



# TOWN OF WAYNESVILLE

## Planning Board

9 South Main Street  
Waynesville, NC 28786  
Phone (828) 456-8647 • Fax (828) 452-1492  
[www.waynesvillenc.gov](http://www.waynesvillenc.gov)

Development Services  
Director  
Elizabeth Teague

### Planning Board Members

Susan Teas Smith (Chairman)  
Gregory Wheeler (Vice Chair)  
Stuart Bass  
R. Michael Blackburn  
H.P. Dykes, Jr.  
Ginger Hain  
Don McGowan  
Marty Prevost  
John Thornton Thomas

### Regular Meeting

**Town Hall, 9 South Main Street, Waynesville, NC 28786**  
**Monday, March 15, 2021 5:30 PM**

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## A. CALL TO ORDER

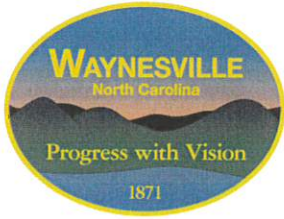
1. Welcome/Calendar/Announcements
  - Introduction of new staff:
    - Olga Grooman, Planner
    - Kathy Johnson, Clerk in training
2. Adoption of Minutes
  - November 16, 2020 Regular Meeting as presented (or as amended)

## B. BUSINESS

1. Major site plan application by Mountain Housing Opportunities for an 84 unit, multi-family development involving multiple properties at Howell Mill and Calhoun Road: PINs 8616-42-3466, 8616-42-6671, 8616-42-6329, 8616-42-5167, 8616-42-4173, 8616-42-3089.
2. Discussion of draft definitions and zoning relative to halfway houses and other congregate care facilities.

## C. PUBLIC COMMENT/CALL ON THE AUDIENCE

## D. ADJOURN



## TOWN OF WAYNESVILLE Planning Board

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Susan Teas Smith(Chairman)  
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Marty Prevost  
Tommy Thomas  
Gregory Wheeler (Vice)

Development Services  
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### MINUTES OF THE TOWN OF WAYNESVILLE PLANNING BOARD

#### Regular Meeting

Town Hall – 9 South Main St., Waynesville, NC 28786

November 21, 2020

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THE WAYNESVILLE PLANNING BOARD held a Regular Meeting November 21, 2020 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  
Robert Blackburn  
Bucky Dykes  
Don McGowan  
Marty Prevost  
Tommy Thomas

The following Board members were absent:

Ginger Hain

The Following People Spoke:

Mandy Haithcox, Executive Director of Pathways

The following staff members were present:

Byron Hickox, Land Use Administrator  
Elizabeth Teague, Development Services Director  
Jesse Fowler, Assistant Town Manager  
Esther Coulter, Administrative Assistant

Chairman Susan Teas Smith called the meeting to order at 5:31 p.m. and welcomed everyone.

Land Use Administrator Byron Hickox, reported that the Board of Aldermen adopted the text amendments on Accessory Uses and Structures, and on the definitions of recreation facilities, outdoor campgrounds, RV parks, and golf course/country clubs, as well as the Planning Board's recommendations on the permitted uses table.

## 2. Adoption of Minutes

***A motion was made by Board Member Robert Blackburn, seconded by Board Member Don McGowan, to approve the minutes of the September 21, 2020 board meeting as presented (or amended). The motion passed unanimously.***

***A motion was made by Board Member Don McGowan, seconded by Board Member Robert Blackburn, to approve the minutes of the October 19, 2020 board meeting as presented (or amended). The motion passed unanimously.***

## **B. BUSINESS**

### 1. Continuation of discussion on definitions and zoning relative to halfway houses and other congregate care facilities.

Development Services Director, Elizabeth Teague reminded the Board of their discussion on definitions related to emergency shelters, halfway houses, and family care homes, etc. from the last meeting. The Board had discussed that there is a gap in the zoning between group homes and residential facilities, and "low-barrier" or emergency shelters. Elizabeth introduced Mandy Haithcox of Pathways who can provide information for the Board.

Chairman Susan Smith asked if anyone had questions or concerns before Ms Haithcox speaks.

Board Member Don McGowan said he looked over the definitions and some of what was discussed are missing, like soup kitchens and homeless shelters. Elizabeth added that the Board also wanted to differentiate or exempt domestic violence shelters from the broad category of homeless shelters.

Mr. McGowan said that religious institution is a very broad definition and he would like to add 2 things: 1. As defined under IRS tax code. 2. When it comes to soup kitchens they need to be located on the primary campus and not on satellites campuses.

Mr. McGowan and Ms. Smith mentioned that while researching they have seen other counties require a licenses. Mrs. Teague said the NC Health and Human Services and Haywood County Health Department do require licenses for group homes and residential facilities. The Town defers to those regulatory agencies for licensure and only regulates zoning, building inspection, fire inspection, and public safety issues. Town code enforcement responds to complaints and informs the State or County as appropriate.

Chairman Smith asked to hear from Mandy Haithcox. Pathways Executive Director Mandy Haithcox said that 6 years ago Pathways started as three functions: a halfway house, a soup kitchen (like the Open Door), and as a cold weather emergency overnight shelter. Now however they provide services to their clients and have restrictions on whom they serve. She indicated that they do not have any State or Federal funding; they feed residents 3 meals a day and will also provide dinner meals for community needs. Now with Covid-19, all meals are provided "to-go." She stated that their kitchen is inspected by the County Health Department and 3 months ago they started the Holy Cow food truck which is also inspected.

Pathways does provide emergency shelter for a limited number of people when temperatures are 32 degrees or below are for both men and women. This is referred to as a "cold grace" policy. Pathways can also provide emergency shelter for someone not in their program up to 3 nights. Their short-term housing program allows someone to stay up to 6 months in the shelter with case management support. Pathways have 32 beds for men and 28 Beds for Women and 10 beds for Moms and Children.

Ms. Haithcox said the program eligibilities are:

- must be a resident of Haywood County;
- not be a registered sex offender;
- must be able to pass a drug screen and BAC,
- cannot have recent violent felonies in criminal background.

With Covid-19, Pathways can only operate at 60% capacity and are at 40% now. Every person in the 6 month program works with a case manager and each resident sets goals to be reached. For example, the caseworker will work with them on questions of what they need to do for income, for housing, and stability; what is needed to address mental and physical health, or recovery needs; what life skills need to be developed; what social support is needed; and what spiritual needs does someone have. Clients meet with their case manager a minimum of once a week with the expectation that they work on those goals. The outcome is that over the last three years 30% to 60% of clients find housing. In the family program, 80% of clients achieve housing. 30% to 50% of clients get jobs that are full time.

Ms. Haithcox continued to say that the Pathways facility is not a low-barrier shelter in the sense that someone has to pass a drug test to be admitted. Pathways is not a treatment center and is not a mental health facility. When domestic violence is an issue, A program like REACH is recommended and is more private.

Ms. Haithcox was asked if clients have to follow some religious program and she said no. She explained that clients don't have to believe in any certain way, but there are resources if someone wishes to pursue that direction. Pathways' focus is helping people build life-skills. She was asked where people go when they don't qualify to stay at Pathways. She stated she didn't know and that there is a need for providing shelter and assistance in those cases. This is what's missing in Haywood County. The Board thanked her for educating them.

Ms. Teague referred the Board to example definitions. Mr. Thomas stated that the Greensboro, NC definitions for emergency shelter, shelters for the homeless, and temporary



shelters are all relevant. Board Member Blackburn asked to document the specifics on why they would amend or expand on definition.

Chairman Smith stated that these were a great place to start. She added that the Board should determine if the community's concerns were truly with these establishments or is it more an issue of spacing and if these shelters can be in certain neighborhoods. Limiting them to certain areas is a zoning issue. Mr. Hickox said he agreed.

Mr. Blackburn said he does not want to limit these facilities from growing with the services that they offer. He does understand concerns in certain residential areas. Ms. Smith said you have to be concern with the spacing of facilities as you don't want two homes where people can hang around together and interfere with the goals and offered services. Mrs. Teague said you could expand shelter with supplemental standards that specifies the distance between them. Mr. Hickox pointed out that "halfway houses" with the current definition is the only one with a supplemental standard of half mile distance.

The Planning Board discussed differences between homeless shelters and halfway houses. Mrs. Teague suggested that certain shelters should be in commercial districts to have access to business, sidewalks, and transits services. However, as brought up before, a woman's shelter is appropriate in a more discreet location. Ms. Smith said the definitions should include some exclusions for domestic violence, and sexual assault shelters for men and women. Mr. McGowen stated that there should be a specific definition for domestic violence shelters. Mr. McGowen suggested referring back to sample definitions from Greenville but make a separate definition for domestic violence or add it as an exclusion to the definition. Mrs. Teague thanked the board for their discussion and so did Ms. Heithcox.

2. Planning Board Training Part 1 as time allows.

Development Services Director Elizabeth Teague said that as the Board requested, she is providing some Planning Board training. She started by saying the Board can only act as authorized general statutes. A municipality may adopt zoning and development regulations ordinances, but only in accordance with an adopted Comprehensive Plan and General statutes. The State is updating all of the authorization legislation into 160D and the Town will have to update our ordinance accordingly.

Ms. Teague discussed further the role and authority of the planning board and its assigned duties, including research, coordinating citizen engagement, recommending policies and ordinances, and advising the governing board on land use. She further discussed how the board makes quasi-judicial decisions related to designated types of development applications. She gave a handout of boards and commission manual to everyone that includes specific responsibilities of the planning board. Ms. Teague continued by discussing the 2035 Comprehensive Plan which was adopted September 8, 2020 and land use maps.

**C. ADJOURN**

*With no further business a motion was made by Board Member Marty Prevost, seconded by Board Member Don McGowan, to adjourn the meeting at 6:45pm. The motion carried unanimously.*

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Susan Teas Smith, Chairman

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Esther Coulter, Administrative Assistant

**Planning Board Staff Report**  
**Major Site Plan Review**  
**March 15, 2021**

Project: Major Site Plan Review –Multi-Family Development  
Location: Howell Mill Road and Calhoun Drive, PINs 8616-42-3466, 8616-42-6671, 8616-42-6329, 8616-42-5167, 8616-42-4173, 8616-42-3089.  
District: Howell Mill Urban Residential  
Ordinance Sections: Multiple  
Applicant: Mountain Housing Opportunities, Developer (“MHO”) (Adeline Wolfe) Civil Design Concepts, Engineer (Warren Sugg), Housing Studio Architect  
Property Owner: Timothy Shook and Patricia Shook  
Acreage of site: 5.29 acres

**Background:**

This application is for an 84 unit multi-family development on 5.29 acres, assembled from 7 lots at the corner of Calhoun Drive and Howell Mill Road. MHO has included an authorization form to make application on behalf of property owners. It proposes three multi-family buildings, a clubhouse, playground, and open spaces for passive recreation.

The project will be bordered on one side by Calhoun Drive and the back of the Ingles Shopping Center. It will be bordered on two sides by residential property off of Calhoun Drive and Howell Mill Road.

The Planning Board must provide “Site Plan/Design Review (Major)” as part of a quasi-judicial procedure for a development of this scale. Board decisions must be based on code compliance and “findings of fact” in five criteria (LDS Section 15.8.2):

1. The plan is consistent with the adopted plans and policies of the Town;
2. The plan complies with all applicable requirements of this ordinance;
3. There exists adequate infrastructure (transportation and utilities) to support the plan as proposed;
4. The proposed plan conforms to the character of the neighborhood, considering the location, type and height of buildings or structures and the type and extent of landscaping on the site; and
5. The application will not substantially injure the value of adjoining or abutting property, and will not be detrimental to the use or development of adjacent properties or other neighborhood uses.

This report follows the Land Development Standards (LDS) to assist the Board with its findings, and is based on staff review provided at a February 24, 2021 Technical Review by the public works department, fire department, building inspectors, and planners, and subsequent review of plans. The Land Development Standards are found on: <http://www.waynesvillenc.gov/>.

Completed application was received on February 17, 2021 including: environmental survey (15.4.1); a master plan with preliminary civil engineering and construction drawings,

(15.4.3); and building elevations (15.4.7). Revisions based on staff comments were re-submitted March 5, 2021.

Public notice was provided with a site posting (3/1/21); two hearing notices in The Mountaineer (3/3/21 and 3/10/21); and by first class mail (2/26/21).

#### **Consistency with adopted plans and policies of the Town (LDS Chapter 1):**

These properties lie within the Howell Mill Urban Residential zoning district with the purpose and intent of:

“The **Howell Mill Road Urban Residential District (HM-UR)** is a transitional neighborhood that buffers rural and medium density residential areas from the intense commercial uses found within the Russ Avenue Regional Center District. It is convenient to town and the Recreation Center and served by the multi-modal Howell Mill Road, yet valued for its green spaces, vistas and peaceful character. Future development should build on, and connect to, this transportation infrastructure and accommodate vehicles, pedestrians and cyclists and be of a residential scale and design. (LDS 2.3.4 C.)

The property in the 2035 Land Use Plan is designated for Medium to High Density Residential. Staff submits that affordable housing development at this location is compatible with the Land Use Plan Goal # 2 of “creating a range of housing opportunities and choices” by encouraging new housing within Waynesville’s extraterritorial jurisdiction and promoting a diverse housing stock that includes workforce housing and affordable options that appeal to a variety of households.

#### **Zoning Compliance and Dimensional Requirements (LDS Chapter 2-4)**

Multi-family development is permitted outright without supplemental standards in the Urban Residential Districts. (LDS 2.5.3) The HM-UR District allows for up to 16 units per acre, with a minimum setback of 10’ from the front and side by adjacent lots, and 5’ from the secondary road frontage and the proposed development is within the allowable setbacks. (LDS 2.4.1).

The 16 units/acre density threshold for the district without requiring a special use permit application. This includes the new 84 units plus the single family house in the corner of the development which shall remain.  $(85/5.29 = 16.06)$  units per acre with “a fraction of a dwelling unit” should be “rounded down to the nearest whole number in accordance with 4.2.1)

The three residential buildings are designed so that the primary façade of the building is three stories, with a partial understory, and is less than 60’ from the peak of the roof to the highest adjacent grade per LDS 2.4.1 and 4.4.2. The Clubhouse is single story.



5% Civic space is provided in two separate areas to be programmed, plus a playground area adjacent to the clubhouse.

3.03 acres of the total site will be pervious, or 58%, exceeding the 10% minimum.

