

Joel Macon  
*Mayor*

Lonnie Lashley  
*Councilman*

Bob Lewis  
*Councilman*



Pat Efird  
*Mayor Pro Tem*

Dan Wilcox  
*Councilman*

Timothy Owens  
*Town Manager*

**TOWN OF CAROLINA BEACH**  
1121 N. Lake Park Boulevard  
Carolina Beach, North Carolina 28428  
910 458 2996  
FAX 910 458 2997  
[Tim.owens@carolinabeach.org](mailto:Tim.owens@carolinabeach.org)

June 20, 2011

Dear Property Owner,

As you may be aware, the Town of Carolina Beach recently bid the Wilmington Beach Paving and Drainage Project and selected Triangle Grading and Paving as the contractor that will perform all of the work associated with this project. **The contractor has informed the Town that they will begin work on July 11, 2011. With work set to begin, it is important that all personal property and improvements be removed from the Town's right-of-way. This includes any vehicles, irrigation, decorative lighting, play sets, dog houses, boats, fences, landscaping features and plants, and other similar items. The removal of these items must be coordinated by the property owner and at the owner's expense. The Town and the contractor will not be responsible for any such items that remain in the right-of-way during construction.**

At this time, it appears that the contractor will begin south of Ocean Boulevard and work towards the completion of all unpaved roadways in this area. The plan is to go into an area and: 1. Complete the engineering layout, 2. Install erosion control measures, 3. Clear and Grub, 4. Grade roadway, 5. Install stormwater and other utilities, 6. Fine grade and install stone base, 7. Grade sections and seed and mulch, and 8. Pave multiple sections of roadway once all construction is complete in the area. As each section progresses, another area will be chosen for construction and advanced notice given to property owners through the use of flyers and knocking on doors. The goal is to complete an area with the least amount of disruption as possible and then move to another location. Working hours for crews will be from Monday to Friday from 7am to 6pm. Work outside of these times will only be approved on a case-by-case basis and will only be done when absolutely necessary. **The Town will post a schedule of activities and assessment information on its website in order to keep property owners updated. The information will be posted on the home page of the Town's website at [www.carolinabeach.org](http://www.carolinabeach.org).**

It is anticipated that the total project will take approximately 320 days to complete. The contractor will have a foreman on-site and the Town will also have an inspector on-site during the majority of the construction period. Any specific questions during construction

will likely be able to be answered by the Town's inspector. In addition, questions can also be directed to Public Works Director Brian Stanberry at (910)458-2525, or to Town Manager Tim Owens at (910)458-2996. Another good way to contact us is through email at [brian.stanberry@carolinabeach.org](mailto:brian.stanberry@carolinabeach.org) or [tim.owens@carolinabeach.org](mailto:tim.owens@carolinabeach.org).

**Assessments to property owners are currently on target with past projections and as discussed in prior correspondence with property owners.** Assessment payment notices will not be mailed to property owners until the end of the project and only after a public process to confirm the assessment roll. Property owners will be notified of the public process at the end of the project and will have the opportunity to attend a scheduled Town Council meeting.

The Town and Triangle Grading and Paving will do all it can to limit the impact that this project has on your normal activities and work to inform you when certain activities may impact you. While we will attempt to minimize these disruptions, certain disruptions may occur such as:

- Closing of private driveways for limited duration in order to install drainage pipes.
- Limited Water or Sewer outages to individual properties or blocks in the event that construction crews can't work around the individual services or mains.
- Electrical, phone, or cable outages in instances where these services are inadvertently damaged or need to be moved.
- *In the event that the above disruptions are not addressed in a timely manner (during the same day) and it is after working hours, you can call the Police Non-Emergency line at (910)458-2540 and we will do what we can to correct the situation.*

**We ask for your patience during this project. The project does involve heavy machinery and there will be dust, vibration, and noise associated with the construction. Since this project does involve heavy construction, we encourage all property owners to take photographs or video the current condition of your property (particularly your driveway, yard and other items near the street right-of-way). The Town has instructed the contractor to do the same. This simple task will allow all parties to document what is out in the field before the project begins and correct any issues that may occur as a result of the construction.**

Despite the inconveniences that may occur during the project, we believe that the end result will be a project that you will enjoy for many years to come. Thank you for your anticipated patience. Please feel free to contact me with any additional questions.

Sincerely,

Timothy W. Owens  
Town Manager