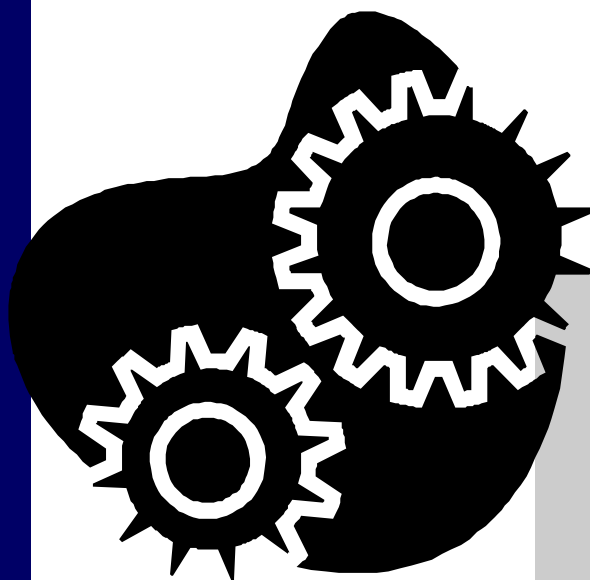


2008

Industrial Handbook



Lincoln County
North Carolina

www.lincolnedata.org



LINCOLN
NORTH CAROLINA
ECONOMIC DEVELOPMENT ASSOCIATION

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LINCOLN

N O R T H C A R O L I N A

ECONOMIC DEVELOPMENT ASSOCIATION

Dear Industrial Leader,

As you know, existing industry is the bedrock of the Lincoln community. From providing quality jobs, to increasing the tax base, to tireless community involvement, Lincoln's existing industry plays a significant role in creating a quality of place to live. Lincoln Economic Development Association (LEDA) understands the importance of existing industry and the role you play in the City of Lincoln and Lincoln County. As a result, the retention and expansion of existing industry is LEDA's top priority.

LEDA prides itself on its assistance to existing industry. Through the established Existing Business Program, LEDA is able to be an invaluable resource to the city and county's industry. This program was designed to be a comprehensive program that focuses solely on the retention and expansion of existing industry.

As part of the Existing Business Program, LEDA has developed the Existing Industry Handbook. This handbook was designed to be a quick reference to industry on a variety of issues. It is also a demonstration of LEDA's continued commitment to existing industry in Lincoln and Lincoln County. It is LEDA's desire that this handbook become a standard reference guide to your industry.

LEDA would like to thank you for your continued commitment to Lincoln County and encourages you to call upon us at any time. Lincoln Economic Development Association wishes you and your industry continued growth and success in the City of Lincoln and Lincoln County.

Our Best Regards,

Lincoln Economic Development Association

LINCOLN

N O R T H C A R O L I N A

ECONOMIC DEVELOPMENT ASSOCIATION

LEDA Officers

Chairman	Pete Acker
Vice-Chairman	Fred Houser
Secretary	Barry Matherly
Treasurer	Tom Anderson

LEDA Board of Directors

David Black
Jerry Cochrane
Jeff Emory
Bo King
Ken Kindley
David Lee
Dr. David Martin
Judi Morton
Rosalind Welder

LEDA Staff

Barry Matherly, Executive Director
Rhonda Hunter, Operations Director
Crystal Gettys, Existing Business Manager
Kim Phillips, Business Development Manager
Mitch Miller, Research Coordinator

Lincoln Economic Development Association

502 E Main St
Lincolnton, NC 28092

Phone: 704-732-1511

Fax: 704-736-8451

E-Mail: leda@lincolneda.org

Website: www.lincolneda.org

Existing Business Program

LEDA understands the importance of retaining and expanding existing business. As a result, a full time Existing Business Manager is on staff to devote full attention to the businesses in Lincoln County. Through the established Existing Business Program, LEDA is able to offer a great resource to our businesses.

The Existing Business Program is a comprehensive program that focuses solely on the retention and expansion of existing industry in Lincoln County.

Existing Industry Committee: The Existing Industry Committee is a committee dedicated to the retention and expansion of existing industry in Lincoln County. This committee meets throughout the year to refine and improve current programs, develop new programs, and discuss new ideas and opportunities pertaining to existing industry.

Visitation Program: Annual visits and tours of Lincoln County industrial facilities provide an opportunity for LEDA to establish and maintain rapport and solid working relationships with our existing businesses. It further fosters a better understanding of businesses and their products. The insight and information received during company visits can be used to identify supplier linkages, create new intra-county business relationships, and increase our understanding of the Lincoln business community. Most importantly, it provides the company with the opportunity to learn more about LEDA and our commitment to retaining and expanding our existing industries.

Before a company visit, background information pertaining to that company will be compiled. This information will be verified and updated prior to or during the visit. During the visit, the visitation team will give an overview of economic development efforts in Lincoln County and the City of Lincoln. The Existing Business Coordinator, Chair of the Existing Industries Committee or the Executive Director will administer the visitation survey with the attending company official(s). During this process, concerns and opportunities for the company will be revealed and discussions will ensue. After the survey is completed, there will be a brief unstructured period to discuss the county and city in general or other relevant topics. The company visit will not exceed one hour. A copy of the latest LEDA Corporate Profile will be left with company officials for future reference. When possible, the visitation team will take a tour of the industrial facility.

Following the visit, the Existing Business Coordinator will review the visitation survey. Company requests for assistance or information will be immediately acted upon. A thank you/follow up letter will be sent within 7 days of the visit.

The visitation team of two or three individuals will visit companies based on one of the following established categories: twenty largest employers, manufacturers, distributors, banks, key small businesses and LEDA private members. In addition, the Existing Business Coordinator or the Executive Director may visit other companies as needed.

Industry Appreciation Week: Each year LEDA coordinates Industry Appreciation Week in Lincoln County. This is a weeklong celebration to thank business and industry for their presence and commitment to the Lincoln community.

The hi-lights of Industry Appreciation Week include the annual Chip N Putt Contest and Luncheon, the Industrial Managers Association Forklift Rodeo and industrial open house day.

LEDA recognizes we are truly in a global society. While it is important to celebrate American businesses, we also want to celebrate the foreign investment and commitment in Lincoln County. In order to create greater public awareness and further educate the community about Lincoln County's international companies and their native lands, LEDA hosts an international dessert reception. This provides the opportunity to sample authentic desserts from the homes of our international companies.

Existing Industry Directories: LEDA maintains and provides a Manufacturers & Distributors Directory, Motor Sports Directory and Transportation Directory for Lincoln County. These comprehensive directories are used as an information source and are especially useful to Lincoln County existing industry.

Industry of the Year: The Lincoln County Industry of the Year Award is presented annually to the industry that has had the greatest positive impact on the community. The award is based on a set of criteria: Positive Impact – The industry must have made a positive impact in the County of Lincoln within the last year. Community Involvement – The industry must be involved with the Lincoln community through direct financial, time and/or other significant contributions. Business Performance: The industry must be a leader in their field and have produced a positive performance during their last fiscal year. Standard of Conduct: The industry must maintain the highest standards of conduct in working with the community, government, other businesses and their own employees.

The LEDA Board of Directors will select the Lincoln County Industry of the Year. The award will be presented at the Lincoln-Lincoln County Chamber of Commerce annual banquet.

Milestone Achievement Award: LEDA will present Milestone Achievement Awards each year to manufacturers and distributors located in the City of Lincoln and Lincoln County. The purpose of the award is to recognize and thank local industry for their past, present and future commitment to the city and county.

Manufacturers and distributors operating in the City and County are eligible for the award. Awards will be presented to industry on their fifth year anniversaries (5, 10, 15, 20, etc.). Milestone Achievement Awards will be presented during an annual luncheon in honor of the recipients.