The project meets the town's general standards of Chapter 4 as the lot fronts Howell Mill Road with an access road provided, and the buildings primary facades face the shared driveway and parking areas. (LDS 4.3)

### **Building Design Guidelines (LDS Chapter 5)**

The project meets the House/Townhouse/Apartment Residential Building Design Guidelines:

- Buildings have sloped roofs with eaves.
- Per Section 5.8.5 Façade Design, the clubhouse includes a covered porch with pillars, window trim, and a decorative pattern on the exterior finish of stone and wood, meeting the design guidelines.
- Each apartment building's primary elevations and rear elevations facing the public street or common parking areas have required architectural features for Apartment buildings. These include, dormers, gables, recessed entries, off-sets in building face and roof, window trim, and balconies.
- Per Section 5.8.6, building walls are variable materials of stone vaneer, fiber cement lap siding, and cement shakes. The roof is clad in architectural shingles on a sloped roof.

### **Infrastructure (LDS Chapter 6) and Environmental Standards (LDS Chapter 12)**

Infrastructure has been designed to meet the requirements of the Town of Waynesville Specifications Manual to connect to Town Water and Sewer. MHO has also made application to the Town for an incentive grant to assist with infrastructure construction. The Town has the capacity to serve the project with water, sewer and power. Staff has also asked for McGill and Associates to evaluate projected future sewer service demand as part of on-going improvements to the Town's sewer plant. Connection to the Town's sewer system will require an annexation request to the Town.

Two fire hydrants and water and sewer lines and connections have been located with Public Works staff approval.

Project will connect to Howell Mill Road with a 20' travel surface. Driveway design is subject to NCDOT driveway permit and design approval since Howell Mill Road is NCDOT maintained.

Parking lot design has been adjusted to provide greater radii for access road as it enters the parking lot at the request of the fire chief. Parking lot shall be required to meet the curb, gutter, and pavement standards of the Town's Specifications Manual.

Drainage is directed to storm drains which connect to open space and a stormwater control measure at the lower end of property. Development must comply with the town's Stormwater Management Regulations (LDS 12.5) and must be approved by the Town Engineer or his designee. Stream is to remain undisturbed, meeting the stream buffer requirement and built-upon area requirement, maintaining a 30' buffer landward of the stream. An approved stormwater management plan must be submitted prior to building permit approval.

Project will disturb 5 acres requiring a land disturbance permit from the North Carolina Department of Environmental Quality (NCDEQ) for soil and erosion control.

Property is not subject to floodplain or steep slope regulations.

Development will not generate 3,000 trips per day and so does not require a traffic impact analysis. The Institute of Traffic Engineers (ITE) Manual estimates an average 6-10 trips per day per unit in multi-family development, or 850 trips.

### **Civic Space (LDS Chapter 7)**

Civic space is provided to "insure convenience to all residents of the development" and are "centrally and internally located so as to serve the needs of the residents of the neighborhood." (7.2.2-3). Civic space will have to meet design detail standards of 7.2.5.

### **Landscape (LDS Chapter 8)**

Applicant has provided a preliminary landscape plan for compliance:

- A Type C buffer where development is proximate to existing residential structures.
- Street trees are provided along Howell Mill Road 1 canopy tree for every 40'.
- Shade trees within parking areas have been provided to comply with the 40' radius requirement of the ordinance.
- 12 supplemental shade trees (1 for every 12 parking spaces) are required, and it appears the development may require 2 more additional shade trees.
- The parking lot edge facing Howell Mill Road is 120' from the road frontage with slope and sidewalk in between and has two shade trees plus an evergreen which should provide adequate screening from the roadway.

### **Parking (LDS Chapter 9)**

Applicant has provided compliant parking in that:

- Parking spaces meet the town dimensional requirement of 9 x 18. ADA spaces are subject to building code.
- Parking lot drive aisles exceed 20' in width
- Exceeds the Town standard of 1.5 spaces per unit, by providing 144 surface spaces of which 14 are ADA designated.
- Interior pedestrian connectivity provided along with sidewalk serving each building along the perimeter and a sidewalk connection to required sidewalk along Howell Mill Road.
- Line of sight and design regarding the intersection with Howell Mill Road is subject to the requirements of the NCDOT Driveway permit.

However, bicycle parking accommodating at least 7 bicycles is required and must be shown on the Mater Plan.

### **Other (LDS Chapter 10 and 11)**

Other requirements to be addressed as part of building inspections and permitting include:

- A lighting plan will be required for approval by the Town Engineer if/upon approval of Master Plan and must comply with the Town's design standards for the UR District (Chapter 10). This will require cut-off lighting that is under 25' for parking areas and directed architectural lighting for buildings and walkways.
- If there is to be identification signage for the development along Howell Mill Road, it shall be of a monument style and will require a sign permit from the Town.

### **Staff Recommendation:**

Staff feels that the Board could approve this application with the following findings of fact and contingencies:

1. The plan is consistent with the adopted plans and policies of the Town because the plan:
  - is compliant with the Zoning District in which it is located.
  - is consistent with the use and density of the 2035 plan Future Land Use Map.
  - is within the Town's ETJ and urban services boundary.

-is adjacent to a State maintained thoroughfare and supplements pedestrian infrastructure.

-supports the 2035 plan goals of creating housing opportunities and choices.

2. The plan complies with all applicable requirements of this ordinance:

-The plan complies with the requirements of the Land Development Standards with the caveat that the applicant must:

- locate bicycle parking on the master plan;
- verify the number and location of additional shade trees at 12/parking space.
- provide a complete engineered stormwater plan that is approved by the Town engineer or his designee.
- provide completed construction documents that are approved by the Town building inspections Division.

3. There exists adequate infrastructure (transportation and utilities) to support the plan as proposed:

-Adequate infrastructure is available to meet the demand of the development and the applicant has provided plans which meet the Town's specifications.

-Applicant must apply for annexation to the Town for sewer connection.

4. The proposed plan conforms to the character of the neighborhood, considering the location, type and height of buildings or structures and the type and extent of landscaping on the site:

-The development is of a residential architectural character and complies with the Town's design guidelines and zoning.

-The most visible portion of the lot at the corner of Howell Mill Road and Calhoun Drive shall remain un-disturbed and the existing single-family home will be preserved.

-Type C buffer is provided where the development is facing residential properties.

5. The application will not substantially injure the value of adjoining or abutting property, and will not be detrimental to the use or development of adjacent properties or other neighborhood uses:

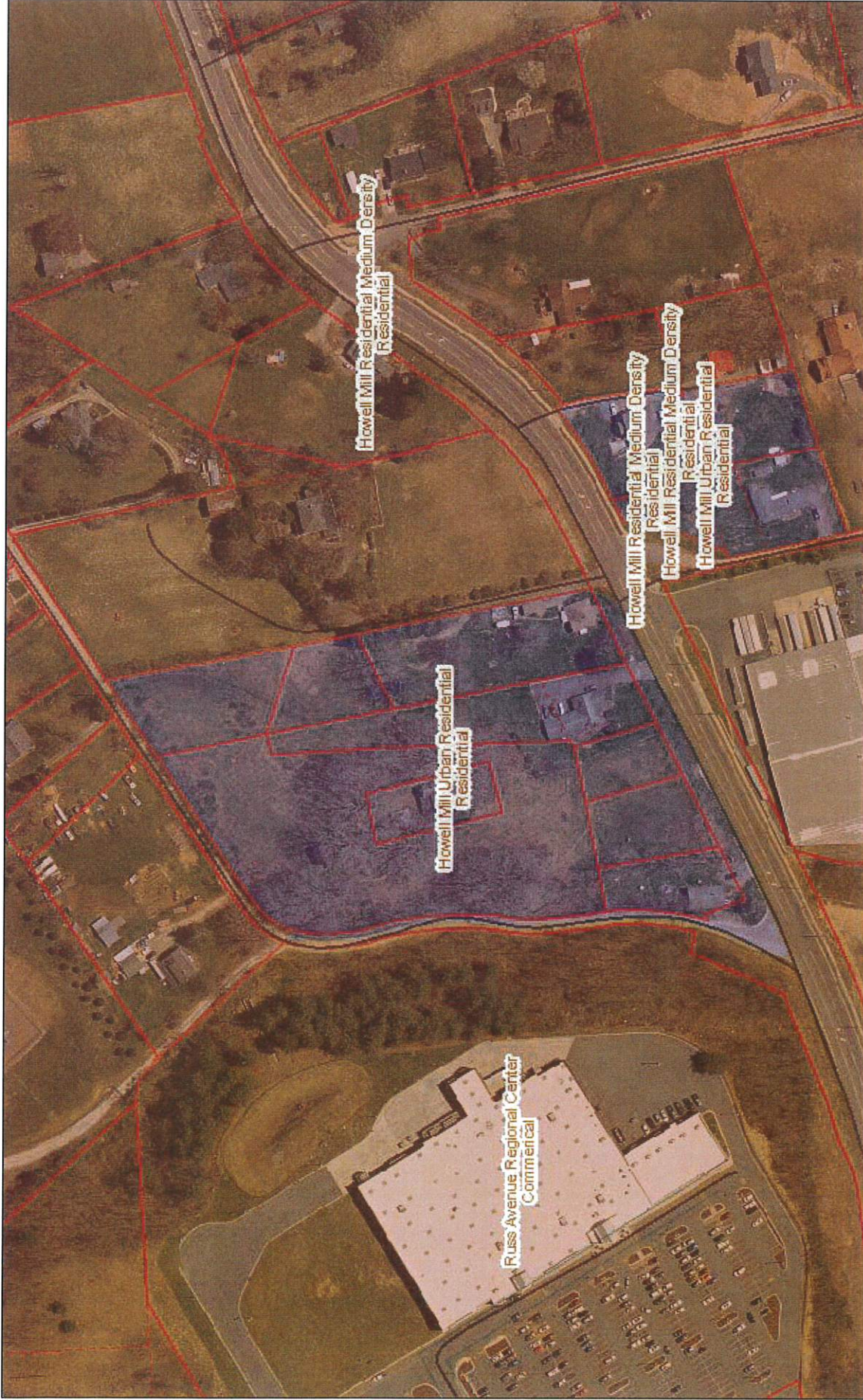
-The development will replace empty, dilapidated buildings with new development.

-Development will supplement sidewalk and landscaping along Howell Mill Road.

-Development will not impede the use of other uses within the area.

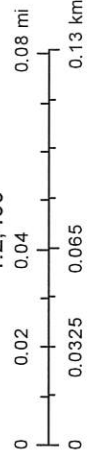


# Haywood County



February 24, 2021

1:2,400





# Haywood County



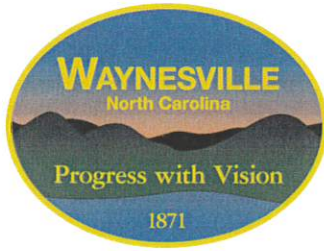
February 24, 2021

1:4,800  
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Posting at Howell Mill Road, March 1, 2021.





## TOWN OF WAYNESVILLE

Development Services Department

PO Box 100

9 South Main Street

Waynesville, NC 28786

Phone (828) 456-8647 • Fax (828) 452-1492

[www.waynesvillenc.gov](http://www.waynesvillenc.gov)

FOR PUBLICATION IN THE MOUNTAINEER: March 3 and March 10

Date: February 26, 2021

Contact: Elizabeth Teague, (828) 456-2004

### **Notice of Public Hearing for Major Site Plan Review Town of Waynesville Planning Board**

The Town of Waynesville Planning Board will hold a **public hearing on March 15, 2021 at 5:30 pm**, in the Town Hall Board Room, located at 9 South Main Street, Waynesville, NC, to consider a major site plan application for an 84 unit, multi-family development involving multiple properties at Howell Mill and Calhoun Road: PINs 8616-42-3466, 8616-42-6671, 8616-42-6329, 8616-42-5167, 8616-42-4173, 8616-42-3089. For more information contact the Development Services Department at: (828) 456-8647, email: [eteague@waynesvillenc.gov](mailto:eteague@waynesvillenc.gov), mail: 9 South Main Street, Suite 110, Waynesville, NC 28786.





# TOWN OF WAYNESVILLE

## Development Services Department

PO Box 100

9 South Main Street

Waynesville, NC 28786

Phone (828) 456-8647 • Fax (828) 452-1492

[www.waynesvillenc.gov](http://www.waynesvillenc.gov)

February 26, 2021

### Notice of Public Hearing for Major Site Plan Review Town of Waynesville Planning Board

The Town of Waynesville Planning Board will hold a **public hearing on March 15, 2021 at 5:30 pm**, in the Town Hall Board Room, located at 9 South Main Street, Waynesville, NC, to consider a major site plan application for an 84 unit, multi-family development involving multiple properties at Howell Mill and Calhoun Road: PINs 8616-42-3466, 8616-42-6671, 8616-42-6329, 8616-42-5167, 8616-42-4173, 8616-42-3089. You may also attend the meeting by zoom:

<https://us02web.zoom.us/j/87019759212>; Meeting ID: 870 1975 9212

One tap mobile: +13017158592,,87019759212# US (Washington DC); +13126266799,,87019759212# US (Chicago)

*Area of Proposed "Balsam Edge" Major Site Plan*



For more information contact the Development Services Department at: (828) 456-8647, email: [eteague@waynesvillenc.gov](mailto:eteague@waynesvillenc.gov), mail: 9 South Main Street, Suite 110, Waynesville, NC 28786.

Elizabeth Teague, AICP, CTP  
Development Services Director



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February 17, 2021

Mrs. Elizabeth Teague, AICP, CTP, CFM  
Development Services Director  
Town of Waynesville, NC  
9 S. Main Street | PO Box 100  
Waynesville, NC 28786

Mrs. Teague,

Mountain Housing Opportunities, Inc. (MHO) is pleased to submit to the Waynesville Department of Development Services our application for a "Major Site Development" hearing in reference to our site at 333 Howell Mill Road.

Our proposed development, "Balsam Edge", capitalizes on the framework outlined in Waynesville's Howell Mill Urban Residential Zoning to deliver 84 units of affordable housing in line with targeted growth corridors. Total affordability for the property targets individuals making 60% of the Area Median Income (AMI) with affordability ranges from 40% AMI to 80% AMI.

MHO is enthusiastic about bringing much needed affordable housing to Waynesville to help ensure that the growth our region undergoes is experienced equitably with all income levels being able to participate.

We would like to thank you all for your time and continued partnership as we move through this process, and we look forward to your review.

