



TOWN OF WAYNESVILLE Planning Board

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Susan Teas Smith (**Chairman**)
Ginger Hain (**Vice**)
Stuart Bass
Michael Blackburn
Don McGowan
Marty Prevost
Tommy Thomas
Barbara Thomas

Development Services
Director
Elizabeth Teague

MINUTES OF THE TOWN OF WAYNESVILLE PLANNING BOARD **Regular Called Meeting** **Town Hall – 9 South Main St., Waynesville, NC 28786** **June 20, 2022**

THE WAYNESVILLE PLANNING BOARD held a Special Called Meeting June 20, 2022 at 5:30 p.m. in the board room of the Town Hall, 9 South Main Street, Waynesville, NC. 28786.

A. CALL TO ORDER

1. Welcome/Calendar/Announcements

The following members were present:

Susan Teas Smith (Chairman)
Barbara Christian Thomas
Marty Prevost
Tommy Thomas
Stuart Bass
Don McGowan

The following members were absent:

Michael Blackburn
Ginger Hain (Vice Chairman)

The following staff members were present:

Elizabeth Teague, Development Services Director
Olga Grooman, Planner
Esther Coulter, Administrative Assistant
Kathy Johnson, Deputy Clerk

The following Media were present:

Becky Johnson, The Mountaineer

Chairman Susan Teas Smith called the meeting to order at 5:33 pm and welcomed everyone and asked Development Services Director if there were any announcements. Ms. Teague stated that this would be Board Member Marty Prevost's last meeting. She thanked Ms. Prevost for her thirty years of service on the Planning Board and stated it had been a pleasure working with her. She asked if Ms. Prevost would like to address the Board. Ms. Prevost expressed her appreciation for the Board, and said one thing she would like to see adopted in the future is a limit of building height to two stories in residential neighborhoods.

Ms. Teague also informed the Boars that the public hearing to consider the zoning text amendment of the tiered subdivision approach and buffering will be heard by the Board of Aldermen on June 28th and encouraged members of the board to attend the meeting.

2. Adoption of Minutes

Chairman Smith asked if the Board members had reviewed the minutes.

A motion was made by Board Member Don McGowan, seconded by Board Member Barbara Thomas to accept March 21, 2022, and May 16, 2022 Regular Meeting Minutes as presented (or as amended). The motion passes unanimously.

B. BUSINESS

1. Public Hearing to consider a staff-initiated text amendment related to driveway standards (section 9.8.3 of the Land Development Standards)

Chairman Smith went over the protocols and rules for the legislative public hearing and asked Planner Olga Grooman to come forward to begin her presentation.

A motion was made by Board Member Don McGowan, seconded by Board Member Stuart Bass at 5:45pm to open the public hearing to consider staff-initiated text amendment related to driveway standards (section 9.8.3 of the Land Development Standards)

Ms. Grooman went over the staff report, and stated that the Development Services and Public Services Staff worked together to revise the Driveway Permit form, fee, and inspection procedures to ensure that all new and rebuilt driveways would follow the proposed requirements. The revisions allow Public Services flexibility in the permitting process to be site specific. She showed photos of types of driveway aprons and answered questions from the Board on types of material that could be used. Ms. Teague explained that the Town needs a more formal driveway permitting process and more guidance for inspectors. Ms. Grooman explained fire code officials have been concerned with shared driveways that are longer than 150 feet and do not have a fire hydrant.

Ms. Grooman went through the recommended text amendment changes related to driveways with the Board and showed a presentation.

Chairman Smith asked if there were any members of the public that wished to speak. There was no public comment.

A motion was made by Board member Don McGowan, seconded by Tommy Thomas to close the public hearing at 6:04 pm. The motion carried unanimously.

A motion was made by Chairman Susan Teas Smith, seconded by Don McGowan to approve the amendment as it is in conformity with the Comprehensive Land Use Plan and find it is consistent with the goals #1, 3 and 6. Creates walkable and attractive neighborhoods and commercial centers. Encourage infill, mixed use, and context sensitive development. Protect and enhance water quality and forests. Provide an interconnected transportation network of roadways that improves safety and strategic access for all users. The motion passed unanimously.

A motion was made by Board member Stuart Bass, seconded by Don McGowan to send recommendation to the Board of Aldermen. The motion passed unanimous.

2. Report and discussion on Cottage Development and Conservation Subdivisions.

Ms. Grooman went through the Cottages and Conservation Subdivisions proposed text amendments. She explained that these are alternative subdivision designs that must follow all the same applicable review process and standards of the Waynesville Land Development Standards. She explained that a cottage is a small detached single-family or two-family residence construction arranged around common open space of three or more units with shared parking driveways, and other amenities. Ms. Teague explained that cottages could be built on individual lots and are subject to all LDS standards and applicable NC building codes.

Ms. Teague then went over the conservation subdivision development proposals. Conservation subdivisions are designs which seek to set aside over 50% of the development property into conservation, preserving environmentally sensitive areas. Board member Tommy Thomas expressed concern regarding the responsibility and control over the conservation areas. He added that there should be an attorney review regarding the dedication of conservation areas. There was additional discussion among Board members and staff regarding land trusts, HOA's, and the Town's ability to take over conservation areas with Board approval. It was determined to request guidance from attorney Ron Sneed.

Chair Susan Smith asked if there were additional comments or questions. Ms. Teague stated that staff would finalize a draft ordinance for Board consideration at the next meeting.

3. Report and Discussion on LDS Roadway Standards.

Candice Hladek of JM Teague Engineering presented a report with recommended changes to the Town's Roadway standards, LDS Chapter 6. She stated that recommendations are intended to

provide general clarity and to match roadway standards to the existing conditions in Waynesville. She stated that she had driven around Waynesville's Roads with Fire Marshall Darrell Calhoun.

JM Teague recommends several roadway types, based on the Town and State roadway system. She stated that the proposal allows for administrative deviations to some standards subject to generally accepted safety and engineering practices. She explained that there is existing traffic engineering standards and DOT standards available which should be referenced in the ordinance. These include the NCDOT Subdivision Manual, AASHTO (American Association of State Highway and Transportation Official), Highway Capacity Manual and the National association of city transportation officials. She mentioned that roadways include all aspects of the rights-of-way including sidewalks, drainages, bike paths, and planting strips.

Ms. Teague thanked Candice for her presentation and stated that JM there is still work being done on these ordinance revisions, but wanted the Board to have an update.

C. PUBLIC COMMENT/CALL ON THE AUDIENCE

There was no public comment.

D. ADJOURN

A motion was made by Board Member Don McGovern, seconded by Board Member Marty Prevost to adjourn the meeting at 7:45 pm. The motion carried unanimously.

Susan Teas Smith, Chairman

Kathy Johnson, Deputy