Industrial Managers Association: LEDA manages all operations of the Industrial Managers Association (IMA). The IMA of Lincoln County is a non-political organization with the purpose of furthering the social, economic, and cultural growth of Lincoln County. Members are comprised of the top management in Lincoln County Industry. The IMA provides these leaders with the opportunity to foster working relationships between and among industry and at the same time work together to better Lincoln County.

The IMA meets every-other month. During these lunch meetings, members discuss industrial issues ranging from ergonomics to OSHA regulations. Each year the group will hold at least one meeting at a member facility. This provides members with the opportunity to learn more about one another's manufacturing processes.

The IMA, while focusing on important industrial issues, also enjoys having time to relax and socialize. An annual golf outing, holiday social and forklift rodeo are just a few examples of some of the group's activities. Recent trips have included an exclusive behind the scenes tour of Dale Earnhardt Incorporated and a trip to the BMW facility in Spartanburg, S.C.

Incentive Grants: LEDA coordinates and implements Lincoln County and the City of Lincolnton's Industrial Development Incentive Grant Program. LEDA is on-hand to walk existing industry through the grant process from beginning to end. Beginning with assistance filling out the application to presenting the grant request to the Board of County Commissioners and City Council, LEDA is there to make the process smooth and simple for existing industry.

Retention & Expansion: Each year LEDA works collectively and individually with existing industry to aid in retention and expansion projects. LEDA makes it a top priority to be existing industry's one-stop resource for anything and everything.

There is no limit on the services we provide to our existing industry. When a company comes to us for assistance, if we do not immediately know the answer, we will be able to either provide a contact or research and find the answer ourselves.

LEDA has numerous allies that collectively work together to make Lincoln County the natural place for industry. From the Employment Security Commission to the North Carolina Community College System to the city and county to utility companies and many, many more, LEDA has an abundance of resources to aid in assisting our industrial base.

Examples of Assistance to Lincoln County Existing Industry:

- Prepare Press Releases and Communication Assistance
- Transportation Assistance
- Procurement Information
- Workforce Development Training Information
- Employment Issues
- Utility Issues
- Zoning and Permitting Assistance
- Liaison to Lincoln and Lincoln County Officials and Departments
- Provide Information and Contacts to the City and County
- Provide Information and Contacts to State and Federal Departments
- Incentive Grants
- Public Hearing Presentations

How are we doing? Just ask our existing industries!

“We brought our Board of Directors here (Lincolnton) because we wanted them to see the future of The Timken Company. This sets the Lincolnton plant as the lead of The Timken Company in terms of automotive technology.”

James Griffith, CEO, The Timken Company

“It’s (Lincolnton) a great place to do business. It’s set up perfectly for manufacturing, with a good supply of employees, and it’s in a good place geographically for distribution.”

Alex Calabrese, President and COO, RSI Holding Corp.

“LEDA promotes a “Pro Industry” image for Lincoln County with focus for new industry and existing business.”

David Lee, General Manager, Robert Bosch Tool Corp., Lincolnton Manufacturing Division

LEDA’s top priority is the retention and expansion of existing industry.
The success of Lincoln County’s existing industry is our business.



City of Lincolnton Mission Statement:

“To responsibly provide cost effective services to our citizens which will protect and improve the quality of life.”

Lincolnton City Council

**Mayor David Black
PO Box 617
Lincolnton, NC 28093-0617**

**Mayor Pro-Tem, Carroll Heavner
501 South Academy Street
Lincolnton, NC 28092**

**Les Cloninger
124 Saddletree Road
Lincolnton, NC 28092**

**Fred Houser
619 East McBee Street
Lincolnton, NC 28092**

**Larry Mac Hovis
404 Victor Street
Lincolnton, NC 28092**

**T.J. Wilson, Jr., City Attorney
Jeff Emory, City Manager
Donna Flowers, City Clerk**

**City of Lincolnton
PO Box 617
Lincolnton, NC 28093-0617
Phone: 704-736-8980
Fax: 704-736-8999
Website: www.ci.lincolnton.nc.us**

City of Lincolnton Departments

City Manager's Office

City Manager: Jeff Emory
 Location: 114 West Sycamore Street, Lincolnton
 Mailing Address: PO Box 617, Lincolnton, NC 28093-0617
 Phone: 704-736-8980
 Fax: 704-736-8989

◆ The City Manger's Office is responsible for planning, organizing and directing City operations. The City Manager's Office is accountable for the operation and service delivery of all the major departments in the City.

Business and Community Development

Director: Brad J. Guth
 Location: 114 East Main Street, Lincolnton
 Mailing Address: PO Box 617, Lincolnton, NC 28093-0617
 Phone: 704-736-8980
 Fax: 704-736-8989

◆ The Business and Community Development department is responsible for coordinating the physical, economic and social development of Lincolnton, and to enhance the use of existing infrastructure to maintain and strengthen the tax base. Its activities focus primarily on downtown, and include physical improvements; promotion and tourism development; business retention, recruitment and retail development; and public/private joint ventures.

Finance

Director: Georgetta Williams
 Location: 114 West Sycamore Street, Lincolnton
 Mailing Address: PO Box 617, Lincolnton, NC 28093-0617
 Phone: 704-736-8980
 Fax: 704-736-8999

◆ The City of Lincolnton Finance Department is responsible for fiscal planning and administration, budgetary development and administration, accounts payable and receivable, cemetery administration, water and electric utilities billing and collection, risk mamnagement and payroll. It serves as a financial adviser to the city manager and city council.

◆ The Finance Department is also responsible for plot sales for the city owned Hollybrook Cemetery.

Fire Department

Chief: Harvey Gates
 Location: 116 West Sycamore Street, Lincolnton
 Mailing Address: PO Box 617, Lincolnton, NC 28093
 Phone (Non-Emergency): 704-736-8929
 Phone (Emergency): 911
 Fax: 704-736-8929

◆ The City of Lincolnton Fire Department is responsible for minimizing the risk of fire and other hazards to the citizens of Lincolnton. The fire department provides response to and mitigation of fires, hazardous material incidents, motor vehicle accidents, confined space rescue, high angle rescue, unresponsive patients, assist EMS, and other emergencies as they arise.

Human Resources

Director: Tina Hurdt
 Location: 114 West Sycamore Street, Lincolnton
 Mailing Address: PO Box 617, Lincolnton, NC 28093-0617
 Phone: 704-736-8980
 Fax: 704-736-8999

◆ The Human Resources Department is responsible for providing a comprehensive support program to all departments throughout city government. This includes administration of the classification and compensation system, benefit programs, recruitment and selection, employee relations, policy administration, employee training, maintenance of employee records, and management of the City's Human Resources Information System (HRIS).

Planning

Director: Steve Gurley, AICP
 Location: 114 West Sycamore Street, Lincolnton
 Mailing Address: PO Box 617, Lincolnton, NC 28093-0617
 Phone: 704-736-8930
 Fax: 704-736-8959

◆ The Planning Department is responsible for short and long range planning for the City, administering the zoning and subdivision ordinances, recommending planning modifications and approvals and code enforcement, community development activities and coordination of development activities with other City departments.

Police Department

Chief: Dean Abernathy
 Location: 627 East Main Street, Lincolnton
 Mailing Address: PO Box 617, Lincolnton, NC 28093
 Phone (Non-Emergency): 704-736-8900
 Phone (Emergency): 911
 Fax: 704-736-8904

◆ The City of Lincolnton Police Department is responsible for the enforcement of municipal, state and federal laws and the safety and general well-being of the citizens and visitors of Lincolnton. The activities of the police department include criminal investigations, traffic and accident investigations, patrol, crime prevention, public information and records maintenance.

