



Board of Commissioners

AUGUST 16, 2022

Consent Agenda

Public Comment

New Business

1. Zoning Ordinance Amendment

ADRIENNE ISENHOWER– PLANNING DIRECTOR

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Lot Width Standards

- Section 54-10, Sections 54-145 through 54-149, and Sections 54-154 through 54-155
- Clarification of lot width standards
- Amend district language to remove “building line”
- Add definition of lot width to read: “the distance between the side lines of a lot measured at the front setback line”

2. Steep Slope Ordinance Amendment

ADRIENNE ISENHOWER – PLANNING DIRECTOR

Accessory Structure Height

- Accessory structures shall not exceed 20 feet in height.....**EXCEPT:**
 1. All retaining walls are limited to a maximum height of **12 feet**.
 2. Fences and free-standing walls must meet zoning ordinance height standard (Front yard = 6 feet, Side or rear yard = 8 feet)
- Remove definition of ***Structure*** from steep slope ordinance (refer to accessory structure definition of zoning ordinance)

3. Zoning Map Amendment – Sherwood Heights

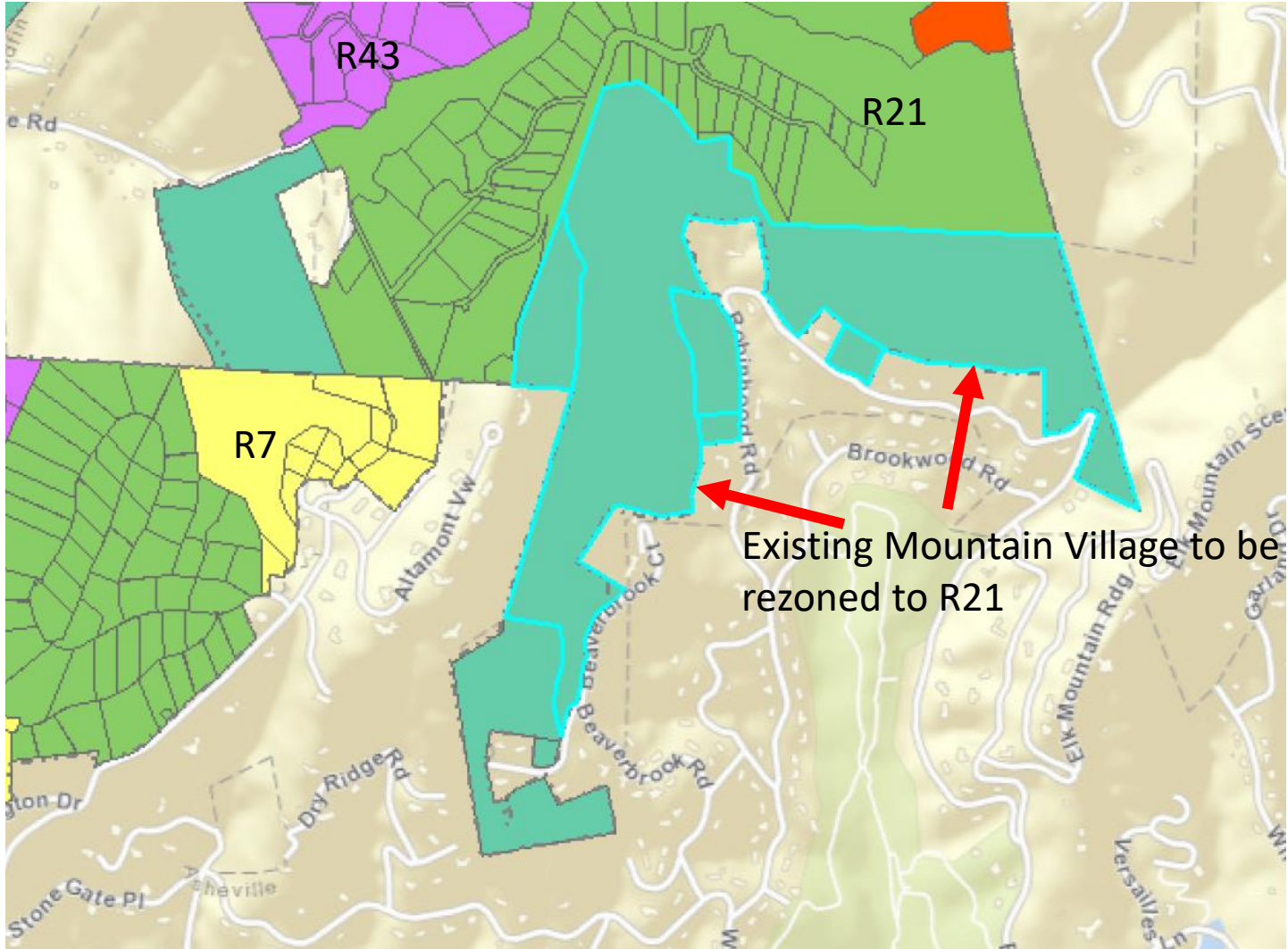
ADRIENNE ISENHOWER – PLANNING DIRECTOR



Public Hearing – Rezoning

Mountain Village to R-21

- Elk Mountain Property, LLC – 99999 Robinhood Road (9741-32-0071)
- Mark Pankonin – 68 Robinhood Road (9741-41-0370)
- HBG II Holdings, LLC – 99999 Robinhood Road (9741-41-0737)
- Lisa M Marcuz Revocable Living Trust – 100 Robinhood Road (9741-41-9733)
- Robinhood Property Company LLC – 99999 Robinhood Road (9741-52-6064)



Existing Mountain Village to be rezoned to R21

Consistency with Comprehensive Plan

1. Ensure compatible infill development with the surrounding area
2. Limit density in a manner that is better supported by the existing water, sewer and street infrastructure
3. Allow for the administrative application of environmental standards that would preserve wooded steep slopes
4. Preserves the rural nature of agricultural and wooded areas

4. Adoption of Rules of Procedure for the Woodfin Town Council

SHANNON TUCH – TOWN MANAGER



Rules of Procedure

1. Best practice – recommended for all elected (and advisory) bodies
2. Provides guidance on setting, holding and recording meetings
3. Establishes expectations for appropriate conduct at meetings
4. Adopted by the body – can be amended as needed

Rules of Procedure

1. Outline structure taken from SOG template
2. Simplifications modeled after other NC towns

Rules of Procedure – Discussion Items

1. Uses the term “Town Council” as opposed to “Board of Commissioners”
2. Remove Mayor’s Recitation? (covered in Rule 20)
3. Need for Rule #16? Amend to allow an exception by majority vote?
4. Explicitly prohibit invocation
5. How to accept Public comment
 - Any individual or group may request to be on the agenda
 - 5-minute time limit per speaker, 10 minutes per group

5. Local Partnership Opportunity

SHANNON TUCH – TOWN MANAGER

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Local Partnerships

