



**Town of Weaverville
Planning Board
Regular Monthly Meeting
Tuesday, July 5, 2022, 6:00pm**

Agenda

1. Call to Order – Chair Gary Burge
2. Approval of the Agenda
3. Approval of the Minutes from the June 7, 2022 Meeting of the Board
4. Discussion Related to an Update of the Action Plan Table with Priorities within the Comprehensive Land Use Plan
 - Review of Completed Goals
 - Scoring of Planning Board Priorities
5. Any Other Business
 - Updated Board Roster
 - Setting of a Special Called Meeting
6. Adjournment

TOWN OF WEAVERVILLE
PLANNING BOARD AGENDA ITEM

Date of Meeting: Tuesday, July 5, 2022

Subject: Minutes

Presenter: Planning Director

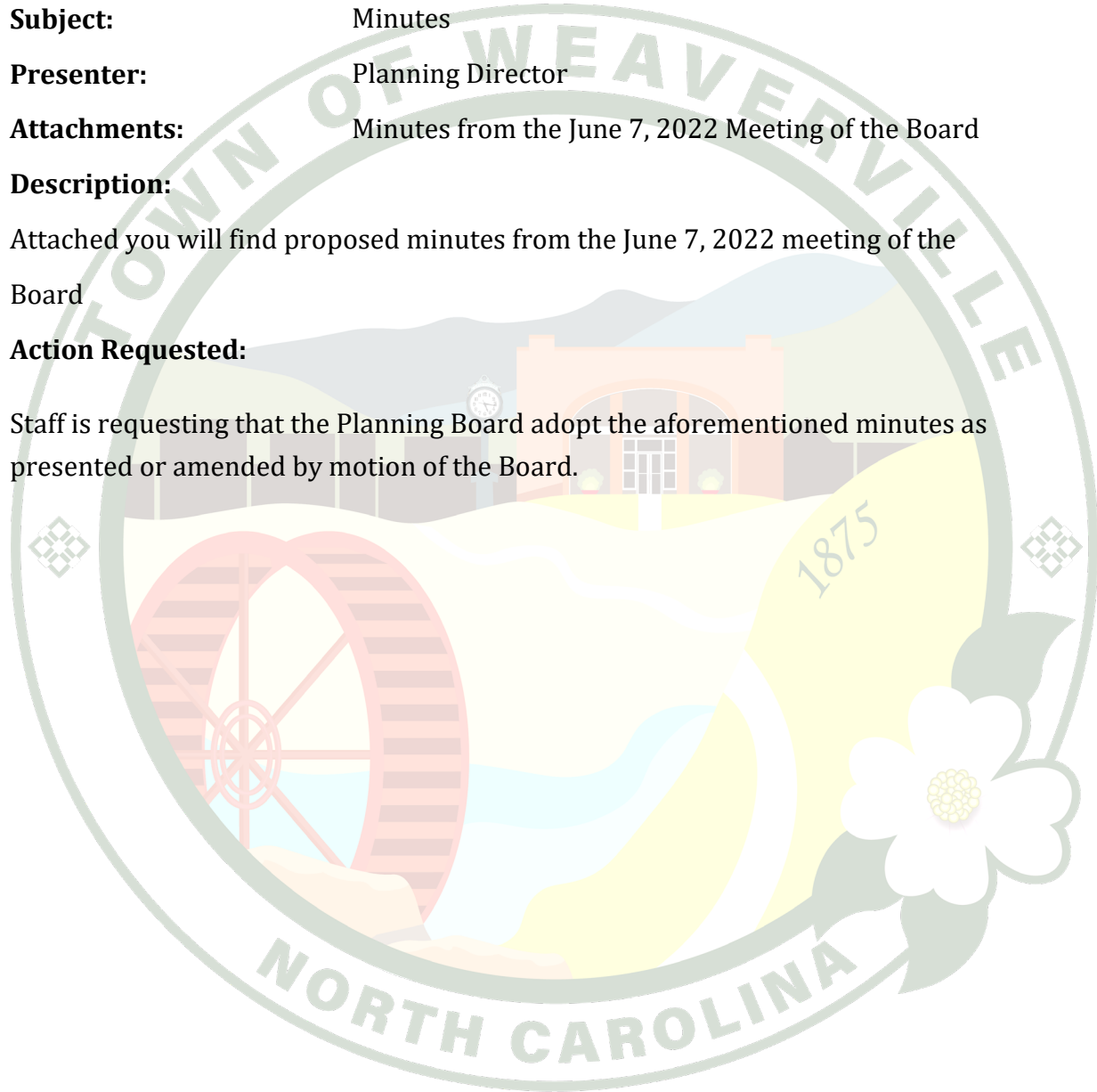
Attachments: Minutes from the June 7, 2022 Meeting of the Board

