



## TOWN OF WAYNESVILLE Planning Board

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Susan Teas Smith (**Chairman**)  
Ginger Hain (**Vice**)  
Gregory Wheeler  
Stuart Bass  
Michael Blackburn  
Don McGowan  
Marty Prevost  
Tommy Thomas  
Barbara Christian 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**  
**February 21<sup>st</sup>, 2022**

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THE WAYNESVILLE PLANNING BOARD held a Regular Scheduled Meeting February 21<sup>st</sup>, 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)  
Ginger Hain (Vice Chairman)  
Marty Prevost  
Tommy Thomas  
Stuart Bass  
Michael Blackburn  
Barbara Christian Thomas

The following members were absent:

Don McGowan  
Gregory Wheeler

The following staff members were present:

Elizabeth Teague, Development Services Director  
Olga Grooman, Planner  
Esther Coulter, Administrative Assistant

Chairman Susan Teas Smith called the meeting to order at 5:28 pm and welcomed everyone. Ms. Smith wanted to personally thank the Board Members and Staff for all their hard work on these issues. Ms. Smith also stated that the meeting was a public hearing without any public present.

## 2. Adoption of Minutes

***A Motion was made by Board Member Ginger Hain and seconded by Board Member Marty Prevost to approve the minutes of the January 24<sup>th</sup>, 2022, Planning Board meeting as presented (or amended). The motion carried unanimously.***

### **B. BUSINESS**

*Chairman Susan Teas Smith open the public hearing at 5:40p.m.*

Ms. Smith said there were four items in tonight's meeting. Ms. Smith asked Development Services Director Elizabeth Teague to speak. Ms. Teague stated she had an introduction video from the School of Government before they start the public hearing for the ordinance changes. (The video was played) the school stated that if an application is submitted and the local ordinance changes before the item is heard, the applicant can choose which version they want to follow.

#### 1. Public hearing and recommendation to the Board of Aldermen on revisions to the Traffic Impact Analysis Ordinance LDS 6.10.

Ms. Teague stated that since the January meeting additional changes were made with the assistance of engineer Mark Teague, P.E., principle of JM Teague Engineering to incorporate the ordinance of guidance for developing the Transportation Impact Analysis scope. Mr. Teague discussed with the Planning Board the importance of a Traffic Analysis Study using its own thresholds, parameters, and mitigation requirements, methods for conducting the study, and methods for analyzing the results of the study. The board asked questions and gave comments regarding the added section for the alternative analysis to Traffic Impact Analysis (TIA).

*Ms. Smith closed the public hearing at 6:45p.m.*

1. ***A Motion was made by Board Member Ginger Hain and seconded by Board Member Stuart Bass to approve that the proposed text amendments to the Land Development Standard are consistent with goal one to promote smart growth principles in land use planning and zoning. Encourage in-fill, mixed use, and context-sensitive development. Goal 6 to create an attractive, safe and multi-modal transportation system. Provide and interconnected transportation network of roadways, greenways, freight mobility, bicycle routes, and sidewalks that improves safety and strategic access for all users. Coordinate with NCDOT on roadway improvement projects, particularly those along South Main, North Main, Russ Avenue, Pigeon Road, and Dellwood Road.***

***With the conditions amending***

- ***6.10.1 adding #4 for a condition of a sub-standard road.***
  - ***6.10.4 adjusting the percentages of Thresholds for Mitigation leaving it general.***
  - ***6.10.5 adding when a TIA study is not required if it is not a sub-standard road.***
- The motion carried unanimously.***
2. ***A motion was made by Chairman Susan Teas Smith and seconded by Board Member Marty Prevost that the zoning amendment is in the public interest, it is consistent with***

***Comprehensive Land Use Plan, it is consistent with traffic engineering, provides balance with all parties in the development, it is consistent with the amendment already adopted for the community. The motion carried unanimously.***

*Chairman Susan Teas Smith opened the public hearing at 6:58p.m*

**2. Public hearing and recommendation to the Board of Aldermen on updates to the Stormwater Ordinance, LDS 12.5 and 15.4.1.**

Town Planner Olga Grooman stated that the proposed revisions to Section 12.5 Stormwater Management Ordinance are required to keep the Town of Waynesville in compliance with the National Pollutant Discharge Elimination System. The purpose of the NPDES permit is to manage stormwater runoff, reduce the discharge of pollutants, and protect water quality within the Town's jurisdiction. The permit is valid for five years. One of the requirements is to maintain adequate legal authorities through ordinance (permit reference 3.6.2). The proposed text amendment will align the Town's ordinance with Phase II NCDEQ Stormwater Model Ordinance for North Carolina.

