

MINUTES

**Town of Weaverville
State of North Carolina**

**Joint Meeting of Town Council and Planning Board
Tuesday, July 19, 2022**

The Town Council for the Town of Weaverville met for its regularly scheduled workshop meeting on Tuesday, July 19, 2022, at 6:00 p.m. within Council Chamber at Town Hall, in order to hold a joint meeting with the Weaverville Planning Board. The Planning Board met for a special called meeting at this date and time for that purpose.

Councilmembers present: Mayor Patrick Fitzsimmons, Vice Mayor Jeff McKenna, Doug Jackson, Andrew Nagle, John Chase, Catherine Cordell and Michele Wood. Planning Board Members present: Jane Kelley, Donna Mann Belt and Maggie Schroder. Planning Board Members Gary Burge, Rachael Bronson, Bob Pace and Mark Endries were absent. Staff members present: Town Manager Selena Coffey, Town Attorney Jennifer Jackson, Planning Director James Eller.

1. Call to Order

Mayor Fitzsimmons called the meeting of Council to order at 6:00 p.m.

Having been selected to chair the meeting, Ms. Kelley called the meeting of the Planning Board to order at 6:00p.m.

2. Economic Development Advisory Committee Recommendation

Mayor Fitzsimmons presented a recommendation from the Economic Development Advisory Committee which sought to make general retail establishments of a certain size subject to the conditional district development review process. A staff report related to small box general retail establishments was also provided.

3. Information on Small Area Studies

Chris Joyell presented information related to small area studies.

4. Comprehensive Land Use Plan – Review and Ranking of Priorities and Goals

Ms. Jackson and Mr. Eller guided Council through the proposed table of priorities and goals to be included within the update of the comprehensive land use plan. Staff provided further explanations of the goals included noting new ones which had been added for consideration. Staff and the Planning Board spoke to Council regarding their ranking of the priorities. Through conversation consensus was reached by Council on their ranking of the individual priorities, These ranking were recorded by staff to be incorporated into the document. Ms. Jackson noted that updates to the Comprehensive Land Use Plan now require a formal adoption process including formal Planning Board review and recommendation and a public hearing and indicated that staff would begin the process so that the table can be considered for adoption and inclusion within the Comprehensive Land Use Plan.


5. Other Discussion Items

No additional items were noted.

6. Adjournment

Mayor Fitzsimmons declared the meeting of Council adjourned at 7:35 p.m.

Ms. Kelley declared the meeting of the Planning Board adjourned at 7:35 p.m.



James Eller, Town Clerk

COMPREHENSIVE LAND USE PLAN

STATED GOALS, RESPONSIBILITIES, AND PRIORITIES

(1 = high priority to be accomplished in 12 months, 2 = medium priority to be addressed in 24 months, 3 = lower priority to be addressed in 36 months; 0 = proposed for removal as a goal)

Proposed - August 2022

1	2022	2021	TC	PB	Staff	STATED GOAL	NOTES	Staff	PB	TC
2	PRIORITIZATION							RESPONSIBILITY		
3		WATER								
4	1	1	1	1	1	Update Plan and regulations to slow land use development if water treatment plant expansion is postponed or terminated and water usage and commitments reach 70% of available water supply		✓	✓	✓
5	1	1	1	1	1	Continue monitoring water production, allocations, usage, and availability	In progress by staff with quarterly reports	✓		
6	1	1	1	1	1	Continue reserving water allocation for infill development within the town	In progress by staff with quarterly reports	✓		
7	1	-	1	1	1	Investigate interconnection with Asheville for supplemental water	TC resolution adopted 6/27/2; in progress by staff	✓		
8	1	-	1	1	1	Negotiate interlocal agreement with Asheville for purchase of supplemental water	Pending investigation	✓		✓
9	2	-	2	2	2	Development of Water System GIS Layer	Anticipated FY2023-2024	✓		
10		STREETS AND SIDEWALKS								
11	1	1	1	1	1	Continue the Street Improvement Program	Program funded FY2023	✓		✓
12	1	1	1	1	1	Consider implementing a Sidewalk Improvement Program and Master Plan	Bike-Ped Study recommendations pending			✓
13	1	1	1	1	1	Establish Priority List for Sidewalk Installation	Bike-Ped Study recommendations pending	✓	✓	✓
14	1	-	1	1	1	Development of Stormwater System GIS Layer	Anticipated work for Spring 2023; LOSRC grant funding	✓		
15	2	2	2	2	2	Study possible adoption of driveway construction standards – steep slope, reduction of curb cuts, common driveways		✓	✓	✓
16	3	2	3	3	3	Consider a bike-ped overlay district for the implementation of the bike-ped plan	Bike-Ped Study recommendations pending	✓	✓	✓