Sincerely,

Adeline Wolfe  
Real Estate Developer, Community Investments

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## Transmittal

**Date:** February 15, 2021

**Project Name:** MHO-Balsam Edge

**CDC Project:** 12074

**Permit #:**

**To:** Elizabeth Teague  
Town of Waynesville Development Services  
9 South Main Street  
Waynesville, NC 28786

**Via:** ☐ Mail ☐ Overnight ☐ Hand Delivered ☐ Pick up @ CDC Office ☒ Digital

Copies	Date	Description
1	02/15/2021	Application Cover Sheet for Quasi-Judicial Proceedings
1	02/15/2021	Authorization Form
1	02/15/2021	Environmental Survey
1	02/15/2021	24"x36" Drawing Set

**Remarks:**

Ms. Teague,

Attached is the Major Site Plan Submittal for the multi-family residential project located off of Calhoun Road and Howell Mill Road. Please let us know if you have any questions or comments.

Thank you,

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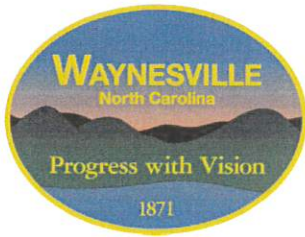
Warren Sugg, P.E

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**Mailing Address: P.O. Box 5432, Asheville, NC 28813**

**168 Patton Avenue Asheville, NC 28801  
Phone 828-252-5388 Fax 828-252-5365**

**52 Walnut Street – Suite 9, Waynesville, NC 28786  
Phone: 828-452-4410 Fax: 828-456-5455**



**TOWN OF WAYNESVILLE**  
**Development Services Department**

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**Application Cover Sheet For Quasi-Judicial Proceedings**

*This form must be accompanied by all information required pursuant to the Land Development Standards Chapter 15.  
All drawings and site plans to be considered shall be to scale and sealed by a qualified design professional.  
Hearing will not be scheduled until application materials are deemed complete by the Administrator.*

**Project Name:** MHO-Balsam Edge

**Property Location:** Corner of Calhoun Road and Howell Mill Road

**PIN:** 8616-42-3466; 8616-42-5404; 8616-42-6329  
8616-42-6671; 8616-42-5167; 8616-42-4173;  
8616-42-3089

**Property Owner(s):** Robert Timothy Shook and Patricia Shook

**Owner Mailing Address:** 333 Howell Mill Road, Waynesville, NC 28786

**Telephone:** \_\_\_\_\_

**Name of Applicant (if different from Owner)** Mountain Housing Opportunities, Inc. - Adeline Wolfe

*If applicant is different from owner, than authorization form must accompany this application.*

**Applicant Address:** 64 Clingman Avenue, Suite 101, Asheville, NC 28801

**Email:** adeline@mtnhousing.org

**Telephone:** (864) 680-6587

**Type of Permit/Process Type:**   X   **Site Plan/Design Review (Major)** *Planning Board*

       **Special Use Permit** *Planning Board*

       **Certificate of Appropriateness (Major)** *HPC*

       **Appeal of an Administrative Decision** *ZBA*

       **Variance** *ZBA*

**Office Use Only:**

**Date Application Received:** 2/17/21

**Date of Scheduled Hearing:** 3/15/21

**Fee:** \$ 1,620<sup>00</sup>



AUTHORIZATION FOR AGENT TO  
APPEAR BEFORE WAYNESVILLE PLANNING BOARD OR  
ZONING BOARD OF ADJUSTMENT

The undersigned Owner or Party with a contract or option to purchase that real property located at Corner of Calhoun Road and Howell Mill Road in Waynesville or the ETJ area of Waynesville, North Carolina, has submitted an application which is to be heard in a quasi-judicial or legislative proceeding by the Planning Board of Waynesville, North Carolina. I hereby authorize the following named individual to present my application and case, as my agent at such hearing.

Name of Authorized Agent: Adeline Wolfe

Title and Company: Mountain Housing Opportunities, Inc.

Address: 64 Clingman Avenue, Suite 101, Asheville, NC 28801

Phone and email: (864) 680-6587 adeline@mtnhousing.org

This authorization shall be good through the completion of the project for which the zoning text or map amendment, special use permit, subdivision, variance or appeal, or other Town approval is requested, or until revoked in writing. The Town of Waynesville may rely on this authorization until it is given notice of the revocation of this authorization or of a change of property ownership takes place.

This the Eighth day of February, 2021.

Adeline Wolfe  
Owner or Party with Contractual Interest in Property

AUTHORIZATION FOR AGENT TO  
APPEAR BEFORE WAYNESVILLE PLANNING BOARD OR  
ZONING BOARD OF ADJUSTMENT

The undersigned Owner or Party with a contract or option to purchase that real property located at 271 and 333 Howell Mill Road in Waynesville or the ETJ area of Waynesville, North Carolina, has submitted an application which is to be heard in a quasi-judicial or legislative proceeding by the Planning Board of Waynesville, North Carolina. I hereby authorize the following named individual to present my application and case, as my agent at such hearing.

Name of Authorized Agent: Adeline Wolfe



Title and Company: Mountain Housing Opportunities



Address: 64 Clingman Avenue Suite 101, Asheville NC 28801

Phone and email: 864.680.6587, [adeline@mtnhousing.org](mailto:adeline@mtnhousing.org)

This authorization shall be good through the completion of the project for which the zoning text or map amendment, special use permit, subdivision, variance or appeal, or other Town approval is requested, or until revoked in writing. The Town of Waynesville may rely on this authorization until it is given notice of the revocation of this authorization or of a change of property ownership takes place.

This the \_\_\_\_\_ day of \_\_\_\_\_, 2021.

  02/16/2021 11:41 PM GMT  
\_\_\_\_\_  
BY: R. Timothy Shook  
Owner or Party with Contractual Interest in Property

  02/16/2021 11:38 PM GMT  
\_\_\_\_\_  
BY: Patricia Shook  
Owner or Party with Contractual Interest in Property

# **ENVIRONMENTAL SURVEY**

**FOR**

## **MHO-BALSAM EDGE**

**OWNER / DEVELOPER:**

**MOUNTAIN HOUSING OPPORTUNITIES, INC.  
64 CLINGMAN AVENUE, SUITE 101  
ASHEVILLE, NC 28801**

**PREPARED BY:**



168 Patton Ave.  
Asheville, NC 28801  
Phone: 828-252-5388  
Fax: 828-252-5365

52 Walnut Street – Suite 9  
Waynesville, NC 28786  
Phone: 828-452-4410  
Fax: 828-456-5455

[www.civildesignconcepts.com](http://www.civildesignconcepts.com)

NCBELS LICENSE #: C-2184



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**Project Name: MHO-Balsam Edge**  
**Project Location: Waynesville, NC**  
**CDC Project No. 12074**  
**Date: February 15, 2021**

The proposed MHO-Balsam Edge project is located off Calhoun Road and Howell Mill Road in Waynesville, Haywood County, North Carolina. The parcel PINs are 8616-42-3466; 8616-42-5404; 8616-42-6329; 8616-42-6671; 8616-52-5167; 8616-42-4173; 86186-42-3089 and total approximately 5.29 acres, as shown by Haywood County GIS.

The project site is zoned Howell Mill Urban Residential and currently consists of an asphalt driveway and 5 buildings that will be removed and 1 building that will remain. The site has mature canopy in the northwest, west, and central area of the parcel, with a stream along the west edge. The stream flows north to south into a culvert that crosses under Howell Mill Road and a culvert along the property's roadway frontage. The proposed site improvements would include 84 multi-family residential units with associated site improvements. The main entrance will connect to Howell Mill Road, an existing NCDOT roadway.

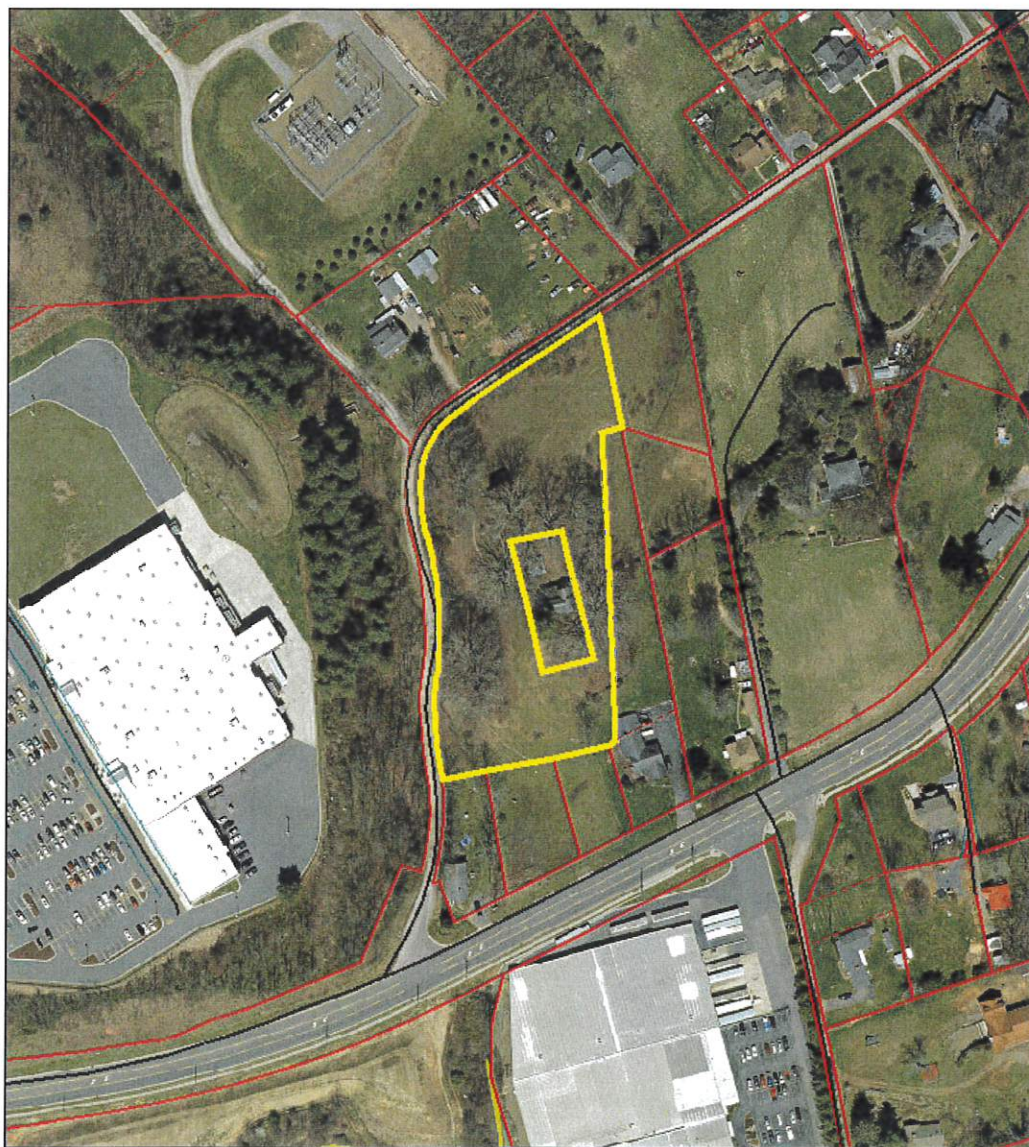
The site is not in a floodway zone per the FEMA 100-year flood hazard maps. The project area can be found from the FEMA FIRM 3700861600J dated April 3, 2012.

The existing site is predominantly pervious allowing stormwater to follow the natural grade and be captured into the ground. The proposed project will increase the built upon area but will not increase stormwater flow rates by providing best management practice stormwater control measures for capturing runoff on site. The site contains no previously identified endangered species habitat.

Per the NRCS Soil Survey data, the existing site soil is 56.6% Dillsboro Loam on 2-8% slopes, 4.8% Dillsboro Loam on 8-15% slopes, and 38.6% of Evard-Cowee Complex.

**Mailing Address: P.O. Box 5432, Asheville, NC 28813**  
**168 Patton Avenue Asheville, NC 28801      52 Walnut Street Ste. 9, Waynesville, NC 28786**  
**Phone 828-252-5388 Fax 828-252-5365      Phone: 828-452-4410 Fax: 828-456-5455**





## Report For

SHOOK, R TIMOTHY  
SHOOK, PATRICIA  
333 HOWELL MILL RD  
WAYNESVILLE, NC 28786

### Account Information

PIN: 8616-42-3466

Legal Ref: 486/478

Add Ref:

### Site Information

CALHOUN RD

Heated Area:

Year Built:

Total Acreage: 2.8

Township: Waynesville

### Site Value Information

Land Value:

Building Value:

Market Value:

Deferred Value:

Assessed Value:

Sale Price:

Sale Date: 02/12/2001

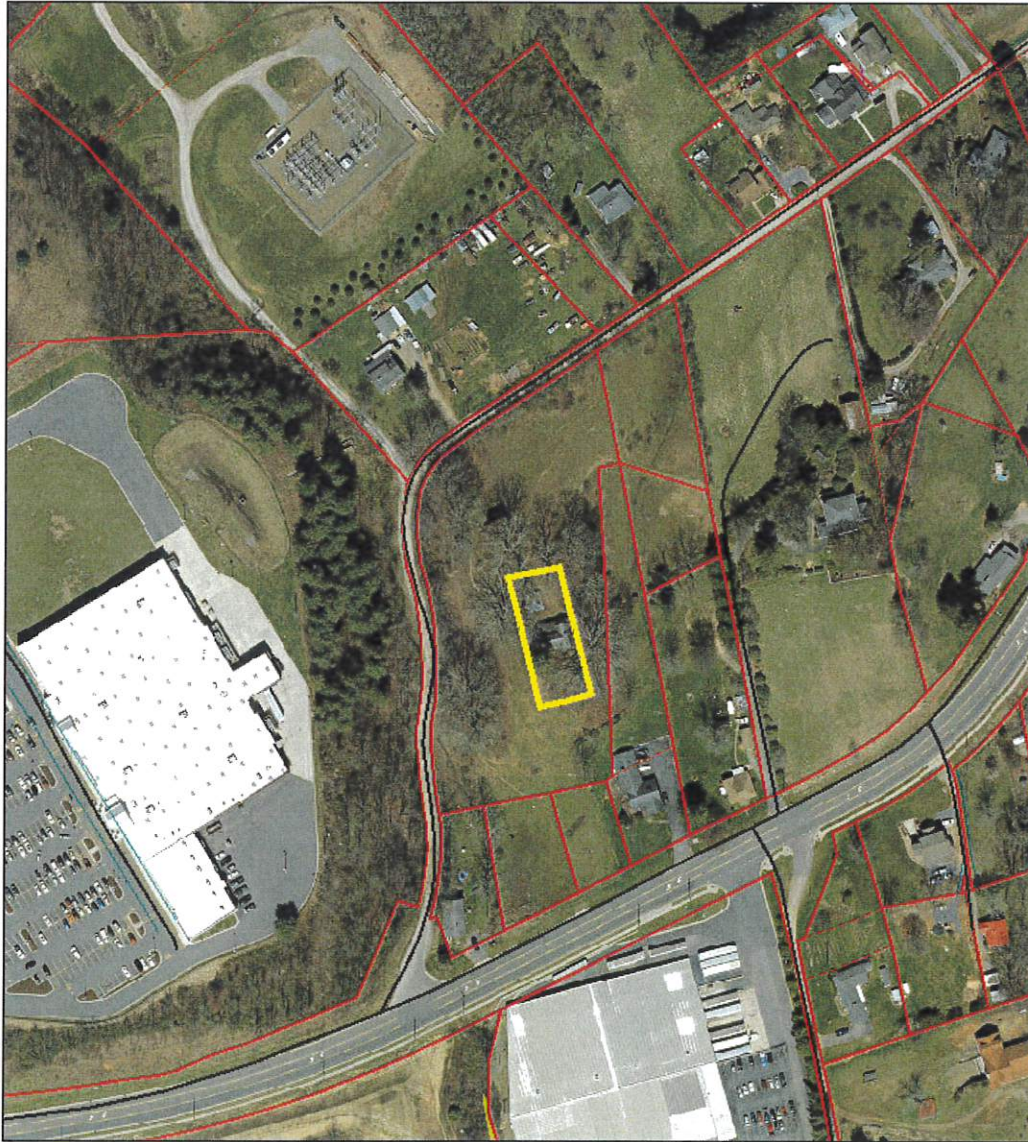


1 inch = 200 feet

February 5, 2021

Disclaimer: The maps on this site are not surveys. They are prepared from the inventory of real property found within this jurisdiction and are compiled from recorded deeds, plats and other public records and data. Users of this site are hereby notified that the aforementioned public primary information sources should be consulted for verification of any information contained on these maps. Haywood county and the website provider assume no legal responsibility for the information contained on these maps.