◆ Crime Prevention Programs: R.U.O.K, Merchants Alert, Adopt-A-Cop, AARP 55 Alive, Hospital Watch, Community Watch, National Night Out, Operation Alert, Fleet Watch, NC Church Watch, Rape Aggression Defense, Operation ID

Public Works and Utilities

Director: Steve Peeler
 Location: 128 Motz Avenue, Lincolnton
 Mailing Address: PO Box 617, Lincolnton, NC 28093-0617
 Phone: Administration 704-736-8940
 Electrical Maintenance: 704-736-8940
 Planning & Zoning: 704-736-8930
 Recreation: 704-735-2671
 Street Maintenance: 704-736-8940
 Utilities Maintenance: 704-736-8940
 Waste Treatment Plant: 704-736-8960
 Water Treatment Plant: 704-736-8970
 Fax: 704-736-8959

City of Lincolnton Land Use Permit Fees

Rezoning Application	\$200
Conditional Use Permit (CUP) Application	
A. Standard	\$200
B. Temporary	\$100
Conditional Use Rezoning Application	\$250
Board of Adjustment Applications	
A. Conditional Use Permit (CUP) Application	\$100
B. Variance Application	\$200
C. Interpretation Application	\$200
D. Special Exception Application	\$200
Zoning Text Amendment Application	\$200
Zoning Permit	
A. Single & Two Family Residential	\$50
B. Residential Accessory Use	\$30
C. Multifamily Residential and Non-Residential	\$100
D. Change in Use (Non-Residential)	\$40
Sign Permits	\$40
Copy of Land Use Plan, Greenway Master Plan And Others	\$25

Copy of Zoning Ordinance (UDO)	\$30*
Copy of Zoning Map	\$5**
Subdivision Filing Fees	
A. Minor Subdivision Plat	\$100
B. Major Subdivision Preliminary Plat	\$150+
Per Lot	5.00
C. Major Subdivision Final Plat	\$100
D. Applications for Relief	\$200
GIS Maps (1 1/2" x 11")	\$2

* \$0.25 per page-less than full copy

** Full or Partial Copy

City of Lincolnton Water and Sewer Tap Fees

3/4" Water Tap	
A. Residential Inside City Limits	\$500
B. Outside City Limits	\$1,000
1" Water Meter Tap	\$550
Plus availability fee of \$8.33 per lineal foot of road frontage. If more than one road frontage, we use the longest frontage for calculation purposes. (Measure from property line to property line.)	
1 1/2" Water Meter Tap	\$850
Plus availability fee. See above.	
2" Water Meter Tap	\$1,400
Plus availability fee. See above.	
Irrigation Meter	\$200
Hydrant Meter	\$100
Standard 4" Sewer Tap	
A. Inside City Limits	\$200
B. Outside City Limits	\$400

The customer is responsible for hiring a plumber to connect to the city sewer line. The city will provide the tapping saddle and will inspect line before covering.

Larger than standard 4" sewer tap is tap fee plus availability fee of \$10.67 per lineal foot of road frontage. If more than one road frontage, we use the longest frontage for calculation. (Measure from property line to property line.)



Lincoln County Mission Statement:

“To promote user-friendly, cost-effective services that will create and maintain a safe, healthy, and economically strong county.”

Lincoln County Board of Commissioners

**Chairman, Thomas R. Anderson
3740 Burton Lane
Denver, NC 28037**

**Vice Chairman, Alex E. Patton
2740 Gold Rush Drive
Lincolnton, NC 28092**

**Bruce Carlton
8147 Malibu Pointe Lane
Denver, NC 28037**

**James A. Klein
7628 Sedgebrook Drive E.
Stanley, NC 28164**

**Marie Moore
7955 Lucky Creek Lane
Denver, NC 28037**

**Jeff Taylor, County Attorney
Vacant, County Manager
Amy Atkins, Clerk to the Board**

**Lincoln County
115 West Main Street
Lincolnton, NC 28092
Phone: 704-736-8432
Fax: 704-736-8711
Website: www.lincolncounty.org**

Lincoln County Departments

County Manager's Office

County Manager: George A. Wood
 Location: 115 West Main Street, James W. Warren
 Citizens Center, 3rd Floor
 Mailing Address: 115 West Main Street,
 Lincolnton, NC 28092
 Phone: 704-736-8473
 Fax: 704-736-8820

- ◆ The County Manager's Office is responsible for planning, organizing and directing County operations.

Lincoln County Board of Elections

Director: Judy B. Caudill
 Location: 115 West Main Street, James W. Warren
 Citizens Center, Room 201, Lincolnton
 Mailing Address: 115 West Main Street,
 Lincolnton, NC 28092
 Phone: 704-736-8480
 Fax: 704-736-8804

- ◆ The Lincoln County Board of Elections oversees and administers all elections held in the County of Lincoln and City of Lincolnton. The Board is responsible for the registration of new voters and up-date voter records. The director and Board will determine precinct lines and training all precinct workers.

Lincoln County Building and Land Development

Director: Kelly Atkins
 Location: 302 North Academy Street, Lincolnton
 Mailing Address: 302 North Academy Street
 Lincolnton, NC 28092
 Phone: Main 704-736-8440
 Inspections: 704-736-8434
 Permits: 704-736-8724
 Road Signs: 704-736-8725
 Zoning/Code Enforcement: 704-736-8725
 Fax: 704-732-9010

- ◆ Lincoln County Building and Land Development develops, administers, and enforces ordinances and codes for land use, and construction within Lincoln County. Building and Land is also responsible for long range planning in Lincoln County.
- ◆ Documents & Ordinances

- Airport Zoning Ordinance
- Flood Damage Ordinance
- Junkyard Control Ordinance
- Mobile Home Park Regulations
- Sign Ordinance
- Subdivision Ordinance
- Watershed Ordinance
- Zoning Ordinance

◆ Building Applications

- Residential
- Commercial Building
- Accessory Structure
- Mobile Home
- Pool
- Cell Tower
- Commercial Modular
- Pier
- Demolition
- Plumbing/Electrical/Mechanical
- Residential Subcontractor Conformation Sheet
- Change of Tenant Application

◆ Zoning Applications

- Conditional Use
- Zoning Map Change
- Variance/Appeal
- Accessory Care Provider
- Sign
- Mobile Home Removal Extension
- Watershed Permit
- Complaint form
- Parallel Conditional Use
- Zoning Text Change

Lincoln County Clerk of Court

Clerk: Fred Hatley
 Location: Lincoln County Courthouse, Lincolnton
 Mailing Address: PO Box 8, Lincolnton, NC 28093-0008
 Phone: Main 704-736-8568
 Child Support/Bookkeeping: 704-736-8558
 Civil/Estates: 704-736-8567
 Criminal: 704-736-8562
 Fax: 704-736-8718

Cooperative Extension Service

Director: Kevin Starr
 Location: 115 West Main Street, James W. Warren
 Citizens Center, First Floor, Lincolnton
 Mailing Address: 115 West Main Street
 Lincolnton, NC 28092
 Phone: 704-736-8458
 Fax: 704-736-8466

- ◆ Cooperative Extension is the outreach arm of the College of Agriculture and Life Sciences at North Carolina State University and the School of Agriculture at North Carolina A&T University. The organization is comprised of county agents, professors, scientists and volunteers working together to improve the quality of life in North Carolina.

Lincoln County Emergency Medical Services

Director: Ronald D. Rombs
 Location: 720 John Howell Memorial Drive
 Lincolnton
 Mailing Address: 115 West Main Street
 Lincolnton, NC 28092
 Phone (Non-Emergency): 704-736-9385
 Phone (Emergency): 911
 Fax: 704-736-1924

◆ Lincoln County Emergency Medical Service staffs advanced life support mobile intensive care units, and Paramedic level QRV's located in strategic areas throughout the count on a 24 hour/7 days a week basis. In addition, LCEMS staffs a peak time Critical Care Transport Unit.