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Proposed - August 2022

1	2022	2021	TC	PB	Staff	STATED GOAL	NOTES	Staff	PB	TC
17		HOUSING								
18	1	1	1	1	1	Define and consider ways to achieve balanced residential development	Related to TC consensus on 5/14/22			✓
19	2	-	2	1	2	Consider ways to increase housing affordability	TC considered in 2020	✓		✓
20	2	-	2	2	2	Consider broadening allowable housing types in residential districts (duplexes, quadplexes)				✓
21	2	-	2	2	2	Consider expansion of the MH Overlay District				✓
22		GENERAL POLICY MATTERS								
23	1	1	1	1	1	Review of overlapping land use authority	Anticipated FY2023	✓		✓
24	1	1	1	1	1	Negotiate interlocal agreement(s) with County (Building Permits and Inspections)	Anticipated FY2023	✓		✓
25	1	1	1	1	2	Review & update economic development goals				✓
26	1	-	1	1	1	Develop annexation guidelines that include consideration of how quality municipal services will be provided	Related to TC consensus on 5/14/22; TC considered in 2018 as part of Strategic Plan—current policy is case-by-case			✓
27	1	-	1	1	1	Continue to annex properties along the Town's borders in order to impose the Town's land use regulations	Related to TC consensus on 5/14/22			✓
28	1	-	1	1	1	Continue to work with Buncombe County during its on-going long term planning	Related to TC consensus on 5/14/22	✓		✓
29	1	-	1	1	1	Engage in conversations with NCDOT about long-term planning for growth	Related to TC consensus on 5/14/22	✓		✓
30	1	-	1	1	1	Engage in conversations with MSD about long-term planning for growth	Related to TC consensus on 5/14/22	✓		✓
31	1	-	1	1	1	Comprehensive review of Future Land Use Map	Related to TC workshop 5/14/22	✓	✓	✓

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1	2022	2021	TC	PB	Staff	STATED GOAL	NOTES	Staff	PB	TC
32	1	-	1	1	1	Make decisions on annexation based on the ability to provide quality municipal services to proposed land uses to the same extent and under current policy	Related to TC consensus on 5/14/22			✓
33	2	-	2	2	2	Investigate possibility of reestablishing direct bus route between Weaverville and Asheville		✓		✓
34	2	-	2	2	2	Investigate possibility of establishing a "Park and Ride" in Weaverville to provide a shared ride option to Asheville		✓		✓
35	3	3	3	3	3	Consider reestablishing the Town's extraterritorial jurisdiction		✓		✓
36	3	3	3	3	3	Evaluate need to strengthen regulations with regard to hazard mitigation	Buncombe-Madison Hazard Mitigation Plan dated 6/21	✓	✓	✓
37	LAND DEVELOPMENT REGULATIONS									
38	1	-	1	1	1	Comprehensive review of Table of Uses		✓	✓	✓
39	1	2	1	1	1	Review regulations for non-conforming lots		✓	✓	✓
40	1	-	1	1	1	Initiate small area studies for growth areas: Gill Branch Valley, Monticello Rd West, Ollie Weaver Rd, I-26 Corridor, Reems Creek Rd	Related to TC workshop 5/14/22	✓	✓	✓
41	1	-	1	1	1	Consider adoption of land use regulations which provide greater control of retail development in Main Street area (C-1)	Economic Development Advisory Committee recommendation (7/22)	✓	✓	✓
42	1	-	1	2	2	Consider regulations that encourage open space or greenway dedication, conservation measures		✓	✓	✓
43	1	2	1	3	3	Consider Town-initiated rezonings to better align established uses with underlying zoning districts or to address long dormant properties	Focusing on long dormant properties	✓	✓	✓
44	2	2	2	2	2	Undertake a comprehensive review of zoning regulations		✓	✓	✓
45	2	2	2	2	2	Review sign regulations for legal compliance and policy objectives		✓	✓	✓

