers Association		
Mailing Address:	PO Box 905		
City / State / Zip:	Dallas NC 28034		
Daytime Phone:	704-922-8541	Cell: 704-460-7175	E-Mail: Cam@residinghope.net.org
Description of the Event:	Back to School Drive Free clothes, services, music, hoping for barcutter		
Does the event have a Facebook, Twitter, or other social networking page:	None		
If yes, please list URL(s):			
Date (s) Requested for Event:	August 7th 2023		
Event Start Time:	5pm	Event End Time:	8pm
Road Closure Time Begins (if applicable):	None	Road Closure Time Ends:	None
Set Up Begins:	3pm	Set Up Ends:	8:30pm
Preferred Date & Time of Inspection (if required):			
Estimated Attendance:	250 people		
The Event is:	<input type="checkbox"/> Private (by invitation only)	or	<input checked="" type="checkbox"/> Open to General Public
Describe the procedures to be used for selecting vendors and exhibitors for this event:			

Applicant's Signature: _____

Date: _____

6/13/23

A pre-event meeting may be required and will be scheduled to include appropriate staff. The event applicant must attend the meeting.

TENTS/CANOPES/MEMBRANE STRUCTURE

Will tents/canopies/membrane structures be used? (Circle one) Yes / No (If no, proceed to next section)

of Canopies (fabric structure that is open without sidewalls on 75% or more of perimeter)

of Tents (fabric structure that is enclosed with sidewalls on more than 25% of perimeter)

of Membrane structures (air supported or air inflated structure)

Other type of structure (provide description)

Notes

VOICE/MUSIC AMPLIFICATION

Will amplified sound be used during the event? (Circle one) Yes / No (If no, proceed to next section)

If yes, state the number of stages, number of bands and type of music:

Number of stages: Number of Bands:

Type(s) of music:

Indicate times of amplified sound. Start Time: Finish Time:

Will sound checks be conducted prior to the event? Yes No

If yes, please indicate times: Start Time: Finish Time:

* Must comply with Town of Dallas general entertainment and noise ordinance.

HAZARDOUS MATERIALS (helium, propane, butane, gasoline, etc.)

Will hazardous materials in tanks/cylinders be used? (Circle one) Yes / No (If no, proceed to next section)

If yes, all tanks must be secured in a manner to prevent accidentally being knocked over. All helium tanks not being used shall have their caps in place.

Will there be any portable heaters? Yes No

Will there be any deep fat fryers? Yes No

Will there be any fireworks, lasers, torches, candles or pyrotechnics? Yes No

Will generators be used? Yes No

Electric Connections requested? Yes No *If yes, provide load/location.

In the case of extraordinary use or hookups, extra fees may apply.

RIDES/ATTRACTIONS

Will mechanical rides or similar attractions be used? (Circle one) Yes / No (If no, proceed to next section)

If yes, company name?

Company address:

List details, if any:

****Applicants contracting with amusement ride companies are required to provide the Town of Dallas with a certificate of insurance, naming applicant and the Town of Dallas as additional insured on general liability.**

ALL rides must be inspected and approved by The Department of Labor.

VENDORS

A vendor is anyone who is serving, selling, sampling, or displaying food, beverages, merchandise or services

Will the event include any vendors? (Circle one) Yes / No (If no, proceed to next section)

If the event will have food vendors, please check the following that apply:
 Served Sold Catered

Does the event include food concession and/or cooking areas? Yes No

If yes, please list each food vendor and specify cooking method (Gas, Electric, Charcoal, etc.)
(Use additional sheet if necessary)

Vendor Name	Address	Phone Number	Cooking Method	Food Item

Food and beverages shall not be sold at an event unless approved and licensed, if necessary by the Gaston County Health Department
Event organizers are responsible for arranging health inspections for their event.

List all other vendors who will be present during the event (serving, selling, sampling, or displaying).

VENDOR NAME	ADDRESS	PHONE NUMBER (S)

EVENT SCHEDULE

Provide a detailed schedule of the event including dates and times for entertainment, activities, hours of event, start time, finish time, etc. If the event requires an extended time frame for set-up, include details with a timeline listing the times and locations where streets or public property will be impacted and when dismantling will be complete
(Use additional sheet of paper if necessary)

DATE	TIME	ACTION	ADDITIONAL NOTES

SITE PLAN

Provide a detailed Site-Plan sketch of the event. Include maps, outline or diagram of the entire event venue including the names of all streets and the surrounding area. The plan should include the following information:

- Location of the event/activity on the property with approximate distances from roads, fire hydrants, existing buildings, etc.
- Location of temporary structures that will be used during the event. Must indicate size of temporary structures, distances between temporary structures and existing buildings.
- Identify how each temporary structure will be used. Example: type of vendor, food preparation, etc.
- Identify location of all cooking devices and open flames; generators and fuel storage.
- Location of all fencing, barricades, or other restrictions that will impair access to and from the event or property.
- Identify all designated parking areas.

SERVICES

The Town of Dallas does not provide amenities such as portable toilets, sound systems, tables, chairs, or other equipment. The applicant is responsible for arranging and providing services such as clean up, traffic control, etc.

TRASH CONTAINERS

In order to determine what types of containers best suit the needs of the event, please answer the following questions:

Will the event be serving/selling/distributing beverages? Yes No

If yes, in what containers will they come packaged in?

aluminum cans glass bottles/jars plastic bottles/jugs/jars

How many trash cans are you requesting for trash?

Delivery Location?

Date and Time for trash cans to be picked up?

****Applicants are responsible for cleaning and restoring the site after the event.
Clean-up fees may be incurred due to applicant's failure to clean and/or restore the site following the event.**

PUBLIC PROPERTY CLEAN-UP

Contracted personnel or volunteers may be used if indicated below. What is the clean-up plan for the event?

SAFETY AND SECURITY (CHECK ALL TYPES OF SECURITY USED)

Stage Security Event Area Security Road Closure Security

Other

Overnight Security From To

Dates & Times security will be on site:

Security provided by: Number of Security Personnel:

ROUTE AND TRAFFIC PLAN

- PARADE (Includes floats, vehicles, and persons)
- MARCH OR WALK (persons only)
- VEHICLES ONLY (Includes motorcycles)
- OTHER (Description:)
- BICYCLES
- FOOT RACE

Number of Persons: % Children:

Number of Vehicles: Vehicle Types:

Number of Animals: Kinds:

DESCRIBE BELOW THE EVENT ROUTE. IF THERE IS MORE THAN ONE SEGMENT TO AN EVENT, INCLUDE START AND FINISH TIMES FOR EACH SEGMENT. (Ex: A "RUN" may include a 5k, a 10k, and a Fun Run).

ROAD CLOSURES

If your event involves road closures, a parade, a foot or bike race, any type of procession, or more than one location, attach a Route and Traffic Plan. Include the required information (listed below) and any additional information you believe applies to your event. When planning a moving route, the Dallas Police Dept. is available to assist you.

