



City of High Point

Special Meeting Agenda

City Council

Municipal Office Building
211 S. Hamilton Street
High Point, NC 27260

Cyril Jefferson, Mayor
Britt W. Moore, Mayor Pro Tempore (At Large), Amanda Cook (At Large),
Vickie M. McKiver (Ward 1), Tyrone Johnson (Ward 2),
Monica L. Peters (Ward 3), Dr. Patrick Harman (Ward 4), Tim Andrew (Ward 5), and Michael Holmes
(Ward 6),

Monday, October 20, 2025

4:00 PM

3rd Floor Conference Room #302

CALL TO ORDER

ADOPTION OF AGENDA

PRESENTATION OF ITEMS

- 2025-429 **Information Regarding Municipal Service Districts**
Staff will present follow-up information on Municipal Service Districts.
- 2025-430 **Information Regarding Permitting and Plan Review Processes for Land Development and Construction Projects**
Staff will provide insights into the permitting and plan review processes for land development and construction projects.
- 2025-438 **Closed Session - Attorney-Client Privilege**
Council is requested to go into Closed Session pursuant to N.C.G.S. §143-318.11(a)(3) for Attorney-Client privilege.

ADJOURNMENT

CITY OF HIGH POINT

AGENDA ITEM



TITLE: Information Regarding Municipal Service Districts

FROM:
Stephen Hawryluk
Budget & Performance Director

MEETING DATE:
October 20, 2025

PUBLIC HEARING:
No

ADVERTISED DATE/BY:
N/A

ATTACHMENTS:
1. Presentation

PURPOSE: To present follow-up information on municipal service districts.

BACKGROUND: A municipal service district is a defined area within the City where the elected body levies an additional property tax to fund enhanced services that directly benefit the residents and properties within the area. During the discussion and deliberation of the FY 2025-26 budget, preliminary information was provided on municipal service districts in North Carolina.

The presentation will provide responses to questions received during the September 22, 2025, presentation on municipal service districts.

BUDGET IMPACT: N/A

RECOMMENDED ACTION REQUESTED: Information only.

MUNICIPAL SERVICE DISTRICTS - FOLLOW-UP

Stephen M. Hawryluk
Budget & Performance Director





MUNICIPAL SERVICE DISTRICTS (MSD)

Boundaries and Changing Boundaries

- Boundaries must be contiguous
- Changing boundaries
 - Area to be added is contiguous to existing boundaries
 - Area to be added requires services of the district
 - Report
 - Map of current and proposed boundaries
 - Area to be added meets the standards and requirements of an MSD
 - Plan for extending services to new area
 - Public hearing and notice
 - Passage by ordinance



MUNICIPAL SERVICE DISTRICTS (MSD)

When to add an MSD during natural growth and development downtown?

- No specific research studies could be identified
- Discussion with faculty from UNC School of Government
 - Could not confirm specific research
 - Impact and timing context-specific
 - Amount of tax
 - How revenues are spent
 - Other factors

MUNICIPAL SERVICE DISTRICTS (MSD)

- MSD Comparison Information

Municipality	MSD Tax Rate	Year Established
Charlotte 1	1.28 cents	Pre-2000
Charlotte 2	4.28 cents	Pre-2000
Charlotte 3	5.42 cents	Pre-2000
Charlotte 4 – South End	2.80 cents	2000
Charlotte 5 – University City	2.62 cents	2007
Charlotte 6 – South Park	3.81 cents	2022
Raleigh – Downtown	6.80 cents	2000
Raleigh – Hillsborough Street	13.00 cents	2009
Greensboro	9.00 cents	2005
Durham	7.00 cents	2011

MUNICIPAL SERVICE DISTRICTS (MSD)

- MSD Comparison Information - Continued

Municipality	MSD Tax Rate	Year Established
Winston-Salem	9.00 cents	2013
Fayetteville	14.89 cents	1978
Cary	MSD but no tax	2012
Wilmington	5.00 cents	2016
Concord	16.00 cents	2002
Asheville	8.77 cents	2024
Greenville	No MSD	No MSD
Gastonia	20.00 cents	1997
Apex	No MSD	No MSD
Jacksonville	No MSD	No MSD



CITY OF
high
point.