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1	2022	2021	TC	PB	Staff	STATED GOAL	NOTES	Staff	PB	TC
46	2	3	2	2	3	Review hillside/steep slope regulations for legal compliance and policy objectives		✓	✓	✓
47	2	3	2	2	3	Determine need or desire for Town grading regulations for projects less than 1 acre		✓	✓	✓
48	3	2	3	3	3	Continue to analyze ways to provide standard regulations in order to reserve use of conditional zoning for unique development	Areas improved: Mixed Use Development Apartments	✓	✓	✓
49	3	2	3	3	3	Study mountain ridge protection regulations for possible implementation		✓	✓	✓
50	3	2	3	3	3	Revise wireless telecommunication facility regulations for legal compliance and policy objectives		✓	✓	✓
51	0	2	0	3	3	Study removal of floodplain areas from density calculation		✓	✓	✓
52	0	3	0	0	0	Initiate special area studies: Downtown, North Main Street-"Five Points" Area, Monticello Road corridor, and Reems Creek Road corridor	Proposed for deletion; see line 43	✓	✓	✓
53	PLAN CONSISTENCY REVIEW - LEGALLY REQUIRED									
54		-		-	-	Consult plan priorities if inconsistencies develop in the implementation of this Plan		✓	✓	✓
55		-		-	-	Consult the Future Land Use Map and use descriptions for Plan consistency review	Legally required	✓	✓	✓
56		-		-	-	Consult Action Plan and stated goals for Plan consistency review	Legally required	✓	✓	✓
57		-		-	-	Consult additional approved plans for Plan consistency review	Legally required	✓	✓	✓
58	MAINTENANCE OF PLAN AND REGULATIONS – LEGAL COMPLIANCE AND ACCOUNTABILITY									
59		-		-	-	Conduct an annual review of progress towards accomplishment of Plan goals	July/August each year	✓	✓	✓

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1	2022	2021	TC	PB	Staff	STATED GOAL	NOTES	Staff	PB	TC
60		-		-	-	Update appendix to this Plan when new plans or amendments are adopted	To keep Plan up-to-date and usable	✓		
61		-		-	-	Conduct an annual review of zoning regulations to ensure statutory compliance and consistency with stated goals	For legal compliance and progress towards Plan goals	✓		
62		-		-	-	Undertake annual review of the Table of Uses	For legal compliance	✓		
63		-		-	-	Conduct an annual review of subdivision regulations to ensure statutory compliance and consistency with stated goals	For legal compliance and progress towards Plan goals	✓		
64		-		-	-	Consider development of or amendment to regulations consistent with law and Plan	For progress towards Plan goals	✓	✓	✓
65		-		-	-	Undertake a comprehensive update to the Plan in 2025 or at such time as substantial legislative or other changes are experienced	2025 is proposed in order to provide for 5 year updates that better align w/ Census	✓	✓	✓
COMPLETED										
✓		-				Conduct an annual review of progress towards accomplishment of Plan goals	7/5/22 – PB Review; 7/19/22 Jt Mtg b/w TC and PB	✓	✓	✓
✓		-				Update appendix to this Plan when new plans or amendments are adopted	August 2022	✓		
✓		1				Consider simplification of outdoor lighting regulations	Amendments proposed for adoption 7/25/22	✓	✓	✓
✓		1				Continue the Street Improvement Program	Program funded FY2023	✓		✓
✓		1				Implementation of GIS system and Zoning Layer	Implemented April 2022	✓		
✓		1				Provide educational information on parking availability in downtown area	Website posting	✓		
✓		1				Continue monitoring water production, allocations, usage, and availability	In progress by staff with quarterly reports	✓		
✓		1				Continue reserving water allocation for infill development within the town	In progress by staff with quarterly reports	✓		