- NC and US roadways will also require approval from the NCDOT.
- The proposed route to be traveled including the requested starting and termination point. Please also clarify the directions of movement of your event.
- Routing plans for traffic. Illustrate a plan to include roads that you are requesting to be closed to vehicular or other traffic for your event. Include planned arrangements to resolve conflicts with people trying to reach businesses, their own residences, places of worship and public facilities including public transportation.
- Whether the event will occupy all or a portion of the street(s) requested for use.
- Proposed locations for barricades, signs and police/volunteers.
- The provision of twenty foot (20') minimum emergency access lanes throughout the event site.
- White temporary water base paint can be used to mark the route on the street pavement (May be purchased at common hardware stores such as Lowes Home, Home Depot, etc.).

Please Note: All road closure requests will be strictly reviewed by the Town of Dallas. Approval, denial, or modification of all road closure requests are at the sole discretion of the Town of Dallas. The Town has final discretion over your Route and Traffic Plan including, but not limited to the route, placement and number of all barricades, signs, and police/volunteer locations.

DO NOT ASSUME, ADVERTISE, OR PROMOTE YOUR EVENT UNTIL YOU HAVE A SIGNED PERMIT FROM THE TOWN OF DALLAS. CONFLICTS DO ARISE AND CHANGES TO THE REQUEST MAY BE NECESSARY.

Applicant's Signature: _____



Date: _____

6/13/23

*Once approved, a Special Event Fee will be assessed based on the current Town of Dallas Fee Schedule. The event fee is due and payable NO LATER THAN five (5) business days prior to the event. Events will be cancelled if fees are not paid when due.



Special Events/ Activities Application

Town of Dallas
 210 North Holland Street
 Dallas, NC 28034-1625
 (704) 922-3176
 Fax: (704) 922-4701

The purpose of this application is to provide information about your event or activity in order for the Town of Dallas to best assist you. Refer to the Special Events Policy and Town of Dallas Fee Schedule for all Special Events requirements. Applicants are responsible for providing complete and accurate information on the application. The applicant is responsible for notifying the Town of Dallas of any changes. **A COMPLETE application must be submitted by no later than the first Tuesday of the month for consideration at the next Board of Aldermen meeting. Events must be approved at least 14 days in advance of the event. INCOMPLETE APPLICATIONS WILL BE RETURNED.**

APPLICATION INFORMATION

Name of Event:	DALLAS HIGH SCHOOL REUNION (ALL GRADES)		
Facility Requested:	DENNIS FRANKLIN GYM		
Applicant Name:	RAY HOYLE		
Organization:	NONE		
Mailing Address:	904 KISER DAIRY RD.		
City / State / Zip:	DALLAS, NC 28034		
Daytime Phone:		Cell: 980-329-6247	E-Mail: RHOYLE@AOL.COM
Description of the Event:	SOCK HOP DANCE HOPEFULLY WITH D.J.		
Does the event have a Facebook, Twitter, or other social networking page:	NO		
If yes, please list URL(s):			
Date(s) Requested for Event:	MID TO LATE SEPTEMBER		
Event Start Time:	6 OR 7 PM	Event End Time:	9 OR 10 PM
Road Closure Time Begins (if applicable):		Road Closure Time Ends:	
Set Up Begins:		Set Up Ends:	
Preferred Date & Time of Inspection (if required):			
Estimated Attendance:	75-100 WE HAD 352 IN 1998		
The Event is:	<input checked="" type="checkbox"/> Private (by invitation only)	or	<input type="checkbox"/> Open to General Public
Describe the procedures to be used for selecting vendors and exhibitors for this event:			
WE HAD NO VENDORS IN 1998 - STILL IN EARLY PLANNING STAGE - POSSIBLE FOOD TRUCK BUT I DON'T KNOW ANY			

Applicant's Signature: Ray Hoyle Date: 7-5-23

A pre-event meeting may be required and will be scheduled to include appropriate staff. The event applicant must attend the meeting.

TENTS / CANOPIES / MEMBRANE STRUCT

Will tents/canopies/membrane structures be used? (Circle one) Yes / **No** (If no, proceed to next section)

of Canopies (fabric structure that is open without sidewalls on 75% or more of perimeter)

of Tents (fabric structure that is enclosed with sidewalls on more than 25% of perimeter)

of Membrane structures (air supported or air inflated structure)

Other type of structure (provide description)

Notes

VOICE / MUSIC AMPLIFICATION

Will amplified sound be used during the event? (Circle one) **Yes** / No (If no, proceed to next section)

If yes, state the number of stages, number of bands and type of music: **INSIDE ONLY**

Number of stages: **NONE** Number of Bands: **NONE**

Type(s) of music: **SHAG (BEACH) + SLOW + ROCK + ROLL**

Indicate times of amplified sound. Start Time: Finish Time:

Will sound checks be conducted prior to the event? Yes No

If yes, please indicate times: Start Time: Finish Time:

* Must comply with Town of Dallas general entertainment and noise ordinance.

HAZARDOUS MATERIALS (helium, propane, butane, gasoline, etc.)

Will hazardous materials in tanks/cylinders be used? (Circle one) Yes / **No** (If no, proceed to next section)

If yes, all tanks must be secured in a manner to prevent accidentally being knocked over. All helium tanks not being used shall have their caps in place.

Will there be any portable heaters? Yes **No**

Will there be any deep fat fryers? Yes **No**

Will there be any fireworks, lasers, torches, candles or pyrotechnics? Yes **No**

Will generators or electrical power be used? Yes **No** *MY PA SYSTEM IS PRE-CHARGED*

If yes, electrical load data and location of connection must be provided on a separate sheet.
In the case of extraordinary use or hookups, extra fees may apply.

RIDES / ATTRACTIONS

Will mechanical rides or similar attractions be used? (Circle one) Yes / **No** (If no, proceed to next section)

If yes, company name?

Company address:

List details, if any:

****Applicants contracting with amusement ride companies are required to provide the Town of Dallas with a certificate of insurance, naming applicant and the Town of Dallas as additional insured on general liability.**

ALL rides must be inspected and approved by The Department of Labor.

VENDORS

A vendor is anyone who is serving, selling, sampling, or displaying food, beverages, merchandise or services

Will the event include any vendors? (Circle one) Yes / No (If no, proceed to next section)

2 *PROBABLY NOT BUT COULD HAVE FOOD TRUCK*

If the event will have food vendors, please check the following that apply:

Served Sold Catered Prepared elsewhere

Does the event include food concession and/or cooking areas? Yes No

If yes, please list each food vendor and specify cooking method (Gas, Electric, Charcoal, etc.)
(Use additional sheet if necessary)

Vendor Name	Address	Phone Number	Cooking Method	Food Item

Food and beverages shall not be sold at an event unless approved and licensed, if necessary by the Gaston County Health Department
 Event organizers are responsible for arranging health inspections for their event. ✓

List all other vendors who will be present during the event (serving, selling, sampling, or displaying).

VENDOR NAME	ADDRESS	PHONE NUMBER (S)

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(Use additional sheet of paper if necessary)

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- Location of all fencing, barricades, or other restrictions that will impair access to and from the event or property.
- Identify all designated parking areas.

SERVICES

The Town of Dallas does not provide amenities such as portable toilets, sound systems, tables, chairs, tents, canopies or other equipment. The applicant is responsible for arranging and providing services such as clean up, traffic control, etc.

TRASH CONTAINERS

In order to determine what types of containers best suit the needs of the event, please answer the following questions:

Will the event be serving/selling/distributing beverages? Yes No

If yes, in what containers will they come packaged in?

aluminum cans glass bottles/jars plastic bottles/jugs/jars

How many trash cans are you requesting for trash?