Environmental Health

Supervisor: Scott Sneed
 Location: 302 North Academy Street, Lincolnton
 Mailing Address: 302 North Academy Street, Lincolnton
 Phone: 704-736-8426
 Fax: 704-736-8427

◆ Environmental Health promotes the public's health through a blending of education, investigation, and inspection. Services include evaluating, designing, permitting, inspecting, and approving of on-site wastewater disposal systems.

Finance Department

Director: Leon Harmon
 Location: 115 West Main Street, Lincolnton
 Mailing Address: 115 West Main Street,
 Lincolnton, NC 28092
 Phone: 704-736-8487
 Fax: 704-735-0273

◆ The Finance Department provides internal financial services for county departments, as well as assisting public with questions on county services, and assistance with property owners in subdivisions wishing to have roads brought up to NCDOT standards.

Fire Marshal

Marshal: Mike Futrell
 Location: 302 North Academy Street,
 Lincolnton
 Mailing Address: 115 West Main Street
 Lincolnton, NC 28092
 Phone (Non-Emergency): 704-736-8516
 Phone (Emergency): 911
 Fax: 704-736-8697

◆ The Lincoln County Fire Marshal's office is responsible for planning, coordinating and administering the countywide fire service programs involving inspections, plan reviews, fire code enforcement, fire prevention, and fire and life safety education programs.

Health Department

Director: Maggie Dollar
 Location: 151 Sigmon Road, Lincolnton
 Mailing Address: 151 Sigmon Road, Lincolnton, NC 28092
 Phone: 704-735-3001
 Fax: 704-732-9034

◆ The Health Department provides preventive health services, screening exams and vaccinations.

Public Works

Director: Steve Gilbert, PE
 Location: 115 West Main Street, James W. Warren
 Citizens Center, 3rd Floor, Lincolnton
 Mailing Address: 115 West Main Street,
 Lincolnton, NC 28092
 Phone: 704-736-8495
 Water Dept: 704-736-8497
 After Hours (Emergency Only): 704-735-8202
 Water Treatment Plant: 704-483-7070
 East Lincoln Water/Sewer Office: 704-483-7082
 Fax: 704-736-8499

◆ Public Works provides Lincoln County with water and sewer services.

Recreation

Director: Erma Deen Hoyle
 Location: Betty G. Ross Park, Lincolnton
 Mailing Address: PO Box 25, Lincolnton, NC 28093-0025
 Phone: 704-735-2671
 Fax: 704-735-1662

Register of Deeds

Director: Elaine Harmon
 Location: Lincoln County Courthouse, Lincolnton
 Mailing Address: PO Box 218, Lincolnton, NC 28093-0218
 Phone: 704-736-8530
 Fax: 704-736-8830

◆ Record documents relating to real estate; issue marriage license; issue certified copies of marriage license, birth certificates, death certificates and military discharge.

Sheriff's Department

Sheriff: Tim Daugherty
 Location: 700 John Howell Memorial Drive
 Mailing Address: PO Box 506,
 Lincolnton, NC 28093-0506

Phone: Administration 704-732-9050
 Animal Control: 704-736-8517
 After Hours/Emergency Only: 704-735-8202
 Animal Shelter: 704-736-8734
 Communications Center: 704-735-8202
 County Addressing: 704-736-8443
 Detectives Division: 704-736-8410
 Domestic Violence Specialist: 704-732-9029
 Jail: 704-732-9020
 Law Enforcement: 704-732-9050

Fax: 704-732-9016

- ◆ The Lincoln County Sheriff's Department is the primary law enforcement provider for Lincoln County. The agency's units consist of Patrol, Drug Task Force, Criminal Investigations, Canine, Lake Patrol, Animal Control, Civil, Domestic Violence, Detention, Community Services, and Communications. Administrative personnel include Sexual Offender Registration/Concealed Carry Permits, Staff training and Development, Administrative assistants, Receptionists, and Clerks.

Department of Social Services

Director: Susan McCracken
 Location: 1136 East Main Street, Lincolnton
 Mailing Address: PO Box 130,
 Lincolnton, NC 28093-0130

Phone: General Information 704-732-0738
 Administration: 704-736-8577

Fax: 704-736-8692

- ◆ The purpose of the Department of Social Services is to serve disadvantaged families and ensure the protection of children and disabled adults.

Soil and Water Conservation District

Director: Rick McSwain
 Location: 115 West Main Street, Lincolnton
 Mailing Address: 115 West Main Street,
 Lincolnton, NC 28092

Phone: 704-736-8501
 Fax: 704-736-8504

- ◆ Grading Permits - Effective May 1, 2007 grading plan reviews and site visits will be conducted by the Soil and Water Conservation District office. Permits will be issued through the Building and Land Development Department.

Solid Waste

Director: Nancy Rickard
 Location: 5291 Crouse Road, Crouse
 Mailing Address: 5291 Crouse Road, Crouse, NC 28033
 Phone: 704-732-9030
 704-732-9031
 Fax: 704-732-9048

- ◆ Lincoln County Landfill—The 300+ acre landfill is divided into five designated areas: Household Trash, Construction Debris, White Goods (appliances), Tires, and Yard Waste

The landfill is open Monday through Saturday
 8:30 a.m.—4:30 p.m.

Landfill Phone: 704-732-9030

- ◆ Convenience Sites:

815 Car Farm Road, Lincolnton
 7889 Webbs Chapel Road, Denver
 701 Owls Den Road, Lincolnton
 879 Tin Mine Road, Lincolnton
 616 Highway 74, Vale
 112 Airport Road, Lincolnton
 7914 Optimist Club Road, Denver

Hours of Operation: 8:30 a.m.—6:30 p.m.

Monday through Saturday

* Sunday: Webbs Chapel, North Brook & Airport
 1:00 p.m.—5:00 p.m.

- ◆ Recycling

Phone: 704-732-9030

Acceptable Items:

Glass (Clear, Brown, and Green) - Only food and beverage jars are accepted.

Newspaper

Magazines and Phone Books—No junk mail or cereal boxes

Cans—Aluminum and steel food and drink cans only.

Plastic—Soda bottles, milk jugs, clear water bottles.

Oil (Used Motor Oil; Limit 10 Gal. per Visit)

No antifreeze or gasoline mixed

Corrugated Boxes (Cardboard) - No wood, plastics or metals

Tax Department

Administrator: Madge Huffman
 Location: 1 Court Square, Lincoln County
 Courthouse, Lincolnton
 Mailing Address: PO Box 938,
 Lincolnton, NC 28093-0938
 Phone: Administrator: 704-736-8542
 Appraisal: 704-736-8670
 Business Listing: 704-736-8549
 Collections: 704-736-8542
 GIS/Mapping: 704-736-8539
 Motor Vehicle Listing: 704-736-8555
 Tax Listing: 704-736-8550
 Fax: 704-732-9028

Veteran's Services

Director: Eric Robinson
 Location: 514 South Academy Street
 Mailing Address: 115 West Main Street, Lincolnton, NC 28092
 Phone: 704-736-8506
 Fax: 704-732-9051

◆ Veterans Services provides services to veterans, their spouses and families including file compensation, medical benefits, burial claims, and VA loans.

◆ “The Tax Administrator’s office performs the mandated responsibilities of discovering, listing and appraising all real and personal property in Lincoln County for taxation, ensuring that all property is billed and taxes are collected while maintaining professionalism within the department and fostering good relationships within the department, with other departments, and with the general public.”

◆ “In Lincoln County the Tax Administrator is responsible for listing, appraising, and assessing all real estate and personal property, and the collection of taxes due on that property. The office also processes applications for any exemptions or exclusions that may be granted under State Law, maintains up-to-date records of property ownership and property maps, and provides for the assignments of E-911 property addresses.”