Description:

Attached you will find proposed minutes from the June 7, 2022 meeting of the Board

Action Requested:

Staff is requesting that the Planning Board adopt the aforementioned minutes as presented or amended by motion of the Board.



Town of Weaverville
Planning Board
Minutes – Tuesday, June 7, 2022

The Planning Board of the Town of Weaverville met for a regularly scheduled monthly meeting at 6:00pm on Tuesday, June 7, 2022 remotely via Zoom.

Present: Chair Gary Burge, Vice Chair Rachael Bronson, Board Members Jane Kelley, Bob Pace and Alternate Member Donna Mann Belt, Councilmember Michele Wood, Town Attorney Jennifer Jackson and Planning Director James Eller. Board Member Mark Endries was absent.

1. Call to Order

Chair Gary Burge called the meeting to order at 6:00 pm.

Mr. Burge recognized Ms. Mann Belt as a regular member of the Board to fill a regular member's absence.

2. Approval of the Agenda

Noting no objections Mr. Burge declared the agenda approved by consent.

3. Approval of the Minutes from the May 3, 2022 Meeting of the Board

Ms. Kelley motioned to approve the minutes as presented. Mr. Bronson seconded and via a roll call vote all voted unanimously in favor of the motion.

4. Ollie Weaver Initial Zoning Request of R-3

Mr. Eller presented information related to an initial zoning request of R-3 for an aggregate of properties subject to a voluntary annexation before Town Council. These properties are found between Ollie Weaver Road and Garrison Branch Road contiguous to current municipal borders near the intersection of Ollie Weaver Road and Monticello Road. The information presented included a survey and property tax map of the subject properties, the application for a zoning map amendment and a staff report including a zoning analysis, a statement regarding comprehensive land use plan compliance, a statement regarding strategic plan compliance, a description of a previous favorable recommendation rendered by the Board for a more intense zoning district and other considerations.

Ms. Jackson presented the Board with a draft favorable recommendation, largely based on the Board's previous recommendation for a more intense zoning district, finding the proposed initial zoning of R-3 compliant with the town's comprehensive land use plan and reasonable.

Mr. Pace motioned to offer a favorable recommendation to Town Council on the initial zoning of R-3 finding the proposal compliant with the town's comprehensive land use plan and reasonable. Ms. Kelley seconded the motion and via a roll call vote all voted unanimously in favor of the motion.

5. Proposed Zoning Text Amendments

Mr. Eller presented information related to the proposed zoning text amendments for the simplification of outdoor lighting regulations. The proposed ordinances presented were a reflection of the conversation with the Board during a previous meeting and sought to repeal and replace Article VI – Outdoor Lighting

Ms. Bronson motioned to offer a favorable recommendation to Town Council on the proposed zoning text amendments related to outdoor lighting. Mr. Pace seconded and via a roll call vote all voted in favor of the motion.

6. Any Other Business to Come Before the Board

Mr. Eller presented a list of questions in which Town Council reached consensus on land use matters during a recent workshop.

Mr. Eller provided an updated fact sheet recently completed with information from a combination of the 2020 Census and American Community Survey.

7. Adjournment.

Ms. Bronson motioned to adjourn the meeting. Mr. Pace seconded and via a roll call vote all voted unanimously in favor of the motion. Meeting adjourned at 7:00pm.