Delivery Location?

Date and Time for trash cans to be picked up?

**Applicants are responsible for cleaning and restoring the site after the event.
Clean-up fees may be incurred due to applicant's failure to clean and/or restore the site following the event.

PUBLIC PROPERTY CLEAN-UP

Contracted personnel or volunteers may be used if indicated below. What is the clean-up plan for the event?

NO PLAN AT THIS TIME OTHER THAN THE EVENT PLANNERS WILL LEAVE GYM CLEAN.

SAFETY AND SECURITY (CHECK ALL TYPES OF SECURITY USED)

Stage Security Event Area Security Road Closure Security *NONE AT THIS TIME WILL DO WHATEVER IS REQUIRED*

Other

Overnight Security From To

Dates & Times security will be on site:

Security provided by: Number of Security Personnel:

ROUTE AND TRAFFIC PLAN

- PARADE (Includes floats, vehicles, and persons) BICYCLES
- MARCH OR WALK (persons only) FOOT RACE
- VEHICLES ONLY (Includes motorcycles)
- OTHER (Description:

Number of Persons: % Children:

Number of Vehicles: Vehicle Types:

Number of Animals: Kinds:

DESCRIBE BELOW THE EVENT ROUTE. IF THERE IS MORE THAN ONE SEGMENT TO AN EVENT, INCLUDE START AND FINISH TIMES FOR EACH SEGMENT. (Ex: A "RUN" may include a 5k, a 10k, and a Fun Run).

ROAD CLOSURES

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- NC and US roadways will also require approval from the NCDOT.
- The proposed route to be traveled including the requested starting and termination point. Please also clarify the directions of movement of your event.
- Routing plans for traffic. Illustrate a plan to include roads that you are requesting to be closed to vehicular or other traffic for your event. Include planned arrangements to resolve conflicts with people trying to reach businesses, their own residences, places of worship and public facilities including public transportation.
- Whether the event will occupy all or a portion of the street(s) requested for use.
- Proposed locations for barricades, signs and police/volunteers.
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DO NOT ASSUME, ADVERTISE, OR PROMOTE YOUR EVENT UNTIL YOU HAVE A SIGNED PERMIT FROM THE TOWN OF DALLAS. CONFLICTS DO ARISE AND CHANGES TO THE REQUEST MAY BE NECESSARY.

Applicant's Signature: _____

Ray H. [Signature]

Date: _____

7-5-23

*Once approved, a Special Event Fee will be assessed based on the current Town of Dallas Fee Schedule. The event fee is due and payable NO LATER THAN five (5) business days prior to the event. Events will be cancelled if fees are not paid when due.

TOWN OF DALLAS
SPECIAL EVENTS POLICY

The Town of Dallas endeavors to support local businesses, groups, and individuals desiring to hold Special Events within the Town of Dallas. It is the desire of the Town of Dallas to ensure a safe and enjoyable special event.

The following criteria and procedures shall apply to all Special Events requests:

Special event permit applications must be submitted to the Town of Dallas **no later than 5:00 pm on the first Tuesday of the month** in order to be placed on the Board of Aldermen Meeting agenda for consideration and approval. Applications can be obtained at 210 N. Holland St., Dallas, NC 28034 or from the Town's website at www.dallasnc.net.

EVENTS MUST BE APPROVED AT LEAST 14 DAYS IN ADVANCE OF THE EVENT.

Typical events are defined below:

Parade: A march or procession which interferes with pedestrian and/or vehicular traffic.

Athletic Events: An occasion when a group of participants collectively engage in sport or other form of physical exercise, including an organized Walk or Race. This may interfere with vehicular and/or pedestrian traffic.

Special Events: Include street fairs, arts and crafts shows, carnivals, rallies, etc. Special events often interfere with pedestrian and/or vehicular traffic.

Block Party: A gathering which requires closure of a street.

It shall be the Policy of the Town of Dallas That,

Town-Sponsored Events take precedence over all other events. Special Event requests will not be approved if they are in conflict with Town-Sponsored Events.

Special Events requests on or adjacent to the Town of Dallas Historic Courthouse and Court Square grounds will not be approved if the Courthouse or Court Square grounds have been booked for rental.

All Special Events must comply with all Town ordinance requirements, Gaston County Health Department regulations, policies, procedures, rules, and regulations pertaining to use of parks and public spaces.

All of the following services or requirements shall be the responsibility of the applicant, unless the applicant specifically seeks and receives approval for any or all of the services or requirements to be waived as unnecessary, or provided by the Town of Dallas:

~~The applicant must provide, at their cost, sufficient portable toilets for the expected number of participants at the requested event.~~

The applicant must provide, at their cost, proof of insurance acceptable to the Town of Dallas that names the Town of Dallas as an additional insured.

The applicant shall be responsible for the security or protection of any items, merchandise, booths, or other property owned by the applicant or others participating in the Special Event.

The applicant shall provide, at their cost, authorized law enforcement personnel as security for each special event, as determined by the Town of Dallas Police Chief or his/her designee.

The applicant shall be responsible for obtaining any permits required by the Town of Dallas, Gaston County, and the State of North Carolina (or any sub-departments of those entities) for activities conducted during the Special Event.

Frequency of Events

Any one entity may be approved for up to a maximum of four (4) events in any calendar year. These events must be spaced at least 45 days apart from each other.

Event Fees

Fees will be assessed as outlined in the Town of Dallas Fee Schedule.

Adopted This 11th Day of January, 2022

Sarah Hamrick
Sarah Hamrick, Town Clerk



TOWN OF DALLAS, NORTH CAROLINA

PETITION FOR ANNEXATION

PETITION NUMBER: _____

Contiguous

Non-Contiguous

DATE: _____

FEE: \$550.00

Current Property Use: Vacant / Wooded Requested Zoning: R-5

Planned Property Use: Single-Family Residential

To the Board of Aldermen of the Town of Dallas:

We, the undersigned owners of real property, respectfully request that the area described as 0 Shepherds Way Drive, DALLAS, NC 28034, further identified as a portion of parcel ID # 214259, be annexed to the Town of Dallas.

Print owner name(s) and information:

Gaston Area Lutheran Fund, Inc

Name Representatives: Graham Bell or George Rhyne Phone 704-922-8124

Address 916 S. Marietta St. Gastonia, NC 28054

Name _____ Phone _____

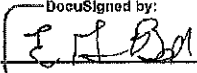
Address _____

Name _____ Phone _____

Address _____

Attachments included with Petition:

- ✓1. Legal description (as noted in property deed)
- ✓2. Letter outlining reasons for annexation request
- ✓3. List of Abutting Property Owners
- ✓4. Survey or Plat suitable for recordation
- ✓5. \$550 Fee

Owner's Signature:  Date: 6/12/2023

Owner's Signature: _____ Date: _____

Owner's Signature: _____ Date: _____

Received By: _____ Date: _____

Doc ID: 011095370004 Type: CRP
Recorded: 05/03/2008 at 04:20:14 PM
Fee Amt: \$692.00 Page 1 of 4
Excise Tax: \$669.00
Instr# 200600080797
Gaston, NC
Susan S. Lockridge Register of Deeds
BK 4218 PG 2058-2061

RECORDING FEE 2300
EXCISE TAX PAID 669.00

NORTH CAROLINA GENERAL WARRANTY DEED

Excise Tax: 669.00

Parcel Identifier No. _____ Verified by _____ County on the _____ day of _____, 20____
By: _____

Mail/Box to: Grantee @ 435 Collier Street, Gastonia, NC 28056

This instrument was prepared by: Richard D. Laws

Brief description for the Index: _____

THIS DEED made this 27th day of April, 2006, by and between

GRANTOR	GRANTEE
Hope Lutheran School, Inc.	Gaston Area Lutheran Foundation, Inc.