CITY OF HIGH POINT

AGENDA ITEM



TITLE: Information Regarding Permitting and Plan Review Processes for Land Development and Construction Projects

FROM:
Christopher Whaley
Inspections Services Director

MEETING DATE:
October 20, 2025

PUBLIC HEARING:
No

ADVERTISED DATE/BY:
N/A

ATTACHMENTS:
1. Presentation

PURPOSE: Provide the City Council with insights into the permitting and plan review processes for land development and construction projects within the city, including progress toward meeting established review time goals.

BACKGROUND: City Council members and staff often receive feedback from developers regarding the development process and review timelines. Over the past few years, the City of High Point has made a concerted effort to streamline processes and improve efficiency. Significant progress has been achieved through organizational restructuring, technology enhancements, and increased collaboration with development partners. As a result, the city is making strides in meeting its established review timeframes.

BUDGET IMPACT: N/A

RECOMMENDED ACTION REQUESTED: Information Only.

PERMITTING & PLAN REVIEW PROCESS

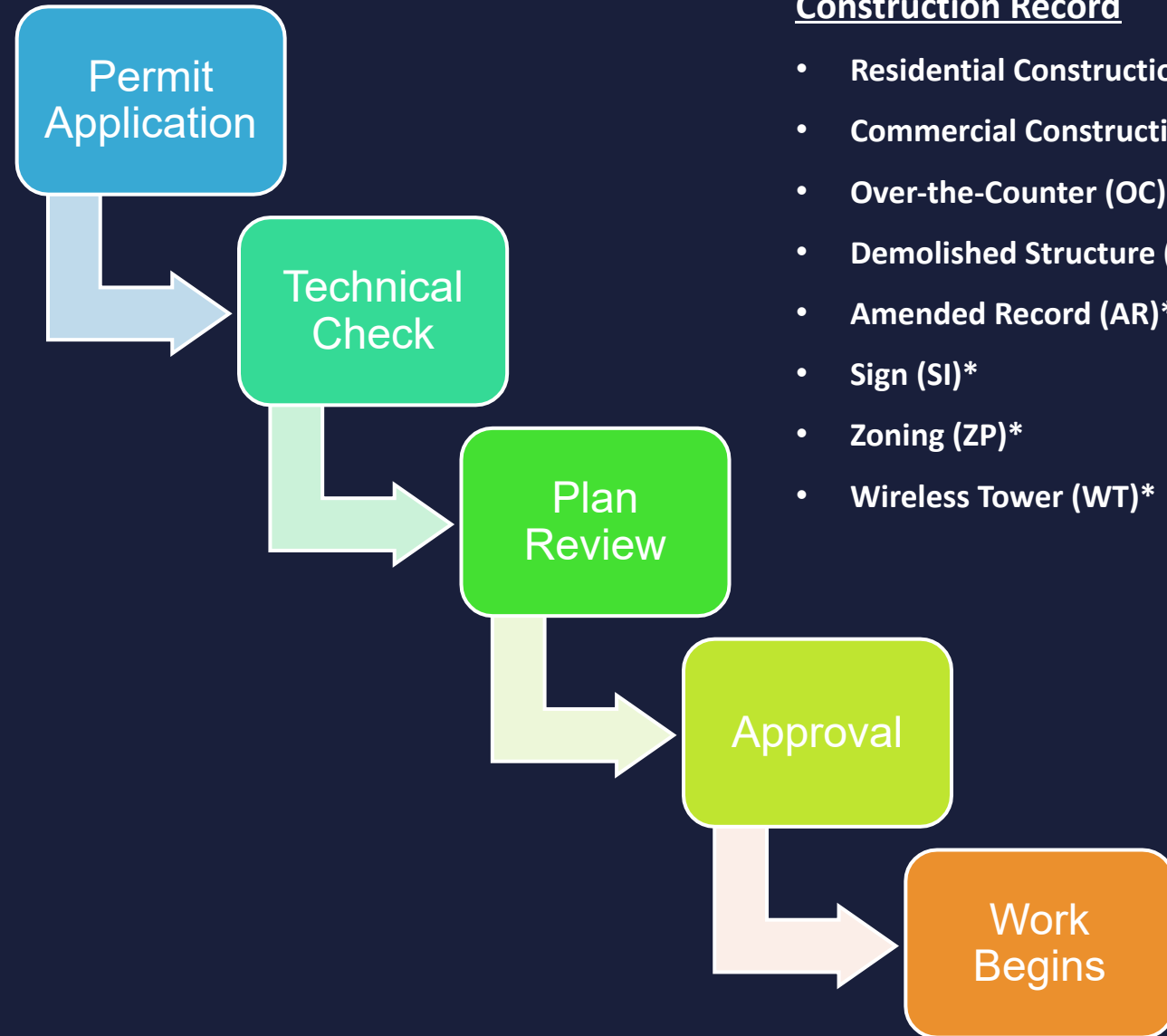
Construction & Land Development



PERMITTING PROCESS

Land Development Records

- Site Plans (SP)*
- Subdivisions (SD)*
- Group Development (GP)*
- Design Review (DR)*
- Final Plat (FP)*
- Street and Utility (UP)*
- Exclusion Map (EX)*
- Development Update (DU)*
- Easement Reconveyance (ER)*
- Right-of-Way Encroachment (RE)*
- Address Assignment (AA)