◆ **Property Tax Calendar**

January 1: Day as of which value, ownership, and situs of real and personal property are determined for ad valorem tax purposes.

January 1—January 31: The regular listing period for all personal property with the exception of registered motor vehicles under the staggered system.

January 5: Last day to pay current real/personal property taxes at par.

March 24: County Assessor must publish the first of three required notices of the first meeting of the Board of Equalization and Review.

1st Monday in April: Earliest date for the first meeting of the Board of Equalization and Review.

June 1: Last day for receiving applications for exclusion available to qualifying elderly/disabled persons.

August 31: Last date to receive 2% discount for early payment of real/personal property taxes.

September 1: Current Taxes become due.

Zoning and Building Permits

It is important to verify the zoning of the property and obtain the necessary permits before beginning a project. Zoning and Building Permits are required before commencing the construction, erection, addition to, placement of any building or structure, or before installing a sign. **Lincoln County is responsible for zoning issues in the county and the City of Lincolnton is responsible for zoning within the bounds of the City. Lincoln County issues all Building Permits for both the county and city.**

Lincoln County

Building and Land Development
302 North Academy Street
Lincolnton, NC 28092
Phone: 704-736-8440
Fax: 704-732-9010

City of Lincolnton

Planning and Zoning
128 Motz Avenue
Lincolnton, NC 28092
Phone: 704-736-8930
Fax: 704-736-8939

Lincoln County Land Use Permit Fees

Advertising/Billboard Sign:	\$250
Zoning Ordinance:	
Residential Permit	\$50
Other than Residential:	\$100
Temporary Structure:	\$75
Map Amendment	
(Under 10 Acres):	\$300
Map Amendment:	
(Over 10 Acres)	\$400
Conditional Use:	\$400
Parallel Conditional Use Rezoning:	\$400
Plat Review	
(Not Requiring STRC):	\$100 + \$5 per lot
Plat Review	
(Requiring STRC):	\$250 + \$5 per lot
All Ordinances/Regulations Above:	
Appeal from Decision:	\$125
Request for Variance:	\$300
Text Amendment to Any Ordinance:	\$500

Lincoln County Electrical Permit Fees

0 - 100 Amps	\$50
101 - 200 Amps	\$75
201 - 400 Amps	\$100
401 - 600 Amps	\$125
601 - 1000 Amps	\$150
1001 - 2000 Amps	\$200
2001 - 3000 Amps	\$250
3001 - 4000 Amps	\$275
4001 + Amps	\$300

Electric on Mechanical Change-Out: (No Service Change Involved)	\$50
Electric on Sign:	\$50
Minimum Fee for Anything Not Otherwise Described:	\$50
Electric Fence Service	\$50

Lincoln County Mechanical Permit Fees

Heat Pump, Apollo Unit, Gas Pack or Furnace w/ A/C:	\$50
Furnace, A/C, Unit Heater, Radiant Systems, Wall Furnace, FP Insert:	\$50
Gas Lines:	\$50
Water Heater Change-Out:	\$50
Minimum Fee for Anything Not Otherwise Described:	\$50
Hoods: 0-50 sq ft	\$75
51-100 sq ft	\$100
101 + sq ft	\$125

Lincoln County Plumbing Permit Fees

Gas Lines:	\$50
Water Heater Change-Out	\$50
Minimum Fee for Anything Not Otherwise described:	\$50

Miscellaneous Fees

Signs & Billboards	
0 - 100 Sq. Ft.	\$50
101 - 200 Sq. Ft.	\$75
201 - 300 Sq. Ft.	\$100
301+ Sq. Ft.	\$125
Insulation Only	
0 - 5,000 Sq. Ft.	\$50
5,001 - 20,000 Sq Ft.	\$75
20,000 + Sq. Ft.	\$100
Load Management Device:	\$50
Refund of Permit w/ No Inspection Activity:	\$50
After-Hours Inspection Fee: \$100 (1st Hour) \$50 (Each Additional 1/2 Hour)	
Non-Scheduled Inspection:	\$75
Demolition: \$.02/Sq. Ft.	\$100
(Blanket permit including B, E, M, & P permits) * ** ***	
Reconnect wiring of electric water heater or appliance	\$25
Reconnect plumbing of water heater or appliance	\$25
Reconnect mechanical of water heater or appliance	\$25
Gas Yard piping by utility company	\$25

* Not allowed after expiration of permit or if any inspection has been done.

** No changes in the amount of work or types of permits needed. Any substantial changes will require that new permits be issued, as determined by the Building Official.

*** Must show proof of proper disposal (landfill receipt, etc.) before final approval.

Lincoln County Commercial Permit Fees

New Construction, Renovations, Additions, and/or Alterations:

	<u>Bldg.</u>	<u>Elec.</u>	<u>Plbg.</u>	<u>Mech.</u>	<u>Total</u>
Assembly	.099	.046	.045	.043	.233
Business	.089	.052	.041	.045	.227
Educational	.098	.048	.036	.044	.226
Industrial	.051	.022	.022	.018	.113
Hazardous	.051	.013	.013	.013	.09
Institutional	.151	.077	.077	.076	.381
Mercantile	.075	.036	.029	.034	.174
Residential	.097	.043	.043	.043	.226
Storage (incl. rack systems)	.089	.052	.041	.045	.227
Fire Sprinklers*	—	—	.005	—	.005

* *Sprinkler fees apply to new construction over 10,000 Sq Ft. Only!*

Permit fees for new construction shall be calculated using the following formula:

- a = Total Gross Building Floor Area Under Construction
- b = Fee per Square Foot from Table Above

All permit fees to be paid by the general contractor when he/she picks up the permit.

Total Gross Building Floor Area Under Construction

	<u>Formula</u>
New Structures 0 - 50,000 Sq. Ft.	a x b
New Structures 50,000 - 100,000 Sq. Ft.	a x b(.75)
New Structures 100,000+ Sq. Ft.	a x b(.50)

All commercial renovations, additions, or alterations (any size) a x b(.75)

Minimum Commercial Permit Fees

	<u>Formula</u>
Building	\$100
Electrical	\$75
Plumbing	\$75
Mechanical	\$75
Multi-Family Dwellings: (Housing Authority & Others) Based on the building not the unit.	Per Trade.....\$75

Plan Review Fees \$.025/Sq. Ft. Min. \$50 / Max. \$500
Includes Zoning, Building, Mechanical & Plumbing Reviews

Footing & Foundation Only: \$.10/Sq. Ft. Min \$100

Modular Units - Commercial \$200

Temporary Electric on Commercial Structure: \$500
(Bond - All but \$100 to be returned when final inspection is approved.)

Lincoln County Commercial Plan Review Process

Requirement for each department:

Building and Land Development (BALD):

2 Full sets of plans that include:
Appendix B Project Data Sheet (completed), Structural, Architectural, Electrical, Plumbing, Mechanical and Civil (site plan—for zoning)

Environmental Health:

1 Full set of plans that include:
Type of water supply, Type of sewage disposal and Intended use of structure

City Fire Marshal:

1 Full set of plans that include:
Location of fire hydrants for apartments with other types as needed, Water line specs, Sprinklers and Alarms
* For city projects only

County Fire Marshal:

1 Full set of plans
* For county projects only

No plans will be accepted without being drawn to scale and without details.

All plans for **preliminary** review must be submitted to BALD for distribution to each dept. BALD will deliver & pick up plans to/ from each dept. on Tuesdays and Thursdays only.

BALD require 4 full sets of plans for the preliminary review (except for pier plans, then only 2 are required).

Plan review fee is due at the time of application submittal.

BALD has 21 days for **preliminary** review. If the review is completed prior to that time, BALD will contact you.

If an architect is required, the plans must be sealed. If BALD receive these plans without a seal you will be contacted to pick up plans & re-submit with seal.

