



TOWN OF WAYNESVILLE Planning Board

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

Development Services
Director
Elizabeth Teague

MINUTES OF THE TOWN OF WAYNESVILLE PLANNING BOARD Special Called Meeting Town Hall – 9 South Main St., Waynesville, NC 28786 October 6, 2021

THE WAYNESVILLE PLANNING BOARD held a Special Called Meeting October 6th, 2021, 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)
Gregory Wheeler (Vice Chairman)
Stuart Bass
Marty Prevost
Tommy Thomas
Don McGowan
Michael Blackburn
Ginger Hain

The following Board members were absent:

Barbara Christian Thomas

The following staff members were present:

Elizabeth Teague, Development Services Director
Byron Hickox, Land Use Administrator
Olga Grooman, Planner
Esther Coulter, Administrative Assistant
Sam Cullen, Code Enforcement Official

The following others were present:

Ron Sneed, Town Attorney
Anthony Sutton, Board of Alderman
Andrew Morgan, The Mountaineer
Patrick Bradshaw

BEFORE AMENDMENT

Process: Quasi-judicial

Application requirements:

- Pre-application conference with sketch plan
- Environmental survey
- Master plan
- Community Appearance Commission
- Neighborhood Meeting (optional)

Planning Board quasi-judicial hearing

- Must find:
1. Plan is consistent with adopted plans and policies of town
 2. Plan complies with all applicable requirements of ordinance
 3. Existence of adequate infrastructure (transportation and utilities).
 4. That application will not substantially injure value of adjoining or abutting property & will not be detrimental to the use or development of adjacent properties or other neighborhood uses

After approval by Planning Board, approval of the preliminary plat is administrative procedure and plat is approved by Administrator

AFTER AMENDMENT

Process: Administrative

Application requirements:

- Pre-application conference with Administrator
- Sketch plan (recommended)
- Environmental survey(recommended)
- Neighborhood meeting (optional)

Planning board administrative public hearing (to approve preliminary plat).

Environmental survey and preliminary plat required
Administrator to have reviewed for completeness

Planning board must find:

1. Plan is consistent with adopted plans and policies of the Town
2. Plan complies with all applicable requirements of ordinance.
3. Plan has infrastructure as required by the ordinance to support the plan as proposed.

May approve, deny or approve with conditions

After approval of the preliminary plat, approval of the final plat is administrative approval by the Administrator

Chairman Susan Teas Smith called the meeting to order at 5:34 pm and welcomed everyone and asked Development Services Director Elizabeth Teague to start the training.

Ms. Teague thanked the Planning Board Members for coming to the special called meeting. This meeting was called at the request of Board members to better understand administrative review and associated procedural requirements as a result of 160D. Ms. Teague explained that this meeting should not discuss any specifics related to the application that is part of the continued hearing, except in providing Board members an opportunity to ask procedural questions.

Ms. Teague continued to explain how the North Carolina General Statutes updated land use planning regulations under the re-organized heading of NCGS “160D.” It required that municipalities adopt, or provide an up-to-date, Comprehensive Land Use Plan to guide planning and zoning regulations, and that all local regulations had to fall into compliance with 160D. Ms. Teague pointed out that Michael Blackburn, Gregory Wheeler, and Ginger Hain were all on the committee that developed the 2035 Comprehensive Plan, and that the Planning Board spent a year reviewing the draft prior to its adoption in September of 2020. Ms. Teague pointed out the Future Land Use Map from the Plan and how it relates to the existing Land Use Map and designated zoning districts.

Planning Board Member Ginger Hain spoke up and mentioned that The Comprehensive Plan 2035 has 6 goals to refer to and recommendations to follow. (page 19-21)

1. Continue to promote smart growth principles in land use planning and zoning.
2. Create a range of housing opportunities and choices.
3. Protect and enhance Waynesville’s natural resources.
4. Protect and promote Waynesville’s cultural resources.
5. Create opportunities for a sustainable economy.
6. Create an attractive, safe, and multi-modal transportation system.

There was Board discussion regarding the distinctions between, and roles of, of the Comprehensive Plan as a guidance and policy document, and the Land Development Standards as the regulatory document.

Attorney Ron Sneed spoke about changes in the Town’s Land Development Standards resulting from 160D. He explained updates to the conflict-of-interest rules, and explained that if Board members have a conflict of interest, then they should remove themselves from a decision making process and hearings. Mr. Sneed proceeded to discuss 160D’s changes in the Land Development Standards related to Administrative decisions, and provided a handout comparing quasi-judicial and administrative decisions. Mr. Sneed let the board know with Administrative decision you can talk to each other and anyone outside of the case. He also explained that the Board would also be involved in a third type of decision which is legislative, and which involves changes to the Land Development Standards text or the zoning map. The Planning Board discussed and asked additional questions of Mr. Sneed and Ms. Teague for better understanding the procedures.

ADJOURN

With no further business Chairman Susan Teas Smith adjourned the meeting at 6:45 pm.

Ginger Hain, Vice Chairman

Esther Coulter, Administrative Assistant