LAND DEVELOPMENT PERMIT & PLAN REVIEW PROCESS

Summary 2025 YTD

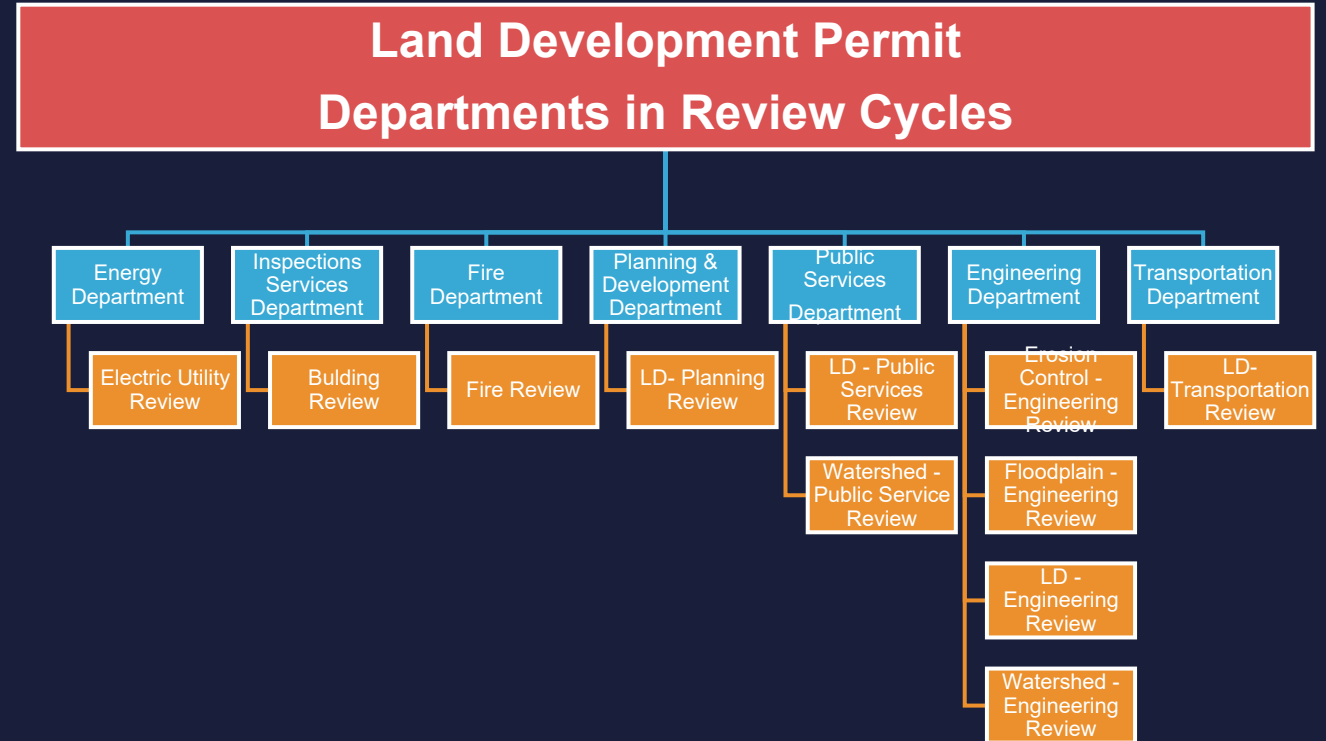
Permits Issued: 26

Review Goal: 10 Business Days