Gary Burge, Chair
Planning and Zoning Board

ATTEST:

James W. Eller
Planning Director / Town Clerk

TOWN OF WEAVERVILLE
PLANNING BOARD AGENDA ITEM

Date of Meeting: Tuesday, July 5, 2022

Subject: Annual Review of Progress towards Accomplishment of Goals as Stated in the Comprehensive Land Use Plan (CLUP) and update of the Action Plan Table with Priorities

Presenter: Planning Director / Town Attorney

Attachments: Action Plan Table with Priorities

Description:

One year after the latest update of the CLUP staff wishes to conduct a conversation with the Planning Board related to the accomplishment of the goals as stated in the CLUP. It is my belief that the reprioritization of remaining stated goals will provide valuable guidance on the progress toward remaining and new goals of the CLUP moving forward.

Action Requested:

Staff is requesting that the Planning Board complete the attached action plan table with priorities in order to facilitate a conversation during the meeting and an annual update of the action plan table with priorities within the CLUP. You will see that the staff scores have been provided.

In the Planning Board column, labeled PB, please score the associated goal so staff may relay to Town Council the position of the Board based upon an average of the aggregated totals. Scores are:

- 1: High Priority
- 2: Medium Priority
- 3: Low Priority

In each section of the action plan table there are spaces for proposed additions to the stated goals as well.

COMPREHENSIVE LAND USE PLAN

STATED GOALS, RESPONSIBILITIES, AND PRIORITIES

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

Proposed - August 2022

Proposed	Current	TC	PB	Staff	STATED GOAL	NOTES	Staff	PB	TC
PRIORITIZATION							RESPONSIBILITY		
WATER									
	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		✓	✓	✓
	1			1	Continue monitoring water production, allocations, usage, and availability	In progress by staff with quarterly reports	✓		
	1			1	Continue reserving water allocation for infill development within the town	In progress by staff with quarterly reports	✓		
	new			2	Development of Water System GIS Layer	Anticipated work for FY2023-2024	✓		
	new			1	Investigate interconnection with Asheville for supplemental water		✓		
	new			1	Negotiate interlocal agreement with Asheville for purchase of supplemental water		✓		✓
	new								
	new								
STREETS AND SIDEWALKS									
	1			1	Continue the Street Improvement Program	Program funded FY2023	✓		✓
	1			1	Consider implementing a Sidewalk Improvement Program and Master Plan	Bike-Ped Study recommendations pending			✓
	1			1	Establish Priority List for Sidewalk Installation	Bike-Ped Study recommendations pending	✓	✓	✓

COMPREHENSIVE LAND USE PLAN STATED GOALS, RESPONSIBILITIES, AND PRIORITIES

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Proposed - August 2022

Proposed	Current	TC	PB	Staff	STATED GOAL	NOTES	Staff	PB	TC
	2			2	Study possible adoption of driveway construction standards – steep slope, reduction of curb cuts, common driveways		✓	✓	✓
	2			3	Consider a bike-ped overlay district for the implementation of the bike-ped plan	Bike-Ped Study recommendations pending	✓	✓	✓
	new			1	Development of Stormwater System GIS Layer	Anticipated work for Spring 2023; LOSRC grant funding			
	new								
	new								
GENERAL POLICY MATTERS									
	1			1	Review of overlapping land use authority	Anticipated FY2023	✓		✓
	1			1	Negotiate interlocal agreement(s) with County (Building Permits and Inspections)	Anticipated FY2023	✓		✓
	1			2	Review & update economic development goals				✓
	3			3	Consider reestablishing the Town's extraterritorial jurisdiction		✓		✓
	3			3	Evaluate need to strengthen regulations with regard to hazard mitigation	Buncombe-Madison Hazard Mitigation Plan dated 6/21	✓	✓	✓
	new			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			✓
	new			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			✓
	new			1	Continue to work with Buncombe County during its on-going long term planning	Related to TC consensus on 5/14/22	✓		✓