Each individual dept is responsible for distribution of comments to applicant. You will need to contact individual depts directly. BALD will be responsible for Building and County Zoning review only.

No building permit will be issued until each dept has issued BALD a written approval.

All applications that have not had building permits issued within one year from submittal, that application and plans will be terminated. If you plan on proceeding with the project after this time, you will need to re-submit the application and plans

On the date of application you will be issued a project reference number, this is how BALD will refer to your application until a permit has been issued. If you communicate with BALD you will need to use this number

After a job is completed and a request for a Certificate of Occupancy (CO) is received, you must pick up the plans with the CO. If the CO is faxed, the plans will be destroyed. BALD will not return any plans by mail.

Lincoln County Water Connection Fees

Capacity Development Fees For All Commercial And Residential Water Connections

<u>Water Meter Size</u>	<u>Residential Availability Fee</u>	<u>Commercial Availability Fee</u>
3/4 inch	\$2,150	\$2,150
1 inch	\$5,375	\$2,690
2 inch	\$17,200	\$4,300
3 inch	\$34,400	\$8,600
4 inch	\$53,750	\$13,440
6 inch	\$107,500	\$26,880
8 inch	\$172,000	\$34,400
10 inch	\$247,250	\$37,990
12 inch	\$333,250	\$49,990

Tap Fees And Meter Fees

3/4 inch Irrigation Tap and Meter <i>(See Note 5)</i>	\$550
3/4 inch Water Tap and Meter	\$1,100
1 inch Water Tap and Meter	\$1,350
2 inch Water Tap and Meter	\$5,100
3/4 inch Meter Only	\$165
1 inch Meter Only	\$230
2 inch Meter Only	\$1,570

Notes:

- Capacity Development Fee is based on a gallons per minute ratio per meter size as shown in Table 1. Applicants shall also pay any applicable tap or meter fees included in Table 2.
- New Non-Profit Organization Capacity Development Fee up to 2" meter - \$2,150.00
- All "Out of County" fees are double the "In County" fees.
- ALL FEES ARE SUBJECT TO CHANGE WITHOUT NOTIFICATION.
- Residential installation only. Special conditions apply.

Lincolnton/Lincoln County Airport

Manager: Jeff Lynn
 Location: 716 Airport Drive, Iron Station
 Mailing Address: 716 Airport Drive, Iron Station, NC 28080
 Phone: 704-735-0602
 Fax: 704-736-8788

- ◆ Reliever jetport for Charlotte Douglas International Airport.
- ◆ Airport Facts

Runway Length: 5,500 Feet
 Instrumentation: NDB, Localizer-DME
 Lighting: MIRL, REIL
 Weather Related Data: AWOS-3 119.675

- ◆ Services / Facilities

On-Site Rental Car
 Aviation Gas and Jet Fuel
 Pilot Supplies
 Aircraft Rental, Maintenance, Storage and Tie Down Space
 Courtesy Car
 Automated Weather Observation Service
 On-Site Fire Department
 DUATS Computer Weather
 Pilot and Customer Lounge
 Meeting Room
 Flight Training
 Nearby Hotels and Restaurants

Allies**Centralina Workforce Development Board**

Executive Director: David Hollars
 Address: PO Box 35008, Charlotte, NC 28235
 Phone: 704-348-2717
 Fax: 704-347-4710

- ◆ Centralina manages and represents the workforce development activities of a seven county region (Anson, Cabarrus, Iredell, Lincoln, Rowan, Stanly and Union) in North Carolina. The organization works with employers, job seekers, training providers, government agencies, educational institutions and civic groups to enhance the quality of employment in the region.
- ◆ The mission of Centralina is “To provide a workforce development system in the region that results in a highly skilled, productive workforce.”
- ◆ Centralina’s vision is “A successful and highly regarded workforce development/JobLink system supporting free enterprise and improving the quality of life by meeting and exceeding employment and workforce needs in the region.

** Please reference *Grants and Training Programs* for information on Centralina’s programs.

Employment Security Commission

Manager: Judi Morton
 Address: 529 North Aspen Street, Lincolnton, NC 28092
 Phone: 704-735-8035
 Fax: 704-732-1140

- ◆ The mission of the North Carolina Employment Security Commission is to promote and sustain the economic well being of North Carolinians in the world marketplace by providing high quality and accessible workforce-related services.
- ◆ The ESC provides employment services, unemployment insurance, and labor market information.
- ◆ Locally, the ESC has been an invaluable partner in working with LEDA and existing industry. From pre-employment screening, to job listing, to accepting applications on behalf of companies, the ESC has and continues to be a great resource for industry.

** Please reference *Grants and Training Programs* for information on ESC’s training and employment programs.

Gaston College

President: Dr. Patricia Skinner
 Address: 201 Highway 321 South, Dallas, NC 28034
 Phone: 704-922-6200

Gaston College Lincoln Campus

Dean: Rosalind Welder
 Location: 511 South Aspen Street, Lincolnton
 Mailing Address: PO Box 600,
 Lincolnton, NC 28093-0600
 Phone: 704-748-1055
 Fax: 704-748-1074

- ◆ Through customized training programs, the Corporate Education Office of Gaston College works to help keep Lincoln County businesses competitive.
- ◆ The college offers personalized courses and training services focus on helping industry fulfill their needs and meet their goals. Through Corporate Education, the college will develop customized instruction based on the individual company’s specifications and needs.

** Please reference *Grants and Training Programs* for information on Gaston College’s specific training programs.

Grants, Employment and Training Programs

LINCOLN AND LINCOLN COUNTY INDUSTRIAL DEVELOPMENT INCENTIVE GRANT PROGRAM FOR NEW AND EXISTING INDUSTRIES

I. OVERVIEW

Lincoln County has adopted the following Industrial Development Incentive Grant Program for purposes of recruitment of industry and increasing economic growth. The objectives of the grant program are to expand the tax base, to provide quality jobs for Lincoln County's residents, to promote economic development, and to secure the economic well-being of all citizens. The importance of sustaining and assisting with the growth of existing industries is well-documented. The diversification that comes with the addition of new industries to a county is needed to provide a broader economic base. The following paragraphs formalize the Incentive Grant Program.

II. PROGRAM PARAMETERS

The Industrial Development Incentive Grant involves a contractual agreement between Lincoln County and new or existing industries for a financial incentive grant based upon the actual value of qualifying new capital investment (as determined below) made by such new or expanding industries within the corporate boundaries of Lincoln County. Incentive grants made under this program will be identified by the particular project for which they are made and will be secured by a contract between the grant recipient and Lincoln County. Such contract must identify the start date and completion date of the proposed project, which project shall not exceed two years in duration. The time period for a contract shall not be required to coincide with the County's fiscal year. Should conditions change such that the amount of the qualifying new capital investment is greater or less than the contracted amount, the financial incentive grants to be made hereunder will be adjusted accordingly on a pro-rata basis. Changes or additions to a project after a contract's completion date will require a separate contract.

The maximum amount of the financial incentive grant will be determined in accordance with the provisions set out in Section IV and will be specified in the contract. In the event that a recipient actually makes a smaller investment than contracted for hereunder, the grant to be paid will be reduced accordingly.

For purposes of the incentive grant, the new capital investment will be assessed by the Lincoln County Tax Department on January 1, following the first full year of completion. The financial incentive grant will be paid in five equal annual installments. The first of the annual installments will be paid 30 days after their tax payment for the then-current year has been received by Lincoln County; and after the company notifies Lincoln Economic Development Association their taxes have been paid, provided, however, that any annual grant installment may be delayed or withheld if the grant recipient is delinquent in the payment to Lincoln County of any taxes, utility bills, or other fees owed the County.