Review Average: 3 Business Days

Review Completed within 10 Days: 95%

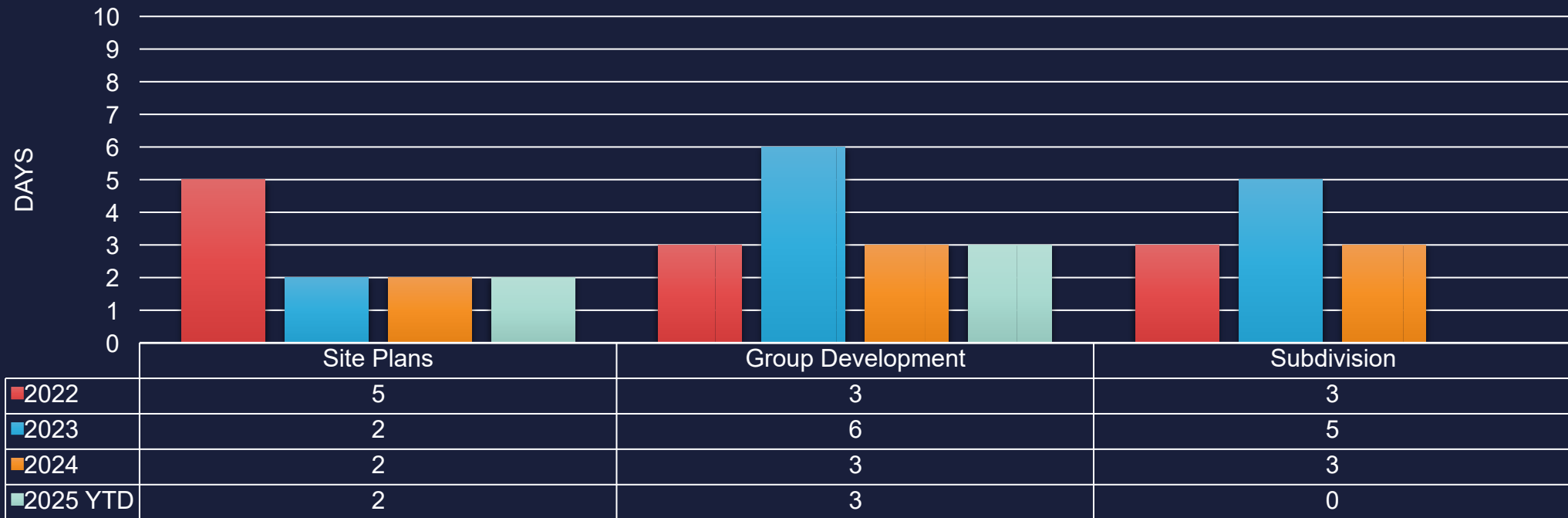
Data as from January 1, 2025 to September 30, 2025