## Report For

SHOOK, ROBERT TIMOTHY  
333 HOWELL MILL RD  
WAYNESVILLE, NC 28786-3015

### Account Information

PIN: 8616-42-5404

Legal Ref: 1997E/3  
150/370

Add Ref:

### Site Information

DWELLING

71 PALMER HILL DR

Heated Area: 0

Year Built: 1911

Total Acreage: 0.32

Township: Waynesville

### Site Value Information

Land Value: \$13,900

Building Value: \$53,600

Market Value: \$67,500

Deferred Value: \$0

Assessed Value: \$67,500

Sale Price: \$0

Sale Date: 8/25/1996

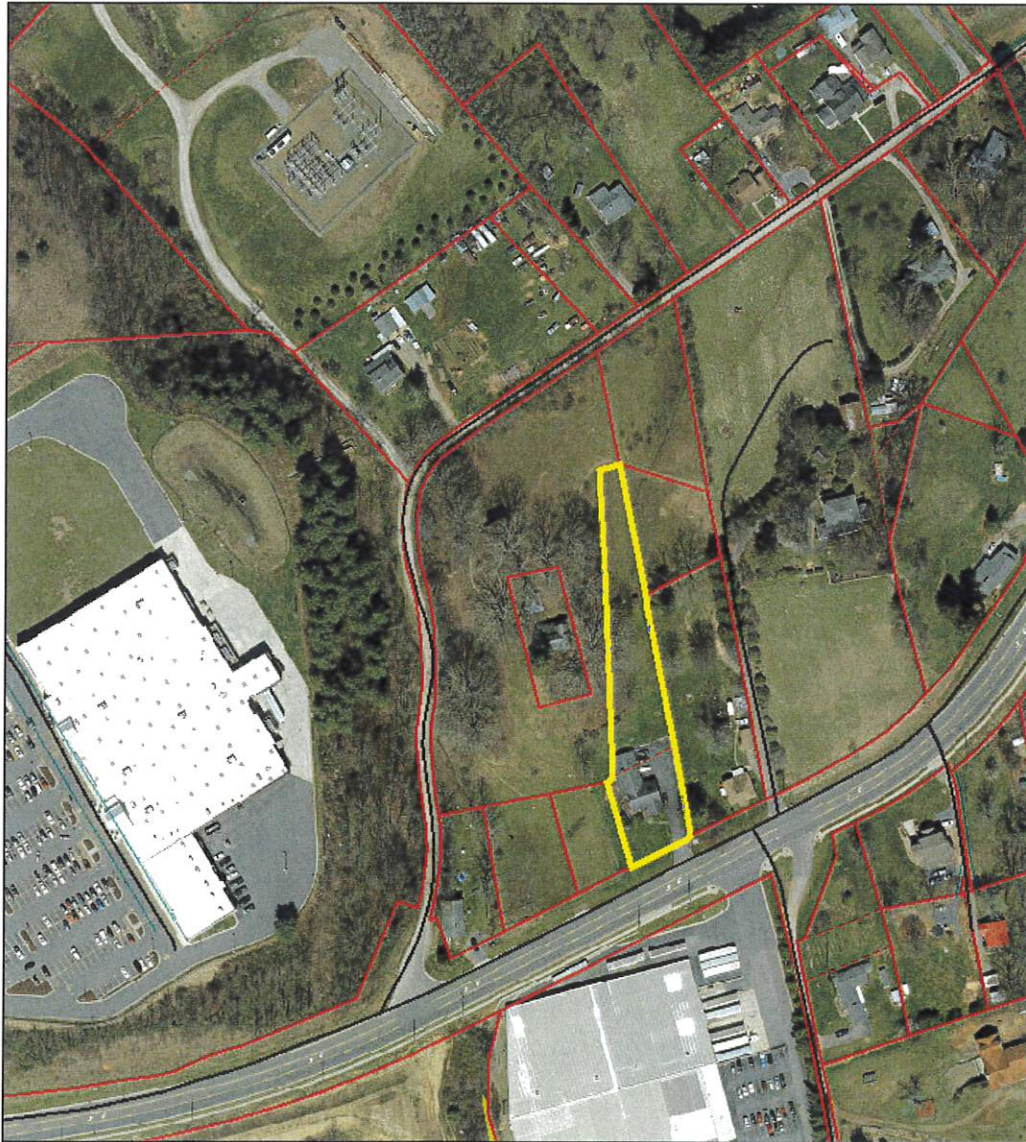


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February 5, 2021

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## Report For

SHOOK, R TIMOTHY  
SHOOK, PATRICIA  
333 HOWELL MILL RD  
WAYNESVILLE, NC 28786

### Account Information

PIN: 8616-42-6329

Legal Ref: 489/264

Add Ref: S1/90

### Site Information

DWELLING

333 HOWELL MILL RD

Heated Area: 1880

Year Built: 1950

Total Acreage: 0.85

Township: Waynesville

### Site Value Information

Land Value: \$23,200

Building Value: \$124,900

Market Value: \$148,100

Deferred Value: \$0

Assessed Value: \$148,100

Sale Price: \$0

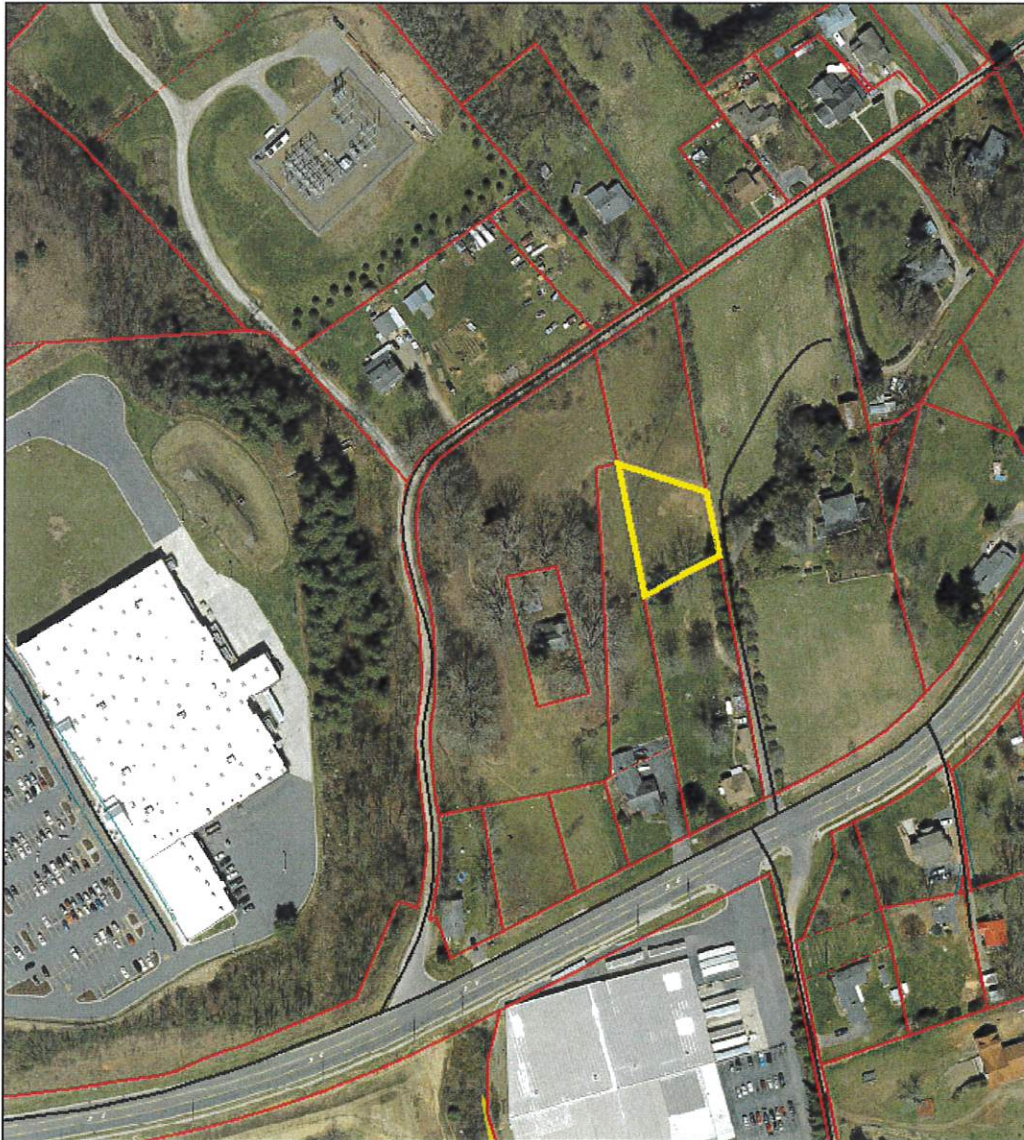
Sale Date: 3/30/2001



1 inch = 200 feet  
February 5, 2021

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## Report For

SHOOK, ROBERT TIMOTHY  
333 HOWELL MILL RD  
WAYNESVILLE, NC 28786-3015

### Account Information

PIN: 8616-42-6671

Legal Ref: 133/179

Add Ref:

### Site Information

OFF CALHOUN RD

Heated Area:

Year Built:

Total Acreage: 0.36

Township: Waynesville

### Site Value Information

Land Value: \$15,800

Building Value: \$0

Market Value: \$15,800

Deferred Value: \$0

Assessed Value: \$15,800

Sale Price: \$0

Sale Date: 1/16/1947

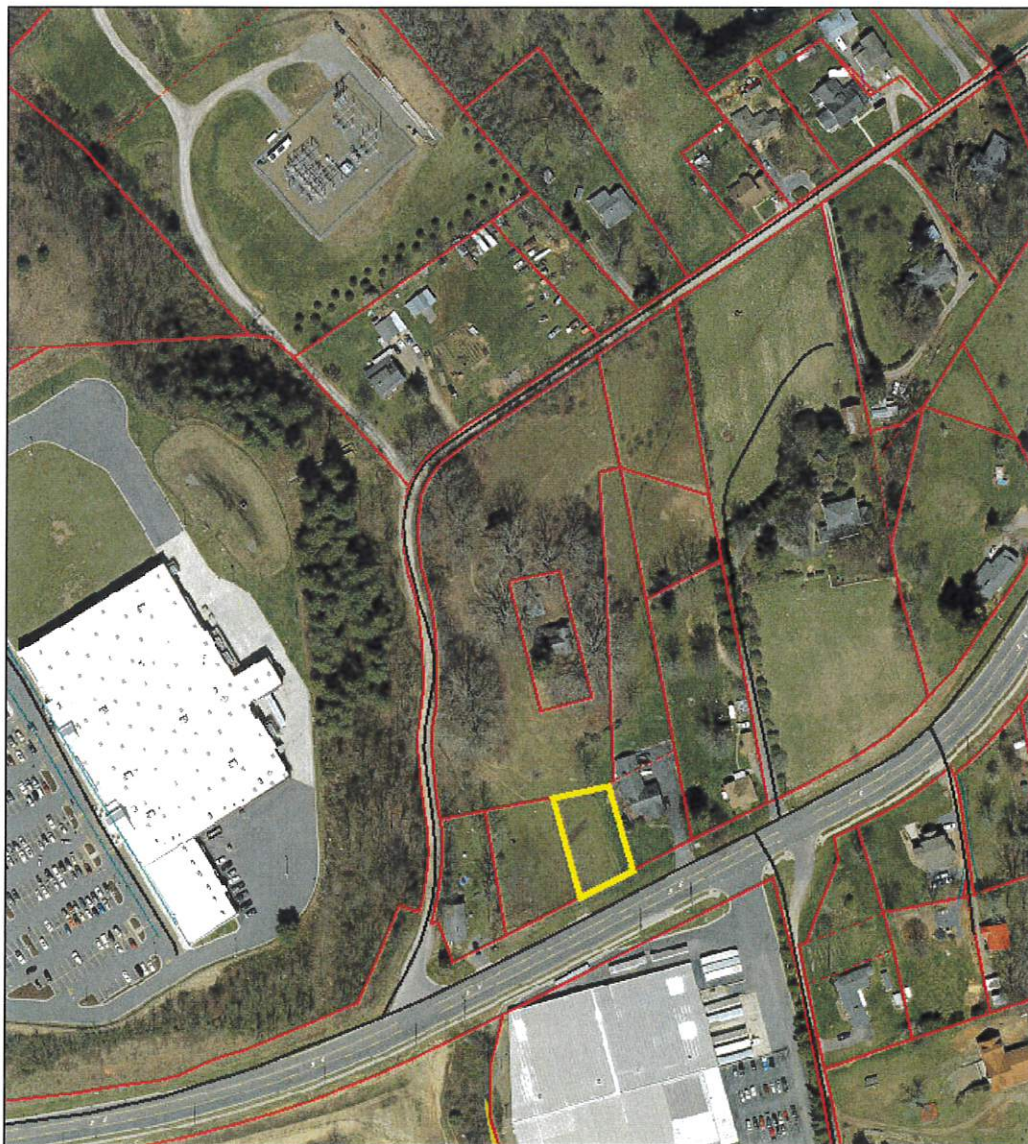


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February 5, 2021

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## Report For

SHOOK, R TIMOTHY  
SHOOK, PATRICIA  
333 HOWELL MILL RD  
WAYNESVILLE, NC 28786

### Account Information

PIN: 8616-42-5167

Legal Ref: 486/481

Add Ref: S1/90

### Site Information

HOWELL MILL RD

Heated Area:

Year Built:

Total Acreage: 0.29

Township: Waynesville

### Site Value Information

Land Value: \$15,700

Building Value: \$0

Market Value: \$15,700

Deferred Value: \$0

Assessed Value: \$15,700

Sale Price: \$0

Sale Date: 2/13/2001

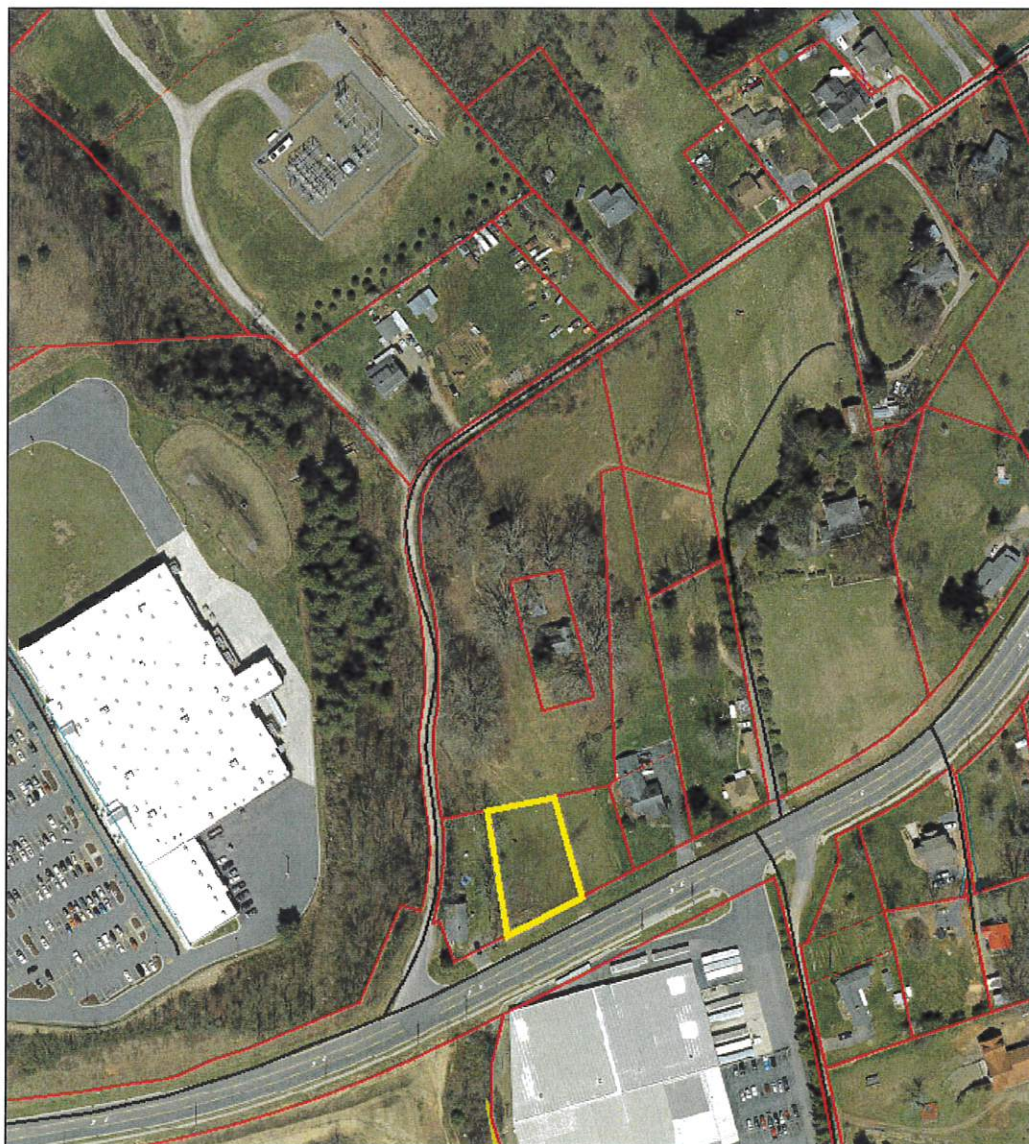


1 inch = 200 feet

February 5, 2021

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## Report For

SHOOK, R TIMOTHY  
SHOOK, PATRICIA  
333 HOWELL MILL RD  
WAYNESVILLE, NC 28786

### Account Information

PIN: 8616-42-4173

Legal Ref: 486/472

Add Ref: S1/90

### Site Information

HOWELL MILL RD

Heated Area:

Year Built:

Total Acreage: 0.37

Township: Waynesville

### Site Value Information

Land Value: \$16,200

Building Value: \$0

Market Value: \$16,200

Deferred Value: \$0

Assessed Value: \$16,200

Sale Price: \$0

Sale Date: 2/13/2001

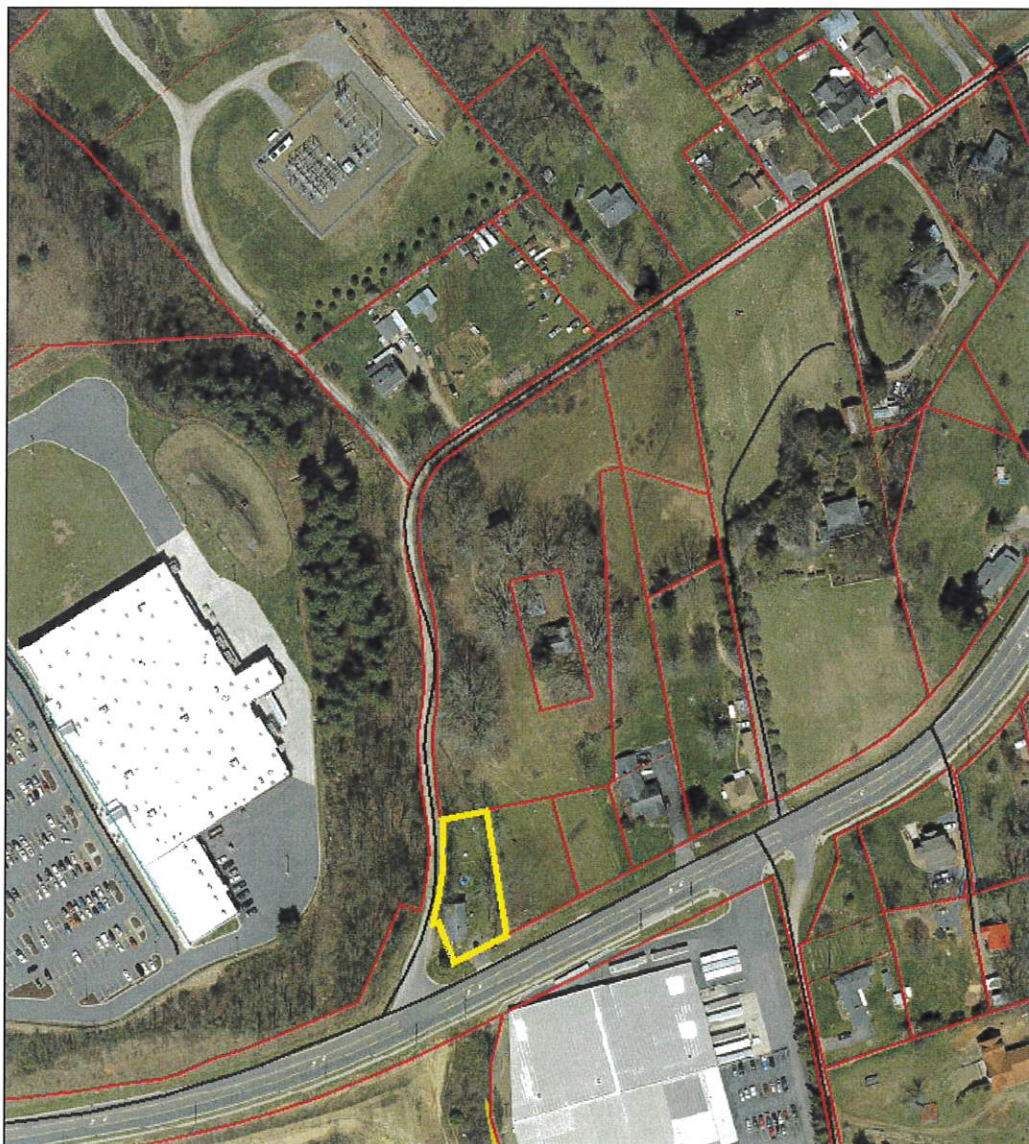


1 inch = 200 feet

February 5, 2021

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## Report For

SHOOK, R TIMOTHY  
SHOOK, PATRICIA  
333 HOWELL MILL RD  
WAYNESVILLE, NC 28786

### Account Information

PIN: 8616-42-3089

Legal Ref: 486/475

Add Ref: S1/90  
825/1167

### Site Information

DWELLING

271 HOWELL MILL RD

Heated Area: 960  
Year Built: 1930  
Total Acreage: 0.3  
Township: Waynesville

### Site Value Information

Land Value: \$16,300  
Building Value: \$33,400  
Market Value: \$49,700  
Deferred Value: \$0  
Assessed Value: \$49,700  
Sale Price: \$0  
Sale Date: 2/13/2001



1 inch = 200 feet

February 5, 2021

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Northing: = 663,998, Easting = 812,779

Northing: = 663,998, Easting = 816,247

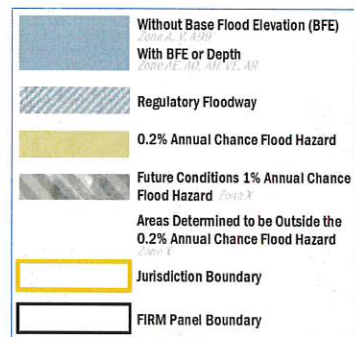


Northing: = 660,530, Easting = 812,779

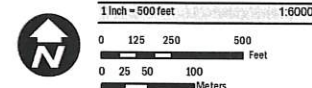
Page 1 of 2

Northing: = 660,530, Easting = 816,247

This is an official copy of a portion of the above referenced flood map. This map incorporates changes or amendments which may have been made subsequent to the date on the title block. For the latest product information about National Flood Insurance Program flood maps check the FEMA Flood Map Store at [www.msc.fema.gov](http://www.msc.fema.gov).



North Carolina State Plane Projection Feet (Zone 3200)  
Datum: NAD 1983 (Horizontal), NAVD 1988 (Vertical)



FEMA National Flood Insurance Program

**NATIONAL FLOOD INSURANCE PROGRAM**  
FLOOD INSURANCE RATE MAP

Panel(s): 8616  
CONTAINS:  
COMMUNITY CID  
TOWN OF WAYNESVILLE 370124

Notice to User: The Map Number(s) shown below should be used when placing map orders; the Community Number(s) shown above should be used on insurance applications for the subject community.

SELECTED PANELS:  
MAP NUMBER EFFECTIVE DATE  
3700861600J 4/3/2012





# Soil Map—Haywood County Area, North Carolina



# Soil Map—Haywood County Area, North Carolina

## MAP LEGEND

<b>Area of Interest (AOI)</b>		Spoil Area
Area of Interest (AOI)		Stony Spot
<b>Soils</b>		Very Stony Spot
Soil Map Unit Polygons		Wet Spot
Soil Map Unit Lines		Other
Soil Map Unit Points		Special Line Features
<b>Special Point Features</b>		<b>Water Features</b>
Blowout		Streams and Canals
Borrow Pit		<b>Transportation</b>
Clay Spot		Rails
Closed Depression		Interstate Highways
Gravel Pit		US Routes
Gravelly Spot		Major Roads
Landfill		Local Roads
Lava Flow		<b>Background</b>
Marsh or swamp		Aerial Photography
Mine or Quarry		
Miscellaneous Water		
Perennial Water		
Rock Outcrop		
Saline Spot		
Sandy Spot		
Severely Eroded Spot		
Sinkhole		
Slide or Slip		
Sodic Spot		

## MAP INFORMATION

The soil surveys that comprise your AOI were mapped at 1:12,000.

Warning: Soil Map may not be valid at this scale.

Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service  
Web Soil Survey URL: [https://websoilsurvey.sc.egov.usda.gov](#)  
Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: Haywood County Area, North Carolina  
Survey Area Data: Version 21, Jun 3, 2020

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: May 3, 2020—May 7, 2020

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.