The proposed text amendments include the following changes. The definitions of stormwater map, watershed, stormwater control measures (SCMs), the addition of Natural Resources Inventory and Stormwater Management System Concept Plan, the clarification of authority, penalties for violations, and remedies, the explanation of record keeping, standards for SCMs based on the NC DEQ Design Manual, and the clarification of As-Built standards for final stormwater inspection and additions to non-illicit discharges section.

Ms. Grooman read through the changes, discussing them in detail with the Board Members. Board Member Tommy Thomas made a recommendation to leave out the example of Watershed, as it is inconsistent with the others definitions and to clarify abbreviations.

*Ms. Smith Closed the public hearing at 7:19p.m*

- 1. A motion was made by Chairman Susan Teas Smith and seconded by Board Member Tommy Thomas that the zoning amendment is approved and is consistent with Comprehensive Land Use Plan Goal One: Continue to promote smart growth principles in land use planning and zoning. Encourage in-fill, mixed use, and context-sensitive development. Promote conservation design to preserve important natural resources. Reinforce the unique character of Waynesville. Goal Three: Protect and enhance Waynesville's natural resources. Encourage Park and greenway development to protect watersheds and improve access to open space. Protect rural lands, iconic views, and mountain vistas. Protect and enhance water quality and forests. The zoning amendment is needed to bring consistency with the Model Ordinance in this area. It provides more detail and gives more compliance opportunities and enforcement opportunities. The motion carried unanimously.***

2. ***A motion was made by Chairman Susan Teas Smith and seconded by Board Member Barbara Thomas that the Planning Board recommend staff-initiated text amendment as attached with amendments to the Board of Aldermen. The motion carried unanimously.***
3. Public hearing and recommendation to the Board of Aldermen on revisions to the LDS on additional 160D corrections and clarification of terms.

*Chairman Susan Teas Smith opened the public hearing at 7:24p.m*

Town Planner Olga Grooman stated that staff found additional clarification and definition needed due to changes related to 160D. Additionally, several typographical errors and incorrect or outdated information were also identified. Ms. Grooman went over the changes and read verbatim through her Administrative Modifications and Substantial Changes. Ms. Grooman stated that verification of these changes was received from the NC School of Government. The Board discussed Neighborhood Meetings and agreed that they should be mandatory for development projects of 8 or more lots/units.

*Ms. Smith closed the public hearing at 7:37p.m*

1. ***A motion was made by Chairman Susan Teas Smith and seconded by Board Member Marty Prevost that the zoning amendment is approved and is consistent with Comprehensive Land Use Plan Goal One: It continues to promote smart growth principles in land use planning and zoning. Encourage in-fill, mixed use, and context-sensitive development. Promote conservation design to preserve important natural resources. It is reasonable and in the public interest because it clarifies that we are in complete compliance and has resolved in ambiguity that might give us issues in the future. The motion carried unanimously.***
2. ***A motion was made by Chairman Susan Teas Smith and seconded by Board Member Tommy Thomas that the Planning Board recommend staff-initiated text amendment as attached and amended to the Board of Aldermen. The motion carried unanimously.***
4. Discussion of recommendations of subcommittee on LDS regulations relevant to major subdivisions and consideration of scheduling a public hearing and/or workshop.

Development Services Director Elizabeth Teague stated that a subcommittee was formed October 26, 2021, consisting of Board Members Ginger Hain, Michael Blackburn, Don McGowan, and Susan Smith to work with town staff to ensure consistency between the Comprehensive Plan and various 160D requirements.

The committee met 4 times to work on text amendments as well as definitions and design scale for subdivision developments.

Ms. Teague proposed a text amendment establishing a tiered system in which subdivisions are divided into categories – small, medium large, and conservation. Ms. Teague shared a power point with the Planning Board of suggested examples, categories, and specifications of the sub-committee's recommendations.

*A motion was made by Board member Michael Blackburn, to adjourn the meeting at 7:38 pm.*

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Ginger Hain, Vice Chairman

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Esther Coulter, Administrative Assistant