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

The designation Grantor and Grantee as used herein shall include said parties, their heirs, successors, and assigns, and shall include singular, plural, masculine, feminine or neuter as required by context.

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

see attached Exhibit A

The property hereinabove described was acquired by Grantor by instrument recorded in Book 3396 page 323

A map showing the above described property is recorded in Plat Book _____ page _____

EXHIBIT A

BEGINNING at an iron at the western terminus of the northern margin of Gaston Way, and running thence South 36-00-00 East 31.57 feet to a point in the center line of a 60-foot easement described in Book 4128 at Page 1995; and running thence with the northern line of the property conveyed to Hospice of Gaston County, Inc., by deed recorded in Book 4128 at Page 1979, Gaston County Registry, South 76-31-32 West 1,350.09 feet to a point in the eastern line of W. Summey as described in Book 1946 at Page 708; thence North 01-53-07 West 516.00 feet to an iron; thence South 88-38-45 West 311.10 feet to a poplar tree, corner with the property of P. Summey (Book 1388 at Page 98); thence with P. Summey's line North 09-50-21 West 366.80 feet to an iron in the line of G. F. Summey (Book 11 at Page 287); thence with the line of G. F. Summey, North 73-10-21 East 1,113.68 feet to an iron, corner with the property of B. Koley as described in Book 388 at Page 249; thence South 36-00-00 East 1,053.18 feet to the point and place of Beginning, and containing 26.76 acres, more or less. The foregoing description is taken from plat of survey made by David W. Dickson, Registered Surveyor, dated February 21, 1996, and is the northern portion of that property conveyed to Hope Lutheran School, Inc., by deed recorded in Book 3096 at Page 323, Gaston County Registry.

This conveyance is subject to an easement for ingress, egress and regress to Gaston Way as described in instrument recorded in Book 4128 at Page 1995, Gaston County Registry.

By the execution of this deed, the Grantor certifies that it has complied with all provisions of that certain Agreement recorded in Book 4128 at Page 1983, Gaston County Registry, and is authorized to make this conveyance.

EXHIBIT B

This property is conveyed subject to the following conditions:

- (1) In the event that Gaston Area Lutheran Foundation, Inc., determines that it is willing to sell, exchange, assign, transfer or otherwise alienate all or any portion of the property to a buyer who intends to use the Property for any purpose other than religious, church or worship activities or by a church affiliated agency in accordance with the terms of a bona fide written offer made to or by Gaston Area Lutheran Foundation, Inc., or Hope Lutheran School, Inc., then Gaston Area Lutheran Foundation, Inc., shall provide Hospice of Gaston County, Inc., with a complete and legible copy of such offer within ten (10) business days of Gaston Area Lutheran Foundation, Inc.'s making or receipt of same. Upon delivering written notice by Gaston Area Lutheran Foundation, Inc., to Hospice of Gaston County, Inc., within a period of thirty (30) days thereafter, Hospice of Gaston County, Inc., shall have the right to acquire from Gaston Area Lutheran Foundation, Inc., the Property (or applicable portion thereof) on the exact material, terms and conditions (including the price and/or other consideration and including the property description) set forth in such bona fide offer. Failure of Hospice of Gaston County, Inc., to exercise its Right of First Refusal within thirty (30) days after receiving such bona fide written offer from Gaston Area Lutheran Foundation, Inc., shall waive such Right of First Refusal, and Gaston Area Lutheran Foundation, Inc., shall be free to convey the Property to said bona fide offeror on the exact, material terms and conditions of said offer.
- (2) Gaston Area Lutheran Foundation, Inc., by the acceptance of this deed, grants to Hope Lutheran School, Inc., the right, at any time within three (3) years following the date of this deed, to repurchase up to six (6) acres of the above described property at the same price per acre as was conveyed herein by this deed; PROVIDED THAT, Gaston Area Lutheran Foundation, Inc., shall determine, in its sole discretion, the location of such tract (up to six acres) within the above described property, and the said tract to be reconveyed to Hope Lutheran School, Inc., shall be one contiguous parcel.

TO HAVE AND TO HOLD the aforesaid lot or parcel of land and all privileges and appurtenances thereto belonging to the Grantor... And the Grantor covenants with the Grantee, that Grantor is seized of the premises in fee simple, has the right to convey the same in fee simple, that title is marketable and free and clear of all encumbrances, and that Grantor will warrant and defend the title against the lawful claims of all persons whomsoever, other than the following exceptions:

Rights set out in Exhibit B attached hereto.
Easements, restrictions and rights of way of record.

IN WITNESS WHEREOF, the Grantor has duly executed the foregoing as of the day and year first above written.

HOPE LUTHERAN SCHOOL, INC. (SEAL)
(Entity Name)

By: George H. Rogers Sr. (SEAL)
Title: Chairman
George H. Rogers, Sr., Chairman of the Board
By: _____ (SEAL)
Title: _____
By: _____ (SEAL)
Title: _____

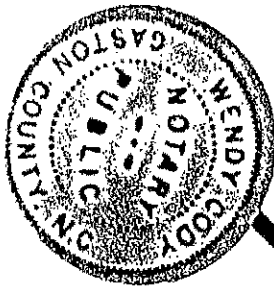
USE BLACK INK ONLY

SEAL-STAMP State of North Carolina - County of _____
I, the undersigned Notary Public of the County and State aforesaid, certify that _____ personally appeared before me this day and acknowledged the due execution of the foregoing instrument for the purposes therein expressed. Witness my hand and Notarial stamp or seal this _____ day of _____, 20____.
My Commission Expires: _____
Notary Public

USE BLACK INK ONLY

SEAL-STAMP State of North Carolina - County of _____
I, the undersigned Notary Public of the County and State aforesaid, certify that George H. Rogers, Sr. personally came before me this day and acknowledged that he is the Chmn of Board of Hope Lutheran School, Inc., a North Carolina or _____ corporation/limited liability company/general partnership/limited liability trust (through the applicable), and that by authority duly given and as the act of each entity, he signed the foregoing instrument in its name on its behalf as its act and deed. Witness my hand and Notarial stamp or seal this 2nd day of April, 2006.
My Commission Expires: 2-2-08
Notary Public

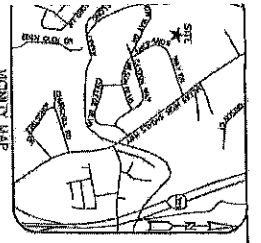
USE BLACK INK ONLY



SEAL-STAMP State of North Carolina - County of _____
I, the undersigned Notary Public of the County and State aforesaid, certify that _____
Witness my hand and Notarial stamp or seal this _____ day of _____, 20____.
My Commission Expires: _____
Notary Public