- Common practice – 80% of local governments partner with local organizations
- Support can be in the form of monetary contributions or in-kind support
- Can be a one-time allocation or renewed on an annual basis

Local Partnerships

Funds allocated or support offered must meet two tests:

1. Service must be something that local government is authorized to perform (i.e. community assistance, parks & recreation)
2. Has to benefit the public / serve a public purpose (can't benefit an individual)

Local Partnerships – FY 2023 Budget

In-kind:

1. Woodfin Elementary – Traffic control for annual 5K
2. Manna/Catholic Charities – Monthly community foodbank

Monetary:

1. Woodfin Elementary
2. Golden Age Club
3. Buncombe County - Homeowner's Grant

Local Partnerships – Unallocated

\$51,235 held in reserve

Money was donated to serve the residents of Woodfin and should be reallocated to serve this purpose.

Local Partnerships – Recommendation #1

1. Maintain FY 2023 budgeted support but request an annual report from recipients explaining past and anticipated use of funds.
2. Adopt an open and transparent process for reviewing and evaluating requests moving forward:
 - Identify greatest need / highest funding priorities
 - Develop an application & review process; post on-line
 - Create an annual review schedule

Local Partnerships – Recommendation #2

For unallocated funds:

1. Adopt an open and transparent process for reviewing and evaluating requests in this fiscal year.
 - Could be a one-time allocation, or recipients could request further support as part of the annual review cycle.

Town Manager Report

SHANNON TUCH, TOWN MANAGER

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Administration

- Contracts/Pos

French Broad Paving

Repair and repaving of parking lot at Roy Pope Park
\$12,700

- Audit is complete, awaiting final report/findings

Staffing

- Zoning Administrator – offer made & accepted, start Aug. 29th
- Stormwater Administrator – beginning interviews this week
- Project Manager – vacant as of 8/17, exploring internal candidates
- Police Sergeant – hold for now

RFPs & RFQ

RFPs - postings closed for:

- Town Comprehensive Plan RFP
- Stormwater Assessment & Prioritization RFP
(Proposals in review)

RFQ - Town Hall/Town Center Feasibility:

- Draft complete
- Identifying third site to study
- Hope to post no later than September 6th

WGB Update

Riverside Park

- 90% construction drawings are in development
- Awaiting news on pending grant applications (August)
- Whitewater Wave physical modeling is underway & going well

Greenway

- Fully funded
- Design team is meeting w/ property owners re: alignment & easements

Silverline

- PGAC is examining options for the SL-Park Building
- Working with consultants & staff on maintenance plan

Other Park News

Pickleball Pilot Program

- Temporary courts are in! (looking at options for temporary fencing)
- Signage posted
- Survey active – data is being collected