## Map Unit Legend

Map Unit Symbol	Map Unit Name	Acres in AOI	Percent of AOI
DsB	Dillsboro loam, 2 to 8 percent slopes	3.3	56.6%
DsC	Dillsboro loam, 8 to 15 percent slopes	0.3	4.8%
EvD	Evard-Cowee complex, 15 to 30 percent slopes	2.3	38.6%
<b>Totals for Area of Interest</b>		<b>5.9</b>	<b>100.0%</b>



**BALSAM EDGE,  
WYNESVILLE, NC**

[illegible][illegible]

**DEVELOPMENT TEAM**

**MHO**  
Municipal Housing Operations

**Development Center**

16700 Main Street, Suite 200  
44 Cleveland Avenue, Suite 101  
Aurora, IL 60009-2478  
(848) 254-1210 (fax)  
Contact: Christine Burt

**CHICAGO, ILLINOIS**  
333 West Madison Street  
Chicago, IL 60602  
(312) 442-4200  
(FAX) 312-442-4100  
Contact: Chris Adams

**DESIGN TEAM**

Architect

**Civil Engineer**  
CIVIL DESIGN CONCEPTS  
160 Patton Avenue  
Asheville, NC 28601  
(704) 252-3368  
Contact: Warren Sudds PE  
Licensure: NC, VA, IL

Starched Envelope (stiffened) TO BE DEFENDED

PMF Explorer	FOI #	DATE	STATUS
PMF Explorer	FOI #	DATE	STATUS

General Contractor  
WEAVER COOLE  
8401 Key Boulevard  
Greensboro, NC

ISSUE DATES	
2021 NCHPA LTRIC PRELIMINARY APPLICATION PACKAGE	01/22/2021
TOWN PLANNING REVIEW PACKAGE	02/15/2021

Contact: Cori Page

PRELIMINARY  
NOT FOR  
CONSTRUCTION



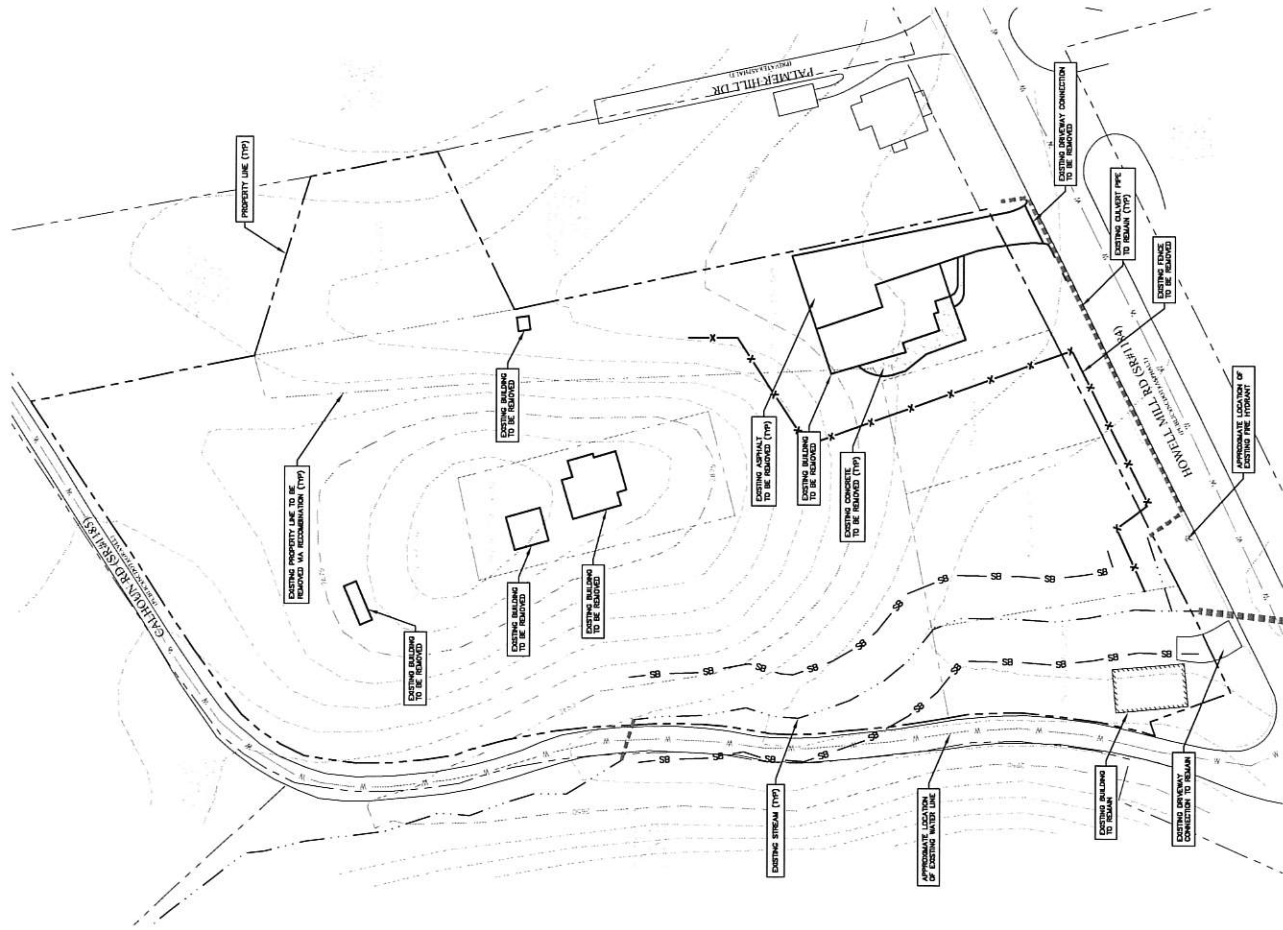


Project No: 2017  
Issue Date: 2/15/2021  
Issued For: TOWN PLANNING  
REVIEW

C101

[illegible]

**C101** EXISTING CONDITIONS & DEMOLITION PLAN  
15-0000





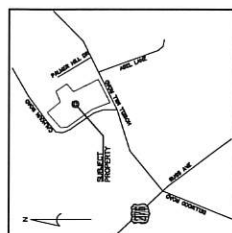
WHO - BALSAM EDGE  
WAYNESVILLE, NORTH CAROLINA  
NCHHA APPLICATION NO. APP21-01AB



FOR REVIEW ONLY

PRELIMINARY  
NOT RELEASED  
EXCEPT  
FOR  
CONSTRUCTION

Project No: 2017  
Issue Date: 2/15/2021  
Submitted For: TOWN PLANNING  
REVIEW



## VICINITY MAP

NOT TO SCALE

DEVELOPMENT DATA		OWNER/DEVELOPER		PROJECT DATA	
CONTACT:	UNIVERSITY LAND MANAGEMENT, INC. 84 COLUMBIA AVENUE, SUITE 10 CHANDLER, AZ 85226 (480) 948-6887	PN:	8818-12-306 8818-12-306A 8818-12-307 8818-12-307A 8818-12-308 8818-12-308A 8818-12-309 8818-12-309A 8818-12-310 8818-12-310A 8818-12-311 8818-12-311A 8818-12-312 8818-12-312A 8818-12-313 8818-12-313A 8818-12-314 8818-12-314A 8818-12-315 8818-12-315A 8818-12-316 8818-12-316A 8818-12-317 8818-12-317A 8818-12-318 8818-12-318A 8818-12-319 8818-12-319A 8818-12-320 8818-12-320A 8818-12-321 8818-12-321A 8818-12-322 8818-12-322A 8818-12-323 8818-12-323A 8818-12-324 8818-12-324A 8818-12-325 8818-12-325A 8818-12-326 8818-12-326A 8818-12-327 8818-12-327A 8818-12-328 8818-12-328A 8818-12-329 8818-12-329A 8818-12-330 8818-12-330A 8818-12-331 8818-12-331A 8818-12-332 8818-12-332A 8818-12-333 8818-12-333A 8818-12-334 8818-12-334A 8818-12-335 8818-12-335A 8818-12-336 8818-12-336A 8818-12-337 8818-12-337A 8818-12-338 8818-12-338A 8818-12-339 8818-12-339A 8818-12-340 8818-12-340A 8818-12-341 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Know what's below.  
Call before you dig.

**SITE PLAN**  
1"=40'

11

C20





HO - BALSAM EDGE  
WAYNESVILLE, NORTH CAROLINA  
NCHFA APPLICATION NO. APP21-0148



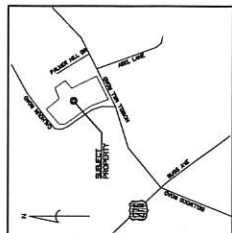
FOR REVIEW ONLY

PRELIMINARY  
NOT RELEASED  
FOR  
CONSTRUCTION

Project No: 2017  
Issue Date: 2/15/2021  
Issued For: TOWNSHIP PLANNING  
REVIEW

GRADING, EROSION  
CONTROL & STORM  
DRAINAGE PLAN

C301



VICINITY MAP  
INCHES TO SCALE

[illegible]

**CDC INSPECTIONS HOTLINE:**  
800.271-4755 OR INSPECT@CDC.GOV



**Know what's below.  
Call before you dig.**

GR. EC. &amp; SD PLAN

11

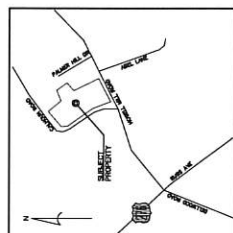
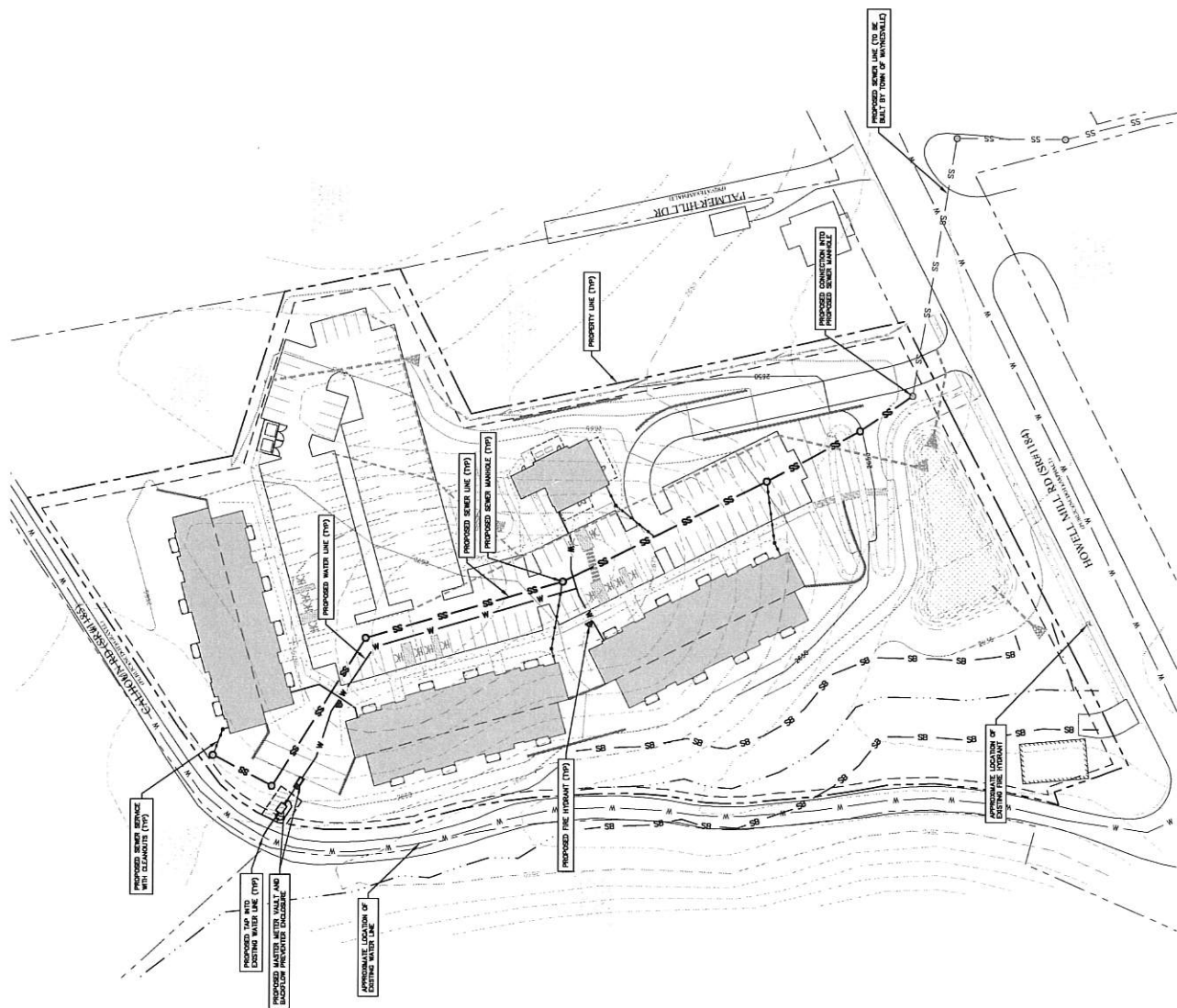


HO - BALSAM EDGE  
WAYNESVILLE, NORTH CAROLINA  
NCHSA APPLICATION NO. AP21-0148



FOR REVIEW ONLY

Project No: 2017  
Issue Date: 2/15/2021  
Issued For: TOWN PLANNING  
REVIEW

VICINITY MAP  
NOT TO SCALE[illegible]



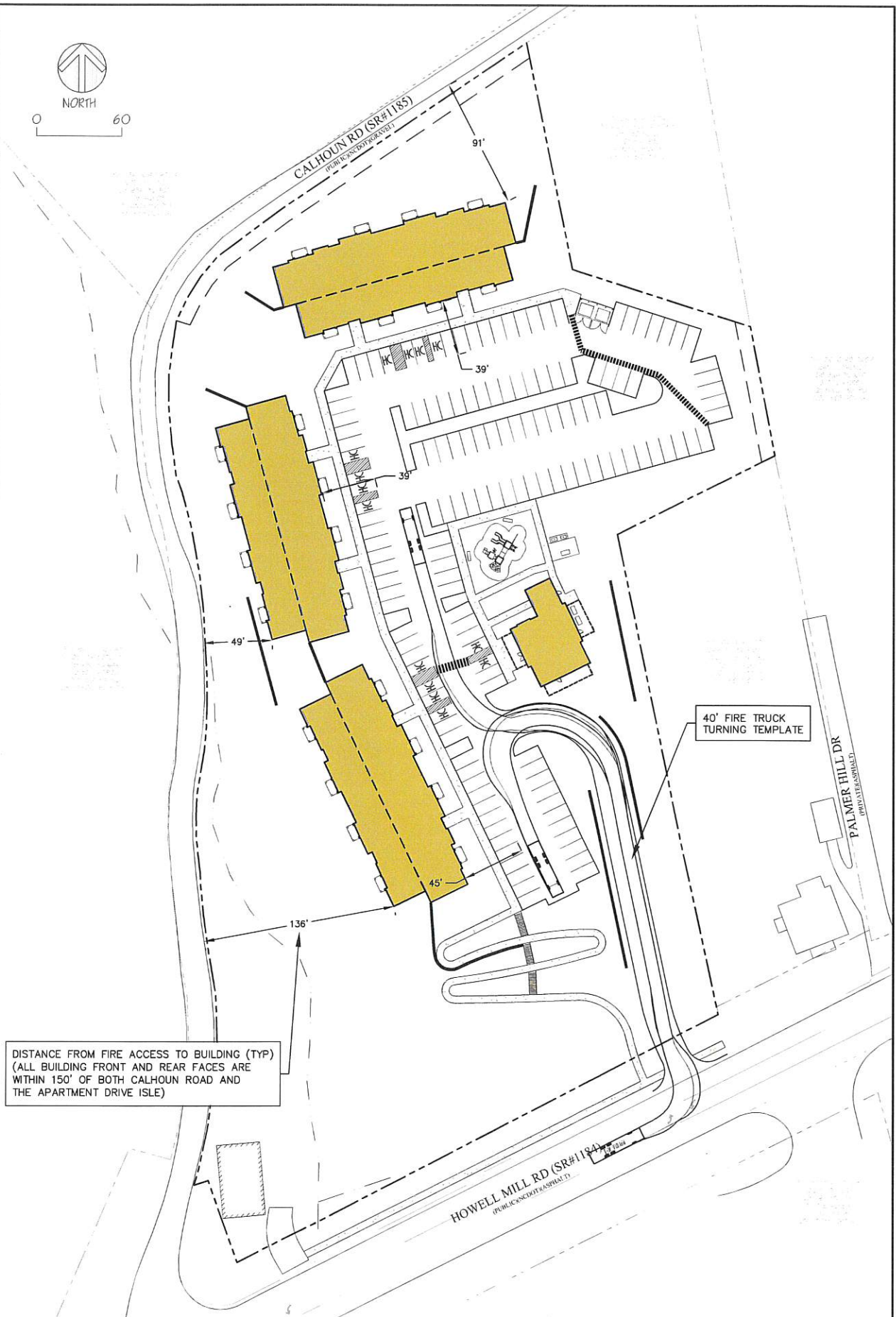
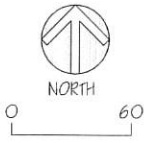
KHO  
Korea's Home Office