LAND DEVELOPMENT

PERMIT & REVIEW TIMELINE

Average Review Time in Days
Goal = 10 Business Days



2025 YTD = January 1, 2025 to September 30, 2025

CONSTRUCTION PERMIT & PLAN REVIEW PROCESS

Summary 2025 YTD

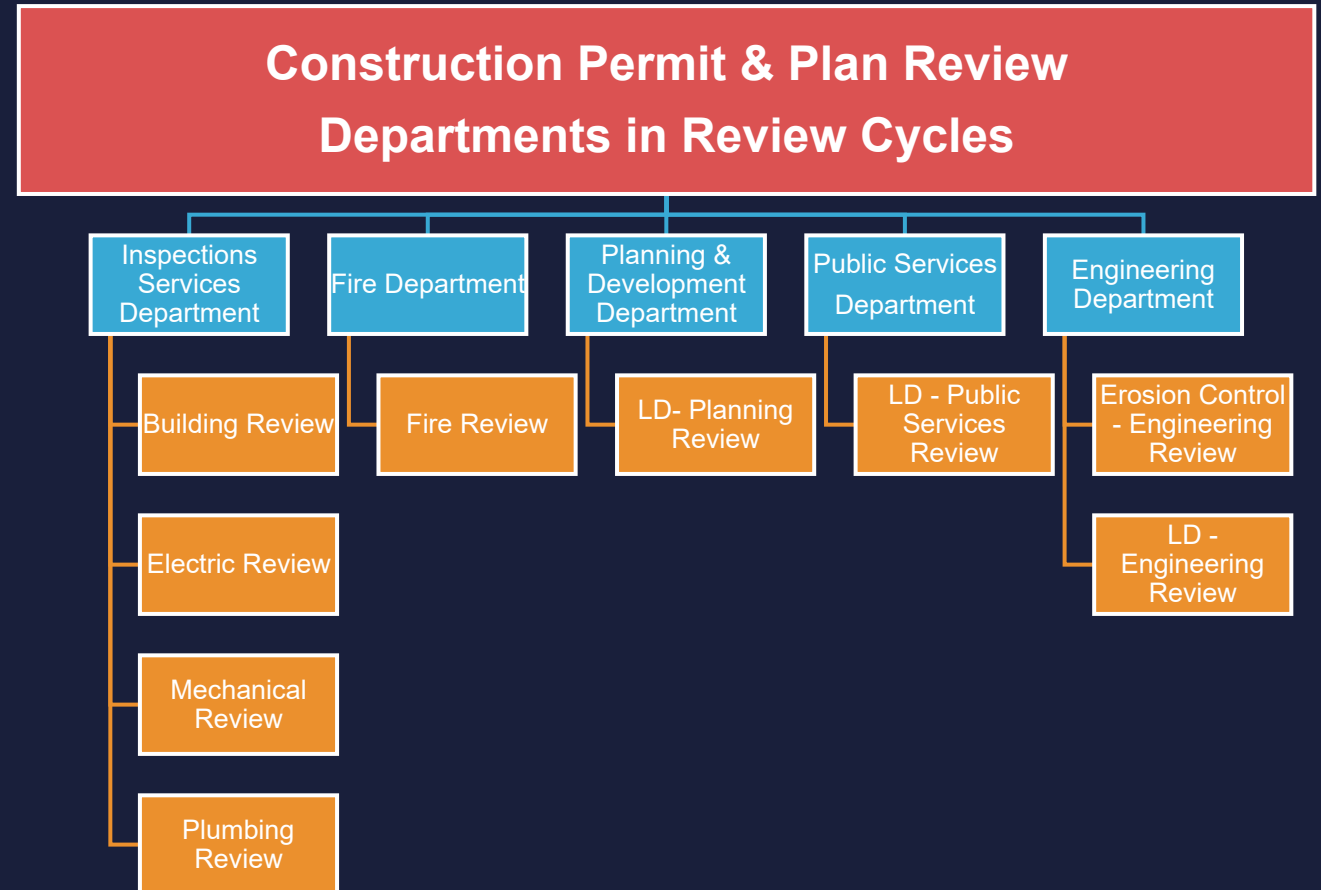
Permits Issued: 655

Review Goal: 5 Business Days

Review Average: 2 Business Days

Review Completed within 5 Days: 96%

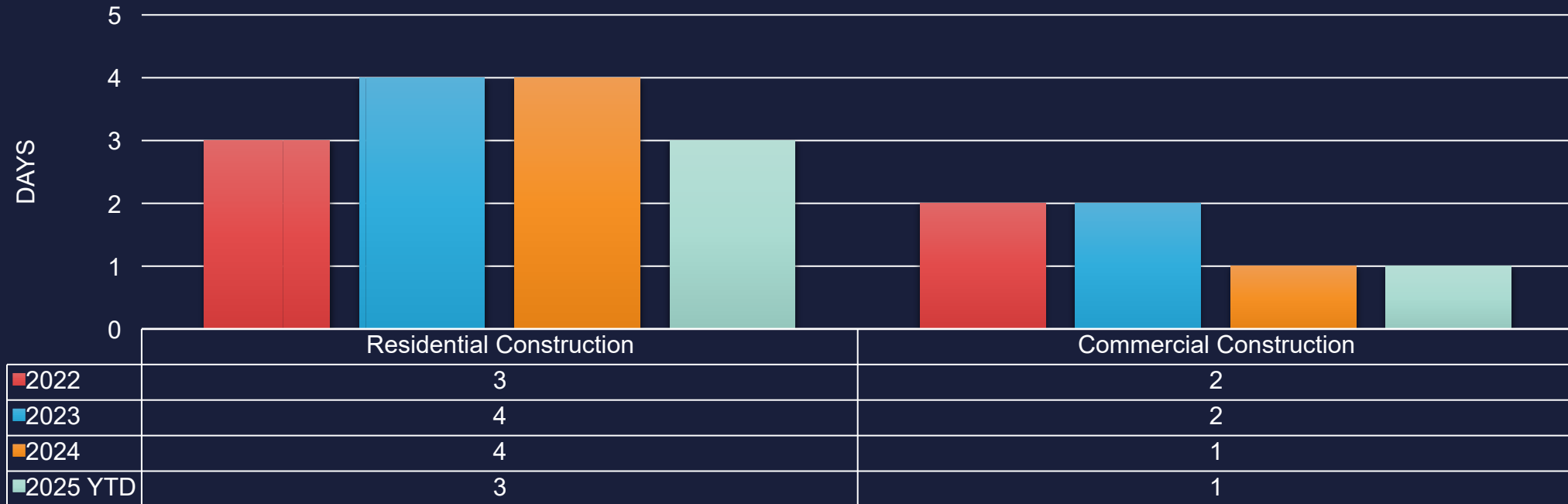
Data as from January 1, 2025 to September 30, 2025



CONSTRUCTION

PERMIT & REVIEW TIMELINE

Average Review Time in Days Goal = 5 Business Days



2025 YTD = January 1, 2025 to September 30, 2025



CITY OF
high
point.

CITY OF HIGH POINT

AGENDA ITEM



TITLE: Closed Session - Attorney-Client Privilege

FROM:
Meghan Maguire
City Attorney

MEETING DATE:
October 20, 2025

PUBLIC HEARING:
No

ADVERTISED DATE/BY:
N/A

ATTACHMENTS:
None

PURPOSE: Council is requested to go into Closed Session pursuant to N.C.G.S. §143-318.11(a)(3) for Attorney-Client privilege.

BACKGROUND: N/A

BUDGET IMPACT: N/A

RECOMMENDED ACTION REQUESTED: Council is requested to go into Closed Session pursuant to N.C.G.S. §143-318.11(a)(3) for Attorney-Client privilege.