USE BLACK INK ONLY

The foregoing Certificate(s) of _____ is/are certified to be correct. This instrument and this certificate are duly registered at the date and time and in the Book and Page shown on the first page hereof. _____ Register of Deeds for _____ County
By: _____ Deputy/Assistant - Register of Deeds



BOUNDARIES:
 EAST: 1/2" FROM ROAD
 WEST: 1/2" FROM ROAD
 NORTH: 1/2" FROM ROAD
 SOUTH: 1/2" FROM ROAD

ADJACENT MAP AREAS:
 EAST: 1/2" FROM ROAD
 WEST: 1/2" FROM ROAD
 NORTH: 1/2" FROM ROAD
 SOUTH: 1/2" FROM ROAD

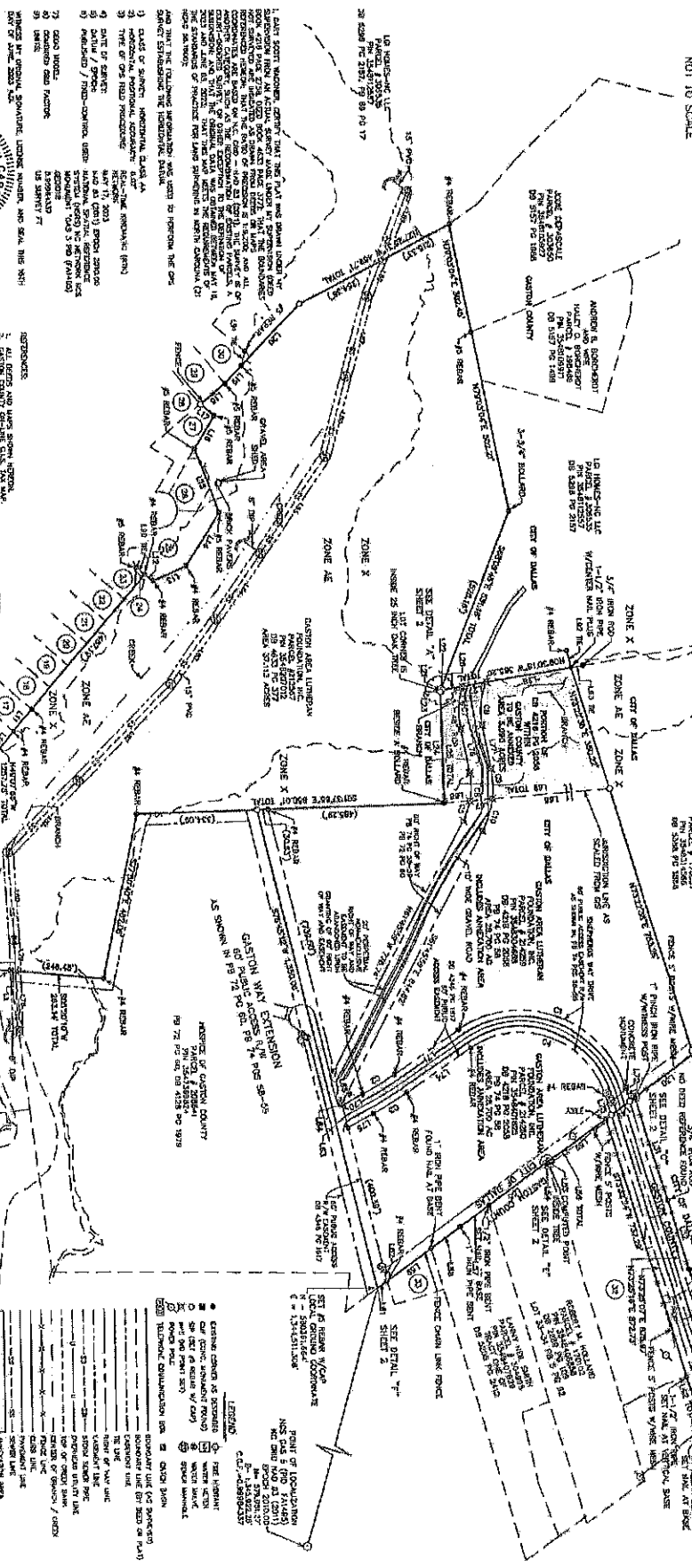
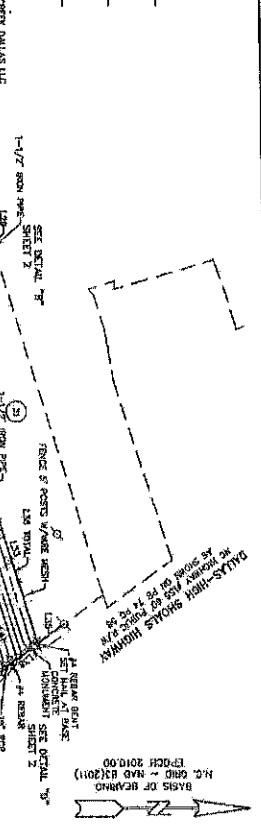
DATE: _____

GENERAL INFORMATION:
 1. PROPERTY OWNER: EASTON AREA LUTHERAN FOUNDATION, INC.
 2. PROJECT NAME: EASTON AREA LUTHERAN FOUNDATION, INC. PROPERTY
 3. PROJECT ADDRESS: 11111 EASTON AVENUE, DALLAS, TEXAS 75243

OWNER (OWNERS NAME): _____ DATE: _____

OWNER (OWNERS ADDRESS): _____ DATE: _____

OWNER (OWNERS PHONE): _____ DATE: _____



LEGEND:

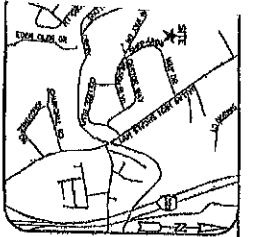
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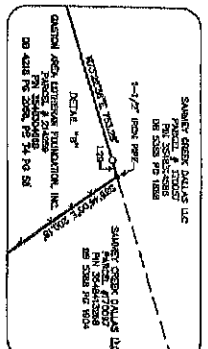
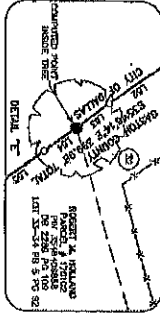
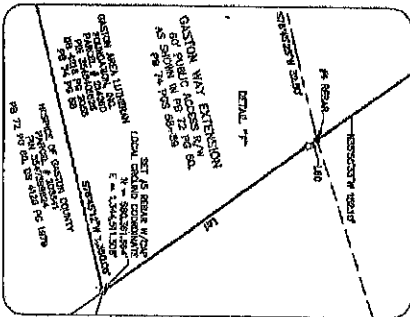
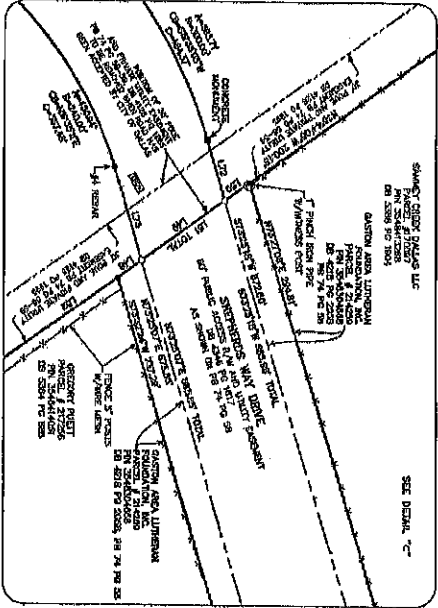
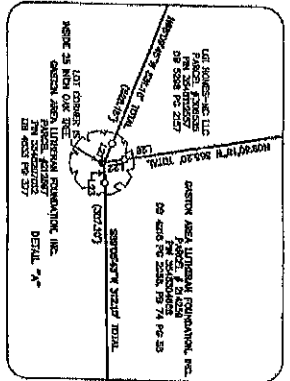
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ANNEXURE SHEET OF A SECTION OF
EASTON AREA LUTHERAN FOUNDATION, INC.
DB 4278 PG 2058
 FOR OWNER: EASTON AREA LUTHERAN FOUNDATION, INC.
 EASTON AREA LUTHERAN FOUNDATION, INC.
 11111 EASTON AVENUE, DALLAS, TEXAS 75243
 DATE: MAY 15, 2023
 SHEET 1 OF 2