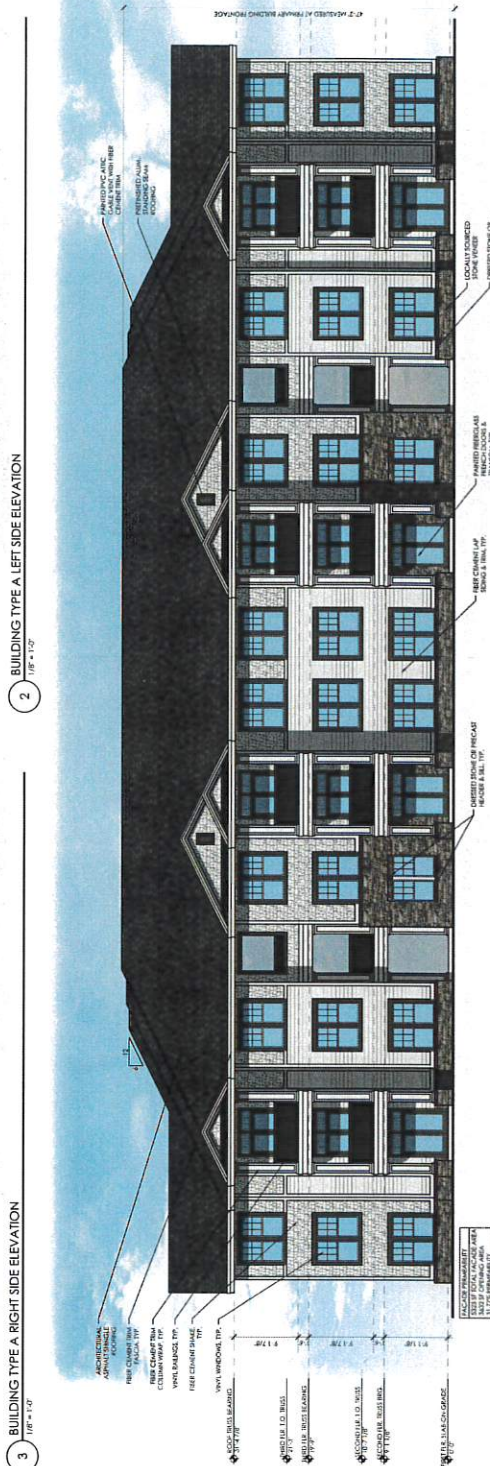
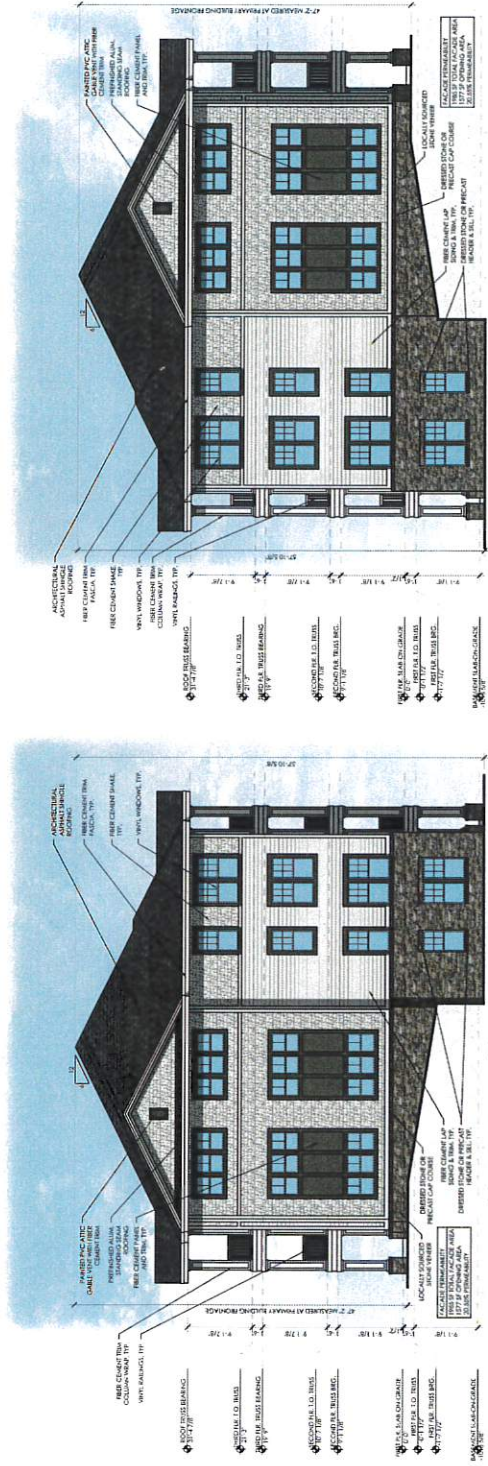
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REVIEW

L101

LAN 101



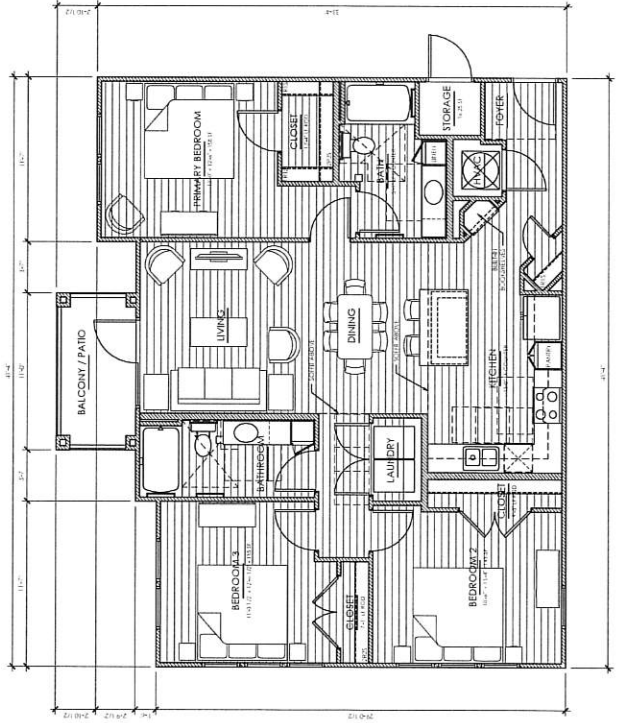
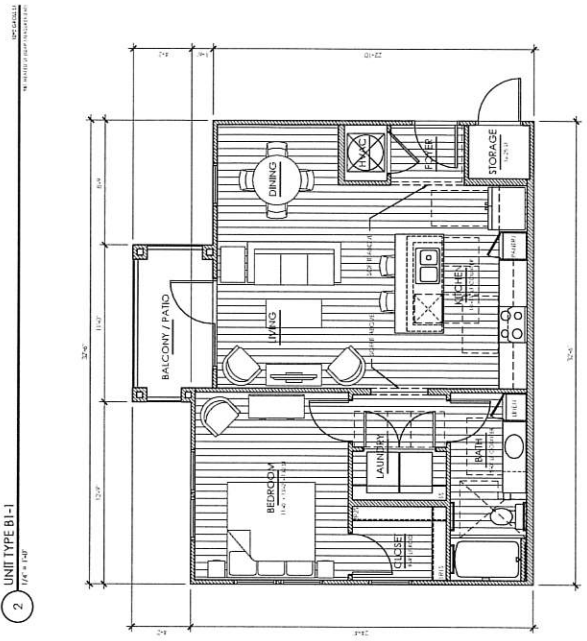
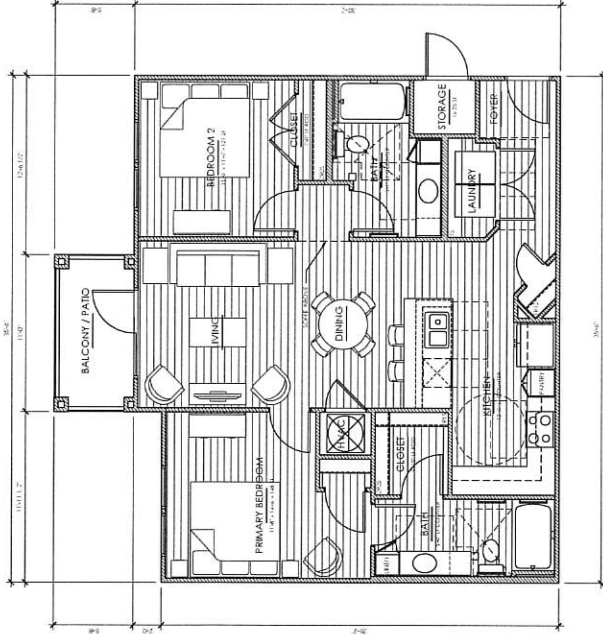