COMPREHENSIVE LAND USE PLAN STATED GOALS, RESPONSIBILITIES, AND PRIORITIES

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Proposed - August 2022

Proposed	Current	TC	PB	Staff	STATED GOAL	NOTES	Staff	PB	TC
	new			1	Engage in conversations with NCDOT about long-term planning for growth	Related to TC consensus on 5/14/22	✓		✓
	new			1	Engage in conversations with MSD about long-term planning for growth	Related to TC consensus on 5/14/22	✓		✓
	new			1	Comprehensive review of Future Land Use Map	Related to TC workshop 5/14/22; Chris Joyell	✓	✓	✓
	new								
	new								
LAND DEVELOPMENT REGULATIONS									
	2			2	Consider Town-initiated rezonings to better align established uses with underlying zoning districts or to address long dormant properties	Several I-1 properties not used for industrial uses	✓	✓	✓
	2			2	Review sign regulations for legal compliance and policy objectives		✓	✓	✓
	2			2	Study mountain ridge protection regulations for possible implementation		✓	✓	✓
	2			2	Undertake a comprehensive review of zoning regulations		✓	✓	✓
	2			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	✓	✓	✓
	2			1	Review regulations for non-conforming lots		✓	✓	✓
	2			3	Revise wireless telecommunication facility regulations for legal compliance and policy objectives		✓	✓	✓

COMPREHENSIVE LAND USE PLAN

STATED GOALS, RESPONSIBILITIES, AND PRIORITIES

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Proposed - August 2022

Proposed	Current	TC	PB	Staff	STATED GOAL	NOTES	Staff	PB	TC
	2			3	Study removal of floodplain areas from density calculation		✓	✓	✓
	3			3	Review hillside/steep slope regulations for legal compliance and policy objectives		✓	✓	✓
	3			3	Determine need or desire for Town grading regulations for projects less than 1 acre		✓	✓	✓
	3			0	Initiate special area studies: Downtown, North Main Street-"Five Points" Area, Monticello Road corridor, and Reems Creek Road corridor		✓	✓	✓
	new			1	Initiate special area studies for growth areas identified in 5/2022 Land Use Workshop	Related to TC workshop 5/14/22	✓	✓	✓
	new			1	Consider adoption of land use regulations which provide greater control of retail development in Main Street area (C-1)		✓	✓	✓
	new			2	Consider density bonuses for open space dedication or conservation measures		✓	✓	✓
	new			1	Comprehensive review of Table of Uses		✓	✓	✓
	new			2	Consider ways to increase housing affordability	TC considered in 2020	✓		✓
	new								
	new								
HOUSING									
	1			1	Define and consider ways to achieve balanced residential development	Related to TC consensus on 5/14/22			✓
	new			2	Consider broadening allowable housing types in residential districts (duplexes, quadplexes)				✓
	new			3	Consider expansion of the MH Overlay District				✓

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Proposed - August 2022

Proposed	Current	TC	PB	Staff	STATED GOAL	NOTES	Staff	PB	TC
	new								
	new								
PLAN CONSISTENCY REVIEW - LEGALLY REQUIRED									
-	-		-	-	Consult plan priorities if inconsistencies develop in the implementation of this Plan		✓	✓	✓
-	-		-	-	Consult the Future Land Use Map and use descriptions for Plan consistency review	Legally required	✓	✓	✓
-	-		-	-	Consult Action Plan and stated goals for Plan consistency review	Legally required	✓	✓	✓
-	-		-	-	Consult additional approved plans for Plan consistency review	Legally required	✓	✓	✓
MAINTENANCE OF PLAN AND REGULATIONS – LEGAL COMPLIANCE AND ACCOUNTABILITY									
-	-		-	-	Conduct an annual review of progress towards accomplishment of goals as stated in this Plan	Pending - August 2022	✓	✓	✓
-	-		-	-	Update appendix to this Plan when new plans or amendments related to land use are adopted	To keep Plan up-to-date and usable	✓		
-	-		-	-	Conduct an annual review of zoning regulations to ensure statutory compliance and consistency with stated goals	For legal compliance and progress towards Plan goals	✓		
-	-		-	-	Undertake annual review of the Table of Uses	For legal compliance	✓		
-	-		-	-	Conduct an annual review of subdivision regulations to ensure statutory compliance and consistency with stated goals	For legal compliance and progress towards Plan goals	✓		
-	-		-	-	Consider development of or amendment to regulations consistent with law and Plan	For progress towards Plan goals	✓	✓	✓