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✓		1				Negotiate interlocal agreement(s) with County (Stormwater and Sedimentation/Erosion Control Permitting and Enforcement)	Agreements approved by TC June 2022	✓		✓
✓		1				Review use of flag lots	Implemented Nov 2021	✓	✓	✓
✓		1				Study solar collector regulation for possible implementation	Implemented May 2022	✓	✓	✓
✓		-				Conduct an annual review of progress towards accomplishment of Plan goals	August 2021	✓	✓	✓
✓		-				Update appendix to this Plan when new plans or amendments are adopted	August 2021	✓		
✓		1				Implementation of Chapter 160D Amendments	Implemented July 2021	✓	✓	✓
✓		1				Consider Implementation of a Manufactured Home Overlay District	Implemented Feb 2021	✓	✓	✓
✓		1				Undertake a comprehensive review of subdivision regulations	Implemented July 2021	✓	✓	✓
✓		1				Clarify legally required exemptions to subdivision regulations and reexamine the definitions of minor subdivisions and major subdivisions	Implemented July 2021	✓	✓	✓
✓		1				Streamline the subdivision review process	Implemented July 2021	✓	✓	✓
✓		1				Determine when sidewalks and other improvements are required with development approvals	Implemented July 2021	✓	✓	✓
✓		-				Conduct an annual review of zoning regulations to ensure statutory compliance and consistency with stated goals	With 160D Project	✓		
✓		-				Undertake annual review of the Table of Uses	With 160D Project	✓		
✓		-				Conduct an annual review of subdivision regulations to ensure statutory compliance and consistency with stated goals	With 160D Project	✓		
✓		1				Continue monitoring water production, allocations, usage, and availability	Staff quarterly reports 2020/2021	✓		

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1	2022	2021	TC	PB	Staff	STATED GOAL	NOTES	Staff	PB	TC
✓		1				Continue reserving water allocation for infill development within the town	Staff quarterly reports 2020/2021	✓		
✓		-				Update appendix to this Plan when new plans or amendments are adopted	August 2020	✓		
✓		-				Conduct an annual review of progress towards accomplishment of Plan goals	August 2020	✓	✓	✓
✓		1				Continue monitoring water production, allocations, usage, and availability	In progress by staff with quarterly reports	✓		
✓		1				Continue reserving water allocation for infill development within the town	In progress by staff with quarterly reports	✓		
✓		1				Consider land use regulation that better provides for mixed use development	Regulations amended in May 2020	✓	✓	✓
✓		1				Consider land use regulation that provides for high density single family residential development	Studied in 2019; no new regulation desired	✓	✓	✓
✓		2				Review the current policy on street standards for private streets	Private street standards adopted May 2020	✓	✓	✓
✓		2				Consider ways to address housing affordability	Workshop presentation in January 2020	✓		✓
✓		2				Consider land use regulation that provides for transition districts	Accomplished 2020 with mixed use amdmts	✓	✓	✓
✓		2				Implement a staff-led Technical Review Committee for development reviews	TRC amendments adopted in May 2020	✓	✓	✓
✓		3				Develop and distribute a downtown parking map	Map available on website and Town Hall in 2019	✓		