CEST
 CIVIL & GEOTECHNICAL - SURVEYING
 4500 WEST 10TH STREET, SUITE 200
 DALLAS, TEXAS 75243
 PHONE: 972-251-1111
 FAX: 972-251-1112
 WWW.CEST-SURVEYING.COM



NOT TO SCALE



PARCELS/OWNERS TABLE

Lot #	Parcel #	Area	Owner	Area (sq. ft.)	Subdivision
1	30000000	30000000	THE FIRST CENTRAL LLC	50,000.00	P.O. 300
2	30000000	30000000	THE FIRST CENTRAL LLC	50,000.00	P.O. 300
3	30000000	30000000	THE FIRST CENTRAL LLC	50,000.00	P.O. 300
4	30000000	30000000	THE FIRST CENTRAL LLC	50,000.00	P.O. 300
5	30000000	30000000	THE FIRST CENTRAL LLC	50,000.00	P.O. 300
6	30000000	30000000	THE FIRST CENTRAL LLC	50,000.00	P.O. 300
7	30000000	30000000	THE FIRST CENTRAL LLC	50,000.00	P.O. 300
8	30000000	30000000	THE FIRST CENTRAL LLC	50,000.00	P.O. 300
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12	30000000	30000000	THE FIRST CENTRAL LLC	50,000.00	P.O. 300
13	30000000	30000000	THE FIRST CENTRAL LLC	50,000.00	P.O. 300
14	30000000	30000000	THE FIRST CENTRAL LLC	50,000.00	P.O. 300
15	30000000	30000000	THE FIRST CENTRAL LLC	50,000.00	P.O. 300

PARCELS/OWNERS TABLE

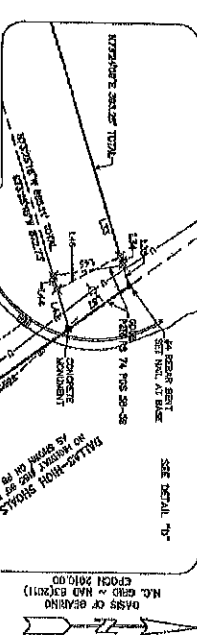
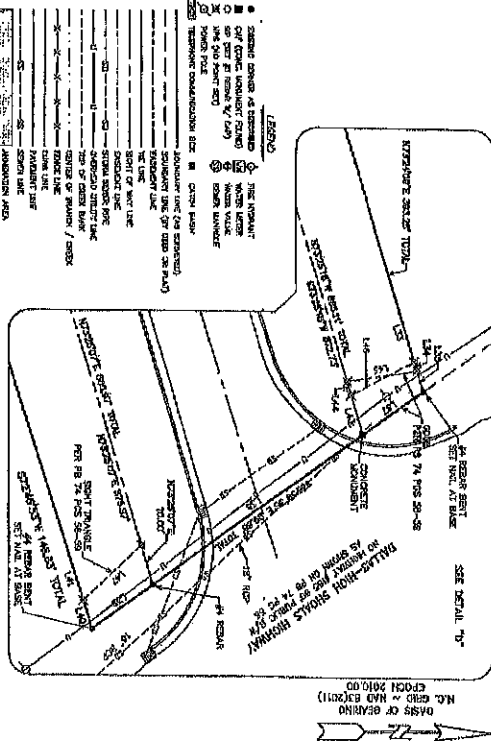
Lot #	Parcel #	Area	Owner	Area (sq. ft.)	Subdivision
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18	30000000	30000000	THE FIRST CENTRAL LLC	50,000.00	P.O. 300
19	30000000	30000000	THE FIRST CENTRAL LLC	50,000.00	P.O. 300
20	30000000	30000000	THE FIRST CENTRAL LLC	50,000.00	P.O. 300
21	30000000	30000000	THE FIRST CENTRAL LLC	50,000.00	P.O. 300
22	30000000	30000000	THE FIRST CENTRAL LLC	50,000.00	P.O. 300
23	30000000	30000000	THE FIRST CENTRAL LLC	50,000.00	P.O. 300
24	30000000	30000000	THE FIRST CENTRAL LLC	50,000.00	P.O. 300
25	30000000	30000000	THE FIRST CENTRAL LLC	50,000.00	P.O. 300
26	30000000	30000000	THE FIRST CENTRAL LLC	50,000.00	P.O. 300
27	30000000	30000000	THE FIRST CENTRAL LLC	50,000.00	P.O. 300
28	30000000	30000000	THE FIRST CENTRAL LLC	50,000.00	P.O. 300
29	30000000	30000000	THE FIRST CENTRAL LLC	50,000.00	P.O. 300
30	30000000	30000000	THE FIRST CENTRAL LLC	50,000.00	P.O. 300
31	30000000	30000000	THE FIRST CENTRAL LLC	50,000.00	P.O. 300
32	30000000	30000000	THE FIRST CENTRAL LLC	50,000.00	P.O. 300
33	30000000	30000000	THE FIRST CENTRAL LLC	50,000.00	P.O. 300
34	30000000	30000000	THE FIRST CENTRAL LLC	50,000.00	P.O. 300
35	30000000	30000000	THE FIRST CENTRAL LLC	50,000.00	P.O. 300
36	30000000	30000000	THE FIRST CENTRAL LLC	50,000.00	P.O. 300
37	30000000	30000000	THE FIRST CENTRAL LLC	50,000.00	P.O. 300
38	30000000	30000000	THE FIRST CENTRAL LLC	50,000.00	P.O. 300
39	30000000	30000000	THE FIRST CENTRAL LLC	50,000.00	P.O. 300
40	30000000	30000000	THE FIRST CENTRAL LLC	50,000.00	P.O. 300
41	30000000	30000000	THE FIRST CENTRAL LLC	50,000.00	P.O. 300

GRID TABLE

Grid	Northing	Easting	Grid	Northing	Easting
C1	553.37	572.60	C11	553.37	572.60
C2	553.37	572.60	C12	553.37	572.60
C3	553.37	572.60	C13	553.37	572.60
C4	553.37	572.60	C14	553.37	572.60
C5	553.37	572.60	C15	553.37	572.60
C6	553.37	572.60	C16	553.37	572.60
C7	553.37	572.60	C17	553.37	572.60
C8	553.37	572.60	C18	553.37	572.60
C9	553.37	572.60	C19	553.37	572.60
C10	553.37	572.60	C20	553.37	572.60