COMPREHENSIVE LAND USE PLAN STATED GOALS, RESPONSIBILITIES, AND PRIORITIES

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Proposed - August 2022

Proposed	Current	TC	PB	Staff	STATED GOAL	NOTES	Staff	PB	TC
-	-		-	-	Undertake a comprehensive update to the Plan in 2025 or at such time as substantial legislative or other changes are experienced in Town	2025 is proposed in order to provide for 5 year updates that better align w/ Census	✓	✓	✓
	new				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			✓
	new								
COMPLETED									
	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	✓		
✓	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	✓	✓	✓

COMPREHENSIVE LAND USE PLAN

STATED GOALS, RESPONSIBILITIES, AND PRIORITIES

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Proposed - August 2022

Proposed	Current	TC	PB	Staff	STATED GOAL	NOTES	Staff	PB	TC
✓	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	✓		
✓	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 related to land use are adopted	August 2020	✓		
✓	-				Conduct an annual review of progress towards accomplishment of goals as stated in this Plan	August 2020	✓	✓	✓

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STATED GOALS, RESPONSIBILITIES, AND PRIORITIES

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Proposed - August 2022

Proposed	Current	TC	PB	Staff	STATED GOAL	NOTES	Staff	PB	TC
✓	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 developmt	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	✓		

TOWN OF WEAVERVILLE
PLANNING BOARD AGENDA ITEM

Date of Meeting: Tuesday, July 5, 2022
Subject: Any Other Business
Presenter: Planning Director
Attachments: Updated Planning Board Roster,
Setting of a Special Called Meeting

Description:

The updated Planning Board roster is provided for informational purposes only and is reflective of the recent appointment of Maggie Schroder as an alternate member of the Board.

Town Council is set to hold a joint meeting with the Planning Board during their regularly scheduled workshop on Tuesday, July 19. Because this joint meeting was not included in the regularly scheduled Board meetings for 2022, a special called meeting of the Planning Board will need to be set.

Action Requested:

Staff is requesting a special called meeting of the board be set for Tuesday, July 19 at 6pm for the purpose of attending a joint meeting with Town Council to discuss matters related to land use.

WEAVERVILLE PLANNING BOARD

Regularly meets 1st Tuesday of the month at 6 pm in
Community Room/Council Chambers at Town Hall

NAME AND POSITION	CONTACT INFORMATION	FIRST APPT	DATE OF APPT	TERM (3 YEARS)
Gary Burge Regular Member Chair	3 High Bluff Drive (cell) 423-0150 garyburge@garyburge.com	2014	August 2020	September 2020 – 2023
Rachael Bronson Regular Member Vice Chair	31 Reynolds Lane 843-327-6709/828-229-1838 rachael.bronson@gmail.com	2019	September 2020	September 2019 – 2022
Bob Pace Regular Member	116 Mountain Meadow Circle 919-434-6938 ncstman@gmail.com	2020	September 2021	September 2021 – 2022
Mark Endries Regular Member	9 Grove Street 828-423-0035 (cell) markendries@hotmail.com	2021	March 2022	March 2022 - Sept 2024
Jane Kelley Regular Member	31 Moore Street 843-801-5100 jane.kelley2@yahoo.com	2021	November 2021	November 2021 – Sept 2023
Donna Mann Belt Alternate Member	53 Highland Street 903-530-2967 (cell) donnaleemann@gmail.com	2021	November 2021	November 2021 – Sept 2024
Maggie Schroder Alternate Member	32 Alexander Drive 919-610-7207 schrodermaggie@gmail.com	2022	June 2022	June 2022 – Sept 2022
<i>Catherine Cordell Non-Voting Town Council Liaison</i>	13 Hamburg Drive (cell) 776-7380 ccordell@weavervillenc.org	2021	December 2021	TBD
James Eller Town Planner	828-484-7002 (direct line) jeller@weavervillenc.org			
Jennifer Jackson Town Attorney	828-442-1858 (cell) jjackson@weavervillenc.org			

Last updated June 2022