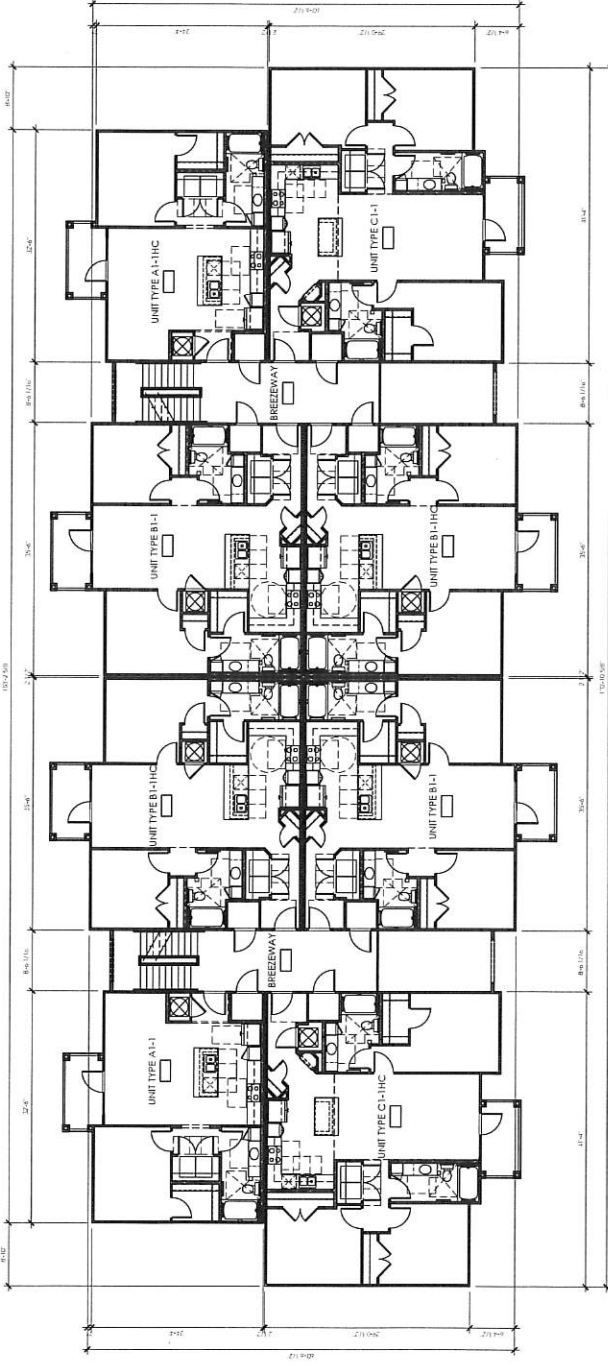




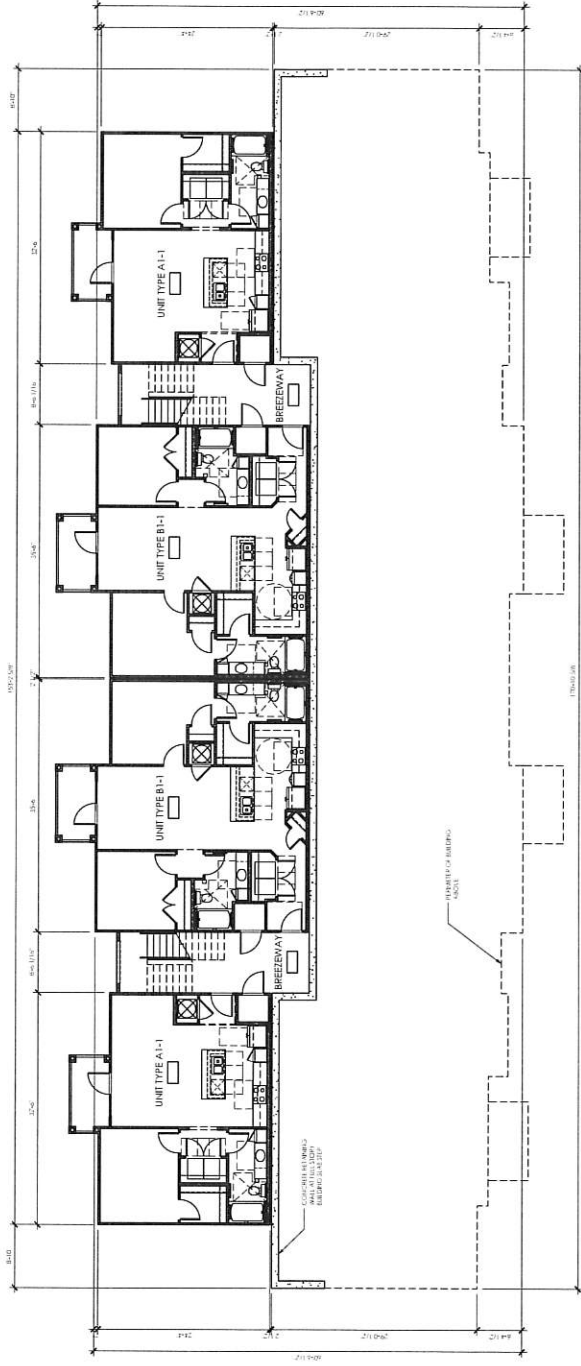




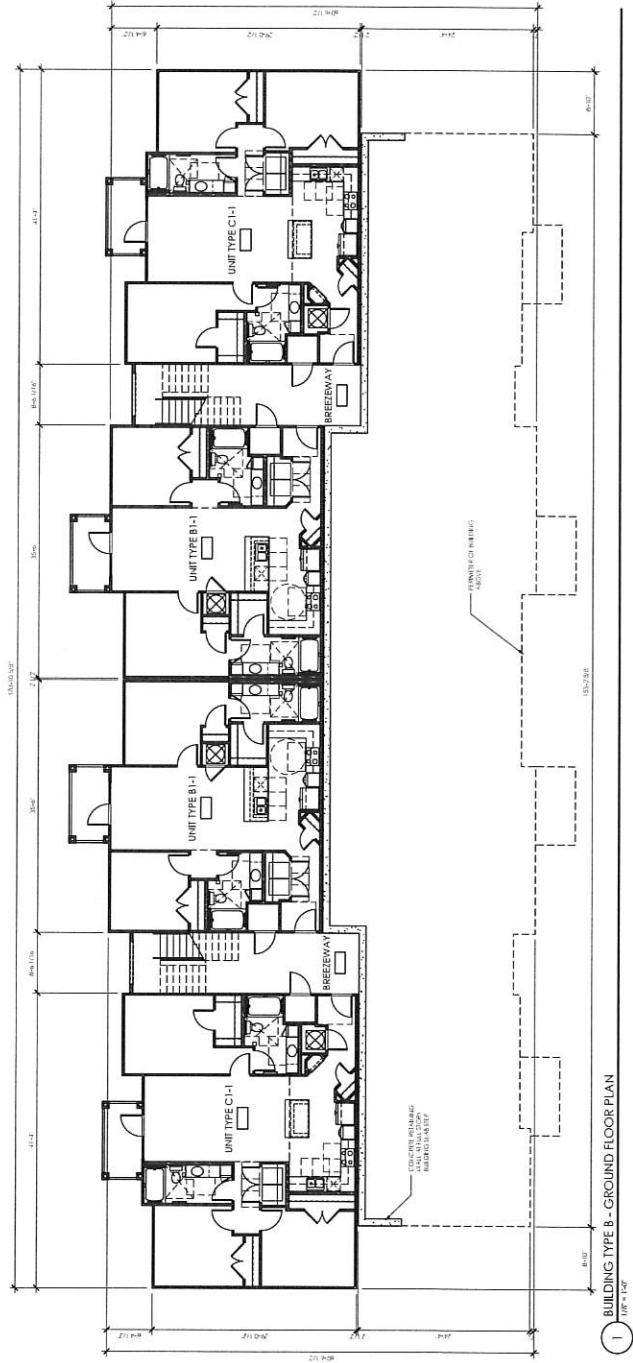
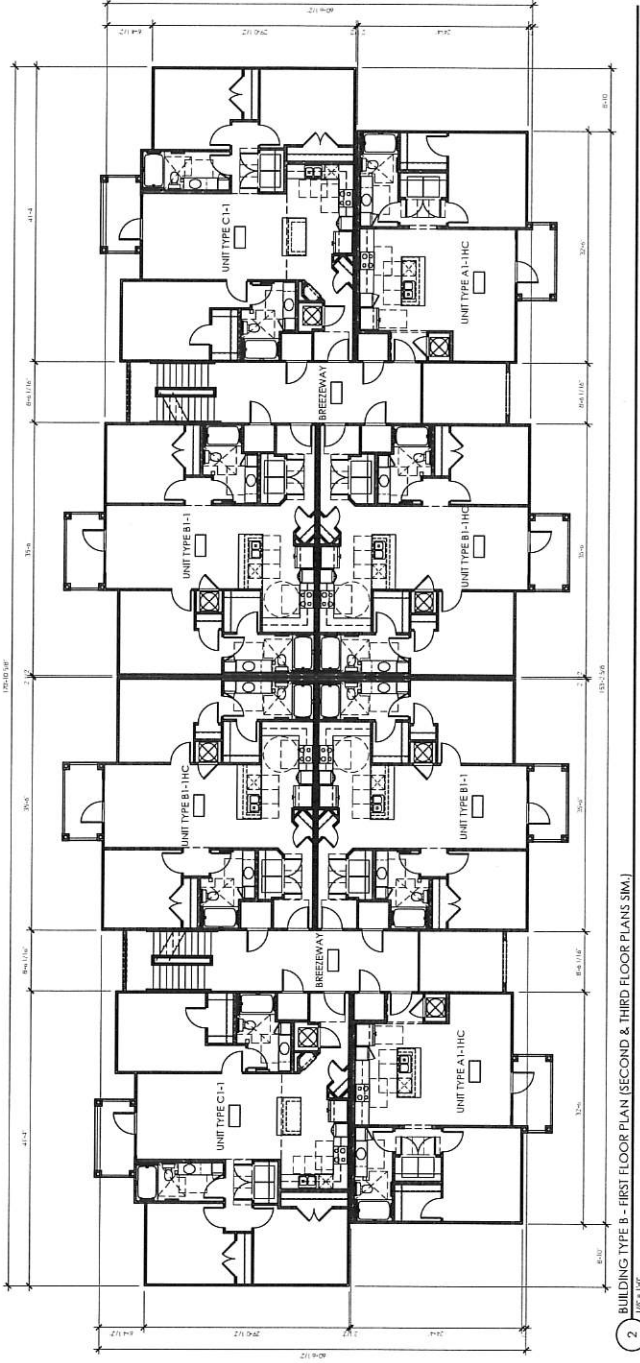




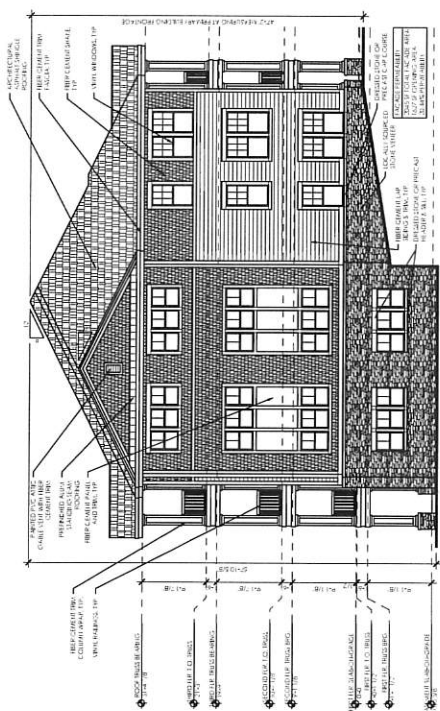
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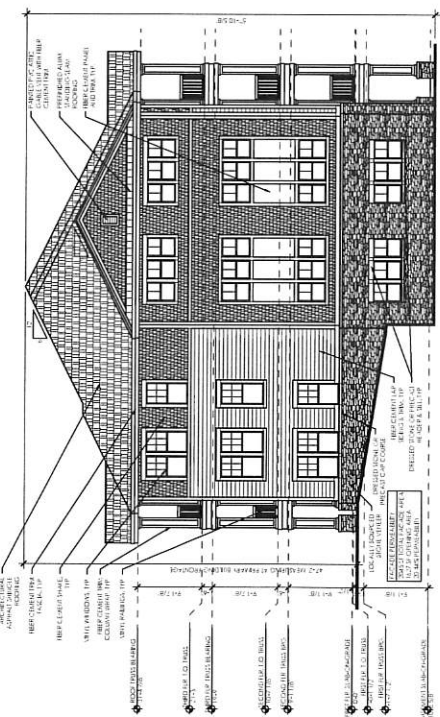
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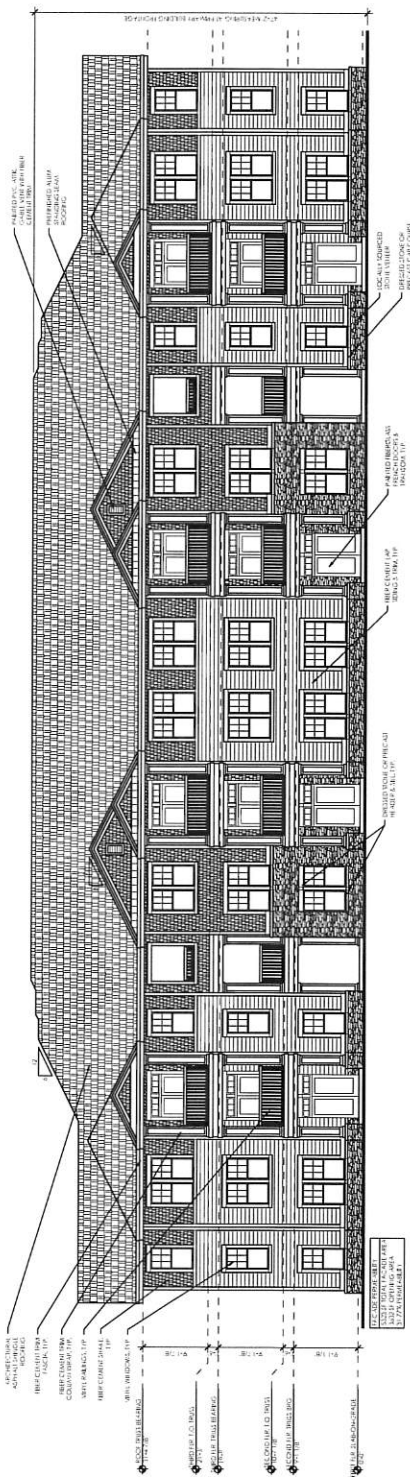




BUILDING TYPE B LEFT SIDE ELEVATION

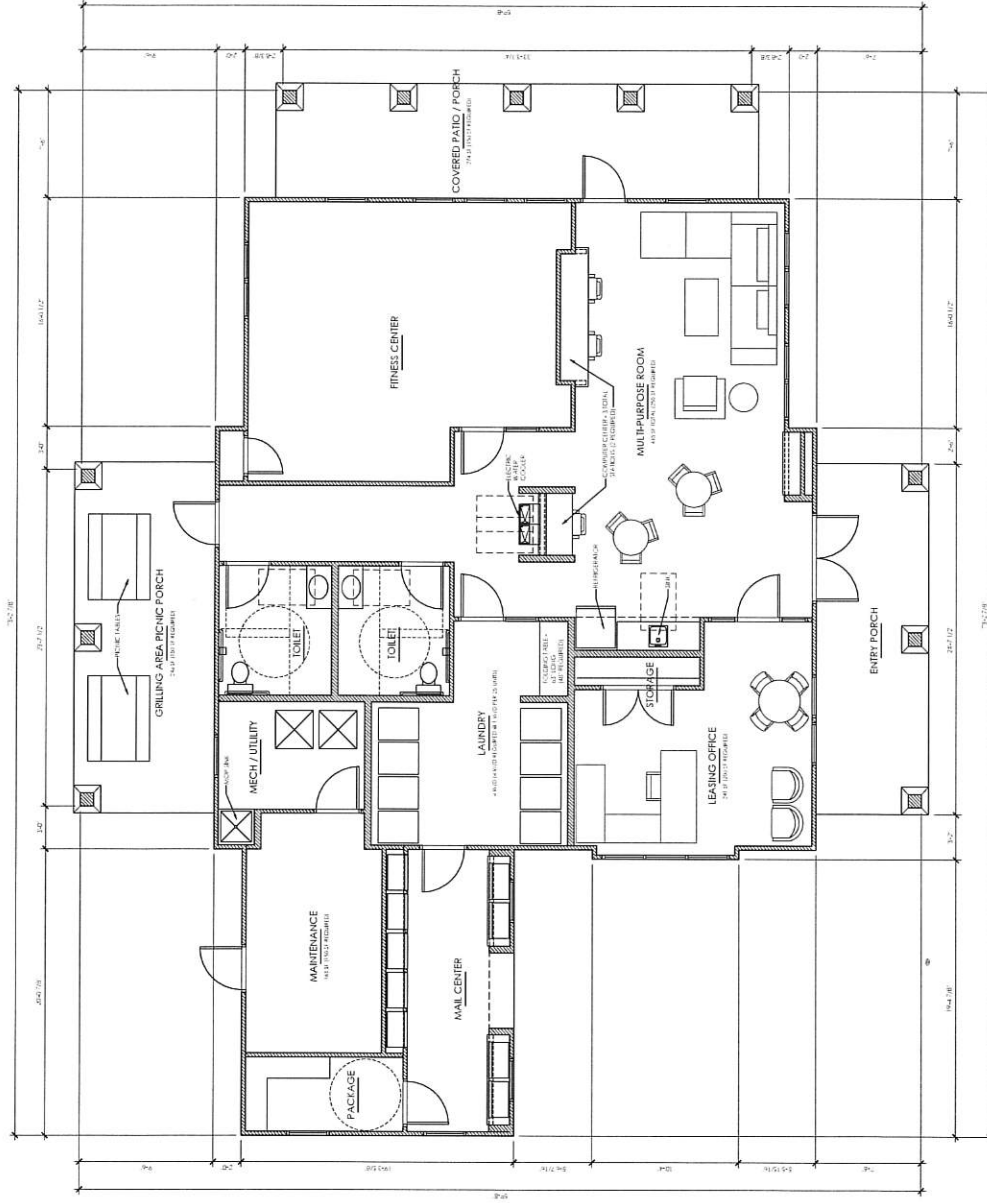


BUILDING TYPE B RIGHT SIDE ELEVATION



BUILDING TYPE B FRONT ELEVATION





**1 COMMUNITY BUILDING FLOOR PLAN**  
1/4" = 1'-0"