LINE TABLE

LINE	BEARING	DISTANCE	LINE	BEARING	DISTANCE	LINE	BEARING	DISTANCE
L1	S89°00'00"W	100.00	L11	S89°00'00"W	100.00	L21	S89°00'00"W	100.00
L2	S89°00'00"W	100.00	L12	S89°00'00"W	100.00	L22	S89°00'00"W	100.00
L3	S89°00'00"W	100.00	L13	S89°00'00"W	100.00	L23	S89°00'00"W	100.00
L4	S89°00'00"W	100.00	L14	S89°00'00"W	100.00	L24	S89°00'00"W	100.00
L5	S89°00'00"W	100.00	L15	S89°00'00"W	100.00	L25	S89°00'00"W	100.00
L6	S89°00'00"W	100.00	L16	S89°00'00"W	100.00	L26	S89°00'00"W	100.00
L7	S89°00'00"W	100.00	L17	S89°00'00"W	100.00	L27	S89°00'00"W	100.00
L8	S89°00'00"W	100.00	L18	S89°00'00"W	100.00	L28	S89°00'00"W	100.00
L9	S89°00'00"W	100.00	L19	S89°00'00"W	100.00	L29	S89°00'00"W	100.00
L10	S89°00'00"W	100.00	L20	S89°00'00"W	100.00	L30	S89°00'00"W	100.00



ANNEXATION SHIRTS OF A PORTION OF GASTON AREA LUTHERAN FOUNDATION, INC. D8 4218 PG 2055 DALLAS TOWNSHIP, CITY OF DALLAS, GASTON CO, NORTH CAROLINA

SHEET 2 OF 2

PREPARED BY: CIVIL ENGINEERING & SURVEYING

DATE: MAY 16, 2023

SCALE: AS SHOWN

PROJECT: ANNEXATION OF THE NORTH CAROLINA PORTION OF GASTON AREA LUTHERAN FOUNDATION, INC. TO THE CITY OF DALLAS, TEXAS.

OWNER: GASTON AREA LUTHERAN FOUNDATION, INC. 916 S. LAUREL ST. WILKINSON, NORTH CAROLINA 28787

CONVEYED BY: CIVIL ENGINEERING & SURVEYING

DECEDED BY: CSW

JOB NO.: 230504005

DATE: MAY 16, 2023

SCALE: AS SHOWN

PROJECT: ANNEXATION OF THE NORTH CAROLINA PORTION OF GASTON AREA LUTHERAN FOUNDATION, INC. TO THE CITY OF DALLAS, TEXAS.

OWNER: GASTON AREA LUTHERAN FOUNDATION, INC. 916 S. LAUREL ST. WILKINSON, NORTH CAROLINA 28787

CONVEYED BY: CIVIL ENGINEERING & SURVEYING

DECEDED BY: CSW

JOB NO.: 230504005

CIVIL ENGINEERING & SURVEYING

45 SHIRLEY DRIVE, SUITE 100, DALLAS, TEXAS 75244

PH: 972.762.1111 FAX: 972.762.1112

WWW.CESANDS.COM

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Special Events/
Activities Application

Town of Dallas
210 North Holland Street
Dallas, NC 28034-1625
(704) 922-3176
Fax: (704) 922-4701

The purpose of this application is to provide information about your event or activity in order for the Town of Dallas to best assist you. Depending on the specific event, a permit application and/or fee(s) from other departments may be required. The applicant is responsible for providing complete and accurate information on the application. The applicant is responsible for notifying the Town of Dallas of any changes. A complete application must be submitted by no later than 5:00 p.m. on the Tuesday preceding the date of the Board meeting at which the event is to be approved, for an event which is to occur no sooner than 14 days following its date of approval.

APPLICATION INFORMATION

Name of Event:

Facility Requested:

Applicant Name:

Organization:

Mailing Address:

City / State / Zip:

Daytime Phone: Cell: E-Mail:

Description of the Event:

Does the event have a Facebook, Twitter, or other social networking page:

If yes, please list URL(s):

Date (s) Requested for Event:

Event Start Time: Event End Time:

Road Closure Time Begins (if applicable): Road Closure Time Ends:

Set Up Begins: Set Up Ends:

Preferred Date & Time of Inspection (if required):

Estimated Attendance:

The Event is: Private (by invitation only) or Open to General Public

Describe the procedures to be used for selecting vendors and exhibitors for this event:

Applicant's Signature: Pamela Fox Byrd Date: July 10, 2023

A pre-event meeting may be required and will be scheduled to include appropriate staff. The event applicant must attend the meeting.

TENTS / CANOPIES / MEMBRANE STRUCTURES

Will tents/canopies/membrane structures be used for events? Yes No (if no proceed to next section.)

of Canopies (fabric structure that is open without sidewalls on 75% or more of perimeter)
 # of Tents **20** (fabric structure that is enclosed with sidewalls on more than 25% of perimeter)
 # of Membrane structures (air supported or air inflated structure)
 Other type of structure (provide description)

Notes

VOICE / MUSIC AMPLIFICATION

Are there any musical entertainment features related to your event? Yes No (if no proceed to next section.)

If yes, state the number of stages, number of bands and type of music:
 Number of stages: **1** Number of Bands: **1**
 Type(s) of music: **sound system, high school band**

Will your event use amplified sound: Yes No

If yes, please indicate times: Start Time: **5:00** Finish Time: **9:00**

Will sound checks be conducted prior to the event? Yes No

If yes, please indicate times: Start Time: **4:30** Finish Time: **5:00**

* Must comply with Town of Dallas general entertainment ordinance.

HAZARDOUS MATERIALS

Will the event have any hazardous materials such as propane, butane, gasoline, diesel tanks, helium cylinders or other upright tanks? Yes No

If yes, all tanks must be secured in a manner to prevent accidentally being knocked over. All helium tanks not being used shall have their caps in place.

Will there be any portable heaters? Yes No

Will there be any deep fat fryers? Yes No

Will there be any fireworks, lasers, torches, candles or pyrotechnics? Yes No

Will generators or electrical power be used? Yes No

If yes, provide electrical load data and location of connection. In the case of extraordinary use or hookups, fees may apply.

RIDES / ATTRACTIONS

Does the event include mechanical rides, or other similar attractions? Yes No

If yes, company name?

Company address:

List details, if any:

Applicants contracting with amusement ride companies are required to provide the Town of Dallas with a certificate of insurance, naming applicant and the Town of Dallas (if applicable) as additional insured on general liability.

ALL rides must be inspected and approved by The Department of Labor.

VENDORS

A vendor is anyone who is serving, selling, sampling, or displaying food, beverages, merchandise or services

Does the event include food vendors? Yes No

If the event will have food vendors, please check the following that apply:
 Served Sold Catered Prepared Outdoors

Does the event include food concession and/or cooking areas? Yes No

If yes, please list each vendor and specify cooking method (Gas, Electric, Charcoal, Other)
(Use additional sheet if necessary)

Vendor	Cooking Method	Food Item

Food and beverages shall not be sold at an event unless approved and licensed, if necessary by the Gaston County Health Department. Event organizers are responsible for arranging health inspections for their event.

List all other commercial vendors who will be present during the event (serving, selling, sampling, or displaying).