The value of the qualifying new capital investment will be determined by the appraisers of the Lincoln County Tax Department on the basis of enhancements to Lincoln County's tax base. The Tax Department appraisers will consider only new investment in land, buildings, machinery, equipment, and personal property, subject to the following guidelines:

- (a) For new construction or expansion of existing construction, the amount that qualifies for consideration in calculating incentive grants will reflect only the amount by which the new construction or expansion enhances the value of the property beyond its value prior to the project, except in regard to Shell Buildings outlined in section (d).
- (b) The value of new investment in machinery, equipment, or other personal property eligible for consideration in calculating incentive grants will be limited to 70 percent of the amount of new investment in such property.
- (c) For expansions of existing industries, the value of any machinery or equipment being phased out, replaced, or retrofitted as part of the project will be deducted from the value of replacement equipment in determining the amount that qualifies for consideration in calculating incentive grants.
- (d) For Shell Buildings, the value of the property will qualify for consideration in calculating grants for the first buyer or tenant leasing for more than one year. Shell Buildings must be registered and approved by the Lincoln Economic Development Association to qualify for incentives.

If a grant recipient shall close, terminate, or reduce its operation by fifty percent (50%) or more during the five-year period of the grant, all further grant payments will cease, and the Industrial Development Incentive Grant for the recipient will be null and void.

Each project will be considered in accordance with the aforesaid guidelines. The Lincoln County Board of Commissioners will review these guidelines annually and make any necessary or appropriate changes. The grant program may be changed or rescinded at any time but with the understanding that contracts outstanding at the time of such termination or change will be honored in accordance with the terms of such contracts.

III. PROJECT QUALIFICATIONS

To be considered eligible for an Industrial Development Incentive Grant, a project must meet certain basic criteria. These criteria are to be used as guidelines in project evaluations. Additional criteria may be applied to specific projects based upon the terms of the contract between the grant recipient and Lincoln County.

Factors to be considered shall include but not be limited to the following:

--the size of the project based upon investment in site development, plant facilities, and infrastructure;

--the number and type of jobs created and the anticipated hourly wages to be paid;

--potential for future expansion and increased employment;

--site specific initiatives that may be pursued to stimulate other development in areas that Lincoln County may deem of significant benefit to the community.

IV. APPLICATION OF THE GRANT PROGRAM

1. Level I Grant -- for qualifying new capital investment by new or expanding industries in an amount from \$1,000,000 to \$4,999,999.

The annual grant to be paid will be computed by multiplying the dollar amount of the investment (as determined by the appraisers of the Lincoln County Tax Department) by a factor of 0.003965.

2. Level II Grant -- for qualifying new capital investment by new or expanding industries in an amount from \$5,000,000 to \$19,999,999.

The annual grant to be paid will be computed by multiplying the dollar amount of the investment (as determined by the appraisers of the Lincoln County Tax Department) by a factor of 0.004575.

3. Level III Grant -- for qualifying new capital investment by new or expanding industries in an amount of \$20,000,000 or more.

The annual grant to be paid will be computed by multiplying the dollar amount of the investment (as determined by the appraisers of the Lincoln County Tax Department) by a factor of 0.005185.

V. PUBLIC HEARING

Upon receipt of a grant application, and prior to approval of such application, the Lincoln County Board of Commissioners shall hold a public hearing after due advertisement in accordance with the provisions of N. C. G. S. 158-7.1.

Approved and adopted at the regular monthly meeting of the Lincoln County Board of Commissioners on the 1st day of February, 1999, amended by the Board on August 5, 2002, and most recently amended by the Board on June 7, 2004.

North Carolina Article 3J Tax Credits

To qualify for Article 3J Credits, the following eligibility requirements must be met:

1. The primary activity at the business establishment must be an eligible type of business, which includes: aircraft maintenance and repair; air courier services hub; company headquarters that creates at least 75 new headquarters jobs; customer service call centers; electronic shopping and mail order houses; information technology and services; manufacturing; motorsports facility; motorsports racing team; research and development; warehousing; and wholesale trade.
2. The average wage of all full-time workers employed by the taxpayer at the establishment during the taxable year must meet or exceed the applicable wage standard of the county in which the establishment is located.
3. The taxpayer must offer qualifying health insurance for all full-time positions at the establishment and pay at least 50% of employee premiums.
4. The taxpayer must not have received any significant environmental violations with the North Carolina Department of Environment and Natural Resources within the prior five years.
5. The taxpayer must not have received any "willful" or "failure to abate" serious OSHA violations at the establishment within the prior three years.
6. The taxpayer may not have overdue taxes.

Credit for Creating Jobs

Eligible taxpayers that meet a minimum threshold of new full-time jobs created during the taxable year may claim a credit for each new job created. The credit is taken in equal installments over four years following the year the jobs are created. The job threshold for Lincoln County is 15 and the credit amount per job is \$750.

Credit for Investing in Business Property

Eligible taxpayers may claim a credit based on a percentage of the cost of capitalized tangible personal property that is placed in service during the taxable year, in excess of an applicable threshold. This credit is taken in equal installments over four years, beginning the year after the property is first placed in service. The credit percentage for Lincoln County is 3.5% and the threshold is \$2 million.

For more information contact Lincoln Economic Development Association at 704-732-1511.

North Carolina Incumbent Workforce Development Program

I. OVERVIEW

North Carolina's Incumbent Workforce Development Program broadens the scope of the state's existing incumbent worker initiative. The Program provides funding to established NC businesses to provide educational and skills training for current workers. It is designed to benefit business by enhancing the skills of employees, thereby increasing employee productivity and the potential for company growth. Training in portable skills results in a more highly skilled and versatile workforce that contributes to North Carolina's ability to attract new business, and creates an environment conducive to expansion.

*Maximum funding for any project is \$37,500 plus a 10% grant service fee for the appropriate Local Area. A company may apply for more than one grant as long as the total for all grants in a program year does not exceed \$37,500. This amount includes grants a company may receive in all 24 Local Areas. There is a lifetime maximum of \$50,000 per company.

*Funds for each approved project will be made available to the business entity through a contract between the business and the administrative/fiscal agent of the Local Area.

II. APPLICANT QUALIFICATION

Condition for Application

In order to maximize resources, the business must state that it is not eligible for or has exhausted efforts to secure funding through existing incumbent worker training programs in the NC Community College System or the university system, such as the Continuing Education Program, New and Expanding Industries Program, and/or the Focused Industrial Training Program.

Applicant Eligibility

Applications are open to all companies conducting business in North Carolina meeting the guidelines listed below.

1. Must be private for-profit or private not-for-profit business.
2. Must have been in operation in the State of NC during the entire 12 month period immediately preceding the date of application.
3. Must be current on all NC tax obligations.
4. Must be current on all applicable county, city, and local taxes.
5. Must propose training for employees at a NC facility.

III. PROJECT STRUCTURE

Allowable Activities

Training activities permissible include the following:

1. Occupational skills training designed to meet the special requirements of a business or a group of businesses, and is conducted with employer commitment to continue to employ all trained individuals upon successful completion of the training.
2. Educational training including workplace literacy, basic skills, "soft" skills, and English as a second language. An applicant must demonstrate the effect of the training on business operations and identify the transferable skills acquired by employees.

Application Submission

No application will be considered unless the company has contacted the Local Workforce Development Board prior to completing the application and received the Board's support for submission. All applications must go through the Local Workforce Development Board for review and approval.

Businesses contact the appropriate Local Area to determine the timeframes for submission of the application to the Local Workforce Board and to determine whether there are additional local specifications. Local Area staff may assist business in the development of project applications, usually through an orientation for interested employers.

The standard project application and complete set of guidelines are available at www.nccommerce.com/workforce. These documents are also available from Local Area offices or by contacting the Commission on Workforce Development at 919-715-3300.

