

Town of Weaverville  
Planning and Zoning Board  
Minutes – Tuesday, October 3, 2017

The Planning and Zoning Board of the Town of Weaverville met for its regularly scheduled monthly meeting at 5:45pm on Tuesday, October 3, 2017 within Council Chambers at Town Hall.

Present: Chairman Doug Theroux, Vice-Chairman Gary Burge, Board Member Catherine Cordell, Alternate Board Members John Chase and Steve Warren, Town Attorney Jennifer Jackson and Planning Director James Eller. Absent: Board Members Leslie Osborne and Peter Stanz.

**1. Call to Order.**

Chairman Doug Theroux called the meeting to order at 5:45 pm.

Chairman Theroux noted that Alternate Board Member Warren, who was appointed to the Board during the August meeting of Town Council, had been sworn into his position prior to tonight's meeting.

Chairman Theroux noted that due to the absence of Board Members Osborne and Stanz, Alternate Board Members Chase and Warren would be voting on matters before the Board.

Vice – Chairman Burge requested that the election of officers for the Board be held at the end of the meeting rather than at the present moment as noted and consensus was granted for same.

**2. Approval of the Minutes from the June 27 and August 15 Joint Meetings of the Planning and Zoning Board and Town Council.**

Ms. Cordell motioned to approve the minutes from the June 27 and August 15 joint meetings of the Planning and Zoning Board and Town Council as amended. Mr. Burge seconded and all voted unanimously.

**3. Discussion Related to a Concept Plan and Preliminary Plat for a Major Subdivision Commonly Known as Amblers Chase.**

Mr. Eller presented the proposed concept plan and preliminary plat for Amblers Chase to the Board. Particulars include a 21 lot configuration each for proposed single family homes. Mr. Eller also noted that a statement noting that all utilities will be underground should be added to the plat as per municipal ordinance and that a zoning distinction had accidentally been noted as Buncombe County rather than the Town of Weaverville.

Mr. Eller also noted the complex history of the project and the property including a previous iteration of the proposed subdivision which was not handled properly in the approval process by the Town.

Mr. Mercer, the project engineer also spoke to the Board regarding the project and noted that he would correct the mistakes previously noted by Mr. Eller.

**4. Consideration of a Motion Establishing a Recommendation to the Town Council on the Aforementioned Major Subdivision.**

Ms. Cordell made a motion to recommend approval of the concept plan and preliminary plat of the major subdivision commonly known as Amblers Chase with the correction of a statement on the plat regarding underground utilities and correcting the zoning authority as the Town of Weaverville. Mr. Warren seconded and all voted unanimously.

#### **5. Discussion Related to Proposed Amendments to the Table of Uses and Definitions Related to Same.**

Mr. Eller presented to the Board three staff initiated proposed revisions of the Table of Uses and definitions related to same. Proposed revisions are as follows.

- Uses defined as manufacturing, heavy transition from permitted by right to permitted via a conditional zoning district within the I-1 Zoning District.
- Eliminating the “uses permitted within the mixed use building or development shall be determined by the regulations applicable to the zoning district in which the property is located” portion of the definition of mixed use building or development.
- Eliminating the use defined as mini-warehouses as a permitted use within the C-2 zoning district and permitting same within the I-1 zoning district as a use by right.

#### **6. Consideration of a Motion Establishing a Recommendation to Town Council Related to the Proposed Amendments to the Table of Uses.**

Mr. Warren made a motion to recommend to Council that uses defined as manufacturing, heavy be permitted via a conditional zoning district within the I-1 zoning district rather than permitted by right. Mr. Chase seconded and all voted unanimously.

Mr. Burge made a motion to amend the definition of a mixed use building or development in order to allow Town Council to consider any use within same upon receiving a recommendation of the Planning and Zoning Board. Ms. Cordell seconded and all voted unanimously.

Mr. Chase made a motion to amend the table of uses to allow any use defined as mini-warehouses to be permitted only within the I-1 zoning district and permitted by right. Mr. Warren seconded and all voted unanimously.

For each of the aforementioned motions consensus was granted by the Board that each of the changes would not conflict with the Town’s comprehensive land use plan and would be in the best interest of the public.

#### **7. Any Other Business to Come Before the Board.**

Ms. Jackson noted the need for a review of the Board’s rules and procedures and suggested that staff will bring back a proposed document for the Board’s consideration. Consensus was granted by the Board to continue meeting on the first Tuesday of each month and to move the meeting time to 6pm.

Mr. Eller noted that the date, time and location for the November and December meetings of the Board had been changed and previously adopted due to the upcoming election and a municipal event being held within Council Chambers at Town Hall.

#### Election of Officers

Mr. Burge nominated Mr. Theroux as Chairman of the Board. No other nominations were made.

Mr. Theroux nominated Mr. Burge as Vice-Chairman of the Board. No other nominations were made.

Mr. Theroux nominated Mr. Eller as Clerk to the Board. No other nominations were made.

**8. Adjournment.**

Mr. Warren motioned to adjourn. Ms. Cordell seconded and all voted unanimously.

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**Doug Theroux, Chairman  
Planning and Zoning Board**

**ATTEST:**

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**James W. Eller  
Planning Director / Deputy Town Clerk**