



## MEETING MINUTES

### **Board Members Present**

Chairperson Jay Grimmatt  
Member Glenda Overbeck

Member Dylan Dechant

### **Board Members Absent**

Vice Chair Kimberly Hunter

Member Jeff Angel

### **Town Staff Present**

Adrienne Isenhower, Planning Director  
Shannon Tuch, Town Manager

Penny Sams, Planner / Zoning Administrator  
Ryan Vinson, Town Clerk / HR Analyst

Chairperson Grimmatt called the meeting to order at 6:00 p.m.

### **A. Approval of the Agenda**

Member Overbeck made a motion to approve the agenda. Member Dechant seconded the motion, which passed unanimously, 3-0.

### **B. Approval of the May 3, 2022, Regular Meeting Minutes**

Member Overbeck made a motion to approve the minutes. Member Dechant seconded the motion, which passed unanimously 3-0.

### **C. Public Comment**

*Everyone wishing to address the Board must sign up with the Town Clerk 15 minutes prior to the meeting. Each speaker will be recognized by the Chair when it is their time to be heard. Comments are limited to three minutes per speaker and the time allotted to public comment will be at the discretion of the Chair.*

### **D. New Business**

1. **Item 1: Public Hearing: Ordinance Text Amendments.** Review and recommendation of proposed amendments to Chapter 40 - Steep Slope of the Town of Woodfin Code of Ordinances.

Chairperson Grimmatt opened the public hearing at 6:02 pm. There being nobody to speak, the public hearing was closed at 6:02 pm.

Planning Director Isenhower went over the changes to the Steep Slope Ordinance, which were:

1. Section 2 – Applicability
2. Section 3 – Definitions
3. Section 4 – Development Standards 1-4
4. Section 4 – Development Standards 5-10
5. Section 5 – Application submittal and review process
6. Section 6 – Penalties
7. Section 7 – Fees

- 8. Section 8 – Completeness Review and Appeal
- 9. Section 9 – Permit Expiration

Chairperson Grimm: What is communal infrastructure?

Planning Director Isenhower: Roads, utilities, items relative to subdivision construction.

Member Overbeck: How much of the land in Woodfin is steep slope?

Planning Director Isenhower: I don't have the exact amount, but it is a good amount.

Member Overbeck: What about townhomes? Are they subject to the ordinance?

Planning Director Isenhower: Dwelling units per lot would prohibit some of it.

Member Overbeck: If someone wants to enlarge their property, could someone take a neighboring property and combine it to enlarge their property?

Chairperson Grimm: Yes, if both are owned separately with 2 PINs.

Manager Tuch: The steep slope requirement would only apply to portions above 2200 feet and 20% grade.

Manager Tuch: Ordinance does allow for 500 square foot addition for modernization.

There was discussion amongst the Board and staff if a 20 feet height for accessory structures was appropriate or needed to be lowered.

There was some discussion about screening for retaining walls and what the requirements for screening could be.

Member Overbeck made the following motion:

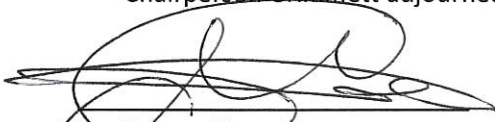
I move that the Town of Woodfin Planning Board, having considered the proposed ordinance amendments in relation to the comprehensive plan, and finding the proposed ordinance amendments to be consistent with the comprehensive plan, recommend approval of the proposed ordinance amendments to the Board of Commissioners.

Member Dechant seconded the motion, which passed unanimously, 3-0.

**E. Adjournment**

Member Dechant made a motion to adjourn the meeting. Member Overbeck seconded the motion, which passed unanimously, 3-0.

Chairperson Grimm adjourned the meeting at 6:31 pm.

  
Jay Grimm  
Planning Board Chairperson



Attest:   
Ryan Vinson  
Town Clerk