Lincoln County's Local Area is the Centralina Workforce Development Consortium.

Executive Director: David Hollars

Mailing Address: PO Box 35008, Charlotte, NC 28235

Phone: 704-348-2717

Employment Security Commission's Employment and Training Programs

On-The-Job Training

On-The-Job Training enables workers to be hired and trained by employers who receive reimbursements of up to 50 percent of the starting hourly wage for a specified number of training hours. Some of these workers have been dislocated from their jobs with no hope of returning to them, while others are unemployed or underemployed, or receiving welfare payments and would benefit from the training.

Professional Screening

Many employers across North Carolina have taken advantage of the ESC's quality job placement and referral services. When employers place job orders, the ESC conducts a computer search by occupational code of the area's applicant files for referrals, which are made by professional employment consultants based on specific requirements listed by the employer on the job order.

Employers can elect to hire all their employees for predetermined job categories through the ESC. Employer Agreements save the employer time by referring all potential applicants through the local ESC office. All referrals have been screened according to the employer's requirements. Further, the universal exposure of listing job openings with the ESC helps employers comply with affirmative action policies and federal contracting requirements.

Employers can receive personalized service by having a local ESC staff member assigned to them as an Account Executive. The Account Executive becomes the employer's personal contact point as well as the local ESC consultant regarding the employer's needs. In addition, the employer will be kept informed of special money-saving programs offered by the agency and other sources.

Job Listings

The ESC offers a variety of databases to list an organization's job openings.

Businesses which hire their workers through ESC's database have found a reliable source of labor at no cost to their company. If a worker you hired cannot do the job within the first 100 days on the job, the employee's subsequent dismissal is not charged against your company's unemployment insurance tax account.

**For more information on the ESC's employment and training programs, contact the local office at 704-735-8035.

North Carolina Manufacturing Certification Program

The NC Manufacturing Certification Program is offered through NC's community colleges, designed to provide North Carolinians with enhanced career opportunities in manufacturing, and to provide NC's manufacturers with a world-class workforce. It was developed utilizing industry-based skill standards and national certification programs, manufacturing skill surveys, and interview feedback from leading NC manufacturing companies. The program has garnered the recommendation of the National Association of Manufacturers' Center for Workforce Success, and the NC Citizens for Business and Industry.

This 96 hour certification program includes classes such as Manufacturing Concepts, Math for Measurements, Communications, Problem Solving, Statistical Process Control and Blueprint Reading.

For more information on this program, contact the Corporate Education Office of Gaston College at 704-922-6448.

Focused Industrial Training (FIT)

This program updates the skills of frontline production workers and their supervisors in a variety of topics. The grant subsidizes the costs and includes bringing in third-party experts or sending employees to specialty schools. Workers receive the optimal training source for their individual needs.

For more information on this program, contact the Corporate Education Office of Gaston College at 704-922-6448.

New and Expanding Industry Training

For manufacturing firms who are new to the state or for existing firms who are expanding, free customized training is available through this special program. Instruction ranges from basic production to highly sophisticated skills using the best resources available. Pre-employment assessments and new employee orientation services are available to qualifying firms at no cost.

Eligibility for this training program is determined on a company-by-company basis. Typically, the services provided are based on the number of new jobs created, their skill and wage levels, and the level of total capital investments. Services are made available to companies that create 12 or more new jobs in any one community in North Carolina during a one-year period.

Training services provided may include instructors and training program development, customized video training programs, temporary training facilities, equipment, and supplies.

For more information on this program, contact the Corporate Education Office of Gaston College at 704-922-6448.

Federal and State Agencies

North Carolina Government Portal: www.ncgov.com

North Carolina Department of Commerce

Location: 301 North Wilmington Street,
Raleigh, NC
Mailing Address: 4301 Mail Service Center
Raleigh, NC 27699
Phone: 919-733-4151
Web: www.nccommerce.com

North Carolina Department of Environment
and Natural Resources (NCDENR)

Mailing Address: 1601 Mail Service Center
Raleigh, NC 27699
Phone: 919-715-3060
Web: www.enr.state.nc.us

- ◆ NCDENR Regional Office
Mailing Address: 610 East Central Avenue
Suite 301
Mooreville, NC 28115
Phone: 704-663-1699

North Carolina Department of Labor

Location: 4 West Edenton Street, Raleigh, NC
Mailing Address: 1101 Mail Service Center
Raleigh, NC 27699
Phone: 919-807-2796
Toll Free: 1-800-NC-LABOR
Web: www.nclabor.com

North Carolina Department of Revenue

Location: 501 North Wilmington Street, Raleigh, NC
Mailing Address: PO Box 25000
Raleigh, NC 27640
Web: www.dor.state.nc.us

- ◆ Sales and Use Tax
Phone: 919-733-3661
- ◆ Privilege License
Phone: 919-733-3673
- ◆ NC Employer Account Number
Phone: 919-733-4682
- ◆ NC Income Tax
Phone: 919-733-3166
- ◆ Inheritance and Gift Tax
Phone: 919-733-3341

North Carolina Department of Transportation

Location: 1 South Wilmington Street, Raleigh, NC
Mailing Address: 1500 Mail Service Center
Raleigh, NC 27699
Phone: 919-733-2520
Toll Free: 1-877-DOT-4YOU
Web: www.ncdot.org

- ◆ Division of Motor Vehicles
Mailing Address: 3148 Mail Service Center
Raleigh, NC 27699
Phone: 919-715-7000
Web: www.ncdot.org/dmv

North Carolina Employment Security Commission

Location: 529 North Aspen Street, Lincolnton, NC
Mailing Address: 529 North Aspen Street
Lincolnton, NC 28092
Phone: 704-735-8035
Web: www.ncesc.com
www.lincolnjoblink.com

North Carolina Office of the Governor

Mailing Address: 20301 Mail Service Center
Raleigh, NC 27699
Phone: 919-733-4240
Toll Free: 1-800-662-7952 (valid in NC only)
Web: www.governor.state.nc.us

North Carolina Economic Labor Market Information

Web: www.websaras.org

United States Department of Labor - OSHA

Location: Room 406 Federal Office Building
Mailing Address: 310 New Bern Avenue
Raleigh, NC 27801
Phone: 919-755-4770

Useful WebsitesLocal

Lincoln Economic Development Association	www.lincolnedata.org
City of Lincoln	www.ci.lincolnton.nc.us
Lincoln County	www.lincolncounty.org
Lincoln County Schools	www.lincoln.k12.nc.us
Chamber of Commerce	www.lincolnchambernc.org
CMC—Lincoln	www.lincolnmedical.org
Lincoln Campus Gaston College	www.gaston.cc.nc.us/community/lincoln.htm
The Lincoln Arts Council	www.lincolnartscouncil.org
Lincolnton-Lincoln County Regional Airport	www.lincolncounty.org/airport/lcra.htm

Regional

Charlotte Regional Partnership	www.charlotteusa.com
Centralina Workforce Development Board	www.centralinaworks.com
Charlotte Douglas International Airport	www.charlotteairport.com

State

NC Government	www.ncgov.com
Office of the Governor	www.governor.state.nc.us
NC Department of Commerce	www.commerce.state.nc.us
NC Business Recruitment	www.investnc.com
NC Department of Labor	www.dol.state.nc.us
NC Economic Labor Market Information	www.websaras.org
NC Department of Revenue	www.dornc.com
NC Department of Transportation	www.dot.state.nc.us
NC Division of Motor Vehicles	www.dmv.dot.state.nc.us
NC Public Schools	www.ncpublicschools.org
NC Employment Security Commission	www.ncesc.com

Federal

US Bureau of Economic Analysis	www.bea.gov
US Census Bureau	www.census.gov
US Department of Commerce	www.doc.gov
US Department of Labor	www.dol.gov