VENDOR NAME	ADDRESS	PHONE NUMBER (S)

EVENT SCHEDULE

Provide a detailed schedule of the event including dates and times for entertainment, activities, hours of event, start time, finish time, etc. If the event requires an extended time frame for set-up, include details with a timeline listing the times and locations where streets or public property will be impacted and when dismantling will be completed.

(Use additional sheet of paper if necessary)

DATE	TIME	ACTION	ADDITIONAL NOTES

SERVICES

The Town of Dallas does not provide amenities such as portable washrooms/toilets, sound systems, tables, chairs, tents, canopies or other equipment. The applicant is responsible for arranging and providing services such as event clean up, traffic control, etc.

TRASH CONTAINERS

In order to determine what types of containers best suit the needs of the event, please answer the following questions:

Will the event be serving/selling/distributing beverages? Yes No

If yes, in what containers will they come packaged in?
 aluminum cans glass bottles/jars plastic bottles/jugs/jars

How many trash cans are you requesting for trash?

How many recycle carts are you requesting?

Delivery Location?

Date and Time for rollout carts to be emptied?

Date and Time for rollout carts to be picked up?

Applicants are responsible for cleaning and restoring the site after the event. Please pick up all trash including paper, plastic, bottles, cans and event marketing signs. Clean-up fees may be incurred because of an applicant's failure to clean and/or restore the site following the event. If you reasonably believe that no litter will be generated during your event, please state this in your plan.

PUBLIC PROPERTY CLEAN-UP

Contracted personnel or volunteers may be used if indicated below. What is the clean-up plan for the event?

SAFETY AND SECURITY (CHECK ALL TYPES OF SECURITY USED)

Stage Security Event Area Security Road Closure Security

Other

Overnight Security From To

Dates & Times security will be on site:

Security provided by: Number of Security Personnel:

Applicant may be required to hire sworn off-duty Town of Dallas police officers or Sheriff's Department personnel to provide security to insure public safety. The Town of Dallas will determine the number of security personnel required on site.

SITE PLAN

Provide a detailed Site-Plan sketch of the event. Include maps, outline or diagram of the entire event venue including the names of all streets and the surrounding area. The plan should include the following information:

- Location of the event/activity on the property with approximate distances from roads, fire hydrants, existing buildings, etc.
- Location of temporary structures that will be used during the event. Must indicate size of temporary structures, distances between temporary structures and existing buildings.
- Identify how each temporary structure will be used. Example: type of vendor, food preparation, etc.
- Identify location of all cooking devices and open flames; generators and fuel storage.
- Location of all fencing, barricades, or other restrictions that will impair access to and from the event or property.
- Identify all designated parking areas.

ROUTE AND TRAFFIC PLAN

<input type="checkbox"/> PARADE (Includes floats, vehicles, and persons)	<input type="checkbox"/> BICYCLES
<input type="checkbox"/> MARCH OR WALK (persons only)	<input type="checkbox"/> FOOT RACE
<input type="checkbox"/> VEHICLES ONLY (Includes motorcycles)	
<input type="checkbox"/> OTHER (Description: <input style="width:300px;" type="text"/>)	
Number of Persons: <input style="width:50px;" type="text"/>	% Children: <input style="width:50px;" type="text"/>
Number of Vehicles: <input style="width:50px;" type="text"/>	Vehicle Types: <input style="width:150px;" type="text"/>
Number of Animals: <input style="width:50px;" type="text"/>	Kinds: <input style="width:150px;" type="text"/>
DESCRIBE BELOW THE EVENT ROUTE. IF THERE IS MORE THAN ONE SEGMENT TO AN EVENT, INCLUDE START AND FINISH TIMES FOR EACH SEGMENT. (Example: The "GENERIC AWARENESS RUN" may Include a 5k, a 10k, and a Fun Run).	
n/a	

ROAD CLOSURES

If your event involves road closures, a parade, a foot or bike race, any type of procession, or more than one location, attach a Route and Traffic Plan. Include the required information (listed below) and any additional information you believe applies to your event. When planning a moving route, the Dallas Police Dept. is available to assist you.

- NC and US roadways will also require approval from the NCDOT.
- The proposed route to be traveled including the requested starting and termination point. Please also clarify the directions of movement of your event.
- Routing plans for traffic. Illustrate a plan to include roads that you are requesting to be closed to vehicular or other traffic for your event. Include planned arrangements to resolve conflicts with people trying to reach businesses, their own residences, places of worship and public facilities including public transportation.
- Whether the event will occupy all or a portion of the street(s) requested for use.
- Proposed locations for barricades, signs and police/volunteers.
- The provision of twenty foot (20') minimum emergency access lanes throughout the event site.
- White temporary water base paint can be used to mark the route on the street pavement (May be purchased at common hardware stores such as Lowes Home, Home Depot, etc.).

Please Note: All road closure requests will be strictly reviewed by the Town of Dallas. Approval, denial, or modification of all road closure requests are at the sole discretion of the Town of Dallas. The Town has final discretion over your Route and Traffic Plan including, but not limited to the route, placement and number of all barricades, signs, and police/volunteer locations.

DO NOT ASSUME, ADVERTISE, OR PROMOTE YOUR EVENT UNTIL YOU HAVE A SIGNED PERMIT FROM THE TOWN OF DALLAS. CONFLICTS DO ARISE AND CHANGES TO THE REQUEST MAY BE NECESSARY.

Applicant's Signature: Pamela Byrd Date: July 10, 23



Guidelines for Special Events

Town of Dallas
210 North Holland Street
Dallas, NC 28034-1625
(704) 922-3176
Fax: (704) 922-4701

This information has been prepared to assist you while planning, to ensure a safe and enjoyable special event. If you have questions that are not answered on this page, please contact the Town of Dallas at (704) 922-3176.

EVENTS MUST BE APPROVED AT LEAST 14 DAYS IN ADVANCE OF THE EVENT.

Special event permit applications must be submitted to the Town of Dallas by no later than 5:00 p.m. on the Tuesday preceding the date of the Board Meeting at which the event is to be approved.

Typical events are defined below:

Parade: A march or procession which interferes with pedestrian and/or vehicular traffic.

Athletic Events: An occasion when a group of participants collectively engage in sport or other form of physical exercise, including an organized Walk or Race. This may interfere with vehicular and/or pedestrian traffic.

Special Events: Include street fairs, arts and crafts shows, carnivals, rallies, etc. Special events often interfere with pedestrian and/or vehicular traffic.

Block Party: A gathering which requires closure of a street.

IMPORTANT INFORMATION:

- All Special Events must comply with all Town ordinance requirements, Gaston County Health Department regulations, policies, procedures, rules, and regulations pertaining to use of parks.
- All of the following services or requirements shall be the responsibility of the applicant, unless the applicant specifically seeks and receives approval for any or all of the services or requirements to be waived as unnecessary or provided by the Town of Dallas.
- The applicant must provide sufficient portable toilets for the expected number of participants at the requested event.
- The applicant must provide proof of insurance acceptable to the Town of Dallas, for any event.
- The applicant shall be responsible for the security or protection of any items, merchandise, booths, or other property owned by the applicant or others participating in the Special Event.
- The applicant shall provide authorized law enforcement personnel for each special event, as determined by the Town of Dallas.

